Location:

REGIONAL TRANSPORTATION COMMISSION
1105 Terminal Way, 1st Floor Great Room, Reno, NV
Date/Time: 9:00 A.M., Friday, October 17, 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 mkraus@rtcwashoe.com 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: rtcpubliccomments@rtcwashoe.com; 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 https://rtcwashoe.com/news/board-meeting-notes/. In addition, a member of the public may request supporting materials electronically from Michelle Kraus at the following email address: mkraus@rtcwashoe.com.

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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 09/19/2025 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 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 Possible Action)

4.2.5 Acknowledge receipt of the monthly 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. Planning Department

4.3.1 Approve the RTC staff recommended appointments/reappointments to the Citizens Multimodal Advisory Committee (CMAC) with terms through June 2026. (For Possible Action)

4.3.2 Approve an update to the Public Participation Plan. (For Possible Action)

4.3.3 Approve the Central Sparks Neighborhood Network Plan. (For Possible Action)

4.4. Engineering Department

4.4.1 Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, Touchstone Living, Inc., and Washoe County for offset-eligible improvements to the intersection of Highland Ranch Parkway and Midnight Drive. (For Possible Action)

4.4.2 Approve a contract with Eastern Sierra Engineering, P.C., for design services and optional engineering during construction services for the Corrective Maintenance 2027 Project, in an amount not-to-exceed $743,150. (For Possible Action)

4.4.3 Approve Amendment No. 4 to the contract with CA Group, Inc. for additional engineering during construction services needed for TE Spot 11 - Package 3 - Steamboat Parkway Improvement Project, in the amount of $97,387.50, for a new total not-to-exceed amount of $1,479,015.50. (For Possible Action)

4.4.4 Approve an Interlocal Cooperative Agreement with the University of Nevada Reno (UNR) Civil Engineering Department to provide funding for UNR's Transportation Engineering Program, in an amount not-to-exceed $400,000. (For Possible Action)

4.4.5 Approve a contract with Wood Rodgers, Inc., for design and optional engineering during construction services for the Sierra Street / 9th Street Intersection Improvement Project, in an amount not-to-exceed $516,930. (For Possible Action)

4.5. Public Transportation/Operations Department

4.5.1 Approve the following Senior/Disabled Transportation Program Funding agreements totaling $1,211,397.47, in amounts not-to-exceed $483,269.32 for the University of Nevada Reno, Senior Outreach Services; $458,056.94 for Access to Healthcare Network; and $270,071.21 for Neighbor Network of Northern Nevada. (For Possible Action)

4.5.2 Approve an agreement with the City of Reno granting RTC a right of first refusal to purchase three parcels of real property located adjacent to RTC's 4th Street Station in Downtown Reno. (For Possible Action)

4.5.3 Approve a contract with Pavion for Security Camera Cloud Migration, in an amount not-to-exceed $118,646.37. (For Possible Action)

4.5.4 Approve RTC's purchase of two commercial parcels and a building adjacent to its Sutro Maintenance Facility in Downtown Reno for an amount not-to-exceed $1,850,000; authorize the Executive Director to finalize and execute a purchase and sale agreement in consultation with legal counsel. (For Possible Action)

4.6. Executive, Administrative and Finance Department

4.6.1 Acknowledge receipt of the Asset Donation Log for the second quarter of calendar year 2025 through the third quarter of calendar year 2025. (For Possible Action)

4.6.2 Approve the revised job description for the RTC's General Counsel position. (For Possible Action)

5. Discussion Items and Presentations:

5.1. Receive an update on the RTC pavement management program, pavement condition on regional roads, and tri-annual data collection process. (Informational Only)

5.2. Receive an update on the current condition of the RTC Terminal Way Office Building and provide direction to the Executive Director to complete a due diligence process regarding options for RTC's administrative offices and potentially relocating from the RTC Terminal Way Office Building. (Informational Only)

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: www.rtcwashoe.com, State website: https://notice.nv.gov/

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

Meeting Date: 10/17/2025 **Agenda Item: 4.1.1**

To: Regional Transportation Commission

From: Michelle Kraus, Clerk of the Board

SUBJECT: Draft Meeting Minutes for 09/19/2025

RECOMMENDED ACTION

Approve the meeting minutes for the 09/19/2025 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 **9:00 A.M.** **September 19, 2025**

PRESENT:

Alexis Hill, Chair, Washoe County Commissioner
Ed Lawson, Mayor of Sparks
Mariluz Garcia, Washoe County Commissioner
Hillary Schieve, Mayor of Reno (Departed 10:00 a.m.)
Sondra Rosenburg, Deputy Director of NDOT (Alternate)
Bill Thomas, RTC Executive Director
Adam Spear, Legal Counsel

ABSENT:

Devon Reese, Vice Chair, Reno City Council
Tracy Larkin Thomason, Director of NDOT

The regular monthly meeting, held in the 1st 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 COMMENT

Chair Hill opened the public comment period.

Daniel "Dan" Golightly addressed the Board regarding alleged underreporting of missed bus trips by Keolis management. He described a practice in which operations managers instructed dispatch staff not to report or to minimize the number of missed trips on the Lincoln and Virginia lines, claiming this resulted in hundreds or thousands of unreported missed trips during his four years with the company. He urged RTC to investigate and hold management accountable, publish liquidated damages paid by Keolis, and ensure public transparency.

Dora Martinez thanked RTC and Mayor Schieve for providing free ADA rides during the ADA anniversary, noting the benefit to riders on fixed incomes. She commended staff responsiveness to her accessibility concerns but expressed safety worries at the Reno transit station following a harassment incident. She requested consideration of a "shoppers route" for Access riders to reduce long trip times with perishable groceries. Chair Hill thanked Ms. Martinez and noted the topic would be discussed later in the meeting.

No additional public comment was received.

Item 3 APPROVAL OF AGENDA

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

Items 4 CONSENT ITEMS

4.1 Minutes

4.1.1 Approve the meeting minutes for the 08/15/2025 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 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 Activity Report. (For Possible Action)

4.2.5 Acknowledge receipt of the monthly Outreach Report from the Communications staff. (For Possible Action)

4.2.6 Acknowledge receipt of the monthly summary report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees. (For Possible Action)

4.3 Planning Department

4.3.1 Approve a contract with GCW, Inc., for planning services to complete the Rock Boulevard Corridor Study, in an amount not-to-exceed $200,000. (For Possible Action)

4.3.2 Approve a contract with Parametrix, Inc., for planning services to complete Neighborhood Network Plans 3 & 4, in an amount not-to-exceed $224,840. (For Possible Action)

4.3.3 Approve a contract with Parametrix, for planning services to complete the Locust–Kirman–Wells–Taylor Corridor Study, in an amount not-to-exceed $199,706. (For Possible Action)

4.3.4 Approve a contract with LiDAR Matrix, Inc., for data collection and analysis services on the LiDAR-Based Multimodal Traffic Data Collection & Analytics Program, in an amount not-to-exceed $400,000. (For Possible Action)

4.4 Engineering Department

4.4.1 Approve a contract with Parametrix, Inc., for design services related to the 2026 Active Transportation Program Project, in an amount not-to-exceed $1,139,839. (For Possible Action)

4.4.2 Approve Amendment No. 3 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 $190,955, for a new total not-to-exceed amount of $871,455. (For Possible Action)

4.4.3 Approve a contract with AtkinsRéalis USA to provide design and engineering during construction services in connection to the Wedekind Road Pedestrian Improvement Project, in an amount not-to-exceed $575,790. (For Possible Action)

4.5 Executive, Administrative and Finance Departments

4.5.1 Approve modifications to RTC Management Policy P-21, Travel. (For Possible Action)

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

Item 5 DISCUSSION ITEMS AND PRESENTATIONS

5.1 Receive an update on the development of the FY 2026-2030 Move More with RTC Plan, and provide feedback and direction to staff. (Informational Only)

Alex Cruz, Senior Transit Planner, RTC; with presentation by Gary Hewitt, Transportation Management & Design (TMD)

Mr. Cruz introduced consultant Gary Hewitt, Transportation Management and Design, to present an overview of the agency's short-range transit plan, "Move More with RTC." Mr. Hewitt explained that the plan guides operational and capital improvements for the next five years and aligns with the Regional Transportation Plan. This update follows the 2022 Tops Plan but is occurring earlier due to significant regional growth and shifting travel patterns.

Travel trends showed a 38% weekday increase and a 48% weekend increase in trip activity between 2019 and 2024, with evening travel now peaking later. Analysis showed bus service could better match these demand changes, particularly by extending service later in the day and expanding weekend hours. Ridership data indicated continued post-pandemic recovery, with notable increases in FlexRide (up 39%) and Access ridership stabilizing as users migrate to same-day FlexRide service. Half of all weekday boardings occur along the Virginia and 4th/Prater corridors, suggesting key areas for service improvement.

Mr. Hewitt noted that RTC's system performs efficiently compared to peer agencies, operating at $7.13 per passenger trip versus a $12.40 peer average. Areas for improvement include bus speeds and route coverage. A public survey is currently open through October 12 to gather feedback on all services, available in English and Spanish via mobile and online platforms.

Board Discussion:
Commissioner Garcia asked about the shift from Access to FlexRide and the resulting cost efficiencies. Mr. Hewitt explained that co-mingling of paratransit and microtransit fleets has improved operational flexibility, and customers prefer same-day scheduling options.

Commissioner Schieve praised the data-driven approach and urged wide promotion of the survey through city and county social media to ensure participation.

Chair Hill asked how current riders are being engaged. Mr. Cruz said banners are running in the RTC Connect and Transit apps, with QR codes in buses and outreach to Keolis drivers to encourage participation.

Chair Hill and Commissioner Schieve discussed ensuring outreach to South Reno residents and institutional partners such as the jail and Jan Evans facilities to include all rider perspectives.

Executive Director Thomas thanked the Board for supporting an efficient transit system and cautioned that many peer agencies face fiscal challenges. He noted that RTC's strong efficiency ensures reliable service continuity despite fluctuating sales tax revenue.

5.2 Receive a presentation on the draft Central Sparks Neighborhood Network Plan. (Informational Only)

Marquis Williams, Senior Transportation Planner, RTC presented the second of twelve Neighborhood Network Plans, following the Central Reno plan. He described the initiative's purpose to implement quick-build pedestrian and bicycle improvements that enhance neighborhood-level connectivity. The plans derive from the 2024 Active Transportation Plan and its goal to improve safety, expand mode share, and strengthen community livability.

Public engagement included three in-person meetings at Sparks High School, Sparks Marina, and El Rancho Public Market, plus an online mapping survey. The Central Sparks draft plan recommends 16.3 miles of new facilities, 12.4 miles of neighborhood byways, two miles of buffered bike lanes, and 1.7 miles of minor improvements such as signage. Dedicated annual funding of $5 million supports two neighborhood projects per year, with implementation targeted for summer 2026.

Board Discussion:
Mayor Lawson asked whether the plan includes signage identifying the network. Mr. Williams confirmed there would be consistent branding, so residents recognize when they are on a designated safe route.

Commissioner Garcia commended the effort but encouraged broader public outreach, suggesting a region-wide messaging campaign to raise awareness of the new program. Executive Director Thomas supported this recommendation and noted that success will depend on local government leadership embracing new design approaches.

Commissioner Schieve strongly supported innovation and risk-taking, urging staff and local jurisdictions to think creatively and not fear failure in testing new approaches. She emphasized that residents deserve safe, multimodal options and said visible success stories will encourage adoption.

Chair Hill concurred, citing examples of unsafe pedestrian crossings near special events and the need to calm traffic and improve pedestrian visibility. She noted that simple treatments, such as "slow street" signage, have been effective in Reno neighborhoods.

Mr. Williams confirmed collaboration across RTC departments and jurisdictions and credited staff from engineering, planning, and communications for developing the plan in-house.

Item 6 REPORTS (Informational Only)

6.1 RTC Executive Director Report

Bill Thomas, RTC Executive Director, reported on the following items:

- The RTC was happy to participate in Senior Fest at the Reno Town Mall a few weeks ago which provided a RIDE bus and a FlexRIDE cutaway for the event. Thank you to Susi Trinidad, Judy Velez, and Ruby Barrientos for setting up a table to provide information to seniors about transportation options.
- RTC provided free transit for two recent special events. The Lincoln Line and Route 11 were both free for customers during the Best in the West Nugget Rib Cookoff and the Viriginia Line was free during the Great Reno Balloon Race.
- The RTC and TMRPA are participating in this year's Corporate Challenge. Thank you to everyone that has already donated blood as part of the competition because of its life-saving results. Other Corporate Challenge activities include Pictionary, Softball, Homerun Derby, Darts, Go Kart Racing, Basketball, Bowling, Swimming and Tug-O-War.
- This week is Transportation Demand Management Week, which is a great opportunity for people to think about different ways to commute. The more people that find alternative ways to commute, the better.
- The "Move More with RTC" campaign was launched as part of the TOPS study. A Virtual Public Meeting and two in-person public meetings were held as part of the process, and there is another Virtual Public meeting next Tuesday.
- Thank you to Commissioners Hill and Garcia for taking the time to tour the Arlington Avenue Bridges Replacement Project. Thank you to Bryan Byrne and Dale Keller – not just for giving Board members tours but for the several other tours they have given to different stakeholders.
- RTC is partnering Northern Nevada Public Health, Kiwanis and others to put on the "Wheels, Walks, and Wellness" event. A free bike rodeo and safety fair is next Saturday, September 27th at Teglia's Paradise Park. This event is happening in large part because of the leadership of Commissioner Garcia and Councilman Martinez.
- Congratulations to Lynn Smith and Tom Tsunemoto on their RTC anniversaries. Lynn celebrated his 15th anniversary on September 1st. Tom started at RTC one year ago on September 16th as a Transportation Planner and hit the ground running.

6.2 RTC Federal Report

Paul Nelson, RTC Government Affairs Officer, provided updates on federal legislative matters.

Mr. Nelson reported that Congress is expected to pass a continuing resolution (CR) by the end of September to prevent a government shutdown. Only one of twelve appropriations bills has passed both chambers. The proposed CR would extend funding through November 21.

He noted that the U.S. Department of Transportation may cancel or delay certain grant obligations under programs such as BUILD, MEGA, INFRA, and Safe Streets and Roads for All, though it is unclear whether RTC projects would be affected. Senate Republicans are advancing a rule change to allow batch confirmation of sub-cabinet nominees, including DOT positions, to improve administrative efficiency.

6.3 NDOT Director Report

NDOT Deputy Director Sondra Rosenburg gave a presentation and a summary on the following topics:

- I-80 Geotechnical Evaluations for Vista Boulevard to USA Parkway for future widening.
- I-80 Roadside Litter Removal was conducted September 7th through September 12th, as trash piles up from the Lockwood dump.

Item 7 COMMISSIONER ANNOUNCEMENTS AND UPDATES

No announcements or requests were made by commissioners.

Item 8 PUBLIC COMMENT

No public comment was received.

Item 9 ADJOURNMENT

The meeting was adjourned at 10:11 a.m.

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ALEXIS HILL, Chair
Regional Transportation Commission

**Copies of all presentations are available by contacting Michelle Kraus at mkraus@rtcwashoe.com.

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

Meeting Date: 10/17/2025 **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**
N/A	

Request for Proposals (RFP)	
Project	**Due Date**
Truckee Meadows Safety Action Plan	October 30, 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
N/A			

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
FY26 Paratransit for Seniors – Gerlach & Incline Village	Washoe County Senior Services	$29,000
Pressure Washing Services for 4th Street Station & Centennial Plaza	Knight Sweeping, Inc.	$50,000
Virginia Street Utility Relocation Services	Wood Rodgers, Inc.	$92,320
Cisco Switches Software	Arctiq	$46,040
Terminal Way Cloud Based Camera Replacements	Pavion	$49,616
4SS to Villanova Fiber Network Connection	Zayo Group	$76,475
Pilot the Causeway Software to Improve Regional Traveler Info.	One.Network	$49,000
Design Services for Terminal Building Boiler Replacement	Ainsworth Associates Mechanical Engineers	$49,500
2026-2028 Pavement Management Support Services	Nichols Consulting Engineers	$38,694

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
N/A					

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

Meeting Date: 10/17/2025 **Agenda Item: 4.2.2**

To: Regional Transportation Commission

From: Vanessa Lacer, Director of Planning

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 Manager	https://rtcwashoe.com/planning/active-transportation-plan/
Status: The first Neighborhood Network Plan (NNP), Central Reno, was approved by the RTC Board in August. The second NNP, Central Sparks, was presented to the RTC Board, RTC committees and was available for public review and comment in September. Staff will be seeking approval of the final Central Sparks NNP from the RTC Board in October.	

Neighborhood Network Plans 3 & 4	
Marquis Williams, Project Manager	https://rtcwashoe.com/planning/active-transportation-plan/
Status: The procurement process for Neighborhood Network Plans (NNPs) 3 & 4, Meadowood/Hidden Valley and Sun Valley/Panther Valley, has concluded, with RFP advertisement in June and approval of a vendor contract in September. Planning activities will begin in October 2025, and final plans are expected in December 2026.	

Rock Blvd Corridor/Area Study	
Shay League, Project Manager	
Status: The procurement process for the Rock Blvd Corridor/Area Study has concluded, with RFP advertisement in June and approval of a vendor contract in September. Planning activities will begin in October 2025, and a final plan is expected in December 2026.	

Kirman/Locust/Wells/Taylor Corridor/Area Study	
Xuan Wang, Project Manager	
Status: The procurement process for the Kirman/Locust/Wells/Taylor Corridor/Area Study has concluded, with RFP advertisement in June and approval of a vendor contract in September. Planning activities will begin in October 2025, and a final plan is expected in January 2027.	

Congestion Management Process	
Xuan Wang, Project Manager	
Status: The procurement process for the Congestion Management Process has begun, with RFP advertisement in August. Approval of a vendor contract is expected to be sought in November. Planning activities are expected to begin in December 2025, and a final plan is expected in October 2026.	

Truckee River Path Implementation Plan	
Vanessa Lacer, Project Manager	
Status: The procurement process for the Truckee River Path Implementation Plan has begun, with RFP advertisement in September. Approval of a vendor contract is expected to be sought in December. Planning activities are expected to begin in January 2026, and a final plan is expected in August 2026.	

SS4A Comprehensive Safety Action Plan	
Graham Dollarhide, Project Manager	
Status: RTC was awarded $1.2 million in federal dollars through the FHWA Safe Streets and Roads for All grant program to develop a regional Safety Action Plan. A contract with FHWA has been executed and an RFP was released in October for consultant support. Planning activities are expected to begin in early 2026, and a final plan is expected in 2028.	

REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

Meeting Date: 10/17/2025 **Agenda Item: 4.2.3**

To: Regional Transportation Commission

From: Dale Keller, Deputy Executive Director

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 to this action.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

RTC Engineering Monthly Report

Active Transportation Projects

Biggest Little Bike Network	
Sara Going, Project Manager	https://rtcwashoe.com/projects/biggest-little-bike-network/
Status: The project team held informational pop-up sessions during the month of September. The design is progressing towards 90% design, and the environmental phase is being finalized. More information can be found at BiggestLittleBikeNetwork.com.	

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	
Bryan Byrne, Project Manager	https://rtcwashoe.com/projects/buck-drive-circulation/
Status: Kimley-Horn & Associates has finalized the design, and the project will go out to bid this Winter. Construction is tentatively anticipated to begin in spring 2026.	

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. Right-of-way activities are underway.	

Mill Street Capacity & Safety	
Kimberly Diegle, Project Manager	https://rtcwashoe.com/projects/mill-street-capacity-and-safety/
Status: Construction is ongoing. Visit MillStreetWidening.com for additional information.	

North Valleys North Virginia Street Capacity	
Garrett Rodgers, Project Manager	https://rtcwashoe.com/projects/north-valleys-north-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 is advancing from 30% design to 60% design.	

Pembroke Drive Capacity & Safety	
Ashley Hurlbut, 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 continues. Project advancing toward final design and working toward final right-of-way setting.	

Pyramid Highway Operations Improvements	
Jessica Dover, Project Manager	https://rtcwashoe.com/projects/pyramid-highway-operations-improvements/
Status: 90% Design Winter 2025; Right of Way Engineering in progress	

Pyramid Wy, Sparks Blvd, Highland Ranch Pkwy Intersection	
Austin McCoy, Project Manager	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.	

Sparks Boulevard Capacity Improvement	
Garrett Rodgers, Project Manager	https://rtcwashoe.com/projects/sparks-boulevard-capacity-improvement-greg-street-to-baring-boulevard/
Status: Construction started Monday September 15, 2025. Initial items of work include tree removals, utility relocations, and structural work within the North Truckee Drain. The community is encouraged to stay informed of the project. More information is available at SparksBlvdProject.com.	

Vista Boulevard/Disc Drive Intersection Improvement	
Alex Wolfson, Project Manager	https://rtcwashoe.com/projects/vista-boulevard-disc-drive-intersection-improvements/
Status: Construction is underway at the Vista Blvd and Disc Drive intersection. Major work at this intersection is expected to wrap up by the end of October.	

Corridor Improvement Projects

Arlington Avenue Bridges NEPA/Design/EDC	
Bryan Byrne, Project Manager	https://rtcwashoe.com/construction-projects/arlington-avenue-bridges-project/
Status: Project is under construction. Please visit: ArlingtonBridges.com for up-to-date information and traffic detours.	

Butch Cassidy Drive Extension	
Kimberly Diegle, Project Manager	https://rtcwashoe.com/projects/butch-cassidy-drive-extension/
Status: Final design is underway for the project.	

Keystone Ave Bridge Replacement	
Sara Going, Project Manager	https://rtcwashoe.com/projects/keystone-avenue-bridge-replacement/
Status: The project team is working towards 30% (preliminary) design of the project. Continued work with United States Army Corp of Engineers is underway to coordinate necessary geotechnical exploration.	

Lemmon Drive Traffic Improvements and Resiliency	
Bryan Byrne, Project Manager	https://rtcwashoe.com/projects/lemmon-drive-traffic-improvements-and-resiliency/
Status: The project team has completed the 60% design milestone, and the design is now under review by the RTC and supporting agencies. Work will progress toward the 90% design phase as feedback is incorporated and refinements are made. The NEPA studies are also being reviewed and continue to advance on schedule, supporting the overall project timeline. A public hearing meeting will be scheduled later this year, with more details to be shared as the date approaches. More information can be found on the projects website at https://northvalleysimprovements.com/	

McCarran Boulevard Safety and Operational Improvements	
Jessica Dover, Project Manager	https://rtcwashoe.com/projects/mccarran-boulevard-safety-and-operational-improvements/
Status: Preliminary 30% design for (2) segments anticipated Fall 2025	

Sierra Street Bridge Replacement	
Bryan Byrne, Project Manager	https://rtcwashoe.com/projects/sierra-street-bridge-replacement/
Status: The project team has successfully completed the 60% design milestone. Work is now shifting toward advancing the plans to the 90% design stage, incorporating feedback received to date and refining project details. Coordination with the Construction Manager at Risk (CMAR) contractor is ongoing to support constructability reviews, cost evaluations, and scheduling considerations as the design progresses. For more details, visit the project website at [www.sierrastreetbridge.com].	

Sun Valley Boulevard Corridor Improvements - Phase 2	
Jessica Dover, Project Manager	https://rtc2023.wpengine.com/construction-projects/sun-valley-boulevard-corridor-improvements-phase-2/
Status: NCE is continuing design and Environmental efforts; 60% design anticipated Winter 2025	

West Fourth Street Downtown	
Scott Gibson, Project Manager	https://rtcwashoe.com/projects/west-fourth-street-downtown/
Status: The project has been awarded to Q&D construction with work expected to start in early November	

West Fourth Street Safety	
Scott Gibson, Project Manager	https://rtcwashoe.com/projects/west-fourth-street-safety/
Status: The project is expected to go to construction in spring 2026.	

Pavement Preservation Projects

2025 Bridge Maintenance	
Scott Gibson, Project Manager	https://rtcwashoe.com/projects/2025-bridge-maintenance/
Status: The Ralston, Evans, and Valley bridges over I-80 and the Kuenzli Street bridge over the Truckee River are complete.	

Arrowcreek/Wedge Rehabilitation	
Jessica Dover, Project Manager	https://rtcwashoe.com/projects/arrowcreek-parkway-wedge-rehabilitation/
Status: Paving operations for the eastern segment of Arrowcreek Pkwy (Wedge/Arrowcreek intersection to approximately 1,000 ft NE of the intersection) will be completed 09/23/2025. Granite Construction will resume work on Wedge Pkwy 09/24/2025; work will continue through mid-November 2025.	

La Posada Corrective	
Bryan Byrne, Project Manager	https://rtcwashoe.com/projects/la-posada-corrective-project/
Status: The project is at 90% design and is working to incorporate comments and progress to 100% design. The 100% design is expected to be completed in November 2025.	

Prater Way Rehabilitation	
Kimberly Diegle, Project Manager	https://rtcwashoe.com/projects/prater-way-rehabilitation/
Status: Analysis of corridor configuration alternatives is being finalized, and design is underway.	

Traffic Engineering/ITS

Veterans Roundabout Modifications	
Jessica Dover	https://rtcwashoe.com/projects/veterans-roundabout-modifications/
Traffic control will shift to allow traffic on the newly constructed inside lane starting the week of 08/25/2025, while improvements are completed in the outside lane. Electrical, IT, and drainage improvements are underway; paving of the slip lane is tentatively scheduled to occur early October 2025.	

Traffic Signal Timing 7	
Alex Wolfson	https://rtcwashoe.com/projects/traffic-signal-timing-7-project/
The project team is developing new signal timing for the following corridors: - Pyramid Way: Eagle Canyon to Interstate 80 - N McCarran Blvd: Pyramid to Kings Row - S McCarran Blvd: Greensboro to Neil Rd New timing plans won't be implemented until Washoe County School District is back in session.	

E. Lincoln Way Roundabout	
Ashley Hurlbut	https://rtcwashoe.com/projects/legends-roundabouts/
Construction began July 2025 and was substantially complete by the end of September 2025. Pedestrian flashers at all crosswalks around the E. Lincoln Way/Scheels Drive roundabout are anticipated to be installed by the end of the year when the equipment arrives.	

Traffic Signal Modifications 24-01	
Ashley Hurlbut	https://rtcwashoe.com/construction-projects/traffic-signal-modifications-24-01/
Construction was substantially completed September 2025.	

Traffic Signal Modifications (TSM) 25-01	
LaShonn Ford	https://rtcwashoe.com/projects/traffic-signal-modifications-25-01/
The project has been awarded to a contractor. Construction anticipated to begin Fall 2025.	

Sparks Intelligent Corridors	
Alex 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.	

Sparks/Ion Traffic Signal	
LaShonn Ford	https://rtcwashoe.com/projects/sparks-boulevard-ion-drive-traffic-signal/
The project has reached 90% design.	

Traffic Signal Fiber 25-01	
Austin McCoy	https://rtcwashoe.com/projects/traffic-signal-fiber-25-01/
Project construction is ongoing and is anticipated to be complete in Fall 2025.	

Other Projects

Virginia Line BRT Improvements	
Kimberly Dieqle, Project Manaqer	https://rtcwashoe.com/projects/virginia-line-brt-improvements/
Status: Final design is complete for the project. NV Energy is proceeding with an overhead to underground utility relocation project, anticipated to start in Fall 2025.	

