#### Location:



# REGIONAL TRANSPORTATION COMMISSION 1105 Terminal Way, 1<sup>st</sup> Floor Great Room, Reno, NV Date/Time: 9:00 A.M. - Friday, April 18, 2025

# REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY BOARD MEETING AGENDA

- I. The Regional Transportation Commission Great Room 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 Michelle Kraus 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. This meeting will be televised live and replayed on RTC's YouTube channel at: bit/ly/RTCWashoeYouTube
- III. Members of the public in attendance at the meeting may provide public comment (limited to three minutes) after filling out a request to speak form at the meeting. Members of the public that would like to provide presentation aids must bring eight (8) hard copies to be distributed to the Board members at the meeting. Alternatively, presentation aids may be emailed, in PDF format only, to <a href="mailto:mkraus@rtcwashoe.com">mkraus@rtcwashoe.com</a> prior to 4:00 p.m. on the day preceding the meeting to be distributed to the Board members in advance of the meeting. Members of the public may also provide public comment by one of the following methods: (1) emailing comments to: <a href="mailto:rtcpubliccomments@rtcwashoe.com">rtcpubliccomments@rtcwashoe.com</a>; or (2) leaving a voicemail (limited to three minutes) at (775) 335-0018. Comments received prior to 4:00 p.m. on the day preceding the meeting will be entered into the record.
- IV. 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.
- V. The supporting materials for the meeting will be available at <a href="https://rtcwashoe.com/news/board-meeting-notes/">https://rtcwashoe.com/news/board-meeting-notes/</a>. In addition, a member of the public may request supporting materials electronically from Michelle Kraus at the following email address: <a href="mailto:mkraus@rtcwashoe.com">mkraus@rtcwashoe.com</a>.

#### 1. Call to Order:

- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 2. Public Comment: Public comment taken under this item may pertain to matters both on and off the agenda. The Chair may take public comment on a particular item on the agenda at the time it is discussed. Comments are to be made to the Board as a whole and not to individual commissioners.
- 3. Approval of Agenda (For Possible Action)
- 4. Consent Items (For Possible Action):
  - 4.1. Minutes
    - 4.1.1 Approve the meeting minutes for the 02/21/2025 RTC Board meeting. (For Possible Action)
    - 4.1.2 Approve the meeting minutes for the 03/14/2025 RTC Board Workshop meeting (For Possible Action)

#### 4.2. Reports

- 4.2.1 Acknowledge receipt of the monthly Procurement Activity Report. (For Possible Action)
- 4.2.2 Acknowledge receipt of the monthly Planning Activity Report. (For Possible Action)
- 4.2.3 Acknowledge receipt of the monthly Engineering Activity Report. (For Possible Action)
- 4.2.4 Acknowledge receipt of the monthly Public Transportation and Operations report for March. (For Possible Action)
- 4.2.5 Acknowledge receipt of the Community Outreach and Media Activity Report. (For Possible Action)
- 4.2.6 Acknowledge receipt of the Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees. (For Possible Action)

#### 4.3. Engineering Department

- 4.3.1 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between RTC, Lennar Reno, LLC and the City of Reno for RRIF Waivers for offset-eligible improvements associated with roadway widening, drainage improvements, and dedication of right of way to extend South Meadows Parkway eastward. (For Possible Action)
- 4.3.2 Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, the City of Sparks, and 5 Ridges Development Company, Inc., for RRIF Waivers for offset-eligible improvements to be made for the widening and intersection modifications along Highland Ranch Parkway between Pyramid Highway and the 5 Ridges Parkway. (For Possible Action)
- 4.3.3 Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, Sunny Hills Ranchos, and the City of Reno for RRIF Waivers for offset-eligible improvements associated with roadway widening along South Meadows Parkway, associated drainage improvements, dedication of right of way South Meadows Parkway widening; Steamboat Creek culvert improvements; and associated engineering costs for RRIF eligible improvements. (For Possible Action)
- 4.3.4 Approve a qualified list of consultants to provide civil engineering, design, and construction management services for the Street and Highway Program. (For Possible Action)
- 4.3.5 Approve a contract with Lumos and Associates, Inc., to perform design and engineering during construction services related to the 2026 PCCP Preventive Maintenance Project, in an amount not-to-exceed \$298,050. (For Possible Action)
- 4.3.6 Approve Change Order No. 09 to the contract with Granite Construction Company, Inc. for the construction of the Oddie/Wells Corridor Multi-Modal Improvements Project, in the amount of \$142,551.44. (For Possible Action)
- 4.3.7 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a public utility easement interest on part of APN 019-360-15 from Center Line Group, LLC-Reno Series, which are needed to construct the Virginia Street Utility Relocation project. (For Possible Action)

- 4.4. Public Transportation/Operations Department
  - 4.4.1 Approve the RTC Safety Management System Plan (Safety Management Plan) as required by 49 C.F.R. Part 673. (For Possible Action)
- 4.5. Executive, Administrative and Finance Department
  - 4.5.1 Acknowledge receipt of the Asset Donation Log for the third quarter of calendar year 2024 through the first quarter of calendar year 2025. (For Possible Action)

#### 5. Discussion Items and Presentations:

- 5.1. Approve the FY 2026 FY 2027 Unified Planning Work Program (UPWP). (For Possible Action)
- 5.2. Receive a presentation on the status of the Central Reno & Central Sparks Neighborhood Network Plans. (Informational Only)
- 5.3. Approve the classification plan and compensation schedule for Fiscal Year 2026, including a revised Pay for Performance program. (For Possible Action)
- 5.4. Review a report from the RTC's Director of Finance regarding the Fiscal Year 2026 increase in the indexed fuel taxes in Washoe County that will become effective on July 1, 2025, as required by NRS 373.067 and WCC § 20.43416. (Informational Only)
- 5.5 Acknowledge receipt of the Fiscal Year 2026 RTC Tentative Budget. (For Possible Action)

#### 6. Reports (Information Only):

- 6.1. Monthly verbal update/messages from RTC Executive Director Bill Thomas no action taken.
- 6.2. Monthly verbal update/messages from Paul Nelson, RTC Government Affairs Officer on federal matters related to the RTC no action will be taken.
- 6.3. Monthly verbal update/messages from NDOT Director Tracy Larkin Thomason or designated NDOT Deputy Director no action will be taken.
- 7. Commissioner Announcements and Updates: Announcements and updates to include requests for information or topics for future agendas. No deliberation or action will take place on this item.
- 8. Public Comment: Public comment taken under this item may pertain to matters both on and off the agenda. The Chair may take public comment on a particular item on the agenda at the time it is discussed. Comments are to be made to the Board as a whole and not to individual commissioners.
- 9. Adjournment (For Possible Action)

Posting locations: RTC, 1105 Terminal Way, Reno, NV, RTC website: <a href="www.rtcwashoe.com">www.rtcwashoe.com</a>, State website: <a href="https://notice.nv.gov/">https://notice.nv.gov/</a>

Meeting Date: 4/18/2025 Agenda Item: 4.1.1

To: Regional Transportation Commission

From: Michelle Kraus, Clerk of the Board

**SUBJECT: Draft Meeting Minutes for 02/21/2025 Board** 

# **RECOMMENDED ACTION**

Approve the meeting minutes for the 02/21/2025 RTC Board meeting.

# **BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# REGIONAL TRANSPORTATION COMMISSION WASHOE COUNTY, NEVADA

FRIDAY 9:02 A.M. February 21, 2025

PRESENT:

Alexis Hill, Chair, Washoe County Commissioner
Devon Reese, Vice Chair, Reno City Council
Ed Lawson, Mayor of Sparks
Mariluz Garcia, Washoe County Commissioner
Hillary Schieve, Mayor of Reno
Bill Thomas, RTC Executive Director
Adam Spear, Legal Counsel
Tracy Larkin Thomason, Director of NDOT

The regular monthly meeting, held in the 1<sup>st</sup> Floor Great Room at Regional Transportation Commission of Washoe County, Reno, Nevada, was called to order by Chair Hill. The Board conducted the following business:

#### Item 1 CALL TO ORDER

- 1.1 Roll Call
- 1.2 Pledge of Allegiance

#### Item 2 PUBLIC INPUT

Chair Hill 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.

Brendan Schneider, Senior Air Quality Specialist for the Northern Nevada Public Health Air Quality Management Division. I am commenting on agenda item 5.1 set for adoption at this meeting. As many of you may know, emissions from motor vehicles are the largest source of air pollution in Washoe County. These emissions lead to the formation of ground level ozone, which is one of the six criteria pollutants listed in the Clean Air Act. Ground level ozone is the pollutant of concern for the summertime and can lead to poor health outcomes for the public, especially older adults, children, and those with existing lung disease. Although Washoe County is recognized by EPA as attaining the 2015 Ozone National Ambient Air Quality Standard, we are only within two parts per billion of violating it. These standards do get strengthened over time, with the next review of ozone slated for 2030. These five years between now and then are critical for Washoe County to avoid detrimental health, environmental and economic impacts of violating this standard. These impacts include restrictive motor vehicle emission budgets reduction or loss of federal funding, and more stringent local air quality regulations on businesses and residents. The Regional Transportation Plan should be implemented to help mitigate Washoe County's ground level ozone problem through projects that prioritize alternative and public transportation and ultimately reduce vehicle miles traveled. I'd also like to take this opportunity to thank RTC's planning team for their hard work on getting this plan to the finish line. Thank you.

Jennifer Iveson with Safe Routes to School. I wanted to come here today to thank you for being such an amazing community partner and for supporting our program and pedestrian safety in our community. I would like to point out the bus that's parked outside and that the artwork on these buses just brightens our community and shares safety messages every day. We know that education is instrumental in reducing pedestrian crashes and helping our students every day. So, we thank you again for helping us with this project.

#### Item 3 APPROVAL OF AGENDA

Vice Chair Reese would like to pull Item 4.3.6 for discussion.

On motion of Commissioner Schieve to approve remaining agenda items, seconded by Commissioner Garcia, which motion unanimously carried, Chair Hill ordered that the agenda for this meeting be approved.

#### Items 4 CONSENT ITEMS

On motion of Vice Chair Reese to approve the remaining consent items, less Consent Item 4.3.6, seconded by Commissioner Schieve, the motion unanimously carried, Chair Hill ordered that the remaining consent items for this meeting be approved.

#### 4.1 Minutes

4.1.1 Approve the meeting minutes for the 01/17/2025 RTC Board meeting. (For Possible Action)

#### 4.2. Reports

- 4.2.1 Acknowledge receipt of the monthly Procurement Activity Report. (For Possible Action)
- 4.2.2 Acknowledge receipt of the monthly Engineering Activity Report. (For Possible Action)
- 4.2.3 Acknowledge receipt of the monthly Planning Activity Report. (For Possible Action)
- 4.2.4 Acknowledge receipt of the monthly Public Transportation and Operations Activity Report. (For Possible Action)
- 4.2.5 Acknowledge receipt of the monthly summary report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees. (For Possible Action)
- 4.2.5 Acknowledge receipt of the monthly Outreach Report from the Communications staff. (For Possible Action)

#### 4.3 Engineering Department

- 4.3.1 Approve an Interlocal Cooperative Agreement (ICA) with the Nevada Department of Transportation (NDOT) to establish funding commitments for the North Virginia Street Multimodal Improvements included in the US 395 North Valleys Phase 2 Project, in the amount of \$8,498,644. (For Possible Action)
- 4.3.2 Approve an Interlocal Cooperative Agreement with the Nevada Department of Transportation for funding, maintenance, and operations responsibilities on the Veterans Roundabout Modifications Project. (For Possible Action)
- 4.3.3 Approve Amendment No. 3 to the Interlocal Cooperative Agreement Amendment with the Nevada Department of Transportation for the Pyramid Highway/US 395 Connection

- Phase 1 Project, to authorize additional federal funds for construction. (For Possible Action)
- 4.3.4 Approve Amendment No. 1 to the Local Public Agency Agreement with the Nevada Department of Transportation for the use and reimbursement of federal funds on the Sparks Boulevard Capacity Improvement Project. (For Possible Action)
- 4.3.5 Approve the qualified list of consultants to provide civil engineering, design, and construction management services for the Traffic Engineering Program and the Intelligent Transportation Systems (ITS) Program. (For Possible Action)
- 4.3.6 Acknowledge receipt of an update regarding the McCarran Boulevard Safety and Operational Improvements Project. (For Possible Action) *Pulled for Discussion*

Vice Chair Reese focused on roadway improvements along McCarran Boulevard, particularly at Lakeside and McCarran, where transportation issues and planning projects are ongoing concerns. Vice Chair Reese commended RTC's safety programming and sought updates on project timelines. Deputy Executive Director Dale Keller provided background on RTC's partnership with NDOT, Reno, and Sparks to enhance safety and traffic operations. Two priority areas—Plumb to South Virginia Street and El Rancho to Pyramid Highway—are under design, with efforts to secure construction funding.

Vice Chair Reese also highlighted the Keystone and McCarran signalization project, praised by residents for improving traffic flow. Concerns were raised about jurisdiction over public safety enforcement on McCarran, particularly during summer when motorcyclist incidents increase. Tracy Larkin Thomason, NDOT Director, confirmed ongoing discussions to clarify enforcement responsibilities. The conversation concluded with a discussion on traffic mitigation strategies, including pedestrian safety measures and reviewing hazards like roadside trees planted by HOAs. The City Council will receive further updates on these improvements.

On motion of Vice Chair Reese to approve Consent Item 4.3.6, seconded by Commissioner Schieve, motion unanimously carried, Chair Hill ordered that Consent Item 4.3.6 be approved.

- 4.3.7 Approve Amendment No. 2 to the contract with Kimley-Horn and Associates, Inc., for additional engineering during construction services needed in connection with the Veterans Roundabout Modifications Project, in the amount of \$351,135, for a new total not-to-exceed amount of \$680,500. (For Possible Action)
- 4.3.8 Approve Amendment No. 2 to the contract with AtkinsRealis USA, Inc., for additional design and engineering during construction services needed in connection with the Pyramid Highway Operations Improvements Project, in the amount of \$2,511,026, for a new total not-to-exceed amount of \$3,197,506. (For Possible Action)
- 4.3.9 Acknowledge receipt of the RTC's Intelligent Transportation Systems Strategic Master Plan. (For Possible Action)
- 4.3.10 Approve Amendment No. 3 to the contract with AtkinsRealis USA, Inc., for engineering during construction (EDC) services on the Sparks Boulevard Capacity Improvement Project in the amount of \$817,902, for a new total not-to-exceed amount of \$9,292,233. (For Possible Action)
- 4.3.11 Approve Amendment No. 1 to the contract with Lumos and Associates, Inc., for engineering during construction services needed in connection with the Arrowcreek Parkway and Wedge Parkway Rehabilitation Project, in the amount of \$665,840, for a new total not-to-exceed amount of \$1,550,860. (For Possible Action)
- 4.3.12 Approve a settlement between RTC and Alltaken, Inc., dba Wienerschnitzel store number 612, in the amount of \$450,000, to resolve any and all claims related to a business displaced by the Mill Street Capacity and Safety Project. (For Possible Action)

- 4.3.13 Approve an administrative settlement in the amount of \$79,286 authorizing RTC to acquire certain property interests related to APN: 037-020-42 from Marina Marketplace 2, LLC, for the Sparks Boulevard Capacity Improvement Project. (For Possible Action)
- 4.3.14 Approve an administrative settlement in the amount of \$373,023.67 authorizing RTC to acquire certain property interests related to APN: 012-211-28, 012-220-20, 012-220-37 from Gage Village Commercial Development LLC et al, AM-GSR Holdings, LLC, and AM-GSR Exchange, LLC, for the Mill Street Capacity and Safety Project. (For Possible Action)
- 4.3.15 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a permanent easement and temporary construction easement on portions of APN 030-450-00 from the Owners of Springland Village 5 AMD, which are needed to construct the Sparks Blvd Capacity Improvement project. (For Possible Action)

# 4.4 Public Transportation/Operations Department

- 4.4.1 Approve a contract with Transportation Management & Design Inc., (TMD) for the Transit Optimization Plan Strategies (TOPS) Study, in an amount not-to-exceed \$355,053.95. (For Possible Action)
- 4.4.2 Acknowledge receipt of this quarterly Construction/Maintenance update on Transit Stops as presented to the Citizens Multimodal Advisory Committee on February 5, 2025. (For Possible Action)

#### 4.5 Executive, Administrative and Finance Departments

- 4.5.1 Approve a contract with Kaempfer Crowell, LTD, for Nevada government affairs services, in an amount not-to-exceed \$65,000 per year for two years. (For Possible Action)
- 4.5.2 Approval of market adjustments to the salaries of nine RTC employees pursuant to Personnel Rule 5.8.1.iv. (For Possible Action)

#### Item 5 PUBLIC HEARING

- 5.1 Conduct a public hearing regarding approval of the 2050 Regional Transportation Plan (RTP); adopt a resolution approving the RTP. (For Possible Action)
  - a. Staff Presentation
  - b. Public Hearing
  - c. Action

Vanessa Lacer, RTC Planning Director, presented the final draft of the 2050 Regional Transportation Plan (RTP), following previous board updates and a second round of public engagement. The planning process, which began in Fall 2023, included six agency working group meetings, two rounds of public engagement, travel demand modeling, and an air quality analysis in partnership with the EPA.

Public engagement efforts involved nine community advisory board meetings, media outreach, social media posts, e-blasts, a web survey with 473 responses, and an interactive map for community input. More than 1,700 public comments were analyzed, incorporating feedback from regional stakeholders and planning agencies. This input helped shape the plan's nine primary goals, which set the vision for the region's transportation system over the next 25 years.

A scoring tool was developed to evaluate projects based on these goals, ensuring that selected projects align with community priorities. The final project list, included in Appendix B, is fiscally constrained,

meaning it only includes projects that can be funded with expected federal, state, and local resources. The RTP also considers funding needs for transit services and street and highway programs.

With the plan now complete, today's meeting aims to secure final approval. Once approved, the RTP will be submitted to the Federal Highway Administration, the Federal Transit Administration, and NDOT. The next steps involve implementing the prioritized projects to enhance the region's transportation infrastructure.

Chair Hill, Thank you, Miss Lacer. I do want to give you major kudos, because I know you stepped into this plan after we hired you and did a lot of work in the background. So, thank you for helping us meet this deadline and thank you to the team who helped with public outreach. I saw so many of you at events and I think RTC should be very proud of the work that we are doing in the community to be in touch with the community. Looking to the board to see if there are any questions about particular projects or recommendations in the plan. I'm not seeing that there is any. This is a public hearing. So, I will open up the public hearing. Madam clerk, is there any public comment?

Madam Clerk, there is no public comment at this time.

Chair Hill, I also want to say I appreciate all your responses to the public who had particular questions about the plan or how we responded to issues that they see in the community. I think you did a very thorough job, so congratulations to you and the whole RTC team for working together on that. We will close the public hearing.

On motion of Commissioner Schieve to approve, seconded by Vice Chair Reese, motion unanimously carried, Chair Hill ordered that Item 5.1 be approved.

- 5.2 Conduct a public hearing regarding approval of Amendment No. 5 to the FFY 2023-2027 Regional Transportation Improvement Program (RTIP); adopt a resolution approving Amendment No. 5 to the RTIP. (For Possible Action)
  - a. Staff Presentation
  - b. Public Hearing
  - c. Action

Graham Dollarhide, RTC Planning Manager, presented Amendment 5 to the federally required Regional Transportation Improvement Program (RTIP) for fiscal years 2023-2027. The RTIP ensures that transportation projects are prioritized, scheduled, and fiscally constrained to align with the region's long-term goals outlined in the Regional Transportation Plan (RTP). Inclusion in the RTIP is necessary for projects to receive federal funding. Amendments are made to reflect significant changes in project costs, scope, and timing.

# **Key Updates in Amendment 5:**

- **G751 Bridge Replacement Project**: Removed from the RTIP and consolidated into the I-80 East Pre-Construction Project to streamline planning and funding.
- Sun Valley Boulevard Corridor Improvements: Expanded scope to include drainage improvements and pavement treatments that were not initially planned, increasing project costs.
- **I-80 East Pre-Construction Project**: Amended to include additional federal funding for the design phase and integrate the G751 bridge replacement.
- State Route 445 (Pyramid Way) 3R & ADA Project: Construction phase moved up from FY 2026 to FY 2025, with a total cost increase due to inflation and updated project estimates.

- US 395 North Valleys Preservation Project: Increased total cost due to higher bid quantities, increased material costs, and a revised paving strategy.
- Washoe County Multi-Layer Overlay Project: A new pavement preservation project for various road segments in Reno and Sparks. Typically, such projects aren't included in the RTIP, but due to state funding shortages, it had to be federally funded and included in this amendment.

# **Approval Process & Public Comments:**

The amendment must be approved at multiple levels, including by the RTC board, state, and federal agencies. A public comment period ran from January 29 to February 18, but no comments were received. The amendment was reviewed by RTC's Technical Advisory Committee (TAC) and Citizen Multimodal Advisory Committee (CMAC) without opposition. A public hearing was held as part of the approval process.

Chair Hill, this is a public hearing so I will open it up to public comment. Madam clerk, is there any public comment on this item?

Madam Clerk: There is no public comment.

Chair Hill, looking for discussion or questions from the board on this?

Vice Chair Reese, never pass up a chance to be grateful for the work that you're doing here. Mr. Dollarhide, I wanted to just say the Sun Valley Improvement Project really strikes me as transformational. The change in the dollar amount from, we'll just say 30 million to 85 million, I think that is a signal to the impressive work not only of Commissioner Garcia to advocate for it, but also that we have a shared vision for our region that no part of the greater Washoe County is left behind in the process of planning for improvements. Having lived here my entire life and spent lots of time in that area of Sun Valley, I just think it's incredible, it really is a transformational project that I think is going to have impacts across space and time. So, thank you for it and thank you to the colleagues on the board for advocating for it and then making it happen.

Chair Hill, Thank you. Any other comments from the board? Not seeing any, I'm looking for a motion.

On motion of Commissioner Garcia to approve, seconded by Commissioner Schieve, motion unanimously carried, Chair Hill ordered that Item 5.2 be approved.

#### Item 6 DISCUSSION ITEMS AND PRESENTATIONS

6.1 Approve the proposed new Fiscal Year 2026 Street & Highway Projects for the RTC Street & Highway Program; approve an Interlocal Cooperative Agreement with the City of Reno and Washoe County specifying responsibilities for delivering certain projects; approve an Interlocal Cooperative Agreement with the City of Sparks and Washoe County specifying responsibilities for delivering certain projects. (For Possible Action)

Dale Keller, Deputy Executive Director and Director of Engineering, introduced the fiscal year 2026 street and highway projects for consideration, along with two interlocal cooperative agreements (ICAs) outlining project responsibilities.

#### **Key points from the discussion:**

- Transportation Planning & Funding: The RTC's projects align with the Regional Transportation Plan (RTP) and require authorization under NS 373. Fuel tax revenue funds regional improvements, with approval from the Washoe County Board of County Commissioners and local governments.
- Annual Work Programs:
  - o **Pavement Preservation** \$22.5 million annually for regional road maintenance.
  - o **Intelligent Transportation Systems (ITS)** \$10 million per year to improve traffic safety.
  - o Active Transportation Program (ATP) Focuses on pedestrian and bike infrastructure.
- Major Upcoming Projects:
  - o **Highland Ranch Parkway Widening** Expanding from 2 to 4 lanes (Design: 2026, Construction: 2028).
  - o **University Area Roadway Improvements** Enhancing connectivity around UNR (Design: 2026, Construction: 2028).
  - Weddington Road Pedestrian Project New sidewalks (Environmental Studies: 2026, Construction: 2027).
  - o **Boomtown Garson Road Expansion** Adding a southbound lane after I-80 bridge reconstruction (2028).
  - o **Rio Grande Intersection Upgrades** New roundabout at Steamboat Parkway (Construction: 2026).
- Ongoing & Completed Projects: Over 60 active projects, with 20 starting construction in 2025. Notable completions include:
  - o I-80 Wells Project.
  - o I-580 Exit 29 South Virginia safety improvements.
  - o Steamboat Parkway congestion relief at Veterans Parkway.
  - 2024 Pavement Preservation covered 12 million sq. ft. of regional roads, maintaining an 80 PCI rating.

The RTC remains committed to advancing these infrastructure improvements, with many projects progressing into the next phase of development.

Vice Chair Reese acknowledges the challenge for those unfamiliar with RTC's planning process, particularly in understanding different planning periods (20 years, 5 years, and 2 years). Vice Chair Reese seeks clarification on a slide indicating the current project phase and asks whether the identified projects are imminent.

Dale Keller explained that the slide represents the transition from planning to engineering. Projects within the five-year window are in the implementation stage, but final design and funding still need alignment. Vice Chair Reese inquired if the funding is secured for these projects. Dale Keller clarified that ICAs (Interlocal Cooperative Agreements) facilitate moving forward but that funding sources, including federal opportunities, are still being evaluated. While some projects have designated funds, others rely on state and federal support, which remains uncertain.

Vice Chair Reese shifted focus to the Boomtown Garson Road Interchange project, emphasizing its importance to Reno City Council's ward. The project is scheduled for construction in 2028, but what is the certainty on this timeline, expressing concerns about misleading constituents. Dale Keller responds that while the project is planned for 2028, multiple factors, including bridge replacements in the Verdi

area, must align for timely execution. Funding remains a concern, particularly given federal budget uncertainties. Some projects, like Pyramid have secured funding, but others depend on potential grants and legislative decisions. Due to financial constraints, transportation officials must carefully allocate limited resources.

Vice Chair Reese appreciates the transparency and realistic approach, then requests clarification on the term "ultimate condition."

Tracy Larkin Thomason explained that it refers to constructing infrastructure to meet long-term needs rather than temporary fixes.

Vice Chair Reese highlighted concerns about ensuring the new bridge design accommodates the growing community, including pedestrian and bicycle access.

Amanda Callegari, RTC Engineering Manager, confirmed that the project includes a multi-use path and improved connectivity for pedestrians and cyclists, in collaboration with Boomtown.

Vice Chair Reese stressed the importance of forward-thinking infrastructure planning, given the anticipated growth of 5,000 homes in the area. He expressed confidence in the project team's approach and appreciated their efforts to modernize the bridge. I would like to thank the team for their work and transparency.

On motion of Vice Chair Reese to approve, seconded by Commissioner Garcia, motion unanimously carried, Chair Hill ordered that Item 6.1 be approved.

#### Item 7 REPORTS (Informational Only)

#### 7.1 RTC Executive Director Report

Madam Chair and board members, I wanted to start today by reiterating how Vanessa Lacer, Planning Director, stepped in at a very critical time on that RTP, which is our most complex planning document. Being new to RTC, she was able to successfully pull off working with her team, and as you all have pointed out, working with the collaborative staff from the three local governments to get this plan completed. I wanted to publicly acknowledge her not only for her effort, but also the quality of her effort. So, thank you Vanessa.

I also want to remind the board that our next board meeting is our annual retreat. I'm looking forward to all of you participating on the 14th of March at 9 a.m. at the Reno Sparks Convention Center. We will have again Erica Olson be our facilitator. Please plan on spending four hours and we look forward to that. It's a very important time for me, personally as your executive director, but also the staff.

- 1. We attended Transportation Day at the Nevada Legislature on February 4<sup>th</sup> the second day of the session.
  - This was a great opportunity for transportation professionals to let our lawmakers know our priorities during the 20-25 session. We set up an exhibit table, gave a presentation to the Senate and Assembly Growth and Infrastructure Committees, and met with several legislators. Thank you to NDOT, RTC of Southern Nevada, CAMPO, the TRPA, and all of our sponsors for making this a successful event.

- 2. The RTC is the winner of an AdWheel Award.
  - The award is for the Ed Pass Advertising campaign. Our communications and public transportation teams worked with Celtis Ventures to make this a successful campaign to let college students and employees know that they can ride the bus for free. Josh MacEachern and Celtis will accept the award at the APTA Communications and Marketing Conference in Long Beach, next week.
- 3. RTC was also Recognized as one of three best workplaces for commuters in Nevada from bestworkplaces.org
  - The City of Henderson and Intuit were the other two from our state. This recognition is because we offer free bus passes to employees, compressed work week, telework, guaranteed ride home, and Vanpool and carpool matching. RTC always encourages the use of public transit and Smart Trips.
- 4. The RTC partnered with Washoe County Human Services for a Stuff A Bus event, late last month.
  - Staff from both agencies collected donations for more than 600 foster and adoptive children in our community. Mayor Lawson also took time out of his day to help accept donations. We collected 71-hundred dollars worth of gift cards, cash and clothing donations. We are always happy to help people in our community that can use a little help.
- 5. If you look outside, you'll see one of our buses.
  - The picture on the side was created by one of the winners from Safe Routes to School Pedestrian Safety Poster Contest. The artist of that poster is Mahima Soares a 3<sup>rd</sup> grader from Huffaker Elementary School. The middle school winner is Laina Schwendener a 7<sup>th</sup> grader from Marcy Herz and Galena Junior, Jameson Hilton is the high school winner. Safe Routes to School will give a new bike and iPad to each of the winners and we have some school assemblies planned next week. Thank you to every student who participated in this contest to promote safety on our roads.
- 6. Once again, we will provide free transit on all of our services for St. Patrick's Day, March 17th.
  - The free service will run from 4 o'clock in the afternoon to 2 o'clock in the morning. This will give all of our residents a safe option to get from place to place, especially if they plan on drinking.
- 7. Congratulations to Judy Velez and Trisha Starkey on their anniversaries with RTC.
  - Judy Velez has been with us for 10 years as of February 9<sup>th</sup>. Judy does a great job as one of our Paratransit Eligibility and Mobility Specialists so she provides an important service to our community.
  - Trisha Starkey made it to the one-year mark February 13<sup>th</sup>. She is an Administrative Associate who you would recognize from the front desk. She has done a great job over her first year and we're looking forward to her success for many more to come.
- 8. The MTM Employee of the Month for December is Robert Cain.
  - Robert has been with MTM for nearly two years. He likes to make a positive impact on the community as part of a rewarding job. Robert is a Native Nevadan born in Fallon. He is a gamer and target shooter in his spare time. He's also a Cincinnati Bengals fan but he picked the Philadelphia Eagles in the Super Bowl.
- 9. The Keolis Driver of the Month is Ronda Lay-booth-ee-air.
  - Ronda has worked as a bus operator for RIDE since June of 2019. Her accomplishments in January consist of a 97 percent on-time performance, zero preventable accidents, and no customer complaints. Ronda enjoys spending quality time with her grandchildren and she also likes horseback riding, kayaking, and sewing.

#### 7.2 RTC Federal Report

Paul Nelson, RTC Government Affairs Officer, before I get started, I do want to invite all of you up on the board to go out for a photo op after the meeting in front of the bus.

We have been in the process of applying for the Protect Grant for the Sun Valley Community Gateway project. That one has been paused for the time being, so we are hoping that it will come back online soon and that we can finish that application. It's \$40 million, so it's a big chunk of money and very important for this project.

Part of President Trump's unleashing American Energy executive order paused all disbursements of IRA and IIJA programs related to the Green New Deal. The problem with that is that the Green New Deal is not in statute, so it's kind of vague. Previously paused formula funds are now flowing, but some discretionary awards and obligations are still stuck on the highway side, particularly for projects that are funded for zero emissions transportation infrastructure. The administration has said that this is a POS, so we do expect those federal funds to start flowing again.

As you probably know, the Senate confirmed Sean Duffy as Secretary of Transportation by a 77 to 22 vote. The no votes were by Democrats, who were mainly protesting the Trump administration's memos to pause disbursements of the IRA and the IIJA programs. Those memos have been since rescinded. The House and Senate Budget committees have released a fiscal year 2025 budget resolution that unlocks a pathway for reconciliation legislation. The budget resolution includes tax exemptions, energy and immigration reforms, and a \$4 trillion increase to the debt limit. The House package could also include cuts to Medicaid, Snap and the elimination of climate measures. Appropriations leaders are still working on the fiscal year 2025 spending bill that's due on March 14th. The two sides are still negotiating on a top line spending figure to develop the spending levels of the 12 appropriations Subcommittees. If they can't agree, they'll have to pass another CR. That could be a short term CR, or it could go to the rest of the fiscal year. And that concludes my report.

Chair Hill, Thank you very much, Mr. Nelson if you have a second, I think that we're all concerned about grants on the federal level and especially reimbursement grants. I'm assuming that many of our grants that come down from the federal level are reimbursement grants. There are many unknowns on this piece, but I just wanted to reflect my concerns on that.

Christian Schonlau, RTC CFO, for the record, I will say RTC took proactive steps to ensure that we did draw down any available funds prior to the freeze. We did not have any difficulties obtaining those funds, and some of them did include known low emissions funding from the last IIJA. So, to date we have not seen impacts long term. We are uncertain, but we are monitoring and aware of what funds could be at risk.

# 7.3 NDOT Director Report

NDOT Director Tracy Larkin Thomason gave a presentation and a summary on the following topics:

- Winter Storm Response
- Transportation Day 2025
- Daytime Headlight Signage Installation
- Local Infrastructure Safety Program
- McCarran Boulevard and Keystone Avenue Traffic Signal

#### Item 8 COMMISSIONER ANNOUNCEMENTS AND UPDATES

Vice Chair Reece raised concerns about a violent attack on a bus driver, expressing his distress and requesting an update on the driver's condition. Don Swain from Keolis provided an update, stating that the driver, a 78-year-old veteran, is recovering and receiving support from a longtime colleague. This colleague volunteered to stay with him and is being compensated for his time. The driver may also move to a veteran's guest house for additional support.

Board members emphasized the need for increased safety measures on buses. RTC has already committed to installing protective barriers on all buses, but supply chain delays have slowed implementation. Newer buses have factory-installed barriers, while older buses are awaiting custom-fitted versions. Additionally, a new AI-enhanced camera system is being planned to improve passenger monitoring and security.

Discussion also covered existing safety measures, including panic buttons for drivers that alert dispatch immediately. Board members suggested exploring additional emergency response options for passengers, such as a public distress button. They also stressed the importance of safety training for drivers and employees to better handle emergencies.

Several members expressed their outrage over the attack and appreciation for those who assisted, including a former driver who was the first to help the injured driver. The board reaffirmed its commitment to ensuring driver safety and urged continued improvements in security measures.

Vice Chair Reese invited everyone to the Western Lights Festival that's going on in downtown Reno tonight and tomorrow night. It's sort of like Burning Man arrived in downtown Reno, you've got lights and food vendors and art and music.

#### Item 9 PUBLIC INPUT

Chair Hill 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 Elizondo, local resident, addressed an incident that occurred on January 31st at 9:42 a.m. at the Harvard station while boarding an inbound bus. As he entered, he was unaware that passengers were exiting due to limited visibility caused by advertisement signs on the bus windows. The driver reacted angrily, which he felt was unfair. Seeking to address the issue, he contacted customer service representative Karen Kelly, who responded in what he perceived as a rude and dismissive manner, telling him to "be more respectful before getting on the bus." Feeling unsatisfied, the he then approached another representative, Jim, to discuss the matter, but he also did not acknowledge his concerns. Mr. Elizondo emphasized frustration with the lack of fairness in handling the situation, expressing that if the driver was not consistently enforcing rules for all passengers, then it was unfair to single them out. As a senior citizen, he highlighted the inconvenience of having to get on and off the bus unnecessarily and that Karen Kelly displayed a lack of discipline and professionalism in her response to the complaint. I'm urging for fairness in such situations and thanking the listeners for their time. Chair Hill acknowledged the complaint and assured that the incident will be looked into.

# Item 10 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:30 a.m.

ALEXIS HILL, Chair Regional Transportation Commission

<sup>\*\*</sup>Copies of all presentations are available by contacting Michelle Kraus at mkraus@rtcwashoe.com.

**Meeting Date:** 4/18/2025 **Agenda Item:** 4.1.2

To: Regional Transportation Commission

From: Michelle Kraus, Clerk of the Board

**SUBJECT: Draft RTC Board Workshop Meeting Minutes for 03/14/2025** 

# **RECOMMENDED ACTION**

Approve the meeting minutes for the 03/14/2025 RTC Board Workshop meeting.

# **BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# REGIONAL TRANSPORTATION COMMISSION WASHOE COUNTY, NEVADA BOARD WORKSHOP

FRIDAY 9:03 A.M. March 14, 2025

PRESENT:

**Board & Commissioners** 

Alexis Hill, Washoe County Commissioner, Chair Devon Reese, Reno Councilman, Vice Chair Ed Lawson, Mayor of Sparks Mariluz Garcia, Washoe County Commissioner Hillary Schieve, Mayor of Reno

Bill Thomas, RTC Executive Director Adam Spear, Legal Counsel Tracy Larkin Thomason, Director of NDOT

#### **RTC Staff**

Dale Keller, Deputy Executive Director/Director of Engineering
Christian Schonlau, Director of Finance/CFO
Laura Freed, Director of Administrative Services
James Gee, Director of Public Transportation/Operations
Vanessa Lacer, Director of Planning
Sai Sun, Transit Planner, Presenter
Alex Cruz, Senior Technical Transit Operations Planner, Presenter

The annual Board Workshop meeting was held at the Reno Sparks Convention Center, Rooms A1/A6, 4590 S. Virginia Street, Reno, and was called to order by Chair Hill.

# NO ACTION WAS TAKEN AT THIS WORKSHOP EXCEPT TO APPROVE THE AGENDA, CONSENT ITEMS AND TO ADJOURN

#### 1. CALL TO ORDER

- 1.1 Roll Call
- 1.2 Pledge of Allegiance

# 2. PUBLIC COMMENT

Chair Hill 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, Chair Hill moved to Approval of Agenda.

#### 3. APPROVAL OF AGENDA

On motion of Vice Chair Reese, seconded by Commissioner Schieve, which motion unanimously carried, Chair Hill ordered that the agenda for this meeting be approved.

#### 4. CONSENT ITEMS

- 4.1 Executive
  - 4.1.1 Authorize the Executive Director to submit Congressionally Directed Spending (CDS) and Community Project Funding (CPF) funding requests that are focused on neighborhoods where local streets need rehabilitation. (For Possible Action)
- 4.2 Public Transportation
  - 4.2.1 Approve an Interlocal Contract Agreement with State of Nevada, Department of Health and Human Services (DHHS), Division of Health Care Financing and Policy (DHCFP/Medicaid) for reimbursement to the Regional Transportation Commission (RTC) for completing paratransit eligibility evaluations for eligible Medicaid recipients as outlined in the ADA regulations of the Federal Transit Administration for an estimated not to exceed amount of \$132,836.15. (For Possible Action)

On motion of Vice Chair Reese, seconded by Commissioner Garcia, which motion unanimously carried, Chair Hill ordered that the consent items for this meeting be approved.

# **5. WORKSHOP** (*No Action Will be Taken at this Workshop*)

The purpose of the workshop is to discuss and possibly give general direction regarding policy and strategic objectives of the Regional Transportation Commission of Washoe County for the current Fiscal Year 2025 and Fiscal Year 2026, which may include, but not be limited to presentations, review, discussion and possible direction to the Executive Director and staff regarding the following topics.

#### PLANNING FOR THE FUTURE OF PUBLIC TRANSPORTATION

Public Transportation Operations and Bus Stop Improvement Plan

Discussion focused on the achievements and future plans of the RTC, particularly in improving customer service and ridership. Key points included the successful marketing campaigns targeting specific demographics, such as Spanish-speaking populations and college students, which resulted in increased ridership and reduced complaints. The importance of addressing the disconnect between contractors and employees was highlighted, with efforts made to improve communication and trust.

The presentation also covered the bus stop improvement program, emphasizing the need for ADA compliance, sight impaired improvements and the prioritization of bus stops based on ridership and community needs.

Discussion revolved around the improvements made to bus stops in the region. Over the past five years, 97 bus stops were upgraded, focusing on accessibility and user amenities such as wider concrete pads, improved crosswalks, and better lighting. In 2025, 18 additional bus stops will receive enhancements, including shelters and benches, based on ridership and community needs. The importance of ADA compliance was emphasized, with 60% of stops meeting standards, while addressing the remaining that lack designated boarding areas. Budget considerations were discussed, particularly regarding the cost of retrofitting less-used stops versus enhancing amenities at more popular locations. The conversation highlights the challenges of property rights and community engagement in the planning process, as well as the need for careful prioritization of projects based on ridership and accessibility.

#### Free Fares for Students

The board discussed the potential for free bus rides for students, recognizing the importance of providing access to transportation for those facing barriers, particularly in light of chronic absenteeism in schools. The collaboration between RTC and the Washoe County School District was seen as a positive step towards addressing these issues and enhancing community engagement.

Adam Searcy, COO Washoe County School District, addressed chronic absenteeism. He highlighted the importance of analyzing data to identify students with poor attendance and the need for multifaceted solutions, including public engagement and in-home visits. Searcy emphasized the role of transportation in ensuring students can attend school, mentioning recent efforts to reduce walk zones and provide free transportation. He discusses a potential partnership with RTC to improve access to public transportation for students, which could enhance their educational experience and community engagement. Excitement was expressed about the project, noting its potential to build ridership and serve community needs, particularly for students during the summer. It was proposed to use the TRANSIT App to provide free passes for students, ensuring access to transportation year-round.

#### TOPS Program

Discussion revolved around the development of the TOPS plan, which aims to comprehensively evaluate and enhance the transit services offered by RTC. The plan will assess various services, including fixed routes, micro transit, paratransit, and senior services, while also considering peer reviews to understand RTC's standing compared to other transit services. The process will involve a thorough review of existing services, gathering feedback from customers, and identifying areas for improvement, particularly in technology and financial forecasting. The timeline for the plan's development is set to span from April 2025 to March 2026, with an emphasis on collaboration with stakeholders throughout the process.

As the TOPS plan progresses, there will be a focus on reevaluating routes that may have been eliminated in the past, especially in growing districts. Stakeholders are encouraged to provide input to ensure that the reviews address current needs rather than relying on outdated assumptions. The importance of gathering feedback from various community members was highlighted, as it will inform the decision-making process and help shape the future of transit services. The discussion also touched on the need for a holistic view of transit services, particularly in relation to senior services and technology advancements in fare payment systems.

Additionally, the conversation emphasized the need for ongoing communication with the Board throughout the year-long planning process. There will be multiple touchpoints to ensure that the consultant receives direct input from the community regarding route needs and service improvements. The North Valleys area was specifically mentioned as a priority for review, given its diverse audience with conflicting transit needs. Overall, the discussion underscored the collaborative effort required to create an effective and responsive transit plan.

The shared understanding from the Planning for the Future of Public Transportation discussions was to identify a reasonable budget and timeline to complete the remaining 5% of bus stop improvements, continue collaborating with the School District to roll out the free fares for students program systemwide, and move forward with the TOPS planning process using a holistic approach.

#### AUTHORIZED USES OF FEDERAL, STATE AND LOCAL FUNDING SOURCES

#### Financial Sustainability

The complexities of managing the financial status of RTC was discussed, emphasizing the unique funding available to each of their organizations. RTC's funding is limited and dependent on sales tax, fuel tax, and federal sources, with no independent authority to increase fees or taxes. The financial forecast was based on available revenues and funding sources, with a focus on fiscal conservatism to avoid overextending resources. The uncertainty in financial planning was acknowledged, particularly regarding federal programs and their funding reliability.

During the discussion, several successful projects funded through discretionary awards were highlighted, including the Arlington Avenue Bridges and the Lemon Drive Resiliency Project. RTC has been proactive in seeking competitive grants, such as the Sixth Street for All Grant, which aims to improve safety for a variety of road users. The funding for these projects often comes from a combination of federal and local sources, showcasing RTC's ability to leverage multiple funding streams to complete essential infrastructure improvements.

RTC relies on various formulary funds for its operations, including CMAC and STBG funds, which support multimodal projects and pedestrian networks. The Finance Director explained the different funding buckets available for transit and highway programs, emphasizing the importance of maximizing matching ratios for federal funding. Despite the challenges and uncertainties surrounding future funding allocations, RTC remains committed to securing necessary resources for its transit services and planning initiatives.

Concerns regarding federal funding for surface transportation projects, particularly in light of potential budget cuts, was discussed. We have not heard any direct confirmation of these cuts but acknowledge the importance of these funds for significant projects like the Spark Boulevard project, which relies on approximately \$57 million in accumulated STBG funds. The conversation highlighted the need to advocate for these funding sources, especially during events like the AMPO conference, where discussions about federal revenue were prominent.

The common understanding from the Authorized Uses of Federal, State, and Local Funding Sources discussions was to continue advocating for consistent formula funding and to proactively pursue an EV parity funding mechanism in the 2027 Legislative Session by building community support in the interim.

# OVERVIEW OF RTC ADMINISTERED ROADWAY PROGRAMS AND DECISION-MAKING PROCESSES FOR PROJECT SELECTION

### Pavement Preservation Program

There was discussion regarding the Pavement Preservation Program, which has evolved from its original designation as the Regional Rehabilitation and Reconstruction Program. The program was initiated in response to the 2005 Washoe County Blue Ribbon Commission's recommendations on maintaining regional assets. Over the past 20 years, the program has adapted to changing circumstances, including funding challenges and the need for a systematic approach to prioritize road maintenance based on roadway classification and usage. The speakers emphasize the importance of

maintaining roads efficiently, highlighting that preventative measures like slurry sealing are significantly more cost-effective than extensive repairs.

Concerns were raised about the pressures to expand the scope of preservation projects to include additional features such as bike facilities and traffic signals. While these enhancements are valuable, they detract from the primary goal of maintaining asphalt quality. It was stressed that if preservation projects are transformed into larger construction projects, it could lead to a reduction in the number of roads that can be effectively maintained, ultimately resulting in a deterioration of road conditions and increased public dissatisfaction.

Collaboration with local government staff is necessary to clarify the role of the RTC in road maintenance and to establish priorities for funding. The Board acknowledged the challenges of balancing community needs with available resources, emphasizing that decisions must be made based on the broader impact on traffic and community benefit. The discussion concluded with a commitment to reevaluate the program's direction and ensure that pavement preservation remains focused on its original intent, while also considering the evolving needs of the community.

#### **TOMS**

Traffic Operations and Management (TOMS) highlights the management and maintenance of over 400 traffic signals in the region. This presentation emphasized the collaboration with the University of Nevada, Reno, to identify traffic issues and develop solutions while maintaining local control. The Traffic Operations and Management Group was established in 2009 to prioritize projects and optimize funding, initially starting with a limited budget of \$1 million per year. Over time, the program has evolved to address capacity needs based on new developments and has grown to a budget of approximately \$10 million, incorporating advanced technology and data analysis to improve traffic flow. There have been positive outcomes, such as improved signal timing leading to smoother traffic movement, and a desire for better regional coordination among jurisdictions to enhance the overall efficiency of the traffic system.

#### UPWP

The Unified Planning Work Program (UPWP) outlines the agency's work plan for the next two years. This federal document is updated biennially and aligns with the Regional Transportation Plan (RTP). The UPWP includes a detailed list of tasks, staff hours, and budget allocations, ensuring that the agency's goals and community needs are met. A new feature this year is the formalization of a call for projects through an application process, aimed at improving decision-making and aligning selected projects with agency and community goals.

#### Neighborhood Network Plans

This conversation highlighted the agency's commitment to a multimodal approach in transportation planning, which encompasses various modes such as walking, biking, and public transit. This approach is integrated into all aspects of the agency's work, from engineering to project design. The planning team is focusing on specific projects like bike and pedestrian plans, ensuring that infrastructure supports multimodal access. The Active Transportation Plan, adopted in September, emphasizes neighborhood network plans to encourage active transportation for short trips, aiming to reduce car dependency in local areas.

Additionally, the discussion touched on the implementation of quick build techniques for transportation improvements, allowing for rapid installation of semi-permanent and temporary solutions. This method enables the agency to test improvements quickly and gather data on their effectiveness before making permanent changes. By assessing the impact of these installations, the agency aims to ensure that the improvements genuinely facilitate active transportation and meet community needs.

#### Truckee River Path

The discussion focused on an update regarding the multimodal planning work for the Truckee River path. The team, directed by the Strategic Roadmap, conducted a site analysis over the summer, involving two interns who assessed the 11.1-mile corridor. They collected data on pavement condition, width, slope, and amenities, which will be compiled into a final report to be presented in June. The analysis also compared the corridor's conditions to federal standards for multi-use paths. Questions were welcomed, and there was interest in presenting the findings to the local City Councils and County Commissions.

The discussion revolved around the upcoming presentation in June regarding the classification of a corridor as either a transportation or recreational corridor. The distinction is significant as it affects funding sources and design standards. If designated as a transportation corridor, it would require uniformity and consistency across the system, unlike recreational paths which can vary by jurisdiction. The implementation would likely occur in incremental phases, with specific projects tied to private development, flood management, or road improvements. It is important to have a grand plan while acknowledging the challenges of securing funding for a complete project at once, suggesting that progress will be made as opportunities arise.

The shared direction from the Overview of RTC Administered Roadway Programs and Decision-Making Processes for Project Selection discussions was for RTC to begin leading conversations around the Truckee River as a transportation corridor—serving as a project manager coordinating the many components, but not as the primary funder—and to continue advancing the Neighborhood Network Plans, particularly focusing on quick-build techniques and data-driven decision-making following their installation.

#### 6. PUBLIC COMMENT

Chair Hill 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, Chair Hill moved to Adjournment.

#### 7. **ADJOURNMENT** (For Possible Action)

There being no further business to come before the Board, the meeting adjourned at 12:40 p.m.

ALEXIS HILL, Chair Regional Transportation Commission

Presentation copies are available upon request. Contact mkraus@rtcwashoe.com.

# REGIONAL TRANSPORTATION COMMISSION WASHOE COUNTY, NEVADA BOARD WORKSHOP

FRIDAY 9:03 A.M. March 14, 2025

PRESENT:

**Board & Commissioners** 

Alexis Hill, Washoe County Commissioner, Chair Devon Reese, Reno Councilman, Vice Chair Ed Lawson, Mayor of Sparks Mariluz Garcia, Washoe County Commissioner Hillary Schieve, Mayor of Reno

Bill Thomas, RTC Executive Director Adam Spear, Legal Counsel Tracy Larkin Thomason, Director of NDOT

#### **RTC Staff**

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Sai Sun, Transit Planner, Presenter
Alex Cruz, Senior Technical Transit Operations Planner, Presenter

The annual Board Workshop meeting was held at the Reno Sparks Convention Center, Rooms A1/A6, 4590 S. Virginia Street, Reno, and was called to order by Chair Hill.

# NO ACTION WAS TAKEN AT THIS WORKSHOP EXCEPT TO APPROVE THE AGENDA, CONSENT ITEMS AND TO ADJOURN

#### 1. CALL TO ORDER

- 1.1 Roll Call
- 1.2 Pledge of Allegiance

# 2. PUBLIC COMMENT

Chair Hill 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, Chair Hill moved to Approval of Agenda.

#### 3. APPROVAL OF AGENDA

On motion of Vice Chair Reese, seconded by Commissioner Schieve, which motion unanimously carried, Chair Hill ordered that the agenda for this meeting be approved.

#### 4. CONSENT ITEMS

- 4.1 Executive
  - 4.1.1 Authorize the Executive Director to submit Congressionally Directed Spending (CDS) and Community Project Funding (CPF) funding requests that are focused on neighborhoods where local streets need rehabilitation. (For Possible Action)
- 4.2 Public Transportation
  - 4.2.1 Approve an Interlocal Contract Agreement with State of Nevada, Department of Health and Human Services (DHHS), Division of Health Care Financing and Policy (DHCFP/Medicaid) for reimbursement to the Regional Transportation Commission (RTC) for completing paratransit eligibility evaluations for eligible Medicaid recipients as outlined in the ADA regulations of the Federal Transit Administration for an estimated not to exceed amount of \$132,836.15. (For Possible Action)

On motion of Vice Chair Reese, seconded by Commissioner Garcia, which motion unanimously carried, Chair Hill ordered that the consent items for this meeting be approved.

# **5. WORKSHOP** (*No Action Will be Taken at this Workshop*)

The purpose of the workshop is to discuss and possibly give general direction regarding policy and strategic objectives of the Regional Transportation Commission of Washoe County for the current Fiscal Year 2025 and Fiscal Year 2026, which may include, but not be limited to presentations, review, discussion and possible direction to the Executive Director and staff regarding the following topics.

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The presentation also covered the bus stop improvement program, emphasizing the need for ADA compliance, sight impaired improvements and the prioritization of bus stops based on ridership and community needs.

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Takeaways for staff from the Planning for the Future of Public Transportation discussions was to identify a reasonable budget and timeline to complete the remaining 5% of bus stop improvements, continue collaborating with the School District to roll out the free fares for students program on RIDE, and move forward with the TOPS planning process using a holistic approach.

#### AUTHORIZED USES OF FEDERAL, STATE AND LOCAL FUNDING SOURCES

#### Financial Sustainability

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Concerns regarding federal funding for surface transportation projects, particularly in light of potential budget cuts, was discussed. We have not heard any direct confirmation of these cuts but acknowledge the importance of these funds for significant projects like the Spark Boulevard project, which relies on approximately \$57 million in accumulated STBG funds. The conversation highlighted the need to advocate for these funding sources, especially during events like the AMPO conference, where discussions about federal revenue were prominent.

Takeaways for staff from the Authorized Uses of Federal, State, and Local Funding Sources discussions was to continue advocating for consistent formula funding and to proactively pursue an EV parity funding mechanism in the 2027 Legislative Session by building community support in the interim.

# OVERVIEW OF RTC ADMINISTERED ROADWAY PROGRAMS AND DECISION-MAKING PROCESSES FOR PROJECT SELECTION

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maintaining roads efficiently, highlighting that preventative measures like slurry sealing are significantly more cost-effective than extensive repairs.

Concerns were raised about the pressures to expand the scope of preservation projects to include additional features such as bike facilities and traffic signals. While these enhancements are valuable, they detract from the primary goal of maintaining asphalt quality. It was stressed that if preservation projects are transformed into larger construction projects, it could lead to a reduction in the number of roads that can be effectively maintained, ultimately resulting in a deterioration of road conditions and increased public dissatisfaction.

Collaboration with local government staff is necessary to clarify the role of the RTC in road maintenance and to establish priorities for funding. The Board acknowledged the challenges of balancing community needs with available resources, emphasizing that decisions must be made based on the broader impact on traffic and community benefit. The discussion concluded with a commitment to reevaluate the program's direction and ensure that pavement preservation remains focused on its original intent, while also considering the evolving needs of the community.

#### **TOMS**

Traffic Operations and Management (TOMS) highlights the management and maintenance of over 400 traffic signals in the region. This presentation emphasized the collaboration with the University of Nevada, Reno, to identify traffic issues and develop solutions while maintaining local control. The Traffic Operations and Management Group was established in 2009 to prioritize projects and optimize funding, initially starting with a limited budget of \$1 million per year. Over time, the program has evolved to address capacity needs based on new developments and has grown to a budget of approximately \$10 million, incorporating advanced technology and data analysis to improve traffic flow. There have been positive outcomes, such as improved signal timing leading to smoother traffic movement, and a desire for better regional coordination among jurisdictions to enhance the overall efficiency of the traffic system.

#### UPWP

The Unified Planning Work Program (UPWP) outlines the agency's work plan for the next two years. This federal document is updated biennially and aligns with the Regional Transportation Plan (RTP). The UPWP includes a detailed list of tasks, staff hours, and budget allocations, ensuring that the agency's goals and community needs are met. A new feature this year is the formalization of a call for projects through an application process, aimed at improving decision-making and aligning selected projects with agency and community goals.

#### Neighborhood Network Plans

This conversation highlighted the agency's commitment to a multimodal approach in transportation planning, which encompasses various modes such as walking, biking, and public transit. This approach is integrated into all aspects of the agency's work, from engineering to project design. The planning team is focusing on specific projects like bike and pedestrian plans, ensuring that infrastructure supports multimodal access. The Active Transportation Plan, adopted in September, emphasizes neighborhood network plans to encourage active transportation for short trips, aiming to reduce car dependency in local areas.

Additionally, the discussion touched on the implementation of quick build techniques for transportation improvements, allowing for rapid installation of semi-permanent and temporary solutions. This method enables the agency to test improvements quickly and gather data on their effectiveness before making permanent changes. By assessing the impact of these installations, the agency aims to ensure that the improvements genuinely facilitate active transportation and meet community needs.

#### Truckee River Path

The discussion focused on an update regarding the multimodal planning work for the Truckee River path. The team, directed by the Strategic Roadmap, conducted a site analysis over the summer, involving two interns who assessed the 11.1-mile corridor. They collected data on pavement condition, width, slope, and amenities, which will be compiled into a final report to be presented in June. The analysis also compared the corridor's conditions to federal standards for multi-use paths. Questions were welcomed, and there was interest in presenting the findings to the local City Councils and County Commissions.

The discussion revolved around the upcoming presentation in June regarding the classification of a corridor as either a transportation or recreational corridor. The distinction is significant as it affects funding sources and design standards. If designated as a transportation corridor, it would require uniformity and consistency across the system, unlike recreational paths which can vary by jurisdiction. The implementation would likely occur in incremental phases, with specific projects tied to private development, flood management, or road improvements. It is important to have a grand plan while acknowledging the challenges of securing funding for a complete project at once, suggesting that progress will be made as opportunities arise.

Takeaways for staff from the Overview of RTC Administered Roadway Programs and Decision-Making Processes for Project Selection discussions was for RTC to begin leading conversations around the Truckee River as a transportation corridor—serving as a project manager coordinating the many components, but not as the primary funder—and to continue advancing the Neighborhood Network Plans, particularly focusing on quick-build techniques and data-driven decision-making following their installation.

#### 6. PUBLIC COMMENT

Chair Hill 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, Chair Hill moved to Adjournment.

#### 7. **ADJOURNMENT** (For Possible Action)

There being no further business to come before the Board, the meeting adjourned at 12:40 p.m.

ALEXIS HILL, Chair Regional Transportation Commission

Presentation copies are available upon request. Contact mkraus@rtcwashoe.com.

Meeting Date: 4/18/2025 Agenda Item: 4.2.1

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance/CFO

**SUBJECT: Procurement Activity Report** 

# **RECOMMENDED ACTION**

Acknowledge receipt of the monthly Procurement Activity Report.

# **BACKGROUND AND DISCUSSION**

See attached for Background and Discussion.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# **ATTACHMENT A**

# PROJECTS CURRENTLY ADVERTISED

Invitations for Bids (IFB)	
Project	Due Date
Traffic Signal Fiber Project	April 2, 2025
Meadowood Rehabilitation Project	April 3, 2025
Veterans Roundabout Modifications Project	April 9, 2025
2025 Preventative Maintenance Project	April 17, 2025
E. Lincoln Way Roundabout	April 29, 2025
Arrowcreek and Wedge Parkway Rehabilitation	April 30, 2025
Traffic Signal Modifications	May 2, 2025

Request for Proposals (RFP)	
Project	<b>Due Date</b>
RTC Website Refresh Project (Rebid)	April 28, 2025

# REPORT ON INVITATION FOR BID (IFB) 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
Mill Street Construction	Q&D Construction	02/17/2025	\$15,330,000
Vista Boulevard/Disc Drive Intersection Improvement Project	Sierra Nevada Construction	02/28/2025	\$1,934,007
Vista-Prater Way Signal Fiber Connection Project	Titan Electrical Contracting	03/18/2025	\$793,254

# PROFESSIONAL SERVICES/CONSULTING AGREEMENTS

Per RTC's Management Policy P-13 Executive Director has authority to approve contracts greater than \$25,000 and less than (or equal to) \$100,000.

Project	Contractor	Contract Amount
Software Module to Improve Bus Data	Swiftly Transit	\$77,350
FY26 RTC Advertising	Wolf Pack Sports Properties	\$28,000
RTC Avigilon Cameras & Encoders	Pavion	\$46,039
Terminal Building Evaluation	Hershenow+Klippenstein Architects	\$55,000
Regional Fiber Optics NDOT Software	3-GIS, LLC	\$30,754

Project	Contractor	Contract Amount
2025-2026 Legislative Advisory Services	Thompson Coburn LLP	\$75,000
Specialized Legal Services	Thompson Coburn LLP	\$100,000

# CHANGE ORDERS AND CONTRACT AMENDMENTS WITHIN EXECUTIVE DIRECTOR'S RTC's P-13 PURCHASING POLICY AUTHORITY

Project	Contractor	Approval Date	CO / Amend. Number	CO / Amend. Amount	Revised Total Contract Amount
Kietzke Lane ITS	SNC	02/24/2025	CO2	\$19,014	\$1,485,771

Meeting Date: 4/18/2025 Agenda Item: 4.2.2

To: Regional Transportation Commission

From: Vanessa Lacer, Planning Director

**SUBJECT: Planning Activity Report** 

# **RECOMMENDED ACTION**

Acknowledge receipt of the monthly Planning Activity Report.

# **BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

#### **PLANNING STUDIES**

Neighborhood Network Plans 1 & 2	
Marquis Williams, Project	https://rtcwashoe.com/planning/active-transportation-plan/
Manager	

Status: Outreach phase completed, and draft recommendations reviewed for first of two Neighborhood Network Plans (Central Reno); Initial outreach for second Neighborhood Network Plan (Central Sparks) underway with three public events completed and three stakeholder meetings scheduled between April and June.

RTC Regional Travel Demand Model Update	
Xuan Wang, Project Manager	https://www.rtcwashoe.com/mpo-reports/model2023/
Status: The project team is working on enhancing model functions.	

RTC Regional Transportation Plan (RTP) Update		
Vanessa Lacer, Project Manager	https://rtcwashoe.com/planning/regional-planning/rtp/	
Status: The planning process for the I	RTP has been completed and the final plan was approved by	
the RTC Board at the February 21, 2025, Board Meeting. The RTP can be accessed on the RTC		
website (rtcwashoe.com) or via the following link: <a href="https://rtcwashoe.com/wp-">https://rtcwashoe.com/wp-</a>		
content/uploads/2025/02/FINAL-2050-RTP-2025.pdf		

#### **ONGOING PROGRAMS**

<b>Data Collection Program</b>	
Xuan Wang, Project Manager	https://dlm.maps.arcgis.com/apps/mapviewer/
	index.html?webmap=06f3673e1e40454cbabbb57e67b424e2
Status: Data collection started for scheduled sites. Continue to identify sites for data collection.	

<b>Active Transportation Program</b>	
RTC Planning and Engineering	https://www.rtcwashoe.com/metropolitan-planning/
Staff	
Status: First Active Transportation	Technical Advisory Committee (AT-TAC) meeting held on
April 4, 2025.	- , , ,

Vision Zero Truckee Meadows	
RTC Planning Staff	https://visionzerotruckeemeadows.com/

Status: SS4A planning funds totaling \$1.2 million in federal dollars awarded with draft agreement sent to FHWA 2/4/25. Once executed, staff will release an RFP for consultant support in the development of a Comprehensive Safety Action Plan and a predictive safety tool for use in developing future roadway projects. Vision Zero Truckee Meadows Task Force meeting April 7, 2025.

Meeting Date: 4/18/2025 Agenda Item: 4.2.3

To: Regional Transportation Commission

From: Dale Keller, Deputy Executive Director/Director of Engineering

**SUBJECT: Engineering Activity Report** 

# **RECOMMENDED ACTION**

Acknowledge receipt of the monthly Engineering Activity Report.

# **BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

# **FISCAL IMPACT**

There is no fiscal impact related with this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.



# **RTC Engineering Monthly Report**

# **Active Transportation Projects**

Sara Going, Project Manager

https://rtcwashoe.com/projects/biggest-little-

bike-network/

Status: The project is currently working on developing the 90% design.

# **Eagle Canyon Safety and Operations**

LaShonn Ford, Project Manager

https://rtcwashoe.com/projects/eagle-

canyon-safety-and-operations/

Status: The project design has reached 90% design. Final Design is underway.

#### Capacity/Congestion Relief Projects

#### **Buck Drive Circulation**

Jeffrey Wilbrecht, Project Manager

https://rtcwashoe.com/projects/buck-drive-circulation/

**Status:** Kimley Horn & Associates is working on final design of project. Coordination with City of Reno staff regarding project details including access management is ongoing. Coordination with adjacent property owners also ongoing.

Construction is tentatively scheduled for summer and fill 2025.

#### **Geiger Grade Road Realignment**

Kimberly Diegle, Project Manager

https://rtcwashoe.com/projects/geiger-grade-road-realignment/

**Status:** The feasibility study is underway including traffic analysis and environmental review of the study area.

#### Military Road Capacity & Safety

Austin McCoy, Project Manager

https://rtcwashoe.com/projects/military-road-capacity-safety/

**Status:** The RTC, in cooperation with the City of Reno, is in the final design phase for the project.

#### Mill Street Capacity & Safety

Kimberly Diegle, Project Manager

https://rtcwashoe.com/projects/mill-streetcapacity-and-safety/

**Status:** Q&D Construction has been awarded the contract for this work. Construction for the Mill Street improvements is anticipated to begin in April 2025. RTC and Q&D held a community meeting on Thursday April 3, 2025 to hear more about the upcoming construction, and visit www.MillStreetWidening.com for additional information.

#### North Valleys North Virginia Street Capacity

Garrett Rodgers, Project Manager

https://rtcwashoe.com/projects/north-valleysnorth-virginia-street-capacity/

**Status:** Project is just getting started and looking at early scoping and schedule items. Currently performing survey, geotechnical investigations, hydrology/hydraulics analysis, traffic modeling and preliminary engineering. Preliminary engineering has progressed to 30% Design.

#### Pembroke Drive Capacity & Safety

Jeffrey Wilbrecht, Project Manager

https://rtcwashoe.com/projects/pembroke-drive-capacity-safety/

**Status:** Nichols Consulting Engineers (NCE) has progressed the design to 60%. Coordination with the City of Reno, Washoe County, and utility companies located along Pembroke continue to occur continues.

Sixty percent (60%) design plans are expected to be submitted to the City of Reno in January 2025.

#### **Pyramid Highway Operations Improvements**

Jessica Dover, Project Manager

https://rtcwashoe.com/projects/pyramidhighway-operations-improvements/

**Status:** Sixty percent (60%) design plans are expected in summer of 2025.

#### **Pyramid Improvement Phase 1**

Amanda Callegari, Project Manager

https://rtcwashoe.com/projects/pyramidhighway-us-395-connection-project/

**Status:** The Nevada Department of Transportation (NDOT) is performing the construction administration of Phase 1 of the overall Pyramid/395 Connector (NDOT Contract 3948). Construction began May 1, 2023 and is anticipated to take approximately 2 years to complete. Information regarding public meetings, project details, and construction updates can be found on the project website www.pyramidhighway.com. Additionally information can be found on either the RTC or NDOT websites.

## Pyramid Wy, Sparks Blvd, Highland Ranch Pkwy Intersection https://rtcwashoe.com/projects/pyramid-way-sparks-boulevard-highland-ranch-

intersection/

**Status:** Preliminary design and data collection has begun. This project involves providing 60% level design for the Pyramid/Sparks Interchange as well as preliminary (30%) design of the Connector (the new roadway from Pyramid Highway to US 395), identified as Phase 3 in the draft phasing plan of the FEIS.

A packaging plan and phasing evaluation will be conducted for the overall Pyramid Highway/US 395 Connector project to better address potential funding availability for construction implementation. Traffic modeling and analysis will be utilized in a scenario approach to support the packaging and phasing effort alongside public involvement and a National Environmental Policy Act (NEPA) compatibility review.

S Virginia Street & I-580 Exit 29 Capacity & Safety			
Jeffrey Wilbrecht, Project Manager	https://rtcwashoe.com/projects/south- virginia-street-and-i-580-exit-29-capacity- and-safety/		

Status: Construction was substantially completed as of December 2024.

Due to weather, during the Spring 2025, landscape and other miscellaneous items will be finalized.

Sparks Boulevard Capacity Improvement			
Garrett Rodgers, Project Manager	https://rtcwashoe.com/projects/sparks- boulevard-capacity-improvement-greg- street-to-baring-boulevard/		

**Status:** The Federal Highway Administration (FHWA) approved a Finding of no Significant Impact (FONSI) in March 2024 regarding the Environmental Assessment (EA) for this project. Construction advertisement is expected in April.

More information is available at SparksBlvdProject.com.

Construction is complete for the southern segment (Phase 1) of the project, between Greg St and I-80.

Steamboat Parkway Improvement		
	https://rtcwashoe.com/projects/steamboat- parkway-improvement-damonte-ranch-pkwy- to-veterans-pkwy/	

**Status:** Project is approaching completion. Remaining scope includes landscaping. Sod installation will be performed in early Spring.

Vista Boulevard/Disc Drive Intersection Improvement		
Alex Wolfson, Project Manager	https://rtcwashoe.com/projects/vista- boulevard-disc-drive-intersection- improvements/	

**Status:** The construction contract has been awarded to Sierra Nevada Construction. Initial exploratory work is expected to begin in April with major construction beginning in early Summer.

#### **Corridor Improvement Projects**

#### Arlington Avenue Bridges NEPA/Design/EDC

Bryan Byrne, https://rtcwashoe.com/construction-projects/arlington-avenue-

Project Manager <u>bridges-project/</u>

Status: Project is scheduled for construction to begin May of 2025.

For additional information please visit: ArlingtonBridges.com

#### **Butch Cassidy Drive Extension**

Kimberly Diegle, <a href="https://rtcwashoe.com/projects/butch-cassidy-drive-extension/">https://rtcwashoe.com/projects/butch-cassidy-drive-extension/</a>

Project Manager

**Status:** The 60% design plans were received in March and the plans are under agency review.

#### **Keystone Ave Bridge Replacement**

Sara Going, <a href="https://rtcwashoe.com/projects/keystone-avenue-bridge-">https://rtcwashoe.com/projects/keystone-avenue-bridge-</a>

Project Manager replacement/

Status: The team began preliminary design of the project in January 2025.

#### **Lemmon Drive Traffic Improvements and Resiliency**

Bryan Byrne, <a href="https://rtcwashoe.com/projects/lemmon-drive-traffic-">https://rtcwashoe.com/projects/lemmon-drive-traffic-</a>

Project Manager <u>improvements-and-resiliency/</u>

**Status:** The project is actively advancing in completing the necessary NEPA studies. The project team is working to address public input into the design. Team is progressing into the 60% design phase of the project. More information can be found

on the projects website at https://northvalleysimprovements.com/

#### McCarran Boulevard Safety and Operational Improvements

Jessica Dover, <a href="https://rtcwashoe.com/projects/mccarran-boulevard-safety-and-">https://rtcwashoe.com/projects/mccarran-boulevard-safety-and-</a>

Project Manager operational-improvements/

Status: Preliminary design for (2) segments anticipated Fall 2025

#### **Oddie / Wells Corridor Multi-Modal Improvements**

Jeffrey Wilbrecht, Project Manager https://www.senserasystems.com/public/cameras/oddiewellsproject

r roject iviariagei

**Status:** Project is substantially completed.

Punchlist and landscape maintenance work being performed with intermittent lane/shoulder closures.

#### Sierra Street Bridge Replacement

Bryan Byrne, Project Manager https://rtcwashoe.com/projects/sierra-street-bridge-replacement/

**Status:** The design team is working on the 60% design, expected submittal is May 2025. The project is also transitioned to a CMAR (Construction Manager at Risk) delivery method, which will engage a contractor during the design phase to enhance collaboration. For more details, visit the project website at [www.sierrastreetbridge.com].

#### Sun Valley Boulevard Corridor Improvements - Phase 2

Jessica Dover,

https://rtc2023.wpengine.com/construction-projects/sun-valley-

Project Manager boulevard-corridor-improvements-phase-2/

**Status:** NCE is continuing preliminary design efforts; 30% design is anticipated Spring 2025

#### West Fourth Street Downtown

Scott Gibson, Project Manager https://rtcwashoe.com/projects/west-fourth-street-downtown/

**Status:** Wood Rodgers has submitted their 90% design submittal and is under review by the City of Reno. ROW activities are underway.

#### West Fourth Street Safety

Scott Gibson,

https://rtcwashoe.com/projects/west-fourth-street-safety/

Project Manager

**Status:** 90% design plans have been completed and NDOT has completed and approved the environmental review. ROW activities are also underway.

#### **Pavement Preservation Projects**

#### 2025 Bridge Maintenance

Scott Gibson, Project Manager

https://rtcwashoe.com/projects/2025-bridge-

maintenance/

**Status:** HDR has submitted 60% plans for this project. Construction is anticipated in Summer 2025.

#### Arrowcreek/Wedge Rehabilitation

Jessica Dover, Project Manager

https://rtcwashoe.com/projects/arrowcreek-parkway-wedge-rehabilitation/

**Status:** Project to Advertise for Bids Spring 2025

#### La Posada Corrective

Bryan Byrne, Project Manager

https://rtcwashoe.com/projects/la-posada-

corrective-project/

**Status:** The project will begin data gathering and progress towards a 50% design package. The 50% design submittal is expected in May 2025.

#### **Meadowood Rehab**

Garrett Rodgers, Project Manager

https://rtcwashoe.com/projects/meadowood-

<u>rehab/</u>

Status: Project has been advertised. Bids were opened on April 3, 2025.

#### **Prater Way Rehabilitation**

Kimberly Diegle, Project Manager

https://rtcwashoe.com/projects/prater-way-rehabilitation/

Status: Analysis of corridor configuration alternatives is underway.

#### **Traffic Engineering/ITS**

#### Veterans Parkway ITS

Austin McCoy <a href="https://rtcwashoe.com/projects/veterans-parkway-its/">https://rtcwashoe.com/projects/veterans-parkway-its/</a>

The project was awarded to Titan Electrical Contracting. Project construction has begun and is anticipated to be substantially complete by June 1.

#### **Veterans Roundabout Modifications**

Jessica Dover https://rtcwashoe.com/projects/veterans-roundabout-modifications/

Construction bids were opened on April 9th. Construction scheduled to begin spring 2025

#### **Traffic Signal Timing 7**

Alex Wolfson

https://rtcwashoe.com/projects/traffic-signal-

timing-7-project/

New timing plans are being developed for the following corridors:

S McCarran Blvd - S Virginia St to Plumb Ln

N McCarran Blvd / Pyramid Way intersection

S Virginia St - McCarran Blvd to I-580 / Patriot interchange

#### **Legends Roundabouts**

Sara Going

https://rtcwashoe.com/projects/legends-

roundabouts/

The project will solicit bids for construction starting April 1, 2025.

#### **Traffic Signal Modifications 24-01**

Sara Going

https://rtcwashoe.com/construction-

projects/traffic-signal-modifications-24-01/

Construction of the project has resumed at North McCarran & West 7th Street and at traffic signals in City of Sparks. Completion is anticipated for late May 2025.

Traffic Signal Modifications (TSM) 25-01		
LaShonn Ford	https://rtcwashoe.com/projects/traffic-signal-modifications-25-01/	
Final design is underway.		

Sparks Intelligent Corridors	
IAIex Wolfson	https://rtcwashoe.com/projects/sparks- intelligent-corridor/

The RTC is testing out technology to disseminate connected vehicle data (travel time, delays, etc.) to motorists via a smart phone app. This information can be travel times, road conditions, and incidents, and can also be used to adjust traffic signal operations in real-time.

Interested parties can learn more about this app and project at this link: https://www.rtcwashoe.com/construction-projects/traction\_connect/

The RTC is hoping to gather public feedback on the kinds of services that are useful in order to inform operational decision making moving forward.

Vista Boulevard/Prater Way ITS		
II - 3 Traff Paggarc	https://rtcwashoe.com/projects/vista- boulevard-prater-way-its/	
Project is going through the Contract Award Process. Construction is anticipated to being in April 2025.		

Sparks/lon Traffic Signal	
LaShonn Ford	https://rtcwashoe.com/projects/sparks- boulevard-ion-drive-traffic-signal/
The project has reached 60% design.	

Traffic Signal Fiber 25-01	
Austin McCoy	https://rtcwashoe.com/projects/traffic-signal-fiber-25-01/
DTCI II II II II	

RTC's consultant, Kimley-Horn and Associates, Inc., has completed final design and construction bids were opened on April 2<sup>nd</sup>. Construction to begin in May.

#### **Other Projects**

Virginia Line BRT Improvements	
IKimberly Diegle Project Manager	https://rtcwashoe.com/projects/virginia-line- brt-improvements/

**Status:** Final design and right of way process is underway for this project. NV Energy is proceeding with an overhead to underground utility relocation project, anticipated to start in spring 2025.

## REPORT ON NEGOTIATED SETTLEMENT AGREEMENTS FOR THE ACQUISITION OF PROPERTY

Project	Property Owner	Purchase Amount	Amount Over Appraisal	
Legends Roundabout	Legends at Sparks Venture LLC	\$15,408.00	\$0	
Meadowood Mall Rehabilitation	5011 Meadowood Mall Way LLC	\$1,000.00	\$0	
Meadowood Mall Rehabilitation	Nevada Pacific Holdings I, LLC	\$1,000.00	\$0	
Sparks Boulevard Capacity Improvement	Melojoy Pecson	\$1,000.00	\$0	
Sparks Boulevard Capacity Improvement	RJ Plaza LLC	\$27,752.00	\$0	
Sparks Boulevard Capacity Improvement	Springland Village Homeowners Association	\$47,618.00	\$0	
Sparks Boulevard Capacity Improvement	Surf Thru, Inc.	\$12,275.00	\$12,725.00	
Traffic Signal Modifications 24-01	Bank of America	\$1,000.00	\$0	
Virginia Line Bus Rapid Transit	Amerco Real Estate Company	\$24,350.00	\$0	
Virginia Line Bus Rapid Transit	Torta Encinitas LP	\$9,286.00	\$0	
Virginia Line Bus Rapid Transit	Western Financial LLC	\$14,926.00	\$0	
Virginia Street Utility Relocation	The L&M Living Trust	\$5,775.00	\$0	
Virginia Street Utility Relocation	Western Financial LLC	\$14,000.00	\$0	

#### **CONTRACTS UP TO \$100,000**

Project	Vendor	Scope	Amount
n/a			

Meeting Date: 4/18/2025 Agenda Item: 4.2.4

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation and Operations

**SUBJECT: Public Transportation and Operations Activity Report** 

#### **RECOMMENDED ACTION**

Acknowledge receipt of the monthly Public Transportation and Operations report for March.

#### **BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

#### **FISCAL IMPACT**

There is no fiscal impact related to this action.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

Highlights -



National Transit Employee Appreciation Day – Annually, March 18 is designated – *National Transit Employee*Appreciation Day by the American Public Transportation

Association (APTA). To honor its drivers and transit staff, RTC's contractors, MTM hosted a breakfast with coffee, doughnuts and

bagels; and Keolis hosted grab and go boxed lunches. To honor our contractors' staffs, RTC delivered insulated stainless steel Coffee Tumblers to employees.





RTC Offered Free



RIDEs on St. Patrick's Day - On March 17, the RTC marked 22 years of providing a safe transportation choice to help people celebrate St. Patrick's Day responsibly



with the FREE Safe RIDE program. Scheduled RTC transit services were free on Monday, March 17 from 4 p.m. until 2 a.m. The RTC's FREE Safe RIDE program supports Vision Zero Truckee Meadows' goal of zero pedestrian fatalities in our community by 2030.

#### RTC RIDE Key Highlights - March

- 4 trainees released to Operations for revenue service
- Driver of the Month: Robert Wendt
- 99% service hours and trips delivered
- Employee Engagement:
  - National Transit Employee Appreciation Day ~
     March 18
- Community Engagement:
  - Wooster High School Transit Career Day ~
     March 8
- 2 new Grievances filed, 1 withdrawn and settled, and no new Unfair Labor Charges



Keolis represented staffing headcount as of March 27, 2025:

Position	Total	#Needed
	Employed	
Coach Operator Trainees	7	0
Coach Operators	175	5
Dispatchers	6	0
Road Supervisors	4	0
Mechanic A	5	0
Mechanic B	4	0
Mechanic C	4	0
Facilities Technician	2	0
EV Technician	1	0
Utility Worker	11	0
Electronics Tech	2	0
Body Technician	1	0

#### RTC ACCESS Key Highlights - March

Classes: March 11, 5 hired with 2 advancing through training

March 25, 4 hired all currently in training

#### Safety:

• Accidents:

o 0 Preventable

o 0 Non-preventable

Incidents

0

• Injuries:

 $\circ$  0

• YTD Preventable Accident

Count: 4

• YTD Injury Count: 0



- March Safety Blitz'
  - o LLLC not luck on St Paddy's Day / Employee appreciation on March 18th.
- March Safety Meeting
  - Defensive driving refresher

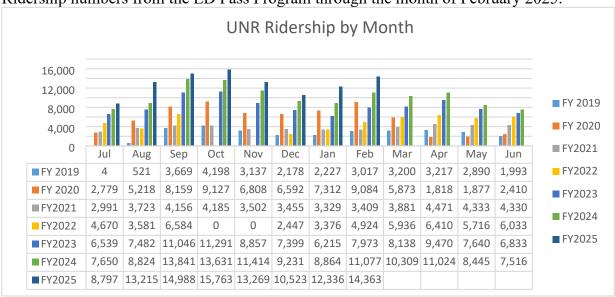
MTM represented staffing headcount as of March 31, 2025:

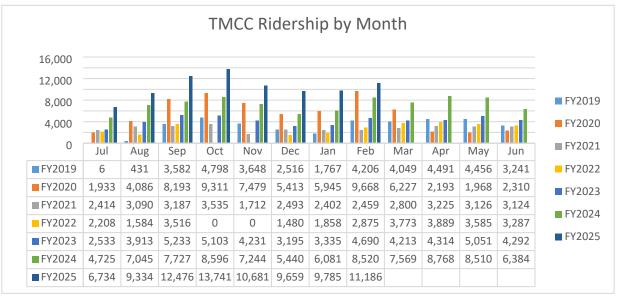
Position	Total Employed	#Needed
Drivers	60FT – 2PT	6FT – 0 PT
Dispatchers	4 FT	0
Reservationists	4. FTE's	0.5
Mechanic A	3.5 FT	0
Maintenance Technician	1	0
Utility Worker	1	0

#### TRANSIT DEMAND MANAGEMENT (TDM) Update

- Vanpools increased back to 333. The program continues to work with residents in Lake Tahoe to increase vanpools. Both the Truckee North Tahoe TMA (Transportation Management Association) and South Shore TMA received grants to provide additional subsidies to assist the vanpools including subsidy funding for 4 more vans. Staff are working with a group in Tahoe to increase the number of vans going to the Lake. Even though we lost 2, we added 2 different groups to remain at 27.
- Staff meets weekly with our marketing company, Celtis to discuss deliverables for the ED Pass program. Celtis is working on our annual ad for the UNR Visitor's Guide. RTC's ad campaign won an American Public Transportation Association (APTA) AdWheel award for "Best Social Media to Increase Ridership".
- Tabled UNR Men's Basketball game on February 22<sup>nd</sup>.

Ridership numbers from the ED Pass Program through the month of February 2025:

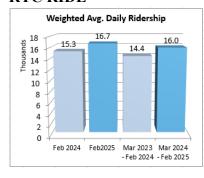


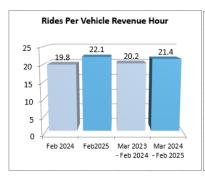


Once again, we hit all-time highs for the month of February with over 25,000 trips!

#### FEBRUARY 2025 TRANSIT PERFORMANCE

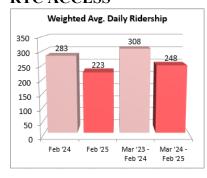
#### RTC RIDE

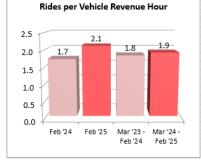


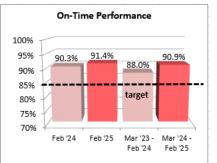




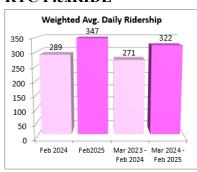
#### RTC ACCESS

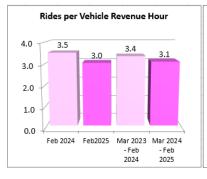






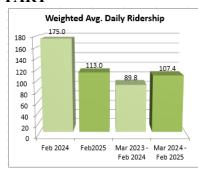
#### RTC FlexRIDE

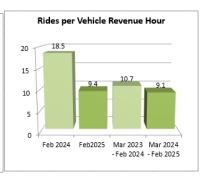




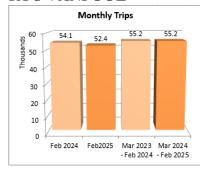


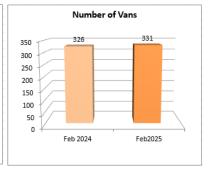
#### **TART**





#### RTC VANPOOL





Meeting Date: 4/18/2025 Agenda Item: 4.2.5

To: Regional Transportation Commission

From: Josh MacEachern, Public Information Officer

**SUBJECT: Community Outreach and Media Activity Report** 

#### **RECOMMENDED ACTION**

Acknowledge receipt of the Community Outreach and Media Activity Report.

#### **BACKGROUND AND DISCUSSION**

See attachment for background and discussion.

#### **FISCAL IMPACT**

There is no fiscal impact related to this action.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.



# > RTC Communications & Outreach Report February - March, 2025



www.rtcwashoe.com

## > Outreach Activities

#### Josh MacEachern, Project Manager

#### **Press Releases:**

- 2.2.25 RTC Statement on Driver Attack
- 2.21.25 Neighborhood Network Plans Popup Event
- 3.14.25 RTC Provides Free Rides on St. Patrick's Day
- 3.17.25 Thank a Driver this National Transit Employee Day
- 3.20.25 Applications Open for TA Set-Aside Program

#### **Earned Media Mentions:**

- 3.31.25 (Associated Construction Publications) Pyramid Highway Improvement Project Reaches 75% Completion
  - Audience 8.6k, Advertising Value Equivalency \$12
- 3.21.25 (News 4) Travel Alternatives Set-Aside Program
  - Audience 12k, Advertising Value Equivalency \$94
- 3.10.25 (KKFT Carson) 30 months ridership growth
  - Audience 25k, Advertising Value Equivalency \$203
- 3.10.25 (KOLO Online) RTC sees 30 consecutive months of ridership growth
  - Audience 314k, Advertising Value Equivalency \$449
- 3.10.25 (Fox 11) Neighborhood Network Plan Popup
  - Audience 14k, Advertising Value Equivalency \$139
- 3.10.25 (Fox 11) Neighborhood Network Plan Popup
  - Audience 2.1k, Advertising Value Equivalency \$19
- 3.10.25 (News 4) Neighborhood Network Plan Popup
  - Audience 16k, Advertising Value Equivalency \$97
- 3.9.25 (News 4) Neighborhood Network Plan Popup
  - Audience 15M\*, Advertising Value Equivalency \$202

## Outreach Activities

#### Josh MacEachern, Project Manager

#### **Earned Media Mentions Continued:**

- 3.9.25 (Fox 11) Neighborhood Network Plan Popup
  - Audience 1.2M\*, Advertising Value Equivalency \$66k\*
- 3.9.25 (News 4) Neighborhood Network Plan Popup
  - Audience 376k, Advertising Value Equivalency \$292
- 3.6.25 (Railfanning.org) Lawmakers propose study bill on what it would take to build regional rail systems
  - Audience 2.1k, Advertising Value Equivalency \$12
- 3.6.25 (RGJ) Nevada lawmakers propose bill to create working group on regional rail transit
  - Audience 501k, Advertising Value Equivalency \$2.9k
- 2.25.25 (News 4) WCSD student's artwork to be featured on RTC buses
  - Audience: 171k, Advertising Value Equivalency: \$238
- 2.24.25 (ENR Online) A Long-Awaited Upgrade For the Pyramid Highway
  - · Audience: 167k, Advertising Value Equivalency: \$930
- 2.21.25 (2 News) RTC Coffee and Community Planning
  - · Audience: 306k, Advertising Value Equivalency: \$427
- 2.14.25 (News 4) New traffic signal construction to begin at McCarran Blvd. and Keystone Ave.
  - Audience: 171k, Advertising Value Equivalency: \$237
- 2.6.25 (Fox 11) Driver attacked on RTC bus
  - · Audience: 3.8k, Advertising Value Equivalency: \$31

## Outreach Activities

#### Josh MacEachern, Project Manager

#### **Public Outreach:**

- 2.1.25 Sun Valley CAB (Paul/Josh)
- 2.4.25 Transportation Lobby Day (Paul/Dale/Bill/Josh/Scott M.)
- 2.5.25 Spanish Springs CAB (Paul/Jeff)
- 2.6.25 South Truckee Meadows/Washoe Valley CAB (Paul/Amanda)
- 2.12.25 Chamber Leadership Class Presentation (Paul/Bill/Jim/Amanda)
- 2.13.25 Reno-Tahoe Airport Authority Board Meeting (Paul)
- 2.18.25 Renoites Podcast Interview (Sara/Josh)
- 2.19.25 Central Sparks Neighborhood Network Plan Steering Committee Meeting #1 (Marquis)
- 2.20.25 Ward 4 NAB (Paul/Jeff/Amanda)
- 2.22.25 Neighborhood Network Plan Popup (Marquis/Josh)
- 2.22.25 Boise State/Nevada Basketball Game (Paul/Scott M.)
- 2.24.25 Safe Routes Poster Contest Elementary School Event (Paul)
- 2.26.25 Safe Routes Poster Contest High School Event (Paul)
- 2.27.25 AGC Pizza Popup (Engineering)
- 2.27.25 First Centennial Title Company (Paul)
- 2.28.25 Safe Routes Poster Contest Middle School Event (Josh/Paul)

## Outreach Activities

Josh MacEachern, Project Manager

#### **Public Outreach Continued:**

- 3.3.25 Ward 3 NAB Presentation (Paul)
- 3.9.25 Neighborhood Network Plan Popup (Marquis/Graham/Josh)
- 3.10.25 North Valleys CAB Presentation (Paul/Amanda)
- 3.12.25 US 395 Coalition: North Virginia Street North Valleys Project (Paul)
- 3.17.25 West Truckee Meadows/Verdi Township CAB (Paul/Jeff)
- 3.18.25 Transit Employee Appreciation Lunch (Bill/Josh/Jim/Paul)
- 3.18.25 Ward 2 NAB (Paul/Jeff)
- 3.21.25 Riverwalk District Meeting (Josh/Paul/Bryan)





## Video Production

#### Paul Nelson, Project Manager

#### The Road Ahead:

- 2.5.25 Pyramid Highway Project Update
- 2.11.25 Transportation Lobby Day
- 2.18.25 Truckee Meadows Tomorrow
- 2.25.25 Board Approves 2050 RTP Update
- 3.5.25 RTC Wins AdWheel Award
- 3.11.25 St. Patrick's Day Free RIDE
- 3.18.25 Construction Project Preview
- 3.25.25 Construction to Begin on Mill Street

#### Other:

Biggest Little Bike Network: 5<sup>th</sup> Street

2:02	The Road Ahead: Construction to Begin on Mill Street	⊗ Public ∨	None	Mar 25, 2025 Published	28	0
2:01	The Road Ahead: Construction Project Preview The Regional Transportation Commission has dozens of road projects, including some very large and impactful projects like the	⊗ Public	None	Mar 18, 2025 Published	39	0
FREE RIDE	The Road Ahead: St. Patrick's Day Free RIDE The RTC is offering free rides on its transit services for St. Patrick's Day. This is a great opportunity for people to celebrate the holiday	⊗ Public	None	Mar 11, 2025 Published	26	0
5th Street Improvements	Biggest Little Bike Network: 5th Street  5th Street will play an integral part in the Biggest Little Bike Network by creating a key east-west connection in downtown Reno. Learn	⊗ Public	None	Mar 6, 2025 Published	159	0
GET ON BOAP 2:00	The Road Ahead: RTC Wins AdWheel Award The American Public Transportation Association awarded the Regional Transportation Commission for its marketing of the Ed Pas	S Public	None	Mar 5, 2025 Published	12	0
THE ROAD AHEAV	The Road Ahead: Board Approves 2050 RTP Update		None	Feb 25, 2025 Published	28	0
1:59 - 1:		© Public ∨	None None		28 17	0
1.59 LOS ANU (1.59 LOS ANU)	The Road Ahead: Truckee Meadows Tomorrow The Regional Transportation Commission partners with Truckee	-		Published Feb 18, 2025		-

### > Social Media

#### Josh MacEachern, Project Manager

#### **Facebook**

- Reach: 77.2k (Feb.), 80.9k (Mar.)
- Content Interactions: 687 (Feb.), 989 (Mar.)
- Link Clicks: 4.1k (Feb.), 4.6k (Mar.)
- Visits: 1.7k (Feb.), 1.7k (Mar.)
- New Follows: 72 (Feb.), 88 (Mar.)
- Followers: 4.7k

#### Instagram

- · Reach: 6.9k
- Content Interactions: 133
- Followers: 2k

#### X (Formerly Twitter)

- Impressions: 1.8k (Feb.), 3k (Mar.)
- Engagements: 78 (Feb.), 83 (Mar.)
- Likes: 21 (Feb.), 19 (Mar.)
- Followers: 2.2k

#### YouTube

- Views: 762 (Feb.), 712 (Mar.)
- Watch time (hours): 67.6 (Feb.), 19.5 (Mar.)
- Subscribers: 459

#### **Email Marketing**

Subscribers: 1.4k

**Meeting Date: 4/18/2025 Agenda Item: 4.2.6** 

To: Regional Transportation Commission

From: Vanessa Lacer, Planning Director

**SUBJECT: Advisory Committee Report** 

#### **RECOMMENDED ACTION**

Acknowledge receipt of the Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees.

#### **BACKGROUND AND DISCUSSION**

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), which includes members from the community. The RTC Board approves appointments to this advisory committee.
- The Technical Advisory Committee (TAC), which 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 CMAC met on April 9, 2025. RTC Planning Director, Vanessa Lacer, provided a presentation and sought feedback on the Draft FY26-FY27 Unified Planning Work Program (UPWP). Members asked for clarification about the Public Transportation Planning task. RTC Senior Technical Planner, Shay League, provided a presentation regarding the Transportation Alternatives (TA) set aside 2025-2026 call for projects and how to submit an application. Members discussed applicant and project eligibility as well as project coordination and assistance with application preparation. RTC Senior Technical Planner, Marquis Williams, provided a presentation on the progress of two Neighborhood Network Plans, Central Reno and Central Sparks. Members discussed the scope of the plans and asked about planning for multi-use paths and regional bike/ped connectivity.

The TAC met on April 10, 2025. RTC Planning Director, Vanessa Lacer, provided a presentation and sought feedback on the Draft FY26-FY27 Unified Planning Work Program (UPWP). Members discussed the anticipated budget for the UPWP but had no further questions or comments. RTC Senior Technical Planner, Shay League, provided a presentation regarding the Transportation Alternatives (TA) set aside 2025-2026 call for projects and how to submit an application. Members discussed potential project eligibility. RTC Senior Technical Planner, Marquis Williams, provided a presentation on the progress of two Neighborhood Network Plans, Central Reno and Central Sparks. Members had no questions or comments.

The RRIF TAC met on March 27, 2025. RRIF TAC members discussed proposed changes to the General Administrative Manual (GAM), a proposal to group data centers and logistics centers under the warehouse category in the fee schedule due to their similar trip-generating characteristics, a proposal to expand the CIP service area, which would capture contributing areas to trips on the network, minor revisions to the RRIF road network definition, the CIP project list, and the ongoing process of developing the fee schedule, which the RIFF TAC will review in the May-June timeframe.

#### **FISCAL IMPACT**

There is no fiscal impact related to this action.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

Meeting Date: 4/18/2025 Agenda Item: 4.3.1

To: Regional Transportation Commission

From: Jeff Wilbrecht, Engineering Manager

SUBJECT: Regional Road Impact Fee Offset Agreement with Lennar Reno, LLC

#### **RECOMMENDED ACTION**

Approve a Regional Road Impact Fee (RRIF) Offset Agreement between RTC, Lennar Reno, LLC and the City of Reno for RRIF Waivers for offset-eligible improvements associated with roadway widening, drainage improvements, and dedication of right of way to extend South Meadows Parkway eastward.

#### **BACKGROUND AND DISCUSSION**

Under the RRIF Program, developers who construct or dedicate improvements contained in the RRIF Capital Improvement Program (CIP) will be credited for these contributions in RRIF waivers. To do this, the developer must enter into a RRIF Offset Agreement that will be approved by both the RTC and the local government. The RRIF Offset Agreement specifically identifies the proposed improvements, estimated RRIF waivers that will be earned, requirements for quality control/quality assurance, and the duties and responsibilities of each party. The RRIF Offset Agreement being authorized by this action will result in an estimated \$1,296,695 in RRIF Waivers being issued to Lennar Reno, LLC.

Lennar Reno, LLC is working in partnership with Sunny Hills Ranchos to construct necessary roadway infrastructure and dedicate right of way associated with extending South Meadows Parkway eastward. The proposed alignment of South Meadows Parkway traverses property owned by both developers and will support access to each development.

#### FISCAL IMPACT

No fiscal impact will result from this action. The amount of RRIF waivers to the developer will be based on Offset-Eligible Costs equal to, or less than, impact fees owed for all or a portion of the land uses within the Development of Record.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

#### TALUS VALLEY EAST

Widening of Roadway, Drainage Improvements and Dedication of Right of Way along South Meadows Parkway and Portions of the Talus Valley East Backbone Infrastructure

**OFFSET AGREEMENT Offset Agreement #533002** 

#### **BETWEEN**

THE REGIONAL TRANSPORTATION COMMISION
A special purpose unit of the Government

And

CITY OF RENO a Municipal Corporation

And

LENNAR RENO, LLC Developer of Record

For

TALUS VALLEY EAST AND BELLA VISTA RANCH PHASE 2
Development of Record

**South Service Area** 

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#### **EXHIBITS**

EXHIBIT "A"	Section X of the Regional Road Impact General Administrative Manual, Current Edition
EXHIBIT "B"	Vicinity Map of Development of Record
EXHIBIT "C"	Offered Improvements Applications, Description of the Development of Record,
EXHIBIT "D"	Letter of Approval
EXHIBIT "E"	Developer of Record QA/QC Program RTC Special Technical Specifications for Regional Road Impact Fee Projects
EXHIBIT "F"	Standard Specifications for Public Works Construction Section 100.17 "Material and Workmanship – Warranty of Corrections"
EXHIBIT "G"	RRIF Rate Schedule as of the Date of the RRIF Offset Agreement

#### **OFFSET AGREEMENT**

This Offset Agreement ("Offset Agreement") is entered by and between the REGIONAL TRANSPORTATION COMMISSION (hereinafter designated "RTC"), a special purpose unit of Government; CITY OF RENO, a municipal corporation (hereinafter designated "Local Government"); and Lennar Reno, LLC (hereinafter designated "the Developer of Record").

#### 1. General

- 1.1 Ordinance, Manual and CIP. The City of Sparks, the City of Reno, Washoe County, and RTC have entered into an Interlocal Cooperative Agreement for the purposes of implementing the Regional Road Impact Fee ("RRIF") Program. The Participating Local Government has passed a Regional Road Impact Fee Ordinance ("Ordinance") to implement the RRIF. RTC and the Participating Local Government have adopted the Regional Road Impact Fees General Administrative Manual, Current Edition ("Manual"), specifying the provisions and procedures for administration of the RRIF, as well as the Regional Road Impact Fee System Capital Improvement Plan ("CIP") Current Edition, identifying the regional streets and improvements which shall be constructed in whole or in part with funds generated from the RRIF. The terms and provisions of the Manual and the CIP are incorporated herein by reference as if fully set forth. All capitalized terms not otherwise defined herein shall have the definitions and meanings as used in the Ordinance, Manual and CIP. Amendments approved by the RTC and local governments are incorporated by reference to the same extent as if set forth in full herein.
- 1.2 **Basis for this Offset Agreement.** The parties intend this Offset Agreement to be an Offset Agreement as provided in Section X of the Manual, to provide for waivers of Regional Road Impact Fees ("RRIF Waiver") in exchange for contributions of Offered Improvements (which may include right-of-way ("ROW") dedication), which may then be used to offset Regional Road Impact Fees which would otherwise be chargeable to the Developer of Record's Development of Record. Section X of the Manual contains specific provisions pertaining to Waivers and is attached hereto and incorporated herein as Exhibit "A".
- 1.3 <u>Effective Date of Offset Agreement</u>. This Offset Agreement shall be binding and effective as of the last date of execution below.
- 1.4 <u>Eligibility of Offered Improvements</u>. The Offered Improvements have been identified by the Local RRIF Administrator as being included in the Exhibit "D" of the CIP, titled North Capital Improvement Plan.

#### 2. The Development of Record and Offered Improvements.

2.1 <u>Description of the Development of Record</u>. The Development of Record for which the RRIF Waivers shall be issued is known as Talus Valley East and Bella Vista Ranch Phase 2. The Developer of Record owns the entire Development. A site plan and narrative description of the Development of Record, including the proposed land uses and units of development is attached hereto as Exhibit "B". The legal description of the Development of Record is attached as Exhibit "B-2."

#### 2.2 **Offered Improvements.**

- 2.2.1 <u>Description of Offered Improvements.</u> The Developer of Record has submitted an application shown herein as Exhibit "C" describing the specific Offered Improvements which the Developer of Record proposes to construct and/or dedicate. The Offered Improvements are generally described as roadway and drainage improvements associated with the extension of South Meadows Parkway to the future Rio Wrangle Parkway connection; culvert improvements at Steamboat Creek, and right of way dedications. The RTC RRIF Administrator and Local RRIF Administrator have approved the application, subject to the limitations set forth in the letter of approval incorporated herein as Exhibit "D".
- 2.2.2 Completion and Acceptance of Offered Improvements. Unless extended by written consent of the RTC RRIF Administrator, all Offered Improvements, shall be commenced within 6 months of the date of the date of the Offset Agreement, and completed in substantial conformance with approved plans within two (2) years of the date of the Offset Agreement. This Offset Agreement shall terminate and be of no further force or effect if the Offered Improvements are not commenced within one (1) year of the date of the Offset Agreement. The time for completion may be extended by written consent of the RTC RRIF Administrator and the Local RRIF Administrator one time for not more than one (1) year, upon a written request for extension submitted not less than ninety (90) days prior to expiration of the originally agreed time for completion. Additional extensions of the time for completion shall require an amendment to this Offset Agreement pursuant to Section 4.2. The Offered Improvements shall be accepted by the Local RRIF Administrator and the RTC RRIF Administrator upon correction by the Developer of Record of any identified deficiencies to the satisfaction of the Local RRIF Administrator and the RTC RRIF Administrator. Acceptance of the Offered Improvements by the Local RRIF Administrator and the RTC shall not be unreasonably withheld. Any real property the Developer of Record proposes to offer for dedication pursuant shall be valued pursuant to the provisions of Section X.F.2.c.(2) of the Manual.

- 2.2.3 Design and Construction Standards. All design and construction of the Offered Improvements shall be in accordance with the latest edition of the Standard Specifications as of the date of this agreement for Public Works Construction ("Standard Specifications"), including any addenda, as adopted by the Participating Local Government and modified by the Special Technical Specifications ("STS") as prepared by RTC and contained herein as part of Exhibit "E". Additionally, all design and construction of Offered Improvements shall be in accordance with all policies of the RTC, including the latest version as of the date of this agreement of the following: Policy for the Street and Highway Program, RRIF CIP, and Traffic Noise Mitigation Policy Report, all incorporated herein as if fully set forth. In the case of conflicting standards, the conflict shall be brought to the immediate attention of the RTC RRIF Administrator who shall, in conjunction with the Local RRIF Administrator, resolve the discrepancy within five (5) working days.
- 2.2.4 Quality Assurance/Quality Control (QA/QC). In making the Offered Improvements, the Developer of Record shall institute a QA/QC Program meeting the requirements of Exhibit "E". The Developer of Record may utilize an alternate QA/QC Program with the approval of the RTC RRIF Administrator and Local RRIF Administrator.
- 2.2.5 <u>Warranty</u>. The Developer of Record shall warrant all materials and workmanship of the Offered Improvements in accordance with the provisions of the latest edition of the Standard Specifications. The Developer of Record is directed in particular to Section 117.00 which is contained herein as Exhibit "F".

#### 3. RRIF Waivers.

- 3.1 <u>The Developer of Record and Development of Record.</u> The Developer of Record is the party to whom all RRIF Waivers earned under this Offset Agreement shall be issued. RRIF Waivers earned under this Offset Agreement may not be applied outside of the Development of Record.
- 3.2 **RRIF Waivers are Personal Assets of The Developer of Record.** The parties agree that all RRIF Waivers received pursuant to this Offset Agreement shall be the personal assets of the Developer of Record.
- 3.3 <u>Calculation of RRIF Waivers.</u> RRIF Waivers will be expressed in dollars upon the final RRIF Waiver determination pursuant to Section 3.5. RRIF Waivers may be utilized to pay Regional Road Impact Fees which would otherwise be due for development within a Development of Record. To the extent RRIF Waivers are utilized for development of units of development and land uses in strict conformance with Exhibits "B," RRIF Waivers earned shall be applied as if a Building Permit (or Certificate of Occupancy, whichever applies) were granted for each such unit of development as of the date of this Offset Agreement, notwithstanding that actual construction of such unit of development occurs thereafter. For sake of clarity, it is the parties' intent that Regional Road

Impact Fees for all future development within the Development of Record which is conducted in conformity with Exhibits "C" shall be "grandfathered in" at the RRIF rates existing as of the date of this Offset Agreement, up to the total amount identified in the Notice of RRIF Waiver. The rates existing as of the date of this Offset Agreement are attached hereto as Exhibit "G". To the extent units of development or land uses are changed from the uses depicted in Exhibit "C," earned RRIF Waivers may be used within the Development of Record for such development, but the RRIF Waivers must be utilized at the then-current Regional Road Impact Fee rate as of the date of issuance of the Building Permit for each unit of development.

- 3.4 **RRIF Waiver Usage and Transferability.** The usage and transferability of RRIF Waivers earned under this Offset Agreement are as follows:
  - 3.4.1 RRIF Waivers earned under this Offset Agreement may be used to pay for up to 100% of the Regional Road Impact Fees due as the result of development within the Development of Record.
  - 3.4.2 RRIF Waivers earned under this Offset Agreement may be not be used to pay for Regional Road Impact Fees due as a result of development outside of the Development of Record.
  - 3.4.3 RRIF Waivers earned under this Offset Agreement are transferable to a third party, provided that all RRIF Waivers earned under this Offset Agreement may only be used to pay for Regional Road Impact Fees due as a result of development within the Development of Record.
- Interim RRIF Waivers. The Developer of Record shall be entitled to apply for and receive Interim RRIF Waivers for satisfactorily completed portions of the Offered Improvements (including Right of Way) according to the schedule at Exhibit "G". This provision shall in no way be construed as constituting acceptance in whole or part of any of the Offered Improvements. To the extent that Offered Improvements are ultimately not accepted, or if the Developer of Record is otherwise in material default under this Offset Agreement, the Developer of Record shall pay the actual Regional Road Impact Fees which would have otherwise been due had the Developer of Record not utilized Interim RRIF Waivers.
- 3.6 Final RRIF Waiver Determination. The final determination of RRIF Waivers shall be calculated by the RTC RRIF Administrator after consultation with the Local RRIF Administrator within thirty (30) calendar days of final acceptance of the Offered Improvements by the RTC RRIF Administrator and the Local RRIF Administrator and submission by the Developer of Record of all documentation required by the RTC RRIF Administrator to make said final determination. The RTC RRIF Administrator shall issue a written instrument identifying the amount of the RRIF Waivers to the Developer of Record within three (3) working days of the earlier to occur of the following:

- 3.6.1 the date the appeal period of the final determination expires pursuant to Article XII of the RRIF GAM:
- 3.6.2 the date the Developer of Record waives in writing the appeal period, or;
- 3.6.3 in the event of an appeal pursuant to Article XII of the RRIF GAM, the date of a final decision on all issues on appeal.
- 3.7 <u>Expiration of RRIF Waivers</u>. RRIF Waivers shall not expire and may be used in perpetuity to pay Regional Road Impact Fees which would otherwise be due as a result of development within the Development of Record.

### 4. Miscellaneous. The parties further agree as follows:

- 4.1 Governing Law: Venue. This Offset Agreement is being executed and delivered in Washoe County, Nevada, and is intended to be performed in the State of Nevada, and the laws of Nevada shall govern the validity, construction, enforcement and interpretation of this Offset Agreement. Venue for any legal action arising out of this Offset Agreement shall be in Washoe County, Nevada.
- 4.2 Entirety and Amendments. This Offset Agreement embodies the entire Offset Agreement between the parties and supersedes all prior negotiations, agreements and understandings, if any, relating to the Property, and may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought, provided that nothing contained in Subsection 4.2 shall be interpreted to change, amend or modify the conditions of the Development of Record approval by the Participating Local Government. No oral statements or representations made before or after the execution of this Offset Agreement regarding the subject matter of this Offset Agreement are binding on any party, nor may any such oral statements or representations be relied on by a party.
- 4.3 <u>Invalid Provisions</u>. If any provision of this Offset Agreement is held to be illegal, invalid, unenforceable under present or future laws, such provision shall be fully severable. The Offset Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Offset Agreement. The remaining provisions of the Offset Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Offset Agreement.
- 4.4 Parties Bound and Assignment. The Offset Agreement shall be binding upon and inure to the benefit of the parties, and their respective heirs, personal representatives, successors and assigns. The Developer of Record may assign RRIF Waivers which have been calculated pursuant to Section 3.6 to a successor developer or developers, provided however, that such RRIF Waivers may only be utilized to offset Regional Road Impact Fees which would otherwise be due as a result of development within the Development of Record.

- 4.5 <u>Further Acts.</u> In addition to the acts recited in this Offset Agreement to be performed, the parties agree to perform, or cause to be performed, any and all further acts as may be reasonably necessary to consummate the obligations contemplated hereby.
- 4.6 <u>Headings</u>. Headings used in this Offset Agreement are used for reference purposes only and do not constitute substantive matter to be considered in construing the terms of this Offset Agreement.
- 4.7 **Notice.** All notices given pursuant to this Offset Agreement shall be in writing and shall be given by personal delivery, by facsimile transmission, by United States mail or by United States express mail or other established express delivery service (such as Federal Express), postage or delivery charge prepaid, addressed to the appropriate party at the address set forth below:

### REGIONAL TRANSPORTATION COMMISSION

### **Engineering Department**

Attn: Jeff Wilbrecht, P.E. 1105 Terminal Way, Suite 108 Reno, Nevada 89502 Telephone: (775) 335-1872

## THE CITY OF RENO Community Development

Attn: Mike Mischel, P.E. 1 E. First Street Reno, Nevada 89501 Telephone: (775) 326-6607

### **Developer of Record**

Lennar Reno, LLC Attn: Tim Scheideman 9425 Double Diamond Parkway Reno, NV 89521

Ph: (775) 789-3233

tim.scheideman@lennar.com

The persons and address to whom notices are to be given may be changed anytime by any party upon written notice to the other party. All notices given pursuant to this Offset Agreement shall be deemed given upon receipt.

- 4.8 **Receipt Defined.** For the purposes of this Offset Agreement, the term "receipt" shall mean any of the following: (a) the date of delivery of the notice or other document as shown on the return receipt; (b) the date of actual receipt of the notice or other document; or (c) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of: (i) the date of the attempted delivery or refusal to accept delivery; (ii) the date of the postmark on the return receipt; or (iii) the date of receipt of notice of refusal or notice of non-delivery by the sending party.
- 4.9 <u>Due Authorization</u>. The parties agree that they have the legal authority to enter into this Offset Agreement and the undersigned officer, representative or employee represents that he or she has the authority to execute this agreement on the behalf of the party represented.

- 4.10 Indemnification. Developer of Record shall indemnify, defend and hold harmless the RTC and the Participating Local Government, their offices, officials, employees and volunteers, from any and all costs, liabilities, damages, claims, demands, suits, action, attorneys, fees, or expenses of any kind ("claims") that arise out of, or are in way related, in whole or in part to the negligence or misconduct, or acts or omissions, of the Developer of Record, its officers, agents, employees, members, volunteers, contractors and anyone else for whom it is legally liable, while performing or failing to perform Developer of Record's duties under this Offset Agreement. Said indemnification excludes any claims to the extent caused by the negligence or willful misconduct of the RTC and /or the Participating Local Government. The Developer of Record's obligations set forth in this Section shall expire and terminate as to any claims based on, related to, arising from or in connection with the Offered Improvements' failure to comply with the Standard Specifications on the date of expiration of the applicable warranty period provided in Section 2.2.5 above.
- 4.11 <u>Termination of Offset Agreement</u>. This Offset Agreement may be unilaterally terminated by the RTC RRIF Administrator if twelve (12) consecutive months elapse without reasonable progress being made on the Offered Improvements. In the event of any such termination, Interim RRIF Waivers must be immediately surrendered or repaid in accordance with Section 3.5.
- 4.12 <u>Future Development Approvals.</u> The Participating Local Government agrees that future development approvals for the Development of Record shall not be denied on the basis of the policy level of service being exceeded on the Offered Improvements.

In Witness Whereof, the parties have executed this Offset Agreement on the	day of
, 2025.	
REGIONAL TRANSPORTATION COMMISSION A Special Purpose Unit of Government	
By:Bill Thomas, AICP, Executive Director	
STATE OF NEVADA	
COUNTY OF WASHOE	
The above-instrument was acknowledged before me this day of	
20, by Bill Thomas, Executive Director of the Regional Transportation Comm	ission.
Notary Public	

### CITY OF RENO A Municipal Corporation

### APPROVED AS TO LEGAL FORM:

By:	By:
Hillary Schieve, Mayor	City Attorney
STATE OF NEVADA )	
) ss	
COUNTY OF WASHOE )	
The above-instrument was acknowledged before me this	day of,
20 by Hillary Schieve, Mayor of the City of Reno, Nevada	a.
Attest by City Clerk:	
City Clerk	

### **DEVELOPER OF RECORD:**

By: Tim Scheideman	_		
STATE OF			
COUNTY OF			
The above-instrument was acknowledged be	efore me this	day of	
20 by	·		
Notary Public	-		

### **EXHIBIT "A"**

### Section X of the Regional Road Impact Fees General Administrative Manual, Current Edition

## X. RRIF WAIVERS REQUESTED AFTER THE 5<sup>th</sup> EDITION RRIF GAM/CIP (3/2/2015) UPDATE

### A. General

- 1. RRIF Waivers.
  - a. RRIF Waivers are credits against RRIF Fees for Offset-Eligible Costs in an amount equal to or less than the RRIF Fees owed for the land uses within a Development of Record.
  - b. RRIF Waivers are approved in a Notice of RRIF Waiver issued pursuant to an Offset Agreement. When a Notice of RRIF Waiver is issued, RRIF Fees assessed by the Participating Local Government will be "waived" until the RRIF Fees waived within the Development of Record cumulatively equal the amount of Offset-Eligible Costs approved in the Notice of RRIF Waiver.
  - c. In the event the land uses within the Development of Record are modified greater than 10% of the land uses as identified in the Offset Agreement, RRIF Waivers will be re-evaluated at the then-current RRIF Fee. The determination of a RRIF Waiver modification will be based on a comparison of the RRIF Fees owed for the modified land uses, including any completed portions of the development, and the RRIF Fees owed as identified in the Offset Agreement. The Local RRIF Administrator will notify the RTC RRIF Administrator of the modification for the Development of Record. The RTC RRIF Administrator will issue a new Notice of RRIF Waiver with the remaining value of RRIF Waivers expressed in dollars. All remaining RRIF Waivers shall be utilized at the then-current RRIF Fee as of the date of issuance of the building permit for each unit of development.
- 2. The RTC RRIF Administrator and legal counsel are the sole officials authorized to communicate, on behalf of the RTC, with a person submitting an application for RRIF Waivers. Representations and communications by other officials, unless expressly authorized by the RTC RRIF Administrator, may not be relied upon for purposes of RRIF Fee obligations, Offered Improvements, or the terms of a proposed

- Offset Agreement. The Offset Agreement shall supersede all prior written and oral communications, regardless of source.
- 3. Any offer to dedicate or construct Offset-Eligible Improvements, pursuant to this Section and the Offset Agreement, may be withdrawn at any time prior to the transfer of legal title.

### B. Offset Agreement

- 1. With respect to improvements commenced on or before November 1, 2018, Offset Agreements must be approved prior to the start of work on any Offset-Eligible Improvement and prior to the issuance of any building permit for which RRIF Waivers are requested. With respect to improvements commenced after November 1, 2018, Offset Agreements must be approved prior to the earliest to occur of: (i) twelve (12) months from commencement of construction of the Offset-Eligible Improvement, (ii) completion of work on any Offset-Eligible Improvement, and (iii) utilization of RRIF Waivers earned as a result of construction of any Offset-Eligible Improvement.
- 2. When the Offered Improvements are completed, the RTC RRIF Administrator will prepare a Notice of RRIF Waiver.
- 3. The Local RRIF Administrator will inspect and accept the Offset-Eligible Improvements.
- 4. The RTC RRIF Administrator will issue the Notice of RRIF Waiver, pursuant to the Offset Agreement, to approve the RRIF Waivers.
- 5. An interim Notice of RRIF Waiver may be issued during phases of construction or dedication of land that provide reasonable assurance that over-crediting shall not occur, if authorized in the Offset Agreement.
- To the extent that Offered Improvements are ultimately not accepted, or
  if the Developer of Record is otherwise in material default under the
  Offset Agreement, the Developer of Record shall pay the actual RRIF
  Fees which would have otherwise been due.

### C. Procedure for Offset Agreements

- The Developer of Record shall submit an application for RRIF Waivers to the RTC RRIF Administrator on a form provided by the RTC for such purposes.
- 2. Upon receipt of a complete application for RRIF Waivers, the RTC RRIF Administrator will distribute the application materials to legal counsel, other appropriate RTC staff, and the Local RRIF Administrator for each Participating Local Government in which the Offered Improvements are located (the "affected Participating Local Government").

- 3. The RTC RRIF Administrator will coordinate with the Local RRIF Administrator for each affected Participating Local Government to ensure all comments are received and given consideration prior to RTC Board approval of the Offset Agreement.
- 4. After review by legal counsel, other appropriate RTC staff, and the RRIF Administrator of each affected Participating Local Government, the RTC RRIF Administrator will prepare a staff report and Offset Agreement for consideration by the RTC Board and the governing bodies of the affected Participating Local Governments.
  - a. The RTC RRIF Administrator's staff report and Offset Agreement will establish which Offered Improvements qualify as Offset-Eligible Costs and the appropriate dollar amount and approved land use designations of any resulting RRIF Waivers, according to the provisions of this Manual.
  - b. The amount of RRIF Waivers for a Development of Record may not exceed the actual Offset-Eligible Costs, as described in Section X.
  - c. RRIF Waivers shall be expressed in dollars and by the amount of RRIF Fees to be waived in terms of land uses using the fee schedule in effect as of the date of approval of the Offset Agreement.
  - d. If the RTC RRIF Administrator determines that cost estimates submitted by the Developer of Record are either unreliable or inaccurate, the final determination of the amount of RRIF Waivers shall be made by the RTC RRIF Administrator based upon reasonable engineering criteria, construction costs estimates, property appraisals, or other professionally accepted means of determining the value of the Offered Improvements.
- 5. Based on the staff report of the RTC RRIF Administrator, the provisions of this Manual, the RRIF Capital Improvements Plan, available funds for RTC projects, and other relevant factors, the RTC Board and the governing bodies of the affected Participating Local Governments will make a final decision whether to accept, reject, or to propose amendments to the Offset Agreement.
- 6. Once a final decision has been made by the RTC Board and the governing bodies of the affected Participating Local Governments, the RTC RRIF Administrator will send by registered mail a copy or copies of the approved Offset Agreement for the final consent and signature of the Developer of Record. The Offset Agreement will be deemed to have been received by the Developer of Record three (3) days after mailing by the RTC RRIF Administrator.
- 7. The Developer of Record must sign, date, and return the approved Offset Agreement indicating their consent to the terms therein within

- thirty (30) days of receiving the approved Offset Agreement from the RTC RRIF Administrator. If the RTC RRIF Administrator does not receive the signed Offset Agreement within thirty (30) days, the application for RRIF Waivers will be deemed withdrawn.
- 8. Unless an executed Offset Agreement expressly provides otherwise, i.e. if interim RRIF Waivers are authorized in the Offset Agreement, RRIF Waivers will not be approved in a Notice of RRIF Waivers until all Offset-Eligible Improvements have been completed and, if applicable, dedicated to the RTC or the affected Participating Local Governments as provided in the Offset Agreement.
- Land dedications accepted as an Offset-Eligible Improvement must be accompanied by the following documentation prior to issuance of a Notice of RRIF Waiver, as provided below:
  - a. The delivery to the appropriate governmental body of an irrevocable offer of dedication, with sufficient funds to pay all costs of transfer of title including recording.
  - b. The escrow of taxes for the current year or the payment of said taxes for the year.
  - c. The issuance of a title insurance policy subsequent to recording of the deed and escrow of taxes.
- 10. Unless expressly provided otherwise in an Offset Agreement, it is the responsibility of the Developer of Record to submit sufficient documentation to the RTC RRIF Administrator to establish that the terms of the Offset Agreement have been met.
- 11. Once the RTC RRIF Administrator has made a determination that the terms of the Offset Agreement have been met, the RTC RRIF Administrator will issue a Notice of RRIF Waiver to the Developer of Record.

### D. Contents of Applications for RRIF Waivers

- The application for RRIF Waivers must contain the information and documentation required by this Section and sufficiently identify and describe the Offered Improvements which otherwise would have been built by the RTC with collected RRIF Fees.
- 2. Each application for RRIF Waivers must contain the following:
  - a. The name of the Developer of Record offering to make Offset-Eligible Improvements and requesting RRIF Waivers.
  - b. The contribution, payment, construction, or land dedication which will constitute the Offered Improvements and the legal description or

- other adequate description of the project or development, referred to and the Development of Record, to which the Offered Improvements are related.
- c. The name, address, phone number, fax number, email address and a contact person of the Developer of Record.
- d. The name, Local Government File Number, and three copies of the site plan of the Development of Record.
- e. List of approved land uses and the estimated RRIF Fees for those uses within the Development of Record.
- f. Name, address, phone number, fax number, email address and contact person of the Engineer of Record.
- g. The proposed plans and specifications for the specific construction prepared and certified by a duly qualified engineer, registered and licensed in the State of Nevada.
- h. When a Developer of Record offers to dedicate right-of-way, they shall present:
  - (1) Preliminary Title Report.
  - (2) Copy of Dedication Map containing proposed dedication.
  - (3) Documentation sufficient to establish the applicant's opinion of value of property to be offered for dedication, as provided in Section X.
- i. Sufficient documentation to verify the costs of the Offered Improvements, in accordance with Section X.

### E. Contents of Offset Agreements

- No dedication or construction project may be accepted in exchange for RRIF Waivers except pursuant to an Offset Agreement, which must include the following:
  - a. The projected costs for the Offered Improvements, based on the valuation provisions of Section X, including provisions for verifying costs and facilitating changes in costs or plans.
  - b. The time by which the construction of the Offered Improvements shall be paid, completed, or dedicated and any provisions for extensions thereof.
  - c. The proposed amount in dollars and land uses of RRIF Waivers, based on the estimated costs of the Offered Improvements.

- d. The terms and conditions that must be met before the RTC RRIF Administrator will issue a Notice of RRIF Waiver, in accordance with the provisions of this Manual.
- e. RRIF Waivers shall be limited to use for the payment of RRIF Fees associated with the Development of Record listed in the Offset Agreement. RRIF Waivers shall not expire.
- f. RRIF Waivers shall be assigned to offset the RRIF Fees within the Development of Record pursuant to the Offset Agreement.
- g. If the designated land uses for the Development of Record identified in the Offset Agreement change, the remaining waivers shall be reassessed as outlined in the provisions in Section X.A.
- h. A provision requiring that all Offset-Eligible Improvements accepted will be in accordance with RTC requirements and standards.
- i. Any labor, work safety, prevailing wage, or other applicable laws or regulations with which the Developer of Record must comply.
- j. Such other terms and conditions agreed to by the parties.
- 2. Any changes to an Offset Agreement approved by the RTC Board, other than those addressed in Section X.F, will require an amendment to the Offset Agreement using the same procedures as its original approval.

### F. Calculation of RRIF Waivers.

### 1. Eligibility.

- a. RRIF Waivers may be approved only for Offset-Eligible Costs, which are limited to the costs the RTC otherwise would have incurred for RRIF Capital Improvements.
- b. RRIF Waivers may be provided only pursuant to a valid Offset Agreement, executed according to the provisions of this Manual.
- c. Offset-Eligible Costs are available for RRIF Waivers only if associated with Offset-Eligible Improvements that meet design standards approved by the RTC and the affected Participating Local Government, and only to the extent such costs do not exceed the scope of the project as planned by the RTC and reflected in the RRIF Capital Improvements Plan or as described in the applicable Offset Agreement.

### 2. Valuation.

a. RRIF Waivers approved by the RTC pursuant to a Notice of RRIF Waivers will be based on, and may not exceed, the actual verified costs of the dedication or construction of the Offset-Eligible

- Improvements accepted by the affected Participating Local Government.
- b. The RTC will not approve RRIF Waivers in excess of the RRIF Fees owed for a Development of Record as of the date of the applicable Offset Agreement.
- c. The amount of RRIF Waivers shall be calculated as follows:
  - (1) Construction of Facilities and Provision of Equipment. The RRIF Waivers may not exceed the actual cost of construction or equipment, as evidenced by receipts and other sufficient documentation provided by the developer of the public facility and verified by the RTC RRIF Administrator. Actual costs shall be based on local information for similar improvements; may include the cost of construction, planning feasibility, alignment studies, plan-line studies, preliminary engineering, relevant geotechnical, environmental and cultural resource studies, permitting, the cost of all lands, property, rights, easements, and franchises acquired, construction financing charges, plans and specifications, surveys, engineering and legal services, construction inspection and testing, and all other expenses necessary or incident to determining the feasibility or practicability of such construction.

### (2) Dedication of Land.

- (a) If the land in question is subject to a valid agreement, zoning approval or development approval, which established a valuation or prescribes a method of valuation, the agreement, zoning approval or development approval shall control.
- (b) If the dedication is made pursuant to a condition of discretionary zoning or development approval, the value of the land shall be determined as of the date immediately preceding the discretionary development approval. The value shall be based upon the condition of the property and the regulatory zoning in place immediately prior to the discretionary approval.
- (c) Valuation shall be based on the fair market value of the land upon execution of the Offset Agreement by the Developer of Record or final approval of the proposed Offset Agreement by the RTC Board or the governing bodies of the affected Participating Local Government, whichever is earlier.
- d. All changes in the estimate of Offset-Eligible Costs or to the approved plans and specifications (prior to or after execution of an Offset Agreement), shall require approval of the RTC RRIF Administrator. The applicant shall provide the RTC RRIF administrator copies of all contracts or agreements made for design

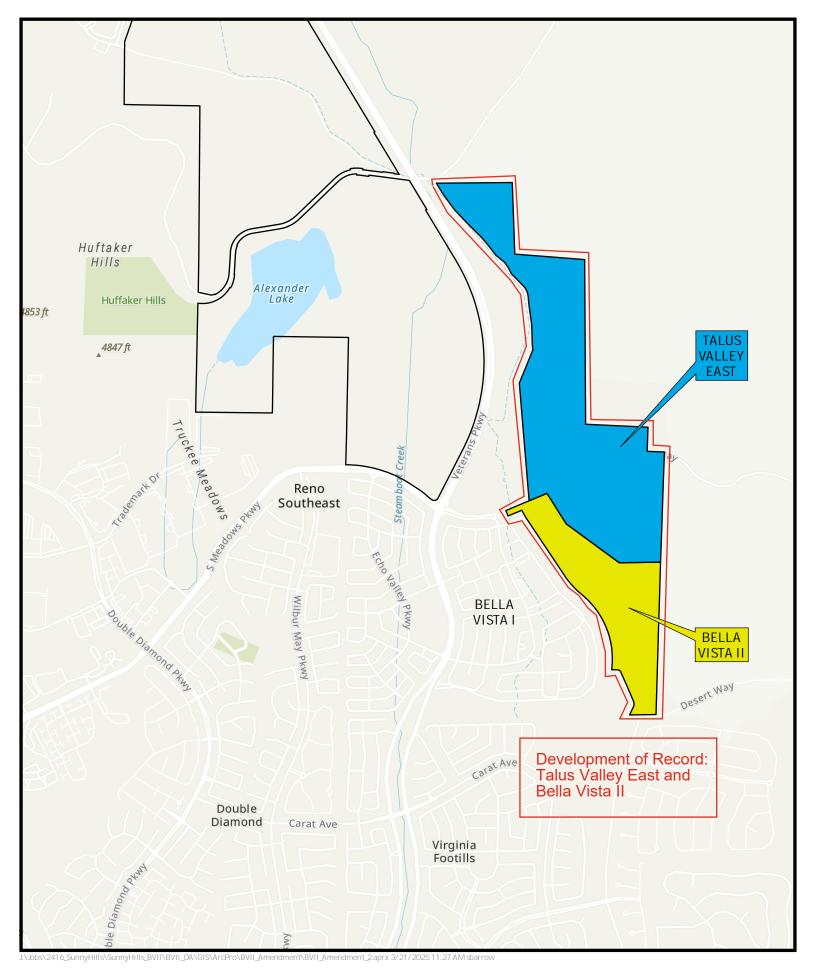
services, construction, or engineering during construction within fifteen (15) days after their execution.

### G. Usage of RRIF Waivers.

- Participating Local Governments shall waive RRIF Fees otherwise owed either at the time of issuance of a building permit or issuance of the Certificate of Occupancy, as the case may be, if the RTC RRIF Administrator has issued a Notice of RRIF Waiver for the Development of Record.
- 2. RRIF Waivers may be used to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.
- 3. RRIF Waivers may not be used to pay for RRIF Fees due as a result of development outside of the Development of Record.
- 4. RRIF Waivers are transferable to a third party. To transfer RRIF Waivers, the current holder of RRIF Waivers will notify RTC through the RRIF Automation Program of the amount of RRIF Waivers to be transferred and the name and contact information of the third party. RRIF Waivers will be subtracted from the current holder's account and transferred to a new account in the name of the third party.
- 5. Upon transfer, RRIF Waivers may be used by the transferee to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.

## EXHIBIT "B"

## Site Plan of Development of Record



RRIF Waiver Development of Record

### EXHIBIT "C"

Offered Improvements Applications, Description of the Development of Record



March 21, 2025

Regional Transportation Commission of Washoe County 1105 Terminal Way Reno, NV 89502 C.O. RRIF Administrator

Re: Talus Valley East / Bella Vista II RRIF Offset Waiver Letter of Intent

To Whom It May Concern,

Wood Rodgers is submitting this Letter of Intent to pursue an RRIF Offset Agreement on behalf of our client, Lennar Reno, LLC, . Lennar Reno, LLC and Sunny Hills Ranchos will be constructing an extension of South Meadows Parkway to Rio Wrangler Parkway to serve both the Talus Valley East project and Bella Vista Ranch Phase II project.

For additional context, Sunny Hills Ranchos and Lennar, Reno LLC have entered into a cost-sharing agreement for the extension of South Meadows Parkway. Through this agreement they will share in costs that ultimately deliver Regional Road Impact Fee waiver eligible improvements. As such, it is their request to enter into separate RRIF Offset Agreements each as a Developer of Record of the overall larger Development of Record that encompasses both the Talus Valley East and Bella Vista II development areas. The agreements will be structured as follows:

- 1. An agreement with Sunny Hills Ranchos for the waiver eligible right-of-way being dedicated for the extension of South Meadows Parkway across Streamboat Creek.
- 2. An agreement with Lennar, Reno for a) the eligible right-of-way dedication for the South Meadows Parkway east of Rio Wrangler parkway. And b) the waiver eligible improvements constructed for South Meadows Parkway. Lennar will distribute the cost share portion of the waivers to Sunnny Hills Ranchos based upon their agreement outside of RTC.

Talus Valley East is a Planned Unit Development in the City of Reno, and will encompass several single family subdivisions totaling 458 units in the RTC South Service Area, as well as future development in the area. Bella Vista 2 is a planned unit development encompassing commercial and residential landuses. The Developer, Lennar Reno, LLC, would construct the South Meadows Parkway extension improvements as part of the regional improvement program (2050 RTP) and dedicate right-of-way for the extension of South Meadows Parkway east of Rio Wrangler. The South Meadows Parkway extension is eligible for an RRIF Offset Agreement per the 7<sup>th</sup> Edition RRIF General Administrative Manual (GAM). Please see the attached RRIF Waiver Exhibit for eligible improvements.

Components of the proposed RRIF Eligible Improvements will be constructed under two City of Reno building permits, the South Meadows Parkway road improvements under permit SIT22-00005 and the Steamboat Creek culvert under permit BLD22-02976E. Please see the attached civil improvement plans. The improvements are part of the backbone roadway construction to serve Talus Valley East

Lennar - Talus Valley East/Bella Vista II RRIF Waiver LOI

subdivisions 23N (SIT24-00003), 23S (SIT24-00002), 24N (SIT24-00001), 24S (SIT23-00008), 25 (SIT23-00009), and 26 (SIT23-00012). The combined subdivisions total 458 units that require Regional Road Impact Fees in Talus Valley East. Additionally, the Bella Vista Ranch Phase II development, a Planned Unit Development next to Talus Valley East, will consist of 575 single family residences and 16.4 acres of non-residential development, which may have a variety of uses. The Bella Vista Ranch Phase II development is under City of Reno planning case number LDC10-00051.

### The **Capital Improvements** include:

- Extension of South Meadows Parkway from Mojave Sky Drive to Rio Wrangler, except for the two lanes necessary for site improvements
- Turn lanes on South meadows Parkway and Rio Wrangler Parkway associated with the widened road
- Extension of the culvert improvements under the eligible road lanes
- Minor signing and striping upgrades required for roadway

The project **Construction Plans and Specifications** are currently in review with the City of Reno, and the civil improvement plans are included as an attachment to this letter.

### The Developer of Record for Talus Valley East is:

Lennar Reno, LLC Tim Scheideman 9425 Double Diamond Parkway Reno, NV 89521

Ph: (775) 789-3233 Fax: (775) 825-7733

tim.scheideman@lennar.com

The **Development of Record** will cover all APNs for Talus Valley East and Bella Vista Ranch Phase II:

Talus Valley East APNs-

165-011-40

165-011-42

165-321-01

165-321-02

165-321-03

165-321-04

Bella Vista Ranch Phase II APNs-

165-011-37

165-011-48

Page **3** of **5** 

165-011-49 165-011-50

165-011-51

The Site Plan exhibit for the eligible improvements is included as an attachment to this letter.

**Approved Land Uses** within the developments and the **Associated Regional Road Impact Fees** based on applicable impact fee schedule (7<sup>th</sup> Edition, Year 2 Indexing, included as an attachment) are as follows:

### **Talus Valley East**

Single Family development of Talus Valley East (South Service Area) – 458 units @ \$5,204.23/unit = \$2,383,537.34

### **Bella Vista Ranch Phase II**

Single Family development of Bella Vista Ranch Phase II (South Service Area) – 602 units @ \$5,204.23/unit = \$3,132,946.46

The **Engineer of Record** for this offset agreement is:

Wood Rodgers, Inc. Justin McDougal, PE 1361 Corporate Boulevard Reno, NV 89502

Ph: (775) 823-4068 Fax: (775) 823-4066

jsmith@woodrodgers.com

### **Qualifications of Inspection and Testing Firm:**

The Wood Rodgers Construction Testing and Inspection program is managed by Justin McDougal, PE, a Nevada Registered Engineer and Principal of Wood Rodgers' geotechnical engineering department. -. Wood Rodgers' lab is AASHTO R-18 accredited and ASTM E 329 (Standard Specification of Agencies Engaged in Construction Inspection, Testing, or Special Inspection) compliant for concrete, aggregates, hot-mix asphalt, and soil. This includes staffing our projects with NAQTC, ACI, and ICC certified personnel.

Wood Rodgers' personnel have been successfully providing materials and laboratory testing services for Northern Nevada, in accordance with AASHTO, NDOT, and ASTM testing standards and methods, for over 40 years. We are AMRL/AAP accredited with Quality Systems certifications for aggregates, Portland cement concrete, hot mix asphalt, and soils (specifically, ASTM C 1077 Standard Practice for Agencies Testing Concrete and Concrete Aggregates for Use in Construction; ASTM D 3666 Standard Specification

for Minimum Requirements for Agencies Testing and Inspecting Road and Paving Materials; ASTM 3740 Standard Practice for Minimum Requirements for Agencies Engaged in Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction; and ASTM E 329 Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection).

### **Preliminary Engineering Cost Estimate for Capacity Improvements:**

Proposed RRIF offset eligible improvements include dedication and grading of right of way necessary to extend South Meadows Parkway. The improvements offered are represented in the attached exhibits (South Meadows Parkway Talus Valley East Improvements, South Meadows Parkway ROW Talus Valley Dedication). Table 1 below describes the total RRIF Offset Eligible Costs separated between total right-of-way dedication and total construction costs associated with capacity improvements to South Meadows Parkway by Lennar:

Table 1: Total RRIF Offset Eligible Capacity Improvements		
Total Eligible ROW Dedication	\$440,141	
Total Eligible Construction Costs	\$796,695	
Total RRIF Offset Eligible Improvements	\$1,296,695	

### **Traffic Design Report & Project Eligibility:**

Justification/explanation of the capacity improvements and verification that the improvements will provide operations within policy level of service for at least 10 years, is provided in the report *Transportation Impact Study for Daybreak Planned Unit Development* by Traffic Works, LLC dated August 27, 2018. The report and *Traffic Study Update* by Headway Transportation dated September 27, 2019 are included as an attachment to this letter.

#### **Project Specifications**

All work will be required to comply with the Standard Specifications for Public Works Construction (Orange Book) current edition, consistent with RTC requirements for Public Works projects. The plans are to be permitted with the City of Reno, and also follow the standards required by the jurisdiction.

### **Construction Schedule**

The improvements are anticipated to be phased, with the culverts constructed first starting in the spring of 2024 and being completed by fall of 2024. Construction may begin on the utility and surface improvements directly after the culvert, or there may be a gap in construction. Utility and surface improvements are anticipated to be completed by the fall of 2025.

Please contact me if you require any additional clarifications or have any questions.



### Sincerely,

### **Wood Rodgers, Incorporated**

Steve Strickland, PE for ...
James Springgate, P.E.
775-823-9447, jspringgate@woodrodgers.com

### **Enclosures:**

South Meadows Parkway/Rio Wrangler Parkway

Site Plan included in Agreement Exhibit B

RTC RRIF Waiver Exhibit (Site Plan)

7th Edition, Year 1 Indexing RRIF Schedule RRIF 7th Edition, Year 2 Fee Schedule included in Exhibit G

Preliminary RRIF Offset Eligible Cost Estimate Cost esimate and ROW appraisal not Iransportation Impact Study for Daybreak Planned included in agreement

Unit Development

Civil Improvement Plans, Talus Valley East—Traffic Impact Study and Plans not included as exhibits to RRIF Agreement

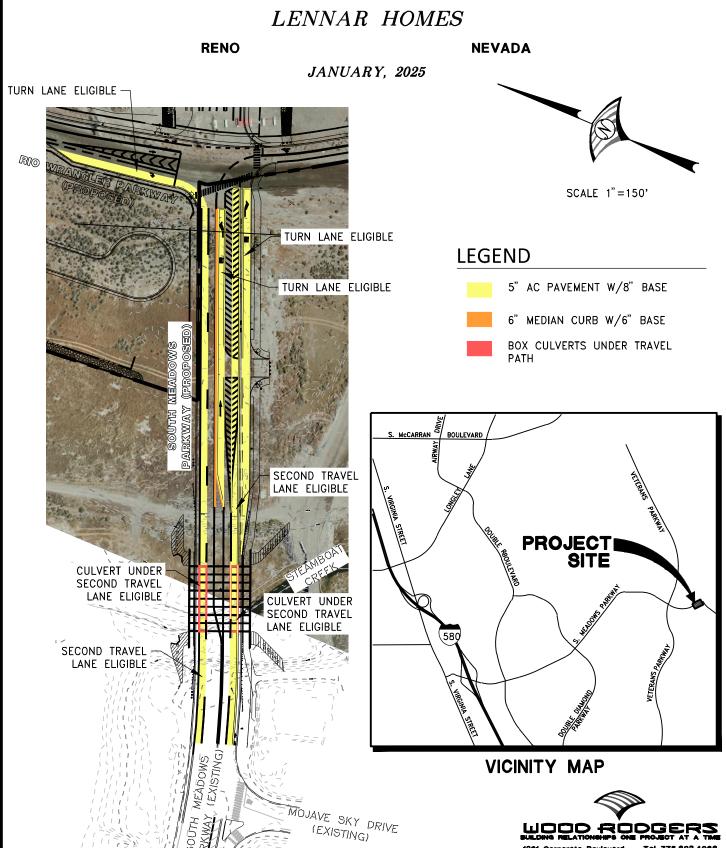
Civil Improvement Plans, South Meadows Culvert

ROW Dedication Land Appraisal

Attached to application include eligable improvement graphics 1 and 2 and cross section of proposed ROW dedication

# SOUTH MEADOWS PARKWAY/RIO WRANGLER PARKWAY RTC RRIF WAIVER IMPROVEMENTS (1 of 2)

## TALUS VALLEY EAST



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# SOUTH MEADOWS PARKWAY EXTENSION R.O.W. DEDICATION EXHIBIT (2 of 2)

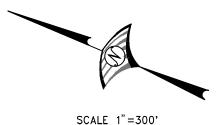
## TALUS VALLEY EAST

LENNAR HOMES

RENO NEVADA

JANUARY, 2025

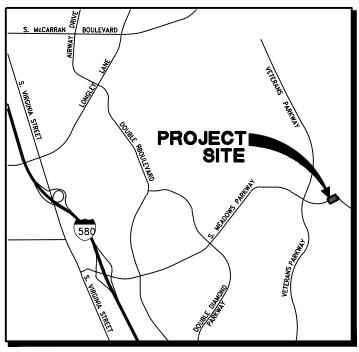




**LEGEND** 

RIGHT-OF-WAY DEDICATION





VICINITY MAP



\Jobs\3461\_Daybreak\Daybreak\_OA\Civil\Exhibits\2023.01\_RTC\_WAIVERS\EAST\EXH\_RTC\_WAIVER\_SM\_TV.dwg 1/6/2025 1:28 PM James Springgate

From: James Springgate
To: Jeffrey Wilbrecht
Subject: RE: Talus Valley RRIF

**Date:** Thursday, April 3, 2025 9:26:45 AM

Attachments: image001.png

#### WARNING - This email originated from outside the RTC: Exercise caution when opening attachments or clicking links, especially from unknown senders.

The area included for ROW dedication in the calculations of RRIF Waivers is 78' wide. This is the 91' ROW section minus the 6.5' extra on either side. The section is not finalized with the City and we think there is a good chance they will not want the extra land on either side of the sidewalk to be included in the ROW, so a 78' wide ROW was used for the calculations.

James Springgate, PE, WRS | Engineer

Wood Rodgers, Inc. | www.woodrodgers.com |

775.823.9447 Direct

jspringgate@WoodRodgers.com

From: Jeffrey Wilbrecht < jwilbrecht@rtcwashoe.com>

Sent: Thursday, April 3, 2025 9:14 AM

To: James Springgate < jspringgate@WoodRodgers.com>

Subject: RE: Talus Valley RRIF

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Thanks, can you confirm the 91' ROW is included in the area calculation for the ROW extension, past Rio Wrangler?

From: James Springgate < jspringgate@WoodRodgers.com>

Sent: Thursday, April 3, 2025 8:46 AM

To: Jeffrey Wilbrecht < jwilbrecht@rtcwashoe.com>

Subject: FW: Talus Valley RRIF

WARNING - This email originated from outside the RTC: Exercise caution when opening attachments or clicking links, especially from unknown senders.

James Springgate, PE, WRS | Engineer

Wood Rodgers, Inc. | www.woodrodgers.com |

775.823.9447 Direct

jspringgate@WoodRodgers.com

From: Shawnee Dunagan <sdunagan@WoodRodgers.com>

Sent: Thursday, April 3, 2025 8:40 AM

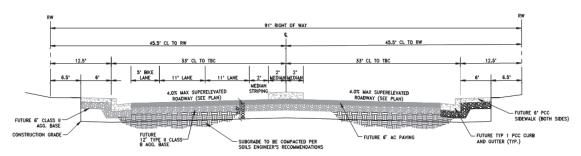
To: James Springgate < jspringgate@WoodRodgers.com >; Steve Strickland < <u>SStrickland@WoodRodgers.com</u> >

Subject: RE: Talus Valley RRIF

I have attached a cross section below that we have been using for the grading. Also here is a good plan set if you need additional information: J:\Jobs\2416\_SunnyHills\S\_Mdws\_Pkwy\_Ext\\_PlanSetPDFs\Mass Grading PH 1\CURRENT

There has been discussion regarding having sidewalk on one side only.

It is classified as a minor arterial.



NOTE: ROADWAY TO BE CONSTRUCTED WITH A 2' BOXCUT



## 91' RIGHT OF WAY MINOR ARTERIAL STREET SECTION NOT TO SCALE

Shawnee Dunagan, PE | Project Engineer

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## EXHIBIT "D"

## Letter of Approval



March 31, 2025

Mr. Tim Scheideman, tim.scheideman@lennar.com Lennar Reno, LLC 9425 Double Diamond Parkway Reno, Nevada 89521

Subject: Letter of Approval for Regional Road Impact Fee Waivers

Development of Record: Talus Valley East and Bella Vista Ranch Phase II

Dear Mr. Scheideman,

The Regional Road Impact Fee (RRIF) Administrators for the RTC and the City of Reno have reviewed and approved the revised application, dated March 21, 2025, to receive RRIF waivers in an amount not to exceed the anticipated total RRIF due for the project. The proposed improvements eligible to receive RRIF waivers include the following:

- Extension of South Meadows Parkway from Mojave Sky Drive to Rio Wrangler, except for the two lanes necessary for site access
- Turn lanes on South meadows Parkway and Rio Wrangler Parkway associated with the widened road
- Extension of the culvert improvements under the eligible road lanes
- Dedication of right of way and associated grading activities for the extension of South Meadows Parkway

The proposed development is expected to incur \$2,238,537 of impact fees as a result of the planned 458 single-family residential units following the 7<sup>th</sup> Edition, Year 2 Indexing of the RRIF General Administrative Manual and Capital Investment Plan. The amount of RRIF waiver to impact fees generated as a result of eligible improvements described above within City of Reno is estimated to be \$1,296,695. A RRIF Offset Agreement for this work is being prepared and will be forwarded to the RTC Board and the Reno City Council with a recommendation for approval. Upon approval and execution of the Offset Agreement by these bodies, the agreement will be forwarded to the Developer of Record for signature.

Please feel free to contact Jeff Wilbrecht, Engineering Manager for the RTC, at (775) 335-1872 should you have any questions regarding this subject.

Sincerely,

REGIONAL TRANSPORTATION COMMISSION RRIF ADMINISTRATOR

— DocuSigned by:

34A1800C54C142F

Dale Keller, P.E.

RTC RRIF Administrator

DK/JW

Cc: James Springgate P.E., Wood Rodgers

File: RRIF Offset Agreement # 533002

CITY OF RENO RRIF ADMINISTRATOR

Signed by:

Mike Mischel, P.E.

City of Reno RRIF Administrator

### EXHIBIT "E"

# Developer of Record QA/QC Program RTC Special Technical Specifications for Regional Road Impact Fee Projects

## INSPECTION, TESTING AND VERIFICATION AND QUALITY ASSURANCE PROGRAM

### **SECTION 1 - GENERAL**

It is the intent of this program to set forth the requirements and responsibilities of those parties involved in the inspection, testing, verification, and acceptance of improvements offered as capital contributions under the Regional Road Impact Fee (RRIF) system so that consistent and satisfactory quality is achieved in the constructed products.

All new construction shall have an Engineer of Record (EOR), when required by the Regional Transportation Commission (RTC), retained by the owner and reporting to the RTC Administrator. The contractor shall not retain the EOR, unless he is also the owner. The EOR shall not be the contractor. The EOR shall be responsible for all inspection, testing and verification of the constructed improvements as to compliance with this chapter, the improvement plans of record and with local development codes. The EOR is not responsible for means, methods, techniques, sequences or procedures of construction nor safety of the construction site. Quality control shall be the responsibility of the Contractor.

In addition, all new construction requiring an EOR shall have a Testing Firm responsible to the EOR and reporting to the EOR.

### **SECTION 2 - RESPONSIBILITIES**

### 1. DEVELOPER OF RECORD (DOR)

- a) Shall retain the services of an EOR. Shall provide a copy of this program to the EOR.
- b) Shall retain the services of a Testing Firm which shall be responsible to the EOR and report to the EOR. Shall provide a copy of this program to the Testing Firm.
- c) Shall make every reasonable effort to retain as the EOR, the services of the firms or persons responsible for the preparation of the approved soils report and the improvement plans of record.
- d) Shall retain the services of a contractor and notify said contractor of the requirements of this Chapter. Shall provide a copy of this program to the Contractor.
- e) Shall be responsible to the RTC for the adequacy of completed work covered

under this chapter. Any defective material, equipment, or workmanship, or any unsatisfactory work which may be discovered before final acceptance, or within 1 year thereafter, shall be corrected immediately on the requirement of the EOR or RTC Administrator, without extra charge, notwithstanding that it may have been overlooked in previous inspections. Failure to ensure adequate inspection of the work shall not relieve the owner from any obligation to perform sound and reliable work.

- f) Shall designate a representative with authority to act on behalf of the owner for all work performed.
- g) The owner acknowledges the need for continuing involvement of the firms or persons responsible for the preparation of the approved project soils report and the improvement plans of record during construction. In the event the EOR is different from the above-mentioned firms or persons, the owner agrees to be financially responsible for services provided by the said firms or persons as requested by the EOR.

### 2. <u>ENGINEER OF RECORD (EOR)</u>

- a) Shall initiate a pre-construction conference for construction of improvements at least one week in advance of initial construction. Representatives of the owner, contractor, Local Government, RTC Administrator, EOR and testing firm shall attend.
- b) Shall provide a written summary of the pre-construction conference to the owner, contractor, Local Government and the RTC Administrator, and will also notify the participants of any significant changes in writing at least 2 working days in advance of implementing the changes.
- c) Shall notify the RTC Administrator and the Local Government of the date and hour that work on any of the following items is expected to begin. Notification shall be given not less than 24 hours in advance; and, if thereafter conditions develop to delay the start of work, the EOR shall notify the RTC Administrator and the Local Government of the delay, not less than 2 hours before the work was to begin:
  - 1. Grading, excavation, and fill operations within public right-of-way.
  - 2. Laying of sewer lines, drainage lines or appurtenances.
  - 3. Backfilling of sewer lines, drainage lines or appurtenances.

- 4. Placing of reinforcing steel, forms and falsework for concrete structures.
- 5. Placing the concrete for curbs, gutters, sidewalks, alleys, valley gutters, headwalls, or structures.
- 6. Placing of any type of base course or courses.
- 7. Tacking bituminous or concrete surfaces.
- 8. Placing asphalt concrete or Portland cement concrete pavement.
- 9. Sealing asphalt concrete or Portland cement concrete pavement.
- d) Shall submit for review prior to initiation of the preconstruction conference, the qualifications of the testing firm and the field inspection and testing technician personnel for the project. Said qualifications shall meet the minimum specified in this chapter.
- e) Shall make an inspection of workmanship and materials in accordance with this chapter. No work nor materials will be accepted without such an inspection. Shall also review catalog cuts and data sheets for material submittals. The EOR will make every reasonable effort to perform inspection and testing services in a manner which will accommodate the construction schedule.
- f) Shall provide to the RTC Administrator and Local Government, on a biweekly basis, copies of the daily inspection/testing reports for the previous 2 weeks.
- g) Shall immediately notify the RTC Administrator and Local Government of any proposed changes from the improvement drawings of record. Should the RTC Administrator determine that the proposed change is major in nature, such change shall require prior approval by the RTC Administrator. The Local Government will not be liable for any delays caused by the review and approval of such changes.
- h) Shall arrange as part of his contract with the owner to confer and coordinate with the firms or persons responsible for the preparation of the approved project soils report and the improvement plans of record throughout the construction of the project to evaluate compliance with the requirements of this chapter. In the event that the firms or persons responsible for the

preparation of the approved project soils report or improvement plans of record are not available for consultation, the EOR shall notify the RTC Administrator and Local Government of such prior to commencement of construction. In this event, the EOR and the RTC Administrator and Local Government shall agree to an alternative arrangement for providing the necessary soils report and improvement plans of record interpretations prior to commencement of construction.

- i) Shall notify in writing the DOR, Contractor, Local Government, and the RTC Administrator, if, during the course of construction, the EOR finds that defective materials or workmanship not meeting requirements have been constructed and not satisfactorily corrected by the contractor within one week of verbal notification to the contractor. The written notification shall be supported by field reports and/or test results.
- j) Shall, upon completion of construction of improvements, provide the RTC with a letter of verification on the format provided by the RTC, verifying the adequacy of the improvements and providing verification of all final quantities and unit prices; and, that construction, inspection, and testing were performed in compliance with this chapter, improvement plans of record and RTC standards; and, provide sepia-mylars of any changes from the approved improvement plans of record or a statement that no changes were made; and, provide copies of inspection and test reports, if not already provided. The final completion and acceptance of all such improvements, including recommendations of release and return of any security, shall be subject to the approval of the RTC Administrator.
- k) Shall sign and wet-stamp, or cause to be signed and wet-stamped by a Nevada registered Civil Engineer, all drawings, reports and test data, and forward such to the RTC, Local Government, DOR, and Contractor.

### 3. RTC Administrator

- a) Shall assign a primary contact to the EOR who shall serve as the RTC's representative during construction of bonded improvements. This primary contact shall be known as the RTC Quality Assurance Inspector (QAI). The qualifications of the QAI, as a minimum, will meet the qualifications of a Public Works Construction Inspector.
- b) Shall attend the preconstruction conference initiated by the EOR.
- c) Shall check and evaluate that adequate inspection personnel are on-site

during the construction of bonded improvements. Should the QAI determine that adequate personnel are not available on-site for inspection, the QAI shall immediately advise the EOR of the situation and so record the incident in his daily report.

- d) Shall keep a daily report of construction activities he observes, including pertinent conversations with the EOR.
- e) Shall, on a bi-weekly basis, review the daily inspection/testing reports submitted by the EOR. Any unsatisfactory test results shall be called to the attention of the EOR.
- f) Shall review the qualifications of the EOR to determine if they meet the minimum requirements of this chapter. If it is determined that the EOR does not meet said minimum requirements, the owner shall review the improvement agreement (Exhibit C) and retain an EOR meeting the qualifications of this chapter as determined by the RTC Administrator.
- g) Shall review the qualifications of the EOR's field inspection personnel to determine if the qualifications meet the minimum requirements of this chapter. If it is determined that the EOR's field inspection personnel do not meet said requirements, substitute field personnel will be required.
- h) Shall evaluate the performance of the EOR's field inspection personnel. The RTC Administrator shall have the authority to reject the selection of the testing firm, testing technicians or field inspection personnel for the project. The RTC Administrator shall also have the authority to reject the field inspection personnel or testing technician and direct substitute personnel in the event of unsatisfactory performance by said personnel in the opinion of the RTC Administrator.

### 4. CONTRACTOR

a) Shall be responsible for construction of improvements and quality control. This responsibility shall include the means, methods, techniques, sequence, and procedures of construction and safety of the construction site. All such construction shall conform to the requirements of both the most recently adopted version of the Standard Specifications for Public Works Construction (SSPWC), Standard Details for Public Works Construction (SDPWC), the Special Technical Specifications for RRIF Offset Agreements (STS for RRIF Offset Agreements), the approved plans, and the requirements of this chapter.

- b) Shall attend the pre-construction conference initiated by the EOR. The contractor shall present a proposed construction schedule including construction milestones and designate a representative who has the authority to resolve issues during construction.
- c) Shall provide accessibility and exposure of all construction work subject to inspection until inspected by the EOR. Neither the RTC nor the EOR shall be liable for expenses entailed in the removal or replacement of any material required to allow inspection.
- d) Shall notify the EOR two (2) working days in advance of initiating construction or resuming construction after any unscheduled interruptions.

### **SECTION 3 - INSPECTION REQUIREMENTS**

### 1. <u>GENERA</u>L

For the purpose of implementing the requirements of this chapter, <u>full-time</u> <u>inspection</u> shall mean the EOR or his field inspector shall be present at all times to observe the operations of the contractor during the designated construction activity.

### 2. GRADING, EXCAVATION, AND FILLS

Full-time inspection of all materials, native or imported, to evaluate their compliance with the SSPWC and this chapter; that the subgrade is prepared according to the SSPWC; that all subgrade materials encountered are as expected according to the approved soils report, or if not, are appropriately addressed by over-excavation and stabilization with suitable material or as otherwise recommended in the approved soils report or by redesign of the pavement section.

### 3. STREET

Inspection to determine that alignment and grade of the street conforms to the improvement plans of record.

### 4. UNDERGROUND UTILITIES

a) Inspection of pipe materials and bedding prior to the placing of any pipe to evaluate conformance with the SSPWC. Collection of applicable manufacturer's certifications.

- b) Inspection of installation of pipe laid to grade, mortar jointed or gasketed pipe prior to placing any material around or above pipe to evaluate conformance with the SSPWC.
- c) Full-time inspection of each lift of backfill to evaluate conformance with the SSPWC.
- d) Inspection for pipe installation, not including backfill, by utility company shall be the responsibility of the appropriate utility.
- e) Inspection of construction and/or installation of manholes, catch basins, and drop inlets to evaluate compliance with the SSPWC.
- f) Inspection of alignment and elevations to evaluate compliance with the improvement plans of record and specifications.

## 5. <u>AGGREGATE BASE COURSES FOR STREETS, CURBS, GUTTERS, SIDEWALKS, AND ALLEYS</u>

Inspection of all material brought to the site to evaluate uniformity with tested and approved samples; inspection of placement and compaction of aggregate base to evaluate compliance with the SSPWC and this chapter and to confirm that grades conform to those specified in the improvement plans of record.

### 6. REINFORCING STEEL, FORMS AND FALSEWORK

Inspection of reinforcing steel, forms, and falsework prior to placement of concrete to evaluate compliance with the improvement plans of record, specifications, shop drawings and the SSPWC.

### 7. PORTLAND CEMENT CONCRETE

Full-time inspection of all concrete pours including curb, gutter, sidewalks, driveway apron, alleys, valley gutters, structures, headwalls, slope paving and roadway pavement to evaluate compliance with the improvement plans of record, specifications, details, the SSPWC and this chapter.

### 8. <u>ASPHALT CONCRETE</u>

a) Full-time inspection to evaluate compliance with the improvement plans of record, details, specifications, the SSPWC, and this chapter.

b) Inspection at the plant may be required by the RTC Administrator or the EOR to monitor oil content, aggregate grading, mineral filler content and temperature.

## 9. PRIME COAT, TACK COAT, SEAL COAT AND SURFACE TREATMENT

Sufficient inspection to evaluate compliance with the SSPWC.

## 10. SEWER AND PRESSURE LINES

In addition to inspection required in Paragraph 4b above:

- a) Sewer Lines: Ball and flushing operations shall be done in the presence of the EOR or his field inspector and the local governmental inspector.
- b) Pressure Tests: To be accomplished in presence of the EOR or his field inspector to evaluate conformance with the SSPWC and this chapter.

# 11. <u>LANDSCAPING WITHIN THE RTC RIGHT-OF-WAY OR WITHIN A PUBLIC IMPROVEMENT EASEMENT, COMMON AREA AMENITIES</u>

Sufficient inspections to evaluate compliance with SSPWC, the improvement plans of record, and specifications.

## **SECTION 4 - TESTING REQUIREMENTS**

Shall comply to the requirements set forth in the latest revision of the SSPWC and the STS for CCFEAs.

## **SECTION 5 - PERSONNEL QUALIFICATIONS**

## 1. <u>ENGINEER OF RECORD (EOR)</u>

An Engineer of Record who is retained as a consultant by the owner is required to be legally authorized to practice civil engineering in the State of Nevada in accordance with Nevada Revised Statutes (NRS) Chapter 625.

A firm, a co-partnership, a corporation or joint-stock association may engage in the practice of Engineer of Record for the RTC, if the member or members of the firm, co-partnership, corporation or joint-stock association immediately responsible for engineering work performed in the RTC are Nevada registered professional civil or

geological engineers in accordance with NRS Chapter 625.

Every office or place of business of any firm, co-partnership, corporation or jointstock association engaged as an Engineer of Record under these requirements shall have a registered professional civil engineer in residence and in direct responsible supervision of the work needed to satisfy the requirements of this chapter conducted in such office or place of business.

An Engineer of Record shall be familiar with the SSPWC, SDPWC, RTC and local government design standards, and all associated testing procedures.

## 2. FIELD INSPECTOR

- a) General: The field inspector's qualifications shall include sufficient education and experience to assure understanding of the quality control principles and the ability to implement the procedures related to their assigned duties.
  - The education and experience requirements specified below shall not be treated as absolute when other factors provide reasonable assurance that a person can competently perform a particular task. One factor may be "demonstrated capability" in a given job through previous performance.
- b) Education and Experience: To be considered qualified as a RTC approved field inspector, a candidate must meet the general requirements as mentioned above and satisfy at least one of the following requirements:
  - 1. High school graduate plus at least three years of construction quality control experience in equivalent testing, or inspection activities, or
  - 2. Completion of college level work leading to an associates degree in a related discipline plus at least six months of construction control experience in equivalent testing, examination or inspection activities.

The field inspector shall be familiar with the SSPWC and this chapter, as well as all associated testing procedures.

## 3. <u>TESTING TECHNICIAN</u>

To be considered qualified as a RTC approved testing technician, a candidate must meet the general requirements mentioned in 2a) above and satisfy at least one of the following requirements:

- a) One year of construction quality control experience in equivalent testing or inspection activities, or
- b) High school graduate plus at least six months of construction quality control experience in equivalent testing or inspection activities, or
- c) Completion of college level work leading to an associates degree in a related construction quality control discipline plus at least three months of experience in equivalent testing or inspection activities.
- d) Completion of at least two years of college level work towards a four-year degree in a related discipline plus at least three months of construction quality control experience in equivalent testing or inspection activities.

The testing technician shall be familiar with the testing procedures outlined in the SSPWC and this chapter.

## 4. TESTING FIRM

- a) General: The testing services of the testing firm shall be under the direction of a registered civil or geological engineer in the State of Nevada who is a full-time employee of the firm and has at least 5 years engineering experience in the inspection and testing of soil, concrete, and asphalt.
- b) Laboratory: The testing firm is responsible for laboratory testing of soil, concrete and asphalt and shall have suitable test equipment and laboratory facilities for storing, preparing and testing samples. The firm shall have the capability of performing all laboratory testing associated with its intended functions according to governing procedures and shall have the facilities and equipment required for all laboratory testing performed. If at any one time equipment or expertise in the performance of a specialized test is not available in-house, the services of a subconsultant or his equipment may be utilized.

As evidence of its competence to perform the required tests or inspections, the agency shall have its laboratory procedures and equipment inspected at intervals of not more than 3 years by a qualified authority in accordance with a recognized plan.

c) Quality of Testing Systems: The firm shall make available information (as applicable) describing its procedural systems (procedures which directly affect the quality of services offered). In addition, the firm shall maintain documentation which provides evidence of compliance with the requirements

of its procedural systems. The agency's procedural systems shall include the following:

- 1. Equipment calibration programs.
- 2. Standardization of methods of test, measurement, and determination.
- 3. Data recording, processing, and reporting.
- 4. A current quality assurance manual.

## SPECIAL TECHNICAL SPECIFICATIONS

1.01	DICPE	TON AND THOUSAND		DDIDGE	DECKE DILL
1.01		CTION AND TESTING	1. 15		DECKS - Deleted
	1.01A	ASPHALT CEMENT	1. 16	SLURRY	
	1.01B	BITUMINOUS PLANTMIX	1. 17		SURFACE - Deleted
1.02	_	VAL OF EXISTING IMPROVEMENTS		1.17A	<u>GENERAL</u>
1.03		ROOT MITIGATION - Deleted		1.17B	CONTRACTOR PERSONNEL
1.04	SUBGR	ADE PREPARATION- Deleted		1.17C	<u>MATERIAL</u>
1.05	OVERE	XCAVATION AND STABILIZATION -		1.17D	MIX DESIGN
	Deleted			1.17E	PROPORTIONING
1.06	GEOSY	NTHETICS - Deleted		1.17F	MIXING AND SPREADING
	1.06A	<u>SEPARATION</u>			<u>EQUIPMENT</u>
	1.06B	STABILIZATION		1.17G	PLACEMENT
	1.06C	REINFORCEMENT	1. 18	PAVEME	ENT MARKINGS
1. 07		H EXCAVATION		1.18A	TRAFFIC PAINT
1.08	PIPE - I	Deleted		1.18B	THERMOPLASTIC
1. 09	ROADB	ED MODIFICATION - Deleted		1.18C	RAISED MARKERS
1. 10	_	GATE BASE - Deleted	1. 19		LE MEDIAN ISLAND OBJECT
1. 11		VT TREATED BASE - Deleted		MARKEI	
	1.11A	COMPOSITION OF MIXTURES	1. 20	CHANNE	
	1.11B	MIXING	1. 21	IMPACT	ATTENTUATOR - Deleted
	1.11C	SPREADING	1. 22	TRAFFIC	
	1.11D	PROTECTION AND CURING	1. 23		CSIGNALS
1, 12		AND CEMENT CONCRETE	1. 20	1.23A	LOOP DETECTORS
	1.12A	COMPOSITION OF MIXTURES		1.23B	TEMPORARY MODIFICATIONS
	1.12B	SIDEWALK, CURB AND GUTTER		1.232	DURING CONSTRUCTION
	1.12C	THRUST BLOCKS		1.23C	CAMERAS
	1.12D	RETAINING WALLS	1, 24		ADJUSTMENTS
	1.12E	PAVING	1, 24	1. 24A	VERIFICATION OF DEPTH
	1.12E 1.12F	UTILITY ADJUSTMENTS		1. 24B	UTILITY MANHOLE AND VAULT
1. 13		TABLE SURFACE WARNING TILES		1. 240	ADJUSTMENTS
1. 14	_	INOUS PLANTMIX		1. 24C	MANHOLE PROTECTION PLAN
1. 17	1.14A	COMPOSITION OF MIXTURES	1. 25		MONUMENTS
	1.14A 1.14B	PAVING	1. 26		CATES OF COMPLIANCE
	1.14D	I SPREADING AND FINISHING	1. 20	CERTIFI	CATES OF COMPLIANCE
		II ACCEPTANCE			
		III MITIGATION			
		IV SPECIAL PAVING			
		CONSIDERATIONS			
		V TACK COAT			
		VI LONGITUDINAL JOINTS			
	1. 14C	PERMANENT PATCHING			

## 1.01 INSPECTION AND TESTING

Quality Assurance testing and inspection will be provided by the Agency. Quality Control shall be the Contractor's responsibility. All samples shall be furnished by the Contractor without cost to the Regional Transportation Commission of Washoe County (hereinafter designated "RTC" and/or "Agency"). The Agency may waive sampling and testing if adequate information, properly certified, is available to indicate that materials comply with the terms of specifications. Any retests due to faulty workmanship or materials shall be paid for by the Contractor.

All materials furnished and work performed, shall be done in accordance with the "Standard Specifications for Public Works Construction" (hereinafter designated "Standard Specifications") sponsored and distributed by RTC, Churchill County, Carson City, the Cities of Reno and Sparks, the City of Yerington, and Washoe County, including addenda through February 29,2012, except as modified within the "Special Technical Specifications" for XYZ (hereinafter designated "STS"); and in accordance with the "Standard Details for Public Works Construction" (hereinafter designated "Standard Details"), including updates through December 29, 2011, except as modified by the drawings for XYZ.

#### 1.01A ASPHALT CEMENT

- 1. Sampling - During hot mix operations for all paving days, the Design Engineer's designated representative shall obtain samples of all asphalt cement binders used to produce the bituminous mixture(s). During the pre-construction meeting the contractor shall provide the contact information for the certified plant representative that will be responsible for taking the asphalt cement samples. The Design Engineer's designated representative shall contact the plant representative in advance of each paving day and coordinate the sampling in accordance with the plantmix production schedule. Asphalt cement samples shall be taken at the injection point for each "lot" (500 ton) of plantmix bituminous pavement. Plant personnel sampling bituminous material are required to be qualified in the WAOTC Asphalt Module or NAOTC Specialized Test AASHTO T40 (Sampling Bituminous Material). All sampling shall be witnessed by the Design Engineer's representative. The plant representative shall properly label each sample which shall then be signed by both representatives.
- 2. Testing Unless otherwise directed by the RTC Project Manager, the Design Engineer shall procure the testing of one of the samples from each paving day for compliance with Section 201 "Bituminous Material" of the Standard Specifications at a laboratory certified to perform all required testing components.
- 3. The sample to be tested shall be properly handled and sent to the State of Nevada Department of Transportation Materials Testing Laboratory, 1263 South Stewart Street in Carson City, Nevada. The test result shall represent the binder material contained in all plantmix bituminous paving lots for the corresponding paving day. The remaining daily samples shall be stored at the Design Engineer's designated laboratory throughout the duration of the Contractor's warranty period.
- 4. Acceptance Asphalt binder not conforming to Table 201.02-IV (PG64-28NV) of the Standard Specifications, Section 201 "Bituminous Material" shall be assessed demerits in accordance with the following table:

TEST	LIMIT WITH TOLERANCE	REJECTION LIMIT	DEMERITS	
Tests on Original Asphalt				
Cement				
Rotational viscosity (Pa.s)	3.21 Max.	3.50 Max.	21	
Flash point, (°C)	222 Min.	163 Min.	21	
Ductility (cm)	50 Min.	29 Min.	21	
Toughness (Inch-lbs)	110 Min.	57 Min.	21	
Tenacity (Inch-lbs)	75 Min.	22 Min.	21	
Sieve Test (%)	1	10	21	
Dynamic Shear (kPA)	0.90 Min.	0.75 Min.	21	

Tests on Residue from			
Rolling Thin Film Oven			
Ductility (cm)	25 Min.	4 Min.	21
Dynamic Shear (kPA)	1.98 Min.	1.65 Min.	21
Average Mass Change (%)	1.00 Max.	1.01 Max.	31
Tests on Residue from			
Pressure Aging Vessel			
Dynamic Shear (kPA)	5500 Max.	6250 Max.	21
Stiffness Modulus (MPA)	330 Max.	375 Max.	21
Slope, m-value	0.290 Min.	0.245 Min.	21

#### Notes:

- Demerits, up to the amount shown, shall be assessed for each test result that exceeds the "Limit with Tolerance."
- 2. The number of demerits assessed for each test result shall be calculated based on prorating the total demerits over the range from "Limit with Tolerance" to the "Rejection Limit."
- 3. The demerit/increment shall be multiplied by the difference between the noncompliant test result and the "Limit with Tolerance."
- 4. Demerit values for each test result will be rounded down to the nearest whole number.

The parties of the contract agree that damage will be sustained by the Agency in the event that the asphalt binder does not conform to the requirements of the specifications. In addition it is agreed that it is extremely difficult to quantify the actual damage the agency will sustain. Demerits will be used to determine mitigation that may include any necessary measures up to, and including, the assessment of liquidated damages or removal and replacement of the deficient material. The assessment of liquidated damages and the corresponding deduct from monies owed the contractor shall be in accordance with the schedule and corresponding notes below.

<b>Total Number of Demerits</b>	Liquidated Damage Dollar per Ton <sup>1, 2</sup>
1 - 2	10
3 – 5	20
6 – 9	30
10 - 14	50
15 - 20	100
21 - 30 <sup>3</sup>	75% of the cost of the asphalt binder
$31 - 40^3$	100% of the cost of the asphalt binder
41 or more <sup>3,4</sup>	100% + additional damages to be determined

#### Notes:

- 1. Liquidated damages will be assessed against the quantity (Tonnage) of asphalt binder used in the plantmix bituminous pavement represented by the sample tested.
- The tons of asphalt binder shall be determined by multiplying the average of asphalt contents (by dry weight of aggregate) from all affected lots by the total tons of bituminous mixture placed.
- 3. Remove and replace material shown to have 21 or more demerits. Material removed shall not be paid for and all costs associated with removal shall be at the contractor's expense. Testing and inspection of replaced materials shall be as directed by the RTC Project Manager and all associated costs shall be at the contractor's expense. At the RTC Project Manager's option, materials having 21 or more demerits may be left in place and liquidated damages assessed at the percentage of asphalt binder cost shown. The cost of the asphalt binder used for assessing

- liquidated damages shall be \$675 per ton.
- 4. Liquidated damages as determined by the RTC Project Manager may be in excess of the cost of the asphalt binder.

Additional samples may be tested at the Contractor's request and expense and following approval of the RTC Project Manager. Liquidated damages assessed due to deficient asphalt binder material may be in addition to any mitigation measures or penalties that may be determined by other sections of the specifications.

## 1.01B BITUMINOUS PLANTMIX

Subsection 336.03.04 - "Bituminous Mixtures" of the Standard Specifications, is herewith amended as follows:

1. On page 336.00-6, add the following to the fourth paragraph at the bottom half of the page regarding cores and cut samples:

Measure single core or cut sample in accordance with ASTM D3549, latest version, to the nearest 0.05" and report to the nearest 0.05" per the following examples:

Individual N		
Using Apparatus	Using Apparatus	
Capable of 2	Capable of	Reported Thickness
Decimal Places	1/16 Inch	After Rounding
2.23" to 2.27"	2-4/16" = 2.250"	2.25"
2.28: to 2.32"	2-5/16" = 2.313"	2.30"
2.33" to 2.37"		2.35"
2.38" to 2.42"	2-6/16" = 2.375"	2.40"
2.43" to 2.47"	2-7/16" = 2.438"	2.45"
2.48" to 2.52"	2-8/16" = 2.500"	2.50"

For purpose of acceptance and mitigation, the average of the rounded thickness measurements of the 3 cores or cut samples for each lot shall be reported to the nearest 0.1". A number ending in 0.05" shall be rounded up. For example, both 2.35" and 2.40" are rounded to 2.4".

2. On page 336.00-7, delete the fourth paragraph and replace as follows:

One fresh, hot sample of the bituminous mixture (HMA) for each "lot" shall be tested for conformance with the mix design test properties as required by STS 1.14A BITUMINOUS PLANTMIX, and in accordance with ASTM D2041, as qualified in the Standard Specifications.

Fresh, hot samples are defined as the samples obtained during construction, transported to the laboratory, molded and compacted on the same day. Reheating is allowed only for restoring heat lost, if any, during transport to the laboratory

and sample preparation. Refer to <u>Note</u> under item 4 below (STS 1.01B <u>BITUMINOUS PLANTMIX</u> - Item 4, "<u>Preparing Field Sample</u>") regarding limitations on test results from reheated archived samples.

3. On page 336.00-7 under Subsection 336.03.04.01 - "<u>Sampling</u>" of the Standard Specifications, add the following sentence to the first paragraph:

When samples are obtained by two testing laboratories, the samples shall be split from a single sample or taken at the same time and at locations immediately adjacent to each other.

4. On page 336.00-7 under Subsection 336.03.04.02 - "<u>Preparing Field Sample</u>", of the Standard Specifications, delete the second and third paragraphs and replace as follows:

If the temperature of the HMA is below the approved mix design's compaction temperature, the temperature of the HMA shall be recorded and the sample shall be reheated to the approved mix design's compaction temperature. Heating samples should be done by placing the sample in a covered container in an oven for a maximum of one hour or placing the sample in a mixing bowl on top of a hot plate or propane stove, for a maximum of 10 minutes, and continuously mixed until compaction temperature has been reached. Samples shall be discarded if burned during reheating.

<u>Note</u>: Samples well below the compaction temperature may require additional heating time. Reheating of samples beyond the maximums specified is not desirable. In such instances, new samples should be taken in the field, if possible. If this is not possible and samples must be reheated beyond the specified maximums, the test results from reheated archived samples shall not be used for direct comparison with results from tests on hot, fresh samples but only for relative comparisons.

## 1.02 REMOVAL OF EXISTING IMPROVEMENTS

This section covers the construction methods involved in removing existing improvements.

Existing Portland cement concrete (PCC) improvements shall be removed to neatly sawed edges with sawcuts made to a minimum depth of 1½ inches. No section to be replaced shall be smaller than 30 inches in length. Curb and gutter shall be sawed to depth of 1½ inches on a neat line at right angles to the curb face.

Removal of the curb and gutter shall include all existing composite material from back of curb to 12-inches in front of the lip of the gutter. The contractor shall be required to achieve a vertical, neat line in a location appropriate for the method of curb and gutter placement chosen. The Contractor shall match the existing top of curb and maintain the uniform flow line of the gutter. If a uniform flow line does not exist, the Contractor shall establish a uniform flow line as directed by the Design Engineer.

Bituminous pavement shall be removed to clean straight lines by sawcutting where the removal of existing improvements does not include the total amount of paving encountered. Where bituminous pavement adjoins a trench, the edges adjacent to the trench shall be trimmed to neat straight lines at least

9 inches wider than the trench on each side before resurfacing to insure that all areas to be resurfaced are accessible to the rollers used to compact the subgrade or paving materials. Where new pavement is to adjoin existing bituminous or concrete pavements, the existing pavement shall be sawcut or bladecut straight.

It shall be the Contractor's responsibility to protect the integrity of the edge of pavement adjacent to the removal section.

The Contractor shall remove all existing improvements to the required depth by a method that does not damage the subgrade. Pneumatic wheel construction equipment, including, but not limited to, trucks, loaders, excavators and scrapers, will not be allowed on the exposed subgrade within the roadway section. Should the Contractor fail to utilize necessary caution to protect the subgrade or allow pneumatic wheel construction equipment on the subgrade within the roadway section after the existing surface has been removed; all overexcavation and deep stabilization shall be at the Contractor's expense.

The Contractor shall take all necessary precautions to protect existing landscaping, which may be disturbed during the execution of the work. All restoration work shall be in accordance with the applicable provisions of Section 333 – "Landscaping" of the Standard Specifications, or as specified herein.

Where lawn or landscape with topsoil has been disturbed, contaminated, or removed, the Contractor shall replace the topsoil with an imported, high quality garden topsoil to a minimum depth of 3 inches; with minimal compaction. Areas of concern may include, but are not limited to, landscaping adjacent to sidewalks, curbs and gutters, driveways, and alleys. The topsoil shall conform to Section 200.08 – "Topsoil" of the Standard Specifications.

Existing improvements; adjacent property; utilities and other facilities; and trees and plants that are not to be removed shall be protected from injury or damage resulting from the Contractor's operations.

The Contractor shall notify the U.S. Postal Service to coordinate all mailbox relocation.

Any existing improvements, including, but not limited to, retaining walls, adjacent property, utilities, sprinkler systems, signs, other facilities or appurtenances, trees and plants, which are damaged or displaced as a result of the Contractor's operation shall be replaced or restored to the original position and condition prevailing prior to start of operations at the Contractor's own expense unless otherwise directed by the RTC Project Manager or Design Engineer. In addition, removal of existing improvements shall be done in accordance with the provisions of Section 300.04 - "Protection of Utilities and Underground Facilities" of the Standard Specifications.

## 1.07 TRENCH EXCAVATION

Subsection 305.02 - "Maximum Length of Open Trench" of the Standard Specifications, is herewith amended as follows:

## 1. Add the following paragraph:

Unless otherwise directed by the Design Engineer and approved by the Agency, there shall be no unprotected open trench remaining at the end of the working day. At the end of the working day, any open trench shall be protected by plating or other means approved by the Design Engineer and the Agency.

#### 1.12 PORTLAND CEMENT CONCRETE

## 1.12A COMPOSITION OF MIXTURES

The Contractor shall submit in writing for approval a mix design conforming to the requirements of Subsection 337.01 - "General" of Section 337 - "Composition of Mixtures" of the Standard Specifications. All Portland Cement Concrete, unless otherwise indicated, shall have a coarse aggregate gradation conforming to Size No. 67 in Subsection 200.05.03 - "Coarse Aggregates" of the Standard Specifications. Cement shall be Type II.

If the Contractor submits a written request to use Size No. 57 in lieu of Size No. 67, and if the Agency approves this request, then air entrainment shall be adjusted to conform to ACI requirements for severe conditions.

## 1.12B SIDEWALK, CURB AND GUTTER

Concrete used for curbs, gutters, sidewalks, pedestrian ramps, and driveway aprons shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications and shall be reinforced with collated, fibrillated polypropylene fibers conforming to the requirements of Subsection 202.02.02.04 – "Polypropylene Fibers" of the Standard Specifications, at 1.5 pounds per cubic yard of concrete.

Subsection 312.10.02 - "Sidewalk Surface" of the Standard Specifications is herewith amended as follows:

- 1. Add the following paragraphs:
  - a) When a 10-foot straightedge is placed on the sidewalk, curb, or gutter, the surface shall not vary more than ¼ inch from the edge of the straightedge, except at grade changes.
  - b) Curbs at pedestrian ramps shall <u>not</u> be placed monolithically with pedestrian ramps.

## 1.12C THRUST BLOCKS

Portland Cement Concrete used for thrust blocks shall have a minimum compressive strength of 3000 psi when tested at 28 days and have a 1 to 4 inch slump.

Thrust blocks shall be installed such that they bear against the pipe fitting on one side and against the undisturbed earth on the other side. The Contractor shall provide anchor blocks and support blocks on vertical bends.

Thrust block concrete shall not obstruct the removal of bolts from fittings. Concrete shall be prevented from adhering to the fittings. Either a liquid bond breaker shall be applied to the fitting, or an impervious membrane shall be used.

#### 1.12D RETAINING WALLS

Concrete used for retaining walls shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications.

#### 1.12E PAVING

#### 1.12F UTILITY ADJUSTMENTS

Concrete used for utility adjustments shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications and shall be reinforced with collated, fibrillated polypropylene fibers conforming to the requirements of Subsection 202.02.04 – "Polypropylene Fibers" of the Standard Specifications, at 1.5 pounds per cubic yard of concrete.

The concrete used for utility adjustments shall be protected until a minimum compressive strength of 3,000 psi is attained. The RTC Project Manager shall approve the method of protection

#### 1.13 DETECTABLE SURFACE WARNING TILES

- 1. The detectable surface warning tiles shall consist of precast tiles with a minimum size of 2' x 2', color dark red. Approved products include: CASTinTACT, TEKWAY DOMETILES, ARMOR CAST WET SET TILES, and ARCIS WET SET TILES. Detectable surface warning tiles shall be constructed per manufacturer's installation guidelines and conform to ADAAG standards.
- 2. Proposed Substitution products are to be submitted for approval in accordance with provision 22 of the Instruction To Bidders, page ITB-4, within these documents. In order to be considered, submittal packages for alternate truncated concrete dome materials must be prepared and submitted in accordance with the requirements of STS 1.13 DETECTABLE SURFACE WARNING TILES.
- 3. The Contractor shall check the prefabricated panels upon delivery to verify that the proper material has been received. The panels shall be inspected by the Contractor to be free of flaws or damage occurring during manufacturing, shipping, or handling.
- 4. The prefabricated panels shall be installed in accordance with the Reno Standard Details and the manufacturer's recommendations.
- 6. Submittals shall include the following:
  - a) The product data sheet and certification from the Manufacturer that the prefabricated detectable surface warning tile panels supplied meets the requirements of STS 1.13 DETECTABLE SURFACE WARNING TILES; and
  - b) The manufacturer's installation instructions and general recommendations.

## 1.14 BITUMINOUS PLANTMIX

Bituminous Plantmix shall conform to the requirements of Section 320 - "Plantmix Bituminous Pavement" of the Standard Specifications, except as modified herein.

The Contractor shall submit in writing for approval a job mix formula conforming to Subsection 320.02 – "Composition of Mixtures" of the Standard Specifications. Type 2 aggregate conforming to Subsection 200.02.03 – "Plantmix and Roadmix Aggregate" shall be used unless otherwise specified. Preparation of the aggregates shall be in accordance with the Marination Method described in Subsection 401.03.08 – "Preparation of Aggregates", of the Nevada Department of Transportation Standard Specifications for Road and Bridge Construction.

Unless otherwise approved by the Agency, Asphalt Cement shall be PG64-28NV for the full depth for all paving on this project. Asphalt binders shall conform to the requirements of Section 201 - "Bituminous Material" of the Standard Specifications.

## 1.14A COMPOSITION OF MIXTURES

Subsection 320.02.01 - "Job Control Grading Band" of the Standard Specifications, is herewith amended as follows:

1. Amend the gradation and asphalt cement content table as follows:

	Maximum Tolerance
Aggregate passing No. 4 and larger sieves	±7 percent
Aggregate passing No. 8 to 100 sieves	±4 percent
Aggregate passing No. 200 sieve	±2 percent
Asphalt content	-0.2% to +0.7% of total weight of mix

2. Delete the third paragraph of Subsection 337.04.01 – "Composition of Mixtures" of the Standard Specifications and replace as follows:

The optimum asphalt cement content shall be determined to 0.1 percent, by total weight of mix and dry weight of aggregate, in accordance with the Asphalt Institute's Manual Series No. 2 (MS-2) with a target value of |3% Air Voids for light traffic conditions (design Equivalent Single Axle Load (ESAL) < 10<sup>4</sup>) and 4% Air Voids for medium and heavy traffic conditions (design ESAL > 10<sup>4</sup>). The Contractor shall use a 75-blow Marshall mix design for all streets on this project, except a 50-blow Marshall mix design for \*medium/light traffic conditions shall be used on the following streets: \*\*. The mix design and project control samples shall conform to MS-2 Table 5.2 - Marshall Mix Design Criteria as modified in STS Table 1.14A-1.

STS Table 1.14A-1: Modified MS-2 Table 5.2 - Marshall Mix Design Criteria

	Light Traffic <sup>2</sup> Surface & Base		Medium Traffic <sup>2</sup> Surface & Base		Heavy Traffic <sup>2</sup> Surface & Bas	
Marshall Method Mix Criteria <sup>1</sup>						
Compaction, Number of Blows, Each End of Specimen	50*		50		75	
Stability (pounds)	1,200 Min.*		1,200 Min.		1,800 Min.	
Flow (0.01 inches)	8 Min.	16 Max.*	8 Min.	16 Max. <sup>(8)</sup>	8 Min.	14 Max. <sup>(8)</sup>
Air Voids (percent)	2 Min.*	4 Max.*	3 Min.	5 Max.	3 Min.	5 Max.
Voids in Mineral Aggregate (percent)	See STS Table 1.14			A-2 : MS-2	2 Table 5.	3
Voids Filled With Asphalt (percent)	70	80	65	78	65	75

#### Notes:

- All criteria, not just stability value alone, must be considered in designing an asphalt paving mix. Hot mix asphalt bases that do not meet these criteria when tested at 140 °F are satisfactory if they meet the criteria when tested at 100 °F and are placed 4 inches or more below the surface.
- 2. Traffic classifications
  - Light Traffic conditions resulting in a Design ESAL  $< 10^4$  Medium Traffic conditions resulting in a Design ESAL between  $10^4$  and  $10^6$
  - Heavy Traffic conditions resulting in a Design ESAL  $> 10^6$
- 3. Laboratory compaction efforts should closely approach the maximum density obtained in the pavement under traffic.
- 4. The Flow value refers to the point where the load begins to decrease.
- 5. The portion of asphalt cement lost by absorption into the aggregate particles must be allowed for when calculating percent air voids.
- 6. Percent air voids are calculated at the target value.
- Percent voids in the mineral aggregate are to be calculated on the basis of the ASTM bulk specific gravity for the aggregate.
- 8. Upon approval of Agency, flow may exceed the maximum value when polymer modified binders are used.
- \* Indicates modified value from MS-2 Table 5.2.

STS Table 1.14A-2: MS-2 Table 5.3 - Minimum Percent Voids in Mineral Aggregate (VMA)

	Voids Filled in Mineral Aggregate (percent), Min.					
Nominal Maximum Particle Size (inches) <sup>1, 2</sup>	Design Air Voids (percent) <sup>3</sup>					
	3.0	4.0	5.0			
No. 16	21.5	22.5	23.5			
No. 8	19.0	20.0	21.0			
No. 4	16.0	17.0	18.0			
3/8	14.0	14.0 15.0 16.0				
1/2	13.0	14.0	15.0			
3/4	12.0	13.0	14.0			
1	11.0	12.0	13.0			
1-1/2	10.0	11.0	12.0			
2	9.5	10.5	11.5			
2-1/2	9.0	10.0	11.0			

#### Notes:

- 1. Standard Specifications for Wire Cloth Sieves for Testing Purposes.
- 2. The nominal maximum particle size is one size larger than the first sieve to retain more than 10 percent.
- Interpolate minimum voids in the mineral aggregate (VMA) for design air void values between those listed.

#### 1.14B PAVING

## I SPREADING AND FINISHING

Subsections 320.03 - "Construction" and 320.05 - "Spreading and Finishing" of the Standard Specifications, are herewith amended as follows:

## 1. Add the following subsection:

**320.03.03.01 Automatic Controls.** Pavers placing the final lift of the plantmix bituminous pavement for any uniform roadway section shall be equipped with an automatic control system capable of operating in conjunction with either a ski type device of not less than 30 feet in length or a taut wire set to grade. Automatic controllers are required on each side of the paver for the final lift of the plantmix bituminous pavement.

Where a paver is matching longitudinal joints, a joint matcher ski running on automatic controls is required.

The Contractor shall furnish all equipment required and shall install all stakes and wire required for the wire system.

2. Add to the introductory paragraph of Subsection 320.05 - "Spreading and Finishing" of the Standard Specifications as follows:

Refer to STS 1.14B SPREADING AND FINISHING - Item 1, designated as Subsection 320.03.03.01 - "Automatic Controls" of the Standard Specifications, for automatic controls requirement for bituminous pavers.

3. Add to the fourth paragraph of Subsection 320.05 - "Spreading and Finishing" of the Standard Specifications as follows:

In other areas where mechanical spreading and finishing equipment is used, loose plantmix material shall not be broadcast across the mat to repair surface irregularities. Instead, the irregular surface material shall be removed and replaced with mix, which shall be placed gently on the surface and large aggregate raked off the surface and removed before rolling. At joints, bituminous material at the edges of pavement shall be pushed back off the adjoining pavement, and the edge "pinch" rolled to provide a tight, flush joint. Loose aggregate at the edges of the pavement mat shall not be pushed across the mat with the rake and rolled into the mat, but instead will be raked off the mat and removed before rolling.

4. Add the following paragraphs after the second paragraph in Subsection 320.05.02 - "Joints":

\*The Contractor shall minimize the number of transverse joints in the final lift of pavement in any particular roadway segment.

"Hot" joints are joints where adjacent paving lifts are placed during the same work shift, when previously placed pavement is relatively "hot". Joints constructed otherwise are considered "Cold" joints.

All TOP LIFT longitudinal joints shall be "Hot" joints unless otherwise approved or directed by the Agency or Design Engineer.

All "Cold" longitudinal joints directly below the TOP LIFT (final course of bituminous dense-grade pavement) shall be sawcut back a minimum of six (6) inches horizontally and to full depth of the lift, but not to exceed the depth of the lift.

For all sawcut joints, TOP LIFT or otherwise, a tack coat of asphaltic emulsion shall be applied to the contact surface prior to placement of the abutting lift.

The RTC reserves the right to sample cores directly at pavement joints to determine if workmanship (good in-place densities and absence of excessive voids and segregation) is acceptable within the joints.

#### II ACCEPTANCE

Subsection 320.06 - "Acceptance" of the Standard Specifications, is herewith amended as follows:

1. Delete the introductory paragraph and replace as follows:

Plantmix bituminous pavement shall be accepted on the basis of surface tolerance, density, thickness, surface texture, conformance with the tolerances of the job mix formula, and the Marshall properties required in this subsection and in accordance with the testing requirements of Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

2. Delete the second paragraph of Subsection 320.06.01 - "Surface Tolerances" of the Standard Specifications and replace as follows:

Surface tolerances shall be evaluated, as specified in the Bid Item, by either method as described in STS 1.14BII ACCEPTANCE - Items 3 or 4, designated as Subsection 320.06.01.01 - "Profilograph Method" and Subsection 320.06.01.02 - "12-foot Straight Edge Method," respectively.

3.

4. Add the following subsection:

## 320.06.01.02 12-foot Straight Edge Method.

a) A 12 feet long straight edge shall be used. When measured longitudinally (profile), the straight edge shall be laid on the finished surface and parallel with the centerline of the roadway. For transverse (cross section) measurements, the straight edge shall be laid in a direction transverse to the centerline and extending from edge to edge of a 12 foot traffic lane.

The RTC may use a profilograph to locate pavement surfaces which display unacceptable surface tolerance. Profilograph measurement shall be in accordance with STS 1.14BµI ACCEPTANCE - Item 3 (a), designated as a portion of Subsection 320.06.01.01 - "Profilograph Method." Once identified, the conformance criterion will remain as specified below in Item 4 (b), designated as a portion of Subsection 320.06.01.02 - "12-foot Straight Edge Method," that is, not subject to the conformance criterion listed for the profilograph method.

b) The longitudinally (profile) surface shall not vary more than 1/8 inch from the lower edge of the straightedge. The transverse (cross section) slope of the finished surface shall be uniform to a degree such that no depressions greater than 1/4 inch are present. The finished grade of the asphalt surface shall vary no more than 5/8 inch from design finished grade in both profile and cross section.

Grinding shall be done in accordance with STS 1.14B II MITIGATION - Item 3, designated as Subsection 320.07.01.01 - "Grinding for Conformance of Surface Tolerances."

5. Delete Subsection 320.06.03 - "Thickness" of the Standard Specifications and replace as follows:

**320.06.03 Thickness.** Cut samples taken in accordance with Section 336.03.04 - "Asphalt Concrete" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING shall be used to determine conformance with thickness specifications. The average thickness of cores shall be at least equal to the specified minimum thickness of the asphalt concrete pavement with no single core less than ½ inch thinner than the specified minimum thickness. Both average and single core thickness shall be compared to the specified thickness to the nearest 0.1 inch.

6. Add the following subsection:

**320.06.04 Surface Texture.** The finished texture of wearing course paving constructed using dense graded bituminous plantmix shall be dense and uniform in appearance, displaying a homogeneous distribution of fine and coarse aggregate with no apparent surface voids.

7. Add the following subsection:

**320.06.05 Job Mix Formula and Marshall Properties.** Bituminous plantmix will be tested for compliance with the job mix formula and Marshall properties on a "lot" basis. A lot is as defined in Subsection 320.06.02 - "Density" of the Standard Specifications. Each lot will be tested for job mix formula and Marshall properties compliance.

Each lot of compacted pavement will be accepted, with respect to job mix formula and Marshall properties, when test results on fresh, hot samples conform to the requirements set forth in Subsection 320.02 - "Composition of Materials" and as modified in STS 1.14 BITUMINOUS PLANTMIX, including but not limited to, Marshall air voids, stability, flow, asphalt content, and aggregate gradation. Testing shall be in accordance with Subsection 336.03.04 - "Asphalt Concrete" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

#### III MITIGATION

Subsections 320.07 - "Mitigation of Unacceptable Asphalt Concrete Pavement" and 320.09 - "Basis of Payment" of the Standard Specifications, are herewith amended as follows:

1. Add an introductory paragraph and a second paragraph for Subsection 320.07 - "Mitigation of Unacceptable Asphalt Concrete Pavement" of the Standard Specifications as follows:

320.07 MITIGATION OF UNACCEPTABLE ASPHALT CONCRETE PAVEMENT. The objective of mitigation is to assure the final pavement will meet the design service life of the roadway. Those portions of the constructed work which do not comply with contract specifications, as determined in accordance with Subsection 320.06 - "Acceptance" of the Standard Specifications and as modified in STS 1.14B<sub>II</sub> ACCEPTANCE, shall be mitigated in such a manner that the performance, service life, and maintainability expectations of the originally specified project will be achieved. Payment penalties in lieu of mitigation shall be considered as a last resort and utilized only in those cases where mitigation to achieve the expected performance, service life, and maintainability is deemed by the Agency to be not possible or practical. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches which may include combinations of various physical mitigation measures and payment penalties. The Agency, at its option, will decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory, and Contractor.

In the event pavement mitigation is necessary to correct deficiencies, the RTC may direct the Contractor to perform some or all pavement mitigation after normal business hours, at night, and/or on weekends, to minimize impacts sustained by the public, at the Contractor's own expense.

2. Amend Subsection 320.07.01 - "Unacceptable Surface Tolerance" of the Standard Specifications as follows:

**320.07.01 Unacceptable Surface Tolerances.** Unacceptable surface tolerance shall be corrected by either overlaying or grinding as directed by the Agency or Engineer. Grinding shall be done in accordance with STS 1.14B III MITIGATION - Item 3, designated as Subsection 320.07.01.01 - "Grinding for Conformance of Surface Tolerances."

Apply fog or slurry seal to ground areas after the surface tolerance specifications have been met. The Agency shall determine the type of sealant to be used.

In areas to be corrected with an overlay, grinding, followed by tack coat, may be necessary to provide a minimum 1½ inch overlay and butt joints where matching existing pavements.

3. Add the following subsection:

**320.07.01.01 Grinding for Conformance of Surface Tolerances.** The grinding machine for correcting pavement surface tolerances shall be power driven, self-propelled and specifically designed to remove, profile, smooth, and texture hot mix asphalt. The Contractor shall use a grinding machine with a wheel base of not less than 12 feet, equipped with a rotating powered mandrel drum studded with diamond blades with a cutting head not less than 3 feet wide. The grinding machine shall be equipped with an effective means for controlling dust and other particulate matter.

Do not cause strain or damage to the underlying surface of the pavement with the

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grinding machine. Do not use grinding and texturing equipment that causes ravels, aggregate fractures, spalls, or disturbance of joints.

The Contractor shall perform grinding in a longitudinal direction. A satisfactorily grind will produce a uniform textured surface over the surface areas designated for grinding.

The surface of the ground pavement shall have parallel corduroy-type texture consisting of grooves between 1/12- inch and 1/8-inch wide. The peaks of the ridges shall be approximately 1/16-inch higher than the bottom of the grooves with approximately 52 to 58 evenly spaced grooves per foot.

The Contractor shall perform additional grinding as necessary to extend the ground area laterally to the nearest lane line or edge of pavement and longitudinally to lines normal to the pavement centerline.

The Contractor shall correct areas that cannot not be brought into specified surface tolerances by abrasive grinding by both removal and replacement, or by placing an overlay of hot mix asphalt. The Contractor shall obtain approval of the exact method of correction.

Fog or slurry seal shall be applied to ground areas after the surface tolerance specifications have been met. The Agency shall determine the type of sealant to be used.

4. Delete Subsections 320.07.02 - "Unacceptable Density" and Table 1 in Subsection 320.09 - "Basis of Payment" of the Standard Specifications and replace as follows:

**320.07.02** Guideline for In-place Density/Air Voids. The RTC and the Design Engineer will consider STS Table 1.14BIII-1 or 1.14BIII-2 "Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids", as applicable for the design traffic conditions, input from the Contractor, and sound engineering analysis and judgment before requiring mitigation (i.e. removal and replacement, increased thickness, or surface treatment) and/or payment deduction (if mitigation is not practical or possible) for plantmix bituminous pavement which deviates from specification requirements. Since the matrix does not include all factors and site conditions which may affect the overall performance of the pavement, the RTC may, upon consideration of the specific circumstances, increase, reduce or waive mitigation and/or payment reduction, or combine portions of mitigation and payment reduction.

If the RTC makes a preliminary determination that mitigation, and/or payment deduction is necessary on the basis of In-place Density/Air Voids, the Contractor may submit a written request to RTC for retests. The retests shall be in accordance with Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING. The retests may be performed by the Agency's quality assurance laboratory or by any other approved, independent testing laboratory (the Contractor shall request the laboratory in writing for RTC approval).

Retests shall be undertaken at the Contractor's own expense. If the results of any retests are significantly different from initial testing, a "referee" test will be performed by an independent testing lab, which is mutually acceptable to the RTC and the Contractor. The RTC may waive the "referee" test if after consulting with the Design Engineer it is determined that the "referee" test is unnecessary. Fifty percent of the cost of "referee" tests shall be paid by the RTC and 50 percent shall be paid by the Contractor. The RTC may elect to make full payment and deduct the Contractor's 50 percent from progress or final payment to Contractor. The RTC will make a final determination regarding mitigation and/or payment reduction based upon the preponderance of test results and other factors.

5. Delete subsection 320.07.03 Unacceptable Thickness and replace as follows:

**320.07.03 Unacceptable Thickness.** Insufficient thickness not meeting the requirements of subsection 320.06.03 – "Acceptance – Thickness" – shall be mitigated as follows:

Thickness	Mitigation
4" - 3.76"	20% pay deduct for top lift paving
3.75" – 3.51"	50% pay deduct for top lift paving
≤ 3.5"	Remove top lift & replace or add a 1.5" Type 3 overlay

For mitigation purposes in this subsection, the thickness will be the average of all cores taken, and the cost of the top lift paving is \$0.60 per square foot per one inch of thickness.

The overlay mitigation option is allowable only at where there is no curb and gutter. Grinding may be necessary to eliminate the problems associated with raising of finish grade as determined by the governing Agency or Engineer, but in all cases, the perimeter of the corrective overlay shall be placed as a flush butt-joint formed by grinding of existing pavement abutting the overlay.

## 6. Add the following subsection:

**320.07.04 Unacceptable Surface Texture.** Unacceptable surface texture shall be mitigated as directed by the Agency. Required mitigation may include any necessary measures up to, and including, removal and replacement of the deficient material. If correction of surface texture results in a visually non-uniform pavement surface, the Contractor may be required to restore the pavement surface to a uniform visual appearance as directed by the Agency. Such measures shall be done at the Contractor's own expense.

## 7. Add the following subsection:

**320.07.05** Guideline for Job Mix Formula and Marshall Properties. If the compacted pavement is not in compliance with the job mix formula and all Marshall properties, mitigation shall be as directed by the Agency. Due to the complexity of the deficiency matrix, it is impossible to have a mitigation table

#### SPECIAL TECHNICAL SPECIFICATIONS

which covers all possible combinations of the deficiencies and all factors and site conditions which may affect the overall performance of the pavement; therefore, the RTC shall evaluate the deficiency on a case by case basis and may require any necessary measures ranging from payment deductions to removal and replacement of the deficient materials, or any combination of the mitigation measures.

The RTC may consider test results from the Contractor's quality control laboratory if submitted, provided that the sampling and testing are performed, using split samples with the Agency's quality assurance laboratory, in accordance with Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

## STS Table 1.14BIII-1

## Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids Light Traffic Conditions (see Note 4)

The objective of the mitigations listed on the table below is to assure the final pavement will meet the design service life of the roadway. Reductions in payment do not achieve that goal and should be considered only if mitigation is not possible or practical. The mitigation table is an attempt to provide uniformity and fairness to the evaluation process of substandard pavements. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches. The appropriate mitigation requires sound engineering analysis and judgment. The Agency will, at its option, decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory, and the Contractor.

	Marshall	In Place	Increase		Surface Seal			Remove		Payment	
	Compaction %	Air Voids % (Rice)	Thickness (Notes 7&8)		(Note 8)		Replace	(Note 8)			
	(Note 5)	(Note 6)	(11010)	3 700)							
			1"	1-1/2"	Sand Seal	Slurry Seal	Sand Blotter		100%	90%	50%
,	-	<2					X (A)			X(A)	X
	≥ 96	≥2 & ≤7							X		
		>7 & ≤ 10			X	X				X	
WEARING		> 10		X	X(A)	X(B)		X			X(A, B)
AR		≥ 4 & ≤ 7								X	
<b>∀</b> Ε.	< 96 & ≥ 93	>7 & ≤ 10		X							X
		> 10		X(A)				X			X(A)
	< 93							X			
		<2								X	X
		≥2 &≤7							X		
NG	≥ 96	>7 & ≤ 10								X	
1 ARI		> 10	X								X
VE/		≥4 & ≤ 7								X	
	<96 & ≥ 93	>7 & 10	X								X
NON-WEARING		> 10		X				X			X(A)
	< 93							X			

#### Notes:

- 1. Each 'X' represents a recommended mitigation remedy. Several X's for a single deficiency indicate alternate methods of remediation unless noted otherwise. Individual judgment must be exercised by the RTC Project Manager on each specific project.
- 2. Each 'X' labeled either (A) or (B) represents a combination of mitigation remedies listed as group (A) or group (B).
- See STS 1.14Biii MITIGATION Item 6, designated as Subsection 320.07.05 "Guideline for Job Mix Formula and Marshall Properties," for mitigation required when the compacted pavement is not in compliance with the job mix design and/or Marshall properties.
- 4. Traffic classifications:

Light Traffic conditions resulting in a Design ESAL <10<sup>4</sup>

Medium Traffic conditions resulting in a Design ESAL between 10<sup>4</sup> and 10<sup>6</sup>

Heavy Traffic conditions resulting in a Design ESAL >10<sup>6</sup>

For light traffic conditions, see Asphalt Deficiency Mitigation Matrix for Light Traffic Conditions.

- 5. The average Marshall Compaction for the lot shall be rounded to the nearest 1 percent in accordance with the procedure described in Section 336 "Inspection and Testing," of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 6. Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 "Inspection and Testing" of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete"
- 7. Increase total pavement thickness by the indicated amount using approved mix.
- 8. Mitigation may not be limited to the matrix shown on this table if the pavement is also deficient in other areas.

#### STS Table 1.14BIII-2

# Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids Medium & Heavy Traffic Conditions (see Note 4)

The objective of the mitigations listed on the table below is to assure the final pavement will meet the design service life of the roadway. Reductions in payment do not achieve that goal and should be considered only if mitigation is not possible or practical. The mitigation table is an attempt to provide uniformity and fairness to the evaluation process of substandard pavements. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches. The appropriate mitigation requires sound engineering analysis and judgment. The Agency will, at its option, decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory and the Contractor.

	Marshall Compaction %	In Place Air Voids %	Increase Thickness	S	urface Sea (Note 8)	al	Remove Replace	Payment (Note 8)		
	(Note 5)	(Rice) (Note 6)	(Notes 7&8) +1½"	Sand Seal	Slurry	Chip Seal		100%	90%	50%
			11/2	Sand Scar	Seal	Cinp Scar		10070	7070	3070
-		<3	-				X		X	X
	≥ 96	≥3 & <u>&lt;</u> 8						X		
		>8 & <u>&lt; 11</u>		X	X	X			X	
WEARING		> 11	X				X			
- KB. −		≥ 4 & <u>&lt;</u> 8	X				X		X	
VE,	< 96 & ≥ 93	>8 & <u>&lt; 11</u>	X(A)			X(B)	X		X(A)	X(B)
		> 11	X(A)				X			X(A)
-	< 93						X			
		<3					X		X	X
		≥3 & <u>&lt;</u> 8						X		
NG	≥ 96	>8 & <u>&lt; 11</u>							X	
\\		> 11	X				X			X
WE/		≥4 & ≤8							X	
×	<96 & ≥ 93	>8 & <u>&lt; 11</u>	X							X
NON-WEARING		> 11	X(A)				X			X(A)
	< 93						X			

#### Notes:

- Each 'X' represents a recommended mitigation remedy. Several X's for a single deficiency indicate alternate methods of remediation unless noted otherwise. Individual judgment must be exercised by the Engineer on each specific project.
- 2. Each 'X' labeled either (A) or (B) represents a combination of mitigation remedies listed as group (A) or group (B).
- 3. See STS 1.14BIII MITIGATION Item 6, designated as Subsection 320.07.05 "Guideline for Job Mix Formula and Marshall Properties," for mitigation required when the compacted pavement is not in compliance with the job mix design and/or Marshall properties.
- 5. Traffic classifications:

Light Traffic conditions resulting in a Design ESAL <10<sup>4</sup>

Medium Traffic conditions resulting in a Design ESAL between 10<sup>4</sup> and 10<sup>6</sup>

Heavy Traffic conditions resulting in a Design ESAL >10<sup>6</sup>

For light traffic conditions, see Asphalt Deficiency Mitigation Matrix for Light Traffic Conditions.

- 5. The average Marshall Compaction for the lot shall be rounded to the nearest 1 percent in accordance with the procedure described in Section 336 "Inspection and Testing," of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 6. Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 "Inspection and Testing" of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 7. Increase total pavement thickness by the indicated amount using approved mix.
- 8. Mitigation may not be limited to the matrix shown on this table if the pavement is also deficient in other areas.

## IV SPECIAL PAVING CONSIDERATIONS

The Contractor shall submit, at the time of traffic control submittal, a paving plan superimposed onto the striping plan to illustrate locations of paving joints in relation to striping. The paving joints in the final lift shall be located within 6" from lane stripes, unless otherwise authorized in writing by the Engineer.

Where directed by the Engineer, the Contractor shall spread blotter sand on the surface of final-lift pavement to reduce the driveway or intersection closure time and protect the pavement surface at high traffic or critical locations.

### V TACK COAT

Subsection 316.03.04 - "Application of Bituminous Materials" of the Standard Specifications, is herewith amended as follows:

Unless otherwise directed by the Design Engineer, cleaning and the application of a tack coat shall be provided between all paving courses that are not constructed in the same shift. Tack coat shall consist of asphalt emulsion, Type SS-1h, conforming to the requirements of Section 201 – "Bituminous Materials" of the Standard Specifications to the cleaned, cured surface, unless otherwise directed by the Design Engineer. The tack coat shall be applied in sufficient quantity to provide a continuous membrane over the cement modified material. No more tack shall be applied than can be covered in the same shift. Place the covering course over tack that is clean, free of tracking and adequately set.

## VI LONGITUDINAL JOINTS

This specification is developed in an effort to obtain longer pavement life by adding emphasis on longitudinal joint quality. This portion of the STS will apply for the sole purpose of assessing the bonus/penalty of this specification. The longitudinal joint result will not tie to the acceptance of the pavement. This portion of the STS, however, does not eliminate any requirement as listed in all other sections of the STS.

Bonus or Penalty for longitudinal joint applies only when the mat for the associated paving "lots" are acceptable according to STS 1.14BII Acceptance.

- 1. Testing and reporting will be performed by the quality assurance laboratory (i.e. RTC's consultant). Testing will be done on the TOP LIFT¹ only for both HOT & COLD longitudinal joints for each joint segment. Longitudinal joint segment is defined as every 1,000 feet of longitudinal joint and any remainder that is 800 feet or longer. Testing for the longitudinal joints include Thin Lift Nuclear Test and Core Test as described in the following paragraphs.
- 2. Thin Lift Nuclear Test (Nuclear Gauge Test) shall be performed as follows:
  - a) Frequency & Location Nuclear gauge readings shall be taken every 200 feet on BOTH sides of a longitudinal joint segment directly across from each other, beginning at a random location within the first 200 feet as determined by the Design Engineer.

<sup>&</sup>lt;sup>1</sup> TOP LIFT is defined as the final course of bituminous dense-grade pavement.

- b) Timing To avoid additional traffic control needed for the testing operation, nuclear gauge readings shall be taken shortly following the completion of the longitudinal joint construction.
- c) Equipment Testing shall be performed using a gauge specifically designed for asphalt testing such as a Troxler 4640B or Troxler 3450, or approved equivalent. It is not necessary that the nuclear gauge be calibrated to the mix. However, the same nuclear gauge should be used for the same longitudinal joint segment.
- d) Testing One 1-minute test is to be performed at each test location. The nuclear density testing shall be performed with the long axis of the nuclear density gauge parallel to the joint and with the nearest edge of the nuclear gauge no closer than 3 inches from the joint and no further than 4.5 inches from the joint. The footprint of the gauge shall be marked with keel or other product that clearly defines the test locations. All testing shall be performed in the same direction (i.e. up or down station).
- e) Re-Test When the test result,  $t_n$ , differs more than 4 pounds per cubic foot (pcf) from the previous test,  $t_{n-1}$ , a re-test at the previous test location is required to assure that the previous test is not in error. Both test results shall be recorded. If the re-test is within 4 pcf of the original previous test result, use the original previous test result. Otherwise, keep record of the results  $t_n$  and  $t_{n-1}$  but do not use them for any further calculations. Instead, recalibrate the thin lift nuclear gauge, resume testing beginning at the  $t_{n-1}$  location, and use the new test results.

## 3. Core Test will be performed as follows:

- a) Frequency & Location In addition to the coring required for the mat, one core test shall be performed for every longitudinal joint segment, location of which shall be determined as below:
  - Mean Joint Density (MJD) is the average of the readings of the Nuclear Gauge Test on each side of a longitudinal joint segment. The core is to be taken on the side with the lower MJD. If the MJD on both sides are equal, core on the side which was paved first.
  - ii. The core shall also be at a location where a Nuclear Gauge Test was performed and reasonably close to a core location for the mat. The core shall be centered inside of the previously marked footprint of the Nuclear Gauge Test. In no case shall the near edge of the core be closer than 3 inches from the joint.
  - iii. If coring is to occur at a location with pavement markings made of 3M tape or thermoplastic tape, adjust the core location up or down station as appropriate up to a distance of 20 feet maximum. Otherwise, remove necessary portions of the pavement markings before coring.
- b) Timing Coring at the joint shall be at the same time of coring at the mat.
- c) Equipment Same equipment as the standard core test for the mat.
- d) Testing Test procedures will be the same as the standard core test (in-place density/air voids) for the mat in accordance with STS 1.01 INSPECTION AND TESTING. Use the hot sample properties from the corresponding lot, based on the core location (i.e. stationing and which side of the joint), for calculating core test results.

- e) Re-Test Re-testing will only be allowed at the sole discretion of the RTC. If allowed, re-testing shall be at the sole cost of the Contractor and performed by a qualified third party laboratory that meets RTC's criteria for testing. The location of the additional core(s) shall be in within 5 feet up or down station from the original core and the sampling shall be witness by the Design Engineer.
- 4. When applicable, the bonus and penalty is calculated as follows:

Bonus/Penalty = 
$$\frac{\sum F_i}{N} \times A \times T \times U$$

Where

 $F = \text{Factor for individual longitudinal joint segment based on joint core results per STS Table 1.14BVI-1 or 1.14BVI-2 as applicable.$ 

N = Total number of longitudinal joint segments.

A = Total pavement area of all longitudinal joint segments (SF).

T = Thickness of the TOP LIFT (inch).

U = Unit cost of the TOP LIFT (\$/inch-SF).

For the purpose of determining Bonus/Penalty for this project, U shall be \$\*/in-SF.

STS Table 1.14BvI-1 Longitudinal Joint Segment Bonus/Penalty Factor Light Traffic Conditions (see Note 1)

Joint Core Results In-Place Air Voids % (Rice) (see Note 2)	Factor $F_i$
< 2	0%
≥ 2 & ≤ 7	+5%
> 7 & ≤ 10	0%
> 10 & ≤ 14	-5%
> 14	-50%

STS Table 1.14BvI-2 Longitudinal Joint Segment Bonus/Penalty Factor Medium & Heavy Traffic Conditions (see Note 1)

Joint Core Results In-Place Air Voids % (Rice) (see Note 2)	Factor $F_i$	
< 3	0%	
≥ 3 & ≤ 8	+5%	
> 8 & ≤ 11	0%	
> 11 & ≤ 14	-5%	
> 14	-50%	

Notes:

Traffic classifications

- Heavy Traffic conditions resulting in a Design ESAL > 10<sup>6</sup>
- Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 – "Inspection and Test" (Subsection 336.03.04 – "Asphalt Concrete").
- 5. Reporting Field data associated with longitudinal joint testing shall be submitted to the RTC within a week of the testing. The report for the longitudinal joint testing shall be submitted to the RTC within two weeks upon completion of paving for the completed section tested. If top lift paving for the entire project are to be completed within two weeks, submit the report to the RTC within two weeks upon completion of paving for the entire project. The report shall include a Paving Plan and a Longitudinal Joint Summary Sheet as described below.
  - a) The Paving Plan shall be overlaid on the Striping Plans with stationing shown. It should include, for the top lift only, the longitudinal joint locations with identification number (ID), limits of each paving path, direction of paving, and the paving lot number at the core location. The paving plan can be of as small a scale as practical.
  - b) The template for the Longitudinal Joint Summary Sheet is available from the RTC website (<a href="www.rtcwashoe.com">www.rtcwashoe.com</a>) under Streets & Highways, St & Hwy Resources. It shall be filled in with the following details:
    - i. The Longitudinal Joint Segment ID, joint type (hot lap, cold sawcut, etc.), station, side of joint (left/right in the up-station direction or north/south/west/east), individual density values measured, MJD (5 values for 1,000-foot joint segments and 4 for 800-foot joint segments) on each side of each joint segment, joint core test location, paving lot number at the core location, core Marshall Density, Rice Maximum Density, In-Place Air Voids, and the individual Longitudinal Joint Segment Bonus/Penalty Factors,  $F_i$ .
    - ii. The calculation for Longitudinal Joint Bonus/Penalty for the project shall be shown at the end of the sheet.
    - iii. For reference purpose, any re-test shall be noted to clearly identify the re-test, the unused test results, and the test result that was used in calculating the MJD.

#### 1.14C PERMANENT PATCHING

Permanent patching material shall be Type 3 PG64-22 bituminous plantmix, utilizing a 50 blow per side Marshall mix design with target air voids of 3%, and shall conform to the Standard Specifications. Permanent bituminous plantmix patches shall be a minimum depth of 4 inches on 6 inches of aggregate base or match existing section with bituminous plantmix depth up to 12 inches.

If, at any time, during a period of 1 year dating from the date of final acceptance of the project, there is any settlement of the permanent patches requiring repairs to be made, the Owner may notify the Contractor to immediately make such repairs as may be deemed necessary at the Contractor's own expense.

#### 1.16 SLURRY SEAL

Slurry seal shall conform to the requirements of Section 318 - "Slurry Seal" of the Standard Specifications, except as modified herein.

The Contractor shall submit in writing for approval a job mix formula conforming to the requirements of Subsection 318.02 – "Composition of Mixtures" of the Standard Specifications. Type \* aggregate conforming to the requirements of Subsection 200.02.06 – "Slurry Seal and Micro Surfacing Aggregate" shall be used unless otherwise specified. Asphalt emulsions shall conform to the requirements of Section 201 - "Bituminous Material" of the Standard Specifications.

Subsection 318.02 – "Materials" of the Standard Specifications, is herewith amended as follows:

- 1. Add the following to Subsection 318.06.01 "Limitations":
  - a) The slurry seal shall not be applied when precipitation is imminent or occurring.
- 2. Delete Subsection 318.07.02 "Tack Coat" in its entirety.
- 3. Add the following to Subsection 318.08.01 "General":
  - a) All workers shall have sufficient experience to perform properly the work assigned to them. The Contractor shall have an experienced crew on each spreader and any other equipment.
  - b) At least 48 hours shall elapse between top lift paving and application of a bituminous seal coat.
  - c) Immediately before commencing the slurry seal operations, all metal utility covers (including survey monuments) shall be protected by thoroughly covering the surface with an appropriate adhesive and oiled or plastic paper. No adhesive material shall be permitted to cover, seal or fill the joint between the frame and cover of the structure. Covers are to be uncovered and cleaned of slurry material by the end of the same day.
  - d) Hand tools shall be available in order to remove spillage. Ridges or bumps in the finished surface shall not be permitted. The mixture shall be uniform and homogeneous after spreading on the surface and shall not show separation of the emulsion and aggregate after setting.
  - e) Adequate means shall be provided to protect the slurry seal from damage from traffic until such time that the mixture has cured sufficiently so that the slurry seal will not adhere to, or be picked up by the tires of vehicles.

#### 1.18 PAVEMENT MARKINGS

## 1.18A PAINTED PAVEMENT MARKINGS

Permanent painted (traffic paint or epoxy paint) pavement markings shall be in accordance with Section 632 of the latest edition of "Standard Specifications for Road and Bridge Construction" published by NDOT.

## 1.18A TRAFFIC PAINT

All application methods and products shall conform to Sections 632 – "Permanent Painted Pavement Markings" and 730 – "Traffic Beads", and Subsections 729.02.01 – "General", 729.02.02 – "Packaging", and 729.03.05 – "Rapid Dry Waterborne Paint Material" of the NDOT Standard Specifications for Road and Bridge Construction for Type II traffic paint, with the following exception:

## 1. Add the following:

At least 48 hours shall elapse between application of a bituminous seal coat and permanent pavement marking.

All traffic paint shall have a minimum of 2 coats (full width of stripe) per application of the designated material placed unless otherwise directed by the RTC Project Manager or the Design Engineer's representative.

## 1.18B PAVEMENT MARKING FILM

Permanent pavement marking film (pavement marking tape or thermoplastic) shall be in accordance with Section 634 – "Pavement Marking Film", of the NDOT Standard Specifications for Road and Bridge Construction.

#### 1.18C RAISED MARKERS

## 1. Hydrant markers.

A reflective, blue street marker shall be provided to identify all fire hydrant locations. The marker shall be omnidirectional type. The marker shall be visible on approach to the fire hydrant. The marker shall be placed in accordance with Reno Fire Department Policy Appendix UFC-AP904.3.1, page AP-6.

Adhesives for raised markers shall conform to Subsection 633.02.04 - "Adhesives for Pavement Markers" of the NDOT Standard Specifications for Road and Bridge Construction.

Installation of raised markers shall conform to Subsection 633.03.01 - "Pavement Marker Installation" of the NDOT Standard Specifications for Road and Bridge Construction.

## 1.22 TRAFFIC SIGNS

## 1.22A MATERIALS

Traffic signs shall be 3M Diamond Grade (DG) 3 or 3M high intensity sheeting with a clear transparent overlay 3M 1170 or approved equal.

Street name signs shall be 3M DG3, Series 4000 or approved equal with green transparent Scotchlite Electrocut Film #1177C or approved equal. White letter and border sheeting shall be retro reflective ASTM IX 3M Diamond Grade or approved equal.

## 1.23 TRAFFIC SIGNALS

## 1.23A LOOP DETECTORS

\* The \* requires the Contractor to lay-out traffic signal loop detectors in accordance with \* standards and details. After the loop lay-out is marking in the field, the Contractor shall call \* at \* for loop lay-out inspection and approval.

\* The Contractor shall call \* at \* for traffic signal loop lay-out.

All traffic signal loop detectors shall be installed prior to the placement of the final "top" lift<sup>2</sup> of the plantmix bituminous pavement material. Placement of slurry seal or micro-surface does not negate this requirement.

## 1.23B TEMPORARY TRAFFIC SIGNAL MODIFICATIONS DURING CONSTRUCTION

The Contractor shall coordinate with and secure approval from \* (\*) of \* for any use of or changes to operation of existing traffic signal equipment during construction. The Contractor shall comply with \* requirements without additional cost to the RTC.

#### 1.24 UTILITY ADJUSTMENT

## 1.24A <u>VERIFICATION OF DEPTH</u>

Location of underground facilities shown on the plans are approximate and were not determined by field investigation. It shall be the responsibility of the Contractor to locate all existing utility structures, whether shown or not, and to notify all utility companies to verify in the field the location of their installations prior to construction. The Contractor shall protect all utility structures from damage. The expense of repair or replacement shall be borne by the Contractor (however, this in no way precludes the Contractor from recovering, from the utility company, costs to repair existing utilities which do not conform with standard specifications or details). The Contractor shall request field marking of existing utilities at least 48 hours in advance of beginning construction by calling Underground Service Alert at (800) 227-2600.

At existing underground traffic signal conduit crossings and at locations where new underground facilities cross existing facilities, the Contractor shall expose the existing facility and verify that sufficient horizontal and vertical clearance exists for the street improvements to be constructed in substantial compliance with the plans. At existing underground traffic signal conduit crossings, the Contractor shall field verify the depth of existing facilities <u>before commencing any construction</u>. At locations where new underground facilities are to be connected to existing facilities, the Contractor shall expose the existing facility and verify that the connection can be made as shown on the plans <u>before commencing any construction</u>. Any conflicts shall be brought to the Engineer's attention as soon as they are discovered.

Utility depth verification requirements will be considered incidental to \*, bid item \*.

\_

 $<sup>^{2}</sup>$  TOP LIFT is defined as the final course of bituminous dense-grade pavement.

## 1.24B <u>UTILITY MANHOLE AND VAULT ADJUSTMENT</u>

Add to Subsection 323.05 - "Utility Manholes and Vaults" of the Standard Specifications as follows:

1. "Before lowering manholes and vaults, the Contractor shall take inventory of the utilities to be adjusted. The Contractor shall record the exact location and type of utility by labeling the assembly with numbers at locations visible for verification. The labeling shall include utility site, collar, and lid to ensure proper match of hardware when utility adjustment is completed at the conclusion of the project."

The Contractor shall submit the utility inventory list to the Engineer and utility companies upon completion of utility lowering activity. The Contractor shall also keep a copy of the utility location inventory list on the project work site at all times for emergency shutoff purposes. The Contractor may post the list on the backside of the RTC Project Information sign.

## 1.24C MANHOLE PROTECTION PLAN

The Contractor shall be responsible for the protection of all manholes and valves during all phases of construction, including but not limited to, lowering and raising covers, and grouting of them. The Contractor shall verify all manholes and valves are clear of debris at the beginning of the project and notify the utility companies if otherwise.

A "Manhole Protection Plan" shall be submitted and approved by the Engineer prior to any manhole adjustments. The plan shall clearly identify how the contractor will protect ANY debris from entering the system and a detail of how the Contractor is prepared for emergency overflows. To the minimum, the plan shall include the name, phone number, and contact of the company the contractor will use in case of an emergency. Prior to performing any adjustments or grouting, the Engineer shall observe and verify the Contractor is in compliance with the "Manhole Protection Plan".

#### 1.25 SURVEY MONUMENTS

Survey monuments shall be removed prior to construction. Survey monuments shall be located and punched by a Nevada registered professional land surveyor and replaced after completion of improvements.

## 1.26 CERTIFICATES OF COMPLIANCE

The Certificate of Compliance shall be signed by the manufacturer of the material or the manufacturer of assembled materials and shall state that the materials involved conform in all respects with the requirements of the specifications for this project. A Certificate of Compliance shall be furnished with each lot of material delivered to the work and the lot so certified shall be clearly identified in the certificate.

## Materials Requiring Certificate of Compliance

- 1. Asphalt Cement
- 4. Cement
- 5. Concrete Curing Compound
- 6. Signs
- 7. Pavement Markings
- 8. Personnel certification for installation of retroreflective preformed pavement markings

## **EXHIBIT "F"**

Standard Specifications for Public Works Construction Section 100.17 "Material and Workmanship – Warranty of Corrections"

## **EXHIBIT F**

## MATERIAL AND WORKMANSHIP - WARRANTY OF CORRECTIONS

Corrections ordered in accordance with General Provision 117.00, "Material and Workmanship" for items discovered in the year following final acceptance of the project shall be warranted for a one (1) year period following acceptance by the RTC of the correction. Should the correction itself prove defective, the Contractor shall be obliged to make further correction. The warranty period on the correction shall continue to be extended for one (1) year following acceptance by the RTC of the initial or any subsequent corrective actions.

## **EXHIBIT "G"**

## RRIF Rate Schedule as of the Date of the RRIF Offset Agreement

# **REGIONAL ROAD IMPACT FEE SCHEDULE**

Land Use		North Service Area		South Service Area	
Residential	Unit	VMT	Dollars (\$279.20/VMT)	VMT	Dollars (\$272.33/VMT)
Single-Family	Dwelling	20.36	\$5,684.51	19.11	\$5,204.23
Multi-Family	Dwelling	12.97	\$3,621.22	12.18	\$3,316.98
Industrial					
General Light Industrial	1,000 GFA	6.48	\$1,809.22	6.08	\$1,655.77
Manufacturing	1,000 GFA	5.14	\$1,435.09	4.82	\$1,312.63
Warehouse	1,000 GFA	2.27	\$633.78	2.13	\$580.06
Mini-Warehouse	1,000 GFA	1.97	\$550.02	1.85	\$503.81
Commercial/Retail					
Commercial/Retail	1,000 GFA	29.43	\$8,216.86	27.63	\$7,524.48
Eating/Drinking Places	1,000 GFA	29.43	\$8,216.86	27.63	\$7,524.48
Casino/Gaming	1,000 GFA	60.17	\$16,799.46	56.48	\$15,381.20
Office and Other Services					
Schools	1,000 GFA	16.83	\$4,698.94	15.80	\$4,302.81
Day Care	1,000 GFA	16.83	\$4,698.94	15.80	\$4,302.81
Lodging	Room	4.38	\$1,222.90	4.11	\$1,119.28
Hospital	1,000 GFA	14.01	\$3,911.59	13.15	\$3,581.14
Nursing Home	1,000 GFA	8.68	\$2,423.46	8.14	\$2,216.77
Medical Office	1,000 GFA	45.47	\$12,695.22	42.68	\$11,623.04
Office and Other Services	1,000 GFA	12.73	\$3,554.22	11.95	\$3,254.34
Regional Recreational Facility	Acre	1.02	\$284.78	0.96	\$261.44

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**Meeting Date:** 4/18/2025 **Agenda Item: 4.3.2** 

To: Regional Transportation Commission

From: Jeff Wilbrecht, Engineering Manager

SUBJECT: Regional Road Impact Fee Offset Agreement with 5 Ridges Development Company, Inc.

### **RECOMMENDED ACTION**

Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, the City of Sparks, and 5 Ridges Development Company, Inc., for RRIF Waivers for offset-eligible improvements to be made for the widening and intersection modifications along Highland Ranch Parkway between Pyramid Highway and the 5 Ridges Parkway.

### **BACKGROUND AND DISCUSSION**

Under the RRIF Program, developers who construct or dedicate improvements contained in the RRIF Capital Improvement Plan (CIP) will be credited for these contributions in RRIF Waivers. To do this, the developer must enter into a RRIF Offset Agreement that will be approved by both the RTC and the local government. The RRIF Offset Agreement specifically identifies the proposed improvements, estimated RRIF waivers that will be earned, and requirements for quality control/quality assurance testing, and the duties and responsibilities of each party. The RRIF Offset Agreement being authorized by this action will result in an estimated \$6,726,290 in RRIF Waivers being issued to 5 Ridges Development Company, Inc.

### FISCAL IMPACT

No fiscal impact will result from this action. The amount of RRIF waivers to the developer will be based on Offset-Eligible Costs equal to, or less than, impact fees owed for all or a portion of the land uses within the Development of Record.

### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# Highland Ranch Parkway 5 Ridges Parkway to Pyramid Highway Roadway Widening and Intersection Improvement

### OFFSET AGREEMENT Offset Agreement # 513012

### **BETWEEN**

## THE REGIONAL TRANSPORTATION COMMISION A special purpose unit of the Government

And

CITY OF SPARKS a Municipal Corporation

And

5 Ridges Development Company, Inc. Developer of Record

For

5 Ridges Development of Record

**North Service Area** 

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### **EXHIBITS**

EXHIBIT "A"	Section X of the Regional Road Impact General Administrative Manual, Current Edition
EXHIBIT "B"	Legal Description of the Development of Record
EXHIBIT "C"	Offered Improvements Application, Land Use, and Submittals
EXHIBIT "D"	Letter of Approval
EXHIBIT "E"	Developer of Record QA/QC Program RTC Special Technical Specifications for Regional Road Impact Fee Projects
EXHIBIT "F"	Standard Specifications for Public Works Construction Section 100.17 "Material and Workmanship – Warranty of Corrections"
EXHIBIT "G"	RRIF Rate Schedule as of the Date of the RRIF Offset Agreement
EXHIBIT "H"	Interim RRIF Waiver Request Schedule

### **OFFSET AGREEMENT**

This Offset Agreement ("Offset Agreement") is entered by and between the REGIONAL TRANSPORTATION COMMISSION (hereinafter designated "RTC"), a special purpose unit of Government; CITY OF SPARKS, a municipal corporation, (hereinafter designated "Local Government"); and 5 Ridges Development Company, Inc. (hereinafter designated "the Developer of Record").

### 1. General

- Ordinance, Manual and CIP. The City of Sparks, the City of Reno, Washoe County, and RTC have entered into an Interlocal Cooperative Agreement for the purposes of implementing the Regional Road Impact Fee ("RRIF") Program. The Participating Local Government has passed a Regional Road Impact Fee Ordinance ("Ordinance") to implement the RRIF. RTC and the Participating Local Government have adopted the Regional Road Impact Fees General Administrative Manual, Current Edition ("Manual"), specifying the provisions and procedures for administration of the RRIF, as well as the Regional Road Impact Fee System Capital Improvement Plan ("CIP") Current Edition, identifying the regional streets and improvements which shall be constructed in whole or in part with funds generated from the RRIF. The terms and provisions of the Manual and the CIP are incorporated herein by reference as if fully set forth. All capitalized terms not otherwise defined herein shall have the definitions and meanings as used in the Ordinance, Manual and CIP. Amendments approved by the RTC and local governments are incorporated by reference to the same extent as if set forth in full herein.
- Basis for this Offset Agreement. The parties intend this Offset Agreement to be an Offset Agreement as provided in Section X of the Manual, to provide for waivers of Regional Road Impact Fees ("RRIF Waiver") in exchange for contributions of Offered Improvements (which may include right-of-way ("ROW") dedication), which may then be used to offset Regional Road Impact Fees which would otherwise be chargeable to the Developer of Record's Development of Record. Section X of the Manual contains specific provisions pertaining to Waivers and is attached hereto and incorporated herein as Exhibit "A".
- 1.3 <u>Effective Date of Offset Agreement.</u> This Offset Agreement shall be binding and effective as of the last date of execution below.
- 1.4 <u>Eligibility of Offered Improvements.</u> The Offered Improvements have been identified by the Local RRIF Administrator as being included in the Exhibit "C" of the CIP, titled North Capital Improvement Plan.

### 2. The Development of Record and Offered Improvements.

2.1 <u>Description of the Development of Record.</u> The Development of Record for which the RRIF Waivers shall be issued is known as 5 Ridges. The Developer of Record owns or is the agent for the record

owners of the entire Development. The legal description of the Development of Record is attached as Exhibit "B." A site plan and narrative description of the Development of Record, including the proposed land uses and units of development is described in Exhibit "C".

### 2.2 **Offered Improvements.**

- 2.2.1 <u>Description of Offered Improvements.</u> The Developer of Record has submitted an application shown herein as Exhibit "C" describing the specific Offered Improvements which the Developer of Record proposes to construct and/or dedicate. The Offered Improvements are generally described as capital improvements and ROW dedication associated with installation of a traffic signal at Highland Ranch Parkway and Five Ridges Parkway, intersection improvements at Pyramid Highway and Highland Ranch Parkway, widening of Highland Ranch Parkway, and dedication of ROW necessary to complete widening of Highland Ranch Parkway between Pyramid Highway and Five Ridges Parkway. The RTC RRIF Administrator and Local RRIF Administrator have approved the application, subject to the limitations set forth in the letter of approval incorporated herein as Exhibit "D".
- 2.2.2 Completion and Acceptance of Offered Improvements. Unless extended by written consent of the RTC RRIF Administrator, all Offered Improvements, shall be commenced within 6 months of the date of the date of the Offset Agreement, and completed in substantial conformance with approved plans within two (2) years of the date of the Offset Agreement. This Offset Agreement shall terminate and be of no further force or effect if the Offered Improvements are not commenced within one (1) year of the date of the Offset Agreement. The time for completion may be extended by written consent of the RTC RRIF Administrator and the Local RRIF Administrator one time for not more than one (1) year, upon a written request for extension submitted not less than ninety (90) days prior to expiration of the originally agreed time for completion. Additional extensions of the time for completion shall require an amendment to this Offset Agreement pursuant to Section 4.2. The Offered Improvements shall be accepted by the Local RRIF Administrator and the RTC RRIF Administrator upon correction by the Developer of Record of any identified deficiencies to the satisfaction of the Local RRIF Administrator and the RTC RRIF Administrator. Acceptance of the Offered Improvements by the Local RRIF Administrator and the RTC shall not be unreasonably withheld. Any real property the Developer of Record proposes to offer for dedication pursuant shall be valued pursuant to the provisions of Section X.F.2.c.(2) of the Manual.
- 2.2.3 <u>Design and Construction Standards.</u> All design and construction of the Offered Improvements shall be in accordance with the latest edition of the Standard Specifications as of the date of this agreement for Public Works Construction ("Standard Specifications"), including any addenda, as adopted by the Participating Local Government and modified by the Special

Technical Specifications ("STS") as prepared by RTC and contained herein as part of Exhibit "E". Additionally, all design and construction of Offered Improvements shall be in accordance with all policies of the RTC, including the latest version as of the date of this agreement of the following: Policy for the Street and Highway Program and RRIF CIP all incorporated herein as if fully set forth. In the case of conflicting standards, the conflict shall be brought to the immediate attention of the RTC RRIF Administrator who shall, in conjunction with the Local RRIF Administrator, resolve the discrepancy within five (5) working days.

- 2.2.4 Quality Assurance/Quality Control (QA/QC). In making the Offered Improvements, the Developer of Record shall institute a QA/QC Program following the requirements of the Standard Specifications and meeting the requirements of Exhibit "E". The Developer of Record may utilize an alternate QA/QC Program with the approval of the RTC RRIF Administrator and Local RRIF Administrator.
- 2.2.5 <u>Warranty.</u> The Developer of Record shall warrant all materials and workmanship of the Offered Improvements in accordance with the provisions of the latest edition of the Standard Specifications. The Developer of Record is directed in particular to Section 117.00 which is contained herein as Exhibit "F".

### 3. RRIF Waivers.

- 3.1 <u>The Developer of Record and Development of Record.</u> The Developer of Record is the party to whom all RRIF Waivers earned under this Offset Agreement shall be issued. RRIF Waivers earned under this Offset Agreement may not be applied outside of the Development of Record.
- 3.2 **RRIF Waivers are Personal Assets of The Developer of Record.** The parties agree that all RRIF Waivers received pursuant to this Offset Agreement shall be the personal assets of the Developer of Record.
- Calculation of RRIF Waiver. RRIF Waivers will be expressed in dollars upon the final RRIF Waiver determination pursuant to Section 3.5. RRIF Waivers may be utilized to pay Regional Road Impact Fees which would otherwise be due for development within a Development of Record. To the extent RRIF Waivers are utilized for units of development and land uses in strict conformance with Exhibits "B-1" and "B-2," RRIF Waivers earned shall be applied as if a Building Permit (or Certificate of Occupancy, whichever applies) were granted for each such unit of development as of the date of this Offset Agreement, notwithstanding that actual construction of such unit of development occurs thereafter. For sake of clarity, it is the parties' intent that Regional Road Impact Fees for all future development within the Development of Record which is conducted in conformity with Exhibit "B" shall be "grandfathered in" at the RRIF rates existing as of the date of this Offset Agreement, up to the total amount identified in the Notice of RRIF Waiver. The rates existing as of the date of this Offset Agreement are attached hereto as Schedule 1. To the extent units of development or land uses are changed from the uses

summarized in Exhibit "C," or the legal description of the Development of Record is modified from the description set forth in Exhibit "B", earned RRIF Waivers may be used within the Development of Record for such development, but the RRIF Waivers must be utilized at the then-current Regional Road Impact Fee rate as of the date of issuance of the Building Permit for each unit of development.

- 3.4 **RRIF Waiver Usage and Transferability.** The usage and transferability of RRIF Waivers earned under this Offset Agreement are as follows:
  - 3.4.1 RRIF Waivers earned under this Offset Agreement may be used to pay for up to 100% of the Regional Road Impact Fees due as the result of development within the Development of Record.
  - 3.4.2 RRIF Waivers earned under this Offset Agreement may not be used to pay for Regional Road Impact Fees due as a result of development outside of the Development of Record.
  - 3.4.3 RRIF Waivers earned under this Offset Agreement are transferable to a third party, provided that all RRIF Waivers earned under this Offset Agreement may only be used to pay for Regional Road Impact Fees due as a result of development within the Development of Record.
- 3.5 <u>Interim RRIF Waivers.</u> The Developer of Record shall be entitled to apply for and receive Interim RRIF Waivers for satisfactorily completed portions of the Offered Improvements (including Right of Way) according to the schedule at Exhibit "G". This provision shall in no way be construed as constituting acceptance in whole or part of any of the Offered Improvements. To the extent that Offered Improvements are ultimately not accepted, or if the Developer of Record is otherwise in material default under this Offset Agreement, the Developer of Record shall pay the actual Regional Road Impact Fees which would have otherwise been due had the Developer of Record not utilized Interim RRIF Waivers.
- 3.6 <u>Final RRIF Waiver Determination</u>. The final determination of RRIF Waivers shall be calculated by the RTC RRIF Administrator after consultation with the Local RRIF Administrator within thirty (30) calendar days of final acceptance of the Offered Improvements by the RTC RRIF Administrator and the Local RRIF Administrator and submission by the Developer of Record of all documentation required by the RTC RRIF Administrator to make said final determination. The RTC RRIF Administrator shall issue a written instrument identifying the amount of the RRIF Waivers to the Developer of Record within three (3) working days of the earlier to occur of the following:
  - 3.6.1 the date the appeal period of the final determination expires pursuant to Article XII of the RRIF GAM;
  - 3.6.2 the date the Developer of Record waives in writing the appeal period, or;
  - 3.6.3 in the event of an appeal pursuant to Article XII of the RRIF GAM, the date of a final decision on all issues on appeal.
- 3.7 <u>Expiration of RRIF Waivers</u>. RRIF Waivers shall not expire and may be used in perpetuity to pay Regional Road Impact Fees which would otherwise be due as a result of development within the Development of Record.

- 4. **Miscellaneous** The parties further agree as follows:
  - 4.1 Governing Law: Venue. This Offset Agreement is being executed and delivered in Washoe County, Nevada, and is intended to be performed in the State of Nevada, and the laws of Nevada shall govern the validity, construction, enforcement and interpretation of this Offset Agreement. Venue for any legal action arising out of this Offset Agreement shall be in Washoe County, Nevada.
  - Entirety and Amendments. This Offset Agreement embodies the entire Offset Agreement between the parties and supersedes all prior negotiations, agreements and understandings, if any, relating to the Property, and may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought, provided that nothing contained in Subsection 4.2 shall be interpreted to change, amend or modify the conditions of the Development of Record approval by the Participating Local Government. No oral statements or representations made before or after the execution of this Offset Agreement regarding the subject matter of this Offset Agreement are binding on any party, nor may any such oral statements or representations be relied on by a party.
  - 4.3 <u>Invalid Provisions</u>. If any provision of this Offset Agreement is held to be illegal, invalid, unenforceable under present or future laws, such provision shall be fully severable. The Offset Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Offset Agreement. The remaining provisions of the Offset Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Offset Agreement.
  - 4.4 Parties Bound and Assignment. The Offset Agreement shall be binding upon and inure to the benefit of the parties, and their respective heirs, personal representatives, successors and assigns. The Developer of Record may assign RRIF Waivers which have been calculated pursuant to Section 3.6 to a successor developer or developers, provided however, that such RRIF Waivers may only be utilized to offset Regional Road Impact Fees which would otherwise be due as a result of development within the Development of Record.
  - 4.5 <u>Further Acts.</u> In addition to the acts recited in this Offset Agreement to be performed, the parties agree to perform, or cause to be performed, any and all further acts as may be reasonably necessary to consummate the obligations contemplated hereby.
  - 4.6 <u>Headings</u>. Headings used in this Offset Agreement are used for reference purposes only and do not constitute substantive matter to be considered in construing the terms of this Offset Agreement.
  - 4.7 <u>Notice</u>. All notices given pursuant to this Offset Agreement shall be in writing and shall be given by personal delivery, by facsimile transmission, by United States mail or by United States express mail or other established express delivery service (such as Federal Express), postage or delivery charge prepaid, addressed to the appropriate party at the address set forth below:

#### REGIONAL TRANSPORTATION COMMISSION

**Engineering Department** 

Attn: Jeff Wilbrecht, P.E. 1105 Terminal Way, Suite 108 Reno, Nevada 89502 (775) 348-0171

#### THE CITY OF SPARKS

Engineering Services Attn: Amber Sosa, P.E. PO Box 857 Sparks, Nevada 89432-0857 (775) 353-5555

### **Developer of Record**

5 Ridges Development Company Inc. Attn: Blake Smith 1 East Liberty Street, Suite 444 Reno, NV 89501 (775) 823-1405 Blake@s3devco.com

The persons and address to whom notices are to be given may be changed anytime by any party upon written notice to the other party. All notices given pursuant to this Offset Agreement shall be deemed given upon receipt.

- Receipt Defined. For the purposes of this Offset Agreement, the term "receipt" shall mean any of the following: (a) the date of delivery of the notice or other document as shown on the return receipt; (b) the date of actual receipt of the notice or other document; or (c) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of: (i) the date of the attempted delivery or refusal to accept delivery; (ii) the date of the postmark on the return receipt; or (iii) the date of receipt of notice of refusal or notice of non-delivery by the sending party.
- 4.9 <u>Due Authorization</u>. The parties agree that they have the legal authority to enter into this Offset Agreement and the undersigned officer, representative or employee represents that he or she has the authority to execute this agreement on the behalf of the party represented.
- 4.10 <u>Indemnification</u>. Developer of Record shall indemnify, defend and hold harmless the RTC and the Participating Local Government, their offices, officials, employees and volunteers, from any and all costs, liabilities, damages, claims, demands, suits, action, attorneys, fees, or expenses of any kind ("claims") that arise out of, or are in way related, in whole or in part to the negligence or misconduct, or acts or omissions, of the Developer of Record, its officers, agents, employees, members, volunteers, contractors and anyone else for whom it is legally liable, while performing or failing to perform Developer of Record's duties under this Offset Agreement. Said indemnification excludes any claims to

the extent caused by the negligence or willful misconduct of the RTC and /or the Participating Local Government. The Developer of Record's obligations set forth in this Section shall expire and terminate as to any claims based on, related to, arising from or in connection with the Offered Improvements' failure to comply with the Standard Specifications on the date of expiration of the applicable warranty period provided in Section 2.2.5 above.

- 4.11 <u>Termination of Offset Agreement</u>. This Offset Agreement may be unilaterally terminated by the RTC RRIF Administrator if twelve (12) consecutive months elapse without reasonable progress being made on the Offered Improvements. In the event of any such termination, Interim RRIF Waivers must be immediately surrendered or repaid in accordance with Section 3.5.
- 4.12 <u>Future Development Approvals.</u> The Participating Local Government agrees that future development approvals for the Development of Record shall not be denied on the basis of the policy level of service being exceeded on the Offered Improvements.

In Witness Whereof, the parties have executed this Offset Ag	greement on theday	of, 2025.
REGIONAL TRANSPORTATION COMMISSION A Special Purpose Unit of Government		
By:Bill Thomas, AICP, Executive Director		
STATE OF NEVADA ) ) ss COUNTY OF WASHOE )		
The above-instrument was acknowledged before me thisBill Thomas, AICP, Executive Director of the Regional Trans	day ofsportation Commission.	, 2025, by
Notary Public		
CITY OF SPARKS A Municipal Corporation	APPROVED AS TO	O LEGAL FORM:
By:Ed Lawson, Mayor	By:City Attorney	
STATE OF NEVADA ) ) ss		
COUNTY OF WASHOE )		
The above-instrument was acknowledged before me this Ed Lawson, Mayor of the City of Sparks, Nevada.	day of	, 2025 by
Attest by City Clerk:		
City Clerk		

DEVELOPER OF RECORD:		
By:Blake Smith		
STATE OF NEVADA ) ) ss COUNTY OF WASHOE )		
The above-instrument was acknowledged before me this	day of	, 2025 by
·		
Notary Public		

# EXHIBIT "A" (Section X of the Regional Road Impact Fees General Administrative Manual, Current Edition)

- thirty (30) days of receiving the approved Offset Agreement from the RTC RRIF Administrator. If the RTC RRIF Administrator does not receive the signed Offset Agreement within thirty (30) days, the application for RRIF Waivers will be deemed withdrawn.
- 8. Unless an executed Offset Agreement expressly provides otherwise, i.e. if interim RRIF Waivers are authorized in the Offset Agreement, RRIF Waivers will not be approved in a Notice of RRIF Waivers until all Offset-Eligible Improvements have been completed and, if applicable, dedicated to the RTC or the affected Participating Local Governments as provided in the Offset Agreement.
- Land dedications accepted as an Offset-Eligible Improvement must be accompanied by the following documentation prior to issuance of a Notice of RRIF Waiver, as provided below:
  - a. The delivery to the appropriate governmental body of an irrevocable offer of dedication, with sufficient funds to pay all costs of transfer of title including recording.
  - b. The escrow of taxes for the current year or the payment of said taxes for the year.
  - c. The issuance of a title insurance policy subsequent to recording of the deed and escrow of taxes.
- 10. Unless expressly provided otherwise in an Offset Agreement, it is the responsibility of the Developer of Record to submit sufficient documentation to the RTC RRIF Administrator to establish that the terms of the Offset Agreement have been met.
- 11. Once the RTC RRIF Administrator has made a determination that the terms of the Offset Agreement have been met, the RTC RRIF Administrator will issue a Notice of RRIF Waiver to the Developer of Record.
- D. Contents of Applications for RRIF Waivers
  - The application for RRIF Waivers must contain the information and documentation required by this Section and sufficiently identify and describe the Offered Improvements which otherwise would have been built by the RTC with collected RRIF Fees.
  - 2. Each application for RRIF Waivers must contain the following:
    - a. The name of the Developer of Record offering to make Offset-Eligible Improvements and requesting RRIF Waivers.
    - b. The contribution, payment, construction, or land dedication which will constitute the Offered Improvements and the legal description or

- other adequate description of the project or development, referred to and the Development of Record, to which the Offered Improvements are related
- c. The name, address, phone number, fax number, email address and a contact person of the Developer of Record.
- d. The name, Local Government File Number, and three copies of the site plan of the Development of Record.
- e. List of approved land uses and the estimated RRIF Fees for those uses within the Development of Record.
- f. Name, address, phone number, fax number, email address and contact person of the Engineer of Record.
- g. The proposed plans and specifications for the specific construction prepared and certified by a duly qualified engineer, registered and licensed in the State of Nevada.
- h. When a Developer of Record offers to dedicate right-of-way, they shall present:
  - (1) Preliminary Title Report.
  - (2) Copy of Dedication Map containing proposed dedication.
  - (3) Documentation sufficient to establish the applicant's opinion of value of property to be offered for dedication, as provided in Section X.
- i. Sufficient documentation to verify the costs of the Offered Improvements, in accordance with Section X.

### E. Contents of Offset Agreements

- No dedication or construction project may be accepted in exchange for RRIF Waivers except pursuant to an Offset Agreement, which must include the following:
  - a. The projected costs for the Offered Improvements, based on the valuation provisions of Section X, including provisions for verifying costs and facilitating changes in costs or plans.
  - b. The time by which the construction of the Offered Improvements shall be paid, completed, or dedicated and any provisions for extensions thereof.
  - c. The proposed amount in dollars and land uses of RRIF Waivers, based on the estimated costs of the Offered Improvements.

- d. The terms and conditions that must be met before the RTC RRIF Administrator will issue a Notice of RRIF Waiver, in accordance with the provisions of this Manual.
- e. RRIF Waivers shall be limited to use for the payment of RRIF Fees associated with the Development of Record listed in the Offset Agreement. RRIF Waivers shall not expire.
- f. RRIF Waivers shall be assigned to offset the RRIF Fees within the Development of Record pursuant to the Offset Agreement.
- g. If the designated land uses for the Development of Record identified in the Offset Agreement change, the remaining waivers shall be reassessed as outlined in the provisions in Section X.A.
- h. A provision requiring that all Offset-Eligible Improvements accepted will be in accordance with RTC requirements and standards.
- i. Any labor, work safety, prevailing wage, or other applicable laws or regulations with which the Developer of Record must comply.
- j. Such other terms and conditions agreed to by the parties.
- 2. Any changes to an Offset Agreement approved by the RTC Board, other than those addressed in Section X.F, will require an amendment to the Offset Agreement using the same procedures as its original approval.

### F. Calculation of RRIF Waivers.

- 1. Eligibility.
  - a. RRIF Waivers may be approved only for Offset-Eligible Costs, which are limited to the costs the RTC otherwise would have incurred for RRIF Capital Improvements.
  - b. RRIF Waivers may be provided only pursuant to a valid Offset Agreement, executed according to the provisions of this Manual.
  - c. Offset-Eligible Costs are available for RRIF Waivers only if associated with Offset-Eligible Improvements that meet design standards approved by the RTC and the affected Participating Local Government, and only to the extent such costs do not exceed the scope of the project as planned by the RTC and reflected in the RRIF Capital Improvements Plan or as described in the applicable Offset Agreement.

### 2. Valuation.

a. RRIF Waivers approved by the RTC pursuant to a Notice of RRIF Waivers will be based on, and may not exceed, the actual verified costs of the dedication or construction of the Offset-Eligible

- Improvements accepted by the affected Participating Local Government.
- b. The RTC will not approve RRIF Waivers in excess of the RRIF Fees owed for a Development of Record as of the date of the applicable Offset Agreement.
- c. The amount of RRIF Waivers shall be calculated as follows:
  - (1) Construction of Facilities and Provision of Equipment. The RRIF Waivers may not exceed the actual cost of construction or equipment, as evidenced by receipts and other sufficient documentation provided by the developer of the public facility and verified by the RTC RRIF Administrator. Actual costs shall be based on local information for similar improvements; may include the cost of construction, planning feasibility, alignment studies, plan-line studies, preliminary engineering, relevant geotechnical, environmental and cultural resource studies, permitting, the cost of all lands, property, rights, easements, and franchises acquired, construction financing charges, plans and specifications, surveys, engineering and legal services, construction inspection and testing, and all other expenses necessary or incident to determining the feasibility or practicability of such construction.
  - (2) Dedication of Land.
    - (a) If the land in question is subject to a valid agreement, zoning approval or development approval, which established a valuation or prescribes a method of valuation, the agreement, zoning approval or development approval shall control.
    - (b) If the dedication is made pursuant to a condition of discretionary zoning or development approval, the value of the land shall be determined as of the date immediately preceding the discretionary development approval. The value shall be based upon the condition of the property and the regulatory zoning in place immediately prior to the discretionary approval.
    - (c) Valuation shall be based on the fair market value of the land upon execution of the Offset Agreement by the Developer of Record or final approval of the proposed Offset Agreement by the RTC Board or the governing bodies of the affected Participating Local Government, whichever is earlier.
- d. All changes in the estimate of Offset-Eligible Costs or to the approved plans and specifications (prior to or after execution of an Offset Agreement), shall require approval of the RTC RRIF Administrator. The applicant shall provide the RTC RRIF Administrator copies of all contracts or agreements made for design

services, construction, or engineering during construction within fifteen (15) days after their execution.

### G. Usage of RRIF Waivers.

- Participating Local Governments shall waive RRIF Fees otherwise owed either at the time of issuance of a building permit or issuance of the Certificate of Occupancy, as the case may be, if the RTC RRIF Administrator has issued a Notice of RRIF Waiver for the Development of Record.
- 2. RRIF Waivers may be used to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.
- 3. RRIF Waivers may not be used to pay for RRIF Fees due as a result of development outside of the Development of Record.
- 4. RRIF Waivers are transferable to a third party. To transfer RRIF Waivers, the current holder of RRIF Waivers will notify RTC through the RRIF Automation Program of the amount of RRIF Waivers to be transferred and the name and contact information of the third party. RRIF Waivers will be subtracted from the current holder's account and transferred to a new account in the name of the third party.
- 5. Upon transfer, RRIF Waivers may be used by the transferee to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.

## XI. UNEXPIRED CREDITS APPROVED PRIOR TO THE 5<sup>th</sup> EDITION RRIF GAM/CIP (3/2/2015) UPDATE

- A. Applicability. This Section applies to CCFEAs and to CCFEA Credits issued pursuant to such CCFEAs.
- B. Intent. It is the intent of the RTC Board, and affected Participating Local Governments, to carry forward the policies and understanding in place when CCFEAs were entered into, prior to the changes to the adoption of the 5<sup>th</sup> Edition RRIF GAM/CIP. Therefore, to the extent possible and practical, outstanding CCFEA Credits may be used or transferred as provided prior to adoption of the 5<sup>th</sup> Edition RRIF GAM/CIP, as provided in this Section and in accordance with the terms of valid, unexpired CCFEAs.
- C. CCFEA Credit Usage.
  - 1. The transferability and usage of CCFEA Credits issued pursuant to a valid, unexpired CCFEA are as follows:
    - a. CCFEA Credits may be used by the Developer of Record to pay for up to 100% of the Regional Road Impact Fees on any

# EXHIBIT "B" (Legal Description of the Development of Record)

### LEGAL DESCRIPTION FOR 5 RIDGES DEVELOPMENT – RRIF

All that certain real property situate within a portion of the Northeast One-Quarter (NE 1/4) of Section Eight (8), and withing a portion of Section Nine (9), Township Twenty (20) North, Range Twenty (20) East, Mount Diablo Meridian, City of Sparks, County of Washoe, State of Nevada, and being more particularly described as follows:

BEGINNING at the Northeast corner of said Section Nine (9);

THENCE departing said corner and along the East line of said Section Nine (9), South 05°43'28" West a distance of 2702.52 feet to the One-Quarter (E 1/4) corner of said Section Nine (9);

THENCE departing said corner and continuing along said East line, South 00°57'20" West a distance of 1318.47 feet;

THENCE departing said East line, North 88°59'14" West a distance of 189.28 feet to the Northerly right-of-way of Highland Ranch Parkway per Deed of Dedication, recorded on July 22, 1998, as Document No. 2233408, filed in the Official Records of Washoe County, Nevada, also being the beginning of a non-tangent curve to the left;

THENCE along said Northerly right-of-way the following nine (9) arcs, courses and distances:

- 1. From a radial line which bears South 60°03'28" West, 815.04 feet along the arc of a 530.00 foot radius curve through a central angle of 88°06'38";
- 2. South 61°56'50" West a distance of 126.45 feet to the beginning of a tangent curve to the right;
- 3. 90.68 feet along the arc of a 570.00 foot radius curve through a central angle of 09°06'56";
- 4. South 71°03'46" West a distance of 254.89 feet to the beginning of a tangent curve to the left;
- 5. 279.50 feet along the arc of a 630.00 foot radius curve through a central angle of 25°25'08";
- 6. South 45°38'38" West a distance of 300.00 feet to the beginning of a tangent curve to the right;
- 7. 453.78 feet along the arc of a 570.00 foot radius curve through a central angle of 45°36'49";
- 8. North 88°44'33" West a distance of 300.00 feet to the beginning of a tangent curve to the left;
- 9. 204.29 feet along the arc of a 630.00 foot radius curve through a central angle of 18°34'44" to the North-South Center of Section line of said Section Nine (9);

THENCE departing said Northerly right-of-way and along said Center of Section line, North 03°39'01" East a distance of 1861.37 feet to the Center One-Quarter (C 1/4) corner of said Section Nine (9);

THENCE departing said corner and along the East-West Center of Section line of said Section Nine (9), North 89°22'41" West a distance of 2681.24 feet to the West One-Quarter (W 1/4) corner of said Section Nine (9);

THENCE departing said corner and along the West line of said Section Nine (9), North 03°13'42" East a distance of 1105.42 feet to the North One-Sixteenth (N 1/16) corner common to said Sections Eight (8) and Nine (9);

### LEGAL DESCRIPTION FOR 5 RIDGES DEVELOPMENT – RRIF

THENCE departing said corner along the South line of Government Lot 1 of said Section Eight (8) per the Bureau of Land Management Dependent Resurvey Plat, dated February 25, 1980, North 88°55'45" West a distance of 1336.36 feet to the Northeast One-Sixteenth (NE 1/16) corner of said Section Eight (8);

THENCE departing said corner and along the West line of said Government Lot 1, North 02°06'40" East a distance of 1139.50 feet to the East One-Sixteenth (E 1/16) corner of said Government Lot 1;

THENCE departing said corner and along the North line of said Section Eight (8), South 87°27'56" East a distance of 1357.73 feet to the Northeast corner of Section Eight (8);

THENCE departing said corner and along the North line of said Section Nine (9), North 85°31'38" East a distance of 2721.07 feet to the North One-Quarter (N 1/4) of said Section Nine (9);

THENCE continuing along said North line, North 85°31'42" East a distance of 2721.46 feet to the POINT OF BEGINNING;

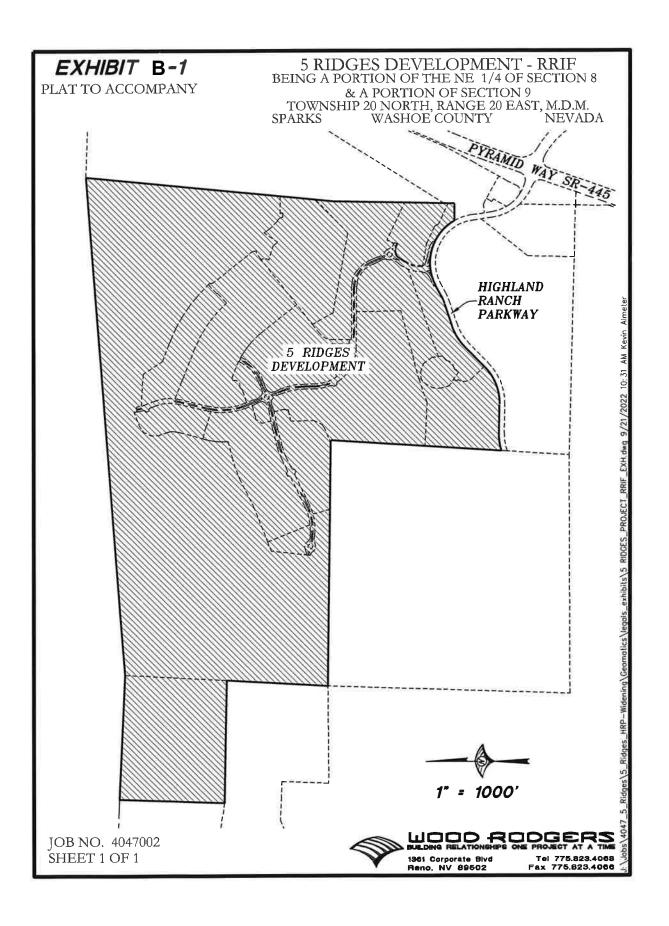
Containing 421.59 acres of land, more or less.

See Exhibit "B-1", Plat to Accompany, attached hereto and made a part hereof.

Prepared by: Wood Rodgers, Inc. 1361 Corporate Blvd. Reno, NV 89502

9-21-22

Kevin M. Almeter, P.L.S. Nevada Certificate No. 19052



## **EXHIBIT "C"**(Offered Improvements Application, Land Use, and Submittals)



February 24, 2025 FINAL DRAFT

Mr. Jeffrey Wilbrecht Engineering Manager Regional Transportation Commission of Washoe County 1105 Terminal Way Reno, NV 89502

**RE:** RRIF Offset Application

Highland Ranch Parkway (5 Ridges Parkway to Pyramid Highway)

Dear Jeff,

5 Ridges Development Company, Inc. (Developer of Record) hereby formally requests a Regional Road Impact Fee (RRIF) Offset Agreement and RIFF Waivers for the widening improvements on Highland Ranch Parkway and Pyramid Highway.

In accordance with the Regional Road Impact Fee Program- General Administration Manual, please find below the various project elements requested to be included as part of the (RRIF) Offset Agreement for Highland Ranch Parkway between 5 Ridges intersection and Pyramid Way.

### Development / Developer of Record

The 5 Ridges Development (Development of Record) is located within the City of Sparks limits and is being developed by the 5 Ridges Development Company (Developer of Record). A Site Plan of the Development of Record is included within Appendix 1 of this document for your reference.

The 5 Ridges Development is part of a Development Agreement that was approved by the City of Sparks on November 23, 2020, (Doc. No. 5136203). The existing Conditional Use Permit (CUP) was recently amended in June of 2021 (PC19-0040/CU21-0001) and includes a total of ±421.58 acres. The project site is being mass graded under the City of Sparks permit no. SBLD20-21938.

### List of Approved Land Uses

The project site has a land use designation of Intermediate Density Residential (IDR), Multi-Family Residential 14du/ac (MF-14), and Open Space (OS) and a zoning designation of SF-6 (Single-Family Residential, 6,000 square foot lots), C2 (Commercial), and A-5 (Agriculture) respectively.

### **Development of Record**

Name: 5 Ridges

Local Government Agency File No.: SBLD20-21938

### Developer of Record

Name: 5 Ridges Development Company Inc.

Address: 1 East Liberty Street, Suite 444, Reno NV 89501

Phone No.: (775) 823-1405 Contact Person: Blake Smith Email: Blake@s3devco.com

### **Engineer of Record**

At this time, there will be two local firms working to execute the project between design and construction. Wood Rodgers, Inc. is the design engineer and will assist the project during construction providing engineering during construction and construction administrative support services. In addition, the Developer of Record will employ Construction Materials Engineers, Inc. to provide Construction Testing and Inspection and Construction Engineer of Record (EOR) Services. Below is the contact information for each of these firms.

### **Design Engineer**

Name: Wood Rodgers, Inc.

Address: 1361 Corporate Blvd. Reno, NV 89502

Phone No.: (775) 823-4068

Contact Person: Brian Martinezmoles, PE Email: bmartinezmoles@woodrodgers.com

### Construction EOR / Testing & Inspection

Name: Construction Materials Engineers, Inc. Address: 300 Sierra Manor Drive, Suite 1

Phone No.: (775) 851-8205

Contact Person: Jon Del Santo, PE Email: jdelsanto@cmenv.com

### Proposed Capital Improvements / RIFF Offset Costs

In support of the project, the Developer of Record will be making capital improvements to Highland Ranch Parkway, namely widening Highland Ranch Parkway, between Pyramid Highway and 5 Ridges Parkway from a 2-lane to 4-lane facility. This widening project is identified within the Regional Transportation Plan (2050). Widening the existing roadway will require earthwork, retaining walls, drainage improvements (surface & underground), paving, and construction curb/gutter, and sidewalk to name a few.

These improvements are included within the following permit applications. Final plans can be provided upon approval from the respective agencies.

- Highland Ranch Parkway, Phase 1 SBLD22-20049
- Highland Ranch Parkway, Phase 2 SBLD22-23402
- Pyramid Highway Improvements NDOT Encroachment Permit No. 219582-24

Included within the application package are exhibits and a cost spreadsheet outlining the specific quantities and costs being submitted by the developer of record for both RIIF Offset and Special Improvement District (SID). While a detailed breakdown of the Capital Improvements being proposed for inclusion within the Offset Agreement are included herein, below is summary of the major cost items:

- Excavation, Embankment, and Export as needed for roadway widening
- Demolition as needed for widening (Curbs, gutter, pavements, etc.)
- Installation of Drainage Infrastructure
- Pavement Markings (limited to widening portion)
- Signal Improvements at Pyramid Hwy and 5 Ridges Pkwy
- Retaining Wall Construction
- ROW Dedications

The identified RIFF offset eligible costs are those costs which are directly associated with the widening of the roadway from a 2-lane to 4-lane facility. The Development of Record also includes a Special Improvement District (SID) and therefore there are many RIFF eligible costs which are not included in this offset agreement because those costs are already included within the SID. To clarify which costs are associated with the offset agreement vs the SID, a detailed breakdown of costs and supporting exhibits are included within Appendix 2 for reference.

Lastly, costs associated with right of way dedications are included within Appendix 3 for your reference.

#### **RRIF Offset Calculations**

The Development of Record proposes the construction of 951 single family homes and 288 multifamily homes. Utilizing the Regional Road Impact Fee Schedule, 7th Edition Year 3 indexing, the development has a calculated total impact fee of \$6,726,290.16. The RIFF eligible costs are calculated at \$6,821,915.00 {Cost Pending Final Appraisal\ which exceeds the impact fee amount. In accordance with the RIFF General Administrative Handbook, the Offset Agreement cannot exceed the impact fee. As such, the Developer of Record is requesting an Offset Agreement in the amount of \$6,726,290.16, equal to the Impact Fee. Detailed calculations are included within Appendix 2 for reference.

### **Construction Schedule**

The Developer of Record is engaged with a contractor to completed the above improvements. All construction is currently proposed to be completed within 2025 with the Phase 1 permitted improvements scheduled to commence in the Spring of 2025. The remaining work, Phase 2 and NDOT portion, is anticipated to be completed in conjunction with the Phase 1 improvements. However these later phases are pending final permit approvals.

We believe this summary provides the necessary information needed to support the preparation and execution of an offset agreement. On behalf of the project and Developer of Record, we thank you for you support and coordination on this project. Please let us know if you have any questions or need any additional information.

Sincerely,

Wood Rodgers, Inc.

Brian Martinezmoles Principal

Attachments:

Appendix 1 – Development of Record INCLUDED AS EXHIBIT B

Site Plan of Development of Record

### Appendix 2 – ROW Dedications

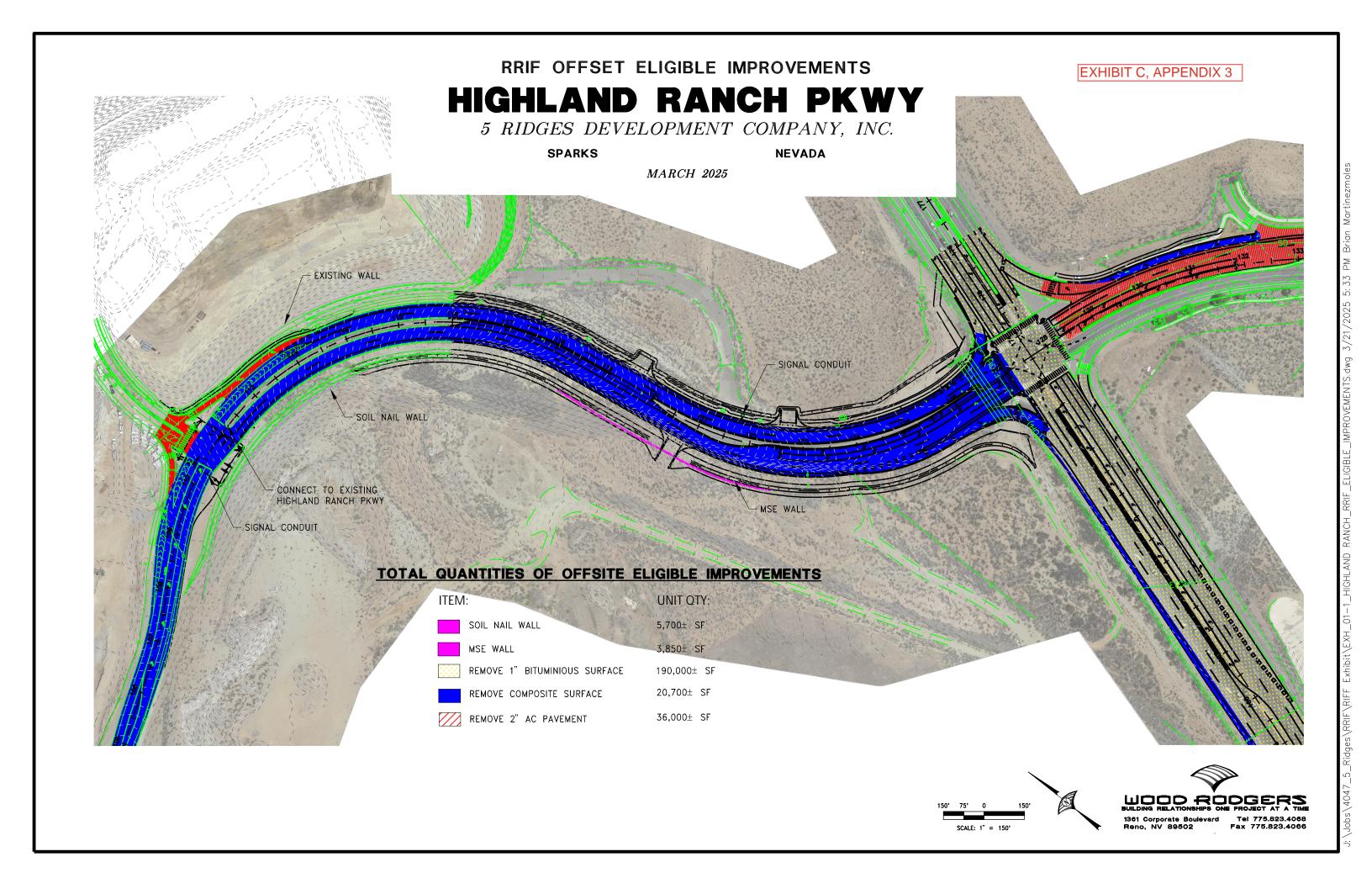
Exhibit 2-1 Dedication Areas

Dedication Appraisal – APN INCLUDED IN EXHIBIT

- Legal Description APNs 536-121-16, -17, -20
- Dedication Appraisal APN 083-011-24
- Legal Description APN 083-011-24

### Appendix 3- RIFF Cost Breakdowns

- Exhibit 1-1 Highland Ranch Parkway RRIF Eligible Roadway Improvements
- Exhibit 1-2 Highland Ranch Parkway RRIF Eligible Drainage Improvements
- Exh 1-3 Highland Ranch Parkway SID Eligible Improvements
- Detailed Cost Breakdown of RRIF vs SID Costs
- Table 1 RRIF Offset Eligible Summary



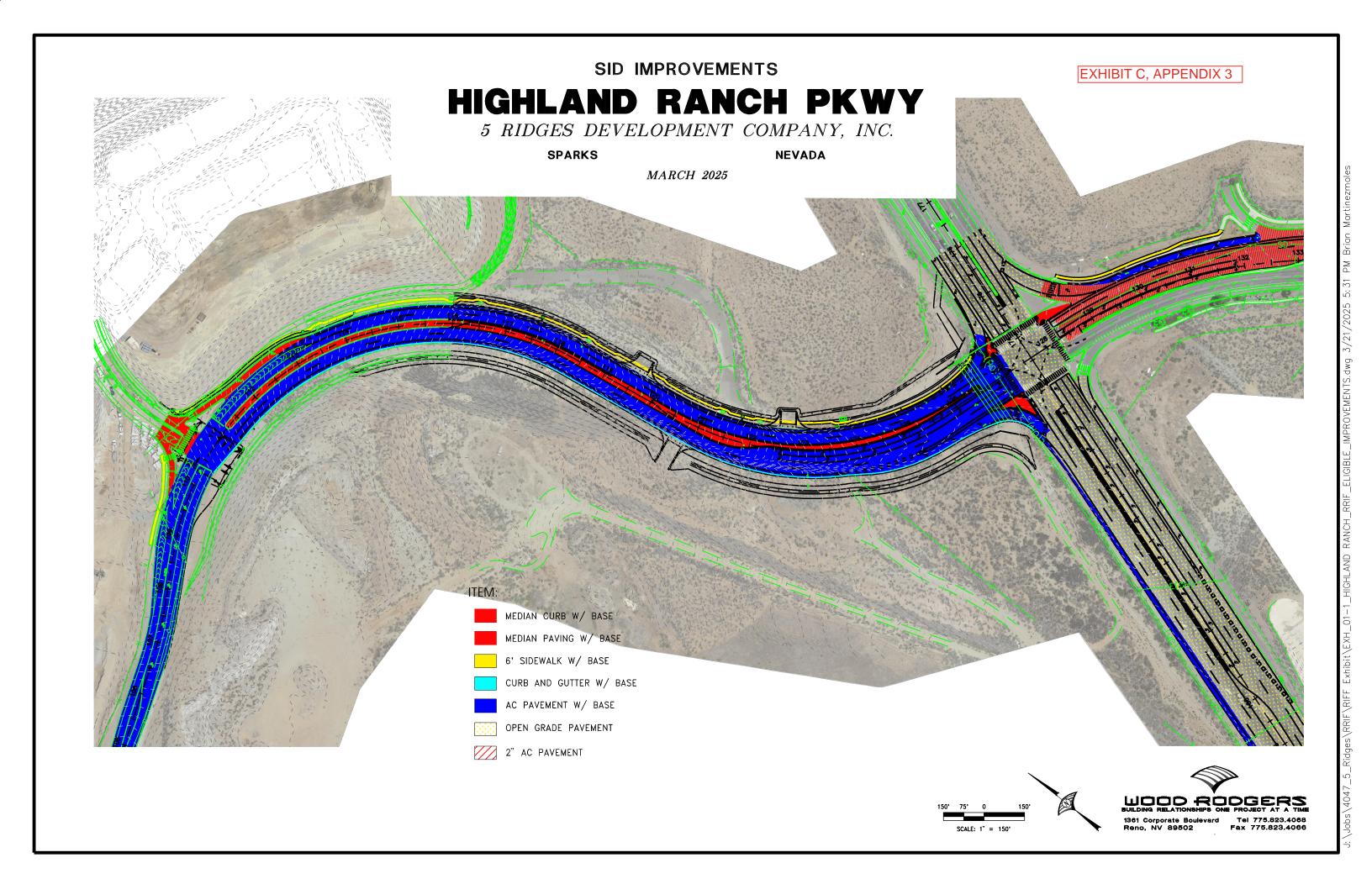


Table 1
Highland Ranch Parkway
RRIF Offset Eligible Summary

<b>EXHIBIT C, APPENDIX 3</b>
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Item	RRIF Offset Eligible Summary	Unit	Quantity	Unit Cost	Total			
Eligible Roadway Costs								
Traffic Control		LS	1	\$ 354,000.00	\$	354,000.00		
Excavation And Export		CY	21,500	\$ 45.00	\$	967,500.00		
Excavation And Embankment Of Unsuitable Material (Allowance)		CY	2,500	\$ 100.00	\$	250,000.00		
Remove Composite Surface (8" Acp)		SF	20,700	\$ 2.25	\$	46,575.00		
Remove 2" Bituminous Surface (Coldmilling)		SF	36,000	\$ 1.00	\$	36,000.00		
Remove 1" Bituminous Surface (Coldmilling)		SF	190,000	\$ 0.75	\$	142,500.00		
Remove Pcc Curb And Gutter		LF	3,121	\$ 20.00	\$	62,420.00		
Remove Pcc Sidewalk (Inc. Ramps)		SF	8,271	\$ 7.00	\$	57,897.00		
Place 1" Open Graded Pavement		SF	180,630	\$ 2.00	\$	361,260.00		
Place 5" Asphalt Concrete Pavement (Pg64-28Nv)		SF	3,795	\$ 6.00	\$	22,770.00		
Place 6" Asphalt Concrete Pavement (Pg64-28Nv)		SF	69,445	\$ 7.00	\$	486,115.00		
Place 8" Asphalt Concrete Pavement (Pg64-28Nv)		SF	11,542	\$ 8.00	\$	92,336.00		
Place 10" Type II, Class B Aggregate Base Material		SF	69,445	\$ 3.00	\$	208,335.00		
Place 11" Type 1, Class B (Ndot) Aggregate Base Material		SF	11,542	\$ 3.50	\$	40,397.00		
Place 15" Type II, Class B Aggregate Base Material		SF	3,795	\$ 5.00	\$	18,975.00		
Construct Pcc Sidewalk		SF	13,055	\$ 12.00	\$	156,660.00		
Construct Ac/Pcc Median Island Paving		SF	19,925	\$ 14.00	\$	278,950.00		
Construct Pcc Curb & Gutter		LF	1,286	\$ 65.00	\$	83,590.00		
Construct Median Curb		LF	3,512	\$ 50.00	\$	175,600.00		
Construct Pcc Pedestrian Ramp		EA	8	\$ 3,500.00	\$	28,000.00		
Install Light Pole		EA	4	\$ 5,000.00	\$	20,000.00		
Install 2" Conduit		LF	950	\$ 75.00	\$	71,250.00		
Place 6" Solid White Striping (Waterborne)		LF	3,600	\$ 0.50	\$	1,800.00		
Place 6" Broken White Striping (Waterborne)		LF	3,600	\$ 0.35	\$	1,260.00		
Place 6" Solid Yellow Striping (Waterborne)		LF	3,600	\$ 0.50	\$	1,800.00		
Place Thermoplastic Green Bike Lane Pavement Marking		LF	300	\$ 20.00	\$	6,000.00		
Const MSE Wall		SF	3,850	\$ 100.00	\$	385,000.00		
Soil Nail Wall		SF	5,700	\$ 100.00	\$	570,000.00		
Highland Ranch / 5 Ridges Signal Install		LS	1	\$ 620,000.00	\$	620,000.00		
Highland Ranch/ Pyramid Way Signal Mod		LS	1	\$ 350,000.00	\$	350,000.00		
STORM DRAIN AT (2.4% OF TOTAL)		LS	1	\$ 67,905.60	\$	67,905.60		
				Sub Total	\$	5,964,896		

# Table 1 Highland Ranch Parkway RRIF Offset Eligible Summary

### EXHIBIT C, APPENDIX 3

Control and Topographic Survey	LS			\$21,000.00
Boundary Survey	LS			\$8,500.00
Dedication Mapping	LS			\$12,000.00
Traffic Signal/Interconnect Design	LS			\$25,000.00
Civil Design	LS			\$375,000.00
Agency Permit Coordination	LS			\$14,000.00
RRIF Offset Agreement	LS			\$12,000.00
Engineering during Construction	LS			\$155,000.00
Testing and Inspection	LS			\$435,000.00
		Sub To	tal	\$1,057,500.00
		26% of To	tal	\$274,950
Eligible Right of Way Costs				
Owner of Record		APN(s)	A	ppraisal Value
5 Ridges Landsacpe Maintenance Association, Inc, City of Sparks, and Paradiso Legacy Springs, LLC	536-121	-16, 536-121-17, 536-131-09	\$	18,000.00
5 Ridges Development Company (Bruce Purchase)	Portion of 0	083-011-20 (APN Pending)	\$	370,020.98
		Sub To	tal \$	388,020.98
		RRIF Eligle Tota	l \$	6,627,866.58
Regional Road Impact Fee Calculation				
Residental Type	# of Units	Impact Fee Dollars	Imp	act Fee
	951	\$5684.51/SFR 20.36 VMT	\$	5,405,969.01
Single Family Homes		\$3,621.22/SFR 12.97 VMT	<b>.</b>	1,042,911.36
	288	33,021.22/3FN 12.97 VIVII	\$	1,042,311.30
	288	Total RRIF Fee	\$ <b>\$</b>	
Single Family Homes Multi-Family Homes	288	· · ·	т	6,448,880.37

### 5 Ridges - Highland Ranch Parkway RRIF Quantity Estimate

### **EXHIBIT C, APPENDIX 3**

HRP WIDEN	IING	Total Project Costs						RRIF Off	set Eligible	Storm Drain	RRIF Calculation	SID (	Costs	Costs	
ITEM NO.	ITEM DESCRIPTION	Ph 1 Quantity	PH 2 QUANTITY	UNIT	UNIT COST		EXTENSION	RRIF Eligible	Extension	Cost	2.4% RRIF Credit	SID Eligible	Ext	tension	
1	Traffic Control	0.5	0.5	LS	\$ 62	1,000	\$ 624,000	1	\$ 354,000		\$ -	0	\$	-	
2	Excavation And Export	6500	15,000	CY	\$	15.00	\$ 967,500	21,500	\$ 967,500		\$ -	0	\$	-	
3	Excavation And Embankment		2,000	CY	\$	15.00	\$ 30,000		\$ -		\$ -	2,000	\$	30,000	
4	Excavation And Embankment Of Unsuitable Material (Allowance)	1000	1,500	CY	\$ 1	00.00	\$ 250,000	2500	\$ 250,000		\$ -	0	\$	-	
5	Remove Composite Surface (8" Acp)	40000	58,000	SF	\$	2.25	\$ 220,500	20,700	\$ 46,575		\$ -	77,300	\$	173,925	
6	Remove 2" Bituminous Surface (Coldmilling)	0	36,000	SF	\$	1.00	\$ 36,000	36,000	\$ 36,000		\$ -	0	\$	-	
7	Remove 1" Bituminous Surface (Coldmilling)	0	190,000	SF	\$	0.75	\$ 142,500	190000			\$ -	0	\$	-	
8	Remove Pcc Curb And Gutter	500	2,621	LF	\$	20.00	\$ 62,420	3,121	\$ 62,420		\$ -	0	Ś	-	
9	Remove Pcc Median Curb		3,124	LF	•	20.00	\$ 62,480	-,	\$ -		\$ -	3,124	Ś	62,480	
10	Remove Pcc Sidewalk (Inc. Ramps)	4600	8,271	SF	\$	7.00	\$ 90,097	8271	\$ 57,897		\$ -	4,600	Ś	32,200	
11	Remove Catch Basin		2	EA	\$ 2.5	00.00	\$ 5,000		\$ -	\$ 5,000	\$ 120.00		Ś	4,880	
12	Remove Flared End Section		10	EA		00.00	\$ 10,000		\$ -	\$ 10,000	\$ 240.00		\$	9,760	
13	Remove Riprap		410	SF		30.00	\$ 12,300		\$ -	\$ 12,300			\$	12,005	
14	Remove Fence		690	LF		30.00	\$ 20,700		\$ -	ÿ 12,500	\$ -		\$	12,003	
15	Remove Gabion Basket		1	LS		00.00	\$ 10,000		\$ -	\$ 10,000	\$ 240.00		Ś	9,760	
16	Remove Sd Manhole		1	EA	T/-	00.00	\$ 2,000		\$ -	\$ 2,000	\$ 48.00		Ś	1,952	
17	Remove Storm Water Pipe		23	LF	т/	00.00	\$ 2,300		\$ -	\$ 2,300	\$ 55.20		Ś	2,245	
18			70	LF		00.00	\$ 7,000		\$ -	\$ 2,300	\$ 55.20	70	- 7		
	Remove Sanitary Sewer Pipe								\$ -		\$ -			7,000	
19	Remove Sign And Post		6	EA		00.00	\$ 600		Ÿ		Ÿ		\$	600	
20	Remove And Salvage Street Light		_	EA		00.00	\$ 4,000		Ÿ		Ÿ		\$	4,000	
21	Relocate And Salvage Street Light		2	EA		00.00	\$ 10,000		\$ -		\$ -		\$	10,000	
22	Remove Fire Hydrant		1	EA		00.00	\$ 2,000		\$ -		\$ -		. \$	2,000	
23	Remove Tree/Shrub/Vegetation		1	LS		00.00	\$ 10,000		\$ -		\$ -		\$	10,000	
24	Remove K-Rail		760	LF		00.00	\$ 76,000		\$ -		\$ -	760		76,000	
25	Place 1" Open Graded Pavement		180,630	SF	\$	2.00	\$ 361,260	180,630			\$ -		\$	-	
26	Place 2" Asphalt Concrete Pavement (Pg64-28Nv)		37,000	SF	\$	2.50	\$ 92,500		\$ -		\$ -	37,000		92,500	
27	Place 5" Asphalt Concrete Pavement (Pg64-28Nv)		3,795	SF	\$	6.00	\$ 22,770	3,795			\$ -	U	\$	-	
28	Place 6" Asphalt Concrete Pavement (Pg64-28Nv)	8335	90,000	SF	\$	7.00	\$ 688,345	69445			\$ -	28,890		202,230	
29	Place 8" Asphalt Concrete Pavement (Pg64-28Nv)	0	19,000	SF	\$	8.00	\$ 152,000	11,542			\$ -	7,458	\$	59,664	
30	Place 10" Type II, Class B Aggregate Base Material	8335	90,000	SF	\$	3.00	\$ 295,005	69445	\$ 208,335		\$ -	28,890	\$	86,670	
31	Place 11" Type 1, Class B (Ndot) Aggregate Base Material		19,000	SF	\$	3.50	\$ 66,500	11,542	\$ 40,397		\$ -	7,458	\$	26,103	
32	Place 15" Type II, Class B Aggregate Base Material		3,795	SF	\$	5.00	\$ 18,975	3,795	\$ 18,975		\$ -	0	\$	-	
33	Fog Seal		15,000	SF	\$	2.25	\$ 33,750		\$ -		\$ -	15,000		33,750	
34	Construct Pcc Sidewalk	4600	9,200	SF	\$	12.00	\$ 165,600	13055	\$ 156,660		\$ -	745	\$	8,940	
35	Construct Ac/Pcc Median Island Paving	7700	13,000	SF	\$	14.00	\$ 289,800	19925	\$ 278,950		\$ -	775	\$	10,850	
36	Construct Pcc Curb & Gutter	1400	2,700	LF	\$	55.00	\$ 266,500	1286	\$ 83,590		\$ -	2,814	\$	182,910	
37	Construct Median Curb	1300	3,200	LF	\$	50.00	\$ 225,000	3512	\$ 175,600		\$ -	988	\$	49,400	
38	Construct Type 3 Curb		390	LF	\$	50.00	\$ 19,500		\$ -		\$ -	390	\$	19,500	
39	Construct Pcc Pedestrian Ramp	6	9	EA	\$ 3,5	00.00	\$ 52,500	8	\$ 28,000		\$ -	7	\$	24,500	
40	Construct SSSMH / SDMH		4	EA	\$ 15.0	00.00	\$ 60,000		\$ -	\$ 60,000	\$ 1,440.00	Remaining	\$	58,560	
41	Install Type 10 Drop Inlet		1	EA		00.00	\$ 10,000		\$ -	\$ 10,000	\$ 240.00		\$	9,760	
42	Install Type 4R Catch Basin	3	6	EA		00.00	\$ 90,000		\$ -	\$ 90,000	\$ 2,160.00		Ś	87,840	
43	Install Storm Drain Pipe (12" SDR 35)	40	0	LF		75.00	\$ 11,000		\$ -	\$ 11,000	\$ 264.00		Ś	10,736	
44	Adjust Existing Manhole To Grade	7	9	EA		00.00	\$ 40,000		\$ -	Ų 11,000	\$ -	16		40,000	
45	Adjust Valve To Grade	1	17	EA		00.00	\$ 36,000		\$ -		÷ -	18		36,000	
46	,	1	70	LF	. ,-	_	\$ 12,250		\$ -		\$ -	70			
46	Install Sewer Main Pipe (8" SDR 35)	10000	0	SF		75.00 18.00			\$ -	ć 100.000	\$ 4,320.00			12,250	
	Place Class 300 Riprap With Bedding	10000				_	\$ 180,000		7	\$ 180,000		<u> </u>		175,680	
48	Place Class 550 Riprap With Bedding		30,460	SF	•	25.00	\$ 761,500		\$ -	\$ 761,500	\$ 18,276.00	, ,		743,224	
49	Install Concrete Drainage Apron	<u> </u>	5,470	SF		00.00	\$ 1,094,000		\$ -	\$ 1,094,000	\$ 26,256.00			,067,744	
50	Construct Headwall		226	LF		00.00	\$ 339,000		\$ -	\$ 339,000	\$ 8,136.00		_	330,864	
51	Extend 30" Rcp		198	LF		75.00	\$ 34,650		\$ -	\$ 34,650	\$ 831.60		\$	33,818	
52	Install 24" Rcp		166	LF		75.00	\$ 29,050		\$ -	\$ 29,050	\$ 697.20		\$	28,353	
53	Install 54" Rcp		36	LF	\$ 3	50.00	\$ 12,600		\$ -	\$ 12,600	\$ 302.40	Remaining	\$	12,298	
54	Install Dual 42"X27" Elliptical Culvert		158	LF	\$ 1,0	00.00	\$ 158,000		\$ -	\$ 158,000	\$ 3,792.00	Remaining	\$	154,208	
55	Install Pedestrain Rail (6' Tall)		80	LF	\$ 1	00.00	\$ 8,000		\$ -	\$ 8,000	\$ 192.00	Remaining	\$	7,808	
56	Place Decomposed Granite		12,000	SF	\$	2.00	\$ 24,000		\$ -		\$ -	12,000	\$	24,000	
57	Install Light Pole		4	EA	7	00.00	\$ 20,000	4	\$ 20,000		\$ -		\$	- ,,,,,,,	
58	Install 2" Conduit		950	LF	· · · · · · · · · · · · · · · · · · ·	75.00	\$ 71,250	950			\$ -	0	-		
59	Remove And Reset Fire Hydrant		1	EA	•	00.00	\$ 4,000	950	¢ /1,230		\$ -		\$	4,000	
					\$ 4,0			2000	¢ 1000		Ÿ	9,400			
60	Place 6" Solid White Striping (Waterborne)		13,000	LF	\$	0.50	\$ 6,500 \$ 3,045	3600 3600			\$ -			4,700	
												5,100	1 >	1,785	
	Place 6" Broken White Striping (Waterborne)		8,700	LF		0.35		3000	\$ 1,200				^	F0-	
62	Place 6" Broken White Striping (Waterborne) Place 6" Becessed Dotted White Striping (Waterborne)		1,500 460	LF LF	\$	0.35	\$ 525	3000	\$ -		\$ - \$ -	1,500 460		525 460	



#### 5 Ridges - Highland Ranch Parkway RRIF Quantity Estimate

### EXHIBIT C, APPENDIX 3

64	Place 6" Solid Yellow Striping (Waterborne)		6,000	LF	\$ 0.50	\$ 3	3,000	3600	\$ 1,800	\$	-	2,400 \$	1,200
65	Place Thermoplastic Merge Arrow Pavement Marking		3	EA	\$ 200.00	\$	600		\$ -	\$	-	3 \$	600
66	Place Thermoplastic Bike Lane Legend Pavement Marking		10	EA	\$ 1,000.00	\$ 10	0,000		\$ -	\$	-	10 \$	10,000
67	Place Thermoplastic 24" Stop Bar Pavement Marking (24" Stop Bar)		240	LF	\$ 15.00	\$ 3	3,600		\$ -	\$		240 \$	3,600
68	Place Thermoplastic Crosswalk Pavement Marking		1,030	LF	\$ 15.00	\$ 15	5,450		\$ -	\$		1,030 \$	15,450
69	Place Thermoplasic Yield Triangles Pavement Marking		20	EA	\$ 75.00	\$ :	1,500		\$ -	\$		20 \$	1,500
70	Place Thermoplastic Turn Arrow Pavement Marking		61	EA	\$ 200.00	\$ 12	2,200		\$ -	\$	-	61 \$	12,200
71	Place Thermoplastic Green Bike Lane Pavement Marking		300	LF	\$ 20.00	\$ 6	5,000	300	\$ 6,000	\$	-	0 \$	-
72	Install New Sign And Post	1	7	EA	\$ 1,000.00	\$ 8	3,000		\$ -	\$		8 \$	8,000
73	Const MSE Wall		3,850	SF	\$ 100.00	\$ 385	5,000	3850	\$ 385,000	\$		0 \$	-
74	Soil Nail Wall	5700		SF	\$ 100.00	\$ 570	0,000	5700	\$ 570,000	\$	-	0 \$	-
75	Highland Ranch / 5 Ridges Signal Install	1		LS	\$ 620,000.00	\$ 620	0,000	1	\$ 620,000			0 \$	-
76	Highland Ranch/ Pyramid Way Signal Mod		1	LS	\$ 350,000.00	\$ 350	0,000	1	\$ 350,000	\$		0 \$	-
					SUBTOTAL	\$ 10,398	8,582		\$ 5,896,990	\$	67,905.60	\$	4,142,986



# EXHIBIT "D" (Letter of Approval)



### **REGIONAL TRANSPORTATION COMMISSION**

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction Metropolitan Planning Organization of Washoe County, Nevada

March 3, 2025

Mr. Blake Smith Five Ridges Development Company Inc. 1 East Liberty Street, Suite 444 Reno NV 89501

Subject:

Letter of Approval for Regional Road Impact Fee Waivers

Development of Record:

Five Ridges

Dear Mr. Smith,

The Regional Road Impact Fee (RRIF) Administrators for the RTC and City of Sparks have reviewed your application to receive RRIF waivers. The value of RRIF Waivers will not exceed the anticipated total RRIF due to the project, \$6,448,880. Proposed capital improvements and right of way dedication associated with this development eligible to receive RRIF waivers include installation of traffic signal at Highland Ranch Parkway and Five Ridges Parkway, intersection improvements at Pyramid Highway and Highland Ranch Parkway, widening of Highland Ranch Parkway, and dedication of right of way necessary to complete widening of Highland Ranch Parkway between Pyramid Highway and Five Ridges Parkway.

A RRIF Offset Agreement for this work is being prepared and will be forwarded to the RTC Board and the City of Sparks with a recommendation for approval. Upon approval and execution of the Offset Agreement by these bodies, the agreement will be forwarded to the Developer of Record for signature.

Please feel free to contact Jeff Wilbrecht, Engineering Manager for the RTC, at (775) 335-1872 should you have any questions regarding this subject.

Sincerely,

REGIONAL TRANSPORTATION COMMISSION RRIF ADMINISTRATOR

CITY OF SPARKS RRIF ADMINISTRATOR

DocuSigned by:

Dale Keller, P.E.

Deputy Executive Director

DK/JW

Cc:

Signed by:

amber Sosa

Amber Sosa, P.E.

City Engineer

Sienna Reid, AICP, City of Sparks Planning Manager

Jeff Wilbrecht, P.E., RTC Engineering Manager

File: RRIF Offset Agreement # 513012

EXHIBIT "E"
(The Developer of Record QA/QC Program
And
RTC Special Technical Specifications
For
Regional Road Impact Fee Projects)

### SPECIAL TECHNICAL SPECIFICATIONS

1.01	INSPEC	CTION AND TESTING	1. 15	BRIDG	GE DECKS - Deleted
	1.01A	ASPHALT CEMENT	1. 16	SLURR	Y SEAL
	1.01B	BITUMINOUS PLANTMIX	1. 17	MICRO	O-SURFACE - Deleted
1. 02	REMOV	AL OF EXISTING IMPROVEMENTS		1.17A	<u>GENERAL</u>
1.03	TREE F	ROOT MITIGATION - Deleted		1.17B	CONTRACTOR PERSONNEL
1.04	SUBGR	ADE PREPARATION- Deleted		1.17C	MATERIAL
1.05	OVERE	XCAVATION AND STABILIZATION -		1.17D	MIX DESIGN
	Deleted			1.17E	PROPORTIONING
1.06	GEOSY	NTHETICS - Deleted		1.17F	MIXING AND SPREADING
	1.06A	<u>SEPARATION</u>			<u>EQUIPMENT</u>
	1.06B	<u>STABILIZATION</u>		1.17G	<u>PLACEMENT</u>
	1.06C	REINFORCEMENT	1. 18	PAVEN	MENT MARKINGS
1.07	TRENC	H EXCAVATION		1.18A	TRAFFIC PAINT
1.08	PIPE - I	Deleted		1.18B	THERMOPLASTIC
1.09	ROADB	ED MODIFICATION - Deleted		1.18C	RAISED MARKERS
1. 10	AGGRE	CGATE BASE - Deleted	1. 19	FLEXII	BLE MEDIAN ISLAND OBJECT
1. 11	CEMEN	VT TREATED BASE - Deleted		MARK	ERS
	1.11A	COMPOSITION OF MIXTURES	1. 20	CHANN	NELIZERS
	1.11B	MIXING	1. 21		T ATTENTUATOR - Deleted
	1.11C	SPREADING	1. 22	TRAFF	TC SIGNS
	1.11D	PROTECTION AND CURING	1. 23	TRAFF	TC SIGNALS
1. 12	PORTL	AND CEMENT CONCRETE		1.23A	LOOP DETECTORS
	1.12A	COMPOSITION OF MIXTURES		1.23B	TEMPORARY MODIFICATIONS
	1.12B	SIDEWALK, CURB AND GUTTER			DURING CONSTRUCTION
	1.12C	THRUST BLOCKS		1.23C	CAMERAS
	1.12D	RETAINING WALLS	1. 24	UTILIT	TY ADJUSTMENTS
	1.12E	<u>PAVING</u>		1. 24A	VERIFICATION OF DEPTH
	1.12F	UTILITY ADJUSTMENTS		1. 24B	UTILITY MANHOLE AND VAULT
1. 13	DETEC	TABLE SURFACE WARNING TILES			<u>ADJUSTMENTS</u>
1. 14	BITUM	INOUS PLANTMIX		1. 24C	MANHOLE PROTECTION PLAN
	1.14A	COMPOSITION OF MIXTURES	1. 25	SURVE	Y MONUMENTS
	1.14B	PAVING	1. 26	CERTI	FICATES OF COMPLIANCE
		I SPREADING AND FINISHING			
		II ACCEPTANCE			
		III MITIGATION			
		IV SPECIAL PAVING			
		CONSIDERATIONS			
		V TACK COAT			
		VI LONGITUDINAL JOINTS			
	1. 14C	PERMANENT PATCHING			

#### 1.01 INSPECTION AND TESTING

Quality Assurance testing and inspection will be provided by the Agency. Quality Control shall be the Contractor's responsibility. All samples shall be furnished by the Contractor without cost to the Regional Transportation Commission of Washoe County (hereinafter designated "RTC" and/or "Agency"). The Agency may waive sampling and testing if adequate information, properly certified, is available to indicate that materials comply with the terms of specifications. Any retests due to faulty workmanship or materials shall be paid for by the Contractor.

All materials furnished and work performed, shall be done in accordance with the "Standard Specifications for Public Works Construction" (hereinafter designated "Standard Specifications") sponsored and distributed by RTC, Churchill County, Carson City, the Cities of Reno and Sparks, the City of Yerington, and Washoe County, including addenda through February 29,2012, except as modified within the "Special Technical Specifications" for XYZ (hereinafter designated "STS"); and in accordance with the "Standard Details for Public Works Construction" (hereinafter designated "Standard Details"), including updates through December 29, 2011, except as modified by the drawings for XYZ.

#### 1.01A ASPHALT CEMENT

- 1. Sampling - During hot mix operations for all paving days, the Design Engineer's designated representative shall obtain samples of all asphalt cement binders used to produce the bituminous mixture(s). During the pre-construction meeting the contractor shall provide the contact information for the certified plant representative that will be responsible for taking the asphalt cement samples. The Design Engineer's designated representative shall contact the plant representative in advance of each paving day and coordinate the sampling in accordance with the plantmix production schedule. Asphalt cement samples shall be taken at the injection point for each "lot" (500 ton) of plantmix bituminous pavement. Plant personnel sampling bituminous material are required to be qualified in the WAOTC Asphalt Module or NAOTC Specialized Test AASHTO T40 (Sampling Bituminous Material). All sampling shall be witnessed by the Design Engineer's representative. The plant representative shall properly label each sample which shall then be signed by both representatives.
- 2. Testing Unless otherwise directed by the RTC Project Manager, the Design Engineer shall procure the testing of one of the samples from each paving day for compliance with Section 201 "Bituminous Material" of the Standard Specifications at a laboratory certified to perform all required testing components.
- 3. The sample to be tested shall be properly handled and sent to the State of Nevada Department of Transportation Materials Testing Laboratory, 1263 South Stewart Street in Carson City, Nevada. The test result shall represent the binder material contained in all plantmix bituminous paving lots for the corresponding paving day. The remaining daily samples shall be stored at the Design Engineer's designated laboratory throughout the duration of the Contractor's warranty period.
- 4. Acceptance Asphalt binder not conforming to Table 201.02-IV (PG64-28NV) of the Standard Specifications, Section 201 "Bituminous Material" shall be assessed demerits in accordance with the following table:

TEST	LIMIT WITH TOLERANCE	REJECTION LIMIT	DEMERITS
Tests on Original Asphalt Cement			
Rotational viscosity (Pa.s)	3.21 Max.	3.50 Max.	21
Flash point, (°C)	222 Min.	163 Min.	21
Ductility (cm)	50 Min.	29 Min.	21
Toughness (Inch-lbs)	110 Min.	57 Min.	21
Tenacity (Inch-lbs)	75 Min.	22 Min.	21
Sieve Test (%)	1	10	21
Dynamic Shear (kPA)	0.90 Min.	0.75 Min.	21

Tests on Residue from			
Rolling Thin Film Oven			
Ductility (cm)	25 Min.	4 Min.	21
Dynamic Shear (kPA)	1.98 Min.	1.65 Min.	21
Average Mass Change (%)	1.00 Max.	1.01 Max.	31
Tests on Residue from			
Pressure Aging Vessel			
Dynamic Shear (kPA)	5500 Max.	6250 Max.	21
Stiffness Modulus (MPA)	330 Max.	375 Max.	21
Slope, m-value	0.290 Min.	0.245 Min.	21

#### Notes:

- Demerits, up to the amount shown, shall be assessed for each test result that exceeds the "Limit with Tolerance."
- 2. The number of demerits assessed for each test result shall be calculated based on prorating the total demerits over the range from "Limit with Tolerance" to the "Rejection Limit."
- 3. The demerit/increment shall be multiplied by the difference between the noncompliant test result and the "Limit with Tolerance."
- 4. Demerit values for each test result will be rounded down to the nearest whole number.