REPORT ON NEGOTIATED SETTLEMENT AGREEMENTS FOR THE ACQUISITION OF PROPERTY

Project	Property Owner	Purchase Amount	Amount Over Appraisal
Military Road Capacity & Safety	ERGS, Inc.	$6,221.00	$3,779.00

CONTRACTS UP TO $100,000

Project	Vendor	Scope	Amount
Traveler Information	Causeway one.network	Improving work zone coordination and safety	$49,000
University I-80 Crossing	LMN	Conceptual design and visualization studies for a new pedestrian and bicycle connection across I-80.	$99,000
Sierra Street Bridge Project	MJT Consulting LLC	Public outreach support for Sierra Street Bridge Project	$48,000

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

Meeting Date: 10/17/2025 **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.

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.

BACKGROUND AND DISCUSSION **ATTACHMENT A**

Highlights -

Federal Transit Administration Triennial Review – In early August, RLS & Associates contractor for the FTA, completed its triennial review of the RTC. This review is one of FTA's management tools for examining recipient performance and adherence to current FTA requirements and policies. This review was mandated by Congress in 1982, and occurs once every three years. It examines how recipients of FTA funds meet statutory and administrative requirements. The review examined 23 areas of which 21 were relevant to RTC including Legal, Financial Management, Maintenance, Procurement, DBE, Title VI, Complementary ADA, Drug and Alcohol and Public Transportation Safety Plan. Staff is pleased to report that during this year's review, RTC received no findings.

KEOLIS' Reno Bus Roadeo Winners – On Saturday, September 20th Keolis hosted its *Flight of the Navigator* Bus Roadeo. The winner in the Operator division, Alejandro Hernandez will represent Keolis and the RTC at the International Bus Roadeo May 15-19, 2026 in Salt Lake City, Utah.

RTC RIDE Key Highlights – September

- Driver of the month: David Bennett
- 3 trainees released to Operations for Revenue Service
- Bus Request: Laborfest
- Reno Hot Air Balloon Race, special transportation service provided
- Career Day at Peavine Elementary School
- 90% Service hours and trips delivered
- Employee Engagement: 2025 Bus Roadeo
- 2 new Grievances filed, 0 withdrawn and settled

Keolis represented staffing headcount as of September 30, 2025:

Position	Total Employed	#Needed
Coach Operator Trainees	5	0
Coach Operators	170	5
Dispatchers	6	0
Road Supervisors	6	0
Mechanic A	6	0
Mechanic B	3	1
Mechanic C	3	1
Facilities Technician	2	0
EV Technician	1	0
Utility Worker	13	0
Electronics Tech	2	0
Body Technician	1	0

RTC ACCESS Key Highlights – September

Classes: September 15, 6 hired – 4 in training
September 29, 7 to start training

Safety:

- **Accidents:**
  - 1 Preventable
  - 2 Non-preventable
- **Incidents**
  - 0
- **Injuries:**
  - 0
- **YTD Preventable Accident Count:** 15
- **YTD Injury Count:** 2

September Safety Blitzes – Accident Trends & iDrive Awareness

September Safety Meeting – Vehicle Emergencies

MTM represented staffing headcount as of September 26, 2025:

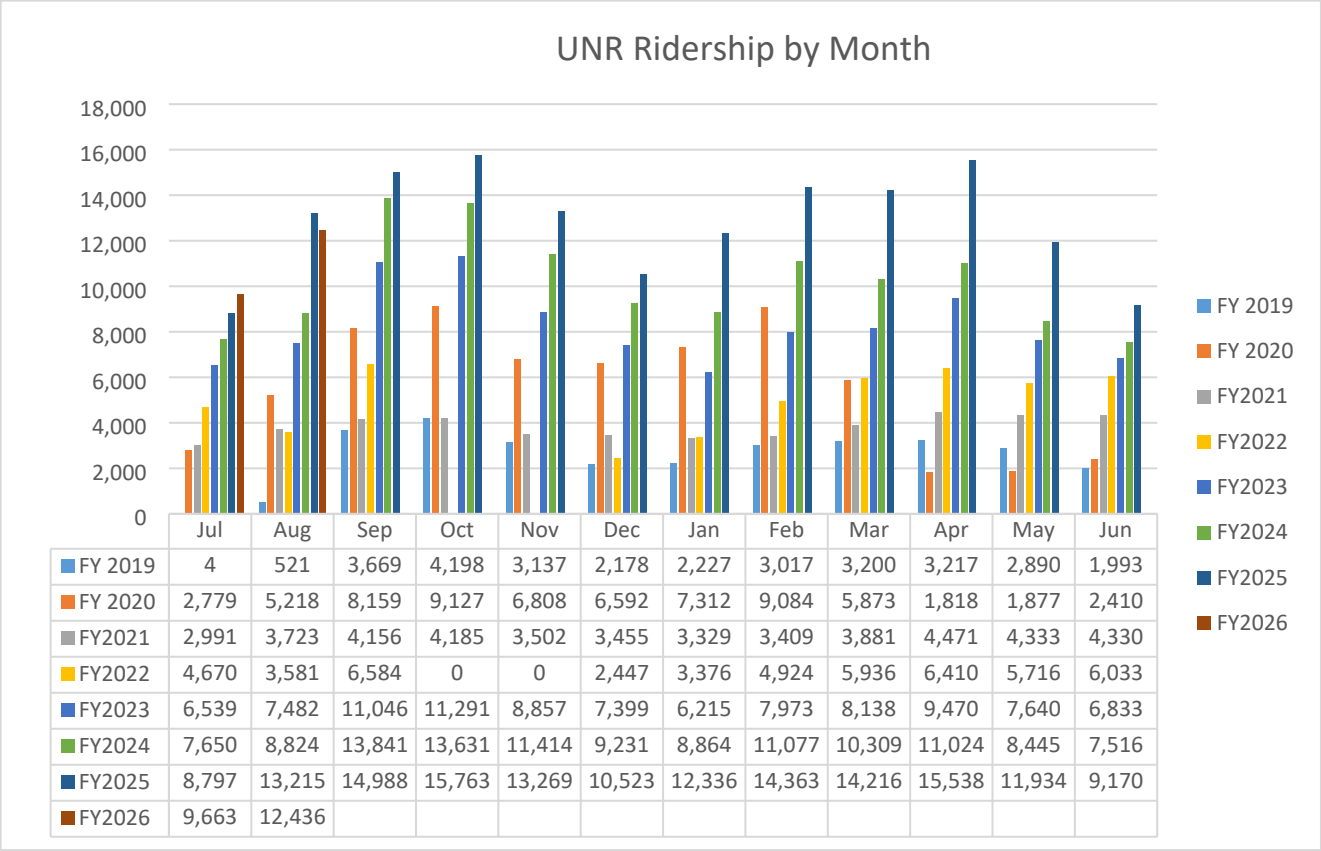
Position	Total Employed	#Needed
Drivers	59FT – 1PT	10FT – 0 PT
Dispatchers	4 FT	0.5
Reservationists	4.5 FTE's	0
Mechanic A	1 FT	2.5
Utility Worker	1 FT	0
Facility/Maintenance Technician	1 FT	0

TRANSIT DEMAND MANAGEMENT (TDM) Update

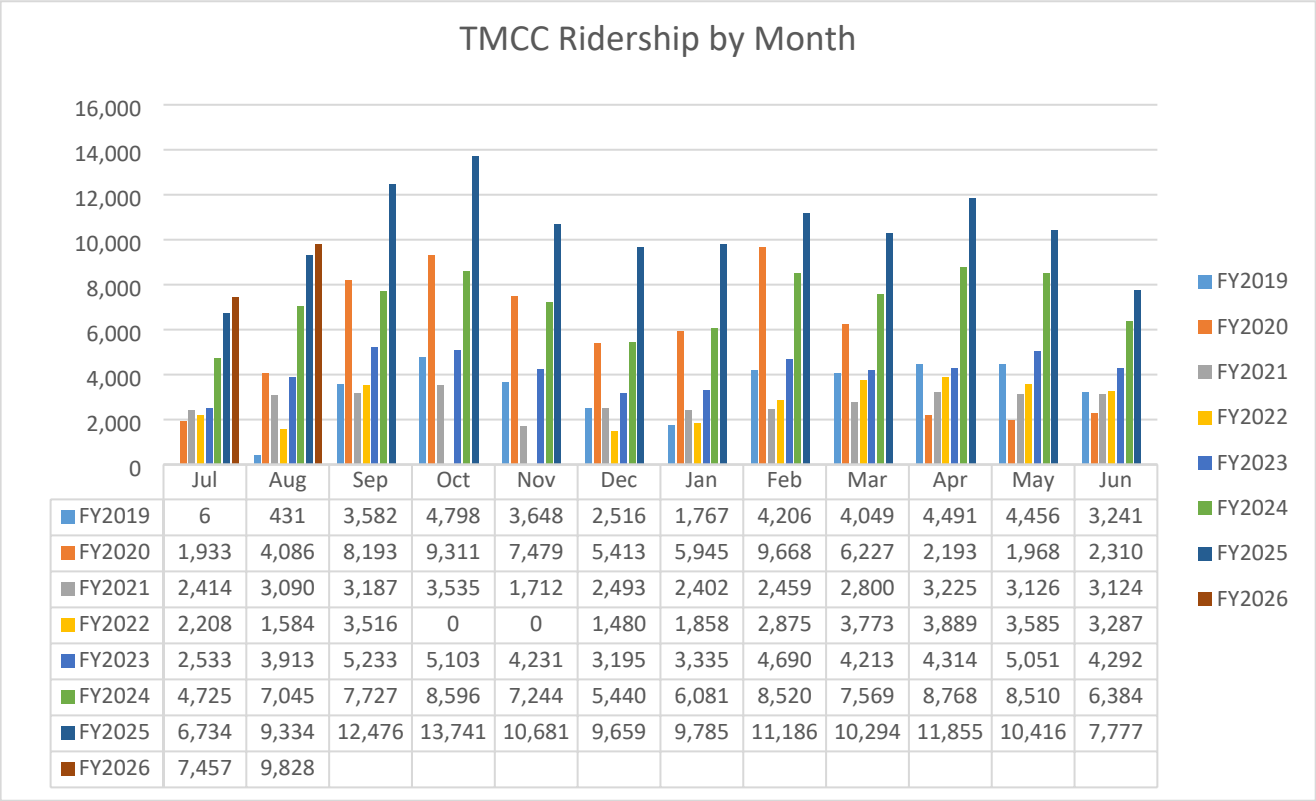
- Vanpools dropped to 320. Staff continues to work with both the Tahoe folks and Commute with Enterprise to add more vans.
- Staff is working with Commute with Enterprise on their new FlexVan program. This program will enable people to purchase single seats on the vanpool.
- Staff meets weekly with our marketing company Celtis. They shot UGC (user generated content) this week and will have the video for our Vanpool program put together for RTC to review in late October, and are developing a mailer for distribution to local businesses.
- ED-Pass ads were published in the Campus Visitor's guide for 2025-2026:

- Outreach included a TMCC fair on September 4, a table at the UNR v. Sacramento State football game on September 6, and a table at the Latino Small Business Resource Fair on September 30 where participants were entertained by a Mariachi band.

Ridership numbers from the ED Pass Program through the month of August 2025



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 2019	4	521	3,669	4,198	3,137	2,178	2,227	3,017	3,200	3,217	2,890	1,993
FY 2020	2,779	5,218	8,159	9,127	6,808	6,592	7,312	9,084	5,873	1,818	1,877	2,410
FY2021	2,991	3,723	4,156	4,185	3,502	3,455	3,329	3,409	3,881	4,471	4,333	4,330
FY2022	4,670	3,581	6,584	0	0	2,447	3,376	4,924	5,936	6,410	5,716	6,033
FY2023	6,539	7,482	11,046	11,291	8,857	7,399	6,215	7,973	8,138	9,470	7,640	6,833
FY2024	7,650	8,824	13,841	13,631	11,414	9,231	8,864	11,077	10,309	11,024	8,445	7,516
FY2025	8,797	13,215	14,988	15,763	13,269	10,523	12,336	14,363	14,216	15,538	11,934	9,170
FY2026	9,663	12,436										

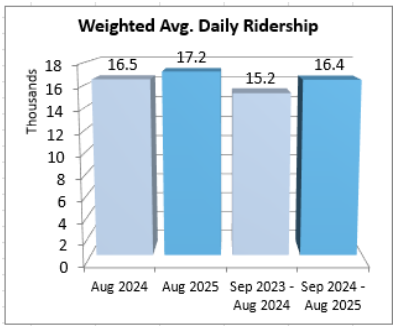


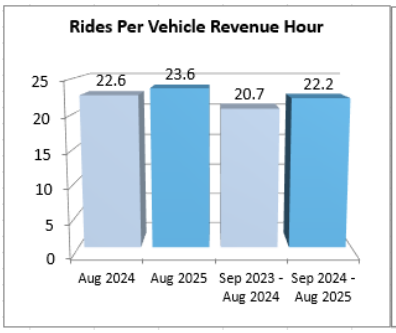
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY2019	6	431	3,582	4,798	3,648	2,516	1,767	4,206	4,049	4,491	4,456	3,241
FY2020	1,933	4,086	8,193	9,311	7,479	5,413	5,945	9,668	6,227	2,193	1,968	2,310
FY2021	2,414	3,090	3,187	3,535	1,712	2,493	2,402	2,459	2,800	3,225	3,126	3,124
FY2022	2,208	1,584	3,516	0	0	1,480	1,858	2,875	3,773	3,889	3,585	3,287
FY2023	2,533	3,913	5,233	5,103	4,231	3,195	3,335	4,690	4,213	4,314	5,051	4,292
FY2024	4,725	7,045	7,727	8,596	7,244	5,440	6,081	8,520	7,569	8,768	8,510	6,384
FY2025	6,734	9,334	12,476	13,741	10,681	9,659	9,785	11,186	10,294	11,855	10,416	7,777
FY2026	7,457	9,828										

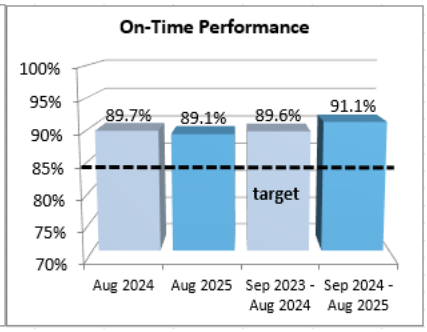
Once again, we hit an all-time high for the month of August at TMCC and the second most for August at UNR with over 22,000 trips combined.

SEPTEMBER 2025 TRANSIT PERFORMANCE

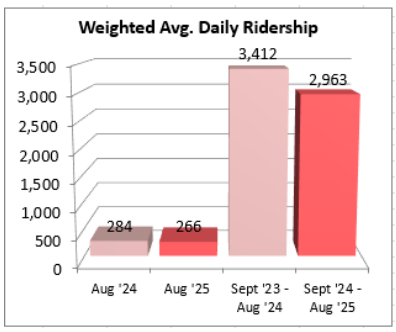
RTC RIDE

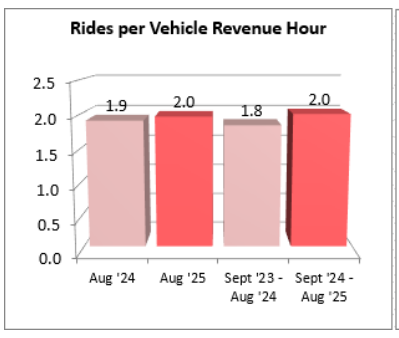


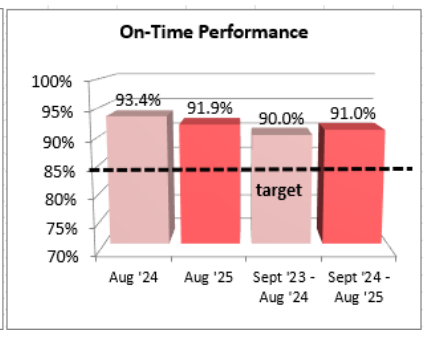




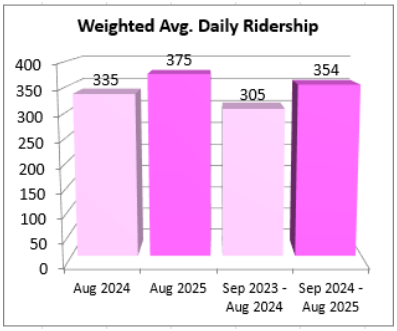
RTC ACCESS

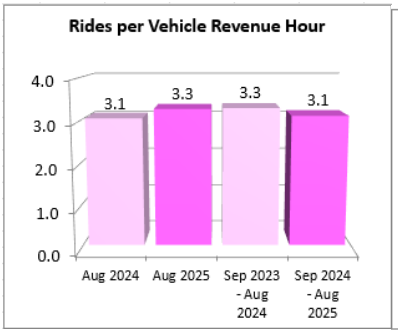


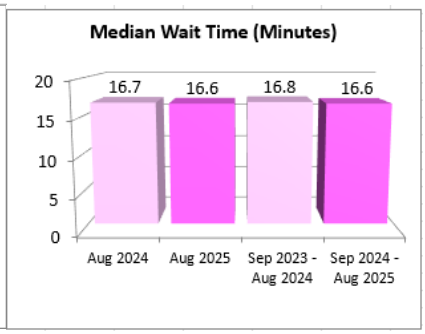




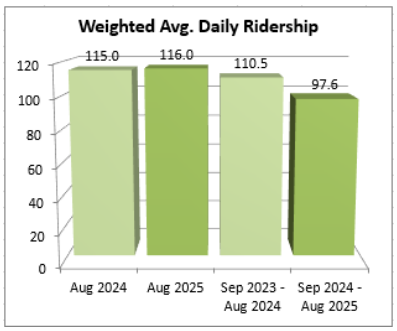
RTC FlexRIDE

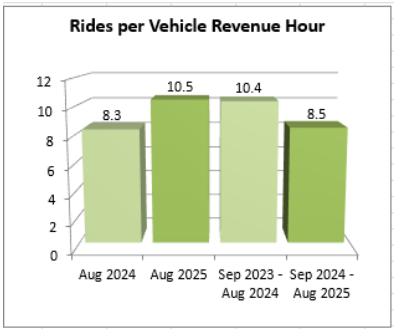




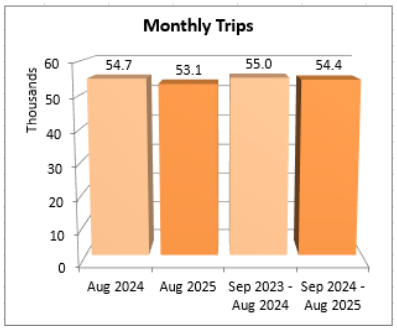


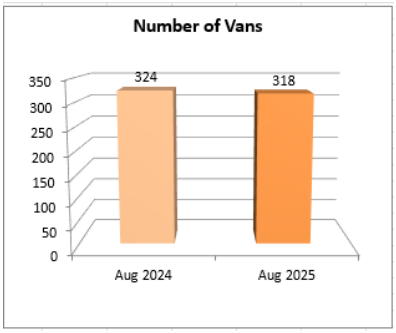
TART





RTC VANPOOL





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

Meeting Date: 10/17/2025 **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 monthly Community Outreach and Media 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.

RTC Communications & Outreach Report

September 2025

www.rtcwashoe.com

Outreach Activities

Josh MacEachern, Project Manager

September Overview:

In September 2025, the Regional Transportation Commission (RTC) of Washoe County continued our commitment to enhancing community engagement and advancing transportation initiatives across the region, with focus on:

- Washoe County Seniorfest at Reno Town Mall.
- Biggest Little Bike Network pop-up events and outreach.
- TOPS Public Meetings and Community Survey.
- Arlington Bridge construction tours.
- Sparks Boulevard Project outreach.
- Legends Roundabouts project outreach.
- Arrowcreek/Wedge Parkway community updates.
- Mill Street Project community updates.
- Neighborhood Network Plans 3 & 4 outreach planning.

In addition, RTC saw growth across all social media channels.

September Highlights:

- **98 TV Spots (addendum includes 25 highest viewed).**
- **635,795 Estimated Audience.**
- **$42,538 Local Ad Value.**
- **UNR student tour of Arlington Bridges site.**
- **TOPS public meetings.**
- **Biggest Little Bike Network pop-ups at UNR, Riverside Farmers Market, and Bike Night Reno.**

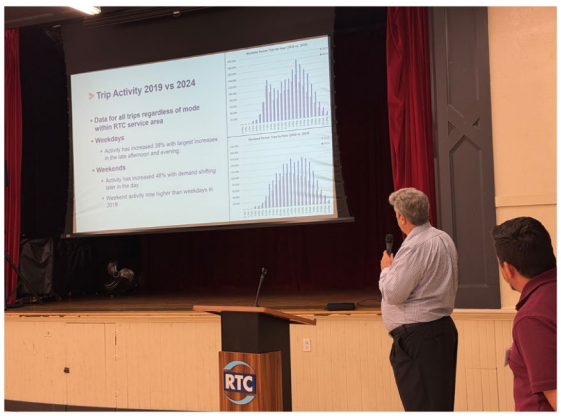
Outreach Activities

Josh MacEachern, Project Manager

Press Releases:

- **9.8.25 – Move More with RTC Public Meetings**
- **9.9.25 – Sparks Boulevard Start of Construction**
- **9.12.25 – BLBN Pop-up Events**
- **9.17.25 – RTC Transit Public Meeting Media Opp**
- **9.25.25 – Sparks Blvd / Howard Closure**

Highlights:



> Outreach Activities

Josh MacEachern, Project Manager

Public Outreach:

- **9.2.25 – Washoe County Seniorfest (Alex/Susi/Josh)**
- **9.3.25 – Monthly CMAC Meeting (RTC Staff)**
- **9.9.25 – Move More with RTC Virtual Meeting #1 (Alex/Josh)**
- **9.14.25 – BLBN Pop-up at Riverside Farmer's Market (Sara/Josh/LaShonn)**
- **9.15.25 – Truckee Meadows Tomorrow Event (Josh)**
- **9.15.25 – West Truckee Meadows/Verdi CAB (Paul)**
- **9.16.25 – BLBN Pop-up at UNR**
- **9.17.25 – Move More with RTC Public Meeting #1 (Alex/Josh)**
- **9.17.25 – BLBN Pop-up at Bike Night Reno (Sara/Paul/Nichole)**
- **9.18.25 – Arlington Bridges UNR Tour (Bryan/Josh)**
- **9.18.25 – Move More with RTC Public Meeting #2 (Alex/Josh)**
- **9.22.25 – Regional PIO Working Group (Josh)**
- **9.23.25 – Move More with RTC Virtual Meeting #2 (Alex)**
- **9.25.25 – Builders Association of Northern Nevada (Bill/Paul)**
- **9.27.25 – Wheels Walks & Wellness Community Event (Josh)**

> Social Media

Josh MacEachern, Project Manager

Facebook

- Viewers: 158.4k
- Content Interactions: 1,112
- Link Clicks: 7,124
- Visits: 2,298
- New Follows: 74
- Followers: 5,131

Instagram

- Reach: 72.2k (79% increase MoM)
- Content Interactions: 830
- Followers: 2.4k

X

- Impressions: 1.1k
- Engagements: 76
- Likes: 9
- Followers: 2,255

YouTube

- Views: 1,488
- Watch time (hours): 82
- Subscribers: 497

Email Marketing

- Subscribers: 1.4k

> Video Production

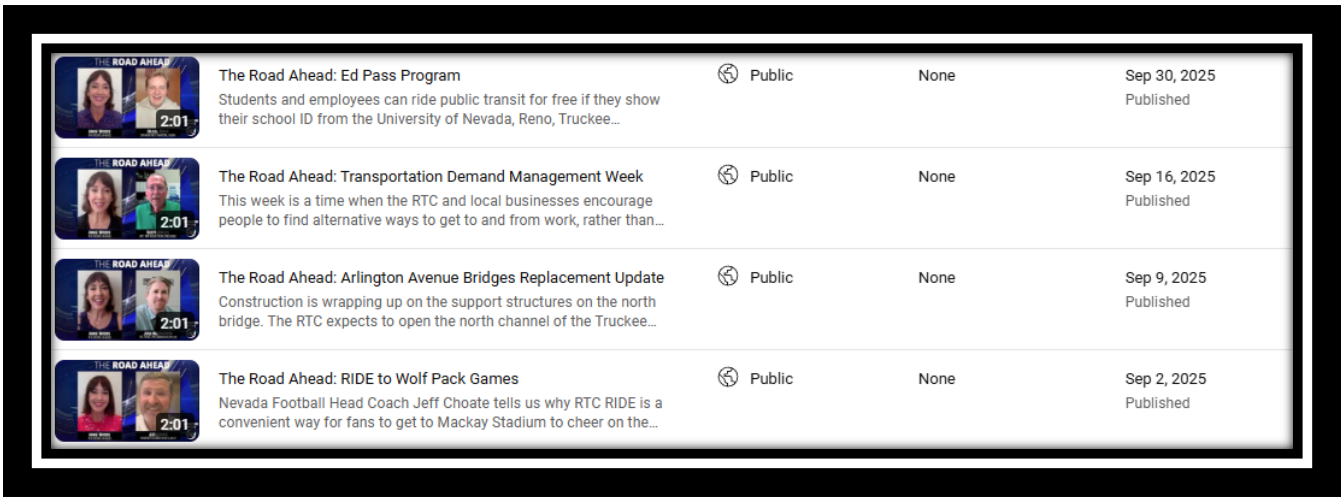
Paul Nelson, Project Manager

The Road Ahead:

- **9.2.25 – RIDE to Wolf Pack Games**
- **9.9.25 – Arlington Avenue Bridges Replacement Update**
- **9.16.25 – Transportation Demand Management Week**
- **9.30.25 – ED-Pass Program**

Other:

- **September RTC Board Meeting**



> Addendum

Sep 4th 2025 - Sep 30th 2025

September Addendum

25 events

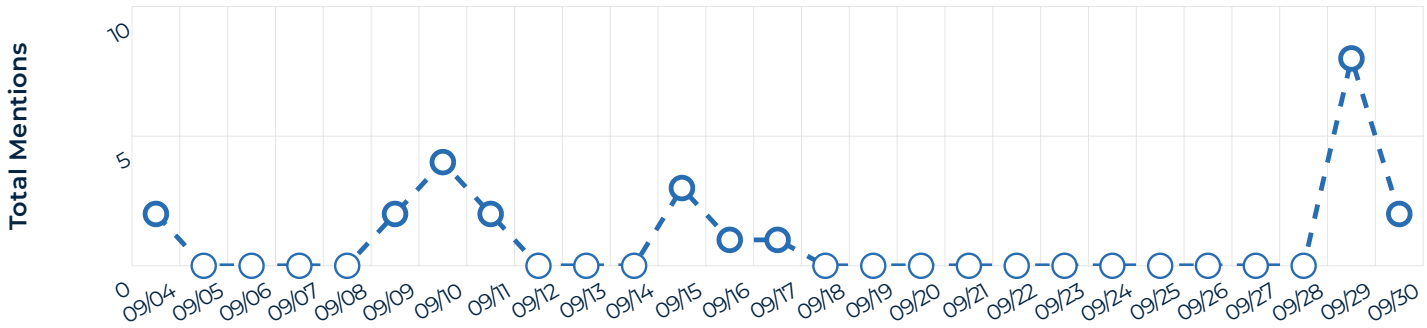
About This Report

This report summarizes media coverage across Television over the Sep 4th 2025 - Sep 30th 2025 . It includes an overview of mention activity, audience reach insights, and a detailed list of 25 events.