The parties of the contract agree that damage will be sustained by the Agency in the event that the asphalt binder does not conform to the requirements of the specifications. In addition it is agreed that it is extremely difficult to quantify the actual damage the agency will sustain. Demerits will be used to determine mitigation that may include any necessary measures up to, and including, the assessment of liquidated damages or removal and replacement of the deficient material. The assessment of liquidated damages and the corresponding deduct from monies owed the contractor shall be in accordance with the schedule and corresponding notes below.

<b>Total Number of Demerits</b>	Liquidated Damage Dollar per Ton <sup>1, 2</sup>
1 - 2	10
3 – 5	20
6 – 9	30
10 - 14	50
15 - 20	100
21 - 30 <sup>3</sup>	75% of the cost of the asphalt binder
$31 - 40^3$	100% of the cost of the asphalt binder
41 or more <sup>3,4</sup>	100% + additional damages to be determined

#### Notes:

- Liquidated damages will be assessed against the quantity (Tonnage) of asphalt binder used in the plantmix bituminous pavement represented by the sample tested.
- The tons of asphalt binder shall be determined by multiplying the average of asphalt contents (by dry weight of aggregate) from all affected lots by the total tons of bituminous mixture placed.
- 3. Remove and replace material shown to have 21 or more demerits. Material removed shall not be paid for and all costs associated with removal shall be at the contractor's expense. Testing and inspection of replaced materials shall be as directed by the RTC Project Manager and all associated costs shall be at the contractor's expense. At the RTC Project Manager's option, materials having 21 or more demerits may be left in place and liquidated damages assessed at the percentage of asphalt binder cost shown. The cost of the asphalt binder used for assessing

- liquidated damages shall be \$675 per ton.
- 4. Liquidated damages as determined by the RTC Project Manager may be in excess of the cost of the asphalt binder.

Additional samples may be tested at the Contractor's request and expense and following approval of the RTC Project Manager. Liquidated damages assessed due to deficient asphalt binder material may be in addition to any mitigation measures or penalties that may be determined by other sections of the specifications.

#### 1.01B BITUMINOUS PLANTMIX

Subsection 336.03.04 - "Bituminous Mixtures" of the Standard Specifications, is herewith amended as follows:

1. On page 336.00-6, add the following to the fourth paragraph at the bottom half of the page regarding cores and cut samples:

Measure single core or cut sample in accordance with ASTM D3549, latest version, to the nearest 0.05" and report to the nearest 0.05" per the following examples:

Individual N		
Using Apparatus	Using Apparatus	
Capable of 2	Capable of	Reported Thickness
Decimal Places	1/16 Inch	After Rounding
2.23" to 2.27"	2-4/16" = 2.250"	2.25"
2.28: to 2.32"	2-5/16" = 2.313"	2.30"
2.33" to 2.37"		2.35"
2.38" to 2.42"	2-6/16" = 2.375"	2.40"
2.43" to 2.47"	2-7/16" = 2.438"	2.45"
2.48" to 2.52"	2-8/16" = 2.500"	2.50"

For purpose of acceptance and mitigation, the average of the rounded thickness measurements of the 3 cores or cut samples for each lot shall be reported to the nearest 0.1". A number ending in 0.05" shall be rounded up. For example, both 2.35" and 2.40" are rounded to 2.4".

2. On page 336.00-7, delete the fourth paragraph and replace as follows:

One fresh, hot sample of the bituminous mixture (HMA) for each "lot" shall be tested for conformance with the mix design test properties as required by STS 1.14A BITUMINOUS PLANTMIX, and in accordance with ASTM D2041, as qualified in the Standard Specifications.

Fresh, hot samples are defined as the samples obtained during construction, transported to the laboratory, molded and compacted on the same day. Reheating is allowed only for restoring heat lost, if any, during transport to the laboratory

and sample preparation. Refer to <u>Note</u> under item 4 below (STS 1.01B <u>BITUMINOUS PLANTMIX</u> - Item 4, "<u>Preparing Field Sample</u>") regarding limitations on test results from reheated archived samples.

3. On page 336.00-7 under Subsection 336.03.04.01 - "<u>Sampling</u>" of the Standard Specifications, add the following sentence to the first paragraph:

When samples are obtained by two testing laboratories, the samples shall be split from a single sample or taken at the same time and at locations immediately adjacent to each other.

4. On page 336.00-7 under Subsection 336.03.04.02 - "<u>Preparing Field Sample</u>", of the Standard Specifications, delete the second and third paragraphs and replace as follows:

If the temperature of the HMA is below the approved mix design's compaction temperature, the temperature of the HMA shall be recorded and the sample shall be reheated to the approved mix design's compaction temperature. Heating samples should be done by placing the sample in a covered container in an oven for a maximum of one hour or placing the sample in a mixing bowl on top of a hot plate or propane stove, for a maximum of 10 minutes, and continuously mixed until compaction temperature has been reached. Samples shall be discarded if burned during reheating.

<u>Note</u>: Samples well below the compaction temperature may require additional heating time. Reheating of samples beyond the maximums specified is not desirable. In such instances, new samples should be taken in the field, if possible. If this is not possible and samples must be reheated beyond the specified maximums, the test results from reheated archived samples shall not be used for direct comparison with results from tests on hot, fresh samples but only for relative comparisons.

#### 1.02 REMOVAL OF EXISTING IMPROVEMENTS

This section covers the construction methods involved in removing existing improvements.

Existing Portland cement concrete (PCC) improvements shall be removed to neatly sawed edges with sawcuts made to a minimum depth of 1½ inches. No section to be replaced shall be smaller than 30 inches in length. Curb and gutter shall be sawed to depth of 1½ inches on a neat line at right angles to the curb face.

Removal of the curb and gutter shall include all existing composite material from back of curb to 12-inches in front of the lip of the gutter. The contractor shall be required to achieve a vertical, neat line in a location appropriate for the method of curb and gutter placement chosen. The Contractor shall match the existing top of curb and maintain the uniform flow line of the gutter. If a uniform flow line does not exist, the Contractor shall establish a uniform flow line as directed by the Design Engineer.

Bituminous pavement shall be removed to clean straight lines by sawcutting where the removal of existing improvements does not include the total amount of paving encountered. Where bituminous pavement adjoins a trench, the edges adjacent to the trench shall be trimmed to neat straight lines at least

9 inches wider than the trench on each side before resurfacing to insure that all areas to be resurfaced are accessible to the rollers used to compact the subgrade or paving materials. Where new pavement is to adjoin existing bituminous or concrete pavements, the existing pavement shall be sawcut or bladecut straight.

It shall be the Contractor's responsibility to protect the integrity of the edge of pavement adjacent to the removal section.

The Contractor shall remove all existing improvements to the required depth by a method that does not damage the subgrade. Pneumatic wheel construction equipment, including, but not limited to, trucks, loaders, excavators and scrapers, will not be allowed on the exposed subgrade within the roadway section. Should the Contractor fail to utilize necessary caution to protect the subgrade or allow pneumatic wheel construction equipment on the subgrade within the roadway section after the existing surface has been removed; all overexcavation and deep stabilization shall be at the Contractor's expense.

The Contractor shall take all necessary precautions to protect existing landscaping, which may be disturbed during the execution of the work. All restoration work shall be in accordance with the applicable provisions of Section 333 – "Landscaping" of the Standard Specifications, or as specified herein.

Where lawn or landscape with topsoil has been disturbed, contaminated, or removed, the Contractor shall replace the topsoil with an imported, high quality garden topsoil to a minimum depth of 3 inches; with minimal compaction. Areas of concern may include, but are not limited to, landscaping adjacent to sidewalks, curbs and gutters, driveways, and alleys. The topsoil shall conform to Section 200.08 – "Topsoil" of the Standard Specifications.

Existing improvements; adjacent property; utilities and other facilities; and trees and plants that are not to be removed shall be protected from injury or damage resulting from the Contractor's operations.

The Contractor shall notify the U.S. Postal Service to coordinate all mailbox relocation.

Any existing improvements, including, but not limited to, retaining walls, adjacent property, utilities, sprinkler systems, signs, other facilities or appurtenances, trees and plants, which are damaged or displaced as a result of the Contractor's operation shall be replaced or restored to the original position and condition prevailing prior to start of operations at the Contractor's own expense unless otherwise directed by the RTC Project Manager or Design Engineer. In addition, removal of existing improvements shall be done in accordance with the provisions of Section 300.04 - "Protection of Utilities and Underground Facilities" of the Standard Specifications.

#### 1.07 TRENCH EXCAVATION

Subsection 305.02 - "Maximum Length of Open Trench" of the Standard Specifications, is herewith amended as follows:

#### 1. Add the following paragraph:

Unless otherwise directed by the Design Engineer and approved by the Agency, there shall be no unprotected open trench remaining at the end of the working day. At the end of the working day, any open trench shall be protected by plating or other means approved by the Design Engineer and the Agency.

#### 1.12 PORTLAND CEMENT CONCRETE

#### 1.12A COMPOSITION OF MIXTURES

The Contractor shall submit in writing for approval a mix design conforming to the requirements of Subsection 337.01 - "General" of Section 337 - "Composition of Mixtures" of the Standard Specifications. All Portland Cement Concrete, unless otherwise indicated, shall have a coarse aggregate gradation conforming to Size No. 67 in Subsection 200.05.03 - "Coarse Aggregates" of the Standard Specifications. Cement shall be Type II.

If the Contractor submits a written request to use Size No. 57 in lieu of Size No. 67, and if the Agency approves this request, then air entrainment shall be adjusted to conform to ACI requirements for severe conditions.

#### 1.12B SIDEWALK, CURB AND GUTTER

Concrete used for curbs, gutters, sidewalks, pedestrian ramps, and driveway aprons shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications and shall be reinforced with collated, fibrillated polypropylene fibers conforming to the requirements of Subsection 202.02.02.04 – "Polypropylene Fibers" of the Standard Specifications, at 1.5 pounds per cubic yard of concrete.

Subsection 312.10.02 - "Sidewalk Surface" of the Standard Specifications is herewith amended as follows:

- 1. Add the following paragraphs:
  - a) When a 10-foot straightedge is placed on the sidewalk, curb, or gutter, the surface shall not vary more than ¼ inch from the edge of the straightedge, except at grade changes.
  - b) Curbs at pedestrian ramps shall <u>not</u> be placed monolithically with pedestrian ramps.

#### 1.12C THRUST BLOCKS

Portland Cement Concrete used for thrust blocks shall have a minimum compressive strength of 3000 psi when tested at 28 days and have a 1 to 4 inch slump.

Thrust blocks shall be installed such that they bear against the pipe fitting on one side and against the undisturbed earth on the other side. The Contractor shall provide anchor blocks and support blocks on vertical bends.

Thrust block concrete shall not obstruct the removal of bolts from fittings. Concrete shall be prevented from adhering to the fittings. Either a liquid bond breaker shall be applied to the fitting, or an impervious membrane shall be used.

#### 1.12D RETAINING WALLS

Concrete used for retaining walls shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications.

#### 1.12E PAVING

#### 1.12F UTILITY ADJUSTMENTS

Concrete used for utility adjustments shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications and shall be reinforced with collated, fibrillated polypropylene fibers conforming to the requirements of Subsection 202.02.04 – "Polypropylene Fibers" of the Standard Specifications, at 1.5 pounds per cubic yard of concrete.

The concrete used for utility adjustments shall be protected until a minimum compressive strength of 3,000 psi is attained. The RTC Project Manager shall approve the method of protection

#### 1.13 DETECTABLE SURFACE WARNING TILES

- 1. The detectable surface warning tiles shall consist of precast tiles with a minimum size of 2' x 2', color dark red. Approved products include: CASTinTACT, TEKWAY DOMETILES, ARMOR CAST WET SET TILES, and ARCIS WET SET TILES. Detectable surface warning tiles shall be constructed per manufacturer's installation guidelines and conform to ADAAG standards.
- 2. Proposed Substitution products are to be submitted for approval in accordance with provision 22 of the Instruction To Bidders, page ITB-4, within these documents. In order to be considered, submittal packages for alternate truncated concrete dome materials must be prepared and submitted in accordance with the requirements of STS 1.13 DETECTABLE SURFACE WARNING TILES.
- 3. The Contractor shall check the prefabricated panels upon delivery to verify that the proper material has been received. The panels shall be inspected by the Contractor to be free of flaws or damage occurring during manufacturing, shipping, or handling.
- 4. The prefabricated panels shall be installed in accordance with the Reno Standard Details and the manufacturer's recommendations.
- 6. Submittals shall include the following:
  - a) The product data sheet and certification from the Manufacturer that the prefabricated detectable surface warning tile panels supplied meets the requirements of STS 1.13 DETECTABLE SURFACE WARNING TILES; and
  - b) The manufacturer's installation instructions and general recommendations.

#### 1.14 BITUMINOUS PLANTMIX

Bituminous Plantmix shall conform to the requirements of Section 320 - "Plantmix Bituminous Pavement" of the Standard Specifications, except as modified herein.

The Contractor shall submit in writing for approval a job mix formula conforming to Subsection 320.02 – "Composition of Mixtures" of the Standard Specifications. Type 2 aggregate conforming to Subsection 200.02.03 – "Plantmix and Roadmix Aggregate" shall be used unless otherwise specified. Preparation of the aggregates shall be in accordance with the Marination Method described in Subsection 401.03.08 – "Preparation of Aggregates", of the Nevada Department of Transportation Standard Specifications for Road and Bridge Construction.

Unless otherwise approved by the Agency, Asphalt Cement shall be PG64-28NV for the full depth for all paving on this project. Asphalt binders shall conform to the requirements of Section 201 - "Bituminous Material" of the Standard Specifications.

#### 1.14A COMPOSITION OF MIXTURES

Subsection 320.02.01 - "Job Control Grading Band" of the Standard Specifications, is herewith amended as follows:

1. Amend the gradation and asphalt cement content table as follows:

	Maximum Tolerance
Aggregate passing No. 4 and larger sieves	±7 percent
Aggregate passing No. 8 to 100 sieves	±4 percent
Aggregate passing No. 200 sieve	±2 percent
Asphalt content	-0.2% to +0.7% of total weight of mix

2. Delete the third paragraph of Subsection 337.04.01 – "Composition of Mixtures" of the Standard Specifications and replace as follows:

The optimum asphalt cement content shall be determined to 0.1 percent, by total weight of mix and dry weight of aggregate, in accordance with the Asphalt Institute's Manual Series No. 2 (MS-2) with a target value of [3% Air Voids for light traffic conditions (design Equivalent Single Axle Load (ESAL) < 10<sup>4</sup>) and 4% Air Voids for medium and heavy traffic conditions (design ESAL > 10<sup>4</sup>). The Contractor shall use a 75-blow Marshall mix design for all streets on this project, except a 50-blow Marshall mix design for \*[medium/light traffic conditions shall be used on the following streets: \*|\*. The mix design and project control samples shall conform to MS-2 Table 5.2 - Marshall Mix Design Criteria as modified in STS Table 1.14A-1.

STS Table 1.14A-1: Modified MS-2 Table 5.2 - Marshall Mix Design Criteria

	Light Traffic <sup>2</sup> Surface & Base		Medium Traffic <sup>2</sup> Surface & Base		Heavy Traffic <sup>2</sup> Surface & Bas	
Marshall Method Mix Criteria <sup>1</sup>						
Compaction, Number of Blows, Each End of Specimen	50*		50		75	
Stability (pounds)	1,200 Min.*		1,200 Min.		1,800 Min.	
Flow (0.01 inches)	8 Min.	16 Max.*	8 Min.	16 Max. <sup>(8)</sup>	8 Min.	14 Max. <sup>(8)</sup>
Air Voids (percent)	2 Min.*	4 Max.*	3 Min.	5 Max.	3 Min.	5 Max.
Voids in Mineral Aggregate (percent)	Aggregate See STS Table 1.14A-2 : MS-2 Tab			2 Table 5.	3	
Voids Filled With Asphalt (percent)	70	80	65	78	65	75

#### Notes:

- All criteria, not just stability value alone, must be considered in designing an asphalt paving mix. Hot mix asphalt bases that do not meet these criteria when tested at 140 °F are satisfactory if they meet the criteria when tested at 100 °F and are placed 4 inches or more below the surface.
- 2. Traffic classifications
  - Light Traffic conditions resulting in a Design ESAL  $< 10^4$  Medium Traffic conditions resulting in a Design ESAL between  $10^4$  and  $10^6$

Heavy Traffic conditions resulting in a Design ESAL > 10<sup>6</sup>

- 3. Laboratory compaction efforts should closely approach the maximum density obtained in the pavement under traffic.
- 4. The Flow value refers to the point where the load begins to decrease.
- 5. The portion of asphalt cement lost by absorption into the aggregate particles must be allowed for when calculating percent air voids.
- 6. Percent air voids are calculated at the target value.
- Percent voids in the mineral aggregate are to be calculated on the basis of the ASTM bulk specific gravity for the aggregate.
- 8. Upon approval of Agency, flow may exceed the maximum value when polymer modified binders are used.
- \* Indicates modified value from MS-2 Table 5.2.

STS Table 1.14A-2: MS-2 Table 5.3 - Minimum Percent Voids in Mineral Aggregate (VMA)

	Voids Filled in Mineral Aggregate (percent), Min.					
Nominal Maximum Particle Size (inches) <sup>1, 2</sup>	Design Air Voids (percent) <sup>3</sup>					
	3.0	4.0	5.0			
No. 16	21.5	22.5	23.5			
No. 8	19.0	20.0	21.0			
No. 4	16.0	17.0	18.0			
3/8	14.0	14.0 15.0 16.0				
1/2	13.0	14.0	15.0			
3/4	12.0	13.0	14.0			
1	11.0	12.0	13.0			
1-1/2	10.0	11.0	12.0			
2	9.5	10.5	11.5			
2-1/2	9.0	10.0	11.0			

#### Notes:

- 1. Standard Specifications for Wire Cloth Sieves for Testing Purposes.
- 2. The nominal maximum particle size is one size larger than the first sieve to retain more than 10 percent.
- Interpolate minimum voids in the mineral aggregate (VMA) for design air void values between those listed.

#### 1.14B PAVING

#### I SPREADING AND FINISHING

Subsections 320.03 - "Construction" and 320.05 - "Spreading and Finishing" of the Standard Specifications, are herewith amended as follows:

#### 1. Add the following subsection:

**320.03.03.01 Automatic Controls.** Pavers placing the final lift of the plantmix bituminous pavement for any uniform roadway section shall be equipped with an automatic control system capable of operating in conjunction with either a ski type device of not less than 30 feet in length or a taut wire set to grade. Automatic controllers are required on each side of the paver for the final lift of the plantmix bituminous pavement.

Where a paver is matching longitudinal joints, a joint matcher ski running on automatic controls is required.

The Contractor shall furnish all equipment required and shall install all stakes and wire required for the wire system.

2. Add to the introductory paragraph of Subsection 320.05 - "Spreading and Finishing" of the Standard Specifications as follows:

Refer to STS 1.14B SPREADING AND FINISHING - Item 1, designated as Subsection 320.03.03.01 - "Automatic Controls" of the Standard Specifications, for automatic controls requirement for bituminous pavers.

3. Add to the fourth paragraph of Subsection 320.05 - "Spreading and Finishing" of the Standard Specifications as follows:

In other areas where mechanical spreading and finishing equipment is used, loose plantmix material shall not be broadcast across the mat to repair surface irregularities. Instead, the irregular surface material shall be removed and replaced with mix, which shall be placed gently on the surface and large aggregate raked off the surface and removed before rolling. At joints, bituminous material at the edges of pavement shall be pushed back off the adjoining pavement, and the edge "pinch" rolled to provide a tight, flush joint. Loose aggregate at the edges of the pavement mat shall not be pushed across the mat with the rake and rolled into the mat, but instead will be raked off the mat and removed before rolling.

4. Add the following paragraphs after the second paragraph in Subsection 320.05.02 - "Joints":

\*The Contractor shall minimize the number of transverse joints in the final lift of pavement in any particular roadway segment.

"Hot" joints are joints where adjacent paving lifts are placed during the same work shift, when previously placed pavement is relatively "hot". Joints constructed otherwise are considered "Cold" joints.

All TOP LIFT longitudinal joints shall be "Hot" joints unless otherwise approved or directed by the Agency or Design Engineer.

All "Cold" longitudinal joints directly below the TOP LIFT (final course of bituminous dense-grade pavement) shall be sawcut back a minimum of six (6) inches horizontally and to full depth of the lift, but not to exceed the depth of the lift.

For all sawcut joints, TOP LIFT or otherwise, a tack coat of asphaltic emulsion shall be applied to the contact surface prior to placement of the abutting lift.

The RTC reserves the right to sample cores directly at pavement joints to determine if workmanship (good in-place densities and absence of excessive voids and segregation) is acceptable within the joints.

#### II ACCEPTANCE

Subsection 320.06 - "Acceptance" of the Standard Specifications, is herewith amended as follows:

1. Delete the introductory paragraph and replace as follows:

Plantmix bituminous pavement shall be accepted on the basis of surface tolerance, density, thickness, surface texture, conformance with the tolerances of the job mix formula, and the Marshall properties required in this subsection and in accordance with the testing requirements of Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

2. Delete the second paragraph of Subsection 320.06.01 - "Surface Tolerances" of the Standard Specifications and replace as follows:

Surface tolerances shall be evaluated, as specified in the Bid Item, by either method as described in STS 1.14BII ACCEPTANCE - Items 3 or 4, designated as Subsection 320.06.01.01 - "Profilograph Method" and Subsection 320.06.01.02 - "12-foot Straight Edge Method," respectively.

3.

4. Add the following subsection:

#### 320.06.01.02 12-foot Straight Edge Method.

a) A 12 feet long straight edge shall be used. When measured longitudinally (profile), the straight edge shall be laid on the finished surface and parallel with the centerline of the roadway. For transverse (cross section) measurements, the straight edge shall be laid in a direction transverse to the centerline and extending from edge to edge of a 12 foot traffic lane.

The RTC may use a profilograph to locate pavement surfaces which display unacceptable surface tolerance. Profilograph measurement shall be in accordance with STS 1.14BµI ACCEPTANCE - Item 3 (a), designated as a portion of Subsection 320.06.01.01 - "Profilograph Method." Once identified, the conformance criterion will remain as specified below in Item 4 (b), designated as a portion of Subsection 320.06.01.02 - "12-foot Straight Edge Method," that is, not subject to the conformance criterion listed for the profilograph method.

b) The longitudinally (profile) surface shall not vary more than 1/8 inch from the lower edge of the straightedge. The transverse (cross section) slope of the finished surface shall be uniform to a degree such that no depressions greater than 1/4 inch are present. The finished grade of the asphalt surface shall vary no more than 5/8 inch from design finished grade in both profile and cross section.

Grinding shall be done in accordance with STS 1.14B II MITIGATION - Item 3, designated as Subsection 320.07.01.01 - "Grinding for Conformance of Surface Tolerances."

5. Delete Subsection 320.06.03 - "Thickness" of the Standard Specifications and replace as follows:

**320.06.03 Thickness.** Cut samples taken in accordance with Section 336.03.04 - "Asphalt Concrete" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING shall be used to determine conformance with thickness specifications. The average thickness of cores shall be at least equal to the specified minimum thickness of the asphalt concrete pavement with no single core less than ½ inch thinner than the specified minimum thickness. Both average and single core thickness shall be compared to the specified thickness to the nearest 0.1 inch.

6. Add the following subsection:

**320.06.04 Surface Texture.** The finished texture of wearing course paving constructed using dense graded bituminous plantmix shall be dense and uniform in appearance, displaying a homogeneous distribution of fine and coarse aggregate with no apparent surface voids.

7. Add the following subsection:

**320.06.05 Job Mix Formula and Marshall Properties.** Bituminous plantmix will be tested for compliance with the job mix formula and Marshall properties on a "lot" basis. A lot is as defined in Subsection 320.06.02 - "Density" of the Standard Specifications. Each lot will be tested for job mix formula and Marshall properties compliance.

Each lot of compacted pavement will be accepted, with respect to job mix formula and Marshall properties, when test results on fresh, hot samples conform to the requirements set forth in Subsection 320.02 - "Composition of Materials" and as modified in STS 1.14 BITUMINOUS PLANTMIX, including but not limited to, Marshall air voids, stability, flow, asphalt content, and aggregate gradation. Testing shall be in accordance with Subsection 336.03.04 - "Asphalt Concrete" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

#### III MITIGATION

Subsections 320.07 - "Mitigation of Unacceptable Asphalt Concrete Pavement" and 320.09 - "Basis of Payment" of the Standard Specifications, are herewith amended as follows:

1. Add an introductory paragraph and a second paragraph for Subsection 320.07 - "Mitigation of Unacceptable Asphalt Concrete Pavement" of the Standard Specifications as follows:

320.07 MITIGATION OF UNACCEPTABLE ASPHALT CONCRETE PAVEMENT. The objective of mitigation is to assure the final pavement will meet the design service life of the roadway. Those portions of the constructed work which do not comply with contract specifications, as determined in accordance with Subsection 320.06 - "Acceptance" of the Standard Specifications and as modified in STS 1.14B<sub>II</sub> ACCEPTANCE, shall be mitigated in such a manner that the performance, service life, and maintainability expectations of the originally specified project will be achieved. Payment penalties in lieu of mitigation shall be considered as a last resort and utilized only in those cases where mitigation to achieve the expected performance, service life, and maintainability is deemed by the Agency to be not possible or practical. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches which may include combinations of various physical mitigation measures and payment penalties. The Agency, at its option, will decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory, and Contractor.

In the event pavement mitigation is necessary to correct deficiencies, the RTC may direct the Contractor to perform some or all pavement mitigation after normal business hours, at night, and/or on weekends, to minimize impacts sustained by the public, at the Contractor's own expense.

2. Amend Subsection 320.07.01 - "Unacceptable Surface Tolerance" of the Standard Specifications as follows:

**320.07.01 Unacceptable Surface Tolerances.** Unacceptable surface tolerance shall be corrected by either overlaying or grinding as directed by the Agency or Engineer. Grinding shall be done in accordance with STS 1.14B III MITIGATION - Item 3, designated as Subsection 320.07.01.01 - "Grinding for Conformance of Surface Tolerances."

Apply fog or slurry seal to ground areas after the surface tolerance specifications have been met. The Agency shall determine the type of sealant to be used.

In areas to be corrected with an overlay, grinding, followed by tack coat, may be necessary to provide a minimum 1½ inch overlay and butt joints where matching existing pavements.

3. Add the following subsection:

**320.07.01.01 Grinding for Conformance of Surface Tolerances.** The grinding machine for correcting pavement surface tolerances shall be power driven, self-propelled and specifically designed to remove, profile, smooth, and texture hot mix asphalt. The Contractor shall use a grinding machine with a wheel base of not less than 12 feet, equipped with a rotating powered mandrel drum studded with diamond blades with a cutting head not less than 3 feet wide. The grinding machine shall be equipped with an effective means for controlling dust and other particulate matter.

Do not cause strain or damage to the underlying surface of the pavement with the

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grinding machine. Do not use grinding and texturing equipment that causes ravels, aggregate fractures, spalls, or disturbance of joints.

The Contractor shall perform grinding in a longitudinal direction. A satisfactorily grind will produce a uniform textured surface over the surface areas designated for grinding.

The surface of the ground pavement shall have parallel corduroy-type texture consisting of grooves between 1/12- inch and 1/8-inch wide. The peaks of the ridges shall be approximately 1/16-inch higher than the bottom of the grooves with approximately 52 to 58 evenly spaced grooves per foot.

The Contractor shall perform additional grinding as necessary to extend the ground area laterally to the nearest lane line or edge of pavement and longitudinally to lines normal to the pavement centerline.

The Contractor shall correct areas that cannot not be brought into specified surface tolerances by abrasive grinding by both removal and replacement, or by placing an overlay of hot mix asphalt. The Contractor shall obtain approval of the exact method of correction.

Fog or slurry seal shall be applied to ground areas after the surface tolerance specifications have been met. The Agency shall determine the type of sealant to be used.

4. Delete Subsections 320.07.02 - "Unacceptable Density" and Table 1 in Subsection 320.09 - "Basis of Payment" of the Standard Specifications and replace as follows:

**320.07.02** Guideline for In-place Density/Air Voids. The RTC and the Design Engineer will consider STS Table 1.14BIII-1 or 1.14BIII-2 "Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids", as applicable for the design traffic conditions, input from the Contractor, and sound engineering analysis and judgment before requiring mitigation (i.e. removal and replacement, increased thickness, or surface treatment) and/or payment deduction (if mitigation is not practical or possible) for plantmix bituminous pavement which deviates from specification requirements. Since the matrix does not include all factors and site conditions which may affect the overall performance of the pavement, the RTC may, upon consideration of the specific circumstances, increase, reduce or waive mitigation and/or payment reduction, or combine portions of mitigation and payment reduction.

If the RTC makes a preliminary determination that mitigation, and/or payment deduction is necessary on the basis of In-place Density/Air Voids, the Contractor may submit a written request to RTC for retests. The retests shall be in accordance with Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING. The retests may be performed by the Agency's quality assurance laboratory or by any other approved, independent testing laboratory (the Contractor shall request the laboratory in writing for RTC approval).

Retests shall be undertaken at the Contractor's own expense. If the results of any retests are significantly different from initial testing, a "referee" test will be performed by an independent testing lab, which is mutually acceptable to the RTC and the Contractor. The RTC may waive the "referee" test if after consulting with the Design Engineer it is determined that the "referee" test is unnecessary. Fifty percent of the cost of "referee" tests shall be paid by the RTC and 50 percent shall be paid by the Contractor. The RTC may elect to make full payment and deduct the Contractor's 50 percent from progress or final payment to Contractor. The RTC will make a final determination regarding mitigation and/or payment reduction based upon the preponderance of test results and other factors.

5. Delete subsection 320.07.03 Unacceptable Thickness and replace as follows:

**320.07.03 Unacceptable Thickness.** Insufficient thickness not meeting the requirements of subsection 320.06.03 – "Acceptance – Thickness" – shall be mitigated as follows:

Thickness	Mitigation
4" - 3.76"	20% pay deduct for top lift paving
3.75" – 3.51"	50% pay deduct for top lift paving
≤ 3.5"	Remove top lift & replace or add a 1.5" Type 3 overlay

For mitigation purposes in this subsection, the thickness will be the average of all cores taken, and the cost of the top lift paving is \$0.60 per square foot per one inch of thickness.

The overlay mitigation option is allowable only at where there is no curb and gutter. Grinding may be necessary to eliminate the problems associated with raising of finish grade as determined by the governing Agency or Engineer, but in all cases, the perimeter of the corrective overlay shall be placed as a flush butt-joint formed by grinding of existing pavement abutting the overlay.

6. Add the following subsection:

**320.07.04 Unacceptable Surface Texture.** Unacceptable surface texture shall be mitigated as directed by the Agency. Required mitigation may include any necessary measures up to, and including, removal and replacement of the deficient material. If correction of surface texture results in a visually non-uniform pavement surface, the Contractor may be required to restore the pavement surface to a uniform visual appearance as directed by the Agency. Such measures shall be done at the Contractor's own expense.

7. Add the following subsection:

**320.07.05** Guideline for Job Mix Formula and Marshall Properties. If the compacted pavement is not in compliance with the job mix formula and all Marshall properties, mitigation shall be as directed by the Agency. Due to the complexity of the deficiency matrix, it is impossible to have a mitigation table

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which covers all possible combinations of the deficiencies and all factors and site conditions which may affect the overall performance of the pavement; therefore, the RTC shall evaluate the deficiency on a case by case basis and may require any necessary measures ranging from payment deductions to removal and replacement of the deficient materials, or any combination of the mitigation measures.

The RTC may consider test results from the Contractor's quality control laboratory if submitted, provided that the sampling and testing are performed, using split samples with the Agency's quality assurance laboratory, in accordance with Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

#### STS Table 1.14BIII-1

#### Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids Light Traffic Conditions (see Note 4)

The objective of the mitigations listed on the table below is to assure the final pavement will meet the design service life of the roadway. Reductions in payment do not achieve that goal and should be considered only if mitigation is not possible or practical. The mitigation table is an attempt to provide uniformity and fairness to the evaluation process of substandard pavements. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches. The appropriate mitigation requires sound engineering analysis and judgment. The Agency will, at its option, decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory, and the Contractor.

	Marshall Compaction % (Note 5)	In Place Air Voids % (Rice) (Note 6)	Thic	rease kness s 7&8)	Surface Seal (Note 8)						Payment (Note 8)	
	(Note 3)	(Note 0)	1"	1-1/2"	Sand Seal	Slurry Seal	Sand Blotter		100%	90%	50%	
	-	<2					X (A)			X(A)	X	
	≥ 96	≥2 & ≤ 7							X			
		>7 & ≤ 10			X	X				X		
WEARING		> 10		X	X(A)	X(B)		X			X(A, B)	
AR		≥ 4 & <u>&lt;</u> 7								X		
WE	< 96 & ≥ 93	>7 & ≤ 10		X							X	
		> 10		X(A)				X			X(A)	
	< 93							X				
		<2								X	X	
		≥2 &≤7							X			
NG	≥ 96	>7 & ≤ 10								X		
\\		> 10	X								X	
VE/		≥4 & ≤ 7								X		
Z	<96 & ≥ 93	>7 & 10	X								X	
NON-WEARING		> 10		X				X			X(A)	
	< 93							X				

#### Notes:

- 1. Each 'X' represents a recommended mitigation remedy. Several X's for a single deficiency indicate alternate methods of remediation unless noted otherwise. Individual judgment must be exercised by the RTC Project Manager on each specific project.
- 2. Each 'X' labeled either (A) or (B) represents a combination of mitigation remedies listed as group (A) or group (B).
- See STS 1.14Biii MITIGATION Item 6, designated as Subsection 320.07.05 "Guideline for Job Mix Formula and Marshall Properties," for mitigation required when the compacted pavement is not in compliance with the job mix design and/or Marshall properties.
- 4. Traffic classifications:

Light Traffic conditions resulting in a Design ESAL <10<sup>4</sup>

Medium Traffic conditions resulting in a Design ESAL between 10<sup>4</sup> and 10<sup>6</sup>

Heavy Traffic conditions resulting in a Design ESAL >10<sup>6</sup>

For light traffic conditions, see Asphalt Deficiency Mitigation Matrix for Light Traffic Conditions.

- 5. The average Marshall Compaction for the lot shall be rounded to the nearest 1 percent in accordance with the procedure described in Section 336 "Inspection and Testing," of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 6. Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 "Inspection and Testing" of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete"
- 7. Increase total pavement thickness by the indicated amount using approved mix.
- 8. Mitigation may not be limited to the matrix shown on this table if the pavement is also deficient in other areas.

#### STS Table 1.14BIII-2

## Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids Medium & Heavy Traffic Conditions (see Note 4)

The objective of the mitigations listed on the table below is to assure the final pavement will meet the design service life of the roadway. Reductions in payment do not achieve that goal and should be considered only if mitigation is not possible or practical. The mitigation table is an attempt to provide uniformity and fairness to the evaluation process of substandard pavements. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches. The appropriate mitigation requires sound engineering analysis and judgment. The Agency will, at its option, decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory and the Contractor.

	Marshall Compaction %	In Place Air Voids % (Rice)	Increase Thickness (Notes 7&8)	Surface Seal (Note 8)		Remove Replace	Payment (Note 8)			
	(Note 5)	(Note 6)	+1½"	Sand Seal	Slurry Seal	Chip Seal		100%	90%	50%
		<3					X		X	X
	≥ 96	≥3 & <u>&lt;</u> 8						X		
		>8 & <u>&lt; 11</u>		X	X	X			X	
WEARING		> 11	X				X			
₽   		≥ 4 & <u>&lt;</u> 8	X				X		X	
VE,	< 96 & ≥ 93	>8 & <u>&lt; 11</u>	X(A)			X(B)	X		X(A)	X(B)
		> 11	X(A)				X			X(A)
	< 93						X			
		<3					X		X	X
		≥3 & <u>&lt;</u> 8						X		
Ğ	≥ 96	>8 & <u>&lt;</u> 11							X	
\\		> 11	X				X			X
Æ/		≥4 & ≤8							X	
5	<96 & ≥ 93	>8 & <u>&lt; 11</u>	X							X
NON-WEARING		> 11	X(A)				X			X(A)
	< 93						X			

#### Notes:

- Each 'X' represents a recommended mitigation remedy. Several X's for a single deficiency indicate alternate methods of remediation unless noted otherwise. Individual judgment must be exercised by the Engineer on each specific project.
- 2. Each 'X' labeled either (A) or (B) represents a combination of mitigation remedies listed as group (A) or group (B).
- 3. See STS 1.14BIII MITIGATION Item 6, designated as Subsection 320.07.05 "Guideline for Job Mix Formula and Marshall Properties," for mitigation required when the compacted pavement is not in compliance with the job mix design and/or Marshall properties.
- 5. Traffic classifications:

Light Traffic conditions resulting in a Design ESAL <10<sup>4</sup>

Medium Traffic conditions resulting in a Design ESAL between 10<sup>4</sup> and 10<sup>6</sup>

Heavy Traffic conditions resulting in a Design ESAL  $> 10^6$ 

For light traffic conditions, see Asphalt Deficiency Mitigation Matrix for Light Traffic Conditions.

- 5. The average Marshall Compaction for the lot shall be rounded to the nearest 1 percent in accordance with the procedure described in Section 336 "Inspection and Testing," of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 6. Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 "Inspection and Testing" of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 7. Increase total pavement thickness by the indicated amount using approved mix.
- 8. Mitigation may not be limited to the matrix shown on this table if the pavement is also deficient in other areas.

#### IV SPECIAL PAVING CONSIDERATIONS

The Contractor shall submit, at the time of traffic control submittal, a paving plan superimposed onto the striping plan to illustrate locations of paving joints in relation to striping. The paving joints in the final lift shall be located within 6" from lane stripes, unless otherwise authorized in writing by the Engineer.

Where directed by the Engineer, the Contractor shall spread blotter sand on the surface of final-lift pavement to reduce the driveway or intersection closure time and protect the pavement surface at high traffic or critical locations.

#### V TACK COAT

Subsection 316.03.04 - "Application of Bituminous Materials" of the Standard Specifications, is herewith amended as follows:

Unless otherwise directed by the Design Engineer, cleaning and the application of a tack coat shall be provided between all paving courses that are not constructed in the same shift. Tack coat shall consist of asphalt emulsion, Type SS-1h, conforming to the requirements of Section 201 – "Bituminous Materials" of the Standard Specifications to the cleaned, cured surface, unless otherwise directed by the Design Engineer. The tack coat shall be applied in sufficient quantity to provide a continuous membrane over the cement modified material. No more tack shall be applied than can be covered in the same shift. Place the covering course over tack that is clean, free of tracking and adequately set.

#### VI LONGITUDINAL JOINTS

This specification is developed in an effort to obtain longer pavement life by adding emphasis on longitudinal joint quality. This portion of the STS will apply for the sole purpose of assessing the bonus/penalty of this specification. The longitudinal joint result will not tie to the acceptance of the pavement. This portion of the STS, however, does not eliminate any requirement as listed in all other sections of the STS.

Bonus or Penalty for longitudinal joint applies only when the mat for the associated paving "lots" are acceptable according to STS 1.14BII Acceptance.

- 1. Testing and reporting will be performed by the quality assurance laboratory (i.e. RTC's consultant). Testing will be done on the TOP LIFT¹ only for both HOT & COLD longitudinal joints for each joint segment. Longitudinal joint segment is defined as every 1,000 feet of longitudinal joint and any remainder that is 800 feet or longer. Testing for the longitudinal joints include Thin Lift Nuclear Test and Core Test as described in the following paragraphs.
- 2. Thin Lift Nuclear Test (Nuclear Gauge Test) shall be performed as follows:
  - a) Frequency & Location Nuclear gauge readings shall be taken every 200 feet on BOTH sides of a longitudinal joint segment directly across from each other, beginning at a random location within the first 200 feet as determined by the Design Engineer.

<sup>&</sup>lt;sup>1</sup> TOP LIFT is defined as the final course of bituminous dense-grade pavement.

- b) Timing To avoid additional traffic control needed for the testing operation, nuclear gauge readings shall be taken shortly following the completion of the longitudinal joint construction.
- c) Equipment Testing shall be performed using a gauge specifically designed for asphalt testing such as a Troxler 4640B or Troxler 3450, or approved equivalent. It is not necessary that the nuclear gauge be calibrated to the mix. However, the same nuclear gauge should be used for the same longitudinal joint segment.
- d) Testing One 1-minute test is to be performed at each test location. The nuclear density testing shall be performed with the long axis of the nuclear density gauge parallel to the joint and with the nearest edge of the nuclear gauge no closer than 3 inches from the joint and no further than 4.5 inches from the joint. The footprint of the gauge shall be marked with keel or other product that clearly defines the test locations. All testing shall be performed in the same direction (i.e. up or down station).
- e) Re-Test When the test result,  $t_n$ , differs more than 4 pounds per cubic foot (pcf) from the previous test,  $t_{n-1}$ , a re-test at the previous test location is required to assure that the previous test is not in error. Both test results shall be recorded. If the re-test is within 4 pcf of the original previous test result, use the original previous test result. Otherwise, keep record of the results  $t_n$  and  $t_{n-1}$  but do not use them for any further calculations. Instead, recalibrate the thin lift nuclear gauge, resume testing beginning at the  $t_{n-1}$  location, and use the new test results.

#### 3. Core Test will be performed as follows:

- a) Frequency & Location In addition to the coring required for the mat, one core test shall be performed for every longitudinal joint segment, location of which shall be determined as below:
  - Mean Joint Density (MJD) is the average of the readings of the Nuclear Gauge Test on each side of a longitudinal joint segment. The core is to be taken on the side with the lower MJD. If the MJD on both sides are equal, core on the side which was paved first.
  - ii. The core shall also be at a location where a Nuclear Gauge Test was performed and reasonably close to a core location for the mat. The core shall be centered inside of the previously marked footprint of the Nuclear Gauge Test. In no case shall the near edge of the core be closer than 3 inches from the joint.
  - iii. If coring is to occur at a location with pavement markings made of 3M tape or thermoplastic tape, adjust the core location up or down station as appropriate up to a distance of 20 feet maximum. Otherwise, remove necessary portions of the pavement markings before coring.
- b) Timing Coring at the joint shall be at the same time of coring at the mat.
- c) Equipment Same equipment as the standard core test for the mat.
- d) Testing Test procedures will be the same as the standard core test (in-place density/air voids) for the mat in accordance with STS 1.01 INSPECTION AND TESTING. Use the hot sample properties from the corresponding lot, based on the core location (i.e. stationing and which side of the joint), for calculating core test results.

- e) Re-Test Re-testing will only be allowed at the sole discretion of the RTC. If allowed, re-testing shall be at the sole cost of the Contractor and performed by a qualified third party laboratory that meets RTC's criteria for testing. The location of the additional core(s) shall be in within 5 feet up or down station from the original core and the sampling shall be witness by the Design Engineer.
- 4. When applicable, the bonus and penalty is calculated as follows:

Bonus/Penalty = 
$$\frac{\sum F_i}{N} \times A \times T \times U$$

Where

 $F = \text{Factor for individual longitudinal joint segment based on joint core results per STS Table 1.14BVI-1 or 1.14BVI-2 as applicable.$ 

N =Total number of longitudinal joint segments.

A = Total pavement area of all longitudinal joint segments (SF).

T = Thickness of the TOP LIFT (inch).

U = Unit cost of the TOP LIFT (\$/inch-SF).

For the purpose of determining Bonus/Penalty for this project, U shall be \$\*/in-SF.

STS Table 1.14BvI-1 Longitudinal Joint Segment Bonus/Penalty Factor Light Traffic Conditions (see Note 1)

Joint Core Results In-Place Air Voids % (Rice) (see Note 2)	Factor $F_i$
< 2	0%
≥ 2 & ≤ 7	+5%
> 7 & ≤ 10	0%
> 10 & ≤ 14	-5%
> 14	-50%

STS Table 1.14BvI-2 Longitudinal Joint Segment Bonus/Penalty Factor Medium & Heavy Traffic Conditions (see Note 1)

Joint Core Results In-Place Air Voids % (Rice) (see Note 2)	Factor $F_i$	
< 3	0%	
≥ 3 & ≤ 8	+5%	
> 8 & ≤ 11	0%	
> 11 & ≤ 14	-5%	
> 14	-50%	

Notes:

Traffic classifications

- Heavy Traffic conditions resulting in a Design ESAL > 10<sup>6</sup>
- Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 – "Inspection and Test" (Subsection 336.03.04 – "Asphalt Concrete").
- 5. Reporting Field data associated with longitudinal joint testing shall be submitted to the RTC within a week of the testing. The report for the longitudinal joint testing shall be submitted to the RTC within two weeks upon completion of paving for the completed section tested. If top lift paving for the entire project are to be completed within two weeks, submit the report to the RTC within two weeks upon completion of paving for the entire project. The report shall include a Paving Plan and a Longitudinal Joint Summary Sheet as described below.
  - a) The Paving Plan shall be overlaid on the Striping Plans with stationing shown. It should include, for the top lift only, the longitudinal joint locations with identification number (ID), limits of each paving path, direction of paving, and the paving lot number at the core location. The paving plan can be of as small a scale as practical.
  - b) The template for the Longitudinal Joint Summary Sheet is available from the RTC website (<a href="www.rtcwashoe.com">www.rtcwashoe.com</a>) under Streets & Highways, St & Hwy Resources. It shall be filled in with the following details:
    - i. The Longitudinal Joint Segment ID, joint type (hot lap, cold sawcut, etc.), station, side of joint (left/right in the up-station direction or north/south/west/east), individual density values measured, MJD (5 values for 1,000-foot joint segments and 4 for 800-foot joint segments) on each side of each joint segment, joint core test location, paving lot number at the core location, core Marshall Density, Rice Maximum Density, In-Place Air Voids, and the individual Longitudinal Joint Segment Bonus/Penalty Factors,  $F_i$ .
    - ii. The calculation for Longitudinal Joint Bonus/Penalty for the project shall be shown at the end of the sheet.
    - iii. For reference purpose, any re-test shall be noted to clearly identify the re-test, the unused test results, and the test result that was used in calculating the MJD.

#### 1.14C PERMANENT PATCHING

Permanent patching material shall be Type 3 PG64-22 bituminous plantmix, utilizing a 50 blow per side Marshall mix design with target air voids of 3%, and shall conform to the Standard Specifications. Permanent bituminous plantmix patches shall be a minimum depth of 4 inches on 6 inches of aggregate base or match existing section with bituminous plantmix depth up to 12 inches.

If, at any time, during a period of 1 year dating from the date of final acceptance of the project, there is any settlement of the permanent patches requiring repairs to be made, the Owner may notify the Contractor to immediately make such repairs as may be deemed necessary at the Contractor's own expense.

#### 1.16 SLURRY SEAL

Slurry seal shall conform to the requirements of Section 318 - "Slurry Seal" of the Standard Specifications, except as modified herein.

The Contractor shall submit in writing for approval a job mix formula conforming to the requirements of Subsection 318.02 – "Composition of Mixtures" of the Standard Specifications. Type \* aggregate conforming to the requirements of Subsection 200.02.06 – "Slurry Seal and Micro Surfacing Aggregate" shall be used unless otherwise specified. Asphalt emulsions shall conform to the requirements of Section 201 - "Bituminous Material" of the Standard Specifications.

Subsection 318.02 – "Materials" of the Standard Specifications, is herewith amended as follows:

- 1. Add the following to Subsection 318.06.01 "Limitations":
  - a) The slurry seal shall not be applied when precipitation is imminent or occurring.
- 2. Delete Subsection 318.07.02 "Tack Coat" in its entirety.
- 3. Add the following to Subsection 318.08.01 "General":
  - a) All workers shall have sufficient experience to perform properly the work assigned to them. The Contractor shall have an experienced crew on each spreader and any other equipment.
  - b) At least 48 hours shall elapse between top lift paving and application of a bituminous seal coat.
  - c) Immediately before commencing the slurry seal operations, all metal utility covers (including survey monuments) shall be protected by thoroughly covering the surface with an appropriate adhesive and oiled or plastic paper. No adhesive material shall be permitted to cover, seal or fill the joint between the frame and cover of the structure. Covers are to be uncovered and cleaned of slurry material by the end of the same day.
  - d) Hand tools shall be available in order to remove spillage. Ridges or bumps in the finished surface shall not be permitted. The mixture shall be uniform and homogeneous after spreading on the surface and shall not show separation of the emulsion and aggregate after setting.
  - e) Adequate means shall be provided to protect the slurry seal from damage from traffic until such time that the mixture has cured sufficiently so that the slurry seal will not adhere to, or be picked up by the tires of vehicles.

#### 1.18 PAVEMENT MARKINGS

#### 1.18A PAINTED PAVEMENT MARKINGS

Permanent painted (traffic paint or epoxy paint) pavement markings shall be in accordance with Section 632 of the latest edition of "Standard Specifications for Road and Bridge Construction" published by NDOT.

#### 1.18A TRAFFIC PAINT

All application methods and products shall conform to Sections 632 – "Permanent Painted Pavement Markings" and 730 – "Traffic Beads", and Subsections 729.02.01 – "General", 729.02.02 – "Packaging", and 729.03.05 – "Rapid Dry Waterborne Paint Material" of the NDOT Standard Specifications for Road and Bridge Construction for Type II traffic paint, with the following exception:

#### 1. Add the following:

At least 48 hours shall elapse between application of a bituminous seal coat and permanent pavement marking.

All traffic paint shall have a minimum of 2 coats (full width of stripe) per application of the designated material placed unless otherwise directed by the RTC Project Manager or the Design Engineer's representative.

#### 1.18B PAVEMENT MARKING FILM

Permanent pavement marking film (pavement marking tape or thermoplastic) shall be in accordance with Section 634 – "Pavement Marking Film", of the NDOT Standard Specifications for Road and Bridge Construction.

#### 1.18C RAISED MARKERS

#### 1. Hydrant markers.

A reflective, blue street marker shall be provided to identify all fire hydrant locations. The marker shall be omnidirectional type. The marker shall be visible on approach to the fire hydrant. The marker shall be placed in accordance with Reno Fire Department Policy Appendix UFC-AP904.3.1, page AP-6.

Adhesives for raised markers shall conform to Subsection 633.02.04 - "Adhesives for Pavement Markers" of the NDOT Standard Specifications for Road and Bridge Construction.

Installation of raised markers shall conform to Subsection 633.03.01 - "Pavement Marker Installation" of the NDOT Standard Specifications for Road and Bridge Construction.

#### 1.22 TRAFFIC SIGNS

#### 1.22A MATERIALS

Traffic signs shall be 3M Diamond Grade (DG) 3 or 3M high intensity sheeting with a clear transparent overlay 3M 1170 or approved equal.

Street name signs shall be 3M DG3, Series 4000 or approved equal with green transparent Scotchlite Electrocut Film #1177C or approved equal. White letter and border sheeting shall be retro reflective ASTM IX 3M Diamond Grade or approved equal.

#### 1.23 TRAFFIC SIGNALS

#### 1.23A LOOP DETECTORS

\* The \* requires the Contractor to lay-out traffic signal loop detectors in accordance with \* standards and details. After the loop lay-out is marking in the field, the Contractor shall call \* at \* for loop lay-out inspection and approval.

\* The Contractor shall call \* at \* for traffic signal loop lay-out.

All traffic signal loop detectors shall be installed prior to the placement of the final "top" lift<sup>2</sup> of the plantmix bituminous pavement material. Placement of slurry seal or micro-surface does not negate this requirement.

#### 1.23B TEMPORARY TRAFFIC SIGNAL MODIFICATIONS DURING CONSTRUCTION

The Contractor shall coordinate with and secure approval from \* (\*) of \* for any use of or changes to operation of existing traffic signal equipment during construction. The Contractor shall comply with \* requirements without additional cost to the RTC.

#### 1.24 UTILITY ADJUSTMENT

#### 1.24A <u>VERIFICATION OF DEPTH</u>

Location of underground facilities shown on the plans are approximate and were not determined by field investigation. It shall be the responsibility of the Contractor to locate all existing utility structures, whether shown or not, and to notify all utility companies to verify in the field the location of their installations prior to construction. The Contractor shall protect all utility structures from damage. The expense of repair or replacement shall be borne by the Contractor (however, this in no way precludes the Contractor from recovering, from the utility company, costs to repair existing utilities which do not conform with standard specifications or details). The Contractor shall request field marking of existing utilities at least 48 hours in advance of beginning construction by calling Underground Service Alert at (800) 227-2600.

At existing underground traffic signal conduit crossings and at locations where new underground facilities cross existing facilities, the Contractor shall expose the existing facility and verify that sufficient horizontal and vertical clearance exists for the street improvements to be constructed in substantial compliance with the plans. At existing underground traffic signal conduit crossings, the Contractor shall field verify the depth of existing facilities <u>before commencing any construction</u>. At locations where new underground facilities are to be connected to existing facilities, the Contractor shall expose the existing facility and verify that the connection can be made as shown on the plans <u>before commencing any construction</u>. Any conflicts shall be brought to the Engineer's attention as soon as they are discovered.

Utility depth verification requirements will be considered incidental to \*, bid item \*.

\_

 $<sup>^{2}</sup>$  TOP LIFT is defined as the final course of bituminous dense-grade pavement.

#### 1.24B <u>UTILITY MANHOLE AND VAULT ADJUSTMENT</u>

Add to Subsection 323.05 - "Utility Manholes and Vaults" of the Standard Specifications as follows:

1. "Before lowering manholes and vaults, the Contractor shall take inventory of the utilities to be adjusted. The Contractor shall record the exact location and type of utility by labeling the assembly with numbers at locations visible for verification. The labeling shall include utility site, collar, and lid to ensure proper match of hardware when utility adjustment is completed at the conclusion of the project."

The Contractor shall submit the utility inventory list to the Engineer and utility companies upon completion of utility lowering activity. The Contractor shall also keep a copy of the utility location inventory list on the project work site at all times for emergency shutoff purposes. The Contractor may post the list on the backside of the RTC Project Information sign.

#### 1.24C MANHOLE PROTECTION PLAN

The Contractor shall be responsible for the protection of all manholes and valves during all phases of construction, including but not limited to, lowering and raising covers, and grouting of them. The Contractor shall verify all manholes and valves are clear of debris at the beginning of the project and notify the utility companies if otherwise.

A "Manhole Protection Plan" shall be submitted and approved by the Engineer prior to any manhole adjustments. The plan shall clearly identify how the contractor will protect ANY debris from entering the system and a detail of how the Contractor is prepared for emergency overflows. To the minimum, the plan shall include the name, phone number, and contact of the company the contractor will use in case of an emergency. Prior to performing any adjustments or grouting, the Engineer shall observe and verify the Contractor is in compliance with the "Manhole Protection Plan".

#### 1.25 SURVEY MONUMENTS

Survey monuments shall be removed prior to construction. Survey monuments shall be located and punched by a Nevada registered professional land surveyor and replaced after completion of improvements.

#### 1.26 CERTIFICATES OF COMPLIANCE

The Certificate of Compliance shall be signed by the manufacturer of the material or the manufacturer of assembled materials and shall state that the materials involved conform in all respects with the requirements of the specifications for this project. A Certificate of Compliance shall be furnished with each lot of material delivered to the work and the lot so certified shall be clearly identified in the certificate.

#### Materials Requiring Certificate of Compliance

- 1. Asphalt Cement
- 4. Cement
- 5. Concrete Curing Compound
- 6. Signs
- 7. Pavement Markings
- 8. Personnel certification for installation of retroreflective preformed pavement markings

# EXHIBIT "F" (Standard Specifications for Public Works Construction Section 117.00

"Material and Workmanship - Warranty of Corrections")

#### **EXHIBIT F**

#### MATERIAL AND WORKMANSHIP - WARRANTY OF CORRECTIONS

Corrections ordered in accordance with General Provision 117.00, "Material and Workmanship" for items discovered in the year following final acceptance of the project shall be warranted for a one (1) year period following acceptance by the RTC of the correction. Should the correction itself prove defective, the Contractor shall be obliged to make further correction. The warranty period on the correction shall continue to be extended for one (1) year following acceptance by the RTC of the initial or any subsequent corrective actions.

# EXHIBIT "G" (RRIF Rates As Of Date Of Offset Agreement)

### **REGIONAL ROAD IMPACT FEE SCHEDULE**

Land Use		North Service Area		South Service Area	
Residential	Unit	VMT	Dollars (\$279.20/VMT)	VMT	Dollars (\$272.33/VMT)
Single-Family	Dwelling	20.36	\$5,684.51	19.11	\$5,204.23
Multi-Family	Dwelling	12.97	\$3,621.22	12.18	\$3,316.98
Industrial					
General Light Industrial	1,000 GFA	6.48	\$1,809.22	6.08	\$1,655.77
Manufacturing	1,000 GFA	5.14	\$1,435.09	4.82	\$1,312.63
Warehouse	1,000 GFA	2.27	\$633.78	2.13	\$580.06
Mini-Warehouse	1,000 GFA	1.97	\$550.02	1.85	\$503.81
Commercial/Retail					
Commercial/Retail	1,000 GFA	29.43	\$8,216.86	27.63	\$7,524.48
Eating/Drinking Places	1,000 GFA	29.43	\$8,216.86	27.63	\$7,524.48
Casino/Gaming	1,000 GFA	60.17	\$16,799.46	56.48	\$15,381.20
Office and Other Services					
Schools	1,000 GFA	16.83	\$4,698.94	15.80	\$4,302.81
Day Care	1,000 GFA	16.83	\$4,698.94	15.80	\$4,302.81
Lodging	Room	4.38	\$1,222.90	4.11	\$1,119.28
Hospital	1,000 GFA	14.01	\$3,911.59	13.15	\$3,581.14
Nursing Home	1,000 GFA	8.68	\$2,423.46	8.14	\$2,216.77
Medical Office	1,000 GFA	45.47	\$12,695.22	42.68	\$11,623.04
Office and Other Services	1,000 GFA	12.73	\$3,554.22	11.95	\$3,254.34
Regional Recreational Facility	Acre	1.02	\$284.78	0.96	\$261.44

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# EXHIBIT "H" (Interim RRIF Waiver Request Schedule)

Interim RRIF Waiver Request Schedule

RTC Project Number: 0513012

Development of Record: 5 Ridges

Developer of Record: 5 Ridges Development Company, Inc.

Interim Waivers Request Schedule:

Interim waivers are requested for the dedicated rights-of-way following execution of Regional Road Impact Fee agreement, confirmation of recorded right-of-way dedication with City of Sparks and Washoe County, and concurrence of submitted valuation by RTC and City of Sparks.

Meeting Date: 4/18/2025 Agenda Item: 4.3.3

To: Regional Transportation Commission

From: Jeff Wilbrecht, Engineering Manager

SUBJECT: Regional Road Impact Fee Offset Agreement with Sunny Hills Ranchos

#### **RECOMMENDED ACTION**

Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, Sunny Hills Ranchos, and the City of Reno for RRIF Waivers for offset-eligible improvements associated with roadway widening along South Meadows Parkway, associated drainage improvements, dedication of right of way South Meadows Parkway widening; Steamboat Creek culvert improvements; and associated engineering costs for RRIF eligible improvements.

#### **BACKGROUND AND DISCUSSION**

Under the RRIF Program, developers who construct or dedicate improvements contained in the RRIF Capital Improvement Program (CIP) will be credited for these contributions in RRIF waivers. To do this, the developer must enter into a RRIF Offset Agreement that will be approved by both the RTC and the local government. The RRIF Offset Agreement specifically identifies the proposed improvements, estimated RRIF waivers that will be earned, requirements for quality control/quality assurance, and the duties and responsibilities of each party. The RRIF Offset Agreement being authorized by this action will result in an estimated \$59,859 in RRIF Waivers being issued to Sunny Hills Ranchos.

Sunny Hills Ranchos is working in partnership with Lennar Reno, LLC to construct necessary roadway infrastructure and dedicate right of way associated with extending South Meadows Parkway eastward. The proposed alignment of South Meadows Parkway traverses property owned by both developers and will support access to each development.

## **FISCAL IMPACT**

No fiscal impact will result from this action. The amount of RRIF waivers to the developer will be based on Offset-Eligible Costs equal to, or less than, impact fees owed for all or a portion of the land uses within the Development of Record.

## **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

## **BELLA VISTA RANCH PHASE 2**

## **Extension of South Meadows Parkway - Right of Way Dedication**

# **OFFSET AGREEMENT Offset Agreement #533002**

## **Between**

# THE REGIONAL TRANSPORTATION COMMISION, A special purpose unit of the Government

And

CITY OF RENO a Municipal Corporation

And

SUNNY HILLS RANCHOS Developer of Record

For

TALUS VALLEY EAST AND BELLA VISTA RANCH PHASE 2
Development of Record

**South Service Area** 

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## **EXHIBITS**

EXHIBIT "A"	Section X of the Regional Road Impact General Administrative Manual, Current Edition
EXHIBIT "B"	Vicinity Map of Development of Record
EXHIBIT "C"	Offered Improvements Applications, Description of the Development of Record
EXHIBIT "D"	Letter of Approval
EXHIBIT "E"	Developer of Record QA/QC Program RTC Special Technical Specifications for Regional Road Impact Fee Projects
EXHIBIT "F"	Standard Specifications for Public Works Construction Section 100.17 "Material and Workmanship – Warranty of Corrections
EXHIBIT "G"	RRIF Rate Schedule as of the Date of the RRIF Offset Agreement

#### **OFFSET AGREEMENT**

This Offset Agreement ("Offset Agreement") is entered by and between the REGIONAL TRANSPORTATION COMMISSION (hereinafter designated "RTC"), a special purpose unit of Government; CITY OF RENO, a municipal corporation (hereinafter designated "Local Government"); and Intex Properties Corporation (hereinafter designated "the Developer of Record").

### 1. General

- 1.1 Ordinance, Manual and CIP. The City of Sparks, the City of Reno, Washoe County, and RTC have entered into an Interlocal Cooperative Agreement for the purposes of implementing the Regional Road Impact Fee ("RRIF") Program. The Participating Local Government has passed a Regional Road Impact Fee Ordinance ("Ordinance") to implement the RRIF. RTC and the Participating Local Government have adopted the Regional Road Impact Fees General Administrative Manual, Current Edition ("Manual"), specifying the provisions and procedures for administration of the RRIF, as well as the Regional Road Impact Fee System Capital Improvement Plan ("CIP") Current Edition, identifying the regional streets and improvements which shall be constructed in whole or in part with funds generated from the RRIF. The terms and provisions of the Manual and the CIP are incorporated herein by reference as if fully set forth. All capitalized terms not otherwise defined herein shall have the definitions and meanings as used in the Ordinance, Manual and CIP. Amendments approved by the RTC and local governments are incorporated by reference to the same extent as if set forth in full herein.
- 1.2 **Basis for this Offset Agreement.** The parties intend this Offset Agreement to be an Offset Agreement as provided in Section X of the Manual, to provide for waivers of Regional Road Impact Fees ("RRIF Waiver") in exchange for contributions of Offered Improvements (which may include right-of-way ("ROW") dedication), which may then be used to offset Regional Road Impact Fees which would otherwise be chargeable to the Developer of Record's Development of Record. Section X of the Manual contains specific provisions pertaining to Waivers and is attached hereto and incorporated herein as Exhibit "A".
- 1.3 <u>Effective Date of Offset Agreement</u>. This Offset Agreement shall be binding and effective as of the last date of execution below.
- 1.4 <u>Eligibility of Offered Improvements</u>. The Offered Improvements have been identified by the Local RRIF Administrator as being included in the Exhibit "D" of the CIP, titled North Capital Improvement Plan.

#### 2. The Development of Record and Offered Improvements.

2.1 <u>Description of the Development of Record.</u> The Development of Record for which the RRIF Waivers shall be issued is known as Talus Valley East and Bella Vista Ranch Phase 2. The Developer of Record owns or is in a cost-sharing partnership for the Offered Improvements associated with the Development of Record. A site plan attached hereto as Exhibit "B".

## 2.2 **Offered Improvements.**

- 2.2.1 <u>Description of Offered Improvements</u>. The Developer of Record has submitted an application which includes a narrative description of the Development of Record, including the proposed land uses, and units of development is shown herein as Exhibit "C." Exhibit "C" also describes and highlights the specific Offered Improvements which the Developer of Record proposes to dedicate. The Offered Improvements include dedication of right of way necessary for the widening portion of the South Meadows Parkway extension through a 78-foot-wide, 4 lane minor arterial roadway cross section. The RTC RRIF Administrator and Local RRIF Administrator have approved the application, subject to the limitations set forth in the letter of approval incorporated herein as Exhibit "D".
- 2.2.2 Completion and Acceptance of Offered Improvements. Unless extended by written consent of the RTC RRIF Administrator, all Offered Improvements shall be commenced within six months of the date of the Offset Agreement, and completed in substantial conformance with approved plans within two (2) years of the date of the Offset Agreement. This Offset Agreement shall terminate and be of no further force or effect if the Offered Improvements are not commenced within one (1) year of the date of the Offset Agreement. The time for completion may be extended by written consent of the RTC RRIF Administrator and the Local RRIF Administrator one time for not more than one (1) year, upon a written request for extension submitted not less than ninety (90) days prior to expiration of the originally agreed time for completion. Additional extensions of the time for completion shall require an amendment to this Offset Agreement pursuant to Section 4.2. The Offered Improvements shall be accepted by the Local RRIF Administrator and the RTC RRIF Administrator upon correction by the Developer of Record of any identified deficiencies to the satisfaction of the Local RRIF Administrator and the RTC RRIF Administrator. Acceptance of the Offered Improvements by the Local RRIF Administrator and the RTC shall not be unreasonably withheld. Any real property the Developer of Record proposes to offer for dedication pursuant shall be valued pursuant to the provisions of Section X.F.2.c.(2) of the Manual.

- 2.2.3 <u>Design and Construction Standards</u>. All design and construction of the Offered Improvements shall be in accordance with the latest edition of the Standard Specifications as of the date of this agreement for Public Works Construction ("Standard Specifications"), including any addenda, as adopted by the Participating Local Government and modified by the Special Technical Specifications ("STS") as prepared by RTC and contained herein as part of Exhibit "E". Additionally, all design and construction of Offered Improvements shall be in accordance with all policies of the RTC, including the latest version as of the date of this agreement of the following: Policy for the Street and Highway Program, RRIF CIP, and Regional Traffic Guidelines, all incorporated herein as if fully set forth. In the case of conflicting standards, the conflict shall be brought to the immediate attention of the RTC RRIF Administrator who shall, in conjunction with the Local RRIF Administrator, resolve the discrepancy within five (5) working days.
- 2.2.4 Quality Assurance/Quality Control (QA/QC). In making the Offered Improvements, the Developer of Record shall institute a QA/QC Program meeting the requirements of Exhibit "E". The Developer of Record may utilize an alternate QA/QC Program with the approval of the RTC RRIF Administrator and Local RRIF Administrator.
- 2.2.5 <u>Warranty</u>. The Developer of Record shall warrant all materials and workmanship of the Offered Improvements in accordance with the provisions of the latest edition of the Standard Specifications. The Developer of Record is directed in particular to Section 117.00 which is contained herein as Exhibit "F".

#### 3. RRIF Waivers.

- 3.1 <u>The Developer of Record and Development of Record.</u> The Developer of Record is the party to whom all RRIF Waivers earned under this Offset Agreement shall be issued. RRIF Waivers earned under this Offset Agreement may not be applied outside of the Development of Record.
- 3.2 **RRIF Waivers are Personal Assets of The Developer of Record.** The parties agree that all RRIF Waivers received pursuant to this Offset Agreement shall be the personal assets of the Developer of Record.
- 3.3 <u>Calculation of RRIF Waivers.</u> RRIF Waivers will be expressed in dollars upon the final RRIF Waiver determination pursuant to Section 3.5. RRIF Waivers may be utilized to pay Regional Road Impact Fees, which would otherwise be due for development within a Development of Record. To the extent RRIF Waivers are utilized for development of units of development and land uses in strict conformance with Exhibit "C," RRIF Waivers earned shall be applied as if a Building Permit (or Certificate of Occupancy, whichever applies) were granted for each such unit of development as of the date of this Offset Agreement, notwithstanding that actual construction of such unit of development occurs thereafter. For sake of clarity, it is the parties' intent that Regional Road

Impact Fees for all future development within the Development of Record which is conducted in conformity with Exhibit "C" shall be "grandfathered in" at the RRIF rates existing as of the date of this Offset Agreement, up to the total amount identified in the Notice of RRIF Waiver. The rates existing as of the date of this Offset Agreement are attached hereto as Exhibit "G." To the extent units of development or land uses are changed from the uses depicted in Exhibit "C," or the description of the Development of Record is modified from the description set forth in Exhibit "C", earned RRIF Waivers may be used within the Development of Record for such development, but the RRIF Waivers must be utilized at the then-current Regional Road Impact Fee rate as of the date of issuance of the Building Permit for each unit of development.

- 3.4 **RRIF Waiver Usage and Transferability.** The usage and transferability of RRIF Waivers earned under this Offset Agreement are as follows:
  - 3.4.1 RRIF Waivers earned under this Offset Agreement may be used to pay for up to 100% of the Regional Road Impact Fees due as the result of development within the Development of Record.
  - 3.4.2 RRIF Waivers earned under this Offset Agreement may be not be used to pay for Regional Road Impact Fees due as a result of development outside of the Development of Record.
  - 3.4.3 RRIF Waivers earned under this Offset Agreement are transferable to a third party, provided that all RRIF Waivers earned under this Offset Agreement may only be used to pay for Regional Road Impact Fees due as a result of development within the Development of Record.
- 3.5 **Interim RRIF Waivers.** Not used.
- 3.6 <u>Final RRIF Waiver Determination</u>. The final determination of RRIF Waivers shall be calculated by the RTC RRIF Administrator after consultation with the Local RRIF Administrator within thirty (30) calendar days of final acceptance of the Offered Improvements by the RTC RRIF Administrator and the Local RRIF Administrator and submission by the Developer of Record of all documentation required by the RTC RRIF Administrator to make said final determination. The RTC RRIF Administrator shall issue a written instrument identifying the amount of the RRIF Waivers to the Developer of Record within three (3) working days of the earlier to occur of the following:
  - 3.6.1 the date the appeal period of the final determination expires pursuant to Article XII of the RRIF GAM.
  - 3.6.2 the date the Developer of Record waives in writing the appeal period, or;
  - 3.6.3 in the event of an appeal pursuant to Article XII of the RRIF GAM, the date of a final decision on all issues on appeal.

3.7 <u>Expiration of RRIF Waivers</u>. RRIF Waivers shall not expire and may be used in perpetuity to pay Regional Road Impact Fees which would otherwise be due as a result of development within the Development of Record.

### 4. **Miscellaneous.** The parties further agree as follows:

- 4.1 Governing Law: Venue. This Offset Agreement is being executed and delivered in Washoe County, Nevada, and is intended to be performed in the State of Nevada, and the laws of Nevada shall govern the validity, construction, enforcement and interpretation of this Offset Agreement. Venue for any legal action arising out of this Offset Agreement shall be in Washoe County, Nevada.
- 4.2 Entirety and Amendments. This Offset Agreement embodies the entire Offset Agreement between the parties and supersedes all prior negotiations, agreements and understandings, if any, relating to the Property, and may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought, provided that nothing contained in Subsection 4.2 shall be interpreted to change, amend or modify the conditions of the Development of Record approval by the Participating Local Government. No oral statements or representations made before or after the execution of this Offset Agreement regarding the subject matter of this Offset Agreement are binding on any party, nor may any such oral statements or representations be relied on by a party.
- 4.3 <u>Invalid Provisions</u>. If any provision of this Offset Agreement is held to be illegal, invalid, unenforceable under present or future laws, such provision shall be fully severable. The Offset Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Offset Agreement. The remaining provisions of the Offset Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Offset Agreement.
- Parties Bound and Assignment. The Offset Agreement shall be binding upon and inure to the benefit of the parties, and their respective heirs, personal representatives, successors and assigns. The Developer of Record may assign RRIF Waivers which have been calculated pursuant to Section 3.6 to a successor developer or developers, provided however, that such RRIF Waivers may only be utilized to offset Regional Road Impact Fees which would otherwise be due as a result of development within the Development of Record.
- 4.5 <u>Further Acts.</u> In addition to the acts recited in this Offset Agreement to be performed, the parties agree to perform, or cause to be performed, any and all further acts as may be reasonably necessary to consummate the obligations contemplated hereby.
- 4.6 <u>Headings</u>. Headings used in this Offset Agreement are used for reference purposes only and do not constitute substantive matter to be considered in construing the terms of this Offset Agreement.

4.7 <u>Notice</u>. All notices given pursuant to this Offset Agreement shall be in writing and shall be given by personal delivery, by facsimile transmission, by United States mail or by United States express mail or other established express delivery service (such as Federal Express), postage or delivery charge prepaid, addressed to the appropriate party at the address set forth below:

## REGIONAL TRANSPORTATION COMMISSION

**Engineering Department** 

Attn: Jeff Wilbrecht, P.E. 1105 Terminal Way, Suite 108 Reno, Nevada 89502 Telephone: (775) 335-1872

## THE CITY OF RENO Community Development

Attn: Mike Mischel, P.E. 1 E. First Street Reno, Nevada 89501 Telephone: (775) 326-6607

#### **Developer of Record**

Attn: Douglas Ford dford@intexcorp.com 4001 Via Oro Avenue Long Beach, CA 90810 Telephone: (775) 762-0770

The persons and address to whom notices are to be given may be changed anytime by any party upon written notice to the other party. All notices given pursuant to this Offset Agreement shall be deemed given upon receipt.

- 4.8 **Receipt Defined.** For the purposes of this Offset Agreement, the term "receipt" shall mean any of the following: (a) the date of delivery of the notice or other document as shown on the return receipt; (b) the date of actual receipt of the notice or other document; or (c) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of: (i) the date of the attempted delivery or refusal to accept delivery; (ii) the date of the postmark on the return receipt; or (iii) the date of receipt of notice of refusal or notice of non-delivery by the sending party.
- 4.9 **<u>Due Authorization.</u>** The parties agree that they have the legal authority to enter into this Offset Agreement and the undersigned officer, representative or employee represents that he or she has the authority to execute this agreement on the behalf of the party represented.
- 4.10 <u>Indemnification</u>. Developer of Record shall indemnify, defend and hold harmless the RTC and the Participating Local Government, their offices, officials, employees and volunteers, from any and all costs, liabilities, damages, claims, demands, suits, action, attorneys, fees, or expenses of any kind ("claims") that arise out of, or are in way related, in whole or in part to the negligence or misconduct, or acts or omissions, of the Developer of Record, its officers, agents, employees,

members, volunteers, contractors and anyone else for whom it is legally liable, while performing or failing to perform Developer of Record's duties under this Offset Agreement. Said indemnification excludes any claims to the extent caused by the negligence or willful misconduct of the RTC and /or the Participating Local Government. The Developer of Record's obligations set forth in this Section shall expire and terminate as to any claims based on, related to, arising from or in connection with the Offered Improvements' failure to comply with the Standard Specifications on the date of expiration of the applicable warranty period provided in Section 2.2.5 above.

- 4.11 <u>Termination of Offset Agreement</u>. This Offset Agreement may be unilaterally terminated by the RTC RRIF Administrator if twelve (12) consecutive months elapse without reasonable progress being made on the Offered Improvements. In the event of any such termination, Interim RRIF Waivers must be immediately surrendered or repaid in accordance with Section 3.5.
- 4.12 <u>Future Development Approvals.</u> The Participating Local Government agrees that future development approvals for the Development of Record shall not be denied on the basis of the policy level of service being exceeded on the Offered Improvements.

In Witness Whereof, the parties have executed this Offset Agreement on the day of, 2025.			
REGIONAL TRANSPORTATION COMMISSION A Special Purpose Unit of Government			
By: Bill Thomas, AICP, Executive Director			
STATE OF NEVADA			
COUNTY OF WASHOE			
The above instrument was acknowledged before me this day of			
2025, by Bill Thomas, Executive Director of the Regional Transportation Commission.			
Notary Public			

## CITY OF RENO A Municipal Corporation

## APPROVED AS TO LEGAL FORM:

By:	By:
Hillary Schieve, Mayor	City Attorney
STATE OF NEVADA )	
) ss	
COUNTY OF WASHOE )	
	1 0
The above instrument was acknowledged before me this	day of,
20 by Hillary Schieve, Mayor of the City of Reno, Nevada	la.
Attest by City Clerk:	
City Clerk	

## **DEVELOPER OF RECORD:**

By:	_		
STATE OF			
COUNTY OF			
The above instrument was acknowledged be	efore me this	day of	
20 by	·		
20 by	·		

## **EXHIBIT "A"**

## Section X of the Regional Road Impact Fees General Administrative Manual, Current Edition

## X. RRIF WAIVERS REQUESTED AFTER THE 5<sup>th</sup> EDITION RRIF GAM/CIP (3/2/2015) UPDATE

#### A. General

- 1. RRIF Waivers.
  - a. RRIF Waivers are credits against RRIF Fees for Offset-Eligible Costs in an amount equal to or less than the RRIF Fees owed for the land uses within a Development of Record.
  - b. RRIF Waivers are approved in a Notice of RRIF Waiver issued pursuant to an Offset Agreement. When a Notice of RRIF Waiver is issued, RRIF Fees assessed by the Participating Local Government will be "waived" until the RRIF Fees waived within the Development of Record cumulatively equal the amount of Offset-Eligible Costs approved in the Notice of RRIF Waiver.
  - c. In the event the land uses within the Development of Record are modified greater than 10% of the land uses as identified in the Offset Agreement, RRIF Waivers will be re-evaluated at the then-current RRIF Fee. The determination of a RRIF Waiver modification will be based on a comparison of the RRIF Fees owed for the modified land uses, including any completed portions of the development, and the RRIF Fees owed as identified in the Offset Agreement. The Local RRIF Administrator will notify the RTC RRIF Administrator of the modification for the Development of Record. The RTC RRIF Administrator will issue a new Notice of RRIF Waiver with the remaining value of RRIF Waivers expressed in dollars. All remaining RRIF Waivers shall be utilized at the then-current RRIF Fee as of the date of issuance of the building permit for each unit of development.
- 2. The RTC RRIF Administrator and legal counsel are the sole officials authorized to communicate, on behalf of the RTC, with a person submitting an application for RRIF Waivers. Representations and communications by other officials, unless expressly authorized by the RTC RRIF Administrator, may not be relied upon for purposes of RRIF Fee obligations, Offered Improvements, or the terms of a proposed

- Offset Agreement. The Offset Agreement shall supersede all prior written and oral communications, regardless of source.
- 3. Any offer to dedicate or construct Offset-Eligible Improvements, pursuant to this Section and the Offset Agreement, may be withdrawn at any time prior to the transfer of legal title.

## B. Offset Agreement

- 1. With respect to improvements commenced on or before November 1, 2018, Offset Agreements must be approved prior to the start of work on any Offset-Eligible Improvement and prior to the issuance of any building permit for which RRIF Waivers are requested. With respect to improvements commenced after November 1, 2018, Offset Agreements must be approved prior to the earliest to occur of: (i) twelve (12) months from commencement of construction of the Offset-Eligible Improvement, (ii) completion of work on any Offset-Eligible Improvement, and (iii) utilization of RRIF Waivers earned as a result of construction of any Offset-Eligible Improvement.
- 2. When the Offered Improvements are completed, the RTC RRIF Administrator will prepare a Notice of RRIF Waiver.
- 3. The Local RRIF Administrator will inspect and accept the Offset-Eligible Improvements.
- 4. The RTC RRIF Administrator will issue the Notice of RRIF Waiver, pursuant to the Offset Agreement, to approve the RRIF Waivers.
- 5. An interim Notice of RRIF Waiver may be issued during phases of construction or dedication of land that provide reasonable assurance that over-crediting shall not occur, if authorized in the Offset Agreement.
- To the extent that Offered Improvements are ultimately not accepted, or
  if the Developer of Record is otherwise in material default under the
  Offset Agreement, the Developer of Record shall pay the actual RRIF
  Fees which would have otherwise been due.

## C. Procedure for Offset Agreements

- The Developer of Record shall submit an application for RRIF Waivers to the RTC RRIF Administrator on a form provided by the RTC for such purposes.
- 2. Upon receipt of a complete application for RRIF Waivers, the RTC RRIF Administrator will distribute the application materials to legal counsel, other appropriate RTC staff, and the Local RRIF Administrator for each Participating Local Government in which the Offered Improvements are located (the "affected Participating Local Government").

- 3. The RTC RRIF Administrator will coordinate with the Local RRIF Administrator for each affected Participating Local Government to ensure all comments are received and given consideration prior to RTC Board approval of the Offset Agreement.
- 4. After review by legal counsel, other appropriate RTC staff, and the RRIF Administrator of each affected Participating Local Government, the RTC RRIF Administrator will prepare a staff report and Offset Agreement for consideration by the RTC Board and the governing bodies of the affected Participating Local Governments.
  - a. The RTC RRIF Administrator's staff report and Offset Agreement will establish which Offered Improvements qualify as Offset-Eligible Costs and the appropriate dollar amount and approved land use designations of any resulting RRIF Waivers, according to the provisions of this Manual.
  - b. The amount of RRIF Waivers for a Development of Record may not exceed the actual Offset-Eligible Costs, as described in Section X.
  - c. RRIF Waivers shall be expressed in dollars and by the amount of RRIF Fees to be waived in terms of land uses using the fee schedule in effect as of the date of approval of the Offset Agreement.
  - d. If the RTC RRIF Administrator determines that cost estimates submitted by the Developer of Record are either unreliable or inaccurate, the final determination of the amount of RRIF Waivers shall be made by the RTC RRIF Administrator based upon reasonable engineering criteria, construction costs estimates, property appraisals, or other professionally-accepted means of determining the value of the Offered Improvements.
- 5. Based on the staff report of the RTC RRIF Administrator, the provisions of this Manual, the RRIF Capital Improvements Plan, available funds for RTC projects, and other relevant factors, the RTC Board and the governing bodies of the affected Participating Local Governments will make a final decision whether to accept, reject, or to propose amendments to the Offset Agreement.
- 6. Once a final decision has been made by the RTC Board and the governing bodies of the affected Participating Local Governments, the RTC RRIF Administrator will send by registered mail a copy or copies of the approved Offset Agreement for the final consent and signature of the Developer of Record. The Offset Agreement will be deemed to have been received by the Developer of Record three (3) days after mailing by the RTC RRIF Administrator.
- 7. The Developer of Record must sign, date, and return the approved Offset Agreement indicating their consent to the terms therein within

- thirty (30) days of receiving the approved Offset Agreement from the RTC RRIF Administrator. If the RTC RRIF Administrator does not receive the signed Offset Agreement within thirty (30) days, the application for RRIF Waivers will be deemed withdrawn.
- 8. Unless an executed Offset Agreement expressly provides otherwise, i.e. if interim RRIF Waivers are authorized in the Offset Agreement, RRIF Waivers will not be approved in a Notice of RRIF Waivers until all Offset-Eligible Improvements have been completed and, if applicable, dedicated to the RTC or the affected Participating Local Governments as provided in the Offset Agreement.
- Land dedications accepted as an Offset-Eligible Improvement must be accompanied by the following documentation prior to issuance of a Notice of RRIF Waiver, as provided below:
  - a. The delivery to the appropriate governmental body of an irrevocable offer of dedication, with sufficient funds to pay all costs of transfer of title including recording.
  - b. The escrow of taxes for the current year or the payment of said taxes for the year.
  - c. The issuance of a title insurance policy subsequent to recording of the deed and escrow of taxes.
- 10. Unless expressly provided otherwise in an Offset Agreement, it is the responsibility of the Developer of Record to submit sufficient documentation to the RTC RRIF Administrator to establish that the terms of the Offset Agreement have been met.
- 11. Once the RTC RRIF Administrator has made a determination that the terms of the Offset Agreement have been met, the RTC RRIF Administrator will issue a Notice of RRIF Waiver to the Developer of Record.

## D. Contents of Applications for RRIF Waivers

- The application for RRIF Waivers must contain the information and documentation required by this Section and sufficiently identify and describe the Offered Improvements which otherwise would have been built by the RTC with collected RRIF Fees.
- 2. Each application for RRIF Waivers must contain the following:
  - a. The name of the Developer of Record offering to make Offset-Eligible Improvements and requesting RRIF Waivers.
  - b. The contribution, payment, construction, or land dedication which will constitute the Offered Improvements and the legal description or

- other adequate description of the project or development, referred to and the Development of Record, to which the Offered Improvements are related.
- c. The name, address, phone number, fax number, email address and a contact person of the Developer of Record.
- d. The name, Local Government File Number, and three copies of the site plan of the Development of Record.
- e. List of approved land uses and the estimated RRIF Fees for those uses within the Development of Record.
- f. Name, address, phone number, fax number, email address and contact person of the Engineer of Record.
- g. The proposed plans and specifications for the specific construction prepared and certified by a duly qualified engineer, registered and licensed in the State of Nevada.
- h. When a Developer of Record offers to dedicate right-of-way, they shall present:
  - (1) Preliminary Title Report.
  - (2) Copy of Dedication Map containing proposed dedication.
  - (3) Documentation sufficient to establish the applicant's opinion of value of property to be offered for dedication, as provided in Section X.
- i. Sufficient documentation to verify the costs of the Offered Improvements, in accordance with Section X.

## E. Contents of Offset Agreements

- No dedication or construction project may be accepted in exchange for RRIF Waivers except pursuant to an Offset Agreement, which must include the following:
  - a. The projected costs for the Offered Improvements, based on the valuation provisions of Section X, including provisions for verifying costs and facilitating changes in costs or plans.
  - b. The time by which the construction of the Offered Improvements shall be paid, completed, or dedicated and any provisions for extensions thereof.
  - c. The proposed amount in dollars and land uses of RRIF Waivers, based on the estimated costs of the Offered Improvements.

- d. The terms and conditions that must be met before the RTC RRIF Administrator will issue a Notice of RRIF Waiver, in accordance with the provisions of this Manual.
- e. RRIF Waivers shall be limited to use for the payment of RRIF Fees associated with the Development of Record listed in the Offset Agreement. RRIF Waivers shall not expire.
- f. RRIF Waivers shall be assigned to offset the RRIF Fees within the Development of Record pursuant to the Offset Agreement.
- g. If the designated land uses for the Development of Record identified in the Offset Agreement change, the remaining waivers shall be reassessed as outlined in the provisions in Section X.A.
- h. A provision requiring that all Offset-Eligible Improvements accepted will be in accordance with RTC requirements and standards.
- i. Any labor, work safety, prevailing wage, or other applicable laws or regulations with which the Developer of Record must comply.
- j. Such other terms and conditions agreed to by the parties.
- 2. Any changes to an Offset Agreement approved by the RTC Board, other than those addressed in Section X.F, will require an amendment to the Offset Agreement using the same procedures as its original approval.

### F. Calculation of RRIF Waivers.

## 1. Eligibility.

- a. RRIF Waivers may be approved only for Offset-Eligible Costs, which are limited to the costs the RTC otherwise would have incurred for RRIF Capital Improvements.
- b. RRIF Waivers may be provided only pursuant to a valid Offset Agreement, executed according to the provisions of this Manual.
- c. Offset-Eligible Costs are available for RRIF Waivers only if associated with Offset-Eligible Improvements that meet design standards approved by the RTC and the affected Participating Local Government, and only to the extent such costs do not exceed the scope of the project as planned by the RTC and reflected in the RRIF Capital Improvements Plan or as described in the applicable Offset Agreement.

#### 2. Valuation.

a. RRIF Waivers approved by the RTC pursuant to a Notice of RRIF Waivers will be based on, and may not exceed, the actual verified costs of the dedication or construction of the Offset-Eligible

- Improvements accepted by the affected Participating Local Government.
- b. The RTC will not approve RRIF Waivers in excess of the RRIF Fees owed for a Development of Record as of the date of the applicable Offset Agreement.
- c. The amount of RRIF Waivers shall be calculated as follows:
  - (1) Construction of Facilities and Provision of Equipment. The RRIF Waivers may not exceed the actual cost of construction or equipment, as evidenced by receipts and other sufficient documentation provided by the developer of the public facility and verified by the RTC RRIF Administrator. Actual costs shall be based on local information for similar improvements; may include the cost of construction, planning feasibility, alignment studies, plan-line studies, preliminary engineering, relevant geotechnical, environmental and cultural resource studies, permitting, the cost of all lands, property, rights, easements, and franchises acquired, construction financing charges, plans and specifications, surveys, engineering and legal services, construction inspection and testing, and all other expenses necessary or incident to determining the feasibility or practicability of such construction.

## (2) Dedication of Land.

- (a) If the land in question is subject to a valid agreement, zoning approval or development approval, which established a valuation or prescribes a method of valuation, the agreement, zoning approval or development approval shall control.
- (b) If the dedication is made pursuant to a condition of discretionary zoning or development approval, the value of the land shall be determined as of the date immediately preceding the discretionary development approval. The value shall be based upon the condition of the property and the regulatory zoning in place immediately prior to the discretionary approval.
- (c) Valuation shall be based on the fair market value of the land upon execution of the Offset Agreement by the Developer of Record or final approval of the proposed Offset Agreement by the RTC Board or the governing bodies of the affected Participating Local Government, whichever is earlier.
- d. All changes in the estimate of Offset-Eligible Costs or to the approved plans and specifications (prior to or after execution of an Offset Agreement), shall require approval of the RTC RRIF Administrator. The applicant shall provide the RTC RRIF Administrator copies of all contracts or agreements made for design

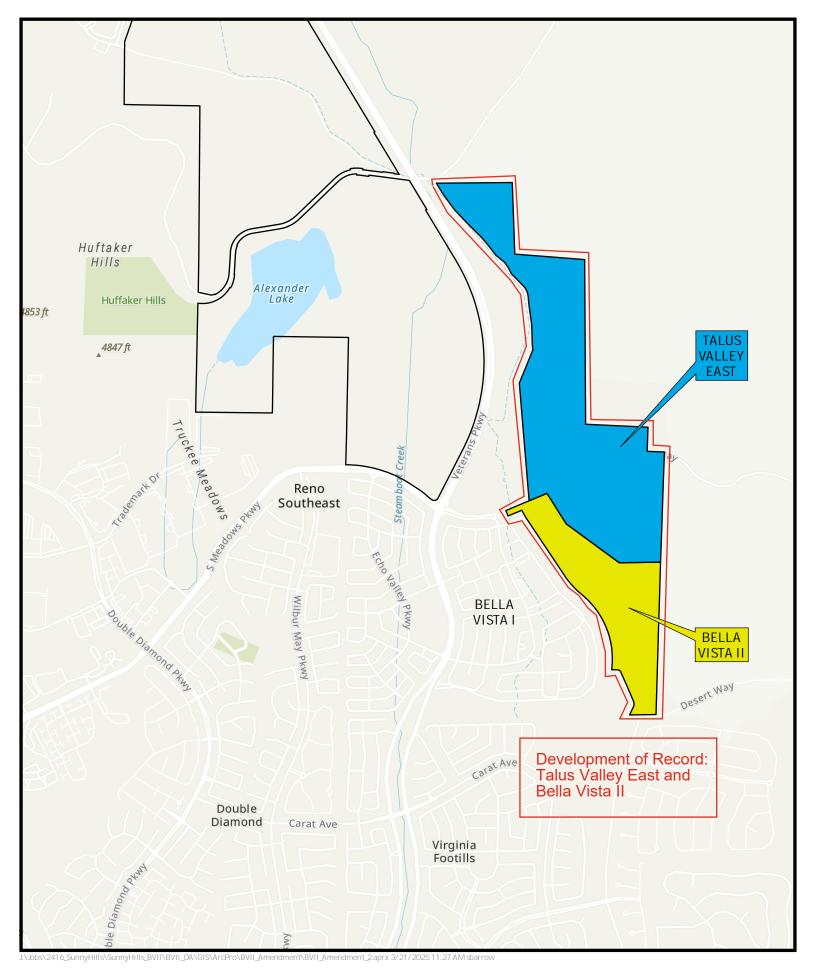
services, construction, or engineering during construction within fifteen (15) days after their execution.

## G. Usage of RRIF Waivers.

- Participating Local Governments shall waive RRIF Fees otherwise owed either at the time of issuance of a building permit or issuance of the Certificate of Occupancy, as the case may be, if the RTC RRIF Administrator has issued a Notice of RRIF Waiver for the Development of Record.
- 2. RRIF Waivers may be used to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.
- 3. RRIF Waivers may not be used to pay for RRIF Fees due as a result of development outside of the Development of Record.
- 4. RRIF Waivers are transferable to a third party. To transfer RRIF Waivers, the current holder of RRIF Waivers will notify RTC through the RRIF Automation Program of the amount of RRIF Waivers to be transferred and the name and contact information of the third party. RRIF Waivers will be subtracted from the current holder's account and transferred to a new account in the name of the third party.
- 5. Upon transfer, RRIF Waivers may be used by the transferee to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.

## **EXHIBIT "B"**

## Site of Development of Record



RRIF Waiver Development of Record

## EXHIBIT "C"

Offered Improvements Applications, Description of the Development of Record



March 21, 2025

Regional Transportation Commission of Washoe County 1105 Terminal Way Reno, NV 89502 C.O. RRIF Administrator

Re: Talus Valley East/ Bella Vista 2 RRIF Offset Waiver Letter of Intent

To Whom It May Concern,

Wood Rodgers is submitting this Letter of Intent to pursue an RRIF Offset Agreement on behalf of our client Sunny Hills Ranchos . Sunny Hills Ranchos and Lennar Reno, LLC will be constructing an extension of South Meadows Parkway to Rio Wrangler Parkway to serve both the Talus Valley East project and Bella Vista Ranch Phase II project.

For additional context, Sunny Hills Ranchos and Lennar, Reno LLC have entered into a cost-sharing agreement for the extension of South Meadows Parkway. Through this agreement they will share in costs that ultimately deliver Regional Road Impact Fee waiver eligible improvements. As such, it is their request to enter into separate RRIF Offset Agreements each as a Developer of Record of the overall larger Development of Record that encompasses both the Talus Valley East and Bella Vista II development areas. The agreements will be structured as follows:

- 1. An agreement with Sunny Hills Ranchos for the waiver eligible right-of-way being dedicated for the extension of South Meadows Parkway across Streamboat Creek.
- 2. An agreement with Lennar, Reno for a) the eligible right-of-way dedication for the South Meadows Parkway east of Rio Wrangler parkway. And b) the waiver eligible improvements constructed for South Meadows Parkway. Lennar will distribute the cost share portion of the waivers to Sunny Hills Ranchos based upon their agreement outside of RTC.

Talus Valley East is a Planned Unit Development in the City of Reno, and will encompass several single family subdivisions totaling 458 units in the RTC South Service Area, as well as future development in the area. Bella Vista 2 is a planned unit development encompassing commercial and residential landuses. The Developer, Sunny Hills Ranchos, will be dedicating right-of way for South Meadows Parkway extension improvements as part of the regional improvement program (2050 RTP). The South Meadows Parkway extension is eligible for an RRIF Offset Agreement per the 7<sup>th</sup> Edition RRIF General Administrative Manual (GAM). Please see the attached RRIF Waiver Exhibit for eligible improvements.

Components of the proposed RRIF Eligible Improvements will be constructed under two City of Reno building permits, the South Meadows Parkway road improvements under permit SIT22-00005 and the Steamboat Creek culvert under permit BLD22-02976E. Please see the attached civil improvement plans. The improvements are part of the backbone roadway construction to serve Talus Valley East subdivisions 23N (SIT24-00003), 23S (SIT24-00002), 24N (SIT24-00001), 24S (SIT23-00008), 25 (SIT23-

Sunny Hills Ranchos - Talus Valley East/Bella Vista II RRIF Waiver LOI

00009), and 26 (SIT23-00012). The combined subdivisions total 458 units that require Regional Road Impact Fees in Talus Valley East. Additionally, the Bella Vista Ranch Phase II development, a Planned Unit Development next to Talus Valley East, will consist of 575 single family residences and 16.4 acres of non-residential development, which may have a variety of uses. The Bella Vista Ranch Phase II development is under City of Reno planning case number LDC10-00051.

#### The **Capital Improvements** include:

- Extension of South Meadows Parkway from Mojave Sky Drive to Rio Wrangler, except for the two lanes necessary for site improvements
- Turn lanes on South meadows Parkway and Rio Wrangler Parkway associated with the widened road
- Extension of the culvert improvements under the eligible road lanes
- Minor signing and striping upgrades required for roadway

The project **Construction Plans and Specifications** are currently in review with the City of Reno, and the civil improvement plans are included as an attachment to this letter.

### The **Developer of Record for Bella Vista Ranch Ph II** is:

Sunny Hills Ranchos.

**Douglas Ford** 

4001 Via Oro Avenue

Long Beach, CA 90810

Ph: (775) 762-0770

Fax: (310) 549-2676

dford@intexcorp.com

The Development of Record will cover all APNs for Talus Valley East and Bella Vista Ranch Phase II:

Talus Valley East APNs-

165-011-40

165-011-42

165-321-01

165-321-02

165-321-03

165-321-04

Bella Vista Ranch Phase II APNs-

165-011-37

165-011-48

165-011-49

165-011-50 165-011-51

The Site Plan exhibit for the eligible improvements is included as an attachment to this letter.

**Approved Land Uses** within the developments and the **Associated Regional Road Impact Fees** based on applicable impact fee schedule (7<sup>th</sup> Edition, Year 2 Indexing, included as an attachment) are as follows:

#### **Talus Valley East**

Single Family development of Talus Valley East (South Service Area) – 458 units @ \$5,204.23/unit = \$2,383,537.34

#### **Bella Vista Ranch Phase II**

Single Family development of Bella Vista Ranch Phase II (South Service Area) – 602 units @ \$5,204.23/unit = \$3,132,946.46

#### The **Engineer of Record** for this offset agreement is:

Wood Rodgers, Inc.
Justin McDougal, PE
1361 Corporate Boulevard
Reno, NV 89502

Ph: (775) 823-4068 Fax: (775) 823-4066

jsmith@woodrodgers.com

#### **Qualifications of Inspection and Testing Firm:**

The Wood Rodgers Construction Testing and Inspection program is managed by Justin McDougal, PE, a Nevada Registered Engineer and Principal of Wood Rodgers' geotechnical engineering department. -. Wood Rodgers' lab is AASHTO R-18 accredited and ASTM E 329 (Standard Specification of Agencies Engaged in Construction Inspection, Testing, or Special Inspection) compliant for concrete, aggregates, hot-mix asphalt, and soil. This includes staffing our projects with NAQTC, ACI, and ICC certified personnel.

Wood Rodgers' personnel have been successfully providing materials and laboratory testing services for Northern Nevada, in accordance with AASHTO, NDOT, and ASTM testing standards and methods, for over 40 years. We are AMRL/AAP accredited with Quality Systems certifications for aggregates, Portland cement concrete, hot mix asphalt, and soils (specifically, ASTM C 1077 Standard Practice for Agencies Testing Concrete and Concrete Aggregates for Use in Construction; ASTM D 3666 Standard Specification for Minimum Requirements for Agencies Testing and Inspecting Road and Paving Materials; ASTM 3740 Standard Practice for Minimum Requirements for Agencies Engaged in Testing and/or Inspection of Soil

Sunny Hills Ranchos - Talus Valley East/Bella Vista II RRIF Waiver LOI

and Rock as Used in Engineering Design and Construction; and ASTM E 329 Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection).

### **Preliminary Engineering Cost Estimate for Capacity Improvements:**

Proposed RRIF offset eligible improvements include dedication of right of way necessary to extend South Meadows Parkway. The improvements offered are represented in the attached exhibits (South Meadows Parkway ROW Bella Vista II Dedication). Table 1 below describes the total RRIF Offset Eligible Costs for right-of-way dedication by Sunny Hills Ranchos.

Table 1: Bella Vista II (Sunny Hills Ranchos) Eligible Capacity Improvements		
Eligible ROW Dedication (Bella Vista II)	\$59,859	
Total Bella Vista II Eligible Improvements	\$59,859	

## **Traffic Design Report & Project Eligibility:**

Justification/explanation of the capacity improvements and verification that the improvements will provide operations within policy level of service for at least 10 years, is provided in the report *Transportation Impact Study for Daybreak Planned Unit Development* by Traffic Works, LLC dated August 27, 2018. The report and *Traffic Study Update* by Headway Transportation dated September 27, 2019 are included as an attachment to this letter.

#### **Project Specifications**

All work will be required to comply with the Standard Specifications for Public Works Construction (Orange Book) current edition, consistent with RTC requirements for Public Works projects. The plans are to be permitted with the City of Reno, and also follow the standards required by the jurisdiction.

#### **Construction Schedule**

The improvements are anticipated to be phased, with the culverts constructed first starting in the spring of 2024 and being completed by fall of 2024. Construction may begin on the utility and surface improvements directly after the culvert, or there may be a gap in construction. Utility and surface improvements are anticipated to be completed by the fall of 2025.

RTC Washoe County Page **5** of **5** 

Sunny Hills Ranchos - Talus Valley East/Bella Vista II RRIF Waiver LOI

Please contact me if you require any additional clarifications or have any questions.

Sincerely,

**Wood Rodgers, Incorporated** 

Steve Strickland, PE for... James Springgate, P.E.

775-823-9447, jspringgate@woodrodgers.com

#### **Enclosures:**

South Meadows Parkway/Rio Wrangler Parkway

RTC RRIF Waiver Exhibit (Site Plan)

7<sup>th</sup> Edition, Year 1 Indexing RRIF Schedule

7th Edition, Year 2 Indexing Fee Schedule included as

Preliminary RRIF Offset Eligible Cost Estimate Exhibit G of this agreement

Transportation Impact Study for Daybreak Planned

**Unit Development** 

Civil Improvement Plans, Talus Valley East

Backbone Phase 1

Civil Improvement Plans, South Meadows Culvert

**ROW Dedication Land Appraisal** 

Cost estimate, imapet study, civil design plans, and ROW appraisal have been removed from this application package and are not included in this RRIF Agreement.

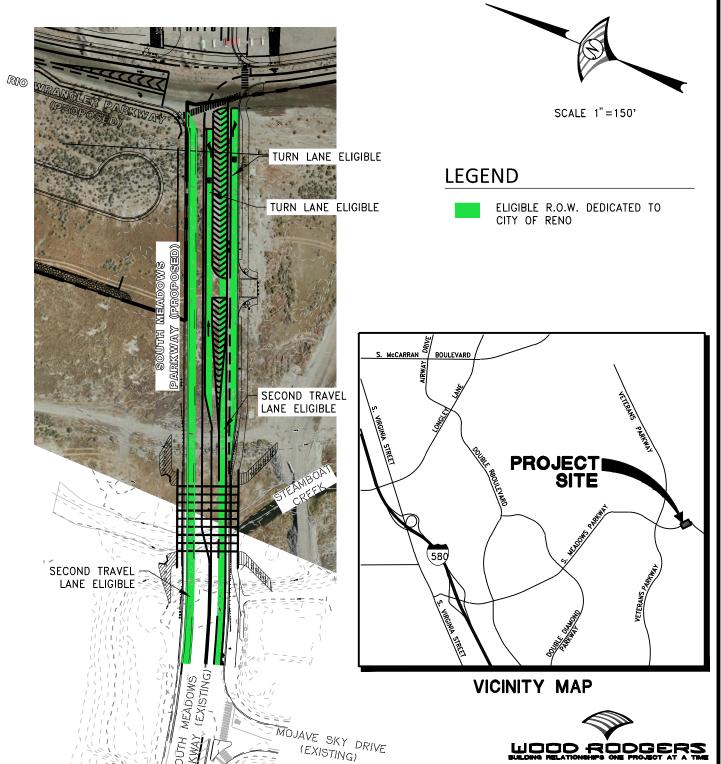
# SOUTH MEADOWS PARKWAY/RIO WRANGLER PARKWAY R.O.W. DEDICATION

## BELLA VISTA II

SUNNY HILLS RANCHOS

RENO NEVADA

MARCH, 2025



J: \Jobs\3461\_Daybreak\Daybreak\_OA\Civil\Exhibits\2023.01\_RTC\_WAIVERS\EAST\EXH\_RTC\_WAIVER\_SM\_BV.dwg 3/21/2025 12:22 PM Steve Strickland

## EXHIBIT "D"

## Letter of Approval

March 31, 2025

Mr. Douglas Ford, dford@intexcorp.com Sunny Hills Ranchos 4001 Via Oro Avenue Long Beach, CA 90810

Subject: Letter of Approval for Regional Road Impact Fee Waivers

Development of Record: Talus Valley East and Bella Vista Ranch Phase II

Dear Mr. Ford,

The Regional Road Impact Fee (RRIF) Administrators for the RTC and the City of Reno have reviewed and approved the revised application, dated March 21, 2025, to receive RRIF waivers in an amount not to exceed the anticipated total RRIF due for the project. The requested RRIF waivers include the dedication of right of way necessary to widen South Meadows Parkway between Mojave Sky and Rio Wrangle Parkway:

The proposed development is expected to incur \$3,132,946 of impact fees as a result of the planned 602 single-family residential units following the 7<sup>th</sup> Edition, Year 2 Indexing of the RRIF General Administrative Manual and Capital Investment Plan. The amount of RRIF waiver to impact fees generated through development within City of Reno is estimated to be \$59,859. A RRIF Offset Agreement for this work is being prepared and will be forwarded to the RTC Board and the Reno City Council with a recommendation for approval. Upon approval and execution of the Offset Agreement by these bodies, the agreement will be forwarded to the Developer of Record for signature.

Please feel free to contact Jeff Wilbrecht, Engineering Manager for the RTC, at (775) 335-1872 should you have any questions regarding this subject.

Sincerely,

REGIONAL TRANSPORTATION COMMISSION RRIF ADMINISTRATOR

DocuSigned by:

Dale Keller, P.E.

RTC RRIF Administrator

DK/JW

Cc: James Springgate P.E., Wood Rodgers

File: RRIF Offset Agreement # 533002

CITY OF RENO RRIF ADMINISTRATOR

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Signed by:

Mike Mischel, P.E.

City of Reno RRIF Administrator

## EXHIBIT "E"

# Developer of Record QA/QC Program RTC Special Technical Specifications for Regional Road Impact Fee Projects

#### **EXHIBIT E**

## INSPECTION, TESTING AND VERIFICATION AND QUALITY ASSURANCE PROGRAM

#### **SECTION 1 - GENERAL**

It is the intent of this program to set forth the requirements and responsibilities of those parties involved in the inspection, testing, verification, and acceptance of improvements offered as capital contributions under the Regional Road Impact Fee (RRIF) system so that consistent and satisfactory quality is achieved in the constructed products.

All new construction shall have an Engineer of Record (EOR), when required by the Regional Transportation Commission (RTC), retained by the owner and reporting to the RTC Administrator. The contractor shall not retain the EOR, unless he is also the owner. The EOR shall not be the contractor. The EOR shall be responsible for all inspection, testing and verification of the constructed improvements as to compliance with this chapter, the improvement plans of record and with local development codes. The EOR is not responsible for means, methods, techniques, sequences or procedures of construction nor safety of the construction site. Quality control shall be the responsibility of the Contractor.

In addition, all new construction requiring an EOR shall have a Testing Firm responsible to the EOR and reporting to the EOR.

#### **SECTION 2 - RESPONSIBILITIES**

#### 1. DEVELOPER OF RECORD (DOR)

- a) Shall retain the services of an EOR. Shall provide a copy of this program to the EOR.
- b) Shall retain the services of a Testing Firm which shall be responsible to the EOR and report to the EOR. Shall provide a copy of this program to the Testing Firm.
- c) Shall make every reasonable effort to retain as the EOR, the services of the firms or persons responsible for the preparation of the approved soils report and the improvement plans of record.
- d) Shall retain the services of a contractor and notify said contractor of the requirements of this Chapter. Shall provide a copy of this program to the Contractor.
- e) Shall be responsible to the RTC for the adequacy of completed work covered

under this chapter. Any defective material, equipment, or workmanship, or any unsatisfactory work which may be discovered before final acceptance, or within 1 year thereafter, shall be corrected immediately on the requirement of the EOR or RTC Administrator, without extra charge, notwithstanding that it may have been overlooked in previous inspections. Failure to ensure adequate inspection of the work shall not relieve the owner from any obligation to perform sound and reliable work.

- f) Shall designate a representative with authority to act on behalf of the owner for all work performed.
- g) The owner acknowledges the need for continuing involvement of the firms or persons responsible for the preparation of the approved project soils report and the improvement plans of record during construction. In the event the EOR is different from the above-mentioned firms or persons, the owner agrees to be financially responsible for services provided by the said firms or persons as requested by the EOR.

## 2. <u>ENGINEER OF RECORD (EOR)</u>

- a) Shall initiate a pre-construction conference for construction of improvements at least one week in advance of initial construction. Representatives of the owner, contractor, Local Government, RTC Administrator, EOR and testing firm shall attend.
- b) Shall provide a written summary of the pre-construction conference to the owner, contractor, Local Government and the RTC Administrator, and will also notify the participants of any significant changes in writing at least 2 working days in advance of implementing the changes.
- c) Shall notify the RTC Administrator and the Local Government of the date and hour that work on any of the following items is expected to begin. Notification shall be given not less than 24 hours in advance; and, if thereafter conditions develop to delay the start of work, the EOR shall notify the RTC Administrator and the Local Government of the delay, not less than 2 hours before the work was to begin:
  - 1. Grading, excavation, and fill operations within public right-of-way.
  - 2. Laying of sewer lines, drainage lines or appurtenances.
  - 3. Backfilling of sewer lines, drainage lines or appurtenances.

- 4. Placing of reinforcing steel, forms and falsework for concrete structures.
- 5. Placing the concrete for curbs, gutters, sidewalks, alleys, valley gutters, headwalls, or structures.
- 6. Placing of any type of base course or courses.
- 7. Tacking bituminous or concrete surfaces.
- 8. Placing asphalt concrete or Portland cement concrete pavement.
- 9. Sealing asphalt concrete or Portland cement concrete pavement.
- d) Shall submit for review prior to initiation of the preconstruction conference, the qualifications of the testing firm and the field inspection and testing technician personnel for the project. Said qualifications shall meet the minimum specified in this chapter.
- e) Shall make an inspection of workmanship and materials in accordance with this chapter. No work nor materials will be accepted without such an inspection. Shall also review catalog cuts and data sheets for material submittals. The EOR will make every reasonable effort to perform inspection and testing services in a manner which will accommodate the construction schedule.
- f) Shall provide to the RTC Administrator and Local Government, on a biweekly basis, copies of the daily inspection/testing reports for the previous 2 weeks.
- g) Shall immediately notify the RTC Administrator and Local Government of any proposed changes from the improvement drawings of record. Should the RTC Administrator determine that the proposed change is major in nature, such change shall require prior approval by the RTC Administrator. The Local Government will not be liable for any delays caused by the review and approval of such changes.
- h) Shall arrange as part of his contract with the owner to confer and coordinate with the firms or persons responsible for the preparation of the approved project soils report and the improvement plans of record throughout the construction of the project to evaluate compliance with the requirements of this chapter. In the event that the firms or persons responsible for the

preparation of the approved project soils report or improvement plans of record are not available for consultation, the EOR shall notify the RTC Administrator and Local Government of such prior to commencement of construction. In this event, the EOR and the RTC Administrator and Local Government shall agree to an alternative arrangement for providing the necessary soils report and improvement plans of record interpretations prior to commencement of construction.

- i) Shall notify in writing the DOR, Contractor, Local Government, and the RTC Administrator, if, during the course of construction, the EOR finds that defective materials or workmanship not meeting requirements have been constructed and not satisfactorily corrected by the contractor within one week of verbal notification to the contractor. The written notification shall be supported by field reports and/or test results.
- j) Shall, upon completion of construction of improvements, provide the RTC with a letter of verification on the format provided by the RTC, verifying the adequacy of the improvements and providing verification of all final quantities and unit prices; and, that construction, inspection, and testing were performed in compliance with this chapter, improvement plans of record and RTC standards; and, provide sepia-mylars of any changes from the approved improvement plans of record or a statement that no changes were made; and, provide copies of inspection and test reports, if not already provided. The final completion and acceptance of all such improvements, including recommendations of release and return of any security, shall be subject to the approval of the RTC Administrator.
- k) Shall sign and wet-stamp, or cause to be signed and wet-stamped by a Nevada registered Civil Engineer, all drawings, reports and test data, and forward such to the RTC, Local Government, DOR, and Contractor.

## 3. RTC Administrator

- a) Shall assign a primary contact to the EOR who shall serve as the RTC's representative during construction of bonded improvements. This primary contact shall be known as the RTC Quality Assurance Inspector (QAI). The qualifications of the QAI, as a minimum, will meet the qualifications of a Public Works Construction Inspector.
- b) Shall attend the preconstruction conference initiated by the EOR.
- c) Shall check and evaluate that adequate inspection personnel are on-site

during the construction of bonded improvements. Should the QAI determine that adequate personnel are not available on-site for inspection, the QAI shall immediately advise the EOR of the situation and so record the incident in his daily report.

- d) Shall keep a daily report of construction activities he observes, including pertinent conversations with the EOR.
- e) Shall, on a bi-weekly basis, review the daily inspection/testing reports submitted by the EOR. Any unsatisfactory test results shall be called to the attention of the EOR.
- f) Shall review the qualifications of the EOR to determine if they meet the minimum requirements of this chapter. If it is determined that the EOR does not meet said minimum requirements, the owner shall review the improvement agreement (Exhibit C) and retain an EOR meeting the qualifications of this chapter as determined by the RTC Administrator.
- g) Shall review the qualifications of the EOR's field inspection personnel to determine if the qualifications meet the minimum requirements of this chapter. If it is determined that the EOR's field inspection personnel do not meet said requirements, substitute field personnel will be required.
- h) Shall evaluate the performance of the EOR's field inspection personnel. The RTC Administrator shall have the authority to reject the selection of the testing firm, testing technicians or field inspection personnel for the project. The RTC Administrator shall also have the authority to reject the field inspection personnel or testing technician and direct substitute personnel in the event of unsatisfactory performance by said personnel in the opinion of the RTC Administrator.

## 4. CONTRACTOR

a) Shall be responsible for construction of improvements and quality control. This responsibility shall include the means, methods, techniques, sequence, and procedures of construction and safety of the construction site. All such construction shall conform to the requirements of both the most recently adopted version of the Standard Specifications for Public Works Construction (SSPWC), Standard Details for Public Works Construction (SDPWC), the Special Technical Specifications for RRIF Offset Agreements (STS for RRIF Offset Agreements), the approved plans, and the requirements of this chapter.

- b) Shall attend the pre-construction conference initiated by the EOR. The contractor shall present a proposed construction schedule including construction milestones and designate a representative who has the authority to resolve issues during construction.
- c) Shall provide accessibility and exposure of all construction work subject to inspection until inspected by the EOR. Neither the RTC nor the EOR shall be liable for expenses entailed in the removal or replacement of any material required to allow inspection.
- d) Shall notify the EOR two (2) working days in advance of initiating construction or resuming construction after any unscheduled interruptions.

## **SECTION 3 - INSPECTION REQUIREMENTS**

## 1. <u>GENERA</u>L

For the purpose of implementing the requirements of this chapter, <u>full-time</u> <u>inspection</u> shall mean the EOR or his field inspector shall be present at all times to observe the operations of the contractor during the designated construction activity.

## 2. GRADING, EXCAVATION, AND FILLS

Full-time inspection of all materials, native or imported, to evaluate their compliance with the SSPWC and this chapter; that the subgrade is prepared according to the SSPWC; that all subgrade materials encountered are as expected according to the approved soils report, or if not, are appropriately addressed by over-excavation and stabilization with suitable material or as otherwise recommended in the approved soils report or by redesign of the pavement section.

## 3. STREET

Inspection to determine that alignment and grade of the street conforms to the improvement plans of record.

## 4. UNDERGROUND UTILITIES

a) Inspection of pipe materials and bedding prior to the placing of any pipe to evaluate conformance with the SSPWC. Collection of applicable manufacturer's certifications.

- b) Inspection of installation of pipe laid to grade, mortar jointed or gasketed pipe prior to placing any material around or above pipe to evaluate conformance with the SSPWC.
- c) Full-time inspection of each lift of backfill to evaluate conformance with the SSPWC.
- d) Inspection for pipe installation, not including backfill, by utility company shall be the responsibility of the appropriate utility.
- e) Inspection of construction and/or installation of manholes, catch basins, and drop inlets to evaluate compliance with the SSPWC.
- f) Inspection of alignment and elevations to evaluate compliance with the improvement plans of record and specifications.

# 5. <u>AGGREGATE BASE COURSES FOR STREETS, CURBS, GUTTERS, SIDEWALKS, AND ALLEYS</u>

Inspection of all material brought to the site to evaluate uniformity with tested and approved samples; inspection of placement and compaction of aggregate base to evaluate compliance with the SSPWC and this chapter and to confirm that grades conform to those specified in the improvement plans of record.

## 6. REINFORCING STEEL, FORMS AND FALSEWORK

Inspection of reinforcing steel, forms, and falsework prior to placement of concrete to evaluate compliance with the improvement plans of record, specifications, shop drawings and the SSPWC.

## 7. PORTLAND CEMENT CONCRETE

Full-time inspection of all concrete pours including curb, gutter, sidewalks, driveway apron, alleys, valley gutters, structures, headwalls, slope paving and roadway pavement to evaluate compliance with the improvement plans of record, specifications, details, the SSPWC and this chapter.

## 8. <u>ASPHALT CONCRETE</u>

a) Full-time inspection to evaluate compliance with the improvement plans of record, details, specifications, the SSPWC, and this chapter.

b) Inspection at the plant may be required by the RTC Administrator or the EOR to monitor oil content, aggregate grading, mineral filler content and temperature.

## 9. PRIME COAT, TACK COAT, SEAL COAT AND SURFACE TREATMENT

Sufficient inspection to evaluate compliance with the SSPWC.

## 10. SEWER AND PRESSURE LINES

In addition to inspection required in Paragraph 4b above:

- a) Sewer Lines: Ball and flushing operations shall be done in the presence of the EOR or his field inspector and the local governmental inspector.
- b) Pressure Tests: To be accomplished in presence of the EOR or his field inspector to evaluate conformance with the SSPWC and this chapter.

## 11. <u>LANDSCAPING WITHIN THE RTC RIGHT-OF-WAY OR WITHIN A PUBLIC IMPROVEMENT EASEMENT, COMMON AREA AMENITIES</u>

Sufficient inspections to evaluate compliance with SSPWC, the improvement plans of record, and specifications.

## **SECTION 4 - TESTING REQUIREMENTS**

Shall comply to the requirements set forth in the latest revision of the SSPWC and the STS for CCFEAs.

## **SECTION 5 - PERSONNEL QUALIFICATIONS**

## 1. <u>ENGINEER OF RECORD (EOR)</u>

An Engineer of Record who is retained as a consultant by the owner is required to be legally authorized to practice civil engineering in the State of Nevada in accordance with Nevada Revised Statutes (NRS) Chapter 625.

A firm, a co-partnership, a corporation or joint-stock association may engage in the practice of Engineer of Record for the RTC, if the member or members of the firm, co-partnership, corporation or joint-stock association immediately responsible for engineering work performed in the RTC are Nevada registered professional civil or

geological engineers in accordance with NRS Chapter 625.

Every office or place of business of any firm, co-partnership, corporation or jointstock association engaged as an Engineer of Record under these requirements shall have a registered professional civil engineer in residence and in direct responsible supervision of the work needed to satisfy the requirements of this chapter conducted in such office or place of business.

An Engineer of Record shall be familiar with the SSPWC, SDPWC, RTC and local government design standards, and all associated testing procedures.

## 2. FIELD INSPECTOR

- a) General: The field inspector's qualifications shall include sufficient education and experience to assure understanding of the quality control principles and the ability to implement the procedures related to their assigned duties.
  - The education and experience requirements specified below shall not be treated as absolute when other factors provide reasonable assurance that a person can competently perform a particular task. One factor may be "demonstrated capability" in a given job through previous performance.
- b) Education and Experience: To be considered qualified as a RTC approved field inspector, a candidate must meet the general requirements as mentioned above and satisfy at least one of the following requirements:
  - 1. High school graduate plus at least three years of construction quality control experience in equivalent testing, or inspection activities, or
  - 2. Completion of college level work leading to an associates degree in a related discipline plus at least six months of construction control experience in equivalent testing, examination or inspection activities.

The field inspector shall be familiar with the SSPWC and this chapter, as well as all associated testing procedures.

## 3. <u>TESTING TECHNICIAN</u>

To be considered qualified as a RTC approved testing technician, a candidate must meet the general requirements mentioned in 2a) above and satisfy at least one of the following requirements:

- a) One year of construction quality control experience in equivalent testing or inspection activities, or
- b) High school graduate plus at least six months of construction quality control experience in equivalent testing or inspection activities, or
- c) Completion of college level work leading to an associates degree in a related construction quality control discipline plus at least three months of experience in equivalent testing or inspection activities.
- d) Completion of at least two years of college level work towards a four-year degree in a related discipline plus at least three months of construction quality control experience in equivalent testing or inspection activities.

The testing technician shall be familiar with the testing procedures outlined in the SSPWC and this chapter.

## 4. TESTING FIRM

- a) General: The testing services of the testing firm shall be under the direction of a registered civil or geological engineer in the State of Nevada who is a full-time employee of the firm and has at least 5 years engineering experience in the inspection and testing of soil, concrete, and asphalt.
- b) Laboratory: The testing firm is responsible for laboratory testing of soil, concrete and asphalt and shall have suitable test equipment and laboratory facilities for storing, preparing and testing samples. The firm shall have the capability of performing all laboratory testing associated with its intended functions according to governing procedures and shall have the facilities and equipment required for all laboratory testing performed. If at any one time equipment or expertise in the performance of a specialized test is not available in-house, the services of a subconsultant or his equipment may be utilized.

As evidence of its competence to perform the required tests or inspections, the agency shall have its laboratory procedures and equipment inspected at intervals of not more than 3 years by a qualified authority in accordance with a recognized plan.

c) Quality of Testing Systems: The firm shall make available information (as applicable) describing its procedural systems (procedures which directly affect the quality of services offered). In addition, the firm shall maintain documentation which provides evidence of compliance with the requirements

of its procedural systems. The agency's procedural systems shall include the following:

- 1. Equipment calibration programs.
- 2. Standardization of methods of test, measurement, and determination.
- 3. Data recording, processing, and reporting.
- 4. A current quality assurance manual.

## SPECIAL TECHNICAL SPECIFICATIONS

1.01	DICPE	TON AND THOUSAND		DDIDGE	DECKE DILL
1.01		CTION AND TESTING	1. 15		DECKS - Deleted
	1.01A	ASPHALT CEMENT	1. 16	SLURRY	
	1.01B	BITUMINOUS PLANTMIX	1. 17		SURFACE - Deleted
1.02	_	VAL OF EXISTING IMPROVEMENTS		1.17A	<u>GENERAL</u>
1.03		ROOT MITIGATION - Deleted		1.17B	CONTRACTOR PERSONNEL
1.04	SUBGR	ADE PREPARATION- Deleted		1.17C	<u>MATERIAL</u>
1.05	OVERE	XCAVATION AND STABILIZATION -		1.17D	MIX DESIGN
	Deleted			1.17E	PROPORTIONING
1.06	GEOSY	NTHETICS - Deleted		1.17F	MIXING AND SPREADING
	1.06A	<u>SEPARATION</u>			<u>EQUIPMENT</u>
	1.06B	STABILIZATION		1.17G	PLACEMENT
	1.06C	REINFORCEMENT	1. 18	PAVEME	ENT MARKINGS
1. 07		H EXCAVATION		1.18A	TRAFFIC PAINT
1.08	PIPE - I	Deleted		1.18B	THERMOPLASTIC
1. 09	ROADB	ED MODIFICATION - Deleted		1.18C	RAISED MARKERS
1. 10	_	GATE BASE - Deleted	1. 19		LE MEDIAN ISLAND OBJECT
1. 11		VT TREATED BASE - Deleted		MARKEI	
	1.11A	COMPOSITION OF MIXTURES	1. 20	CHANNE	
	1.11B	MIXING	1. 21	IMPACT	ATTENTUATOR - Deleted
	1.11C	SPREADING	1. 22	TRAFFIC	
	1.11D	PROTECTION AND CURING	1. 23		CSIGNALS
1, 12		AND CEMENT CONCRETE	1. 20	1.23A	LOOP DETECTORS
	1.12A	COMPOSITION OF MIXTURES		1.23B	TEMPORARY MODIFICATIONS
	1.12B	SIDEWALK, CURB AND GUTTER		1.232	DURING CONSTRUCTION
	1.12C	THRUST BLOCKS		1.23C	CAMERAS
	1.12D	RETAINING WALLS	1, 24		ADJUSTMENTS
	1.12E	PAVING	1, 24	1. 24A	VERIFICATION OF DEPTH
	1.12E 1.12F	UTILITY ADJUSTMENTS		1. 24B	UTILITY MANHOLE AND VAULT
1. 13		TABLE SURFACE WARNING TILES		1. 240	ADJUSTMENTS
1. 14	_	INOUS PLANTMIX		1. 24C	MANHOLE PROTECTION PLAN
1. 17	1.14A	COMPOSITION OF MIXTURES	1. 25		MONUMENTS
	1.14A 1.14B	PAVING	1. 26		CATES OF COMPLIANCE
	1.14D	I SPREADING AND FINISHING	1. 20	CERTIFI	CATES OF COMPLIANCE
		II ACCEPTANCE			
		III MITIGATION			
		IV SPECIAL PAVING			
		CONSIDERATIONS			
		V TACK COAT			
		VI LONGITUDINAL JOINTS			
	1. 14C	PERMANENT PATCHING			

## 1.01 INSPECTION AND TESTING

Quality Assurance testing and inspection will be provided by the Agency. Quality Control shall be the Contractor's responsibility. All samples shall be furnished by the Contractor without cost to the Regional Transportation Commission of Washoe County (hereinafter designated "RTC" and/or "Agency"). The Agency may waive sampling and testing if adequate information, properly certified, is available to indicate that materials comply with the terms of specifications. Any retests due to faulty workmanship or materials shall be paid for by the Contractor.

All materials furnished and work performed, shall be done in accordance with the "Standard Specifications for Public Works Construction" (hereinafter designated "Standard Specifications") sponsored and distributed by RTC, Churchill County, Carson City, the Cities of Reno and Sparks, the City of Yerington, and Washoe County, including addenda through February 29,2012, except as modified within the "Special Technical Specifications" for XYZ (hereinafter designated "STS"); and in accordance with the "Standard Details for Public Works Construction" (hereinafter designated "Standard Details"), including updates through December 29, 2011, except as modified by the drawings for XYZ.

#### 1.01A ASPHALT CEMENT

- 1. Sampling - During hot mix operations for all paving days, the Design Engineer's designated representative shall obtain samples of all asphalt cement binders used to produce the bituminous mixture(s). During the pre-construction meeting the contractor shall provide the contact information for the certified plant representative that will be responsible for taking the asphalt cement samples. The Design Engineer's designated representative shall contact the plant representative in advance of each paving day and coordinate the sampling in accordance with the plantmix production schedule. Asphalt cement samples shall be taken at the injection point for each "lot" (500 ton) of plantmix bituminous pavement. Plant personnel sampling bituminous material are required to be qualified in the WAOTC Asphalt Module or NAOTC Specialized Test AASHTO T40 (Sampling Bituminous Material). All sampling shall be witnessed by the Design Engineer's representative. The plant representative shall properly label each sample which shall then be signed by both representatives.
- 2. Testing Unless otherwise directed by the RTC Project Manager, the Design Engineer shall procure the testing of one of the samples from each paving day for compliance with Section 201 "Bituminous Material" of the Standard Specifications at a laboratory certified to perform all required testing components.
- 3. The sample to be tested shall be properly handled and sent to the State of Nevada Department of Transportation Materials Testing Laboratory, 1263 South Stewart Street in Carson City, Nevada. The test result shall represent the binder material contained in all plantmix bituminous paving lots for the corresponding paving day. The remaining daily samples shall be stored at the Design Engineer's designated laboratory throughout the duration of the Contractor's warranty period.
- 4. Acceptance Asphalt binder not conforming to Table 201.02-IV (PG64-28NV) of the Standard Specifications, Section 201 "Bituminous Material" shall be assessed demerits in accordance with the following table:

TEST	LIMIT WITH TOLERANCE	REJECTION LIMIT	DEMERITS
Tests on Original Asphalt			
Cement			
Rotational viscosity (Pa.s)	3.21 Max.	3.50 Max.	21
Flash point, (°C)	222 Min.	163 Min.	21
Ductility (cm)	50 Min.	29 Min.	21
Toughness (Inch-lbs)	110 Min.	57 Min.	21
Tenacity (Inch-lbs)	75 Min.	22 Min.	21
Sieve Test (%)	1	10	21
Dynamic Shear (kPA)	0.90 Min.	0.75 Min.	21

Tests on Residue from			
Rolling Thin Film Oven			
Ductility (cm)	25 Min.	4 Min.	21
Dynamic Shear (kPA)	1.98 Min.	1.65 Min.	21
Average Mass Change (%)	1.00 Max.	1.01 Max.	31
Tests on Residue from			
Pressure Aging Vessel			
Dynamic Shear (kPA)	5500 Max.	6250 Max.	21
Stiffness Modulus (MPA)	330 Max.	375 Max.	21
Slope, m-value	0.290 Min.	0.245 Min.	21

#### Notes:

- Demerits, up to the amount shown, shall be assessed for each test result that exceeds the "Limit with Tolerance."
- 2. The number of demerits assessed for each test result shall be calculated based on prorating the total demerits over the range from "Limit with Tolerance" to the "Rejection Limit."
- 3. The demerit/increment shall be multiplied by the difference between the noncompliant test result and the "Limit with Tolerance."
- 4. Demerit values for each test result will be rounded down to the nearest whole number.

The parties of the contract agree that damage will be sustained by the Agency in the event that the asphalt binder does not conform to the requirements of the specifications. In addition it is agreed that it is extremely difficult to quantify the actual damage the agency will sustain. Demerits will be used to determine mitigation that may include any necessary measures up to, and including, the assessment of liquidated damages or removal and replacement of the deficient material. The assessment of liquidated damages and the corresponding deduct from monies owed the contractor shall be in accordance with the schedule and corresponding notes below.

<b>Total Number of Demerits</b>	Liquidated Damage Dollar per Ton <sup>1, 2</sup>
1 - 2	10
3 – 5	20
6 – 9	30
10 - 14	50
15 - 20	100
21 - 30 <sup>3</sup>	75% of the cost of the asphalt binder
$31 - 40^3$	100% of the cost of the asphalt binder
41 or more <sup>3,4</sup>	100% + additional damages to be determined

#### Notes:

- Liquidated damages will be assessed against the quantity (Tonnage) of asphalt binder used in the plantmix bituminous pavement represented by the sample tested.
- The tons of asphalt binder shall be determined by multiplying the average of asphalt contents (by dry weight of aggregate) from all affected lots by the total tons of bituminous mixture placed.
- 3. Remove and replace material shown to have 21 or more demerits. Material removed shall not be paid for and all costs associated with removal shall be at the contractor's expense. Testing and inspection of replaced materials shall be as directed by the RTC Project Manager and all associated costs shall be at the contractor's expense. At the RTC Project Manager's option, materials having 21 or more demerits may be left in place and liquidated damages assessed at the percentage of asphalt binder cost shown. The cost of the asphalt binder used for assessing

- liquidated damages shall be \$675 per ton.
- 4. Liquidated damages as determined by the RTC Project Manager may be in excess of the cost of the asphalt binder.

Additional samples may be tested at the Contractor's request and expense and following approval of the RTC Project Manager. Liquidated damages assessed due to deficient asphalt binder material may be in addition to any mitigation measures or penalties that may be determined by other sections of the specifications.

### 1.01B BITUMINOUS PLANTMIX

Subsection 336.03.04 - "Bituminous Mixtures" of the Standard Specifications, is herewith amended as follows:

1. On page 336.00-6, add the following to the fourth paragraph at the bottom half of the page regarding cores and cut samples:

Measure single core or cut sample in accordance with ASTM D3549, latest version, to the nearest 0.05" and report to the nearest 0.05" per the following examples:

Individual N		
Using Apparatus	Using Apparatus	
Capable of 2	Capable of	Reported Thickness
Decimal Places	1/16 Inch	After Rounding
2.23" to 2.27"	2-4/16" = 2.250"	2.25"
2.28: to 2.32"	2-5/16" = 2.313"	2.30"
2.33" to 2.37"		2.35"
2.38" to 2.42"	2-6/16" = 2.375"	2.40"
2.43" to 2.47"	2-7/16" = 2.438"	2.45"
2.48" to 2.52"	2-8/16" = 2.500"	2.50"

For purpose of acceptance and mitigation, the average of the rounded thickness measurements of the 3 cores or cut samples for each lot shall be reported to the nearest 0.1". A number ending in 0.05" shall be rounded up. For example, both 2.35" and 2.40" are rounded to 2.4".

2. On page 336.00-7, delete the fourth paragraph and replace as follows:

One fresh, hot sample of the bituminous mixture (HMA) for each "lot" shall be tested for conformance with the mix design test properties as required by STS 1.14A BITUMINOUS PLANTMIX, and in accordance with ASTM D2041, as qualified in the Standard Specifications.

Fresh, hot samples are defined as the samples obtained during construction, transported to the laboratory, molded and compacted on the same day. Reheating is allowed only for restoring heat lost, if any, during transport to the laboratory

and sample preparation. Refer to <u>Note</u> under item 4 below (STS 1.01B <u>BITUMINOUS PLANTMIX</u> - Item 4, "<u>Preparing Field Sample</u>") regarding limitations on test results from reheated archived samples.

3. On page 336.00-7 under Subsection 336.03.04.01 - "<u>Sampling</u>" of the Standard Specifications, add the following sentence to the first paragraph:

When samples are obtained by two testing laboratories, the samples shall be split from a single sample or taken at the same time and at locations immediately adjacent to each other.

4. On page 336.00-7 under Subsection 336.03.04.02 - "<u>Preparing Field Sample</u>", of the Standard Specifications, delete the second and third paragraphs and replace as follows:

If the temperature of the HMA is below the approved mix design's compaction temperature, the temperature of the HMA shall be recorded and the sample shall be reheated to the approved mix design's compaction temperature. Heating samples should be done by placing the sample in a covered container in an oven for a maximum of one hour or placing the sample in a mixing bowl on top of a hot plate or propane stove, for a maximum of 10 minutes, and continuously mixed until compaction temperature has been reached. Samples shall be discarded if burned during reheating.

<u>Note</u>: Samples well below the compaction temperature may require additional heating time. Reheating of samples beyond the maximums specified is not desirable. In such instances, new samples should be taken in the field, if possible. If this is not possible and samples must be reheated beyond the specified maximums, the test results from reheated archived samples shall not be used for direct comparison with results from tests on hot, fresh samples but only for relative comparisons.

## 1.02 REMOVAL OF EXISTING IMPROVEMENTS

This section covers the construction methods involved in removing existing improvements.

Existing Portland cement concrete (PCC) improvements shall be removed to neatly sawed edges with sawcuts made to a minimum depth of 1½ inches. No section to be replaced shall be smaller than 30 inches in length. Curb and gutter shall be sawed to depth of 1½ inches on a neat line at right angles to the curb face.

Removal of the curb and gutter shall include all existing composite material from back of curb to 12-inches in front of the lip of the gutter. The contractor shall be required to achieve a vertical, neat line in a location appropriate for the method of curb and gutter placement chosen. The Contractor shall match the existing top of curb and maintain the uniform flow line of the gutter. If a uniform flow line does not exist, the Contractor shall establish a uniform flow line as directed by the Design Engineer.

Bituminous pavement shall be removed to clean straight lines by sawcutting where the removal of existing improvements does not include the total amount of paving encountered. Where bituminous pavement adjoins a trench, the edges adjacent to the trench shall be trimmed to neat straight lines at least

9 inches wider than the trench on each side before resurfacing to insure that all areas to be resurfaced are accessible to the rollers used to compact the subgrade or paving materials. Where new pavement is to adjoin existing bituminous or concrete pavements, the existing pavement shall be sawcut or bladecut straight.

It shall be the Contractor's responsibility to protect the integrity of the edge of pavement adjacent to the removal section.

The Contractor shall remove all existing improvements to the required depth by a method that does not damage the subgrade. Pneumatic wheel construction equipment, including, but not limited to, trucks, loaders, excavators and scrapers, will not be allowed on the exposed subgrade within the roadway section. Should the Contractor fail to utilize necessary caution to protect the subgrade or allow pneumatic wheel construction equipment on the subgrade within the roadway section after the existing surface has been removed; all overexcavation and deep stabilization shall be at the Contractor's expense.

The Contractor shall take all necessary precautions to protect existing landscaping, which may be disturbed during the execution of the work. All restoration work shall be in accordance with the applicable provisions of Section 333 – "Landscaping" of the Standard Specifications, or as specified herein.

Where lawn or landscape with topsoil has been disturbed, contaminated, or removed, the Contractor shall replace the topsoil with an imported, high quality garden topsoil to a minimum depth of 3 inches; with minimal compaction. Areas of concern may include, but are not limited to, landscaping adjacent to sidewalks, curbs and gutters, driveways, and alleys. The topsoil shall conform to Section 200.08 – "Topsoil" of the Standard Specifications.

Existing improvements; adjacent property; utilities and other facilities; and trees and plants that are not to be removed shall be protected from injury or damage resulting from the Contractor's operations.

The Contractor shall notify the U.S. Postal Service to coordinate all mailbox relocation.

Any existing improvements, including, but not limited to, retaining walls, adjacent property, utilities, sprinkler systems, signs, other facilities or appurtenances, trees and plants, which are damaged or displaced as a result of the Contractor's operation shall be replaced or restored to the original position and condition prevailing prior to start of operations at the Contractor's own expense unless otherwise directed by the RTC Project Manager or Design Engineer. In addition, removal of existing improvements shall be done in accordance with the provisions of Section 300.04 - "Protection of Utilities and Underground Facilities" of the Standard Specifications.

## 1.07 TRENCH EXCAVATION

Subsection 305.02 - "Maximum Length of Open Trench" of the Standard Specifications, is herewith amended as follows:

## 1. Add the following paragraph:

Unless otherwise directed by the Design Engineer and approved by the Agency, there shall be no unprotected open trench remaining at the end of the working day. At the end of the working day, any open trench shall be protected by plating or other means approved by the Design Engineer and the Agency.

#### 1.12 PORTLAND CEMENT CONCRETE

## 1.12A COMPOSITION OF MIXTURES

The Contractor shall submit in writing for approval a mix design conforming to the requirements of Subsection 337.01 - "General" of Section 337 - "Composition of Mixtures" of the Standard Specifications. All Portland Cement Concrete, unless otherwise indicated, shall have a coarse aggregate gradation conforming to Size No. 67 in Subsection 200.05.03 - "Coarse Aggregates" of the Standard Specifications. Cement shall be Type II.

If the Contractor submits a written request to use Size No. 57 in lieu of Size No. 67, and if the Agency approves this request, then air entrainment shall be adjusted to conform to ACI requirements for severe conditions.

## 1.12B SIDEWALK, CURB AND GUTTER

Concrete used for curbs, gutters, sidewalks, pedestrian ramps, and driveway aprons shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications and shall be reinforced with collated, fibrillated polypropylene fibers conforming to the requirements of Subsection 202.02.02.04 – "Polypropylene Fibers" of the Standard Specifications, at 1.5 pounds per cubic yard of concrete.

Subsection 312.10.02 - "Sidewalk Surface" of the Standard Specifications is herewith amended as follows:

- 1. Add the following paragraphs:
  - a) When a 10-foot straightedge is placed on the sidewalk, curb, or gutter, the surface shall not vary more than ¼ inch from the edge of the straightedge, except at grade changes.
  - b) Curbs at pedestrian ramps shall <u>not</u> be placed monolithically with pedestrian ramps.

## 1.12C THRUST BLOCKS

Portland Cement Concrete used for thrust blocks shall have a minimum compressive strength of 3000 psi when tested at 28 days and have a 1 to 4 inch slump.

Thrust blocks shall be installed such that they bear against the pipe fitting on one side and against the undisturbed earth on the other side. The Contractor shall provide anchor blocks and support blocks on vertical bends.

Thrust block concrete shall not obstruct the removal of bolts from fittings. Concrete shall be prevented from adhering to the fittings. Either a liquid bond breaker shall be applied to the fitting, or an impervious membrane shall be used.

#### 1.12D RETAINING WALLS

Concrete used for retaining walls shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications.

#### 1.12E PAVING

#### 1.12F UTILITY ADJUSTMENTS

Concrete used for utility adjustments shall conform to the requirements of Subsection 337.10.01.01 – "Portland Cement Concrete Exposed to Freeze-Thaw Cycles" of the Standard Specifications and shall be reinforced with collated, fibrillated polypropylene fibers conforming to the requirements of Subsection 202.02.04 – "Polypropylene Fibers" of the Standard Specifications, at 1.5 pounds per cubic yard of concrete.

The concrete used for utility adjustments shall be protected until a minimum compressive strength of 3,000 psi is attained. The RTC Project Manager shall approve the method of protection

#### 1.13 DETECTABLE SURFACE WARNING TILES

- 1. The detectable surface warning tiles shall consist of precast tiles with a minimum size of 2' x 2', color dark red. Approved products include: CASTinTACT, TEKWAY DOMETILES, ARMOR CAST WET SET TILES, and ARCIS WET SET TILES. Detectable surface warning tiles shall be constructed per manufacturer's installation guidelines and conform to ADAAG standards.
- 2. Proposed Substitution products are to be submitted for approval in accordance with provision 22 of the Instruction To Bidders, page ITB-4, within these documents. In order to be considered, submittal packages for alternate truncated concrete dome materials must be prepared and submitted in accordance with the requirements of STS 1.13 DETECTABLE SURFACE WARNING TILES.
- 3. The Contractor shall check the prefabricated panels upon delivery to verify that the proper material has been received. The panels shall be inspected by the Contractor to be free of flaws or damage occurring during manufacturing, shipping, or handling.
- 4. The prefabricated panels shall be installed in accordance with the Reno Standard Details and the manufacturer's recommendations.
- 6. Submittals shall include the following:
  - a) The product data sheet and certification from the Manufacturer that the prefabricated detectable surface warning tile panels supplied meets the requirements of STS 1.13 DETECTABLE SURFACE WARNING TILES; and
  - b) The manufacturer's installation instructions and general recommendations.

## 1.14 BITUMINOUS PLANTMIX

Bituminous Plantmix shall conform to the requirements of Section 320 - "Plantmix Bituminous Pavement" of the Standard Specifications, except as modified herein.

The Contractor shall submit in writing for approval a job mix formula conforming to Subsection 320.02 – "Composition of Mixtures" of the Standard Specifications. Type 2 aggregate conforming to Subsection 200.02.03 – "Plantmix and Roadmix Aggregate" shall be used unless otherwise specified. Preparation of the aggregates shall be in accordance with the Marination Method described in Subsection 401.03.08 – "Preparation of Aggregates", of the Nevada Department of Transportation Standard Specifications for Road and Bridge Construction.

Unless otherwise approved by the Agency, Asphalt Cement shall be PG64-28NV for the full depth for all paving on this project. Asphalt binders shall conform to the requirements of Section 201 - "Bituminous Material" of the Standard Specifications.

## 1.14A COMPOSITION OF MIXTURES

Subsection 320.02.01 - "Job Control Grading Band" of the Standard Specifications, is herewith amended as follows:

1. Amend the gradation and asphalt cement content table as follows:

	Maximum Tolerance
Aggregate passing No. 4 and larger sieves	±7 percent
Aggregate passing No. 8 to 100 sieves	±4 percent
Aggregate passing No. 200 sieve	±2 percent
Asphalt content	-0.2% to +0.7% of total weight of mix

2. Delete the third paragraph of Subsection 337.04.01 – "Composition of Mixtures" of the Standard Specifications and replace as follows:

The optimum asphalt cement content shall be determined to 0.1 percent, by total weight of mix and dry weight of aggregate, in accordance with the Asphalt Institute's Manual Series No. 2 (MS-2) with a target value of |3% Air Voids for light traffic conditions (design Equivalent Single Axle Load (ESAL) < 10<sup>4</sup>) and 4% Air Voids for medium and heavy traffic conditions (design ESAL > 10<sup>4</sup>). The Contractor shall use a 75-blow Marshall mix design for all streets on this project, except a 50-blow Marshall mix design for \*medium/light traffic conditions shall be used on the following streets: \*\*. The mix design and project control samples shall conform to MS-2 Table 5.2 - Marshall Mix Design Criteria as modified in STS Table 1.14A-1.

STS Table 1.14A-1: Modified MS-2 Table 5.2 - Marshall Mix Design Criteria

	Light Traffic <sup>2</sup> Surface & Base		Medium Traffic <sup>2</sup> Surface & Base		Heavy Traffic <sup>2</sup> Surface & Bas	
Marshall Method Mix Criteria <sup>1</sup>						
Compaction, Number of Blows, Each End of Specimen	50*		50		75	
Stability (pounds)	1,200 Min.*		1,200 Min.		1,800 Min.	
Flow (0.01 inches)	8 Min.	16 Max.*	8 Min.	16 Max. <sup>(8)</sup>	8 Min.	14 Max. <sup>(8)</sup>
Air Voids (percent)	2 Min.*	4 Max.*	3 Min.	5 Max.	3 Min.	5 Max.
Voids in Mineral Aggregate (percent)	See STS Table 1.1			A-2 : MS-2	2 Table 5.	3
Voids Filled With Asphalt (percent)	70	80	65	78	65	75

#### Notes:

- All criteria, not just stability value alone, must be considered in designing an asphalt paving mix. Hot mix asphalt bases that do not meet these criteria when tested at 140 °F are satisfactory if they meet the criteria when tested at 100 °F and are placed 4 inches or more below the surface.
- 2. Traffic classifications
  - Light Traffic conditions resulting in a Design ESAL  $< 10^4$  Medium Traffic conditions resulting in a Design ESAL between  $10^4$  and  $10^6$
  - Heavy Traffic conditions resulting in a Design ESAL  $> 10^6$
- 3. Laboratory compaction efforts should closely approach the maximum density obtained in the pavement under traffic.
- 4. The Flow value refers to the point where the load begins to decrease.
- 5. The portion of asphalt cement lost by absorption into the aggregate particles must be allowed for when calculating percent air voids.
- 6. Percent air voids are calculated at the target value.
- Percent voids in the mineral aggregate are to be calculated on the basis of the ASTM bulk specific gravity for the aggregate.
- 8. Upon approval of Agency, flow may exceed the maximum value when polymer modified binders are used.
- \* Indicates modified value from MS-2 Table 5.2.

STS Table 1.14A-2: MS-2 Table 5.3 - Minimum Percent Voids in Mineral Aggregate (VMA)

	Voids Filled in Mineral Aggregate (percent), Min.					
Nominal Maximum Particle Size (inches) <sup>1, 2</sup>	Design Air Voids (percent) <sup>3</sup>					
	3.0	4.0	5.0			
No. 16	21.5	22.5	23.5			
No. 8	19.0	20.0	21.0			
No. 4	16.0	17.0	18.0			
3/8	14.0	14.0 15.0 16.0				
1/2	13.0	14.0	15.0			
3/4	12.0	13.0	14.0			
1	11.0	12.0	13.0			
1-1/2	10.0	11.0	12.0			
2	9.5	10.5	11.5			
2-1/2	9.0	10.0	11.0			

#### Notes:

- 1. Standard Specifications for Wire Cloth Sieves for Testing Purposes.
- 2. The nominal maximum particle size is one size larger than the first sieve to retain more than 10 percent.
- Interpolate minimum voids in the mineral aggregate (VMA) for design air void values between those listed.

#### 1.14B PAVING

### I SPREADING AND FINISHING

Subsections 320.03 - "Construction" and 320.05 - "Spreading and Finishing" of the Standard Specifications, are herewith amended as follows:

## 1. Add the following subsection:

**320.03.03.01 Automatic Controls.** Pavers placing the final lift of the plantmix bituminous pavement for any uniform roadway section shall be equipped with an automatic control system capable of operating in conjunction with either a ski type device of not less than 30 feet in length or a taut wire set to grade. Automatic controllers are required on each side of the paver for the final lift of the plantmix bituminous pavement.

Where a paver is matching longitudinal joints, a joint matcher ski running on automatic controls is required.

The Contractor shall furnish all equipment required and shall install all stakes and wire required for the wire system.

2. Add to the introductory paragraph of Subsection 320.05 - "Spreading and Finishing" of the Standard Specifications as follows:

Refer to STS 1.14B SPREADING AND FINISHING - Item 1, designated as Subsection 320.03.03.01 - "Automatic Controls" of the Standard Specifications, for automatic controls requirement for bituminous pavers.

3. Add to the fourth paragraph of Subsection 320.05 - "Spreading and Finishing" of the Standard Specifications as follows:

In other areas where mechanical spreading and finishing equipment is used, loose plantmix material shall not be broadcast across the mat to repair surface irregularities. Instead, the irregular surface material shall be removed and replaced with mix, which shall be placed gently on the surface and large aggregate raked off the surface and removed before rolling. At joints, bituminous material at the edges of pavement shall be pushed back off the adjoining pavement, and the edge "pinch" rolled to provide a tight, flush joint. Loose aggregate at the edges of the pavement mat shall not be pushed across the mat with the rake and rolled into the mat, but instead will be raked off the mat and removed before rolling.

4. Add the following paragraphs after the second paragraph in Subsection 320.05.02 - "Joints":

\*The Contractor shall minimize the number of transverse joints in the final lift of pavement in any particular roadway segment.

"Hot" joints are joints where adjacent paving lifts are placed during the same work shift, when previously placed pavement is relatively "hot". Joints constructed otherwise are considered "Cold" joints.

All TOP LIFT longitudinal joints shall be "Hot" joints unless otherwise approved or directed by the Agency or Design Engineer.

All "Cold" longitudinal joints directly below the TOP LIFT (final course of bituminous dense-grade pavement) shall be sawcut back a minimum of six (6) inches horizontally and to full depth of the lift, but not to exceed the depth of the lift.

For all sawcut joints, TOP LIFT or otherwise, a tack coat of asphaltic emulsion shall be applied to the contact surface prior to placement of the abutting lift.

The RTC reserves the right to sample cores directly at pavement joints to determine if workmanship (good in-place densities and absence of excessive voids and segregation) is acceptable within the joints.

#### II ACCEPTANCE

Subsection 320.06 - "Acceptance" of the Standard Specifications, is herewith amended as follows:

1. Delete the introductory paragraph and replace as follows:

Plantmix bituminous pavement shall be accepted on the basis of surface tolerance, density, thickness, surface texture, conformance with the tolerances of the job mix formula, and the Marshall properties required in this subsection and in accordance with the testing requirements of Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

2. Delete the second paragraph of Subsection 320.06.01 - "Surface Tolerances" of the Standard Specifications and replace as follows:

Surface tolerances shall be evaluated, as specified in the Bid Item, by either method as described in STS 1.14BII ACCEPTANCE - Items 3 or 4, designated as Subsection 320.06.01.01 - "Profilograph Method" and Subsection 320.06.01.02 - "12-foot Straight Edge Method," respectively.

3.

4. Add the following subsection:

## 320.06.01.02 12-foot Straight Edge Method.

a) A 12 feet long straight edge shall be used. When measured longitudinally (profile), the straight edge shall be laid on the finished surface and parallel with the centerline of the roadway. For transverse (cross section) measurements, the straight edge shall be laid in a direction transverse to the centerline and extending from edge to edge of a 12 foot traffic lane.