You'll find:
- A daily breakdown of mentions.
- Audience analytics per event type (where available).
- A detailed list of 25 events included in the report.

Mentions Over Time

The chart below illustrates how frequently your keywords were mentioned between Sep 4th 2025 - Sep 30th 2025 , across all sources included in this report. Each data point represents the total mentions per day.



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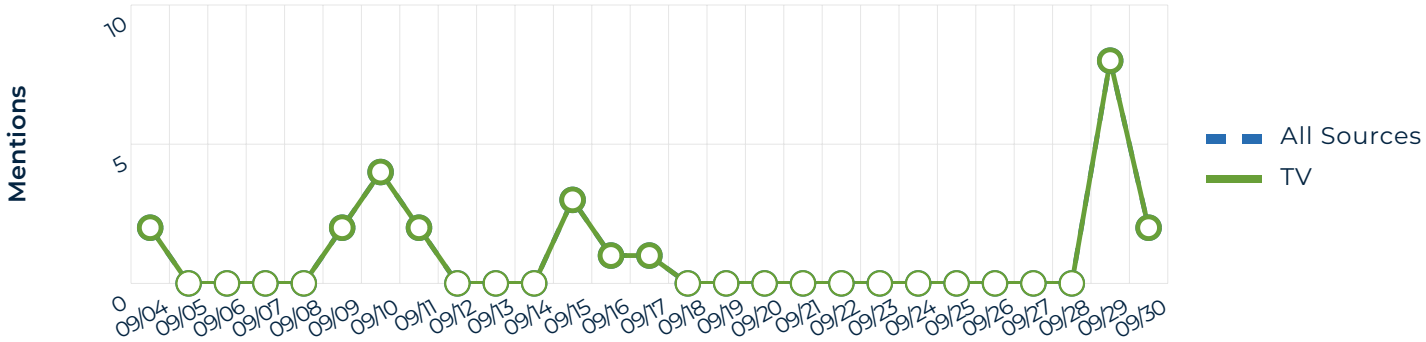
TV Viewership Analytics

Sep 4th 2025 Sep 30th 2025



Syndicated Viewership

National Viewership	Local Viewership	# of Distinct Airings
—	**265,511**	**3**

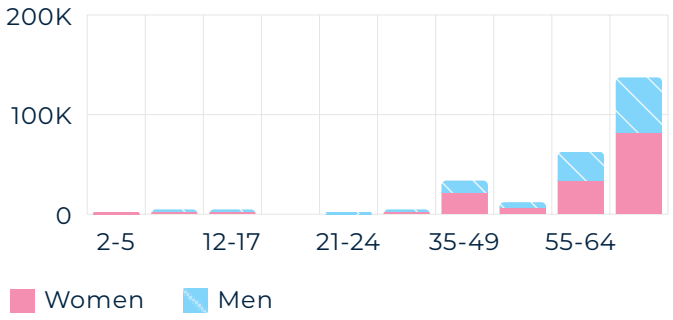
Syndicated Publicity Value

National Publicity Value	Local Publicity Value
—	**$16,252**

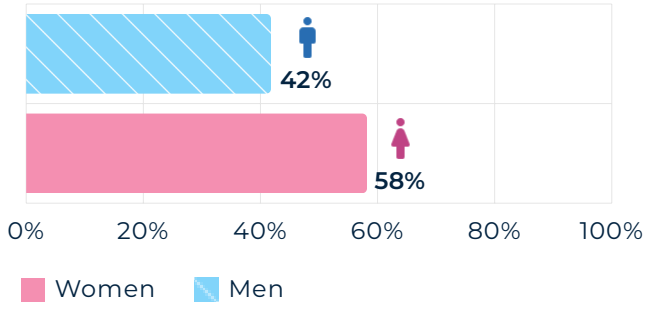
Gender Bias

42% **58%**

Age Distribution



Gender Bias



Some events may lack audience data due to their type or region.
Totals reflect only events with available viewership or demographic information.

Good Morning America

Event Type: **TV**

Sep 30, 2025 7:23:15 AM

Source: **KOLO (ABC)**

Market: **Reno, NV**

Audience: **9,204**

Category: **News**

Country: **US**

Rtc is warning people in the area to be cautious as construction is still taking place. They expect the project to be completed next summer. Lindsey has a look at your weather in 2 minutes. Precipitation fall in the reno area, putting us a 10th behind average for the month of september.

Good Morning Reno 6am

Event Type: **TV**

Sep 30, 2025 6:33:35 AM

Source: **KOLO (ABC)**

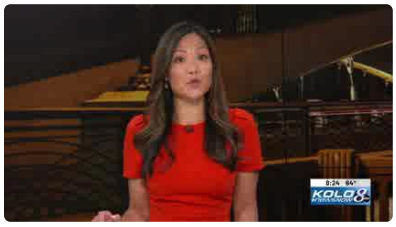
Market: **Reno, NV**

Audience: **10,308**

Category: **News**

Country: **US**

("there's a lot of work going on, there's a lot of moving parts, and the water levels are different from what you may be used to because of the diversion. ") **rtc** is warning people in the area to be cautious as construction is still taking place. They expect the project to be completed next summer.



KOLO 8 News Now Special Edition

Event Type: **TV**

Sep 29, 2025 8:23:25 PM

Source: **KOLO (ABC)**

Market: **Reno, NV**

Audience: **13,552**

Category: **Other**

Country: **US**

On the*arlington avenue - bridges project* that's according to the **rtc**.. Which says -- this week, you'll see crews working -- along the truckee river. Switching the diversion... From the north channel... To the south channel... So they can dry that area out-- for demolition and construction.

2 News Nevada at 7:00pm

Event Type: **TV**

Sep 29, 2025 7:05:06 PM

Source: **KTVN (CBS)**

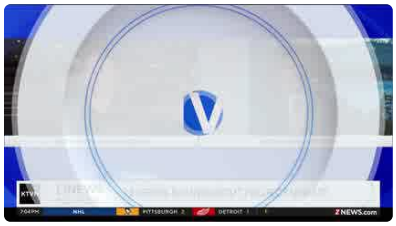
Market: **Reno, NV**

Audience: **9,419**

Category: **News**

Country: **US**

rtc of Washoe County: "one of the more prominent ones you'll see at the second roundabout is actually that's the plane, so it's protected. Right turn. So you have to worry quite as much about traffic coming across.



2 News Nevada at 7:00pm

Event Type: **TV**

Sep 29, 2025 7:00:06 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **9,419**

Category: **News**

Country: **US**

Ryan, **rtc** tells us cones could be removed and all lanes could be open as early as next week. This long awaited project has been a key effort from **rtc** to ensure safety in the area.

2 News Nevada at 6:30pm

Event Type: **TV**

Sep 29, 2025 6:59:30 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **9,254**

Category: **News**

Country: **US**

"> rtc of Washoe County: "We're expecting to have all the traffic control cones, things like that. You see behind me removed early next week."> The roundabout project near the outlets at legends is close to completion.

2 News Nevada at 6:30pm

Event Type: **TV**

Sep 29, 2025 6:35:00 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **9,940**

Category: **News**

Country: **US**

Rtc tells us crews are making final item transports and we could see the cones removed as early next week- rtc of Washoe County: "i think drivers are going to see a significant difference from the old geometry of the roundabouts.

CBS Evening News

Event Type: **TV**

Sep 29, 2025 6:27:08 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **10,267**

Category: **News**

Country: **US**

rtc of Washoe County: "We're expecting to have all the traffic control cones, things like that. You see behind me removed early next week."> The east lincoln roundabout project near the outlet at legends is close to completion.

2 News Nevada at 4:30pm

Event Type: **TV**

Sep 29, 2025 4:30:12 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **8,690**

Category: **News**

Country: **US**

rtc of Washoe County: "You'll see crews building this aqua dam behind me which will divert the water so that it all goes in the north channel instead of the south channel they'll then dewater the south channel, demo the south bridge, and begin construction on the south bridge

2 News Nevada at 6:00am

Event Type: **TV**

Sep 29, 2025 6:35:34 AM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **19,378**

Category: **Other**

Country: **US**

Rtc says crews will be working on the sparks boulevard project... Which will add six lanes and a sidewalk on sparks boulevard when finished. Residents are advised to take a detour using fargo way to the intersection of o'callaghan drive and sparks boulevard

2 News Nevada at 6:30pm

Event Type: **TV**

Sep 17, 2025 6:34:55 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **9,815**

Category: **News**

Country: **US**

"> The project will allow **rtc** to create seamless transportation for university students, those traveling through downtown and midtown and for those seeking entertainment.

2 News Nevada at 5:00am

Event Type: **TV**

Sep 16, 2025 5:15:08 AM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **12,458**

Category: **News**

Country: **US**

rtc, **Washoe** County: "focusing on not only improving capacity but also safety in that area. So you see a lot of traffic on that road. And we want to make sure that we can improve capacity and, multi-use facilities for people that are on bicycles or potentially walking.

2 News Nevada at 7:00pm

Event Type: **TV**

Sep 15, 2025 7:05:05 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **11,534**

Category: **News**

Country: **US**

Rtc says-- this 86 million dollar project will improve road capacity... And make it safer by adding sidewalks and other infrastructure. The project focuses on sparks boulevard from the i-80 westbound ramps toward baring boulevard, with improvements along baring all the way to shadow lane.

2 News Nevada at 6:30pm

Event Type: **TV**

Sep 15, 2025 6:35:02 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **9,864**

Category: **News**

Country: **US**

rtc, **Washoe** County: "Anyone who has used that corridor knows that it's pretty busy. And so the big thing for us is not only increasing capacity, but increasing safety.

CBS Evening News

Event Type: **TV**

Sep 15, 2025 6:26:58 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **10,238**

Category: **News**

Country: **US**

Evening edition> News nevada, rtc, **Washoe** County: "generally improve safety while widening it from a four lane road to a six lane road.

Good Morning America

Event Type: **TV**

Sep 11, 2025 7:23:22 AM

Source: **KOLO (ABC)**

Market: **Reno, NV**

Audience: **9,095**

Category: **News**

Country: **US**

Rtc crews -- have reached a major milestone on the arlington avenue bridges -- replacement project. Completing concrete pours -- for all 3 support structures -- for the north bridge.... They will now begin shifting their focus -- to the south channel -- of the truckee river....

Good Morning Reno 6am

Event Type: **TV**

Sep 11, 2025 6:55:50 AM

Source: **KOLO (ABC)**

Market: **Reno, NV**

Audience: **11,255**

Category: **News**

Country: **US**

Rtc crews -- have reached a major milestone on the arlington avenue bridges -- replacement project. Completing concrete pours -- for all 3 support structures -- for the north bridge.... They will now begin shifting their focus -- to the south channel -- of the truckee river....

KOLO 8 News Now @ 6:30PM

Event Type: **TV**

Sep 10, 2025 6:40:49 PM

Source: **KOLO (ABC)**

Market: **Reno, NV**

Audience: **12,482**

Category: **News**

Country: **US**

The **rtc** crews -- have reached a major milestone ... Completing concrete pours -- for all 3 support structures -- for the north bridge.... They will now begin shifting their focus -- to the south channel -- of the truckee river.... According to the **rtc** -- work is on track to be completed -- next summer.

News 4 Nightly at 6pm

Event Type: **TV**

Sep 10, 2025 6:05:01 PM

Source: **KRNV (NBC)**

Market: **Reno, NV**

Audience: **9,878**

Category: **News**

Country: **US**

RTC tells us they will add sidewalks, incorporate sound walls, and upgrade drainage systems to create strong infrastructure. Not only will they be expanding the road, but they will also make it safer for pedestrians. It's a very important project.

KOLO 8 News Now @ 5:30PM

Event Type: **TV**

Sep 10, 2025 5:51:36 PM

Source: **KOLO (ABC)**

Market: **Reno, NV**

Audience: **9,556**

Category: **News**

Country: **US**

. ## now -- to an update-- the **rtc** has reached a major milestone.. In the*arlington avenue bridges - replacement project* crews have completed... The*concrete pour* for 'all 3' support structures .. Of the north bridge. Now-- they can shift their focus .. To the south channel of the truckee river.

News 4 at Four

Event Type: **TV**

Sep 10, 2025 4:00:20 PM

Source: **KRNV (NBC)**

Market: **Reno, NV**

Audience: **9,709**

Category: **News**

Country: **US**

RTC tells us they will add sidewalks, incorporate sound walls, and upgrade drainage systems to create strong infrastructure. There's going to be some interesting updates. The easiest way to know how to plan your trip and plan accordingly would be to go to the project website. So that's WW. Project.com.

News 4 Nightly at 6pm

Event Type: **TV**

Sep 09, 2025 6:00:04 PM

Source: **KRNV (NBC)**

Market: **Reno, NV**

Audience: **10,582**

Category: **News**

Country: **US**

The **RTC** is aiming to improve how Washoe County residents get around town, but first they want to hear from the people five days a week, rain or shine. Norman Timothy Zuniga gets around Washoe County on **RTC** busses. I like, you know, just visiting with people on the bus stop and the whole journey.

2 News Nevada at 5:30pm

Event Type: **TV**

Sep 09, 2025 5:45:24 PM

Source: **KTVN (CBS)**

Market: **Reno, NV**

Audience: **10,565**

Category: **News**

Country: **US**

The **regional transportation commission of washoe county** is launching a study to plan the future of public transportation in washoe county. **Rtc** held the first of four public meeting's today to discuss services like **rtc** ride, flexride, access and senior mobility programs.

News 4 Today

Event Type: **TV**

Sep 04, 2025 6:15:18 AM

Source: **KRNV (NBC)**

Market: **Reno, NV**

Audience: **9,924**

Category: **News**

Country: **US**

For those looking to plan a trip to the Reno Balloon Races **RTC** of Washoe County offering some free rides for attendees from Friday through Sunday, passengers can ride the Rapid Virginia line for free to Rancho San Rafael Park.

News 4 Today

Event Type: **TV**

Sep 04, 2025 5:30:16 AM

Source: **KRNV (NBC)**

Market: **Reno, NV**

Audience: **9,125**

Category: **News**

Country: **US**

And if you're planning a trip to the balloon Race, **RTC** of Washoe County is offering you a free ride tomorrow through Sunday. You can hop on the Rapid Virginia line. Rancho San Rafael Park for free. Bus will be available every 15 minutes from 4 to 10 in the morning.

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

Meeting Date: 10/17/2025 **Agenda Item: 4.2.6**

To: Regional Transportation Commission

From: Xuan Wang, PHD, PE, PTP, RSP2, Transportation Planning Manager

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 10/1/2025 and heard a presentation regarding the Move More with RTC short-range transportation plan update. Members discussed several items related to transit, including strategies for effective fare enforcement, marketing and accessibility of the Move More survey, and the pros and cons of fixed-route transit vs. micromobility (FlexRide).

The TAC met on 10/2/2025, and received a presentation on the FY 2026–2030 Move More with RTC short-range transportation plan update. Members discussed the ongoing transit survey and recommended incorporating additional TAC input before finalizing the plan. Staff also presented the Central Sparks Neighborhood Network Plan comment matrix and led a discussion. Members raised concerns about fiscal constraints on maintenance responsibilities, and the committee agreed on the importance of managing

public expectations regarding implementation. Following the discussion, the TAC recommended approval of the Central Sparks Neighborhood Network Plan.

There has not been a RRIF TAC meeting since the Board previously met.

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

Meeting Date: 10/17/2025 **Agenda Item: 4.3.1**

To: Regional Transportation Commission

From: Marquis Williams, Senior Transportation Planner

SUBJECT: Citizens Multimodal Advisory Committee Appointments

RECOMMENDED ACTION

Approve the RTC staff recommended appointments/reappointments to the Citizens Multimodal Advisory Committee (CMAC) with terms through June 2026:

1. Ryan Bernadett (Chair)
2. Panah Stauffer (Vice Chair)
3. Sue-Ting Chene
4. Damien Cole
5. Sierra Henderson (Transit Appointee)
6. Juan Martinez
7. Amanda Nelson (Transit Appointee)
8. Kelly Orr
9. Judy Stanfield

BACKGROUND AND DISCUSSION

The CMAC is currently composed of seven members of the community and two transit representatives selected by the Teamsters Local No. 533. The CMAC provides input to RTC staff on issues and activities relative to public transportation, the regional street and highway system, pedestrian and bicycle facilities, and multimodal transportation planning. Staff review applicants for attributes such as interests and use of different transportation modes, geographic distribution, and community service and makes recommendations to the Board for appointment to the committee. Community members selected for committee membership must reside in Washoe County. This action will appoint/reappoint these nine members to the CMAC. Appointments will be effective October 2025 through June 2026.

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

Meeting Date: 10/17/2025 **Agenda Item: 4.3.2**

To: Regional Transportation Commission

From: Vanessa Lacer, Director of Planning

SUBJECT: 2025 Public Participation Plan Update

RECOMMENDED ACTION

Approve an update to the Public Participation Plan.

BACKGROUND AND DISCUSSION

As the Metropolitan Planning Organization (MPO) for the region, the Regional Transportation Commission of Washoe County (RTC) is required to develop and adopt a Public Participation Plan (PPP), in accordance with Federal Statue 23 CFR 450.316. The current PPP was approved in 2022. 23 CFR 450.316 (1) (x) requires, "Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process." This PPP update represents the result of such a review by RTC staff, with only minor changes found to be needed. A summary of the changes made by staff is as follows:

- Reorganization of content and minor text edits for better clarity and flow
- Expansion of the Federal Regulations section (2.0) by adding descriptions of RTC compliance with federal action items
- Enhancement of the Plan Specific Requirements section (5.0) with more detailed descriptions of the requirements and recommendations, and the addition of a summary table
- Updates to the website accessibility standards to reflect current requirements

Development of the 2025 PPP also included review and feedback from the RTC Technical Advisory Committee and the RTC Citizens Multimodal Advisory Committee. Additionally, the draft PPP was available for a 45-day public comment period from August 18, 2025, to October 1, 2025. Two comments were received, and two additions were made to the plan in response. All comments received, responses provided, and changes made to the final Plan, as a result of comments, are included as Attachment A. The final Plan is included as Attachment B. The 2025 PPP update was developed in compliance with 23 CFR 450.316 (3) and includes all required elements of a PPP. Once approved, the 2025 PPP will update and replace the current, 2022 PPP.

This item supports the FY2026 RTC Goal, "Adopt updated Public Participation Plan to reflect current conditions".

FISCAL IMPACT

There is no fiscal impact related to this action.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

Attachment A

Comments and Responses- 2025 Public Participation Plan (PPP) Update				
Date	**Commentor**	**Comment**	**RTC Response**	**Change made in PPP Y/N**
9/3/2025	CMAC Member (Panah Stauffer)	Please add the following outreach strategies to section 4.1: 1) flyering, 2) amplifying the message through local partners, 3) make use of social media and web platforms other than RTC, 4)make use of public spaces such as bulletin boards, 5) consider including volunteers or volunteer groups to help with outreach	Thank you for your suggestions. Social media campaigns are listed in section 4.2 (p. 13). We have added promotional partnerships with local groups to the list of promotional strategies in section 4.2 (p.13). We have also added posting fliers in public spaces to section 4.1 (p.10)	Y
9/4/2025	TAC Member (Scott Carey)	Please add the following outreach strategies to page 5, Item 5: hold one in-person meeting per jurisdiction during the RTP update.	Thank you for your suggestion. We will make note of this request for future RTP public engagement.	N

Attachment B

Regional Transportation Commission of Washoe County

PUBLIC PARTICIPATION PLAN

2025

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4.0 Outreach Strategies 9
4.1 Engagement 10
4.2 Promotion 12
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5.2 UPWP 17
5.3 PPP 17

Executive Summary

As the Metropolitan Planning Organization (MPO) for the region, the Regional Transportation Commission of Washoe County (RTC) is required to develop and adopt a Public Participation Plan (PPP), in accordance with Federal Statue 23 CFR 450.316. Additionally, 23 CFR 450.316 (1) (x) requires, “Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.” This PPP updates and replaces the 2022 PPP with changes including enhanced plan specific requirements and new website accessibility standards. The 2025 PPP was developed in compliance with 23 CFR 450.316 (3) and included a 45-day public comment period.

The PPP describes the RTC policies and processes that provide reasonable opportunities for involvement by interested parties in regional transportation planning. The PPP is used as a guide for all RTC public participation activities related to regional transportation planning, including development of the following federally required planning documents:

- The Regional Transportation Plan (RTP)
- The Regional Transportation Improvement Program (RTIP)
- Unified Planning Work Program (UPWP)
- Public Participation Plan (PPP)

RTC has developed the following nine Public Participation Policies, and corresponding procedures and strategies, that comply with 23 CFR 450.316 (1) and ensure full and open participation as part of the regional transportation planning process.

1. Seek valuable public participation throughout the planning process.
2. Seek Board and elected-representative involvement to ensure coordination with high-level regional and statewide plans.
3. Use effective, accessible, and equitable avenues for distributing information and receiving comments while engaging traditionally underserved populations.
4. Inform and educate the public during the planning and decision-making processes using accessible in-person and virtual tools.
5. Design participation initiatives that will support and encourage effective participation.
6. Conduct outreach that bridges language, cultural, and economic differences.
7. Provide reasonable accommodation(s) and access to people with disabilities, so that everyone can easily participate in the regional planning process.
8. Consider, evaluate, and respond to public input.
9. Evaluate the public participation process regularly.

1.0 Introduction

The Regional Transportation Commission of Washoe County (RTC) serves the Truckee Meadows region through three core functions: 1) RTC is the Metropolitan Planning Organization (MPO) conducting collaborative, comprehensive, and continuing regional transportation planning, 2) RTC operates the public transportation system providing fixed route bus service, Bus Rapid Transit (BRT), FlexRIDE and other public transportation services, and 3) RTC designs and builds roadway projects and other multimodal facilities as part of a street and highway program.

The Public Participation Plan (PPP) is used as a guide for RTC public participation activities related to regional transportation planning. As the MPO, RTC is required to develop and adopt a PPP in accordance with 23 CFR 450.316. Federal law and regulations also require RTC to develop a Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP) and Unified Planning Work Program (UPWP). Additional plans, studies, and MPO efforts inform and are reflected in the RTP and RTIP.

RTC also utilizes this PPP to ensure standards for public participation are met in connection with the development of public transit plans and programs such as the Coordinated Public Transit-Human Services Transportation Plan (CTP), FTA Section 5307 Program, FTA Section 5310 Program, and other public transit plans and programs. As the operator of the regional public transportation system, RTC has responsibilities for transportation planning specifically related to public transit and other transportation services. As both the MPO and the public transportation operator, per 23 CFR 450.314, RTC staff have mutual responsibilities in carrying out the metropolitan transportation planning process. Among other cooperative efforts, RTC planning and transit staff work together to develop plans and studies, financial plans that support the RTP and RTIP, and the annual listing of obligated federally funded projects.

2.0 Federal Regulations

Public participation has been a part of federal transportation legislation since the enactment of the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) and has been included in all transportation authorizing legislation since then. Title VI of the Civil Rights Act of 1964, states that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” As much of the work of RTC is federally funded, RTC must comply with Title IV which requires RTC to engage minority and limited-English proficiency (LEP) populations to provide meaningful access to planning and programming activities.

The federal regulation pertaining to the development of a PPP, 23 CFR 450.316 (a), requires that, “The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of

public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process."

23 CFR 450.316 (1) states that, a PPP shall be developed in consultation with all "interested parties." "Interested parties" include individuals, affected public agencies, representatives of public transportation employees, the freight industry, private providers of transportation, users of public transportation, users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled community, and others.

Further, 23 CFR 450.316(1)(e) requires that "MPOs shall, to the extent practicable, develop documented processes(es) that outline roles, responsibilities, and key decision points for consulting with other governments and agencies." RTC processes that outline roles, responsibilities, and key decision points for consulting with other governments and agencies are discussed in this PPP in the Outreach section under Stakeholder Engagement.

2.1 Federal Action Items and RTC Compliance

23 CFR 450.316 (1) requires that a PPP describe the procedures, strategies, and desired outcomes for ten actions. These ten actions and descriptions of RTC compliance are provided below.

1. **Federal Action Item:** "Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP."
    - **RTC Compliance:**
        - **Procedures and Strategies –** This PPP describes required and recommended procedures and strategies for notification and public comment in the Plan Specific Requirements section.
        - **Desired Outcomes –** RTC Public Participation Policy # 1, "Seek valuable public participation throughout the planning process," describes the desired outcomes of this federal action which are: the incorporation of identified local, regional, state, and federal priorities and needs pertaining to all modes of transportation into plans and studies, and fostering project transparency and understanding.
2. **Federal Action Item:** "Providing timely notice and reasonable access to information about transportation issues and processes."
    - **RTC Compliance:**

- **Procedures and Strategies –** This PPP describes the required and recommended procedures and strategies for providing timely public notification in the Plan Specific Requirements section. Each plan has a required or recommended notification procedure. Procedures and strategies to ensure reasonable access are described in the RTC Public Participation Policy #3, “Use effective, accessible, and equitable avenues for distributing information and receiving comments while engaging traditionally underserved populations” and in Policy #7, “Provide reasonable accommodation(s) and access to people with disabilities, so that everyone can easily participate in the regional planning process.”
- **Desired Outcomes –** RTC Public Participation Policy #7, “Provide reasonable accommodation(s) and access to people with disabilities, so that everyone can easily participate in the regional planning process” describes the RTC desired outcome of this federal action item which is to : “Ensure everyone has access to the information they need to participate in the planning process for our community.”

3. **Federal Action Item:** “Employing visualization techniques to describe metropolitan transportation plans and TIPs.”
   - **RTC Compliance:**
     - **Procedures and Strategies –** RTC Public Participation Policy #5, “Design participation initiatives that will support and encourage effective participation” includes the following strategy: “Utilize visualization and online tools to describe transportation plans when warranted. Policy #4, “Inform and educate the public during the planning and decision-making processes using accessible in-person and virtual tools” includes an additional strategy: “Use ADA-accessible visualization techniques and virtual tools.”
     - **Desired Outcomes –** RTC Public Participation Policy #5, “Design participation initiatives that will support and encourage effective participation” describes the RTC desired outcome which is effective public participation.
4. **Federal Action Item:** “Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web.”
   - **RTC Compliance:**
     - **Procedures and Strategies –** This PPP describes the procedures and strategies for providing public notification, via electronically accessible formats and means, in the Plan Specific Requirements section. Additionally, Policy #6, “Conduct outreach that bridges language, cultural, and economic differences” includes two strategies: “Provide technical information and meeting notices online,” and “Utilize social media to disseminate information about RTC initiatives and to seek input including virtual public meetings.”

- **Desired Outcomes –** RTC Public Participation Policy #5, “Design participation initiatives that will support and encourage effective participation” describes the RTC desired outcome which is effective public participation.

5. **Federal Action Item:** “Holding any public meetings at convenient and accessible locations and times.”

- **RTC Compliance:**
  - **Procedures and Strategies –** RTC Public Participation Policy #4, “Inform and educate the public during the planning and decision-making processes using accessible in-person and virtual tools” includes the following strategy: “Hold public meetings at ADA- compliant buildings, convenient locations and times, in buildings that are on RTC transit routes, within project limits when possible, and engage the public through virtual meetings to provide for greater convenience.”
  - **Desired Outcomes –** RTC Public Participation Policy #5, “Design participation initiatives that will support and encourage effective participation” describes the RTC desired outcome of effective public participation. RTC Public Participation Policy #7, “Provide reasonable accommodation(s) and access to people with disabilities, so that everyone can easily participate in the regional planning process” describes an additional desired outcome which is to: “Ensure everyone has access to the information they need to participate in the planning process for our community.”

6. **Federal Action Item:** “Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP.”

- **RTC Compliance:**
  - **Procedures and Strategies –** RTC Public Participation Policy #8, Consider, evaluate, and respond to all public input” describes the following procedure: “In-person, online, and survey public input will be summarized and include responses that explain the consideration of the planning decisions or course of action. This includes public comments submitted in-person during meetings and online submittals from virtual meetings and surveys.”
  - **Desired Outcomes –** RTC Public Participation Policy # 1, “Seek valuable public participation throughout the planning process,” includes the following strategy: “Offer early, continuous, and equitable opportunities for the public to be involved in the identification of social, economic, and environmental impacts of proposed transportation decisions.” This strategy describes the RTC desired outcome of this federal action which is to ensure the public is involved in the identification of potential impacts of proposed transportation decisions and that those potential impacts are considered during the planning process.

7. **Federal Action Item:** “Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services.”
   - **RTC Compliance:**
     - **Procedures and Strategies –** RTC Public Participation Policy # 3, **“**Use effective, accessible, and equitable avenues for distributing information and receiving comments while engaging traditionally underserved populations” includes the following procedures and strategies: “Seek out and consider the viewpoints of vulnerable road users and stakeholders including seniors, minorities, low-income individuals, LEP groups, and people with disabilities during public outreach” and “Utilize available data sources to assist in the identification of underserved and disadvantaged populations.”
     - **Desired Outcomes –** RTC Public Participation Policy # 1, “Seek valuable public participation throughout the planning process,” describes the desired outcome of this federal action which is: the incorporation of identified local priorities and needs pertaining to all modes of transportation into plans and studies.
8. **Federal Action Item:** “Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts.”
   - **RTC Compliance:**
     - **Procedures and Strategies –** This PPP describes the procedure for public comment and notification in the circumstances described by this federal action in the Plan Specific Requirements Section.
     - **Desired Outcomes –** RTC Public Participation Policy # 1, “Seek valuable public participation throughout the planning process,” describes the desired outcomes of this federal action which are: the incorporation of identified local priorities into plans and studies, and fostering transparency and understanding.

9. **Federal Action Item:** “Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part.”
   - **RTC Compliance:**
     - **Procedures and Strategies –** RTC Public Participation Policy # 3, “Use effective, accessible, and equitable avenues for distributing information and receiving comments while engaging traditionally underserved populations” includes the following procedure: “The RTC’s stakeholders include not only the general public and local and tribal units of government, but businesses, industries, and transportation service

providers as well as organizations that represent people with specific transportation needs and different outreach needs." Additionally, RTC Public Participation Policy # 2, "Seek Board and elected-representative involvement to ensure coordination with high-level regional and statewide plans" includes the following additional procedure: "Refer to the Nevada Department of Transportation's Public Involvement Plan when coordinating with State-led plans, projects, and programs."
    - **Desired Outcomes –** RTC Public Participation Policy # 1, "Seek valuable public participation throughout the planning process," describes the desired outcomes of this federal action which are: the incorporation of identified local, regional, state, and federal priorities and needs pertaining to all modes of transportation into plans and studies, and fostering transparency and understanding.

10. **Federal Action Item:** "Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process."
    - **RTC Compliance:**
        - **Procedures and Strategies –** RTC Public Participation Policy # 9, **"**Evaluate the public participation process regularly" includes the following procedures and strategies: "Evaluate the PPP to confirm that the participation process is open and accessible to everyone, and that plan policies and guidance are implemented in accordance with state and federal regulations (as outlined in 23 CFR 450.316)" and "The RTC encourages public participation throughout the plan/project. Ongoing input requires continuous review and updates to the public participation process to ensure that the policies and procedures meet federal requirements"
        - **Desired Outcomes –** RTC Public Participation Policy # 9, "Evaluate the public participation process regularly" describes the desired outcomes of this federal action which are: **"**…the participation process is open and accessible to everyone, and that plan policies and guidance are implemented in accordance with state and federal regulations."

3.0 Public Participation Policies

The following nine RTC Public Participation Policies reflect the desired outcomes for public participation and support successful development and implementation of RTC's transportation plans.

1. Seek valuable public participation throughout the planning process.
    - Utilize public involvement in the development of transportation plans and studies. Incorporate identified local, regional, state, and federal priorities and needs pertaining to all modes of transportation.

- Offer early, continuous, and equitable opportunities for the public to be involved in the identification of social, economic, and environmental impacts of proposed transportation decisions.
- Provide opportunities for all affected individuals and entities to participate in the planning process.
- Encourage proactive participation to denote early and continuous involvement in important policy or project decisions before they are finalized.
- Engage the public in early stakeholder participation to foster project transparency and understanding.

2. Seek Board and elected-representative involvement to ensure coordination with high-level regional and statewide plans.
    - Ensure that the decision makers are equipped with the information they need to make critical decisions for the future of our community.
3. Use effective, accessible, and equitable avenues for distributing information and receiving comments while engaging traditionally underserved populations.
    - The RTC's stakeholders include not only the general public and local and tribal units of government, but businesses, industries, and transportation service providers as well as organizations that represent people with specific transportation needs and different outreach needs.
    - Seek out and consider the viewpoints of vulnerable road users and stakeholders including seniors, minorities, low-income individuals, LEP groups, and people with disabilities during public outreach.
    - Utilize available data sources to assist in the identification of underserved and disadvantaged populations.
4. Inform and educate the public during the planning and decision-making processes using accessible in-person and virtual tools.
    - Include information on agendas to inform the public how they can request additional assistance if needed.
    - Use ADA-accessible visualization techniques and virtual tools.
    - Hold public meetings at ADA- compliant buildings, convenient locations and times, in buildings that are on RTC transit routes, within project limits when possible, and engage the public through virtual meetings to provide for greater convenience.
5. Design participation initiatives that will support and encourage effective participation.
    - Utilize visualization and online tools to describe transportation plans when warranted.
6. Conduct outreach that bridges language, cultural, and economic differences.
    - Provide technical information and meeting notices online.
    - Utilize social media to disseminate information about RTC initiatives and to seek input including virtual public meetings.
    - Utilize the "select language" tool on the RTC website which translates content into five different languages.

7. Provide reasonable accommodation(s) and access to people with disabilities, so that everyone can easily participate in the regional planning process.
    - Ensure everyone has access to the information they need to participate in the planning process for our community.
8. Consider, evaluate, and respond to public input.
9. In-person, online, and survey public input will be considered, may be summarized and may include responses that explain the consideration of the planning decisions or course of action. Evaluate the public participation process regularly.
    - Evaluate the PPP to confirm that the participation process is open and accessible to everyone, and that plan policies and guidance are implemented in accordance with state and federal regulations (as outlined in 23 CFR 450.316)."
    - The RTC encourages public participation throughout the plan/project. Ongoing input requires continuous review and updates to the public participation process to ensure that the policies and procedures meet federal requirements.

4.0 Outreach Strategies

RTC outreach strategies, for the purposes of this PPP, will be grouped into two categories, engagement and promotion. Engagement includes activities designed to coordinate with, or gain feedback and participation from interested parties, governments and agencies. Promotion includes activities and products that notify or disseminate information about transportation issues, processes, or participation opportunities.

This PPP describes procedures and strategies for public participation as well as techniques for bridging language, cultural, economic, and accessibility differences that affect participation. RTC adheres to Section 504 of the Rehabilitation Act of 1973 ("Section 504"), Title II of the Americans with Disabilities Act (the "ADA") and Title VI of the Civil Rights Act of 1964. Section 504 requires that information and technology be accessible to people with disabilities. Title II of the ADA requires nondiscrimination on the basis of disability in public accommodations and in commercial facilities by ensuring that buildings and facilities, in terms of architecture and design, transportation, and communication are made accessible to individuals with disabilities. Title VI of the Civil Rights Act of 1964, states that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Title VI requires engagement with minority and limited-English proficiency (LEP) populations to provide meaningful access to its planning and programming activities.

As with past public participation plans, RTC will periodically review the effectiveness of the procedures and strategies contained in this PPP to continue to ensure a full and open participation process as required by 23 CFR 450.316(a)(1)(x). This PPP is intended to ensure minimum standards for public participation are met. When appropriate, and as needed, RTC may use additional public participation procedures and strategies not listed here.

4.1 Engagement

RTC has a toolbox of strategies that can be used to coordinate with, or gain feedback and participation from interested parties, including citizens, governments, agencies, and other stakeholders. Examples of RTC engagement strategies include:

1. RTC advisory committee meetings
2. Regional task force meetings
3. RTC Board meetings
4. City and County governing body meetings
5. City and County advisory committee meetings
6. Stakeholder meetings/interviews
7. Door-to-door and business-to-business canvassing
8. Posting fliers in public spaces
9. Pop-up events
10. Tabeling at community events
11. In-person public meetings
12. Virtual public meetings
13. Public hearings
14. Surveys in English and Spanish (or other appropriate language)
15. Focus groups

4.1.1 Accessible Engagement Strategies

RTC utilizes translators to help everyone understand the information and communicate their feedback. RTC also holds its public meetings at locations where reasonable accommodation and access can easily be provided for individuals with disabilities. Public meeting locations are chosen for accessibility to public transportation routes.

Examples of typical RTC public meeting locations include:

- RTC Administrative Offices
  - 1105 Terminal Way, Reno, NV 89502
- RTC 4th Street Station
  - 200 E. 4th Street, Reno, NV 89501
- RTC Centennial Plaza
  - 1421 Victorian Avenue, Sparks, NV 89431
- Public institutions, such as schools, community centers, or university campuses

4.1.2 Stakeholder Engagement

23 CFR 450.316(1)(e) requires that an MPO shall, to the extent practicable, develop documented processes that outline roles, responsibilities, and key decision points for consulting with other governments and agencies. Roles, responsibilities, and key decision points for coordination with the Nevada Department of Transportation are identified in a Metropolitan Planning Agreement. In addition, all RTC planning processes include coordination with local governments, agencies, and other stakeholders. The

type of planning product determines the appropriate extent of stakeholder involvement and the group of relevant stakeholders with which to coordinate.

At minimum, local governments, agencies, and other stakeholders play a role in the planning process through the following: identifying local needs and providing feedback on proposed recommendations. Per Public Participation Policy #1, of this PPP, RTC is responsible for seeking feedback from local governments, agencies, and other stakeholders on important policy or project decisions before they are finalized. Key decision points for consulting with local governments, agencies, and other stakeholders occur, at minimum, during the initial stages of plan development and during a public comment or plan review period.

4.1.3 Regional Stakeholders

RTC coordinates with the following interested parties in the region to include them in the transportation planning process. This is a non-exhaustive list of stakeholders and depending on the type of outreach effort or specific plan/program, additional stakeholders may be involved.

- Municipal Governments and Agencies
  - City of Reno
  - City of Sparks
  - Washoe County
  - Northern Nevada Public Health-Air Quality Management Division
  - Reno-Tahoe Airport Authority
  - Truckee Meadows Regional Planning Agency
- Schools
  - Washoe County Schools
  - Truckee Meadows Community College
  - University of Nevada, Reno
- Tribal Governments
  - Pyramid Lake Paiute Tribe
  - Reno-Sparks Indian Colony
- Federal Agencies
  - Bureau of Land Management
  - Environmental Protection Agency
  - Federal Highway Administration
  - Federal Transit Administration
- State Agencies
  - Nevada Department of Public Safety
  - Nevada Department of Transportation
  - Nevada Division of Environmental Protection
  - State Historical Preservation Office

RTC also seeks to engage those directly and indirectly affected by the transportation plans, programs, and projects in the region, which includes but is not limited to:

- Directly and indirectly affected public
- Elected officials, policymakers, and decision-makers
- Local, regional, state, and federal public agency staff
- Property owners, including those of abutting properties and those in the vicinity of a proposed project
- Freight operators via rail, air, and highway routes
- Providers/users of private transportation services, such as taxis, shuttle buses, limousines, and vanpools
- Providers/users of public transportation services
- The business community
- Advocacy groups, such as neighborhood groups, Chambers of Commerce, homeowners' associations, public-interest groups for bicycle/pedestrians, civil rights, non-profit and senior citizen organizations
- Traditionally underrepresented communities, such as people with disabilities, youth, elderly, low-income, and ethnic minorities
- Members of the public with LEP
- Media serving LEP
- Emergency service providers and users
- Project-specific community working group

4.1.4 RTC Committees

RTC establishes advisory committees as needed to provide input and recommendations to RTC staff, including two standing committees that provide feedback on planning items, the Technical Advisory Committee (TAC) and Citizens Multimodal Advisory Committee (CMAC). The TAC and CMAC review plans and studies as required or as determined necessary and appropriate by RTC staff. The purpose of these committees is to provide information and advice to RTC staff, which is then considered and incorporated in staff recommendations to the RTC Board of Commissioners.

Committee meetings will be held regularly, and/or on an as-needed basis, and will be open to the public. RTC will provide timely public notice of the meetings and reasonable access to agendas for the meetings per 23 CFR 450.316(1)i) and (ii). Materials will be provided in electronically accessible formats and means per 23 CFR 450.316(a)(1)iv). Materials will be available upon request and will also be available on the RTC website. Public comment will be accepted, either verbally or in writing, at committee meetings. Notifications for committee meetings dates and locations as well as meeting minutes will be available at rtcwashoe.com.

4.2 Promotion

RTC has a toolbox of strategies that can be used to notify or disseminate information about transportation issues, processes, or participation opportunities. Examples of RTC promotional strategies include:

1. Press releases

2. Fliers
3. Graphics and infographics
4. Signage
5. Project renderings and video simulations
6. RTC website alerts and posts
7. Project-specific websites
8. Text and App notifications
9. Newspaper advertisements in English and Spanish
10. Weekly stakeholder email updates for large transportation projects
11. Social media campaigns, updates, and interactions
12. Videos
13. Media relations
14. The RTC Board eNews monthly electronic newsletter
15. Television segments
16. Advertising
17. Mailers
18. Promotional partnerships with local groups

4.2.1 Accessible Promotion Strategies

RTC ensures marketing and communication printed and electronic materials meet ADA standards. Printed marketing, communication, and outreach materials include high-contrast visual elements, 14-point or greater font size, and are produced in English and Spanish. PDF documents are made accessible, searchable, and fillable. RTC will also provide documents with larger font sizes upon request.

4.2.2 Website

The RTC website is Hypertext Markup Language (HTML) based. An HTML-based website provides people with disabilities, who use screen readers and speech-to-text tools, the ability to easily read and comprehend critical information.

RTC meets the Web Content Accessibility Guidelines (WCAG 2.1) by making PDFs accessible, providing imagery tags, and maintaining HTML-coded public transportation bus schedules. The RTC website has an accessibility menu that allows users to change the contrast, font size, text spacing, line height, cursor size, and saturation. RTC extends further vigilance by manually reviewing and testing the site to ensure all elements of the website comply with ADA standards. RTC is also working to refresh its website to comply with WCAG 2.2 by 2026.

4.2.3 Social Media

On social media, for people who have low vision or are blind, RTC provides alternative text for all images to facilitate e-reader utilization, and narrated videos are provided. For people who have hearing loss or are deaf, closed captioning is available.

5.0 Plan Specific Requirements

As the MPO, RTC develops federally required documents including the following:

- The Regional Transportation Plan (RTP)
- The Regional Transportation Improvement Program (RTIP)
- Unified Planning Work Program (UPWP)
- Public Participation Plan (PPP)

A summary of specific public participation requirements and recommendations for the plans listed above are included in Table 1. RTC will provide a copy of its adopted, updated, or revised RTP, RTIP, UPWP, and PPP to NDOT, FHWA, and the FTA.

RTC also develops and engages in other plans and studies that inform and are reflected in the RTP and RTIP. All plans, studies and efforts are identified for a two-year period in RTC's Unified Planning Work Program (UPWP).

As the operator of the regional public transportation system, RTC develops federally required documents related to public transit and public transportation services including the following:

- The Program of Projects required for the FTA Section 5307 program
- Coordinated Public Transit-Human Services Transportation Plan (required for the FTA Section 5310 program)
- Transportation Optimization Plan Strategies (RTC's 5-year, short-range transit plan)

Table 1. Plan Specific Public Participation Requirements

	Public Comment Period	Public Hearing	Newspaper Notice	Website Notice	Committee Review
RTP Adoption	21-day public comment period **required** prior to public hearing	Required	Required	Required	Required
RTIP Adoption	21-day public comment period **required** prior to public hearing	Required	Required	Required	Required
RTP or RTIP Amendment	7-day (or 21-day if conformity analysis is required) public comment period **required** prior to public hearing	Required	Required	Required	Required
UPWP	21-day public comment period **recommended**	Not required	Not required	Recommended	Recommended
PPP	45-day public comment period **required**	Not required	Not required	Recommended	Required

5.1 RTP and RTIP

RTC has established requirements regarding the public participation process for the RTP, and RTIP consistent with U.S. Department of Transportation (USDOT) requirements. Note, the public notice process and time established for public review and comments on the RTIP comply with FTA Section 5307 Program of Projects (POP) requirements.

5.1.1 Amendments to the RTP

Amendments to the RTP are completed to address significant changes. Instances when an amendment to the RTP is needed include the following:

a. The addition or deletion of a regionally significant project

b. Substantial changes to project scope that would result in an air quality conformity determination
c. A significant change in anticipated revenues which would require a re-demonstration of fiscal constraint

5.1.2 Administrative Modifications to the RTIP

RTIP changes that are considered non-substantive in nature (administrative modifications) will not be subject to the public comment and public hearing process cited herein. These actions will be processed through the electronic Statewide Transportation Improvement Program (eSTIP) and include the following:

a. An increase of less than 25%, or any decrease or removal, of the federally funded portion of a project
b. Minor adjustments to project limits
c. Addition or deletion of a phase without major change to the scope
d. Movement of projects between fiscal years included in the RTIP
e. Minor changes to funding sources
f. Changes made to an existing project's non-federal funding amounts
g. Addition of a regionally significant project that does not require air quality conformity and is programmed with 100% non-federal funds

5.1.3 Amendments to the RTIP

In the event that a change in the RTIP falls outside of the criteria for an administrative modification, RTC will amend the RTIP and follow the process outlined above. Amendments will also be processed through the eSTIP for the following actions:

a. Addition or deletion of any federally funded project
b. An increase of more than 25% of the federally funded portion of a project
c. Substantial changes to the scope that would result in an air quality conformity determination
d. A change in a funding source for a project from non-federal to federal

5.1.4 Revisions to the Draft RTP or RTIP

In instances where the final RTP or RTIP differs significantly from the draft that was made available for public comment and/or raises new substantive issues which interested parties could not reasonably have foreseen from the draft, RTC shall provide additional opportunities for public review and comment, in accordance with 23 CFR 450.316(a)(1)(viii). The RTC will, at a minimum, issue a second notice allowing for an additional 21-day public comment period.

5.1.5 Committee Review

The TAC and CMAC will review the RTP, RTIP, and any amendments to these documents.

5.1.6 Public Comment Period

RTC will provide at least 21 days for public review and comments on updates to the RTP and RTIP prior to an RTC Board public hearing. For an amendment to the RTP or RTIP, a seven (7) day public comment period will be held. However, if an amendment requires a transportation conformity analysis, a 21-day public comment period will be provided.

Notice of the opening of the public comment period and the availability of the document for review will be published in local newspapers of general circulation and on the agency's website. The public comment period will begin on the date noted in the published notice.

5.1.7 Public Hearing

A formal public hearing will be conducted prior to RTC approval/adoption of the RTP and RTIP, and any associated amendments, including accompanying air quality conformity determinations, as required by federal regulations. Notice of the public hearing will be published in local newspapers of general circulation and on the agency's website.

5.1.8 Comment Summary

RTC will prepare a summary analysis and report on the disposition of all applicable comments received during the public comment period and at the public hearing for the RTP and RTIP, and any associated amendments.

5.2 UPWP

A 21-day public comment period, website notice of the public comment period, and review by the TAC and CMAC are recommended for the UPWP. RTC will prepare a summary analysis and report on the disposition of all applicable comments received during the public comment period.

5.3 PPP

A public comment period of 45 days is required before the PPP is initially adopted or revised as required by 23 CFR 450.316(a)(3). The TAC and CMAC will review the PPP and provide feedback. RTC will prepare a summary analysis and report on the disposition of all applicable comments received during the public comment period.

REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

Meeting Date: 10/17/2025 **Agenda Item: 4.3.3**

To: Regional Transportation Commission

From: Marquis Williams, Senior Transportation Planner

SUBJECT: Central Sparks Neighborhood Network Plan

RECOMMENDED ACTION

Approve the Central Sparks Neighborhood Network Plan.

BACKGROUND AND DISCUSSION

The Central Sparks Neighborhood Network Plan (NNP) kicked off in October 2024 based on a recommendation from the Active Transportation Plan (approved in September 2024). The NNP is meant to increase the number of walking and biking trips within the Central Sparks neighborhood by improving safety and comfort along key corridors. The Plan recommends traditional bicycle and pedestrian infrastructure improvements as well as low-cost, quick-build improvements. The Plan also recommends before and after improvement data collection to measure the effectiveness of the improvements in the creation of a comprehensive and responsive active transportation network accessible to a broader cross-section of our community.

The Central Sparks NNP recommends 10 corridors for quick-build style transportation improvements. In total, 16.3 miles of roadways are recommended for improvements across the neighborhood, including 12.4 miles of neighborhood byways, 2.2 miles of protected bike lanes, and over 25 intersections enhancements. The NNP includes a cutsheet for each corridor project recommendation, detailing the project extents, approximate cost, potential intersection enhancements, and a conceptual cross-section. Based on funding availability and construction feasibility, selected quick-build projects are expected to be implemented using funds from the RTC Active Transportation Program. The public comment period for this final document was open from September 2nd to September 28th. A total of thirteen comments were received, one from RTC internal staff and twelve from City of Sparks staff. Two changes were made in response to the comments, one to correct a typo and one under the Implementation section on page 46, to add text describing the City of Sparks' role in project implementation. All comments received and changes made in response are summarized in the attached comment matrix. The final plan, inclusive of changes made as a result of public comments is also attached.

This item supports the FY2026 RTC Goal, "Neighborhood Network Plan...#2".

FISCAL IMPACT

Funding for this item has been budgeted for in the FY2024-FY2025 Unified Planning Work Program (UPWP) and is included in the FY 2026 RTC budget.

PREVIOUS BOARD ACTION

9/20/2024 - Approved a contract with Alta Planning + Design, Inc. for consulting services on Neighborhood Network Plans 1 & 2.

Central Sparks Neighborhood Network Plan
Final Draft Comment Matrix

	Name	Comment	Response	Change Made in Final Plan (Y/N)
1	**City of Sparks**	Please clarify if protected bike-lanes and separated bike-lanes are synonymous as shown in the figures.	Protected bike lanes refer to on-street, striped bike lanes with a buffer and vertical deliniation. Separated bike lanes refer to off-street bike lanes, specifically the bike path on Victorian Avenue/Nichols Boulevard between Pyramid Way and Howard Drive.	N
2	**City of Sparks**	Fire Apparatus Access Road minimums are 20' ft clear, and 26' ft clear where hydrants are located on the street.	Thank you for the comment. RTC Engineering will coordinate with Sparks Fire Department to ensure compliant design.	N
3	**City of Sparks**	The Fire Code states that roads between 20' – 26' ft in width would have "no parking" signs and red curbs.	Thank you for the comment. RTC Engineering will coordinate with Sparks Fire Department to ensure compliant design.	N
4	**City of Sparks**	Roads 26' ft. – 32' ft would have "No Parking" signs and red curbs on one side. If the roads exceed 32' ft. parking would be acceptable. Please see fire response routes on page 46 in the Traffic Calming Guidelines. https://cms7files1.revize.com/sparksnv/Document_Center/Department/Engineering%20Services/Transportation%20and%20Traffic%20Engineering/traffic-calming-guidelines.pdf	Thank you for the comment. RTC Engineering will coordinate with Sparks Fire Department to ensure compliant design.	N
5	**City of Sparks**	Fire will further review design plan set when provided.	Thank you for the comment. RTC Engineering will coordinate with Sparks Fire Department to ensure compliant design.	N
6	**City of Sparks**	Does the RTC have a maintenance plan that can support these improvements? The city does not currently have the staff or resources to maintain the proposed improvements.	The document has been revised to clarify the role of the City of Sparks in the design, implementation, and maintenance of the proposed improvements. The "Implementation" paragraph on Page 46 of the NNP has been changed to the following text provided by the City: *The AT Program projects recommended by this plan will be considered for implementation using AT Program funds and are intended to be implemented quickly across the neighborhood. RTC will lead project design for identified quick-build improvements of this plan in coordination with the City of Sparks and other stakeholders. The RTC will work closely with staff at the City of Sparks, where, the city, will ultimately maintain such improvements, and shall decide, and make final decision on which improvements can be implemented on City roadways that can be supported fiscally and by dedicated staff. Projects will be constructed based on the availability of AT Program funds and the ability for the City of Sparks to maintain such improvements.* Staff will continue to work with the City on maintenance solutions and strategies. At this time, RTC does not maintain roadways and as such does not have a maintenance plan for the proposed neighborhood network improvements.	Y
7	**City of Sparks**	Except for when paired with curb bulb outs to designate location during snow events, staff cannot support any additional physical delineators such candlesticks, armadillos, parking curbs, etc. due to the frequent need for replacement and adverse effects to snow removal.	Staff will continue to work with the City on maintenance solutions and strategies. Though they come with a higher maintanence cost, physical delineators generally lead to safer streets for all users by reducing vehicle travel/turning speeds and reinforcing striped safety improvements. Additionally, the document has been revised to clarify the role of the City of Sparks in the design, implementation, and maintenance of the proposed improvements. See Response to Comment 6.	Y
8	**City of Sparks**	Green striping is an additional cost, needs to be limited in coverage, and located on RTP roads. Consider use of green pavement where continuous designation is required.	Staff will continue to work with the City to determine the most effective strategies for pavement paint and striping.	N
9	**City of Sparks**	Neighborhood By-Way striping curb extension – Hash lines are labor intensive to maintain, requesting an alternate solution.	Staff will work with City staff during the design process to use acceptable striping techniques. Thermoplastic cross-hatching is one option that could be explored as an alternative.	N
10	**City of Sparks**	Within the draft plan there is no mention of how the new infrastructure added from the quick build projects will be maintained. Staff suggests that the plan add a section on the last page of the plan before Appendix A after the implementation section that describes how the new infrastructure and improvements from the plan will be constructed and maintained.	Staff will continue to work with the City on maintenance solutions and strategies. RTC is propsing to lead the design and construction of the neighborhood network. At this time, RTC does not maintain roadways and as such does not have a maintenance plan for the proposed neighborhood network improvements. Additionally, the document has been revised to clarify the role of the City of Sparks in the design, implementation, and maintenance of the proposed improvements. See Response to Comment 6.	Y
11	**City of Sparks**	Please provide additional information about the proposed improvements in the plan for the intersection of Wedekind Road and 18th Street.	The intersection of Wedekind Road and 18th Street has been identified for wayfinding signage, which is notated on the "York Way & Wedekind Road" cutsheet in Appendix E of the Plan.	N
12	**City of Sparks**	The draft plan identifies that the proposed projects are to build quick build in nature and would be somewhat temporary. Please provide additional clarification as to how long the quick build projects are intended to last and the life expectancy of the improvements (roadway markings, delineators, signage, candlesticks, armadillos, and parking curbs).	The quick-build improvements recommended by this plan are expected to be in place for at least two years in order to allow time for user familiarity and adoption of the improved facilities. More details will be provided as part of the project design process.	N
13	**RTC Internal**	The recommendations table on page 43 of the draft NNP along with the associated cutsheet in Appendix E (Cutsheet B) incorrectly list the project extents on Wedekind Road.	The NNP has been corrected to fix the stated issue on page 43 and on Appendix E Cutsheet B	Y

Central Sparks

DRAFT Neighborhood Network Plan

September 2025

RTC

Acknowledgments

The Central Sparks Neighborhood Network Plan was developed through collaboration with partner agencies and local organizations. Additionally, this project involved RTC staff from all departments including Planning, Public Transit, and Engineering. This planning process relied on engaging with residents and staff at local agencies with direct knowledge of current challenges within the neighborhood. Staff from partner agencies and members of the public provided detailed feedback and input during the planning process as part of the Neighborhood Network Plan Steering Committee. This group helped provide context to the public comments and inform the identification of recommended improvements. Those listed below helped to guide the development of the plan and will continue to support the implementation of project recommendations at their various roles at agencies and organizations throughout the community.