The RTC may use a profilograph to locate pavement surfaces which display unacceptable surface tolerance. Profilograph measurement shall be in accordance with STS 1.14BµI ACCEPTANCE - Item 3 (a), designated as a portion of Subsection 320.06.01.01 - "Profilograph Method." Once identified, the conformance criterion will remain as specified below in Item 4 (b), designated as a portion of Subsection 320.06.01.02 - "12-foot Straight Edge Method," that is, not subject to the conformance criterion listed for the profilograph method.

b) The longitudinally (profile) surface shall not vary more than 1/8 inch from the lower edge of the straightedge. The transverse (cross section) slope of the finished surface shall be uniform to a degree such that no depressions greater than 1/4 inch are present. The finished grade of the asphalt surface shall vary no more than 5/8 inch from design finished grade in both profile and cross section.

Grinding shall be done in accordance with STS 1.14B II MITIGATION - Item 3, designated as Subsection 320.07.01.01 - "Grinding for Conformance of Surface Tolerances."

5. Delete Subsection 320.06.03 - "Thickness" of the Standard Specifications and replace as follows:

**320.06.03 Thickness.** Cut samples taken in accordance with Section 336.03.04 - "Asphalt Concrete" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING shall be used to determine conformance with thickness specifications. The average thickness of cores shall be at least equal to the specified minimum thickness of the asphalt concrete pavement with no single core less than ½ inch thinner than the specified minimum thickness. Both average and single core thickness shall be compared to the specified thickness to the nearest 0.1 inch.

6. Add the following subsection:

**320.06.04 Surface Texture.** The finished texture of wearing course paving constructed using dense graded bituminous plantmix shall be dense and uniform in appearance, displaying a homogeneous distribution of fine and coarse aggregate with no apparent surface voids.

7. Add the following subsection:

**320.06.05 Job Mix Formula and Marshall Properties.** Bituminous plantmix will be tested for compliance with the job mix formula and Marshall properties on a "lot" basis. A lot is as defined in Subsection 320.06.02 - "Density" of the Standard Specifications. Each lot will be tested for job mix formula and Marshall properties compliance.

Each lot of compacted pavement will be accepted, with respect to job mix formula and Marshall properties, when test results on fresh, hot samples conform to the requirements set forth in Subsection 320.02 - "Composition of Materials" and as modified in STS 1.14 BITUMINOUS PLANTMIX, including but not limited to, Marshall air voids, stability, flow, asphalt content, and aggregate gradation. Testing shall be in accordance with Subsection 336.03.04 - "Asphalt Concrete" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

#### III MITIGATION

Subsections 320.07 - "Mitigation of Unacceptable Asphalt Concrete Pavement" and 320.09 - "Basis of Payment" of the Standard Specifications, are herewith amended as follows:

1. Add an introductory paragraph and a second paragraph for Subsection 320.07 - "Mitigation of Unacceptable Asphalt Concrete Pavement" of the Standard Specifications as follows:

320.07 MITIGATION OF UNACCEPTABLE ASPHALT CONCRETE PAVEMENT. The objective of mitigation is to assure the final pavement will meet the design service life of the roadway. Those portions of the constructed work which do not comply with contract specifications, as determined in accordance with Subsection 320.06 - "Acceptance" of the Standard Specifications and as modified in STS 1.14B<sub>II</sub> ACCEPTANCE, shall be mitigated in such a manner that the performance, service life, and maintainability expectations of the originally specified project will be achieved. Payment penalties in lieu of mitigation shall be considered as a last resort and utilized only in those cases where mitigation to achieve the expected performance, service life, and maintainability is deemed by the Agency to be not possible or practical. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches which may include combinations of various physical mitigation measures and payment penalties. The Agency, at its option, will decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory, and Contractor.

In the event pavement mitigation is necessary to correct deficiencies, the RTC may direct the Contractor to perform some or all pavement mitigation after normal business hours, at night, and/or on weekends, to minimize impacts sustained by the public, at the Contractor's own expense.

2. Amend Subsection 320.07.01 - "Unacceptable Surface Tolerance" of the Standard Specifications as follows:

**320.07.01 Unacceptable Surface Tolerances.** Unacceptable surface tolerance shall be corrected by either overlaying or grinding as directed by the Agency or Engineer. Grinding shall be done in accordance with STS 1.14B III MITIGATION - Item 3, designated as Subsection 320.07.01.01 - "Grinding for Conformance of Surface Tolerances."

Apply fog or slurry seal to ground areas after the surface tolerance specifications have been met. The Agency shall determine the type of sealant to be used.

In areas to be corrected with an overlay, grinding, followed by tack coat, may be necessary to provide a minimum 1½ inch overlay and butt joints where matching existing pavements.

3. Add the following subsection:

**320.07.01.01 Grinding for Conformance of Surface Tolerances.** The grinding machine for correcting pavement surface tolerances shall be power driven, self-propelled and specifically designed to remove, profile, smooth, and texture hot mix asphalt. The Contractor shall use a grinding machine with a wheel base of not less than 12 feet, equipped with a rotating powered mandrel drum studded with diamond blades with a cutting head not less than 3 feet wide. The grinding machine shall be equipped with an effective means for controlling dust and other particulate matter.

Do not cause strain or damage to the underlying surface of the pavement with the

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grinding machine. Do not use grinding and texturing equipment that causes ravels, aggregate fractures, spalls, or disturbance of joints.

The Contractor shall perform grinding in a longitudinal direction. A satisfactorily grind will produce a uniform textured surface over the surface areas designated for grinding.

The surface of the ground pavement shall have parallel corduroy-type texture consisting of grooves between 1/12- inch and 1/8-inch wide. The peaks of the ridges shall be approximately 1/16-inch higher than the bottom of the grooves with approximately 52 to 58 evenly spaced grooves per foot.

The Contractor shall perform additional grinding as necessary to extend the ground area laterally to the nearest lane line or edge of pavement and longitudinally to lines normal to the pavement centerline.

The Contractor shall correct areas that cannot not be brought into specified surface tolerances by abrasive grinding by both removal and replacement, or by placing an overlay of hot mix asphalt. The Contractor shall obtain approval of the exact method of correction.

Fog or slurry seal shall be applied to ground areas after the surface tolerance specifications have been met. The Agency shall determine the type of sealant to be used.

4. Delete Subsections 320.07.02 - "Unacceptable Density" and Table 1 in Subsection 320.09 - "Basis of Payment" of the Standard Specifications and replace as follows:

**320.07.02** Guideline for In-place Density/Air Voids. The RTC and the Design Engineer will consider STS Table 1.14BIII-1 or 1.14BIII-2 "Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids", as applicable for the design traffic conditions, input from the Contractor, and sound engineering analysis and judgment before requiring mitigation (i.e. removal and replacement, increased thickness, or surface treatment) and/or payment deduction (if mitigation is not practical or possible) for plantmix bituminous pavement which deviates from specification requirements. Since the matrix does not include all factors and site conditions which may affect the overall performance of the pavement, the RTC may, upon consideration of the specific circumstances, increase, reduce or waive mitigation and/or payment reduction, or combine portions of mitigation and payment reduction.

If the RTC makes a preliminary determination that mitigation, and/or payment deduction is necessary on the basis of In-place Density/Air Voids, the Contractor may submit a written request to RTC for retests. The retests shall be in accordance with Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING. The retests may be performed by the Agency's quality assurance laboratory or by any other approved, independent testing laboratory (the Contractor shall request the laboratory in writing for RTC approval).

Retests shall be undertaken at the Contractor's own expense. If the results of any retests are significantly different from initial testing, a "referee" test will be performed by an independent testing lab, which is mutually acceptable to the RTC and the Contractor. The RTC may waive the "referee" test if after consulting with the Design Engineer it is determined that the "referee" test is unnecessary. Fifty percent of the cost of "referee" tests shall be paid by the RTC and 50 percent shall be paid by the Contractor. The RTC may elect to make full payment and deduct the Contractor's 50 percent from progress or final payment to Contractor. The RTC will make a final determination regarding mitigation and/or payment reduction based upon the preponderance of test results and other factors.

5. Delete subsection 320.07.03 Unacceptable Thickness and replace as follows:

**320.07.03 Unacceptable Thickness.** Insufficient thickness not meeting the requirements of subsection 320.06.03 – "Acceptance – Thickness" – shall be mitigated as follows:

Thickness	Mitigation
4" - 3.76"	20% pay deduct for top lift paving
3.75" – 3.51"	50% pay deduct for top lift paving
≤ 3.5"	Remove top lift & replace or add a 1.5" Type 3 overlay

For mitigation purposes in this subsection, the thickness will be the average of all cores taken, and the cost of the top lift paving is \$0.60 per square foot per one inch of thickness.

The overlay mitigation option is allowable only at where there is no curb and gutter. Grinding may be necessary to eliminate the problems associated with raising of finish grade as determined by the governing Agency or Engineer, but in all cases, the perimeter of the corrective overlay shall be placed as a flush butt-joint formed by grinding of existing pavement abutting the overlay.

## 6. Add the following subsection:

**320.07.04 Unacceptable Surface Texture.** Unacceptable surface texture shall be mitigated as directed by the Agency. Required mitigation may include any necessary measures up to, and including, removal and replacement of the deficient material. If correction of surface texture results in a visually non-uniform pavement surface, the Contractor may be required to restore the pavement surface to a uniform visual appearance as directed by the Agency. Such measures shall be done at the Contractor's own expense.

## 7. Add the following subsection:

**320.07.05** Guideline for Job Mix Formula and Marshall Properties. If the compacted pavement is not in compliance with the job mix formula and all Marshall properties, mitigation shall be as directed by the Agency. Due to the complexity of the deficiency matrix, it is impossible to have a mitigation table

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which covers all possible combinations of the deficiencies and all factors and site conditions which may affect the overall performance of the pavement; therefore, the RTC shall evaluate the deficiency on a case by case basis and may require any necessary measures ranging from payment deductions to removal and replacement of the deficient materials, or any combination of the mitigation measures.

The RTC may consider test results from the Contractor's quality control laboratory if submitted, provided that the sampling and testing are performed, using split samples with the Agency's quality assurance laboratory, in accordance with Section 336 - "Inspection and Testing" of the Standard Specifications and as modified in STS 1.01 INSPECTION AND TESTING.

## STS Table 1.14BIII-1

## Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids Light Traffic Conditions (see Note 4)

The objective of the mitigations listed on the table below is to assure the final pavement will meet the design service life of the roadway. Reductions in payment do not achieve that goal and should be considered only if mitigation is not possible or practical. The mitigation table is an attempt to provide uniformity and fairness to the evaluation process of substandard pavements. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches. The appropriate mitigation requires sound engineering analysis and judgment. The Agency will, at its option, decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory, and the Contractor.

	Marshall	In Place	Increase		Surface Seal			Remove		Payment	
	Compaction %	Air Voids % (Rice)	Thickness (Notes 7&8)		(Note 8)		Replace	(Note 8)			
	(Note 5)	(Note 6)	(11010)	3 700)							
			1"	1-1/2"	Sand Seal	Slurry Seal	Sand Blotter		100%	90%	50%
,	-	<2					X (A)			X(A)	X
	≥ 96	≥2 & ≤7							X		
		>7 & ≤ 10			X	X				X	
WEARING		> 10		X	X(A)	X(B)		X			X(A, B)
AR		≥ 4 & ≤ 7								X	
<b>∀</b> Ε.	< 96 & ≥ 93	>7 & ≤ 10		X							X
		> 10		X(A)				X			X(A)
	< 93							X			
		<2								X	X
		≥2 &≤7							X		
NG	≥ 96	>7 & ≤ 10								X	
1 ARI		> 10	X								X
VE/		≥4 & ≤ 7								X	
	<96 & ≥ 93	>7 & 10	X								X
NON-WEARING		> 10		X				X			X(A)
	< 93							X			

#### Notes:

- 1. Each 'X' represents a recommended mitigation remedy. Several X's for a single deficiency indicate alternate methods of remediation unless noted otherwise. Individual judgment must be exercised by the RTC Project Manager on each specific project.
- 2. Each 'X' labeled either (A) or (B) represents a combination of mitigation remedies listed as group (A) or group (B).
- See STS 1.14Biii MITIGATION Item 6, designated as Subsection 320.07.05 "Guideline for Job Mix Formula and Marshall Properties," for mitigation required when the compacted pavement is not in compliance with the job mix design and/or Marshall properties.
- 4. Traffic classifications:

Light Traffic conditions resulting in a Design ESAL <10<sup>4</sup>

Medium Traffic conditions resulting in a Design ESAL between 10<sup>4</sup> and 10<sup>6</sup>

Heavy Traffic conditions resulting in a Design ESAL >10<sup>6</sup>

For light traffic conditions, see Asphalt Deficiency Mitigation Matrix for Light Traffic Conditions.

- 5. The average Marshall Compaction for the lot shall be rounded to the nearest 1 percent in accordance with the procedure described in Section 336 "Inspection and Testing," of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 6. Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 "Inspection and Testing" of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete"
- 7. Increase total pavement thickness by the indicated amount using approved mix.
- 8. Mitigation may not be limited to the matrix shown on this table if the pavement is also deficient in other areas.

#### STS Table 1.14BIII-2

## Asphalt Deficiency Mitigation Matrix for In-place Density/Air Voids Medium & Heavy Traffic Conditions (see Note 4)

The objective of the mitigations listed on the table below is to assure the final pavement will meet the design service life of the roadway. Reductions in payment do not achieve that goal and should be considered only if mitigation is not possible or practical. The mitigation table is an attempt to provide uniformity and fairness to the evaluation process of substandard pavements. Most paving projects affected will exhibit a variety in the type and magnitude of deficiencies that will result in a variety of mitigation approaches. The appropriate mitigation requires sound engineering analysis and judgment. The Agency will, at its option, decide the appropriate mitigation measures with input from the Design Engineer, testing laboratory and the Contractor.

	Marshall Compaction %	In Place Air Voids %	Increase Thickness	S	urface Sea (Note 8)	al	Remove Replace	-		
	(Note 5)	(Rice) (Note 6)	(Notes 7&8) +1½"	Sand Seal	Slurry	Chip Seal		100%	90%	50%
			11/2	Sand Scar	Seal	Cinp Scar		10070	7070	3070
-		<3	-				X		X	X
	≥ 96	≥3 & <u>&lt;</u> 8						X		
		>8 & <u>&lt;</u> 11		X	X	X			X	
WEARING		> 11	X				X			
\ 		≥ 4 & <u>&lt;</u> 8	X				X		X	
VE,	< 96 & ≥ 93	>8 & <u>&lt;</u> 11	X(A)			X(B)	X		X(A)	X(B)
		> 11	X(A)				X			X(A)
-	< 93						X			
		<3					X		X	X
		≥3 & <u>&lt;</u> 8						X		
NG	≥ 96	>8 & <u>&lt; 11</u>							X	
\ \ \		> 11	X				X			X
WE/		≥4 & ≤8							X	
×	<96 & ≥ 93	>8 & <u>&lt;</u> 11	X							X
NON-WEARING		> 11	X(A)				X			X(A)
	< 93						X			

#### Notes:

- Each 'X' represents a recommended mitigation remedy. Several X's for a single deficiency indicate alternate methods of remediation unless noted otherwise. Individual judgment must be exercised by the Engineer on each specific project.
- 2. Each 'X' labeled either (A) or (B) represents a combination of mitigation remedies listed as group (A) or group (B).
- 3. See STS 1.14BIII MITIGATION Item 6, designated as Subsection 320.07.05 "Guideline for Job Mix Formula and Marshall Properties," for mitigation required when the compacted pavement is not in compliance with the job mix design and/or Marshall properties.
- 5. Traffic classifications:

Light Traffic conditions resulting in a Design ESAL <10<sup>4</sup>

Medium Traffic conditions resulting in a Design ESAL between 10<sup>4</sup> and 10<sup>6</sup>

Heavy Traffic conditions resulting in a Design ESAL >10<sup>6</sup>

For light traffic conditions, see Asphalt Deficiency Mitigation Matrix for Light Traffic Conditions.

- 5. The average Marshall Compaction for the lot shall be rounded to the nearest 1 percent in accordance with the procedure described in Section 336 "Inspection and Testing," of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 6. Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 "Inspection and Testing" of the Standard Specifications, Subsection 336.03.04 "Asphalt Concrete".
- 7. Increase total pavement thickness by the indicated amount using approved mix.
- 8. Mitigation may not be limited to the matrix shown on this table if the pavement is also deficient in other areas.

## IV SPECIAL PAVING CONSIDERATIONS

The Contractor shall submit, at the time of traffic control submittal, a paving plan superimposed onto the striping plan to illustrate locations of paving joints in relation to striping. The paving joints in the final lift shall be located within 6" from lane stripes, unless otherwise authorized in writing by the Engineer.

Where directed by the Engineer, the Contractor shall spread blotter sand on the surface of final-lift pavement to reduce the driveway or intersection closure time and protect the pavement surface at high traffic or critical locations.

#### V TACK COAT

Subsection 316.03.04 - "Application of Bituminous Materials" of the Standard Specifications, is herewith amended as follows:

Unless otherwise directed by the Design Engineer, cleaning and the application of a tack coat shall be provided between all paving courses that are not constructed in the same shift. Tack coat shall consist of asphalt emulsion, Type SS-1h, conforming to the requirements of Section 201 – "Bituminous Materials" of the Standard Specifications to the cleaned, cured surface, unless otherwise directed by the Design Engineer. The tack coat shall be applied in sufficient quantity to provide a continuous membrane over the cement modified material. No more tack shall be applied than can be covered in the same shift. Place the covering course over tack that is clean, free of tracking and adequately set.

## VI LONGITUDINAL JOINTS

This specification is developed in an effort to obtain longer pavement life by adding emphasis on longitudinal joint quality. This portion of the STS will apply for the sole purpose of assessing the bonus/penalty of this specification. The longitudinal joint result will not tie to the acceptance of the pavement. This portion of the STS, however, does not eliminate any requirement as listed in all other sections of the STS.

Bonus or Penalty for longitudinal joint applies only when the mat for the associated paving "lots" are acceptable according to STS 1.14BII Acceptance.

- 1. Testing and reporting will be performed by the quality assurance laboratory (i.e. RTC's consultant). Testing will be done on the TOP LIFT¹ only for both HOT & COLD longitudinal joints for each joint segment. Longitudinal joint segment is defined as every 1,000 feet of longitudinal joint and any remainder that is 800 feet or longer. Testing for the longitudinal joints include Thin Lift Nuclear Test and Core Test as described in the following paragraphs.
- 2. Thin Lift Nuclear Test (Nuclear Gauge Test) shall be performed as follows:
  - a) Frequency & Location Nuclear gauge readings shall be taken every 200 feet on BOTH sides of a longitudinal joint segment directly across from each other, beginning at a random location within the first 200 feet as determined by the Design Engineer.

<sup>&</sup>lt;sup>1</sup> TOP LIFT is defined as the final course of bituminous dense-grade pavement.

- b) Timing To avoid additional traffic control needed for the testing operation, nuclear gauge readings shall be taken shortly following the completion of the longitudinal joint construction.
- c) Equipment Testing shall be performed using a gauge specifically designed for asphalt testing such as a Troxler 4640B or Troxler 3450, or approved equivalent. It is not necessary that the nuclear gauge be calibrated to the mix. However, the same nuclear gauge should be used for the same longitudinal joint segment.
- d) Testing One 1-minute test is to be performed at each test location. The nuclear density testing shall be performed with the long axis of the nuclear density gauge parallel to the joint and with the nearest edge of the nuclear gauge no closer than 3 inches from the joint and no further than 4.5 inches from the joint. The footprint of the gauge shall be marked with keel or other product that clearly defines the test locations. All testing shall be performed in the same direction (i.e. up or down station).
- e) Re-Test When the test result,  $t_n$ , differs more than 4 pounds per cubic foot (pcf) from the previous test,  $t_{n-1}$ , a re-test at the previous test location is required to assure that the previous test is not in error. Both test results shall be recorded. If the re-test is within 4 pcf of the original previous test result, use the original previous test result. Otherwise, keep record of the results  $t_n$  and  $t_{n-1}$  but do not use them for any further calculations. Instead, recalibrate the thin lift nuclear gauge, resume testing beginning at the  $t_{n-1}$  location, and use the new test results.

### 3. Core Test will be performed as follows:

- a) Frequency & Location In addition to the coring required for the mat, one core test shall be performed for every longitudinal joint segment, location of which shall be determined as below:
  - Mean Joint Density (MJD) is the average of the readings of the Nuclear Gauge Test on each side of a longitudinal joint segment. The core is to be taken on the side with the lower MJD. If the MJD on both sides are equal, core on the side which was paved first.
  - ii. The core shall also be at a location where a Nuclear Gauge Test was performed and reasonably close to a core location for the mat. The core shall be centered inside of the previously marked footprint of the Nuclear Gauge Test. In no case shall the near edge of the core be closer than 3 inches from the joint.
  - iii. If coring is to occur at a location with pavement markings made of 3M tape or thermoplastic tape, adjust the core location up or down station as appropriate up to a distance of 20 feet maximum. Otherwise, remove necessary portions of the pavement markings before coring.
- b) Timing Coring at the joint shall be at the same time of coring at the mat.
- c) Equipment Same equipment as the standard core test for the mat.
- d) Testing Test procedures will be the same as the standard core test (in-place density/air voids) for the mat in accordance with STS 1.01 INSPECTION AND TESTING. Use the hot sample properties from the corresponding lot, based on the core location (i.e. stationing and which side of the joint), for calculating core test results.

- e) Re-Test Re-testing will only be allowed at the sole discretion of the RTC. If allowed, re-testing shall be at the sole cost of the Contractor and performed by a qualified third party laboratory that meets RTC's criteria for testing. The location of the additional core(s) shall be in within 5 feet up or down station from the original core and the sampling shall be witness by the Design Engineer.
- 4. When applicable, the bonus and penalty is calculated as follows:

Bonus/Penalty = 
$$\frac{\sum F_i}{N} \times A \times T \times U$$

Where

 $F = \text{Factor for individual longitudinal joint segment based on joint core results per STS Table 1.14BVI-1 or 1.14BVI-2 as applicable.$ 

N = Total number of longitudinal joint segments.

A = Total pavement area of all longitudinal joint segments (SF).

T = Thickness of the TOP LIFT (inch).

U = Unit cost of the TOP LIFT (\$/inch-SF).

For the purpose of determining Bonus/Penalty for this project, U shall be \$\*/in-SF.

STS Table 1.14BvI-1 Longitudinal Joint Segment Bonus/Penalty Factor Light Traffic Conditions (see Note 1)

Joint Core Results In-Place Air Voids % (Rice) (see Note 2)	Factor $F_i$
< 2	0%
≥ 2 & ≤ 7	+5%
> 7 & ≤ 10	0%
> 10 & ≤ 14	-5%
> 14	-50%

STS Table 1.14BvI-2 Longitudinal Joint Segment Bonus/Penalty Factor Medium & Heavy Traffic Conditions (see Note 1)

Joint Core Results In-Place Air Voids % (Rice) (see Note 2)	Factor $F_i$
< 3	0%
≥ 3 & ≤ 8	+5%
> 8 & ≤ 11	0%
> 11 & ≤ 14	-5%
> 14	-50%

Notes:

Traffic classifications

- Heavy Traffic conditions resulting in a Design ESAL > 10<sup>6</sup>
- Three significant figures shall be used throughout the calculations for in-place air voids. Individual results shall be reported to the nearest 0.1 percent. All rounding shall be in accordance with the procedure described in Section 336 – "Inspection and Test" (Subsection 336.03.04 – "Asphalt Concrete").
- 5. Reporting Field data associated with longitudinal joint testing shall be submitted to the RTC within a week of the testing. The report for the longitudinal joint testing shall be submitted to the RTC within two weeks upon completion of paving for the completed section tested. If top lift paving for the entire project are to be completed within two weeks, submit the report to the RTC within two weeks upon completion of paving for the entire project. The report shall include a Paving Plan and a Longitudinal Joint Summary Sheet as described below.
  - a) The Paving Plan shall be overlaid on the Striping Plans with stationing shown. It should include, for the top lift only, the longitudinal joint locations with identification number (ID), limits of each paving path, direction of paving, and the paving lot number at the core location. The paving plan can be of as small a scale as practical.
  - b) The template for the Longitudinal Joint Summary Sheet is available from the RTC website (<a href="www.rtcwashoe.com">www.rtcwashoe.com</a>) under Streets & Highways, St & Hwy Resources. It shall be filled in with the following details:
    - i. The Longitudinal Joint Segment ID, joint type (hot lap, cold sawcut, etc.), station, side of joint (left/right in the up-station direction or north/south/west/east), individual density values measured, MJD (5 values for 1,000-foot joint segments and 4 for 800-foot joint segments) on each side of each joint segment, joint core test location, paving lot number at the core location, core Marshall Density, Rice Maximum Density, In-Place Air Voids, and the individual Longitudinal Joint Segment Bonus/Penalty Factors,  $F_i$ .
    - ii. The calculation for Longitudinal Joint Bonus/Penalty for the project shall be shown at the end of the sheet.
    - iii. For reference purpose, any re-test shall be noted to clearly identify the re-test, the unused test results, and the test result that was used in calculating the MJD.

#### 1.14C PERMANENT PATCHING

Permanent patching material shall be Type 3 PG64-22 bituminous plantmix, utilizing a 50 blow per side Marshall mix design with target air voids of 3%, and shall conform to the Standard Specifications. Permanent bituminous plantmix patches shall be a minimum depth of 4 inches on 6 inches of aggregate base or match existing section with bituminous plantmix depth up to 12 inches.

If, at any time, during a period of 1 year dating from the date of final acceptance of the project, there is any settlement of the permanent patches requiring repairs to be made, the Owner may notify the Contractor to immediately make such repairs as may be deemed necessary at the Contractor's own expense.

#### 1.16 SLURRY SEAL

Slurry seal shall conform to the requirements of Section 318 - "Slurry Seal" of the Standard Specifications, except as modified herein.

The Contractor shall submit in writing for approval a job mix formula conforming to the requirements of Subsection 318.02 – "Composition of Mixtures" of the Standard Specifications. Type \* aggregate conforming to the requirements of Subsection 200.02.06 – "Slurry Seal and Micro Surfacing Aggregate" shall be used unless otherwise specified. Asphalt emulsions shall conform to the requirements of Section 201 - "Bituminous Material" of the Standard Specifications.

Subsection 318.02 – "Materials" of the Standard Specifications, is herewith amended as follows:

- 1. Add the following to Subsection 318.06.01 "Limitations":
  - a) The slurry seal shall not be applied when precipitation is imminent or occurring.
- 2. Delete Subsection 318.07.02 "Tack Coat" in its entirety.
- 3. Add the following to Subsection 318.08.01 "General":
  - a) All workers shall have sufficient experience to perform properly the work assigned to them. The Contractor shall have an experienced crew on each spreader and any other equipment.
  - b) At least 48 hours shall elapse between top lift paving and application of a bituminous seal coat.
  - c) Immediately before commencing the slurry seal operations, all metal utility covers (including survey monuments) shall be protected by thoroughly covering the surface with an appropriate adhesive and oiled or plastic paper. No adhesive material shall be permitted to cover, seal or fill the joint between the frame and cover of the structure. Covers are to be uncovered and cleaned of slurry material by the end of the same day.
  - d) Hand tools shall be available in order to remove spillage. Ridges or bumps in the finished surface shall not be permitted. The mixture shall be uniform and homogeneous after spreading on the surface and shall not show separation of the emulsion and aggregate after setting.
  - e) Adequate means shall be provided to protect the slurry seal from damage from traffic until such time that the mixture has cured sufficiently so that the slurry seal will not adhere to, or be picked up by the tires of vehicles.

#### 1.18 PAVEMENT MARKINGS

## 1.18A PAINTED PAVEMENT MARKINGS

Permanent painted (traffic paint or epoxy paint) pavement markings shall be in accordance with Section 632 of the latest edition of "Standard Specifications for Road and Bridge Construction" published by NDOT.

## 1.18A TRAFFIC PAINT

All application methods and products shall conform to Sections 632 – "Permanent Painted Pavement Markings" and 730 – "Traffic Beads", and Subsections 729.02.01 – "General", 729.02.02 – "Packaging", and 729.03.05 – "Rapid Dry Waterborne Paint Material" of the NDOT Standard Specifications for Road and Bridge Construction for Type II traffic paint, with the following exception:

## 1. Add the following:

At least 48 hours shall elapse between application of a bituminous seal coat and permanent pavement marking.

All traffic paint shall have a minimum of 2 coats (full width of stripe) per application of the designated material placed unless otherwise directed by the RTC Project Manager or the Design Engineer's representative.

## 1.18B PAVEMENT MARKING FILM

Permanent pavement marking film (pavement marking tape or thermoplastic) shall be in accordance with Section 634 – "Pavement Marking Film", of the NDOT Standard Specifications for Road and Bridge Construction.

#### 1.18C RAISED MARKERS

### 1. Hydrant markers.

A reflective, blue street marker shall be provided to identify all fire hydrant locations. The marker shall be omnidirectional type. The marker shall be visible on approach to the fire hydrant. The marker shall be placed in accordance with Reno Fire Department Policy Appendix UFC-AP904.3.1, page AP-6.

Adhesives for raised markers shall conform to Subsection 633.02.04 - "Adhesives for Pavement Markers" of the NDOT Standard Specifications for Road and Bridge Construction.

Installation of raised markers shall conform to Subsection 633.03.01 - "Pavement Marker Installation" of the NDOT Standard Specifications for Road and Bridge Construction.

## 1.22 TRAFFIC SIGNS

## 1.22A MATERIALS

Traffic signs shall be 3M Diamond Grade (DG) 3 or 3M high intensity sheeting with a clear transparent overlay 3M 1170 or approved equal.

Street name signs shall be 3M DG3, Series 4000 or approved equal with green transparent Scotchlite Electrocut Film #1177C or approved equal. White letter and border sheeting shall be retro reflective ASTM IX 3M Diamond Grade or approved equal.

#### 1.23 TRAFFIC SIGNALS

#### 1.23A LOOP DETECTORS

\* The \* requires the Contractor to lay-out traffic signal loop detectors in accordance with \* standards and details. After the loop lay-out is marking in the field, the Contractor shall call \* at \* for loop lay-out inspection and approval.

\* The Contractor shall call \* at \* for traffic signal loop lay-out.

All traffic signal loop detectors shall be installed prior to the placement of the final "top" lift<sup>2</sup> of the plantmix bituminous pavement material. Placement of slurry seal or micro-surface does not negate this requirement.

#### 1.23B TEMPORARY TRAFFIC SIGNAL MODIFICATIONS DURING CONSTRUCTION

The Contractor shall coordinate with and secure approval from \* (\*) of \* for any use of or changes to operation of existing traffic signal equipment during construction. The Contractor shall comply with \* requirements without additional cost to the RTC.

#### 1.24 UTILITY ADJUSTMENT

#### 1.24A <u>VERIFICATION OF DEPTH</u>

Location of underground facilities shown on the plans are approximate and were not determined by field investigation. It shall be the responsibility of the Contractor to locate all existing utility structures, whether shown or not, and to notify all utility companies to verify in the field the location of their installations prior to construction. The Contractor shall protect all utility structures from damage. The expense of repair or replacement shall be borne by the Contractor (however, this in no way precludes the Contractor from recovering, from the utility company, costs to repair existing utilities which do not conform with standard specifications or details). The Contractor shall request field marking of existing utilities at least 48 hours in advance of beginning construction by calling Underground Service Alert at (800) 227-2600.

At existing underground traffic signal conduit crossings and at locations where new underground facilities cross existing facilities, the Contractor shall expose the existing facility and verify that sufficient horizontal and vertical clearance exists for the street improvements to be constructed in substantial compliance with the plans. At existing underground traffic signal conduit crossings, the Contractor shall field verify the depth of existing facilities <u>before commencing any construction</u>. At locations where new underground facilities are to be connected to existing facilities, the Contractor shall expose the existing facility and verify that the connection can be made as shown on the plans <u>before commencing any construction</u>. Any conflicts shall be brought to the Engineer's attention as soon as they are discovered.

Utility depth verification requirements will be considered incidental to \*, bid item \*.

\_

 $<sup>^{2}</sup>$  TOP LIFT is defined as the final course of bituminous dense-grade pavement.

#### 1.24B <u>UTILITY MANHOLE AND VAULT ADJUSTMENT</u>

Add to Subsection 323.05 - "Utility Manholes and Vaults" of the Standard Specifications as follows:

1. "Before lowering manholes and vaults, the Contractor shall take inventory of the utilities to be adjusted. The Contractor shall record the exact location and type of utility by labeling the assembly with numbers at locations visible for verification. The labeling shall include utility site, collar, and lid to ensure proper match of hardware when utility adjustment is completed at the conclusion of the project."

The Contractor shall submit the utility inventory list to the Engineer and utility companies upon completion of utility lowering activity. The Contractor shall also keep a copy of the utility location inventory list on the project work site at all times for emergency shutoff purposes. The Contractor may post the list on the backside of the RTC Project Information sign.

#### 1.24C MANHOLE PROTECTION PLAN

The Contractor shall be responsible for the protection of all manholes and valves during all phases of construction, including but not limited to, lowering and raising covers, and grouting of them. The Contractor shall verify all manholes and valves are clear of debris at the beginning of the project and notify the utility companies if otherwise.

A "Manhole Protection Plan" shall be submitted and approved by the Engineer prior to any manhole adjustments. The plan shall clearly identify how the contractor will protect ANY debris from entering the system and a detail of how the Contractor is prepared for emergency overflows. To the minimum, the plan shall include the name, phone number, and contact of the company the contractor will use in case of an emergency. Prior to performing any adjustments or grouting, the Engineer shall observe and verify the Contractor is in compliance with the "Manhole Protection Plan".

#### 1.25 SURVEY MONUMENTS

Survey monuments shall be removed prior to construction. Survey monuments shall be located and punched by a Nevada registered professional land surveyor and replaced after completion of improvements.

#### 1.26 CERTIFICATES OF COMPLIANCE

The Certificate of Compliance shall be signed by the manufacturer of the material or the manufacturer of assembled materials and shall state that the materials involved conform in all respects with the requirements of the specifications for this project. A Certificate of Compliance shall be furnished with each lot of material delivered to the work and the lot so certified shall be clearly identified in the certificate.

#### Materials Requiring Certificate of Compliance

- 1. Asphalt Cement
- 4. Cement
- 5. Concrete Curing Compound
- 6. Signs
- 7. Pavement Markings
- 8. Personnel certification for installation of retroreflective preformed pavement markings

## **EXHIBIT "F"**

Standard Specifications for Public Works Construction Section 100.17 "Material and Workmanship – Warranty of Corrections"

## **EXHIBIT F**

#### MATERIAL AND WORKMANSHIP - WARRANTY OF CORRECTIONS

Corrections ordered in accordance with General Provision 117.00, "Material and Workmanship" for items discovered in the year following final acceptance of the project shall be warranted for a one (1) year period following acceptance by the RTC of the correction. Should the correction itself prove defective, the Contractor shall be obliged to make further correction. The warranty period on the correction shall continue to be extended for one (1) year following acceptance by the RTC of the initial or any subsequent corrective actions.

## **EXHIBIT "G"**

# RRIF Rate Schedule as of the Date of the RRIF Offset Agreement

# **REGIONAL ROAD IMPACT FEE SCHEDULE**

Land Use		North S	Service Area	South	Service Area
Residential	Unit	VMT	Dollars (\$279.20/VMT)	VMT	Dollars (\$272.33/VMT)
Single-Family	Dwelling	20.36	\$5,684.51	19.11	\$5,204.23
Multi-Family	Dwelling	12.97	\$3,621.22	12.18	\$3,316.98
Industrial					
General Light Industrial	1,000 GFA	6.48	\$1,809.22	6.08	\$1,655.77
Manufacturing	1,000 GFA	5.14	\$1,435.09	4.82	\$1,312.63
Warehouse	1,000 GFA	2.27	\$633.78	2.13	\$580.06
Mini-Warehouse	1,000 GFA	1.97	\$550.02	1.85	\$503.81
Commercial/Retail					
Commercial/Retail	1,000 GFA	29.43	\$8,216.86	27.63	\$7,524.48
Eating/Drinking Places	1,000 GFA	29.43	\$8,216.86	27.63	\$7,524.48
Casino/Gaming	1,000 GFA	60.17	\$16,799.46	56.48	\$15,381.20
Office and Other Services					
Schools	1,000 GFA	16.83	\$4,698.94	15.80	\$4,302.81
Day Care	1,000 GFA	16.83	\$4,698.94	15.80	\$4,302.81
Lodging	Room	4.38	\$1,222.90	4.11	\$1,119.28
Hospital	1,000 GFA	14.01	\$3,911.59	13.15	\$3,581.14
Nursing Home	1,000 GFA	8.68	\$2,423.46	8.14	\$2,216.77
Medical Office	1,000 GFA	45.47	\$12,695.22	42.68	\$11,623.04
Office and Other Services	1,000 GFA	12.73	\$3,554.22	11.95	\$3,254.34
Regional Recreational Facility	Acre	1.02	\$284.78	0.96	\$261.44

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Meeting Date: 4/18/2025 Agenda Item: 4.3.4

To: Regional Transportation Commission

From: Dale Keller, Deputy Executive Director/Director of Engineering

SUBJECT: Civil Engineering and Construction Management Qualified List

#### **RECOMMENDED ACTION**

Approve a qualified list of consultants to provide civil engineering, design, and construction management services for the Street and Highway Program.

#### **BACKGROUND AND DISCUSSION**

RTC implemented a comprehensive qualifications-based procurement of certain architectural and engineering services specified under state law N.R.S. 625.530 and N.R.S. 332.115(1)(b). RTC Management Policy P-13 and related procedures allowed staff to procure such professional services in connection with the following programs and projects:

- 1. Pavement Preservation Program. Annual program that includes pavement preservation, pavement rehabilitation and reconstruction projects on the regional road network.
- 2. 2050 Regional Transportation Plan (RTP) projects. Roadway capacity and/or multimodal projects identified and prioritized with the RTC's 2050 RTP.
- 3. Other Regional Road projects.

A selection committee consisting of RTC staff reviewed, evaluated, and scored the twenty (20) statements of qualifications received. Pursuant to the terms of the procurement, the RTC selected the thirteen (13) consultants with the highest scores for the qualified list.

Pending approval of this agenda item, the RTC will use the qualified list to engage consultants for future Street and Highway projects. The list is unranked and the RTC may assign multiple projects to the same firm when deemed prudent due to the size, nature, or interrelatedness of the projects and the consultant's demonstrated qualifications and ability to execute them.

RTC reserves the right to not award any contracts to any firm if it is not in the best interest of the RTC. The list will be effective for a period of three (3) years.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

## **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# **Street and Highway Program**

# Qualified List of Consultants

AtkinsRealis
C.A. Group, Inc.
DOWL LLC
Eastern Sierra Engineering
GCW Engineering
HDR Engineering Inc.
Jacobs
J U B Engineers
Kimley Horn & Associates
Lumos & Associates
Nichols Consulting Engineers
Parametrix
Wood Rodgers

<sup>\*\*\*</sup> List is alphabetical and not sorted by rank or scoring.

Meeting Date: 4/18/2025 Agenda Item: 4.3.5

To: Regional Transportation Commission

From: Scott Gibson, Project Manager

SUBJECT: Professional Services Agreement for the 2026 PCCP Preventive Maintenance Project

#### **RECOMMENDED ACTION**

Approve a contract with Lumos and Associates, Inc., to perform design and engineering during construction services related to the 2026 PCCP Preventive Maintenance Project, in an amount not-to-exceed \$298,050.

#### **BACKGROUND AND DISCUSSION**

This Professional Services Agreement (PSA) with Lumos and Associates, Inc., (Lumos) is for professional design and engineering during construction services for the 2026 PCCP Preventive Maintenance Project in the amount of \$298,050.

The project will consist of joint sealing, crack sealing, small repair, profile grindings on various concrete pavements in the Truckee Meadows. The RTC uses concrete pavements primarily in high volume intersections and areas with heavy truck traffic. These pavements require little maintenance but are due for a refresh, mainly to seal them from moisture and to ensure they fulfill their performance lives.

Lumos was selected from the Civil Engineering Design and Construction Management Services for the Streets & Highways Program Qualified List as a qualified firm to perform engineering, construction management, and quality assurance. The complete scope of services is included as Exhibit A-1 to the attached PSA. Lumos' scope, schedule, and fee indicated the amount for design and engineering during construction services is within the appropriate budget. The targeted schedule for these services is as follows:

Notice to Proceed: May 2025Initial Evaluations: August 2025Final Design: November 2026

Begin Construction: February 2026Complete Construction: May 2026

## **FISCAL IMPACT**

Project appropriations are included in the FY 2025 Budget.

## **PREVIOUS BOARD ACTION**

6/17/2022 Approved the qualified list of consultants to provide civil engineering, design, and construction management services for the Street and Highway Program.

## AGREEMENT FOR PROFESSIONAL SERVICES

This agreement (this "Agreement") is dated and effective as of April 18, 2025, by and between the Regional Transportation Commission of Washoe County ("RTC") and Lumos & Associates, Inc. ("CONSULTANT").

#### WITNESSETH:

WHEREAS, RTC has selected Lumos & Associates, Inc. from the <u>Civil Engineering Design & Construction Management</u> shortlist to perform certain engineering, design, construction management, and quality assurance services in connection with the 2026 PCC Preventive Maintenance Project ("Project").

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

#### <u>ARTICLE 1 – TERM AND ENGAGEMENT</u>

- 1.1. The term of this Agreement shall be from the date first written above through December 31, 2026, unless terminated at an earlier date, or extended to a later date, pursuant to the provisions herein.
- 1.2. CONSULTANT will perform the work using the project team identified in Exhibit A-1 Scope of Work. Any changes to the project team must be approved by RTC's Project Manager.
- 1.3. 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.
- 1.4. 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-1.

#### 2.2. SCHEDULE OF SERVICES

Tasks and subtasks shall be completed in accordance with the schedule in Exhibit A-2. 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-1. 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 subconsultant, 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-2 Total. 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:

Design Services (Task 2.1A)	\$40,000
Design Contingency (Task 2.1B)	\$5,000
Total Construction Services (Tasks 2.1E to 2.1H)	\$233,050
Construction Services Contingency (Task 2.1I)	\$20,000
Total Not-to-Exceed Amount	\$298,050

- 3.3. For any work authorized under Section 2.5, "Additional Services," RTC and CONSULTANT will negotiate not-to-exceed amounts based on the standard hourly rates and rates for testing in Exhibit B-2. Any work authorized under Section 2.5, "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 <a href="mailto:accountspayable@rtcwashoe.com">accountspayable@rtcwashoe.com</a>. 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.

#### <u>ARTICLE 5 - ACCESS TO INFORMATION AND PROPERTY</u>

- 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. <u>MEDIATION</u>

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. <u>LITIGATION</u>

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.

#### <u>ARTICLE 12 – PROJECT MANAGERS</u>

- 12.1. RTC's Project Manager is <u>Scott Gibson</u>, <u>PE</u> 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 <u>Alex Greenblat</u>, <u>PE</u> 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: Bill Thomas, AICP

Executive Director Scott Gibson, PE RTC Project Manager

**Regional Transportation Commission** 

1105 Terminal Way Reno, Nevada 89502

Email: sgibson@rtcwashoe.com

Phone: 775-335-1874

CONSULTANT: Steven G. Moon, PE

Director, Construction Services

Alex Greenblat, PE

Group Manager, Engineering Lumos & Associates, Inc. 950 Sandhill Road, Suite 100

Reno, Nevada 89521

Email: smoon@lumosinc.com

Phone: 775-827-6111

#### 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. <u>UNAVOIDABLE DELAYS</u>

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. <u>SUCCESSORS AND ASSIGNS</u>

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 any 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.

REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY
By:Bill Thomas, AICP, Executive Director
LUMOS & ASSOCIATES, INC.
By:Steven G. Moon, PE, Director, Construction Services

# EXHIBIT A-1 through A-2

EXHIBIT A-1: SCOPE OF SERVICES

EXHIBIT A-2: SCHEDULE OF SERVICES

#### **EXHIBIT A-1**

# SCOPE OF SERVICES FOR THE 2026 PCC PREVENTIVE MAINTENANCE PROJECT

#### NON-CONSTRUCTION SERVICES

#### 2.1.A.2 Investigate Existing Conditions

Provide an existing conditions study for the proposed Portland Cement Concrete (PCC) sections located in the City of Reno and City of Sparks (street lists provided by the agencies). This study shall include:

- Identify locations requiring PCC repair and maintenance
- Recommendation of treatment required
- Verification of street areas
- Verification of existing striping conditions
- Recommendations for striping modifications to meet MUTCD or local agency requirements

#### 2.1.B. Design Contingency

This task is contingency for miscellaneous increases within the scope of this contract in the performance of design services. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, 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 prior written approval. This task may or may not be used at the sole discretion of the RTC.

#### **CONSTRUCTION SERVICES**

#### **2.1.E.** Administration

Provide contract administration services as follows:

- Attend the preconstruction conference and progress meetings at intervals determined by the RTC
- Perform construction coordination
- Review and provide recommendations on contractor's traffic control plans
- Review and stamp contractor's submittal for conformance to the contract documents
- Review and provide recommendations on test results
- Review and provide recommendations on contractor's construction schedule and work progress
- Review construction for acceptance and/or mitigation
- Provide verification and approval of contractor's monthly pay request

- Provide weekly electronic quantities
- Supervise the inspection and material testing activities
- Provide recommendations to the RTC for any necessary construction changes due to field conditions
- Assist in change order review and approval
- Provide final test results, field reports in an electronic .pdf on diskette

## 2.1.F-1. Survey/Data Collection/Layout/Design

Provide survey and design services as follows:

- Mapping of the proposed streets which will include GPS of the roadway areas, repair locations, islands, striping, utility valves, and manholes.
- AutoCAD drawings of the proposed streets showing areas to receive repair and maintenance including improvement limits, pavement striping, and locations of existing utility valves and manholes. Electronic copies to be provided.
- PCC repair and maintenance quantities for each street
- Verification of existing striping, including striping quantities for each street.
- Striping maps which will include striping upgrades required to bring streets to current MUTCD or agency requirements.
- Preparation of bid documents to be placed on the RTC eBid web site.

#### 2.1.F-2. Striping Modification and Design

Provide Striping Plans for roadways designated to be modified from the original configuration.

- Provide recommendations for changes to existing roadways
- Provide 60% plans for agency review
- Incorporate review comments for 90% plans
- Provide 100% plans and striping layout for the contractor

#### 2.1.G-1. Inspection – PCC Repair

The following staffing shall be provided during asphalt patching placement:

Provide Inspector(s) that have the appropriate certification required by the Nevada Alliance for Quality Transportation Construction (NAQTC). Provide one full-time Senior inspector, ten (10) hour workdays for fifty five (55) shifts, for a total of 550 hours for the PCC repair operations.

#### 2.1.G-4. Inspection – Striping

The following staffing shall be provided during pavement striping placement:

 Provide Inspector(s) that have the appropriate certification required by the Nevada Alliance for Quality Transportation Construction (NAQTC).
 Provide one full5time Senior inspector, ten (10) hour workdays for five (5) shifts, for a total of 50 hours for striping operations.

#### The inspectors will:

- Attend the preconstruction conference
- Monitor the work performed by the Contractor and verify that the work is in accordance with the plans and specifications
- Assist in problem resolution with the RTC, contractor personnel, utility agencies, the public and others
- Prepare daily inspection reports, submitted weekly to RTC and CC'd to the appropriate government jurisdiction(s).
- Provide quantity reports and assist in review of contractor's monthly progress payments
- Provide verification of the distribution of public relation notices required to be delivered by the contractor
- Assist in preparation of the Punch List

#### 2.1.H. Materials Testing

Provide Material Testing for compliance with the specifications per the Standard Specifications for Public Works Construction, Revision 8 of the 2012 Edition (Orange Book) testing requirements.

The following tests and frequencies shall be performed:

Provide Portland Cement Concrete (PCC) testing. Testing frequency will be in accordance with current Orange Book requirements. We anticipate a total of ten (10) PCC field samples and sixty (60) PCC compressive strength cylinders.

#### 2.1.I. Construction Contingency

This task is contingency for miscellaneous increases within the scope of this contract in the performance of construction services. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, 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 prior written approval. This task may or may not be used at the sole discretion of the RTC.

#### **KEY PERSONNEL**

The key personnel assigned to this project include the following:

- Principal in Charge Steven G. Moon, P.E.
- Project Manager Alex Greenblat, P.E.
- Construction Project Manager Brian Harer
- Construction Assistant Project Manager Christopher Lillo, E.I.
- Construction Project Coordinator Matthew Wimberley, E.I.
- Materials Engineering Manager Mitch Burns, P.E., CEM
- Survey Project Manager Mitch Bartorelli



# RTC 2026 PCC Preventive Maintenance Design and Construction Management Schedule Exhibit A-2

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Task	Start	End	Days	1-Aug	5-Aug	15-Aug 25-Aug	31-Aug	1-Sep	5-Sep	25-Sep	30-Sep	1-0ct	5-Oct	25-Oct	31-0ct	1-Nov	5-Nov	15-Nov	30-Nov	1-Dec	5-Dec	75-Dec	31-Dec	1-Jan	5-Jan	15-Jan 25-Jan	31-Jan		5-Feb	15-Feb	23-Feb	1-May	5-May	15-May	25-May	31-May
Initial Evaluations	8/18/2025	9/15/2025	28																																	
Survey/Layout/Design	10/6/2025	10/24/2025	18	L																																
90% Design	10/20/2025	10/30/2025	10																																	
Agency Review	10/31/2025	11/14/2025	14																																	
100% Design	11/15/2025	11/25/2025	10																																	
Advertise (3 Week Bid Time)	1/15/2026	2/5/2026	21																																	
Open Bids	2/5/2026	2/5/2026	1																																	
Notice To Proceed	2/16/2026	2/16/2026	1																																	
Construction	2/16/2026	5/17/2026	90																																	

# EXHIBIT B-1 through B-3

EXHIBIT B-1: 2024-2025 HOURLY RATE FEE SCHEDULE

EXHIBIT B-2: FEE DETAIL

EXHIBIT B-3: TESTING FEE BREAKDOWN





January 1, 2025

Engineering	Per Hour
Director	\$295
Group Manager	280
Senior Project Manager – Special Projects	250
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Hydrogeologist	190/200/215
Staff / Project / Senior Engineer	190/205/215
Assistant / Project / Senior Project Coordinator	145/185/195
Project / Senior Project Designer	160/170
Engineering Technician I / II / III	110/140/150
Construction	Per Hour
Director	\$295
Materials Engineering Manager	265
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Geotechnical Engineer	190/205/215
Construction Services Supervisor / Engineer	175/185
Assistant / Project / Senior Project Coordinator	145/185/195
Geotechnician	175
Inspector / Senior Inspector (includes nuclear gauge)	160/170
Construction Technician I / II / III	120/130/140
Materials Technician I / II / III (includes nuclear gauge)	110/120/130
Administrative Technician	90/100/110
Surveying	Per Hour
Director	\$295
Group Manager	280
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Surveyor	190/205/215
Assistant / Project / Senior Project Coordinator	145/185/195
Photogrammetrist / Photogrammetry Manager	170/205
GIS Analyst	140
Surveying Technician I / II / III	95/140/150
Party Chief	190
Administrative & Other Services	Per Hour
Administrative Support	\$135
Copy & Print Services	Cost + 15%
Mileage (per mile)	0.90

Fees for prevailing wage rate projects are available upon request.

Map filing, checking, consulting, and other fees paid on behalf of the client shall be billed at cost plus fifteen percent (15%). Overtime hours will be billed at 1.5 times the standard rate where applicable.

Survey and Field crew billing rates include standard field survey equipment and truck up to 30 mile radius, after which mileage rates apply

Fees for depositions and testimony will be billed at two (2) times the standard billing rates

These rates apply to services rendered through December 31, 2025. Services provided after this date will be invoiced according to the Standard Fee Schedule in effect at that time.



# **Exhibit A1-Quality Control Fee Schedule**

January 1, 2025

Testing/Inspection	Per Hour
Director	\$295
Materials Engineering Manager	265
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Geotechnical Engineer	190/205/215
Construction Services Supervisor / Engineer	175/185
Assistant / Project / Senior Project Coordinator	145/185/195
Geotechnician	175
Inspector / Senior Inspector (includes nuclear gauge)	160/170
Construction Technician I / II / III	120/130/140
Materials Technician I / II / III (includes nuclear gauge)	110/120/130
Administrative Technician	90/100/110

Particle Size Testing For Soils/Aggregates		Each
Sieve Analysis	(ASTM C-136/C-117)	\$200
Wash	(ASTM C-117)	150
Grain Size Analysis Soils	(ASTM D-421/422)	300
Sieve Analysis/Wash (coarse combined)	(ASTM C-136/C-117)	250

Soils & Aggregate Testing		Each
Specific Gravity & Absorption — Coarse or Fine Aggregate	(ASTM C-127/C-128)	\$150
Sand Equivalent	(ASTM D-2419)	200
Dry Unit Weight of Aggregate	(ASTM C-29)	100
Organic Impurities	(ASTM C-40)	100
Fractured Faces	(NDOT T-230)	100
L.A. Abrasion	(ASTM C-131)	250
Sodium Sulfate Soundness (5 cycles)	(ASTM C-88)	500
Moisture Content	(ASTM C-566)	50
Moisture Content and Unit Density	(ASTM D-2937)	100
Plastic Index	(ASTM D-4318)	225
Expansion Index	(ASTM D-4829)	300
R-Value	(ASTM D-2844)	350
California Bearing Ratio	(ASTM D-1883)	Quote on request
Direct Shear	(ASTM D-3080)	350
Unconfined Compression	(ASTM D-2166)	Quote on request
Consolidation	(ASTM D-2435)	500
Permeability (4-inch Rigid Wall, Falling head)	(ASTM D-4491)	Quote on request
Soluble Sulfates		Quote on request
pH	(ASTM D-4972)	Quote on request
Resistivity		Quote on request
Clay Lumps/Friable Parts	(ASTM C-142)	100
Cement Treated Base Mix Design		Quote on request
Cement Treated Base Compression Test		75
Fine Durability Index	(ASTM D-3744)	250
Coarse Durability Index	(ASTM D-3744)	300
Cleanness Value	(CAL 229)	250

Moisture Density Testing		Each
Compaction	(ASTM D-698 or ASTM D-1557)	\$275
Rock Correction	(ASTM D-4718)	150
Harvard Miniature	(NDOT T-101)	150
CAL 216		300
Check Point	(ASTM D-1557)	125



## **Exhibit A1-Quality Control Fee Schedule**

**January 1, 2025** 

<b>Emulsion Testing</b>		Each
% Residue By Evaporation/Softening Point (Ring & Ball)	(AASHTO T-53 & T-59) 24 hr. turnaround	\$400
% Residue By Evaporation/Softening Point (Ring & Ball)	(AASHTO T-53 & T-59) 3-day turnaround	350
Saybolt Furol Viscosity Test @ 122°	(AASHTO T-59)	275
Rotational Paddle Viscosity	(ASTM D-7226 & AASHTO T-382)	550

Concrete Testing		Each
Compression Concrete Cylinders	(ASTM C-39)	\$40
Hold Cylinder (Cured but not tested)		30
Compression, Concrete Core	(ASTM C-42)	40
Flexural Strength of Concrete Beams	(ASTM C-78/C-293)	80
Compression, Grout Cylinder	(UBC 24-28)	40
Compression, Mortar Cylinder	(UBC 24-28)	40
Masonry Block Absorption and Moisture	(ASTM C-140)	Quote on request
Shrinkage	(ASTM C-426)	Quote on request
Compression, Concrete Masonry Units	(ASTM C-140)	Quote on request
Compression, Concrete Masonry Prisms	(ASTM C-1314)	Quote on request
Density of Spray Applied Fireproofing		Quote on request
Concrete Mix Design, including Mixing and Casting of Cyli	inders	Quote on request

Asphalt Concrete Testing		Each
Sieve Analysis	(ASTM D-5444)	\$125
Unit Weight on Compacted Sample	(ASTM D-2726)	50
Unit Weight on Core	(ASTM D-2726)	75
Marshall Stability & Flow	(ASTM D-1559)	50
Max. Theoretical Specs. Gravity	(ASTM D-2041)	100
Bitumen Content	(ASTM D-6307)	150
Asphalt Concrete Mix Design		Quote on request
A.C. Series (Marshall)		675
Oven Correction	(ASTM D-6307)	300

Fees for prevailing wage rate projects available upon request.

Map filing, checking, consulting, and other fees paid on behalf of the client shall be billed at cost plus fifteen percent (15%). Overtime hours will be billed at 1.5 times standard rate where applicable.

Billing rates include standard testing equipment and truck up to 30 mile radius, after which mileage rates apply.

Fees for depositions and testimony will be billed at two (2) times the standard billing rates

These rates apply to services rendered through December 31, 2025. Services provided after this date will be invoiced according to the Standard Fee Schedule in effect at that time.

#### EXHIBIT "B-2"

# RTC OF WASHOE COUNTY 2026 PCC Preventive Maintenance

JOB NO.: LA25.198 DATE: 3/31/2025

#### BUDGET ESTIMATE

BUDGET ESTIMATE												
	\$280	\$250	\$235	\$210	\$265	\$140	\$170	\$130	\$120	\$100		
	GROUP	SR. PROJECT	SURVEY PROJECT	ASSISTANT	MATERIALS	CONSTRUCTION	SENIOR	MATERIALS	MATERIALS	ADMINISTRATIVE	ı	
TASK	MANAGER	MANAGER	MANAGER	PROJECT MANAGER	ENG. MANAGER	TECHNICIAN 3	INSPECTOR	TECH 3	TECH 2	TECHNICIAN		TOTAL
2.1.A-2 Investigate Existing Conditions, 2026 PCC P.M.	-	10.00	-	10.00	-	10.00	200.00	-	-	-	\$	40,000.00
SUBTOTAL CE											\$	40,000.00
2.1.B Design Contingency											\$	5,000.00
2.1.E-I CONSTRUCTION SERVICES (90 Calendar Days)												
2.1.E Administration	2.00	20.00	-	80.00	-	-	-	ı	-	10.00	\$	23,360.00
2.1.F-1 Survey - Data Collection/Layout for 2026 PCC P.M.	2.00	10.00	8.00	140.00		100.00	150.00	ı	-		\$	73,840.00
2.1.F-2 Survey - Striping Modification and Design	-	2.00		20.00	-	10.00	-	•	-		\$	6,100.00
2.1.G-1 Inspection - PCC Repair (55 W/D's) (1)	-	10.00	-	20.00	-	20.00	550.00	ı	-		\$	103,000.00
2.1.G-2 Inspection - Striping (5 W/D's) (2)	-	5.00	-	10.00	-	10.00	50.00		-		\$	13,250.00
2.1.H Testing	-	5.00	-	10.00	10.00	-	-	30.00	-	10.00	\$	10,900.00
									Striping	PCC	ı	
						1	ı		Plates	Cylinders (3)		2.600.00
Laboratory Testing \$									\$ 200.00	\$2,400.00		2,600.00
SUBTOTAL CM												233,050.00
2.1.I Construction Contingency											\$	20,000.00
GRAND TOTAL CE + CM											\$	298,050.00

<sup>&</sup>lt;sup>(1)</sup> PCC Repair Inspection time based on one (1) inspector, 10 hours per day for 55 shifts of PCC Maintenance.

PCC Budget: \$ 1,500,000 (4)

 $<sup>^{(2)}</sup>$  Striping Inspection time based on one (1) inspector for 10 hours per day for 5 shifts of Striping placement.

 $<sup>^{\</sup>left( 3\right) }$  See attached B-3 sheet for frequency of testing for PCC.

<sup>(4)</sup> Anticipated project budget as provided by RTC



# 2026 PCC PREVENTIVE MAINTENANCE MATERIAL TESTING

EXHIBIT "B-3" - Testing Fee Breakdown

Concrete Testing
------------------

Test Unit Cost

Compression Concrete Cylinders	\$40.00
Cylinders Per Test - 6	\$240.00
	+0.400.00

**\$2,400.00** ( Total for 10 tests)

# **Exhibit C**

Indemnification and Insurance Requirements

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

2022-07-08 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) 335-1845.

#### 2. INDEMNIFICATION

CONSULTANT agrees, subject to the limitations in Nevada Revised Statutes Section 338.155, to save and hold harmless and fully indemnify RTC, 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 by RTC before work commences. Upon request, CONSULTANT agrees that RTC has the right to review CONSULTANT'S and the Sub's insurance policies, or certified copies of the policies. 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, 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 \$25,000 per occurrence or claim must be declared to 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 declared to 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 additional 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 Indemnitees 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, omission, or negligent act 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.

Meeting Date: 4/18/2025 Agenda Item: 4.3.6

To: Regional Transportation Commission

From: Jeff Wilbrecht, Engineering Manager

SUBJECT: Change Order No. 09 with Granite Construction Company, Inc. for the Oddie/Wells Corridor Multi-Modal Improvements Project

#### **RECOMMENDED ACTION**

Approve Change Order No. 09 to the contract with Granite Construction Company, Inc. for the construction of the Oddie/Wells Corridor Multi-Modal Improvements Project, in the amount of \$142,551.44.

#### **BACKGROUND AND DISCUSSION**

Change Order No. 09 serves as the final change order for the Oddie-Wells Project. It encompasses several components, including adjustments related to final traffic signal installation, updates to signage and striping, and resolutions to utility and storm drain infrastructure conflicts. Additionally, this change order reconciles the contract value to reflect final quantities for the project. A detailed breakdown of all included items is provided in the attached document. This change order facilitates final payment, and project closeout is now anticipated.

RTC's Procurement, Contracting, and Contract Administrative Policy (P-13) requires that change orders to contracts over \$1,000,000 be approved by the RTC Board when communicative change orders exceed an amount equal to 25% of the original contract or \$500,000 (whichever is less). Change Orders No. 01 through 08 have been executed following the requirements of P-13 and are summarized as part of the attached package; past changes included modifications to contract language, changes to specifications, accounted for cost increases due to unforeseen conditions.

With the execution of Change Order No. 09, the total change to the contract value is 1.4%. This percentage is consistent with the Street & Highway Program's average annual contract change of 0.92% from 2021 to 2025.

#### **FISCAL IMPACT**

Change Order No. 09 results in an increase of \$142,551.44 to the Granite Construction Company, Inc. construction contract. The revised contract amount approved with this change order is \$44,735,063.37.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

Project No.: 0512013 Change Order Requested By:

#### CONTRACT CHANGE ORDER (C.O.) NO. 9

Wilbrecht, Jeffrey

Execution Date:	

To GRANITE CONSTRUCTION CO, Contractor for the 0512013-Oddie / Wells Corridor Multi-Modal Improvements 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 in accordance with the Agreement for Construction, signed by the RTC Executive Director on June 21, 2021. The changes in contract amount for the items of work below are per the attached correspondence. The net change order amount includes all labor, equipment, and materials necessary to complete the work in accordance with the plans and specifications. No changes to contract performance period result from this change order.

#### **SUMMARY OF CHANGE ORDER:**

Change Order No. 09 is the concluding change order to the Oddie-Wells Project. The change order accounts for several sub items including project changes associated with final traffic signal installation, updates to signs and striping, and resolution to utility and storm drain infrastructure conflicts. This change order also reconciles the total contract value for final quantities on the project. The following potential change orders are included in Change Order No 09:

PCO #5 AT&T Vault Work \$9,013.63

PCO #17 RFI #54 - Pawn Shop Drainage \$20,747.44

PCO #22 Sadleir SDMH Fix \$1,208.13

PCO #27 Driveway Replacement STA 28+41 \$2,163.00

PCO #28 STA 25+50 to 28+50 Fixes \$3,193.04 PCO #29 CTB Digout and Place \$2,861.43 Privacy Wall Fix 163+50 PCO #30 \$23,471.25

PCO #31 F/P/S NVE Vaults \$23,127.21

PCO #32 RFI #63 - SD Issue at Motel 6 \$5,900.51

Barbwire at Livestock Events Center PCO #33 \$29,190.66

PCO #34 Ped Ramp Punch List \$22,612.29 PCO #35 Steel Tube Fence Panels \$9,260.56

PCO #36 Streetlight Foundation Concrete Caps \$63,987.59

PCO #37 Washoe County Complex Curb \$1.227.81

PCO #38 Additional Signs, Cat Tracks, Stop Sign Removal \$2.810.50 Additional Ped Buttons and City of Reno work PCO #39 \$4,311.40

Contract Quantity Over/Under Runs Total \$(82,535.01)

Change Order #9 Total: \$142,551.44

Original Contract Amount: \$44,100,100.00 Contract time prior to this C.O.: 525

Previously Approved C.O. Amounts: \$492,411.93 Net increase resulting from this C.O.: 0

Net Increase from this C.O.: \$142,551.44 New Contract Time with this C.O.: 525

Total Revised Contract Amount: \$44,735,063.37

Total Percent Change all C.O.'s: 1.4%

Contractor Acceptance:	BOARD APPROVAL NEEDED: Yes
Accepted Date:	RTC Approval:
By (Print Name):	Recommended by (RTC Project Manager):
	Date:
Signature:	Department Director:
	Date:
NOTE: This Change Order is not effective until approved by	Chief Finance Officer:
Executive Director, RTC.	Date:
	Executive Director:
	Date:
	RTC FINANCE APPROVAL, AVAILABILITY OF FUNDS
	Finance Manager:
	Date:



300 Sierra Manor Drive, Suite 1 Reno, NV 89511

April 04, 2025 File: 2800

Mr. Jeff Wilbrecht, PE Regional Transportation Commission of Washoe County 1105 Terminal Way Reno, Nv 89502

RE: RTC Oddie Wells Corridor Project

RTC Washoe County
Cost Reconciliation Efforts

Dear Mr. Wilbrecht:

As part of the cost reconciliation efforts for the Oddie Wells Corridor Project, CME has conducted a review of change orders and cost reconciliation items accrued by the project to date. The table below summarizes the cost impacts of these items as they relate to the overall contract value of the project.

	Oddie Wells Corridor Project Cost Summary
\$44,100,100.00	Stating Contract Amount
\$0.00	CO 01, Screen Wall as Equal Substitution
\$0.00	CO 02, 5 Working Days Added to Project Phasing
\$0.00	CO 03, Contract Revisions to Project Phasing
\$20,747.90	CO 04, Modifications to Area Behind Sidewalk to Screen Wall
\$0.00	CO 05, Contract Revision to Warranty Period of Screen Wall
\$183,675.73	CO 06, Storm Drain Redesign
\$86,377.23	CO 07, Project Changes Related to Utility Conflicts, Sono Tube Material, Asphalt Thickness, and Storm Drain Changes
\$201,611.07	CO 08, Project Changes Related to Storm Drain Conflicts, Utility Conflicts, and Fence Modifications
\$44,592,511.93	Contract Amount Including Change Orders
\$142,551.44	CO 09, Final Project Changes Related to Traffic Signal Installation, Signs and Striping, Utility Conflicts, Storm Drain Conflicts, and Reconciled Costs
\$44,735,063.37	Total Contract Amount Including Change Orders & Reconciliation Items

CME concurs with the quantities and associated costs in the above-referenced reconciliation items. Further details regarding cost reconciliation items can be found in the attached documentation and spreadsheets.

Please contact our office should you have any related questions or comments.



300 Sierra Manor Drive, Suite 1 Reno, NV 89511

Sincerely,

CONSTRUCTION MATERIALS ENGINEERS, INC NCE

Verdie Legg

Principal

vlegg@cmenv.com

Mobile: 775-772-0658 Office: 775-737-7584 John Welsh, PE

Principal

jwelsh@ncenet.com

hlin ) Wolsh

Office: 775-329-4955

Attachments: Bid Item 2.06 & 8.04.pdf

Bid Item 2.2 & 8.05.pdf

Oddie Wells Corridor Project Quantity Verification 20250401.xlsx

## CO-09 Summary of Items

			ſ	POTENTIAL CHANGE ORDERS	1	Included	Not Included	Granite Notes	NCE Notes:
		Titan		Silverada Signal Pole T&M				Titan is not pursuing.	
		Granite / Titan		Montello Signal Poles Relocation & Curb Changes				Titan is not pursuing.	
		Tutto Ferro/Granite		Fencing Reinforcement Material and L&E				Not doing.	
PCO #5	CO-09	Granite		AT&T Vault Work	\$	9,013.63		Updated on 7/29/24 after Mark's comments. SUBMITTED	
PCO #17	CO-09	Granite		RFI #54 - Pawn Shop Drainage	\$	20,747.44		Updated on 4/1/24. SUBMITTED	
PCO #22	CO-09	Granite		Sadleir SDMH Fix	\$	1,208.13		Updated on 4/5/24. Reviewed on 6/18/24 - SUBMITTED	
PCO #26	CO-09	Granite		TMWA Water Leak			\$ 2,216.78	Updated on 4/15/24. Reviewed on 6/18/24 - SUBMITTED	Granite to seek compensation from TMWA
PCO #27	CO-09	Granite		Driveway Replacement STA 28+41	\$	2,163.00		Updated on 4/19/24. Reviewed on 6/18/24 - SUBMITTED	
PCO #28	CO-09	Granite		STA 25+50 to 28+50 Fixes	\$	3,193.04		Updated on 4/19/24. Reviewed on 6/18/24 - SUBMITTED	
PCO #29	CO-09	Granite		CTB Digout and Place	\$	2,861.43		Updated on 4/19/24. Reviewed & updated on 6/18/24 - SUBMITTED	
PCO #30	CO-09	Granite		Privacy Wall Fix 163+50	\$	23,471.25		Updated on 9/17/24. Submitting with this CO log.	
PCO #31	CO-09	Granite		F/P/S NVE Vaults	\$	23,127.21		Reviewed & updated on 6/18/24 - SUBMITTED	Already be accounted for in paid quantities
PCO #32	CO-09	Granite		RFI #63 - SD Issue at Motel 6	\$	5,900.51		Need Penhall invoice breakdown to submit final SUBMITTED	
PCO #33	CO-09	Tholl		Barbwire at Livestock Events Center	\$	29,190.66		Price from Tholl. SUBMITTED & APPROVED BY RTC.	
PCO #34	CO-09	Granite		Ped Ramp Punch List	\$	22,612.29		Updated on 8/8/24 - SUBMITTED	
PCO #35	CO-09	Tholl		Steel Tube Fence Panels	\$	9,260.56		Price from Tholl. Submitted 6/28/24 but not approved.	
PCO #36	CO-09	Granite		Streetlight Foundation Concrete Caps	\$	63,987.59		Updated on 9/4/24. SUBMITTED & APPROVED BY RTC.	
PCO #37	CO-09	Granite		Washoe County Complex Curb	\$	1,227.81		Updated on 8/15/24. SUBMITTED	
PCO #38	CO-09	SNC		Additional Signs, Cat Tracks, Stop Sign Removal	\$	2,810.50		Received pricing from SNC on 9/16/24. Submitting with this CO log.	
PCO #39	CO-09	Titan		Additional Ped Buttons and City of Reno work	\$	4,311.40		Received pricing from Titan on 9/12/24. Submitting with this CO log.	
	CO-09			Contract Quantity Over/Under Runs Total	\$	(82,535.01)			Already accounted for in paid quantities
				Change Order #9 Total:	\$	142,551.44			



#### PCO #5 - AT&T Vault Work

Item	Date	Description		Total
1	6/13/2023	Crew removed the AT&T vault and replaced it with a fiber P48 box per AT&T near Sak N Save. The new box was smaller so we had to purchase pipe and additional materials to extend the conduit.	\$	4,882.67
2	6/14/2023	Crew finished the AT&T P48 tie in and placed concrete on the fittings, the box is 2" behind sidewalk.	\$	1,727.56
<del>- 3</del>	8/25/2023	Crew worked on AT&T vaults from 395 to Montello next to wall. They worked on all three; poured concrete collar around two boxes.	<del>-\$</del>	<del>7,596.74</del>
<del>4</del>	8/28/2023	Crew tried to set new AT&T vault lids, but they did not work. Crew will need to build grade ring/pony wall.	\$	<del>-1,159.61</del>
5	8/29/2023	Crew formed and poured wall/grade ring for AT&T vault in bike path.	\$	2,008.75
<del>6</del>	8/30/2023	Crew formed and poured collar around AT&T vault at Montello.	\$	<del>_2,040.61</del>
7	6/13/2024	Crew adjusted the AT&T vault on the NE corner of 9th Street. They had to remove lid and grind on the vault box to get the south side to match the curb because it sits in the wing of the ped ramp.	\$	394.65

Total = <del>\$ 19,810.60</del> **\$ 9,013.63** 



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 6/13/2023 Shift: Day
DESCRIPTION: Crew removed the AT&T vault and replaced it with a fiber P48 box per AT&T near Sak N Save. The new box was smaller so we had to purchase pipe and additional materials to extend the conduit.

LABOR CHARGES			Granite C	ode - 8	860114										
NAME	CRAFT	ST HRS	ST RATE		OT HRS	OT RATE	DT HRS	DT	RATE	Frin	ge Rate	FRING	SE TOTAL	LABO	R TOTAL
Brain Thrailkill	Super	2	\$	53.10		\$ 79.65		\$ 1	106.20	\$	21.91	\$	43.82	\$	106.20
Mark Wackerly	Operator Foreman	3	\$	46.76		\$ 70.14		\$	93.52	\$	21.91	\$	65.73	\$	140.28
Ernesto Vazquez	Laborer	3	\$	37.12		\$ 55.68		\$	74.24	\$	13.12	\$	39.36	\$	111.36
Joel Valadez	Laborer	3	\$	30.40		\$ 45.60		\$	60.80	\$	13.12	\$	39.36	\$	91.20
Cesar Ramirez	Laborer	3	\$	24.41		\$ 36.62		\$	48.82	\$	13.12	\$	39.36	\$	73.23
Jose Acevedo	Operator	3	\$	38.37		\$ 57.56		\$	76.74	\$	21.91	\$	65.73	\$	115.11
Otoniel Acevedo	Operator	3	\$	38.37		\$ 57.56		\$	76.74	\$	21.91	\$	65.73	\$	115.11
					LAB	OR TOTALS:						\$	359.09	\$	752.49

EQUIPMENT CHARGES									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTA	L
30.36445	CAT 315F Lcr Excavator	Excavator	CAT	315F	1	1	150.03	\$	150.03
8.29440	CAT 950M Wheel Loader	Loader	CAT	950M	1	2	98.94	\$	197.88
4.20664	Ford 1.25 Ton Flatbed	Truck	Ford	F350	1	1	42.58	\$	42.58
						EQ	UIPMENT TOTALS:	\$	390.49

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
_					\$	-
			SUBCON	TRACTOR TOT	ALS: \$	

Material CHARGES								
VENDOR		DESCRIPTION	QTY	UNITS	PRICE		TOT	AL
WNS	P48 Vault, Conduit, &	Fittings	1	LS	\$	2,649.67	\$	2,649.67
							\$	-
							\$	,
							\$	-
							\$	-
							\$	-
	•				MATERIA	I TOTALS:	\$	2 649 67

IMMARY				
LABOR TOTAL \$	752.49	EQUIPMENT COST	\$	390.49
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST \$	94.06	EQUIPMENT MARKUP	\$	58.57
		TOTAL EQUIPMENT COST	\$	449.06
Fringes \$	359.09			
		SUBCONTRACTOR COST	\$	-
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %	·	10.00%
MARKUP AMOUNT \$	180.85	SUBCONTRACTOR MARKUP	\$	-
		TOTAL SUBCONTRACTOR COSTS:	\$	-
TOTAL LABOR COSTS: \$	1,386.49			
		MATERIAL COSTS	\$ 2	,649.67
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	397.45
		TOTAL MARKUP COSTS:		,047.12
SUB-TOTAL COST		\$ 4,882.67		
TOTAL COST		\$ 4,882.67		

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 6/14/2023 Shift: Day
DESCRIPTION: Crew finished the AT&T P48 tie in and placed concrete on the fittings, the box is 2" behind sidewalk.



LABOR CHARGES		Ī	Granite C	ode - 8	60114										
NAME	CRAFT	ST HRS	ST RATE		OT HRS	OT RATE	DT HRS	DT	RATE	Fring	ge Rate	<b>FRING</b>	E TOTAL	LABO	R TOTAL
Mark Wackerly	Operator Foreman	2	\$	49.10		\$ 73.65		\$	98.20	\$	21.91	\$	43.82	\$	98.20
Ernesto Vazquez	Laborer	2	\$	34.60		\$ 51.90		\$	69.20	\$	13.12	\$	26.24	\$	69.20
Joel Valadez	Laborer	2	\$	33.02		\$ 49.53		\$	66.04	\$	13.12	\$	26.24	\$	66.04
Cesar Ramirez	Laborer	2	\$	24.45		\$ 36.68		\$	48.90	\$	13.12	\$	26.24	\$	48.90
Jose Acevedo	Operator	2	\$	40.98		\$ 61.47		\$	81.96	\$	21.91	\$	43.82	\$	81.96
Otoniel Acevedo	Operator	2	\$	38.37		\$ 57.56		\$	76.74	\$	21.91	\$	43.82	\$	76.74
					LABO	R TOTALS:						\$	210.18	\$	441.04

<b>EQUIPMENT CHARGES</b>									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL	
30.36445	CAT 315F Lcr Excavator	Excavator	CAT	315F	1	1	150.03	\$	150.03
8.29440	CAT 950M Wheel Loader	Loader	CAT	950M	1	1	98.94	\$	98.94
<u> </u>	_			•	•	EQ	UIPMENT TOTALS:	\$	248.97

Subcontractor CHARGES							
Subcontractor	DESCRIPTION	N	QTY	UNITS	PRICE	TOTAL	
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
	·					\$	-
				SUBCON	ITRACTOR TOTALS:	\$	-

Material CHARGES								
VENDOR		DESCRIPTION	QTY	UNITS	PRICE		TOTAL	
3D Concrete	Concrete for fittings -	Invoice #178107	3	CY	\$	182.30	\$	546.91
							\$	-
							\$	
							\$	-
							\$	-
							\$	-
	-		 		/ATERIAL	TOTAL S:	\$	546 91

MMARY			
LABOR TOTAL	\$ 441.04	EQUIPMENT COST	\$ 248.97
Surcharge	12.50%	EQUIPMENT MARKUP %	 15.00%
SURCHARGE COST	\$ 55.13	EQUIPMENT MARKUP	\$ 37.35
_		TOTAL EQUIPMENT COST	\$ 286.32
Fringes	\$ 210.18		
		SUBCONTRACTOR COST	\$ -
MARKUP %	15.00%		10.00%
MARKUP AMOUNT	\$ 105.95	SUBCONTRACTOR MARKUP	\$ -
		TOTAL SUBCONTRACTOR COSTS:	\$ -
TOTAL LABOR COSTS:	\$ 812.30		
		MATERIAL COSTS	\$ 546.91
		MATERIAL MARKUP %	15.00%
		MATERIAL MARKUP	\$ 82.04
		TOTAL MARKUP COSTS:	\$ 628.95
SUB-TOTAL COST	Т	\$ 1,727.56 \$ 1,727.56	



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 8/25/2023 Shift: Day
DESCRIPTION: Crew worked on AT&T vaults from 395 to Montello next to wall. They worked on all three; poured concrete collar around two boxes.

LABOR CHARGES			Gran	ite Code - 8	360114										
NAME	CRAFT	ST HRS	ST R	ATE	OT HRS	OT I	RATE	DT HRS	DT RATE	Fring	ge Rate	FRINGE	TOTAL	LABOR	R TOTAL
Eric Russell	Laborer Foreman	4	\$	40.59		\$	60.89		\$ 81.18	\$	15.77	\$	63.08	\$	162.36
Ngcheludel August	Laborer	4	\$	30.25		\$	45.38		\$ 60.50	\$	15.63	\$	62.52	\$	121.00
JG Moran Cruz	Laborer	4	\$	32.77		\$	49.16		\$ 65.54	\$	15.63	\$	62.52	\$	131.08
Azael De La Cruz	Laborer	4	\$	30.15		\$	45.23		\$ 60.30	\$	15.63	\$	62.52	\$	120.60
						-									
									<b>_</b>						
						4-									
			_			-			+						
		1	-		-	+									
	<u> </u>				LA	BOR	TOTALS:	<u> </u>	<u> </u>			\$	250.64	\$	535.04

<b>EQUIPMENT CHARGE</b>	S									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.12844	Ford 1.25 Ton Flatbed	Truck	Ford	F450	1	2	\$	80.66	\$	161.32
4.17030	Int 4300 2AX Flatbed	Truck	International	4300	1	6	\$	43.24	\$	259.44
									+	
									<del>                                     </del>	
						FΩ	UIPMENT T	OTALS:	S	420.76

Subcontractor CHARGES							
Subcontractor	DESCR	IPTION	QTY	UNITS	PRICE	TOTAL	
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
				SUBCON	TRACTOR TOT	ALS: \$	-

Material CHARGES							
VENDOR	DESCRIPTIO	N .	QTY	UNITS	PRICE	TOT	AL
Jensen Precast	Traffic Trax AT&T Plate		1	EA	\$ 4,770.16	\$	4,770.16
Silver Strike Concrete	Concrete for collars - Invoice #6007518		3	CY	187.46	\$	562.38
						\$	-
						\$	-
						\$	-
						\$	-
				M	ATERIAL TOTALS	\$	5 332 54

MMARY				
LABOR TOTAL	\$ 535.04	EQUIPMENT COST	\$	420.76
Surcharge	12.50%	EQUIPMENT MARKUP %	Ψ	15.00%
SURCHARGE COST		EQUIPMENT MARKUP	\$	63.11
CONCIDENCE COOT	ψ 00.00	TOTAL EQUIPMENT COST	\$	483.87
Fringes	\$ 250.64	TOTAL EQUIL MENT COOT	Ψ	403.07
T miges	250.04	SUBCONTRACTOR COST	\$	_
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %	•	10.00%
MARKUP AMOUNT	\$ 127.88	SUBCONTRACTOR MARKUP	\$	-
	•	TOTAL SUBCONTRACTOR COSTS:	\$	-
TOTAL LABOR COSTS:	\$ 980.44			
		MATERIAL COSTS	\$	5,332.54
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	799.88
		TOTAL MARKUP COSTS:	\$	6,132.42
SUB-TOTAL COS	T	\$ 7,596.74		
202 101/12 000	•	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
TOTAL COST				
TOTAL COST		\$ 7,596.74		



LABOR CHARGES			Granite	Code - 8	360114									
NAME	CRAFT	ST HRS	ST RAT	ΓE	OT HRS	OT RATE	DT HRS	DT	RATE	Fringe Rate	FRII	NGE TOTAL	LABOR	RTOTAL
Eric Russell	Laborer Foreman	2	\$	40.59		\$ 60.89		\$	81.18	\$ 15.77	\$	31.54	\$	81.18
Ngcheludel August	Laborer	2	\$	30.25		\$ 45.38		\$	60.50	\$ 15.63	\$	31.26	\$	60.50
JG Moran Cruz	Laborer	2	\$	32.77		\$ 49.16		\$	65.54	\$ 15.63	\$	31.26	\$	65.54
Azael De La Cruz	Laborer	2	\$	30.15		\$ 45.23		\$	60.30	\$ 15.63	\$	31.26	\$	60.30
								_			_			
		•			LABO	R TOTALS:				•	\$	125.32	\$	267.52

<b>EQUIPMENT CHARGES</b>									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL	
4.12844	Ford 1.25 Ton Flatbed	Truck	Ford	F450	1	4	\$ 80.66	\$	322.64
4.17030	Int 4300 2AX Flatbed	Truck	nternationa	4300	1	6	\$ 43.24	. \$	259.44
	·					EQU	IPMENT TOTALS	\$	582.08

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
<u> </u>	 		SUBCON	TRACTOR TOTALS:	\$	-

Material CHARGES						
VENDOR	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
	_				\$	-
•		•	•	MATERIAL TO	ΔΙ ς. ¢	

JMMARY				
LABOR TOTAL	\$ 267.52	EQUIPMENT COST	\$	582.08
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST		EQUIPMENT MARKUP	\$	87.31
		TOTAL EQUIPMENT COST	\$	669.39
Fringes	\$ 125.32		•	
3		SUBCONTRACTOR COST	\$	_
MARKUP %	15.00%		•	10.00%
MARKUP AMOUNT	\$ 63.94	SUBCONTRACTOR MARKUP	\$	-
		TOTAL SUBCONTRACTOR COSTS:	\$	_
TOTAL LABOR COSTS:	\$ 490.22		•	
		MATERIAL COSTS	\$	-
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	-
		TOTAL MARKUP COSTS:	\$	_
			·	
SUB-TOTAL COS	Т	\$ 1,159.61		
TOTAL COST		\$ 1,159.61		

Inspector Onsite: CME



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 8/29/2023
DESCRIPTION: Crew formed and poured wall/grade ring for AT&T vault in bike path.

LABOR CHARGES			Granite	Code - 8	360114											
NAME	CRAFT	ST HRS	ST RAT	E	OT HRS	OT	RATE	DT HRS	DT	RATE	Fring	je Rate	FRINGE	TOTAL	LABOF	RTOTAL
Eric Russell	Laborer Foreman	6	\$	40.59		\$	60.89		\$	81.18	\$	15.77	\$	94.62	\$	243.54
Ngcheludel August	Laborer	6	\$	30.25		\$	45.38		\$	60.50	\$	15.63	\$	93.78	\$	181.50
JG Moran Cruz	Laborer	6	\$	32.77		\$	49.16		\$	65.54	\$	15.63	\$	93.78	\$	196.62
Azael De La Cruz	Laborer	6	\$	30.15		\$	45.23		\$	60.30	\$	15.63	\$	93.78	\$	180.90
						<u> </u>			-							
						<u> </u>			-							
						<u> </u>			-							
						<u> </u>			-							
						<u> </u>			-							
						<u> </u>			-							
					LABO	R TO	TALS:						\$	375.96	\$	802.56

EQUIPMENT CHARGES											
EQUIP. #	DESCRIPTION	N	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.12844	Ford 1.25 Ton Flatbed		Truck	Ford	F450	1	2	\$	80.66	\$	161.32
	<u> </u>									ļ	
			<u> </u>					+			
							EQI	JIPMENT T	OTALS:	\$	161.32

Subcontractor CHARGES							
Subcontractor	DESCRIP	TION	QTY	UNITS	PRICE	TOTAL	
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
				SUBCONT	TRACTOR TOTA	ALS: \$	-

Material CHARGES								
VENDOR	DESCRIPTION	ON	QTY	UNITS	PRICE		TOTAL	
Silver Strike Concrete	Concrete for wall/grade ring - Invoice #6007535		2	CY	\$	153.29	\$	306.58
							\$	
							\$	
							\$	
							\$	-
							\$	-
				M	ATERIAL TO	OTALS:	\$	306.58

MARY			
LABOR TOTAL \$	802.56	EQUIPMENT COST	\$ 161.32
Surcharge	12.50%	EQUIPMENT MARKUP %	15.00%
SURCHARGE COST \$		EQUIPMENT MARKUP	\$ 24.20
		TOTAL EQUIPMENT COST	\$ 185.52
Fringes \$	375.96		
<u> </u>		SUBCONTRACTOR COST	\$ -
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %	10.00%
MARKUP AMOUNT \$	191.83	SUBCONTRACTOR MARKUP	\$ -
		TOTAL SUBCONTRACTOR COSTS:	\$ -
TOTAL LABOR COSTS: \$	1,470.67		
		MATERIAL COSTS	\$ 306.58
		MATERIAL MARKUP %	15.00%
		MATERIAL MARKUP	\$ 45.99
		TOTAL MARKUP COSTS:	\$ 352.57
SUB-TOTAL COST	\$	,,,,,	

Inspector Onsite:

CME



SUB-TOTAL COST

TOTAL COST

\$ 2,040.61

\$ 2,040.61

ABOR CHARGES		I	Granite Code - 8	360114								
NAME	CRAFT	ST HRS		OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRING	E TOTAL	LABOR	TOTAL
Fric Russell	Laborer Foreman	6	\$ 40.59		\$ 60.89		\$ 81.18			94.62		243.54
Ngcheludel August	Laborer	6	\$ 30.25		\$ 45.38		\$ 60.50		\$	93.78	\$	181.50
G Moran Cruz	Laborer	6	\$ 32.77		\$ 49.16		\$ 65.54			93.78	\$	196.62
zael De La Cruz	Laborer	6	\$ 30.15		\$ 45.23		\$ 60.30	\$ 15.63	\$	93.78	\$	180.90
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					ADOD TOTAL O				•	075.00	•	222.5
			ļ	L.F	ABOR TOTALS:				\$	375.96	\$	802.5
QUIPMENT CHARGES		1										
QUIP.#		ESCRIPTION		TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
.12844	Ford 1.25 Ton Flatbe			Truck	Ford	F450	1	4	\$	80.66	\$	322.6
.17030	Int 4300 2AX Flatbed			Truck	International	4300	1	4	\$	43.24	\$	172.9
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	-				+							
	· ·				•			EQU	IPMENT	TOTALS:	\$	495.60
	<u> </u>							EQU	IPMENT	TOTALS:	\$	495.6
	s									TOTALS:		495.6
	s		DESCRIPTION	N			QTY	EQU	PRICE	TOTALS:	\$ TOTAL	495.60
	s		DESCRIPTIO	N			QTY			TOTALS:	TOTAL	495.60
	S		DESCRIPTION	N			QTY			TOTALS:	TOTAL	_
	S		DESCRIPTION	N			QTY			TOTALS:	TOTAL \$ \$	- -
Subcontractor CHARGE Subcontractor	S		DESCRIPTION	N			QTY			TOTALS:	TOTAL \$ \$	_
	s		DESCRIPTION	N			QTY			TOTALS:	TOTAL \$ \$	- - - - -
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Subcontractor	S		DESCRIPTION	N			QTY	UNITS	PRICE		**************************************	-
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Subcontractor  Material CHARGES	S		DESCRIPTION				QTY	UNITS	PRICE		**************************************	- - - - -
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Subcontractor  Material CHARGES	S							UNITS	PRICE		**************************************	
Subcontractor  Material CHARGES	S							UNITS	PRICE		TOTAL  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
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Material CHARGES /ENDOR	LABOR TOTAL Surcharge	12.50%	DESCRIPTION	EQU EQUIPME	NT MARKUP %			UNITS	PRICE  RACTOR  PRICE  ATERIAL	TOTALS:  - TOTALS:  495.60 15.00%	TOTAL  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Material CHARGES /ENDOR	LABOR TOTAL	12.50%	DESCRIPTION	EQUIPME EQUIPME	NT MARKUP % MENT MARKUP			UNITS	PRICE  RACTOR  PRICE  ATERIAL	TOTALS:  - TOTALS:  495.60 15.00% 74.34	TOTAL  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
subcontractor  Jaterial CHARGES  ENDOR	LABOR TOTAL Surcharge SURCHARGE COST	12.50% \$ 100.32	DESCRIPTION	EQUIPME EQUIPME	NT MARKUP %			UNITS	PRICE  RACTOR  PRICE  ATERIAL	TOTALS:  - TOTALS:  495.60 15.00%	TOTAL  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
subcontractor  Jaterial CHARGES  ENDOR	LABOR TOTAL Surcharge	12.50% \$ 100.32	DESCRIPTION	EQUIPME EQUIPM TOTAL EQU	NT MARKUP % MENT MARKUP JIPMENT COST			UNITS	PRICE PRICE PRICE ATERIAL \$	TOTALS: 495.60 15.00% 74.34 569.94	TOTAL  \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 100.32 \$ 375.96	DESCRIPTION	EQUIPME EQUIPM TOTAL EQU SUBCONTR	NT MARKUP % MENT MARKUP IIPMENT COST RACTOR COST			UNITS	PRICE  RACTOR  PRICE  ATERIAL	TOTALS:  495.60 15.00% 74.34 569.94	TOTAL	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	\$ 12.50% \$ 100.32 \$ 375.96	DESCRIPTION	EQUIPME EQUIPM TOTAL EQUIPME SUBCONTRACTO	NT MARKUP % MENT MARKUP IIPMENT COST RACTOR COST OR MARKUP %			UNITS	PRICE  RACTOR  PRICE  ATERIAL  \$ \$ \$	TOTALS:  495.60 15.00% 74.34 569.94	TOTAL	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 100.32 \$ 375.96	DESCRIPTION  SUBB	EQUIPME EQUIPME EQUIPM TOTAL EQUI SUBCONTRACTO	NT MARKUP % MENT MARKUP JIPMENT COST RACTOR COST OR MARKUP % CTOR MARKUP			UNITS	PRICE  PRICE  PRICE  ATERIAL  \$ \$ \$ \$ \$	TOTALS:  495.60 15.00% 74.34 569.94	TOTAL	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	12.50% 100.32 \$ 375.96 15.00% \$ 191.83	DESCRIPTION  SUBB	EQUIPME EQUIPME EQUIPM TOTAL EQUI SUBCONTRACTO	NT MARKUP % MENT MARKUP IIPMENT COST RACTOR COST OR MARKUP %			UNITS	PRICE  RACTOR  PRICE  ATERIAL  \$ \$ \$	495.60 15.00% 74.34 569.94	TOTAL	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50% 100.32 \$ 375.96 15.00% \$ 191.83	DESCRIPTION  SUBB	EQUIPME EQUIPM TOTAL EQUIPME CONTRACTO JBCONTRACTO JBC	NT MARKUP % MENT MARKUP JIPMENT COST RACTOR COST OR MARKUP % CTOR MARKUP			UNITS	PRICE  PRICE  PRICE  ATERIAL  \$ \$ \$ \$ \$	495.60 15.00% 74.34 569.94	TOTAL	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50% 100.32 \$ 375.96 15.00% \$ 191.83	DESCRIPTION  SUBB	EQUIPME EQUIPM TOTAL EQUIPME CONTRACTO JBCONTRACTO JBCONTRAC	NT MARKUP % MENT MARKUP IIPMENT COST RACTOR COST OR MARKUP % CTOR MARKUP ACTOR COSTS: TERIAL COSTS			UNITS	PRICE  RACTOR  PRICE  S  \$ \$ \$ \$ \$	TOTALS:  495.60 15.00% 74.34 569.94 - 10.00%	TOTAL   \$   \$   \$   \$   \$   \$   \$   \$   \$	-
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TOTAL COST

\$ 394.65

**GRANITE** 

GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 6/13/2024 Shift: Day

DESCRIPTION: Crew adjusted the AT&T vault on the NE corner of 9th Street. They had to remove lid and grind on the vault box to get the south side to match the curb because it sits in the wing of the ped ramp.

ABOR CHARGES	CRAFT	ST HRS	Granite Code - 8	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR TOTA
van Moe	Laborer	3	\$ 37.54		\$ 56.31		\$ 75.08	\$ 16.28	\$ 48.84	\$ 112.0
se Murillo	Laborer	3	\$ 35.20		\$ 52.80		\$ 70.40	\$ 16.28	\$ 48.84	\$ 105.0
		_								
				LABC	OR TOTALS:				\$ 97.68	\$ 218.3
QUIPMENT CHARGES										
QUIP.#		DESCRIPTION		TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL
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				<b> </b>	-		1	<b> </b>		
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ubcontractor CHARGI	ES									
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laterial CHARGES										
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UMMARY										
	LADOD TOTA	I # 040.00	I	FOLUDA	AENT COCT				Φ.	
	LABOR TOTA Surcharg			EQUIPI EQUIPMENT	MARKIR %				\$ - 15.00%	l
	SURCHARGE COS				IT MARKUP				\$ -	
	001101111102 000	. ↓ 220	TC	TAL EQUIPN					\$ -	
	Fringe	es \$ 97.68								
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	MARKUP 9 MARKUP AMOUN			NTRACTOR CONTRACTO					10.00%	
	WATER AWOUN	. ψ 51.40		CONTRACT					\$ -	
	TOTAL LABOR COSTS	S: \$ 394.65								
				MATER	RIAL COSTS				\$ -	
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	SUB-TOTAL CO	ost .	T \$ 394.65						\$ -	
	SUB-TOTAL CC	ost							\$ -	

### **INVOICE**





950 S. Rock Blvd. • Sparks, NV 89431 (775) 359-5800 • goblueteam.com \*NEW\* REMIT PAYMENT TO: WESTERN NEVADA SUPPLY 950 S. ROCK BLVD. SPARKS, NV 89431-5922

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

INVOICE#	INVOICE DATE
19799834	06/13/23
ACCOUNT NO.	CUSTOMER P.O.
75925M	1128940
JOB ACCT. NO.	PAGE
75925	1 of 1

SOLD TO:			<b>4</b> ×	SHIP T	o:					Z	ORDER DAT
75925M				75925							06/13/23
GRANITE	CONSTRUCTION CO.			GRANI	TE CON	ISTRUC'	TION CO.				REQ. DATE
P.O. BOX	2087			1900 G	LENDA	LE AVE.					06/13/23
SPARKS, I	NV 89432-2087			]	OX 2087						SHIP DATE
				2		39432-20	1.12	n		06/13/23	
	JOB NAME	JOB CONTA	ACT	CONTACT PHONE WRITTEN BY				FOB			SHIP-VIA
ODDIE 11289	40	MARK WACKERLY	. 181	775-247-	-5407	GREG HI	GGINS		FULL FREIGHT		WW COUNTER
ITEM NUMBER	DESCRI	PTION		QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	UNIT	EXT. PRICE	DISC %	NET AMOUN
/BZ1301250	P48 VAULT AT T 30X48X36			1	1	0	2282.65	EA	2282.65	9.5	2065.80
/PZ1C01041	4 PVC WHITE TYPE C CONDUIT	Г		20	20	0	16.31	FT	326.20	55	146.8
/FI1801105	4X36X45 PVC TYPE C SWEE	P		3	3	0	43.76	EA	131.28	45	72.2
/FI1801115	4X36X22 1/2 PVC TYPE C SWEI	EP .		3	3	0	43.41	EA	130.23	45	71.6
VFI1801116	4X36X11-1/4 PVC TYPE C SWE	EP		3	3	0	38.92	EA	116.76	45	64.23
EZH100002	OATE PVC QT BLUE LAVA CMN	IT		1	1	0	76.31	EA	76.31	65	26.71
	* ORDER REMARKS *			ļ.,							
	ORDERED MAT'L										
								ļ			
	THANK YOU FOR Y	OUR BUSINESS!									
	* * PLEASE NOTE * *										
	Remit to: 950 S. ROCK BLVD., SP.	ARKS, NV 89431-5922									
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	and the second s	00/13/23		CONO EE	ICIO UZ			F	FIGURE TOTAL		0.00
	FREIGHT: 0.00  knowledges delivery and receipt of	f the above goods in		OING FR	<u> </u>	epted for	credit without		EIGHT TOTAL		0.00
proval. Retu	ırned merchandise subject to har	dling and transportat	ion charges	. Delinque	nt accoun	ts will be o	charged a	IVI			2,447.39
	2 % Service Charge per month (18% annually). If legal action is necessary to les to pay a reasonable attorney's fee. ALL RETURNED MATERIAL MUST BE ACCOMPANIED BY THE ORIGINAL INVOICE					account, p	ourchaser		ORDER		2,649.67



# **INVOICE**

REMIT TO: 3D CONCRETE

PO Box 676242 Dallas, TX 75267-6242 
 INVOICE NO
 178107

 DATE
 06/14/23

 PAGE
 Page 1 of 1

PHONE NO: (775) 348-1898

S O L D

Granite Construction 1900 Glendale Ave PROJECT NO: 4828

RTC-ODDIE & WELLS AVE. (2022)

RTC ODDIE 2022

Sparks, NV 89431

CUSTOMER ID	CUSTOMER PO	CUSTOMER JOB	ORDER NO	TERMS
1177	247-5407		61	Net 30

TICKET DATE	TICKET NUMBER	ITEM	DESCRIPTION	QTY	UOM	PRICE	EXTENDED AMOUNT
06/14/2023	525383	2023CTY	4000 PSI, A.E. CONCRETE	3.00	су	132.00	396.00
06/14/2023	525383	204	MIN LOAD CHARGE	1.00	су	100.00	100.00
06/14/2023	525383	215	2 % FUEL SURCHARGE	1.00	су	9.92	9.92

Total Order Quantity 3.00 Cubic Yards

SUBTOTAL	505.92
TAX	40.99
AMOUNT DUE	546.91

Discount amount may be taken if Invoice Total is paid by 06/14/2023: \$0.00

All past due balances are subject to a .5% per month (18% per annum) finance charge. Past due customers shall be responsible for all costs of collection, including attorney's fees.





Customer No. Invoice Date Invoice Number GRACON03 08/25/2023

Page 1

6007518

Delivery Address ODDIE BLVD & MONTELLO BLVD, ODDIE/WELLS MULTIMODAL IMPR

Project Name Project Code

111800 1128940

PO#

Credit Terms

NET 45 DAYS

Date	Ticket	Qty	Description	Price	Amount
08-25-23	619545	3.00cy	4000 PSI W/AIR	116.00	348.00
08-25-23	619545	99.00oz	RETARDER	0.25	24.75
08-25-23	619545	1.00ea	CARTAGE	50.00	50.00
08-25-23	619545	15.00ea	STANDBY	2.00	30.00
08-25-23	619545	3.00/y	1.5# per yard	6.00	18.00
08-25-23	619545	3.00/y	CHILLED	2.00	6.00
08-25-23	619545	1.00ea	ENVIRO	45.00	45.00

Total Cubic Yards:

GRANITE CONSTRUCTION COMPANY

FRENCH CAMP CA 95231

PO BOX 1527

3.00

SUB-TOTAL:

\$521.75

SALES TAX :

\$40.64

INVOICE TOTAL:

\$562.39

A service charge not to exceed the maximum allowed by laws applies on unpaid invoice amounts.



#### **Remit To:**

9895 Double R Blvd. Reno, NV 89521 (775) 352-2700 - Fax (775) 359-6364 Toll Free (877) 914-2705

**Sold To:** 100025

Granite Construction Company - Sparks

PO Box 1507

French Camp CA 95231

#### **INVOICE**

Invoice ID: CD99208634
Invoice Date: 8/25/2023
Sales Rep: Dulce Muller
Sales Site: Sparks, NV
Order Number: K137478
Customer PO: ODDIE
Payment Terms: Net 30 Days

Ship To: will call

625 Bergin Way Sparks NV 89431

Qty	UOM	Part No - Description	Unit Price	Net Amount
1	PCS	100002319 - COVER ASSEMBLY 4878 (466) ADJUSTABLE TORSION INCIDENTAL TRAFFIC TRAX PLATE GALVANIZED ATT	4,406.00	4,406.00
	Shipment	(s): 274080		

Sub Total	4,406.00
Total Tax	364.16
Invoice Amount	4,770.16



#### **COMPANY POLICIES TERMS AND CONDITIONS**

THE POLICY TERMS AND CONDITIONS, DELINEATED HEREIN SHALL APPLY TO ALL QUOTATIONS, OR OFFERS TO SELL

- 1. Goods to Be Provided: Jensen Enterprises, Inc. dba Jensen Precast ("Jensen Precast") agrees to sell to Customer, on the terms and conditions stated herein, the materials and related items (the "goods") identified in Jensen Precast's quotation to Customer. Customer is solely responsible for determining whether the goods listed are the correct types and/or sufficient in number to meet Customer's needs and/or requirements. Jensen Precast's offer to sell is based on customer approval of Jensen Precast standard product drawings or submittals, and not in accordance with any plans and specifications, unless agreed to in writing by a duly authorized representative of Jensen Precast.
- 2. No Additional Terms of Sale: Customer's acceptance of Jensen Precast's quotation is limited to these Terms and Conditions of Sale. Any new or different terms or conditions stated or proposed by Customer in its acceptance of Jensen Precast's quotation or in any accompanying or related purchase order or other document are hereby rejected by Jensen Precast and shall not be binding upon Jensen Precast. The entire contract is embodied in this writing. This writing constitutes the final expression of the parties' agreement, and it is a complete and exclusive statement of the terms of that agreement.
- 3. Payment Terms: Jensen Precast may require payment in full prior to manufacture or shipment of any goods. If Jensen Precast agrees to provide materials on a "Cash on Delivery" basis, payment in full is due upon arrival of Jensen Precast's equipment, prior to setting of product or unloading of trucks. Credit sales will be made only after receipt of a signed Jensen Precast credit application and written credit approval by Jensen Precast's credit manager. On all credit sales, payment in full is due within 30 days after Customer's receipt of materials or services. Customer agrees to pay a service charge of 1.5% per month on all invoices not paid when due. At its option, Jensen Precast may decline to make delivery or shipment to Customer if any invoice remains past due. Customer waives and releases any claim against Jensen Precast for loss or damage allegedly sustained by Customer as a result of Jensen Precast's refusal to make delivery or shipment under such circumstances. All payments shall be made in U.S. dollars and, unless otherwise designated by Jensen Precast in writing, shall be sent to Jensen Precast's Corporate Office, 9895 Double R Blvd, Reno, NV 89521.
- 4. <u>Price</u>: The price(s) stated in Jensen Precast's quotation to Customer are firm for 30 days. The prices stated in Jensen Precast's quotation are subject to sales and use tax. Customer shall reimburse Jensen Precast for all sales and use taxes imposed upon: (a) the sale of the goods; and/or, (b) the use of any materials consumed by Jensen Precast; and/or, (c) the sale of any fixtures or equipment incident to this contract. Prices are subject to delivery charges unless quoted as delivered (see shipping code definitions on quotation). Jensen Precast reserves the right to increase the cost of delivery or shipment if Customer increases mileage or number of trucks specified in the original quotation. Prices quoted are based on quantities indicated, and on customer acceptance of the entire quote. Jensen Precast reserves the right to accept or reject partial orders.
- 5. <u>Time for Performance</u>: Jensen Precast will endeavor to meet any reasonable shipping date(s) requested by Customer. However, Jensen Precast does not guarantee that the goods will be furnished by any particular date. All shipping dates stated or indicated are estimates only and are based upon conditions known at the time the dates were stated or indicated. Jensen Precast shall not in any event be liable for any loss or damage sustained by Customer on account of failure to meet any delivery or shipping date.
- 6. <u>Delivery</u>: Customer or its designated representative shall be prepared to unload, receive, and accept the goods at the time specified on the order. Customer shall provide assistance in delivering the goods, including but not limited to assisting in backing and directing Jensen Precast's truck at the delivery site, providing access to the delivery site that is acceptable to Jensen Precast, and providing a setting location for the truck, crane or other delivery equipment that is acceptable to Jensen Precast. Jensen Precast shall not be liable for any property damage arising from or related to delivery of the goods, including without limitation damage to sidewalks, curbs, fences, valves, conduit, pipes, concrete, asphalt, lawns, trees, or landscaping. All excessive unloading or stand-by time, resetting or re-delivery will be charged for at the current hourly or mileage rates of the equipment involved. If for any reason Jensen Precast cannot set the goods at the time of delivery, Customer shall be responsible for setting the goods by other means, at no cost to Jensen Precast.
- 7. <u>Customer Responsibilities</u>: The Customer or its designated representative shall be solely responsible for accomplishing the following:
- a. Finish grade, leveling and position of the goods.
- b. Grouting and/or sealing of vault sections, grade rings, risers, frames, covers, pipes or similar structures, unless a duly authorized representative of Jensen Precast has stated in writing that Jensen Precast will perform installation and sealing of the goods.
- c. Excavation, bedding, shoring, backfilling, compacting and grading.
- d. Water and/or flotation control.
- e. Setting and adjusting ladders, racking, grates or other hardware.
- f. Providing a one- or two-person ground crew to assist the Jensen Precast crane operator.
- g. All other site work not specified above.
- 8. Returns: The goods shall not be returned for credit without prior written authorization and approval by a duly authorized representative of Jensen Precast. A minimum handling charge of 15% plus actual shipping or delivery costs shall be made on all goods returned to compensate for costs of accounting, reconditioning, restocking and delivery, except when due to fault or error of Jensen Precast. No credits shall be allowed on used, damaged, custom, specially ordered or specially manufactured goods. Customer shall bear the cost of any labor, damage or transportation associated with return of the goods.
- 9. Equipment: Unless otherwise agreed to in a writing signed by a duly authorized representative of Jensen Precast, equipment belonging to Jensen Precast cannot be left at any job site for the purpose of unloading or setting by others.
- 10. <u>Project Information</u>: Customer agrees to furnish to Jensen Precast promptly upon request all project information necessary for Jensen Precast to perfect or provide notice of its mechanic's lien, stop notice, and/or payment bond rights.
- 11. <u>Buy America(n) Requirements</u>. Purchaser must clearly and affirmatively notify Jensen Precast of the applicability of any order, law, regulation or other requirement that the Products be produced, manufactured, or substantially transformed in the United States, or consist wholly or partly of materials or components produced, manufactured, or substantially transformed in the United States, or that the raw material comprising the Products be of domestic origin. If Purchaser fails to notify Jensen Precast of any such requirements, Purchaser must accept delivery and pay for the Products, regardless of any such requirements, and Purchaser agrees to fully indemnify and hole Jensen Precast harmless from and against any liability, costs and expenses, including reasonable attorney fees, incurred by Jensen Precast in connection with Purchaser's omission.
- 12. <u>Force Majeure</u>: Jensen Precast will not be liable for any delay or for failure to perform its obligations hereunder resulting from any cause beyond Jensen Precast's reasonable control including, but not limited to: Customer's failure to timely supply Jensen Precast with necessary data or specifications; any changes in such data or specifications at Customer's request; fires; explosions; floods; acts of God; epidemics; quarantine; embargoes; strikes; work stoppages or slowdowns or other industrial disputes; accidents; riots or civil disturbances; acts of civil or military authorities; inability to obtain any license or consent necessary in respect of any the goods; inability to obtain equipment, materials, labor, fuel or supplies; and delay by suppliers or material shortages.
- 13. <u>Limited Warranty</u>: For a period of one year from the date of shipment or delivery to Customer, Jensen Precast warrants all of the goods which it has manufactured to be free of material defects. If any such goods are found to be materially defective during the warranty period, Jensen Precast agrees to, in its sole discretion, repair or replace the defective goods without charge to Customer. Customer's remedy with respect to such goods is limited to repair or replacement. For goods not manufactured by Jensen Precast, Customer agrees to accept as its sole remedy the warranty, if any, offered by the manufacturer or manufacturers of such goods.

AS TO ALL GOODS SOLD BY JENSEN PRECAST TO CUSTOMER, THE WARRANTY DESCRIBED IN THIS PARAGRAPH SHALL BE IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. JENSEN PRECAST SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL OR LIQUIDATED DAMAGES OF ANY KIND, WHETHER THE CUSTOMER'S CLAIM IS BASED UPON CONTRACT, TORT OR ANY OTHER LEGAL THEORY.

- 14. Indemnity: Customer is solely responsible for the selection, installation, and use of the goods. Therefore, to the fullest extent permitted by law, Customer agrees to defend and indemnify Jensen Precast from and against any claim for loss or damage, including attorneys' fees and experts' or consultants' fees, arising from or relating to such selection, installation, and use. This indemnity applies regardless of any active and/or passive negligent act or omission on the part of Jensen Precast or its employees; provided, however, Customer shall not be obligated to indemnify Jensen Precast for the sole negligence or willful misconduct of Jensen Precast or its employees.
- 15. Risk of Loss: The risk of loss shall pass to Customer based on the applicable shipping code:
- a. "Delivered and Set": Risk of loss shall pass to Customer when Jensen Precast's delivery truck has unloaded the product.
- b. "Delivered F.O.B. Truck": Risk of loss shall pass to Customer when Jensen Precast's delivery truck arrives at Customer's jobsite
- c. "Delivered and offloaded": Risk of loss shall pass to Customer when Jensen Precast's delivery truck arrives at Customer's jobsite.
- d. "F.O.B. Jensen Precast Yard": Risk of loss shall pass upon tender of delivery of the goods to a common carrier or Customer's truck. Buyer shall procure and maintain insurance on the goods sufficient to protect its interests.
- 16. <u>Dispute Resolution</u>: All disputes arising from or relating to these Terms and Conditions of Sale and/or the furnishing of any goods by Jensen Precast to Customer shall be heard and decided exclusively in the state or federal court where the delivery or pick up of the Product(s) is located. The construction, interpretation and performance of this order and all transactions hereunder shall be governed by the laws of the state where delivery or pick up the Products is located, without regard to its choice of law principles. These Terms and Conditions of Sale (the "Terms") apply to all quotations and sales by Jensen Precast's (including its Water Resources, Metal Tech and other branded products) products, materials, services, components, accessories, and panels (collectively, "Products"). No terms or conditions other than those stated in these Terms, and no agreement or understanding, oral or written, purporting to modify these Terms, whether contained in a purchaser's purchase forms or elsewhere, will be binding on Jensen Precast unless signed by an authorized executive manager of Jensen Precast. Customer consents to these Terms for all Products. In any legal proceedings, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs.
- 17. Submittals and Tests: Jensen Precast reserves the right to charge customers for the cost of submittals, engineering or tests that are in addition to those customarily provided.
- 18. Made for Order, non-standard or Custom Orders: Jensen Precast will charge customer for any work completed at the time of cancellation of a Made for Order, non-standard or Custom Orders. All of these orders will be invoiced to customer if not released for delivery within 30 days past originally quoted estimated date of delivery.
- 19. Storage Fees: For every month beyond the requested manufacture date that the product remains in Jensen Precast's possession, a fee of 3% per month of total sale price of product will be added to the invoice total due upon final delivery/pick up.
- 20. Invoice Date: Customer will be invoiced for product at either, date of delivery or 60 days past date of originally requested delivery/pick up date.





GRANITE CONSTRUCTION COMPANY

FRENCH CAMP CA 95231

PO BOX 1527

Invoice Date Invoice Number

Customer No.

GRACON03 08/29/2023

Page 1

6007535

Delivery Address ODDIE BLVD & SUTTRO ST, SPARK

ODDIE/WELLS MULTIMODAL IMPR

Project Name Project Code

111800 1128940

PO#

Credit Terms

NET 45 DAYS

Date Ticket Qty		Description	Price	Amount	
08-29-23	619647	5.00cy	4000 PSI W/AIR	116.00	580.00
08-29-23	619647	165.00oz	RETARDER	0.25	41.25
08-29-23	619647	1.00ea	CARTAGE	50.00	50.00
08-29-23	619647	5.00/y	CHILLED	2.00	10.00
08-29-23	619647	5.00/y	1.5# per yard	6.00	30.00
08-29-23	619647	1.00ea	ENVIRO	45.00	45.00
08-29-23	619648	10.00cy	4000 PSI W/AIR	116.00	1,160.00
08-29-23	619648	330.00oz	RETARDER	0.25	82.50
08-29-23	619648	15.00ea	STANDBY	0.00	0.00
08-29-23	619648	10.00/y	CHILLED	2.00	20.00
08-29-23	619648	10.00/y	1.5# per yard	6.00	60.00
08-29-23	619648	1.00ea	ENVIRO	45.00	45.00

Total Cubic Yards: 15.00 SUB-TOTAL: \$2,123.75

> SALES TAX : \$175.53 INVOICE TOTAL: \$2,299.28



#### PCO - Storm Drain Extra Work - Pawn Shop SD System

Item	Date	Description	Total
1	11/10/2023	Today the crew started working on the added SD system at the pawn shop. The crew worked on installing the two type 3 Dl's and connecting the one Dl at the east end to the newly installed high capacity Dl. The crew used SDR and RCP pipe. The crew laid, backfilled and grouted two Dls. The crew ran a truck to offhaul spoils, and backhaul materials. A small crew worked on jack hammering the new sidewalk and existing cycle track to help the pipe crew connect the new Dl on the street to the type 3s. This work was slow as the pipe crew had to dig behind the high capacity, go over an electrical conduit and had to pothole for the water line to make sure it was clear.	\$ 14,118.97
2	11/14/2023	Crew started the day in Phase 4, laying out for Penhall then moved to continue the SD at the Pawn Shop. The pipe crew worked on laying the 12 inch RCP from DI to DI. The crew laid out the pipe run and removed the existing ac. The crew D/L/B 120 LF of pipe. One truck to offhaul and backhaul material and used a rental excavator. The crew has minor work in the morning to complete this work.	\$ 5,200.39
3	11/15/2023	Today the crew finished installing the last couple feet of 12" RCP to connect the two type 3 Dis. The crew finished backfilling the pipe and DI's and completed grouting the inside of the DI's.	\$ 1,428.08

GCC JOB #: 1128940 OWNER JOB #: 512013

Inspector Onsite:

CME



DATE PERFORMED: 11/10/2023 Shift: Day

DESCRIPTION: Today the crew started working on the added SD system at the pawn shop. The crew worked on installing the two type 3 Dl's and connecting the one DI at the east end to the newly installed high capacity DI. The crew used SDR and RCP pipe. The crew laid, backfilled and grouted two DIs. The crew ran a truck to offhaul spoils, and backfaul materials. A small crew worked on jack hammering the new sidewalk and existing cycle track to help the pipe crew connect the new DI on the street to the type 3s. This work was slow as the pipe crew had to dig behind the high capacity, go over an electrical conduit and had to pothole for the water line to make sure it was clear.

NAME	CRAFT ST HRS ST RATE		ST RATE	OT HRS	OT RATE DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR TO	TAL
Jeffrey Puliti	Foreman	8	\$ 49.94	1	\$ 74.91	\$ 99.88	\$ 21.91	\$ 197.19	\$ 474	4.43
Cesar Reves	XLBJ	8	\$ 32.84		\$ 49.26	\$ 65.68	\$ 13.47	\$ 107.76	\$ 262	2.72
Mario Ruiz	XLBJ	8	\$ 32.84		\$ 49.26	\$ 65.68	\$ 13.47	\$ 107.76	\$ 262	2.72
Martin Garcia	OE11	8	\$ 43.10		\$ 64.65	\$ 86.20	\$ 21.91	\$ 175.28	\$ 344	4.80
Hector Haro	XLBJ	8	\$ 39.04		\$ 58.56	\$ 78.08	\$ 13.47	\$ 107.76	\$ 312	2.32
Sean Erb	OE11	8	\$ 43.02		\$ 64.53	\$ 86.04	\$ 21.91	\$ 175.28	\$ 344	4.16
Alfredo Rodriguez	LBR1	8	\$ 30.04		\$ 45.06	\$ 60.08	\$ 13.47	\$ 107.76	\$ 240	0.32
Eric Russell	Foreman	2	\$ 38.31		\$ 57.47	\$ 76.62	\$ 13.47	\$ 26.94	\$ 70	6.62
Ngcheludel August	Laborer	2	\$ 30.26		\$ 45.39	\$ 60.52	\$ 13.47	\$ 26.94	\$ 60	0.52
J Moran Cruz	Laborer	2	\$ 30.26		\$ 45.39	\$ 60.52	\$ 13.47	\$ 26.94	\$ 60	0.52
Brian Thrailkill	Superintendent	3	\$ 52.96		\$ 79.44	\$ 105.92	\$ 21.91	\$ 65.73	\$ 158	88.88
					+					
				ΙΔF	OR TOTALS:			\$ 1,125.34	\$ 2,598	8 01

<b>EQUIPMENT CHARGES</b>								
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL
8.20076	Cat 950K Wheel Loader	Loader	Cat	950K	1	8	89.63	\$ 717.04
30.19772	Cat 308E2 Excavator	Excavator	Cat	308	1	8	70.10	\$ 560.80
4.12844	Ford F450 Utility	Truck	Ford	F450	1	3	50.77	\$ 152.31
4.20664	Ford F150	Truck	Ford	F150	1	1	38.65	\$ 38.65
			ļ					
		-						
	<u> </u>					FOLL	IDMENIT TOTAL C.	£ 4.400.00
						EQU	IPMENT TOTALS:	\$ 1,468.80

Subcontractor CHAR	RGES							
Subcontractor		DESCRIPTION	QTY	UNITS	PRICE		TOTAL	
D&D	Offhaul material - 4730		6	HR	\$	141.98	\$	851.88
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
				SUBCON	TRACTOR 1	OTALS:	\$	851.88

Material CHARGES									
VENDOR	DESCRIPTION		QTY	UNITS	PRICE		TOTAL		
WNS	20 LF SDR - Invoice #	<b>#11031431</b>	20	LF	\$	35.49	\$	709.79	
Rinker	12" RCP		144	LF	\$	19.49	\$	2,806.36	
Jensen	Type 3 Dis		2	EA	\$	1,214.74	\$	2,429.47	
							\$		
							\$	-	
							\$	-	
			-		MATERIA	L TOTALS:	\$	5,945.62	

JMMARY				
LABOR TOTAL	\$	2,598.01	EQUIPMENT COST	\$ 1,468.80
Surcharge		12.50%	EQUIPMENT MARKUP %	15.00%
SURCHARGE COST	\$	324.75	EQUIPMENT MARKUP	\$ 220.32
			TOTAL EQUIPMENT COST	\$ 1,689.12
Fringes	\$	1,125.34		
			SUBCONTRACTOR COST	\$ 851.88
MARKUP %		15.00%	SUBCONTRACTOR MARKUP %	10.00%
MARKUP AMOUNT	\$	607.22	SUBCONTRACTOR MARKUP	\$ 85.19
			TOTAL SUBCONTRACTOR COSTS:	\$ 937.07
TOTAL LABOR COSTS:	\$	4,655.32		
			MATERIAL COSTS	\$ 5,945.62
			MATERIAL MARKUP %	15.00%
			MATERIAL MARKUP	\$ 891.84
			TOTAL MARKUP COSTS:	\$ 6,837.46
SUB-TOTAL COS	Т	:	5 14,118.97	
TOTAL COST		:	5 14,118.97	



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 11/14/2023 Shift: Day
DESCRIPTION: Crew started the day in Phase 4, laying out for Penhall then moved to continue the SD at the Pawn Shop. The pipe crew worked on laying the 12 inch RCP from DI to DI. The crew laid out the pipe run and removed the existing ac. The crew D/L/B 120 LF of pipe. One truck to offhaul and backhaul material and used a rental excavator. The crew has minor work in the morning to complete this work.

LABOR CHARGES														
NAME	CRAFT	ST HRS	ST RA	TE	OT HRS	OT RAT	E DT HRS	DT RATE	Frin	nge Rate	FRINGE	TOTAL	LABOR	R TOTAL
Jeffrey Puliti	Foreman	5	\$	49.94	2	\$ 74.9	1	\$ 99.88	\$	21.91	\$	153.37	\$	399.52
Cesar Reyes	XLBJ	5	\$	32.84	1	\$ 49.2	6	\$ 65.68	\$	13.47	\$	80.82	\$	213.46
Mario Ruiz	XLBJ	7	\$	32.84	1	\$ 49.2	6	\$ 65.68	\$	13.47	\$	107.76	\$	279.14
Martin Garcia	OE11	5	\$	43.10	1	\$ 64.6	5	\$ 86.20	\$	21.91	\$	131.46	\$	280.15
Hector Haro	XLBJ	7	\$	39.04	1	\$ 58.5	6	\$ 78.08	\$	13.47	\$	107.76	\$	331.84
Sean Erb	OE11	5	\$	43.02	1	\$ 64.5	3	\$ 86.04	\$	21.91	\$	131.46	\$	279.63
Alfredo Rodriguez	LBR1	8	\$	30.04	1	\$ 45.0	6	\$ 60.08	\$	13.47	\$	121.23	\$	285.38
Brian Thrailkill	Superintendent	2	\$	52.96		\$ 79.4	4	\$ 105.92	\$	21.91	\$	43.82	\$	105.92
		+						1						
		1												
									<u> </u>					
		+							<u> </u>					
	•	•			LAB	OR TOTAL	S:				\$	877.68	\$ 2	2,175.04

EQUIPMENT CHARGES									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTA	\L
8.29440	Cat 950M Wheel Loader	Loader	Cat	950M	1	5	84.45	\$	422.25
				<b>_</b>					
								_	
			-	1		-		-	
			+	-					
	+			1				+	
	-	-		1			+	+	
EQUIPMENT TOTALS:								\$	422.25

Subcontractor CHARGE	S							
Subcontractor		DESCRIPTION	QTY	UNITS	PRICE		TOTAL	
H&E	Excavator Equipment Rental		5	HR	\$	26.66	\$	133.30
SRT	Hauling - 409031		5	HR	\$	135.43	\$	677.17
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
				SUBCONTI	RACTOR T	OTALS:	\$	810.47

Material CHARGES						
VENDOR	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
				MATERIAL TO	ALS: \$	- 1

JMMARY			
LABOR TOTAL	\$ 2,175.04	EQUIPMENT COST	\$ 422.25
Surcharge	12.509		15.00%
SURCHARGE COST			\$ 63.34
		TOTAL EQUIPMENT COST	\$ 485.59
Fringes	\$ 877.68		
ŭ .		SUBCONTRACTOR COST	\$ 810.47
MARKUP %	15.009	SUBCONTRACTOR MARKUP %	10.00%
MARKUP AMOUNT	\$ 498.69	SUBCONTRACTOR MARKUP	\$ 81.05
		TOTAL SUBCONTRACTOR COSTS:	\$ 891.52
TOTAL LABOR COSTS:	\$ 3,823.29		
		MATERIAL COSTS	\$ -
		MATERIAL MARKUP %	15.00%
		MATERIAL MARKUP	\$ -
		TOTAL MARKUP COSTS:	\$ -
SUB-TOTAL COS	т	\$ 5,200.39	
30D 101/12 000	•	Ψ 0,200.00	
TOTAL COST		\$ 5,200.39	
TOTAL COST		φ 5,200.35	



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 11/15/2023

DESCRIPTION: Today the crew finished installing the last couple feet of 12" RCP to connect the two type 3 Dis. The crew finished backfilling the pipe and Di's and completed grouting the inside of the Di's.

LABOR CHARGES									
NAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR TOTAL
Jeffrey Puliti	Foreman	2	\$ 49.94		\$ 74.91	\$ 99.88	\$ 21.91	\$ 43.82	\$ 99.88
Cesar Reyes	XLBJ	2	\$ 32.84		\$ 49.26	\$ 65.68	\$ 13.47	\$ 26.94	\$ 65.68
Mario Ruiz	XLBJ	2	\$ 32.84		\$ 49.26	\$ 65.68	\$ 13.47	\$ 26.94	\$ 65.68
Martin Garcia	OE11	2	\$ 43.10		\$ 64.65	\$ 86.20	\$ 21.91	\$ 43.82	\$ 86.20
Hector Haro	XLBJ	2	\$ 39.04		\$ 58.56	\$ 78.08	\$ 13.47	\$ 26.94	\$ 78.08
Sean Erb	OE11	2	\$ 43.02		\$ 64.53	\$ 86.04	\$ 21.91	\$ 43.82	\$ 86.04
Alfredo Rodriguez	LBR1	2	\$ 30.04		\$ 45.06	\$ 60.08	\$ 13.47	\$ 26.94	\$ 60.08
Brian Thrailkill	Superintendent	2	\$ 52.96		\$ 79.44	\$ 105.92	\$ 21.91	\$ 43.82	\$ 105.92
						-			
		I .							
				LABO	OR TOTALS:			\$ 283.04	\$ 647.56

EQUIPMENT CHARGES									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL	
8.20076	Cat 950K Wheel Loader	Loader	Cat	950K	1	2	89.63	\$	179.26
		+	-			1			
		+	-			1			
		-	+			-			
		-	1			1		1	
EQUIPMENT TOTALS:								\$	179.26

Subcontractor CHARGE	S							
Subcontractor		DESCRIPTION	QTY	UNITS	PRICE		TOTAL	
H&E	Excavator Equipmen	t Rental	2	HR	\$	26.66	\$	53.32
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
				SUBCONT	RACTOR T	OTALS:	\$	53.32

Material CHARGES						
VENDOR	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
				MATERIAL TO	ALS: \$	- 1

JMMARY				
LABOR TOTAL	\$ 647.56	EQUIPMENT COST	\$	179.26
Surcharge	12.50%	EQUIPMENT MARKUP %	•	15.00%
SURCHARGE COST		EQUIPMENT MARKUP	\$	26.89
		TOTAL EQUIPMENT COST	\$	206.15
Fringes	\$ 283.04		•	
3**		SUBCONTRACTOR COST	\$	53.32
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT	\$ 151.73	SUBCONTRACTOR MARKUP	\$	5.33
		TOTAL SUBCONTRACTOR COSTS:	\$	58.65
TOTAL LABOR COSTS:	\$ 1,163.28			
		MATERIAL COSTS	\$	-
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	-
		TOTAL MARKUP COSTS:	\$	-
SUB-TOTAL COS	Г	\$ 1,428.08		
30B-101AE 603	I	φ 1,420.00		
TOTAL COST		\$ 1,428.08		
TOTAL COOT		ψ 1,420.00		



All prices shown in US dollars (\$)

Rental Rate Blue Book® March 4, 2024

#### Ford SUPER DUTY F-450 XL 4X4 DIESEL (disc. 2016)

Light Duty Trucks

Size Class:

Weight:

N/A



#### Configuration for SUPER DUTY F-450 XL 4X4 DIESEL (disc. 2016)

Power ModeDieselWheelbase172 InchesModel TrimXLGross Vehicle Weight Rating14000 Pounds

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

		Ownership C	Costs		Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$3,845.00	USD \$1,075.00	USD \$270.00	USD \$41.00	USD \$28.92	USD \$50.77
Adjustments						
Region ( 100%)	-	-	-	-		
Model Year (2016: 100%)	-	-	-	<u> </u>		
Adjusted Hourly Ownership Cost (100%)	-	-	-			
Hourly Operating Cost (100%)					-	
Total:	USD \$3,845.00	USD \$1,075.00	USD \$270.00	USD \$41.00	USD \$28.92	USD \$50.77

Non-Active Use Rates
Standby Rate
USD \$12.23
Idling Rate
USD \$38.87

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	23%	USD \$884.35/mo
Overhaul (ownership)	44%	USD \$1,691.80/mo
CFC (ownership)	16%	USD \$615.20/mo
Indirect (ownership)	17%	USD \$653.65/mo
Fuel (operating) @ USD 4.15	58.85%	USD \$17.02/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



All prices shown in US dollars (\$)

Rental Rate Blue Book® March 1, 2024

#### Ford F-150 XL 4X2 GAS

Light Duty Trucks

Size Class:

Weight:

N/A



#### Configuration for F-150 XL 4X2 GAS

Power ModeGasolineWheelbase122.8 InchesModel TrimXLGross Vehicle Weight Rating6010 Pounds

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

		Estimated Operating Costs	FHWA Rate**			
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$2,175.00	USD \$610.00	USD \$155.00	USD \$23.00	USD \$25.86	USD \$38.22
Adjustments						
Region ( 105%)	USD \$108.75	USD \$30.50	USD \$7.75	USD \$1.15	·	
Model Year (2022: 98.59%)	(USD \$32.15)	(USD \$9.02)	(USD \$2.29)	(USD \$0.34)		
Adjusted Hourly Ownership Cost (100%)	-	-	-			
Hourly Operating Cost (100%)					-	
Total:	USD \$2,251.60	USD \$631.48	USD \$160.46	USD \$23.81	USD \$25.86	USD \$38.65

Non-Active Use RatesHourlyStandby RateUSD \$6.40Idling RateUSD \$30.14

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	23%	USD \$500.25/mo
Overhaul (ownership)	44%	USD \$957.00/mo
CFC (ownership)	16%	USD \$348.00/mo
Indirect (ownership)	17%	USD \$369.75/mo
Fuel (operating) @ USD 3.24	67.09%	USD \$17.35/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



All prices shown in US dollars (\$)

Rental Rate Blue Book® March 1, 2024

#### Caterpillar 950K (disc. 2015)

4-Wd Articulated Wheel Loaders

Size Class: 200 - 224 hp Weight: 42068 lbs



#### Configuration for 950K (disc. 2015)

Horsepower 211.0 hp Operator Protection ROPS/FOPS

Power Mode Diesel

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

Ownership Costs				Estimated Operating Costs	FHWA Rate**	
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$8,210.00	USD \$2,300.00	USD \$575.00	USD \$86.00	USD \$40.65	USD \$87.30
Adjustments						
Region ( 105%)	USD \$410.50	USD \$115.00	USD \$28.75	USD \$4.30		
Model Year (2015: 100%)	-	-	-	-	_	
Adjusted Hourly Ownership Cost (100%)	-	-	-	XO.		
Hourly Operating Cost (100%)					-	
Total:	USD \$8,620.50	USD \$2,415.00	USD \$603.75	USD \$90.30	USD \$40.65	USD \$89.63

Non-Active Use Rates
Standby Rate
USD \$24.49
Idling Rate
USD \$64.85

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	39%	USD \$3,201.90/mo
Overhaul (ownership)	32%	USD \$2,627.20/mo
CFC (ownership)	18%	USD \$1,477.80/mo
Indirect (ownership)	11%	USD \$903.10/mo
Fuel (operating) @ USD 4.15	39.04%	USD \$15.87/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



All prices shown in US dollars (\$)

Rental Rate Blue Book® March 4, 2024

#### Caterpillar 950M

4-Wd Articulated Wheel Loaders

Size Class: 225 - 249 hp Weight: N/A



#### **Configuration for 950M**

Horsepower 230.0 hp

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

Ownership Costs				Estimated Operating Costs	FHWA Rate**	
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$8,295.00	USD \$2,325.00	USD \$580.00	USD \$87.00	USD \$37.32	USD \$84.45
Adjustments						
Region ( 100%)	-	-	-	- 4		
Model Year (2024: 100%)	-	-	-	-		
Adjusted Hourly Ownership Cost (100%)	-	-	-	~(C)		
Hourly Operating Cost (100%)					-	
Total:	USD \$8,295.00	USD \$2,325.00	USD \$580.00	USD \$87.00	USD \$37.32	USD \$84.45

Non-Active Use Rates
Standby Rate
USD \$32.05
Idling Rate
USD \$63.98

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	39%	USD \$3,235.05/mo
Overhaul (ownership)	32%	USD \$2,654.40/mo
CFC (ownership)	18%	USD \$1,493.10/mo
Indirect (ownership)	11%	USD \$912.45/mo
Fuel (operating) @ USD 4.15	45.15%	USD \$16.85/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



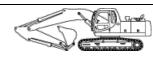
All prices shown in US dollars (\$)

Rental Rate Blue Book® March 4, 2024

Caterpillar 308E2 CR (disc. 2020)

Crawler Mounted Hydraulic Excavators

Size Class: 6.5 - 8.4 mt Weight: N/A



#### Configuration for 308E2 CR (disc. 2020)

Horsepower 65.0 hp Operating Weight 18519 lbs
Power Mode Diesel

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs			Estimated Operating Costs	FHWA Rate**	
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$6,930.00	USD \$1,940.00	USD \$485.00	USD \$73.00	USD \$28.76	USD \$68.14
Adjustments						
Region ( 105%)	USD \$346.50	USD \$97.00	USD \$24.25	USD \$3.65		
Model Year (2020: 100%)	-	-	-	- 10		
Adjusted Hourly Ownership Cost (100%)	-	-	-			
Hourly Operating Cost (100%)					-	
Total:	USD \$7,276.50	USD \$2,037.00	USD \$509.25	USD \$76.65	USD \$28.76	USD \$70.10

Non-Active Use Rates
Standby Rate
USD \$20.67
Idling Rate
USD \$48.18

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	30%	USD \$2,079.00/mo
Overhaul (ownership)	45%	USD \$3,118.50/mo
CFC (ownership)	15%	USD \$1,039.50/mo
Indirect (ownership)	10%	USD \$693.00/mo
Fuel (operating) @ USD 4.15	23.78%	USD \$6.84/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.

D & D Transport , LLC PO BOX 885 SPARKS, NV 89432 US (775)223-3432 duncan.ddtransport@gmail.com

## INVOICE

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BIL	- 1	O
		v

Granite Construction

Company

1900 Glendale Ave Sparks, NV 89432 SHIP TO

**Granite Construction** 

Company

1900 Glendale Ave Sparks, NV 89432 **INVOICE # 4730** 

DATE 11/10/2023

DUE DATE 12/25/2023

TERMS Net 45

SHIP DATE 11/10/2023	P.O. NUMBER 1128940	POINT OF ORIGIN Cold Springs, NV	<b>DESTINATION</b> Oddie Blvd - S	27
DESCRIPTION		QTY	RATE	AMOUNT
10 Wheeler-Travel		1	118.00	118.00
10 Wheeler-Reg Prevailin	g	5	125.00	625.00
10 Wheeler-OT Prevailing	J	3.25	129.00	419.25
13% Fuel Surcharge		1,162.25	0.13	151.09

There is a finance charge of 1.5% per month on all past due accounts.

**BALANCE DUE** 

\$1,313.34

<sup>\*</sup>Daily and hourly rates for any time in excess of this form will be billed at applicable rates. Inclement weather, mud/snow or other road conditions that impede progress will be billed for excess time. We are not responsible for damage done by delivery trucks. Damages done to our equipment will be billed to the customer. If legal action is required to effect payment on this invoice, customer agrees to pay all court costs, attorney fees, and interest charges.

### MC #868372 US DOT 2504735 (775) 223-3432

# **D&D TRANSPORT, LLC**

PO BOX 885

INVOICE 4730

duncan.ddtransport@gmail.com

SPARKS, NV 89432

JOB NO. //	289	40		P,O.	P.O. NO DATE //-//>											
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# Invoice

Date	Invoice #			
11/14/2023	409031			
Due Date	12/14/2023			

-	-
Bill	10

GRANITE CONSTRUCTION 1900 GLENDALE AVE SPARKS, NV 89431-5507

P.O. No.	Terms	Project
	Net 30	1128940*/Pyramid & Oddie

Quantity	Description	Rate	Amount
	travel time PREVAILING WAGE Transport top soild on site at Oddie Blvd job Transport AC rubble from Oddie Blvd job to Granite Lockwood.	117.00 122.00	117.00 884.50
	Ten Wheeler -159- 12% FUEL SURCHARGE	115.83	115.83

Phone #

Total

\$1,117.33

#### SIERRA RENTAL & TRANSPORT CO., INC. ICC NO. MC153383 CA 32592 1305 KLEPPE LANE, SPARKS, NEVADA 89431 TELEPHONE (775) 358-7344 No.409031 Equip. No. CARRYING CAPACITY Origin Where Mat'l Was Loaded Destination dockwood Where Mat'l Delivered CONSIGNEE CUSTOMER ADDRESS **ADDRESS** CITY CITY PO# COMMODITY 0501 UNLOADING TIMES LOADING TIMES **TAG NUMBER** WEIGHT **REMARKS** DEPART ARRIVE ARRIVE DEPART 130 4. 5. 6. 7. 8. 9. 10. 11. Every effort will be made to place material where customer designates, but the company assumes no responsibility for damages inside curb or property line. If customer still demands delivery, the customer is responsible for towing charges, labor charges, damage to truck equipment and all down time while being repaired. DESCRIPTION RATE TOTAL AMOUNT 10 WH. ☐ END DUMP ☐ TRANSFER ☐ FLAT BED ☐ BOTTOM DUMP ☐ WATER TRUCK ☐ TRACTOR ☐ PUP LOBED

TRAIN NO. AXLES

① START TIME
② ENDING TIME
A.M.
P.M.
3 150 P.M.
8 14 HRS.
HRS.
8 14 HRS.

RECEIVED IN GOOD ORDER BY AUTHORIZED REPRESENTATIVE (CUSTOMER SIGNATURE)

REMARKS OR REASONS FOR DELAYS:

DRIVER'S SIGNATURE

Debtor Agrees to Pay Legal Fees, Court Costs for Collection of Delinquent Accounts and Legal Rate of Interest for Past Due



Branch:

H&E EQUIPMENT SERVICES, INC. #4039

845 N. Hills Boulevard Reno, NV 89506-6800

Phone: (775) 358-3323 Fax: (775) 358-9507

Billed to:

GRANITE CONSTRUCTION CO 1900 Glendale Ave Sparks, NV 89431-5507

Remit to:

H&E EQUIPMENT SERVICES, INC.

PO Box 849850

Dallas, TX 75284-9850

Ship to:

Granite Construction 1900 Glendale Ave Sparks, NV 89431

Rental Invoice #

97140328

Amount (USD)

\$4,265.99

Customer#

**Invoice Date** 

Net due in 30 days

1025417

Contract #

310618718

Incoterm

**H&E Delivery** 

PO#

Terms

El Ranch/Oddie

**Project Name** 

**Granite Construction** DARLA PHONIX

Ordered By **Billing Start Date** 

Billing End Date Reference Inv #

#### Rental Items

Qty Item	Description	Day	Week	4 Week	Amount
1 10298635	Excavator 9-9.9 T w/Thm C/A	\$550.00	\$1,525.00	\$3,700.00	\$3,600.00
	YP-YANMAR SV100 SN-AG717				
	Meter Out/In: 2389.0/2389.0				
				Rental	\$3,600.00
Miscellaneous Items					
Qty	Description		Unit Price	<b>)</b>	Amount
1	Delivery Charge		\$160.00		\$160.00
1	Pick Up Charge		\$160.00		\$160.00
5.1	Gas		\$9.50		\$48.45
			Miscel	laneous	\$368.45
			3	Subtotal	\$3,968.45
Γax Items					
	Description				Amount
	State Tax				\$165.60
	County Tax				\$131.94
	City/District Tax				\$0.00
				Tax	\$297.54
			INVOICE	TOTAL	\$4,265.99

Chargeout-Adrian Mi

# INVOICE





950 S. Rock Blvd. • Sparks, NV 89431 (775) 359-5800 • goblueteam.com \*NEW\* REMIT PAYMENT TO: WESTERN NEVADA SUPPLY 950 S. ROCK BLVD. SPARKS, NV 89431-5922

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

INVOICE#	INVOICE DATE					
11031431	11/10/23					
ACCOUNT NO.	CUSTOMER P.O.					
75925M	1128940					
JOB ACCT. NO.	PAGE					
75925	1 of 1					

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2 % Servic	e Charge per month (18% annual	lly). If legal action is ne	cessary to	collect a d	elinquent	account, p	ourchaser		TAX		54.1	
ees to nav	a reasonable attorney's fee.							100	ORDER			



#### **Remit To:**

9895 Double R Blvd. Reno, NV 89521 (775) 352-2700 - Fax (775) 359-6364 Toll Free (877) 914-2705

**Sold To:** 100025

Granite Construction Company - Sparks

PO Box 1507

French Camp CA 95231

#### INVOICE

Invoice ID: CD99218438
Invoice Date: 11/10/2023
Sales Rep: Dulce Muller
Sales Site: Sparks, NV
Order Number: K138212

Customer PO: Oddie-1128940
Payment Terms: Net 30 Days

Ship To: WILL-CALL 625 Bergin Way Sparks NV 89431

Qty	UOM	Part No - Description		Unit Price	Net Amount
1	PCS Shipment	200072722 - Drop Inlet Package 242 (s): 287869	24x36 Type 3R	1,117.00	1,117.00
1	PCS Shipment	200072723 - Drop Inlet Package 242 (s): 287869	24x48 Type 3R	1,127.00	1,127.00
			Sub Total		2,244.00
			Total Tax		185.47
			Invoice Amount		2,429.47

### **INVOICE**

Page No. 1 of 1

INVOICE NO.

27367449



RINKER MATERIALS
P.O. BOX 936217
ATLANTA, GA 31193-6217

Rinker

MATERIALS™

A QUIKRETE® COMPANY

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20230707082911-534

GRANITE CONSTRUCTION COMPANY

PO BOX 50085

WATSONVILLE CA 95077-5085

SHIPTO	689650	ODDIE BLVD - RTC CORRIDOR PROJECT ODDIE BLVD GREENBRAE NV 89431
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CUSTOMER P.O.NUMBER	ORDER DATE	REF NO.	DATE DUE	DUNS NUMBER
906	07/06/23		08/10/23	08-062-8247

INVOICE SHIP DATE	SHIP VIA	TERMS	TAX ID
07/06/23	Common Carrier	Net 10th Prox	

QUANTITY	ITEM NO.	DESCRIPTION	PRICE	U/M	AMOUNT
486	1183989	12"x6' RCP C76 CL V, T&G Joint	18.000	FT	8,748.00
	22981476 SO	9597436-SB			
3	1201644	3/4" BUTYL SEALANT	.000	EA	.00
	22981476 SO	9597436-SB			
264	1182943	18x8' CL3 TG RCP	22.750	FT	6,006.00
	22981673 SO	9597436-SB			
2	1201644	3/4" BUTYL SEALANT	.000	EA	.00
	22981673 SO	9597436-SB			

THIS MATERIAL SHIPPED RINKER MATERIALS RENO 999 MARIETTA WAY SPARKS NV 89431	SUB-TOTAL ▶	14,754.00
Tel: (775)358-4430 Fax: (775)355-1982	TAX ▶	1,219.42
This invoice incorporates herein by reference Buyer's previously executed Credit Application, If any, Seller's Standard Terms and Conditions, this Seller's Quotation and Seller's Order Confirmation (including limitations of warranties) as fully set forth on this invoice (as amended, modified, supplemented, restated and/or supplemented, restated and/or replaced by mutual written Agreement). Buyer agrees that, unless otherwise noted herein all quantities and items were delivered as indicated and further expressly agrees to pay in accordance with this Agreement. Interest shall accrue on late payments.	INVOICE TOTAL ▶	15,973.42
INVOICE DATE IS DATE SHIPPED. PAST DUE ACCOUNTS ARE SUBJECT TO 18% A.P.R. CHARGE.	USD DOLLARS	PLEASE PAY FROM THIS INVOICE



#### PCO #22 - Sadleir SDMH Fix

Item	Date	Description		Total
1	2/27/2024	Crew found out that the manhole on the southwest corner of Sadlier Way was sitting on steel plate. They removed the steel plate and placed a 30" flat top we had on hand.	a <b>\$</b>	244.35
2	3/1/2024	We exchanged the 30" flat top we had for a 24" flat top from Jensen Precast. The crew installed a low profile frame and cover to get adjusted to top of curb.	\$	963.77
		То	al = \$	1,208.13



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 2/27/2024 Shift: Day
DESCRIPTION: Crew found out that the manhole on the southwest corner of Sadlier Way was sitting on a steel plate. They removed the steel plate and placed a 30" flat top we had on hand.

EVANDOR	ABOR CHARGES	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGET	TOTAL	LAR∩₽	TOTAL
Laborer   2   \$ 35.28   \$ 52.92   \$ 70.56 \$ 13.47 \$ 26.94 \$							DITINO						70.42
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LABOR TOTAL \$ 140.98 Surcharge 12.50% SURCHARGE COST \$ 17.62 Fringes \$ 53.88 SUBCONTRACTOR COST \$ 15.00% SUBCONTRACTOR MARKUP % SUBCONTRACTOR MARKUP % SUBCONTRACTOR MARKUP % SUBCONTRACTOR MARKUP % SUBCONTRACTOR COST SUBCONTRACTOR MARKUP % SUBCONTRACTOR COST SUBCONTRACTOR MARKUP % SUBCONTRACTOR COST SUBCONTRACTOR MARKUP TOTAL SUBCONTRACTOR COSTS: \$ - MATERIAL COSTS \$ - MATERIAL MARKUP % SUBCONTRACTOR MARKUP % SUBCONTRACTOR COSTS: \$ - MATERIAL MARKUP % SUBCONTRACTOR MARKUP % SUBCONTRACTOR COSTS: \$ - MATERIAL MARKUP % SUBCONTRACTOR MARKUP % SUBCONTRACTOR COSTS: \$ - MATERIAL MARKUP									-	//ATERIAL T	OTALS:	\$	-
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Surcharge   12.50%   EQUIPMENT MARKUP %   EQUIPMENT MARKUP %   EQUIPMENT MARKUP   \$   TOTAL EQUIPMENT COST   \$   TOTAL EQUIPMENT MARKUP   \$   TOTAL EQUIPMENT COST   \$   TOTAL EQUIPMENT MARKUP   TOTAL EQUIPMENT MARKUP   \$   TOTAL EQUIPMENT MARKUP	O.M.III-AICT												
Surcharge   12.50%   EQUIPMENT MARKUP %   EQUIPMENT MARKUP %   EQUIPMENT MARKUP   \$   TOTAL EQUIPMENT COST   \$   TOTAL EQUIPMENT MARKUP   \$   TOTAL EQUIPMENT COST   \$   TOTAL EQUIPMENT CO		LABOR TOTAL	\$ 140.98		EQUIP	MENT COST				\$	-		
SURCHARGE COST \$ 17.62		Surcharge	12.50%		EQUIPMENT	MARKUP %					15.00%		
MARKUP %   15.00%   SUBCONTRACTOR COST   \$ -		SURCHARGE COST								\$	-		
SUBCONTRACTOR COST   S		Fringes	\$ 53.90		TOTAL EQUIP	MENT COST				\$	-		
MARKUP %         15.00%         SUBCONTRACTOR MARKUP %         10.00%           MARKUP AMOUNT \$ 31.87         \$ SUBCONTRACTOR MARKUP \$ \$ -           TOTAL LABOR COSTS: \$ 244.35         * TOTAL SUBCONTRACTOR COSTS: \$ -           MATERIAL COSTS         * -           MATERIAL MARKUP %         15.00%           MATERIAL MARKUP COSTS: \$ -         * -		riliges	ψ 33.68		SUBCONTRA	CTOR COST				\$	-		
TOTAL SUBCONTRACTOR COSTS: \$ -  TOTAL LABOR COSTS: \$ 244.35  MATERIAL COSTS  MATERIAL MARKUP % 15.00%  MATERIAL MARKUP   \$ -  TOTAL MARKUP COSTS: \$ -					CONTRACTOR	MARKUP %					10.00%		
TOTAL LABOR COSTS: \$ 244.35  MATERIAL COSTS  MATERIAL MARKUP %  MATERIAL MARKUP \$ -  TOTAL MARKUP COSTS: \$ -		MARKUP AMOUNT	\$ 31.87										
MATERIAL COSTS  MATERIAL MARKUP %  MATERIAL MARKUP \$ -  TOTAL MARKUP COSTS: \$ -		TOTAL LABOR COSTS:	\$ 244.35	IOIAL	SUBCONTRAC	IOK COS15:				Ф	-		
MATERIAL MARKUP % 15.00%  MATERIAL MARKUP \$ -  TOTAL MARKUP COSTS: \$ -		. 3 2 .301. 00010.			MATE	RIAL COSTS				\$	-		
MATERIAL MARKUP \$ - TOTAL MARKUP COSTS: \$ -												-	
TOTAL MARKUP COSTS: \$ -										\$			
OUR TOTAL COST					TOTAL MARI	KUP COSTS:				\$	-		
OUR TOTAL COST													
		OUD TOTAL COST	-										
SUB-TOTAL COST \$ 244.35		SUB-TOTAL COS	I	\$ 244.	35								
TOTAL COST \$ 244.35		TOTAL COST		\$ 244.	35								

15.00%

68.04 521.67

GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 3/1/2024
DESCRIPTION: We exchanged the 30" flat top we had for a 24" flat top from Jensen Precast. The crew installed a low profile frame and cover to get adjusted to top of curb.