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Neighborhood Network Plan Steering Committee Member Organizations

- City of Sparks
- Washoe County School District
- RTC Washoe

Each organization above was represented by one or more staff members during Steering Committee meetings. The Steering Committee also included three members of the public from the Central Sparks neighborhood.

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Chapter 1: Introduction

The purpose of this Neighborhood Network Plan (NNP) is to improve the pedestrian and bicycling experience in the Central Sparks neighborhood through the implementation of quick-build style infrastructure. The primary objective of this plan is to make improvements within the Central Sparks neighborhood which encourage more trips to be made by walking, biking, or taking transit. This NNP applies the regional vision, goals, and priorities from the regional RTC Washoe Active Transportation Plan (ATP) and identifies improvements that can be rapidly implemented across the neighborhood to help provide increased connectivity and comfort to people walking and biking. The RTC developed this plan using in-depth data analysis combined with partner agency collaboration and direct engagement with members of the public.

Neighborhood Description

The Central Sparks neighborhood, generally bordered by I-80, the Truckee River, McCarran Blvd, Oddie Blvd, Prater Wy, and Sparks Blvd, offers a variety of destinations (Figure 1). It features over 28 schools, parks with playgrounds, sports courts, and trails, including the Sparks Marina Park. Entertainment is centered around the I-80 corridor, with venues like casinos, theaters, water parks, and museums. Employment hubs include the Northern Nevada Medical Center, Nugget Casino Resort, Outlets at Legends, as well as industrial areas south of the I-80 corridor. The neighborhood also offers community spaces like churches, libraries, and local markets like the El Rancho Farmers Market.

Visitors to the Sparks Marina enjoying the shared use path.

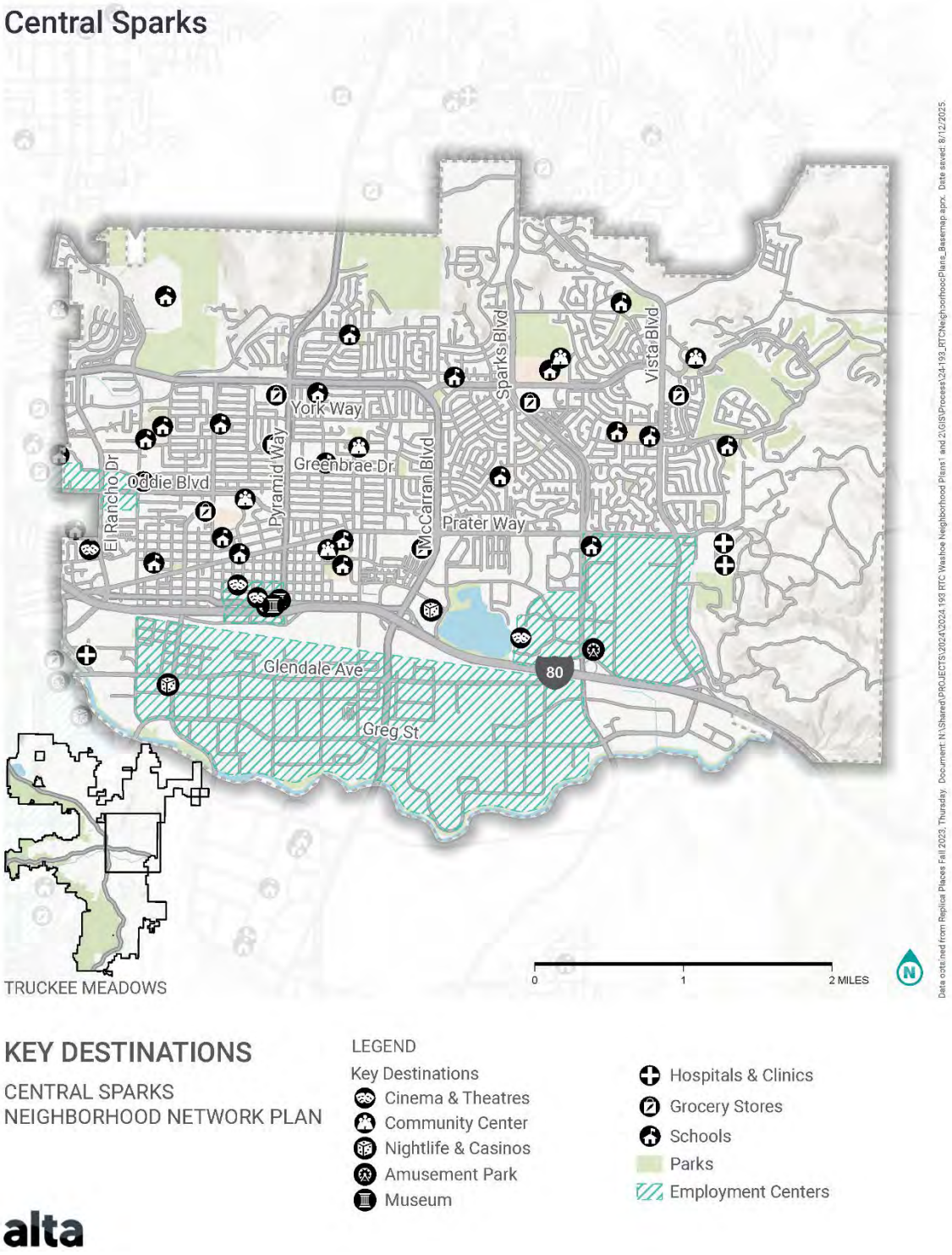


Figure 1. Central Sparks Neighborhood Area

Connections with Other Plans

This NNP recommends projects for quick-build implementation through RTC's Active Transportation Program. Improvements identified in this plan not inclusive of large-scale improvements, although the Long-Term Needs section of Chapter 4 includes a high-level list of needs that could be addressed by means beyond quick-build. These long-term needs and other higher-scale active transportation projects can be addressed through other planning processes such as the Regional Transportation plan, specific area plans, corridor studies, etc.

Plan Process

This NNP follows the process outlined in the ATP and applies a regional vision, goals, and analysis to the Central Sparks neighborhood. This process included two phases of public engagement featuring multiple in-person events and online elements. In addition to public engagement, the RTC used regional data analysis to identify neighborhood issues and areas of need based on demographics, roadway context, and crash history. By integrating community insights with data findings, the plan highlights and addresses the most pressing challenges for people walking and biking. The result is a quick-build implementation strategy designed to rapidly enhance connectivity and comfort throughout the neighborhood.

Plan Contents

This plan describes the planning process, data analysis findings, community engagement findings, and recommended improvements across four chapters as described below.

- Chapter 1 – Introduction
    - This chapter provides an overview of the project and connection with other planning processes.
- Chapter 2 – Neighborhood Profile
    - This chapter highlights demographic and socioeconomic data across the neighborhood and highlights areas of need.
- Chapter 3 – Biking and Walking in Central Sparks Today
    - This chapter presents key findings from community engagement and data analysis, offering a snapshot of current walking and biking conditions in the Central Sparks neighborhood.
- Chapter 4 – Addressing Central Sparks Needs
    - This chapter provides an overview of quick-build style improvements and identifies recommended quick-build improvements throughout the neighborhood.

Chapter 2: Neighborhood Profile

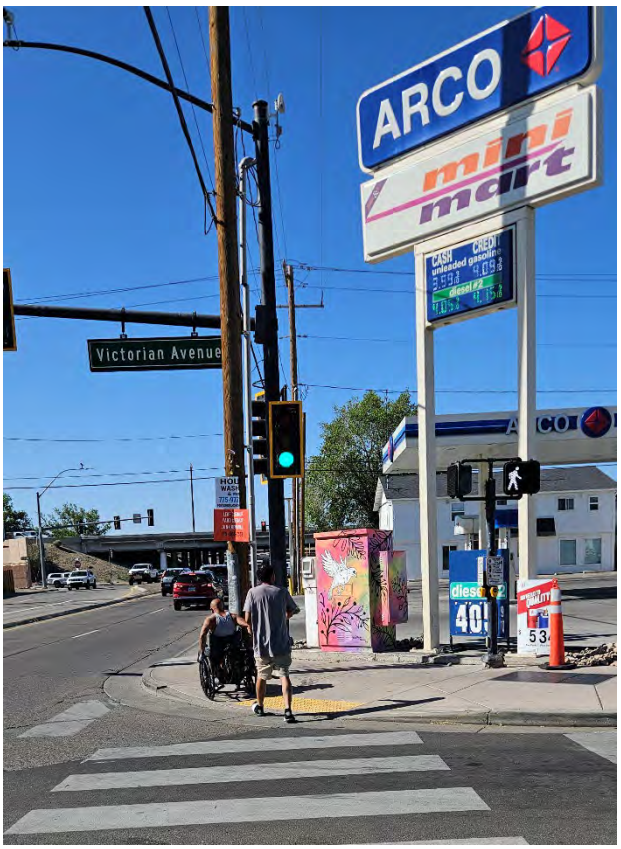
To better understand the context and needs of the neighborhood, the RTC reviewed various datasets to compare the Central Sparks neighborhood with the broader Reno/Sparks area—also known as the greater Truckee Meadows region—to identify focused needs within the neighborhood. This section includes a summary of socioeconomic data and a summary of the common destinations throughout the neighborhood for context. Additional information about datasets and analysis methodologies are included in **Appendix A**.

Neighborhood Demographics

The Central Sparks neighborhood has a young, diverse population with a high population density compared to the broader Reno/Sparks area. It is notably younger, with a higher proportion of people under 5 to age 34 and fewer people over 55. The neighborhood also has a larger percentage of Hispanic/Latino residents, and a smaller percentage of White Alone residents compared to the Reno/Sparks area.

Population density in Central Sparks is approximately 20 times higher than the regional average, with the densest areas between McCarran Blvd, Oddie Blvd, Prater Wy, and Sparks Blvd. The Central Sparks neighborhood exhibits a wide range of household incomes, with areas like the northeast (Vista Blvd, Sparks Blvd, and Baring Blvd) having a median income of $133,500, while other areas, such as between Oddie Blvd, Prater Wy, and El Rancho Dr, have a median income of $30,000 (as seen in Figure 2). Overall, the neighborhood's median household income of $75,848 is slightly below the Reno/Sparks median of $85,969.

In Central Sparks, 7% of households lack access to a vehicle, matching the regional average. Certain areas south of Prater Wy and along the I-80 corridor have higher rates, reaching up to 15%. Furthermore, the neighborhood faces housing affordability challenges, with an average of 32% of households being cost-burdened, paying over 30% of their income on housing. However, some areas south of Prater Wy contain census tracts with 55% of households that are cost-burdened, which is higher than the regional rate of 31% of households being cost-burdened.



A person walking and a person using a wheelchair to cross Victorian Avenue at Rock Boulevard.

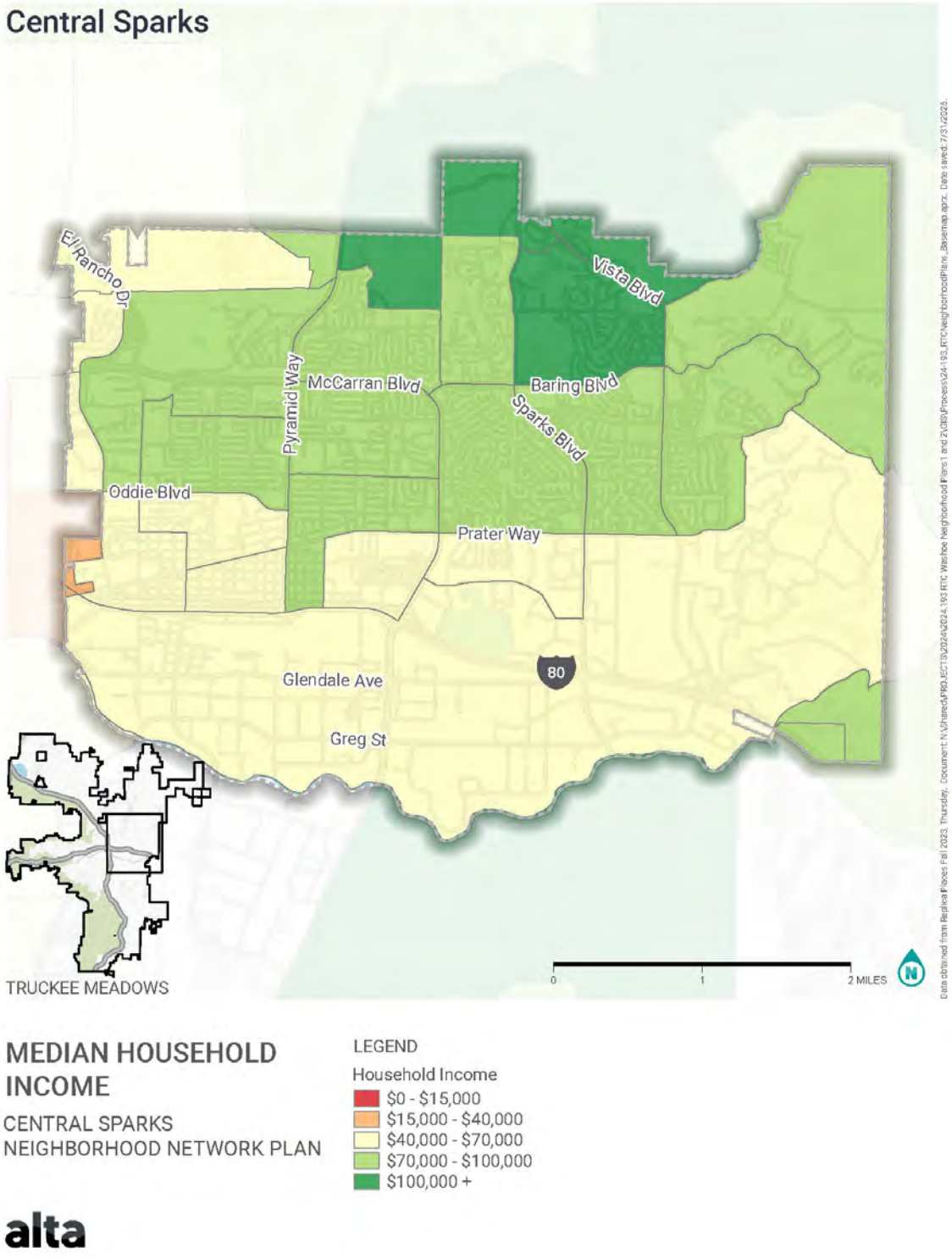


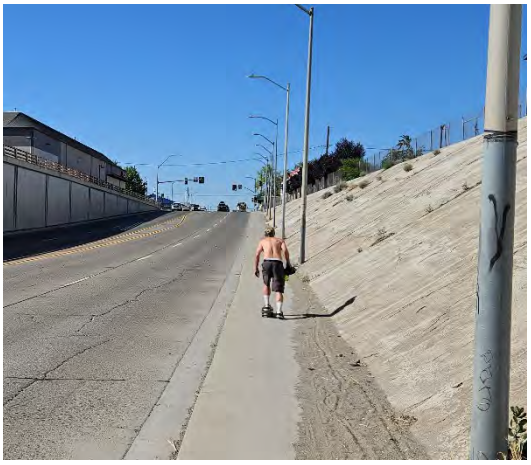
Figure 2. Median Household Income in Central Sparks

Existing Neighborhood Network

Pedestrian Facilities

The pedestrian network includes sidewalks and crossing features like painted crosswalks and rectangular rapid flashing beacons (RRFBs). The RTC assessed sidewalk availability on arterials and collectors, scoring them from zero (no sidewalks) to two (sidewalks on both sides). In Central Sparks, arterials scored an average of 1.34, and collectors scored 1.52, showing that over half of all collectors and arterials[1] have sidewalks on both sides of the street (see Figure 3). However, gaps and a lack of sidewalk buffers along major roadways like McCarran Blvd and Greg St are safety concerns for residents, especially where missing facilities cause pedestrians to walk within the roadway. Refer to **Appendix A** for more details.

Pedestrians crossing McCarran Blvd at Prater Way in the crosswalk (above). Sidewalk lacking sidewalk buffer and regular maintenance on Rock Blvd (bottom left). The Rock Blvd bridge (bottom right) currently lacks sidewalks and acts as a barrier for people walking trying to cross the Truckee River.



[1] **Arterials** provide longer through travel between major trip generators while **collectors** "collect" traffic from the local roads and connect to larger roadways. For more information on roadway classifications, visit https://www.dot.nv.gov/home/showdocument?id=6654.

Bicycle Facilities

The Central Sparks area has 37.2 miles of bike facilities as shown in **Table 1**. Of these, 22.1 miles (nearly 60%) are unprotected facilities (bike lanes and shared lanes), which can create higher-stress environments for people biking compared to protected facilities such as shared-use paths or protected bike lanes. Overall, the existing bicycle network in the neighborhood covers 69% of the 53.7 miles of arterials and collectors (Figure 4). Unprotected facilities such as bike lanes on roads with speeds above 30 miles per hour (mph) can be uncomfortable for most users. As a result, many long stretches of bike lanes provide connectivity but remain difficult routes. Additionally, the existing bike network in the neighborhood includes multiple gaps such as along Greg St, Glendale Ave, and Vista Blvd, or along McCarran Blvd between Prater Wy and I-80, where the region's only separated bike lane passes through. There are many opportunities to expand and improve the bike network in the area. Refer to **Appendix A** for more details.

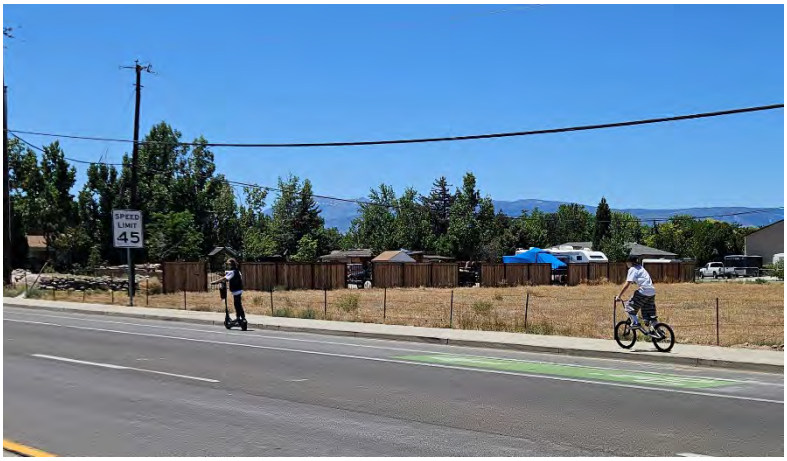


Table 1. Bicycle Facilities in Central Sparks by Mileage (Sept. 2024)

Protection	Facility Type	Mileage
Unprotected	Bike Lanes	21.3
	Shared Lane Facilities	0.8
Protected	Shared-Use Paths	12.6
	Separated Bike Lanes	2.5
	Total	37.2

Unprotected facilities – On-street facilities marked with roadway striping that indicate the shared use of a travel lane by bicycles or dedicated space in a bike lane (example: bike lane on McCarran Blvd above).

Protected facilities – Facilities that are separate from vehicle traffic by a physical barrier or are in a separate right-of-way from vehicle traffic (example: Truckee River Path at Rock Park below)

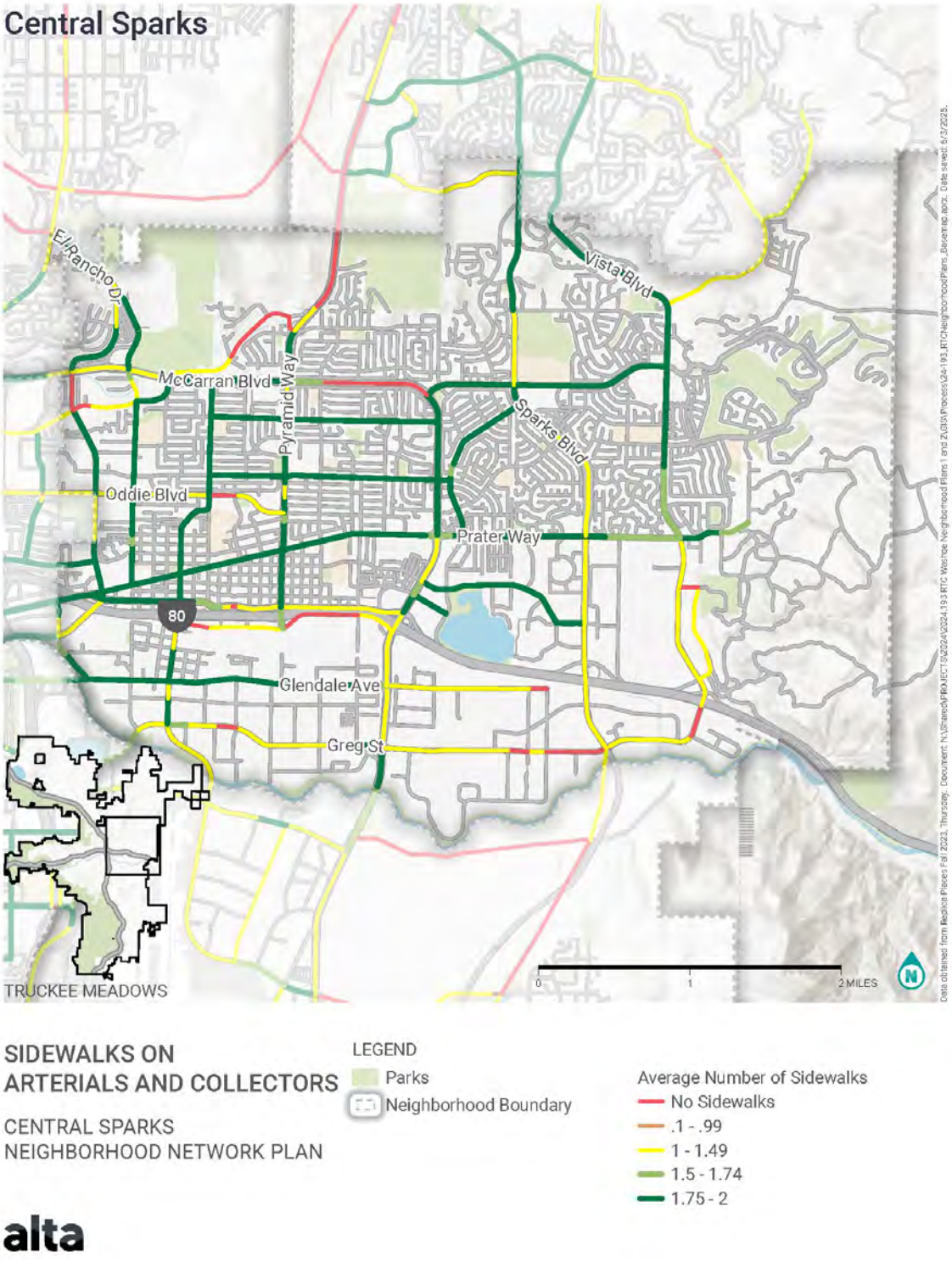


Figure 3. Sidewalks on Arterial and Collector Roads in Central Sparks

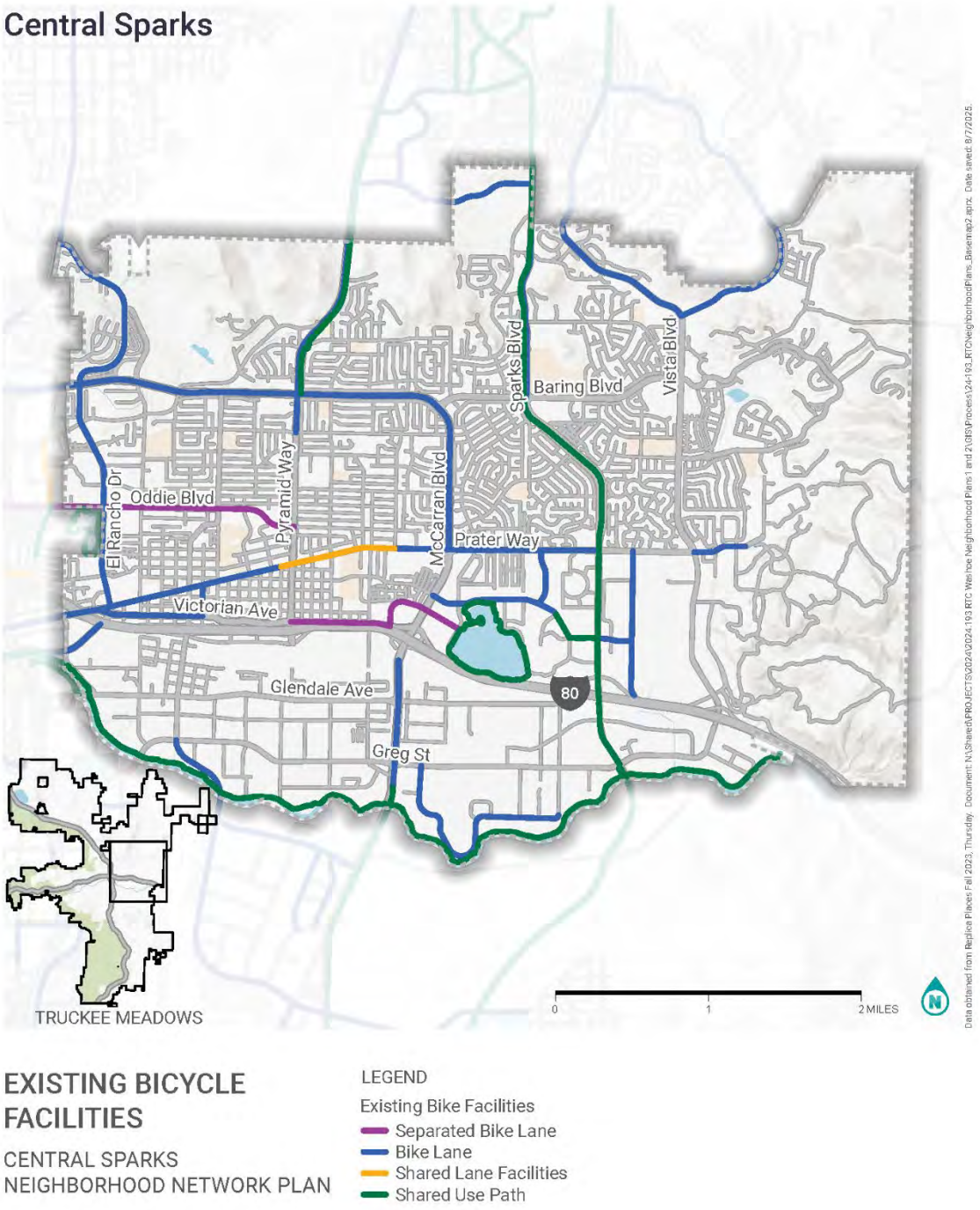


Figure 4. Existing Bicycle Facilities in Central Sparks

Chapter 3: Biking and Walking in Central Sparks Today

Community Engagement

The RTC engaged with residents and stakeholders within the Central Sparks neighborhood throughout the development of this NNP across a variety of strategies including in-person and virtual meetings, in-person pop-ups, a walking audit, an interactive map, and Neighborhood Network Plan Steering Committee meetings. Engagement occurred across two distinct phases with the first phase focused on listening to the community and identifying issues and the second phase focused on community review and refinement of draft recommendations. This section summarizes the engagement efforts and findings from the Central Sparks NNP process. For greater detail about specific meetings, please refer to **Appendix B**.

Phase 1

Community Workshops & Pop-Ups

The RTC engaged with the community through a community workshop and two pop-up events that were attended by over 60 people during the first phase of engagement. The community engagement workshop for the Central Sparks NNP took place at Sparks High School on January 29th, 2025. The first pop-up event took place at the Sparks Marina near Lighthouse Coffee on February 22nd, 2025. The second pop-up event was at the West Wind El Rancho Swap Meet at 555 El Rancho Dr on March 9th, 2025. These events provided an opportunity for community members to share their concerns related to walking, biking, and accessing transit in the neighborhood. Attendees were invited to provide comments either by drawing or posting a sticky note on paper maps of the Central Sparks neighborhood to highlight missing infrastructure and/or other challenges. In addition to the map exercise, participants were provided with an overview of the project and were connected with project resources to stay engaged, including the interactive online map and project website. All outreach materials were provided in both English and Spanish, including the interactive map.

Community Workshop at Sparks High School

Pop-Up event at the West Wind El Rancho Swap Meet

Interactive Map

The interactive map allowed community members to identify areas of concern and provide comments on the existing network. Over 280 comments and over 650 votes on comments were received through the interactive map, as shown in **Figure 5**. Community members highlighted issues across the neighborhood, which included the following major themes:

- **Sidewalks and Pathways**: There were calls for wider, more accessible sidewalks, particularly for wheelchairs and strollers, and improved connections for pedestrians, especially near hospitals, schools, and transit hubs. Additionally, many suggest creating or extending connected bike paths, particularly along the Truckee River, and improving access to key destinations such as the Sparks Marina, Victorian Square, and the Industrial Area to access job centers.

- **Crosswalk Safety**: Several comments emphasize the need for better crosswalk infrastructure, including light-up signs, pedestrian refuges, better visibility, and traffic signals that prioritize pedestrians.

- **Lack of High-Quality Bike Lanes**: Numerous comments highlight areas where bike lanes are either missing, inconsistent, or inadequate, urging for safer, continuous bike lanes, especially on popular routes (e.g., McCarran Blvd, Prater Way, Greg St, and Rock Blvd).

- **High Vehicle Speeds**: Community members expressed concerns over high vehicle speeds on major roadways and on wide roadways within residential areas. Comments highlighted a desire for lower vehicle speeds at intersections and along roadways through the use of traffic calming measures such as speed humps, roundabouts, or road redesigns to make streets safer for pedestrians.

- **Lighting Issues**: Poor street lighting, particularly in high-traffic areas or near bus stops, is a recurring concern for pedestrian and bicyclist safety.

Additionally, community members frequently identified specific streets and intersections as barriers for walking and biking including McCarran Blvd, Rock Blvd, and Pyramid Way. Community members noted concerns about interactions with high-speed vehicles and a lack of separation on these streets generally.

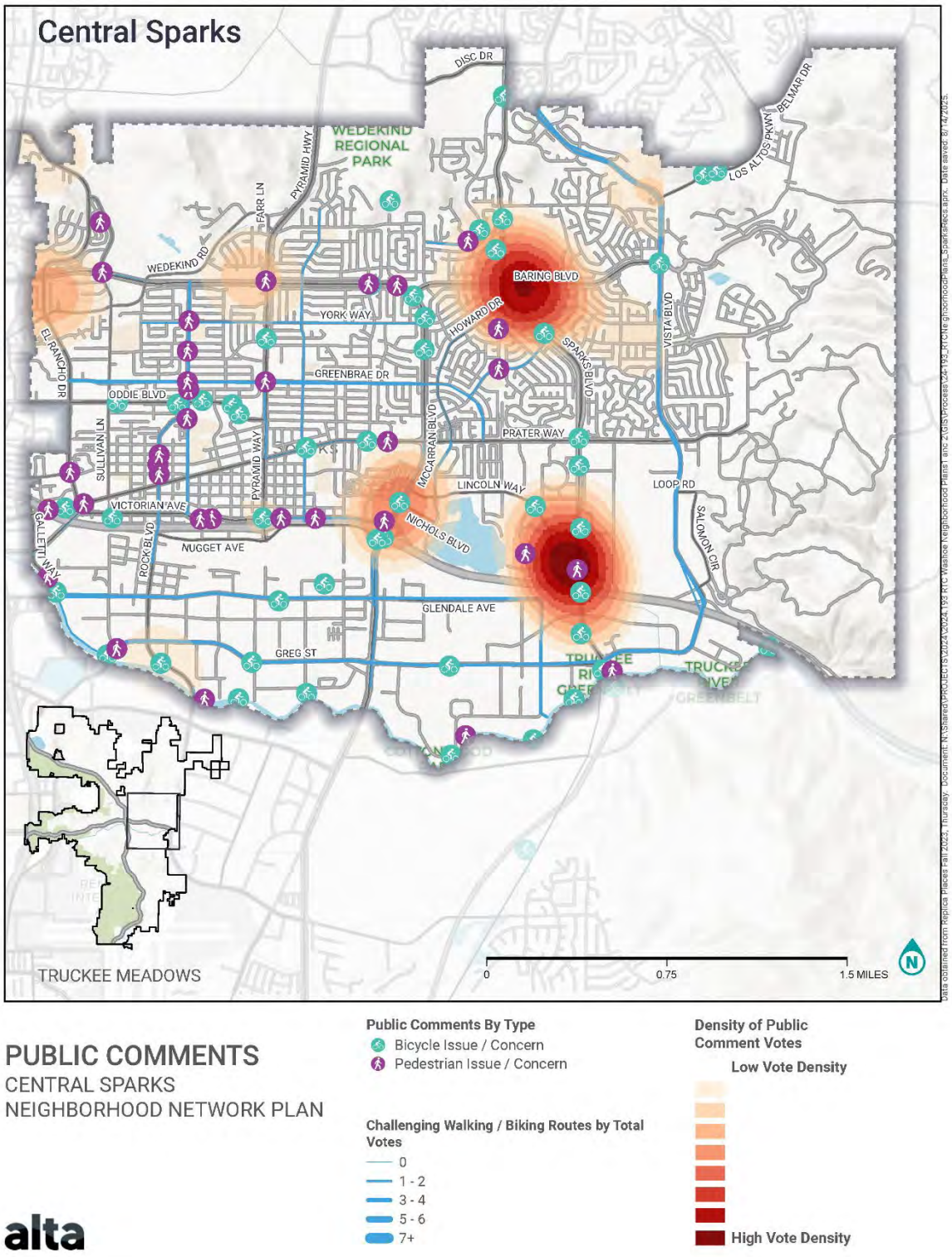


Figure 5. Interactive Map Comments

Steering Committee

The Steering Committee was composed of community members and representatives from the City of Sparks, Washoe County School District, three members of the public, and RTC Washoe. Community members were invited to join the committee during engagement events, where they could sign up to participate and share their insights throughout the planning process. Members met to assess existing conditions and take part in a walk audit, which identified key areas for improvement and directly informed the plan's recommendations

Members of the Steering Committee documenting existing conditions on the neighborhood map

Resulting input map from Steering Committee #1 which helped identify existing issues within the neighborhood.

Walk Audit

On April 8th, 2025, the Steering Committee conducted a walk audit within the Central Sparks neighborhood. A Walk Audit is an on-the-ground assessment in which participants walk along specific corridors and intersections to evaluate infrastructure, accessibility, and overall safety for people walking and biking. During the half-day effort participants observed 6 corridors identified through public comments and the existing conditions analysis. At each location, participants documented challenges and shared observations, which were then compiled into a summary of issues for further review (**Appendix C**). While not all sites reviewed are suitable for quick-build implementation, the findings helped shape the plan's recommendations and will continue to inform future large-scale roadway projects.

Members of the Steering Committee discussing the intersection of 4th Street and Prater Way.

Members of the Steering Committee observing the intersection of Lincoln Way and Howard Drive.

Phase 2

Steering Committee

Drawing on feedback from the community engagement process and the Steering Committee, the project team developed a draft set of recommendations. During the Steering Committee's final meeting, members reviewed the draft recommendations using three interactive online maps, which allowed them to explore and provide targeted comments on proposed improvements. This input played a key role in refining and finalizing the recommendations for the NNP.

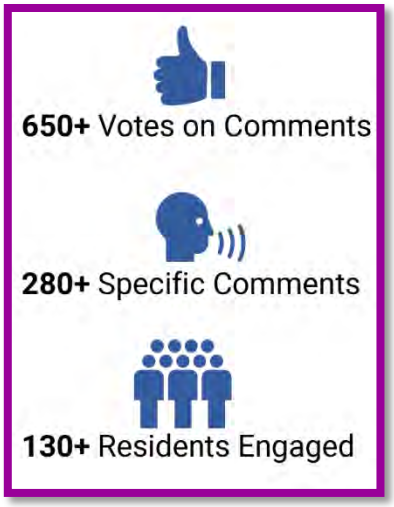
Members of the Steering Committee reviewing draft recommendations during Steering Committee meeting #2.

Active Transportation Plan (ATP) Process

During the development of the ATP (from 2023 to 2024), the RTC received 63 comments specific to the Central Sparks neighborhood. These comments highlighted challenges faced by people walking, biking, and accessing transit, and provided an early understanding of key issues in the area. These public comments helped provide a baseline understanding of existing issues within the neighborhood and provided context for the feedback gathered during the Central Sparks NNP engagement process. A full summary of the ATP comments is provided in **Appendix A**.

What We Heard from the Community

Over the course of the project, we engaged directly with over 130 community members and received over 650 interactions including comments and votes through the interactive map. Comments gathered during the project touched on all elements of active transportation from connections to transit stops to concerns about using shared-use paths. The project team focused on comments related to active transportation that could be addressed through quick-build implementation as part of this project but have archived all comments for future consideration. Across all comments received from community members for this project, four key themes emerged as leading issues for people walking and biking in the neighborhood:



Connectivity

- Many participants highlighted gaps in sidewalks and the lack of a continuous, connected bike network as major barriers to choosing walking or biking for daily travel. Community members noted instances where abrupt or unclear transitions in infrastructure make it inconvenient and, at times, unsafe for users to reach their destinations.

Traffic Calming

- Community members expressed a desire for increased traffic calming elements. Curb extensions and narrowing travel lanes were suggested to lower vehicle speeds on residential streets to improve safety and make walking and biking more welcoming for all users

Lighting

- Community members also noted that poor lighting in key areas, such as along paths, intersections, and around parks, reduces the sense of safety—especially during early morning or evening hours. Improved lighting is seen as essential for both real and perceived safety for people walking or biking.

Crossing Safety

- Community members expressed safety concerns related to crossing roadways with high speeds and high volumes that do not have signalized intersections. Crossings that provide access to schools and parks were of particular concern, as parents voiced worries about their children having to cross these streets alone.

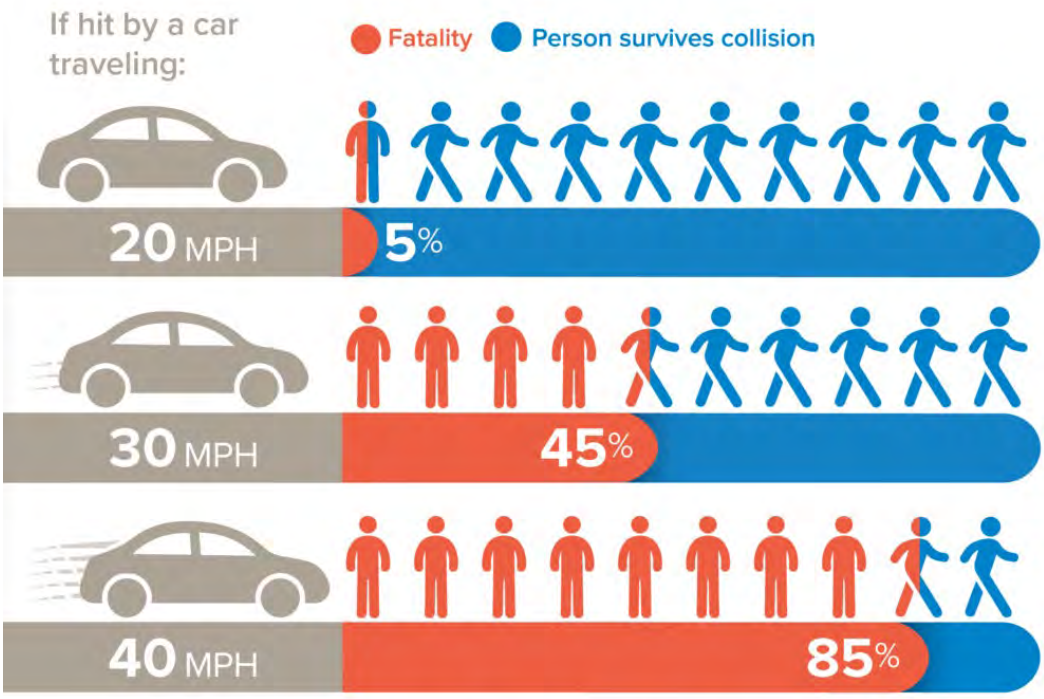
The themes identified through community input, combined with data analysis, played a central role in shaping the recommendation scenarios and determining which projects to move forward. Each recommendation was developed to respond directly to these priorities while remaining feasible within the neighborhood's scope and funding limitations.

Data Insights and Analysis: Understanding Trends

To better understand current conditions and identify opportunities to increase active transportation, the RTC analyzed datasets related to safety, equity, and roadway conditions for people walking and biking, as well as the potential for shifting short trips away from vehicle use. This analysis builds on the regional work completed for the ATP, with a focused lens on Central Sparks to identify priority areas for improvement—particularly where data insights align with community feedback. For additional details on data sources and methodologies, refer to **Appendix A**.

Roadway Speeds

The posted speed limits for vehicles are a key factor in ensuring the safety and comfort of active transportation users across the transportation network. Higher vehicle speeds increase the risk of serious injury or death in the event of a crash, particularly for people walking and biking (**Figure 6**). Within the Central Sparks neighborhood, roads with high-speed limits include McCarran Blvd, Sparks Blvd, Pyramid Wy, and Vista Blvd (**Figure 7**). It is crucial to consider speed not only for safety but also for the comfort of people walking and biking, as higher vehicle speeds generally lead to a greater need for separation between vehicles and active transportation users. For this reason, posted speeds are a primary factor in the determination of the Bicycle Level of Traffic Stress (BLTS) and Pedestrian Experience Index, which are both further described below (pages 24 – 27).



National Traffic Safety Board (2017) Reducing Speeding-Related Crashes Involving Passenger Vehicles. Available from: https://www.ntsb.gov/safety/safety-studies/Documents/SS1701.pdf

Figure 6. Risk of Death for People Walking Based on Vehicle Speeds (NTSB, Smart Growth America)

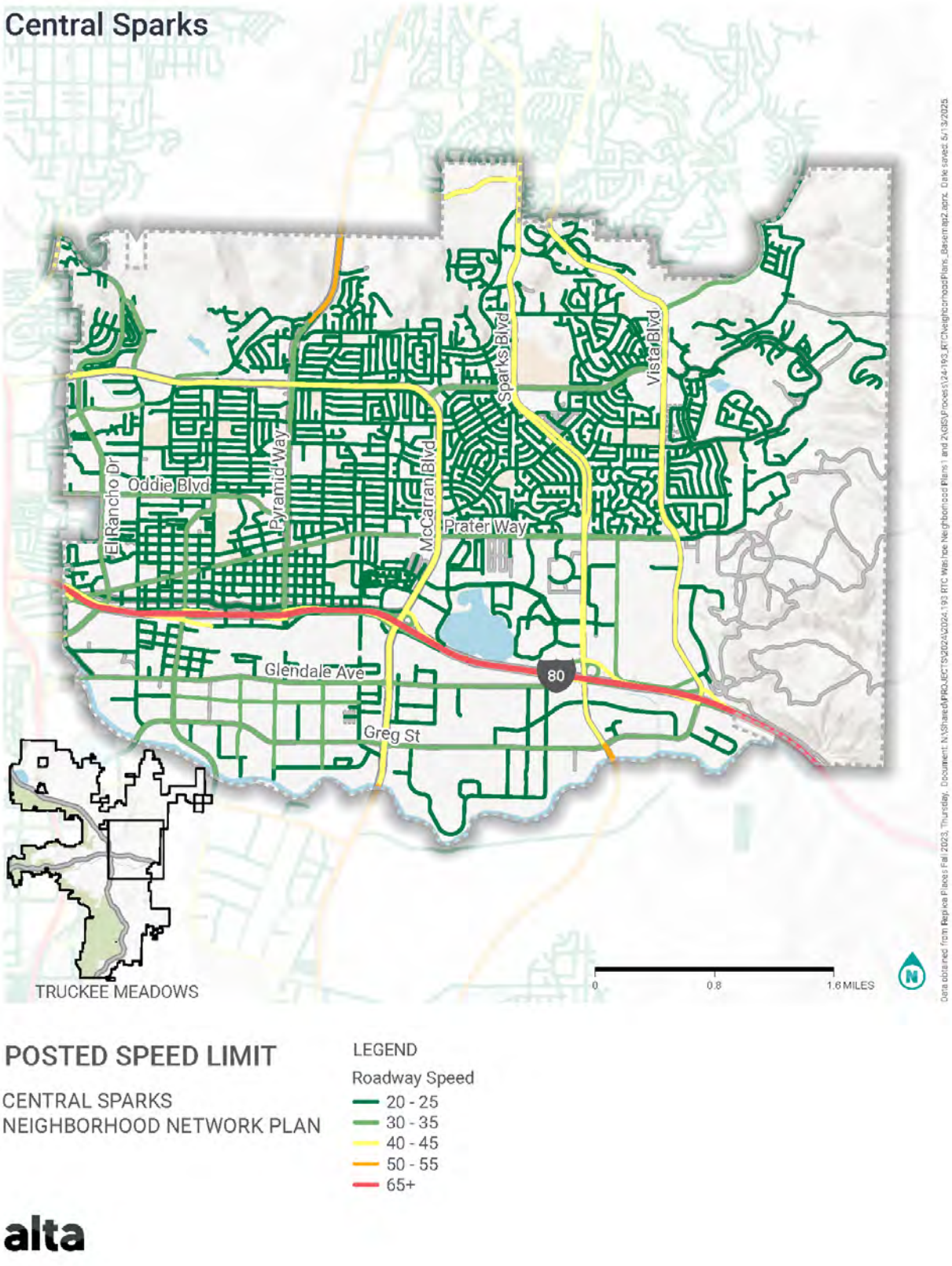


Figure 7. Posted Speed Limits in Central Sparks

Safety

The RTC conducted an analysis of the arterial and collector network to identify roads and intersections with the greatest safety needs as part of the Truckee Meadows Vision Zero Action Plan. As a part of this plan, the RTC developed a High-Injury Network (HIN) for the region, which identifies those places which have the highest crash rates, level of frequency, and crash severity across the county. The Central Sparks area contains 16 HIN corridors and 26 intersections, representing a significant portion of the region's dangerous roadways (**Figure 8**). These findings highlight the need for targeted safety improvements, particularly on high-speed road segments and high-crash corridors.

Additionally, recent crash data (2019 – 2023[2]) highlights an on-going need for safety improvements with a total of 202 crashes, including 8 fatalities and 184 injuries involving a person walking or biking (**Table 2**). Of these, the majority (132) involved pedestrians, while 70 were related to cyclists.

Table 2. Total Crashes By Mode

Total Crashes by Mode			
Crash Severity	**Pedestrians**	**Bicyclists**	**Total**
Fatal	4	4	8
Injury	118	66	184
Property	10	0	10
Grand Total	132	70	202

McCarran Boulevard at Wedekind Road looking east (above). This section of road from Wedekind Road to Rock Boulevard is on the High-Injury Network and currently lacks sidewalks and a comfortable bicycle facility.

[2] Data provided by Nevada Department of Transportation. Data excludes December 2023 due to limited availability

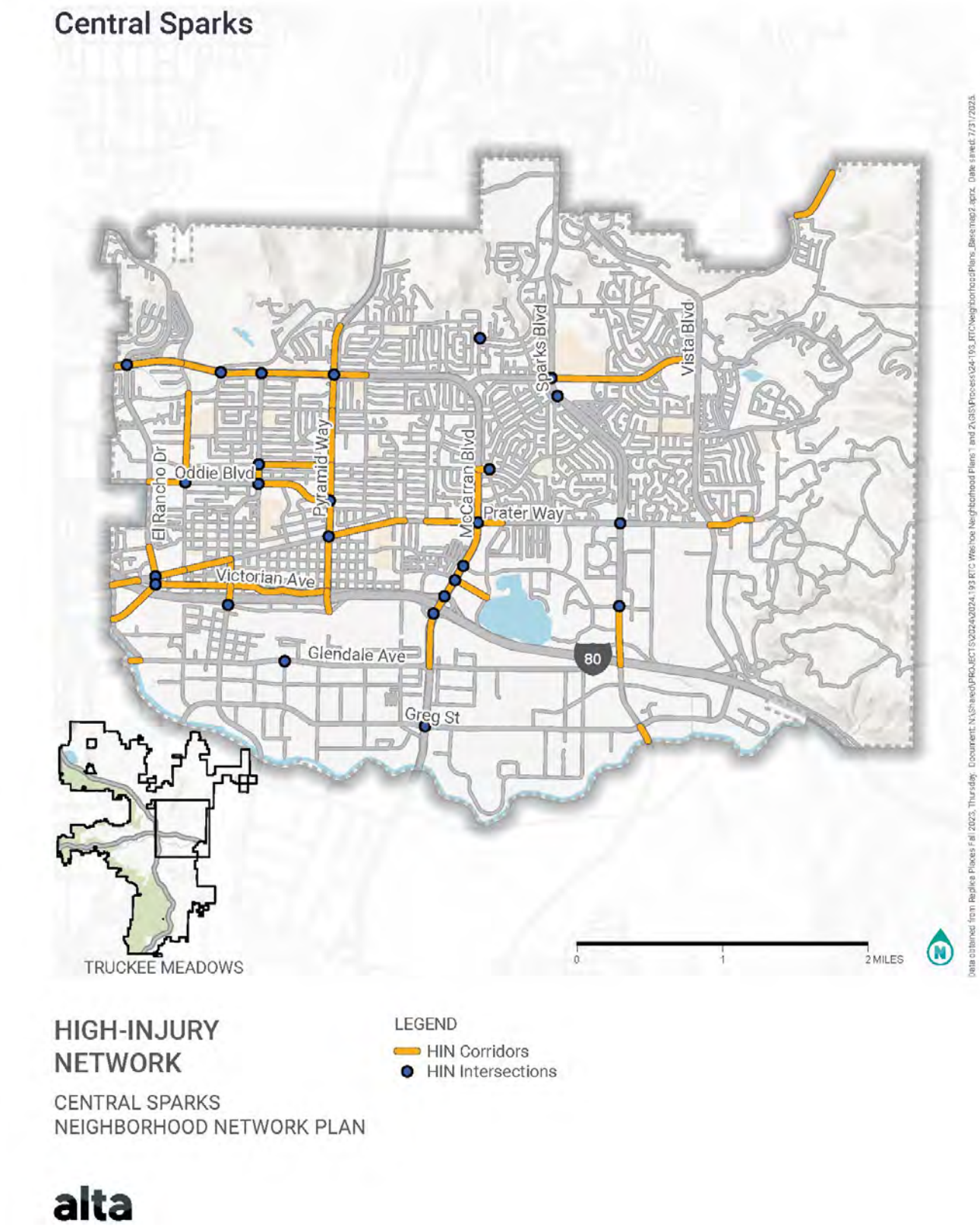


Figure 8. High-Injury Network in Central Sparks

Intersections vs. Segments

Crashes occurred nearly equally at intersections and roadway segments. However, crashes at intersections accounted for two-thirds (63 percent) of fatalities for people walking and biking. Notably, Prater Wy stands out among the top 15 corridors with three fatal crashes and twenty-five injuries as well as the highest rate of crashes per mile (**Table 3**).

Table 3. Corridors with High Crash Totals (2019-2023)

Rank	Street Name	Pedestrian Crashes		Bicycle Crashes		Total	Mileage	Crashes Per Mile
		Fatal	*Injury*	*Fatal*	*Injury*			
1	Prater Wy	1	17	2	8	28	4.6	6.0
2	Pyramid Wy	0	7	0	6	13	2.7	4.8
3	El Rancho Dr	0	9	0	2	11	2.9	3.9
4	Rock Blvd	0	5	1	4	10	2.9	3.5
5	Victorian Ave	0	9	0	1	10	2.1	4.8
6	Glendale Ave	0	4	0	4	8	3.1	2.6
7	McCarran Blvd	0	6	0	3	8	5.2	1.5
8	Lincoln Wy	0	3	0	4	7	1.2	5.8
9	Sparks Blvd	0	3	1	3	7	4.2	1.7
10	Vista Blvd	0	4	0	2	6	3.7	1.6
11	Greg St	0	3	0	2	5	4.1	1.2
12	Baring Blvd	0	1	0	3	4	1.6	2.4
13	Greenbrae Dr	0	4	0	0	4	1.6	2.5
14	Howard Dr	0	4	0	0	4	1.1	3.6
15	Sullivan Ln	0	2	0	2	4	2.0	2.0

Equity

The ATP conducted a transportation-focused equity analysis to evaluate equity in active transportation, considering factors like health outcomes, socioeconomic status, vehicle access, health issues, and environmental impact. These variables were combined into a final composite equity index. In the Central Sparks neighborhood, many of the census tracts ranked in the top 20% for equity, indicating higher needs for active transportation improvements (**Figure 9**). Based on this analysis, the census tracts with the lowest need are along Vista Blvd in the northeast portion of the neighborhood.