SUB-TOTAL COST

TOTAL COST

LABOR CHARGES														
NAME	CRAFT	ST HRS	ST RA		OT HRS	OT RATE	DT HRS	DT RATE				TOTAL		R TOTAL
Austin Marcum	Operator	1	\$	50.96		\$ 76.44		\$ 101.92		22.98	\$	22.98		50.96
ose Murillo	Laborer Laborer	1	\$	35.36 35.36	1	\$ 53.04 \$ 53.04		\$ 70.72 \$ 70.72		13.47	\$	13.47 13.47	\$	35.36 35.36
saac Rodriguez	Laborer	2	\$	35.23		\$ 52.85		\$ 70.72	_	13.47	\$	26.94	\$	70.46
Brian Thrailkill	Superintendent	1	\$	60.83		\$ 91.25		\$ 121.66	\$	22.98	\$	22.98	\$	60.83
	L	I	1		LABO	R TOTALS:	ļ.	I			\$	99.84	\$	252.97
EQUIPMENT CHARGE														
EQUIP. #	D	ESCRIPTION			TYPE	MAKE	MODEL	Count	HOL	JRS	RATE		TOTAL	_
		_								EQU	PMENT	TOTALS:	\$	-
Subcontractor CHARG Subcontractor	EES		DESC	RIPTION				QTY	UNI	TS	PRICE		TOTAL	_
													\$	-
													\$	-
													\$	-
													\$	-
	<u> </u>							1	SUE	CONTR	ACTOR	TOTALS:	\$	=
Material CHARGES														
VENDOR Jensen Precast	100001669 - MANHO	OLE ELAT TOP		RIPTION	=			QTY 1	UNI	LS	PRICE \$	453.63	TOTAL	453.63
Jensen i recast	100001009 - WANTE	DEE LEAT TOT	D-1030A	03.23 241						LO	Ψ	400.00	\$	-
													\$	-
								-					\$	-
								1					\$	
										M	ATERIAL	TOTALS:	\$	453.63
SUMMARY														
	LABOR TOTAL	\$ 252.97			EOLIIDA	MENT COST					\$			
	Surcharge				EQUIPIN						Ψ	15.00%		
	SURCHARGE COST					IT MARKUP					\$ \$	-		
	Fringes	\$ 99.84												
	MARKUP %			SUBCC	SUBCONTRACTOR	MARKUP %					\$	10.00%		
	MARKUP AMOUNT				CONTRACTO						\$ \$	-		
	TOTAL LABOR COSTS	: \$ 442.10				RIAL COSTS					\$	453.63		

MATERIAL MARKUP %

MATERIAL MARKUP TOTAL MARKUP COSTS:

\$ 963.77

963.77

\$



9895 Double R Blvd. Reno, NV 89521 (775) 352-2700 - Fax (775) 359-6364 Toll Free (877) 914-2705

PLEASE NOTE: Our Remit To address has changed.
PO Box 103547 - Pasadena, CA 91189-3547

**Sold To:** 100025

Granite Construction Company - Sparks

PO Box 1507

French Camp CA 95231

#### INVOICE

Invoice ID: CD99228949
Invoice Date: 3/1/2024
Sales Rep: Dulce Muller
Sales Site: Sparks, NV
Order Number: K139093

Customer PO: RTC ODDIE WELLS

Payment Terms: Net 30 Days

Ship To: WILL-CALL 625 Bergin Way Sparks NV 89431

Qty	UOM	Part No - Description		Unit Price	Net Amount
1	PCS Shipment	100001669 - MANHOLE FLAT TOP D (s): 303470	4858x09.25 24E	419.00	419.00
		:	Sub Total		419.00
		<u>_</u>	Total Tax		34.63
		1	nvoice Amount		453.63

Want to pay on-line? Please e-mail ar@jensenprecast.com to get set up on the new Customer Portal. If you already have access, please go to account.jensenprecast.com to log in and pay your account.



#### PCO #27 - DWY RPL STA 28+41

Item	Date	Description	Total
1	3/30/2024	Crew removed curb and gutter and sidewalk transition area in the disputed area (12'x7'). 1 CY concrete removed.	\$ 1,204.66
2	4/3/2024	Concrete crew formed and poured the area to have curb meeting top of wing to top of wing. 1 CY poured.	\$ 958.34
		Total =	\$ 2,163.00



TOTAL COST

\$ 1,204.66

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 3/30/2024 Shift: Day
DESCRIPTION: Crew removed curb and gutter and sidewalk transition area in the disputed area (12'x7'). 1 CY concrete removed.

NAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HPS	DT RATE	Fringe Rate	FRINGE TO	ΤΔΙ	LABOR	ΤΩΤΔΙ
nthony Thrailkill	Laborer	STIKS	\$ 35.58		\$ 53.37	DITING	\$ 71.16			26.94	\$	106.74
se Murillo	Laborer		\$ 35.24		\$ 52.86		\$ 70.48			13.48	\$	52.86
ustin Marcum	Operator		\$ 51.54		\$ 77.31		\$103.08	\$ 22.98		45.96	\$	154.62
antiago Lugo	Laborer		\$ 35.35		\$ 53.03		\$ 70.70			13.47	\$	53.03
eluini Havosi	Operator Foreman		\$ 53.40		\$ 80.10		\$ 106.80	\$ 22.98		22.98	\$	80.10
evin Kiger rian Thrailkill	Laborer		\$ 35.60 \$ 61.27		\$ 53.40 \$ 91.91	2	\$ 71.20 \$ 122.54	\$ 13.07 \$ 22.98		13.07 45.96	\$	53.40
nan maikii	Superintendent		\$ 61.27		\$ 91.91	2	\$ 122.34	\$ 22.90	3 '	+5.90	ā	245.08
				LABC	R TOTALS:				\$ 18	81.86	\$	745.83
QUIPMENT CHARGES		SCRIPTION		TYPE	MAKE	MODEL	Count	HOURS	RATE	-	TOTAL	
3.10920	Cat It38g Tool Carrier	SCRIPTION		Tool Carrier		It38g	1	0.5		53.24	\$	26.62
.10920	Cat 130g 1001 Camer			Tool Camer	Oat	11309		0.3		33.Z4	<b>.</b>	20.02
	•				•			EQU	IPMENT TOT	ALS:	\$	26.62
Subcontractor CHARG Subcontractor	ES		DESCRIPTION	1			QTY	UNITS	PRICE		TOTAL	
											\$	
											\$	-
											\$	-
											\$	
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											\$	
								SUBCONTR	ACTOR TOT	ALS:	\$	-
Material CHARGES /ENDOR			DESCRIPTION	ı			QTY	UNITS	PRICE		TOTAL	
LINDOR			DEGOTAL HOL				Q I I	OWITO	ITRIOL		\$	
											\$	-
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								I M	ATERIAL TO	TALS:	\$	-
SUMMARY												
	LABOR TOTAL Surcharge			EQUIPN EQUIPMENT	MENT COST					26.62 5.00%		
	SURCHARGE COST	\$ 93.23			T MARKUP				\$	3.99 30.61		
	Fringes  MARKUP %	\$ 181.86 15.00%	-	SUBCONTRAC					\$	0.00%		
	MARKUP AMOUNT	\$ 153.14	SUE TOTAL SU	BCONTRACTO JBCONTRACTO	R MARKUP				\$ \$	-		
	TOTAL LABOR COSTS:	<b>э</b> 1,1/4.05		MATER MATERIAL	IAL COSTS				\$	5.00%		
					L MARKUP				\$	5.00%		

TOTAL COST

\$

958.34



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 4/3/2024 Shift: Day
DESCRIPTION: Concrete crew formed and poured the area to have curb meeting top of wing to top of wing. 1 CY poured.

ABOR CHARGES														
IAME	CRAFT	ST HRS	STI	RATE	OT HRS	OT RATE	DT HRS	DT RATE	Frinc	e Rate	FRINGE	TOTAL	LABO	R TOTA
aul Hernandez	Mason Foreman	1	\$	49.35	1	\$ 74.03		\$ 98.70	\$	13.07	\$	26.14	\$	123.
rancisco Gonzalez	Laborer	1	\$	39.11	1	\$ 58.67		\$ 78.22	\$	13.47	\$	26.94	\$	97.
ederico Talancon	Laborer	1	\$	40.16		\$ 60.24		\$ 80.32	\$	13.48	\$	13.48	\$	40.
usebio Sanchez	Laborer	1	\$	39.15		\$ 58.73		\$ 78.30	\$	13.48	\$	13.48	\$	39.
evin Kiger	Laborer	1	\$	35.60		\$ 53.40		\$ 71.20	\$	13.07	\$	13.07	\$	35
ose Montano	Mason	1	\$	32.34		\$ 48.51		\$ 64.68	\$	13.07	\$	13.07	\$	32
Ianuel Parra Milanes	Mason	1	\$	38.85		\$ 58.28		\$ 77.70	\$	13.07	\$	13.07	\$	38.
ernando Plascencia	Mason	1	\$	32.34		\$ 48.51		\$ 64.68	\$	13.07	\$	13.07	\$	32
uan Rodriguez	Mason	1	\$	38.85		\$ 58.28		\$ 77.70	\$	13.07	\$	13.07	\$	38
uan Rounguez	IVIASUTI		Φ	30.03		\$ 30.20		\$ 77.70	Ф	13.07	Þ	13.07	Ф	30
						_								
			_			_								
			_											
					LAB	OR TOTALS:					\$	145.39	\$	478
QUIPMENT CHARGES														
QUIP. #	DI	ESCRIPTION			TYPE	MAKE	MODEL	Count	HOU	RS	RATE		TOTAL	L
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	+					+	<b> </b>	<del>                                     </del>			1		<b>-</b>	
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										EQUI	IPMENT :	TOTALS:	\$	
Subcontractor CHARGES	<u> </u>													
Subcontractor			DE:	SCRIPTION										
				JOINI HON				QTY	UNIT	S	PRICE		TOTAL	<u> </u>
				JOINI HON				QTY	UNIT	S	PRICE		TOTAI	
				JOIN HON				QTY	UNIT	S	PRICE			
				SOLULI HOLV				QTY	UNIT	S	PRICE		\$	
				JOHN HON				QTY	UNIT	S	PRICE		\$ \$ \$	
				JOKII HOIV				QTY	UNIT	S	PRICE		\$ \$ \$	- - -
				JOHN HON				QTY	UNIT	-S	PRICE		\$ \$ \$ \$	- - - - - -
				SOLVIII HIGH				QTY	UNIT	-S	PRICE		\$ \$ \$ \$	-
				SOLVIII HIGH				QTY				TOTAL S:	\$ \$ \$ \$ \$	- - - - -
				SOLVIII HOLV				QTY				TOTALS:	\$ \$ \$ \$	- - - - -
Material CHARGES				JOHN HON				QTY				TOTALS:	\$ \$ \$ \$ \$	- - - -
Material CHARGES									SUB	CONTR	ACTOR 1	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
/ENDOR				SCRIPTION				QTY	SUB	CONTR	ACTOR D		\$ \$ \$ \$ \$ TOTA	- - - - - -
	1CY of Concrete								SUB	CONTR	ACTOR 1	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
/ENDOR	1CY of Concrete	1						QTY	SUB	CONTR	ACTOR D		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR	1CY of Concrete							QTY	SUB	CONTR	ACTOR D		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
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/ENDOR	1CY of Concrete							QTY	SUB	CONTR	ACTOR PRICE	149.70	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR	1CY of Concrete	1						QTY	SUB	CONTR	ACTOR PRICE		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	1CY of Concrete							QTY	SUB	CONTR	ACTOR PRICE	149.70	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR	1CY of Concrete							QTY	SUB	CONTR	ACTOR PRICE	149.70	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	1CY of Concrete							QTY	SUB	CONTR	ACTOR PRICE	149.70	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete		e 479.4	DES		FOLID	MENT COOT		QTY	SUB	CONTR	ACTOR TO THE STATE OF THE STATE	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL		DES	SCRIPTION		MENT COST		QTY	SUB	CONTR	ACTOR PRICE	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL Surcharge	12.50	DE\$	SCRIPTION	EQUIPMENT	MARKUP %		QTY	SUB	CONTR	ACTOR S	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL	12.50	DE\$	SCRIPTION E	EQUIPMENT EQUIPMEI	MARKUP % NT MARKUP		QTY	SUB	CONTR	ACTOR S	149.70  TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL Surcharge SURCHARGE COST	12.50 \$ 59.8	DES	SCRIPTION E	EQUIPMENT EQUIPMEI	MARKUP %		QTY	SUB	CONTR	ACTOR S	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL Surcharge	12.50 \$ 59.8	DES	SCRIPTION I	EQUIPMENT EQUIPMEI OTAL EQUIP	MARKUP % NT MARKUP MENT COST		QTY	SUB	CONTR	ACTOR :  PRICE   \$  ATERIAL   \$  \$	149.70  TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 59.8 \$ 145.3	DES	SCRIPTION E	EQUIPMENT EQUIPMENT DTAL EQUIP  UBCONTRA	MARKUP % NT MARKUP MENT COST CTOR COST		QTY	SUB	CONTR	ACTOR S	149.70  TOTALS:  15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 59.8 \$ 145.3	DES	SCRIPTION  I TO	EQUIPMENT EQUIPMENT OTAL EQUIPMENT UBCONTRANINTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP %		QTY	SUB	CONTR	ACTOR	149.70  TOTALS:  15.00% 10.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 3D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 59.8 \$ 145.3	DES 144 144 19% 131 1339 19% 155	SCRIPTION  I TO SSUBCO SUBCO SUB	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRAINTRACTOR CONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP		QTY	SUB	CONTR	ACTOR S	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 8D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  I TO SSUBCO SUBCO SUB	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRAINTRACTOR CONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP %		QTY	SUB	CONTR	ACTOR	149.70  TOTALS:  15.00% 10.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 8D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  I TO SSUBCO SUBCO SUB	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRAINTRACTOR CONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP		QTY	SUB	CONTR	ACTOR S	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 8D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  I TO SSUBCO SUBCO SUB	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRA UNTRACTOR CONTRACTOR BCONTRACT	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP		QTY	SUB	CONTR	ACTOR S	149.70 TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 8D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  I TO SSUBCO SUBCO SUB	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIP UBCONTRA NTRACTOR CONTRACTO BCONTRACT MATEI	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS		QTY	SUB	CONTR	ACTOR S	149.70  TOTALS:  15.00% 10.00% 149.70	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 8D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  I TO SSUBCO SUBCO SUB	EQUIPMENT EQUIPMENT EQUIPMENT UBCONTRACTOR CONTRACTOR BCONTRACT MATEI MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP %		QTY	SUB	CONTR	ACTOR TO STATE ATTERIAL  S S S S S S S S S S S S S S S S S S S	149.70  TOTALS:  15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
/ENDOR 8D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  IT C  S SUBCO	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIP UBCONTRACTOR CONTRACTOR GCONTRACT MATERIAL MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP FOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	SUB	CONTR	ACTOR:  PRICE \$  ATERIAL  \$ \$ \$ \$ \$ \$ \$	149.70  TOTALS:  15.00% 10.00% 149.70 15.00% 22.46	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
EUMMARY	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  IT C  S SUBCO	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIP UBCONTRACTOR CONTRACTOR GCONTRACT MATERIAL MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP %		QTY	SUB	CONTR	ACTOR TO STATE ATTERIAL  S S S S S S S S S S S S S S S S S S S	149.70  TOTALS:  15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
ENDOR D Concrete	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  IT C  S SUBCO	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIP UBCONTRACTOR CONTRACTOR GCONTRACT MATERIAL MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP FOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	SUB	CONTR	ACTOR:  PRICE \$  ATERIAL  \$ \$ \$ \$ \$ \$ \$	149.70  TOTALS:  15.00% 10.00% 149.70 15.00% 22.46	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
ENDOR D Concrete  UMMARY	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5	DES	SCRIPTION  IT C  S SUBCO	EQUIPMENT EQUIPMENT EQUIPMENT UBCONTRACTOR CONTRACTOR GCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP FOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	SUB	CONTR	ACTOR:  PRICE \$  ATERIAL  \$ \$ \$ \$ \$ \$ \$	149.70  TOTALS:  15.00% 10.00% 149.70 15.00% 22.46	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149
UMMARY	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50 \$ 59.8 \$ 145.3 \$ 15.00 \$ 102.5 \$ 786.1	DES	SCRIPTION  IT C  S SUBCO	EQUIPMENT EQUIPMENT EQUIPMENT UBCONTRACTOR CONTRACTOR GCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP FOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	SUB	CONTR	ACTOR:  PRICE \$  ATERIAL  \$ \$ \$ \$ \$ \$ \$	149.70  TOTALS:  15.00% 10.00% 149.70 15.00% 22.46	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	L 149



#### PCO #28 - STA 25+50 to 28+50 FIXES

Item	Date	Description		Total
1	3/30/2024	Crew regraded flatwork base grade to match steps to the yard between ST 25+50 to ST 28+50. They lowered the grade by 0.12 feet from the original grade.	\$	1,052.01
2	4/2/2024	Crew formed and poured the 3"x4"x60' curb against home's front wall (0.2CY).	\$	1,463.61
3	4/3/2024	Crew formed and poured the 3"x4"x29' curb against home's front wall (0.1CY).	\$ I = \$	677.43 3,193.04



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 3/30/2024 Shift: Day
DESCRIPTION: Crew regraded flatwork base grade to match steps to the yard between ST 25+50 to ST 28+50. They lowered the grade by 0.12 feet from the original grade.

LABOR CHARGES														
NAME	CRAFT	ST HRS	ST R		OT HRS	OT RATE	DT HRS	DT RATE	Fringe	e Rate	FRINGE	TOTAL	LABOR	R TOTAL
Anthony Thrailkill	Laborer		\$	35.58	1	\$ 53.37		\$ 71.16	\$	13.47	\$	13.47	\$	53.37
Jose Murillo	Laborer		\$	35.24	1	\$ 52.86		\$ 70.48	\$	13.48	\$	13.48	\$	52.86
Austin Marcum	Operator		\$	51.54	1	\$ 77.31		\$ 103.08		22.98	\$	22.98		77.31
Santiago Lugo	Laborer		\$	35.35	2	\$ 53.03		\$ 70.70		13.47	\$	26.94		106.05
Seluini Havosi	Operator Foreman		\$	53.40	1	\$ 80.10		\$106.80		22.98	\$	22.98		80.10
Kevin Kiger	Laborer		\$	35.60	2	\$ 53.40		\$ 71.20		13.07	\$	26.14		106.80
Brian Thrailkill	Superintendent		\$	61.27	2	\$ 91.91		\$122.54		22.98	\$	45.96	\$	183.81
			1			4 5		*	-		*		*	
					LABO	OR TOTALS:					\$	171.95	\$	660.30
EQUIPMENT CHARGES														
EQUIP.#	D	ESCRIPTION			TYPE	MAKE	MODEL	Count	HOU	RS	RATE		TOTAL	<u> </u>
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Subcontractor			DES	CRIPTION				QTY	UNIT	S	PRICE		TOTAL	
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Material CHARGES														
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SUMMARY														
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	SURCHARGE COST					NT MARKUP					\$	13.00 /0		
	SUNCHANGE COST	φ 02.54		TC	OTAL EQUIP						\$			
	Fringes	\$ 171.95		10	JIAL LQUIFI	VILIVI 0001					Ψ	-		
	i iliges	7 171.33		S	UBCONTRAC	CTOR COST					\$	-		
	MARKUP %	15.00%			NTRACTOR						Ţ	10.00%		
	MARKUP AMOUNT				CONTRACTO						\$	-		
		,			BCONTRACT						\$	-		
-	TOTAL LABOR COSTS:	\$ 1,052.01												
					MATER	RIAL COSTS					\$	-		
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Ş	SUB-TOTAL COS	ST	\$	1,052.01										
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CME



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 4/2/2024 Shift: Day
DESCRIPTION: Crew formed and poured the 3"x4"x60' curb against home's front wall (0.2CY).

EWB	RE I	Repo	rt # 00	1

	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HPS	DT RATE	Fringe Rate	ERINGE	ΤΩΤΔΙ	LABOR	TOTAL
NAME Saul Hernandez	Mason Foreman	2	\$ 49		\$ 74.03	סאם ות	\$ 98.70		\$	39.21		172.73
rancisco Gonzalez	Laborer	2	\$ 39		\$ 58.67		\$ 78.22		\$	40.41	\$	136.8
ederico Talancon	Laborer	2	\$ 40		\$ 60.24		\$ 80.32	\$ 13.48	\$	40.44	\$	140.5
Eusebio Sanchez	Laborer	2	\$ 39		\$ 58.73		\$ 78.30			26.96	\$	78.3
Kevin Kiger	Laborer	2	\$ 35		\$ 53.40		\$ 71.20		\$	26.14		71.2
lose Montano	Mason	2	\$ 32		\$ 48.51		\$ 64.68		\$	26.14		64.6
Manuel Parra Milanes	Mason	2	\$ 38		\$ 58.28		\$ 77.70		\$	26.14		77.7
ernando Plascencia	Mason	2	\$ 32		\$ 48.51		\$ 64.68	\$ 13.07	\$	26.14	\$	64.6
luan Rodriguez	Mason	2	\$ 38		\$ 58.28		\$ 77.70		\$	26.14		77.7
dan Rodriguez	IVIASOTI		Ψ 50.	00	Ψ 30.20		Ψ 11.10	ψ 13.07	Ψ	20.14	Ψ	11.1
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EQUIPMENT CHARGES		I										
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/ENDOR	Concrete		DESCRIPTI	ON			QTY	SUBCONTR	PRICE	TOTALS:	\$ \$ TOTAL	-
/ENDOR	Concrete		DESCRIPTI	L ON			QTY			TOTALS:	\$ TOTAL	-
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/ENDOR	Concrete	l	DESCRIPTI	L NO			QTY			TOTALS:	TOTAL \$ \$	-
Material CHARGES VENDOR Silverstrike	Concrete		DESCRIPTI	ON			QTY			TOTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
VENDOR	Concrete		DESCRIPTI	ON			QTY			TOTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - -
/ENDOR	Concrete		DESCRIPTI	NC			QTY	UNITS	PRICE		\$ \$ TOTAL \$ \$ \$ \$ \$ \$ \$	- - - - -
/ENDOR	Concrete		DESCRIPTI	NON			QTY	UNITS	PRICE	TOTALS:	\$ \$ TOTAL \$ \$ \$ \$ \$ \$ \$	- - - - - -
VENDOR Silverstrike	Concrete		DESCRIPTI	NC			QTY	UNITS	PRICE		\$ \$ TOTAL \$ \$ \$ \$ \$ \$ \$	- - - - - - -
VENDOR Silverstrike	Concrete		DESCRIPTI	NC			QTY	UNITS	PRICE		\$ \$ TOTAL \$ \$ \$ \$ \$ \$ \$	- - - - - - -
VENDOR Silverstrike		© 004.42	DESCRIPTI		MENT COST		ΩΤΥ	UNITS	PRICE	TOTALS:	\$ \$ TOTAL \$ \$ \$ \$ \$ \$ \$	- - - - - -
VENDOR Silverstrike	LABOR TOTAL		1	EQUIF	MENT COST		QTY	UNITS	PRICE	TOTALS:	TOTAL S S S S S S	- - - - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge	12.50%	1	EQUIP	MARKUP %		QTY	UNITS	PRICE ATERIAL	TOTALS:	TOTAL S S S S S S	- - - - - -
VENDOR Silverstrike	LABOR TOTAL	12.50%	1	EQUIP EQUIPMENT EQUIPME	MARKUP % NT MARKUP		QTY	UNITS	PRICE  ATERIAL  \$	TOTALS:	TOTAL S S S S S S	- - - - - - -
VENDOR	LABOR TOTAL Surcharge SURCHARGE COST	12.50% \$ 110.55		EQUIP	MARKUP % NT MARKUP		ΩΤΥ	UNITS	PRICE ATERIAL	TOTALS:	TOTAL S S S S S S	- - - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge	12.50% \$ 110.55		EQUIPMENT EQUIPME TOTAL EQUIP	MARKUP % NT MARKUP MENT COST		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$	15.00%	TOTAL S S S S S S	- - - - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 110.55 \$ 277.72		EQUIPMENT EQUIPME TOTAL EQUIPMENTOTAL EQUIPM	MARKUP % NT MARKUP MENT COST CTOR COST		QTY	UNITS	PRICE  ATERIAL  \$	TOTALS:	TOTAL	- - - - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 110.55 \$ 277.72 15.00%	SUE	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP %		QTY	UNITS	ATERIAL  \$ \$ \$	TOTALS:  15.00% 10.00%	TOTAL	- - - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 110.55 \$ 277.72 15.00%	s SUE	EQUIPMENT EQUIPME TOTAL EQUIPME TOTAL EQUIPME TOTAL EQUIPME TOTAL EQUIPMENT ACTOR TOTAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP		ΩΤΥ	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$	TOTALS:	TOTAL	- - - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP		QTY	UNITS	ATERIAL  \$ \$ \$	TOTALS:  15.00%	TOTAL	- - - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMEN EQUIPMEN TOTAL EQUIP SUBCONTRACTOR UBCONTRACTOR UBCONTRACT	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP TOR COSTS:		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$	TOTALS:  15.00%	TOTAL	- - - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOR UBCONTRACTOR UBCONTR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP TOR COSTS: RIAL COSTS		ΩΤΥ	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$	TOTALS:  15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOR UBCONTRACTOR UBCONTR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP 10R COSTS: RIAL COSTS MARKUP %		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$	15.00% 	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIP SUBCONTRACTOR SUBCONTRACTOR WATER MATERIAL MATER	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIP SUBCONTRACTOR SUBCONTRACTOR WATER MATERIAL MATER	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP 10R COSTS: RIAL COSTS MARKUP %		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$	15.00% 	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - -
VENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIP SUBCONTRACTOR SUBCONTRACTOR WATER MATERIAL MATER	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91	s SUE	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIP SUBCONTRACTOR SUBCONTRACTOR WATER MATERIAL MATER	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - -
SUMMARY	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT TOTAL LABOR COSTS:	12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91 \$ 1,463.61	SUE S TOTAL	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOF UBCONTRACT SUBCONTRACT MATE MATERIA MATERIA TOTAL MAR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - -
ENDOR iilverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91 \$ 1,463.61	s SUE	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOF UBCONTRACT SUBCONTRACT MATE MATERIA MATERIA TOTAL MAR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - -
ENDOR ilverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT TOTAL LABOR COSTS:	12.50% \$ 110.55 \$ 277.72 \$ 15.00% \$ 190.91 \$ 1,463.61	SUE S TOTAL	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOF UBCONTRACT SUBCONTRACT MATE MATERIA MATERIA TOTAL MAR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - -

CME



TOTAL COST

\$ 677.43

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 4/3/2024
DESCRIPTION: Crew formed and poured the 3"x4"x29' curb against home's front wall (0.1CY).

Saul Hernandez	CRAFT	ST HRS	STF	RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fring	e Rate	<b>FRINGE</b>	TOTAL	LABO	R TOTA
aui nemanuez	Mason Foreman	1	\$	49.35		\$ 74.03		\$ 98.70	\$	13.07	\$	13.07	\$	49.3
rancisco Gonzalez	Laborer	1	\$	39.11		\$ 58.67		\$ 78.22	\$	13.47	\$	13.47	\$	39.1
ederico Talancon	Laborer	1	\$	40.16	1	\$ 60.24		\$ 80.32	\$	13.48	\$	26.96	\$	100.40
usebio Sanchez	Laborer	1	\$	39.15		\$ 58.73		\$ 78.30	\$	13.48	\$	13.48	\$	39.1
Cevin Kiger	Laborer	1	\$	35.60		\$ 53.40		\$ 71.20	\$	13.07	\$	13.07	\$	35.6
lose Montano	Mason	1	\$	32.34		\$ 48.51		\$ 64.68	\$	13.07	\$	13.07	\$	32.3
Manuel Parra Milanes	Mason	1	\$	38.85		\$ 58.28		\$ 77.70		13.07	\$	13.07	\$	38.8
Fernando Plascencia	Mason	1	\$	32.34		\$ 48.51		\$ 64.68	\$	13.07	\$	13.07	\$	32.3
Juan Rodriguez	Mason	1	\$	38.85		\$ 58.28		\$ 77.70	\$	13.07	\$	13.07	\$	38.8
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					LAR	OR TOTALS:					\$	132.33	\$	405.9
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<b>EQUIPMENT CHARGES</b>		1												
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Material CHARGES /ENDOR			DES	SCRIPTION				QTY	UNIT	S	PRICE		\$	-
			DES	SCRIPTION				QTY	UNIT	S	PRICE		\$ \$	-
			DES	SCRIPTION				QTY	UNIT	S	PRICE		\$ \$ \$	-
			DES	SCRIPTION				QTY	UNIT	S	PRICE		\$ \$ \$ \$	-
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			DES	SCRIPTION				QTY	UNIT			TOTALS:	\$ \$ \$ \$	-
/ENDOR			DES	SCRIPTION				QTY	UNIT			TOTALS:	\$ \$ \$ \$	- - - -
/ENDOR			DES	SCRIPTION				QTY	UNIT			TOTALS:	\$ \$ \$ \$	- - - -
/ENDOR	LABOR TOTAL	\$ 405.9		SCRIPTION	FOLIIPI	MENT COST		QTY	UNIT		ATERIAL	TOTALS:	\$ \$ \$ \$	-
/ENDOR	LABOR TOTAL		9			MENT COST		QTY	UNIT			-	\$ \$ \$ \$	-
	Surcharge	12.50	9 %		EQUIPMENT	MARKUP %		QTY	UNIT		ATERIAL \$	- 15.00%	\$ \$ \$ \$	-
/ENDOR		12.50	9 %		EQUIPMENT EQUIPMEI	MARKUP % NT MARKUP		QTY	UNIT		ATERIAL \$	-	\$ \$ \$ \$	-
/ENDOR	Surcharge SURCHARGE COST	12.50° \$ 50.78	9 % 5		EQUIPMENT	MARKUP % NT MARKUP		QTY	UNIT		ATERIAL \$	15.00%	\$ \$ \$ \$	- - - -
/ENDOR	Surcharge	12.50° \$ 50.78	9 % 5	, To	EQUIPMENT EQUIPMEI	MARKUP % NT MARKUP MENT COST		QTY	UNIT		ATERIAL \$	15.00%	\$ \$ \$ \$	- - - -
/ENDOR	Surcharge SURCHARGE COST	\$ 50.75 \$ 132.33	9 % 5 3	TO S	EQUIPMENT EQUIPMEI OTAL EQUIPI	MARKUP % NT MARKUP MENT COST CTOR COST		QTY	UNIT		\$ \$ \$ \$	15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
/ENDOR	Surcharge SURCHARGE COST Fringes	\$ 132.33 \$ 15.00	9 % 5 3	T( S SUBCC SUB:	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRACTOR CONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP		QTY	UNIT		S S S S	- 15.00% - -	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - -
BUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	T( S SUBCC SUB:	EQUIPMENT EQUIPMEI DTAL EQUIPI UBCONTRAI ONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP		QTY	UNIT		\$ \$ \$ \$ \$	15.00% - - 10.00%	\$ \$ \$ \$ \$ \$	- - - -
BUMMARY	Surcharge SURCHARGE COST Fringes MARKUP %	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	T( S SUBCC SUB:	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRAC ONTRACTOR CONTRACTOR BCONTRACT	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS:		QTY	UNIT		\$ \$ \$ \$ \$ \$ \$ \$ \$	15.00% - - - 10.00%	\$ \$ \$ \$ \$ \$	-
SUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	T( S SUBCC SUB:	EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRAC ONTRACTOR CONTRACTOR BCONTRACT	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP		QTY	UNIT		S S S S	15.00%	\$ \$ \$ \$ \$ \$	-
SUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	T( S SUBCC SUB:	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPMENT UBCONTRACTOR CONTRACTOR BCONTRACT MATER	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS:		QTY	UNIT		\$ \$ \$ \$ \$ \$ \$ \$ \$	15.00% - - - 10.00%	\$ \$ \$ \$ \$ \$	-
BUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	T( S SUBCC SUB:	EQUIPMENT EQUIPMENT EQUIPMENT DITAL EQUIPMENT UBCONTRACT ONTRACTOR CONTRACT BCONTRACT MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS		QTY	UNIT		\$ \$ \$ \$ \$ \$ \$ \$ \$	15.00% - - - 10.00%	\$ \$ \$ \$ \$ \$	-
SUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	TO SUBCC SUBU TOTAL SUI	EQUIPMENT EQUIPMENT EQUIPMENT DITAL EQUIPMENT UBCONTRACT ONTRACTOR CONTRACT BCONTRACT MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	UNIT		S S S S S S S S S S S S S S S S S S S	15.00% - - 10.00% - 15.00%	\$ \$ \$ \$ \$ \$	-
BUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	TO SUBCC SUBU TOTAL SUI	EQUIPMENT EQUIPMENT EQUIPMENT DATAL EQUIPMENT DATACTOR CONTRACTOR BCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	UNIT		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	\$ \$ \$ \$ \$ \$	-
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.50° \$ 50.75 \$ 132.33 15.00° \$ 88.36	9 % 5 3 % 6	TO SUBCC SUBU TOTAL SUI	EQUIPMENT EQUIPMENT EQUIPMENT DATAL EQUIPMENT DATACTOR CONTRACTOR BCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	UNIT		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	\$ \$ \$ \$ \$ \$	- - - -
SUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50° \$ 50.7° \$ 132.3° \$ 15.00° \$ 88.30° \$ 677.4°	9 % 5 3 % 6	TO SUBCC SUBU TOTAL SUI	EQUIPMENT EQUIPMENT EQUIPMENT DATAL EQUIPMENT DATACTOR CONTRACTOR BCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS MARKUP % AL MARKUP %		QTY	UNIT		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.00% - 10.00% - 15.00%	\$ \$ \$ \$ \$ \$	- - - -



### PCO #29 - CTB Digout and Place

Item	Date	Description		Total
1	4/15/2024	Crew started to dig out between the curb and gutter and the shallow storm drain pipe tha was 9" deep. This work was required due to the pulverizer not being able to fit.	t \$	1,068.08
2	4/16/2024	Crew continued to dig out between the curb and gutter and the shallow storm drain pipe that was 9" deep. This work was required due to the pulverizer not being able to fit.	\$	1,009.54
3	4/17/2024	Crew spent time flopping the dugout material back into the section between the curb & gutter and storm drain after being cement treated.	\$	783.81
		Total	= \$	2,861.43

SUB-TOTAL COST

**TOTAL COST** 

\$ 1,068.08

\$ 1,068.08

LABOR CHARGES

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 4/15/2024 Shift: Day
DESCRIPTION: Crew started to dig out between the curb and gutter and the shallow storm drain pipe that was 9" deep. This work was required due to the pulverizer not being able to fit.

ABOR CHARGES				TE	OT HRS								
AME	CRAFT	ST HRS	ST RA	I C		OT RATE	DT HRS	DT RATE	Fringe Rate	FRING	E IOTAL	LABOR TO	OTAI
rian Thrailkill	Superintendent	1	\$	61.18		\$ 91.77		\$ 122.36	\$ 22.98				61.1
nthony Thrailkill	Laborer	1	\$	35.59		\$ 53.39		\$ 71.18	\$ 13.47		13.47		35.5
ustin Marcum	Operator	1	\$	50.64		\$ 75.96		\$ 101.28	\$ 22.99	\$	22.99	\$ 5	50.6
mael Palomino	Operator	2	\$	51.22		\$ 76.83		\$ 102.44	\$ 22.98	\$	45.96	\$ 10	02.4
uinn Thompson	Laborer	2	\$	35.59		\$ 53.39		\$ 71.18	\$ 13.47		26.94		71.1
tullili mompson	Laborer		φ	33.39		\$ 55.59		φ / I. IO	φ 13.4 <i>1</i>	ð	20.94	φ <i>I</i>	/ 1. 1
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QUIP.#		SCRIPTION			TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
2.365	Cat 14H Motor Grader	•			Grader	CAT	14H	1	1		192.82	\$ 19	92.
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		٠.						1	2	1			45.7
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laterial CHARGES	LABOR TOTAL Surcharge	12.509	DESCF	RIPTION	EQUIPMENT N	MARKUP %			SUBCONTI	PRICE PRICE	1 TOTALS: L TOTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL	12.509	DESCF	RIPTION	EQUIPMENT N EQUIPMEN	MARKUP % T MARKUP			SUBCONTI	PRICE PRICE PRICE PRICE	L TOTALS: 435.27 15.00% 65.29	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL Surcharge SURCHARGE COST	<b>12.50</b> 9 \$ 40.13	DESCF	RIPTION	EQUIPMENT N	MARKUP % T MARKUP			SUBCONTI	PRICE PRICE	1 TOTALS: L TOTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL Surcharge	<b>12.50</b> 9 \$ 40.13	DESCF	RIPTION	EQUIPMENT N EQUIPMEN	MARKUP % T MARKUP			SUBCONTI	PRICE PRICE PRICE PRICE ATERIA	L TOTALS: 435.27 15.00% 65.29	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL Surcharge SURCHARGE COST	<b>12.50</b> 9 \$ 40.13	DESCF	RIPTION	EQUIPMENT N EQUIPMEN' DTAL EQUIPM	MARKUP % T MARKUP ENT COST			SUBCONTI	PRICE PRICE PRICE PRICE ATERIA	L TOTALS: 435.27 15.00% 65.29	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 40.13 \$ 132.34	DESCF	RIPTION I TC SI	EQUIPMENT N EQUIPMEN' DTAL EQUIPM UBCONTRAC'	MARKUP % T MARKUP ENT COST TOR COST			SUBCONTI	PRICE PRICE PRICE PRICE	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	\$ 40.13 \$ 132.34	DESCF	RIPTION  I TO SI SUBCO	EQUIPMENT N EQUIPMEN' OTAL EQUIPM  UBCONTRAC' OTRACTOR N	MARKUP % T MARKUP ENT COST TOR COST MARKUP %			SUBCONTI	PRICE PRICE PRICE PRICE S \$ \$ \$ \$	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 40.13 \$ 132.34	DESCF  33 36 31 41	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT N EQUIPMEN' DTAL EQUIPM  UBCONTRAC' NTRACTOR N CONTRACTOR	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP			SUBCONTI	PRICE PRICE PRICE ATERIA \$ \$ \$ \$ \$	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 40.13 \$ 132.34 \$ 15.009 \$ 74.02	DESCF	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT N EQUIPMEN' OTAL EQUIPM  UBCONTRAC' OTRACTOR N	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP			SUBCONTI	PRICE PRICE PRICE PRICE S \$ \$ \$ \$	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	\$ 40.13 \$ 132.34 \$ 15.009 \$ 74.02	DESCF	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT N EQUIPMEN' DTAL EQUIPM  UBCONTRAC' NTRACTOR N CONTRACTOR	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP			SUBCONTI	PRICE PRICE PRICE ATERIA \$ \$ \$ \$ \$	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 40.13 \$ 132.34 \$ 15.009 \$ 74.02	DESCF	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT IN EQUIP	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP OR COSTS:			SUBCONTI	PRICE PRICE PRICE ATERIA  \$ \$ \$ \$ \$	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 40.13 \$ 132.34 \$ 15.009 \$ 74.02	DESCF	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT N EQUIPMENT OTAL EQUIPM UBCONTRACTOR N CONTRACTOR S CONTRACTOR MATERI	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP OR COSTS:			SUBCONTI	PRICE PRICE PRICE ATERIA \$ \$ \$ \$ \$	435.27 15.00% 65.29 10.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
iaterial CHARGES ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 40.13 \$ 132.34 \$ 15.009 \$ 74.02	DESCF	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT IN EQUIPMENT DITAL EQUIPM UBCONTRACT NTRACTOR IN CONTRACTOR BCONTRACTO MATERI MATERIAL IN	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP OR COSTS: MARKUP %			SUBCONTI	PRICE PRICE PRICE PRICE S \$ \$ \$ \$ \$ \$	435.27 15.00% 65.29 500.56	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-
laterial CHARGES ENDOR	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 40.13 \$ 132.34 \$ 15.009 \$ 74.02	DESCF	RIPTION  I TO SI SUBCO SUBCO SUBCO	EQUIPMENT IN EQUIPMENT DITAL EQUIPM UBCONTRACT NTRACTOR IN CONTRACTOR BCONTRACTO MATERI MATERIAL IN	MARKUP % T MARKUP ENT COST TOR COST MARKUP % R MARKUP OR COSTS:			SUBCONTI	PRICE PRICE PRICE ATERIA  \$ \$ \$ \$ \$	435.27 15.00% 65.29 10.00%	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-

10.00%

15.00%

GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 4/16/2024 Shift: Day
DESCRIPTION: Crew continued to dig out between the curb and gutter and the shallow storm drain pipe that was 9" deep. This work was required due to the pulverizer not being able to fit.

LABOR CHARGES		Î											
NAME	CRAFT	ST HRS	ST R	ATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE T	TOTAL	LABOR	TOTA
Brian Thrailkill	Superintendent	1	\$	61.18		\$ 91.77		\$ 122.36			22.98	\$	61.1
Anthony Thrailkill	Laborer	2	\$	35.59		\$ 53.39		\$ 71.18	\$ 13.47	\$	26.94	\$	71.1
Austin Marcum	Operator	2	\$	50.64		\$ 75.96		\$ 101.28			45.98		101.2
William Gaylord	Operator	2	\$	53.02		\$ 79.53		\$ 106.04		\$		\$	106.0
Seluini Havosi	Operator Foreman	2	\$	53.13		\$ 79.70		\$ 106.26	\$ 22.98	\$	45.96	\$	106.2
	<u> </u>				LABO	R TOTALS:				\$	187.82	\$	445.9
EQUIPMENT CHARG		ESCRIPTION	ı		TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.20664	Ford 1.25 Ton Flatbed				Truck	Ford	F350	1	1	<u> </u>	42.58	\$	42.58
30.19772	Cat 308E2 Excavator				Excavator	CAT	308E2	1	2		72.89	\$	145.78
									EQU	IPMENT TO	OTALS:	\$	188.36
	RGES	<u> </u>	DESC	CRIPTION				loty					188.36
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Subcontractor	2GES		DESC	CRIPTION				QTY		PRICE		**************************************	- - - -
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Material CHARGES /ENDOR	LABOR TOTAL	\$ 445.9	DESC		EQUIPM	IENT COST			SUBCONTR	PRICE  ACTOR TO	OTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Material CHARGES /ENDOR	LABOR TOTAL Surcharge	12.50	DESC	CRIPTION	EQUIPMENTI				SUBCONTR	PRICE  ACTOR TO	OTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
Material CHARGES /ENDOR	LABOR TOTAL	12.50	DES0	CRIPTION		MARKUP % T MARKUP			SUBCONTR	PRICE  ACTOR TO	OTALS:	TOTAL \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	

SUBCONTRACTOR COST

MATERIAL COSTS MATERIAL MARKUP %

SUBCONTRACTOR MARKUP %
SUBCONTRACTOR MARKUP
TOTAL SUBCONTRACTOR COSTS:

		MATERIAL MARKUP  TOTAL MARKUP COSTS:
SUB-TOTAL COST	\$	1,009.54
TOTAL COST	\$	1,009.54
101712 0001	Ψ	1,003.34

MARKUP %
MARKUP AMOUNT \$

TOTAL LABOR COSTS: \$

15.00% 103.43

792.93

TOTAL COST

\$

783.81

GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 4/17/2024 Shift: Day
DESCRIPTION: Crew spent time flopping the dugout material back into the section between the curb & gutter and storm drain after being cement treated.

LABOR CHARGES		<u> </u>											
NAME	CRAFT	ST HRS		RATE	OT HRS	OT RATE	DT HRS			FRINGE TO		LABOR	
Brian Thrailkill	Superintendent	1	\$	61.18		\$ 91.77		\$ 122.36				\$	61.1
oty Munson	Operator	2	\$	51.37		\$ 77.06		\$ 102.74	\$ 22.98	\$	45.96	\$	102.7
										1			
		†											
		1	+								-		
	<del>-  </del>	+				+							
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	<u> </u>	1						<b>†</b>	1	+			
		1	+								-		
		<u> </u>			LADO	D TOTAL C.		I	l	<b>.</b>	CO 04	<b>^</b>	400
					LABC	R TOTALS:				\$	68.94	\$	163.9
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	SURCHARGE COST					IT MARKUP				\$	64.23		
				TC	TAL EQUIPM						492.45		
	Fringes	\$ 68.94	1							•			
	900			S	UBCONTRAC	TOR COST				\$	-		
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#### PCO #30 - Privacy Wall Damage STA 163+50

Item	Date	Description	Total
1	4/24/2024	A small crew cleaned up the debris of the damaged vehicle, wall, and landscaping. Material was then transferred over to one of the dumpsters in our 9th St yard.	\$ 1,110.60
2	8/5/2024	Crew began to dismantle remaining damaged panels and dig out old posts.	\$ 5,394.62
3	8/6/2024	Crew drilled holes and capped the holes with plywood.	\$ 2,417.84
4	8/7/2024	Crew built spreaders and templates for the 4 posts to be replaced.	\$ 310.63
5	8/8/2024	Crew installed templates for 4 posts to be replaced.	\$ 1,159.06
6	8/9/2024	Crew placed and smoothed out topsoil on the apartment grass, only good access was from the apartment side of the privacy wall.	\$ 2,726.05
7	8/12/2024	Crew poured, finished, and resecured fence.	\$ 2,363.21
8	8/15/2024	Crew stacked lower panels, placed moisture barrier, rock, and fabric, backfilled and graded sidewalk base, stacked upper panels, and glued the caps on.	\$ 3,136.33
9	8/26/2024	Concrete crew replaced the damaged sidewalk panels at approximately STA 163+50.	\$ 3,851.22
10	8/28/2024	Crew regraded the damaged landscaping rock and DG.	\$ 1,001.70
		Total =	\$ 23,471.25



15.00%

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 4/24/2024 Shift: Day
DESCRIPTION: A small crew cleaned up the debris of the damaged vehicle, wall, and landscaping. Material was then transferred over to one of the dumpsters in our 9th St yard.

SUB-TOTAL COST

TOTAL COST

LABOR CHARGES													
NAME	CRAFT	ST HRS	ST RAT	E	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE	TOTAL	LABO	R TOTAL
Brian Thrailkill	Superintendent	1	\$	60.84		\$ 91.26		\$ 121.68	\$ 22.98	\$	22.98	\$	60.8
Seluini Havosi	Operator Foreman	3	\$	53.40	0.5	\$ 80.10		\$ 106.80		\$	80.43		200.2
Santiago Lugo	Laborer	3	\$	35.88	0	\$ 53.82		\$ 71.76	\$ 13.47	\$	40.41		107.6
William Gaylord	Operator	3	\$	52.87		\$ 79.31		\$ 105.74		\$	68.94		158.6
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MATERIAL MARKUP % MATERIAL MARKUP TOTAL MARKUP COSTS:

\$ 1,110.60

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GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 8/5/2024 Shift: Day
DESCRIPTION: Crew began to dismantle remaining damaged panels and dig out old posts.

LABOR CHARGES NAME												
	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE	TOTAL	LABO	R TOTAI
Austin Marcum	Operator	8	\$ 51.		\$ 76.52		\$ 102.02	\$ 22.98	\$	206.82	\$	484.6
Anthony Thrailkill	Laborer	8	\$ 35.		\$ 53.82		\$ 71.76	\$ 13.47		121.23		340.8
Santiago Lugo	Laborer	5	\$ 35.		\$ 53.82		\$ 71.76	\$ 13.47	\$	80.82		233.2
Sarrett Brehler	Operator	5	\$ 50.		\$ 75.86		\$ 101.14	\$ 25.91	\$	155.46	\$	328.7
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/ENDOR 1&E 1&E	H&E Skidsteer - 9958	\$ 1,387.3	38	EQUIPM	MENT COST		1	UNITS 1 1	PRICE \$ \$	1,010.38 315.00 - TOTALS:	S S S S S S S S S S S S S S S S S S S	- - - - - - - 1,010.3 1,300.0
/ENDOR 1&E 1&E	H&E Skidsteer - 9958  LABOR TOTAL Surcharge	\$ 1,387.3 12.50	88 19%	EQUIPMENT EQUIPMENT	MARKUP %		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00%	S S S S S S S S S S S S S S S S S S S	- - - - - - - 1,010.3 1,300.0
/ENDOR 1&E 1&E	H&E Skidsteer - 9958	\$ 1,387.3 12.50	88 19%	EQUIPMENT EQUIPMENT	MARKUP % IT MARKUP		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32	S S S S S S S S S S S S S S S S S S S	- - - - - - - 1,010.3 1,300.0
/ENDOR 1&E 1&E	LABOR TOTAL Surcharge SURCHARGE COST	\$ 1,387.3 12.50 \$ 173.4	38 9% 12	EQUIPMENT EQUIPMENT	MARKUP % IT MARKUP		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00%	S S S S S S S S S S S S S S S S S S S	- - - - - - - 1,010.3 1,300.0
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/ENDOR 1&E 1&E	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACCONTRACTOR	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP		1	UNITS 1 1	PRICE \$ \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - - 1,010.3 1,300.0
/ENDOR 	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT TOTAL EQUIPMEN SUBCONTRACTOR UBCONTRACTOR UBCONTRACTOR UBCONTRACTOR	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - - 1,010.3 1,300.0
Material CHARGES VENDOR H&E H&E SUMMARY	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT TOTAL EQUIPMEN SUBCONTRACTOR UBCONTRACTOR UBCONTRACTOR UBCONTRACTOR	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 TOTALS: 255.46 15.00% 38.32 293.78	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - - 1,010.3 1,300.0
/ENDOR 	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT TOTAL EQUIPMEN SUBCONTRACTOR UBCONTRACTOR UBCONTRACTOR UBCONTRACTOR	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - - 1,010.3 1,300.0
/ENDOR 	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOR UBCONTRACTOR KUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:		1	UNITS 1 1	PRICE \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78 - 10.00% - 2,310.38	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - - 1,010.3 1,300.0	
/ENDOR 1&E 1&E	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT TOTAL EQUIPMENT SUBCONTRACTOR UBCONTRACTOR KUP % IT MARKUP MENT COST CTOR COST MARKUP % MR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP		1	UNITS 1 1	PRICE \$ \$ \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: - 255.46 15.00% 38.32 293.78 - 10.00% - 2,310.38 15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - 1,010.3 1,300.0	
ENDOR &E &E	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIPM SUBCONTRACTOR SUBCONTRACTOR MATERI MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % MR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP		1	UNITS 1 1	PRICE \$ \$ \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78 - - 10.00% - - 2,310.38 15.00% 346.56	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - 1,010.3 1,300.0
ENDOR &E &E	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIPM SUBCONTRACTOR SUBCONTRACTOR MATERI MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % MR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP		1	UNITS 1 1	PRICE \$ \$ \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78 - - 10.00% - - 2,310.38 15.00% 346.56	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - 1,010.3 1,300.0
ENDOR &E &E	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,387.3 12.50 \$ 173.4 \$ 564.3 15.00 \$ 318.7 \$ 2,443.9	188 19% 122 133 19% SUE 77 S TOTAL	EQUIPMENT EQUIPMENT EQUIPMENT TOTAL EQUIPM SUBCONTRACTOR SUBCONTRACTOR MATERI MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % MR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP		1	UNITS 1 1	PRICE \$ \$ \$ \$ ATERIAL	1,010.38 315.00 - TOTALS: 255.46 15.00% 38.32 293.78 - - 10.00% - - 2,310.38 15.00% 346.56	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - - - - - - 1,010.3 1,300.0

\$ 5,394.62

TOTAL COST

Inspector Onsite:

CME



GCC JOB #: 1128940 OWNER JOB #: 512013 DATE PERFORMED: 8/6/2024 Shift: Day DESCRIPTION: Crew drilled holes and capped the holes with plywood.

TOTAL COST

\$ 2,417.84

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ABOR CHARGES													
IAME	CRAFT	ST HRS			OT HRS	OT RATE	DT HRS		Fringe Rate				R TOTA
ustin Marcum	Operator	8	\$	51.01	0.5	\$ 76.52		\$ 102.02	\$ 22.98	\$	195.33	\$	446.3
nthony Thrailkill	Laborer	8	\$	35.88	0.5	\$ 53.82		\$ 71.76	\$ 13.47	\$	114.50	\$	313.9
antiago Lugo	Laborer	8	\$	35.88	0.5	\$ 53.82		\$ 71.76	\$ 13.47	\$	114.50	\$	313.9
arrett Brehler	Operator	5	\$	50.57	0.5	\$ 75.86		\$ 101.14	\$ 25.91	\$	142.51	\$	290.7
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UMMARY	LAROR TOTAL	\$ 1265.02			EOLIIR	MENT COST				•			
UMMARY	LABOR TOTAL					MENT COST				\$	15.00%		
UMMARY	Surcharge	12.50%	5		EQUIPMENT	MARKUP %					15.00%		
UMMARY		12.50%	5		EQUIPMENT EQUIPME	MARKUP % NT MARKUP				\$	15.00% -		
UMMARY	Surcharge SURCHARGE COST	12.50% \$ 170.63	5		EQUIPMENT EQUIPME	MARKUP %					15.00%		
UMMARY	Surcharge	12.50% \$ 170.63	5	TC	EQUIPMENT EQUIPME OTAL EQUIP	MARKUP % NT MARKUP MENT COST				\$	15.00% - -		
UMMARY	Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 170.63 \$ 566.83	5	TC S	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA	MARKUP % NT MARKUP MENT COST CTOR COST				\$	15.00%		
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP %	\$ 12.50% \$ 170.63 \$ 566.83		TC S SUBCC	EQUIPMENT EQUIPME OTAL EQUIP UBCONTRA	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP %				\$ \$	15.00%		
UMMARY	Surcharge SURCHARGE COST Fringes	\$ 12.50% \$ 170.63 \$ 566.83		SUBCC SUBCC	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA NTRACTOR CONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP				\$ \$ \$	15.00%		
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 170.63 \$ 566.83 \$ 15.00% \$ 315.37		SUBCC SUBCC	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA NTRACTOR CONTRACTOR	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP %				\$ \$	15.00%		
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP %	\$ 12.50% \$ 170.63 \$ 566.83 \$ 15.00% \$ 315.37		SUBCC SUBCC	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA ONTRACTOR CONTRACTOR BCONTRACT	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP TOR COSTS:				\$ \$ \$	15.00% - - 10.00%		
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SUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 170.63 \$ 566.83 \$ 15.00% \$ 315.37		SUBCC SUBCC	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA UNTRACTOR CONTRACTO BCONTRACT MATE	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP TOR COSTS: RIAL COSTS				\$ \$ \$	15.00% - - - 10.00% - -	ı	
SUMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 170.63 \$ 566.83 \$ 15.00% \$ 315.37		SUBCC SUBCC	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA UNTRACTOR CONTRACTOR BCONTRACT MATEI MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % OR MARKUP TOR COSTS:				\$ \$ \$ \$	15.00% - - 10.00%	ı	
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UMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 12.50% \$ 170.63 \$ 566.83 \$ 15.00% \$ 315.37		SUBCC SUBC SUBC TOTAL SUE	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA UNTRACTOR CONTRACT BCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP 7 FOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP				\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.00%	ı	
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IMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT TOTAL LABOR COSTS:	12.50% \$ 170.63 \$ 566.83 15.00% \$ 315.37 \$ 2,417.84		S SUBCC SUBC TOTAL SUB	EQUIPMENT EQUIPME DTAL EQUIP UBCONTRA UNTRACTOR CONTRACT BCONTRACT MATERIAL MATERIAL	MARKUP % NT MARKUP MENT COST CTOR COST MARKUP % DR MARKUP 7 FOR COSTS: RIAL COSTS MARKUP % AL MARKUP % AL MARKUP				\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.00%	ı	



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 8/7/2024
DESCRIPTION: Crew built spreaders and templates for the 4 posts to be replaced.

LABOR CHARGES NAME	CRAFT	ST HRS	ST	RATE	OT HRS	OT RATE	DT HPS	DT RATE	Fringe Rate	IERINGE .	TOTAL	LABOR	ΤΟΤΔΙ
Jacob Ramos	Carpenter	2	\$	44.06	OTTING	\$ 66.09	DITING	\$ 88.12			35.92	\$	88.12
duardo Martinez	Carpenter	2	\$	44.06		\$ 66.09		\$ 88.12			35.92	\$	88.12
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	SUB-TOTAL COS	51	\$	310.63									
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	TOTAL COST		\$	310.63									

Inspector Onsite: CME



LABOR CHARGES	CDAFT	OT LIDO	OT C	TE	OT USS	OT DATE	DTUBO	DT 0 * TC	Francis D. 1	EDINOE TOT:	1 4505	TOT:
IAME	CRAFT	ST HRS	ST RA		OT HRS	OT RATE	DT HRS			FRINGE TOTAL	LABOR	
Richard Massera	Carpenter Foreman	2	\$	51.89		\$ 77.84		\$ 103.78	\$ 17.97			103.7
an Beach	Carpenter Foreman	2	\$	51.90		\$ 77.85		\$ 103.80	\$ 17.96			103.8
dgar Sambrano	Mason	2	\$	38.85		\$ 58.28		\$ 77.70				77.7
ustin Marcum	Operator	2	\$	51.01		\$ 76.52		\$ 102.02	\$ 22.98			102.0
nthony Thrailkill	Laborer	2	\$	35.88		\$ 53.82		\$ 71.76	\$ 13.47	\$ 26.94	\$	71.7
Santiago Lugo	Laborer	2	\$	35.88		\$ 53.82		\$ 71.76	\$ 13.47	\$ 26.94	\$	71.7
lgcheludel August	Laborer	2	\$	35.38		\$ 53.07		\$ 70.76	\$ 13.47	\$ 26.94	\$	70.7
G Moran Cruz	Laborer	2	\$	35.28		\$ 52.92		\$ 70.56	\$ 13.47	\$ 26.94	\$	70.5
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	LABOR TOTAL	\$ 672.14			EQUIPI	MENT COST				\$ -		
	Surcharge	12.50%			<b>EQUIPMENT</b>					15.009	6	
	SURCHARGE COST					NT MARKUP				\$ -		
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	Fringes	\$ 251.72			OTAL EQUIT	WEIT COOT				Ψ		

SUBCONTRACTOR COST SUBCONTRACTOR MARKUP % SUBCONTRACTOR MARKUP TOTAL SUBCONTRACTOR COSTS: MARKUP % 15.00% 10.00% MARKUP AMOUNT \$ 151.18 \$ \$ TOTAL LABOR COSTS: \$ 1,159.06 MATERIAL COSTS MATERIAL MARKUP %
MATERIAL MARKUP 15.00% \$ \$ TOTAL MARKUP COSTS: SUB-TOTAL COST \$ 1,159.06 **TOTAL COST** \$ 1,159.06



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 8/9/2024 Shift: Day
DESCRIPTION: Crew placed and smoothed out topsoil on the apartment grass, only good access was from the apartment side of the privacy wall.

NAME													
	CRAFT	ST HRS	ST	RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Ra	ate FRINGI	E TOTAL	LABOR	r totai
ustin Marcum	Operator	2	\$	51.01		\$ 76.52		\$ 102.02	\$ 22.	.98 \$	45.96	\$	102.0
nthony Thrailkill	Laborer	2	\$	35.88		\$ 53.82		\$ 71.76	\$ 13.	.47 \$	26.94	\$	71.7
antiago Lugo	Laborer	2	\$	35.88		\$ 53.82		\$ 71.76	\$ 13.	.47 \$	26.94	\$	71.7
ichard Massera	Carpenter Foreman	4	\$	51.89		\$ 77.84		\$ 103.78	\$ 17.	.97 \$	71.88	\$	207.5
n Beach	Carpenter Foreman	4	\$	51.90		\$ 77.85		\$ 103.80	\$ 17.	.96 \$	71.84	\$	207.6
acob Ramos	Carpenter	4	\$	44.06		\$ 66.09		\$ 88.12	\$ 17.	.96 \$	71.84	\$	176.2
avid Decender	Carpenter Foreman	4	\$	47.90		\$ 71.85		\$ 95.80	\$ 17.	.96 \$	71.84	\$	191.6
duardo Martinez	Carpenter	4	\$	44.06		\$ 66.09		\$ 88.12	\$ 17.	.96 \$	71.84	\$	176.2
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					LABC	R TOTALS:				\$	459.08	\$	1,204.7
QUIPMENT CHARGES													
QUIP. #	DE	SCRIPTION			TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	-
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ubcontractor CHARG	ES												
Subcontractor			DE	SCRIPTION				QTY	UNITS	PRICE		TOTAL	_
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Material CHARGES													
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/ENDOR	Concrete Material Buy	- 6011284	DES	SCRIPTION						_			
/ENDOR	Concrete Material Buy	- 6011284	DES	SCRIPTION				QTY 3	UNITS	PRICE \$	185.34	\$	556.0
/ENDOR	Concrete Material Buy	- 6011284	DES	SCRIPTION						_		\$	
/ENDOR	Concrete Material Buy	- 6011284	DES	SCRIPTION						_		\$ \$ \$	556.0 -
/ENDOR	Concrete Material Buy	- 6011284	DE	SCRIPTION						_		\$	556.0 - - -
/ENDOR	Concrete Material Buy	- 6011284	DES	SCRIPTION						_		\$ \$ \$	556.0 - - -
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/ENDOR	Concrete Material Buy	- 6011284	DES	SCRIPTION						\$		\$ \$ \$ \$	556.0 - - -
/ENDOR Silverstrike	Concrete Material Buy	- 6011284	DES	SCRIPTION						\$	185.34	\$ \$ \$ \$	556.0 - - - -
Material CHARGES //ENDOR Silverstrike	Concrete Material Buy	- 6011284	DES	SCRIPTION						\$	185.34	\$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike				SCRIPTION	EQUIDA	MENT COST				\$ MATERIAL	185.34	\$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL	\$ 1,204.78	3			MENT COST				\$	185.34 L TOTALS:	\$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge	\$ 1,204.78 12.509	3 66		EQUIPMENT	MARKUP %				\$ MATERIAL \$	185.34 L TOTALS:	\$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL	\$ 1,204.78 12.509	3 66		EQUIPMENT EQUIPMEN	MARKUP % IT MARKUP				MATERIAL \$	185.34 L TOTALS:	\$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST	\$ 1,204.78 12.509 \$ 150.60	3 66		EQUIPMENT	MARKUP % IT MARKUP				\$ MATERIAL \$	185.34 L TOTALS:	\$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge	\$ 1,204.78 12.509 \$ 150.60	3 66	ТС	EQUIPMENT EQUIPMEN OTAL EQUIPM	MARKUP % IT MARKUP MENT COST				MATERIAL \$	185.34 L TOTALS:	\$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08	3 6/6	TO S	EQUIPMENT EQUIPMEN DTAL EQUIPM	MARKUP % IT MARKUP MENT COST				MATERIAL \$	185.34 L TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08	3 66	T(	EQUIPMENT EQUIPMENDTAL EQUIPMENDTAL EQUIPMENDTAL EQUIPMENDTAL EQUIPMENDTALE	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP %				MATERIAL  \$ \$ \$ \$ \$	185.34 L TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08	3 66	T( S SUBCC SUB	EQUIPMENT EQUIPMEND DTAL EQUIPM BUBCONTRACTOR CONTRACTOR	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % PR MARKUP				MATERIAL S S S S	185.34 L TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	T( S SUBCC SUB	EQUIPMENT EQUIPMEND TAL EQUIPMEND TAL EQUIPMEND TAL EQUIPMEND TALES ON TRACTOR	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % PR MARKUP				MATERIAL  \$ \$ \$ \$ \$	185.34 L TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP %	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	T( S SUBCC SUB	EQUIPMENT EQUIPMENT DTAL EQUIPM SUBCONTRAC DNTRACTOR CONTRACTOR BCONTRACTO	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:				MATERIAI  \$ \$ \$ \$ \$ \$ \$ \$ \$	185.34 L TOTALS: 15.00%	\$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	T( S SUBCC SUB	EQUIPMENT EQUIPMENT EQUIPMENT SUBCONTRACTOR CONTRACTOR BCONTRACTOR MATER	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:				MATERIAL S S S S	185.34 L TOTALS: 15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	T( S SUBCC SUB	EQUIPMENT EQUIPMENT DTAL EQUIPM SUBCONTRAC DNTRACTOR CONTRACTOR BCONTRACTO	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:				MATERIAL S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	T( S SUBCC SUB	EQUIPMENT EQUIPMENT EQUIPMEN DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATER MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS:				MATERIAI  \$ \$ \$ \$ \$ \$ \$ \$ \$	185.34 L TOTALS: 15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	S SUBCC SUBCC SUBL	EQUIPMENT EQUIPMENT EQUIPMEN DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATER MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				MATERIAL S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	S SUBCC SUBCC SUBL	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				S S S S S S S S S S S S S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02 15.00% 83.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.0 - - - -
/ENDOR Silverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17	3 6 6 7	S SUBCC SUBCC SUBL	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				S S S S S S S S S S S S S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02 15.00% 83.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.( - - - -
'ENDOR ilverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT TOTAL LABOR COSTS:	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17 \$ 2,086.63	3 3 6 6 6 7 7 3 3 3 3 3 3 3 3 3 3 3 3 3	SUBCC SUBC TOTAL SU	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				S S S S S S S S S S S S S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02 15.00% 83.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.( - - - -
ENDOR ilverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17 \$ 2,086.63	3 6 6 7	S SUBCC SUBCC SUBL	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				S S S S S S S S S S S S S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02 15.00% 83.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.( - - - -
ENDOR ilverstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT TOTAL LABOR COSTS:	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17 \$ 2,086.63	3 3 6 6 6 7 7 3 3 3 3 3 3 3 3 3 3 3 3 3	SUBCC SUBC TOTAL SU	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				S S S S S S S S S S S S S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02 15.00% 83.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556.I
ENDOR verstrike	LABOR TOTAL Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT TOTAL LABOR COSTS:	\$ 1,204.78 12.509 \$ 150.60 \$ 459.08 15.009 \$ 272.17 \$ 2,086.63	3 3 6 6 6 7 7 3 3 3 3 3 3 3 3 3 3 3 3 3	SUBCC SUBC TOTAL SU	EQUIPMENT EQUIPMENT EQUIPMENT DTAL EQUIPM BUBCONTRACTOR CONTRACTOR BCONTRACTO MATERIAL MATERIAL	MARKUP % IT MARKUP MENT COST CTOR COST MARKUP % IR MARKUP OR COSTS: IIAL COSTS MARKUP % AL MARKUP				S S S S S S S S S S S S S S S S S S S	185.34 L TOTALS: 15.00% - - 10.00% - - 556.02 15.00% 83.40	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	556. - - - -

Inspector Onsite:

CME



EWB RE Report # 001

LABOR CHARGES																
NAME	CRAFT	ST HRS	ST RA	TE	OT HRS	OT	RATE	DT HRS	DT	RATE	Fring	ge Rate	FRINGE	TOTAL	LABO	R TOTAL
David Decender	Carpenter Foreman	3	\$	47.90		\$	71.85		\$	95.80	\$	17.96	\$	53.88	\$	143.70
Eduardo Martinez	Carpenter	3	\$	44.06		\$	66.09		\$	88.12	\$	17.96	\$	53.88	\$	132.18
Jacob Ramos	Carpenter	3	\$	44.06		\$	66.09		\$	88.12	\$	17.96	\$	53.88	\$	132.18
Michael Schneider	Carpenter	3	\$	42.21		\$	63.32		\$	84.42	\$	11.13	\$	33.39	\$	126.63
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<u>-</u>					LAE	OR TO	OTALS:						\$	195.03	\$	534.69

EQUIPMENT CHARGES										
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.12845	Ford F450 Flatbed Utility	Truck	Ford	F450	1	3	\$	78.03	\$	234.09
									\$	-
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									\$	-
						EQI	JIPMENT TO	OTALS:	\$	234.09

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	
					\$	-
					\$	-
					\$	-
			SUBCON	NTRACTOR TOT	ALS: \$	-

Material CHARGES								
VENDOR		DESCRIPTION	QTY	UNITS	PRICE		TOTA	٩L
Silverstrike	Concrete Material Buy	y - 6011297	6	CY	\$	170.72	\$	1,024.32
							\$	-
							\$	-
							\$	-
							\$	
							\$	,
					MATERIAL	TOTALS:	\$	1.024.32

SUMMARY				
LABOR TOTAL	-		\$ 234.	
Surcharge	12.50%	EQUIPMENT MARKUP %	15.0	0%
SURCHARGE COST	\$ 66.84	EQUIPMENT MARKUP	\$ 35.	11
		TOTAL EQUIPMENT COST	\$ 269.:	20
Fringes	\$ 195.03			
· ·		SUBCONTRACTOR COST	\$ -	
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %	10.0	0%
MARKUP AMOUNT	\$ 119.48	SUBCONTRACTOR MARKUP	\$ -	
113 4 4 (6) 7 4 110 6 (1)		TOTAL SUBCONTRACTOR COSTS:	\$ -	
TOTAL LABOR COSTS:	\$ 916.04		ų .	
TOTAL LABOR GOOTS.	Ψ 310.04	MATERIAL COSTS	\$ 1,024.	22
		MATERIAL MARKUP %	15.0	0%
		MATERIAL MARKUP	\$ 153.	65
		TOTAL MARKUP COSTS:	\$ 1,177.	97
			* ',	
SUB-TOTAL COST	Γ	\$ 2,363.21		
		* ***		
TOTAL COST		\$ 2,363.21		
		* ***		

**GRANITE** 

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 8/15/2024 Shift: Day
DESCRIPTION: Crew stacked lower panels, placed moisture barrier, rock, and fabric, backfilled and graded sidewalk base, stacked upper panels, and glued the caps on.

LABOR CHARGES																
NAME	CRAFT	ST HRS	ST R	ATE	OT HRS	OT	RATE	DT HRS	DT F	RATE	Fring	e Rate	FRINGE	TOTAL	LABOR	R TOTAL
Brian Thrailkill	Superintendent		\$	60.84	1		91.26			21.68		22.98	\$	22.98		91.26
Austin Marcum	Operator	8	\$	51.01	2	\$	76.52		\$ 1	02.02	\$	22.98	\$	229.80	\$	561.11
Santiago Lugo	Laborer	8	\$	35.88	2	\$	53.82		\$	71.76	\$	13.47	\$	134.70	\$	394.68
Anthony Thrailkill	Laborer	8	\$	35.88	2	\$	53.82		\$	71.76	\$	13.47	\$	134.70	\$	394.68
						\$	-		\$	-			\$	-	\$	-
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					LABC	R TC	TALS:						\$	522.18	\$	1,441.73
<b>EQUIPMENT CHARGES</b>																
EQUIP.#		ESCRIPTION			TYPE	MAł	ΚE	MODEL	С	ount	HOU	RS	RATE		TOTAL	
30.33361	Cat 308E2 Excavato	r			Excavator	(	CAT	308		1		8	\$	72.89	\$	583.12
															\$	-
															\$	-
															\$	-
						1									\$	-
									1						¢	

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
	•				\$	-
			SUBCON	TRACTOR TOTALS:	\$	-

Material CHARGES							
VENDOR	DESCRIPTIO	N	QTY	UNITS	PRICE	TOTAL	
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
					MATERIAL TOTALS	S: \$	-

SUMMARY				
_			_	
LABOR TOTAL \$	1,441.73	EQUIPMENT COST	\$	583.12
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST \$	180.22	EQUIPMENT MARKUP	\$	87.47
		TOTAL EQUIPMENT COST	\$	670.59
Fringes \$	522.18			
		SUBCONTRACTOR COST	\$	-
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT \$	321.62	SUBCONTRACTOR MARKUP	\$	-
		TOTAL SUBCONTRACTOR COSTS:	\$	_
TOTAL LABOR COSTS: \$	2,465.75		*	
101112 212011 00010. \$	2,100.70	MATERIAL COSTS	\$	<u>-</u>
			•	
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	-
		TOTAL MARKUP COSTS:	\$	-
0115 70741 0007				
SUB-TOTAL COST		\$ 3,136.33		
TOTAL COOT				
TOTAL COST		\$ 3,136.33		



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 8/26/2024
DESCRIPTION: Concrete crew replaced the damaged sidewalk panels at approximately STA 163+50.

	<b>EWB</b>	RE Re	port #	001
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LABOR CHARGES NAME	CRAFT	ST HRS	ST RATE		OT HRS	OT R	ATE	DT HRS	DT	RATE	Fring	ge Rate	FRINGE	TOTAL	LABOR	R TOTAL
Saul Hernandez	Mason Foreman	8	\$ 49	9.35	1	\$ 7	4.03			98.70		13.08	\$	117.72	\$	468.83
Victor Andrade	Mason Foreman	8	\$ 45	5.35		\$ 6	8.03		\$	90.70	\$	13.07	\$	104.56	\$	362.80
Jesus Perez	Mason Foreman	8	\$ 47	'.35		\$ 7	1.03		\$	94.70	\$	13.07	\$	104.56	\$	378.80
Alfonso Rosas	Mason Foreman	8	\$ 46	5.57		\$ 6	9.86		\$	93.14	\$	13.07	\$	104.56	\$	372.56
						\$	-		\$	-			\$	-	\$	-
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						\$	-		\$	-			\$		\$	
				Ĺ	LABC	OR TOT	ALS:						\$	431.40	\$	1,582.99
EQUIPMENT CHARGES		-														
EQUIP.#		ESCRIPTION			TYPE	MAKI		MODEL		Count	HOL	JRS	RATE		TOTAL	
4.12050	Ford F450 Flatbed U	tility			Truck	Fo	ord	F450	İ	1		2	\$	78.03	\$	156.06

EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.12050	Ford F450 Flatbed Utility	Truck	Ford	F450	1	2	\$	78.03	\$	156.06
4.1803	Ford F450 Flatbed Utility	Truck	Ford	F450	1	2	\$	78.03	\$	156.06
									\$	-
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						EG	UIPMENT 1	OTALS:	\$	312.12

Subcontractor CHARGES	1					
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	
			SUBCON	ITRACTOR TOTALS:	\$	-

Material CHARGES								
VENDOR	DESCRIPTION		QTY	UNITS	PRICE		TOTAL	
Silverstrike	5 CY of concrete to replace damaged sidewalk - 601145	5	5	CY	\$	164.90	\$	824.51
							\$	-
							\$	-
							\$	
							\$	-
							\$	-
			•	N	IATERIAL	TOTALS:	\$	824.51

JMMARY					
LABOR TOTAL		,582.99	EQUIPMENT COST	\$	312.12
Surcharge		12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST	\$	197.87	EQUIPMENT MARKUP	\$	46.82
			TOTAL EQUIPMENT COST	\$	358.94
Fringes	\$	431.40			
			SUBCONTRACTOR COST	\$	-
MARKUP %		15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT	\$	331.84	SUBCONTRACTOR MARKUP	\$	_
	*		TOTAL SUBCONTRACTOR COSTS:	\$	_
TOTAL LABOR COSTS:	¢ 2	544.10	10 1/12 0000011111101011010010.	•	
TOTAL LABOR COOTS.	Ψ 2,	,544.10	MATERIAL COSTS	\$	824.51
				Ψ	
			MATERIAL MARKUP %		15.00%
			MATERIAL MARKUP	\$	123.68
			TOTAL MARKUP COSTS:	\$	948.19
				•	
SUB-TOTAL COST	Г	\$	3,851.22		
002 . 0	•	Ť	0,001.22		
TOTAL COST		\$	3,851.22		
101712 0001		Ψ	0,001.22		

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 8/26/2024 Shift: Day
DESCRIPTION: Crew regraded the damaged landscaping rock and DG.



LABOR CHARGES													
NAME	CRAFT	ST HRS	ST RATE	OT HRS C	T RATE	OT HRS	DT RAT	Έ	Fringe Rate	FRINGE 7	ΓΟΤΑL	LABOR	R TOTAL
Brian Thrailkill	Superintendent	2	\$ 60.84		91.26		\$ 121.0	38	\$ 22.98	\$	45.96	\$	121.68
Anthony Thrailkill	Laborer	2	\$ 35.88	1	53.82		\$ 71.	76	\$ 13.47	\$	26.94	\$	71.76
Austin Marcum	Operator	2	\$ 51.01	1	76.52		\$ 102.0	02	\$ 22.98	\$	45.96	\$	102.02
Santiago Lugo	Laborer	2	\$ 35.88	[ ]	53.82		\$ 71.	76	\$ 13.47	\$	26.94	\$	71.76
				1	- 8		\$ -			\$	-	\$	-
					- 6		\$ -			\$	-	\$	-
				1	- 8		\$ -			\$	-	\$	-
					- 6		\$ -			\$	-	\$	-
				1	- 8		\$ -			\$	-	\$	-
					- 6		\$ -			\$	-	\$	-
				1	- 8		\$ -			\$	-	\$	-
					- 6		\$ -			\$	-	\$	-
				1	- 8		\$ -			\$	-	\$	-
					- 6		\$ -			\$	-	\$	-
					- 6		\$ -			\$	-	\$	-
					-		\$ -			\$	-	\$	-
				LABOR	TOTALS:					\$	145.80	\$	367.22

EQUIPMENT CHARGES										
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.12050	Ford F450 Flatbed Utility	Truck	Ford	F450	1	2	\$	78.03	\$	156.06
4.1803	Ford F450 Flatbed Utility	Truck	Ford	F450	1	2	\$	78.03	\$	156.06
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
				•		EC	QUIPMENT 1	TOTALS:	\$	312.12

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
•			SUBCON	NTRACTOR TOT	ALS: \$	-

Material CHARGES							
VENDOR	DESCRIPTIO	N	QTY	UNITS	PRICE	TOTAL	
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
					MATERIAL TOTALS	S: \$	-

SUMMARY				
LABOR TOTAL	\$ 367.22	EQUIPMENT COST	\$	312.12
Surcharge	12.50%		•	15.00%
SURCHARGE COST			\$	46.82
SURCHARGE COST	\$ 45.90	TOTAL EQUIPMENT COST	\$ \$	358.94
Fringes	\$ 145.80		Ψ	330.94
gos	. 10.00	SUBCONTRACTOR COST	\$	-
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT	\$ 83.84	SUBCONTRACTOR MARKUP	\$	-
		TOTAL SUBCONTRACTOR COSTS:	\$	-
TOTAL LABOR COSTS:	\$ 642.76			
		MATERIAL COSTS	\$	
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	-
		TOTAL MARKUP COSTS:	\$	-
SUB-TOTAL COST	т	\$ 1,001.70		
00B-101AE 000	•	ψ 1,001.70		
TOTAL COST		\$ 1,001.70		



#### PCO -F/P/S NVE Vaults

Item	Date	Description	Total
1	5/16/2024	Grading crew dug out the existing risers of two vaults in order to form and pour new ones. The previous risers were 1" to 1-3/4" too high above grade. NV Energy inspector required Granite to purchase fire retardant shirts to work around the vaults. Carpenter crew formed the new risers for two vaults. Concrete crew poured riser for the vault located south of Gate 2.	\$ 12,602.32
2	5/17/2024	Grading crew spent the day moving road plates around for all the crews. There were only enough inspectors to have two vaults open at a time. The existing riser on the vault at 9th Street was removed. Carpenter crew formed two more vaults and lined three of the raised vaults. Concrete crew poured three vault risers.	\$ 8,401.85
3	5/20/2024	Crew stripped the forms in the four vaults that got new risers, backfilled and compacted these four vaults up to collar grade.	\$ 1,147.52
4	5/22/2024	Crew gathered all of the rented plates and stacked them for United Rentals to pick up.	\$ 461.81
5	5/23/2024	Crew removed the inside forms on the three vaults that were shimmed.	\$ 513.71



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 5/16/2024 Shift: Day
DESCRIPTION: Grading crew dug out the existing risers of two vaults in order to form and pour new ones. The previous risers were 1" to 1-3/4" too high above grade. NV Energy inspector required Granite to purchase fire retardant shirts to work around the vaults. Carpenter crew formed the new risers for two vaults. Concrete crew poured riser for the vault located south of Gate 2.

NAME	CRAFT	ST HRS	ST R	ATE	OT HRS	OT RA	ATE	DT HRS	DT	RATE	Frin	ge Rate	FRING	E TOTAL	LAB	OR TOTAL
Saul Hernandez	Mason Foreman		\$	49.35	1	\$ 74	1.03		\$	98.70	\$	13.07	\$	13.07	\$	74.03
Francisco Gonzalez	Mason		\$	39.04	1	\$ 58	3.56		\$	78.08	\$	13.48	\$	13.48	\$	58.56
Eusebio Sanchez	Mason	1	\$	38.89		\$ 58	3.34		\$	77.78	\$	13.47	\$	13.47	\$	38.89
Jose Montano	Mason	1	\$	32.34		\$ 48	3.51		\$	64.68	\$	13.07	\$	13.07	\$	32.34
Manuel Parra Milanes	Mason	1	\$	38.85		\$ 58	3.28		\$	77.70	\$	13.07	\$	13.07	\$	38.85
Fernando Plascencia	Mason	1	\$	32.34		\$ 48	3.51		\$	64.68	\$	13.07	\$	13.07	\$	32.34
Juan Rodriguez	Mason	1	\$	38.85		\$ 58	3.28		\$	77.70	\$	13.07	\$	13.07	\$	38.85
Rod Sanders	Carpenter Foreman	8	\$	46.47	3.5	\$ 69	9.71		\$	92.94	\$	17.04	\$	195.96	\$	615.73
Jeremie Dangtran	Carpenter	8	\$	42.65	2.5	\$ 63	3.98		\$	85.30	\$	17.04	\$	178.92	\$	501.14
Omar Gutierrez	Carpenter	8	\$	42.65	2.5	\$ 63	3.98		\$	85.30	\$	17.04	\$	178.92	\$	501.14
Dave Cabanilla	Carpenter	8	\$	42.65	2.5	\$ 63	3.98		\$	85.30	\$	17.04	\$	178.92	\$	501.14
Brian Thrailkill	Superintendent	3	\$	60.80	2	\$ 91	1.20		\$	121.60	\$	22.99	\$	114.95	\$	364.80
Austin Marcum	Operator	8	\$	50.98	2	\$ 76	3.47		\$	101.96	\$	22.98	\$	229.80	\$	560.78
Anthony Thrailkill	Laborer	8	\$	35.85	2	\$ 53	3.78		\$	71.70	\$	13.47	\$	134.70	\$	394.35
Santiago Lugo	Laborer	8	\$	35.85	2	\$ 53	3.78		\$	71.70	\$	13.47	\$	134.70	\$	394.35
Seluini Havosi	Operator Foreman		\$	52.56	1	\$ 78	3.84		\$	105.12	\$	22.99	\$	22.99	\$	78.84
					LAB	OR TOTA	ALS:						\$	1.462.16	\$	4,226,12

EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTA	L
4.12049	Ford 1.25 Ton Super Duty	Truck	Ford	1.25 TN	1	2		80.66	\$	161.32
4.20664	Ford 1.25 Ton Flatbed	Truck	Ford	1.25 TN	1	1		80.66	\$	80.66
30.33361	Cat 308E2 Excavator	Excavator	Cat	308E2	1	4		72.89	\$	291.56
8.1092	Cat It38g Tool Carrier	Loader	Cat	lt38g	1	5		53.24	\$	266.20
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
						FO	UIPMENT TO	TALS:	\$	799.74

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
			CLIDCON	TDACTOR TOTA	1 C · ¢	

Material CHARGES								
VENDOR	DESCRIPTION		QTY	UNITS	PRICE		TOT	AL
Boot Barn	12 Fire retardant shirts		1	LS	\$	1,066.24	\$	1,066.24
Silver Strike	6.5CY concrete		6.5	CY	\$	159.90	\$	1,039.35
United Rental	9 road plates		1	LS	\$	1,183.09	\$	1,183.09
Granite Construction Supply	Form materials for risers		1	LS	\$	653.58	\$	653.58
							\$	-
		·					\$	-
				M	ATERIAL	. TOTALS:	\$	3,942,26

SUMMARY				
LABOR TOTAL	\$ 4,226.12	EQUIPMENT COST	\$	799.74
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST	\$ 528.26	EQUIPMENT MARKUP	\$	119.96
		TOTAL EQUIPMENT COST	\$	919.70
Fringes	\$ 1,462.16			
		SUBCONTRACTOR COST	\$	-
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT	\$ 932.48	SUBCONTRACTOR MARKUP	\$ \$	-
		TOTAL SUBCONTRACTOR COSTS:	\$	-
TOTAL LABOR COSTS:	\$ 7,149.02			
		MATERIAL COSTS	\$	3,942.26
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	591.34
		TOTAL MARKUP COSTS:	\$	4,533.60
SUB-TOTAL COST	-	\$ 12,602.32		
TOTAL COST		\$ 12,602.32		

GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 5/17/2024 Shift: Day
DESCRIPTION: Grading crew spent the day moving road plates around for all the crews. There were only enough inspectors to have two vaults open at a time. The existing riser on the vault at 9th Street was removed. Carpenter crew formed two more vaults and lined three of the raised vaults. Concrete crew poured three vault risers.

LABOR CHARGES															
NAME	CRAFT	ST HRS	ST RA	\TE	OT HRS	OT RATE	DT HRS	DT R	ATE	Fring	ge Rate	FRINGE	TOTAL	LAB	OR TOTAL
Saul Hernandez	Mason Foreman	3	\$	49.35		\$ 74.03		\$ 9	8.70	\$	13.07	\$	39.21	\$	148.05
Francisco Gonzalez	Mason	3	\$	39.04		\$ 58.56		\$ 7	78.08	\$	13.48	\$	40.44	\$	117.12
Eusebio Sanchez	Mason	3	\$	38.89		\$ 58.34		\$ 7	77.78	\$	13.47	\$	40.41	\$	116.67
Jose Montano	Mason	3	\$	32.34		\$ 48.51		\$ 6	64.68	\$	13.07	\$	39.21	\$	97.02
Manuel Parra Milanes	Mason	3	\$	38.85		\$ 58.28		\$ 7	77.70	\$	13.07	\$	39.21	\$	116.55
Fernando Plascencia	Mason	3	\$	32.34		\$ 48.51		\$ 6	64.68	\$	13.07	\$	39.21	\$	97.02
Juan Rodriguez	Mason	3	\$	38.85		\$ 58.28		\$ 7	77.70	\$	13.07	\$	39.21	\$	116.55
Rod Sanders	Carpenter Foreman	8	\$	46.47	3.5	\$ 69.71		\$ 9	2.94	\$	17.04	\$	195.96	\$	615.73
Jeremie Dangtran	Carpenter	8	\$	42.65	2.5	\$ 63.98		\$ 8	35.30	\$	17.04	\$	178.92	\$	501.14
Omar Gutierrez	Carpenter	8	\$	42.65	2.5	\$ 63.98		\$ 8	35.30	\$	17.04	\$	178.92	\$	501.14
Dave Cabanilla	Carpenter	8	\$	42.65	2.5	\$ 63.98		\$ 8	35.30	\$	17.04	\$	178.92	\$	501.14
Brian Thrailkill	Superintendent	2.5	\$	60.80	1.5	\$ 91.20		\$ 12	21.60	\$	22.99	\$	91.96	\$	288.80
Austin Marcum	Operator	7	\$	50.98	0.5	\$ 76.47		\$ 10	1.96	\$	22.98	\$	172.35	\$	395.10
Evan Moe	Laborer	2	\$	35.26		\$ 52.89		\$ 7	70.52	\$	13.47	\$	26.94	\$	70.52
Anthony Thrailkill	Laborer	7	\$	35.85		\$ 53.78		\$ 7	71.70	\$	13.47	\$	94.29	\$	250.95
Seluini Havosi	Operator Foreman	1	\$	52.56		\$ 78.84		\$ 10	)5.12	\$	22.99	\$	22.99	\$	52.56
			·		LAB	OR TOTALS:	•					\$	1,418.15	\$	3,986.05

EQUIPMENT CHARGES										
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL	
4.12049	Ford 1.25 Ton Super Duty	Truck	Ford	1.25 TN	1	2		80.66	\$	161.32
4.20664	Ford 1.25 Ton Flatbed	Truck	Ford	1.25 TN	1	1		80.66	\$	80.66
8.1092	Cat It38g Tool Carrier	Loader	Cat	It38g	1	5		53.24	\$	266.20
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
									\$	-
						EQ	UIPMENT TOT	ALS:	\$	508.18

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
			SUBCON	ITRACTOR TOT	ΔΙ S: \$	

Material CHARGES								
VENDOR		DESCRIPTION	QTY	UNITS	PRICE		TOTAL	
Silver Strike	6 CY Concrete		6	CY	\$	149.22	\$	895.33
							\$	
							\$	-
							\$	
							\$	-
		•					\$	
				N	IATERIAL	TOTALS:	\$	895.33

IMARY				
LABOR TOTAL	\$ 3,986.05	EQUIPMENT COST	\$	508.18
Surcharge	12.50%	EQUIPMENT MARKUP %	· ·	15.00%
SURCHARGE COST		EQUIPMENT MARKUP	\$	76.23
		TOTAL EQUIPMENT COST	\$	584.41
Fringes	\$ 1,418.15		•	
3		SUBCONTRACTOR COST	\$	-
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT	\$ 885.37	SUBCONTRACTOR MARKUP	\$	-
		TOTAL SUBCONTRACTOR COSTS:	\$	-
TOTAL LABOR COSTS:	\$ 6,787.82			
		MATERIAL COSTS	\$	895.33
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	134.30
		TOTAL MARKUP COSTS:	\$	1,029.62
SUB-TOTAL COST	-	\$ 8,401.85		
23B-101AE 0001		ψ 0,401.00		
TOTAL COST		\$ 8,401.85		



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 5/20/2024 Shift: Day
DESCRIPTION: Crew stripped the forms in the four vaults that got new risers, backfilled and compacted these four vaults up to collar grade.

LABOR CHARGES												
NAME	CRAFT	ST HRS	ST RAT	ΓE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE	TOTAL I	ABOR TO
Brian Thrailkill	Superintendent	2	\$	60.80		\$ 91.20	1	\$ 121.60	\$ 22.99			\$ 121
ustin Marcum		2	\$	50.98		\$ 76.47		\$ 101.96	\$ 22.98			\$ 101
	Operator											
van Moe	Laborer	2	\$	35.26		\$ 52.89		\$ 70.52	\$ 13.47			\$ 70
Inthony Thrailkill	Laborer	2	\$	35.85		\$ 53.78		\$ 71.70	\$ 13.47	\$	26.94	\$ 71
Santiago Lugo	Laborer	2	\$	35.85		\$ 53.78	1	\$ 71.70	\$ 13.47			\$ 71
antiago Lugo	Laborer		Ψ	33.03		ψ 55.76		ψ /1./0	ψ 15.47	Ψ		
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			-									
												\$
					LABO	R TOTALS:				\$	172.76	\$ 437
												•
QUIPMENT CHARGES												
QUIP.#	DE	SCRIPTION			TYPE	MAKE	MODEL	Count	HOURS	RATE		TOTAL
.20664	Ford 1.25 Ton Flatbed				Truck	Ford	1.25 TN	1	1	<u> </u>		\$ 80
0.33361	Cat 308E2 Excavator				Excavator	Cat	308E2	1	2	<u> </u>	72.89	\$ 145
.1092	Cat It38g Tool Carrier				Loader	Cat	It38g	1	2		53.24	\$ 106
					l	t		<del>                                     </del>	<del>-</del> -	1		\$
					<b> </b>	<del>                                     </del>	<b>!</b>	<del>                                     </del>	<b> </b>	<b>!</b>		
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												\$
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	•							•	FOL	IPMENT 1	TOTAL C.	\$ 332
									EQU	IPIVIENT	IUIALS.	\$ 332
Subcontractor CHARGE	S											
Subcontractor			DESCE	RIPTION				QTY	UNITS	PRICE	1-	TOTAL
Subcontractor			DEGGI	VII TIOIV				QII	ONTO	TRICE		
												\$
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									SUBCONTE	RACTOR		\$ \$ \$ \$
									SUBCONTF	RACTOR		\$ \$ \$
									SUBCONTF	RACTOR		\$ \$ \$ \$
Material CHARGES											FOTALS:	\$ \$ \$ \$ \$
			DESCF	RIPTION				QTY	SUBCONTF	RACTOR	FOTALS:	\$ \$ \$ \$
Material CHARGES VENDOR			DESCF	RIPTION				QTY			FOTALS:	\$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY			TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCE	RIPTION				QTY			TOTALS:	\$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY			TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY			TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY			FOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY			TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY			TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY	UNITS	PRICE	FOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY	UNITS	PRICE	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR			DESCF	RIPTION				QTY	UNITS	PRICE	FOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR			DESCF	RIPTION				QTY	UNITS	PRICE	FOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
			DESCF	RIPTION				QTY	UNITS	PRICE	FOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
VENDOR				RIPTION				QTY	UNITS	PRICE	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	LABOR TOTAL	\$ 437.4		RIPTION	EQUIPM	IENT COST		QTY	UNITS	PRICE	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	LABOR TOTAL		8					QTY	UNITS	PRICE	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge	12.50	8		EQUIPMENT I	MARKUP %		QTY	UNITS	PRICE ATERIAL	TOTALS:  TOTALS:  332.92 15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR		12.50	8			MARKUP %		QTY	UNITS	PRICE	TOTALS:	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge	12.50	8		EQUIPMENT N EQUIPMEN	MARKUP % T MARKUP		QTY	UNITS	PRICE  ATERIAL	TOTALS:  TOTALS:  332.92 15.00% 49.94	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge SURCHARGE COST	12.50 \$ 54.6	<b>8</b> % 9 9		EQUIPMENT I	MARKUP % T MARKUP		QTY	UNITS	PRICE ATERIAL	TOTALS:  TOTALS:  332.92 15.00%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge	12.50 \$ 54.6	<b>8</b> % 9 9	TO	EQUIPMENT N EQUIPMEN DTAL EQUIPM	MARKUP % T MARKUP IENT COST		QTY	UNITS	ATERIAL  \$	TOTALS:  TOTALS:  332.92 15.00% 49.94 382.86	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge SURCHARGE COST	12.50 \$ 54.6	<b>8</b> % 9 9	TO	EQUIPMENT N EQUIPMEN	MARKUP % T MARKUP IENT COST		QTY	UNITS	PRICE  ATERIAL	TOTALS:  TOTALS:  332.92 15.00% 49.94	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge SURCHARGE COST Fringes	\$ 54.6 \$ 172.7	8 % 9	T(	EQUIPMENT N EQUIPMEN DTAL EQUIPM UBCONTRAC	MARKUP % T MARKUP IENT COST		QTY	UNITS	ATERIAL  \$	TOTALS:  TOTALS:  15.00% 49.94 382.86	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge SURCHARGE COST Fringes MARKUP %	\$ 54.6 \$ 172.7 15.00	8 8 99 6	T(	EQUIPMENT N EQUIPMEN OTAL EQUIPM UBCONTRAC ONTRACTOR N	MARKUP % T MARKUP IENT COST TOR COST MARKUP %		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$	TOTALS:  TOTALS:  332.92 15.00% 49.94 382.86	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
/ENDOR	Surcharge SURCHARGE COST Fringes	\$ 54.6 \$ 172.7 15.00	8 8 99 6	T(C S SUBCC SUB	EQUIPMENT N EQUIPMEN OTAL EQUIPM UBCONTRAC ONTRACTOR N CONTRACTOR	MARKUP % T MARKUP IENT COST TOR COST MARKUP % R MARKUP		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$	TOTALS: 332.92 15.00% 49.94 382.86 	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
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/ENDOR	Surcharge SURCHARGE COST Fringes MARKUP %	\$ 12.50 \$ 54.6 \$ 172.7 \$ 99.7	88 %% 99 66 TC TC TC TC TC TC TC TC TC TC TC TC TC	T(C S SUBCC SUB	EQUIPMENT N EQUIPMEN DTAL EQUIPM UBCONTRAC DITRACTOR N CONTRACTOR BCONTRACTOR	MARKUP % T MARKUP JENT COST TOR COST MARKUP % R MARKUP OR COSTS:		QTY	UNITS	PRICE  ATERIAL  \$ \$ \$ \$ \$ \$	TOTALS:  TOTALS:  332.92 15.00% 49.94 382.86	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
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\$ 1,147.52

TOTAL COST



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 5/22/2024
DESCRIPTION: Crew gathered all of the rented plates and stacked them for United Rentals to pick up.

ABOR CHARGES AME	CRAFT	ST HRS	ST	RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR TOTA
rian Thrailkill	Superintendent	1	\$	60.80	OTTINO	\$ 91.20	DITINO	\$ 121.60	\$ 22.99	\$ 22.99	\$ 60.8
ustin Marcum	Operator	<del>  '</del>	\$	50.98	1	\$ 76.47		\$ 101.96	\$ 22.98		
nthony Thrailkill	Laborer		\$	35.85	1	\$ 53.78		\$ 71.70		\$ 13.47	\$ 53.7
antiago Lugo	Laborer		\$	35.85	1	\$ 53.78		\$ 71.70	\$ 13.47	\$ 13.47	\$ 53.7
aritiago Lugo	Laborer		Ψ	33.03	'	ψ 55.76		Ψ /1.70	Ψ 13.47	ψ 15.47	
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					LABO	R TOTALS:				\$ 72.91	\$ 244.
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ENDOR	Surcharge	12.50%	DES	SCRIPTION	EQUIPMENT I	MARKUP %			SUBCONTR	PRICE  ATERIAL TOTALS:  \$ 53.24  15.00%	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
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ENDOR	Surcharge SURCHARGE COST	12.50% T \$ 30.60	DE:	SCRIPTION	EQUIPMENT I	MARKUP % IT MARKUP			SUBCONTR	PRICE  ATERIAL TOTALS:  \$ 53.24  15.00%	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
ENDOR	Surcharge	12.50% T \$ 30.60	DE:	SCRIPTION	EQUIPMENT I EQUIPMEN DTAL EQUIPM	MARKUP % IT MARKUP IENT COST			SUBCONTR	PRICE  ATERIAL TOTALS:  \$ 53.24  15.00% \$ 7.99 \$ 61.23	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
ENDOR	Surcharge SURCHARGE COST Fringes	12.50% 5 \$ 30.60 5 \$ 72.91	DES	SCRIPTION TO	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRAC	MARKUP % IT MARKUP IENT COST			SUBCONTR	PRICE  ATERIAL TOTALS:  \$ 53.24  15.00% \$ 7.99 \$ 61.23	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
ENDOR	Surcharge SURCHARGE COST Fringes MARKUP %	12.509 1 \$ 30.60 2 \$ 72.91 3 15.009	DES	SCRIPTION  TO  S  SUBCC	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRAC	MARKUP % IT MARKUP MENT COST TOR COST MARKUP %			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
ENDOR	Surcharge SURCHARGE COST Fringes	12.509 1 \$ 30.60 2 \$ 72.91 3 15.009	DES	SCRIPTION  TO  S SUBCC. SUBC.	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRAC ONTRACTOR I CONTRACTO	MARKUP % IT MARKUP IENT COST TOR COST MARKUP % R MARKUP			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23 \$ -	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.509 1 \$ 30.60 2 \$ 72.91 3 15.009 1 \$ 52.25	DES	SCRIPTION  TO  S SUBCC. SUBC.	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRAC	MARKUP % IT MARKUP IENT COST TOR COST MARKUP % R MARKUP			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP %	12.509 1 \$ 30.60 2 \$ 72.91 3 15.009 1 \$ 52.25	DES	SCRIPTION  TO  S SUBCC. SUBC.	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRAC ONTRACTOR I CONTRACTO BCONTRACTO	MARKUP % IT MARKUP MENT COST TOR COST MARKUP % R MARKUP OR COSTS:			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23 \$ - 10.00% \$ 7.99	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.509 1 \$ 30.60 2 \$ 72.91 3 15.009 1 \$ 52.25	DES	SCRIPTION  TO  S SUBCC. SUBC.	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRAC ONTRACTOR I CONTRACTO BCONTRACTO	MARKUP % IT MARKUP IENT COST TOR COST MARKUP % R MARKUP			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23 \$ -	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
UMMARY	Surcharge SURCHARGE COST Fringes MARKUP % MARKUP AMOUNT	12.509 1 \$ 30.60 2 \$ 72.91 3 15.009 1 \$ 52.25	DES	SCRIPTION  TO  S SUBCC. SUBC.	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRACTOR I CONTRACTOR I BCONTRACTOR MATER	MARKUP % IT MARKUP MENT COST TOR COST MARKUP % R MARKUP DR COSTS: IAL COSTS			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23 \$ - \$ -	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
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UMMARY	Surcharge SURCHARGE COST  Fringes  MARKUP % MARKUP AMOUNT  TOTAL LABOR COSTS	12.50% 30.60 30.60 5 \$ 72.91 6 15.00% 52.25 : \$ 400.58	DES	TC S SUBCC SUB TOTAL SUI	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRACTOR I CONTRACTOR I BCONTRACTO MATERIAL I MATERIAL I	MARKUP % IT MARKUP IENT COST ITOR COST MARKUP % R MARKUP DR COSTS: IAL COSTS MARKUP % IL MARKUP %			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23 \$ - 10.00% \$ - \$ -	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
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JMMARY	Surcharge SURCHARGE COST  Fringes  MARKUP % MARKUP AMOUNT  TOTAL LABOR COSTS	12.50% 30.60 30.60 5 \$ 72.91 6 15.00% 52.25 : \$ 400.58	DE3	TC S SUBCC SUB TOTAL SUI	EQUIPMENT I EQUIPMEN DTAL EQUIPM UBCONTRACTOR I CONTRACTOR I BCONTRACTO MATERIAL I MATERIAL I	MARKUP % IT MARKUP IENT COST ITOR COST MARKUP % R MARKUP DR COSTS: IAL COSTS MARKUP % IL MARKUP %			SUBCONTR	\$ 53.24 15.00% \$ 7.99 \$ 61.23 \$ - 10.00% \$ - \$ -	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 5/23/2024 Shift: Day
DESCRIPTION: Crew removed the inside forms on the three vaults that were shimmed.

LABOR CHARGES		<u> </u>											
NAME	CRAFT	ST HRS	ST	RATE	OT HRS	OT RATE	DT HRS			Rate	FRINGE TOTAL	LABOR	TOTA
Brian Thrailkill	Superintendent	0.5	\$	60.80		\$ 91.20		\$ 121.60		2.99	\$ 11.50	\$	30.4
van Moe	Laborer	3	\$	35.26		\$ 52.89		\$ 70.52	\$ 1	3.47	\$ 40.41	\$	105.7
ose Murillo	Laborer	3	\$	35.27		\$ 52.91		\$ 70.54	\$ 1	3.48	\$ 40.44	\$	105.8
eluini Havosi	Operator Foreman	1	\$	52.56		\$ 78.84		\$ 105.12	\$ 2	2.99	\$ 22.99	\$	52.5
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					LABO	OR TOTALS:					\$ 115.34	\$	294.5
QUIPMENT CHAR		ł											
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										EQU	IPMENT TOTALS:	\$	-
		_											
Subcontractor CHA	RGES	<u> </u>											
Subcontractor			DE	SCRIPTION				QTY	UNITS		PRICE	TOTAL	
												\$	
												\$	-
												\$	-
												\$	-
												\$	-
												\$	-
												\$	-
									SUBC	ONTR	ACTOR TOTALS:	\$	-
		_											
Material CHARGES													
VENDOR			DE	SCRIPTION				QTY	UNITS		PRICE	TOTAL	
												\$	
												\$	-
												\$	-
-												\$	-
												\$	-
												\$	-
										M	ATERIAL TOTALS	\$	-
		_									•		
SUMMARY		<b> </b>											
	LABOR TOTAL	\$ 294.55			EQUIPM	MENT COST					\$ -		
	Surcharge				EQUIPMENT						15.00%	-	
	SURCHARGE COST					NT MARKUP					\$ -		
		. 00.02		Т	OTAL EQUIPM						\$ -		
	Fringes	\$ 115.34			I						÷ .		
	i miges	110.04		.9	UBCONTRAC	CTOR COST					\$ -		
	MARKUP %	15.00%	6		ONTRACTOR						10.00%	=	
	MARKUP AMOUNT				CONTRACTO						\$ -		
					BCONTRACT						\$ -		
	TOTAL LABOR COSTS:	\$ 513.71		50									
					MATER	RIAL COSTS					\$ -		
												-	
						MARKUP %					15.00%	1	
						AL MARKUP					\$ - \$ -		
					TOTAL MARK	UP CUS IS:					\$ -		
	SUB-TOTAL COS	т	•	512 71									
	SUB-TOTAL COS	Т	\$	513.71									
	SUB-TOTAL COS	Т	\$	513.71									
	SUB-TOTAL COS	Т	\$	513.71 513.71									

# BOOT BARN"

Reno 3345 Kietzke Lane Reno, NV 89502-471 7758250666

#### SURVEY

\$5 off your next purchase of \$25 or more! Tell us about today's experience BootBarnVisit.smg.com Esta encuesta está disponible en español. The Validation Code is

04803-0106477-240516-0100

Offer expires 30 days after date printed on receipt.

One coupon per visit.

#### SALE

Customer Name: Customer Number:	Carsyn Hendriks
Customer Number:	7710000104379264
Salesperson: Sal No. 1	
400021635739 CJFRF19K2 -	
1 @ \$84.99	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
400021635739 CJFRF19K2 -	BLK CJ F - \$84.99
1 @ \$84.99	
400021635746 CJFRF19K2 -	BLK CJ F \$84.99
1 @ \$84.99	m, , , o , o , o , o , o , o , o , o , o
400021635746 CJFRF19K2 -	BLK CJ F \$84.99
1 @ \$84.99 400026298922 CJFRF19K2-RE	יה פורט אפא ממ
400026298922 CJFRF19K2-RE 1 @ \$84.99	D CJ FR \$84.99
400021636866 FRF19K4 - RE	D LONG S \$59.99
1 0 \$59.99	D FOILS 0 . 402122
100026298922 CJFRF19K2-RE	D CJ FR \$84,99
1 @ \$84.99	
100021635753 CJFRF19K2 -	BLK CJ F \$84.99
1 @ \$84,99	
100021636361 FRF19K5 - GR	Y LONG S \$79.99
1 @ \$79.99	ህ ተወዘው ለ ቀንስ ሰለ
100021636354 FRF19K5 - GR 1 @ \$79.99	Y LONG S \$79.99
100026298939 CJFRF19K2-RE	D CJ FR \$84.99
1 @ \$84,99	D 00 111
100026298939 CJFRF19K2-RE	D CJ FR \$84.99
1 @ \$84.99	•
Subtotal	\$984.88
Bales Tax 8.265%	\$81.36
fotal	\$1,066.24
MasterCard	\$1,066.24

#### **GRANITE CONSTRUCTION COMPANY**

# Small Tools Department Invoice Summary Report Invoices from 5/20/2024 to 5/26/2024

Page: 11

	Ticket	Product	Description	Ordered By	Qty	Org.Date Out	Billed From	Billed Thru	Unit Price	Total
		Job	1128940 - RTC ODDIE WELLS CORRIDOR PROJ			Out		Estimator:		
3631	236242	9054570939	3/4" FERRUI E LOOP W/ INSERT	DONAVIN	4		5/23/2024	5/26/2024	10.24	AC
631	236242	9054570939	3/4" FERRULE LOOP W/ INSERT	DONAVIN DONAVIN	4 10		5/23/2024 5/23/2024	5/26/2024	10.21	4(
8631	236242	9054570959 DELIVERYI	2 X 4 X 16 DF	DONAVIN	10		5/23/2024	5/26/2024	9.10	91
631	236242 236242 236242	9054570939 9054570959 DELIVERYI NT	2 X 4 X 16 DF DELIVERY TO INTERNAL CUSTOMER				5/23/2024 5/23/2024 5/23/2024	5/26/2024 5/26/2024 5/26/2024	10.21 9.10 40.00	91
3631 3631 3631	236242 236242	9054570959 DELIVERYI NT	2 X 4 X 16 DF  DELIVERY TO INTERNAL CUSTOMER  PLYWOOD - PHENOLIC LAMINATE FORM PLY 3/4" X 4'	DONAVIN DONAVIN	10		5/23/2024 5/23/2024	5/26/2024 5/26/2024	9.10	40 91 40
31 31	236242	9054570959 DELIVERYI	2 X 4 X 16 DF DELIVERY TO INTERNAL CUSTOMER	DONAVIN	10		5/23/2024	5/26/2024	9.10	91



BRANCH B00 12905 OLD VIRGINIA RD RENO NV 89521-8916 775-348-0140



INVOICE

RENTAL RETURN

# 233992850-001

ODDIE & WELLS 1445 N WELLS AVE RENO NV 89512-2404

**Office:** 775-358-8792

GRANITE CONST-SPARKS NV 1900 GLENDALE SPARKS NV 89431

Customer # : 14369 Invoice Date

Rental Out Rental In : 1445 WELLS AVE., REN UR Job Loc

UR Job # : 440 Customer Job ID:

P.O. # : 1128940

Requested By
Reserved By
Salesperson

Requested By
CHASE DEADDER
CHASE DEADDER

Invoice Amount: \$1,183.09

Terms: Net 60 Days

Payment options: Contact our credit office 704-916-4123

REMIT TO: UNITED RENTALS (NORTH AMERICA), INC.

P.O. BOX 051122

LOS ANGELES CA 90074-1122

RENTAL ITEMS: Oty Equipment Description	Minimum	Day	Week	4 Week	Amount
9 944/9943 ROAD PLATE 8' X 12'	74.21	12.96	74.21	175.82	667.89
SALES/MISCELLANEOUS ITEMS:			Rental	Subtotal:	667.89
Oty Item		Price	Unit_of	Measure _	Extended Amt.
1 DELIVERY CHARGE		258.750	EACH		258.75
1 PICKUP CHARGE		201.250	EACH		201.25
		S	Sales/Misc	Subtotal:	460.00
			Agreement	Subtotal: Tax:	1,127.89 55.20
				Total:	1,183.09

#### COMMENTS/NOTES:

CONTACT: BRIAN THRAILKILL

CELL#: 775-813-4050

TRUCKING: \$115 PER HOUR ROUND TRIP

Effective February 1, 2024 and where permitted by law, United Rentals may impose a surcharge of 2.0% for credit card payments on charge accounts. This surcharge is not greater than our merchant discount rate for credit card transactions and is subject to sales

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at https://www.unitedrentals.com/legal/rental-service-terms-US and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

Page:



## **INVOICE**

GRANITE CONSTRUCTION COMPANY (
1900 GLENDALE AVE
SPARKS NV 89431

Customer No. GRACON03

Invoice Date 5/16/2024 Page 1

Invoice Number 6010507

Delivery Address N WELLS AVE AND 180 E

Project Name ODDIE/WELLS MULTIMODAL IMPROVE

PO # 1128940 Credit Terms NET 45 DAYS

Date	Ticket	Qty	Description	Price	Amount
05/16/24	626286	11.00 CY	4000 PSI 6% AIR	121.00	1331.00
05/16/24	626286	1.00 /L	ENVIRONMENTAL FEE PER LOAD	45.00	45.00
05/16/24	626286	1.00 /L	FUEL FEE PER LOAD	10.00	10.00
05/16/24	626286	11.00 /Y	FIBERS F70 (1.5 LB BAGS)	6.00	66.00
05/16/24	626286	11.00 /Y	CHILLED WATER	2.00	22.00
05/16/24	626286	11.00 /Y	1 HR RETARDER 6-8 SACK	12.00	132.00
05/16/24	626297	6.50 CY	4000 PSI 6% AIR	121.00	786.50
05/16/24	626297	1.00 /L	ENVIRONMENTAL FEE PER LOAD	45.00	45.00
05/16/24	626297	1.00 /L	FUEL FEE PER LOAD	10.00	10.00
05/16/24	626297	1.00 LD	Shortload (3-5.75)	75.00	75.00
05/16/24	626297	6.50 /Y	FIBERS F70 (1.5 LB BAGS)	6.00	39.00
05/16/24	626297	15.00 MN	STANDBY TIME	2.00	30.00
İ					

Total Cubic Yards 17.50

THANK YOU FOR YOUR BUSINESS!	Sub-Total	2591.50
	Sales Tax Invoice Total	206.75 2798.25

A Service charge not to exceed the maximum allowed by laws applies on unpaid inv





GRANITE CONSTRUCTION COMPANY ( 1900 GLENDALE AVE SPARKS NV 89431

Customer No.

GRACON03

Invoice Date

5/17/2024

Page 1

Invoice Number

6010516

Delivery Address E 9TH STREET & NORTH WELLS AVE

Project Name

ODDIE/WELLS MULTIMODAL IMPROVE

PO#

1128940

Credit Terms

**NET 45 DAYS** 

Date	Ticket	Qty	Description	Price	Amount
05/17/24	626309	10.00 CY	4000 PSI 6% AIR	121.00	1210.00
05/17/24	626309	1.00 /L	ENVIRONMENTAL FEE PER LOAD	45.00	45.00
05/17/24	626309	1.00 /L	FUEL FEE PER LOAD	10.00	10.00
05/17/24	626309	10.00 /Y	FIBERS F70 (1.5 LB BAGS)	6.00	60.00
05/17/24	626309	10.00 /Y	CHILLED WATER	2.00	20.00
05/17/24	626314	4.00 CY	4000 PSI 6% AIR	121.00	484.00
05/17/24	626314	1.00 /L	ENVIRONMENTAL FEE PER LOAD	45.00	45.00
05/17/24	626314	1.00 /L	FUEL FEE PER LOAD	10.00	10.00
05/17/24	626314	4.00 /Y	FIBERS F70 (1.5 LB BAGS)	6.00	24.00
05/17/24	626314	4.00 /Y	CHILLED WATER	2.00	8.00
05/17/24	626315	2.00 CY	4000 PSI 6% AIR	121.00	242.00
05/17/24	626315	1.00 /L	ENVIRONMENTAL FEE PER LOAD	45.00	45.00
05/17/24	626315	1.00 /L	FUEL FEE PER LOAD	10.00	10.00
05/17/24	626315	2.00 /Y	FIBERS F70 (1.5 LB BAGS)	6.00	12.00
05/17/24	626315	2.00 /Y	CHILLED WATER	2.00	4.00
05/17/24	626322	6.00 CY	4000 PSI 6% AIR	121.00	726.00
05/17/24	626322	1.00 /L	ENVIRONMENTAL FEE PER LOAD	45.00	45.00
05/17/24	626322	1.00 /L	FUEL FEE PER LOAD	10.00	10.00
05/17/24	626322	6.00 /Y	FIBERS F70 (1.5 LB BAGS)	6.00	36.00
			,		
			Total Cubic Yards 22.00		

Total Cubic Yards 22.00

THANK YOU FOR YOUR BUSINESS! Sub-Total 3046.00 Sales Tax 236.87 **Invoice Total** 3282.87

A Service charge not to exceed the maximum allowed by laws applies on unpaid inv

Silver Strike concrete, Inc. 3401 Fitzgerald Road, Rancho Cordova, CA 95742 (775) 900-2939



#### PCO #32 - RFI #63 SD Issue at Motel 6

Item	Date	Description	Total
1	5/9/2024	Bought the 10in Metal pipe from Western Nevada Supply. Sheet used for reimbursement on previously bought 12in RCP pipe from Rinker and for Penhall's coring charge. The existing "manhole" ended up being just a large concrete collar poured around the mainline RCP, so coring into the side of it was required to tie in the new RCP.	\$ 5,274.41
2	5/9/24 - 5/14/24	Crew had to hammer out the bottom section of the concrete core for the tie-in at the manhole, and had to hammer out the AC around the DI in front of Motel 6 after paving to get the curb in.	\$ 626.09



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 5/9/2024 Shift: Day

DESCRIPTION: Bought the 10in Metal pipe from Western Nevada Supply. Sheet used for reimbursement on previously bought 12in RCP pipe from Rinker and for Penhall's coring charge. The existing "manhole" ended up being just a large concrete collar poured around the mainline RCP, so coring into the side of it was required to tie in the new RCP.

LABOR CHARGES											
NAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR	TOTAL
										\$	-
										\$	-
										\$	-
										\$	
										\$	-
										\$	
										\$	-
										\$	
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	
	· ·			LΔF	ROR TOTALS:				\$ -	\$	

EQUIPMENT CHARGES EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL	
24011.11	BESONII HON			MODEL	Count	1100110		101712	\$0.00
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
	<u> </u>							\$	-
								\$	-
						EC	UIPMENT TOT	ALS: \$	-

Subcontractor CHAR	RGES						
Subcontractor		DESCRIPTION	QTY	UNITS	PRICE	TOT	٩L
Penhall	Core 18" hole into SDI	MH	1	LS	\$ 2,835.00	\$	2,835.00
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
				SUBCONTE	PACTOR TOTALS:	\$	2 835 00

Material CHARGES								
VENDOR		DESCRIPTION	QTY	UNITS	PRICE		TOT	AL
Rinker	12in RCP Pipe		42	LF	\$	(19.49)	\$	(818.48)
WNS	10in Metal Pipe		42	LF	\$	64.12	\$	2,693.19
							\$	-
							\$	-
							\$	-
							\$	-
				N	/ATERIAL	TOTALS:	\$	1.874.71

SUMMARY				
			_	
LABOR TOTAL		EQUIPMENT COST	\$	•
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST	\$ -	EQUIPMENT MARKUP	\$	•
		TOTAL EQUIPMENT COST	\$	•
Fringes	\$ -			
		SUBCONTRACTOR COST	\$	2,835.00
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %	_	10.00%
MARKUP AMOUNT	\$ -	SUBCONTRACTOR MARKUP	\$	283.50
		TOTAL SUBCONTRACTOR COSTS:	\$	3,118.50
TOTAL LABOR COSTS:	\$ -		_	
		MATERIAL COSTS	\$	1,874.71
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	281.21
		TOTAL MARKUP COSTS:	\$	2,155.91
SUB-TOTAL COS	т	. 507444		
30B-101AL CO3	1	\$ 5,274.41		
TOTAL COST		\$ 5,274.41		
101712 0001		y 0,2		



GCC JOB #: 1128940
OWNER JOB #: 512013

DATE PERFORMED: 5/9/24 - 5/14/24

Shift: Day
DESCRIPTION: Crew had to hammer out the bottom section of the concrete core for the tie-in at the manhole, and had to hammer out the AC around the DI in front of Motel 6 after paving to get the curb in.

ANALE CRAFT ST HIRS ST RATE OT HIRS OT RATE   OTHERS OT RATE   FINING RATE   FINING ROTAL   LABOR TOTAL   CABOR TO	LABOR CHARGES		1											
March   Prince   Pr	NAME	CRAFT	ST HRS	ST	RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe F	Rate F	RINGE TOTAL	LABOR	RTOTAL
September   Sept	Brian Thrailkill						\$ 91.91			\$ 22	2.98	\$ 22.98		61.27
Colipaent Charges	Evan Moe													105.63
LABOR TOTALS   S   10.88   \$   22.80	Jose Murillo	Laborer	3	\$	35.24		\$ 52.86		\$ 70.48	\$ 13	3.48	\$ 40.44		
LABOR TOTALS   S   S   S   S   S   S   S   S   S		1	ļ	+					<u> </u>					
COUPPIENT CHARGES   Count   HOURS   RATE   TOTAL				-										
LABOR TOTALS   \$ 10.08   \$ 27.00				+-			1				-+			
LABOR TOTALS   \$ 103.85   \$ 103.85   \$ 22.62				+										
LABOR TOTAL   S   27.67				1										
LABOR TOTAL														-
LABOR TOTALS:    S   10.383   3   22.02														-
LABOR TOTALS:   \$ 103.63   \$ 27.66														
LABOR TOTAL				4										
LABOR TOTALS   \$ 103.83   \$ 272.82				-			1							
LABOR TOTAL   S   272.62				+-			1				-+			
COUPMENT CHARGES   DESCRIPTION   TYPE   MAKE   MODEL   Count   HOURS   RATE   TOTAL			I.	-		LABO	R TOTALS:	I.			9	103.83		
DESCRIPTION   TYPE   MAKE   MODEL   Count   HOURS   RATE   TOTAL						2,120						, 100.00	Ψ	L. L.OL
C4.29564	EQUIPMENT CHARGES													
Cat H39G Tool Carrier	EQUIP. #					TYPE	MAKE		Count	HOURS	F			
														80.66
	08.1092	Cat It	38G Tool Carri	er		Loader	CAT	IT38G	1	1		53.24		53.24
		+				ļ			<u> </u>					-
		+					+		<del>                                     </del>	<b>-</b>				
SUBCONTRACTOR COST   S   S   S   S   S   S   S   S   S		+				<del>                                     </del>	1		<del>                                     </del>		-+			
		+					<b>†</b>		1					
SUBCONTRACTOR TOTALS   S   133.90														
BOUPMENT TOTALS   \$ 133.90													\$	
COUPMENT TOTALS   \$		1										· · ·		
EQUIPMENT TOTALS: \$ 133.90														
DESCRIPTION   QTY   UNITS   PRICE   TOTAL											- O	MENT TOTAL O		
DESCRIPTION											QUIP	MENT TOTALS:	\$	133.90
DESCRIPTION	Subcontractor CHARGES													
	Subcontractor			DI	ESCRIPTION	ı			QTY	UNITS	P	RICE	TOTAL	
SUB-TOTAL COST   S   S   C														-
SUBCONTRACTOR TOTALS: \$														-
SUBCONTRACTOR TOTALS: \$														
SUBCONTRACTOR TOTALS: \$														
SUBCONTRACTOR TOTALS: \$											-			
Material Charges   Pendor   Description   QTY   Units   PRICE   TOTAL									ļ	SUBCO	NTRA	CTOR TOTALS:		
DESCRIPTION   QTY   UNITS   PRICE   TOTAL						<u> </u>				CODOO	14110	OTOR TOTALO.	Ψ	
DESCRIPTION   QTY   UNITS   PRICE   TOTAL	Material CHARGES		Ī											
S -	VENDOR			DI	ESCRIPTION	l			QTY	UNITS	P	RICE	TOTAL	
S -     S -     S -     S -     S -     S -       S -														-
LABOR TOTAL \$ 272.62   EQUIPMENT COST   \$ 133.90														
LABOR TOTAL   \$ 272.62   EQUIPMENT COST   \$ 133.90														
LABOR TOTAL   \$ 272.62   EQUIPMENT COST   \$ 133.90		+							1					
LABOR TOTAL   \$ 272.62   EQUIPMENT COST   \$ 133.90     SURCHARGE COST   \$ 34.08   EQUIPMENT MARKUP   \$ 20.09     Fringes   \$ 103.83   SUBCONTRACTOR COST   \$ 153.99     Fringes   \$ 103.83   SUBCONTRACTOR COST   \$ 10.00%     MARKUP   MARKUP   MARKUP   \$ 10.00%     MARKUP AMOUNT   \$ 61.58   SUBCONTRACTOR MARKUP   \$ 10.00%     TOTAL LABOR COSTS:   \$ 472.11     MATERIAL COSTS   \$ -		+							1					
LABOR TOTAL   \$ 272.62   EQUIPMENT COST   \$ 133.90		t.									MAT	ERIAL TOTALS		-
LABOR TOTAL \$ 272.62 Surcharge 12.50% SURCHARGE COST \$ 34.08 Fringes \$ 103.83  MARKUP % 15.00% MARKUP AMOUNT \$ 61.58 TOTAL LABOR COSTS: \$ 472.11  SUBCONTRACTOR MARKUP \$ 20.09 TOTAL EQUIPMENT COST \$ 153.99  SUBCONTRACTOR COST \$	1											7017.LO	-	
SURCHARGE COST   \$ 34.08   EQUIPMENT MARKUP   \$ 20.09	SUMMARY													
SURCHARGE COST   \$ 34.08   EQUIPMENT MARKUP   \$ 20.09														
Surcharge   12.50%   EQUIPMENT MARKUP %   20.09		LABOR TOTAL	\$ 272.62			EQUIPM	MENT COST				5	133.90		
TOTAL EQUIPMENT COST   \$ 153.99													5	
MARKUP %   15.00%   SUBCONTRACTOR COST   \$   -		SURCHARGE COST	\$ 34.08											
MARKUP %   15.00%   SUBCONTRACTOR COST   \$   10.00%			4 100 ==		TC	TAL EQUIPM	IENT COST				,	5 153.99		
MARKUP % MARKUP MOUNT \$ 61.58 MARKUP AMOUNT \$ 61.58 SUBCONTRACTOR MARKUP TOTAL LABOR COSTS: \$ 472.11         SUBCONTRACTOR MARKUP \$ -           MATERIAL COSTS MATERIAL MARKUP MATERIAL MARKUP TOTAL MARKUP COSTS: \$ -         \$ -		Fringes	\$ 103.83		_	LIDOONTO	TOD 2007					•		
MARKUP AMOUNT \$ 61.58 SUBCONTRACTOR MARKUP TOTAL SUBCONTRACTOR COSTS: \$ -  TOTAL LABOR COSTS: \$ 472.11  MATERIAL COSTS  MATERIAL MARKUP % 15.00%  MATERIAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09		MADKI ID %	15 00%	<u> </u>										
TOTAL SUBCONTRACTOR COSTS: \$ -  TOTAL LABOR COSTS: \$ 472.11  MATERIAL COSTS  MATERIAL MARKUP % 15.00%  MATERIAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09													•	
TOTAL LABOR COSTS: \$ 472.11  MATERIAL COSTS  MATERIAL MARKUP % 15.00%  MATERIAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09			\$ 01.00											
MATERIAL COSTS  MATERIAL MARKUP % 15.00%  MATERIAL MARKUP \$ -  TOTAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09	Т	OTAL LABOR COSTS:	\$ 472.11								`	-		
MATERIAL MARKUP \$ - TOTAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09						MATER	IAL COSTS					-		
MATERIAL MARKUP \$ - TOTAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09						MATERIAL	MARKUP %					15.00%	5	
TOTAL MARKUP COSTS: \$ -  SUB-TOTAL COST \$ 626.09											,			
					Т									
	9	SUB-TOTAL COS	ST.	\$	626.09									
TOTAL COST \$ 626.09	·			Ψ	-20.00									
101AL COS1 \$ 626.09		TOTAL 000T												
		TOTAL COST		\$	626.09									



Elko 775.738.9811 S. Lake Tahoe 530.541.1884

**Carson City** 775.882.0900 Bishop 760.873.7119

ANDY ORDERED MAT'L

Truckee 530.582.5009 Susanville 530.251.5800

Winnemucca 775.625.5600

OF: 1

### **PACK LIST**

Corporate

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

BACKORDER

PAGE#: 1

SPECIAL INSTRUCTIONS:

ORDER NUMBER:

11235687

05/03/24

09:48AM

BO: Y

SHIP VIA:

OUR TRUCK

REQ. DATE:

05/03/24

SHIP TO:

75925 GRANITE CONSTRUCTION C

GRANITE CONSTRUCTION CO. CORNER OF 9TH & WELLS

ANDY 775-386-7246

Reno, NV. 89500

SHIP FROM:

SPARKS, NV

SALESPERSON:

CLAYTON EAGLETON

WRITTEN BY:

ROD SMITH

PO NUMBER: ORDER DATE:

1128940

05/02/24

VAN:

EXT: 1231

JOB NAME:

ODDIE/WELLS

JOB CONTACT:

ANDY PUTEJOVSKY

JOB PHONE:

775-386-7246

SHIP VIA:

OUR TRUCK

SOLD FROM:

SPARKS, NV

FT TERMS:

FULL FREIGHT ALLOWED

REQ. DATE:

05/03/24

FORKLIFT REQUIRED: NO

LINE(S) OF 2

QTY-CHNG UNIT QTY-ORD QTY-SHIP DESCRIPTION LN# PRODUCT# 21 FT 21 PIPE 10 40 ERW A53 PE BLK 1 PPS1450855 \$59.2284 #PCS 1 1 1 EA FERN MR56 1010 10X10 UNIFLEX 2 WXZ1A01013 SWR CPLG \$67.2200

CHECKED BY: DABR

LOC:

**ORDER TOTAL:** 

1419.41

ORDER# 11235687 PHONE: 775-358-8792 CONTACT: ROLLS: OTHER: BAGS: BOXES: BUNDLES: PALLETS: LOOSE PIECES: 0 0 0

<sup>\* \*</sup> ALL HVAC EQUIPMENT AND AIR CONDITIONING MUST BE INSTALLED BY A LICENSED HVAC AND EPA PROFESSIONAL \* \*

#### INVOICE



Page No. 1 of 2

INVOICE NO. 28177205

RINKER MAIL.
P.O. BOX 936217
ATLANTA, GA 31193-6217

ODDIE BLVD - RTC CORRIDOR PROJECT ODDIE BLVD 689650 T O **GREENBRAE NV 89431** 

CUSTOMER P.O.NUMBER	ORDER DATE	REF NO.	DATE DUE	DUNS NUMBER
906	11/10/23		12/10/23	08-062-8247

INVOICE SHIP DATE	SHIP VIA	TERMS	TAX ID
11/10/23	Common Carrier	Net 10th Prox	

QUANTITY	ITEM NO.	DESCRIPTION	PRICE	U/M	AMOUNT
480	1183989	12"x6' RCP C76 CL V, T&G Joint	18.000	FT	8,640.00
	23675418 SO	9597436-SB			
3	1201644	3/4" BUTYL SEALANT	.000	EA	.00
	23675418 SO	9597436-SB			

THIS MATERIAL SHIPPED FROM PLANT NUMBER: 5615	RINKER MATERIALS RI 999 MARIETTA WAY SPARKS NV 89431	ENO	SUB-TOTAL	. ▶	8,640.00
	Tel: (775)358-4430	Fax: (775)355-1982	TAX	•	714.10
Credit Application, Seller's Quotation a warranties) as fully supplemented, resi mutual written Agra herein all quantities	If any, Seller's Šta and Seller's Order of set forth on this in tated and/or supple eement). Buyer agr s and items were d o pay in accordanc	eference Buyer's previously executed ndard Terms and Conditions, this Confirmation (including limitations of evoice (as amended, modified, emented, restated and/or replaced by rees that, unless otherwise noted elivered as indicated and further e with this Agreement. Interest shall	INVOICE TOT	AL ▶	9,354.10
INVOICE DATE IS DATE SHI CHARGE.	IPPED. PAST DUE AC	COUNTS ARE SUBJECT TO 18% A.P.R.	USD	DOLLARS	PLEASE PAY FROM THIS INVOICE



Remit To: **Penhall Company** 

PO Box 842911

Los Angeles, CA 90084-2911

Ordered By: ADRIAN

PO #: 1128940 Customer Job # 1128940

Job Site Address: ODDIE & SULLIVAN

**Invoice 196970** 

Invoice Date: 05/24/24

Branch: 101 Due Date: 05/24/24 Sales Representative: GREGORY HAUDER

SPARKS, NV 89431

Bill To: 11977

> **GRANITE CONSTRUCTION** 1900 GLENDALE AV SPARKS, NV 89431 775.358.8792

Work Description: Work Order: 53431

05/06/24-05/14/24

Description of Work:

FLAT SAW

10' X 6" ASPHALT/CONCRETE 30' X 3" ASPHALT/CONCRETE 225' X 12" ASPHALT/CONCRETE

200' X 9" ASPHALT (1) 18" X 6" ON CURB 60' X 4" ASPHALT 8' X 8' X 12"

18" X 26" MAN HOLE OVER EXISTING 18" X 18"

(3) LOCATIONS 9" ASPHALT

(3) 15' X 20'

CORE DRILL 18" HOLE

Work Order 53431	Description (CP) GRANITE CONST - RTC ODDIE WELLS CORRIDOR (1128940)	Amount	Tax	Total
WORK ORDER	RBILLING	12,037.50	0.00	12,037.50
ENVIRONMEN	TAL SERVICE / COMPLIANCE CHARGE	601.88	0.00	601.88
FUEL SURCHA	ARGE	601.87	0.00	601.87
		13,241.25	0.00	13,241.25

Terms: MSA Paid When Paid

 Subtotal
 13,241.25

 Tax
 0.00

 Total
 13,241.25

For Billing Inquiries call 775.786.8498
Please use this address only when sending payments via standard mail:
Penhall Company
PO BOX 842911
Los Angeles, CA 90084-2911

In the event you need to remit payment via express mail or overnight delivery:
Wells Fargo Lockbox-E2001-049
Penhall Company DEPT 842911
3440 Flair Drive

El Monte CA 917312823 Telephone: 415-243-7591

If you would like to send your payment electronically, please use this address for ACH/EFT payments:
Wells Fargo Bank
ARA 134000248

ABA# 121000248 Acct # 4945086486

To pay via Visa, Mastercard, Discover or American Express. Please log into our secured Wells Fargo e-Bill Express portal to pay your invoice on line: https://www.e-billexpress.com/ebpp/penhall/



#### PCO #33 - Additional Barbwire at Livestock Events Center

Item	Date	Description	Total
1	TBD	This cost is for removing the existing top tension wire and eye tops. Install top rail with barbarms and 3 strands of barbwire (1,025LF). All galvanized. This barbed wire will be installed from the NE corner of the livestock event center near Sutro to just east of Winston Dr. This was determined after discussions with RTC and the owner of the livestock event center.	29,190.66



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: TBD Shift: Day
DESCRIPTION: This cost is for removing the existing top tension wire and eye tops. Install top rail with barb-arms and 3 strands of barbwire (1,025LF). All galvanized. This barbed wire will be installed from the NE corner of the livestock event center near Sutro to just east of Winston Dr. This was determined after discussions with RTC and the owner of the livestock event center.

LABOR CHARGES										
IAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR TOTA
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
	EES			LAB	OR TOTALS:				\$ -	\$ -
	BES	DESCRIPTION		LAB	OR TOTALS:	MODEL	Count	HOURS	\$ -	\$ -
	BES	DESCRIPTION					Count	HOURS	•	TOTAL \$0.0
	BES	DESCRIPTION					Count	HOURS	•	\$ -  TOTAL
	SES	DESCRIPTION					Count	HOURS	•	\$ -  TOTAL
	SES	DESCRIPTION					Count	HOURS	•	\$ -  TOTAL  \$0.0 \$ - \$ - \$ -
	BES	DESCRIPTION					Count	HOURS	•	\$ -  TOTAL  \$0.0 \$ - \$ - \$ - \$ - \$ -
	SES	DESCRIPTION					Count	HOURS	•	\$ -    TOTAL
	BES	DESCRIPTION					Count	HOURS	•	\$ - TOTAL  \$0.0 \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
	DES	DESCRIPTION					Count	HOURS	•	TOTAL
	SES	DESCRIPTION					Count	HOURS	•	TOTAL
	BES	DESCRIPTION					Count	HOURS	•	TOTAL
	DES	DESCRIPTION					Count	HOURS	•	TOTAL
	DES	DESCRIPTION					Count		RATE	TOTAL \$0.0  \$
	SES	DESCRIPTION					Count		•	TOTAL \$0.0  \$
iubcontractor CHAF		DESCRIPTION		TYPE				EQUI	RATE  PMENT TOTALS:	TOTAL \$0.0  \$
EQUIPMENT CHARGEQUIP. #		DESCRIPTION	DESCRIPTIO	TYPE			Count	EQUI	RATE	TOTAL \$0.0  \$

Subcontractor Climi	10E3					
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TO	TAL
Tholl	Option 1 on Tholl Fence Quote (View Attached)	1	LS	\$ 26,536.96	\$	26,536.96
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
,			SUBCONTI	RACTOR TOTALS:	\$	26,536.96

Material CHARGES						
VENDOR	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
		•	<del>-</del>	MATERIAL TOTA	LS: \$	-

MMARY			
LABOR TOTAL	\$ -	EQUIPMENT COST	\$ -
Surcharge	12.50%	EQUIPMENT MARKUP %	 15.00%
SURCHARGE COST	\$ -	EQUIPMENT MARKUP	\$ -
		TOTAL EQUIPMENT COST	\$ -
Fringes	\$ -		
		SUBCONTRACTOR COST	\$ 26,536.96
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %	10.00%
MARKUP AMOUNT	\$ -	SUBCONTRACTOR MARKUP	\$ 2,653.70
		TOTAL SUBCONTRACTOR COSTS:	\$ 29,190.66
TOTAL LABOR COSTS:	\$ -		
		MATERIAL COSTS	\$ 
		MATERIAL MARKUP %	15.00%
		MATERIAL MARKUP	\$ -
		TOTAL MARKUP COSTS:	\$ -
SUB-TOTAL COST	Т	\$ 29,190.66 \$ 29,190.66	



800 Glendale Avenue • P.O. Box 855 • Sparks, Nevada 89432 • Phone 775-358-8680 • Fax 775-358-7197

#### **QUOTATION**

Project:

RTC - Oddie Wells - Additional Barbwire at Livestock Events Center

Date:

May 21, 2024

Tholl Fence proposes to furnish and install the following:

- 1.) Remove existing top tension wire and eye tops. Install top rail with barb-arms and 3 strands of barbwire (1,025lf). All galvanized. LS \$26,536.96 Additional footage \$25.89 plf.
- Remove tension wire and eye tops. Install barb-arms with 3 strands of barbwire and reinstall top tension wire (1,025lf). All galvanized. LS \$18,625.99
  Additional footage \$18.17 plf.

Estimate assumes clear access with work truck.

Estimate excludes:

- Permits, fees, bonds, etc. if required
- Traffic Control, if required

If you have any questions, don't hesitate to call or email.

Yours Truly,

Dávid McKinley

Tholl Fence

800 Glendale Avenue • P.O. Box 855 • Sparks, Nevada 89432 • Phone 775-358-8680 • Fax 775-358-7197 **QUOTATION** 

Project: RTC - Oddie Boulevard/Wells Avenue - Orn. Iron Panels

Due: June 20, 2024

We are pleased to quote on subject project as follows.

		Est.	Unit	
Description	Unit	Quantity	Cost	Total
6' tall x 90" UPG Commercial				
Panels	EA	50	\$149.62	\$7,481.00
Brackets	EA	100	\$2.95	\$295.00
7				
**Excludes tax				
Total				\$7,776.00

• Estimate is for materials only. Price includes freight to Sparks, NV

If you have any questions, don't hesitate to call or email.

Yours Truly,

David McKinle

Tholl Fence



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: Shift: Day
DESCRIPTION: Assumptions: 2 labs and 1 op for hand digging out base, cutting down sonotube, and 2 labs for concrete capping 134 light poles on Oddie.

LABOR CHARGES											
NAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LAI	BOR TOTAL
Brian Thrailkill	Superintendent	56	\$ 60.84	14	\$ 91.26		\$ 121.68	\$ 22.98	\$ 1,608.6	0 \$	4,684.68
Evan Moe	Laborer	56	\$ 35.25	14	\$ 52.88		\$ 70.50	\$ 13.48	\$ 943.6	0 \$	2,714.25
Anthony Thrailkill	Laborer	56	\$ 35.88	14	\$ 53.82		\$ 71.76	\$ 13.47	\$ 942.9	0 \$	2,762.76
Santiago Lugo	Laborer	56	\$ 35.88	14	\$ 53.82		\$ 71.76	\$ 13.47	\$ 942.9	0 \$	2,762.76
Jose Murillo	Laborer	56	\$ 35.25	14	\$ 52.88		\$ 70.50	\$ 13.48	\$ 943.6	0 \$	2,714.25
Austin Marcum	Operator	56	\$ 51.01	14	\$ 76.52		\$ 102.02	\$ 22.98	\$ 1,608.6	0 \$	3,927.77
Michael Langevin	Trucker	56	\$ 28.50	14	\$ 42.75		\$ 57.00	\$ 4.98	\$ 348.6	0 \$	2,194.50
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
				LABC	R TOTALS:				\$ 7,338.8	0 \$	21,760.97

EQUIPMENT CHARGES									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOT	ΓAL
04.56233	Ford F450 Flatbed Utility	Truck	Ford	F450	1	70	69.69	\$	4,878.30
08.1092	Cat It38G Tool Carrier	Loader	CAT	IT38G	1	70	54.84	\$	3,838.80
04.1214	Pete 357 10YD 3AX Dump	10 Wheeler	Pete	357	1	70	83.23	\$	5,826.10
04.12049	Ford 1.25 Ton Super Duty	Truck	Ford	F450	1	70	69.69	\$	4,878.30
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
								\$	-
			•	•		EQI	JIPMENT TOTALS:	\$	19,421.50

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
	·				\$	-
			SUBCON	TRACTOR TOTALS	\$	-

Material CHARGES								
VENDOR	DES	CRIPTION	QTY	UNITS	PRICE		TOTA	AL
GCS	Rapid Set Concrete - 60lb Bags		134	EA	\$	22.41	\$	3,002.94
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
					MATERIAL T	TOTALS:	\$	3 002 94

MMARY					
LABOR TOTAL	\$ :	21,760.97	EQUIPMENT COST	\$	19,421.50
Surcharge		18.92%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST	\$	4,117.18	EQUIPMENT MARKUP	\$	2,913.23
			TOTAL EQUIPMENT COST	\$	22,334.73
Fringes	\$	7,338.80			
			SUBCONTRACTOR COST	\$	-
MARKUP %		15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT	\$	4,982.54	SUBCONTRACTOR MARKUP	\$ \$	-
			TOTAL SUBCONTRACTOR COSTS:	\$	-
TOTAL LABOR COSTS:	\$ :	38,199.49			
			MATERIAL COSTS	\$	3,002.94
			MATERIAL MARKUP %		15.00%
			MATERIAL MARKUP	\$	450.44
			TOTAL MARKUP COSTS:	\$	3,453.38
SUB-TOTAL COS	Т	\$	63,987.59		
TOTAL COST		\$	63,987.59		



All prices shown in US dollars (\$)

#### August 20, 2024 Rental Rate Blue Book®

#### Miscellaneous 14.5-13

On-Highway Rear Dump Full Trailers

Size Class: All Weight:

N/A



#### Configuration for 14.5-13

Capacity Payload 13.0 cu yd Number Of Axles

14.5 t

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$1,500.00	USD \$420.00	USD \$105.00	USD \$16.00	USD \$5.02	USD \$13.54
Adjustments						
Region ( 105%)	USD \$75.00	USD \$21.00	USD \$5.25	USD \$0.80	·	
Model Year (2024: 100%)	-	-	-	<b>₩</b> - <b>\</b>		
Adjusted Hourly Ownership Cost (100%)	-	-	-			
Hourly Operating Cost (100%)					-	
Total:	USD \$1,575.00	USD \$441.00	USD \$110.25	USD \$16.80	USD \$5.02	USD \$13.97

Non-Active Use Rates Hourly Standby Rate USD \$4.47 Idling Rate USD \$8.95

#### **Rate Element Allocation**

Element		Percentage	Value
Depreciation (ownership)		40%	USD \$600.00/mo
Overhaul (ownership)		42%	USD \$630.00/mo
CFC (ownership)		9%	USD \$135.00/mo
Indirect (ownership)		9%	USD \$135.00/mo
	Fuel cost of	lata is not available for these rates.	

Revised Date: 3rd quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



All prices shown in US dollars (\$)

Rental Rate Blue Book® August 20, 2024

Peterbilt 357

On-Highway Truck Tractors

Size Class: 60,001 lbs & Over Weight: 15500 lbs



**Configuration for 357** 

Horsepower 350.0 Power Mode Diesel

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs					FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$3,795.00	USD \$1,065.00	USD \$265.00	USD \$40.00	USD \$46.62	USD \$68.18
Adjustments					•	
Region ( 105%)	USD \$189.75	USD \$53.25	USD \$13.25	USD \$2.00		
Model Year (2024: 100%)	-	-	-	-	,	
Adjusted Hourly Ownership Cost (100%)	-	-	-	X-0		
Hourly Operating Cost (100%)					-	
Total:	USD \$3,984.75	USD \$1,118.25	USD \$278.25	USD \$42.00	USD \$46.62	USD \$69.26

Non-Active Use Rates
Standby Rate
USD \$11.32
Idling Rate
USD \$54.01

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	44%	USD \$1,669.80/mo
Overhaul (ownership)	34%	USD \$1,290.30/mo
CFC (ownership)	10%	USD \$379.50/mo
Indirect (ownership)	12%	USD \$455.40/mo
Fuel (operating) @ USD 3.66	67.29%	USD \$31.37/hr

Revised Date: 3rd quarter 2024

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All prices shown in US dollars (\$)

June 26, 2024 Rental Rate Blue Book®

#### Ford F450SD PLATINUM 4X4 DIESEL

Crew Cab Pickups

Size Class:

Weight:



#### Configuration for F450SD PLATINUM 4X4 DIESEL

Wheelbase Power Mode Diesel 176 Inches Axle Configuration
Gross Vehicle Weight Complete / Incomplete 4x4

14000 Pounds

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

·	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$5,635.00	USD \$1,580.00	USD \$395.00	USD \$59.00	USD \$36.07	USD \$68.09
Adjustments						
Region ( 105%)	USD \$281.75	USD \$79.00	USD \$19.75	USD \$2.95		
Model Year (2024: 100%)	-	-	-			
Adjusted Hourly Ownership Cost (100%)	-	-	-			
Hourly Operating Cost (100%)					-	
Total:	USD \$5,916.75	USD \$1,659.00	USD \$414.75	USD \$61.95	USD \$36.07	USD \$69.69

Non-Active Use Rates Hourly Standby Rate USD \$16.81 Idling Rate USD \$54.89

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	33%	USD \$1,859.55/mo
Overhaul (ownership)	36%	USD \$2,028.60/mo
CFC (ownership)	14%	USD \$788.90/mo
Indirect (ownership)	17%	USD \$957.95/mo
Fuel (operating) @ USD 4.03	58.97%	USD \$21.27/hr

Revised Date: 2nd quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



All prices shown in US dollars (\$)

June 26, 2024 Rental Rate Blue Book®

#### Ford F450SD PLATINUM 4X4 DIESEL

Crew Cab Pickups

Size Class:

Weight:



#### Configuration for F450SD PLATINUM 4X4 DIESEL

Wheelbase Power Mode Diesel 176 Inches Axle Configuration
Gross Vehicle Weight Complete / Incomplete 4x4

14000 Pounds

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

·	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$5,635.00	USD \$1,580.00	USD \$395.00	USD \$59.00	USD \$36.07	USD \$68.09
Adjustments						
Region ( 105%)	USD \$281.75	USD \$79.00	USD \$19.75	USD \$2.95		
Model Year (2024: 100%)	-	-	-			
Adjusted Hourly Ownership Cost (100%)	-	-	-			
Hourly Operating Cost (100%)					-	
Total:	USD \$5,916.75	USD \$1,659.00	USD \$414.75	USD \$61.95	USD \$36.07	USD \$69.69

Non-Active Use Rates Hourly Standby Rate USD \$16.81 Idling Rate USD \$54.89

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	33%	USD \$1,859.55/mo
Overhaul (ownership)	36%	USD \$2,028.60/mo
CFC (ownership)	14%	USD \$788.90/mo
Indirect (ownership)	17%	USD \$957.95/mo
Fuel (operating) @ USD 4.03	58.97%	USD \$21.27/hr

Revised Date: 2nd quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



All prices shown in US dollars (\$)

#### Rental Rate Blue Book® August 20, 2024

#### Caterpillar IT38G (disc. 2003)

4-Wd Articulated Wheel Loaders

Size Class: 150 - 174 hp Weight: 28714 lbs



#### Configuration for IT38G (disc. 2003)

Horsepower 160.0 hp Operator Protection EROPS
Power Mode Diesel

#### **Blue Book Rates**

\*\* FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs					FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$4,670.00	USD \$1,310.00	USD \$330.00	USD \$50.00	USD \$26.98	USD \$53.51
Adjustments						
Region ( 105%)	USD \$233.50	USD \$65.50	USD \$16.50	USD \$2.50		
Model Year (2003: 100%)	-	-	-	-	_	
Adjusted Hourly Ownership Cost (100%)	-	-	-	XO.		
Hourly Operating Cost (100%)					-	
Total:	USD \$4,903.50	USD \$1,375.50	USD \$346.50	USD \$52.50	USD \$26.98	USD \$54.84

Non-Active Use Rates
Standby Rate
USD \$13.93
Idling Rate
USD \$36.24

#### **Rate Element Allocation**

Element	Percentage	Value
Depreciation (ownership)	40%	USD \$1,868.00/mo
Overhaul (ownership)	31%	USD \$1,447.70/mo
CFC (ownership)	18%	USD \$840.60/mo
Indirect (ownership)	11%	USD \$513.70/mo
Fuel (operating) @ USD 3.66	31.06%	USD \$8.38/hr

Revised Date: 3rd quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.



#### PCO #37 - Washoe County Complex Curb

Item	Date	Description		Total
1	7/26/2024	The crew demoed the old asphalt patch from the TMWA water main replacement project at the Washoe County complex, graded for median post curb, and the concrete crew came in and fourmed/poured/stripped the curb at the bull nose of the island.	\$	1,227.81
		Total	= \$	1,227.81



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: 7/26/2024 Shift: Day
DESCRIPTION: The crew demoed the old asphalt patch from the TMWA water main replacement project at the Washoe County complex, graded for median post curb, and the concrete crew came in and fourmed/poured/stripped the curb at the bull nose of the island.

LABOR CHARGES										
NAME	CRAFT	ST HRS	ST RATE	OT HRS O'	T RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR TOTAL
Austin Marcum	Operator	1	\$ 51.01	\$	76.52		\$ 102.02	\$ 22.98	\$ 22.98	\$ 51.01
Santiago Lugo	Laborer	1	\$ 35.88	\$	53.82		\$ 71.76	\$ 13.47	\$ 13.47	\$ 35.88
Isaac Rodriguez	Laborer	1	\$ 35.21	\$	52.82		\$ 70.42	\$ 13.47	\$ 13.47	\$ 35.21
Saul Hernandez	Mason Foreman	2	\$ 49.35	\$	74.03		\$ 98.70	\$ 13.08	\$ 26.16	\$ 98.70
Francisco Gonzalez	Laborer	2	\$ 39.04	\$	58.56		\$ 78.08	\$ 13.48	\$ 26.96	\$ 78.08
Federico Talancon	Laborer	2	\$ 40.16	\$	60.24		\$ 80.32	\$ 13.48	\$ 26.96	\$ 80.32
Manuel Parra Milanes	Mason	2	\$ 38.85	\$	58.28		\$ 77.70	\$ 13.07	\$ 26.14	\$ 77.70
Edgar Cabrera	Mason	2	\$ 35.60	\$	53.40		\$ 71.20	\$ 13.07	\$ 26.14	\$ 71.20
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
<u> </u>				LABOR 1	OTALS:				\$ 182.28	\$ 528.10

	Cat It38g Tool Carrier Ford F750 Flatbed	Loader Truck	Cat Ford	lt38g	1	1	53.24	\$53.24
4.4345	Ford F750 Flatbed	Truck	Ford	E750				
				F750	1	1	78.03	\$78.03
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
•								\$ -

Subcontractor CHARGES						
Subcontractor	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
			SUBCONTI	RACTOR TOTALS:	\$	-

Material CHARGES									
VENDOR		DESCRIPTION		QTY	UNITS	PRICE		TOTAL	
Silver Strike Concrete	1 CY of Concrete			1	CY	\$	160.00	\$	160.00
								\$	
								\$	-
								\$	-
								\$	-
								\$	-
						MATERIAL	TOTALS:	\$	160.00

UMMARY				
LABOR TOTAL	\$ 528.10	EQUIPMENT COST	\$	131.27
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST	\$ 66.01	EQUIPMENT MARKUP	\$	19.69
		TOTAL EQUIPMENT COST	\$	150.96
Fringes	\$ 182.28	CURCONTRACTOR COST	•	
MARKUP %	15.00%	SUBCONTRACTOR COST SUBCONTRACTOR MARKUP %	\$	10.00%
MARKUP MARKUP AMOUNT		SUBCONTRACTOR MARKUP	\$	10.00%
MARKO AMOUNT	ψ 110. <del>4</del> 0	TOTAL SUBCONTRACTOR COSTS:	<b>\$</b>	-
TOTAL LABOR COSTS:	\$ 892.85	TOTAL GODGONTIVIOTOR GOGTO.	ų.	
		MATERIAL COSTS	\$	160.00
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	24.00
		TOTAL MARKUP COSTS:	\$	184.00
SUB-TOTAL COST	Γ	\$ 1,227.81		
TOTAL COST		A 007.04		
TOTAL COST		\$ 1,227.81		



#### PCO #38 - Titan Extra Work

Item	Date	Description		Total
1	Multiple	Titan cost for items #7, 8, 10, and 17 from the punch list that were agreed to be additional work. Also includes replacing the pull box for Washoe County fiber at 9th & Wells, and extra 3" conduit from the #7 IC box to (E) TS box at I-80 & Wells.	\$	4,311.40
		Total =	: \$	4,311.40



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: TBD Shift: Day
DESCRIPTION: Titan cost for items #7, 8, 10, and 17 from the punch list that were agreed to be additional work. Also includes replacing the pull box for Washoe County fiber at 9th & Wells, and extra 3" conduit from the #7 IC box to (E) TS box at I-80 & Wells.