Areas with greater equity needs often have a higher dependence on walking, biking, and transit. Improvements to the active transportation network in these areas can provide more pronounced benefits based on the higher level of people using active transportation modes.

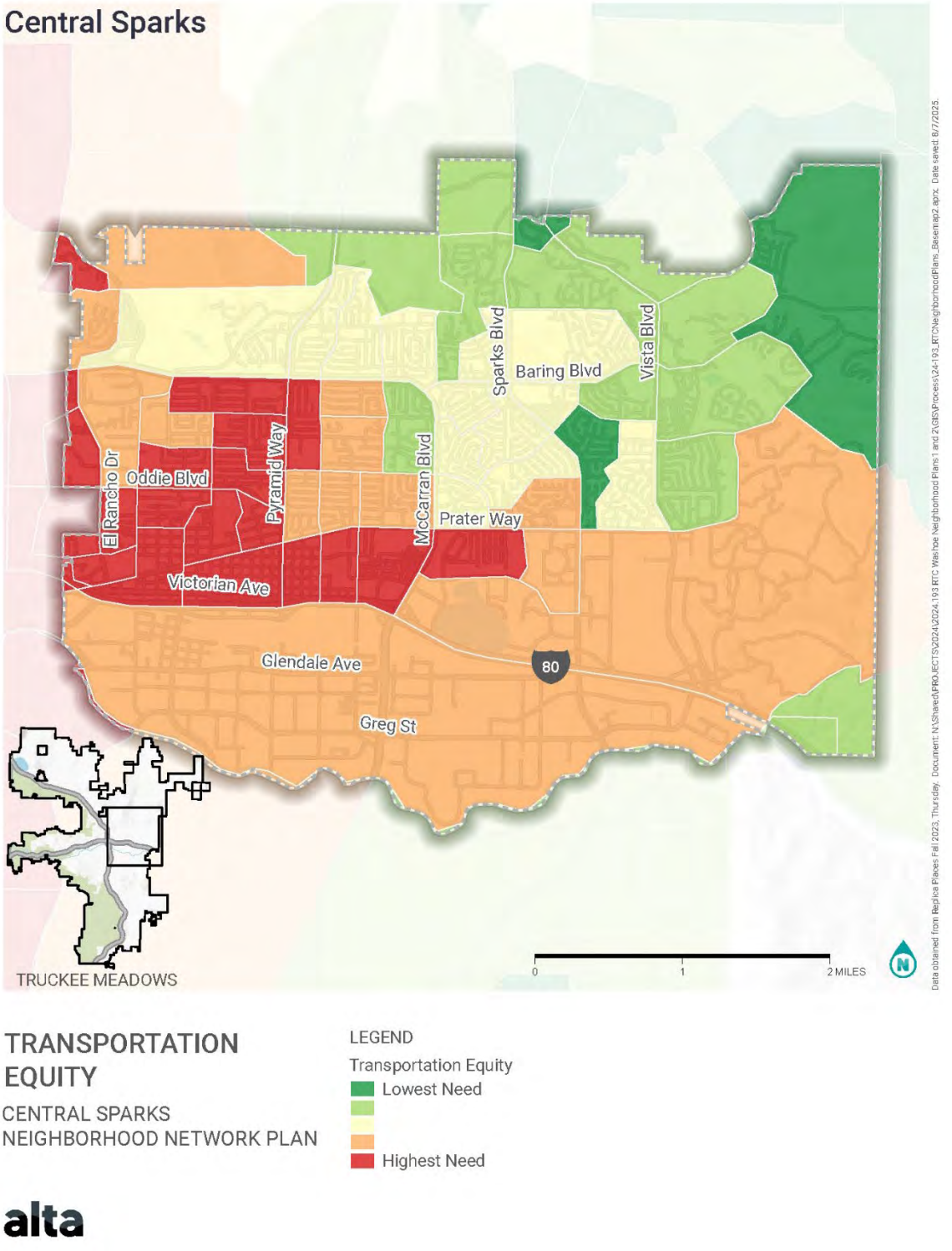


Figure 9. Transportation Equity in Central Sparks

Bicycle Level of Traffic Stress

Bicycle Level of Traffic Stress (BLTS) measures how comfortable bicyclists feel on a roadway, considering factors like speed, number of lanes, and bike lane presence. BLTS is rated from level one (comfortable for bicyclists of all ages and abilities) to level four (high stress, suitable only for strong and fearless cyclists). In the Central Sparks neighborhood, many roadways rank as BLTS 3 or 4, including Greg St, Vista Blvd, Rock Blvd, McCarran Blvd, and Pyramid Wy (**Figure 10**). These roads present challenging conditions for bicyclists due to high vehicle speeds, heavy traffic, and a lack of adequate bike infrastructure, creating a stressful and discouraging environment for biking.

Unprotected bike lanes on high speed and high-volume roadways such as the bike lane on McCarran Blvd (shown above) can be uncomfortable for most bicyclists, which can increase levels of sidewalk riding and discourage future bicycling trips.

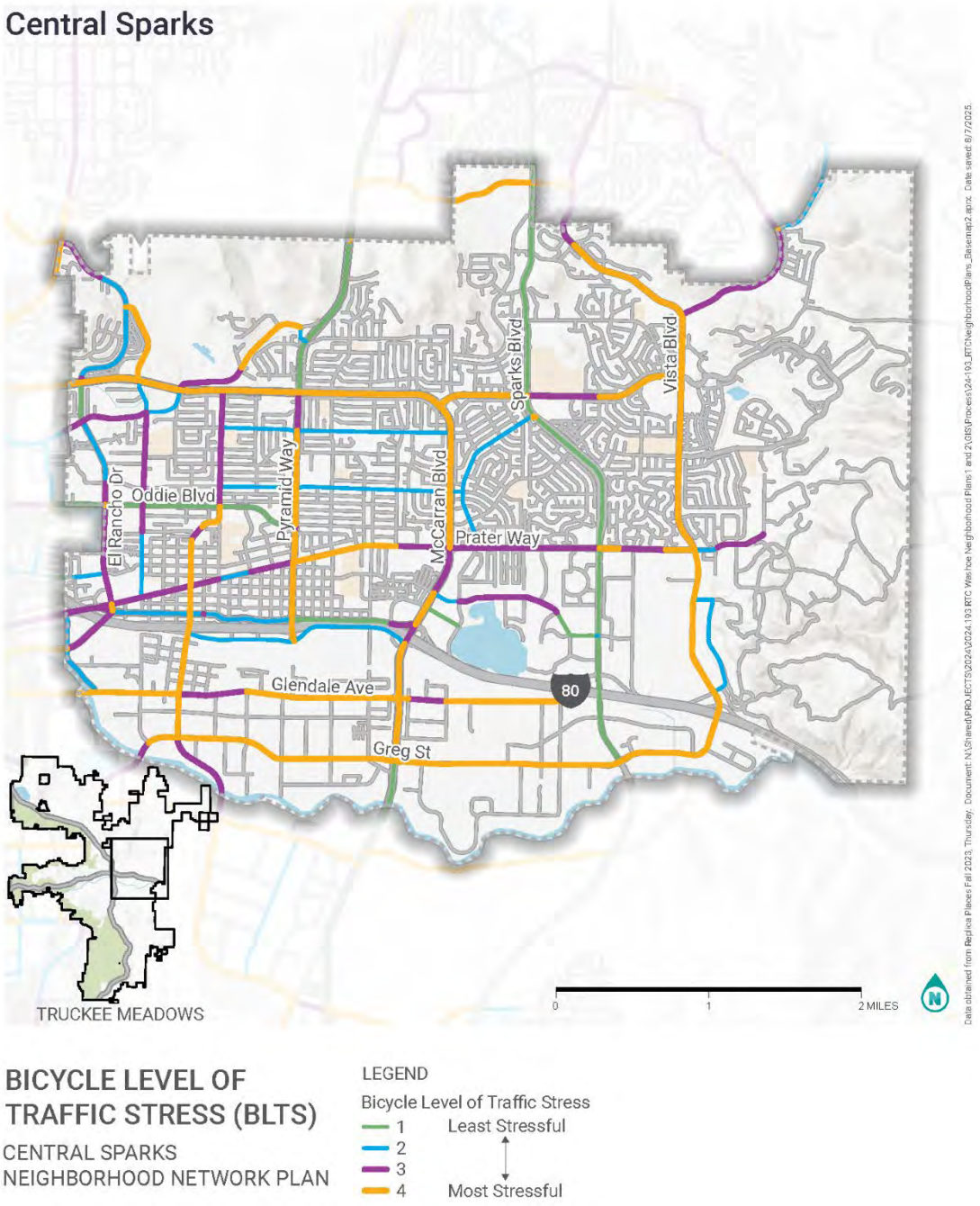
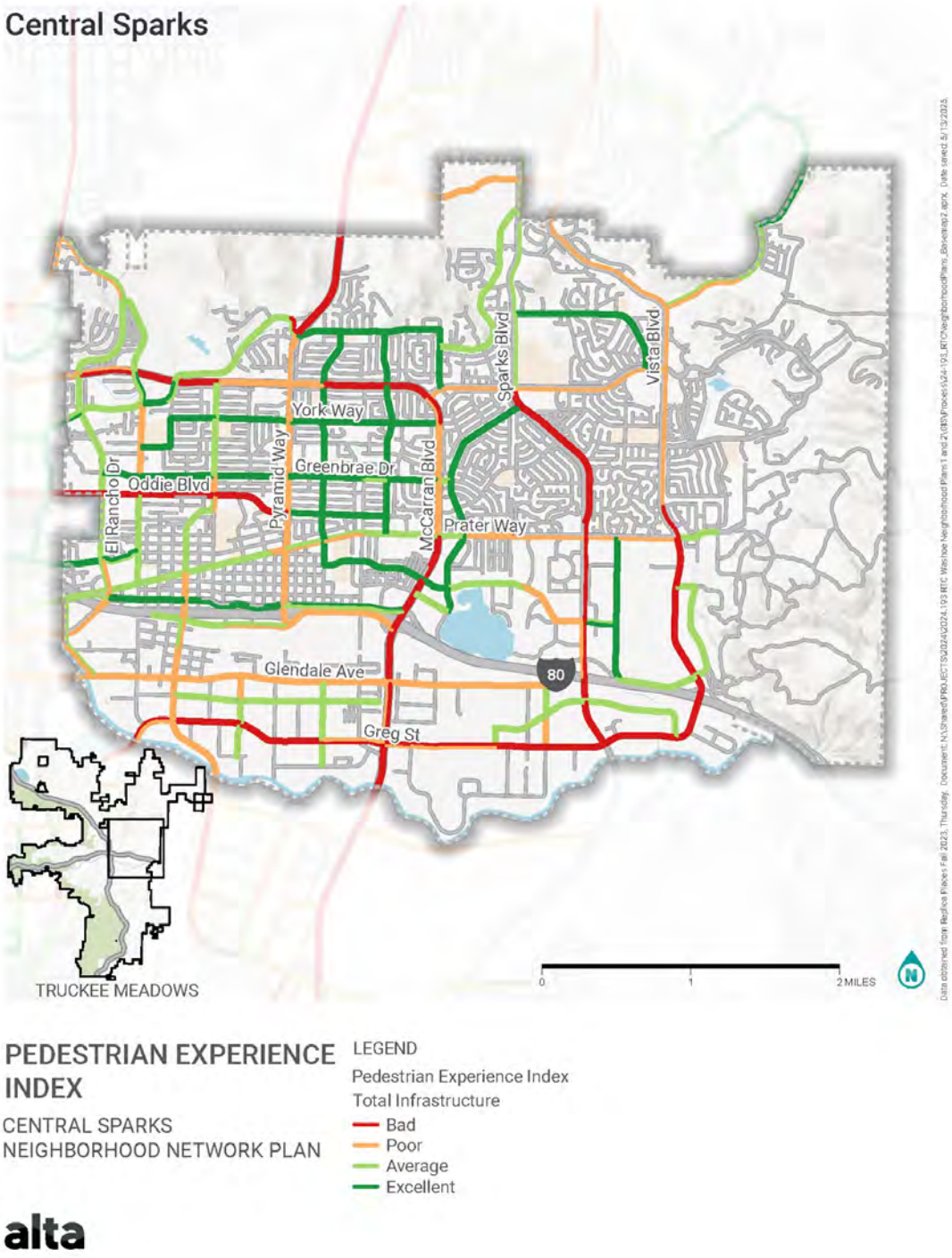


Figure 10. Bicycle Level of Traffic Stress in Central Sparks

Pedestrian Experience Index

A pedestrian-focused quantitative analysis conducted by researchers at UNR assessed the pedestrian experience along roadways in the Central Sparks neighborhood. The analysis assigned scores based on factors such as sidewalk presence, width, buffer space from vehicles, number of vehicle lanes, and roadway speed. Roadways received scores up to 85 points, with higher scores indicating a more comfortable pedestrian experience. The average score for Central Sparks was 45.76, indicating that most sidewalks are five to six feet wide and are present on one or both sides, though buffer space is intermittent, and some areas have higher vehicle speeds and lane numbers (see **Figure 11**). While many roadways scored relatively high, segments like McCarran Blvd, Oddie Blvd, Vista Blvd, and Greg St are made up of segments that earn some of the lowest scores in the network. However, the area has numerous roads that earned high pedestrian experience scores, including roads like Greenbrae Dr, Probasco Wy, and York Wy. Compared to the broader Reno/Sparks area, the Central Sparks network had a higher average pedestrian experience score, particularly for major and minor arterial roads.

The pedestrian experience is heavily influenced by sidewalk obstructions, roadway debris, poor sidewalk quality, a lack of sidewalks, and being too close to high traffic speeds and volumes as shown in the examples above from McCarran Boulevard (left) and Sparks Boulevard (right).



Pedestrian Experience Index conducted by UNR (2022)

Figure 11. Pedestrian Experience Index in Central Sparks

Active Trip Potential

In addition to identifying current active transportation routes, it is crucial to recognize areas with strong potential for increased active transportation trips. This analysis is done by pinpointing regions where people commonly make short vehicle trips. These trips are categorized by distance, which helps determine the potential for mode shifts. Trips under one mile are seen as potential walking trips, those between one and three miles as potential biking trips, trips between three and six miles as potential e-bike trips, and trips over six miles are considered less suitable for active modes. These trips are categorized by distance, which helps determine the potential for mode shifts. Within the Central Sparks neighborhood, there are a number of areas that see a high percentage of vehicle trips that are less than or equal to six miles, which have the potential to be converted to other modes (**Figure 12**).

Within the Central Sparks neighborhood, there are several areas that see a high percentage of short vehicle trips that have the potential to be converted to other modes. Central Sparks sees ten percent more vehicle trips under three miles than the Reno/Sparks area, highlighting the significant potential for mode shift in the neighborhood. For additional description of these findings, please refer to **Appendix A**.

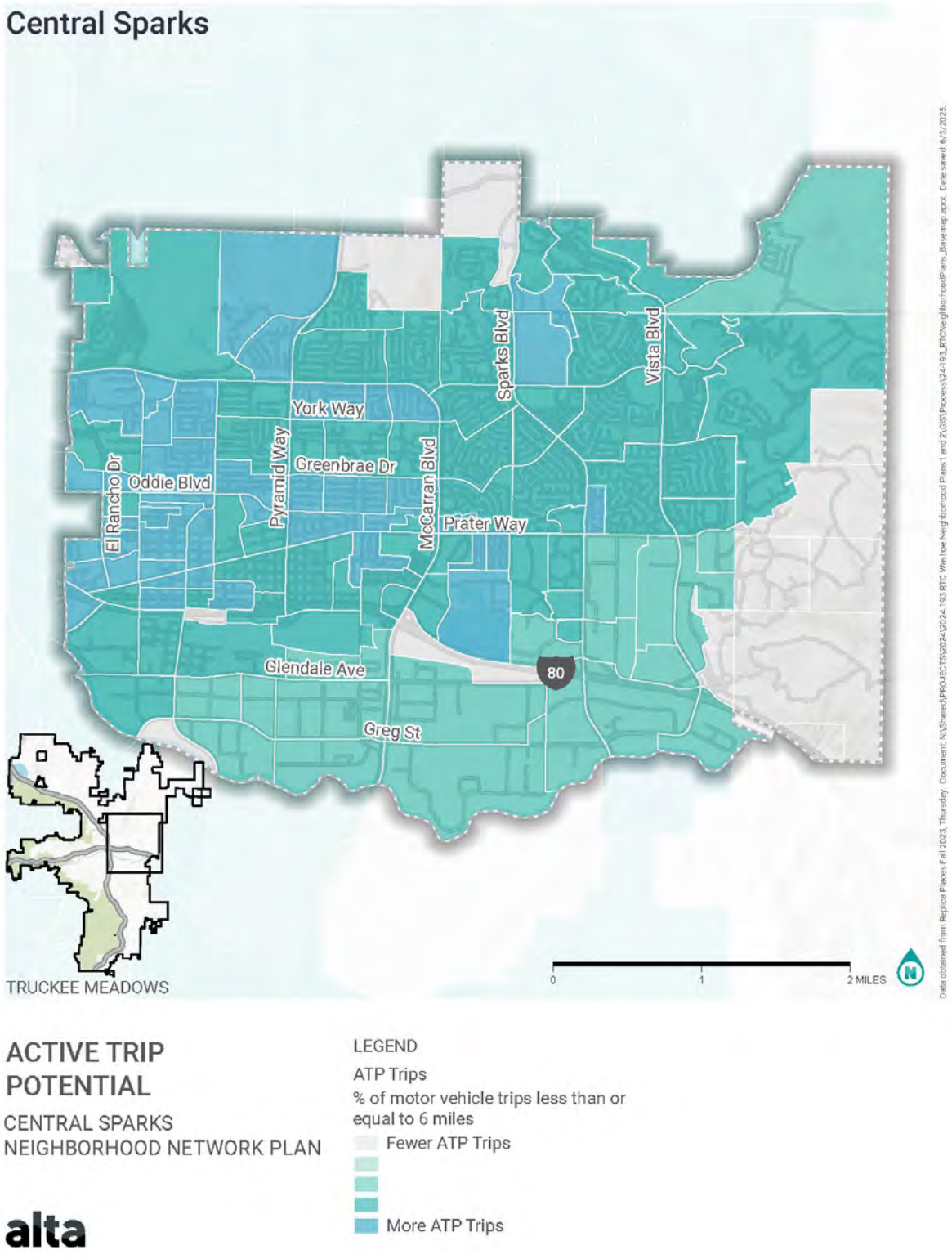


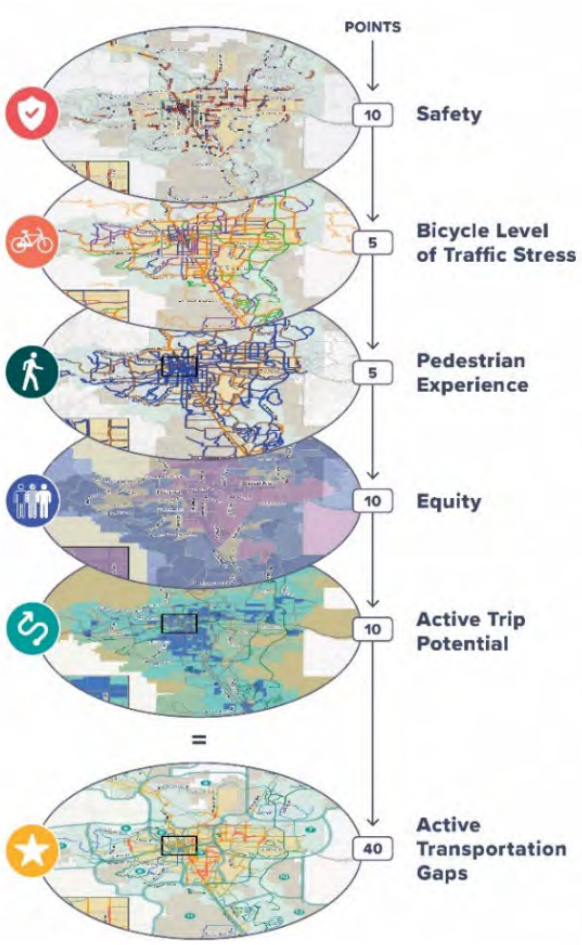
Figure 12. Active Trip Potential in Central Sparks

Gaps Analysis

The Active Transportation Gap[3] Analysis conducted by the RTC as part of the ATP assessed gaps in the region's network by combining evaluation factors (**Figure 13**) like Safety, BLTS, PEI, Equity, and the Active Trip Potential. Each roadway segment was assigned a score between 0 and 40, with higher scores indicating more significant gaps in active transportation infrastructure. The Central Sparks area had an average score of 22.4, with most streets falling between 12 and 29.

The top 10 streets with the highest average gap analysis scores, representing the greatest barriers to active transportation (**Figure 14**), include:

- Pyramid Wy
- Oddie Blvd
- McCarran Blvd
- Kietzke Ln
- Nichols Blvd
- Prater Wy
- Rock Blvd
- Wedekind Rd
- Victorian Ave
- El Rancho Dr



[3] *The term "gap" represents a roadway section that acts as a barrier to active transportation in the region.*

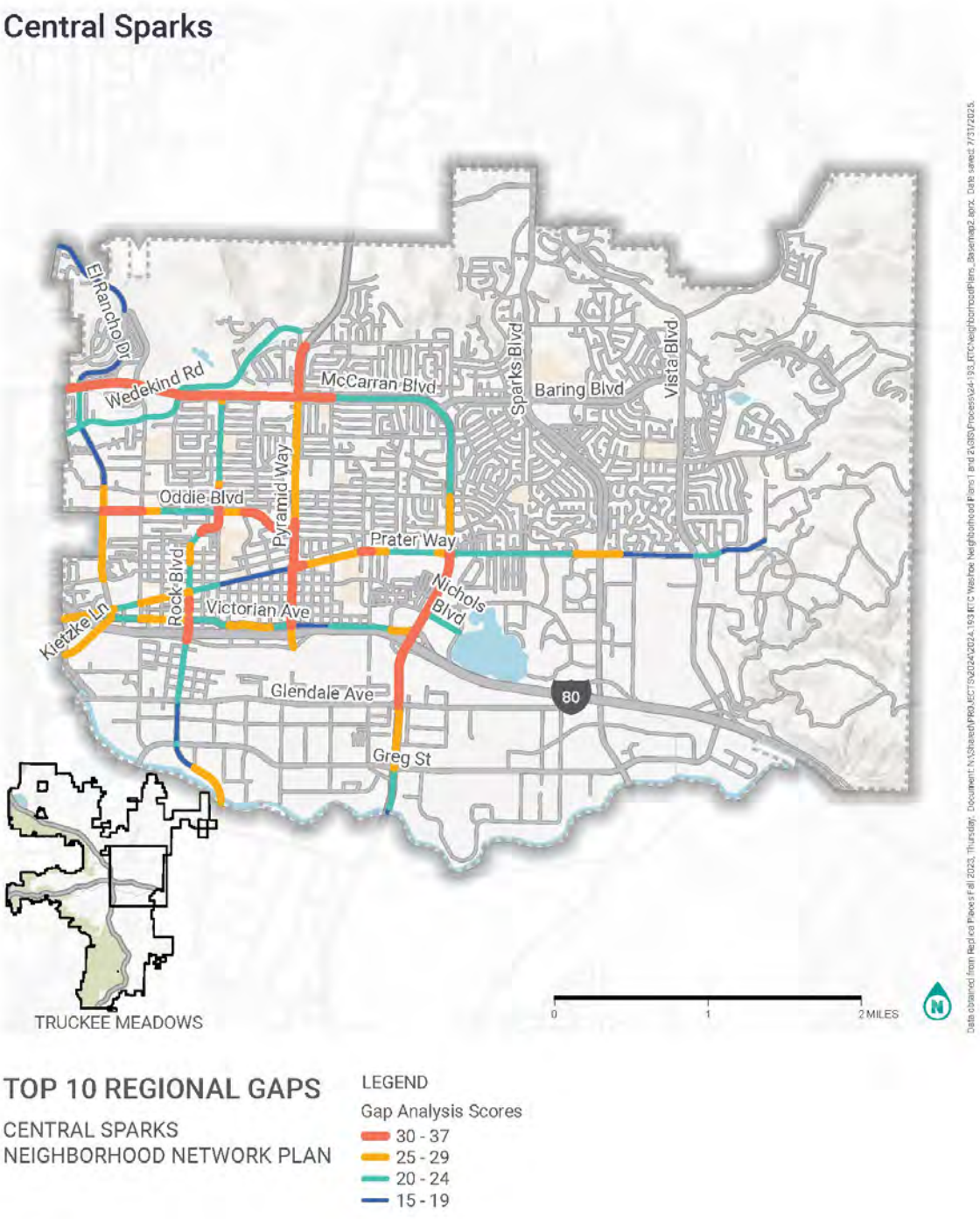


Figure 14. Top 10 highest scoring corridors in Central Sparks

Chapter 4: Addressing Central Sparks Needs

The NNP is a short-term plan that identifies roadway improvements, policies and programs, to increase walking and biking in the neighborhood. This approach provides improvements to the existing network while also providing policies and programs that encourage, educate, and engage with the community about active transportation group rides, rules, and resources. This chapter describes the recommended programmatic and policy enhancements and Neighborhood Network improvements within the Central Sparks neighborhood.

Neighborhood Network Plan Implementation Strategy

This NNP's recommendations are focused on short-term improvements to quickly address community needs while considering long-term improvements for future enhancements. Short-term improvements identified in this NNP use a quick-build implementation style that involves using low-cost materials and avoiding significant implementation costs such as moving curbs, building sidewalks, or reconstructing sections of the road. By working within the existing roadway space, these projects can be rapidly put in place to begin providing benefits to the community. This NNP also identifies potential projects for long-term implementation that applied the preferred facility type to the roadway from the RTC Street Typology Guide.[4] **Table 4** highlights the preferred separation of modes on arterials and collectors by land use context in Truckee Meadows from the Typology Guide. These long-term projects represent roadways with more complex challenges than may be addressed through quick-build implementation alone and therefore will be best addressed through a corridor-wide improvement projects that holistically address the various transportation challenges for each unique corridor.