LABOR CHARGES											
NAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR	₹ TOTAL
										\$	-
										\$	-
										\$	-
										\$	-
										\$	-
•		•		LAE	OR TOTALS:	•			\$ -	\$	-

EQUIPMENT CHARGES										
EQUIP. #	DE	SCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL	
										\$0.00
									\$	
									\$	-
									\$	-
									\$	-
							EQL	JIPMENT TOTALS:	\$	-

Subcontractor CHAR	GES							
Subcontractor		DESCRIPTION	QTY	UNITS	PRICE		TOT	AL
Titan	Extra Work		1	LS	\$ :	3,919.45	\$	3,919.45
							\$	-
							\$	
							\$	-
							\$	-
							\$	-
							\$	-
<b>"</b>				SUBCON	TRACTOR T	OTALS:	\$	3 919 45

Material CHARGES						
VENDOR	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
				MATERIAL TOTAL	LS: \$	-

RY				
LABOR TOTAL S	<b>-</b>	EQUIPMENT COST	\$	-
Surcharge	12.50%	EQUIPMENT MARKUP %		15.00%
SURCHARGE COST S	-	EQUIPMENT MARKUP	\$	-
		TOTAL EQUIPMENT COST	\$ \$	-
Fringes	-			
3		SUBCONTRACTOR COST	\$	3,919.45
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		10.00%
MARKUP AMOUNT		SUBCONTRACTOR MARKUP	\$	391.95
Watter /Woolin	,	TOTAL SUBCONTRACTOR COSTS:	\$ \$	4,311.40
TOTAL LABOR COSTS: \$	s -	TO THE CODOCITION CONTOUR COOLS.	Ψ	4,011.40
TOTAL LABOR COOTS. V	-	MATERIAL COSTS	\$	_
			Ψ	
		MATERIAL MARKUP %		15.00%
		MATERIAL MARKUP	\$	-
		TOTAL MARKUP COSTS:	\$	-
SUB-TOTAL COST	•	\$ 4,311.40		
TOTAL COST		\$ 4,311.40		

CHANGE ORDER DESCRIPTION	MATERIAL	DRILLING	STD. LABOR HRS.	EQUIP/MOB	OFF HAUL/DELIVERY	LABOR	MATERIAL	DRILLING	EQUIP/MOB	OFF HAUL/DELIVERY	TOTAL
ITEM #7 INSTALL PED BUTTON EXT. (TS-19 POLE B)	\$150.00		1			\$108.00	\$150.00	\$0.00	\$0.00	\$0.00	\$258.00
ITEM #8 INSTALL NEW PPBP ((TS-19 POLE A)	\$450.00		6			\$588.00	\$450.00	\$0.00	\$0.00	\$0.00	\$1,038.00
ITEM #10 MOVE EXISITING PED BUTTON (TS-16 POLE E)			1			\$108.00	\$0.00	\$0.00	\$0.00	\$0.00	\$108.00
ITEM# 17 INSTALL PED BUTTON EXT. (TS-19 POLE C)	\$150.00		1			\$108.00	\$150.00	\$0.00	\$0.00	\$0.00	\$258.00
REPLACE PULL BOX FOR WASHOE COUNTY FIBER 9TH& WELLS	\$320.33		1			\$98.00	\$320.33	\$0.00	\$0.00	\$0.00	\$418.33
3"CONDUIT FROM #7 IC BOX TO (E) TS BOX I-80 & WELLS	\$250.00		8.5	150		\$833.00	\$250.00	\$0.00	\$150.00	\$0.00	\$1,233.00
						\$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	\$0.00
						\$1,843.00	\$1,320.33	\$0.00	\$150.00	\$0.00	\$3,313.33

EQUIP/MOB/OFF HAUL	\$150.00
MATERIAL	\$1,320.33
LABOR	\$1,843.00
DRILLING	\$0.00
TOTAL	\$3,313.33
*15% PROFIT	\$497.00
TAX	\$109.13
GRAND TOTAL	\$3,919.45

#### 2126- Oddie Blvd-Wells Ave. Corridor



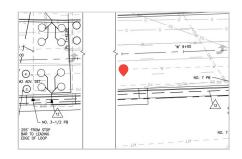
# #1843 - Washoe fiber and COR fiber run in existing traffic box.Replaced with pull box

Priority 1 | Konrad Schmidt | Extra Work

Plan: TS-4 -9th Street Signals

Tags: #3.5

Created 03-27-2024



27 Mar 10:51 AM

#### Task messages (time in PDT)

Konrad Schmidt Washoe fiber and COR fiber run in existing traffic box. Replaced with #3.5 pull box

Konrad Schmidt Photo 1 27 Mar 10:51 AM

Konrad Schmidt 30 minutes for one operator and one laborer 27 Mar 10:51 AM

#### **Photos**



# STREET LIGHTING GENERAL NOTES:

- UNLESS OTHERWISE NOTED, INSTALLATION SHALL CONFORM TO THE CURRENT EDITIONS OF THE CITY OF RENO PUBLIC WORKS DESIGN MANUAL, CHAPTER 7. THE CITY OF RENO PUBLIC WORKS STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION. THE CITY OF RENO STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION. THE NV ENERGY ENGINEERING CONSTRUCTION STANDARDS AND SPECIFICATIONS AND THE NATIONAL ELECTRICAL CODE.
- 2. EQUIPMENT AND MATERIALS SHALL BE NEW, UL LISTED AND LABELLED. ALL STREET LIGHTS, FIXTURES AND POLES TO BE FROM CURRENT NV ENERGY "STREET LIGHT MATERIAL STAGING GUIDE".
- 3. STREET LIGHT SERVICE PROVIDED BY THE UTILITY AS FACILITIES OWNED, OPERATED AND MAINTAINED BY NV ENERGY.
- CONTACT ALL UTILITY COMPANIES TO DETERMINE THE LOCATION OF UNDERGROUND FACILITIES. SEE USA UNDERGROUND
- 5. PUBLIC UTILITY EASEMENTS ARE 12'-6" BEHIND RIGHT-OF-WAY, UNLESS OTHERWISE NOTED.
- STREET LIGHT POLES, ARMS, FIXTURES ARE DESIGNED TO SUPPORT THE UNIT'S MECHANICAL LOADING ONLY. ATTACHMENTS (SUCH AS BANNERS, EQUIPMENT, ETC.) CANNOT BE ADDED TO THE UNIT WITHOUT AFFECTION THE OVERALL STRUCTURAL INTEGRITY OF THE UNIT.
- ADDITIONAL ELECTRICAL LOADING (OUTLETS, PLUG IN DEVICES, SERVICES, ETC,) CANNOT BE ADDED TO THE STREET LIGHTING UNIT OR CIRCUIT.
- 8. ALL STREET LIGHT FIXTURES WILL BE CUT-OFF STYLE TO CONFORM WITH DARK SKIES REQUIREMENTS.
- 9. PREFERRED STREET LIGHT LOCATION IS BEHIND SIDEWALKS, OR A MINIMUM OF 2.5' BEHIND FACE OF CURB IN PARKWAY DESIGNED ROADWAY SECTIONS, UNLESS OTHERWISE NOTED.
- 10. CONDUIT SHALL BE SCHEDULE 40 PVC CONFORMING TO UL 651. PROVIDE MINIMUM 24 INCH RADIUS FOR ELBOWS AND SWEEPS.
- 11. CONDUCTOR SHALL BE NV ENERGY STANDARD, #2 AWG AL, 3 WIRE, tx CABLE.
- 12. INSTALL ELECTRIC SERVICE ENTRANCE CONDUITS AND EQUIPMENT IN ACCORDANCE WITH THE SERVING UTILITY'S REQUIREMENTS. COORDINATE WITH THE SERVING UTILITY TO ENSURE TIMELY CONNECTION BY THE UTILITY. OBTAIN UTILITY COMPANY APPROVAL OF SERVICE ENTRANCE EQUIPMENT SHOP DRAWINGS PRIOR TO STARTING FABRICATION. UTILITY CONTACT IS AS FOLLOWS:

PHIL BAUMANN, STREET & HIGHWAY COORDINATOR NEVADA ENERGY P.O. BOX 10100 R77CSE 1 OHM PLACE, RENO, NV 89520-0024 OFFICE: (775) 834-7772 MOBILE: (775) 501-2261

- 13. WHEN CONDITIONS ARE ENCOUNTERED DURING CONSTRUCTION THAT REQUIRES CHANGES TO SERVICE ARRANGEMENTS, NVE SHALL BE CONSULTED SO THAT SATISFACTORY ALTERNATIVE ARRANGEMENTS MAY BE MADE.
- 14. BOND METAL LIGHT POLES TO GROUNDING SYSTEM WITH GROUNDING LUG AND #12 AWG CONDUCTOR.
- 15. A CONTINUOUS #8 BARE COPPER WIRE MUST BE PLACED IN ALL NON-METALLIC CONDUIT.

ON-R

08

- 16. NV ENERGY (NVE) STANDARD DETAIL REFERENCE LIST: CB0033U, CD0001U, CD0004U, CD0004U-(PAGE 27), CD0005U, Cl0001M, GENERAL #1, GENERAL #2, Gl0001U, IS0001U, ODL98-99U, PE001U, PE0035U, RU0005U, SLD01U, SLM73U-SLM75U, SUB01X, TE0003U, TE0004Ü, VB0050U, VB0052U.
- 17. TRAFFIC SIGNAL INTERCONNECT CONDUITS SHALL BYPASS ALL STREET LIGHTING PULL BOXES AND SHALL TERMINATE IN TRAFFIC SIGNAL INTERCONNECT PULL BOXES ONLY.
- 18. CONDUIT TRENCH ROUTING IS SCHEMATIC, ACTUAL TRENCH LOCATIONS WILL BE DETERMINED BY CONDITIONS IN THE FIELD.

# STREET LIGHTING CONSTRUCTION NOTES:

- PLACE UN-METERED 100 AMP SERVICE PEDESTAL PER NV ENERGY REQUIREMENTS.
- 2 PLACE 17 x 30 STREET LIGHT PULL BOX PER NV ENERGY STANDARDS.
- 3> PLACE 3"C.-(1) 3-WIRE #2 AL. tx CABLE AND 1#8 GROUND WIRE.
- (4) INSTALL DECORATIVE TYPE LED STREET LIGHT PER NV ENERGY STANDARDS.
- (5) INSTALL MASTARM TYPE LED STREET LIGHT PER NV ENERGY STANDARDS.
- 6 PLACE 12 x 12 STREET LIGHT PULL BOX PER NV ENERGY STANDARDS.
- PLACE 3"C.-(2) 3-WIRE, #2 AL. tx CABLE AND 1#8 GROUND WIRE.
- 8 PLACE 3"C.O. WITH PULL TAPE.
- (9) PLACE 3"C. WITH (1) FIBER OPTIC CABLE (FOC).
- PLACE TRAFFIC SIGNAL INTERCONNECT PULL BOX. COIL 30' OF FOC IN BOTTOM OF PULL BOX.
- PLACE (2) 3"C. WITH (1) FIBER OPTIC CABLE IN EACH.

FROM

svc-pnt no. 10

controller

RUN 1-1

RUN 1-2

**RUN 1-3** 

RUN 1-4

**RUN 1-5** 

**RUN 1-6** 

**RUN 1-7** 

**RUN 1-8** 

**RUN** 1-9

RUN 1-10

- EXTEND FIBER OPTIC CABLE INTO TRAFFIC SIGNAL CONTROLLER BASE. VERIFY EXACT LOCATION AND ENTRY WITH TRAFFIC SIGNAL PLANS.
- COORDINATE ELECTRICAL SERVICE WITH NEVADA ENERGY. PROVIDE AND INSTALL ALL REQUIRED EQUIPMENT. TRENCHING AND CONNECTION.

#### STREET LIGHTING SYMBOL LIST CALL 811 - USA UNDERGROUND NOTES:

- 1. PRIOR TO ANY EXCAVATION WORK CONTRACTOR SHALL CALL UNDERGROUND SERVICE ALERT. (USA) 811 BETWEEN THE HOURS OF 6:00 AM AND 7:00 PM (PST), MONDAY THROUGH FRIDAY, 2 WORKING DAYS BEFORE YOU PLAN TO DIG. LOCAL REQUESTS ARE GOOD FOR A MAXIMUM OF 28 DAYS ONLY.
- 2. EXCAVATION AREA SHALL BE MARKED WITH WHITE PAINT, AND KEPT PROTECTED FROM REMOVAL.

**AC VOLTAGE** 

KEY VD/VS VS-VD

3 90% 24.1 240 0.407 0.2% 239.6

1 90% 6.3 120 0.1 0.1% 119.9

1 90% 6.3 120 0.2 0.1% 119.8

 1
 90%
 5.7
 120
 0.7
 0.6%
 119.3

 1
 90%
 5.2
 120
 0.6
 0.5%
 119.4

1 90% 4.4 120 0.5 0.4% 119.5

1 90% 3.8 120 0.4 0.4% 119.6

1 90% 3.3 120 0.4 0.3% 119.6

 1
 90%
 2.5
 120
 0.3
 0.2%
 119.7

 1
 90%
 1.9
 120
 0.2
 0.2%
 119.8

1 90% 1.3 120 0.1 0.1% 119.9

1 90% 0.6 120 0.1 0.1% 119.9

TOTAL VOLTAGE DROP: 4.1 3.2%

KEY

3. USA COLOR CODES FOR MARKING PAINT-

RED - ELECTRIC, STREET LIGHTING, TRAFFIC SIGNAL YELLOW - GAS, OIL, STEAM, CHEMICAL ORANGE - COMMUNICATION, CA/TV BLUE - WATER

GREEN - SEWER SERVICE, STORM DRAIN PURPLE - RECLAIMED WATER PINK - TEMPORARY SURVEY MARKINGS WHITE - PROPOSED AREA OF EXCAVATION

MAST ARM TYPE LED LIGHT FIXTURE, NV ENERGY NO. ODLO9H; WITH 8' MAST ARM, NV ENERGY NO. 28-0050; MOUNTED ON 42' IMBEDDED POLE, NV ENERGY NO. 28-0840.

DECORATIVE LED STREET LIGHT FIXTURE, NV ENERGY NO. ODL98U; MOUNTED ON 23' IMBEDDED SQUARE CONCRETE POLE, NV ENERGY NO. 28-0750.

12" x 12" POLYMER STREET LIGHT BOX.

NON-METERED 100A ELECTRICAL SERVICE PEDESTAL WITH 17" x 30" PULL BOX AND (1) 3" CONDUIT INTO LOAD SECTION OF PEDESTAL.

NV ENERGY ELECTRICAL SERVICE CONNECTION POINT.

INDICATES (1) 3" CONDUIT WITH (1) 3-WIRE #2 AL. tx CABLE AND (1) #8 GROUND WIRE, U.O.N.

STA.54+76, 40.5'RT.

**>**•

STREET LIGHT POLE LOCATION CALL OUT TAG. CENTERLINE STATION POINT AND OFFSET DISTANCE WITH SERVICE POINT AND CIRCUIT NUMBER INFORMATION.

STREET LIGHTING CONSTRUCTION NOTE CALL OUT TAG.

TRAFFIC SIGNAL INTERCONNECT PULL BOX. PROVIDE NO.9 CONCRETE PULL BOX WITH EXTENSION RING. COVER TO READ "TRAFFIC SIGNAL

FOC

INTERCONNECT". IRRIGATION CONTROLLER

FIBER OPTIC CABLE TRAFFIC SIGNAL INTERCONNECT

Permit-Seal



Project Number: 2073015600 File Name: 15600\_SL-01.DWG K.K.

301 of 343

TO (E) TS BOX

CONDUIT FROM

**NEW #7 IC BOX** 

ORIGINAL SHEET - ANSI D

TYPICAL VOLTAGE DROP CALCULATION: SP NO. 10 - WORST CASE RUN

(FT)

190

190

175

PVC

PVC

190 PVC

175 | PVC |

contoller

pullbox

7@.57; 3@.77

6@.57; 3@.77

6@.57; 2@.77

5@.57; 2@.77

4@.57; 2@.77

3@.57; 2@.77

3@.57; 1@.77

2@.57; 1@.77

1@.57;1@.77

RCWY CONDUCTOR

2 AL

2 AL

PER ADDENDUM 2, ALL STREET LIGHTING CONDUCTORS TO BE INSTALLED BY NVE. STREET LIGHTING CONDUCTORS SHOWN ON THIS SHEET FOR INFORMATION ONLY.

NOTE 2. PER ADDENDUM 3, ALL EXISTING STREET / PARKING LOT LIGHT POLES AND EXISTING UTILITY POLE MOUNTED LUMINAIRES SHALL BE REMOVED AND SALVAGED BY NVE.

LENGTH TYPE | SIZE | TYPE | PARA | POWER | PH | PF | AMPS | SPLY | DROP | DROP | @LOAD

Revision

Drawing No. SL-1

11"x17" HALF SIZE

17 FIXT. @ 68w = 1,156w 7 FIXT. @ 92w = 644w FOTAL = 1,800w 1,800w/120w = 15A 4 STREET LTG. CIRCUITS

STREET LTG. SP NO.1

1 inch = 20 ft.

22"x34" FULL SIZE

TSIC



#### PCO #39 - SNC Extra Work

Item	Date	Description		Total
1	Multiple	SNC extra cost for the cat tracks at the Wells/Sutro intersection, yellow bull nose at the I-80 & Wells ramps, removal of the sign, post & anchor at Gate 2 to the Livestock Events Center, installation of two new chevron signs near Winston Dr, and the red bull nose at the entrance to the Washoe County Complex.	\$	2,893.00
		Total	= \$	2.893.00



GCC JOB #: 1128940
OWNER JOB #: 512013
DATE PERFORMED: Multiple
DESCRIPTION: SNC extra cost for the cat tracks at the Wells/Sutro intersection, yellow bull nose at the I-80 & Wells ramps, removal of the sign, post & anchor at Gate 2 to the Livestock Events Center, installation of two new chevron signs near Winston Dr, and the red bull nose at the entrance to the Washoe County Complex.

LABOR CHARGES											
NAME	CRAFT	ST HRS	ST RATE	OT HRS	OT RATE	DT HRS	DT RATE	Fringe Rate	FRINGE TOTAL	LABOR 1	TOTAL
										\$	-
										\$	-
										\$	
										\$	
										\$	-
				LABO	R TOTALS:				\$ -	\$	-

<b>EQUIPMENT CHARGES</b>									
EQUIP. #	DESCRIPTION	TYPE	MAKE	MODEL	Count	HOURS	RATE	TOTAL	
									\$0.00
								\$	-
								\$	-
								\$	-
								\$	-
						EQI	JIPMENT TOTALS:	\$	-

Subcontractor CHAR	GES							
Subcontractor		DESCRIPTION	QTY	UNITS	PRICE		TOT	AL
SNC	Extra Work		1	LS	\$	2,630.00	\$	2,630.00
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
							\$	-
				SUBCON	TRACTOR T	TOTALS:	\$	2 630 00

Material CHARGES						
VENDOR	DESCRIPTION	QTY	UNITS	PRICE	TOTAL	
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
				MATERIAI TOTAL	IS: \$	-

MARY				
LABOR TOTAL \$	-	EQUIPMENT COST	\$	-
Surcharge	12.50%	EQUIPMENT MARKUP %	1	5.00%
SURCHARGE COST \$	-	EQUIPMENT MARKUP	\$	-
		TOTAL EQUIPMENT COST	\$ \$	-
Fringes \$	-			
3		SUBCONTRACTOR COST	\$ 2,6	30.00
MARKUP %	15.00%	SUBCONTRACTOR MARKUP %		0.00%
MARKUP AMOUNT \$	-	SUBCONTRACTOR MARKUP	\$ 2	63.00
***************************************		TOTAL SUBCONTRACTOR COSTS:		93.00
TOTAL LABOR COSTS: \$	_		, -,-	
101112 12 12 011 000 10.		MATERIAL COSTS	\$	-
		MATERIAL MARKUP %	1	5.00%
		MATERIAL MARKUP	\$	_
		TOTAL MARKUP COSTS:	\$	_
			·	
SUB-TOTAL COST		2,893.00		
112		_,		
TOTAL COST				
TOTAL COST		2,893.00		

SIERRA NEVADA CONSTRUCTION P.O. BOX 50760 2055 EAST GREG STREET SPARKS, NV 89435 775 355-0420



## **Invoice 12701RB**

Bill to:

GRANITE CONSTRUCTION COMPANY 1900 GLENDALE AVENUE

**SPARKS**, NV 89431

Job: 33052

**GRANITE - ODDIE/WELLS** 

ODDIE/WELLS RENO, NV

Invoice #: 12	2701RB D	ate:	09/17/24	Customer P.O. #:
Payment Terms:	NET E.O.M. FOLLOWING	G		Salesperson:
Customer Code:	GRACON			

#### Remarks:

Quantity	Description	U/M	Unit Price	Extension
240.000	6" DOTTED WHITE (WELLS/SUTRO INTERSEC)	LF	4.00	960.00
1.000	YLLW PNTD BULL NOSE(I-80 OFF/ON RAMPS)	EΑ	45.00	45.00
1.000	REMOVE SIGN, POST & ANCHOR (GATE 2 ENT)	EΑ	250.00	250.00
2.000	INSTALL NEW SIGN, POST/ANCHOR (CHEVRON)	EA	650.00	1,300.00
1.000	RED PAINTED BULL NOSE (WASHOE CO COMPLEX	( EA	75.00	75.00
			Subtotal:	2,630.00
			Total:	2,630.00

Print Date: 09/17/24 Page: 1

Meeting Date: 4/18/2025 Agenda Item: 4.3.7

To: Regional Transportation Commission

From: Michele Payne, Property Agent

SUBJECT: Resolution of Condemnation - Center Line Group, LLC-Reno Series PUE

### **RECOMMENDED ACTION**

Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a public utility easement interest on part of APN 019-360-15 from Center Line Group, LLC-Reno Series, which are needed to construct the Virginia Street Utility Relocation project.

### **BACKGROUND AND DISCUSSION**

The purpose of the project is to remove overhead utility lines to install these lines underground for the roadway and safety improvements along Virginia Street between Peckham and Plumb Lane. The 100% design plans for the project are complete. The project is currently scheduled to begin construction in summer 2025.

Through an Interlocal Cooperative Agreement with the City of Reno and Washoe County dated May 24, 2023, the RTC has been authorized to negotiate and/or initiate eminent domain proceedings to acquire property when necessary for the project. RTC needs to acquire these specific property interests from Center Line Group, LLC-Reno Series in order to construct the Virginia Street roadway improvements.

Center Line Group, LLC-Reno Series is the owner of record. RTC has been working with the property owner to purchase the property interests. While there have been discussions, proposals and offers made, the efforts to reach a mutually acceptable agreement have been unsuccessful to date. In order to avoid potential delays to the project, staff is requesting approval of this Resolution of Condemnation to allow RTC to initiate condemnation proceedings for these property interests and seek a court-ordered right-of-entry and/or order for immediate occupancy, if needed. RTC will continue to work with the property owner during this process to continue efforts to reach a mutually acceptable agreement. Proper notice of this agenda item has been provided to the property owner as required by NRS 241.034.

### **FISCAL IMPACT**

The costs to acquire property rights is included in the FY2025 budget; however, the actual fiscal impact cannot be determined at this time.

### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

#### RESOLUTION OF CONDEMNATION

WHEREAS, it is necessary for the Regional Transportation Commission of Washoe County, Nevada ("RTC") to provide regional transportation facilities which are of a quality and standard necessary to satisfactorily meet the needs of the traveling public; and

WHEREAS, the RTC approved the FY 2024 Program of Projects for the Regional Street & Highway Program, which included the Virginia Street Bus Rapid Transit (South) Project (the "Project"); and

WHEREAS, pursuant to an Interlocal Cooperative Agreement ("ICA") between the RTC and the City of Reno dated May 24, 2023, the City of Reno authorized the RTC to initiate such eminent domain proceedings as may be necessary for the Project; and

**WHEREAS**, Chapter 277A of Nevada Revised Statutes provides that the RTC may exercise the power of eminent domain, if the city or county which has jurisdiction over the property approves; and

WHEREAS, the current owner of record of the property interests to be acquired, as listed in the records of the Washoe County Recorder's Office and insofar as is known to the RTC, is Center Line Group, LLC- Reno Series.

#### **NOW, THEREFORE, BE IT RESOLVED**, that the RTC does hereby find:

- 1. That RTC needs the following property interests to construct the Project: (1) a public utility easement interest on a portion of APN 019-360-15; (collectively, the "Property Rights"). The Property Rights are depicted in the metes and bounds descriptions and design drawings attached hereto.
- 2. That RTC staff has previously contacted the owner(s) about the Property Rights. While there have been discussions, proposals and offers made, the efforts to reach a mutually acceptable agreement for the acquisition of the Property Rights through purchase have been unsuccessful to date.
- 3. That the Property Rights to be acquired in conjunction with the above referenced Project are to be applied to a public use, to wit, the Project.
  - 4. That the Property Rights described herein are necessary for such public use.

5. By certified mail sent on April 2, 2025, proper notice of the RTC's intent to consider

eminent domain action to acquire the Property Rights of the above referenced owner(s) has been given as

required by NRS 241.034.

NOW, THEREFORE, BE IT FURTHER RESOLVED, based on the aforementioned findings

of fact, that the RTC does hereby direct:

1. That RTC's legal counsel initiate, if needed, eminent domain proceedings on behalf of the

RTC in accordance with provisions of Chapters 37 and 277A of Nevada Revised Statutes to acquire the

Property Rights.

2. That RTC's legal counsel shall commence and prosecute, in the name of the RTC, eminent

domain proceedings in the court having jurisdiction of the Property Rights.

3. That RTC's legal counsel is authorized to pursue all actions deemed appropriate for the

successful prosecution of this case, including but not limited to, an application to the court for an order

permitting the RTC to take immediate possession of the Property Rights for the construction of the Project,

upon complying with conditions imposed by law.

PASSED, ADOPTED AND APPROVED on April 18, 2025.

Alexis Hill, Chair

Regional Transportation Commission of Washoe County

2

### Attachments

1. Exhibit "A" and "A-1" for Ptn. of APN 019-360-15- public utility easement

# EXHIBIT A PUBLIC UTILITY EASEMENT APN: 019-360-15

All that certain real property situate within a portion of the South One-Half (S 1/2) of Section Twenty-four (24), Township Nineteen (19) North, Range Nineteen (19) East, Mount Diablo Meridian, City of Reno, County of Washoe, State of Nevada, being a portion of that particular Parcel of land as described in Deed Document No. 5262926, recorded December 28, 2021 in the Official Records of Washoe County, Nevada, being more particularly described as follows:

**COMMENCING** at the northeast corner of said Parcel being the westerly right of way of South Virginia Street;

THENCE along said westerly right of way South 18°38'41" East a distance of 14.39 feet;

**THENCE** continuing along said right of way 120.76 feet along the arc of a tangent 5043.00 foot radius curve to the left through a central angle of 01°22'19" to the **POINT OF BEGINNING**;

**THENCE** continuing along said right of way 31.57 feet along the arc of a compound 5043.00 foot radius curve to the left through a central angle of 00°21'31";

**THENCE** continuing along said right of way 17.98 feet along the arc of a reverse 15.00 foot radius curve to the right through a central angle of 68°41'03";

**THENCE** departing said right of way following two (2) courses and distances:

- 1. North 19°33'56" West a distance of 45.68 feet;
- 2. North 70°26'04" East a distance of 9.00 feet to the **POINT OF BEGINNING**.

Containing 385 square feet of land, more or less.

The Basis of Bearings is Nevada State Plane Coordinates NAD 83/94, West Zone. All dimensions are ground distances, combined Grid-to-Ground Factor = 1.000197939.

See Exhibit A-1 attached hereto and made a part hereof.

Prepared by: Wood Rodgers, Inc. 1361 Corporate Blvd. Reno, NV 89502



Eric C. Sage, P.L.S.

Nevada Certificate No. 23301

# **EXHIBIT A-1**PLAT TO ACCOMPANY

PUBLIC UTILITY EASEMENT (APN: 019-360-15)

BEING A PORTION OF THE S 1/2 OF SECTION 24 TOWNSHIP 19 NORTH, RANGE 19 EAST, M.D.M. RENO WASHOE COUNTY NEVADA

P.O.C.

APN 019-360-25 SARONIC INVESTMENTS LLC DOC. NO. 4571962

	LINE TABLE						
NO.	BEARING	LENGTH					
L1	S18*38'41"E	14.39					
L2	N19*33'56"W	45.68					
L3	N70°26'04"E	9.00'					

1" = 40"

APN 019-360-15 CENTER LINE GROUP LLC-RENO SERIES DOC. NO. 5262926

CURVE TABLE					
NO.	RADIUS	DELTA	LENGTH		
C1	5043.00	1°22'19"	120.76'		
C2	5043.00'	0°21'31"	31.57'		
C3	15.00'	68*41'03"	17.98'		

PUBLIC = UTILITY EASEMENT 385 S.F.±

ISBELL ROAD

APN 019-373-8 WESTERN FINANCIAL LLC DOC. NO. 4504590

JOB NO. 8312044 SHEET 1 OF 1



BUILDING RELATIONSHIPS ONE PROJECT AT A TIME

1361 Corporate Blvd Reno, NV 89502 Tel 775.823.4068 Fax 775.823.4066

P.O.B.

Meeting Date: 4/18/2025 Agenda Item: 4.4.1

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation and Operations

**SUBJECT: RTC Safety Management System Plan** 

#### **RECOMMENDED ACTION**

Approve the RTC Safety Management System Plan (Safety Management Plan) as required by 49 C.F.R. Part 673.

### **BACKGROUND AND DISCUSSION**

The Federal Transit Administration (FTA) has enacted 49 C.F.R. Part 673 which requires all transit agencies to develop and implement a Safety Management System Plan (SMSP). The SMSP contains a Safety Management Policy, descriptions of Safety Risk Management, Safety Assurance, and Safety Promotion. In addition, the RTC designates an Accountable Executive (Director of Public Transportation) who has ultimate responsibility for ensuring that the agency's Safety Management Plan is effectively implemented throughout the agency's transportation system. The Safety Management Plan includes safety performance targets for 1) fatalities, 2) injuries, 3) safety events, and 4) system reliability. A review of the Safety Management Plan must occur at least annually or when there are significant system changes. The Regional Transportation Commission Board is required to approve the Safety Management Plan annually.

#### FISCAL IMPACT

Funding for this item is included in the FY25 budget, and there is no additional cost in connection with this agenda item.

#### **PREVIOUS BOARD ACTION**

10/18/2024 Approved the update to the RTC Safety Management System Plan (Safety Management Plan) as required by 49 C.F.R. Part 673.

### **Safety Management System Policy Statement**

The primary goal of the Regional Transportation Commission (RTC) of Washoe County is provision of the safest and most secure transportation system reasonable. Development of this Safety Management System Plan (Safety Management System Plan or SMSP) is based upon budget considerations to provide appropriate safety commensurate with service to the public. All RTC employees and contractor personnel must strictly adhere to the content of this SMSP. A complementary Security Plan (System Security and Emergency Preparedness Program Plan or SSEPP) has been developed to address RTC system security.

The RTC management staff is responsible and accountable for the implementation of the provisions of this SMSP in their respective areas, for providing leadership to RTC employees, service providers, construction contractors, vendors and others, and for promoting safety throughout the agency, including compliance with all local, state, and federal requirements regarding environmental and occupational health.

The RTC Accountable Executive and Security and Safety Administrator has my delegated authority to manage this SMSP and provide appropriate oversight and support to all RTC departments, service providers, and construction contractors. The security and safety functional activities include facilitating measures to identify, control and resolve hazards, and to prevent accidents, injury or damage to equipment and facilities. These measures will be developed and monitored for effectiveness through safety inspection procedures, an active Safety and Security Committee (SSC), and by other means described in this SMSP.

The Executive Director is ultimately responsible and accountable for RTC's safety and security performance policy; therefore, the undersigned authorizes and approves this SMSP.

The Executive Director and RTC Board Chairman certify the SMSP fulfills requirements under 49 C.F.R. 673.

We anticipate and appreciate your dedicated cooperation to help assure that the RTC provides the safest transportation network necessary.

Bill Thomas, AICP	Date	
Executive Director		
Jamis Borino	4/4/2025	
Jamie Borino	Date	
Security and Safety Administrator		
James Gee	4/4/2025	
Jim Gee	Date	
Director Public Transportation		
Accountable Executive		
Alexis Hill	Date	
RTC Board Chair		

# Safety Management System Plan (Safety Management Plan) (SMSP)

# The Regional Transportation Commission of Washoe County

DATE: September 23, 2006

**REVISION: April 04, 2025** 

### **SMSP Revision History**

Date	Revision	Description of Change
09/23/2006	ORIGIN	Origination of the SSPP.
04/15/2008	Revision	Enhancements to employee responsibilities.
01/20/2009	Review	Review
04/22/2010	Revision	Executive Director Signature Change and Review
05/02/2011	Revision	Annual Review and Approval of Plan.
11/03/2011	Revision	Organizational Updates.
05/08/2012	Revision	Annual Review and Approval of Plan.
03/22/2013	Revision	Section 5.4 - Roles, Responsibilities and Composition of the
		RTC Security/Safety Committee. Section 14.3 – Security
		Requirements for Modifications.
03/29/2013	Revision	Annual Review and Approval of Plan
04/29/2013	Revision	Add trend analysis with inspections, requirements to investigate
		accidents, incidents and near misses
04/01/2014	Revision	Annual Review and Approval of Plan
04/01/2015	Revision	Annual Review and Approval of Plan
10/06/2015	Revision	Revise Plan for Facility Changes
03/21/2016	Review	Annual Review and Approval of Plan
03/30/2017	Revision	Annual Review, Update and Approval of Plan
12/06/2017	Revision	Update Plan due to staffing changes
03/30/2018	Revision	Annual Review and Approval of Plan
03/31/2019	Revision	Revise Plan for 49 CFR Part 673 and PMOC requirements SSPP
		changes to SMSP
09/11/2019	Revision	Revise Plan for staffing changes and route changes
04/16/2020	Revision	Update Staffing Changes, Annual Review and Approval
03/16/2021	Revision	Update Staffing Changes
12/14/2021	Revision	Update Staffing Changes
04/20/2022	Revision	Additional signatures added
08/23/2022	Revision	PTASP Targets added and Organizational Chart Updated
03/14/2023	Revision	Annual Review, Update Staffing Changes, Update PTASP
		targets
12/05/2023	Revision	Update Staffing Changes
03/12/2024	Revision	Annual Review, Update and Approval of Plan
09/24/2024	Revision	PTASP Targets added, Updated Staffing Changes,
		Organizational Chart Update and Approval of Plan
04/04/2025	Revision	Annual Review, Update and Approval of Plan

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# SECTION 1: POLICY STATEMENT AND AUTHORITY FOR THE SAFETY MANAGEMENT SYSTEM PLAN

### 1.1 Introduction

This document is the Safety Management System Plan (Safety Management Plan or SMSP) of the Regional Transportation Commission of Washoe County (RTC). This plan describes the RTC's transit system, public facilities and provides a methodology for identifying hazards and implementing plans for their resolution. It establishes accountability for safety throughout the organization. In addition, the Regional Transportation Commission of Washoe County (RTC) has established a System Security and Emergency Preparedness Plan (SSEPP), a Continuity of Operations Plan (COOP).

The intent and design of these plans is to ensure and promote system safety and security.

### 1.2 Policy Statement and Mission

Our mission states, "The RTC provides leadership, vision, public policy development, and quality transportation systems through a commitment to excellence and pursuit of goals and objectives which meet the community's present and future needs." The RTC Organizational Philosophy Statement indicates that we exist to serve the public and recognize that the community continually evaluates our performance. Our most valuable resource is people and we believe in the "Team" concept. We will work with all employees to establish goals and objectives and will share success and accomplishments. The RTC recognizes the need to ensure the safety and security of our passengers, the public, employees and our transit system through our efforts. Lastly, we are results oriented and believe that the measure of our success is the facilities constructed and the services delivered.

# SECTION 2: DESCRIPTION OF PURPOSE FOR SAFETY MANAGEMENT SYSTEM PLAN

The purpose of the SMSP is to establish formal mechanisms used by all RTC departments to:

- Protect the safety of passengers, the public, employees and contractors
- Establish a safety program on an organization wide basis
- Provide a medium through which the RTC can display its commitment to safety
- Provide a framework for the implementation of safety policies and the achievement of related goals and objectives
- Satisfy federal (FTA, TSA, DHS, OSHA, ADA) and state requirements
- Meet accepted industry standards and audit provisions
- Satisfy self-insurance provisions

The SMSP applies to all organizational units affecting or affected by RTC's operations including planning, procurement, testing, operation and maintenance activities.

### 2.1 Contractor Provision of Bus/Van Service

The RTC contracts with the private sector for the provision of all of its bus and van paratransit and fixed route services. Under each of these contracted services, the company or contractor is responsible for hiring and training its employees, operating and supervising transit services, and maintaining RTC owned maintenance facilities and vehicles used in operations. Contractors are required to adhere to all goals, objectives and requirements of the SMSP. In addition, the contracts established with each service provider contain operating performance standards those contractors are expected to meet.

### 2.2 Contractor Operations

The responsibilities of the Public Transit Department include:

- Ensuring contractor safety performance is compliant with SMSP Section 3 and Section 4,
- Monitoring contractor service and performance of bus operators,
- Providing evaluation of effectiveness of service, and condition of customer amenities,
- Participating in recommending route changes,
- Coordinating proper resources to provide assistance toward service delivery, and
- Participating to ensure special events are well coordinated.

The service provider contractors are required to develop and implement an ongoing internal safety program. The contractors must submit accident reports in accordance with Section 8.0 of this document. Contract Supervisors conduct the initial investigations and serve as on-the-scene coordinators, which involves securing witness statements, documenting evidence, and otherwise complying with the accident and incident investigation procedures in this document. Contractors must coordinate with the RTC's Security and Safety Administrator on the classification of all accidents, and participate in preventability efforts.

In addition to the above, contractor Instructors/Supervisors are required to monitor service for safety, on-time performance, efficiency and compliance with operating rules. Supervisors periodically perform ride checks also monitor Operator performance.

# SECTION 3: CLEARLY STATED GOALS FOR SAFETY MANAGEMENT SYSTEM PLAN

The goals of the SMSP are as follows:

- Provide a superior level of safety for passengers, public, employees and contractors.
- Identify, eliminate, minimize and/or control safety hazards and their associated risks.
- Provide a superior level of safety in our transit operations.
- Achieve and maintain demonstrated improvement of safety in the company's work environment.

- Comply with the applicable requirements of regulatory agencies.
- Maximize the safety of future operations through the procurement process.

### SECTION 4: IDENTIFIABLE AND ATTAINABLE OBJECTIVES

The following objectives provide a means of achieving the SMSP goals and measuring the effectiveness of RTC's safety initiatives. The RTC's Safety Performance Targets (Public Transit Agency Safety Plan) are:

Mode of Transit Service	Fatalities	Fatalities (per 100,000 VRM)	Injuries	Injuries (per 100,000 VRM)	Safety Events	Safety Events (per 100,000 VRM)	System Reliability (VRM/failures)
Fixed Route Bus (Keolis)	0	0	1	0.2	0	1.2	20,000
Paratransit Service (MTM)	0	0	0	0.11	3	1.28	20,000 or less
Mode of Transit Service	Collision Rate (New)	Pedestrian Collison Rate (New)	Vehicular Collison Rate (NEW)	Transit Worker Fatality Rate (New)	Transit Worker Injury Rate (New)	Assaults on Transit Workers (New)	Rate of Assaults on Transit Workers (New)
Fixed Route Bus (Keolis)	0	0	0	0	0	0	0
Paratransit Service (MTM)	0	0	0	0	0	0	0

### • Measurable objectives include:

- o Safety Events: Total number of reportable events and rate per total vehicle revenue miles by mode.
- o Injuries: Total number of reportable injuries and rate per total vehicle revenue miles by mode.
- o System Reliability: Mean distance between major mechanical failures by mode.
- o Fatalities: Total number of reportable fatalities and rate per total vehicle revenue miles by mode.
- o Employee and contractor on the job injuries per month.
- o Contractor safety-sensitive drug and alcohol monitoring results per month/quarter.
- o Employee and contractor safety training per month.
- o Collision Rate (New)
- o Pedestrian Collision Rate (New)
- Vehicular Collision Rate (New)
- o Transit Worker Fatality Rate (New)

- o Transit Worker Injury Rate (New)
- Assaults on Transit Workers (New)
- o Rate of Assaults on Transit Workers (New)
- Establish a safety policy, procedures and requirements that integrate safety into decisionmaking and operations.
- Assign responsibilities related to safety procedures and requirements.
- Thoroughly investigate all accidents, fires, injuries and near misses.
- Identify, analyze and resolve all hazards in a timely manner.
- Meet or exceed safety requirements in specifications, equipment installation, and system testing, operations and maintenance.
- Meet or exceed safety requirements in vehicle operations and maintenance.
- Thoroughly evaluate the safety implications of all proposed system modifications prior to implementation.
- Establish doctrines, standards and procedures for employee qualifications, selections, training and performance.

# SECTION 5: SYSTEM DESCRIPTION/ORGANIZATIONAL STRUCTURE/ORGANIZATIONAL RESPONSIBILITIES

### 5.1 System Description

The RTC serves a population over 500,000. The RTC provides services to Reno, Sparks, and Carson City. The RTC provides for the operation of RTC RIDE, a bus system serving Reno and Sparks. RTC ACCESS provides scheduled and on-demand paratransit services. RTC also provides:

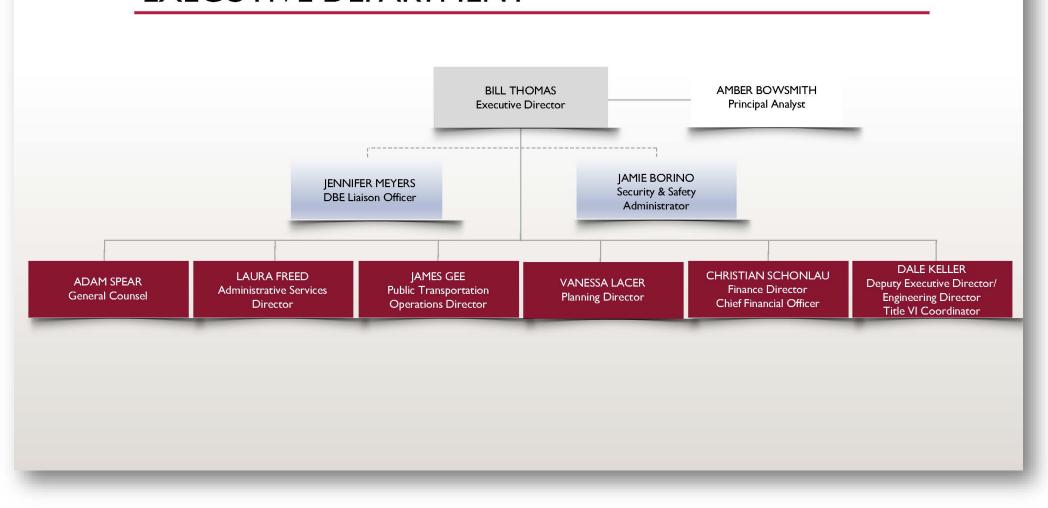
- RTC REGIONAL CONNECTOR, a commuter service between Reno/Sparks and Carson City.
- RTC RAPID Route 1, which transport people along the Virginia Street Corridor.
- RTC RAPID Virginia Line, which links stops along the Virginia Street Corridor with the RTC RAPID stations.
- RTC RAPID Lincoln Line, which transports people along the 4<sup>th</sup> Street and Prater Way Corridor.

The RTC is responsible for three major transportation programs 1) Regional Street and Highway Program, 2) Public Transportation Program (RTC RIDE, RTC ACCESS, RTC INTERCITY, RTC SPIRIT, RTC RAPID, and RTC CONNECT) and 3) Transportation Planning (see Page 48 – Table 1 RTC System Map).

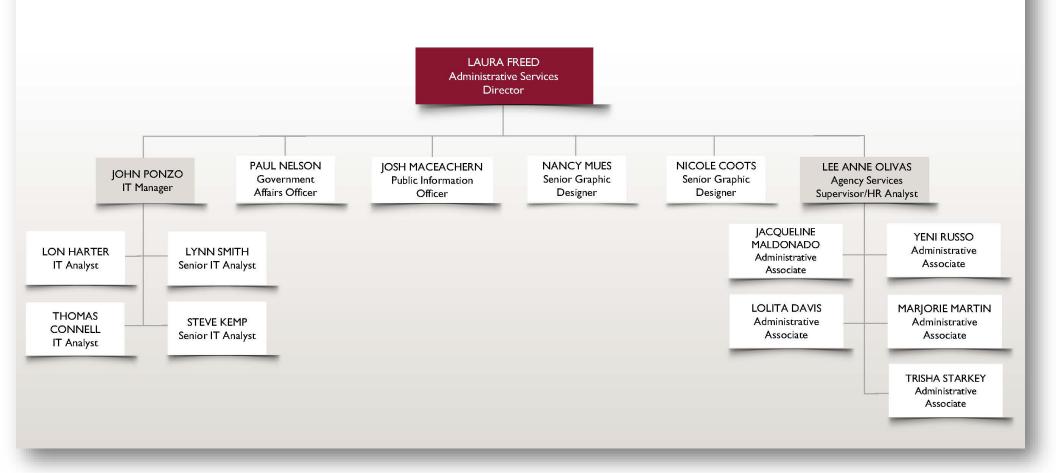
### 5.2 Organizational Structure

RTC organizational structure is as follows:

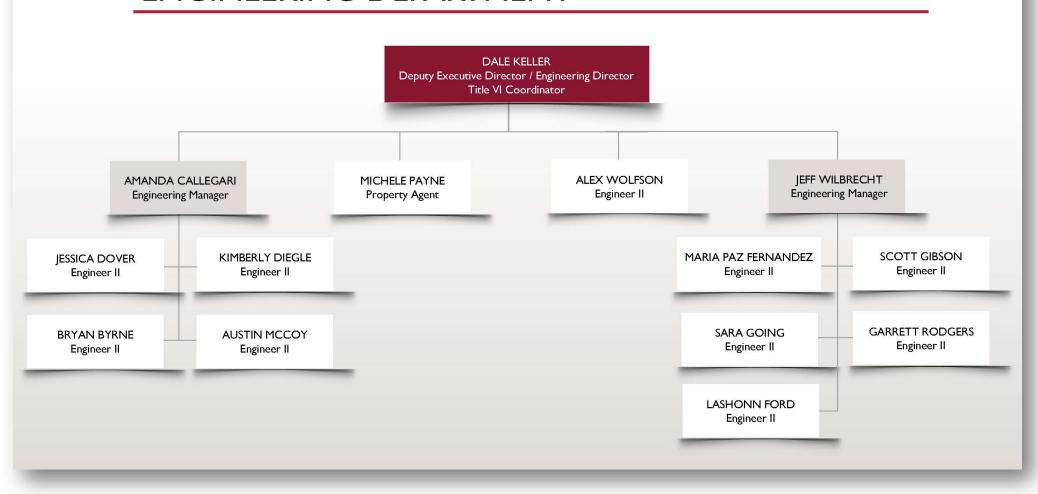
### **EXECUTIVE DEPARTMENT**



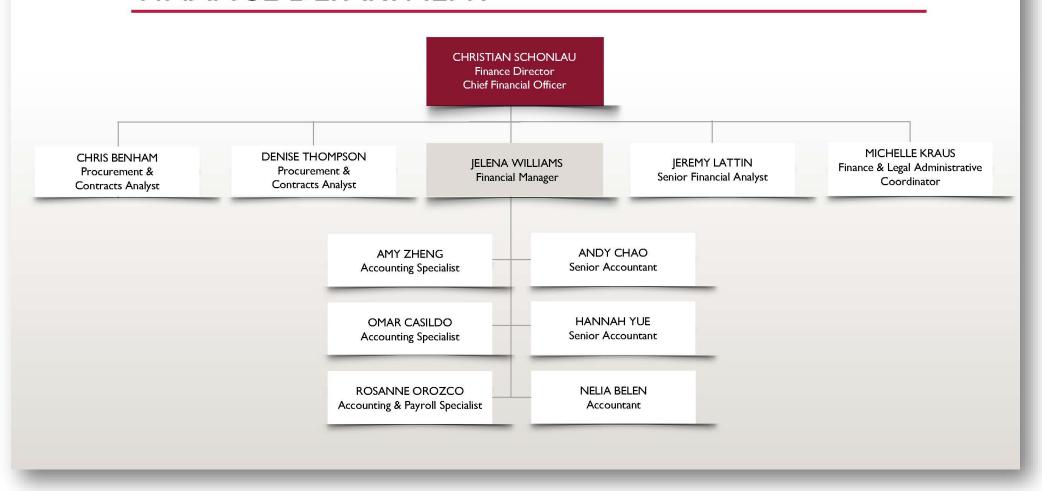
### ADMINISTRATIVE SERVICES DEPARTMENT



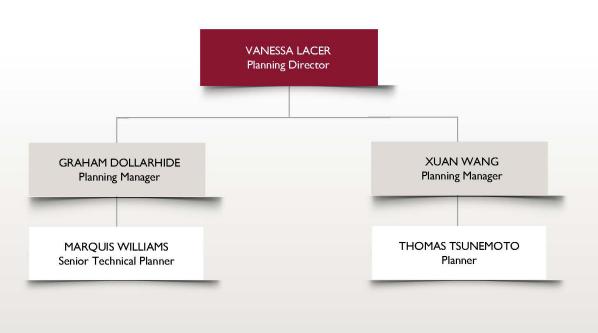
### **ENGINEERING DEPARTMENT**



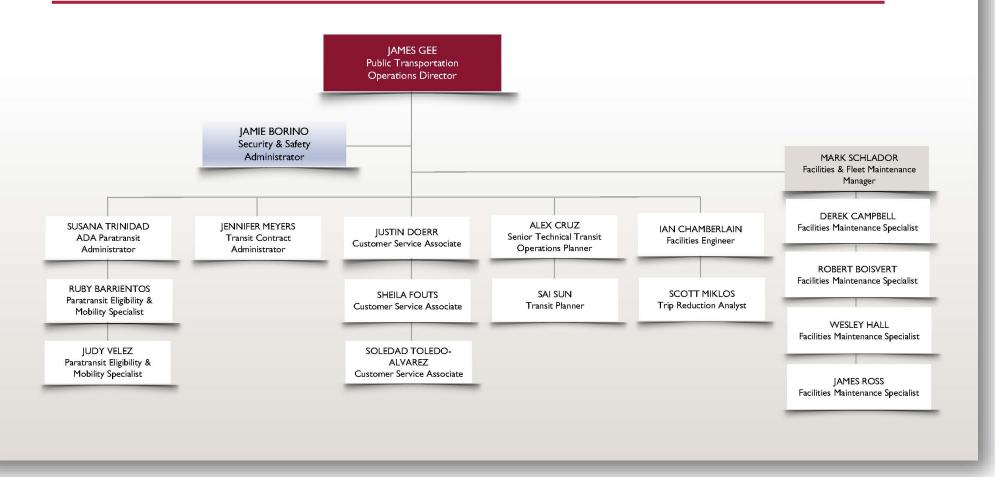
### FINANCE DEPARTMENT



### PLANNING DEPARTMENT



### PUBLIC TRANSPORTATION/OPERATIONS DEPARTMENT



### 5.3 Organizational Responsibilities

Responsibility assignments and safety for all RTC employees is as follows:

#### The Executive Director will:

- Promote a safe and healthy culture throughout the RTC.
- Set a high standard for safety and health practices and lead by example.
- Ensure provision of needed financial, material and personnel resources to achieve the goals and objectives of the safety and health program.
- Ensure that the program is fully implemented and effective.
- Provide ultimate authority to the Safety and Security Committee and for Project Safety & Security Certification and Verification.

### Director of Public Transportation and Operations will:

- Effectively implements each element of the System Management System Plan (SMSP) throughout the RTC's public transportation system.
- Ensures actions taken are necessary to address substandard performance in the SMSP.
- May delegate specific responsibilities, but the ultimate accountability for transit agency's safety performance rests with the Director of Public Transportation and Operations.
- Is responsible for carrying out the Public Transportation Agency Safety Plan; and control or direction over human and capital resources need to develop and maintain both the agency's Public Transportation Agency Safety Plan and the agency's Transit Asset Management Plan.
- AE designates a Chief Safety Officer who has authority and responsibility for day-to-day implementation and operation of the RTC SMSP

### The Security/Safety Administrator (SSA) (Chief Safety Officer) will:

- Ensure the RTC's compliance with all applicable federal, state (NRS 618.375), and local safety and health requirements.
- SSA is delegated the authority and responsibility for day-to-day implementation and operation of the RTC SMSP.
- Develops and maintains SMSP documentation.
- SSA reports to the Director of Public Transportation and Operations except for Project Safety & Security Certification process where there is accountability to the Executive Director.
- Ensure provision of each RTC employee with adequate and appropriate occupational safety and health training.
- Ensure that safety and health policies are comprehensive and effective.
- Review each accident and conduct any investigation wherein an accident has resulted in serious injury or property damage.
- Promote safety and health and serve as a resource to all staff.
- Review the program on an annual basis.

### Each Director will:

- Ensure implementation of each element of the program in his/her department and facility.
- Ensure that all department supervisors comply with this program.
- Ensure maintenance of all required documents.
- Conduct safety/health surveys or inspections in his/her department on a regular basis, the frequency of which shall not be less than once per quarter.
- Ensure proper maintenance of each piece of equipment in his/her department.

### Each Supervisor will:

- Ensure that each employee in his/her department or section receives appropriate training upon initial assignment as well as for changes in processes, procedures, equipment or assignments.
- Ensure that each employee in his/her department/section complies with the program.
- When required by law or circumstances indicate the need for training, each employee receives refresher training.
- Conduct a daily safety and health inspection of his/her work area(s).

### Each Employee will:

- Be an active participant in the safety and health program.
- Perform all tasks in accordance with established policies, procedures and safe work practices.
- Perform a safety evaluation of his/her workspace daily.
- Inspect all tools and equipment prior to use to identify any hazards.
- Question any unsafe and unhealthy practice or condition and act to correct and report it.
- Report any injuries, illnesses or incidents to the appropriate person.

## 5.4 Roles, Responsibilities and Composition of the RTC Security/Safety Committee

### The Security/Safety Committee (SSC) membership is:

Executive Director (VM)	RIDE General Manager (VM)
Safety & Security Administrator – Chairperson (VM)	RIDE Safety Manager (VM)
Deputy Executive Director (Director of Planning) (VM)	Transit Operations Manager (VM)
Director of Administrative Services (VM)	ACCESS General Manager (VM)
Director of Engineering (VM)	ACCESS Safety Manager (VM)
Director of Finance (VM)	Security Contractor – Account Manager (VM)
Director of Public Transportation & Operations (VM)	Security Contractor – Account Supervisor
Facilities & Fleet Manager (VM)	Facilities Maintenance Supervisor (VM)
+ Note: (VM) = Voting Member	

The SSC general purpose is to provide safety and security oversight of transit services as well as transit projects and development. The committee also provides oversight of emergency preparedness and community response. It also monitors and ensures compliance with Federal, state and local safety, security and emergency preparedness regulations, laws and rules affecting public transportation.

- 1. The SSC shall provide oversight for the Executive Director and/or the RTC Commissioners for the establishment of policies, standards and rules relating to the safety and security of the public, employees and contractors using RTC personal and real property. The deliberations, decisions, and recommendations of the SSC shall be made with due consideration of the need to balance safety and security with the RTC's mission of providing services to the public that are appropriate, efficient, and cost effective.
- 2. The SSC shall have authority and duty to inspect, investigate and report necessary corrective action with respect to RTC owned and operated equipment and facilities. The contract operators of RTC-RIDE and RTC- ACCESS shall have the obligation to comply with the policies, standards and rules implemented by the SSC utilizing their own personnel, but may request compliance assistance from the SSC.
- 3. The SSC shall have review and approval authority over all activities relating to safety and security for all RTC property and facilities. Contract operators shall seek SSC approval for any proposed activities that potentially affect safety of personnel or security of the premises. Implementation shall remain the responsibility of the contract operators.
- 4. The SSC shall provide oversight for all Project Safety and Security Certification Processes. This will include approval of Project Safety & Security Certification Plans, Project Hazard Analysis including preliminary hazard analysis (PHA), failure mode and effects analysis (FMEA), operating hazard analysis (OHA), threat and vulnerability assessment (TVA), project certificate of conformance completion, project safety & security certification and recommend verification of project safety & security certification. The SSC will chair and guide the Project Safety and Security Certification Committees and any sub-groups. The SSC will provide resolution for issues the PSSC cannot agree or reach consensus. The SSC will ensure tracking, monitoring, resolution and closure of any issue adversely affecting project safety and security certification. The SSC refers issues it cannot resolve to the ED as the final authority.
- 5. The SSC shall offer technical assistance, including but not limited to, training and education, drills, and exercises, to assist in understanding, preparedness and compliance with policies, standards and rules.
- 6. The SSC's enforcement authority is limited to reporting non-compliance with safety and security policies, standards and rules to RTC, RTC-RIDE, and RTC-ACCESS management and identifying what corrective action is required. The SSC shall be promptly informed of the corrective action implemented and shall be charged with conducting follow-up inspections to verify compliance.

- 7. The SSC shall report directly to the Executive Director and shall be accountable only to him/her in matters of safety and security. The ED has delegated the SSA as the SSC chairperson, directing committee function. On an exception basis, voting members may delegate their vote to a supervisor of their department.
- 8. In general, the resolution process for committee action items is as follows. The SSC with input from the appropriate staff, contractors (transit operations, design, construction, construction management, or manufacturing) will provide recommendation approval regarding remediation, workarounds, restrictions and exceptions to action items. The SSC may require hazard analysis of a recommendation. The SSC will provide a decision for closure or refer a recommendation on the action item. When the committee cannot reach a consensus on recommendation, the Executive Director makes a final decision. This will ensure that system safety and security realized, delivered, tested and validated.

## SECTION 6: SAFETY MANAGEMENT SYSTEM PLAN CONTROL AND UPDATE PROCEDURES

The SSA in consultation with the SSC and senior management will annually review the Safety Management System Plan and update it as needed. Review completion of the SMSP review will be by March 31, annually. The SSC will conduct a review of all proposals for changes to the Plan. The SSC will review all regulatory changes and other changes to the SMSP. If system changes occur, the Accountable Executive, Safety/Security Administrator, and the SSC will ensure incorporation of any changes outside a scheduled review in the SMSP. SSC authorized change bulletins may occur throughout the year and distributed within the RTC. The SSC recommends changes and the Executive Director makes the final decision on any change of the SMSP. The RTC Board Chairman and Executive Director annually certify SMSP compliance with 49 C.F.R. Part 673. SSA will preserve at least three years of SMSP documentation for compliance with Federal regulations. Documents are preserved in an electronic fashion on RTC file servers.

### SECTION 7: HAZARD ANALYSIS AND RESOLUTION

Before they cause problems, the RTC desires to identify and address as many hazards as possible through a Resolution Process. The RTC will use numerous tools to recognize and evaluate hazards. Then given the nature of the hazard identified, the RTC will take specific actions to control them. The RTC's management is involved in hazard evaluation and control. Hazard analysis and resolution involves the steps of identification, categorization of hazard severity and probability and hazard resolution.

RTC management, Project Safety and Security Certification Committee (PSSCC) and Preliminary Hazard Analysis Teams (PHAT) and safety staff are responsible for conducting hazard analysis of new projects for the RTC system.

### 7.1 Hazard Identification

RTC management and safety are responsible to conduct periodic occupational and operational inspections of facilities and equipment to identify hazards on a proactive basis. Inspection types include safety/health inspections, OSHA compliance audits and inspections, facility inspections, preventative equipment and vehicle inspections, fire/life safety inspections. Identification of hazards may occur through direct observation, claims, customer complaints, accident reports, employee reporting, reports of safety monitors and record reviews.

The RTC will employ inductive and deductive processes to identify and eliminate hazards. The inductive process involves the analysis of system components to identify failure modes and effects on the total system and personnel actions. Failure mode analysis is a systematic method of determining which failures in systems are life threatening or cause product impairment and which are not. Examples are conditions such as, "failure to open, failure to close, failure during operation, acts which are improper or inadequate or at the wrong time, etc. or any combination thereof." Elimination of failures can occur through various means described in following sections.

Fault hazard analysis is a deductive method of analysis that requires detailed investigation of subsystems to determine hazard modes and causes of hazards. Deductive hazard identification process involves defining an undesired effect deducing combinations of conditions or faults of the system and the determining causes necessary to produce that effect. Typical identification of fault hazards occurs through testing methods such as integrated testing or system operation testing. Elimination or reduction of fault hazards can occur though means described in the following sections.

### 7.2 Hazard Categorization

The RTC uses a process (Reference: MIL STD 882-E) to determine which hazards are acceptable, acceptable with certain conditions applied and those which are unacceptable. The key is the use of a formalized process that:

- 1. Identifies and categorizes the hazard;
- 2. Potential hazard mitigation steps or solutions are listed and considered;
- 3. Hazard mitigation steps or another solution is implemented;
- 4. Hazard follow-up determines reduction or elimination of the hazard and if additional steps or actions are necessary to resolve the hazard.

### 7.2.1 Hazard Severity

Hazard severity is a subjective measure of the worst credible mishap resulting from personnel error, environmental conditions, design inadequacies or procedural efficiencies for system, subsystem, or component failure or malfunction, categorized as follows:

I (Catastrophic) Death or system loss.

II (Critical) Severe injury, severe occupational illness, or major System

damage.

III (Marginal) Minor injury, minor occupational illness, or minor System

damage.

IV (Negligible) Less than minor injury, occupational illness, or System

damage.

### 7.2.2 Hazard Probability

The definition of hazard probability is the likelihood that a specific hazard will occur during the planned life expectancy of the system element, subsystem or component. A subjective description can include potential occurrences per unit of time, events, population, items or activity, ranked as follows:

**A** (Frequent) Likely to occur frequently (individual);

Continuously experienced (fleet/inventory).

**B** (Probable) Will occur several times in life of an item; will

Occur frequently in fleet/inventory.

C (Occasional) Likely to occur sometime in the life of an item; will

Occur several times in fleet/inventory.

**D** (Remote) Unlikely but possible to occur in life of an item;

Unlikely but possible to occur in fleet/inventory.

**E** (Improbable) So unlikely, it can be assumed no occurrence;

Occurrence unlikely, but possible in Fleet/inventory.

Upon hazard identification, analysis determines potential severity and probability of occurrence. The standard process for this analysis is hazard identification, categorization, listing of potential mitigation steps or solutions, implementation of mitigation steps and finally, a follow-up of the hazard and its corrective action(s) to make certain there is reduction of severity or elimination.

The management staff of the RTC can effectively determine the severity of all but the most difficult or unusual hazards. However, should there be difficulty in establishing an agreed upon hazard categorization and/or resolution, the issue referred to the SSC for a determination as to the category and resolution. Should the SSC fail to reach consensus on categorization and/or resolution the Executive Director will resolve the matter.

The successful resolution to some hazards may require the use of outside subject matter experts, consultants or the like. The point is that the RTC will look to external resources to help resolve a hazard within the system. The SSC or management may recommend the use of external resources with approval from the Executive Director.

Hazards identified on an ongoing basis should be entered in the formal process in the same manner as those identified by formal analysis techniques associated with new procurement and new system construction. All employees involved in the hazard identification process must know and understand their respective roles.

### 7.3 Hazard Resolution

The definition of hazard resolution is the analysis and subsequent actions taken to reduce to the lowest level practical the risk associated with an identified hazard. Hazard resolution is not synonymous with hazard elimination. RTC's transit environment contains some hazards that are impossible to eliminate and others that are highly impractical to eliminate. Accomplishing reduction of risk to the lowest practical level occurs in a variety of ways from protective and warning devices to special procedures.

There are, however, some hazards that present unacceptable risk requiring elimination. Part of the Hazard Resolution Process is the use of a Hazard Resolution Matrix. The Matrix prescribes which hazards are acceptable, acceptable with mitigation or unacceptable. The RTC's Hazard Resolution Matrix is as follows:

RTC HAZARD RESOLUTION MATRIX					
	Category	I	II	III	IV
Hazard	Probability	Catastrophic	Critical	Marginal	Negligible
Employee Behaviors	A	UN	UN	UN	AC/WR
Equipment	В	UN	UN	UD	AC/WR
Facilities	C	UN	UD	UD	AC
Processes	D	UD	UD	AC/WR	AC
	Е	AC/WR	AC/WR	AC/WR	AC

Codes: UN = Unacceptable UD = Undesirable AC = Acceptable AC/WR = Acceptable with review by management

After the risk assessment, resolution occurs from plan development. Elimination or reduction of hazards in the highest risk category (IA, IIA, IIIA, IB, 2B, IC in the Hazard Resolution Matrix) occurs until they are in a lower risk category. Once in a lower category, management evaluation determines the most effective means of dealing with the hazard. As indicated, elimination or reduction of those in the highest risk category occurs until they can be classified in one of the other three categories. The strategy for dealing with risks in the second highest category (IIIB,

IIC, IIIC, ID, 2D in the Hazard Resolution Matrix) are recommended by an RTC department head or Contractor, but it must be submitted to the SSC for approval. The RTC department head or Contractors may directly address hazards posing risks in the lowest two categories with reporting to the SSC.

The entire Hazard Resolution process is a formalized, predetermined procedure for risk acceptance by the RTC and contractor staff. It allows for a systematic hazard identification process and a coordinated hazard effects minimization process.

### 7.4 Approach to Hazard Elimination and Mitigation

The RTC uses a hierarchal approach to eliminate or control hazards:

- 1. Design for minimum risk
- 2. Use of safety devices
- 3. Use of warning devices
- 4. Provide special procedures and training

### 7.4.1 Design for Minimum Risk

There should be provisions in all designs to identify and eliminate hazards through appropriate safety and security design concepts, such as fail-safe design and redundancy. Design provides mitigation to the lowest practical risk level for hazards not eliminated.

### 7.4.2 Use of Safety Devices

After design, the use of fixed, automatic or other protective safety devices may reduce remaining hazards to an acceptable risk level. These safety devices are critical system elements and will be inspected and maintained as such.

### 7.4.3 Use of Warning Devices

When design or safety devices cannot affectively mitigate hazards use of warning devices may provide timely detection of the activated hazard and generate adequate warning signals. Design of warning signals shall minimize the probability of incorrect reaction to the warning by employees or other individuals. These warning devices are critical system elements and will be inspected and maintained as such.

### 7.4.4 Provide Special Procedures and Training

Where it is impossible to adequately mitigate hazards through design, safety devices, or warning devices, written procedures and training are used to either reduce the probability of the hazard occurring, reduce the severity of the hazard if it does occur, or both, so that an acceptable risk level is achieved.

### 7.5 Hazard Resolution Methodology

PHAT and PSSCC or others will resolve and recommend further actions for hazard resolution to the SSC. The SSC provides a recommendation to the originator for resolving a hazard. After concurrence, if it is a hazard in the second highest risk category, it is further presented as a recommendation to the Executive Director, who may accept, modify or reject the recommendation. Upon modification or rejection of the recommendation, the SSC will further analyze, determine strategy and recommend other actions until final approval from the Executive Director. Referral occurs of the approved hazard resolution to the PSSCC, responsible department, or contractor for implementation. The SSC will provide oversight through resolution and closure.

### 7.6 Resolution of Active Hazards

Appropriate staff evaluate and eliminate operating system hazards to an acceptable level according to the Hazard Resolution Timetable. This Timetable ensures achievement of the optimum level of safety through the expeditious resolution of hazards, once identified.

RISK CATEGORY	RESOLUTION TIMETABLE	
Unacceptable – must be mitigated (1A, 1B, 1C, 2A, 2B, 3A)	Must be addressed immediately and reported to the RTC Board.	
Undesirable – Mitigation plan must be approved by the SSC (1D, 2C, 2D, 3B, 3C)	A resolution must be developed and implemented as soon as possible. (Ideal if less than 5 days, may take longer to resolve due to funding, staffing or equipment needs, procurement and implementation.)	
Acceptable – with review by SSC (1E, 2E, 3D, 3E, 4A, 4B)	The review process must be completed and resolution accepted within 30 working days.	
Acceptable – without review	The SSC must be notified of action taken within 30 working days	

Use of a Corrective Action Plan (CAP) records identified hazards, tracks recommended mitigation efforts, assigns accountability and documents closure. The CAP must describe the hazard, classification, risk, corrective actions, required resources, resolution, accountable staff and closure.

Hazard Corrective Action Plan							
System, Sub-System, Equipment, Procedure or Function:							
Hazard Description:							
Hazard Severity:	Probability of Occurrence:	Hazard Risk Index:					
Committee Astrono							
Corrective Action:							
Required Resources:							
Required Resources.							
Controlling Measures and Rema	nrks:						
Resolution:							
Actions Implemented:							
Closure:							
Ciosure:							
Prepared by:	Approved by	:					
Name, Title and Date	Name, Title a	and Date					

### 7.7 Hazard Resolution Oversight

Direct oversight of implemented resolutions to verify their effectiveness is the responsibility of the involved department, or contractor. In those cases where the SSC was directly involved in deciding the hazard resolution, the SSC will participate in directly overseeing implementation effectiveness.

# SECTION 8: ACCIDENT/INCIDENT REPORTING AND INVESTIGATION

### 8.1 Criteria

All employees are required to immediately report and document accidents and injuries, no matter how minor. Coach Operators must complete a written report on accidents and/or injuries occurring on or near their coach or van. A Contractor's field supervisor shall respond to every accident involving their assigned vehicles' and will assist in controlling the accident scene, securing witness statements and performing the initial investigation. RTC staff will investigate accidents involving RTC vehicles.

### 8.2 Reporting Procedures

The SSC reviews all accidents monthly. The review process includes final report approval, review and discussion of corrective action plans and follow-up monitoring. The SSC meeting agenda includes accident review, analysis, recommendation and follow-up monitoring. RTC's accident procedures differ for major and minor accidents.

Major accidents/incidents include any one of the following events:

- Fatalities involving passengers, employees, bystanders, and trespassers, (includes death within 30 days of the incident).
- Any accidents, which results in an injury of two or more persons, where the injured party requires medical assistance away from the scene of the accident.
- Property damage in excess of \$25,000.
- Collision at a railroad crossing.
- Incidents not addressed above which require the evacuation of passengers or employees from the vehicle, station, other facility or right of way.

Non-major accidents/incidents include the following events:

- Bodily injury of one person, and immediate medical treatment away from scene of accident.
- Property damage between \$7,500 and \$24,499.
- Fire and smoke in vehicles, and facilities not addressed above.
- Other incidents involving rules and procedures violation.

### 8.3 Internal Notification

The Contractor's Dispatch Control Center (RIDE or ACCESS Dispatch) has a list of criteria for determining the type of accident and notification requirements. Dispatch will notify the

appropriate department or individuals. Upon receiving notification of an accident/incident Dispatch will assure that the Coach Operator:

- Reports the location and direction of travel.
- Describes the accident/incident.
- Activates the Emergency Stop Button (or otherwise stops the vehicle).
- Provides the appropriate announcements to the passengers.
- Turns off engine, assesses on-board injuries, and assesses outside bus injuries and other related damages.
- Assists with injuries, and distributes and collects witness cards.

In the case of a major accident, Dispatch will notify emergency responders (City of Reno and Sparks Fire Departments, Police Departments, or Washoe County Sheriff's Office, etc.). Dispatch will request Emergency Medical Services for any injured parties. Dispatch will then notify its managers and appropriate maintenance staff to respond to the scene of the accident/incident. The RTC Security/Safety Administrator (SSA) will respond to all fatality accidents and other catastrophic events.

### 8.4 Reporting and Documentation

After the service contractor's on-scene accident/incident initial investigation, some issues may remain unresolved or need completion. This is often the case involving major accidents and/or those requiring reports to the National Traffic Safety Board (NTSB).

Accidents requiring state or federal reporting requirements shall be coordinated with the SSA prior to submission.

The degree of follow-up documentation will vary from one accident to the next. The following may require documentation:

- Compliance with operating rules and procedures
- Follow-up interviews
- Employee records review
- Post-accident drug and alcohol testing
- Vehicle equipment impounding and inspections (of vehicles involved in accident), and maintenance records review
- In-shop inspections
- Repair estimates on vehicles

Accident analysis – In preparation for the final report, investigator(s) attempt to reconstruct the events as follows:

- Who was involved?
- What events occurred?
- How did the events happen?

Sequence of events for off-site accident/incident investigations is as follows:

- Analysis of off-site data collection
- Documentation of findings
- Determining conclusions
- Determining probable cause and contributing factors
- Recommendations

For reportable accidents, the responsible contractor's written report will identify the most probable cause and any contributing cause of the accident.

## 8.5 Follow-Up

Accident/incident investigations identifying the need for a corrective action plan should include the following information:

- Element of activity identified as deficient.
- Planned activities to resolve deficiency.
- RTC or Contractor department responsible for implementing corrective action.
- Scheduled completion date for implementation.
- Estimate cost of implementation.

As necessary (fatal accident/incident), the RTC or Contractor will provide a list of corrective actions due to accident/incident investigation and report progress to the SSC.

#### 8.6 External Notification

The responsible service provider contractor has responsibility, in coordination through the SSA for notifying external agencies, including NTSB, if required. NTSB notification shall occur within two hours of any bus accident involving a passenger fatality.

#### SECTION 9: SAFETY INSPECTION AND AUDIT PROCESS

RTC will use a variety of evaluative tools to meet the needs of the organization including self-assessments and voluntary regulatory assessments. RTC staff, consultants, contractor staff or qualified persons from other agencies conduct assessments, audits and evaluations.

The RTC internal safety audit program consists of audits coordinated and conducted by RTC, Contractor and SSA to measure effectiveness of the Safety Management System Plan and compliance with its requirements. Conduction of internal safety audits will be in accordance with FTA, TSA, OSHA (or other local, state and federal agencies), etc. and will follow applicable guidelines and requirements. The audits will ensure that all rules, procedures, operating practices,

training and facilities conform to applicable safety requirements and that adequate documentation exist to verify proper performance of safety-related activities. Audit program activities include the following:

- Ensuring adequate on-the-job safety surveillance during system maintenance, operation and modification.
- Determining compliance with management safety policies as contained in the SMSP.
- Determining compliance with operating rules, regulations, standards, codes and procedures.
- Recommending specific corrective action plans to eliminate or minimize the effects of each deviation from compliance.

The Contractor's safety staff will conduct the majority of audits. Yearly performance of audits occurs on a cycle that assures audit of every element within the SMSP at least once in a three-year period.

Advance Audits announcements ensure full support and participation of each department or section. For each of the areas audited, safety staff are encouraged to use written checklists designed for that audit and outlines the key audit requirements.

Upon completion of the audit, the Contractor safety staff in conjunction with the SSA will discuss the findings and make recommendations to the audited department or section. Some findings may require the development of a corrective action plan (See Hazard CAP form) which must include:

- A full description of the tasks that will correct the item. Complex corrective actions may require multiple sub-tasks and milestones.
- An assignment of whom, by title and department is responsible for accomplishing the corrective action.
- A schedule for completion of the corrective action with intermediate milestones as appropriate.

Audited departments are responsible for implementing their respective recommendations and approved action plans within the established periods.

## 9.1 Facilities Inspections

All public and operating facilities are subject to periodic audit/inspections to identify unsafe or unhealthy conditions, and determine if maintenance is required. Facility inspections will include facility/audits, preventive maintenance inspections, and fire/life safety inspections.

• Facility Audits – Each operating facility is subject to quarterly audit by RTC staff or consultants. Standard inspection includes all major components at each facility. Components include foundations, substructures, superstructures, exterior closures, roofing, doors, walls, floors, plumbing, electrical and safety systems. Use of these audits to prepare condition profiles that assist in planning and programming all maintenance repair and rehabilitation projects into the annual work plan.

- Preventive Maintenance Inspections Each operating facility must have a scheduled preventive maintenance program. Follow the RTC's facilities maintenance plan to ensure that the facilities and their subsystems and equipment are inspected and serviced based on the manufacturer's recommendations. Performance of inspections by either in-house staff, or their consultants, or outside service contractors.
- Fire/Life Safety Inspections On an annual basis, each operating facility is subject to an unannounced fire inspection by the Fire Marshall's Office. Compliance with all fire and life safety codes are the basis of these inspections. Documentation of inspections are in the form of reports with follow-up on any areas identified as weaknesses or violations.

Each facility is also required to conduct self-inspections on a weekly or monthly basis in accordance with written procedures that contain formal checklists. Monthly inspections include items such as fire extinguishers, eyewash stations, and hazardous waste material storage areas.

RTC's Public Transit Services, SSA and others, will frequently walk through each facility with a focus on safety and security. The goals of each of these inspections are to provide RTC employees, its contractors and the riding public with safe, reliable, high-quality service throughout all facilities and the entire service area.

## 9.2 Maintenance Audits/Inspections

The RTC's Public Transit Services has two main contractors, which are responsible for preventive maintenance and repair of the contractor-operated fleet including buses and non-revenue vehicles. The contractors also work with RTC's Facilities Maintenance Section to maintain operation and maintenance facilities.

RTC's safety compliance assessment involves the process of spot-checking contractor maintenance records and documents to find problems before they cause a negative situation. Each maintenance area is to perform internal inspections daily, in accordance with approved procedures.

#### 9.2.1 Maintenance Functions

Each contractor provides the same basic maintenance functions. Each contractor performs all levels of maintenance on revenue vehicles and support vehicles, including cars, trucks and vans. The intense emphasis on assuring that the fleet support equipment operates effectively and efficiently has a direct relationship to the organization's ability to provide on-street service supervision and support, which directly supports the Safety Management System.

The contractors are responsible for preventive maintenance, of revenue collection equipment, and bus electronic fare boxes and ticket vending machines (TVM's). Contractors are also responsible for passenger shelters, benches, bus stops, parking lots and other related facilities within their operations.

Transit contractors are responsible for preventive maintenance of vehicle and fixed-end electronics systems. This includes portable and mobile radios. Other equipment such as surveillance equipment (security cameras and recorders), message signs, electronic gates, radio consoles and antenna sites are the responsibility of the RTC. This maintenance enables RTC to conduct safe and secure transit and maintenance operations on its buses and at its facilities.

Preventive maintenance includes periodic inspections and programmed testing or replacement of wearable components. Performance of preventive maintenance inspections (PMI's) occurs on a scheduled basis on all RTC assets. PMIs comprise a majority of the maintenance workload and are a key method in the prevention of failures that could result in safety-related incidents. Major systems, such as wheelchair lifts, air conditioning, and heating and fire suppression are the subject of PMI's.

Contractors (RIDE and ACCESS) are responsible for performing numerous tasks including:

- Yearly State safety inspection on revenue vehicles.
- Preventive maintenance inspections and minor repairs to the entire vehicle and its components on a scheduled basis.
- All necessary repairs found during inspections or from road defect reports.
- All cleaning and servicing to vehicles, from the daily cleaning, fueling, and fluid top-off, to complete interior major cleaning and mechanical system steam cleaning.

RTC or other Contractors maintain RTC property and equipment, such as the administration building and transit centers that not maintained by the service providing contractors.

## 9.2.2 Safety-Related Standard Operating Procedures

Maintenance personnel work with established safety-related Standard Operating Procedures (SOPs), including Lock-Out/Tag-Out, hazardous materials and other applicable topics. Safety-related SOPs developed by each Contractor's maintenance division are must be submitted to the SSC for review and approval.

#### 9.2.3 Correction of Defects

Discover of defects occurs four ways: 1) defect reports used by coach operators or other endusers that identify problems; 2) service interruptions, such as road calls; 3) PMIs; and maintenance reviews. Correction of all defects found must in accordance with approved procedures.

## 9.2.4 Inspection Programs

The maintenance technicians perform regular equipment, facility and systems inspection programs that monitor the safety, reliability and cleanliness of the Contractor maintenance programs. There is referral to the SSC for assistance in finding an acceptable resolution for any potential hazard not reduced or eliminated through regular management procedures found during inspection.

## 9.2.5 Quality Assurance

Quality Assurance (QA) monitors compliance with established maintenance procedures and policies, as well as assists in the resolution of technical problems. QA personnel conduct routine review of all service interruptions and categorize them for summarization at the senior management level.

## 9.2.6 Warranty

Conduction of the warranty function occurs partly by contractors and partly by RTC personnel. Jointly, they are responsible for claims recovery on premature failures of warranted parts, components and systems throughout the bus fleets. Recovery may consist of cash, parts, labor, or any combination thereof. The contractor is responsible for identifying and documenting warrantable fleet defects, and offers a formalized process for responding to potential safety problems. RTC is responsible for contractually resolving warranty issues for RTC procured vehicles. The RTC is also responsible for warranty implications associated with the fare box, ticket vending machines and communication systems. The contractor is responsible for the warranty of any repair parts or equipment purchases.

# 9.2.7 Bus Maintenance Inspections

Performance of preventive vehicle maintenance inspections and repairs must be in accordance with approved maintenance procedures on a regularly scheduled basis, and monitored for completion and continuous improvement. Management notification providing maintenance information occurs if there are missed schedule intervals and corrective action taken. All maintenance checklists shall include recommended manufacturer, supplier, or builder procedures, programs, and guidelines.

State Emissions Inspections and Emissions Opacity Testing: RTC sends all gasoline- powered vehicles to external sources for emissions testing and certification. Although not a regulatory requirement, RTC conducts an annual opacity test for all heavy-duty buses. Correction and documentation of problems occurs prior to equipment returned to service.

Preventive Maintenance Inspections (PMI): All revenue, non-revenue and off-road support equipment is subject to scheduled PMI processes in accordance with the manufacturers' guidelines. Proactive assurance fleets are safe and well maintained is provided by the inspection processes.

Post-Accident Quality Assurance Inspections: Each Contractor shall conduct formal post-accident inspections on vehicles when there is an indication that parts or vehicle system failure may have contributed to the accident.

Communications Equipment System Inspections: Fleet radios and fixed stations undergo periodic inspections and repairs by outside vendor(s) as provided by the RTC. Each Contractor (RIDE, ACCESS) are responsible for assuring the overall functionality of their equipment and processes, including portable, mobile and fixed-end applications.

Other Shops Maintenance Inspections: The heavy repair (major component) facility, brake and battery shops and paint and body repair facility have developed internal processes and inspections procedures to assure conformance to established standards.

# SECTION 10: RULES/PROCEDURES REVIEW AND ENFORCEMENT ACTIONS

RTC ensures that annual reviews are performed for all safety rules/procedures and necessary revisions made. Change of conditions may also dictate when to make revisions. A review and revision of safety rules and procedures occurs in accordance with any changes to federal, state and local codes.

The RTC encourages employees and contractors to report unsafe conditions or situations. Employees and contractors shall report unsafe conditions, situations or incidents to management without fear of reprisal. The RTC's safety and health program will only be effective if all employees and supervisors are accountable for their responsibilities and safety performance. Front line supervisors may be the best choice for administering disciplinary action for minor violations. However, upper level management administers disciplinary actions for more serious violations. In general, addressing violations of safety rules and policies occurs in the following manner.

First incident: Verbal warning
 Second incident: Written reprimand

3. Third incident: Written reprimand and suspension

4. Fourth incident: Termination

Examples of employee behaviors resulting in disciplinary action can include:

- Failing to comply with safety rules
- Use of unsafe methods
- Failing to report injuries
- Failing to use required personal protective equipment
- Making safety devices inoperable by removing, adjusting or disconnecting them

#### SECTION 11: TRAINING AND CERTIFICATION REVIEW AND AUDIT

## 11.1 Training and Certification Review and Audit

Proper documentation, regular review and update of all RTC and contractor training programs occurs as needed. There will be an annual review and full audit every three years of each training program. RTC officials, or their consultants, will review all training. The purpose ensures training of employees who can demonstrate their understanding of what they have learned. Contractors accomplish training of operations and maintenance employees in accordance with the provisions of their contract with the RTC, which also includes a requirement to comply with content of this SMSP. It is each contractor's responsibility to ensure that workers are knowledgeable, skilled and always focused on safety while carrying out their assigned responsibilities.

## 11.2 Contractor Training Programs

Contractor's training programs include licenses, training completion, internal and external certifications required by title or job responsibility. Contractors must ensure FTA defined safety-sensitive jobholders are provided all required training and certification on an on-going basis. Safety-sensitive jobs are coach operator, mechanic, dispatcher, and armed officer. In general, training should document skills performance, knowledge of operational procedures, emergency procedures, equipment usage, new equipment configurations, OSHA requirements and any other special requirements.

# SECTION 12: EMERGENCY RESPONSE PLANNING, COORDINATION, AND TRAINING

RTC has developed the System Security and Emergency Preparedness Program Plan (SSEPP). The SSEPP provides information relevant to all RTC employees and its contractors regarding emergency procedures, drill procedures, and the conduct of periodic disaster and emergency response actions drills, for all modes of transportation.

#### The SSEPP addresses:

- Security conditions and capabilities,
- Threat and vulnerability resolution process,
- Threat levels and alerts,
- Security and emergency procedures,
- Related training and evaluation, and
- All-hazards emergency response.

All RTC and contractor personnel involved with the public must receive training in emergency operations and participate in emergency drills as part of their recurrent training.

RTC and contractor personnel must follow emergency management procedures contained in Appendix A.

# SECTION 13: SYSTEM MODIFICATION REVIEW/APPROVAL PROCESS

## 13.1 System Modifications

Major modifications to systems, equipment or vehicles must address safety concerns and hazard through a safety certification process. Minor system modification require addressing safety concerns and hazards in the same way as major modifications. System modification often results from systems testing, observations, inspections, data analyses and equipment failures due to design problems, hazard reports, accident investigations, and internal or external audits. Proposal of modifications may occur as a means of improving a system's efficiency, maintainability and performance, or in order to eliminate or control hazards.

For elements involving either the bus fleet or infrastructure, the design, construction and coordination procedures applicable are in the appropriate RTC contract documents. It is the responsibility of the department drafting the specifications for the equipment, system or facility to assure that safety requirements specification in procurement documents.

The RTC SSC reviews modifications effecting safety and security to systems, equipment and vehicles through the Safety and Security Certification Process. Transit system expansion or reduction (e.g., addition of BRT service) requires safety and security certification. The Handbook for Transit Safety and Security Certification, FTA 2002, provides a 10-step safety and security certification process. Safety and Security Certification of projects involves the project management team, project safety and security certification committee, preliminary hazard analysis team, contractors and consultants for completion. The process requires review and approval of certification and a verification recommendation by the Executive Director. The SSC reviews and approves equipment and vehicle safety and security certification as well.

## 13.2 Safety Requirements for Modifications

The RTC and its representatives will approve incorporated modification and configuration control requirements into all contracts in order that changes to the design of equipment and facilities documentation. Changes to designs after completion (sign off) of reviews are to be coordinated between RTC, its representatives, and the contract holders. Included in the contracts are compliance with safety assurance; modification and configuration control; safety analysis; evaluation and review. General areas most affected by system modifications and configuration controls include: vehicles, communications, fare collection and maintenance facilities.

Procurement of new systems, facilities, and equipment for RTC includes safety requirements in specifications and design reviews, and the testing, evaluation, and certification of the new systems (including configuration). It is the responsibility of the specifier (RTC, Contractor, or vendor) of new systems to assure to the RTC that safety requirements are included in the procurement process.

# 13.3 Security Requirements for Modifications

The RTC will ensure that facility modifications include provisions that are consistent with current security systems for electronic access control, locks and keys, intrusion detection and closed-circuit television system. Accomplishing facility modification must ensure that there is a consistent philosophy and implementation for the RTC's security systems.

# 13.4 Special System Safety/Security Considerations

RTC requires special consideration to the following in contracts affecting system components:

- Compatibility with the safety features, design, and procedures of the existing system into the new designs. Design criteria includes crime prevention through environmental design (CPTED) concepts and fault tolerant principles must be incorporated into all designs of new systems, including hardware, software, equipment, and facilities, when failures would cause a catastrophic event resulting in death or injury to persons, or damage to critical systems. As a prerequisite, there will be no consideration to new designs unless they proved safe and effective in operation elsewhere.
- Avoidance, eliminations, or reduction of identified safety hazards caused by design change; the inclusion of safety devices; or introduction of new or additional parts or materials, must be built into the designs.
- Components must be located so that access by personnel during operation, maintenance, repair, or adjustment does not require exposure to hazards (such as electrical shocks, burns, sharp edges or points and dangerous or toxic materials) beyond acceptable risks.
- Designs must minimize damage to equipment or injury to personnel in the event of an accident or catastrophe.

- Proper design must avoid undue exposure to physiological and psychological stress, which might cause errors leading to accidents or catastrophes.
- Provision of suitable warning and caution notes must be included in the vendors' instructions for the operation, assembly, maintenance, and repair of their products, and the imposition of distinctive markings for personnel protection on hazardous components, equipment or facilities.
- Developed staff training programs for all new systems or modifications, submitted to the RTC for approval, and personnel trained prior to final acceptance of the system or modification.

## SECTION 14: SAFETY DATA ACQUISITION/ANALYSIS

The RTC, its consultants and contractors conduct proactive safety and health activities, including periodic inspection of facilities and construction projects, documented industrial hygiene surveys, and other occupational health assessments.

Safety related data will also be collected through review of operational and maintenance reports, accident reports, hazard analysis, injury/illness/incident investigations, performance reviews, customer complaints, claims, supervisory observations, and safety audits. Collected data will be analyzed and arranged in a manner that allows ready comparison with past safety performance in similar areas. Investigation or patterns of reduced safety should occur and if warranted, recommendations made to improve safety to previous levels or better.

Careful review of safety data, such as accident reports, claims, customer complaints, etc., should continue for an acceptable period after the implementation of a hazard resolution. Comparison of "before-and-after" statistics can also provide confirmation that the resolution is effective.

Annual Safety Report: Collected safety data, and the results of analysis of that data, will constitute significant parts of the Annual Safety Report. SSA will prepare this report it then signed by the Executive Director and sent to the RTC Board, and other selected entities. The report will include a narrative assessing RTC and contractor safety performance for the year.

# SECTION 15: INTERDEPARTMENTAL/INTERAGENCY COORDINATION

RTC has a system of continuing verbal and written communication procedures in place to ensure interdepartmental, contractor, and interagency coordination is occurring. Proper implementation of the contents of this Safety Management System Plan will help to achieve an open line of communication throughout the organization. It is prudent to involve employees in the planning, implementation and necessary improvements needed to enhance their personal workplace safety. Employee solicitation of solutions to safety and health problems is essential. RTC will ensure its employees, and its Contractors contribute to safety and health objectives through participation on safety committees and teams.

RTC recognizes the benefits of developing and maintaining open lines of communication with its peers, local emergency service providers and others in supporting community safety. As such, RTC participates in local community groups that plan and exercise safety and emergency action plans for Northern Nevada. In addition, RTC works with other providers as needed on statewide initiatives or efforts designed to improve emergency and safety preparedness. RTC's key leaders and the SSA act as liaisons for such work and communication.

#### **SECTION 16: CONFIGURATION MANAGEMENT**

The RTC SSC reviews modifications effecting safety and security to systems, equipment and vehicles through the safety and security certification process. The RTC provides change control for its operations through its contractors. Contractors must follow configuration control procedures to assure that changes to facilities, hardware, operating and support systems ensure the modified system meets all approved safety standards, and ensure that the changes do not degrade safety or performance. The SSC provides final approval or recommendation for approval of the change control process.

Equipment Warranty, Fleet Defects and Maintenance Campaigns: Contractor's Maintenance Divisions carefully monitor new coaches and vans to ensure identification, documentation and recording all premature failures of parts, components and assemblies. Maintenance staff will file appropriate claims against the manufacturer for the repair or replacement of the failed element(s) while assuring that the corrective action satisfies and sustains the original equipment configuration. Declaration of a formal fleet defect occurs when failure rates meet or exceed the percentage agreed upon in the respective contract. RTC Public Transportation & Operations will make the Declaration. RTC Public Transportation and Operations, and contractor maintenance staff coordinate manufacturer Corrective action campaigns to assure that such repair campaigns satisfy all configurations, functionality and quality requirements.

<u>Technical Library</u>: Each primary Contractor will maintain a technical library to ensure the availability of current maintenance procedures and parts information. The library is a reliable source for current information of maintenance campaigns and service bulletins, component catalogs, fleet assignments and other information that is necessary to assure required maintenance and configuration control.

# 16.1 New Systems Configuration Management

Verification of compliance with safety requirements contained in the specifications occurs by using coordinated reviews of contractual documentation, system design reviews, assessment of failure modes and criticality analyses, fault-tree analysis and preparation of test results. Assessed during this verification effort, are adherence to configuration control and other appropriate management procedures.

Contractors are required to prepare and submit "as-built" contract drawings after new projects, or overhauls or rehabilitation of the transit fleet, system equipment and facilities are completed. Design changes made after completion of design review will be coordinated with the Contractor Service Providers and the Public Transportation and Operations Department.

New Coach/Van Purchases: There is assignment of a project manager (PM) to each new bus procurement. The PM is responsible for coordinating, monitoring and controlling all aspects of the new contract and the ultimate equipment configuration. Review of RTC's technical specifications in the manufacturing plant for each new bus contract promotes and ensures full understanding of the required vehicular configuration. Upon final inspection, release and acceptance at RTC, the PM is to ensure that a post-delivery audit of the bus equipment and records to assure that the agreed-upon equipment configuration standards have been satisfied.

#### SECTION 17: EMPLOYEE SAFETY PROGRAM

RTC and its operations and maintenance contractor employee safety programs are intended to reduce substantially the number of accidents and injuries occurring within its facilities and to ensure that when they do occur that they are handled properly. The Employee Safety Program incorporates all applicable local, state, and federal requirements including employee right to know provisions.

The SSA in conjunction with RTC Human Resource Section and others as required, review employee accidents, incidents and injuries that occur, and develop programs and initiatives to reduce event numbers. The SSA also meets with supervisors at RTC facilities to ensure the implementation of the appropriate OSHA requirements.

RTC and contractor employees must become familiar with all policies and procedures, and learn how to perform their jobs safely and efficiently. RTC encourages the use of documented on-the-job training, classroom and specialty training, to contribute to a successful safety and health program. The training effort includes hazard recognition, regulatory compliance and accident prevention. Reinforcement of training occurs through regular follow-ups with employees. This document is an integral part of the employee safety program.

As part of the employee safety program, the RTC and its contractors encourage the use of three motivational techniques: communication, incentives/awards/recognition, and employee surveys. Effective communication within the organization keeps employees informed about policies, procedures, goals and progress. Bulletins, board notice newsletters, meeting and other forums, contribute to awareness and a proactive approach toward safe conditions. RTC also requires compliance with all laws and regulations (e.g., OSHA, ADA) that enhance worker dignity, safety, health and productivity.

## 17.1 Industrial and Occupational Safety and Health

Each RTC Department is responsible for industrial and occupational safety and health for its employees and each contractor is responsible for the occupational safety and health of its employees. The RTC requests consultative reviews from the State of Nevada OSHA – Safety Consultation and Training Section encompassing all facilities and operations. The SSA will provide consultancy services and oversight of employee safety and training programs through the following work activities:

- Investigation of employee injuries
- Safety training at new employee orientation
- Periodic training covering applicable industrial and occupational safety topics
- Implementation of corrective action to reduce hazards identified in the workplace
- Periodic inspections to evaluate the safety of the facility
- Annual updates to the Emergency Action and Evacuation Plans

## 17.2 Personal Protective Equipment

All personnel participating in work actions or activities subject to personal protective equipment (PPE) requirements must be notified, trained, equipped and in its use. RTC departments and contractors are responsible for providing the necessary PPE. Employees are required to use PPE in work actions or activities subject to regulation or requirement.

## 17.3 Interdepartmental, Contractor and Interagency Coordination

RTC has a system of continuing verbal and written communication procedures in place to ensure interdepartmental, contractor, and interagency coordination is occurring. Proper implementation of the contents of this document will help to achieve an open line of communication throughout the organization. It is prudent to involve employees in the planning, implementation and necessary improvements needed to enhance their and their fellow workers, personal workplace safety.

# 17.4 Operating Environments and Passenger Facility Management

Passenger facility management at each RTC location servicing the public will provide a clean, safe and secure environment for customers. Cleaning and repairs of bus stops and shelters occur daily and as necessary based on customer feedback.

## 17.5 Employee Work-Related Injuries

Employees involved in a work-related accident are required to report the accident to a supervisor, who must document the accident utilizing approved report forms. A claims adjuster, hired by either the RTC or the Contractor as applicable, classifies the type of accident before incorporating the claim into the administrative process. RTC and its contractors have a formal return-to-work program, which encourages employees to return to work, with restrictions, in a modified duty assignment. The hazard management process describes the methodology used to reduce employee work-related injuries. A review of all accidents passenger or public injuries and employee injuries occurs for hazard identification, classification, risk, mitigation and follow-up to reduce or eliminate reoccurrence.

Safety-sensitive personnel (operators, dispatchers, mechanics and armed officers) will immediately report any work-related injury to a supervisor. The supervisor will ensure any necessary emergency response, documents the incident and initiates the administrative process.

#### SECTION 18: HAZARDOUS MATERIALS PROGRAM

The Public Transportation Department is responsible for mandating safety requirements in its service provider contracts. The RTC's purchasing authority is responsible for mandating safety requirements in its vehicle procurement, facilities design and construction contracts. Both departments require compliance from vendors with RTC's safety requirements. The SSA is responsible for ensuring that the RTC and its contractors meet requirements related to the safety of RTC employees and property, contractor employees and property and the public.

Operational and passenger safety are the highest priorities when defining vehicle and facilities design requirements. Established design criteria ensure the equipment and installed materials meet or exceed all safety, flammability and environmental requirements, and meet all state and federal standards and regulations in effect at the time governing the specific equipment and materials used. Verification of contract compliance, commence with the design phase, continue through construction and final acceptance with inspections and testing by qualified consultants or RTC personnel.

## 18.1 Hazardous Materials Management Plan

RTC has, and requires its contractors to have, a Hazardous Materials Management Plan (HMMP) for each operating facility. Among other requirements, each HMMP must assist the local fire department in the event of their response to a hazardous material (HAZMAT) emergency. Each HMMP is site-specific and describes features of RTC systems and equipment required for compliance with pertinent statutes, ordinances and regulations. The HMMP requires each contractor to name a facility emergency contact person and/or position, and list the types and location of chemicals stored at the facility. Facility information includes items such as floor plans, hazardous material storage locations, staff evacuation locations, etc.

Each Contractor oversees the storage, handling, approval, and use of hazardous materials at RTC facilities. Contractor must ensure compliance with federal, state and local regulations regarding the generation, handling, storage or disposal of hazardous material or waste at these facilities. The Contractor maintains and updates all the hazardous material permits and fees necessary for each facility. They are responsible for updating and maintaining all Safety Data Sheets (SDS) and Chemical Materials Control Forms for their sites. They provide a copy to the SSA for inclusion in the facilities master list.

Each facility has its own Emergency Response Plan (ERP) that outlines the procedures for utilizing and maintaining personal protective equipment, spill prevention countermeasures and control plans and spill contingency plans.

The RTC and each Contractor is also responsible for coordinating the hazardous materials training of their personnel. The Contractor, with consultation from the SSA as needed, is responsible for purchasing personal protective equipment for employees, and controlling chemicals and other hazards in the workplace.

## 18.2 Purchasing Hazardous Materials

The RTC requires vendors to attach a Safety Data Sheet (SDS) with each hazardous chemical shipment in order for its acceptance. The Contractor's purchasing agent(s) have the following responsibilities in addition to daily activities:

- Ensuring that the procurement process complies with established procedures for evaluating materials and products.
- Establishing procedures that require their internal safety department coordination for identification and purchase of safety-critical/hazardous materials.
- Developing, maintaining and utilizing a list of hazardous substance acquisition, handling, labeling, storage, disposal and record keeping.
- Establishing and maintaining a standard procedure for evaluation of all potentially hazardous materials with their internal safety department personnel.
- Annually reviewing inventory requirements for defined safety-critical items.

# 18.3 Hazardous Communication (HAZCOM)

Each Contractor has a Hazard Communication (HAZCOM) Program, for all new employees who work with or exposed to, chemicals or other hazardous materials in their work environment. All employees also receive annual training. The program design is to inform employees about the following:

- The "Right to Know" Laws
- Workplace chemical lists
- How to read and interpret information on labeling systems
- How to read and interpret information on Safety Data Sheets (SDS)
- Physical and health hazards in the workplace
- Protective measures, specific work procedures and personal protective equipment
- Methods and observations to detect the presence or release of a hazardous material.

#### SECTION 19: DRUG AND ALCOHOL ABUSE PROGRAMS

The purpose of the RTC Drug and Alcohol Policy is to prevent accidents, incidents and losses from alcohol and drug misuse. This policy also defines alcohol misuse and requirements for testing for prohibited drugs.

RTC developed its drug and alcohol misuse program to promote the safety of its patrons and employees by encouraging a drug-free workplace and by undertaking affirmative measures to deter and detect the use of illegal drugs and alcohol misuse in the workplace. RTC and its Contractors are responsible for administering this program for all their employees in safety sensitive positions.

The policies and procedures conform to the drug and alcohol regulations of the United States Department of Transportation Federal Transit Administration (FTA) (49 CFR Parts 40, 655) and are intended to accomplish the objectives of those regulations. The policy identifies employees subject to testing, testing requirements, prohibited behavior, consequences of positive results and resources for employee assistance and rehabilitation.

An RTC condition of employment for safety-sensitive employees is participation in prohibited drug use and alcohol misuse programs. Supervisors must not permit a safety- sensitive employee to perform his/her job function if the employee has violated any provision of the policy.

Covered Employees: All employees and contractors who perform safety-sensitive functions for the RTC are subject to the drug and alcohol-testing provisions set forth in the FTA regulations. The four categories of safety-sensitive functions are as follows:

- Revenue Vehicle Maintenance
- Revenue Vehicle Control/Dispatch
- Commercial Driver's License/Revenue Vehicle Operations
- Armed Security Personnel

Circumstances for Testing: FTA requires that a drug testing safety-sensitive employees in the following circumstances:

- Pre-employment (new hires/transfers and return to duty)
- Reasonable suspicion
- Post-accident
- Random

Oversight of RTC and contractor compliance with Drug and Alcohol Program requirements is the responsibility of the SSA with reporting to the SSC.

#### SECTION 20: CONTRACTOR AND CONSTRUCTION SAFETY

The RTC provides oversight site safety for contractor and RTC personnel during the conduct of construction projects, testing, and operations and maintenance activities. The level of RTC oversight, for construction, testing and operations and maintenance, as described in the following sections

## 20.1 Contractor Safety Coordination

All contractor employees working on RTC property must comply with all RTC policies and procedures. RTC requires all operating, maintenance and construction contractors to provide a Safety Management System Plan. The SSA will review and approve the plan before the contractor can begin work. If the RTC finds that the contractor is not complying with the above requirements, RTC has the right to terminate the contractor's operations until achieving full compliance.

## 20.2 Construction Safety Program

The RTC's administration of construction safety reviews are in accordance with contract specifications and applicable federal, state, local and other safety requirements and shall be monitored through periodic audits and inspections of the construction safety program.

RTC Engineering Staff play a role in construction safety, beginning with the procurement process. Included in each procurement package is a notice requiring that the construction contractor comply with all local, state and federal safety rules and regulations. The contractor must submit its site-specific Safety Management System Plan to the RTC for review and approval prior to receiving a Notice to Proceed.

RTC staff members provide auditing and oversight of construction contractor compliance with their written safety plans. RTC conducts unannounced inspections of construction sites. Presentation of a report containing to the Contractor's Superintendent and the Project Engineer. When corrective action is required, RTC conducts follow-ups on outstanding safety deficiencies until eliminated.

Safety personnel may also attend weekly meetings to discuss the findings of prior week inspections and determine critical work activities for the coming week that may require onsite oversight.

Worker safety is of primary interest to all parties involved in the construction process. The unique nature of each work area involves construction practices that may expose workers to potentially hazardous conditions. Contractors, subcontractors and all other parties involved in the construction process, have a legal and contractual responsibility to perform work in a safe manner that is consistent with good construction practices. This obligation involves coordinating the efforts of all parties involved to implement effective safety management techniques.

## 20.2.1 Construction Safety Plans

For each awarded contract, the contractor must submit a written Construction Safety Plan (CSP). Subcontractors may either sign-on to the prime contractor's plan or submit their own CSP, as long as all activities are covered. The CSP must include the following items:

- Management Policy Statement
- Safety goals and objectives
- Responsibilities for all employee levels
- Construction Operating Rules and Procedures
- Hazard Communication Standard Compliance
- Emergency plans that require medical, fire, police and others to respond
- Safety training to be provided to construction workers
- Task specific safety requirements and supervisory oversight

Depending on the nature of the project, RTC may require the CSP include some or all of the following:

- Emphasis on compliance with regulatory/RTC safety requirements
- Copy of Contractor's written safety program and hazard communication program
- Identification of safety and health responsibilities
- Specific safety obligations, such as:
  - o First aid facilities, emergency transportation and medical care
  - o Furnishing of personal protective equipment
  - o Drinking water
  - o Toilets, job sanitation, etc.
  - o Cleanup and trash disposal
  - o Temporary electricity, water and heating/cooling as needed
  - o Guardrails, scaffolds, ladders, cranes, etc.
  - o Fire protection, fire extinguisher
  - Lighting and ventilation
  - Job site and associated parking lots
  - o Requirements for pre-construction safety meetings

- Establishment of a disciplinary policy for subcontractor safety violations
- Identification of the subcontractor's job site Safety and Health Representative
- Identification of safety violations, which can result in shutting down a subcontractor's operations such as:
  - o Imminent danger violations
  - o Willful negligence or disregard for safety
  - o Repeated safety violations, etc.

The following requirements are also required in the CSP.

Training: Contractors are responsible for safety education and training of all employees. As a minimum, the following is required:

- Supervisor and employee safety training
- Orientation training
- Emergency procedures
- Safety meeting
- Hazard communication standard
- Vehicle/equipment safety
- Specific hazards of work
- Use of personal protective equipment
- Employee training (excavation, confined space entry, asbestos, lead, etc.)

Inspection and Enforcement: The Contractor is responsible for regular inspection of employee work areas to ensure employees follow safe work practices. This includes periodic site visits and rigid enforcement.

Accident Investigation and Reporting: The Contractor reports all injuries within 24 hours to the Project Engineer or Manager. An accident investigation occurs immediately following an injury, and preventive measures enacted.

First Aid/Medical Services: The Contractor provides first aid capability to meet OSHA requirements. Subcontractors may choose to use the general contractor's resources only if included in the contract provisions.

Recordkeeping: Each Contractor is responsible for documenting safety activities on a monthly Safety Report. The report should include a record of contractor and subcontractor employees, documentation of training and housekeeping efforts, identification of any accident or incident report submitted during the month, and a summary of injuries and lost workdays versus hours worked.

Personal Protective Equipment: The Contractor is responsible for providing and inspecting all personal protective equipment. The general contractor has the responsibility to inspect and verify that the subcontractor is conducting the necessary inspection of safety equipment and that employees are wearing it when required.

Factors Influencing Subcontractor Safety Performance: For general contractors to demonstrate the importance of safety, they must make a firm commitment to influencing the way their subcontractors manage safety. Factors under the direct control of general contractors that influence subcontractor safety performance include:

- Effective project management
- Effective job coordination
- Emphasis on job safety
- Establishing a safe work environment

Subcontractor Safety Staffing: A Contractor or subcontractor shall assign an employee as a safety and health representative. This individual should be on site while the job is in progress and be responsible for coordinating the safety activities of the subcontracting firm. The safety representative should maintain a copy of the firm's Safety Program and have authority to take corrective action when needed.

#### **SECTION 21: PROCUREMENT**

RTC requires its own and contractor procurement sections/departments to maintain a list of all harmful or toxic materials and substances and ensure that purchases do not include items listed as prohibited. In addition, each procurement section/department maintains a list of all safety critical material, along with incoming inspection procedures for each class of safety critical material.

Procurement sections/departments assure proper markings, labeling and storage of all chemical products and/or dangerous materials in storerooms; obtain and disseminate to all storage locations. Safety Data Sheets (SDS) on all chemical products used or stored by RTC or its contractors and supply SDS(s) to the SSA. Maintain and implement the procedures for the acceptance of all materials, and the performance of receiving inspections on safety critical materials received by the RTC or its contractors.

Procurement sections/departments will also be responsible for maintaining a complete inventory of material and database of all inspections performed.

## 21.1 Procurement Safety Responsibilities

- Safety-related procurement tasks include:
- Establishing and maintaining a standard procedure for evaluation of all potentially hazardous materials with safety personnel.
- Including safety performance standards on equipment specifications.
- Performing acceptance inspections on all safety critical material.
- Establishing procedures that require safety department coordination for identification and purchase of safety-critical and hazardous materials.
- Annually reviewing inventory requirements for defined safety-critical items.
- Assigning responsibility for monitoring procurement safety provisions of each contract and coordinating with the SSA as needed.
- Assigning responsibility for monitoring storage safety, including inspection and housekeeping standards to improve safety of the work environment.

#### 21.2 Bus Procurement

The RTC Public Transportation Department and Purchasing Section (Finance Department) share responsibility for bus specifications and project management of bus procurements. The Project Manager is responsible for compliance to bus specification during their manufacture. The Project Manager is responsible for coordination of issues resulting after the vehicles are in service. The RTC SSC reviews and approves safety and security certification of all coaches and installed equipment. Safety and security certification must occur prior to revenue service.

The RTC Public Transportation Department is also the technical resource for all advanced technology procurements (e.g., hybrid propulsion or hydrogen fuel use, etc.). The RTC Public Transportation and Procurement Section is responsible for the purchase, assignment, accountability and disposal of support vehicles. The Public Transportation Department also provides a central source of expertise responsible for developing and coordinating technical solutions to equipment challenges fleet wide. Assignment of highest priority to revenue equipment malfunctions that compromise the safety of RTC's contract operators, patrons and community. They also are responsible to review and approve any contractor suggested modifications to the vehicles. The SSC provides oversight of this function through the safety and security certification process and monitoring of system safety.

## 21.3 Facility Procurement and Development

The Engineering Department manages plans and specifications. It ensures that all plans and specifications meet RTC format quality standards and notarized by a professional engineer registered in the state of Nevada. The Engineering Department receives all changes clearly identified on engineering plans, specifications and as-built drawings.

The RTC SSC reviews and approves the safety and security certification of all facilities prior to use in revenue operations, passenger, public or employee use. The SSC provides oversight of facility project safety and security certification through the processes of design, construction, installation, testing and implementation.

#### SECTION 22: ALTERNATIVE FUELS AND SAFETY

Safety considerations include Contractor's full compliance with federal, state and local regulations, policies and procedures relating to vehicle compressed natural gas and diesel fueling, and fueling infrastructure, operator and technician training, vehicle inspection, maintenance and repairs; and facilities inspection. Oversight of contractor compliance with safety rules and procedures is the joint responsibility of the Public Transportation Department and the SSA.

# SECTION 23: OPERATING ENVIRONMENT AND PASSENGER FACILITY MANAGEMENT

Passenger facility management at each RTC location servicing the public provides a clean, safe and secure environment for customers. Cleaning and repairs of bus stops and shelters occurs daily and as necessary based on customer feedback. See Sections 9 and 10 regarding safety inspections and maintenance audits/inspections of these facilities.

#### **SECTION 24: SECURITY**

RTC contracts with the private sector for provision of security services as described in the System Security and Emergency Preparedness Plan (SSEPP) see Section 3. In addition to providing security, the Armed-Security Officer Contractor also provides various safety and emergency response services at the Centennial Plaza and 4<sup>th</sup> Street Station transit centers. The security Contractor is responsible for hiring and training their employees. All Contractor contracts contain performance standards, including the requirements of this SMSP.

#### **SECTION 25: EXTERNAL AUDIT PROCESS**

Local, state and federal agencies may require periodic external safety audits. The RTC will conduct periodic external safety audits utilizing contractors, consultants or staff of other organizations as needed. Use of resources, such as the APTA Bus/Rail Safety Management Audit Program, for audit RTC SMS program.

#### **SECTION 26: SAFETY PROMOTION**

It is important to provide safety information to all employees and contractors. The RTC provides safety communication to employees holding safety-sensitive jobs through monthly safety meetings, newsletters, bulletins, poster boards and daily electronic messaging. Safety communication content includes safety-related hazards and safety risks they encounter. Examples include accident frequency, severity and causation.

Other content includes changes in safety policies, activities and procedures and actions taken in response to reports from the employee safety-reporting program. Employees not in safety-sensitive jobs receive communication in the form of quarterly newsletters and electronic messages, monthly department meetings and semi-annual all staff meetings.

Ways in which the RTC and contractors ensure understanding of communications include asking what employees heard, asking if they can explain the message to others, employing use of matching communication styles (photographs and stories vs data, graphs and charts) and eliciting visual cues of understanding.

# APPENDIX A – EMERGENCY PROCEDURES FLIPCHART

Emergency Procedures Flipchart is in the following section: "Other".

#### APPENDIX B - LIST OF ACRONYMS

ANSI American National Standards Institute

ADA American Disabilities Act

APTA American Public Transportation Association

CAP Corrective Action Plan

CDL Commercial Driver's License CNG Compressed Natural Gas

CPR Cardio-Pulmonary Resuscitation

CSP Construction Safety Plan
DOT Department of Transportation
DWI Driving While Intoxicated
ERP Emergency Response Plan
FTA Federal Transit Administration

HAZCOM Hazard Communication

HMMP Hazardous Material Management Plan

ISTEP Intermodal Security Training Exercise Program

SDS Safety Data Sheets

NDOT Nevada Department of Transportation NTSB National Transportation Safety Board

PM Project Manager

PMI Preventive Maintenance Inspection

RTC Regional Transportation Commission of Washoe County

SOP Standard Operating Procedure SSA Security/Safety Administrator SSC Security/Safety Committee

SSEPP System Security and Emergency Preparedness Program Plan

SMSP Safety Management System Plan

TSA Transportation Security Administration
TVA Threat and Vulnerability Assessment

TVM Ticket Vending Machine

VIPR Visible Intermodal Prevention and Response Team

#### APPENDIX C - GLOSSARY OF TERMS

Emergency: A situation which is life threatening to passengers, employees, or other citizens which causes damage to any transit vehicle or facility or results in the significant loss of services and reduces the ability of the system to fulfill its mission.

Fatality: A transit-caused death that occurs within 30 days of transit incident.

Hazard

identification: The process of using numerous tools to recognize and evaluate hazards.

Hazard resolution: The analysis and subsequent actions taken to reduce to the lowest level

practical the risk associated with an identified hazard.

Hazard severity: The process of using subjective measure of the worst credible mishap

resulting from personnel error, environmental conditions, design inadequacies or procedural efficiencies for system, subsystem or component

failure or malfunction, categorized as follows:

• Category I (Catastrophic) May cause death or loss of a significant component of the transit system, or significant financial loss.

• Category II (Critical) May cause severe injury, severe illness, major transit system damage, or major financial loss.

• Category III (Marginal) May cause minor injury or transit system damage or financial loss

• Category IV (Negligible) Less than minor injury, occupational illness, or system damage.

Injury: Any physical damage or harm to a person that requires immediate medical

attention and hospitalization.

Safety: Freedom from danger.

Security: Freedom from incidental danger.

Security incident: An unforeseen event or occurrence that endangers life or property and may

result in the loss of services or system equipment.

Security threat: Any source that may result in a security breach, such as a vandal or

disgruntled employee; or an activity, such as an assault, intrusion, fire, etc.

System: A composite of people (employees, passengers, others), property (facilities

and equipment), environment (physical, social, institutional), and procedures (standard operating, emergency operating and training) which are integrated to perform a specific operational function in a specific

environment.

Threat: Any real or potential condition that can cause injury or death to passengers

or employees or damage to or loss of transit equipment, property, and/or

facilities.

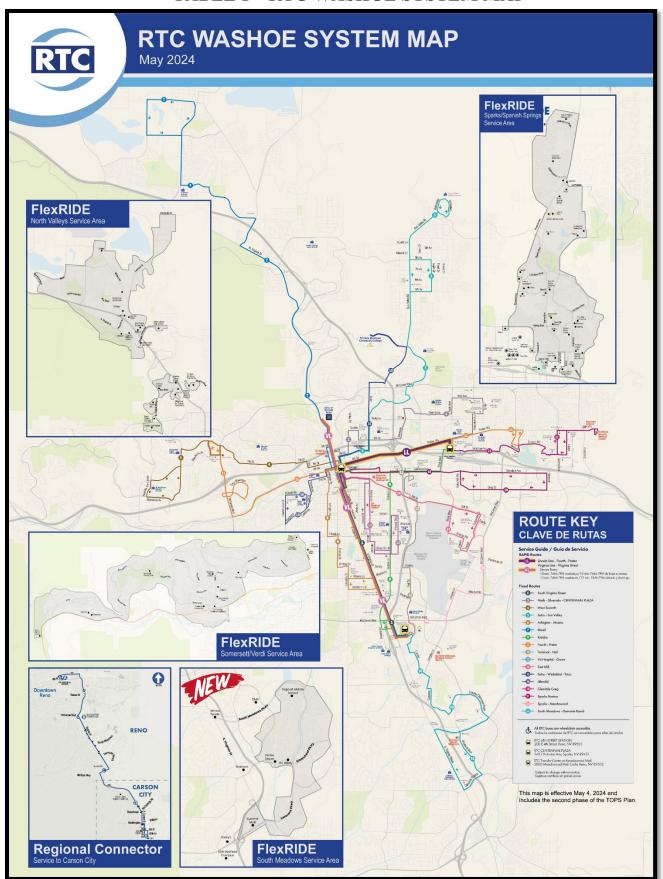
Unsafe

condition or act: Any condition or act that endangers life or property.

Vulnerability: Characteristics of passengers, employees, vehicles and/or facilities that

increase the probability of an unsafe condition or act.

TABLE 1 – RTC WASHOE SYSTEM MAP



Meeting Date: 4/18/2025 Agenda Item: 4.5.1

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance

**SUBJECT:** Asset Donation (Computer Equipment)

#### **RECOMMENDED ACTION**

Acknowledge receipt of the Asset Donation Log for the third quarter of calendar year 2024 through the first quarter of calendar year 2025.

#### **BACKGROUND AND DISCUSSION**

The log lists the items that were donated as outlined in RTC Management Policy P-58, effective July 1, 2024, through March 31, 2025. The Board requested that it be notified of any asset donations. The attached document details last three quarters' donations made to charity or other government agencies. Staff feels the donations are appropriate and that there is a benefit to the community. This quarter's donations were made to Reno Host Lions Club.

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.

#### FISCAL IMPACT

There is no fiscal impact related to this action.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# ATTACHMENT A ASSET DONATION LOG - JUL 1 2024 - MAR 31 2025

Qty	Item Description	Donated To	Reason for Disposal	Year Purchased
	WORKSTATION			
22	Dell OptiPlex 7060	Reno Lion Club	OBSOLETE	(1)
12	Dell OptiPlex 5250	Reno Lion Club	OBSOLETE	(1)
9	Dell OptiPlex 7070	Reno Lion Club	OBSOLETE	(1)
1	Dell OptiPlex 9020	Reno Lion Club	OBSOLETE	(1)
	LAPTOP			
4	Dell Latitude 5480	Reno Lion Club	OBSOLETE	(1)
5	Dell XPS 15	Reno Lion Club	OBSOLETE	(1)
1	Lenovo 20HRCTO1WW	Reno Lion Club	OBSOLETE	(1)
	PRINTERS			
1	HP LJ P2035	Reno Lion Club	OBSOLETE	(1)
	SERVERS			
5	Shoretel Switch	Reno Lion Club	OBSOLETE	(1)
1	Dell PowerEdge R630	Reno Lion Club	OBSOLETE	(1)
1	HP ProLiant DL 380	Reno Lion Club	OBSOLETE	(1)
4	CISCO Catalyst Switch	Reno Lion Club	OBSOLETE	(1)
	OTHER			
1	iPAD	Reno Lion Club	OBSOLETE	(1)
1	EPSON VS350 XGA LCD	Reno Lion Club	OBSOLETE	(1)
1	HP Server Cabinet	Reno Lion Club	OBSOLETE	(1)
2	Kiosks	Reno Lion Club	OBSOLETE	(1)

<sup>(1)</sup> 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

Meeting Date: 4/18/2025 Agenda Item: 5.1

To: Regional Transportation Commission

From: Vanessa Lacer, Planning Director

**SUBJECT: FY 2026 - FY 2027 Unified Planning Work Program** 

#### **RECOMMENDED ACTION**

Approve the FY 2026–FY 2027 Unified Planning Work Program (UPWP).

#### BACKGROUND AND DISCUSSION

The Unified Planning Work Program (UPWP), documents the major transportation planning activities to be undertaken each fiscal year and the funding sources necessary to support these activities. Federal regulations require the RTC to develop and approve the UPWP as the Metropolitan Planning Organization (MPO) for the region. The UPWP is developed in coordination with the RTC Annual Budget, incorporating the major objectives, revenues, and expenses. RTC staff have identified significant tasks to be carried out in the FY 2026 – FY 2027 UPWP. These include the development of multiple corridor and area plans, two Neighborhood Network Plans, and a Regional Safety Action Plan, as well as ongoing tasks such as multimodal data collection and traffic forecasting.

Both the Citizens Multimodal Advisory Committee (CMAC) and Technical Advisory Committee (TAC) received a presentation and provided feedback on the draft FY 2026 – FY 2027 UPWP at their April 9 and April 10, 2025, meetings, respectively. The TAC includes representation from the Cities of Reno and Sparks and Washoe County Public Works and Planning Departments, as well as other regional agencies. The Draft FY 2026 – FY 2027 Unified Planning Work Program (UPWP) is attached.

#### **FISCAL IMPACT**

The anticipated fiscal impact of the two-year UPWP is a total of \$5,929,228 (\$5,425,912 in federal Planning funds and \$503,342 in local match, either RTC Fuel Tax or RTC Sales Tax). The UPWP activities are included in the RTC FY 2026 Budget and ongoing activities will be programmed in the RTC FY 2027 Budget next fiscal year based upon estimated federal funding.

#### **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

# Regional Transportation Commission of Washoe County

# UNIFIED PLANNING WORK PROGRAM

FY 2026 - FY 2027: July 1, 2025 to June 30, 2027



April 2025

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 for Metropolitan Planning Program Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

Contact Information: RTC Planning Department 775-348-0480 www.rtcwashoe.com

**Building a Better Community through Quality Transportation** 

# REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY

# UNIFIED PLANNING WORK PROGRAM FY 2026 – FY 2027

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## UNIFIED PLANNING WORK PROGRAM FY 2026 – FY 2027

#### 1.0 INTRODUCTION

The Unified Planning Work Program (UPWP) is a statement of work identifying the planning priorities and activities to be carried out within the metropolitan planning area which it covers. It must include, at minimum, a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. As the Metropolitan Planning Organization (MPO) for the Truckee Meadows region, the Regional Transportation Commission of Washoe County (RTC) is responsible for developing the UPWP to govern work programs for the expenditure of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning funds.

RTC develops a biennial UPWP which is executed through annual agreements with the Nevada Department of Transportation (NDOT) as the administrator of the federal funds. The Federal Fiscal Years 2026 – 2027 UPWP describes transportation planning activities scheduled in the Truckee Meadows region during the period July 1, 2025, to June 30, 2027. These activities will be undertaken by RTC utilizing the annual federal funding allocations from FHWA and FTA as well as local funds.

#### 1.1 Transportation Planning Process

RTC administers the federally required transportation planning process within the metropolitan planning area (MPA), ensuring a regional approach to transportation planning by carrying out a cooperative, continuing, and comprehensive planning process in coordination with its three member entities of City of Reno, City of Sparks, and Washoe County, as well as with other partners. The RTC planning process considers all modes of transportation and yields plans and programs consistent with the planned development of the urbanized area. The state's MPOs and NDOT, in partnership with the FHWA Nevada Division Office and FTA Region 9 Office, have adopted a coordinated approach to transportation planning through the formal Planning Executive Group and various sub-committees. This coordinated approach allows for information sharing about data, needs assessments, funding projections, financial reporting, planning initiatives, project delivery and other issues. RTC participates in several multi-jurisdictional and multi-state investment studies coordinated through its local partners—including, but not limited to, Truckee Meadows Regional Planning Agency, Northern Nevada Public Health – Air Quality Management Division, Washoe County School District, Reno-Sparks Indian Colony, Reno-Tahoe Airport Authority, and NDOT.

As an organization that integrates the functions of the MPO, transit service provider, and regional street and highway program, and that coordinates activities across all levels (local, regional, state, and federal), RTC seamlessly integrates planning for multimodal transportation needs.

#### 2.0 DUTIES AND FUNCTIONS

RTC will work with members and partners to fulfill the transportation planning and program requirements of the Infrastructure Investment and Jobs Act (IIJA), and other performance-based planning factors and emphasis areas developed under previous transportation bills. More information on how RTC considers and applies this federal guidance when developing tasks for the UPWP or other work programs can be found in Appendix B. Additionally, the public is provided the opportunity to comment on every aspect of the transportation planning process through public meetings, hearings, and individual correspondence, as provided by RTC's Public Participation Plan. Public and agency coordination is the cornerstone of the transportation planning process and ensures residents are given the opportunity to be part of the planning efforts that will shape their communities in the future. As described in section 1.1 above, these planning efforts are also coordinated with stakeholder agencies throughout the process.

Development of the UPWP includes review and comment by FHWA, FTA, and NDOT. Comments received are incorporated, as appropriate, into the final UPWP. Additionally, member entities are afforded the opportunity to formally submit planning study and activity proposals during a call for proposals period prior to development of the biennial UPWP. This process is described in the following section.

#### 2.1 Call for Proposals

RTC conducts a call for proposals ahead of the development of its two-year UPWP cycle. The call is open to member entities, which may also sponsor a proposal for a non-profit, neighborhood group, or other organizations. RTC intends to fund proposals that include concept-level planning, analysis, and design initiatives. Proposals may encompass a specific site, corridor, neighborhood, or municipality. UPWP activities cannot be used for operations and management or capital activities. RTC carries out selected proposals and other tasks included in the UPWP in this manner.

Examples of eligible plan/study categories are included below. However, RTC fully considers other activities that meet the selection criteria.

- Bicycle, pedestrian, or Complete Streets
- Circulation, street connectivity, or access management
- Parking management
- Signage or wayfinding
- Traffic calming or road diet implementation
- Transportation system management and operations
- Resiliency
- Analysis of the effectiveness of innovative street treatments or designs
- Local freight analysis
- Public or group transportation
- Mobility management

- Micromobility
- Education/encouragement
- Transportation equity
- Safety and crash analysis/mitigation
- Transportation-related best practices in land-use zoning or comprehensive plans

RTC will administer and act as the lead on all planning activities approved for the FY 2026-2027 UPWP, including for those activities that involve consultant support, in which case RTC contracts and manages the consultant. However, applicant agencies are required to participate in any advisory committee or working group that is formed for the selected plan/study and be active partners for the duration of the planning process.

RTC selects proposals based on the identified need and ability to advance federal (Appendix B) and regional (Section 3.0) goals and priorities, as outlined in this document.

#### 2.2 Advisory Committees

RTC is committed to community participation in all of its programs. As a part of community participation, citizen and governmental advisory committees meet monthly to give the RTC input on current issues. The Technical Advisory Committee (TAC) provides recommendations to the RTC Board on policy and issues and projects relative to public transportation, the regional street and highway system, pedestrian and bicycle facilities, and multimodal transportation planning. Among other objectives, the TAC provides review and comment on the development of a comprehensive, coordinated, and continuing planning process for the transportation system including the UPWP.

The Citizens Multimodal Advisory Committee provides information and advice to RTC staff and Board on transportation policy issues, development of transportation planning documents, and implementation efforts related to public transportation and the regional street and highway system (including active transportation facilities). Membership includes two employees of a company that contracts with the RTC to operate the public transit system, as required by Nevada Assembly Bill 214 (2023). The Bill requires that information and advice be provided to RTC concerning construction, installation and maintenance of benches, shelters, and transit stops for passengers of public mass transportation in Washoe County.

#### 3.0 TRANSPORTATION PLANNING PRIORITIES FOR FY 2026 – FY 2027

This section describes the priorities of the RTC planning program for the next two years as well as major activities accomplished during the FY 2024 – FY 2025 cycle.

#### **3.1 FY 2024 – FY 2025 Accomplishments**

Major activities completed and significant accomplishments from the FY 2024 – FY 2025 UPWP cycle are noted below. Activities completed during the FY 2024 – FY 2025 cycle but

initiated during the prior cycle are noted. In addition to the activities noted below, several ongoing activities were completed or maintained during the cycle.

- Successful completion of the MPO certification review process.
- Adoption of the FFY 2023-2027 RTIP.
- Adoption of the 2050 RTP, 2025 Update. This process included a regional travel characteristics study as well as updates to the congestion management process and travel demand model.
- Adoption of the Coordinated Public Transit-Human Services Transportation Plan
- Completion of a regional travel characteristics study
- Recalibration of the travel demand model
- Adoption of the Active Transportation Plan.
- Adoption of the Regional Freight Plan.
- Completion of the 2024 Consensus Forecast (as developed by TMRPA).
- Adoption of the South Virginia Street Transit-Oriented Development Plan (initiated during the FY 2022 FY2023 cycle).
- Adoption of the Verdi Area Multimodal Study (initiated during the FY 2022 FY 2023 cycle).

The accomplishments noted above provide a foundation for many of the activities scheduled for and advance many of the priorities that will continue to be addressed in the FY 2026 – FY 2027 UPWP cycle.

## 3.2 2050 Regional Transportation Plan Goals

The RTC Board approved the resolution adopting the 2050 Regional Transportation Plan, 2025 Update (RTP) on February 21, 2025. The RTP reflects more than a year of community outreach and agency coordination and provides a balanced approach to improving safety, livability and regional connectivity. The plan represents the region's transportation vision and quality of life investments for the next 25 years.

The RTP draws from past state and local plans and programs, to help shape the goals, objectives, performance measures, and targets in future planning and programing processes. The goals in the RTP describe a desired end state for the regional multimodal transportation system over the next 25 years. These priorities are implemented through the planning projects in this UPWP. The UPWP links the long-range goals of the RTP to performance-based planning and project delivery. The goals established during the development of the RTP identify priorities for the region and guide the creation of objectives and evaluation criteria used to prioritize transportation projects. Linking project selection to these goals ensures the resulting projects can address the region's transportation priorities. The goals established in the RTP are displayed in the graphic below.

205	2050 RTP, 2025 Update Goals and Objectives				
	Goal	Objective			
1	Safety	Reduce Traffic Fatalities and Serious Injuries			
2	Maintain Infrastructure Condition	Manage Existing Infrastructure Efficiently			
3	Congestion Reduction	Manage Vehicle Travel Demand and Reduce Congestion			
4	System Reliability and Resiliency	Integrate All Travel Modes and Increase Travel Options			
5	Efficient Freight Movement and Economic Vitality	Improve the Movement of Freight and Goods			
6	Equity and Environmental Sustainability	Promote Equity and Environmental Justice			
7	Reduced Project Delivery Delays	Monitor Implementation and Performance			
8	Accessibility and Mobility	Provide a Regional Transit System and Other Transportation Services			
9	Integrated Land-Use and Economic Development	Improve Regional Connectivity			

## 4.0 WORK ELEMENTS AND TASK DESCRIPTIONS

The UPWP has been organized into six major elements with each element subdivided into specific tasks. These tasks are directly linked to the region's long-term vision for the transportation system, as noted above and described in the RTP. The six major elements are as follows:

- 1. Administration
- 2. Development review for consistency with the Regional Transportation Plan (RTP)
- 3. Multimodal planning and programming
- 4. Street and highway planning
- 5. Public transportation
- 6. Air quality planning

This section describes the six major elements and the tasks within those elements. Each task includes a description and purpose, related work, expected work products, and a schedule and budget. Except as otherwise noted the RTC is the administrator of each of the tasks.

Each year, RTC receives an estimate from NDOT on the amount of federal transportation planning funds that will be available in the upcoming year. These funds, which come from both the FHWA and the FTA, are consolidated into an overall transportation planning grant (referred to as the Consolidated Planning Grant, or CPG), and provided to NDOT for administration and oversight. This amount is combined with any carryforward from the prior cycle, which is projected annually along with the estimate from NDOT to generate an

agreement for the execution of the UPWP. Federal CPG funds must be "matched" at a rate of at least five percent with non-federal funds.

RTC assesses the CPG allocation, the goals of the RTP, and other regional priorities to determine the planning studies and activities that are needed and will be funded for each cycle. Many of the planning activities are meant to inform future updates to regional planning documents, transportation policy development, and to help prioritize regional transportation investments. Activities are primarily scheduled for a particular cycle based on the urgency in which they need to be completed for RTC to meet its requirements as an MPO and for the work to inform scheduled regional planning and investment processes.

#### WORK ELEMENT: 1.0 ADMINISTRATION

#### **ELEMENT DESCRIPTION**

The tasks in this work element cover activities related to the overall administration of RTC's transportation planning program. All tasks are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage Planning Department activities and improve staff skills.

This element also funds the reproduction and distribution of the many required planning documents including the RTIP, RTP, UPWP, Public Participation Plan, and other documents mandated by IIJA. In addition, this work element funds the continuing, comprehensive, and cooperative planning and public involvement process required by IIJA, including publication of public notices and providing support to the RTC advisory committees.

RTC continues to work in coordination with local governments and state and federal transportation agencies to implement and accomplish planning programs. This occurs through the monthly meeting and review of the Technical Advisory Committee (TAC); monthly Planning Executive Group (PEG) and sub-group meetings with NDOT, FHWA, and the other Nevada MPOs; technical advisory groups for specific projects and studies; and many other committees and groups.

#### **TASKS**

## 1.1 Administration/Continuing Planning

#### **Task Description and Purpose**

Perform general administrative functions concerning the transportation planning program including preparation of administrative reports, analyses, budgets, goals and objectives, correspondence, documents, memos, etc. Also includes the time and materials used for the advertising, preparation and conducting of the public involvement activities including all RTC advisory committees and their subcommittees, the RTP Agency Working Group and any special committees convened to address regional transportation issues and other public meeting/involvement activities. Provide dues, subscriptions and professional memberships to organizations as appropriate.

Expected Products
Monthly agendas for advisory committees and general administrative functions
Miscellaneous reports, analyses, correspondence and memoranda

Anticipated Schedule	
Monthly agendas for advisory committees and general administrative functions	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Miscellaneous reports, analyses, correspondence and memoranda	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	7,500 hours
Staff budget	\$410,543
Total budget	\$410,543
Federal CPG funds	\$390,016
Local funds	\$20,527

#### 1.2 Unified Planning Work Program

## **Task Description and Purpose**

The UPWP describes transportation planning activities scheduled in the region for each applicable cycle. It is part of a comprehensive, coordinated, and continuing planning process for the region's transportation system. Tasks include preparation and maintenance of the biennial UPWP and associated annual agreements, as well as regular reporting and collaboration with local, state, and federal stakeholders.

#### **Expected Products**

Expected Products
FY 2026 – FY 2027 UPWP quarterly and annual reports
Amendments to the FY 2026 – FY 2027 UPWP
An adopted FY 2028 – FY 2029 UPWP

Anticipated Schedule	
FY 2026 - FY 2027 UPWP quarterly and	By October 31; January 31; April 30; and
annual reports	July 31 each year
Amendments to the FY 2026 - FY 2027 UPWP	As needed; regular maintenance and coordination of UPWP is an ongoing task continued from prior cycles, throughout current cycle, and into future cycles
An adopted FY 2028 – FY 2029 UPWP	By June 30, 2027

Task Budget				
Consultant budget	n/a			
Staff time	275 hours			
Staff budget	\$15,053			
Total budget	\$15,053			
Federal CPG funds	\$14,300			
Local funds	\$753			

## 1.4 Statewide Planning

#### **Task Description and Purpose**

This task includes participation in the statewide transportation planning process including attendance and participation in the Planning Executive Group (PEG) and other project advisory committees, coordination on planning studies (i.e., Nevada Freight Plan) and data sharing efforts, involvement in the project selection process, input on safety improvements (i.e., through Safety Management Plans), and other applicable activities.

Expected Products		
Coordinate state planning process and documents		

Anticipated Schedule						
Coordinate sta documents	ate planning	process	and	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle		

Task Budget	
Consultant budget	n/a
Staff time	475 hours
Staff budget	\$26,001
Total budget	\$26,001
Federal CPG funds	\$24,701
Local funds	\$1,300

#### 1.5 **Training**

#### **Task Description and Purpose**

Under this task, RTC staff will facilitate and attend training courses and webinars related to multimodal transportation planning and safety as appropriate, including training on specific planning tools and programs such as TransCAD, GIS, etc. It also provides for the maintenance of trade licenses and memberships and an in-house library of transportation planning publications and other materials for use by RTC and local agency staff.

Expected Products	
Increased staff skill and knowledge levels	

Anticipated Schedule	
Increased staff skill and knowledge levels	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Organized, up-to-date and functional library	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	1,150 hours
Staff budget	\$62,950
Total budget	\$62,950
Federal CPG funds	\$59,803
Local funds	\$3,148

#### WORK ELEMENT: 2.0 DEVELOPMENT REVIEW

#### **ELEMENT DESCRIPTION**

The task in this work element covers activities related to the jurisdictional development review process. The City of Reno, City of Sparks, and Washoe County solicit comments from RTC on all major residential, commercial, industrial, and other proposed developments, particularly those of regional significance. This is a regular and ongoing process that allows for better cohesion of land-use and transportation planning.

#### **TASKS**

#### 2.1 RTC Development Review and Meeting Attendance

#### **Task Description and Purpose**

Under this task, staff perform reviews of proposed developments to determine transportation impacts, recommend mitigation measures and provide comments to public agencies in a timely fashion. Staff also represent RTC as the MPO at development-related meetings and provide supporting information to local commissions, boards, planning staff, and consultants regarding RTC comments.

Additionally, RTC staff maintain a development review record, including the following information:

- Communication with partner municipalities and other stakeholders
- Interdepartmental communication with RTC Engineering and Transit
- Final comment letters
- Summary of development review meetings attended

#### Case files sent to RTC for review

#### **Expected Products**

Letters to the local jurisdictions containing RTC comments on proposed developments as necessary

Current and continuously updated and accurate record for development applications and jurisdictional approval letters

Anticipated Schedule	
Letters to local jurisdictions containing RTC	Ongoing task; continuation from prior cycle,
comments on proposed development	throughout current cycle, and into future
	cycle
Maintenance of development review record	Ongoing task; continuation from prior cycle,
	throughout current cycle, and into future
	cycle

Task Budget	
Consultant budget	n/a
Staff time	1,175 hours
Staff budget	\$64,318
Total budget	\$64,318
Federal CPG funds	\$61,102
Local funds	\$3,216

#### WORK ELEMENT: 3.0 MULTIMODAL PLANNING AND PROGRAMMING

#### **ELEMENT DESCRIPTION**

This work element encompasses RTC's multimodal planning and programming activities. During the FY 2024 – FY 2025 timeframe, the major activities under this task included an update to the RTP and amendments to the FFY 2023 – 2027 RTIP and 2050 RTP. In addition, the Regional Freight Plan and Active Transportation Plan were completed.

As ongoing tasks, this element continues to fund activities related to the update and maintenance of the RTIP and RTP, as well as the congestion management process (CMP) and Public Participation Plan (PPP). This task also functions as an important pipeline of corridor and area studies that recommend projects that flow into the RTP project prioritization process.

New to this element for the FY 2026 – FY 2027 cycle are the Safety Action Plan and Active Transportation Program tasks. The Safety Action Plan task was created as a result of a sizable award received through the Safe Streets and Roads for All (SS4A) discretionary grant program. The RTC created the Active Transportation Program—with dedicated staff and budget—following a recommendation from the Active Transportation Plan. This task was

developed to carry out activities necessary under the newly formed Active Transportation Program, and to adhere to federal legislation (Public Law 117-58 §11206) that requires MPOs to use 2.5% of funds made available under section 104(d) of title 23, United States Code to carry out activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.

#### **TASKS**

## 3.1 Regional Transportation Improvement Program (RTIP)

#### **Task Description and Purpose**

The short-range planning document, the Regional Transportation Improvement Program (RTIP), represents the highest priority projects from the current RTP. The document is developed in draft form by RTC staff based upon joint work by RTC staff and staff representatives of the local government agencies. RTC's advisory committees then review the document and the RTC Board adopts it through a public hearing process following a 21-day public comment period. The RTC and NDOT work together to develop, analyze, and coordinate projects included in the RTIP and Statewide Transportation Improvement Program (STIP). The most recent project listing is available for the public to review through the electronic STIP (eSTIP) at: <a href="https://estip.nevadadot.com/default.asp">https://estip.nevadadot.com/default.asp</a>.

Early in the FY 2026 – FY 2027 cycle, a FFY 2025-2029 version of the RTIP will be adopted. This will include two years' worth (FY 2028 & FY 2029) of new transportation projects within the urbanized area funded with RTC, state or federal funds. Beyond adoption of this RTIP, staff will prepare and complete all necessary amendments and administrative modifications until initial work on the FFY 2027-2031 RTIP commences towards the end of the UPWP cycle.

Expected Products
FFY 2025-2029 RTIP
Amendments and modifications to the RTIP
Development of the FFY 2027-2031 RTIP

Anticipated Schedule	
FFY 2025-2029 RTIP	Adoption by August 2025
Amendments and modifications to the RTIP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Development of the FFY 2027-2031 RTIP	
Project feasibility assessment	Spring 2027
External stakeholder review/coordination	End of FY 2027
Draft FFY 2027-2031 RTIP	Beginning of FY 2028 (into next UPWP cycle)

Task Budget	
Consultant budget	n/a
Staff time	675 hours
Staff budget	\$36,949

Total budget	\$36,949
Federal CPG funds	\$35,102
Local funds	\$1,847

#### 3.4 Regional Transportation Plan (RTP) Activities

#### **Task Description and Purpose**

The RTP reflects the region's long-range vision for transportation in the Truckee Meadows region and was developed in coordination with policy makers, elected officials, stakeholders, and the public. The RTP includes both short- and long-term strategies to foster the development of an integrated multimodal regional transportation system that facilitates the safe and efficient movement of people and goods. The latest adopted version of the RTP (February 21, 2025) serves as a guiding document containing information on existing transportation-related systems and used for projection of future needs, goals, and objectives of the region. The UPWP links the long-range goals of the RTP to performance-based planning and project delivery.

This task will include activities related to further coordination and ongoing maintenance of the RTP and its goals and objectives. Toward the end of the FY 2026 – FY 2027 cycle, it is assumed activity related to the development of the 2055 RTP will commence. This portion of the task will be managed by RTC staff with consultant support.

Expected Products
Amendments and modifications to the RTP
Kickoff to development of the RTP Update
Analysis and deliverables on applicable requests

Anticipated Schedule	
Amendments and modifications to the RTP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Kickoff to development of the RTP Update	Early 2027
Analysis and deliverables on applicable requests	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	\$100,000
Staff time	3,000 hours
Staff budget	\$164,217
Total budget	\$264,217
Federal CPG funds	\$251,006
Local funds	\$13,211

#### 3.5 Congestion Management Process

#### **Task Description and Purpose**

The Congestion Management Process (CMP) establishes a framework for the RTC to prioritize projects aimed at reducing traffic congestion, enhancing transportation system performance, and meeting broad regional goals. An updated CMP will be developed to reflect the goals, objectives, and project prioritization framework in the 2050 RTP and to help shape the RTP Update, which is anticipated to kick off early in calendar year 2027. The CMP can also be used between RTP cycles to evaluate new projects that are suggested for amendment into the RTP. Staff will manage the update to the CMP, with consultant support.

Expected Products
Evaluation of proposed projects for incorporation into the RTP
Comprehensive CMP update

Anticipated Schedule		
Evaluation of proposed projects for incorporation into the RTP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle	
Comprehensive CMP update		
Scope of work development/RFP process	Early 2026	
CMP development	Early 2027	

Task Budget		
Consultant budget	\$100,000	
Staff time	150 hours	
Staff budget	\$8,211	
Total budget	\$108,211	
Federal CPG funds	\$102,800	
Local funds	\$5,411	

#### 3.10 Public Participation Plan Development/Update

#### **Task Description and Purpose**

The Public Participation Plan (PPP) ensures that residents are given the opportunity to be part of the planning efforts that will shape their communities in the future. The plan describes a proactive process for early and continuous involvement of the public in developing regional plans and programs. The purpose of the PPP is to increase community awareness and participation while broadening the range of voices and views in the planning process. The plan outlines strategies for increasing public outreach and involvement in the planning process.

The PPP should be periodically reviewed to reflect changes in federal legislation, current outreach procedures, and changes to the structure of RTC advisory committees. With the last update to the plan in 2022 and a recent update to the RTP, staff anticipates completing a comprehensive update to the PPP during FY 2026 – FY 2027 cycle.

Expected Products
Comprehensive Public Participation Plan update
Maintenance of Public Participation Plan

Anticipated Schedule	
Comprehensive Public Participation Plan update	July – December 2025
Maintenance of Public Participation Plan	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	325 hours
Staff budget	\$17,790
Total budget	\$17,790
Federal CPG funds	\$16,901
Local funds	\$890

## 3.11 Community Involvement Planning

## **Task Description and Purpose**

Through this task, staff develop and evaluate new approaches and techniques for expanding public participation. Staff will continue to build on community outreach activities including those related to planning studies, visioning, and other regional transportation planning issues. This task also includes development of outreach and presentation materials, including facilitation of data sharing and outreach to support the goals of the Vision Zero Truckee Meadows Task Force.

Expected Products		
Outreach activities		
Facilitation of Vision Zero	Truckee Meadows Task Force meetings and page	articipation in
associated activities		

Anticipated Schedule	
Outreach activities	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a

Staff time	750 hours
Staff budget	\$41,054
Total budget	\$41,054
Federal CPG funds	\$39,001
Local funds	\$2,053

#### 3.13 Corridor and Area Planning

#### **Task Description and Purpose**

The corridor and area studies completed under this task will facilitate analysis of safety and multimodal transportation issues that achieve RTP goals and objectives and seek to provide a regional benefit. These studies allow for an approach that links planning and environmental analysis early in project development. Projects and recommendations identified in these studies will be considered as part of the next RTP update.

Studies to be completed under this task include those identified as part of RTC's inaugural call for proposals. Corridor and area studies covering Kirman/Locust/Wells/Taylor, Silverada/Wedekind/Clear Acre/Sutro and West 7th/Kings Row/Keystone in Reno and Rock Boulevard, 4<sup>th</sup> Street, and the Sparks Industrial Area in Sparks as well as a Truckee River Path Implementation Plan will be completed or initiated during the FY 2026 – FY 2027 cycle. It is expected that consultant support will be used to develop each of these studies, under staff direction and management.

Expected Products
Rock Blvd Corridor/Area Study
Kirman/Locust/Wells/Taylor Corridor/Area Study
Truckee River Path Implementation Plan
4th Street (Sparks) Corridor/Area Study
Silverada/Wedekind/Clear Acre/Sutro Corridor/Area Study
Sparks Industrial Area Study
West 7th/Kings Row/Keystone Corridor/Area Study

Anticipated Schedule		
Rock Blvd Corridor/Area Study		
Scope of work development/RFP process	Late 2025	
FY26 Plan development	Late 2025 – Late 2026	
Kirman/Locust/Wells/Taylor Corridor/Area Study		
Scope of work development/RFP process Late 2025		
FY26 Plan development	Late 2025 – Late 2026	
Truckee River Path Implementation Plan		
Scope of work development/RFP process	Late 2025	
FY 26 Plan development	Late 2025 – Late 2026	
4 <sup>th</sup> St Corridor/Area Study		
Scope of work development/RFP process	Early 2026	
FY 26 Study development Early 2026 – Early		

Silverada/Wedekind/Clear Acre/Sutro Corridor/Area Study		
Scope of work development/RFP process	Early 2026	
FY27 Plan development	Early 2026 – Early 2027	
Sparks Industrial Area Study		
Scope of work development/RFP process	Early 2026	
FY27 Plan development	Early 2026 – Early 2027	
West 7th/Kings Row/Keystone Corridor/Area Study		
Scope of work development/RFP process	Early 2026	
FY27 Plan development	Early 2026 – Early 2027	

Task Budget	
Consultant budget	\$1,200,000
Staff time	1,900 hours
Staff budget	\$104,004
Total budget	\$1,304,004
Federal CPG funds	\$1,238,804
Local funds	\$65,200

## 3.14 <u>Safety Planning</u>

#### **Task Description and Purpose**

This task is new to RTC's UPWP and is a direct result of a federal discretionary grant award received through the Safe Streets and Roads for All (SS4A) program. These planning funds will be used to build off the Vision Zero Truckee Meadows Action Plan and include the creation of tools for RTC to use in prioritizing projects and in identifying and applying appropriate and effective safety countermeasures to produce the greatest impact on reducing specific crash types. Development of this comprehensive safety action plan will be supported by robust data collection and analysis. This task will be managed by RTC staff with consultant support.

Expected Products	
Comprehensive Safety Action Pl	an

Anticipated Schedule	
Comprehensive Safety Action Plan	
Scope of work development/RFP process	Late 2025
Plan development	Late 2025 – Early 2027

Task Budget	
Consultant budget	\$1,500,000
Staff time	325 hours
Staff budget	\$17,790
Total budget*	\$1,517,790
Federal CPG funds*	\$1,216,901
Local funds*	\$300,890

<sup>\*</sup> Task budget includes differing match rates: consultant costs at 80/20 and staff at 95/5

#### 3.15 Active Transportation Program (CS)

## **Task Description and Purpose**

This task is new to RTC's UPWP and is a direct result of a recommendation from the Active Transportation Plan to create an Active Transportation Program with dedicated staff and budget. The Active Transportation Plan was adopted in FY 2025 with staffing and planning activities taking place under this new format in FY 2025 as well. As part of this new program, RTC has committed to producing a series of Neighborhood Network Plans (NNPs), covering the entire region, over a six-year span (two plans per year). These NNPs, the framework for which was developed as part of the Active Transportation Plan, will make walking, biking, and rolling safer and more comfortable in the Truckee Meadows by developing specific quick-build project concepts tailored to the needs of each neighborhood.

This focus on safety and multimodal transportation planning also adheres to federal legislation (Public Law 117-58 §11206) that requires MPOs to use 2.5% of funds made available under section 104(d) of title 23, United States Code to carry out activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. These activities represent the required minimum 2.5% of planning funds that must be spent on Complete Streets (indicated by "CS") planning and will be billed at 100% federal for 2026. The Complete Streets Act allows for a 100% funding allocation for a period of three years, which concludes in 2026. Local funds have been applied for 2027. Continued development of these NNPs will be managed by RTC staff with consultant support.

Expected Products
Neighborhood Network Plan #3: Sun Valley & Panther Valley (CS)
Neighborhood Network Plan #4: Meadowood & Hidden Valley (CS)
Neighborhood Network Plan #5: West Reno (CS)
Neighborhood Network Plan #6: North Valleys (CS)

Anticipated Schedule	
Neighborhood Network Plan #3: Sun Valley & Panther Valley (CS)	
Scope of work development/RFP process	Late FY 2025 – early FY 2026 (includes FY
	2024 – FY 2025 UPWP cycle)
Plan development	Late 2025 – Late 2026
Neighborhood Network Plan #4: Meadowood	& Hidden Valley (CS)
Scope of work development/RFP process	Late FY 2025 – early FY 2026 (includes FY
	2024 – FY 2025 UPWP cycle)
Plan development	Late 2025 – Late 2026
Neighborhood Network Plan #5: West Reno	(CS)
Scope of work development/RFP process	Late FY 2026 – early FY 2027
Plan development	Late 2026 - Late 2027 (into next UPWP
	cycle)
Neighborhood Network Plan #6: North Valley	rs (CS)
Scope of work development/RFP process	Late FY 2026 – early FY 2027

Plan development	Late 2026 - Late 2027 (into next UPWP
	cycle)

Task Budget (CS)	
Consultant budget	\$450,000
Staff time	2,275 hours
Staff budget	\$124,532
Total budget	\$574,532
Federal CPG funds	\$563,925
Local funds*	\$10,607

<sup>\*</sup> Task budget funded at 100% federal for 2026. Local match applied for 2027.

#### WORK ELEMENT: 4.0 STREET AND HIGHWAY PLANNING

#### **ELEMENT DESCRIPTION**

As a regional entity, RTC is charged with the fair and equitable use of limited funding sources to meet the transportation needs of the community as a whole. Establishing consistent and reliable decision-making processes, based on common community expectations, is the best way to ensure fair and equitable use of limited funding sources.

This work element encompasses RTC's street and highway planning activities, including work associated with development and maintenance of the Regional Road Impact Fee (RRIF) program, traffic forecasting and modeling, and data collection, mapping, and management. These activities often inform, or are informed by, other activities in this work program. For example, modeling and RRIF fee updates are used to determine project conformity and fiscal constraint for the RTP.

During the FY 2024 – FY 2025 timeframe, the major activities under this task included completion of a regional travel characteristics study and traffic modeling updates. The regional travel characteristics study provided data for the RTP's travel demand model development.

#### **TASKS**

## 4.1 Regional Road Impact Fee (RRIF) Activities

#### **Task Description and Purpose**

As part of this ongoing task, RTC Planning and Engineering staff conduct planning work, as the MPO, associated with the update and maintenance of the RRIF program and in cooperation with local government agencies and the RRIF Technical Advisory Committee. This also involves planning work necessary to update socioeconomic data, provide travel forecasts, and evaluate capacity improvement solutions.

#### **Expected Products**

Review of the RRIF
Update of socioeconomic data and provision of travel forecasts

Anticipated Schedule	
Review of the RRIF	Ongoing task; continuation from prior cycle throughout current cycle, and into future cycle
Update of socioeconomic data and provision of travel forecasts	Ongoing task; continuation from prior cycle throughout current cycle, and into future cycle
Task Budget	
Consultant budget	n/a
Staff time	175 hours
Staff budget	\$9,579
Total budget	\$9,579
Federal CPG funds	\$9,100
Local funds	\$479

## 4.2 Geographic Information System (GIS) Management

#### **Task Description and Purpose**

Through the Geographic Information Systems (GIS) task, RTC is able to analyze transportation service and access to employment, health care, schools/education, and other services at a regional scale. In addition, staff continue to maintain and refine network files, traffic analysis zone structures and other GIS files necessary to support a variety of RTC planning needs. Staff also perform frequent analysis of socioeconomic, transportation, safety, land use, and environmental data as part of the planning process, including analysis of Census and ACS data. Products such as interactive mapping and a data warehouse will be developed to provide transparent and up-to-date project information to the public.

Expected Products
GIS products adequate to support ongoing RTC planning activities

Anticipated Schedule	
GIS products adequate to support ongoing	Ongoing task; continuation from prior cycle,
RTC planning activities	throughout current cycle, and into future
	cycle

Task Budget	
Consultant budget	n/a
Staff time	3,450 hours
Staff budget	\$188,850
Total budget	\$188,850
Federal CPG funds	\$179,408
Local funds	\$9,443

## 4.3 <u>Traffic Forecasting</u>

## **Task Description and Purpose**

As part of this task, staff provide traffic forecasts as requested at system and corridor level for the RTIP, RTP and other planning projects to further overall regional goals and objectives. Staff also respond to travel forecast requests from NDOT, regional and local governments, and the public. However, information provided in response to these requests is at a planning level of analysis and not otherwise identified as part of regional or corridor analyses.

Expected Products	
Traffic forecasts and projections	

Anticipated Schedule	
Traffic forecasts and projections	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	175 hours
Staff budget	\$9,579
Total budget	\$9,579
Federal CPG funds	\$9,100
Local funds	\$479

## 4.18 RTC Traffic Model Upgrade

#### **Task Description and Purpose**

The travel demand model is consistently refined based on data collection and calibration efforts as well as necessary software requirements. RTC integrates land use data for the region into the travel demand forecasting model that assists in the identification of current and future transportation needs through the shared work program with the Truckee Meadows Regional Planning Agency (TMRPA; task 4.27). RTC collaborates with TMRPA in the development of biennial Consensus Forecasts, which inform the travel demand model. Consultant support will be utilized in conducting travel demand model recalibrations.

Expected Products
Refinement of the travel demand model
Integration of disaggregated Consensus Forecast outputs into the travel demand model

#### **Anticipated Schedule**

Refinement of the travel demand model	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	\$206,013
Staff time	900 hours
Staff budget	\$49,265
Total budget	\$255,278
Federal CPG funds	\$242,514
Local funds	\$12,764

#### 4.27 Truckee Meadows Regional Planning Agency (TMRPA) Shared Services

#### **Task Description and Purpose**

This task provides for shared staff resources and expertise between RTC and TMRPA for RTC's MPO functions. The core areas of this shared program delivered under the UPWP include GIS analysis, data collection, online data access, and planning document updates. TMRPA produces several documents, such as the Regional Plan, Natural Resources Plan, and Public Infrastructure Plan, of which RTC supports development. TMRPA will also work with RTC to forecast the traffic impacts of various development scenarios.

Expected Products
Shared GIS data resources
Collaborative public outreach and events
Analytical staff reports on various planning topics

Anticipated Schedule	
Shared GIS data resources	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Collaborative public outreach and events	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Analytical staff reports on various planning topics	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	\$150,000
Staff time	50 hours
Staff budget	\$2,737

Total budget	\$152,737
Federal CPG funds	\$145,100
Local funds	\$7,637

#### 4.31 <u>Data Collection and Analysis Program</u>

#### **Task Description and Purpose**

RTC works collaboratively with local, state, and federal partners to produce data-driven goals, objectives, and analyses. As an initial step in this performance-based approach, RTC conducts robust data collection related to safety, regional bicycle and pedestrian counts, traffic calming treatments, and other transportation infrastructure data.

The data collected as part of this task feeds into many other regional programs and initiatives. For example, this program supports monitoring of transportation performance measures and targets included in the RTP and Active Transportation Program. Data are also analyzed to determine mode share by auto, transit, bicycle, and pedestrian. In addition, collected data are used to assist with prioritization of future multimodal infrastructure investment. Staff efforts under this task will be completed with consultant support.

Expected Products
Creation and maintenance of GIS data
Updated multimodal count database
Analysis of the performance measures identified in an annual report

Auticipated Calcalula	
Anticipated Schedule	
Creation and maintenance of GIS data	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Updated multimodal count database	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Analysis of the performance measures identified in the annual report	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	\$400,000
Staff time	400 hours
Staff budget	\$21,896
Total budget	\$421,896
Federal CPG funds	\$400,801
Local funds	\$21,095

#### WORK ELEMENT: 5.0 PUBLIC TRANSPORTATION

#### **ELEMENT DESCRIPTION**

RTC is the primary transit provider for the region and operates several services that are constantly reviewed, analyzed, and refined to generate maximum system efficiency and ridership.

This work element encompasses RTC's transit planning activities. Plans generated under this task include Transit Asset Management (TAM) Plan, Transit Optimization Plan Strategies (TOPS), Coordinated Public Transit-Human Services Transportation Plan (CTP), and other studies as necessary, such as the Tahoe-Reno Industrial Center Passenger Rail Study.

During the FY 2024 – FY 2025 cycle, the major activities under this task included implementation of recommendations from the previous TOPS, completion of the South Virginia Street Transit-Oriented Development Plan, and adoption of the CTP, which was incorporated into the RTP.

#### **TASKS**

## 5.2 Transit Planning

#### **Task Description and Purpose**

This task includes transit planning related to bus route analysis and modifications, bus stop facilities and amenities, bus maintenance facilities, transit fleet monitoring and implementation of new technology, and monitoring of transit performance measures.

The RTC will continue to monitor and update the TAM Plan as needs and priorities change. TAM plans are required of all agencies that own, operate, or manage capital assets used to provide public transportation and receive federal financial assistance.

Additionally, RTC will carry forward its efforts to update TOPS to produce a five-year capital and operating plan which includes a thorough review and evaluation of the effectiveness and efficiency of current transit routes, schedules, and service standards, and recommendations for new or added service. Proposed changes to the fixed-route system will also address potential impacts on the ADA paratransit system and compliance with Title VI, Limited English Proficiency (LEP) and Environmental Justice (EJ) requirements and regulations. TOPS will also address potential expansion and reconfiguration of FlexRIDE services that would provide on-demand transportation for individuals of all abilities to new areas of the Truckee Meadows.

Finally, RTC will produce other transit-related plans including completion of the Tahoe-Reno Industrial Center Passenger Rail Study. This study will determine the feasibility of adding passenger rail service between the greater Reno-Sparks area and the Tahoe-Reno Industrial Center.

Both the TOPS and Tahoe-Reno Industrial Center Passenger Rail Study planning efforts will be managed by RTC staff with consultant support.

Expected Products
Monthly transit system operations reports and sections of the annual report related to
performance measures
Completion of TOPS
Completion of the Tahoe-Reno Industrial Center Passenger Rail Study
Update to the TAM Plan

Anticipated Schedule		
Monthly transit system operations reports	Ongoing task; continuation from prior cycle	
and sections of the annual report related to	throughout current cycle, and into future	
performance measures	cycle	
Completion of TOPS		
Scope of work development/RFP process	ss Late 2024 – early 2025 (completed FY 2024 – FY 2025 UPWP cycle)	
Plan development	nt   Early 2025 – early 2026 (includes FY 2024 –	
	FY 2025 UPWP cycle)	
Completion of Tahoe-Reno Industrial Center Passenger Rail Study		
Scope of work development/RFP process	s Late 2024 (completed FY 2024 - FY 2025	
	UPWP cycle)	
Plan development	t Early 2025 – late 2025 (includes FY 2024 –	
	FY 2025 UPWP cycle)	
Update to the TAM Plan		
Plan development	Late 2025	

Task Budget	
Consultant budget	\$400,000
Staff time	250 hours
Staff budget	\$13,685
Total budget	\$413,685
Federal CPG funds	\$393,001
Local funds	\$20,684

## WORK ELEMENT: 6.0 AIR QUALITY PLANNING

#### **ELEMENT DESCRIPTION**

This work element involves continuous participation in planning activities that seek to improve Washoe County's attainment/maintenance status for criteria air pollutants (currently PM<sub>10</sub> and CO). RTC staff participates in the air quality interagency consultation group comprised of various agencies, including Northern Nevada Public Health – Air Quality Management Division (NNPH-AQMD) and the Nevada Department of Environmental Protection, in order to meet the Transportation Conformity requirements for the RTP.

To fulfill the needs of this work element, staff complete air quality monitoring, conformity analyses, and reporting.

#### **TASKS**

## 6.1 Air Quality Modeling/Analysis

#### **Task Description and Purpose**

Under this task, staff perform transportation monitoring and analysis required as part of the applicable State Implementation Plans (SIPs). This task will include, as needed, analysis of alternate base years and mobile source measures proposed for inclusion in local air quality plans.

Staff will also continue to attend meetings and monitor activities of the NNPH-AQMD and other organizations dealing with air quality issues. Much of this coordination takes place through the interagency consultation group meeting, which occur on a quarterly basis.

Expected Products	
Participation in the conformity process	
Air quality analyses for formal RTP actions	

Anticipated Schedule	
Participation in the conformity process	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Air quality analyses for formal RTP actions	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget n/a	
Staff time	250 hours
Staff budget	\$13,685
Total budget	\$13,685
Federal CPG funds	\$13,001
Local funds	\$684

## 6.2 **CMAQ Planning**

#### **Task Description and Purpose**

As part of this task, staff conduct planning-level emission reduction calculations and cost benefit analyses for CMAQ projects. This involves preparation of the annual CMAQ report which is used as the basis for reporting performance targets compliant with national performance management requirements.

Expected Products
CMAQ planning-level emission reduction calculations and cost benefit analysis
Annual CMAQ report and updated performance targets

Anticipated Schedule	
CMAQ planning-level emission reduction calculations and cost benefit analysis	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Annual CMAQ report and updated performance targets	March 1, 2026 and March 1, 2027

Task Budget	
Consultant budget	n/a
Staff time	125 hours
Staff budget	\$6,842
Total budget	\$6,842
Federal CPG funds	\$6,500
Local funds	\$342

## 6.3 RTIP/RTP Conformity Analyses

#### **Task Description and Purpose**

One of the requirements for both the RITP and RTP is that they conform to all applicable SIPs and the Clean Air Act. This task provides for the preparation of updated conformity analyses of RTC plans and programs as required to comply with Clean Air Act mandates and guidelines. Conformity analyses encompass the non-attainment or maintenance area appropriate for each criteria air pollutant. Additionally, staff work with the Air Quality Interagency Consultation Workgroup to ensure conformity on any proposed amendments.

Expected Products
Production of conformity analyses for RTP and RTIP

Anticipated Schedule	
Production of conformity analyses for RTP	Ongoing task; continuation from prior cycle,
and RTIP	throughout current cycle, and into future
	cycle

Task Budget							
Consultant budget	n/a						
Staff time	250 hours						
Staff budget	\$13,685						
Total budget	\$13,685						
Federal CPG funds	\$13,001						
Local funds	\$684						

# **FY 2026-2027 UNIFIED PLANNING WORK PROGRAM**

## TASK AND BUDGET SUMMARY

Totals may	y vary slightly due to rounding		COSTS					FUNDING SOURCES				
WORK		STAFF	%	00010			Federal	Local		RTC Fuel RTC Sales TOTAL		
ELEMENT	TASK	HOURS	HOURS	STAFF	CONSULT	TOTAL	PL FUNDS	MATCH*	TAX	TAX	LOCAL	TOTAL
1.0	ADMINISTRATION											
1.0	1.1 Adminstration/Continuing Planning	7.500	28.8%	\$410.543	\$0	\$410,543	\$390.016	\$20.527	\$20.527	\$0	\$20.527	\$410.54
	1.2 Unified Planning Work Program	275	1.1%	\$15.053	\$0	\$15.053	,	\$753	\$753	\$0	\$753	\$15.05
	1.4 Statewide Planning	475	1.8%	\$26.001	\$0 \$0	\$26.001	\$24,701	\$1,300	\$1,300		\$1.300	\$26,00
	1.5 Training	1,150	4.4%	\$62.950	\$0	\$62.950		\$3.148	\$3,148		\$3.148	\$62,95
	Subtotal:	9,400	36.2%	\$514,547	\$ <b>0</b>	\$514,547	\$488,820	\$25,727	\$25,727	\$0	\$25,727	\$514,54
		5,100		70.30		7013,01	V 100,020	<del>+=+,-=</del> -	<b>,</b>	7.0	<del>1</del> ==1:=:	7011,01
2.0	DEVELOPMENT REVIEW											
	2.1 RTC Development Review & Meeting Attendance	1,175	4.5%	\$64,318	\$0	\$64,318		\$3,216	\$3,216		\$3,216	\$64,31
	Subtotal:	1,175	4.5%	\$64,318	\$0	\$64,318	\$61,102	\$3,216	\$3,216	\$0	\$3,216	\$64,31
3.0	MULTI-MODAL PLANNING & PROGRAMMING						4					
	3.1 Regional Transportation Improvement Program	675	2.6%	\$36,949	\$0	\$36,949	\$35,102	\$1,847	\$1,847	\$0	\$1,847	\$36,94
	3.4 Regional Transportation Plan (RTP) Activities	3,000	11.5%	\$164,217	\$100,000	\$264,217	. ,	\$13,211	\$13,211	\$0	\$13,211	\$264,21
	3.5 Congestion Management Process	150	0.6%	\$8,211	\$100,000	\$108,211	. ,	\$5,411	\$5,411	\$0	\$5,411	\$108,21
	3.10 Public Participation Plan Development	325	1.3%	\$17,790	\$0	\$17,790		\$890	\$890	\$0	\$890	\$17,79
	3.11 Community Involvement Planning	750	2.9%	\$41,054	\$0	\$41,054	. ,	\$2,053	\$2,053	\$0	\$2,053	\$41,05
	3.13 Corridor and Area Planning	1,900	7.3%	\$104,004	\$1,200,000	\$1,304,004	\$1,238,804	\$65,200	\$65,200	\$0	\$65,200	\$1,304,00
	3.14 Safety Action Plan <sup>^</sup>	325	1.3%	\$17,790	\$1,500,000	\$1,517,790		\$300,890	\$300,890	\$0	\$300,890	
	3.15 Active Transportation Program (CS - 100% Federal)	2,275	8.8%	\$124,532	\$450,000	\$574,532		\$10,607	\$10,607	\$0	\$10,607	\$574,53
	Subtotal:	9,400	36.2%	\$514,547	\$3,350,000	\$3,864,547	\$3,464,439	\$400,108	\$400,108	\$0	\$400,108	\$3,864,547
4.0	STREET AND HIGHWAY PLANNING											
7.0	4.1 Regional Road Impact Fee Activities	175	0.7%	\$9,579	\$0	\$9,579	\$9,100	\$479	\$479	\$0	\$479	\$9,57
	4.2 Geographic Information System (GIS) Mgt.	3,450	13.3%	\$188,850	\$0	\$188,850		\$9,443	\$9,443	\$0	\$9,443	\$188,85
	4.3 Traffic Forecasting	175	0.7%	\$9,579	\$0	\$9,579		\$479	\$479	\$0	\$479	\$9,57
	4.18 RTC Traffic Model Upgrade/Conversion to TransCAD	900	3.5%	\$49,265	\$206,013	\$255,278	,	\$12,764	\$12,764	\$0	\$12,764	\$255,27
	4.27 TMRPA Shared Services	50	0.2%	\$2,737	\$150,000	\$152,737		\$7,637	\$7,637	\$0	\$7.637	\$152,73
	4.31 Data Collection and Analysis Program	400	1.5%	\$21,896	\$400.000	\$421,896		\$21.095	\$21.095	\$0	\$21.095	\$421.89
	Subtotal:	5,150	19.8%	\$281,906	\$756,013	\$1,037,919		\$51,896	\$51,896		\$51,896	. ,
5.0	PUBLIC TRANSPORTATION											
0.0	5.2 Transit Planning	250	1.0%	\$13,685	\$400,000	\$413,685	\$393,001	\$20,684	\$20,684	\$0	\$20,684	\$413,686
	Subtotal:	250	1.0%	\$13,685	\$400,000	\$413,685	. ,	\$20,684	\$20,684	\$0	\$20,684	\$413,680
			110.70	7 : 0,000	<b>V</b> 100,000	7 110,000	,,,,,,,,	<b>7</b> =2,00	<del>, , , , , , , , , , , , , , , , , , , </del>	7.	4=0,000	<b>,</b> , , , , , , , , , , , , , , , , , ,
6.0	AIR QUALITY PLANNING											
	6.1 Air Quality Modeling/Analysis	250	1.0%	\$13,685	\$0	\$13,685	. ,	\$684	\$684	\$0	\$684	\$13,68
	6.2 CMAQ Planning	125	0.5%	\$6,842	\$0	\$6,842		\$342	\$342	\$0	\$342	\$6,84
	6.3 RTIP/RTP Conformity Analysis	250	1.0%	\$13,685	\$0	\$13,685		\$684	\$684	\$0 <b>£0</b>	\$684	\$13,68
EV 2026 2	Subtotal: 9227 Total Anticipated Funding \$5,929,228	625	2.4%	\$34,212	\$0	\$34,212	\$32,501	\$1,711	\$1,711	\$0	\$1,711	\$34,21
	2027 Total Anticipated Funding \$5,929,228		-				<del> </del>					
F 1 2020-2	1027 Anticipated Federal Funding \$5,425,912 Totals	26,000	100%	\$1,423,215	\$4,506,013	\$5,929,228	\$5,425,886	\$503,342	\$503,342	\$0	\$502.242	\$5,929,22
		∠6,000	100%	⊅1,4∠3,∠15	<b>Ψ4,500,013</b>	<b>⊅</b> 0,3∠3,∠28	<b>₽</b> 0,4∠0,00b	<b>ψ5υ3,34</b> 2	<b>⊅</b> 5∪3,342	ψU	<b>ψου</b> 3,342	<b>ФО,529,22</b> 8
	ch is either RTC fuel tax or sales tax funds											

# APPENDIX A NDOT/RTC Roles and Responsibilities

The purpose of this statement is to outline the roles and responsibilities of the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission of Washoe County (RTCWC), as required by 23 CFR Sec.450.314 and is incorporated in the Unified Planning Work Program per 23 CFR 450.314.

#### I. General Roles & Responsibilities

RTCWC will perform the transportation planning process for Washoe County and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance.

The transportation process will, at a minimum, consist of:

- A. Development of an annual Unified Planning Work Program (UPWP) that lists and describes all transportation planning studies and tasks to be completed during the year.
- B. Development and update of a long range, multi-modal metropolitan transportation plan, known as the Regional Transportation Plan (RTP).
- C. Development and maintenance of a short-range transportation improvement program (TIP).
- D. Financial planning to ensure plans and programs are fiscally constrained within anticipated funding levels.
- E. Development of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
- F. Public outreach to the community throughout the transportation planning process, including the electronic dissemination of reports and supporting information on the RTCWC's website, and consideration of public comments. Public outreach activities should take into account the needs of persons with limited proficiency in English.
- G. Ensuring low income or minority populations, including the elderly and persons with disabilities are not significantly or disproportionately impacted.
- H. Development and implementation of a Congestion Management Process as appropriate.
- Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

#### II. The Regional Transportation Plan (RTP)

The RTP will be prepared and compiled through a cooperative process between federal agencies, the Nevada Department of Transportation, RTCWC (including RTCWC in its capacity as the provider of public transportation), the Washoe County Health District-Air Quality Management Division (WCHD-AQMD), and the local city and county governments in the region.

Responsibilities of the Regional Transportation Commission

- A. The RTCWC will be responsible for preparing and developing the Regional Transportation Plan (20-30 year). The RTP will be converted into a format that will allow it to be downloaded from the internet.
- B. The RTCWC may develop an executive summary report for the region that includes the key issues facing the area and identifies priority programs and projects.
- C. The RTCWC will provide opportunities for the public and other interested parties to provide input during the development of the Regional Transportation Plan, in accordance with the Public Participation Plan. The draft of each update to the RTP will be made available for public and agency review and comment. Prior to taking formal action on the Plan or Plan update, the RTCWC Board will be informed of the extent and nature of comments received and the response to such comments.
- D. The RTCWC will, in cooperation with NDOT, develop estimates of future inflation to be used to convert project costs and revenues to a "year of expenditure" basis.
- E. The RTCWC will coordinate with the WCHD-AQMD to assess air quality impacts and conduct the regional emissions assessment of the RTP.
- F. The RTCWC, acting as the transit agency for Washoe County, will ensure the RTP includes information on local bus capital projects that are consistent with the transit capital program. The RTP will also identify future bus needs and services, including new routes, service expansion, vehicle needs, and operating financial needs.
- G. The RTCWC will prepare an estimate of local and regional revenues available for debt service, street and highway routine maintenance and operations, system preservation and highway modernization, facilities, transit and other infrastructure and overhead cost and reserves to be expended on transportation projects in Washoe County over the 20-30 year time frame of the plan.

#### Responsibilities of the Nevada Department of Transportation

- A. The Nevada Department of Transportation (NDOT) will provide the following information and data in support of developing the RTP:
  - 1. An estimate of federal funds expected to be available over the 20-30 year time frame of the plan for highway and transit programs. This estimate of funds will be provided at a time mutually agreed upon by the RTCWC and NDOT so that the fiscal limits of the RTP can be determined before project prioritization begins.
  - 2. A list of projects in Washoe County, developed in cooperation with the RTCWC, to be undertaken by NDOT over the 20-30 year time frame of the plan using Federal program funds reserved in the State for use anywhere in the State. The state's regionally significant project list will be provided at a time mutually agreed upon by the RTCWC and NDOT so that air quality conformity analysis can be performed at the appropriate time in the course of the RTP's development.
  - 3. A list of projects in Washoe County for which funds have been earmarked or otherwise designated in federal transportation legislation.
  - 4. An estimate of state funds expected to be expended on transportation projects in Washoe County over the 20-30 year time frame of the plan. In the

interests of public information, and to assist the RTCWC in demonstrating the fiscal feasibility of the Plan, NDOT will also provide information as to how these expenditures relate to the state transportation revenues available after allowing for the cost of maintenance, operations, debt service, administration and other calls on these fund sources.

- 5. Traffic count data and other performance indicators for state roads in the Region.
- B. For those federal program funds intended to be distributed between various entities or regions within the State, NDOT will either provide the basis for the allocation between areas as defined by Law, or will work cooperatively with the RTCWC and other jurisdictions to establish mutually agreed formulae for the allocation between areas of such funds for forecasting and financial planning purposes.

NDOT will provide information on projects to be undertaken in Washoe County using transit or other federal program funds allocated to non-urbanized areas of the State, and will consult with the RTCWC on the basis for selecting such projects.

## III. Transportation Improvement Program (TIP)

The TIP will be prepared and compiled through a cooperative process between federal agencies, NDOT, the RTCWC (including the RTCWC in its capacity as the provider of public transportation), and the local city and county governments in the region.

## Responsibilities of the Regional Transportation Commission

- A. The RTCWC will be responsible for preparing and developing the Transportation Improvement Program (5 year) for the region. The TIP will be converted into a format that will allow it to be downloaded from the internet. The RTCWC will maintain the TIP by tracking changes to projects (schedule, scope and cost) made through the amendments and administrative action process. The TIP will include an estimate of anticipated local funds to be expended on all projects identified in the TIP.
- B. The RTCWC, in consultation with NDOT and local city and county governments, shall develop the list of locally-sponsored transportation projects to be included in the TIP.
  - 1. In the case of the Congestion Mitigation and Air Quality Program (or successor program of similar intent), the RTCWC shall follow the Transportation Conformity Plan process and consult with the WCHD-AQMD and other agencies as appropriate in the development of the list of projects to be included in the TIP.
  - 2. In the case of the Transportation Alternatives Program (or successor program of similar intent), the RTCWC shall also consult with all eligible project sponsors in the development of the list of projects to be included in the TIP.
- C. The RTCWC, as the provider of public transportation services, shall develop the list of transit projects to be included in the TIP.
  - In the urbanized area, the RTCWC shall consult with not-for-profit agencies and other providers of specialized transportation and human services, in accordance with the Coordinated Public Transit-Human Services Plan.
  - For non-urbanized area transit programs, the RTCWC shall consult with NDOT and other providers of transportation services to the non-urbanized parts of the region.

- D. The RTCWC will develop an estimate of anticipated local funds to be expended on transit projects identified in the TIP. In the interests of public information and to assist in demonstrating the fiscal feasibility of the TIP, the RTCWC will also document how these expenditures relate to the local revenues available for transit after allowing for the cost of maintenance, operations, debt service, administration and other calls on these fund sources.
- E. The RTCWC will provide information on proposed TIP amendments and administrative modifications relating to projects sponsored by the RTCWC or local entities. Amendments and administrative modifications will include a project description that provides sufficient detail to explain the proposed changes to the RTCWC board, as well as a justification for the change.

#### Responsibilities of the Nevada Department of Transportation

- A. NDOT will prepare an initial list of NDOT-sponsored projects to be included in each new TIP. This list will be based on the current TIP and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
- B. NDOT will provide information on proposed TIP amendments and modifications relating to projects sponsored by NDOT. Amendments will include a project description that provides sufficient detail to allow the proposed changes to be explained to the RTCWC Board, as well as a justification for the change.
- C. NDOT will provide a list of projects obligated during the federal fiscal year at the end of each program year. The annual list of obligated projects should include both highway and transit projects and should identify the fund source and the amount obligated in accordance with 23 CFR 450.332.
- D. NDOT will provide, for each federal fund source, the revenues available (including both unobligated funds carried forward from prior years and the amount appropriated during the fiscal year), the total amount obligated, any other deductions and the balance of funds remaining at the end of the fiscal year.

#### IV. Statewide Transportation Improvement Program (STIP)

- A. NDOT will develop a four-year STIP including projects in the areas of each MPO and in the rural regions of the State and will be responsible for securing the approval of the STIP by the United States Department of Transportation.
- B. The TIP, as developed by the RTCWC, will be incorporated into the STIP without change, directly or by reference.
- C. NDOT, in consultation with the RTCWC and the other MPOs in the State, shall develop procedures for the modification and amendment of the STIP. NDOT shall be responsible for notifying the RTCWC of the effective date of modifications and the approval date of amendments.

#### V. Public Transportation Planning

A. The RTCWC, acting as the transit agency for the Region, will ensure the RTP and TIP include all transit projects (both capital and operating) that are funded by Federal program funds.

- B. The RTCWC will consult with NDOT to ensure the RTP and TIP include information on transit projects in the non-urbanized parts of the region that are funded by Federal program funds.
- C. The RTCWC will include in the RTP information on the transit system and will outline the objectives of the RTCWC in respect of the various types and modes of public transportation in the region.

#### VI. Air Quality Planning

- A. The preparation of a new or revised RTP will be coordinated with the State Air Quality Implementation Plan (SIP) and the transportation demand and system management (TDM/TSM) measures.
- B. In accordance with the Clean Air Act and the U.S. EPA's conformity regulations (40 C.F.R. Part 51), the RTCWC, acting as the MPO, makes an air quality conformity determination on any new or revised RTP prior to Plan approval. Any such new or revised RTP is also provided to the FHWA and the FTA with a request that these federal agencies approve the conformity finding.

## VII. Public Participation Program

- A. The RTCWC will develop and maintain a Public Participation Plan that sets out the procedures to include the public and interested parties in the development of the Regional Transportation Plan and Transportation Improvement Program and other parts of the planning process, to seek public input and comment, and to inform decision makers of the extent and nature of comments received and the response to such comments
- B. The RTCWC will review, evaluate, and update its public participation plan at least every four years.
- C. The RTCWC will maintain a list of interested organizations and individuals who will receive notices of MPO plans, programs and projects.
- D. The RTCWC will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden.
- E. The RTCWC will maintain its website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries,

converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

#### VIII. Fiscal/Financial Planning

A. NDOT will provide the RTCWC with up-to-date fiscal and financial information and projections on the statewide and regional transportation improvement programs to the extent practicable.

- B. This will include anticipated federal funding resources by federal aid category by year for the four years covered by the TIP and by five-yearly intervals for the 20-30 year time frame of the RTP for the inclusion in the TIP and RTP financial charts.
- C. For each federal program for which funds are sub-allocated to Washoe County, NDOT will provide an annual statement identifying:
  - 1. Unobligated funds brought forward from the previous year;
  - 2. Funds appropriated during the year;
  - 3. Fund obligated during the year and any adjustments thereto;
  - 4. Unobligated funds balance.
- D. For each federal transit program for which funds are allocated to Washoe County, the RTCWC will provide an annual statement identifying:
  - 1. Unobligated funds brought forward from the previous year;
  - 2. Funds appropriated during the year;
  - 3. Funds obligated during the year and any adjustments thereto;
  - 4. Unobligated funds balance.
- E. NDOT will notify the RTCWC when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.

## IX. Performance Measurement and the Management of Congestion

- A. In developing the RTP and TIP, RTCWC will incorporate the national goals, measures and standards of system performance established under the provisions of MAP-21.
- B. RTCWC will coordinate with NDOT in the establishment of multimodal transportation system performance targets for the region. These will reflect national goals and standards as applied to the circumstances and priorities of the region.
- C. RTCWC will cooperate with NDOT to collect data and conduct system performance monitoring. RTCWC will report on progress towards meeting system performance targets as part of the biennial development of major TIP updates and will assist NDOT as needed in meeting state reporting requirements under MAP-21.
- D. To address the national goal of reducing congestion, RTCWC will gather and analyze data to define the extent and duration of congestion in the region, to identify the causes of congestion and to identify congestion management strategies.
- E. As part of the Congestion Management Process (CMP), the RTCWC will develop implementation activities in coordination with NDOT to address congestion and other performance issues, and will include priority projects in the RTP and TIP.

#### Amendments to this Document

This Statement on Transportation Planning may be amended from time to time to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

#### **Effective Date**

This Statement will be effective after it has been endorsed by the RTCWC as part of the UPWP, and as soon as that UPWP has been approved by NDOT and the relevant Federal transportation agencies.

## **No Limitation on Statutory Authority**

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Nevada law, federal law, local ordinance, or interlocal agreement.



## **APPENDIX B**

## **Federal Planning Factors and Emphasis Areas**

		i Guera		NP Tasks a		Emphasis	Altas		
			Accessibility	Environment	Integration	Transportation	Preservation	Resiliency	
Economic Vitality	Safety	Security	and Mobility	and Quality	and	System	of Existing	and	Travel and Tourism
			7	of Life	Connectivity	Management ing Planning	System	Reliability	
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			2.1 RTC Dev	elopment F	Review & M	eeting Attend	ance		
•	•		•	•	•	•		•	•
			3.1 Region	al Transport	tation Impro	ovement Prog	ram		
•	•	•	•	•	•	•	•	•	•
			3.4 Regio	nal Transpo	rtation Plar	n (RTP) Activit	ies		
•	•	•	•	•	•	•	•	•	•
			3.5	Congestion	Manageme	nt Process			
	•		•	•	•	•	•	•	
			3.10 Pi	ublic Particii	nation Plan				l
•	•		•	•	•	·	•		•
			3 11	Community	/ Involveme	nt Planning			
•	•	•	•	•	•	•	•	•	•
			3	.13 Corrido	r and Area F	Planning			
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				5.2 Tra	nsit Plannir	ng	T		
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	6.1 Air Quality Modeling/Analysis										
				•		•	•	•	•		
	6.2 CMAQ Planning										
									•		
6.3 RTIP/RTP Conformity Analysis											
				•		•	•	•	•		

Planning Emphasis Areas and UPWP Tasks

	Planning Emphasis Area										
UPWP Task	Climate	Equity/ Justice 40	Complete Streets	Public Involvement	Strategic Hwy Network	FLMA Coordination	PEL	Data			
1.1 Administration/ Continuing Planning		•		•		•	•	•			
1.2 Unified Planning Work Program	•	•	•	•	•	•	•	•			
1.3 MPO Certification	•	•	•	•	•	•	•	•			
1.4 Statewide Planning	•	•	•	•	•	•	•	•			
1.5 Training	•	•	•	•	•	•	•	•			
2.1 RTC Development Review & Meeting Attendance	•	•	•	•	•	•		•			
3.1 Regional Transportation Improvement Program	•	•	•	•	•	•	•	•			
3.4 Regional Transportation Plan (RTP) Activities	•	•	•	•	•	•	•	•			
3.5 Congestion Management Process	•	•	•	•	•	•	•	•			
3.10 Public Participation Plan Development		•		•		•	•	•			
3.11 Community Involvement Planning	•	•	•	•	•	•	•	•			
3.13 Corridor and Area Planning	•	•	•	•	•	•	•	•			
3.XX Safety Action Plan		•	•	•				•			
3.XX Active Transportation Program	•	•	•	•				•			
4.1 Regional Road Impact Fee Activities		•		•			•	•			
4.2 Geographic Information System (GIS) Mgt.	•	•	•	•	•	•	•	•			
4.3 Traffic Forecasting	•	•			•			•			
4.18 RTC Traffic Model Upgrade/Conversion to TransCAD	•			•	•			•			
4.27 TMRPA Shared Services	•	•	•			•	_	•			
4.31 Data Collection and Analysis Program	•	•	•	•				•			
5.2 Transit Planning	•	•	•	•		•		•			

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Conformity Analysis     Indicates that task supports planning factor								
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Meeting Date: 4/18/2025 Agenda Item: 5.2

To: Regional Transportation Commission

From: Marquis Williams, Senior Technical Planner

SUBJECT: Neighborhood Network Plans 1 & 2 Status Update

#### **RECOMMENDED ACTION**

Receive a presentation on the status of the Central Reno & Central Sparks Neighborhood Network Plans.

#### **BACKGROUND AND DISCUSSION**

The Neighborhood Network planning effort kicked off in October of 2024 and is based on a recommendation from the Active Transportation Plan (approved in September 2024). 12 Neighborhood Network Plans (NNPs) are scheduled to be completed for the region. Plans aim to increase the number of walking and biking trips within a neighborhood by improving safety and comfort along key corridors. Using low-cost, quick-build implementation strategies along with before and after utilization data collection, the NNPs aim to create a comprehensive and responsive active transportation network accessible to a broader cross-section of the population.

To date, the initial outreach has been completed for the Central Reno NNP which kicked off in October 2024. RTC staff are working internally and with City of Reno staff to build a network representative of the qualitative and quantitative insights gained. The Draft Central Reno Plan is scheduled to be presented to the RTC Board in June 2025, and staff will seek approval for the Final Central Reno Plan in July 2025. The Central Sparks NNP, which kicked off in December 2024, is in the midst of the initial outreach process. The Draft Central Sparks NNP is scheduled to be presented to the Board in August of 2025 with staff seeking approval for the Final Central Sparks NNP in September 2025.

This item supports Strategic Roadmap Goal #2, "Promote neighborhood mobility" and FY2025 RTC Goal, "Initiate: Two Neighborhood Plans".

## **FISCAL IMPACT**

Funding for this item has been budgeted for in the FY2024-FY2025 Unified Planning Work Program (UPWP).

## **PREVIOUS BOARD ACTION**

9/20/2024 Approved a contract with Alta Planning + Design, Inc. for consulting services on Neighborhood Network Plans 1 & 2.

Meeting Date: 4/18/2025 Agenda Item: 5.3

To: Regional Transportation Commission

From: Laura Freed, Director of Administrative Services

SUBJECT: Fiscal Year 2026 Classification and Compensation Plan

# **RECOMMENDED ACTION**

Approve the classification plan and compensation schedule for Fiscal Year 2026, including a revised Pay for Performance program.

# **BACKGROUND AND DISCUSSION**

As part of implementing the recommendations in the 2023 culture study of the RTC, the agency has completed a classification and compensation study. The Board will recall that at at its November 2024 meeting, it received a report from the consultant on the results of this study. Furthermore, at its February 2025 meeting, the Board approved market adjustments for nine positions that were determined to be below market. This staff report represents the second and last piece of implementing changes to the classification and compensation plan for the RTC. This agenda item recommends policy changes to the Board. The practical applications of those policy changes will be presented with the annual RTC budget, however.

The policy changes to the RTC classification system and compensation system are as follows:

- 1. When this study began, the RTC had 65 different position descriptions. Almost all existing job descriptions were refreshed and either condensed or expanded as business needs dictated, with the result being that under the new classification plan, there are 56 different job descriptions in the agency. Furthermore, all RTC positions were organized into six occupational groups. Title changes were made to certain positions within the Engineering and Technical, Planning, Program Management/Business Analysis, and Staff Services occupational groups. Please note that no RTC personnel have been reclassified, though the job descriptions and certain job titles were revised to reflect more up to date information. All positions remain in the same pay band that they were previously. Pursuant to RTC Personnel Rule 4.1. and Rule 4.2., this recommendation constitutes a revision of the classification plan and therefore requires Board approval.
- 2. Tiered job classes were created for the following positions: Facilities Maintenance (FM) Specialist, Administrative Associate, and Management Analyst. Staff has developed a job progression for FM

- Specialist I III and Administrative Assistant I-IV. The management analyst series now consists of Management Analyst and Principal Analyst.
- 3. The RTC pay scales for both exempt and non-exempt positions have had 18% added to the top end, to allow for pay growth for employees who are at or near the top of the pay scale currently. Pursuant to RTC Personnel Rule 5.1., the new pay scales constitute the compensation plan for the agency and require approval by the RTC Board.
- 4. Pay for Performance is recommended to be adjusted in two ways: first, the plan provides for a Cost of Living Adjustment (COLA) based upon Consumer Price Index (CPI) data for the western states as published in March of each year; and second, the pay for performance pool will be based upon a recommendation from the Executive Director, taking into account the five-year rolling average of sales tax data. The intent of linking sales tax proceeds to pay for performance is to have the performance pool be responsive to changing economic conditions. As such, the pool may expand or contract based upon the condition of the local economy.

Pursuant to RTC Personnel Rule 5.7.2., RTC employees may be eligible for a COLA, and the RTC Board may approve a COLA percentage, as recommended by the Executive Director, as part of its review and approval of the annual agency budget.

Pursuant to RTC Personnel Rule 5.7.1., eligible RTC employees receive annual performance evaluations. In the evaluation period, employees receive and overall rating of either: (1) not meeting expectations/needs improvement; (2) fully successful; or (3) exceptional. RTC employees, both full-time and part-time, who receive an overall performance rating of "fully successful" or "exceptional" may be eligible for a performance-based salary increase tied to their overall performance rating. The RTC Board may approve, as part of its review and approval of the annual agency budget, funding for performance-based salary increases. The funding approved for such a purpose will be based upon a recommendation from the Executive Director to the Board regarding the percentages to be used for each overall performance rating.

As such, the RTC Personnel Rules as currently written are flexible enough that the four policy recommendations outlined above do not necessitate language changes to the RTC Personnel Rules.

This item supports Strategic Roadmap Goal #7, "Be an engaged organization" and FY2025 RTC Goal, "Complete comp. and class study, including identification of Pay for Performance future plan.".

# FISCAL IMPACT

The fiscal impact of the changes to employee salaries from Pay for Performance has been included in the FY 2026 agency budget.

# **PREVIOUS BOARD ACTION**

- 03/22/2024 Approved the contract for a classification and compensation study.
- 11/15/2024 Reviewed the classification and compensation study results.
- 02/21/2025 Approved market adjustments for nine positions that resulted from the compensation study.

		Job				
		Classification				
Title Code	Occupational Group/Job Classification Title	Code	Pay Grade	FLSA Status	Revision Date	EEO-4 Code
1000	ENGINEERING AND TECHNICAL					
1001	Engineering Technician	1001	29	Non Exempt		3
1002	Project Engineer	1002	35	Exempt		2
1003	Project Manager	1003	37	Exempt		2
1004	Engineering Manager	1004	40	Exempt		1
1101	Facilities Engineer	1101	35	Exempt		2
2000	PLANNING					
2001	Transportation Planner	2001	31	Exempt		2
2002	Senior Transportation Planner	2002	36	Exempt		2
2003	Transportation Planning Manager	2003	38	Exempt		2
2101	Transit Planner	2101	31	Exempt		2
2102	Senior Transit Planner	2102	36	Exempt		2
2103	Manager, Service Development	2103	38	Exempt		2
3000	PROGRAM MANAGEMENT AND BUSINESS ANALYSIS					
3001	Trip Reduction Analyst	3001	31	Exempt		3
3002	Security and Safety Administrator	3002	36	Exempt		4
3003	Transit Contract Administrator	3003	36	Exempt		3
3101	Mobility Specialist	3101	27	Non Exempt		5
3102	Mobility Services Manager	3102	36	Exempt		3
3201	Management Analyst	3201	33	Non Exempt		2
3202	Principal Analyst	3202	36	Exempt		2
4000	FINANCE AND BUDGET					
4001	Accounting Specialist	4001	25	Non Exempt		6
4002	Accounting and Payroll Specialist	4002	27	Non Exempt		6
4003	Accountant	4003	30	Non Exempt		2
4004	Senior Accountant	4004	33	Exempt		2
4005	Senior Financial Analyst	4005	36	Exempt		2
4006	Financial Manager	4006	39	Exempt		1
5000	STAFF SERVICES					

5001 Facilities Maintenance Specialist I	5001	23	Non Exempt	7
5002 Facilities Maintenance Specialist II	5002	25	Non Exempt	7
5003 Facilities Maintenance Specialist III	5003	27	Non Exempt	7
5004 Facilities and Fleet Maintenance Manager	5004	38	Exempt	1
5101 Customer Service Representative	5101	22	Non Exempt	6
5201 Human Resources Analyst	5201	31	Non Exempt	2
5301 Administrative Assistant I	5301	24	Non Exempt	6
5302 Administrative Assistant II	5302	25	Non Exempt	6
5303 Administrative Assistant III	5303	26	Non Exempt	6
5304 Administrative Assistant IV	5304	27	Non Exempt	6
5305 Agency Services Supervisor	5305	31	Exempt	6
5306 Executive Office Administrator	5306	28	Non Exempt	6
5401 Government Affairs Officer	5401	35	Exempt	2
5402 Public Information Officer	5402	35	Exempt	2
5403 Graphic and Web Designer	5403	29	Non Exempt	3
5404 Senior Graphic and Web Designer	5404	31	Non Exempt	3
5501 Information Technology Analyst	5501	30	Non Exempt	2
5502 Senior Information Technology Analyst	5502	33	Non Exempt	2
5503 Information Technology Manager	5503	38	Exempt	1
5601 Property Agent	5601	33	Exempt	2
5701 Procurement and Contracts Analyst	5701	31	Non Exempt	2
5702 Procurement Manager	5702	35	Exempt	2
5801 Intern	5801	21	Non Exempt	5
6000 EXECUTIVE MANAGEMENT				
6001 Executive Director	6001	N/A	Exempt	1
6002 Deputy Executive Director	6002	47	Exempt	1
6003 Director of Administration	6003	43	Exempt	1
6004 Director of Communications	6004	43	Exempt	1
6005 Director of Engineering	6005	44	Exempt	1
6006 Director of Finance/CFO	6006	43	Exempt	1
6007 General Counsel	6007	46	Exempt	1
6008 Director of Planning	6008	43	Exempt	1
6009 Director of Public Transportation	6009	43	Exempt	1

REGIONAL TRANSPORTATION COMMISSION					
EXEMPT SALARY SCHEDULE					

JULY 1, 2025 (FY 26) FY 25 FY 25 CLASS PAY HOURLY FY 26 FY 26 HOURLY ANNUAL MIN ANNUAL MID ANNUAL MAX BAND CODE JOB TITLE 0.0% 18.0% MIN MIN MAX MAX 27.37 40.09 47.31 \$ 56,929.60 \$ 77,663.25 \$ 98,396.90 28 27.37 7.22 28.72 7.57 81,509.38 \$ 103,281.15 29 28.72 42.08 49.65 \$ 59,737.60 \$ 30 7.96 52.20 \$ 62,712.00 \$ 85,647.33 \$ 108,582.66 30.15 30.15 44.24 46.50 31 5305 Agency Services Supervisor 31.63 31.63 8.37 54.87 \$ 65,790.40 \$ 89,960.00 \$ 114,129.60 2101 Transit Planner 2001 Transportation Planner 3001 Trip Reduction Analyst 32 33.16 33.16 48.77 8.78 57.55 \$ 68,972.80 \$ 94,336.94 \$ 119,701.09 33 5601 Property Agent 34.82 34.82 51.28 9.23 60.51 \$ 72,425.60 \$ 99,143.62 \$ 125,861.63 4004 Senior Accountant 9.69 63.54 \$ 75,982.40 \$ 104,075.92 \$ 132,169.44 34 36.53 36.53 53.85 35 1002 Project Engineer 38.36 38.36 56.54 10.18 66.72 \$ 79,788.80 \$ 109,280.29 \$ 138,771.78 1101 Facilities Engineer Government Affairs Officer 5401 5702 Procurement Manager Public Information Officer 5402 70.12 \$ 83,699.20 \$ 114,769.82 \$ 145,840.45 36 3102 Mobility Services Manager 40.24 40.24 59.42 10.70 3202 Principal Analyst 3002 Security and Safety Administrator 4005 Senior Financial Analyst 2102 Senior Transit Planner 2002 Senior Transportation Planner 3003 Transit Contract Administrator 73.67 \$ 87,880.00 \$ 120,554.10 \$ 153,228.19 37 1003 Project Manager 42.25 42.25 62.43 11.24 38 5004 Facilities and Fleet Maintenance Manager 44.31 44.31 65.55 11.80 77.35 \$ 92,164.80 \$ 126,525.36 \$ 160,885.92 5503 Information Technology Manager 2103 Manager, Service Development 2003 Transportation Planning Manager 39 4006 Financial Manager 46.51 46.51 68.36 12.30 80.66 \$ 96,740.80 \$ 132,261.79 \$ 167,782.78 40 1004 Engineering Manager 48.75 48.75 72.34 13.02 85.36 \$ 101,400.00 \$ 139,475.65 \$ 177,551.30 51.19 76.01 13.68 89.69 \$ 106,475.20 \$ 146,517.07 \$ 186,558.94 41 51.19 42 53.74 53.74 79.84 14.37 94.21 \$ 111,779.20 \$ 153,869.25 \$ 195,959.30 43 6003 Director of Administration 56.38 56.38 83.84 15.09 98.93 \$ 117,270.40 \$ 161,523.65 \$ 205,776.90 6004 **Director of Communications** 6006 Director of Finance/CFO Director of Planning 6008 6009 Director of Public Transportation 6005 Director of Engineering 59.15 59.15 88.07 15.85 103.92 \$ 123,032.00 \$ 169,595.50 \$ 216,159.01 44 109.14 \$ 129,064.00 \$ 178,035.73 \$ 227,007.46 114.67 \$ 135,428.80 \$ 186,973.70 \$ 238,518.59 62.05 62.05 16.65 45 92 49 46 6007 General Counsel 65.11 65.11 97.18 17.49 68.34 68.34 102.10 18.38 120.48 \$ 142,147.20 \$ 196,370.72 \$ 250,594.24 47 6002 Deputy Executive Director 48 71.73 71.73 107.26 19.31 126.57 \$ 149,198.40 \$ 206,228.67 \$ 263,258.94 49 75.23 75.23 112.63 20.27 132.90 \$ 156,478.40 \$ 216,458.74 \$ 276,439.07 50 78.97 78.97 118.34 21.30 139.64 \$ 164,257.60 \$ 227,355.65 \$ 290,453.70 51 82.84 82.84 124.28 22.37 146.65 \$ 172,307.20 \$ 238,670.02 \$ 305,032.83 52 86.97 86.97 130.98 23.58 154.56 | \$ 180,897.60 | \$ 251,187.46 | \$ 321,477.31

REGIONAL TRANSPORTATION COMMISSION				
NON-EXEMPT SALARY SCHEDULE				
July 1 2025 (EV 26)				

				July 1,	2025 (FY 2						
PAY BAND	CLASS	JOB TITLE	FY 25 HOURLY MIN	0.0%	FY 26 MIN	FY 25 HOURLY MAX	18.0%	FY 26 MAX	ANNUAL MIN	ANNUAL MID	ANNUAL MAX
20	0002	0052	18.52	0.070	18.52	26.94	4.85	31.79	\$ 38.521.60	!!	\$ 66,121.54
20			10.52	_	10.02	20.34	4.00	31.73	Ψ 30,321.00	Ψ 32,321.37	Ψ 00,121.04
21	5801	Intern	19.45	-	19.45	28.28	5.09	33.37	\$ 40,456.00	\$ 54,933.22	\$ 69,410.43
											,
22	5101	Customer Service Representative	20.40	-	20.40	29.68	5.34	35.02	\$ 42,432.00	\$ 57,639.30	\$ 72,846.59
23	5001	Facilities Maintenance Specialist I	21.40	=	21.40	31.14	5.61	36.75	\$ 44,512.00	\$ 60,471.01	\$ 76,430.02
24	5301	Administrative Assistant I	22.46	-	22.46	32.73	5.89	38.62	\$ 46,716.80	\$ 63,524.66	\$ 80,332.51
25	4001	Accounting Specialist	23.55	-	23.55	34.42	6.20	40.62	\$ 48,984.00	\$ 66,732.22	\$ 84,480.45
	5302	Administrative Assistant II									
	5002	Facilities Maintenance Specialist II									
26	5303	Administrative Assistant III	24.76	-	24.76	36.17	6.51	42.68	\$ 51,500.80	\$ 70,138.22	\$ 88,775.65
27	4002	Accounting & Payroll Specialist	25.96	-	25.96	37.99	6.84	44.83	\$ 53,996.80	\$ 73,619.73	\$ 93,242.66
	5304	Administrative Assistant IV									
	5003	Facilities Maintenance Specialist III									
	3101	Mobility Specialist									
28	5306	Executive Office Administrator	27.24	-	27.24	39.89	7.18	47.07	\$ 56,659.20	\$ 77,282.61	\$ 97,906.02
29	1001	Engineering Technician	28.58	-	28.58	41.90	7.54	49.44	\$ 59,446.40	\$ 81,142.88	\$102,839.36
	5403	Graphic and Web Designer								, , , , , , , , , , , , , , , , , , , ,	, , , , , , , , , , , , , , , , , , , ,
30	4003	Accountant	30.01	-	30.01	44.01	7.92	51.93	\$ 62,420.80	\$ 85,219.47	\$108,018.14
	5501	Information Technology Analyst									
31	5201	Human Resources Analyst	31.47	-	31.47	46.25	8.33	54.58	\$ 65,457.60	\$ 89,486.80	\$113,516.00
	5701	Procurement & Contracts Analyst								,	,
	5404	Senior Graphic and Web Designer									
32			33.03	-	33.03	48.57	8.74	57.31	\$ 68,702.40	\$ 93,956.30	\$119,210.21
33	3201 5502	Management Analyst Senior Information Technology Analyst	34.65	-	34.65	51.01	9.18	60.19	\$ 72,072.00	\$ 98,635.47	\$125,198.94
	5502	Jenior information reclinology Affailyst									
34			36.35	-	36.35	53.58	9.64	63.22	\$ 75,608.00	\$ 103,557.38	\$131,506.75
35			37.95	-	37.95	56.29	10.13	66.42	\$ 78,936.00	\$ 108,547.09	\$138,158.18
36			40.05	-	40.05	59.13	10.64	69.77	\$ 83,304.00	\$ 114,216.34	\$145,128.67

Title			Class Code		Grade	
Accountant			4003		30	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs a variety of increasingly complex accounting and statistical analysis functions in the maintenance of financial, technical, and accounting records for RTC. Performs a variety of technical tasks relative to assigned areas of responsibility.

**DISTINGUISHING CHARACTERISTICS:** This is the professional entry level class in the position within the Accounting series. Progression to the next level is not automatic.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Assists in the audit of vouchers payable and reviews accounts payable for accuracy, proper coding, and discounts taken or lost.
- Assists in the posting, balancing, and reconciliation of the general ledger and subsidiary accounts; assists
  with the monthly and year-end closing of financial records and prepares trial balances and related
  statements.
- Assists in reviewing subledger adjustments, internal and external reports, contracts, state revenue and project calculations, and other sources of financial information for accuracy and impact.
- Researches and analyzes accounting and technical transactions to resolve questions and validate data.
- Assists with working trial balances, identifies and corrects errors, and prepares journal entries to prepare
  reliable and accurate balance sheets and statements of revenues, expenditures/expenses, and changes in
  fund equity/balances.
- Assists in preparing supporting work papers and provide other assistance to auditors in periodic audits.
- Assists in preparing and submits various financial and technical reports as required.
- Performs accounting and financial activities, including general ledger, sub-ledgers, fixed assets control, and financial forecasts.
- Collects financial, technical, and administrative information and compiles data for reports; updates and corrects statistical databases.
- Prepares for financial audits by completing audit work papers and related financial documents for responding to and implementing independent audit standards.
- Responds to requests for information; provides technical information to departments, staff, and management as authorized; assists auditors as appropriate.
- Reviews source documents for compliance with rules and regulations; assists in determining proper handling of financial transactions and approving transactions within designated limits.
- Reviews, investigates, and corrects errors and inconsistencies in financial entries, transactions, documents, and reports.
- Maintains financial information system database; prepares accounting, technical, and cost allocation reports and models; makes journal entries and prepares trial balance.
- Reconciles accounts; supports special projects as directed; performs basic data analysis functions.
- Prepares and submits various financial and technical reports as required.
- Monitors compliance with Generally Accepted Accounting Principles, Government Accounting Standards Board (GASB), and RTC procedures.
- Maintains confidentiality of client information and financial records.
- Conducts basic statistical analyses and compiles data to address administrative, budget, and productivity issues.
- Assists with the preparation of notes to the Annual Comprehensive Financial Report (ACFR).

Job Description: Accountant

#### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- Basic bookkeeping principles and practices.
- Correct English usage including grammar, punctuation, and vocabulary.
- Legal, ethical and professional rules of conduct for finance professionals.
- Government Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and Government Finance Officers Association (GFOA) best practices, recommended practices and policies, rules and regulatory reporting requirements.
- Generally Accepted Accounting Principles (GAAP), including cost, managerial and fund-accounting principles and practices.
- Federal and state grant fund accounting regulations, procedures, and accountability standards.
- Budgeting activities including preparation, justification, maintenance, analysis, and status reporting.
- Automated and manual management reporting systems to create output formats and obtain accurate and complete financial information.
- Pertinent federal, state, and local laws, codes, and regulations.

#### Skill in:

- Analyzing and evaluating finance and accounting issues and policies.
- Updating financial and accounting information systems.
- Assessing and prioritizing multiple tasks, projects and demands.
- Effective oral and written communication and establishing effective working relations.
- Completing and submitting multiple projects in a timely manner.
- Performing reconciliations to determine accuracy of account balances.
- Preparing a variety of financial statements, records and reports.
- Analyzing and interpreting financial reports and technical fiscal data.

#### Ability to:

- Maintain confidentiality.
- Read, understand, and interpret manuals, policies, procedures, statutes, and administrative codes and regulations.
- Understand, interpret, and apply policies, procedures, and written and oral directions to specific situations.
- Interact positively with others including the public, elected officials, other organizational staff, and coworkers.
- Maintain confidentiality.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

#### Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

Job Description: Accountant

Employee's Acknowledgment: I acknowledge that I have read the above job description and have received a copy for my records.

Employee's Signature

Date Signed

Printed Employee Name \_\_\_\_\_\_\_

Title		Class Co	Grade			
Accounting and Payroll Specialist			4002		27	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs a variety of routine accounting tasks, and technical payroll accounting functions, maintaining accurate, complete, and organized accounting records.

**DISTINGUISHING CHARACTERISTICS:** This class is distinguished from the Accounting Specialist by the complexity of payroll duties assigned, the level of responsibility assumed, and the independence exercised.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Processes accounting transactions using computerized accounting software in an accurate and timely
  manner; reviews and processes various accounting forms, enters data into electronic and manual filing
  systems; reviews entries for accuracy and correctness.
- Responds to requests for information; provides technical information to vendors, customers, departments, staff and management as authorized.
- Maintains benefits and timesheet tables.
- Reviews source documents for compliance with rules and regulations; determines proper handling of financial and technical transactions.
- Prepares bi-weekly payroll; prepares all related payroll and benefit reports; prepares and submits various financial and technical reports as required.
- Researches, audits, and analyzes accounting and technical transactions to resolve questions and validate data; maintains records and files associated with accounting systems and purchasing requisitions.
- Reviews, investigates, and corrects errors and inconsistencies in documents and reports.
- Collects financial, technical and administrative information and compiles data for reports; updates and corrects statistical database.
- Prepares and submits various financial and technical reports as required.
- May assist employees with processing and completion of payroll and/or benefits documents.
- Reconciles transactions and data according to policies; records changes, resolves differences; reviews accounting records and corrects errors as required.
- Monitors all document preparation for accuracy, completeness, and compliance with Federal, state, and local policies and practices.
- Tracks invoices and monitors compliance with generally accepted accounting principles and RTC procedures.
- Maintains all aspects of confidentiality of employee and client information and financial records.

#### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

#### Knowledge of:

- Laws, rules, regulations, and procedures applicable to assigned position.
- Principles and practices of payroll preparation, reporting and maintenance.
- Automated financial management systems and spreadsheet and word processing software.
- Accounting and bookkeeping methods including accounts payable and accounts receivable practices, principles, and procedures, and their application to a variety of accounting transactions.
- Correct English usage including grammar, punctuation, and vocabulary.

#### Skill in:

• Reading, interpreting, and applying policies, procedures, and instructions.

Job Description: Accounting and Payroll Specialist

- Accurately tabulating, recording, balance, and audit assigned transactions.
- Creating and maintaining computer spreadsheet applications.
- Reviewing and analyzing own work for accuracy and completeness.
- Arithmetic, algebra, geometry, calculus, and statistics.
- Effective verbal and written communication and establishing effective working relations.
- · Organizing work and meet critical deadlines.

#### Ability to:

- Perform technical and clerical accounting work including establishing and maintaining a full range of financial records and files.
- Maintain confidentiality of sensitive information and data.
- Make and maintain accurate records on a daily, weekly, and monthly basis.
- Follow written and oral instructions.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience and Training:

Three (3) or more years of applicable experience, High School Diploma or above, OR an equivalent combination of education and experience.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

<b>Employee's Acknowledgment:</b> I acknowledge that I have read the above job description and have received copy for my records.							
Employee's Signature	Date Signed						
Printed Employee Name							

Title			Class Co	de	Grade	
Accounting Specialist		4001		25		
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs a variety of routine accounting tasks, ensuring accurate, complete, and organized accounting records.

**DISTINGUISHING CHARACTERISTICS:** The incumbent is responsible for performing an array of basic accounting tasks to support the Finance Department's activities.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Processes accounting transactions using computerized accounting software in an accurate and timely
  manner; reviews and processes various accounting forms; enters data into electronic and manual filing
  systems; reviews entries for accuracy and correctness.
- Responds to requests for information; provides technical information to vendors, customers, departments, staff and management as authorized.
- Reviews source documents for compliance with rules and regulations; determines proper handling of financial and technical transactions.
- Researches, audits, and analyzes accounting and technical transactions to resolve questions and validate data; maintains records and files associated with accounting systems and purchasing requisitions.
- Reviews, investigates, and corrects errors and inconsistencies in documents and reports.
- Collects financial, technical and administrative information and compiles data for reports; updates and corrects statistical database.
- Prepares and submits various financial and technical reports as required.
- Tracks invoices and monitors compliance with generally accepted accounting principles and RTC procedures.
- Reconciles transactions and data according to policies; records changes, resolves differences; reviews accounting records and corrects errors as required.
- Monitors all document preparation for accuracy, completeness, and compliance with Federal, state, and local policies and practices.
- Maintains confidentiality of client information and financial records.

### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

#### Knowledge of:

- Laws, rules, regulations, and procedures applicable to assigned position.
- Automated financial management systems and spreadsheet and word processing software.
- Accounting and bookkeeping methods including accounts payable and accounts receivable practices, principles, and procedures, and their application to a variety of accounting transactions; and
- Correct English usage including grammar, punctuation, and vocabulary.

### Skill in:

- Reading and applying policies, procedures, and instructions.
- Accurately tabulating, recording, balancing, and auditing assigned transactions.
- Creating and maintaining computer spreadsheets.
- Reviewing and analyzing own work for accuracy and completeness.
- Effective oral and written communication.
- Establishing effective working relationships.

Job Description: Accounting Specialist

- Organizing work and meeting critical deadlines.
   Ability to:
- Make and maintain accurate accounting records on a daily, weekly, and monthly basis; and
- Follow oral and written instructions.
- Handle multiple concurrent projects and manage priorities and tasks to meet schedules and timelines.
- Prepare, examine, and verify a full range of accounting documents and reports.
- Maintain confidentiality of sensitive information and data.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

One (1) year applicable experience, High School Diploma or equivalent; OR an equivalent combination of education and commensurate experience.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

<b>Employee's Acknowledgment:</b> I acknowledge that I have read the above job description and have receive copy for my records.					
Employee's Signature	Date Signed				
Printed Employee Name					
In compliance with applicable disability laws,	reasonable accommodations may be provided for qualified				

Title			Class Co	de	Grade	
Administrative Assistant I			5301		24	
Administrative Assistant II			5302		25	
Administrative Assistant III			5303		26	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary**: Under direct supervision, performs a wide range of administrative and office support activities to facilitate the efficient operation of the Agency.

**DISTINGUISHING CHARACTERISTICS:** This series is responsible for providing a variety of administrative and clerical support for the Agency's administrative function. Guidelines are available, but judgment is required to apply them effectively to the specific situation.

ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

### Administrative Assistant I

- Type, copy, scan, distribute, and proofread a variety of documents from rough draft, forms, copy, notes, recordings, or verbal instruction.
- Issue, receive, type, and process various documents, contracts, applications, or other forms; verify and review materials for accuracy, completeness, quality, and conformance with established regulations and procedures; apply policies and procedures in determining appropriate actions.
- Maintain various calendars for vehicles, equipment, and conference rooms; schedule and coordinate
  meetings/appointments; assist with the coordination of off-property meetings and events; handle room
  arrangements and correspondence for meetings including setting up audio/visual equipment, recording
  devices, and food/beverage needs.
- Document and maintain various office records, including but not limited to office activities, applications, projects, databases, purchases, and correspondence.
- Enter data into the computer; maintain database information; operate a variety of software programs.
- May serve as Agency receptionist; answer visitor inquiries; manage incoming phone calls and provide information and assistance to internal and external customers as required. May receive and direct visitors and clients.
- May receive, sort, and distribute incoming mail and deliveries. May apply postage and prepare courier requests for outgoing mail and deliveries.
- Maintain Lobby Directory photos, daily meeting listings, and announcements.
- · Stamp and accept bids for bid openings.

# **Administrative Assistant II**

- Duties required at the previous level, AND:
- Coordinate, make, process, and confirm staff travel and training arrangements, including registration, transportation, and accommodations for travel.
- Reconcile monthly p-card expenses.
- Research, compile, and verify information on various departmental and agency documents, reports, forms, applications, etc.
- Maintain office supply inventories for departments; complete purchase requisitions, as necessary; and route correspondence and forms for approval and signature.
- Serve as a clerk to various advisory committee and interagency meetings. Attend meetings; record, compile, transcribe and distribute minutes of meetings. Prepare, distribute, and/or post agendas, support materials, meeting minutes, and other various documents using the internet/intranet, email or mail for public and agency accessibility.

Job Description: Administrative Assistant I, II, III

- Coordinate special events, perform cost projections for events and track associated invoices and receipts.
- Process Right of Way paperwork and assist Engineering staff with administrative tasks related to RTC property acquisition, relocation, and disposal.
- Handle requests for information and data; receive and resolve routine complaints and explain programs to the public. Resolve administrative problems and inquiries; may confer with a higher authority on more difficult/complex issues.
- Update and post information to internal and external websites.
- Provide support to the eBuilder project management system: generate and distribute reports; answer
  questions and provide instructions to users; troubleshoot errors and exceptions; set up new projects in the
  system; and attend scheduled eBuilder training.

#### **Administrative Assistant III**

- Duties required at the previous levels, AND:
- Provide support to the RTC Clerk of the Board at RTC Board meetings as well as assist with agenda
  preparation, Board meeting minutes, and scheduling off-property Board retreats. Serve as back-up clerk at
  meetings in Clerk's absence.
- In the Agency Services Supervisor's absence, may serve as eBuilder liaison, including coordination with vendors, agency leadership, and consultants; analyze eBuilder system requirements to ensure functionality with other integrated financial and document management systems.
- Handle questions and concerns brought to the departments and ensure timely follow-through to resolution or reference to the appropriate manager or departments.
- Monitor department or division budgetary expenditures and records.
- Assign Sys Aid incidents and tasks to Agency Services staff in supervisor's absence, including reviewing
  requests for clarity, following up with the requestor to obtain additional information, and adding additional
  instruction for the assignee.
- Establish, maintain, revise, and update department filing systems.

# **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## **Administrative Assistant I**

Knowledge of:

- General office procedures, including file and record management.
- Protocols for business forms and correspondence.
- Telephone etiquette and protocol.
- Organization of filing systems for multiple workflows.
- English language usage including spelling, grammar, punctuation, and vocabulary.

### Skill in:

- Locating RTC policies, procedures, and guidelines.
- Effective communication, both oral and written, and in composing correspondence, reports, and other written materials and documentation.
- Establishing effective working relationships with staff, coworkers, and the public.
- Operating a variety of office equipment, including computers and associated software applications such as word processing, spreadsheet, and project management/workflow software.
- Organizing and prioritizing daily work in an expedient manner.
- Completing and submitting multiple projects promptly.

#### Ability to:

- Read, understand and apply manuals, policies, procedures, statutes, and administrative codes and regulations.
- Understand and apply policies, procedures, and written and oral directions to specific situations.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain confidentiality.

Job Description: Administrative Assistant I, II, III

- Communicate effectively and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

#### **Administrative Assistant II**

Knowledge, skills and abilities required at the previous level, AND: Skill in:

Editing and management of web pages.

#### Ability to:

- Manage an increased and complex workload, organizing and prioritizing daily work.
- Interpreting and explaining policies, procedures, and guidelines of the agency to others.
- Plan events to include coordination, cost projections, tracking invoices and receipts.

#### **Administrative Assistant III**

Knowledge, skills and abilities required at the previous level, AND: Knowledge of:

- Budget management.
- Supervisory concepts.
- RTC Board meeting procedures, including agenda workflow.
- RTC financial and record management system concepts and workflow.
- eBuilder workflow and processes.

# Ability to:

- Prioritize multiple competing deadlines and assignments, both for self and for other Agency Services personnel.
- Exercise sound judgment in decision making and interpreting and applying policies and procedures.
- Provide guidance and/or direction to manage workload to other Administrative Assistants.
- Obtain eBuilder certified professional certification.

# Experience, Education and/or Training:

#### Administrative Assistant I

Six (6) months of applicable experience, High School Diploma or equivalent, OR equivalent combination of education and experience. Notary Public preferred. Valid driver's license required.

### **Administrative Assistant II**

Experience, Education and/or Training required at the previous level PLUS one (1) year of applicable experience.

#### **Administrative Assistant III**

Experience, Education and/or Training required at the previous levels PLUS two (2) years of applicable experience.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

Job Description: Administrative Assistant I, II, III

<b>Employee's Acknowledgment:</b> I acknowledge that I hav copy for my records.	e read the above job description and have received	a
Employee's Signature	Date Signed	
Printed Employee Name	<u> </u>	
In compliance with applicable disability laws, reasonable a	accommodation may be provided for qualified	

Title			Class Cod	е	Grade	-
Administrative Assistant	IV		5304		27	
FLSA Status:	Non-Exempt	Established:	December 2024	Revised:	April 2025	

**Summary**: Under general supervision, performs a wide range of administrative and office support activities to facilitate the efficient operation of the RTC Board of Commissioners as well as the financial and legal activities of the agency.

**DISTINGUISHING CHARACTERISTICS:** This job class is distinguished from other Administrative Assistants by the duty of serving as Clerk to the RTC Board of Commissioners, as well as formatting and routing agency contracts. The incumbent independently performs a wide range of complex duties under general guidance from the senior management team.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Duties required at the lower level of Administrative Assistants, AND:
- Serves as Clerk of the Board of RTC Commissioners, preparing agendas, overseeing agenda item workflow, and distributing materials for RTC Board meetings, among other duties.
- Administers RTC Commissioners' discretionary funds.
- Attends each RTC Board meeting to track attendance, take minutes, record votes of the RTC Board, and control the Board room media in cooperation with RTC Information Technology staff.
- Receives requests for public records and provides them to the pertinent RTC staff; works with the Director
  of Legal Services to review responsive materials; provides responses to requestors; and archives all
  responses.
- Routes agency contracts for signatures and agendizes all contracts that require RTC Board approval.
- Supports the RTC Investment Committee.
- Assists with bus pass inventory tracking.
- May train, supervise, and/ or schedule a team of other Administrative Assistants and other supervisory duties as appropriate for managing people.

#### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

Knowledge, skills and abilities required at the lower level of Administrative Assistants, AND: Ability to:

- Communicate effectively with RTC Board members.
- Analyze problems and develop creative solutions.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and

Job Description: Administrative Assistant IV

single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

<b>Employee's Acknowledgment:</b> I acknowledge that I have read the above job description and have receive copy for my records.					
Employee's Signature	Date Signed				
Printed Employee Name	_				

Title			Class Cod	de	Grade	
Agency Services Super	visor		5305		31	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, is responsible for supervising assigned staff and performing a wide variety of complex, confidential, advanced administrative and routine programmatic support functions for the agency.

**DISTINGUISHING CHARACTERISTICS:** This level is distinguished from other levels in the administrative support class series by the performance of complex and/or specialized office support responsibilities. The incumbent supervises and reviews the work of Agency Services and provides for the instruction and training of assigned staff.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provide staff support to the agency, including coordination and organization of services and activities; confer with management on administrative issues and provide recommendations for organizational or procedural changes affecting support activities, work methods, techniques, systems and equipment.
- Supervises the work of the Administrative Assistant group and assigns staff requests for administrative
  assistance. Schedules and evaluates the performance of the administrative team, and other supervisory
  duties appropriate for managing people.
- Oversee the eBuilder project management system and troubleshoot and correct exceptions and errors.
- Utilizes various computer applications and software packages; enters data; maintains and generates
  reports from a database or network system; designs, maintains, and utilizes data to develop reports using
  spreadsheet software; creates, formats, and revises charts, graphs, flowcharts, worksheets, booklets,
  brochures, and forms using various software.
- Interprets policies, procedures, contracts, rules and regulations.
- May prepare reports and complete forms for various federal and state agencies.
- Directs and participates in special projects, assignments and activities by coordinating the activities of
  involved staff, collecting and analyzing information to write or produce reports which present and interpret
  data, identify alternatives and provide recommendations for change.
- Oversees initial and ongoing use of office systems, work methods, and procedures by coordinating
  implementation, training staff in proper use, assisting problem resolution at the user level, and monitoring
  operations to ensure that systems, methods, and procedures are used correctly and efficiently.
- Reviews and evaluates work methods and procedures for administrative staff; recommends changes in work processes, forms, and workflow to ensure efficient operations in compliance with policies and standards.
- Performs a variety of administrative duties such as purchasing, contract administration, represent management/administration at meetings or other venues, as assigned.
- May monitor expenditures against budget; prepare purchase requisitions and requests for payment; manage and reconcile and approve monthly p-card expenses.
- May arrange and coordinate meetings; draft and finalize agendas, minutes, and correspondence; coordinate assembly and distribution of agenda documents; prepare notices for publication and mailing; attend meetings and takes, transcribes, and assures proper distribution and filing of minutes.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.

Job Description: Agency Services Supervisor

### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- Organization policies and procedures.
- Principles of confidential file management and record keeping.
- Management information systems and software programs used in assigned areas.
- Terms and acronyms commonly used in the RTC business functions.
- Laws, statutes, codes, regulations, and standards pertaining to the area of assignment.
- Principles and practices of supervision.
- Techniques of record-keeping and reporting; alphabetical and subject matter filing systems.
- Correct English usage including grammar, punctuation, and vocabulary.
- Word processing and spreadsheet software.

### Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people. Maintain objectivity in all staff related matters.
- Apply and interpret modern office procedures and methods.
- Recognize work methods and procedures which promote a safe working environment and train staff in the same.
- Compile and tabulate data and information to complete and maintain accurate records; Perform accurate mathematical calculations.
- Write concise and accurate narrative reports.
- Communicate orally in a clear, concise manner.
- Access and operate computer equipment and software including spreadsheets, databases, and word processing.
- Interpret and apply pertinent laws, regulations, and standards, including administrative and departmental policies and procedures.
- Plan and organize work to meet schedules and timelines.
- Verify the accuracy and completeness of documents, data, and information.
- Maintain confidentiality.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Five (5) years of applicable experience including two (2) years in a supervisory role, Associate's or above degree; OR equivalent combination of education and experience. Valid driver's license required.

#### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

<b>Employee's Acknowledgment:</b> I acknowledge that I have read the above job description and have received a copy for my records.					
Employee's Signature	Date Signed				
Printed Employee Name					

Job Description: Agency Services Supervisor

Title			Class Co	de	Grade	
Customer Service Repre	esentative		5101		22	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under close supervision, provides customer service to the public through phone, e-mail or face-to-face contact; provides information and responds to inquiries.

**DISTINGUISHING CHARACTERISTICS:** Employees in this classification work as part of a team and under direct supervision. As experience is gained, an incumbent may work more independently within established guidelines. Positions at this level are characterized by assignments which can be carried out by following clear guidelines and the availability of supervision in non-routine situations. This is a high-volume position with an emphasis on customer satisfaction.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Answers inquiries regarding transportation services, routes, schedules, stop locations, trip planning and fares.
- Responds to customer complaints with explanations, information, and advice; tracks activities for reporting.
- Responds to inquiries about the RTC ADA Paratransit certification process, procedures and eligibility.
- Provides information to applicants who are outside the ADA service area and offers alternate modes of transportation.
- Serves as Agency receptionist; answers visitor inquiries; manages incoming phone calls, etc. Provides
  information and assistance to internal and external customers as required. Receives and directs visitors
  and clients. Receives, sorts, and distributes incoming mail and deliveries. Applies postage for outgoing
  mail.
- Utilizes street map directory, computer terminal, other transit information and other reference materials and makes general conclusions based upon established service area parameters.
- Assists paratransit staff with Travel Training.
- Assists customers completing applications and verify identification for receipt of senior citizen, veterans and disabled ID cards. Processes Washoe Senior Ride applications.
- Prepares routine written correspondence.
- Mails bus schedules, fare media and other information as requested.
- Provides customer assistance and troubleshoots ticket vending machines (TVM) machines for repair.
- Sells public transportation fare media and other revenue items over the counter; maintains accurate reconciliations records for all revenue instruments and cash receipts.
- Provides information about public transportation services at meetings and public open houses; prepares promotional packets.
- Processes orders for mail order fare media.
- Performs on-board passenger surveys.
- Serves as an ambassador to passengers and visitors to our community.
- Coordinates with contracted security personnel to ensure the safety of passengers and visitors at RTC transit stations.

#### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- Public transportation alternatives, RTC fixed bus routes, RTC micro transit service area, and RTC ACCESS paratransit services.
- Fare structures and eligibility.
- · Common office equipment operations.
- Applicable computer software programs.
- Telephone etiquette and protocol.
- Departmental policies and procedures.
- County and regional streets and landmarks
- ADA and other pertinent laws and regulations.

#### Skill in:

- Identifying the needs of customers.
- Operating a personal computer, utilizing spreadsheets, word processing software and hard copy record keeping systems.
- Reading street maps and bus schedules.
- Operating office equipment such as copiers, printers, and postage machines.
- Effective oral and written communication and establishing effective working relations.
- Defusing heated situations.
- Completing and submitting multiple projects in a timely manner.

## Ability to:

- Handle multiple concurrent projects and manage priorities and tasks to meet schedules and timelines.
- Locate general agency program and project information to answer customer inquiries or direct them to the appropriate staff.
- Perform technical and clerical accounting work including establishing and maintaining a full range of financial records and files.
- Maintain confidentiality of sensitive information and data.
- Make and maintain accurate records on a daily, weekly, and monthly basis.
- Follow written and oral instructions.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) months of applicable experience, High School Diploma or equivalent, OR equivalent combination of education and experience. Spanish and English bilingual skills preferred.

#### Working Conditions and Physical Effort:

Moves within an office setting with some travel on bus routes for on-board passenger surveys. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

Job Description: Customer Service Representative

Employee's Acknowledgment: I acknowledge that a copy for my records.	at I have read the above job description and have received	d
Employee's Signature	Date Signed	
Printed Employee Name		
In compliance with applicable disability laws, reason	hable accommodations may be provided for qualified	

Title			Class Co	de	Grade	
Deputy Executive Director			6002		47	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under direction from the Executive Director, provides senior management assistance and resources to meet RTC goals and objectives in providing county-wide street and highway transportation systems, fixed route transit and paratransit service, and regional planning and leadership on transportation issues.

**DISTINGUISHING CHARACTERISTICS:** This position provides the highest level of executive support to the Executive Director and may serve as acting Executive Director.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Assists the Executive Director in providing leadership and direction to the senior management team for their departmental plans, programs and operations including, but not limited to, operation of public transportation services; agency capital projects; new road construction; roadway improvement/reconstruction and preventive maintenance; short and long range multimodal transportation planning; financial planning; staffing and personnel; organizational improvements; and support to the RTC Board of Commissioners; monitors the results to assure that departments work cooperatively and achieve tactical goals and outcomes.
- Assumes the duties of the Executive Director in cases where the Executive Director is absent or on leave.
- Establishes short-range and long-range strategies, resource requirements and utilization, and goals; organizes management strategies to ensure proper execution of agency operations and programs.
- Carries out the Executive Director's directions and priorities and completion timelines for the overall
  operations of RTC to be carried out soundly and efficiently.
- Assures effective communication of issues and strategies between departments, between RTC and external
  agencies, the public, community leaders and elected officials.
- Assists with implementation of new directions for RTC, its departments and senior personnel.
- Assists Executive Director with managing overall performance and productivity; directs the continuous improvement of the work outcomes; and assures the satisfaction of internal and external customers.
- Interprets RTC policies and procedures for senior management, advising them of effective strategies for complex issues in regional transportation.
- Makes professional presentations to executive management, elected officials, the public, and other stakeholders, including testimony at City Councils and County Commission, State Transportation Board, legislative hearings, and Congressional hearings.
- May assist with difficult HR issues such as performance evaluations, discipline or termination.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

# **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- Governmental agencies' operations related to transportation.
- Management techniques and strategic planning.
- Regional transportation regulations, operations, and manuals.
- Human resource policies, practices, and employment law.
- Fiscal planning and management for transportation.
- Urban land usage, roadway engineering, maintenance, and construction practices.

Job Description: Deputy Executive Director

• Legal terminology, legal contracts, financial operations (including budgeting and strategic planning), roadway engineering and maintenance, and regional transportation planning.

#### Skill in:

- Consensus-building and effective communication.
- Public speaking and presentation development.
- Leading diverse groups toward common goals.
- Interpreting complex policies with clear explanations.
- Executing contracts to successful completion.

#### Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Graduate degree in related field preferred. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Printed Employee Name	_	

Title			Class C	ode	Grade	
Director of Administration			6003	}	43	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general direction, plans, directs, manages, and oversees the activities and operations of the Administrative Services Department including human resources, information technology, agency services and related operations and activities. Coordinates assigned activities with other departments and outside agencies. Serves as the Equal Employment Opportunity (EEO) Officer and the Americans with Disabilities (ADA) Coordinator. Participates in agency and community outreach activities. Provides highly responsible and complex support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Director in Administration.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership; develops, implements, and directs all administrative programs and operations, implementation of employee training programs and monitoring the results to assure that strategic and tactical goals and outcomes are achieved.
- Determines objectives and sets project priorities and completion timelines for department.
- Supervises Government Affairs Officer, Graphic and Web Designers, and Public Information Officer.
- Supervises IT Manager and Agency Services Supervisor and/or Manager.
- Supervises HR Analyst.
- Establishes and manages administrative controls to assure efficient operations and sound fiscal practices; meets RTC objectives through effective planning, staff management, and resource allocation.
- Develops and manages strategies to assure effective administrative planning and analysis; monitors compliance and keep current with applicable administrative requirements and filing of reports with government agencies.
- Manages performance and productivity; directs the continuous improvement of work products; and assures the satisfaction of internal and external customers.
- Directs, supervises, administers, and develops administrative policies, standards, and procedures, recommends and implements solutions in compliance with applicable state and Federal regulations.
- Advises staff on complex administrative issues.
- Assures effective communication between Administration and the senior management team; promotes a productive, efficient work environment through the development of positive employee relations.
- Monitor legislative or other applicable developments related to human resources, safety/security and information technology matters; evaluate impact on RTC operations; oversight of long-range planning.
- Must maintain a high level of confidentiality.
- Serves as a liaison between Administration and various regional government organizations, state and Federal agencies, assuring effective communications; makes professional presentations to executive management, elected officials, and other stakeholders.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Trains, supervises, schedules, evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

#### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

Knowledge of:

# Job Description: Director of Administration

- Human resources, public sector communications, and information technology best practices, policies, and regulatory requirements.
- Principles and practices of human resources and information technology, and strategic planning.
- Legal, ethical, and professional rules of conduct for administrative services.
- Federal and state grant fund accounting regulations, procedures, and accountability standards.
- Administrative management principles, including budgeting, strategic planning, and effective employee supervision and training.
- Principles of contract law, negotiations, and contract management.

#### Skill in:

- Collaborating with staff from core business functions (engineering, metropolitan planning, and public transportation).
- Developing and implementing cost-effective procedures for resource management.
- Effectively managing and leading staff, delegating tasks, and fostering teamwork and professionalism.
- Understanding and interpreting Federal, state, and county statutes, rules, and regulations; planning and implementing compliant program objectives.
- Effective verbal and written communication; establishing working relationships with department staff and regional organizations.
- Developing and administering departmental goals, objectives, and procedures.
- Analyzing and assessing programs, policies, and operational needs; making necessary adjustments.
- Identifying and addressing sensitive community and organizational issues; public speaking and interacting with diverse groups.
- Operating a personal computer with various software applications.

# Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
  - Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
  - Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. A generally accepted certification from a Human Resources professional association is preferred. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Printed Employee Name	

Job Description: Director of Administration

Title			Class C	ode	Grade	
Director of Communic	cations		6004	1	43	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general direction, plans, directs, manages, and oversees the activities and staff of the marketing/communications department. Coordinates assigned activities with other departments and outside agencies. Participates in agency and community outreach activities. Provides highly responsible and complex support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Director in Communications.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership for the Communications Department; develops, implements, and directs all Communications group programs and operations, monitoring the results to assure the group achieves tactical goals and outcomes.
- Directs the marketing communications, advertising, and visual/graphic design functions; determines objectives and sets priorities and completion timelines.
- Reviews RTC long-range strategies and determines messaging requirements and goals; organizes priorities to assure proper execution of communicating appropriate messages.
- Develops and manages strategies to assure effective marketing planning and analysis; monitors analysis of
  market position, marketing and information strategy and planning activities; manages the preparation and
  submission of reports; researches and develops new and additional methods for obtaining "market share"
  and educating relevant parties of services.
- Manages communications performance and productivity; directs the continuous improvement of the work products; and assures the satisfaction of internal and external customers. Responds to high visibility issues and concerns regarding RTC.
- Evaluates and analyzes policies and procedures and recommends and implements solutions; analyzes and implements changes in generally accepted principles of public sector communications; presents strategies for effective marketing/information management; and advises staff on complex marketing problem resolution and issues.
- Assures effective communication of issues and strategies between the Department and the executive management team; communicates to senior management the impact of business activities on marketing/communications strategies and programs.
- Serves as a liaison between RTC Communications Department and various advisory organizations, regional
  governments, community groups, developing consensus and assuring effective communications through
  promotional activities and advertisements; conducts public meetings and coordinates discussion on issues;
  makes professional presentations to executive management, elected officials, the public, and other
  stakeholders.
- Reviews and coordinates marketing directions, methods and materials; coordinates the approach of all concerned regarding proper marketing of RTC; assures compliance with applicable state and Federal regulations.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

#### **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

#### Knowledge of:

Management practices and supervisory techniques.

# Job Description: Director of Communications

- Communication and public relations methods.
- Public information laws, privacy laws, and electronic communication laws.
- Graphic arts principles for developing brochures and public information releases.

#### Skill in:

- Establishing effective relationships with media outlets, including TV, radio, and newspapers.
- Written, oral, and graphic communication.
- Proper utilization and control of resources, including departmental staff.
- Meeting deadlines.
- Completing and submitting multiple projects in a timely manner.

## Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Employee's Signature	Date Signed	_				
Printed Employee Name	_					

Title			Class Code		Grade	
Director of Engineering			6005		44	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general direction, plans, directs, manages, and oversees the activities and operations of the Engineering Department including street and highway project and contract management, traffic engineering functions, pavement preservation, and real property. Coordinates assigned activities with other departments and outside agencies. Participates in agency and community outreach activities. Provides highly responsible and complex support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Director in Engineering.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership; develops, implements, and directs Engineering programs and operations, monitoring the results to ensure that strategic and tactical goals and outcomes are achieved.
- Determines objectives and sets project priorities and completion timelines.
- Develops, recommends, and implements solutions to address the coordination, alignment, and integration
  of engineering services with program outcomes.
- Plans and manages resource allocations and budgets; ensures efficient operations and sound fiscal
  practices through effective planning, staff management, and resource allocation; manages the collection,
  analysis, and reporting of operational and financial data; analyzes and authorizes funding and expenditures;
  researches new funding opportunities.
- Manages performance and productivity; directs the continuous improvement of work products; and ensures
  the satisfaction of internal and external customers.
- Evaluates and analyzes policies and procedures; monitors and reviews regional transportation topics for issues or trends and recommends operational improvements.
- Ensures effective communication between Engineering and the senior management team; promotes a productive, efficient work environment through the development of positive employee relations.
- Analyzes and implements new engineering and construction technologies and methodologies and provides technical engineering analysis of alternative transportation solutions; advises staff on complex engineering issues; negotiates and resolves contract disputes.
- Signs and approves engineering plans for all RTC projects; reviews and approves status reports from program managers; coordinates schedule and plan modifications.
- Oversees and manages the activities of RTC's Property Agent, ensuring the proper acquisition and disposal
  of property.
- Serves as a liaison between Engineering and various regional government organizations, state and Federal
  agencies, and community groups; develops consensus; ensures effective communications; conducts public
  meetings; coordinates discussions on regional transportation issues; makes professional presentations to
  executive management, elected officials, the public, and other stakeholders.
- Reviews and approves agreements and contracts; ensures compliance with state and Federal regulations.
- Acts as the Regional Road Impact Fee Administrator for the region.
- Ensures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Maintains professional engineering competency mandated by the State of Nevada to safeguard the public's life, health, and property.
- Mentors and develops Engineering staff.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

Job Description: Director of Engineering

#### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- Principles, practices, and techniques of civil engineering and project management.
- Methods and techniques in designing, constructing, and maintaining transportation systems, buildings, grounds, and public works projects.
- Administrative management, including cost accounting, budgeting, strategic planning, and employee supervision and training.
- Principles of contract law, negotiations, and contract management.
- Legal terminology and processes applicable to the field.

#### Skill in:

- Developing and implementing cost-effective resource management procedures.
- Negotiating contract disputes with contractors and consultants.
- Analyzing transportation engineering issues and policies and preparing and presenting recommendations.
- Managing and leading staff, delegating tasks, and fostering teamwork and professionalism.
- Understanding and interpreting Federal, state, and county statutes, rules, ordinances, codes, and regulations, ensuring program compliance.
- Effective oral and written communication and establishing working relationships with staff and regional organizations.
- Developing and administering departmental goals, objectives, and procedures.
- Analyzing programs, policies, and operational needs, making necessary adjustments.
- Responding to sensitive community and organizational issues and concerns.
- Public speaking and engaging with diverse groups.
- Operating a personal computer with various software.

#### Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

#### Experience, Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Current registration as a Professional Engineer in the State of Nevada required. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Visual acuity to read engineering plans and specifications.

Job Description: Director of Engineering

<b>Employee's Acknowledgment:</b> I acknowledge that I have recopy for my records.	ead the above job description and have received a
Employee's Signature	Date Signed
Printed Employee Name	
In compliance with applicable disability laws, reasonable accoundividuals with a disability who require and request such accentuaged to discuss potential accommodations with the R	commodations. Applicants and incumbents are

Title C		Class Co	Class Code			
Director of Finance/CFO			6006		43	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general direction, plans, directs, manages, and oversees the activities and operations of the Finance Department including revenue tracking, internal auditing, budget preparation, accounting, procurement and risk management; coordinates preparation of the Annual Comprehensive Financial Report (ACFR) and other financial reports. Coordinates assigned activities with other departments and outside agencies. Participates in agency and community outreach activities. Provides highly responsible and complex support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Director in Finance.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership; develops, implements, and directs all finance, accounting, risk management, and
  procurement programs and operations, monitoring the results to assure that strategic and tactical goals
  and outcomes are achieved.
- Determines objectives and sets project priorities and completion timelines.
- Establishes and manages accounting controls to assure efficient operations and sound fiscal practices;
   meets RTC objectives through effective planning, staff management, and resource allocation.
- Handles issuance of debt instruments through bonding process.
- Develops and manages strategies to assure effective financial planning and analysis; monitors analysis of budget and financial variables, revenue cycle, and financial planning activities; manages the preparation and filing of financial reports with government agencies; researches and develops new and additional funding options.
- Manages performance and productivity; directs the continuous improvement of work products; and assures the satisfaction of internal and external customers.
- Directs, supervises, administers and develops financial policies, standards and procedures, recommends and implements solutions; analyzes and implements changes in a manner consistent with sound governmental accounting, budgeting and financial management practices. Advises staff on complex finance issues.
- Assures effective communication between Finance and the senior management team. Promotes a productive, efficient work environment through the development of positive employee relations.
- Monitors legislative developments related to finance, accounting and procurement matters; evaluates impact on RTC operations; oversight of long-range financial planning and forecasting functions.
- Serves as a liaison between Finance and various regional government organizations, state and Federal
  agencies, and community groups; developing consensus and assuring effective communications; conducts
  public meetings and coordinates discussions on regional transportation issues; makes professional
  presentations to executive management, elected officials, the public, and other stakeholders.
- Reviews and approves agreements and contracts; assures compliance with state and Federal regulations.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

Job Description: Director of Finance/CFO

# **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Government Accounting Standards (GASB, FASB, GFOA best practices).
- Government Audit Standards.
- Cost accounting, budgeting, procurement, and strategic planning principles.
- Legal, ethical, and professional rules for finance officers.
- Federal and state grant fund accounting regulations and procedures.
- Administrative management, including employee supervision and training.
- Principles of contract law, negotiations, and management.

#### Skill in:

- Developing and implementing cost-effective management procedures.
- Leading and managing staff, delegating tasks, fostering teamwork, and professionalism.
- Interpreting and ensuring compliance with Federal, state, and county regulations while planning and implementing objectives.
- Communicating effectively, both verbally and in writing, and building strong working relationships.
- Developing and administering departmental goals and objectives.
- Analyzing and assessing programs, policies, and operational needs, making necessary adjustments.
- Addressing sensitive community and organizational issues.
- Public speaking and engaging with diverse groups.
- Operating a personal computer with various software.

## Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Registration as a Certified Public Accountant with the State of Nevada preferred. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Job Description: Director of Finance/CFO

Title			Class Co	de	Grade	
Director of Planning			6008		43	
FLSA Status:	Exempt	Established:	December 2024	Revised:	April 2025	

**Summary:** Under general direction, plans, directs, manages, and oversees the activities and operations of the Planning Department's Metropolitan Planning Organization activities, including developing plans and reports required by federal and state legislation as well as RTC agency policy; coordinates assigned activities with other departments and outside agencies. Participates in agency and community outreach activities. Provides highly responsible and complex support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Director in Planning.

ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Manages services and activities of the Metropolitan Planning Organization (MPO), including implementation
  of the goals and priorities of the Unified Planning Work Program (UPWP).
- Provides leadership; develops, implements, and directs all Planning programs and operations, monitoring
  the results to assure that strategic and tactical goals and outcomes are achieved.
- Determines objectives and sets project priorities and completion timelines.
- Develops, recommends, and implements solutions to address the coordination, alignment, and integration
  of planning services with program outcomes.
- Directs and participates in various committees and task forces; organizes activities and provides staff support.
- Prepares and reviews narrative and statistical reports, correspondence, agenda items, policy papers, presentations, and other written materials.
- Navigates complex zoning codes, statutory prerequisites, and national and local regulations.
- Collaborates with government agencies, community organizations, industry stakeholders, and the public to gather input, build consensus, and foster support for planning initiatives.
- Participates in policy development, implementation, and long-range planning.
- Develops and implements projects and programs to achieve established goals.
- Maintains knowledge of planning trends and takes appropriate action to ensure efficient planning services.
- Works with supervisors and managers to assist them with planning matters.
- Develops annual operating budgets and provides fiscal direction to the Planning staff.
- Represents the RTC at community and business meetings.
- Plans and manages resource allocations and budgets; ensures efficient operations and sound fiscal
  practices through effective planning, staff management, and resource allocation; manages the collection,
  analysis, and reporting of operational and financial data; analyzes and authorizes funding and expenditures;
  researches new funding opportunities.
- Manages performance and productivity; directs the continuous improvement of work products; and ensures
  the satisfaction of internal and external customers; responds to high visibility issues and concerns regarding
  RTC planning.
- Ensures effective communication between Planning and the senior management team; promotes a productive, efficient work environment through the development of positive employee relations.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

Job Description: Director of Planning

# **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Principles, practices, and techniques of transportation and/or long-range planning and planning management.
- Administrative management principles, including budgeting, strategic planning, and employee supervision and training.
- MPO structure, practice, and requirements.
- Complex regulatory frameworks and statutory requirements to ensure compliance and minimize legal risks. Skill in:
- Developing and refining transportation planning policies that align with broader social, economic, and environmental goals.
- Understanding and interpreting Federal, state, and county statutes, rules, ordinances, and regulations for compliance.
- Developing and implementing cost-effective procedures for resource management.
- Communicating effectively, both orally and in writing, and establishing working relationships with staff, government entities, community organizations, industry stakeholders, and the public.
- Developing and administering departmental goals, objectives, and procedures.
- Analyzing and assessing programs, policies, and operational needs, and making necessary adjustments.
- Identifying and addressing sensitive community and organizational issues.
- Public speaking and engaging with diverse groups, including presentations to the RTC Board of Commissioners.
- Operating a personal computer with various software applications including GIS programs and applications.

### Ability to:

- Understand and manage high-profile, sensitive or controversial political situations
- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience. Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Valid driver's license required. American Institute of Certified Planners (AICP) certification preferred.

# Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events and site visits. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Job Description: Director of Planning

Title			Class Code		Grade
Director of Public Tr	ansportation		6009	9	43
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under general direction, plans, directs, manages, and oversees the activities and operations of the Public Transportation and Operations Department including planning; project and contract management; facilities maintenance; customer service and mobility functions. Coordinates assigned activities with other departments and outside agencies. Participates in agency and community outreach activities. Provides highly responsible and complex support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Director in Public Transportation.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership; develops, implements, and directs Public Transportation programs and operations, monitoring the results to assure that strategic and tactical goals and outcomes are achieved.
- Determines objectives and sets project priorities and completion timelines.
- Develops, recommends, and implements solutions to address the coordination, alignment, and integration of public transportation services with program outcomes.
- Plans and manages resource allocations and budgets; ensures efficient operations and sound fiscal
  practices through effective planning, staff management, and resource allocation; manages the collection,
  analysis, and reporting of operational and financial data; analyzes and authorizes funding and expenditures;
  research new funding opportunities.
- Manages performance and productivity; directs the continuous improvement of work products; and ensures satisfaction of internal and external customers; responds to high visibility issues and concerns regarding RTC public transportation.
- Evaluates and analyzes policies and procedures; monitors and reviews regional transportation topics for issues or trends and recommends operational improvements.
- Ensures effective communication between Public Transportation and the senior management team; promotes a productive, efficient work environment through the development of positive employee relations.
- Analyzes and implements new transportation technologies and methodologies; provides technical analysis
  of alternative transportation solutions and innovations; advises staff on complex operations issues;
  negotiates and resolves contract disputes.
- Signs and approves operational plans for projects; reviews and approves status reports from program managers; coordinates schedule and plan modifications.
- Serves as a liaison between Public Transportation and various regional government organizations, state and Federal agencies, and community groups; develops consensus; ensures effective communications; conducts public meetings; coordinates discussions on regional transportation issues; makes professional presentations to executive management, elected officials, the public, and other stakeholders.
- Reviews and approves agreements and contracts; ensures compliance with state and Federal regulations.
- Ensures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

Job Description: Director of Public Transportation

# **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- Principles, practices, and techniques of transit operations.
- Methods and techniques for paratransit and fixed-route transportation options.
- Administrative management principles, including cost accounting, budgeting, strategic planning, and employee supervision and training.
- Principles of contract law, negotiations, and contract management.
- Legal terminology and processes applicable to the field, including transportation laws, road use, and passenger safety.

### Skill in:

- Developing and implementing cost-effective procedures for resource management.
- Negotiating contracts with contractors and consultants.
- Analyzing transit issues and policies, preparing, and presenting recommendations.
- Effectively managing and leading staff, delegating tasks, and fostering a professional work environment.
- Understanding and interpreting Federal, state, and county statutes, rules, ordinances, and regulations for compliance.
- Communicating effectively, both verbally and in writing, and establishing working relationships with staff and regional organizations.
- Developing and administering departmental goals, objectives, and procedures.
- Analyzing and assessing programs, policies, and operational needs, and making necessary adjustments.
- Identifying and addressing sensitive community and organizational issues.
- Public speaking and engaging with diverse groups.
- Operating a personal computer with various software applications.

### Ability to:

- Train, supervise, schedule, and evaluate the performance of a team.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Ten (10) years of applicable experience including five (5) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Co	de	Grade	
Engineering Manager			1004		40	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under limited supervision, provides guidance and counsel on the oversight of programs, contractors, projects, and processes, as well as managing their own road improvement projects. Participates in agency and community outreach activities provides highly responsible and complex administrative support to the Department Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Manager in Engineering.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership, direction, and guidance for assigned Engineers as well as the overall engineering
  program; monitors and analyzes compliance with contract specifications and plans; assures the program
  and projects achieves their strategic goals and timelines; assures the use of efficient techniques and sound
  engineering practices to meet project objectives; assures the satisfaction of internal and external
  customers.
- Reviews technical plans and negotiates schedules for assigned projects; the use of efficient techniques and sound engineering practices to meet program objectives through effective resource allocation.
- Mentors and advises assigned team members on project processes and works to encourage project manager development and independent problem-solving.
- Manages and oversees technical reports from staff, consultants, and others to meet project goals and schedules. Manages recommendations and approvals of changes to plans, proposals, designs, procedures, staffing, schedules, and/or project organization. Manages the activities regarding negotiation, coordination and facilitation of conflict resolution.
- Assures effective communication of issues and strategies between stakeholders and project management teams; advises staff on complex engineering issues, evaluates and analyzes issues, and recommends and implements solutions.
- Manages the collection, analysis and reporting of a program's operational and financial data; analyzes and authorizes program funding and expenditures; reviews contracts and agreements and verifies invoices.
- Develops cash flow and budget projections for engineering projects and programs.
- Makes presentations to the RTC Commissioners, advisory committees and professional organizations.
   Represents the RTC with the decision makers associated within cities, special interest groups, and the public.
- Participates on various technical and advisory teams, providing advice and information on project status and technical issues; advises other government agencies on engineering issues and projects.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Maintains professional engineering competency mandated by the State of Nevada to safeguard the public's life, health, and property.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.
- May act as department director in the absence of the Engineering Director.

## **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

Job Description: Engineering Manager

## Knowledge of:

- Principles, practices, and techniques of civil engineering and project management, focusing on transportation and traffic disciplines, including regional road impact fees, land use, development standards, and uniform traffic control standards.
- Design, construction, and maintenance methods for transportation systems and public works projects.
- Applicable Federal, state, and county regulations, policies, procedures, codes, and ordinances.
- Administrative management principles, including budgeting, strategic planning, and effective employee supervision and training.
- Negotiations and contract management principles.
- Customer service and public relations methods and practices.

#### Skill in:

- Developing and implementing procedures for cost-effective resource management.
- Analyzing transportation engineering issues and policies and preparing and presenting recommendations.
- Understanding and interpreting Federal, state, and county statutes, rules, ordinances, codes, and regulations, and ensuring compliance in program planning and implementation.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Effective communication, both verbal and written, and establishing working relations with department staff and regional government organizations.
- Reading and evaluating blueprints and technical schematics; data collection and analysis; mathematical and statistical calculations.
- Operating a personal computer with various software, including word processing, spreadsheets, and specialized traffic software.
- Leading and directing assigned staff and contractors.
- Public speaking and interacting with diverse groups.
- Completing and submitting multiple projects in a timely manner.

### Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience including three (3) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Current registration as a Professional Engineer in the State of Nevada required. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Visual acuity to read engineering plans and specifications.

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Job Description: Engineering Manager

Title			Class Co	de	Grade	
Engineering Technician			1001		29	
FLSA Status:	Non-Exempt	Established:	August 2024	Revised:	April 2025	

**Summary:** Under close supervision, incumbents at this level acquire the knowledge skills and ability to directly or indirectly assist engineers by applying basic principles, techniques and methods of science, engineering and mathematics to routine tasks associated with engineering related projects.

**DISTINGUISHING CHARACTERISTICS:** This is the entry level to the Engineering series.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Assists in the monitoring and inspections of RTC Engineering projects or RTC RIDE projects under supervision.
- Participates in a variety of activities including feasibility, materials, research, design, concept and scoping, environmental, safety, specifications, schedules, revisions in the process of designing and developing engineering projects.
- Participates in construction contract administration and oversight.
- Analyzes, summarizes and/or reviews data and reports findings,
- Writes or drafts correspondence, reports, documents and/or other written materials.
- Examines documents to verify applicability, legibility, completeness, accuracy, and/or consistency of information from one document to another, etc.
- Helps facilitate coordination with contractors, utility companies, other local government agencies, property owners and business owners.

### **QUALIFICATIONS FOR EMPLOYMENT:**

## Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Practical application of engineering science and technology, including principles of construction and maintenance of public works.
- Principles and practices of construction standards and specifications, as well as cost estimating.
- Arithmetic, algebra, geometry, calculus, statistics, and their applications.
- Applicable Federal, state, local laws, regulations, policies and procedures.

### Skill in:

- Communicating information and ideas clearly in speaking and writing so others will understand.
- Reading and evaluating blueprints and technical schematics.
- Data collection, analysis and summary.
- •
- Using mathematics and statistics to solve problems.
- Operating a computer using a variety of software applications, including project management software. Ability to:
- Work effectively with other RTC staff as well as staff from other public agencies and the public
- Manage time effectively and prioritize multiple tasks at once.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

Job Description: Engineering Technician

## Experience and Training:

One (1) or more years of applicable experience, High School Diploma or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Visual acuity to read engineering plans and specifications.

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Title		Class Code		Grade		
Executive Director			6001		N/A	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under the general direction of the Regional Transportation Commission (RTC) Board of Commissioners, leads, controls, monitors and directs the activities and staff of RTC in providing county-wide streets and highway transportation systems, fixed route transit and paratransit service, and regional planning and leadership on transportation issues.

**DISTINGUISHING CHARACTERISTICS:** This position is the executive officer of the Regional Transportation Commission.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Leads and directs RTC staff, through the management team, to develop RTC goals, policies, objectives, performance measures and projects for annual budget, short-range and long-range planning documents for approval by the RTC Board of Commissioners.
- Establishes all short-range and long-range strategies, resource requirements and utilization, and agency goals and reviews with senior management; organizes management strategies to ensure proper execution of agency operations and programs.
- Directs and establishes agency priorities; ensuring the RTC operations are carried out according to agency policy; obtains RTC Board approval to clarify policies as necessary.
- Interprets RTC policies and procedures for senior management, advising them of effective strategies for complex issues in regional transportation.
- Manages overall performance and productivity of agency and staff; directs the continuous improvement of
  work outcomes; and ensures the satisfaction of internal and external customers. Supervises senior
  management by counseling, advising, and conducting performance evaluations.
- Acts on final appeals of HR issues such as performance evaluations, discipline or termination.
- Ensures effective communication of issues and strategies internally within agency departments and externally between intergovernmental agencies, the public, community leaders and elected officials.
- Serves as a liaison between RTC, its Board of Commissioners, regional governments, federal, state, and local government, community groups, developing consensus and ensuring effective communications.
- Makes professional presentations to executive management, elected officials, the public, and other stakeholders, including testimony at City Councils and County Commission, State Transportation Board, legislative hearings, and Congressional hearings.
- Approves procurements and hiring over threshold limits.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

# **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Governmental agencies and their operations related to transportation.
- Management techniques and strategic planning.
- Regional transportation requirements, regulations, and operations.
- Human resource policies, practices, and employment law.
- Fiscal planning and management for transportation.
- Urban land usage, roadway engineering, maintenance, and construction practices.

Job Description: Executive Director

#### Skill in:

- Consensus-building and effective communication.
- Public speaking.
- Developing presentations for diverse audiences.
- Leading diverse groups toward common goals.
- Interpreting complex policies and providing clear explanations.
- Executing contracts successfully.

## Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Ten (10) years of applicable experience including seven (7) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Graduate degree in related field preferred. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Code		Grade	
Executive Office Admin	istrator		5306		28	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, provides specialized, complex, and confidential administrative support to the Executive Director.

**DISTINGUISHING CHARACTERISTICS:** Depending upon experience, the incumbent in this position is responsible for providing a variety of administrative and clerical support for the Executive Director's office and liaising with the RTC Board of Commissioners, other government agencies, and the public.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides administrative support to the Executive Director; acts as liaison with RTC departments and outside agencies.
- Places and answers phone calls; screens and disseminates caller information.
- Types and proofreads notices, letters, memos, and correspondence; compose routine correspondence.
- Develops and maintains file systems and databases as directed by the Executive Director and ensures that Executive Director records are archived appropriately.
- Prioritizes administrative tasks within the Executive department.
- Serves as a contact for RTC Board members.
- Maintains Executive Director's calendar; coordinate and schedule meetings, appointments, and travel; plan logistical arrangements for meetings and events.
- Manages petty cash, authorizes office supply and postage purchases; submits travel vouchers and reconcile office expenditures.
- Prepares various reports.
- Coordinates office equipment selection, purchase, and repair for the Executive department.
- Coordinates activities and follow-up on projects with other departments; transmit information from the Executive Director.
- Examines documents for accuracy and completeness; resolve errors and ensure timely completion of reports and activities.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

# **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- General office procedures including computer operations.
- Telephone etiquette and protocol.
- Operating a variety of office equipment and utilizing word processing and spreadsheet software.
- File and record management.
- Protocols for business forms and correspondence.

### Skill in:

- Oral and written communication
- Establishing effective working relations with all staff.
- Organizing and prioritizing daily work in an efficient and logical manner.
- Interpreting policies, procedures and guidelines.
- Handling cash, bookkeeping, and budgeting.

Job Description: Executive Office Administrator

Maintaining confidentiality.

Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR an equivalent combination of education and experience.

## Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Employee's Signature	Date Signed
Printed Employee Name	

Title			Class Code		Grade	
Facilities and Fleet Ma	intenance Manager		5004		38	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under limited supervision, this position manages facilities and fleet operations and maintenance for the RTC.

**DISTINGUISHING CHARACTERISTICS:** Incumbent is expected to oversee the full range of facilities maintenance work, manage Facilities Maintenance staff and provide contract oversight for facilities and fleet contractors. The incumbent plans, organizes, directs, manages, and reviews the work of facility maintenance work and provides for the instruction and training of assigned staff.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Manages, plans, and coordinates the purchase and disposal of vehicles and equipment utilized in transit, paratransit, and agency operations.
- Performs new bus audits and inspections including in-plant and post-delivery inspections and audits.
- Provides audit and oversight of fleet contract vendors including review of records and work orders. Conducts, reviews and provides analysis of fleet audits and vehicle inspections.
- Monitors transit operations contractors for fleet maintenance programs to ensure compliance with federal requirements, contractual requirements, and fleet readiness.
- Oversees the CNG fueling system and stations, hydrogen fuel system and stations, and electrical charging infrastructure preventive maintenance programs, repairs, and upgrades.
- Oversees the maintenance and repair of all RTC buildings, facilities, non-revenue vehicles, equipment and grounds; including landscaping, snow removal and janitorial, industrial, mechanical, hydraulic, electrical, HVAC, CNG, plumbing and pneumatic equipment, controls and systems; determines and prioritizes repairs and improvements in accordance with RTC policies and procedures, Occupational Safety and Health Administration (OSHA) Regulations, and all other state and Federal regulations.
- Collaborates with RTC Property Agent to maintain RTC surplus properties in good order.
- Develops and implements a preventive maintenance program for vehicles and RTC facilities; performs
  maintenance and repairs on building systems and systems controls; repairs and maintains all access points
  to ensure clear and safe access to all RTC facilities.
- Supervises assigned Facilities Maintenance staff; provides instruction and training in proper methods and procedures, schedules and reviews work; provides regular feedback and coaching to improve performance and address any inappropriate behavior, conducts performance evaluations, implements discipline and conflict resolution procedures when necessary.
- Maintains Computerized Maintenance Management System (CMMS) database; inputs and updates records, compiles information and prepares reports (daily, weekly, monthly, etc.).
- Orders, controls and maintains an inventory of equipment, tools, parts, materials and supplies; monitors and tracks inventory; maintains vendor lists; initiates requisitions, processes and tracks invoices, assists in development and management of purchase orders and contracts.
- Supports tactical planning, asset condition assessment and tracking; assists with the development of the Transit Asset Management (TAM) plan including ongoing condition assessment and equipment replacement planning; provides support and assists in development of sustainability initiatives and projects.
- Operates and maintains equipment and wide range of tools used in performing work.
- Manages, plans, and oversees the zero-emission bus program, including fueling infrastructure and equipment necessary to operate vehicles efficiently.
- Provides excellent customer service; establish and maintain professional working relationships with the public, co-workers, tenants, contractors and vendors.

Job Description: Facilities and Fleet Maintenance Manager

- Reviews contractor maintenance records and provides monthly liquidated damages report.
- Assists in the development of vehicle specifications.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job) Knowledge of:

- Principles and techniques of customer service and effective employee supervision and training.
- Establishing effective working relationships with RTC staff, vendors, contractors, and the public.
- Operation and maintenance of physical plant/facilities and fleet management.
- Electric chargers, hydrogen, and Compressed Natural Gas supply, distribution and maintenance.
- Computer Maintenance Management System (CMMS) including equipment identification, database maintenance, preventive maintenance, and scheduling.
- Procedures, materials, tools, and equipment used in facilities and equipment maintenance and repair.
- Safety regulations, occupational hazards, preventive measures, and documentation.
- Inventory control and re-implementation of such programs.
- LEED standards, sustainability and energy savings programs, and other environmental industry standards and best practices.

## Skill in:

- Inspecting and repairing equipment, maintaining safety records and standards.
- Leadership skills, prioritizing multiple tasks, projects, and demands.
- Operating a variety of business software (e.g., Microsoft Office, Outlook, enterprise purchasing, time recording).
- Proficiency in effective communication, both oral and written.

#### Ability to:

- Evaluate effectiveness of maintenance and repair efforts.
- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Valid driver's license required.

# Working Conditions and Physical Effort:

Ability to stay in a stationary position and move for extended periods. Ability to frequently gain access to equipment and things in a variety of positions and make repetitive movement. Ability to, move, push and/or pull objects weighing up to 50 lbs. on one's own, following proper procedures to avoid injury. Ability to operate assigned equipment and vehicles. Corrected hearing and vision to normal range. Ability to perform sustained and vigorous activities in a variety of environmental conditions. Ability to utilize proper personal protective equipment (PPE) to minimize exposure to dust, fumes, solvents, chemicals, and construction materials. Ability to operate a personal computer using word processing and databases. Ability to obtain OSHA 10 certification and complete other safety training provided by the agency within one year of hire. Incumbent may be required to work outside of normal business hours in order to accomplish tasks required of this position.

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Printed Employee Name		

Job Description: Facilities and Fleet Maintenance Manager

Title			Class Cod	de	Grade	
Facilities Engineer			1101		35	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, manages technical engineering projects and plans, implements, monitors, and administers a wide variety of facility operations including facility planning, capital improvements, and long-range planning for facility capital investment and asset preservation.

**DISTINGUISHING CHARACTERISTICS:** This is an advanced position that requires considerable professional knowledge and the use of independent judgment as well as effective collaboration with internal and external customers to implement projects.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Sets priorities for facilities planning, building energy, and environmental management.
- Oversees project design and contract process for RTC facilities; prepares technical work specifications, solicits bidders and manages response process.
- Researches scope of project; compiles and analyzes data; assures projects meet RTC goals and compliance standards.
- Researches production/processing equipment or fixtures for purchase and gathers data relating to their ability to meet organizational needs; estimates costs related to layout design, including equipment and materials, labor, etc. and monitors the construction process.
- Performs engineering functions and calculations related to project design and management.
- Prepares professional service agreements; oversees project design; reviews consultant plans and specifications.
- Solicits bids and oversees the bidder response process; verifies accuracy and reasonableness of submitted bids.
- Prepares project schedules; monitors project progress and results; coordinates and oversees the work of contractors to complete repair and remodeling projects; initiates change orders as necessary.
- Reviews and approves the technical plans and negotiates the schedules for assigned projects; assures the
  use of sound engineering practices to meet project objectives.
- Visits project sites for oversight responsibilities and assure compliance with contract specifications, timelines and plans; monitors project progress and results.
- Ensures effective communication of issues and strategies between stakeholders and project management teams; advises staff on complex planning issues, evaluates and analyzes issues, and recommends and implements solutions.
- Reviews contracts and agreements and verifies contractor invoices for payment processing.
- Reviews certified payrolls for Davis-Bacon Act compliance.
- Compiles and analyzes data; prepares and processes special and recurring reports, correspondence, and agenda items for executive management.
- Ensures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA), and Federal Transit Authority (FTA) rules and regulations, and all other state and Federal regulations.
- Participates on various technical and advisory teams, providing advice and information on project status and technical issues.
- Shares professional expertise and aids external agencies and RTC employees when needed.
- Prepares and manages budget(s). Responsible for updating and maintaining project(s) budget and completing the project(s) in a timely manner.

Job Description: Facilities Engineer

• May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Methods and techniques in the design, construction, and maintenance of transportation systems and public works projects.
- Multimodal transportation planning and transportation safety best practices.
- Principles, practices, and techniques of construction trades.
- Organizational and maintenance management practices, and management operations as applied to the
  analysis and evaluation of programs, policies, quality assurance, and quality control (QA/QC) operational
  needs, and in managing contracts for goods and services.
- Best practices in the management of public facilities, including familiarity with current literature, trends, and developments in facility maintenance management.
- Engineering principles and practices with application in facilities maintenance.
- Principles and practices of project and contract management and vendor relations.
- Applicable Federal, state, and county policies, procedures, codes, and ordinances.
- Occupational safety and health rules and regulations.
- Customer service and public relations methods and practices.

### Skill in:

- Understanding, interpreting, and applying relevant county, state, and Federal statutes, rules, ordinances, codes, and regulations.
- Evaluating the effectiveness of maintenance and repair efforts.
- Utilizing a variety of software applications.
- Effective communication, both verbal and written, and in composing correspondence, reports, and other written materials and documentation.

# Ability to:

- Read and evaluate blueprints and technical schematics, perform data collection and analysis, and conduct mathematical and statistical calculations.
- Handle multiple concurrent projects and manage priorities and tasks to meet schedules and timelines.
- Establish effective working relations with other department staff, contractors, and regional organizations.
- Maintain accurate records and files.
- Facilities maintenance and operations, with the ability to apply the same to continuing and effective development of contract terms and conditions and technical specifications.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Four (4) years of applicable experience, bachelor's or above degree; OR any equivalent combination of education and experience that provides the required knowledge, skills and abilities. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Visual acuity to read engineering plans and specifications.

Job Description: Facilities Engineer

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In compliance with applicable disability laws, reasonable	e accommodations may be provided for qualified

	Title		Class Co	de	Grade	
Facilities Maintenance Spe	cialist I		5001		23	
Facilities Maintenance Spe	cialist II		5002		25	
Facilities Maintenance Spe	cialist III		5003		27	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs work in the maintenance, repairs and quality control and assurance of RTC facilities, equipment and grounds to provide a safe and clean environment for RTC employees and customers. Work assignments will vary depending upon the season and projects.

**DISTINGUISHING CHARACTERISTICS:** Employees in this classification often work as part of a crew and under relatively close supervision. As experience and training is acquired, incumbents will be expected to perform higher level assignments with increasing independence.

ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

## **Facilities Maintenance Specialist I**

- Provides first response to facilities related issues.
- Inspects facilities, RTC vehicles, equipment and grounds and reports findings maintain facilities and equipment in accordance with FTA, Occupational Safety and Health Administration (OSHA) Regulations and RTC policies and procedures.
- Inspects and audits contractor operated facilities, equipment, vehicles and grounds and reports findings.
- Ensures facilities, equipment and grounds are free from hazards, properly locked and/or secured and maintained in accordance with all safety and security rules and regulations.
- Performs routine maintenance, including preventive maintenance and repair, on existing RTC structures and facilities.
- Performs duties as assigned or required including but not limited to: landscape and irrigation system maintenance; snow removal; operating, fueling, washing, performing minor maintenance (wipers, light bulbs, etc.) and cleaning RTC vehicles; moving furniture and equipment; setting up meetings rooms; painting, sweeping lots; mopping spills; changing light bulbs, and/or trash clean up.
- Performs installation and routine maintenance and repairs of bus stop amenities.
- Repairs routine building systems; performs preventive maintenance on existing building envelope; inspects, repairs and maintains all access points of the facility.

# **Facilities Maintenance Specialist II**

- Duties required at the previous level, AND:
- Inspects, maintains and repairs mechanical equipment, machinery and systems including but not limited to:
  HVAC, plumbing, electrical, compressors, boilers, pumps, auxiliary generators, Compressed Natural Gas
  (CNG) equipment and electric vehicle charging stations for vehicle fueling systems according to
  specifications and codes.
- Operates and repairs equipment and machinery used in performing duties; inspects equipment to assure safe operation, cleanliness and serviceability; operates and maintains equipment and wide range of tools used in performing work.
- Schedules and coordinates the work of specialized repair and maintenance service contractors.
- Completes required daily record documentation utilizing Computerized Maintenance Management System (CMMS).

## **Facilities Maintenance Specialist III**

• Duties required at the previous levels, AND:

Job Description: Facilities Maintenance Specialist I, II, III

- Ensures FM staff compliance with all safety rules and regulations.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# **Facilities Maintenance Specialist I**

Knowledge of:

- Inspecting and repairing equipment, maintaining safety standards, and adhering to OSHA safety practices.
- Operating a computer and general office machines.

### Skill in:

- Oral and written communication and establishing effective working relationships with RTC staff, vendors, contractors, and outside agency staff.
- Identifying problems or issues and providing positive and proper solutions.
- Identifying the needs of facilities by working with staff, contractors, and vendors to ensure quality standard requirements are met, applying quality control and assurance principles.

## Ability to:

- Work independently and as a team member to achieve goals.
- Understand and follow directions.
- Read and write, make basic measurements, and effectively follow written and oral instructions.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# **Facilities Maintenance Specialist II**

Knowledge, skills and abilities required at the previous level, AND:

# Skill in:

- Responding to internal and external customers in a polite and courteous manner, providing information within the area of assignment, and resolving complaints efficiently and timely.
- Using inspection forms and supporting the development of new forms to ensure all work is inspected with useful and vital information.
- Keeping records of service requests.
- Completing and submitting multiple projects in a timely manner.

## **Facilities Maintenance Specialist III**

Knowledge, skills and abilities required at the previous levels, AND:

Knowledge in:

- Supervision of others' work
- Procedures and safe use of materials, tools, and equipment used in industrial equipment maintenance and repair, and in the cleaning and maintenance of buildings and grounds.
- Occupational hazards and required preventative measures.

# Experience, Education and/or Training:

## **Facilities Maintenance Specialist I**

One (1) or more years of applicable experience, High School Diploma or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

### **Facilities Maintenance Specialist II**

Experience, Education and/or Training required at the previous level PLUS two (2) years of applicable experience.

Job Description: Facilities Maintenance Specialist I, II, III

## **Facilities Maintenance Specialist III**

Experience, Education and/or Training required at the previous level PLUS two (2) years of applicable experience.

## Working Conditions and Physical Effort:

Ability to stay in a stationary position and move for extended periods. Ability to frequently gain access to equipment and things in a variety of positions and make repetitive movement. Ability to, move, push and/or pull objects weighing up to 50 lbs. on one's own, following proper procedures to avoid injury. Ability to operate assigned equipment and vehicles. Corrected hearing and vision to normal range. Ability to perform sustained and vigorous activities in a variety of environmental conditions. Ability to utilize proper personal protective equipment (PPE) to minimize exposure to dust, fumes, solvents, chemicals, and construction materials. Ability to operate a personal computer using word processing and databases. Ability to obtain OSHA 10 certification and complete other safety training provided by the agency within one year of hire. Incumbent may be required to work outside of normal business hours in order to accomplish tasks required of this position.

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Title			Class C	ode	Grade	
Financial Manager			4006	;	39	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under limited supervision, manages accounting and performs fiscal management; assures compliance with accounting rules and regulations, and Department goals and objectives.

**DISTINGUISHING CHARACTERISTICS:** This position is a department manager in Finance.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership, direction, and guidance in accounting and financial activities, including operating and capital budgets, financial planning, payroll, general ledger, accounts payable, accounts receivable, revenue tracking and projections, cash management, and grant accounting.
- Provides oversight of the integrity of financial processes and procedures to comply with state and Federal laws and regulations as well as safeguard RTC assets.
- Ensures internal controls and oversees data protective safeguards.
- Manages, plans, and directs the activities of the agency's accounting staff.
- Manages the external financial and compliance audit of RTC; oversees production of the agency's Annual Comprehensive Financial Report (ACFR).
- Manages and reviews financial, payroll and accounting records; reconciles transactions and financial
  activities according to policies; corrects errors, records changes, and reconciles and resolves differences.
- Collects financial, technical and administrative information and compiles data for reports; updates and corrects statistical database.
- Responds to requests for information; provides technical information to departments, staff and management as authorized; assists auditors as appropriate.
- Maintains and enforces all aspects of confidentiality of client information and financial records.
- Reviews and approves financial reports and forecasts,
- Monitors RTC annual budgets; tracks adherence to approved budget.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job) Knowledge of:

- Principles and practices of administrative management, including cost accounting, budgeting, strategic planning, and employee supervision.
- Government Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and Government Finance Officers Association (GFOA) best practices, rules, and regulatory reporting requirements.
- Government auditing standards.
- Legal, ethical, and professional rules of conduct for finance officers.
- Federal and state grant fund accounting regulations, procedures, and accountability standards.
- SAP system operation and appropriate terminology.

### Skill in:

- Compilation, analysis, and presentation of technical and statistical information in reports.
- Data collection, analysis, and performing mathematical and statistical calculations.

Job Description: Financial Manager

- Establishing effective working relationships with department staff and regional organizations.
- Public speaking and engaging with diverse groups.
- Following and communicating verbal and written instructions effectively.
- Analyzing and evaluating finance and accounting issues and policies.
- Understanding, interpreting, and applying relevant statutes, rules, ordinances, and regulations.
- Managing and leading staff, delegating tasks, and authority.
- Correcting and updating financial and accounting information systems.
- Assessing and prioritizing multiple tasks, projects, and demands.

## Ability to

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Registration as a Certified Public Accountant with the State of Nevada preferred. Valid driver's license required.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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	Title		Class C	ode	Grade	
General Counsel			6007	•	46	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Serves as in-house legal counsel to the RTC, providing legal services to the Executive Director, senior management, staff and the RTC Board of Commissioners; coordinates and manages the activities of outside counsel and the RTC legal services budget.

**DISTINGUISHING CHARACTERISTICS:** Directs the provisions of legal services to the RTC staff and the RTC Board of Commissioners. Provides highly responsible and complex support to the Executive Director.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Serves as the primary point of contact and provider of legal services to the Board of Commissioners regarding agenda items; litigation; governance; the Nevada Open Meeting Law; the Nevada Ethics in Government Law; the need for outside counsel on specialized matters; and other matters as directed by the Board of Commissioners.
- Serves as the primary point of contact and provider of legal services to the Executive Director, senior
  management and staff regarding the scope of RTC powers and authorities; organizational policies,
  procedures and practices; procurement, contracting and contract management; material risks and risk
  management/mitigation options; legal disputes and litigation; statutory and regulatory requirements and
  compliance matters; and other matters as directed by the Executive Director.
- Anticipates, addresses and advises on ways to resolve legal issues in a manner that furthers departmental
  and organizational objectives.
- Serves on the senior management team and works on teams, projects, and matters as directed by the Executive Director.
- Reviews materials responsive to public records requests to ensure confidentiality of information is maintained where appropriate.
- Prepares legal documents and briefs for cases referring to external attorneys when necessary.
- Coordinates case information and monitors case status.
- May negotiate settlements to legal cases involving the RTC.
- Works with the Executive Director and senior management to identify the need for legal services and outside counsel. Coordinates and manages the activities of outside counsel; manages legal services contracts and the RTC legal services budget.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

# **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Transportation law.
- Procurement and contract law.
- Public works construction law.
- Transit law.
- Real property law and eminent domain matters.
- Legislative matters.
- Labor and employment law.
- Transportation funding sources, including fuel tax, sales tax, impact fees, and grants.

Job Description: General Counsel

Dispute resolution and litigation.

### Skill in:

- Effective oral and written communication.
- Establishing effective working relationships.
- · Public speaking.
- File and record management.
- Senior management-level decision-making.
- Discretion and sound judgment.

### Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Seven (7) years of relevant legal experience including five (5) years of supervisory experience; Juris Doctorate from an A.B.A. accredited law school, OR an equivalent combination of education and experience. License to practice law in Nevada and valid driver's license required at time of hire.

## Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Code		Grade
Government Affairs O	fficer		540	1	35
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under general supervision, provides federal, state and local government coordination and community outreach.

**DISTINGUISHING CHARACTERISTICS:** Employees in this classification work under general supervision and in accordance with established policies, procedures and regulations.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Works with elected leaders, government officials, the lobbying community, and stakeholders to provide complex, confidential government affairs support for all RTC operations, strategies and goals.
- Researches and monitors government activities; establishes and maintains productive relations with elected officials and their staff.
- Reviews, tracks, analyzes, and coordinates advocacy efforts on legislation and regulatory proposals impacting RTC.
- Coordinates internal and external project activities and special events.
- Develops presentations to various diverse interest groups around RTC issues.
- Maintains knowledge of RTC projects, programs, and services.
- Serves as liaison to key local stakeholders and community-based organizations.
- Supports RTC's public policy efforts by tracking legislation, compiling legislative histories, and monitoring committee meetings.
- Establishes and maintains working relationships with federal and state regulatory bodies and departments, including the Federal Transit Administration, Federal Highway Administration and Nevada Department of Transportation.
- Arranges press conferences and coordinates appearances and/or press statements for RTC Board members.
- Responds to emergency media calls as needed and may be required to appear on incident sites at any hour to respond to media questions.
- May creates material to promote and publicize internal and/or community relations, by creating and
  distributing brochures, fact sheets, press releases, special feature stories, digital video recordings for
  projects, programs, and services for media representatives and distribution through RTC communication
  channels, updating content for the RTC website, and maintaining RTC social media.
- May supervise consultants brought in on assigned projects.
- Coordinates effectively with RTC staff and consultants in community outreach and project development.

### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Government relations practices and strategic program development principles for reaching various audiences.
- Federal, state, and local legislative processes, and applicable laws, rules, and regulations.
- Pertinent Federal, state, and local codes, laws, and regulations related to the area of responsibility.
- Modern principles and practices of public legislation and basic public agency administration.

# Job Description: Government Affairs Officer

 Broadcast video and audio production methods, including social media; developing and enhancing social media networks.

### Skill in:

- · Working with elected officials and their staffs.
- Meeting deadlines.
- Developing and maintaining cooperative and productive working relationships with local media, community groups, agency programs, and RTC staff.
- Interpreting and explaining RTC policies and procedures.
- Editing and organizing information for presentations.
- Completing and submitting multiple projects on time.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Designing and coordinating events.
- Effective oral and written communication, proofreading, and establishing productive working relations.
- Communicating effectively with individuals from various socioeconomic, ethnic, and culturally diverse backgrounds.

## Ability to:

- Conduct research on legislative issues.
- Research and report out on emergent public policy issues and summarize possible solutions and strategies.
- Maintain confidentiality.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Three (3) years of applicable experience, bachelor's or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel to attend meetings and interact with media at project or incident sites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Incumbent may be required to work outside of normal business hours in order to accomplish tasks required of this position.

<b>Employee's Acknowledgment:</b> I acknowledge that I have reactive a copy for my records.	ead the above job description and have received
Employee's Signature	Date Signed
Printed Employee Name	

Title			Class Co	de	Grade	
Graphic and Web Designer			5403		29	
FLSA Status:	Non-Exempt	Established:	January 2017	Revised:	April 2025	

**Summary:** Under general supervision, designs and directs graphic layouts for various mediums and web layouts for marketing and promoting RTC and its departments' work.

**DISTINGUISHING CHARACTERISTICS:** This is the entry-level of the professional level class in the Graphic and Web Designer series.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Designs and lays out print material for marketing purposes and educates others about RTC projects, programs and services, to include fliers, posters, signs, internal/external bus signage, web banners, direct mail, corporate advertisements, books, brochures, trade show graphics, infographics, and email.
- Constructs multimedia content by combining graphics, text, and digital audio and video using development tools; maintains multimedia content by updating information and design.
- Creates materials for media broadcasts to supplement scripted messages.
- Provides technical assistance to personnel in other departments with their graphic and web-based needs.
- Writes printing specifications, including size and face type, paper stock, and relationships of inks and colors; estimates the cost of planned production and recommended design, color and graphics in accordance with expense limitations.
- Sends graphic designs to printers or vendors to produce printed materials.
- Makes recommendations on supplies, materials and techniques for graphic design and display/exhibit needs.
- Works on projects to achieve RTC brand standards, goals and timelines are followed and adhered to.
- Proofreads and ensures quality of design work and products.

#### QUALIFICATIONS FOR EMPLOYMENT:

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

#### Knowledge of:

- Best practices for visual communications
- Various marketing and media modes
- Print production principles
- Computer software for graphic design and internet design
- Style guide creation and maintenance

## Skill in:

- Designing graphics for various audiences
- Communicating effectively through visual media
- Effective use of computer specialized software and common desktop illustration
- Creating basic web pages and using web-development software
- Graphics applications such as Adobe Creative Suite, including Photoshop, Illustrator, and InDesign
- Effective verbal and written communication
- Proofreading
- Completing and submitting multiple projects in a timely manner

#### Ability to:

• Establish effective working relations with colleagues and other stakeholders.

Job Description: Graphic and Web Designer

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience.

## Working Conditions and Physical Effort:

Moves within an office setting with occasional travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Printed Employee Name				

Title			Class Code		Grade	
Human Resources Analyst			5201		31	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under direct supervision, performs a wide range of routine to moderately complex human resources tasks, assists in agency-wide human resource initiatives and matters of a highly confidential and sensitive nature. Areas of responsibility may include recruitment and selection, classification and compensation, diversity/equity/inclusion, training and employee development, and policy development.

**DISTINGUISHING CHARACTERISTICS:** This is the professional class of human resources support for the agency.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Screens applications for minimum qualifications.
- Proctors pre-employment examinations, if necessary.
- Reviews all employment applications to ensure applicants are qualified and eligible for employment and reports to HR management and appointing authority as necessary.
- Coordinates and schedules candidates for interviews and pre-employment testing.
- Scores and ranks all candidates and generates an eligibility list, if necessary.
- Coordinates interviewing panel, interview questions; prepares interview binders.
- Enters applicant data in computerized applicant tracking system.
- Types written correspondence using correct grammar and format; completes, reviews, and processes a variety of human resource documents, forms, and reports.
- Answers questions regarding recruitment, selection, examination, training, workers compensation, safety, classification and other employee services.
- Prepares and proofreads ad copy for employment advertisements and job announcements, posts job announcements and advertisements.
- Ensures the agency's website contains current job announcements and supplemental questionnaires for applicants.
- Conducts a variety of presentations and training sessions including new employee orientation.
- May assist in coordinating wellness activities such as health fairs and flu clinics.
- Coordinates employee services such as service awards and team bonuses.
- Assists with research on classification and compensation comparables.
- Maintains EEO affirmative action data and reports, if necessary.
- Provides information and forms to employees. Provides advice and counsel in routine matters related to
  employee performance, attendance, benefits; interprets policies, procedures and personnel rules, ensuring
  they are applied uniformly and consistently.
- Completes, files, and manages workers compensation claims as assigned.
- May conduct highly sensitive human resources work, such as employee investigations, or oversees outside contractors to perform highly sensitive assignments.
- Assists in revising, modifying, and developing policies and procedures; participates in planning and process flow and measurement.
- Monitors, recommends, and implements methods to ensure agency compliance with Federal, state and local human resource regulations.
- Audits employee data and records to ensure accuracy and compliance with applicable regulations.
- Compiles data, completes reports, and submits within the timelines as required by the agency and/or Federal
  or state regulations.
- Reviews and verifies unemployment compensation claims and coordinates results with Finance.

May oversee or guide the work of other human resources staff.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

# Knowledge of:

- HR operations, policies and procedures.
- · Recruitment practices and requirements.
- Office management principles and practices.
- Alphabetical and subject matter filing systems.
- Correct English usage including grammar, punctuation, and vocabulary.
- Records management and retention schedules.
- · Word processing and spreadsheet software.
- Employment laws such as Family & Medical Leave Act, EEO guidelines, HIPAA, OSHA, Title VII, and Nevada Revised Statutes.
- Basic principles and practices of job analysis, recruitment, selection, in a public agency setting.
- Human resources filing, record keeping, and tracking practices.
- Worker's compensation practices and related labor and employment laws.

#### Skill in:

- Researching on the internet.
- Record maintenance and organization.
- Communicating with various levels of employees.
- Utilizing a variety of computer software.
- Phone and business writing etiquette.
- Communicating effectively with managers, supervisors, and public inquiries, and responding efficiently to questions.
- Completing and submitting multiple projects in a timely manner.
- Communicating and interpreting policies, procedures and precedents to supervisors and employees.
- Coordinating employee training curricula and sessions.
- Prioritizing numerous assignments.
- Transportation laws and regulations affecting employee certification and duties.
- Classification and compensation principles and practices.
- Employee investigation principles and practices.
- Supervisory concepts.
- Analyzing complex volumes of data related to employee duties and job organization.
- Mathematical computations for compensation purposes.
- Maintaining discretion and confidentiality when appropriate.

## Ability to:

- Maintain confidentiality.
- Effectively communicate with diverse employee audiences and establish effective working relations.
- Read, understand, and interpret manuals, policies, procedures, statutes, and administrative codes and regulations.
- Write concise and accurate reports.
- Evaluate agency policy and processes and recommend revisions or improvements.
- Provide guidance or training to other Human Resources Generalists.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Two (2) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience.

Job Description: Human Resources Analyst

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title	itle		Class Code		Grade	
Information Technology Analyst			5501		30	
FLSA Status:	Non - Exempt	Established:	January 2017	Revised:	April 2025	

**Summary:** Under general supervision, provides technical support functions for RTC computer network systems; configures system, troubleshoots problems and provides system maintenance services and may act as technical liaison and business partner to RTC departments.

**DISTINGUISHING CHARACTERISTICS:** This is the entry level of the professional class in the Information Technology Analyst series. This class is distinguished from the Senior Information Technology Analyst by the performance of more routine tasks and duties, including responsibility for day-to-day current or specialized information technologies responsibilities in a functional area, and general helpdesk support.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Enrolls new network and system users; responds to user tickets requesting assistance; documents help ticket records and results; analyzes personal computer and peripherals' functionality; identifies, locates, resolves and repairs problems within scope of authority.
- Monitors network environment; resolves configuration and connectivity issues, and other traffic, security and access problems; checks network for operating efficiency, makes corrective adjustments to data management settings, and assures system integrity.
- Analyzes system capacity, monitors utilization trends, and assists with implementing hardware improvements to enhance performance and ensure maximum uptime.
- Installs and configures software upgrades, file sharing, and domain security protocols.
- Establishes and maintains positive and effective relationships with contractors, vendors, businesses and various government organizations, state and Federal agencies and community groups.
- Maintains and updates telecommunications systems; tests and analyzes equipment functionality, installs upgrades and enhancements; documents work performed.
- Provides technical solutions to support RTC department business needs.
- Monitors and enforces security for all agency networks.
- Implements backup and recovery of systems as needed.
- Maintains and manages the email system used by RTC and other contracted users.
- Under direction, performs a variety of special projects and assignments in program area including the implementation and coordination of assigned program components; assist with the updates of policies and procedures; implement and monitor program activities; research as needed.
- Coordinates the implementation of network and application systems; evaluates issues and recommends solutions; determines feasibility of new network and application systems and recommends modifications to existing systems.
- Helps ensure security of agency networks and collaborates on network security efforts.
- Maintains files and records; compiles information, and updates, edits and maintains program services database.

### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Networked computer system environments and device capabilities.
- Network system access and security guidelines and procedures.
- Network hardware and software troubleshooting techniques.

Job Description: Information Technology Analyst

- Network applications, operating systems, and other software applications.
   Skill in:
- Using discretion and judgment with operational issues and problems.
- Establishing and maintaining effective working relationships with co-workers, other RTC employees, vendors, contractors and the public.
- Organizing and prioritizing daily work/multiple priorities in an expedient manner.
- Maintaining confidentiality with Information Technology information.
- Local Area Network (LAN), and Wide Area Network (WAN) operating principles. Knowledge of network topologies and protocols, and Internet technical knowledgebase.
- Managing and prioritizing multiple projects at once.

#### Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience. Microsoft Certified Systems Engineer, Cisco CCNA or CCNE, Network + certification preferred. Experience with Hyland OnBase document management system preferred.

# Working Conditions and Physical Effort:

Moves within an office setting with some travel from site to site. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items up to 50 pounds unassisted, following proper procedure to avoid injury is occasionally required. May be asked to work before or after business hours or on weekends.

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Title			Class Code		Grade
Information Technology Manager			550	3	38
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under limited supervision, manages information technology (IT) resources and staffing and ensures compliance with IT rules and regulations, as well as agency goals and objectives. Serves as technical liaison and business partner to RTC senior management.

**DISTINGUISHING CHARACTERISTICS:** This position is a department manager in Administration.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership, direction, and guidance in IT activities, including developing the operating and capital budgets.
- Oversees the integrity of IT processes and procedures to meet compliance regulations and safeguard RTC assets; updates agency IT usage policy as needed and provides advice to senior management about IT best practices
- Manages, plans, and directs the activities and operations of assigned staff; assigns tasks and projects; promotes professional development; counsels, trains, and coaches staff; conducts performance evaluations.
- Analyzes RTC's IT trends and issues; resolves concerns and problems of user community; anticipates and interprets concerns, defines desired results, creates solutions, and recommends direction of new IT strategies.
- Ensures functionality, compatibility, stability and security of IT systems; coordinates the design and repairs of computer systems.
- Develops solutions for complex integrated systems issues; designs and directs implementation of enhancements and revised functions.
- Plans and implements backup and recovery of systems as needed.
- Plans for disaster prevention and recovery as needed.
- Assesses database capacity, monitors utilization trends, and recommends hardware improvements to enhance performance and assure maximum up time.
- Participates on various business partnership teams, providing advice and information on project status and technical issues.
- Manages the analysis and reporting of IT program's operational and financial data; analyzes and authorizes expenditures; monitors IT operating and capital budgets, and tracks revisions and performance.
- Responds to requests for information; provides technical information to departments, staff and management to solve business process issues with appropriate technology solutions.
- Maintains and enforces all aspects of confidentiality of information and IT records.
- Recommends alternatives and presents strategies and for long term planning for effective IT management.
- Maintains currency on public sector IT issues and emerging technologies.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.
- Performs special projects as needed.

## **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

Knowledge of:

## Job Description: Information Technology Manager

- Principles and practices of administrative management, including cost accounting, budgeting, strategic planning, and effective employee supervision and training.
- Complex project management procedures and techniques.
- Networked computer system environments and network engineering principles, including client/server and TCP/IP protocols.
- Network system access and security guidelines and procedures.
- Local Area Network (LAN) and Wide Area Network (WAN) operating principles.
- Network applications, operating systems, and other software applications.
- Principles and practices of file and records management.

#### Skill in:

- Establishing effective working relations with department staff and regional government organizations.
- Public speaking and engaging with diverse groups.
- Following and effectively communicating verbal and written instructions.
- Analyzing and evaluating information technology issues and policies.
- Understanding, interpreting, and applying relevant county, state, and federal statutes, rules, ordinances, codes, and regulations.
- Effectively managing and leading staff, and delegating tasks and authority.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Analyzing IT system issues and policies and preparing and presenting recommendations.
- Using and troubleshooting Microsoft SQL (Structured Query Language); Cisco firewalls, switches, and routers.

# Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel from site to site. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items up to 50 pounds unassisted, following proper procedure to avoid injury is occasionally required. May be asked to work before or after business hours or on weekends.

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Title			Class Co	de	Grade	
Intern			5801		21	
FLSA Status:	Non-Exempt	Established:	September 2006	Revised:	April 2025	

**Summary:** Under close supervision, completes research and assignments to assist with assigned department, receives training and develops knowledge of assigned area, and performs related work as required.

**DISTINGUISHING CHARACTERISTICS:** Positions at this level work under the direct supervision of permanent professional staff and duties are characterized by assignments which can be carried out by following clear guidelines.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Completes a variety of assignments related to a particular department function, applying principles and practices of a professional course of study, to assist with the operations and functions of an assigned area of the department.
- Compiles data and analyzes findings to detect trends and projects future conditions relating to an assigned project.
- Operates a variety of office equipment and technical tools related to jobs assignments.
- May communicate with members of the general public, officials from other agencies and community groups to gather information necessary to complete assignments and projects.
- Assists in preparing various departmental and agency reports.
- Researches and finds necessary forms and information using such mediums as the internet, internal policies, and interfacing with applicable subject matter experts.
- Proofreads documents and ensures accuracy and quality.
- Performs a variety of analytical studies.
- May perform specialized duties such as updating and posting to the internet and/or intranet, perform basic accounting, planning tasks, or project management tasks.
- Depending on assigned department, duties may include accounts payable/receivable, general ledger, payroll, and purchasing; preparing graphics for documents, presentations, and other communications; conducting architecture, feasibility, and congestion studies; geographic information systems (GIS) analysis and mapping, data collection and processing, supporting public outreach efforts; conducting policy research, revisions, and updates; troubleshooting computer and software problems, assessing servers, and configuring operating systems; taking inventory, recording appraisal assistance, and assisting in road and project research; assisting project managers with scheduling meetings, taking notes, and following up on deliverables; reviewing plans, specifications, estimates, and construction submittals; verifying accuracy of project invoices; conducting transit surveys and bus stop accessibility assessments; inventory of passenger amenities; or any combination thereof.
- After being hired, an intern will be expected to learn RTC and assigned department policies and procedures
  within an acceptable amount of time to be determined by assigned authority.

## **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

Knowledge of:

Job Description: Intern

- Basic principles and subject(s) matter understanding needed to assist professionals in an assigned department.
- Common office equipment operations.
- Applicable computer software programs.
- Telephone etiquette and protocol.
- Principles and techniques of data collection and summary reporting.
- Principles of report writing.

### Skill in:

- Critical thinking.
- Effective oral and written communication.
- Operating a personal computer, utilizing spreadsheets, word processing software, and hard copy record keeping systems.
- Operating office equipment such as copiers, printers, and postage machines.
- Establishing and maintaining effective working relations.
- Completing and submitting multiple projects in a timely manner.
- Learning, interpreting, and applying regulations, policies, and procedures.

### Ability to:

- Handle multiple concurrent projects and manage priorities and tasks to meet schedules and timelines.
- Follow written and oral instructions.
- Maintain confidentiality.
- Maintain accurate records.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Graduate or undergraduate student in the assigned field or a closely related field. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel to the field. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title		Class Code		Grade	
Management Analyst			3201		33
Principal Analyst			3202		36
FLSA Status:	Non-Exempt (MA) Exempt (PA)	Established:	March 2020	Revised:	April 2025

**Summary:** Under the general direction from the Executive Director, incumbents in this class series perform a wide range of complex professional, analytical and programmatic work to support senior management and program areas to meet RTC goals and objectives. Incumbents may be responsible for the management and administration of programs and completion of various types of research projects.

**DISTINGUISHING CHARACTERISTICS:** This class series is expected to perform highly specialized analytical work that requires considerable professional knowledge and the use of independent judgment being an effective collaborator with all RTC staff. The Principal Analyst level is distinguished by its knowledge of all agency business lines and superior ability to communicate program evaluation findings and work collaboratively toward agency change.

ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

# **Management Analyst**

- Provides complex assistance to management staff; may support a variety of committees and boards;
   prepare and present staff reports and other correspondence as appropriate and necessary.
- Evaluates program effectiveness in various RTC departments, as directed by the Executive Director or Deputy Executive Director, to include, but not be limited to process improvement, workflow efficiency, fiscal responsibility, and intra-departmental and inter-departmental communication.
- Reports out findings of program or process evaluations to department directors and Executive Director. Performs a wide range of duties in the identification, planning, development, and implementation of new and/or modified programs and/or projects that promote the mission, goals, and objectives of the RTC.
- Assists in the implementation of approved recommendations; monitors project success using appropriate tracking and feedback systems.
- May develop assigned contracts and cooperative agreements with external vendors regarding project schedules, budgets, payments, accurate and timely tracking of costs and project milestones, appropriate/conforming funding allocations, changes to project scopes, and balances cost requirements with funding availability.

## **Principal Analyst**

- Duties required at the previous level, AND:
- Plans, organizes, coordinates, and/or conducts administrative or management studies relating to a given program area; conducts complex surveys, research and/or analysis on administrative, fiscal and/or operational issues.
- Determines analytical techniques and information gathering processes and obtains required information and data; analyzes alternatives and provides professional recommendations for action.
- Oversees the implementation of approved recommendations resulting from research, studies, or process reviews; monitors project success using appropriate tracking and feedback systems.
- Performs a wide range of duties including analysis, research, and department support for grants. Serves as a liaison between the area of assignment and grantors; prepares and processes documentation in

Job Description: Management Analyst Series

compliance with federal, state and local policies and requirements; interprets federal guidelines, cost eligibility; grant revision, amendment and closeout.

- Ensures that assigned program/project activities and services comply with relevant federal, state, and local laws, policies, and regulations.
- Develops and manages assigned budget; develops, analyzes, and provides monthly statistical reports and relays findings.
- Audits program invoices for accuracy, tracks payments, and monitors budget adherence.
- Trains, supervises, schedules, and evaluates the performance of Management Analyst(s), and other supervisory duties as appropriate for managing people.

### **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## **Management Analyst**

Knowledge of:

- Principles and practices of public administration.
- Correct English usage including grammar, punctuation, and vocabulary.
- Project management procedures and techniques.
- Program evaluation principles and practices.

Skill in:

- Completing and submitting multiple projects in a timely manner.
- Operating a personal computer utilizing a variety of hardware, software, peripherals, and operating systems.
- Collaborating and working effectively with others; contributing to the accomplishment of team or work unit goals, objectives, and activities.
- Analyzing programmatic issues and policies and preparing and presenting recommendations.
- Data collection and analysis, and mathematical and statistical calculations.

Ability to:

- Analyze and interpret various reports and complex technical data.
- Read and understand manuals, policies, procedures, statutes, and administrative codes and regulations.
- Interact positively with others including the public, elected officials, other organizational staff, and coworkers.
- Exercise good judgment and maintain confidentiality in maintaining critical and sensitive information, records, and reports.
- Maintain regular and consistent punctuality and attendance.

### **Principal Analyst**

Knowledge, skills and abilities required at the previous levels, AND:

Knowledge of:

- Processes and procedures for all RTC business lines.
- RTC Board strategic priorities for each fiscal year.
- Pertinent federal, state, and local laws, codes, and regulations, particularly in the transportation field.
- Budget development, management, and monitoring processes.
- Auditing procedures for program-related invoices and budget tracking.

Skill in:

- Assessing and describing program status and developing alternatives for change.
- Reading and interpreting Federal and regional rules, ordinances, codes, and regulations, and applying them to complex projects.
- Developing program budgets.

Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Understand, interpret, and apply laws, regulations, policies, procedures, and written and oral directions to specific business process situations.

Job Description: Management Analyst Series

# Experience, Education and/or Training:

## **Management Analyst**

Four (4) years of applicable experience, Associate's or above degree; OR equivalent combination of education and experience. Valid Driver's License required.

## **Principal Analyst**

Experience, Education and/or Training required at the previous level PLUS two (2) years of applicable experience.

# Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title		Class Code		Grade		
Manager, Service Development			2103		38	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary**: Under limited supervision, manages the development of short- and long-range transportation plans, which includes bus, vanpool, microtransit, and transit technology as well as other multimodal planning projects. Liaises with external organizations on planning and funding matters. Participates in agency and community outreach activities and provides highly responsible and complex administrative support to the Department Director.

**DISTINGUISING CHARACTERISTICS**: Position is responsible for the overall management and implementation of short- and long-range transportation plans and innovative services and technologies for the organization; supervision and professional development of staff; collaboration with other RTC departments and partner agencies.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership, direction, and guidance for fixed route, paratransit, Intelligent Transportation Systems
  (ITS), trip reduction and transportation programs including the analysis, strategic planning and resolution of
  complex technical transit system issues, procedural issues, and schedule impacts to ensure that the goals
  of these programs are met.
- Provides/prepares short and long-term transit policy and program recommendations as required; assigns resources, and monitors and evaluates progress
- Manages and oversees technical reports from staff, consultants, and others to meet project goals and schedules. Manages recommendations and approvals of changes to plans, proposals, designs, procedures, staffing, schedules, and/or project organization. Manages the activities regarding negotiation, coordination and facilitation of conflict resolution.
- Oversees assigned projects and studies with RTC departments, external contractors, external agencies at the cities and county levels, stakeholders, the public and others.
- Monitors trends through planning studies for transit investments and new bus services including researching, collecting, and analyzing data, preparing informational materials, presentations, and reports.
- Guides the development of strategic plans and studies through sensitive public issues and seeks to meet technical and design concerns of various public/private entities and/or agencies.
- Makes presentations to the RTC Commissioners, advisory committees and professional organizations.
   Represents the RTC with the decision makers associated with cities, special interest groups, and the public.
- Communicates RTC's position on issues and activities to city and county representatives, associations and advocacy groups, which includes written and oral testimony, reports, applications, and other forms of communication as deemed appropriate. Fosters consensus through the development of strong working relationships.
- Oversees the development and administration of contracts and cooperative agreements with external
  vendors regarding project schedules, budgets, payments, accurate and timely tracking of costs and project
  milestones, appropriate/conforming funding allocations, changes to project scopes and balances cost
  requirements with funding availability.
- Researches, reviews, and implements innovative services and technologies to improve mobility and usability of the RTC transportation options.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.

Job Description: Manager, Service Development

Trains, supervises, schedules, and evaluates the performance of Public Transportation and Operations
Department staff and appropriate outside contractors, and other supervisory duties as appropriate for
managing people.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Principles, procedures, and techniques for managing complex technical transit/transportation planning projects and environmental concepts, potentially large budgets and high visibility.
- Principles and practices of long range urban and regional multimodal transportation studies and plans.
- Bus-related transit and paratransit system planning and project evaluation. Industry practices for public bus transit operations, bus service planning and/or scheduling principles and procedures.
- Livability and sustainability concepts as applied to transportation system development and design.
- Principles and practices of community engagement methodologies and techniques.
- Relevant transportation systems practices, and regulatory laws, ordinances, codes, specifications, and plans.
- Social, political, and environmental issues influencing transportation/transit programs.
- Computer software skills including word processing, spreadsheets, and database applications, such as Outlook, Word, Excel, etc.

#### Skill in:

- Analyzing transportation system planning issues and policies and preparing and presenting recommendations.
- Compiling, analyzing, and presenting technical and statistical information in reports.
- Reading and interpreting Federal, state, and regional rules, ordinances, codes, and regulations, and applying them to complex planning projects.

## Ability to:

- Plan, organize, and manage a technical section and staff.
- Provide clear direction to staff, make timely decisions, and meet deadlines.
- Develop and implement highly complex long-range strategies to achieve RTC goals. Exercise decisionmaking skills in a highly complex organization.
- Understand agency and department goals and objectives. Prepare scopes of work, needs assessments, cost/benefit analyses, and related documentation.
- Communicate clearly and persuasively with appointed and elected government officials, business and community organizations, interest groups, customers, employees and members of the public.
- Clearly and logically deal with issues and responses regarding transportation/transit systems planning, design, and other associated elements of transportation planning. Work with internal and external stakeholders to advance RTC initiatives.
- Establish and maintain collaborative working relationships with government officials, boards, and agencies. Establish partnerships within the local and regional communities.
- Manage multiple complex transportation planning projects concurrently, while maintaining an emphasis on budgets and schedule requirements.
- Present technical as well as conceptual information to a variety of audiences.
- Train, supervise, schedule, evaluate the performance of a team.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
  - Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. American Institute of Certified Planners (AICP) preferred. Valid driver's license required.

Job Description: Manager, Service Development

## Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

<b>Employee's Acknowledgment:</b> I acknowledge that I have read the above job description and have received a copy for my records.					
Employee's Signature	Date Signed				
Printed Employee Name					

Title			Class Code		Grade
Mobility Services Mar	nager		310	2	36
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under general supervision, plans, organizes, implements, monitors and administers the Mobility Center and paratransit programs, including Washoe Senior Ride and FlexRIDE.

**DISTINGUISHING CHARACTERISTICS:** This is an advanced, supervisory position that requires considerable professional knowledge, the use of independent judgement and to be an effective program manager and collaborator with other RTC staff to ensure programs are run effectively and meet all Americans with Disability Act (ADA) regulations.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Serves as primary contact for RTC's paratransit program, providing daily contract oversight of the ADA
  paratransit van service, taxi service, Washoe Senior Ride Program, FlexRIDE, and other related programs
  including regulatory compliance with ADA, RTC policies and procedures, and other state and Federal
  regulations.
- Supervises all RTC paratransit staff and paratransit contractors, provides feedback on performance and ensures that all paratransit contractors meet performance standards.
- Oversees development, implementation, technical and daily administration of RTC's eligibility and travel training functions to ensure quality and ADA compliance to include eligibility recommendations, evaluation process, and regulatory eligibility interpretation issues.
- Develops alternatives to enhance mobility among seniors and persons with disabilities.
- Consults with other agency staff on accessibility features of fixed route and paratransit vehicles to be purchased.
- Monitors performance metrics including staffing levels, training program, safety program, ridership, on-time performance, bonus program, liquidated damages, contractual compliance, contract billing, and paratransit improvements.
- Collaborates on development, negotiation, and administration of the section's contracts, including
  developing specifications and scopes of work, procurement processes, and providing on-going oversight to
  ensure contract compliance and high-quality performance.
- Develops and manages paratransit budget.
- Develops, analyzes and provides monthly paratransit statistical reports. Ensures timely and accurate compilation and reporting of data from various data files; Audits program related invoices for accuracy, tracks payments, and monitors budget adherence.
- Performs extensive marketing outreach and partnership building with human services agencies, and other entities throughout the region to gain support and participation for mobility management programs.
- Creates and distributes approved customer rosters; audits various customer service and program utilization reports; research and coordinate resolution of and thoroughness of contractors' investigation of and responses to customer complaints.
- Establishes and maintains positive and effective relationships with agency contractors, elected officials, businesses and various government organizations, internal and external stakeholders, state and Federal agencies and community groups.
- Performs a variety of special projects and assignments in program area including the implementation and coordination of assigned program components; assists with the updates of policies and procedures; implements and monitors program activities; conducts research as needed.

Job Description: Mobility Services Manager

- May contact riders and applicants that are not ADA-eligible or have a restricted eligibility to identify transit
  options to meet their mobility needs using all existing public resources to determine such transportation
  options including RTC's Coordination Transportation Plan.
- Prepares, develops, maintains and updates system data and produces custom and formatted reports;
   reviews data for accuracy and completeness, recognizes and defines problems in report data; research questionable entries and undertakes corrective measures.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

### QUALIFICATIONS FOR EMPLOYMENT:

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Applicable Federal, state, and regional regulations, policies, and procedures, including the Americans with Disabilities Act and its impact on paratransit eligibility.
- RTC policies and procedures.
- Spelling, grammar, and English composition for business forms and correspondence.
- Telephone etiquette and protocol.
- Statistical and mathematical concepts such as average, ratios, sampling, and percentages.

### Skill in:

- Spreadsheet and database software.
- Effective communication, both oral and written, preferably in both English and Spanish.
- Using discretion and judgment with operational issues and problems.
- Establishing and maintaining effective working relationships with co-workers, other RTC employees, vendors, contractors, and the public.
- Operating a personal computer utilizing a variety of business software including word processing, spreadsheet, and database software.
- Developing linked spreadsheets and demand projections using multiple variables.
- Organizing and prioritizing daily work and multiple priorities in an expedient manner.
- Maintaining confidentiality with client medical information.
- Completing and submitting multiple projects in a timely manner.
- Working with senior citizens and persons with disabilities.
- Public speaking and engaging with diverse groups.

## Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Spanish and English bilingual skills preferred.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel for in the field functional assessments and outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

Job Description: Mobility Services Manager

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Employee's Signature	Date Signed	
Printed Employee Name		
In compliance with applicable disability laws, reasonable	accommodations may be provided for qualified	

Title			Class Co	de	Grade	
Mobility Specialist			3101		27	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, is responsible for determining eligibility for paratransit services in accordance with the Americans with Disabilities Act (ADA) rules and regulations. Provides transit orientation and path of travel assessments as well as individualized and group travel training.

**DISTINGUISHING CHARACTERISTICS:** Employees in this classification work under general supervision and in accordance with established policies, procedures and regulations.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Prescreens paratransit applicants over the phone; explains paratransit and fixed-route service features & expectations; arranges transportation; arranges individual in-person evaluations of new and re-certifying paratransit applicants; makes referrals to appropriate community programs.
- Conducts physical and cognitive in-person, in the field functional assessments necessary to determine ADA complementary Paratransit eligibility for persons with disabilities; performs path of travel assessments and documents terrain for trips; determines applicant's ability to traverse and navigate path of travel.
- Analyzes medical terminology, medical conditions and/or disabilities as they correlate to physical or
  cognitive functional capacity through in-person evaluation; determines eligibility through a thorough
  understanding of the applicant's functional capabilities, interprets regulatory guidelines of the ADA, policies,
  practices and procedures; audits existing certification clients by analyzing ridership reports to determine
  clients' functional abilities and ensure client's eligibility is correctly assigned; reviews professional
  verification data from medical professionals to make eligibility determinations.
- Enters applicant information in database; prepares detailed written and electronic reports on functional assessment findings, recommendations and eligibility status regarding applicants' ability to utilize fixed route services.
- Schedules and updates certification appointments; arranges transportation for appointments.
- Composes and mails approval letters, RTC ACCESS identification, and riders guide to all approved clients.
- Creates and maintains eligibility records/schedules, correspondence/notifications, customer files, and reports; provides additional information in writing or in-person as necessary to appeals personnel regarding findings of functional assessments.
- Files all approved applications and approval letters.
- Serves as the travel trainer and performs activities related to the RTC's travel-training program; conducts
  individual and group travel training; instructs customers on trip planning skills and strategies and selfadvocacy, safety and orientation skills; demonstrates independent use and navigation of the accessible
  fixed-route system; demonstrates how to handle unusual occurrences and how to adapt to unexpected
  situations when traveling on public transportation.
- Evaluates the individual's ability to travel safely and independently at the conclusion of the RTC system orientation. Follows up with customers to determine outcomes and ensure success.
- Develops and revises assessment tools for functional assessments as needed.
- Ensures adherence to established guidelines, best practices and the American with Disabilities Act.
- Develops, teaches, and conducts community outreach workshops and presentations to community
  agencies, schools, senior centers, retirement homes, transportation fairs, and professional organizations in
  relation to the RTC public transportation systems and other specialized transportation services.
- Performs training and practice for clients with mobility devices on boarding and de-boarding fixed route buses, RTC ACCESS or FlexRIDE vans.
- Maintains confidentiality and respectful interaction with internal and external customers.

Job Description: Mobility Specialist

## **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Applicable Federal, State, and Local laws, rules, and regulations, including the Americans with Disabilities
  Act and its effect on paratransit eligibility.
- Effective and respectful interviewing techniques and documentation.
- Sensitivity to the special transportation needs of paratransit riders, including relevant physical and/or cognitive functional capacities and their effects on mobility.
- Transit and paratransit operations, city streets, common locations, and transit considerations (e.g., run times, impact of inclement weather, boarding time).
- Methods of organizing, scheduling, and prioritizing workloads.
- Research and reporting methods, techniques, and procedures, including developing and performing basic database queries, compiling statistical reports, and identifying data trends.

#### Skill in:

- Operating a variety of office equipment, including computers and associated software applications related to the work.
- Maintaining accurate statistical records and performing related mathematical calculations.
- Organizing a filing system for multiple workflows.
- Effective communication, both oral and written, including composing correspondence, reports, and other
  written materials and documentation, with a strong understanding of English language usage including
  spelling, grammar, punctuation, and vocabulary.
- Public speaking to a variety of audiences.
- Monitoring and assessing performance for improvements or corrective actions.
- Establishing effective work relationships with staff, co-workers, and the public, and developing effective work teams while motivating staff to meet established goals, objectives, and service efficiencies.

### Ability to:

- Follow written and oral instructions.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Three (3) or more years of applicable experience, High School Diploma or above degree, OR an equivalent combination of education and experience. Spanish and English bilingual skills preferred.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel for in the field functional assessments and outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Employee's Signature	Date Signed
Printed Employee Name	

Job Description: Mobility Specialist

Title		Class Code			Grade	
Procurement & Contracts	Analyst		5701		31	
FLSA Status:	Non-Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs full range of professional level duties for the procurement of supplies, equipment and services, and assists with the RTC compliance to state and Federal programs and labor standards.

**DISTINGUISHING CHARACTERISTICS:** This is the professional level series for procurement and assignments range from routine to moderately difficult and require the application of initiative and independent judgment within the framework of established policies and procedures.

ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Coordinates purchasing processes including, but not limited to, soliciting formal bids, requests for proposals, requests for quotes and related documents; distributing and maintaining lists of bidders; facilitating pre-bid and other meetings as required.
- Facilitates bid openings to include responsiveness check on bidders, completeness of bid submissions, and price comparison.
- Coordinates contracts and purchase agreements with vendors and administers final approval process for purchases; responds to inquiries regarding purchasing issues.
- Advises agency staff on compliance with technical procurement processes and procedures; reviews and evaluates contracts and proposals; participates on technical review panels as required.
- Provides advice on federal procurement rules, particularly Federal Transit Administration and Federal Highway Administration procurement requirements.
- Assists in the administration of state and Federal labor standards, including Davis-Bacon prevailing wage rates, and programs for Disadvantaged Business Enterprises (DBE); investigates work site activities as needed; assures compliance with policies and procedures, and other state and Federal regulations.
- Maintains procurement database and other records; compiles information and prepares reports.
- Establishes and maintains good relations with vendors, contractors, and regional government agencies; maintains product and service information on vendors; monitors payrolls and investigates complaints as required; audits files to assure compliance with state and Federal requirements.
- Serves as a liaison between RTC and various regional government organizations, unions, and community groups.
- Issues and maintains Procurement Cards in compliance with RTC Policies.

#### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Principles of contract management.
- State and Federal civil rights programs and labor standards, including Davis-Bacon prevailing wage rates, and Federal programs for Disadvantaged Business Enterprises, Minority Business Enterprises, and Women-Owned Business Enterprises.

## Skill in:

• Reading, understanding, interpreting, and applying relevant city, County, state, and Federal statutes, rules, ordinances, codes, regulations, and RTC policies and procedures.

Job Description: Procurement & Contracts Analyst

- Establishing and maintaining effective working relations with co-workers, vendors, and representatives from other governmental agencies.
- Operating a computer utilizing a variety of business software.
- Effective verbal and written communication and establishing effective working relations.

### Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Employee's Signature	Date Signed	-
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Title			Class C	ode	Grade
Procurement Manager			5702	2	35
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under general supervision, is responsible for planning, directing and administering the procurement function for the RTC, including compliance with state and Federal requirements.

**DISTINGUISHING CHARACTERISTICS:** This position is a Department Manager in procurement and contracts.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Develops and leads a procurement and contracting team in cooperation with the finance and legal staff of the agency.
- Develops and implements goals, objectives, policies, procedures and work standards for procurement and contracting functions.
- Develops and leads a customer service approach to supporting internal and external customers. Establishes and maintains good relations with staff, vendors, contractors, and government agencies in the region.
- Develops and reviews contracts and procurement documents for substance and consistency.
- Maintains records and ensures the accuracy of procurement databases; compiles information and prepares reports.
- Ensures compliance with Federal Transit Administration (FTA), Federal Highway Administration (FHWA), State and other procurement requirements and RTC policies and procedures.
- May conduct internal audits periodically; meets with external auditors regarding any compliance issues.
- Manages administration of the RTC procurement card program.
- Monitors payrolls and investigates complaints as required; audits files to ensure compliance with state and Federal requirements.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

#### QUALIFICATIONS FOR EMPLOYMENT:

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job) Knowledge of:

- State and Federal civil rights programs and labor standards, including Davis-Bacon prevailing wage rates, and programs for Disadvantaged Business Enterprises, Small Business Enterprises, Minority Business Enterprises, and Women-Owned Business Enterprises.
- FHWA, FTA, other federal and state procurement laws, regulations, policies, and procedures.
- Principles of contract law and contract management.
- Principles and techniques of excellent customer service. Aptitude in establishing effective working relations with other RTC staff, vendors, contractors, outside agency staff, and the public.

### Skill in:

- Developing processes and procedures.
- Change management and continuous process improvement.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Reading, understanding, interpreting, and applying relevant city, county, state, and Federal statutes, rules, ordinances, codes, and regulations.
- Operating a personal computer utilizing a variety of business software.
- Oral and written communication.

## Ability to:

• Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

Job Description: Procurement Manager

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Valid driver's license required. Certification as a State of Nevada Certified Contract Manager preferred.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Co	de	Grade	
Project Engineer			1002		35	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, manages technical (civil and traffic) engineering projects in design, construction and maintenance of transportation systems and other facility and system improvement projects and participates in agency and community outreach activities.

**DISTINGUISHING CHARACTERISTICS:** This is the professional level class in the Engineer series. This class is distinguished from the Project Manager by prior experience. Registration as a Professional Engineer is not required.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Performs technical engineering analyses and calculations related to project design and management.
- Prepares professional service agreements; oversees project design; reviews consultant plans and specifications.
- Reviews and approves the technical plans and negotiates the schedules for assigned projects; assures the
  use of sound engineering practices to meet project objectives.
- Works with RTC procurement staff to solicit bids and oversee the bidder response process; verifies
  accuracy and reasonableness of submitted bids; provides technical language for bid documents,
  solicitation meeting agendas, and bidder questions.
- Reviews contracts and agreements and verifies contractor invoices for payment processing.
- Oversees project scopes schedules, and budgets to deliver projects on time and within allocated resources.
- Prepares project schedules; monitors project progress and results; coordinates and oversees the work of contractors to complete repair and remodeling projects; initiates change orders as necessary.
- Visits project sites for oversight responsibilities and assures compliance with contract specifications, timelines and plans; monitors project progress and results.
- Updates and maintains projects' budget and completing the projects in a timely manner.
- Evaluates and analyzes issues and recommends and implements solutions.
- Ensures effective communication of issues and strategies between project management teams, contractors, other RTC staff, and the community.
- Assures the project achieves tactical goals and timelines; conducts periodic reviews of project progress, identifies potential delays, and recommends corrective actions.
- Assures the satisfaction of internal and external customers.
- Provides advice and information on project status and technical issues to management, staff, and other parties as necessary.
- Ensures compliance with RTC policies and procedures and Occupational Safety and Health Administration (OSHA) rules and regulations, and all other safety regulations.

## **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Principles, practices, and techniques of civil engineering.
- Principles, practices, and techniques of the construction trades.

Job Description: Project Engineer

- Methods and techniques in the design, construction, and maintenance of construction projects and public works projects.
- Principles and practices of project and contract management.
- Applicable Federal, state, and county policies, procedures, codes, and ordinances.
- Occupational safety and health rules and regulations.

### Skill in:

- Understanding relevant county, state, and Federal statutes, rules, ordinances, codes, and regulations.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Reading and evaluating blueprints and technical schematics, data collection and analysis, and mathematical and statistical calculations.
- Establishing effective working relations with other RTC staff, contractors, local government staff, the public, and regional organizations.
- Utilizing a variety of software applications.
- Following and effectively communicating verbal and written instructions.
- Maintaining accurate records and files.
- Completing and submitting multiple projects in a timely manner.

## Ability to:

- Handle multiple concurrent projects and manage priorities and tasks to meet schedules and timelines.
- Follow oral and written instructions.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Two (2) years of applicable experience, bachelor's or above degree; OR any equivalent combination of education and experience that provides the required knowledge, skills and abilities. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Visual acuity to read engineering plans and specifications.

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Employee's Signature	Date Signed
Printed Employee Name	-

Title			Class Co	de	Grade	
Project Manager			1003		37	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, manages technical (civil and traffic) engineering projects in design, construction and maintenance of transportation systems and other facility and system improvement projects and participates in agency and community outreach activities.

**DISTINGUISHING CHARACTERISTICS:** This is the advanced, lead level in the professional engineering series that requires considerable professional knowledge and the use of independent judgment; manage projects; be an effective collaborator with other RTC staff to implement complex projects. This position requires registration as a Professional Engineer.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Performs technical engineering analyses and calculations related to project design and management.
- Prepares professional service agreements; oversees project design; reviews consultant plans and specifications.
- Reviews and approves the technical plans and negotiates the schedules for assigned projects; assures the
  use of sound engineering practices to meet project objectives.
- Works with RTC procurement staff to solicit bids and oversees the bidder response process; verifies
  accuracy and reasonableness of submitted bids; provides technical language for bid documents,
  solicitation meeting agendas, and bidder questions.
- Reviews contracts and agreements and verifies contractor invoices for payment processing.
- Oversees project scopes schedules, and budgets to deliver projects on time and within allocated resources.
- Prepares project schedules; monitors project progress and results; coordinates and oversees the work of contractors to complete repair and remodeling projects; initiates change orders as necessary.
- Visits project sites for oversight responsibilities and assures compliance with contract specifications, timelines and plans; monitors project progress and results.
- Updates and maintains projects' budget and completing the projects in a timely manner.
- Evaluates and analyzes issues and recommends and implements solutions.
- Ensures effective communication of issues and strategies between project management teams, contractors, other RTC staff, and the community.
- Assures the project achieves tactical goals and timelines; conducts periodic reviews of project progress, identifies potential delays, and recommends corrective actions.
- Assures the satisfaction of internal and external customers.
- Provides advice and information on project status and technical issues to management, staff, and other parties as necessary.
- Ensures compliance with RTC policies and procedures and Occupational Safety and Health Administration (OSHA) rules and regulations, and all other safety regulations.
- Assesses and evaluates traffic impacts to regional street networks by new developments.
- Consults with local agencies on traffic mitigation measures on existing congested areas.
- Reviews and approves technical designs, plans and specifications to ensure adherence to sound engineering practices.
- Serves as a liaison between RTC Engineering and various regional government organizations, state and Federal agencies, and community groups.

Job Description: Project Manager

- Identifies major right of way and design options and brings them to senior management for timely
  decisions; collaborates with the Property Agent and RTC legal staff to ensure that all right of way
  requirements are met in a timely manner.
- Manages special projects as assigned.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Principles, practices, and techniques of civil engineering.
- Principles, practices, and techniques of the construction trades.
- Methods and techniques in the design, construction, and maintenance of construction projects and public works projects.
- Principles and practices of project and contract management.
- Applicable Federal, state, and county policies, procedures, codes, and ordinances.
- Occupational safety and health rules and regulations.
- Multimodal transportation planning and transportation safety best practices.
- RTC policies pertinent to construction of street and highway projects.

#### Skill in:

- Understanding relevant county, state, and Federal statutes, rules, ordinances, codes, and regulations.
- Assessing and prioritizing multiple tasks, projects, and demands.
- Reading and evaluating blueprints and technical schematics, data collection and analysis, and mathematical and statistical calculations.
- Establishing effective working relations with other RTC staff, contractors, local government staff, the public, and regional organizations.
- Utilizing a variety of software applications.
- Following and effectively communicating verbal and written instructions.
- Maintaining accurate records and files.
- Completing and submitting multiple projects in a timely manner.
- Interpreting and applying relevant county, state, and Federal statutes, rules, ordinances, codes, and regulations, to ensure compliance.

### Ability to:

- Handle multiple concurrent projects and manage priorities and tasks to meet schedules and timelines.
- Follow oral and written instructions.
- Make and maintain accurate records on a daily, weekly, and monthly basis.
- Provide excellent customer service and public relations.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Four (4) years of applicable experience with two (2) years of applicable experience as a Professional Engineer, bachelor's or above degree; OR any equivalent combination of education and experience that provides the required knowledge, skills and abilities. Any person registered as a Professional Engineer in another state must become registered as a Professional Engineer in the state of Nevada within six months following the date of appointment and as a condition of continued employment. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel to project worksites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word

Job Description: Project Manager

Title			Class C	ode	Grade	
Property Agent			5601		33	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs professional level work related to the appraisal, acquisition, easement, title search, transfer, sale and disposal of real property for RTC's engineering department; oversees and manages RTC's real property.

**DISTINGUISHING CHARACTERISTICS:** Employees in this classification work under general supervision and in accordance with established policies, procedures and regulations.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Plans, organizes, procures, supervises, reviews and evaluates the work of professional, technical real property appraisal, title services and relocation service contracts.
- Plans goals, objectives, policies and work standards for RTC's property acquisition and management programs.
- Initiates and maintains extensive contacts with real estate professionals and officials of other federal, state
  and county agencies and companies with respect to property rights, management, acquisition, relocation
  and disposal.
- Reviews and analyzes appraisals, title reports, deeds, legal descriptions, easements and other documentation related to property under consideration for acquisition.
- In coordination with the RTC Director of Engineering and General Counsel, negotiates final contract terms, including purchase of real property, fair market value, and value of encumbrances with property owners and/or their representatives to ensure compliance with legal guidelines.
- Attends and participates in acquisition/disposal strategy, project, budgetary and policy meetings with professional staff, consultants, and RTC directors.
- Develops, recommends, and interprets policies and procedures related to the management, acquisition, relocation and disposal of real property.
- Directs the work of support staff in the maintenance of required files and records.
- Provides information to property owners, their representatives and the public and others regarding RTC policies and procedures; resolves disputes and problems.
- Prepares a variety of oral reports and written materials, including correspondence, reports, policies, procedures, program documentation and other written materials.
- Monitors changes in laws and procedures and evaluates their effect upon real property management; recommends and implements recommended changes.
- Prepares and makes presentations to boards, commissions and senior executives.
- Maintains an inventory of RTC owned and leased real property and easements.

## **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Principles and practices of real property acquisition, appraisal, relocation, and disposal.
- Federal and State laws, regulations, and industry standards related to property acquisition, relocation, and disposal by government agencies.
- Methods of title search and property clearance; right of way ownership and condemnation; relocation procedures; property management functions; relevant computer applications.

Job Description: Property Agent

- Principles of property development and street and highway project design.
- Technical and legal terminology and documents related to property appraisal, including the Appraisal Assistance Act.
- Court procedures for condemnation.

#### Skill in:

- Making sound, independent decisions within established policies and procedures.
- Maintaining organized and accurate records.
- Making effective presentations to groups.
- Preparing clear, concise, and complete reports, contracts, and written correspondence.
- Effective oral and written communication and establishing effective working relations.
- Completing and submitting multiple projects in a timely manner.

### Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience, bachelor's or above degree; OR equivalent combination of education and experience. Possession of a valid Nevada Real Estate License, Member Appraisal Institute, and membership in the International Right of Way Association is preferred. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

<b>Employee's Acknowledgment:</b> I acknowledge that I have a copy for my records.	read the above job description and have received
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Printed Employee Name	

Title			Class C	ode	Grade
Public Information Officer			5402	2	35
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under general supervision, provides information to civic and government groups, the media, and the public to build relationships within the community for RTC.

**DISTINGUISHING CHARACTERISTICS:** Employees in this classification work under general supervision and in accordance with established policies, procedures and regulations.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Recommends and assists in the implementation of goals and objectives; establishes schedules and methods for providing public information services; maintains knowledge of RTC projects, programs, and services.
- Recommends and implements a unified messaging strategy for RTC projects and programs and an annual report for the agency.
- Serves as public liaison for the RTC with the news media, public and other government agencies. Works with the media proactively to build awareness of regional transportation issues.
- Maintains awareness of new developments in the field of public communications; recommends and incorporates new developments as appropriate into programs.
- Arranges press conferences and coordinates appearances or press statements for RTC staff members by providing staff with guidelines and strategies to present message/information/issues properly.
- Works independently and within teams to create material to promote and publicize internal and/or community relations, by creating and distributing brochures, fact sheets, press releases, special feature stories, digital video recordings for projects, programs, and services for media representatives and distribution through RTC communication channels, updating content for the RTC website, and maintaining RTC social media.
- Tracks effectiveness of RTC social media messaging and provides reports as necessary.
- Plans and coordinates public forums, lectures, and/or other programming to create a better understanding of RTC programs, services, policies and projects.
- Responds to emergency media calls as needed and may be required to appear on incident sites at any hour to respond to media questions.
- Responds to internal and/or external emails and letters within jurisdiction.
- May supervise media or image contractors brought in on assigned projects.
- Coordinates effectively with RTC staff and consultants in community outreach and project development. Must maintain a high level of confidentiality.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Public relations practices, strategic program development, and marketing principles, including audience engagement.
- Paratransit and transportation programs and services (preferred).
- Contracts, rider profiles, engineering, and road construction projects (preferred).
- Methods and techniques of broadcast video and audio productions, including social media; development, implementation, and enhancement of social media networks.
- Pertinent Federal, State, and local codes, laws, and regulations related to the area of responsibility. Skill in:
- Meeting deadlines and managing time effectively.

Job Description: Public Information Officer

- Designing and coordinating events.
- Developing and maintaining productive relationships with local media, community figures, and RTC staff.
- Explaining RTC policies and procedures.
- Editing and organizing information for presentations.
- Completing and submitting multiple projects promptly.
- Assessing and prioritizing tasks, projects, and demands.
- Developing effective working relationships within the agency.

## Ability to:

- Communicate effectively both orally and in writing to a variety of audiences.
- Quickly proofread documents and other communications media.
- Maintain confidentiality.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

## Experience, Education and/or Training:

Six (6) years of applicable experience, Associate's or above degree; OR equivalent combination of education and experience. Valid driver's license required.

## Working Conditions and Physical Effort:

Moves within an office setting with some travel to attend meetings and interact with media at project or incident sites. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required. Incumbent may be required to work outside of normal business hours in order to accomplish tasks required of this position.

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Title			Class C	Grade		
Security and Safety	Administrator		3002	2	36	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, plans, organizes, implements, monitors and evaluates the RTC's security, emergency operations, crisis operations and disaster preparedness programs to provide for the security, safety and protection of people and property; provides direction during disaster or emergency situations; ensures compliance with federal and state laws and regulations pertaining to safety.

**DISTINGUISHING CHARACTERISTICS:** This is an advanced, lead level position that requires considerable professional knowledge, the use of independent judgment and to be an effective collaborator with other RTC staff and contractors.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Oversees, reviews and evaluates security, safety, emergency operations, crisis, and disaster plans, and ensures plans comply with federal and state requirements.
- Creates and coordinates activities of the RTC's Emergency Operations Center (EOC) in handling major emergency and disaster events, including coordination of staff temporarily assigned to the EOC during practice and/or actual emergency events.
- Establishes cooperating networks of RTC RIDE contractor staff as well as public and private agencies to enhance security and safety mitigation, emergency preparedness, response, and recovery activities in accordance with city and county ordinances, state statutes, and federal regulations if applicable.
- Plans, coordinates, develops and implements networks, linkages, taskforces, and interest groups for crisis response and recovery in accordance with city and county ordinance, state statutes and federal regulations if applicable.
- Plans, conducts, and participates in staff training on security, safety, emergency, crisis and disaster exercises.
- Interprets federal, state, county and cities' emergency response and recovery, and homeland security laws, policies, rules, and regulations.
- May develop and administer grants in the areas of emergency preparedness, emergency operations, and homeland security.
- Coordinates with Communications staff regarding media relations plans, procedures, and exercises to prepare for emergencies.
- Plans and coordinates the development of critical resource inventories to ensure appropriate preparation for security, safety, emergency operations, crisis, and disaster events.
- Provides emergency preparedness and homeland security information materials for staff and the public.
- Advises and counsels management on security, safety, emergency operations, crisis, and disaster events for RTC-associated organizations (e.g., RIDE fixed route service, ACCESS paratransit, and microtransit) reviewing methods, process and procedures and recommending changes in work processes to enhance efficiency and effectiveness.
- Advises management so that assigned personnel perform duties and responsibilities in a safe and prudent manner which does not expose them or others to unnecessary harm or risk of on-the-job injury.
- Conducts periodic safety audits employing standard OSHA audit practices.
- Interfaces with state and/or federal OSHA as necessary.
- Liaises with the Federal Transit Administration (FTA) during the RTC's triennial audit of the agency and responds to/mitigates any safety findings.

## Job Description: Security and Safety Administrator

- Makes presentations to the RTC Board of Commissioners and represents the RTC's Emergency Operations Program as required.
- Responds as required to security, safety and other situations to assist law enforcement and/or safety personnel.
- Manages data collection, reporting and random inspections related to contractor performance compliance.
- Manages FTA alcohol/drug compliance for RTC contractors.
- Establishes and maintains positive and effective relationships with RTC contractors, businesses, and other regional government agencies.
- Coordinates with the Transit Contract Administrator and the Facilities/Fleet Manager to monitor contractor safety, security, fleet and facilities compliance.
- Ensures certification of safety compliance on transit construction projects where required by the Federal Transit Administration.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

## **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

## Knowledge of:

- Principles and practices of security and safety.
- Principles and practices related to emergency operations, crisis, and disaster preparedness and operations, as well as program design, planning, implementation and administration of hazard mitigation.
- Principles and practices of operating an emergency operation center (EOC).
- The danger potential of disaster and emergency situations and appropriate responses and recovery systems.
- Federal, State and local laws, codes, and regulations applicable to security, safety, emergency operations, crisis, disaster operations as well as homeland security in the region.
- Grant programs and processes of the Federal Transit Administration (FTA), Federal Emergency
  Management Agency (FEMA), the Office for Domestic Preparedness (Homeland Security Department), the
  State Emergency Response Commission (SERC), and other emergency management grant programs.
- All hazards and their analysis, risks assessment and vulnerability analysis in the immediate region, eastern California and western Nevada.
- Principles and practices of contract administration and vendor relations.
- Correct English usage including spelling, grammar, punctuation and vocabulary.
- Techniques for dealing effectively with co-workers and the public, in person and over the telephone.
- Principles and contemporary practices of customer service relations, complaint resolution, and program development, implementation, and maintenance.
- Computer applications related to the work.
- Monitoring procedures and retrieval of data.
- Training methods and systems.
- Functions and capabilities of various public and private organizations in security, safety, emergency, crisis and disaster programs.

## Skill in:

- Evaluating security, safety, operational or emergency preparedness problems or situations, developing sound conclusions and making effective decisions and/or recommendations.
- Interpreting, understanding, and applying technical reports, statutes, rules, and regulations.
- Evaluating work priorities, procedures, and processes to determine their effectiveness and efficiency.
- Maintaining cooperative and productive working relationships with RTC staff, management, elected officials, the public, and representatives of other public and private agencies.
- Planning, coordinating, and directing the operations of the Security, Safety, Emergency Operations, Crisis and Disaster Programs to achieve established goals and maximize efficiency and effectiveness.
- Gathering and compiling information; preparing accurate reports and summaries.
- Using discretion and judgment with confidential materials and information.

Job Description: Security and Safety Administrator

- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities. Ability to:
- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

# Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Spanish and English bilingual skills preferred. Valid driver's license required.

## Working Conditions and Physical Effort:

Ability to stay in a stationary position and move for extended periods. Ability to frequently gain access to equipment and things in a variety of positions and make repetitive movement. Ability to, move, push and/or pull objects weighing up to 50 lbs. on one's own, following proper procedures to avoid injury. Ability to operate assigned equipment and vehicles. Corrected hearing and vision to normal range. Ability to perform sustained activities in a variety of environmental conditions. Ability to utilize proper personal protective equipment (PPE) to minimize exposure to dust, fumes, solvents, chemicals, bloodborne pathogens, and construction materials. Ability to operate a personal computer using word processing and databases. Ability to obtain OSHA 10 certification and complete other safety training provided by the agency within one year of hire. Incumbent may be required to work outside of normal business hours in order to accomplish tasks required of this position.

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Printed Employee Name	-

Title			Class Code Grade		
Senior Accountant	nt		4004	33	
FLSA Status:	Exempt	Established:	January 2005	Revised: April 2025	

**Summary:** Under general supervision, performs a variety of increasingly complex accounting and statistical analysis functions in the maintenance of financial, technical, and accounting records for RTC. Performs a variety of technical tasks relative to assigned areas of responsibility.

**DISTINGUISHING CHARACTERISTICS:** The class is distinguished from the Accountant level by the size and complexity of tasks for the funds and budgets for which the position is responsible and the consequence of an error in the work performed, and independence of work activities.

# ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Assists in the audit of vouchers payable and reviews accounts payable for accuracy, proper coding, and discounts taken or lost.
- Assists in the posting, balancing, and reconciliation of the general ledger and subsidiary accounts; assists
  with the monthly and year-end closing of financial records and prepares trial balances and related
  statements.
- Assists in reviewing subledger adjustments, internal and external reports, contracts, state revenue and project calculations, and other sources of financial information for accuracy and impact.
- Researches and analyzes accounting and technical transactions to resolve questions and validate data.
- Assists with working trial balances, identifies and corrects errors, and prepares journal entries to prepare
  reliable and accurate balance sheets and statements of revenues, expenditures/expenses, and changes in
  fund equity/balances.
- Assists in preparing supporting work papers and provide other assistance to auditors in periodic audits.
- Assists in preparing and submits various financial and technical reports as required.
- Performs accounting and financial activities, including general ledger, sub-ledgers, fixed assets control, and financial forecasts.
- Collects financial, technical, and administrative information and compiles data for reports; updates and corrects statistical databases.
- Prepares for financial audits by completing audit work papers and related financial documents for responding to and implementing independent audit standards.
- Responds to requests for information; provides technical information to departments, staff, and management as authorized; assists auditors as appropriate.
- Reviews source documents for compliance with rules and regulations; assists in determining proper handling of financial transactions and approving transactions within designated limits.
- Reviews, investigates, and corrects errors and inconsistencies in financial entries, transactions, documents, and reports.
- Maintains financial information system database; prepares accounting, technical, and cost allocation reports and models; makes journal entries and prepares trial balance.
- Reconciles accounts; supports special projects as directed; performs basic data analysis functions.
- Prepares and submits various financial and technical reports as required.
- Monitors compliance with Generally Accepted Accounting Principles, Government Accounting Standards Board (GASB), and RTC procedures.
- Maintains confidentiality of client information and financial records.
- Conducts basic statistical analyses and compiles data to address administrative, budget, and productivity issues.

## Job Description: Senior Accountant

- Assists with the preparation of notes to the Annual Comprehensive Financial Report (ACFR).
- Performs highest level accounting and financial activities, including federal project tracking and reimbursement, operating and capital budgets, general ledger, and sub-ledgers, fixed assets control, and financial and statistical forecasts.
- Assures the accuracy, timeliness, and quality of the financial activities and work products, including work
  product of other accounting staff; monitors all document preparation for accuracy, completeness, and
  compliance with Federal, State, and local policies and practices.
- Instructs other accounting colleagues regarding adjustments to accounting transactions; may coach other staff on application of GASB standards.
- Coordinates information and assures effective communication between RTC departments; clarifies and reconciles issues relating to RTC funds, budgets, and accounting procedures.
- Prepares notes to the ACFR.
- Reconciles accounts; manages special projects as directed; performs complex data analysis functions including final interpretation and reports.
- Conducts statistical analyses, searches records, and compiles data to address administrative, budget, and productivity issues.

### **QUALIFICATIONS FOR EMPLOYMENT:**

# Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Basic bookkeeping principles and practices.
- Correct English usage including grammar, punctuation, and vocabulary.
- Legal, ethical and professional rules of conduct for finance professionals.
- Government Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and Government Finance Officers Association (GFOA) best practices, recommended practices and policies, rules and regulatory reporting requirements.
- Generally Accepted Accounting Principles (GAAP), including cost, managerial and fund-accounting principles and practices.
- Federal and state grant fund accounting regulations, procedures, and accountability standards.
- Budgeting activities including preparation, justification, maintenance, analysis, and status reporting.
- Automated and manual management reporting systems to create output formats and obtain accurate and complete financial information.
- Pertinent federal, state, and local laws, codes, and regulations.
- Basis of accounting and measurement focus for all fund types and account groups, including governmental
  fund types, proprietary fund types, general long-term debt account group, and general fixed assets account
  group.
- Federal cost reimbursement principles.

## Skill in:

- Analyzing and evaluating finance and accounting issues and policies.
- Updating financial and accounting information systems.
- Assessing and prioritizing multiple tasks, projects and demands.
- Effective oral and written communication and establishing effective working relations.
- Completing and submitting multiple projects in a timely manner.
- Performing reconciliations to determine accuracy of account balances.
- Preparing a variety of financial statements, records and reports.
- Analyzing and interpreting financial reports and technical fiscal data.

## Ability to:

- Maintain confidentiality.
- Read, understand, and interpret manuals, policies, procedures, statutes, and administrative codes and regulations.
- Understand, interpret, and apply policies, procedures, and written and oral directions to specific situations.

Job Description: Senior Accountant

- Interact positively with others including the public, elected officials, other organizational staff, and coworkers.
- Maintain confidentiality.
- Interpret and apply GASB pronouncements; prepare and analyze complex financial statements that include all fund types and account groups, and notes to the financial statements.
- Coach, mentor and provide guidance to lower-level accounting staff.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience.

### Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Employee's Signature	Date Signed	
Printed Employee Name		

Title			Class Co	de	Grade	
Senior Financial Analyst			4005		36	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, performs a variety of financial and statistical analysis and activities; manages financial plans, manages grant programs and provides analytical support for forward-looking financial projects. Performs a variety of technical tasks related to assigned areas of responsibility.

**DISTINGUISHING CHARACTERISTICS:** The Senior Financial Analyst is responsible for increasingly complex and highly specialized fiscal analysis and grant management which require considerable professional knowledge and the use of independent judgment. Incumbents must be an effective collaborator with other RTC staff and provide long-range financial planning support to organization.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Prepares historical information, revenue projections and related information for internal use and distribution to RTC management and the Board of Commissioners, including monthly, quarterly, and annual financial statements.
- Maintains fiscal oversight for assigned functional areas within the RTC; reviews and approves expenditures
  to ensure compliance with budgetary and policy guidelines; recommends and implements budget
  adjustments as required.
- Coordinates RTC activities with those of other governmental agencies, underwriters and rating agencies; represents the RTC in meetings with such organizations and with a variety of public and private organizations and makes presentations as required.
- Conducts a variety of technical, operational and analytical studies; conducts independent research; evaluates alternatives and makes recommendations; prepares technical, statistical and narrative reports; writes and reviews grant and funding requests and various intergovernmental service agreements.
- Performs RTC management support activities such as preparing Board agenda items, conducting studies for Board of Commissioner requests and assessing the financial impact of proposed legislation.
- Assists in the preparation and monitoring of budgets, including variance analysis and forecasting; Regional Transportation Plan; and the Transit Section of the Regional Transportation Improvement Plan.
- Assists in the development and maintenance of financial models to support business planning and decision-making.
- Work closely with other members of the Finance team and other departments to gather necessary information and ensure accurate financial reporting.
- Performs ad hoc financial analysis and projects as assigned by management or team leads.
- Coordinates, prepares, develops, and monitors annual capital improvement budget.
- Researches, audits, and analyzes financial and technical transactions to resolve questions and validate data; assures fiscal accountability and fund integrity for all transactions.
- Develops the financial elements of the Regional Transportation Plan and the Transit Section of the Regional Transportation Improvement Plan.
- Performs short, medium and long-range financial planning.
- Develops, documents, and maintains a federally compliant strategic and systematic process and communicates the RTC's State of Good Repair (SGR) status and funding needs to federal, state and agency officials.
- Manages grant programs; monitors documents for accuracy and completeness; assures compliance with federal, state and local policies and requirements; interprets federal guidelines, cost eligibility; grant revision, amendment and closeout.

### Job Description: Senior Financial Analyst

- Assures the accuracy, timeliness and quality of financial activities and work products in compliance with Federal, state, and local policies and practices.
- Collects financial, technical and administrative information and compiles data for reports; updates and corrects statistical database.
- Responds to requests for information, provides technical information and assists auditors.
- Reviews, investigates, and corrects errors and inconsistencies in statistical models, financial entries, transactions, documents, and reports, forecasts revenues, expenditures and statistical data.
- Promotes effective collaboration between RTC staff, departments, and partner agencies.
- Coordinates information and assures effective communication between departments; clarifies and reconciles issues relating to RTC funds, budgets and accounting procedures.
- Maintains and enforces all aspects of confidentiality of client information and financial records.
- Leads organizational teams including but not limited to, grant programs, transit asset management, and/or federally required financial plans.
- Confers with RTC management, public officials and other professionals to define and develop strategies to achieve capital budget and grant program objectives.
- Develops revenue projections and manages aspects of the financial implementation of capital projects.
- Manages special projects as directed and performs complex data analysis functions including final interpretation and reports.
- Participates in or leads advisory committees and community engagement activities, as appropriate.

### QUALIFICATIONS FOR EMPLOYMENT:

### Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Budget preparation, monitoring, and adjustment techniques.
- Federal Transit Administration and Federal Highway Administration grant programs.
- Methods and techniques of data collection, analysis, and interpretation.
- Automated and manual management reporting systems to create output formats and obtain accurate and complete financial information.
- Pertinent federal, state, and local laws, codes, and regulations.
- Correct English usage including grammar, punctuation, and vocabulary.

### Skill in:

- Analyzing and evaluating financial data and trends to make informed decisions.
- Completing and submitting multiple projects in a timely manner; and
- Analyzing, interpreting and preparing technical, statistical, and narrative reports.
- Analyzing and evaluating finance and accounting issues and policies.
- Reading, interpreting, understanding and applying grant funds and capital budgeting standards and procedures, applicable Federal rules and regulations, and local policies and procedures.
- Organizing, developing, and making oral presentations.
- Organizing, planning, implementing, and overseeing multiple programs or areas of responsibility where little precedent exists in resolving complex problems.
- Completing and submitting multiple projects in a timely manner; and
- Analyzing and interpreting financial reports and complex technical fiscal data.

### Ability to:

- Read, understand, and interpret manuals, policies, procedures, statutes, and administrative codes and regulations.
- Techniques of capital budgeting and the principles of grant fund record keeping and records management.
- Legal, ethical and professional rules of conduct for finance professionals.
- Pertinent federal, state, and local laws, codes, and regulations, particularly as it relates to federal grants management.
- Budget activities, including preparation, justification, maintenance, analysis, and status reporting.
- Understand, interpret, and apply policies, procedures, and written and oral directions to specific situations.

Job Description: Senior Financial Analyst

- Interact positively with others including the general public, elected officials, other organizational staff, and coworkers.
- Maintain confidentiality.
- Communicate effectively with outside auditors and others regarding agency accounts.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience.

### Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodations with the RTC.

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Title		Class Code		Grade		
Senior Graphic and Web D	esigner		5404		31	
FLSA Status:	Non-Exempt	Established:	January 2017	Revised:	April 2025	

**Summary:** Under general supervision, designs and directs graphic layouts for various mediums and web layouts for marketing and promoting RTC and its departments' work.

**DISTINGUISHING CHARACTERISTICS:** This is the professional level class in the Graphic and Web Designer series. This class is distinguished by providing leadership in graphics and web design projects.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Designs and lays out print material for marketing purposes and educates others about RTC projects, programs and services, to include fliers, posters, signs, internal/external bus signage, web banners, direct mail, corporate advertisements, books, brochures, trade show graphics, infographics, and email.
- Constructs multimedia content by combining graphics, text, and digital audio and video using development tools; maintains multimedia content by updating information and design.
- Creates materials for media broadcasts to supplement scripted messages.
- Provides technical assistance to personnel in other departments with their graphic and web-based needs.
- Writes printing specifications, including size and face type, paper stock, and relationships of inks and colors; estimates the cost of planned production and recommended design, color and graphics in accordance with expense limitations.
- Sends graphic designs to printers or vendors to produce printed materials.
- Makes recommendations on supplies, materials and techniques for graphic design and display/exhibit needs.
- Confers and coordinates with staff, contractors, and vendors to produce appropriate materials within budget and timeline constraints for use in a variety of RTC programs and events.
- Understands a broad range of diverse audiences and creates the design most appropriate for that target audience.
- Designs advertising.
- Participates in Common User Interface efforts across the company by proactively identifying and exploring opportunities for visual consistency; works occasionally on other user interface related projects.
- Updates and maintains RTC internal and external websites; ensures no corruption or repetition of graphics or contents; helps maintain site appearance by enforcing content and display standards, including accessibility; edits submissions.
- Leads meetings for developing creative themes, formulating special events and promotions.
- Manages consultant projects developing marketing materials.
- Coordinates the work of staff, contractors/vendors to manage complex planning projects to achieve tactical goals.
- Manages projects to achieve RTC brand standards, goals and timelines are followed and adhered to.
- Proofreads and ensures quality of design work and products.
- Collaborates on special events and projects as directed by management.

### QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Best practices for visual communications
- Various marketing and media modes

Job Description: Senior Graphic and Web Designer

- Print production principles
- Computer software for graphic design and internet design
- Style guide creation and maintenance
- HTML, HTML5, and CSS, as well as commonly used content management systems
- User Interface Design and/or experience in UI Design

#### Skill in:

- Designing graphics for various audiences
- Communicating effectively through visual media
- Effective use of computer specialized software and common desktop illustration
- Creating basic web pages and using web-development software
- Graphics applications such as Adobe Creative Suite, including Photoshop, Illustrator, and InDesign
- Effective verbal and written communication
- Proofreading
- Completing and submitting multiple projects in a timely manner
- Leading creative teams; fostering teamwork and collaboration
- Public speaking
- Working independently in the absence of supervision

#### Ability to:

- Establish effective working relations with colleagues and other stakeholders.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience.

### Working Conditions and Physical Effort:

Moves within an office setting with occasional travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Code		Grade	
Senior Information Techn	nology Analyst		5502		33	
FLSA Status:	Non-Exempt	Established:	January 2017	Revised:	April 2025	

**Summary:** Under general supervision, provides technical support functions for RTC computer network systems; configures system, troubleshoots problems and provides system maintenance services and may act as technical liaison and business partner to RTC departments.

**DISTINGUISHING CHARACTERISTICS:** This is the advanced, lead level in the professional class in the Information Technology Analyst series, expected to perform highly specialized and difficult information technology work that requires considerable professional knowledge and the use of independent judgment; manage projects; be an effective collaborator with other RTC staff.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Enrolls new network and system users; responds to user tickets requesting assistance; documents help ticket records and results; analyzes personal computer and peripherals' functionality; identifies, locates, resolves and repairs problems within scope of authority.
- Monitors network environment; resolves configuration and connectivity issues, and other traffic, security and access problems; checks network for operating efficiency, makes corrective adjustments to data management settings, and assures system integrity.
- Analyzes system capacity, monitors utilization trends, and assists with implementing hardware improvements to enhance performance and ensure maximum uptime.
- Installs and configures software upgrades, file sharing, and domain security protocols.
- Establishes and maintains positive and effective relationships with contractors, vendors, businesses and various government organizations, state and Federal agencies and community groups.
- Maintains and updates telecommunications systems; tests and analyzes equipment functionality, installs upgrades and enhancements; documents work performed.
- Provides technical solutions to support RTC department business needs.
- Monitors and enforces security for all agency networks.
- Implements backup and recovery of systems as needed.
- Maintains and manages the email system used by RTC and other contracted users.
- Perform a variety of special projects and assignments in program area including the implementation and coordination of assigned program components; assist with the updates of policies and procedures; implement and monitor program activities; research as needed.
- Coordinates the implementation of network and application systems; evaluates issues and recommends solutions; determines feasibility of new network and application systems and recommends modifications to existing systems.
- Helps ensure security of agency networks and collaborates on network security efforts.
- Maintains files and records; compiles information, and updates, edits and maintains program services database.
- Assumes project management responsibility including technology initiatives; and provides technical leadership and guidance in systems analysis, technical strategies and procedures.
- Installs, manages, and maintains Microsoft SQL server software; works with external vendors for troubleshooting SQL issues, i.e. running SQL scripts.
- Installs, manages and maintains Cisco switch/firewall infrastructure; troubleshoots switch/firewall issues, and provision new hardware.
- Installs, manages, and maintains Vmware, Vsphere virtualization software and SAN storage systems.

Job Description: Senior Information Technology Analyst

- Oversees monitoring of network security and may recommend enhancements to increase security for agency networks.
- Works with and/or manages outside vendors under negotiated contracts for specified projects.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

### **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Networked computer system environments and device capabilities.
- Network system access and security guidelines and procedures.
- Network hardware and software troubleshooting techniques.
- Network applications, operating systems, and other software applications.
- IT project management and supervision.

#### Skill in:

- Using discretion and judgment with operational issues and problems.
- Establishing and maintaining effective working relationships with co-workers, other RTC employees, vendors, contractors and the public.
- Organizing and prioritizing daily work/multiple priorities in an expedient manner.
- Maintaining confidentiality with Information Technology information.
- Local Area Network (LAN), and Wide Area Network (WAN) operating principles. Knowledge of network topologies and protocols, and Internet technical knowledgebase.
- Managing and prioritizing multiple projects at once.
- Using discretion and judgment with operational issues and problems.

### Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience, Associate's or above degree, OR equivalent combination of education and experience. Microsoft Certified Systems Engineer, Cisco CCNA or CCNE, Network + certification preferred. Experience with Hyland OnBase document management system strongly preferred.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel from site to site. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items up to 50 pounds unassisted, following proper procedure to avoid injury is occasionally required. May be asked to work before or after business hours or on weekends.

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Job Description: Senior Information Technology Analyst

Title			Class Co	de	Grade
Senior Transit Planner			2102		36
FLSA Status:	Exempt	Established:	July 2005	Revised:	April 2025

**Summary:** Under limited supervision, performs complex professional work on difficult, highly specialized, and advanced planning projects. Conducts and coordinates professional transit planning studies to achieve RTC transit priorities and regulatory compliance objectives. Uses specialized transit demand modeling and mircosimulation software. Provides leadership in community outreach activities.

**DISTINGUISHING CHARACTERISTICS:** This is the advanced, lead level in the professional Transit Planner series expected to perform highly specialized and difficult planning work that requires considerable professional knowledge, the use of independent judgment, management of projects, and effective collaboration with other RTC staff to implement complex projects and studies.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Develops transit routes, schedules, and plans to meet customer needs.
- Coordinates with RTC's fixed-route transit contractor to produce efficient operator run-cuts based on the number of vehicles, operators, hours, and miles constraints.
- Manages bus fare policy, planning, and implementation; ensures that fare systems work properly, researches
  and implements new fare technologies, and develops cost-effective solutions.
- Develops maps, charts, graphs, and technical reports for planning studies, analyzing transit system use, population, and economic activity.
- Ensures projects meet tactical goals, timelines, and customer satisfaction, both internally and externally.
- Supervises the performance of the fixed-route bus system and manages the service change process to improve transit performance.
- Analyzes and reports on the fleet battery electric bus program and provide support for other program development and implementation.
- Analyzes trends and plans for controlled growth of the transit system, vehicles, and components.
- Compiles data and prepares accurate reports, including project status, budgets, cost estimates, and requirements.
- Serves as a liaison between RTC and regional government organizations, state and Federal agencies, and community groups, addressing project status and technical issues.
- Manages grant programs and applications, ensuring accuracy, compliance, and monitoring documentation.
- Conducts reviews of certain development projects for local agencies, recommends mitigation measures for transportation and bus stop impacts, and provides monthly/on-demand reports and economic trend analysis to staff and agencies.
- Oversees Federal Transit Administration's National Transit Database (NTD) reporting and serves as a liaison between RTC Public Transportation, regional/state/federal agencies, and community groups.
- Performs field work to evaluate on-time performance of the transit system schedules and passenger loads.
- Participates on various technical and advisory teams, providing advice and information on project status and technical issues. Attends public meetings and workshops, collects information, and provides responses to service requests, complaints, and suggestions, which may include TV and radio interviews.
- Collaborates with RTC Communications staff on special promotions service announcements and service change implementation materials and events.
- Coordinates transit center improvements, providing support for transit capital planning and bus specifications.
- Manages and provides technical assistance for the transit Intelligent Transportation Systems (ITS) program, ensuring systems (APC, WiFi, AVL, etc.) perform as required, and troubleshoots issues as necessary.

Job Description: Senior Transit Planner

- Oversees special projects, such as transit schedule changes and contract negotiations with transit vendors and leads or coordinates department staff as needed.
- May train, supervise, schedule, and evaluate staff performance, and other supervisory duties as appropriate for managing other Public Transportation staff.

### **QUALIFICATIONS FOR EMPLOYMENT:**

### Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Transit planning principles, practices, and procedures.
- Project and grant management principles and techniques.
- Principles and practices of file and records management.
- Customer service methods and practices.
- Federal, state and local laws and regulations pertaining to transit planning and operations
- Administrative and case law pertaining to transit planning
- RTC policies and procedures.
- Principles of transit system utilization analysis and strategic planning.

### Skill in:

- Operating Microsoft software (PowerPoint, Word, Excel, Teams) and personal computers with various hardware, software, peripherals, and operating systems.
- Maintaining accurate records and files.
- Using discretion and judgment with operational issues and problems.
- Using computerized scheduling software, preferably HASTUS by Giro, and automated vehicle location software, preferably Transit Master by Trapeze.
- Route definition, trip building, blocking, run-cutting, and rostering.
- Analyzing complex data and information systems problems, evaluating alternatives, and making logical recommendations based on findings.
- Developing linked spreadsheets and demand projections using multiple variables.
- Prioritizing multiple tasks and meeting deadlines.
- Understanding, interpreting, and applying relevant county, state, and Federal statutes, rules, ordinances, codes, and regulations as well as interpreting vendor contracts for fixed-route transit and paratransit services.
- Developing and updating financial and management information and reports.
- Reading and evaluating technical data and schematics.
- Establishing effective working relations with other department staff and regional government organizations.
- Managing teams, resolving conflicts, and mentoring other transit planners.

#### Ability to:

- Manage and oversee administrative tasks and conduct bus stop fieldwork.
- Lead transit planning efforts and effectively implement strategic plans with minimal supervision.
- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Analyze large data sets, identify trends, and provide strategic recommendations.
- Act as the primary point of contact for stakeholders, consultants, and community groups.
- Oversee and manage large-scale transit projects and grants with significant autonomy.
- Balance multiple demands, maintain accuracy, and ensure the quality of transit services.
- Implement and manage continuous improvements in transit planning operations.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

Job Description: Senior Transit Planner

### Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree, OR an equivalent combination of education and experience. American Institute of Certified Planners (AICP) certification preferred. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events and site visits. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Cod	е	Grade	
Senior Transportation I	Planner		2002		36	
FLSA Status:	Exempt	Established:	December 2024	Revised:	April 2025	

**Summary:** Under general supervision, compiles research, supports or manages increasingly complex planning projects, conducts data analysis, and provides professional advice on transportation planning issues.

**DISTINGUISHING CHARACTERISTICS:** This is the advanced, lead level class in the Transportation Planner series. This class is distinguished from the Transportation Planner by the performance of highly specialized and difficult planning work related to metropolitan planning, neighborhood planning and connectivity, land use, multimodal planning, specific regional or corridor planning studies, and the transportation/land use nexus that requires considerable professional knowledge and the use of independent judgment, management of projects, and effective collaboration with other RTC staff to implement complex projects and studies.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Prepares and updates comprehensive regional transportation plans, neighborhood plans, and/or corridor studies.
- Conducts research and collects data on demographics, economic trends, land use, transportation, and environmental issues.
- Analyzes data and prepare reports, maps, and presentations to support planning projects and community development initiatives.
- Monitors and reports socio-demographic growth and patterns.
- Maintains land use and socio-economic database.
- Supports and participates in community outreach efforts, public meetings, and workshops to gather input on planning projects and initiatives.
- Prepares planning studies, technical reports, and staff recommendations.
- Assists with major transportation planning studies.
- Provides advanced GIS support and mapping for transportation projects.
- Conducts site visits and surveys as needed to support project planning.
- Provides primary support for the development and implementation of comprehensive regional transportation plans, neighborhood plans, and/or special planning studies.
- Conducts complex research and analysis on land use, demographics, housing, economic development, and environmental sustainability to inform planning decisions; and create visualizations using GIS and other planning software.
- Provides primary support for the development of the Regional Transportation Improvement Program (RTIP), Unified Planning Work Program (UPWP), and federally mandated Public Participation Plan (PPP), including maintenance of technical documentation.
- Prepares and presents detailed reports, staff recommendations, maps and presentations to planning boards, commissions, elected officials, and the public.
- Provides primary support for public engagement activities, including workshops, open houses, public hearings, workshops, surveys, and community meetings, to gather input and build consensus on planning projects.
- Collaborates with various stakeholders, including government agencies, developers, architects, and community organizations, to ensure alignment with planning goals and objectives.
- Provides guidance and mentorship to Transportation Planners and interns, if applicable, assisting with training and development.
- Remains current on planning best practices, regulatory changes, and emerging trends in metropolitan and land use planning.

### Job Description: Senior Transportation Planner

- Prepares grant applications, budgets, and funding proposals for planning projects and programs.
- Participates in grant writing and assists in the allocation of federal and state transportation funds.
- Provides technical assistance to member jurisdictions on transportation-related issues.
- Serves as project manager for comprehensive planning projects, active transportation/multi-modal planning, land use/transportation plans, and special studies on growth management and sustainability.
- Conducts advanced research and analysis on metropolitan planning issues, including land use, housing, economic development, environmental impact, and climate resilience.
- Develops and presents policy recommendations, planning reports, and strategies to RTC advisory committees and RTC's Board of Commissioners.
- May coordinate the work of other Transportation Planners to manage complex planning projects.
- Collaborates with other regional planning organizations, state agencies, and other municipalities on crossjurisdictional planning issues and regional growth strategies.
- Monitors and evaluate planning program performance, identify areas for improvement, and implement best practices in urban and land use planning.
- Responds to public inquiries and provides information regarding RTC's metropolitan planning efforts.
- May prepare and manage project budgets, grant applications, and contracts related to planning projects and programs.
- May oversee the allocation of federal and state transportation funds, ensuring compliance with funding requirements.
- Collaborates with state DOTs, federal agencies, and regional organizations to ensure coordination across planning efforts.
- Advises senior leadership on transportation policy, legislation, and emerging trends.

### **QUALIFICATIONS FOR EMPLOYMENT:**

### Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Transportation planning, urban planning, and regional planning processes.
- Geographic information systems (GIS) for creating basic maps and visualizations.
- Land use principles, and urban development processes.
- Public participation techniques and community engagement processes.
- Federal and state highway funding programs and requirements.
- Transportation legislation and transportation funding programs.
- Local, state and federal rules and regulations for metropolitan planning, including air quality and transportation safety legislation and programs.
- Project management procedures and techniques.
- Theory, principles, and practice of Geographic Information Systems (GIS) and database management systems.
- Transportation policy, federal funding programs, and regulatory requirements.
- Regional growth, land use, environmental justice, and how they influence transportation planning. Skill in:
- Operating GIS software, MS Office software (PowerPoint, Word, Excel, Access) and personal computers with various hardware, software, peripherals, and operating systems.
- Communicating basic planning concepts to the public, peers, and supervisors, both in writing and orally.
- Gathering transportation as well as land use data and conducting basic data analysis.
- Reading and interpreting federal and state laws, regulations, codes, and rules and applying them to planning projects.
- Juggling multiple planning projects and completing assignments timely.
- Public speaking.
- Supervising and mentoring junior staff, delegating tasks, and managing team performance.
- Managing large, complex transportation projects, including budgeting, timelines, resource allocation, stakeholder management, and public engagement.
- Working with government bodies and influencing transportation policy.

Job Description: Senior Transportation Planner

### Ability to:

- Quickly learn new planning tools, methods, and regulations.
- Receive feedback and improve work performance.
- Ensure accuracy and completeness in data collection, mapping, and reporting tasks.
- Prioritize tasks and manage multiple responsibilities under supervision.
- Understand public agency accounting principles and procedures.
- Work independently and as part of a team, managing multiple projects with competing deadlines.
- Work with high-level stakeholders and manage complex, multi-agency projects.
- Manage project budgets using agency accounting policies and practices.
- Advise senior management on transportation policies and legislative changes.
- Analyze complex transportation, demographic, and economic data and integrate findings into strategic transportation plans.
- Make sound, high-level decisions that align with regional transportation goals and long-term strategies.
- Resolve disputes among stakeholders and guide discussions to achieve consensus.
- Effectively communicate complex technical information to non-technical audiences, such as elected officials, community groups, and the public.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience of which two (2) years must demonstrate experience managing complex transportation planning efforts, Associate's or above degree, OR an equivalent combination of education and experience. AICP (American Institute of Certified Planners) certification or eligibility to obtain certification preferred. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events and site visits. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Code		Grade	
Transit Contract Adn	ninistrator		3003	3	36	
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025	

**Summary:** Under general supervision, oversees transit operations contractors for compliance. Liaises with contractors' management staff regarding compliance and performance related issues.

**DISTINGUISHING CHARACTERISTICS:** This is an advanced position that requires considerable professional knowledge, the use of independent judgment, and effective collaboration with other RTC staff as well as RTC vendors to ensure compliance with Federal Transit Administration (FTA) requirements, as well as independent program oversight efforts.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Oversees, reviews and evaluates public transportation contracts for compliance.
- Analyzes contractor policies, procedures, systems and management activities and develops recommendations for change based on impact.
- Evaluates and ensures contractor compliance with RTC policies and procedures, and state and Federal regulations.
- Serves as Disadvantaged Business Enterprise (DBE) liaison for the agency.
- Determines and assesses liquidated damages for and prepares communications directing corrective action.
- Manages data collection, reporting and random inspections related to contractor performance compliance.
- Oversees implementation of the Section 5310 Grant Program and ensures program is in compliance with Federal, state and local policies and requirements.
- Serves as agency point of contact for the FTA triennial audit.
- Coordinates public transportation projects schedule, deliverables; works with the procurement staff on processes and required documents.
- Participates and provides input into the Request for Proposal process for solicitation and selection of service provider(s).
- Oversees service contractor responses to customer complaints and commendations for contractual compliance. May investigate and respond to contractor-related service complaints.
- Oversees transit advertising program.
- Establishes and maintains positive and effective relationships with the contractor, businesses, and other regional government agencies.
- Consults with management and employees, representatives from other agencies, groups, and the general public to provide and/or secure information.
- Provides information and assistance to internal and external customers as required.
- Coordinates with RTC Safety/Security Administrator and Facilities/Fleet Manager to monitor contractor safety, security, fleet and facilities compliance.
- May train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.

### **QUALIFICATIONS FOR EMPLOYMENT:**

### Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Principles and practices of contract administration and vendor relations.
- Correct English usage including spelling, grammar, punctuation and vocabulary.
- Techniques for dealing effectively with co-workers and the public, in person and over the telephone.

Job Description: Transit Contract Administrator

- Principles and contemporary practices of customer service relations, complaint resolution, and program development, implementation, and maintenance.
- Computer applications related to work.
- Federal and state civil rights programs and labor standards, including Davis-Bacon prevailing wage rates, and Federal programs for Disadvantaged Business Enterprises, Minority Business Enterprises, and Women-Owned Business Enterprises.

#### Skill in:

- Monitoring procedures and retrieval of data.
- Managing contracts for goods and services.
- Maintaining attention to detail and accuracy while meeting critical deadlines.
- Gathering and compiling information; preparing accurate reports and summaries.
- Consistently applying concepts, laws, techniques, approaches and other guidelines of professional work in the appropriate field.
- · Collaborative problem solving.
- Using discretion and judgment with confidential materials and information.
- Working without close supervision in fluid and sensitive work situations.
- Composing correspondence, reports, articles, memoranda, and other written materials or documentation.
- Operating office equipment, including computers and associated software.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective work relationships with staff, coworkers and the public.

### Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience.

### Working Conditions and Physical Effort:

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Co	de	Grade
Transit Planner			2101		31
FLSA Status:	Exempt	Established:	July 2005	Revised:	April 2025

**Summary:** Under general supervision, conducts transit system analysis; develops short- and long-range capital and operating plans; plans routes and schedules for the RTC's fixed-route transit system; contributes to federal reporting requirements; and oversees bus stop and bus fare policy management.

**DISTINGUISHING CHARACTERISTICS:** This is the professional level class in the Transit Planner series. This class is distinguished from the Senior Transit Planner by the performance of more routine tasks and duties, including responsibility for day-to-day current or specialized planning responsibilities in a functional area.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Collaborates with Engineering to improve bus stop accessibility and connectivity, and work with transit contractors and the public to resolve bus stop safety and operational issues.
- Interacts with customers, the public, property/business owners, and government agencies to address and resolve bus stop concerns.
- Conducts and maintains inventory of RTC fixed-route bus stops and develops bus stop policy and maintenance standards.
- Researches, analyzes, and validates transit data; tracks system changes, creates feasibility analyses, and develops maps, charts, and technical reports for planning studies.
- Participates in service change outreach, data collection, and advocates for sustainable, cost-effective transit solutions.
- Assists with transit capital planning, program development, bus specification, and project implementation.
- May manage grant programs and applications, ensuring accuracy, compliance, and monitoring documentation.
- Analyzes service alternatives, improvements, and innovative projects for near-term and intermediate range service plans and transit service delivery options.
- Supports bus fare policy, planning, and implementation; ensures that fare systems work properly, researches and implements new fare technologies.
- Reviews and monitors the performance of the fixed-route transit system as well as the service change process.
- Performs field work to evaluate on-time performance of the transit system schedules and passenger loads.
- Works with other RTC staff in issuing schedule information used in public timetables; participates in communication and information dissemination and service change implementation events.
- Responds to requests for new service and changes to existing service; responds to public complaints and questions regarding RTC's transit schedules.
- May conduct reviews of certain development projects for local agencies, recommends mitigation measures for transportation and bus stop impacts, and provides monthly/on-demand reports and economic trend analysis to staff and agencies.
- Supports the Federal Transit Administration's annual NTD reporting and serves as a liaison between RTC Public Transportation, regional/state/federal agencies, and community groups.
- Attends public workshops and technical and citizen advisory group meetings as directed. Collects
  information and provides responses on project status and technical issues, within scope of authority.

### **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job) Knowledge of:

Job Description: Transit Planner

- Transit planning principles, practices, and procedures.
- Project and grant management principles and techniques.
- Principles and practices of file and records management.
- Customer service methods and practices.
- Federal, state and local laws and regulations pertaining to transit planning and operations Skill in:
- Operating Microsoft software (PowerPoint, Word, Excel, Teams) and personal computers with various hardware, software, peripherals, and operating systems.
- Compiling and presenting technical and statistical information.
- Establishing and maintaining effective work relationships with staff, co-workers, stakeholders, and the public.
- Maintaining accurate records and files.
- Prioritizing multiple tasks and meeting deadlines.
- Using discretion and judgment with operational issues and problems.
- Completing and submitting multiple projects in a timely manner.
- Using computerized scheduling software, preferably HASTUS by Giro, and automated vehicle location software, preferably Transit Master by Trapeze.
- Route definition, trip building, blocking, run-cutting, and rostering preferred.
- Analyzing complex data and information systems problems, evaluating alternatives, and making logical recommendations based on findings.
- Developing linked spreadsheets and demand projections using multiple variables.

### Ability to:

- Manage and oversee administrative tasks and conduct bus stop fieldwork.
- Contribute to strategic transit planning efforts under supervision. Manage larger projects and grant programs.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events and site visits. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Title			Class Code	9	Grade	
Transportation Planner			2001		31	
FLSA Status:	Exempt	Established:	December 2024	Revised:	April 2025	

**Summary:** Under general supervision, compiles research, supports or manages increasingly complex planning projects, conducts data analysis, and provides professional advice on transportation planning issues.

**DISTINGUISHING CHARACTERISTICS:** This is the professional level class in the Transportation Planner series. This class is distinguished from the Senior Transportation Planner by the performance of more routine tasks and duties, including responsibility for day-to-day or specialized planning responsibilities related to metropolitan planning, neighborhood planning and connectivity, land use, multimodal planning, specific regional or corridor planning studies, and the transportation/land use nexus.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Assists in the preparation and update of comprehensive regional transportation plans, neighborhood plans, and/or corridor studies.
- Conducts basic research and collects data on demographics, economic trends, land use, transportation, and environmental issues.
- Analyzes data and prepare reports, maps, and presentations to support planning projects and community development initiatives.
- Monitors and reports socio-demographic growth and patterns.
- Maintains land use and socio-economic database.
- Supports and participates in community outreach efforts, public meetings, and workshops to gather input on planning projects and initiatives.
- Assist in the preparation of planning studies, technical reports, and staff recommendations.
- Assists with major transportation planning studies.
- Provides basic GIS support and mapping for transportation projects.
- Conducts site visits and surveys as needed to support project planning.
- Provides primary support for the development and implementation of comprehensive regional transportation plans, neighborhood plans, and/or special planning studies.
- Conducts research and analysis on land use, demographics, housing, economic development, and environmental sustainability to inform planning decisions; and create visualizations using GIS and other planning software.
- Provides support for the development of the Regional Transportation Improvement Program (RTIP), Unified Planning Work Program (UPWP), and federally mandated Public Participation Plan (PPP), including maintenance of technical documentation.
- May prepare and present detailed reports, staff recommendations, maps and presentations to planning boards, commissions, elected officials, and the public.
- Provides support for public engagement activities, including workshops, open houses, public hearings, workshops, surveys, and community meetings, to gather input and build consensus on planning projects.
- Collaborates with various stakeholders, including government agencies, developers, architects, and community organizations, to ensure alignment with planning goals and objectives.
- Remains current on planning best practices, regulatory changes, and emerging trends in metropolitan and land use planning.
- Assists in preparing grant applications, budgets, and funding proposals for planning projects and programs.
- May provides technical assistance to member jurisdictions on transportation-related issues.

Job Description: Transportation Planner

### **QUALIFICATIONS FOR EMPLOYMENT:**

### Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

### Knowledge of:

- Transportation planning, urban planning, and regional planning processes.
- Geographic information systems (GIS) for creating basic maps and visualizations.
- Land use principles, and urban development processes.
- Public participation techniques and community engagement processes.
- Federal and state highway funding programs and requirements.
- Transportation legislation and transportation funding programs.
- Local, state and federal rules and regulations for metropolitan planning, including air quality and transportation safety legislation and programs.
- Project management procedures and techniques.
- Theory, principles, and practice of Geographic Information Systems (GIS) and database management systems.

### Skill in:

- Operating GIS software, MS Office software (PowerPoint, Word, Excel, Access) and personal computers with various hardware, software, peripherals, and operating systems.
- Communicating basic planning concepts to the public, peers, and supervisors, both in writing and orally.
- Gathering transportation as well as land use data and conducting basic data analysis.
- Reading and interpreting federal and state laws, regulations, codes, and rules and applying them to planning projects.
- Juggling multiple planning projects and completing assignments timely.
- Public speaking.

### Ability to:

- Quickly learn new planning tools, methods, and regulations.
- Receive feedback and improve work performance.
- Ensure accuracy and completeness in data collection, mapping, and reporting tasks.
- Prioritize tasks and manage multiple responsibilities under supervision.
- Public agency accounting principles and procedures.
- Work independently and as part of a team, managing multiple projects with competing deadlines.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events and site visits. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

Job Description: Transportation Planner

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Printed Employee Name	_
In compliance with applicable disability laws, reasonable a	ccommodations may be provided for qualified

Title			Class C	Grade		
Transportation Plann	ing Manager		2003		38	
FLSA Status:	Exempt	Established:	January 2005 Revised:		April 2025	

**Summary:** Under limited supervision, manages a wide variety of the Planning Department's operations, including management and oversight of planning studies; coordinates assigned activities with other divisions, departments, and outside agencies; and provides highly responsible and complex administrative support to the Department Director.

**DISTINGUISHING CHARACTERISTICS:** This position is a department manager in the Planning Department. This position is distinguished from the Transportation Planner series by supervision of Transportation Planners and responsibility for large-scale projects and planning studies.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Provides leadership, direction, and guidance in planning program management; manages Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP), Unified Planning Work Program (UPWP), and other documents as required; assigns resources, and monitors and evaluates progress.
- Reviews technical plans and schedules for assigned projects; assures the use of efficient techniques and sound planning practices to meet program objectives through effective resource allocation; promotes effective community participation, assures compliance to regulations, and conformance to RTC standards.
- Manages planning program and monitors results; assures the program achieves tactical goals and timelines; assures the use of efficient techniques and sound technical practices to meet project objectives; assures the satisfaction of internal and external customers.
- Reviews and manages complex transportation planning and air quality assessments; analyzes plans and information and recommends approval or modifications; reviews and approves technical documentation required to assure compliance with Federal regulations.
- Reviews and approves status and project reports prepared by planning project managers; reviews, approves, and presents special and recurring reports.
- Assures effective communication of issues and strategies between stakeholders and project management teams; advises staff on complex planning issues, evaluates and analyzes issues, and recommends and implements solutions.
- May provide leadership and staff support to the RTC Technical Advisory Committee and Citizens Multimodal Advisory Committee.
- Serves as a liaison and promotes collaboration between RTC and various regional government organizations, community groups, and state and Federal agencies; conducts public meetings and coordinates discussions on regional transportation issues.
- Participates on various technical and advisory teams, providing advice and information on project status and technical issues; advises other government agencies on planning issues and projects.
- Monitors and reviews regional and national trends in transportation system modeling and computer technology and recommends operational and technical improvements.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

### **QUALIFICATIONS FOR EMPLOYMENT:**

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job) Knowledge of:

City, county, state, and Federal rules and regulations for transportation planning.

### Job Description: Transportation Planning Manager

- Complex project management procedures and techniques.
- Methods and techniques in the design, construction, and maintenance of transportation systems and public works projects.
- Principles and practices of administrative management, including cost accounting, budgeting, strategic planning, and effective employee supervision and training.
- Transportation and land use modeling practices and procedures.
- Theory, principles, and practices of geographic information systems (GIS) and spatial models for computer analysis.

### Skill in:

- Developing and implementing procedures for cost-effective management of allocated resources.
- Analyzing transportation system planning issues and policies and preparing and presenting recommendations.
- Compilation, analysis, and presentation of technical and statistical information in reports.
- Reading and interpreting Federal and regional rules, ordinances, codes, and regulations, and applying them to complex planning projects.
- Data collection and analysis, and mathematical and statistical calculations.
- Establishing effective working relations with other department staff and regional government organizations.
- Mentoring and coaching staff to facilitate their professional growth and development.
- Public speaking and dealing with diverse groups of people.
- Operating a personal computer utilizing a variety of software.
- Following and effectively communicating verbal and written instructions.
- Completing and submitting multiple projects in a timely manner.

### Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

### Experience, Education and/or Training:

Six (6) years of applicable experience including two (2) years in a supervisory role, bachelor's or above degree; OR equivalent combination of education and experience. Master's degree in a relevant field is strongly preferred. American Institute of Certified Planners (AICP) designation preferred. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events and site visits. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Job Description: Transportation Planning Manager

Title			Class	Code	Grade
Trip Reduction Analyst			30	01	31
FLSA Status:	Exempt	Established:	January 2005	Revised:	April 2025

**Summary:** Under general direction, promotes public transportation alternatives to the community and employers. Targets specific developments, routes and audiences to provide information and incentives to increase transit ridership through the Smart Commute Options program, including carpools, vanpools and other transit products and services.

**DISTINGUISHING CHARACTERISTICS:** Incumbents are expected to use independent judgment and have oversight and implementation of the trip reduction program.

### ESSENTIAL FUNCTIONS: (Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).

- Develops and implements programs and promotional communications to reduce single occupant vehicle trips.
- Oversees regional vanpool program.
- Communicates program information and promotes trip reduction benefits to various audiences in public forums, including but not limited to, community meetings, job fairs, and sporting events.
- Develops and approves employer trip reduction (ETR) programs.
- Develops and maintains program budget, reports and applicable databases.
- Produces and presents agenda items to the RTC Board.
- Develops network of community contacts and forms partnerships to meet goals.
- Tracks ridership as it relates to trip reduction, vanpool and carpool programs.
- Coordinates with RTC Communications staff and outside stakeholders for special promotional events as it relates to trip reduction, carpool and vanpool programs.
- Works with local jurisdictions to develop ETR requirements.

### **QUALIFICATIONS FOR EMPLOYMENT:**

### Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job) Knowledge of:

- Business principles and planning concepts.
- Transit products and services.
- Marketing and promotional materials.
- Organized file and record keeping.

### Skill in:

- Meeting deadlines.
- Public speaking and developing presentations.
- Using trip reduction computer software.
- Effective verbal and written communication and establishing working relationships.
- Overcoming objections and using sales techniques.
- Completing and submitting multiple projects in a timely manner.

### Ability to:

- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

Job Description: Trip Reduction Analyst

### Experience, Education and/or Training:

Four (4) years of applicable experience, Associate's or above degree, OR an equivalent combination of education and experience. Valid driver's license required.

### Working Conditions and Physical Effort:

Moves within an office setting with some travel for outreach events. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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Meeting Date: 4/18/2025 Agenda Item: 5.4

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance, CFO

**SUBJECT:** Fuel Tax Indexing (Informational Only)

### **RECOMMENDED ACTION**

Review a report from the RTC's Director of Finance regarding the Fiscal Year 2026 increase in the indexed fuel taxes in Washoe County that will become effective on July 1, 2025, as required by NRS 373.067 and WCC § 20.43416.

### **BACKGROUND AND DISCUSSION**

NRS 373.066 allows counties to impose, by ordinance, taxes on fuel sold in Washoe County that are adjusted to inflation annually. The purpose of the annual adjustments (or "indexing") is to preserve the purchasing power that would otherwise be lost due to inflation in the cost of street and highway construction.

Washoe County imposed the indexed fuel taxes by ordinance at WCC § 20.434 et seq., following voter approval at the 2008 general election of Ballot Question No. RTC-5, and the enactment of Senate Bill 201 (2009), which was codified in NRS 373.066. Washoe County also previously imposed certain indexed fuel taxes pursuant to NRS 373.065(d)(1) and WCC §§ 20.3683, 20.3684 and 20.3685, but those taxes are no longer adjusted annually and are fixed at the amounts that were in effect on January 1, 2010.

The indexed fuel taxes are adjusted each fiscal year pursuant to the formula prescribed by NRS 373.066 and the Washoe County ordinance. The adjustment does not require action by the Board of County Commissioners or the RTC Board to become effective. Washoe County and the State have entered into an agreement pursuant to which the State, through the Department of Motor Vehicles, agrees to perform indexing, collection, and administrative functions with respect to the fuel taxes, including the calculation of each annual increase, as required by NRS 373.070(2) and WCC § 20.43419.

Before the effective date of each increase (i.e., before July 1 each year), the RTC Board is required to review the following at a public meeting pursuant to NRS 373.067(2)(b)(1) and WCC § 20.43416(1):

- a) The amount of that increase and the accuracy of its calculation;
- b) The amounts of any annual increases imposed by [the indexed fuel tax ordinance] in previous years and the revenue collected pursuant to those increases;
- c) Any improvements to the regional system of transportation resulting from revenue collected pursuant to any annual increases imposed by [the indexed fuel tax ordinance] in previous years; and
- d) Any other information relevant to the effect of the annual increases on the public.

RTC is then required to submit to the Washoe County Board of Commissioners "any information [RTC] receives suggesting that the annual increase should be adjusted." NRS 373.067(2)(b)(2); WCC § 20.43416(2).

Attached is a report from the RTC's Director of Finance. The report presents the information that the RTC Board is required to review at a public meeting. The adjustment that will become effective on July 1, 2025 is a 3.96% increase in the fuel taxes. RTC's Director of Finance has confirmed these calculations with the RTC of Southern Nevada. The RTC of Washoe County and RTC of Southern Nevada coordinate, independently verify, and confirm they have the same calculations each year as the same percentage adjustment is made in both counties based on the same statutory formula.

Following this review, the Director of Finance will submit this staff report and the attached report to the Board of County Commissioners, c/o the Washoe County Finance Manager. The RTC's Director of Finance has already notified the Department of Motor Vehicles of RTC's calculations. The Department of Motor Vehicles independently confirms those calculations and will begin collecting and administering the increased taxes on July 1, 2025.

### **FISCAL IMPACT**

There is no fiscal impact to the FY 2025 Budget associated with Board this action. The revenues generated in FY 2026 by the indexed fuel taxes will be programmed in the FY 2026 budget.

### PREVIOUS BOARD ACTION

3/18/2011 Approved a resolution to use the "Producer Price Index for Other Non-Residential Construction," instead of the discontinued "Producer Price Index for Highway and Street Construction," as authorized by NRS 373.066(5)(d).



### **2025 REPORT REGARDING INDEXED FUEL TAXES**

This report presents the information that the RTC is required to review at a public meeting pursuant to NRS 373.067(2)(b)(1) and WCC 20.43416(1).

### **BACKGROUND**:

In November 2008, the voters in Washoe County passed ballot question RTC-5 which was a measure to ensure a portion of the funding necessary to implement the 30 year Regional Transportation Plan (RTP). RTC-5 proposed adjusting or "indexing" fuel taxes annually to recapture the purchasing power being lost due to inflation in the cost of street and highway construction. RTC-5 proposed to change the existing indexing basis from the Consumer Price Index (CPI) to the Producer Price Index (PPI). RTC-5 also recaptured the lost purchasing power on the federal and state fuel taxes being paid in Washoe County by indexing the federal and state taxes on gas, alternative fuels, and diesel. The Nevada State Legislature approved enabling legislation for RTC-5 with the passage of Senate Bill 201 (2009), and the Washoe County Commission subsequently enacted the implementing ordinance in August 2009. Collections of the PPI indexed fuel taxes began on January 1, 2010, and the local governments and the RTC received the first proceeds in March 2010.

### THE AMOUNT OF THE INCREASE AND THE ACCURACY OF ITS CALCULATION:

On July 1, 2025, an inflationary adjustment of 3.96% will be made to the motor vehicle fuel tax rates in Washoe County, increasing rates on a cents per gallon basis as follows:

		Local	
Fuel Type	RTC	Governments	Total
Gasoline/ Gasohol	3.4552	0.5430	3.9983
Diesel	3.8001	-	3.8001
LPG	2.9366	-	2.9366
CNG	2.8638	-	2.8638
A55 <sup>(1)</sup>	1.3845	-	1.3845

<sup>(1)</sup> Emulsion of water based hydrocarbon

Exhibit A shows the rolling ten-year average PPI rates from the U.S. Bureau of Labor Statistics associated with the fuel taxes for local governments (NRS 365.190, 365.560, 365.180, 365.550, 365.192, and 365.562) and the RTC fuel tax (NRS 373.066).

Note, in July of 2010 the Bureau of Labor Statistics modified the publication structure for Material and Supply inputs to the Construction Industry. As a result, the PPI index for Highway and Street Construction (BHWY code) was discontinued and replaced with the PPI index for Other Nonresidential Construction (WPUIP2312301 code). The RTC Board of Commissioners approved a change to the new index in March 2011 as authorized by NRS 373.066(5)(d).

### THE AMOUNTS OF ANY ANNUAL INCREASES IMPOSED IN PREVIOUS YEARS AND THE REVENUE COLLECTED PURSUANT TO THOSE INCREASES:

On January 1, 2010, in order to transition to the PPI index, the CPI indexed amount was frozen at the rate in effect and the new indexing provisions calculated on the PPI rate were implemented on the local, state and federal tax rates for gasoline, and state and federal tax rates for diesel and other special fuels.

The following are the previous rolling ten-year PPI index increases:

Fiscal Year	r PPI Rate
2025	3.96%
2024	3.98%
2023	2.40%
2022	1.32%
2021	2.10%
2020	1.30%
2019	1.98%
2018	2.15%
2017	3.43%
2016	5.25%
2015	6.05%
2014	6.22%
2013	5.81%
2012	4.98%
2011	5.18%
2010*	6.20%

\*Effective January 2010

Prior to that, there were CPI index adjustments in 2004, 2005, 2006, 2007, 2008, and 2009. Note, due to the timing requirement to implement the increases, preliminary index rates are used for the last two months of the calendar year. All indexes from the Bureau of Labor Statistics are subject to revision up to four months after publication. The indexes will be trued up in the calculation of the next year's 10-year average calculations.

The annual incremental changes in Motor Vehicle Fuel Tax in Washoe County due to PPI increases are as follows per WCC 20.43416(1)(a):

**Annual Increases in Cents per Gallon** 

		Gasolin	e/Gasohol		_	Diesel	LPG	CNG	A55 <sup>(1)</sup>
Fiscal Year	10 Yr. Avg. PPI	RTC	Local Govt's.	Washoe County Total			RTC	Only	
2026	3.96%	3.4552	0.5430	3.9983		3.4552	3.8001	2.9366	2.8638
2025	3.98%	3.3397	0.5249	3.8645		3.3397	3.6730	2.8384	2.7680
2024	4.10%	3.3082	0.5199	3.8281		3.6384	2.8117	2.7419	1.3256
2023	2.40%	1.8897	0.2969	2.1866		2.0783	1.6061	1.5662	0.7572
2022	1.32%	1.0260	0.1612	1.1872		1.1284	0.8720	0.8503	0.4111
2021	2.10%	1.5987	0.2513	1.8499		1.7582	1.3587	1.3250	0.6406
2020	1.30%	0.9769	0.1535	1.1305		1.0744	0.8303	0.8097	0.3915
2019	1.98%	1.4518	0.2281	1.6800		1.5968	1.2339	1.2033	0.5818
2018	2.15%	1.5511	0.2438	1.7949		1.7060	1.3183	1.2856	0.6215
2017	3.43%	2.3925	0.3760	2.7686		2.6314	2.0334	1.9830	0.9587
Total		10.8868	1.7108	12.5976	-	11.9734	9.2527	9.0230	4.3623

<sup>(1)</sup> Emulsion of water based hyrdocarbon

The following are the amounts of PPI indexed revenues collected through FY 2025 per WCC 20.43416(1)(b):

### **PPI Revenues**

Fiscal Year	RTC <sup>(2)</sup>	Local Governments
2025	94,175,978	10,733,747
2024	84,278,893	9,749,451
2023	78,493,950	8,987,701
2022	76,956,351	8,687,132
2021	73,708,014	8,290,883
2020	67,503,638	7,680,592
2019	67,780,011	7,824,459
2018	62,519,649	7,300,669
2017	56,953,775	6,629,077
2016	50,409,644	5,827,176
2015	41,564,035	4,850,891
2014	32,534,203	3,804,079
2013	24,740,803	2,888,994
2012	18,075,929	2,092,874
2011	12,288,597	1,419,438
$2010^{(1)}$	3,241,425	374,925

<sup>(1)</sup> Effective January 2010

The estimate for RTC's PPI indexed revenues for FY 2025 is \$94,175,987.

# LIST OF IMPROVEMENTS TO THE REGIONAL SYSTEM OF TRANSPORTATION RESULTING FROM REVENUE COLLECTED PURSUANT TO ANY ANNUAL INCREASES IMPOSED IN PREVIOUS YEARS:

The total estimated amount of revenue from indexed fuel taxes distributed to the RTC including CPI since inception is \$856.1 million through January 2025. This entire amount has been programmed along with other fuel tax revenues for road project implementation and as the pledged revenue for debt service of \$288.4 million in outstanding bond debt as of July 1, 2024. The bonds were sold to fund road projects. Indexing serves as major part of the pledged revenue for repayment of the bond debt service. As of August 2016, all the proceeds from the bond sales have been expended and the RTC is back to primarily funding road projects with indexed fuel tax revenues. A complete list of the historical bond funded projects can be found in Exhibit B. A list of the FY 2024 indexed fuel tax funded projects can be found in Exhibit C.

<sup>(2)</sup> RTC amounts reported in the FY13 Indexed Fuel Report to the Board of Commissioners included CPI indexed amounts in the reported revenues. This report excludes CPI indexed revenues which were no longer collected after implementation of the PPI index in January 2010.

## <u>INFORMATION RELEVANT TO THE EFFECT OF THE ANNUAL INCREASE ON THE PUBLIC:</u>

RTC has received and responded to public comment, public inquiries and media inquiries regarding the possibility of repealing or stopping the indexed fuel tax. RTC staff has tried to explain that the PPI increases have been a negligible part of the dramatic increases in the cost per gallon of motor vehicle fuel over the past 12 months. RTC staff will attended the May 7, 2025 Citizens Multimodal Advisory Committee (CMAC) meeting and the May 1, 2025 Technical Advisory Committee (TAC) meeting to explain the increase that will automatically go into effect on July 1, 2025.

### PRODUCER PRICE INDEX AVERAGE ANNUAL CHANGE ROLLING 10 YEARS

Source: Bureau of Labor Statistics, Non Residential Construction Index

10 Year Range	2015-2024
2015	-5.6%
2016	-2.0%
2017	4.1%
2018	7.1%
2019	0.2%
2020	-2.1%
2021	19.6%
2022	18.7%
2023	-0.7%
2024	0.3%
Rolling Average	3.96%

#### **PPI Commodity Data**

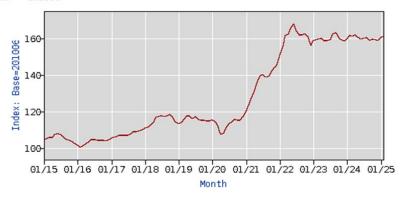
**Series Id:** WPUIP2312301 Not Seasonally Adjusted

Series Title: PPI Commodity data for Inputs to other nonresidential construction, goods, not seasonally adjusted

Group: Inputs to industries

Item: Inputs to other nonresidential construction, goods

Base Date: 201006



# RTC 5 BOND PROJECTS EXPENDITURES LIFE-TO-DATE BY BOND ISSUE

### Bond Funded Projects As of December 31,2016

Project Number		Project Termini	Total
Multi	Pre Bond Project expenditures 1/26/09 - 6/26/09		\$ 676,250
212025	Bravo	Mt. Limbo / Ramsey	868,552
242011	Bridge St. / Caughlin Pkwy	Bridge - RRX/3rd; Caughlin - Longknife/McCarran	1,082,999
212035	Coliseum / Yori	Peckham / Gentry	760,553
222013	E. Glendale	McCarran / RR Xng	1,226,316
222020	E. Lincoln	Stanford / Howard	927,254
212021	Echo Avenue	Mt. Bismark / Mt. Limbo	982,740
222008	El Rancho	McCarran / Sullivan	1,341,018
212029	Evans / Highland	Jodi / Enterprise	1,059,969
542023	FY11 Bike/Ped Improvements	All jurisdictions	168,526
532010	Geiger Grade Realignment	7 III jurisdictions	930,833
542021	I-580 Northbound Widening		20,000,000
222016	International Place / Icehouse Rd.	Glendale / Cul de Sac	454,427
244001	Intersection Corrective Maintenance	All	1,465,919
244001	Intersection Corrective Maintenance 2	All jurisdictions	1,247,536
244002			
	Intersection Corrective Maintenance 3	All jurisdictions	908,782
222017	Larkin / Madison	Greg / Greg	709,203
212024	Las Brisas	McCarran / Brittania	810,415
512009	Lemmon Drive	Memorial / US395	247,890
222009	Lillard	Brierly / Prater	1,177,260
222021	Linda / Southern	Coney Island / Glendale / Greg / Freeport	1,201,904
212023	Longley	Houston / Rock	1,068,477
222015	Loop / Saloman	Vista / End of Pavement	629,758
212036	Mae Anne	Sharlands / Ave. de Landa	1,578,10
212015	Mae Anne	Ave. de Landa / Ambassador	641,500
212005	Mae Anne Ave. Rehab.	Ave. de Landa / McCarran	34,040
212047	Mayberrry	Truckee River / Canyon	2,346,430
212034	Mayberry	McCarran / California	2,628,31
540102	McCarran Sidewalk	Prater / Lincoln	149,880
212009	Military Road	Lemmon / Echo	2,780,32
212010	Mill Street	Rock / McCarran	1,853,83
532005	Moana Lane Widening	S. Virginia / Neil Road	35,600,52
212017	Moya Blvd	Redrock / Echo	2,143,45
212026	Mt. Rose	Arlington / Plumas	472,07
212020	N. Virginia	4th / 5th / Maple / 8th	2,222,15
212011	Neil / Gentry / Terminal	Moana / Plumb	28,73
212038		Wodila / Fluilib	367,66
	Neil / Gentry / Terminal	Vietorios / House	•
221001	Nichols	Victorian / Howard	927,64
212012	Parr Boulevard	N. Virginia / US 395	2,469,679
212030	Parr Circle / Catron Drive	Parr / Parr	1,266,48
212044	Peckham	S. Virginia / Kietzke	774,38
212013	Pembroke	McCarran / Boynton Bridge	1,716,87
532008	Plumb / Harvard	Dual left turn lane	168,19
212045	Plumb Lane	Ferris / McCarran	6,675,55
532012	Plumb/Terminal ITS	Plumb / Harvard; Plumb/Terminal; Terminal / Mill	289,71
540082	Pyramid / McCarran	Intersection	20,57
540082	Pyramid / US395 Connector		69,31
212022	Ralston / Fifth	2nd / Keystone	1,854,75
343010	Regional Road Maint. Patching 10	All jurisdictions	1,21
343011	Regional Road Maint. Slurry Seal 10	All jurisdictions	284,97
343014	Reg'l Road Maint. Crack Seal 11	All jurisdictions	124,04
343017	Reg'l Road Maint. Crack Seal 12	All jurisdictions	559,19
343012	Reg'l Road Maint. Patching 11	All	779,06
343016	Reg'l Road Maint. Patching 12	All jurisdictions	610,63
343013	Reg'l Road Maint. Slurry Seal 11	All	5,261,55
343015	Reg'l Road Maint. Slurry Seal 12	All jurisdictions	
212006	Reno Consolidated 0901	•	3,265,36
		Holcomb / Vassar	1,486,36
212016	Reno Consolidated 0902	Matley / Automotive / Louise	1,920,04
212018	Reno Consolidated 1001	Crummer/Green Acres/Huffaker	785,00
212028	Reno Consolidated 1002	Patriot / Bluestone / Offenhauser / Portman	1,866,51
212031	Reno Consolidated 1003	Lakeside / Manzanita	3,168,98
212039	Reno Consolidated 1004	Ampere / Reactor / Edison / Brookside / Energy Way	4,370,03
212040	Reno Consolidated 1005	Mira Loma / Barron / Louie	863,133
212032	Reno Consolidated 1101	1st / State / Washington	1,779,39

# RTC 5 BOND PROJECTS EXPENDITURES LIFE-TO-DATE BY BOND ISSUE

### **Bond Funded Projects As of December 31,2016**

Project Number		Project Termini	Total
212041	Reno Consolidated 1103	Gould / Lewis / Prosperity / Sunshine / Kuenzli	1,707,326.79
542019	Reno/Sparks Bike Ped Plan	All jurisdictions	53,697.61
212042	Ridgeview	Plumas / Lakeside	358,493.10
510072	Robb Drive	180 / Sharlands	117,182.91
222019	Rock Blvd	Glendale / Hymer	841,146.52
532011	SE Connector Phase I	Greg St/Clean Water Way	88,184,041.73
532013	SE Connector Phase II	Clean Water Way/South Meadows	120,524,435.00
530042	SE Connector Plan Alignment		202,034.91
542013	SE McCarran Study	Longley / Greg	96,307.07
542017	SE McCarran Widening Const.	Longley / Greg	39,109,202.14
212027	Security Circle	N. Virginia / N. Virginia	835,226.70
212037	Silver Lake	Stead / Sky Vista	764,518.22
212043	Socrates	McCarran / Sienna	1,914,449.46
222010	Sparks Consolidated 0902	Deming Way / Bergin / Franklin	1,152,135.55
220082	Sparks Consolidated 0903	Freeport / Steneri	2,231,867.08
222011	Sparks Consolidated 1001	Crane / Frazer / Hymer / Pacific / Pittman / Shaber / 15th-21st	5,008,735.59
222022	Sparks Consolidated 1101	Marietta / Snider	1,720,509.21
222025	Sparks Consolidated 1201	Greenbrae/ Merchant	1,724,834.89
222018	Spice Island / United Circle	Greg / Franklin - Spice Island / Spice Island	2,395,074.04
212019	Summit Ridge / Sky Mountain	W. McCarran / 4th	1,545,321.76
232002	Tanburg	7th / Mineral	219,915.75
212020	Taylor Street	Virginia / Kietzke	33,557.58
542025	TE Spot Intersection Project 11/12	All jurisdictions	1,309,401.64
542020	TE Spot Intersection Project 9/10	All jurisdictions	1,354,736.10
5328	US395 / Meadowood Interchange		7,652,863.09
532009	Veterans Parkway / Geiger Grade	Roundabout	5,375,728.77
222012	Victorian Phase II	Pyramid / McCarran	3,351,267.23
522008	Vista / Baring	NB Left turn lane	461,632.80
522007	Vista Boulevard	Los Altos / Wingfield Springs	8,603,385.79
212014	W. 7th Street	Madera Ct. / McCarran	809,705.94
212046	W. Huffaker	Del Monte / Spring Leaf	909,659.64
222014	York	18th / 4th	1,642,597.78
	TOTAL		\$ 441,214,065.93

# Regional Transportation Commission Reno, Sparks and Washoe County, Nevada

# SCHEDULE OF CONSTRUCTION PROJECT EXPENDITURES GENERAL FUND

(Regional Street and Highway Fund)

### Year ended June 30, 2024

	Right- of-way Acquisition	Engineering and Inspection	Construction	Total
All Jurisdictions	Acquisition	mspection	Construction	IOtal
2023 Preventive Maintenance	\$ -	\$ 359,045	\$ 6,260,164	\$ 6,619,209
2024 Corrective Maintenance	Ψ -	283,103	Ψ 0,200,104	283,103
2024 Preventive Maintenance	_	548,340	4,218,914	4,767,254
ITS Traffic Management 4	_	13,595	396,714	410,309
SS4 Preliminary Engineering	_	28,838	-	28,838
Traffic Signal Modification 22-01	24,495	2,406	_	26,901
Traffic Signal Modification 23-01	8,000	41,451	_	49,451
Traffic Signal Modification 24-01	-	530,669	_	530,669
Traffic Signal Modification 25-01	_	155,432	_	155,432
114.110 0.9141 1104111041101 20 0.1	32,495	1,962,879	10,875,792	12,871,166
City of Reno				
2023 Bridge Maintenance	_	157,476	1,844,752	2,002,228
2025 Bridge Maintenance	_	24,005	-	24,005
2023 Corrective Maintenance - Vine St./2nd St./Ceter St.	_	51,935	1,294,010	1,345,945
1 st. Street Rehab - Virginia St. to Sierra St.	8,659	149,416	1,132,792	1,290,867
Arlington Bridges	-	2,770,486	-,	2,770,486
Arrowcreek Parkway - Rubbleston Dr./S. Virginia St.	_	147,107	2,819,943	2,967,050
Arrowcreek/Wedge Rehabilitation - Thomas Creek to Wedge Pkwy./Mt. Rose			, ,	, ,
HWY. to White Creek Ln.	-	196,704	-	196,704
Buck Drive Circulation - Lemmon Dr. to N. Hill Blvd.	-	119,374	-	119,374
California Ave Rehab - Newlands Cir./Arlington Ave.	-	99,466	1,586,749	1,686,215
City of Reno Micromobility Pilot	-	-	8,459	8,459
Downtown Reno Micromobility	-	155,982	-	155,982
Golden Valley/Beckwourth	-	1,520	-	1,520
Holcomb Ave Rehab - Liberty St./Burns St.	-	130,933	1,739,339	1,870,272
Keystone Ave. Bridge	-	1,191,331	-	1,191,331
Kietzke Ln. ITS - Mill St. To 2nd St./Pringle Wy. To Kietzke Ln.	-	106,240	-	106,240
Las Brisas and Los Altos Resurfacing	1,378	96,772	2,168,024	2,266,174
Lemmon Drive Traffic Improvement - Fleetwood Dr. to Ramsey Wy.	-	835,695	-	835,695
LiDAR Living Lab & Imple	-	94,696	-	94,696
McCarran Blvd. Safety & Operational Improvement - El Rancho to Rock Blvd/		40.000		10.000
Plumb Ln. to S. Virginia St.	-	10,260	-	10,260
Meadowood Rehabilitation - Meadowood Mall Wy./Meadowood Cir./Neil Wy.	900 356	100,854	-	100,854
Mill Street Capacity & Safety - Kietzke Ln. to Terminal Wy. North Valleys & North Virginia -Panther Dr. to Stead Blvd.	890,356	403,725	-	1,294,081
North Valleys & North Virginia -Partitlet Dr. to Stead Bivd.  N. Virginia Street University Rehabilitation - Lawlor Roundabout to N. McCarran	-	837,617	-	837,617
Blvd.	_	189,783	254,364	444,147
Oddie/Wells Corridor Multi-Modal	125	980,597	8,888,906	9,869,628
Peckham Ln Baker Ln. to Virginia St.	-	1,740	-	1,740
Pembroke Dr. Capacity & Safety - McCarran Blvd to Veterans Pkwy	_	194,075	_	194,075
Prater and S. Virginia Pavement - Pyramid Wy. to Stanford Wy./Peckham Ln. to		,		,
Longley Ln.	-	31,770	-	31,770
Raleigh Heights Rehabilitation - Carlyle Dr./Yorkshire Dr./Lancaster Dr.	-	188,153	-	188,153
Reno Consolidated 20-01 - Mayberry Dr./California Ave/First St.	-	1,095	-	1,095
Reno Consolidated 23-01 - Sutro St./Enterprise Rd	-	36,080	253,118	289,198
S. Virginia St. NB Widening - Longley Ln/ I-580 NB off ramp	54,980	134,111	315,699	504,790
Selmi Dr. Rehab - Sutro St. to Clear Acre Ln.	-	251,009	1,428,761	1,679,770
Sierra St. Bridge	-	985,559	-	985,559
South Meadows Traffic Enhancements	35,786	209,902	2,732,103	2,977,791
Traffic Signal Fiber 25-01	-	30,248	-	30,248
Traffic Signal Installation 23-01	11,850	84,513	326,439	422,802
University Way One-Way Traffic Study - University Way/Virginia St./ Sierra St.	-	78,815	-	78,815
Veterans Parkway ITS - Steamboat Pkwy. to Long Meadow Dr.	900	81,894	-	82,794
West Fourth St. Downtown- Evans Ave. to Keystone Ave.	-	220,736	-	220,736
West Fourth St. Safety - Keystone Ave. to McCarran Blvd		392,270		392,270
	1,004,034	11,773,944	26,793,458	39,571,436

# Regional Transportation Commission Reno, Sparks and Washoe County, Nevada

# SCHEDULE OF CONSTRUCTION PROJECT EXPENDITURES GENERAL FUND (Regional Street and Highway Fund)

### Year ended June 30, 2024

	Right- of-way Acquisition	Engineering and Inspection	Construction	Total
City of Sparks				
2023 Corrective Maintenance	\$ -	\$ 22,257	\$ 554,576	\$ 576,833
4th St Greenbrae Dr./Gault Wy.	-	100,823	1,827,429	1,928,252
Las Brisas and Los Altos Reserfacing	1,377	96,772	2,168,024	2,266,173
McCarran Blvd. Safety & Operational Improvement - El Ranch to ROck				
Blvd./Plumb Ln. to S. irginia St.	-	10,260	-	10,260
Oddie/Wells Corridor Multi-Modal	125	980,596	8,888,907	9,869,628
Prater and S. Virginia Pavement - Pyramid Wy. to Stanford Wy./Peckham Ln. to		40.040		10.010
Longley Ln.	10 115	13,616	20.444	13,616
Sparks Blvd Capacity Improvement	10,145	1,615,540	38,411	1,664,096
Stanford Wy Rehab - Glendale Ave. to Greg St.	-	214,332	1815943	2,030,275
Traffic Signal Fiber 25-01 Traffic Signal Installation 23-01	11,850	16,288	226 420	16,288 422,802
Vista Blvd. & Prater Way ITS - Prater Wy. to I80/Sparks Blvd. to Vista Blvd.	11,000	84,513 212,259	326,439	422,602 212,259
vista bivu. & Frater way 113 - Frater wy. to 100/3 parks bivu. to vista bivu.	23,497	3,367,256	15,619,729	19,010,482
Washoe County	25,431	3,307,230	13,013,723	19,010,402
Arrowcreek Parkway - Rubblestone Dr./S. Virginia St.	_	7,742	148,418	156,160
Arrowcreek/Wedge Rehabilitation - Thomas Creek to Wedge Pkwy/ Mt Rose		1,142	140,410	130,100
HWY. to White Creek Ln.	_	84,302	_	84,302
Butch Cassidy Drive Extension - Thomas Creek Rd. to Edmonton Dr.	-	138,888	-	138,888
Eagle Canyon Safety and Operations- Richard Springs Blvd. to Calle De La Pl.	-	114,081	-	114,081
Lemmon Valley - Spanish Springs Connector - Lemmon Dr. to Pyramid Hwy	-	390	-	390
	-	345,403	148,418	493,821
NV Department of Transportation		45.055		45.055
Geiger Grade Road Realignment	-	15,355	4 0 4 0 4 0 7	15,355
N. McCarran Blvd. & Pyramid HWY. Fiber - Sullivan Ln. to Rock Blvd./I-80 to C S		109,520	1,313,497	1,423,017
Pyramid Highway/US 395 connector	-	447.005	5,688,627	5,688,627
Pyramid Highway Intelligent Corridor - Baring Blvd/Vista Blvd/Los Altos Pkwy	-	417,925	555,722	973,647
Pyramid Highway Operations Improvements - Ingenuity Ave. to Egyptian Dr.	-	222,403	-	222,403
Pyramid Way, Sparks Blvd. & Pyramid Highland Ranch Intersection SR445 Pyramid Pavement Preservation - C St. to Tyler Wy.	-	475,841	-	475,841 200,000
	-	200,000	-	•
Sun Valley Blvd. Corridor Improvements Ph2 - Scottsdale Rd. to 7th Ave.  Veterans Roundabout Modifications	-	354,199	-	354,199 136,488
Vista Blvd. &Prater Way ITS	-	136,488	-	,
visia Divu. Arialei Way 113		101,296 2,033,027	7,557,846	101,296 9,590,873
		2,033,027	1,007,040	±,090,0 <i>1</i> 3
Total All Projects	\$ 1,060,026	\$ 19,482,509	\$ 60,995,243	\$ 81,537,778

Meeting Date: 4/18/2025 Agenda Item: 5.5

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance/CFO

**SUBJECT: Fiscal Year 2026 Tentative Budget** 

### **RECOMMENDED ACTION**

Acknowledge receipt of the Fiscal Year 2026 RTC Tentative Budget.

# **BACKGROUND AND DISCUSSION**

The FY 2026 Tentative Budget will continue RTC's multi-year road program and transportation services in the community. The Tentative Budget is presented in order for the Board to provide comment and input into the FY 2026 Final Budget. Staff will return to the Board in May with the finalized budget.

The FY 2026 Tentative Budget consists of three major programs: the Street and Highway Program, the Public Transportation Program, and the Metropolitan Planning Organization (MPO)/Transportation Planning Program. The Street and Highway Program consists of pavement preservation and mobility projects, capacity improvement projects, and RRIF cash and offset agreement projects. The Public Transportation Program consists of RTC RIDE, RTC ACCESS, RTC INTERCITY, RTC FlexRide, TART, and Van Pools. The MPO/Transportation Planning Program consists of federally mandated planning activities and other essential planning activities required to guide and support the Public Transportation program and Street and Highway Programs.

### **Street and Highway Program:**

As of January 2025, year-to-date fuel tax revenue has increased 8.17% or \$4.94 million based on indexed fuel tax, but Washoe County has only experienced a 0.01% increase in gallons sold over the prior year during that same time period. FY 2026 budgeted fuel tax revenues are a 5.6% increase or \$6.2 million over FY 2025 estimate due to the continued implementation of indexing. FY 2026 PPI index ten-year rolling average of 3.96% adjustment results in a 3.46 cent increase Washoe County fuel tax rates. FY 2026 gallons sold are projected to be 1% lower than FY 2025 based on the forecast from the Nevada Department of Taxation. FY 2026 RRIF cash revenues are budgeted at \$8.5 million as new development construction continues. RRIF cash revenues remain lower than historical levels due to the current availability of impact fee waivers.

Road construction projects are a substantial component of the RTC budget. Pavement preservation, mobility, and capacity projects are budgeted at \$189.9 million for FY 2025. The total Street and Highway Program expenditures for FY 2026 including debt service are \$215.2 million.

# **Public Transportation Program:**

As of January 2025, sales tax revenue has decreased 6.3% or \$1.69 million over the prior year. A system change at the State of Nevada caused November disbursements to be lower by approximately 1.7 million, but those revenues are anticipated in the April disbursement which would make sales tax collections approximately equal to FY 2024 once corrected. FY 2026 estimated sales tax revenue has been decreased 2% or \$892,881. FY 2025 ridership for RTC RIDE and RTC ACCESS continue to grow, but remain lower than pre-pandemic levels resulting in significant reductions in passenger fare revenues. FY 2026 RTC RIDE fare revenues have been increased 5% or \$187,416 and RTC ACCESS fare revenues have been increased 4% or \$57,587 to adjust for returning ridership and increased marketing efforts to grow new ridership.

FY 2026 RTC RIDE operating costs at \$49.6 million are increasing 19.3% over FY 2025 due to increased contractor costs. RTC ACCESS operating costs at \$14.1 million are increasing 6% over FY 2025 primarily due to increased provision of services, which are also operated by the RTC ACCESS turnkey contractor.

Transit capital projects are critical to the success of the Public Transportation Program, but have a financial impact on local funds required to match the federal funding. Capital projects funded by federal grants include: Expansion of the South Virginia St. BRT line, Meadowood Mall Transit Center renovation, 4 replacements for Proterra battery electric RIDE buses, 6 replacements for aging hybrid fleet buses, 6 additional hydrogen fuel cell buses and related facility upgrades, 15 replacement ACCESS Vans, 8 additional FlexRide vans, bus shelters and ADA pad improvements, support vehicles, computer hardware and software, and facilities upgrades. The total public transportation and para-transit capital expenditures for the FY 2026 are \$57.9 million.

Total program expenses for the Public Transportation Program are \$121.7 million for FY 2026.

# Metropolitan Planning Organization (MPO) Program:

Total program expenses for the MPO Program are \$5.26 million for FY 2026. The program includes the following studies: ATP Neighborhood Plans, Travel Demand Modeling, UPWP Call for Projects, Intersection Studies, TRIC Rail Study, and TOPS Model.

# FISCAL IMPACT

The Fiscal Year 2026 Tentative Budget amount, not including depreciation, is \$335,992,130.

### PREVIOUS BOARD ACTION

5/23/2024 Approved the Fiscal Year 2025 RTC Final Budget.



Regional Transportation Commission Reno, Sparks, and Washoe County, Nevada

# **ANNUAL BUDGET**

Fiscal Year Ending, June 30, 2026

# REGIONAL TRANSPORTATION COMMISSION ALL FUNDS THREE YEAR COMPARISON OF REVENUES BY SOURCE TENTATIVE BUDGET

FOR FISCAL YEAR ENDING JUNE 30, 2026

	FISCAL YEAR	FI	SCAL YEAR	FI	FISCAL YEAR		SCAL YEAR
	2024		2025		2025		2026
	ACTUAL		BUDGET	E	STIMATED		BUDGET
REVENUES & SOURCES:							
Motor Vehicle Fuel Tax	\$ 102,211,146	\$	106,435,661	\$	111,803,636	\$	118,076,104
Public Transportation Sales Tax	45,162,801		45,636,710		44,644,029		43,751,148
Regional Road Impact Fee (RRIF)	8,104,039		8,500,000		6,441,756		8,500,000
RRIF Offset Agreements	1,307,825		6,250,000		350,000		6,250,000
Passenger Fares	3,535,986		3,823,210		3,856,250		4,042,648
Advertising	135,780		195,700		186,389		191,980
Lease Income	403,140		403,140		415,234		427,691
Investment Income	5,905,051		5,814,696		8,681,844		8,508,207
Federal Reimbursements	15,633,114		70,354,865		15,675,774		104,511,231
N.D.O.T.	2,079,780		4,069,702		1,188,424		1,223,813
Asset Proceeds	350,000		50,000		5,000		50,000
Misc Reimb/Operating Assist.	660,420		1,864,000		431,248		1,865,600
TOTAL REVENUES	185,489,082		253,397,684		193,679,584		297,398,422
Beginning Cash & Fund Balance	227,087,323		230,289,970		226,961,621		228,932,930
TOTAL SOURCES AVAILABLE	\$ 412,576,405	\$	483,687,654	\$	420,641,205	\$	526,331,352

# REGIONAL TRANSPORTATION COMMISSION ALL FUNDS THREE YEAR COMPARISON OF EXPENDITURES BY FUNCTION TENTATIVE BUDGET

# FOR FISCAL YEAR ENDING JUNE 30, 2026

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR
	2024	2025	2025	2026
	ACTUAL	BUDGET	ESTIMATED	BUDGET
EXPENDITURES & USES:				
Preservation & Mulitmodal Projects	\$ 89,602,651	\$ 84,934,938	\$ 44,009,848	\$ 54,234,823
Capacity Improvements Projects	18,390,803	80,618,071	67,545,452	125,510,317
RRIF Offset Agreements	1,307,825	6,250,000	300,000	6,250,000
Other Finan. Uses - Debt Service	24,067,789	22,962,333	22,961,322	22,960,530
RTC RIDE - Operating	37,656,349	41,666,419	39,532,334	49,694,210
RTC RIDE - Capital	(1,880,994)	25,568,031	863,504	52,031,704
Paratransit - Operating	11,381,671	13,363,981	10,000,868	14,166,893
Paratransit - Capital	1,628,178	4,477,500	3,465,250	5,887,500
MPO - Operating	3,460,512	4,485,863	3,029,697	5,256,153
TOTAL EXPENDITURES	185,614,784	284,327,136	191,708,275	335,992,130
ENDING CASH BALANCE:				
Restricted/Committed/Assigned	226,961,621	199,360,518	228,932,930	190,339,222
TOTAL ENDING CASH/FUND BALANCE	226,961,621	199,360,518	228,932,930	190,339,222
TOTAL USES	\$ 412,576,405	\$ 483,687,654	\$ 420,641,205	\$ 526,331,352

Note: Depreciation is not included in the total expenditure column.

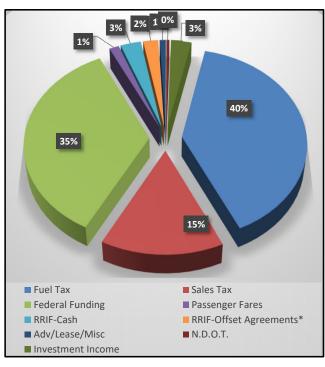
Total expenditures including depreciation of \$9,500,000

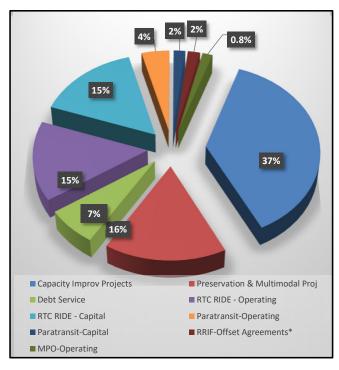
are: \$335,992,130

# REGIONAL TRANSPORTATION COMMISSION REVENUES & EXPENDITURES BY SOURCE - FY 2026 BUDGET

### **REVENUES**

# EXPENDITURES





Total Revenues & Fund Balance \$526,331,352

Total Expenditures & Ending Fund Balance	9
\$526.331.352	
,, ,	

Fuel Tax	\$118,076,104	22.4%	Capacity Improv Projects	\$125,510,317	23.8%
Sales Tax	\$43,751,148	8.3%	Preservation & Multimodal Proj	\$54,234,823	10.3%
Federal Funding	\$104,511,231	19.9%	Debt Service	\$22,960,530	4.4%
Passenger Fares	\$4,042,648	0.8%	RTC RIDE - Operating	\$49,694,210	9.4%
RRIF-Cash	\$8,500,000	1.6%	RTC RIDE - Capital	\$52,031,704	9.9%
RRIF-Offset Agreements*	\$6,250,000	1.2%	Paratransit-Operating	\$14,166,893	2.7%
Adv/Lease/Misc	\$2,535,272	0.5%	Paratransit-Capital	\$5,887,500	1.1%
N.D.O.T.	\$1,223,813	0.2%	RRIF-Offset Agreements*	\$6,250,000	1.2%
Investment Income	\$8,508,207	1.6%	MPO-Operating	\$5,256,153	1.0%
Beginning Balance	\$228,932,930	43.5%	Ending Balance - FY 2026	\$190,339,222	36.2%
Total:	\$526,331,352		Total:	\$526,331,352	
Beginning Balance			Ending Balance		
Debt Service	<u>\$25,791,027</u>		Debt Service	\$26,359,926	
Fuel Tax	\$123,357,056		Fuel Tax	\$102,175,604	
RRIF	\$15,058,587		RRIF	\$19,413,367	
Public Transportation	\$62,729,355		Public Transportation	\$40,369,942	
MPO .	\$1,996,904		MPO .	\$2,020,383	
TOTAL	\$228,932,930		TOTAL	\$190,339,222	

<sup>\*</sup>For custodial purposes only, credits are booked as a revenue and expense with net zero effect and have no cash value.

# REGIONAL TRANSPORTATION COMMISSION STREET AND HIGHWAY PROGRAM TENTATIVE BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2026

		FISCAL YEAR		FISCAL YEAR		FISCAL YEAR	FISCAL YEAR		
		2024		2025		2025		2026	
		ACTUAL		BUDGET		ESTIMATED		BUDGET	
REVENUES & SOURCES:	_		_		_		_		
Motor Vehicle Fuel Tax	\$	102,211,146	Ş	106,435,661	Ş	111,803,636	Ş	118,076,104	
ales Tax		7,527,134		7,793,461		7,440,672		7,291,858	
Regional Impact Fee - Cash		8,104,039		8,500,000		6,441,756		8,500,000	
Regional Impact Fee - Offset Agreements		1,307,825		6,250,000		350,000		6,250,000	
ederal Funding		6,410,581		37,688,912		4,000,000		46,333,794	
NDOT State Gas Tax		-		-		-		-	
Project Reimbursements		285,216		1,600,000		180,500		1,600,000	
nvestment Income		4,031,022		3,759,500		6,076,674		5,955,141	
Aiscellaneous Reimbursements		86,702		51,000		50,000		51,000	
Other Financing Sources - Sale of capital assets		350,000		-		-		-	
OTAL REVENUES		130,313,665		172,078,534		136,343,238		194,057,897	
Operating Transfers In		23,807,037		23,262,333		24,007,044		23,560,530	
Payment to refunded bond escrow agent		-		-		-		-	
OTAL OPERATING TRANSFERS		154,120,702		195,340,867		160,350,282		217,618,427	
Beginning Cash/Fund Balance		169,305,457		163,159,282		164,890,054		164,206,670	
TOTAL SOURCES	\$	323,426,159	Ċ	358,500,149	\$	325,240,336	Ċ	381,825,097	
OTAL SOURCES	٠,	323,420,133	٠,	330,300,143	7	323,240,330	٠,	301,023,037	
EXPENDITURES & USES:									
APENDITURES & USES.									
Preservation & Multimodal Projects/Other	\$	89,602,651	\$	84,934,938	\$	44,009,848	\$	54,234,823	
Capacity Projects/Other		18,390,803		80,618,071		67,545,452		125,510,317	
RRIF Offset Agreements		1,307,825		6,250,000		300,000		6,250,000	
Debt Service		24,067,789		22,962,333		22,961,322		22,960,530	
OTAL EXPENDITURES		133,369,068		194,765,342		134,816,622		208,955,670	
Operating Transfers Out		25,167,037		24,622,333		26,217,044		24,920,530	
OTAL EXPENDITURES AND OPER. TRANSFERS OUT		158,536,105		219,387,675		161,033,666		233,876,200	
NDING CASH/FUND BALANCE:		445 655 575		74.0.0.05		45.050.55		40.410.05=	
Restricted for Capacity Projects		115,027,512		71,242,253		15,058,587		19,413,367	
Restricted for Preservation & Multimodal Projects		25,097,746		41,531,723		123,357,056		102,175,604	
Restricted for Debt Service		24,764,796		26,338,498		25,791,027		26,359,926	
		164,890,054		139,112,474		164,206,670		147,948,897	
OTAL ENDING CASH/FUND BALANCE OTAL USES	\$	323,426,159		358,500,149	\$	325,240,336	\$	381,825,097	

# REGIONAL TRANSPORTATION COMMISSION PUBLIC TRANSIT & PARATRANSIT TENTATIVE BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2026

	l	FISCAL YEAR		FISCAL YEAR		FISCAL YEAR 2025		FISCAL YEAR
		2024 ACTUAL		2025 BUDGET		ESTIMATED		2026 BUDGET
		ACTORE		DODGET		ESTIMATES		DODGET
REVENUES & SOURCES:								
Public Transportation Sales Tax	\$	37,635,667	\$	37,843,249	\$	37,203,357	\$	36,459,290
Passenger Revenues		3,535,986		3,823,210		3,856,250		4,042,648
Investment Income		1,856,490		2,038,226		2,565,639		2,514,326
Advertising		135,780		195,700		186,389		191,980
FTA - 5339 (Discretionary)		396,106		4,849,378		-		10,675,501
FTA - 5307 & CMAQ		3,372,449		13,682,392		4,783,770		38,947,093
FTA - 5309 (Discretionary)		2,418,275		6,328,000		-		-
FTA - 5310		380,456		443,225		474,951		474,951
FTA - Section 5307 Federal Stimulus		-		-		-		-
FTA - Preventive Maint/ADA Paratransit Svc		838,048		4,440,000		4,920,000		4,440,000
NDOT - ETR/TA Grants/Medicaid		2,079,780		4,069,702		1,188,424		1,223,813
INTERCITY (CAMPO)		89,713		77,000		68,748		78,600
Miscellaneous Reimbursements		198,789		135,000		131,000		135,000
Asset Proceeds		-		50,000		5,000		50,000
Lease Income		403,140		403,140		415,234		427,691
TOTAL REVENUES		53,340,679		78,378,222		55,798,762		99,660,894
Canital Contribution								
Capital Contribution		-		-		-		-
Operating Transfers In		F2 240 670		70 270 222		- FF 700 763		- 00 660 804
SUBTOTAL RESOURCES		53,340,679		78,378,222		55,798,762		99,660,894
Beginning Cash/Fund Balance		56,867,075		66,500,508		61,182,550		62,729,355
TOTAL SOURCES	\$	110,207,754	\$	144,878,730	\$	116,981,312	\$	162,390,249
EXPENDITURES & USES:								
OPERATING EXPENDITURES	_	07.070.00	_		_		_	
Public Transit - RTC RIDE	\$	37,656,349	\$	41,666,419	Ş	39,532,334	\$	49,694,210
Paratransit - RTC ACCESS		11,381,671		13,363,981		10,000,868		14,166,893
TOTAL OPERATING EXPENDITURES		49,038,020		55,030,400		49,533,202		63,861,103
NON-OPERATING EXPENDITURES								
Capital Outlay - Public Transit - RTC RIDE		(1,880,994)		25,568,031		863,504		52,031,704
Capital Outlay - Paratransit - RTC ACCESS		1,628,178		4,477,500		3,465,250		5,887,500
TOTAL NON-OPER. EXPENDITURES		(252,816)		30,045,531		4,328,754		57,919,204
TOTAL EVERNINITURES		40 705 204		05 075 024		F2 0C4 0FC		424 700 207
TOTAL EXPENDITURES		48,785,204		85,075,931		53,861,956		121,780,307
Operating Transfers Out		240,000		240,000		390,000		240,000
TOTAL EXPENDITURES AND OPER. TRANSFERS OUT		49,025,204		85,315,931		54,251,956		122,020,307
ENDING CASH/FUND BALANCE:								
Restricted for Federal Grant Match		4,500,000		4,500,000		4,500,000		4,500,000
Restricted for Self Insurance		250,000		250,000		250,000		250,000
Restricted for Villanova Facility Replacement		30,000,000		30,000,000		30,000,000		30,000,000
Restricted for Transit Operations		26,432,550		24,812,799		27,979,355		5,619,942
TOTAL ENDING CASH/FUND BALANCE		61,182,550		59,562,799		62,729,355		40,369,942
TOTAL USES	\$	110,207,754	\$	144,878,730	\$	116,981,312	\$	162,390,249

# REGIONAL TRANSPORTATION COMMISSION

#### MPO

# **TENTATIVE BUDGET**

# FOR FISCAL YEAR ENDING JUNE 30, 2026

		FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED		FISCAL YEAR 2026 BUDGET
REVENUES & SOURCES:								
Investment Income	\$	17,539	\$	16,970	\$	39,531	\$	38,740
FTA - Planning		174,595	\$	260,276		-		1,200,000
FTA - 5307 & CMAQ		-	\$	-		-		-
FHWA - Planning		1,642,604	\$	2,662,682		1,497,053		2,439,892
NDOT - Planning		-	\$	-		-		-
NDOT - Other		-	\$	-		-		-
Miscellaneous		-	\$	1,000		1,000		1,000
Asset Proceeds		-	\$	-		-		-
TOTAL REVENUES		1,834,738		2,940,928		1,537,584		3,679,632
Operating Transfers In - Sales Tax		240,000	\$	240,000		390,000		240,000
Operating Transfers In - Fuel Tax		1,360,000	\$	1,360,000		2,210,000		1,360,000
TOTAL REVENUES & OPERATING TRANSFERS		3,434,738		4,540,928		4,137,584		5,279,632
Beginning Cash/Fund Balance		914,791	\$	630,180		889,017		1,996,904
TOTAL SOURCES	\$	4,349,529	\$	5,171,108	\$	5,026,601	\$	7,276,536
EXPENDITURES & USES:								
OPERATING EXPENDITURES								
Transportation Services - MPO	\$	3,460,512	\$	4,485,863	\$	3,029,697	\$	5,256,153
TOTAL OPERATING EXPENDITURES		3,460,512		4,485,863		3,029,697		5,256,153
NON-OPERATING EXPENDITURES								
Capital Outlay - MPO		_		_		_		_
TOTAL NON-OPER. EXPENDITURES		-		-		-		-
TOTAL EXPENDITURES		3,460,512		4,485,863		3,029,697		5,256,153
ENDING CASH/FUND BALANCE:								
Restricted for Federal Grant Match		889,017		685,245		1,996,904		2,020,383
TOTAL ENDING CASH/FUND BALANCE		889,017		685,245		1,996,904		2,020,383
TOTAL USES	\$	4,349,529	Ś	5,171,108	Ś	5,026,601	Ś	7,276,536
4/11/25 9:09 PM	-	· · ·		. ,		, ,		

# REGIONAL TRANSPORTATION COMMISSION FY 2026 CAPITAL & GRANT BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2026

PROJECT DESCRIPTION	FEDERAL AMOUNT	LO	CAL MATCH	1	OTAL BUDGET AMOUNT
RIDE -BE 35 Replacement Buses (4) + (6) Other Bus Replacements	\$ 10,379,168	\$	546,272	\$	10,925,440
RIDE -Hydrogen Buses	\$ 6,227,501	\$	327,763	\$	6,555,264
RIDE - Bus Monitors Display (purchase and install)	\$ 60,000	\$	15,000	\$	75,000
Bus CAD AVL Units	\$ 480,000	\$	120,000	\$	600,000
RTC ACCESS - REPLACEMENT VANS (15)	2,173,125		114,375		2,287,500
Access Driver Safety	190,000		10,000		200,000
ACCESS - <30' Buses	3,040,000		160,000		3,200,000
FLEXRIDE - Expansion Vans (8)	896,000		224,000		1,120,000
Passenger Amenities	220,000		55,000		275,000
ADA Bus Stop Improvements	400,000		100,000		500,000
Sutro Generator (2)	1,200,000		300,000		1,500,000
Sutro Hydrogen Projects	4,448,000		1,112,000		5,560,000
6Th Street Facilities Repairs/Improvements	256,000		64,000		320,000
Villanova Facility Repairs/Improvements	1,096,000		274,000		1,370,000
Villanova Facilty Replacement - Design	2,400,000		600,000		3,000,000
Terminal Facility Repairs/Improvements	2,800,000		700,000		3,500,000
All Facilities Repairs/Improvements	1,713,600		428,400		2,142,000
Transit Centers Repairs/Improvements	780,000		195,000		975,000
Virginia Line BRT Expansion	4,800,000		1,200,000		6,000,000
Meadowood Transit Center	4,800,000		1,200,000		6,000,000
Computer Hardware & Software	1,223,200		305,800		1,529,000
Shop Equipment	40,000		10,000		50,000
TOTAL	\$ 49,622,594	\$	8,061,610	\$	57,684,204



# FINAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2026 REPORTED BY FUND TOTALS BY LINE ITEMS

\*Items Include Agency Wide Funds

ACCT		*0.015	DOND	*FUEL TAV	*DUDLIC	*DADA		
ACCT.	DESCRIPTION	*R.R.I.F. PROGRAM	BOND RESERVE	*FUEL TAX PROGRAM	*PUBLIC TRANSIT	*PARA TRANSIT	* MPO	*TOTAL
	LABOR							
501-0-01	Labor - Regular	-	-	1,652,574	1,259,005	320,028	739,984	3,971,590
501-0-03	Overtime	-	-	-	4,442	-	-	4,442
501-0-05	ER Contribution-457 Plan	-	-	-	2,062	-	-	2,062
502-0-02	Bonuses	-	-	-	1,600	-	-	1,600
502-0-09	Sick Leave	-	-	-	-	-	-	-
502-0-10	Floating Holiday	-	-	-	-	-	-	-
502-0-11	Vacation	-	-	-	-	-	-	-
502-0-12	Other Paid Absences	-	-	-	-	-	-	-
502-0-20	Life Insurance	-	-	-	793	-	-	793
502-1-09	Sick Leave - Grants	-	-	-	2,893	-	-	2,893
502-1-10	Floating Holiday - Grants	-	-	-	-	-	-	-
502-1-11	Vacation - Grants	-	-	-	7,930	-	-	7,930
502-1-15	Fixed Holiday - Grants	-	-	-	4,362	-	-	4,362
	LABOR ALLOCATIONS IN/(OUT)	-	-	- 2,958,441	1,606,152	408,269	944,020	-
	TOTAL LABOR	-	-	3,760,813	2,889,238	728,297	1,684,004	9,062,352
	FRINGE							
502-0-04	F.I.C.A. / Medicare	_	-	-	1,548	-	456	2,004
502-0-05	Pension Plan	-	-	-	37,887	_	-	37,887
502-0-01	OPEB Contribution	-	_	166,715	41,643	41,643	_	250,000
502-0-17	Health/Vision Insurance	_	_	-	12,634		_	12,634
502-0-21	Dependent Health Insuranc	_	_	_	6,926	_	_	6,926
502-0-18	Dental Insurance	_	_	_	696	_	_	696
502-0-19	Life Insurance	_	_	_	90	_	_	90
502-0-16	Disability Insurance	_	_	_	1,053	_	_	1,053
502-0-07	S.U.I. Expense	_	_	_	447	_	_	447
502-0-08	Workers Compensation	_	_		619		_	619
302-0-00	FRINGE ALLOCATION IN/(OUT)			- 2,996,013	1,626,550	413,454	956,009	-
	TOTAL FRINGE	-	-	2,301,729	1,730,093	455,097	956,466	5,443,385
	SERVICES							
503-0-01	Management Service Fees	_	_		_	_	_	_
503-0-01	Adv. Development & Prod.				537,000			537,000
503-0-02	Professional & Technical	105,289	7	1,942,500	227,943	5,269	50,383	2,331,391
503-0-03	Temporary Help	103,209	,	1,942,500	5,000	5,209	30,363	5,000
503-0-04	Maintenance & Repairs	-	-	204,350	1,640,700	705,500	54,400	2,604,950
503-0-05	Custodial	-	-	204,330	770,779	11,087	54,400	781,866
503-0-00		-	-	-	1,125,500	-	-	1,125,500
503-0-07	Security & Fire Systems	-	-	200		8,500	- 750	73,650
503-0-08	Printing Copyulting/Spac Studies	-	-		64,200	6,500		
	Consulting/Spec. Studies	-	-	1,100,000	15,000		728,323	1,843,323
503-0-10 503-0-11	ROW Property Maint. Costs SEC Wetland Maintenance	-	-	10,000	-	-	-	10,000
503-0-11		-	-	156,400	244 440	26.425	1 100 000	156,400
503-0-99	Other Services	-	-	2,350	341,410	36,125	1,100,000	1,479,885
	SERVICES ALLOCATION IN/(OUT) TOTAL SERVICES	105,289	7	- 1,122,241 <b>4,215,530</b>	609,270 <b>5,336,803</b>	154,871 <b>921,352</b>	358,100 <b>2,291,956</b>	12,870,937
	MATERIAL C & CURRILIES							
504.6.64	MATERIALS & SUPPLIES				0.000.000	000 000		0.000.000
504-0-01	Fuel & Lube	-	-	-	2,060,000	200,000	-	2,260,000
504-0-02	Tires & Tubes	-	-	-	-	-	-	-
504-0-03	Fuel - CNG	-	-	-	-	200,000	-	200,000
504-0-04	Revenue Vehicle Parts	-	-	-	-	-	-	-
504-0-06	Support Veh. Parts/Tires	-	-	-	-	-	-	-
504-0-07	Bench Shelter/Sign Supply	-	-	-	1,500	-	-	1,500
504-0-08	CNG Parts & Supplies	-	-	-	-	78,000	-	78,000
504-0-10	Office Supplies	-	-	-	-	-	-	-
504-0-99	Other Materials/Supplies	-	-	33,500	65,800	49,000	500	148,800
	OTHER M & S ALLOC IN/(OUT)		-	- 127,436	69,186	17,586	40,664	-
	TOTAL MATERIALS & SUPPLIES	_		124,314	2,196,486	544,586	41,164	2,906,550

I							Ī	
	UTILITIES							
505-0-02	Electricity & Natural Gas	-	-	-	280,000 -	30,000	-	250,000
505-0-03	Fuel - Electric	-	-	-	275,000	-	-	275,000
505-0-04 505-0-05	Water & Sewer Garbage	-	-	-	50,000 - 92,500 -	6,500 4,000	-	43,500 88,500
505-0-06	Fuel - Hydrogen	-	-	-	27,500	4,000	-	27,500
505-0-10	Telephone/Communication	-	-	-	-	_	_	-
	UTILITIES ALLOCATIONS IN/(OUT)	-		21,794	11,832	3,008	6,954	-
	TOTAL UTILITIES	-	-	15,531	736,832 -	37,492	6,954	721,825
	INSURANCE COSTS							
506-0-01	Physical Damage Ins.	-	-	-	25,000	-	-	25,000
506-0-03	P.L. & P.D. Sattlements	-	-	36,000	233,000	72,000	18,000	359,000
506-0-06 506-0-08	P.L. & P.D. Settlements Other Insurance Costs	-	-	- 2,700	150 21,500	- 5,500	500	150 30,200
300-0-00	TOTAL INSURANCE			38,700	279,650	77,500	18,500	414,350
				33,.33	2.0,000	,	10,000	,
	MISCELLANEOUS EXPENSES							
507-0-02	State Business Tax	-	-	-	-	-	-	-
507-0-04	Taxes & Licenses	-	-	5	22,750	200	-	22,955
509-0-01	Dues & Subscriptions	-	-	15,000	63,300	785	3,700	82,785
509-0-08	Miscellaneous Advertising	-	-	-	5,000	-	75,000	80,000
509-0-09	Internal Marketing	-	-	-	- 55 150	- 5 100	-	140.250
509-0-20 509-0-25	Training & Meetings	-	-	60,000	55,150 -	5,100	20,000	140,250
509-0-25 509-0-99	Postage & Express Mail Other Misc. Expense	-	-	- 102,500	- 80,000	7,000	-	189,500
511-0-02	Interest Exp Retention	-	-	200,000	-	-	_	200,000
512-0-06	Leases/Rentals - Capital	-	_	103,068	30,000	_	45,828	178,896
512-1-06	Leases/Rentals - Capital	-	-	-	-	-	-	-
	MISC EXP ALLOCATIONS IN/(OUT)			352,812	191,544	48,689	112,580	-
	TOTAL MISCELLANEOUS EXPENSES	-	-	731,994	447,744	61,774	257,108	1,498,619
500 0 00	PURCHASED TRANSP'N SERVICES				00 077 005			00.077.005
520-0-00 520-0-01	RIDE Purch Trans Svc ACCESS Purch Trans Svc	-	-	-	33,677,365	6 624 072	-	33,677,365
520-0-01	Night Taxi Purch Trns Svc	_	-	-	-	6,634,072	-	6,634,072
520-0-02	Gerlach Purch Trans Svc	-	-	-	-	14,000	_	14,000
520-0-04	Pyramid Purch Trans Svc	-	_	-	-	20,000	_	20,000
520-0-05	Incline Purch Trans Svc	-	-	-	-	17,000	-	17,000
520-0-09	TART- ADA Purch Trans Svc	-	-	-	-	-	-	-
520-0-06	Citicare & Other Donation	-	-	-	-	-	-	-
520-0-07	Citicare & Other Donation	-	-	-	-	-	-	-
520-0-08	Washoe Sr Purch Trans Svc	-	-	-	-	765,000	-	765,000
520-0-10	TART Purch Trans Service	-	-	-	700,000	-	-	700,000
520-0-11 520-0-14	395 Carson City Service Van Pool Purch Trans Svc	-	-	-	1 700 000	-	-	4 700 000
520-0-14 520-0-15	Microtransit Flex Service	-	-	-	1,700,000	- 3,286,435	-	1,700,000 3,286,435
320-0-13	TOTAL PURCHASED TRANSPORTATION			<u> </u>	36,077,365	10,736,507	-	46,813,872
					00,011,000	,,		10,010,012
510-0-02	Exp Reclass/Grant Labor	-	-	-	-	-	-	-
510-0-03	Pass Thru Grant Fund Exp	-	-	-	-	679,273	-	679,273
	TOTAL PASS THRU GRANT	-	-	-	-	679,273	-	679,273
	OPERATING BUDGET BEFORE							
	DEPRECIATION:	105,289	7	11,188,610	49,694,210	14,166,893	5,256,153	80,411,162
525-0-09	Principal - SER2018		6,895,000					6,895,000
525-0-09 525-0-10	Principal-SER2019	-	2,250,000	-	-	-	<u> </u>	2,250,000
530-0-06	Interest-Bond SER2010DEF	-	5,107,849	-	-	-	- 1	5,107,849
530-0-07	Interest-Bond SER2010H	-	1,490,200	-	-	-	-	1,490,200
530-0-09	Interest-Bond SER2018	-	7,188,200	-	-	-	-	7,188,200
530-0-10	Interest-Bond SER2019	-	2,211,950	-	-	-	-	2,211,950
530-1-06	BAB Credits-SER2010EF		1,725,835	-	-	-		1,725,835
530-1-07	BAB Credits-SER2010H		491,841	-	-	-	-  -	491,841
540-0-01	Fiscal Agent Fees		35,000	-	-	-	-	35,000
	TOTAL DEBT SERVICES	-	22,960,523	-	-	-	-	22,960,523
513-0-01	Depreciation				0 500 000			9,500,000
513-0-01	Depreciation Amortization	-	-	-	9,500,000	-	<u> </u>	9,500,000
310 0-02	TOTAL OPERATING BUDGET	105,289	22,960,530	11,188,610	59,194,210	14,166,893	5,256,153	112,871,685
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	CAPITAL PROJECTS							
	GOVERNMENT FUND CAPITAL							
600-0-01	Land - Sutro	-	-	-	-	-	-	-
600-0-80	Building Improv - Sutro	-	-	-	-	200,000	-	200,000
600-0-10	Revenue Vehicles	-	-	-	-	5,687,500	-	5,687,500
600-0-12	Support Vehicles	-	-	-	-	-	-	-
600-0-16	Communications Equipment	-	-	-	-	-	-	-
600-0-18	Safety & Security Equip.	-	-	-	-	-	-	-
600-0-21	Passenger Shelters	-	-	-	-	-	-	-
600-0-25	Intelligent Transp'n. Sys	-	-	-	-	-	-	-
600-0-31	Computer Hardware	-	-	-	-	-	-	-
600-0-32	Computer Software	-	-	-	-	-	-	-
600-0-35	Office Furniture & Equip.	-	-	-	-	-	-	-
600-0-36	Other Fixtures & Equip.	-	-	-	-	-	-	-
600-0-38	Shop Equipment	-	-	-	-	-	-	-
600-0-50	Hydrogen Fuel Project	-	-	-	-	-	-	-
600-0-91	Leasehold Improvements		-	-	-	-	-	-
	TOTAL GOVMT. FUND CAPITAL	-	-	-	-	5,887,500	-	5,887,500
	STREET & HIGHWAY PROJECTS							
700-9-90	Fuel Tax Proj Bud-Preserv	-	-	43,046,212	-	-	-	43,046,212
700-9-91	Fuel Tax Proj Bud-Capacit	-	-	119,405,028	-	-	-	119,405,028
700-9-95	RRIF Direct Budget-Multi	6,000,000	-	-	-	-	-	6,000,000
700-9-99	RRIF Credit Budget-Multi	6,250,000	-	-	-	-	-	6,250,000
	TOTAL STREET & HIGHWAY	12,250,000	-	162,451,241	-	-	-	174,701,241
	CAPTIAL BUDGET BEFORE							
	ENTERPRISE FUND CAPITAL	12,250,000	-	162,451,241	-	5,887,500	-	180,588,741
	ENTERPRISE FUND CAPITAL							
111-1-10	Coaches	-	-	-	18,675,704	-	-	18,675,704
111-1-16	Communications Equipment	-	-	-	30,000	-	-	30,000
111-1-20	Passenger Amenities	-	-	-	275,000	-	-	275,000
111-1-21	Passenger Shelters	-	-	-	12,500,000	-	-	12,500,000
111-1-31	Computer Hardware	-	-	-	2,334,000	-	-	2,334,000
111-1-36	Other Fixtures & Equip.	-	-	-	7,987,000	-	-	7,987,000
111-1-38	Shop Equipment	-	-	-	50,000	-	-	50,000
111-1-81	Bldg Improv - Villanova	-	-	-	3,000,000	-	-	3,000,000
111-1-82	Bldg Improv - Terminal	-	-	-	20,000	-	-	20,000
111-1-83	Bldg Improv - Centennial	<u> </u>	-	-	7,160,000	=	-	7,160,000
	TOTAL ENTERPRISE FUND CAPITAL	-	-	-	52,031,704	-	-	52,031,704
	TOTAL CAPITAL BUDGET	12,250,000	-	162,451,241	52,031,704	5,887,500	-	232,620,445
	TOTAL FY 2026BUDGET	12,355,289	22,960,530	173,639,851	111,225,914	20,054,393	5,256,153	345,492,130

RE	GIONAL TRANSPORTATION COMMISSION	
ST	REET & HIGHWAY PROGRAM PROJECTS	
	FY 2026 BUDGET	
		TOTAL FY 2026
	PROJECT NAME	BUDGET
PAVEMENT PRESERVATION PROGRAM		
	0212080-Arrowcreek/Wedge Rehabilitation	11,312,424
	0212082-2025 Bridge Maintenance	1,252,330
	0212083-7th St, 6th St (Arlington to West), West St (5th to 6th) Pavement Ref	2,806,102
	0212084-White Fir Rehabilitation	2,325,008
	0222031-Prater Way Rehabilitation	700,000
	0224003-La Posada Corrective Project 0243019-2025 Preventative Maintenance Program	350,000 6,833,699
	2027 Corrective Maintenance Design	125,000
	2027 Corrective Maintenance Design 2027 Preventive Maintenance Program Design	25,000
	2027 Roadway Reconstruct Design	1,400,000
	Total Pavement Preservation Projects	27,129,563
	Total Lateria in Cook Caller Lateria	
MULTIMODAL		
	0211006-West Fourth Street Downtown (Evans Ave to Keystone Ave)	6,425,850
	0211009-Biggest Little Bike Network	2,000,000
	0221002-Sun Valley Boulevard Corridor Improvements - Phase 2	2,340,799
	0611003-Virginia Line BRT Improvements	6,000,000
	ADA Bus Stop Improvements	500,000
	0712001-Sixth Street - Safety for All	2,000,000
	ATP 2026 Design	150,000
	0713001-West Fourth Street Safety (Keystone Ave to McCarran Blvd)	3,000,000
	Total Multimodal Projects	15,916,649
CAPACITY		
	0211007-Mill Street Capacity & Safety	15,745,566
	0211008-US 395 and Virginia Street North Valleys	967,160
	0211010-Moya Blvd Capacity	1,841,931
	0212061.01-Arlington Avenue Bridges NEPA/Design/EDC	33,275,097
	0215007-Buck Drive Circulation	3,054,998
	0217001-Lemmon Drive Traffic Improvements and Resiliency	4,881,191
	0217005-Pembroke Drive Capacity & Safety	328,782
	0217010-North Valleys North Virginia Street Capacity (Panther Dr to Stead Bl	2,468,149
	0217012-University Area Transportation Project	524,828
	0217013-Boomtown Garson Road Interchange Improvements	100,000
	0227001-Sparks Boulevard Capacity Improvement (Greg St to Baring Blvd)	22,000,000
	0227002-Pyramid Way, Sparks Boulevard, Highland Ranch Intersection	2,755,000
	0235001-Butch Cassidy Drive Extension	3,100,000
	0237002-Pyramid Highway Operations Improvements	3,000,000
	0245008-McCarran Boulevard Safety and Operational Improvements	1,100,000
	0245009-McCarran/Leadership/Keystone Signal	
	0711001-Sierra Street Bridge Replacement	1 047 202
	0711002-Keystone Avenue Bridge Replacement	1,947,303
		2,000,000
	0744001-Geiger Grade Road Realignment	1,302,833
	Mt. Rose Highway Operational Improvements	200,000
	La Pasada TRIC Environmental and PE	1,200,000
	Highland Ranch Parkway Widening	300,000

	REGIONAL TRANSPORTATION COMMISSION	
	STREET & HIGHWAY PROGRAM PROJECTS	
	FY 2026 BUDGET	
		TOTAL EV 2000
	PROJECT NAME	TOTAL FY 2026 BUDGET
	Wedekind Road Ped Improvements	150,000
	Steamboat / Rio Wrangler RAB	150,000
	Vista Blvd Widening	300,000
	Total Capacity	102,692,837
FRAFFIC ENGINEERING	0215008-TE Spot Improvements 26-01	1,132,865
	0217006-Veterans Roundabout Modifications	4,000,000
	0217007-Veterans Parkway ITS	374,16
	0217011-Stead Signal Improvements	1,000,00
	0225005-Sparks/Ion Traffic Signal	300,00
	0227004-Sparks Intelligent Corridors	14,64
	0227007-Traffic Signal Fiber 26-01	500,00
	0235002-Eagle Canyon Safety and Operations	1,750,00
	0245010-Traffic Signal Modifications 25-01	2,297,35
	0245011-Traffic Signal Modifications 26-01	200,00
	0247013-Vista Boulevard/Disc Drive Intersection Improvement	750,00
	0247014-Traffic Signal Fiber 25-01	1,143,16
	0247015-Legends Roundabouts	2,250,000
	2027 TE/ITS Design	1,000,000
	Total Traffic Engineering	16,712,19
	Total S&H Construction Projects	162,451,24
RRIF FUNDED PROJECTS		
THE POWER PROPERTY.	0512019-Military Road Capacity & Safety	6,000,000
700-9-95	Total RRIF Funded Projects	\$ 6,000,000
	Total S&H & RRIF Funded Projects	\$ 168,451,24°
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RRIF WAIVER PROJECTS	North	
	Pyramid/Stonebrook Pkwy. Intersection Improvements	300,000
	N. Virginia Street Widening	450,00
	Parr/Dandini/US 395 Signalization	1,500,00
	Lemmon Drive/Vista Knolls Pkwy Intersection	500,00
	Future Projects	500,000
	South	
	Daybreak Improvements	1,500,000
	Future Projects	1,500,000
700-9-99	Total RRIF Waivers	\$ 6,250,000
700-9-90	Capacity	119,405,028.30
700-9-91	Preservation/Multimodal	43,046,212.30
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Meeting Date: 4/18/2025 Agenda Item: 6.1

To: Regional Transportation Commission

From: Bill Thomas, Executive Director

**SUBJECT: Executive Director Report** 

# **RECOMMENDED ACTION**

Monthly verbal update/messages from RTC Executive Director Bill Thomas - no action taken.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

Meeting Date: 4/18/2025 Agenda Item: 6.2

To: Regional Transportation Commission

From: Paul Nelson, Government Affairs Officer

**SUBJECT: Federal Report Discussion** 

# **RECOMMENDED ACTION**

Monthly verbal update/messages from Paul Nelson, RTC Government Affairs Officer on federal matters related to the RTC - no action will be taken.

# FISCAL IMPACT

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

Meeting Date: 4/18/2025 Agenda Item: 6.3

To: Regional Transportation Commission

From: Tracy Larkin Thomason, NDOT Director

**SUBJECT: NDOT Report** 

# **RECOMMENDED ACTION**

Monthly verbal update/messages from NDOT Director Tracy Larkin Thomason or designated NDOT Deputy Director - no action will be taken.

# **FISCAL IMPACT**

There is no fiscal impact related to this action.

# **PREVIOUS BOARD ACTION**

There has been no previous Board action taken.