Separation of modes	Example facility / facilities	Urban	Suburban	Rural
	One-way Cycle Tracks and sidewalk	★★★	★★	★★
	Shared Use Path	★★	★★★	★★★
	Bike lanes, traffic calmed streets	★	★	★
★★★ - Optimal level ★★ - Secondary level ★ - Least preferred level				

[4] *The RTC Street Typology Guide represents a systematic approach to prioritizing the safety and comfort of pedestrians and cyclists in Washoe County. For more information about the RTC Street Typology Guide, please visit: RTC Active Transportation Plan.*

Programmatic and Policy Enhancements

Programmatic enhancements help active transportation users to be more confident while walking or biking and encourage them to get out into their community using a mode other than driving. Additionally, recommendations also consider policies to bolster accommodations for people walking and biking throughout the community by addressing potential barriers to active transportation. All recommendations are highlighted in **Table 5** with greater detail about each recommendation under each of the six Es of traffic safety (Equity, Education, Encouragement, Engineering, Engagement, and Evaluation). This represents a holistic approach to enhancing transportation safety beyond making updates to roadway design. **Table 6**. through **Table 10** describe each recommendation, note the lead agency, provide an example of similar programs/policies, and highlight an order of magnitude of the level of effort for implementation on a scale of 1 through 5.

Table 5. Recommendations for the Six E's of Traffic Safety (described in greater detail in the tables below)

	Recommendation	Lead Agency	Level of Effort
Equity	*Guaranteed Ride Home Program*	RTC	♦♦♦
	Community-Based Organizations Outreach Programs	RTC	♦
Education	*Urban Biking and Scooting Class*	Department of Motor Vehicles/RTC	♦♦♦♦
	Traffic Ticket Reduction	Reno Police Department/Sparks Police Department/Washoe Sheriff's Office	♦♦♦♦
Encouragement	*Bike Maps*	RTC	♦
	Walk and Roll to Work/Wherever Days	RTC/Northern Nevada Public Health	♦♦
	Washoe County School District (WCSD) Bike Buses	WCSD/RTC	♦♦♦
Engineering	*Wayfinding Program*	RTC/City of Reno/City of Sparks/Washoe County	♦♦♦♦♦
	Develop a Construction Detour Policy	RTC/City of Reno/City of Sparks/Washoe County	♦♦♦♦♦
	Develop an Open Streets Program	RTC in collaboration with Sparks/Reno	♦
Engagement	*Neighborhood Mobility Listening Labs*	RTC in collaboration with Sparks/Reno	♦
	Farmers' Market Monthly Booths	RTC in collaboration with Sparks/Reno	♦
	Monitor Crash Data	RTC in collaboration with Sparks, Reno, and Washoe County	♦♦
Evaluation	*Assess Local Bicycle and Pedestrian Trips*	RTC in collaboration with Sparks, Reno, and Washoe County	♦
	Active Transportation Dashboard	RTC in collaboration with Truckee Meadows Regional Planning Agency (TMRPA)	♦

Equity

Equity is a major component throughout these proposed recommendations to focus efforts within areas that are heavily dependent on public transit or active transportation. **Table 6** provides an overview of recommended bicycle and pedestrian equity policies and programs.

Table 6. Recommended Equity Policies/Programs

Recommendation	Description	Lead Agency	Level of Effort	Example Program / Policy
Guaranteed Ride Home Program	Provide bicyclists and pedestrians an option to receive a ride home when the individual is unable to bike or walk home up to a certain number of times per year. The alternative options could consist of late and frequent public transit times, car-sharing programs, and other forms of transportation support. This would operate similarly to the Guaranteed Ride Home Program for SmartTrips.	RTC	♦♦♦	Breaking Down Barriers to Bicycling in the US ACTC Guaranteed Ride Home
Community-Based Organizations Outreach Programs	Collaborate with community-based organizations in disadvantaged areas with a focus on Spanish-language organizations to improve the community's comfort and interest in planning projects such as the Reno Bike Project, Northern Nevada HOPES, Nevada Urban Indians, or the Children's Cabinet. This may include directed meetings with organizations that are project specific or at regular intervals to provide an update on projects and hear current issues. Working directly with interpreters, community-based organizations, and community champions to convene outreach events related to walking and biking safety and promotion.	RTC	♦	Partnerships with Community-Based Organizations on Engagement Projects City of Lodi: Love Your Block Program

Education

Bicycle and pedestrian education helps those who are interested in active transportation to feel more comfortable, safe, and confident navigating streets and shared-use paths. **Table 7** outlines potential policies and programs that the RTC could consider.

Table 7. Recommended Education Policies/Programs

Recommendation	Description	Lead Agency	Level of Effort	Example Program / Policy
	walkers. These classes could be held in	Department of Motor Vehicles / RTC	♦♦♦♦	Urban Bicycling and Scooting 101 Class - Downtown Sacramento Partnership
Traffic Ticket Reduction	Work with local police departments to create a program that provides a bicyclist with a safety education course as a traffic court option. People who receive a safety-related citation/ infraction for moving violations would be permitted to attend a Basic Street Skills class to reduce or waive fines.	Reno Police Department / Sparks Police Department / Washoe Sheriff's Office	♦♦♦♦	Marin Traffic Citation Fee Active Transportation Commission (ATC)

Encouragement

Encouragement policies and programs help to create a lasting active transportation culture and can encourage overall mode share shifts. **Table 8** provides an overview of recommended bicycle and pedestrian encouragement policies and programs.

Table 8. Recommended Encouragement Policies/Programs

Recommendation	Description	Lead Agency	Level of Effort	Example Program / Policy
		RTC	♦	Bicycle Friendly Community Idea book City of Oakland Bicycle Facilities Tour Map
Walk and Roll to Work/Wherever Days	Bolster collaboration with local community groups such as the Reno Bike Project, Truckee Meadows Bike Alliance, or the Kiwanis Club to sponsor more public walking and biking events such as Walk and Roll to Work/Wherever Days, Biketober, or May Bike Month.	RTC / Northern Nevada Public Health	♦♦	Sacramento Area Bicycle Advocates
		WCSD / RTC	♦♦♦	How to Start a Bike Bus-PBOT Safe Routes to School

Engineering

Engineering recommendations support facilities that provide increased comfort and ease for people who bike and walk. **Table 9** summarizes proposed engineering policies and programs that work with existing bicycle and pedestrian infrastructure to improve the experience for people walking, biking, or accessing transit.

Table 9. Recommended Engineering Policies/Programs

Recommendation	Description	Lead Agency	Level of Effort	Example Program / Policy
		RTC / City of Reno / City of Sparks / Washoe County	♦♦♦♦♦	Denver Pedestrian and Bicycle (D-Route) Wayfinding
Develop a Construction Detour Policy	The RTC could work with local agencies on a collaborative effort to update standards for accommodating people walking and biking when construction or events impact sidewalks, on-street bikeways, and shared-use paths.	RTC / City of Reno / City of Sparks / Washoe County	♦♦♦♦♦	City of Sacramento Draft Work Zone Detour Policy

Engagement

Engaging with residents on a regular basis can institutionalize safe walking and biking transportation systems. By prioritizing people who walk and bike, these programs help create safe environments for all users. **Table 10** displays the proposed engagement policies and programs for the RTC.

Table 10. Recommended Engagement Policies/Programs

Recommendation	Description	Lead Agency	Level of Effort	Example Program / Policy
Develop an Open Streets Program	Promotes active transportation and people-centered spaces and emphasizes the potential of streets designed for people. Collaborate with local leaders, climate advocacy groups, and bike and pedestrian coalitions to offer informative booths for the public.	RTC in collaboration with Sparks / Reno / Washoe County	♦	Open Streets MPLS Open Streets Project
Neighborhood Mobility Listening Labs	Conducting informal listening sessions within the neighborhood presents a regular opportunity for residents to engage with active transportation planners and voice their specific concerns within the neighborhood. These could be held on a rotating basis as stand-alone events or as part of a larger community event.	RTC in collaboration with Sparks / Reno / Washoe County	♦	Multnomah County SRTS Community Event Tabling
Farmers' Market Monthly Booths	Regularly occurring community events such as the Idlewild Farmers' Market is a good opportunity for RTC planners to meet people where they are and gather key feedback. Hosting a regular booth at these events (on a monthly or quarterly basis) would present a strong opportunity for area residents to engage with active transportation planners and voice their specific concerns while hearing about project updates.	RTC in collaboration with Sparks / Reno / Washoe County	♦	Multnomah County SRTS Community Event Tabling

Evaluation

Efforts to evaluate and track progress toward reaching the NNP's goals are important for long-term success and project implementation. **Table 11** lists proposed policies and programs that can identify what's working, what's not working, and where additional efforts are needed following the completion of the plan.

Table 11. Recommended Evaluation Policies/Programs

Recommendation	Description	Lead Agency	Level of Effort	Example Program / Policy
Monitor Crash Data	Regularly review crash data for collisions involving people walking, biking, and rolling. The local police department can help the RTC assess traffic safety issues and track progress toward a safer community for people walking and biking.	RTC in collaboration with Reno, Sparks, and Washoe County	♦♦	San Francisco Collision Report
Assess Local Bicycle and Pedestrian Trips	Conduct a regular assessment of bicycle and pedestrian trips on major roadways and recently improved corridors. Consider adding bicycle and pedestrian counting technology as an element of roadway projects that include multimodal elements.	RTC in collaboration with Reno, Sparks, and Washoe County	♦	SFMTA Bicycle Counts NYC Bicycle Counts
Active Transportation Dashboard	Create and maintain an active transportation dashboard showing existing, planned, and in progress active transportation infrastructure. This GIS dashboard will display quarterly bicycle- and pedestrian-involved collision statistics and may include links to projects with specific benefits for active transportation and other resources throughout Truckee Meadows.	RTC in collaboration with TMRPA	♦	City of Oakland, Bicycle Facilities and Projects

Neighborhood Network Improvements

This section outlines the process used to make project recommendations and breaks those recommendations into three categories: (1) existing RTP projects, (2) Active Transportation Program projects, and (3) long-term needs. All recommendations are based on feedback the project team heard during the public engagement process, professional insights, and data described earlier in this document. Additional RTC planning studies in the neighborhood including the Rock Boulevard Corridor Study, 4th Street Corridor Study, Prater Way Multimodal Project, and 9th Street Multimodal Project may identify other improvements along these roadways that will further enhance the Central Sparks network (**Figure 15**).

Existing RTP Projects

Table 12 provides a breakdown of planned improvements to the Neighborhood Network from the RTP (2025 – 2034), which are in addition to Active Transportation Program projects. As these projects are designed and constructed, they will be supplemented by the short-term Active Transportation Program projects to create a more connected network. All Neighborhood Network improvements (Active Transportation Program projects and RTP projects) in the Central Sparks neighborhood are shown in **Figure 15**.

Table 12. RTP Projects within Central Sparks Neighborhood (2025–2034)

Corridor	Extent	Project Type
Vista Boulevard	I-80 to E Prater Way	Capacity
Sparks Boulevard	Disc Drive to I-80	Capacity
Prater Way	Pete's Way to Pyramid Way	Multimodal
4th Street	Penny Way to I-80	Multimodal
9th Street / G Street	El Rancho Drive to W Cygnet Circle	Multimodal

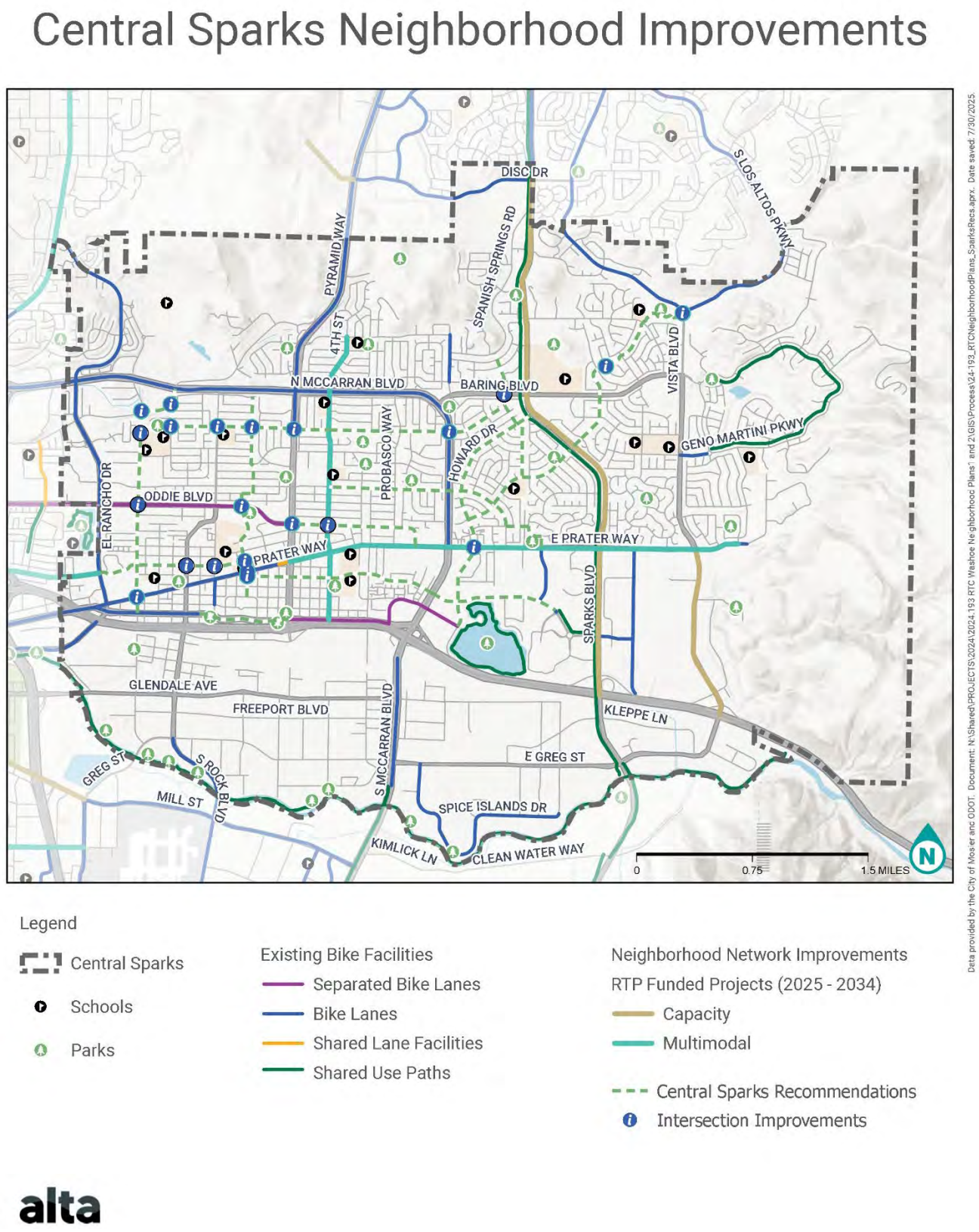


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Figure 15. Central Sparks Neighborhood Network Improvements

Recommendation Selection Process

The project team identified three unique scenarios for Active Transportation Program projects in the neighborhood based on feedback from the community and data analysis findings. Each scenario considered a different overarching theme, which represented a key goal from the community engagement process including creating external connections, connecting to schools and parks, and establishing a bicycle network grid. To compare between scenarios, the project team evaluated each scenario based on elements of three key metrics:

1. Impact on achieving ATP goals
2. Improving access to key community destinations
3. Implementation considerations

Table 13. Project Evaluation Metrics

Evaluation Metric	Element
ATP Goals	• *Safety* • *Mode Share* • *Community Enhancement* • *Maintenance*
Community Access	• *Access to Hospitals* • *Access to Schools* • *Access to Parks*
Implementation Considerations	• *Primary Emergency Vehicle Route Considerations* • *Operational/Parking Considerations* • *Planning Level Cost Estimate*

Table 13 highlights each element of the evaluation metric. The final recommendations represent a combination of recommendations across all three scenarios. For more details about the project selection process, please refer to **Appendix D**.

Active Transportation Program Projects

The recommended improvements identified as Active Transportation (AT) Program projects in **Figure 16** will be considered for implementation as quick-build style projects using funds from the AT Program. In total, the Plan recommends improvements on 16.3 miles of roadways across the neighborhood to enhance walking and biking (**Table 14**). This includes 12.6 miles of new neighborhood byways, 1.9 miles of new protected bike lanes, and focused enhancements at over 20 intersections along these corridors. These projects are highlighted in **Table 15** and shown in **Figure 16** with each project further described in a standalone project cutsheet provided in **Appendix E**. The letter in the left column of **Table 15** corresponds with the letter in the top right corner of the project cutsheets. Project cutsheets represent the planning level project concept with potential intersection improvements and conceptual corridor improvements. Additionally, each concept includes a typical cross section of each proposed facility type to showcase the potential configuration along the corridor. The exact layout of each improvement will be refined during the design phase of implementation.

Table 14. Central Sparks Active Transportation Improvements by Facility Type

Facility Type	Total Mileage	Total Estimated Cost
Neighborhood Byway	12.4	$ 3,166,578
Protected Bike Lanes	1.9	$ 1,194,262
Buffered Bike Lanes	0.3	$ 86,943
Wayfinding Connection	0.9	$ 68,506
Bike Route	0.6	$ 31,224
Conflict Striping	0.2	$ 24,300
Total	16.3	$ 4,586,813

Table 15. Central Sparks Active Transportation Improvements

#	Roadway	Extent	Improvement Type	Mileage	Cost
A	Sullivan Lane	Prater Way to Victorian Avenue	Neighborhood Byway	0.1	**$**
	Sullivan Lane	Prater Way to Wedekind Road	Protected Bike Lane	1.2	**$$$$**
B	18th Street	Wedekind Street to York Way	Neighborhood Byway	0.1	**$**
	Wedekind Road	Sullivan Lane to 18th Street	Neighborhood Byway	0.3	**$**
	York Way	Goldy Way To 18th Street	Neighborhood Byway	2.2	**$$$**
C	11th Street	Prospect Avenue to York Way	Neighborhood Byway	0.6	**$$**
	11th Street	York Way to Gault Way	Wayfinding Connection	0.2	**$**
	12th Street	Prospect Avenue to Victorian Plaza Circle	Neighborhood Byway	0.7	**$$**
	Prospect Avenue	12th Street to 11th Street	Neighborhood Byway	0.1	**$**
D	I Street	Pyramid Way to Prater Way	Neighborhood Byway	0.9	**$$**
E	F Street	12th Street to McCarran Boulevard	Neighborhood Byway	1.2	**$$$**
	G Street	El Rancho Drive to 12th Street	Neighborhood Byway	1.0	**$$**
F	Greenbrae Drive	San Miguel Way To 4th Street	Neighborhood Byway	1.3	**$$$**
	Pullman Drive	Station Drive to Robbie Way	Neighborhood Byway	0.1	**$**
	Robbie Way	Pullman Drive to La Via Way	Neighborhood Byway	0.1	**$**
	Station Drive	Pullman Drive to Prater Way	Neighborhood Byway	0.1	**$**
G	Goldy Way	Baring Boulevard to Spanish Springs Road	Buffered Bike Lanes	0.3	**$**
	Goldy Way	Howard Drive to Baring Boulevard	Neighborhood Byway	0.2	**$**
	Howard Drive	Sparks Boulevard to Nichols Boulevard	Neighborhood Byway	1.6	**$$**
H	Existing Path	Lida Lane to Vista Boulevard	Wayfinding Connection	0.7	**$$**
	O'Callaghan Drive	Howard Drive to Sparks Boulevard	Neighborhood Byway	0.8	**$**
	Rosemary Drive	O'Callaghan Drive to Howard Drive	Neighborhood Byway	0.4	**$**
	Springland Drive	Lida Lane to Sparks Boulevard	Neighborhood Byway	0.6	**$$**
I	Lincoln Way	Howard Drive to McCarran Boulevard	Conflict Striping	0.2	**$**
	Lincoln Way	Howard Drive to Legends Bay Drive	Protected Bike Lanes	0.7	**$$$**
J	Victorian Avenue	Pyramid Way to 16th Street	Bike Route	0.6	**$**
	$ = Less than $100,000, **$$** = $101K–$250K, **$$$** = $251K–$500K, **$$$$** = $501K–$1M				

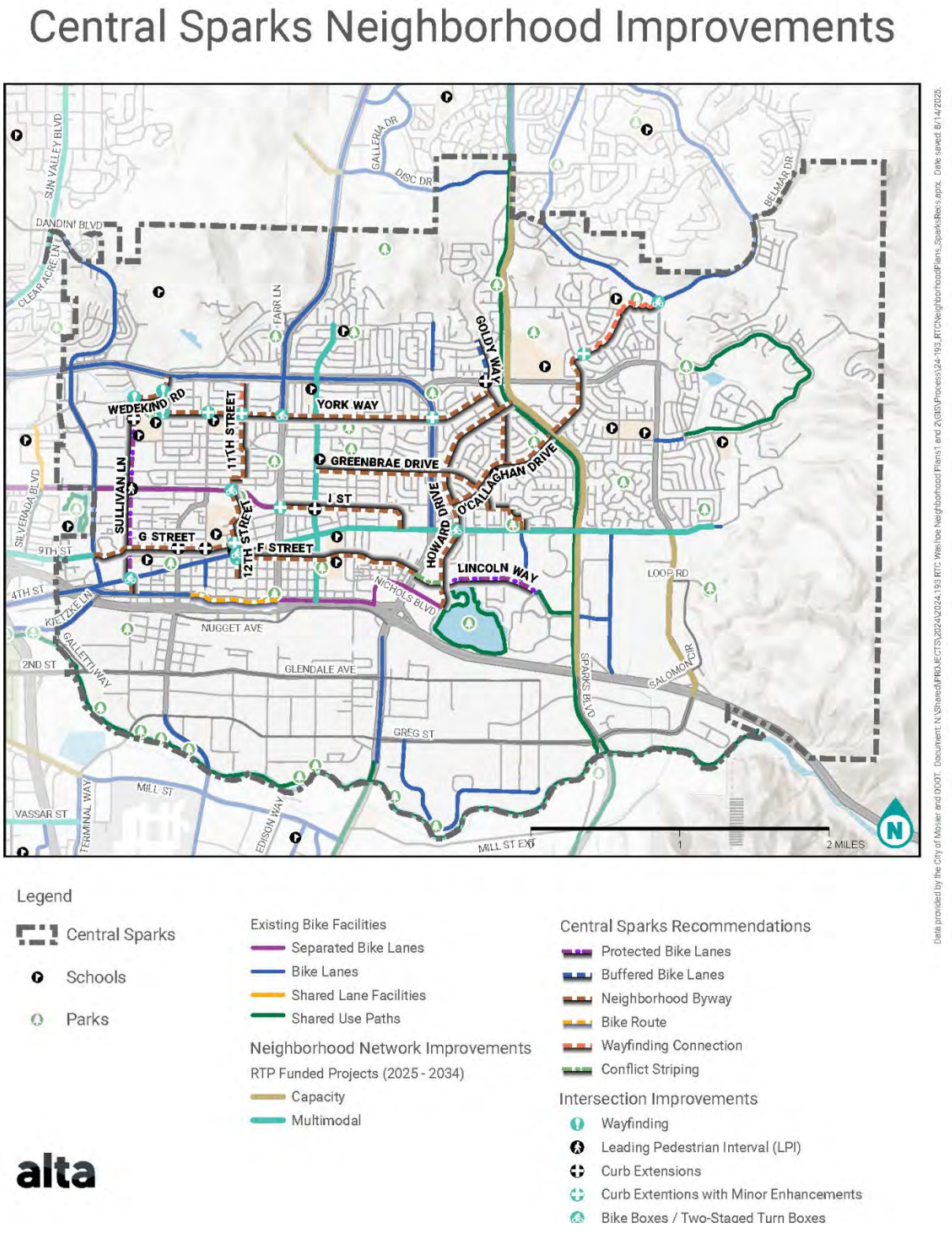

Figure 16. Central Sparks Active Transportation Program Projects

Long-Term Needs

While quick-build style improvements provide a fast response to addressing community needs more complex roadways require higher levels of improvements and more significant redesign to address identified needs are best addressed through more comprehensive roadway improvement projects. **Table 16** highlights roadway extents that were identified as barriers to active transportation in the neighborhood but that cannot be addressed through quick-build improvements alone. The Preferred Facility Type noted below is based on the Street Typology Guide from the ATP. These larger-scale transportation improvements may be considered during future planning efforts or implementation programs.

Table 16. Central Sparks Long-Term Needs

Corridor	Extent	Typology	Preferred Facility Type(s)
Baring Boulevard	McCarran Boulevard to Vista Boulevard	Urban Arterial Major / Suburban Arterial Minor	One-Way or Two-Way Cycle Track with a 8' - 12' Sidewalk w/ 5' - 7' Buffer / Shared-Use Path
El Rancho Drive	Greenbrae Drive to Victorian Avenue	Urban Arterial Minor	One-Way or Two-Way Cycle Track with a 6' - 8' Sidewalk w/ 5'-7' Buffer
Greg Street	Mill Street to Vista Boulevard	Urban Arterial Major	One-Way or Two-Way Cycle Track with a 8' - 12' Sidewalk w/ 5' - 7' Buffer
Kietzke Lane / Battle Born Way	2nd Street to Victorian Avenue	Urban Arterial Major	One-Way or Two-Way Cycle Track with a 8' - 12' Sidewalk w/ 5' - 7' Buffer
McCarran Boulevard	US-395 to Truckee River Path	Urban Arterial Major	Shared Use Path* with a 8' - 12' Sidewalk w/ 5' - 7' Buffer
Prater Way	Pyramid Way to Vista Boulevard	Urban Arterial Major / Urban Arterial Minor	One-Way or Two-Way Cycle Track with a 6' - 12' Sidewalk w/ 5' - 7' Buffer
Pyramid Way	Queen Way to Victorian Avenue	Urban Arterial Major / Suburban Arterial Major	One-Way or Two-Way Cycle Track with a 8' - 12' Sidewalk w/ 5' - 7' Buffer
Rock Boulevard	Greenbrae Drive to I-80	Urban Arterial Major / Urban Arterial Minor	One-Way or Two-Way Cycle Track with a 6' - 12' Sidewalk w/ 5' - 7' Buffer
Vista Boulevard	Los Altos Parkway to I-80	Urban Arterial Major / Suburban Arterial Major	One-Way or Two-Way Cycle Track with a 8' - 12' Sidewalk w/ 5' - 7' Buffer / Shared-Use Path
Sullivan Lane	Wedekind Road to McCarran Boulevard	Urban Collector Commercial	One-Way or Two-Way Cycle Track with a 6' - 10' Sidewalk w/ 5' - 7' Buffer
Wedekind Road	McCarran Boulevard to El Rancho Drive	Urban Collector Residential	One-Way or Two-Way Cycle Track with a 6' - 8' Sidewalk w/ 5'-7' Buffer
**Recommended as part of the McCarran Blvd Study*			

Implementation

The AT Program projects recommended by this plan will be considered for implementation using AT Program funds and are intended to be implemented quickly across the neighborhood. RTC will lead project design for identified quick-build improvements of this plan, in coordination with the City of Sparks and other stakeholders. The RTC will work closely with staff at the City of Sparks, where the City will ultimately maintain such improvements, and shall decide and make the final determination on which improvements can be implemented on City roadways that can be supported fiscally and by dedicated staff. Projects will be constructed based on the availability of AT Program funds and the City of Sparks' ability to maintain such improvements.

Stay Connected

We encourage you to stay connected through the process as project designs are refined and projects are implemented. RTC will regularly post project updates noting progress toward design and implementation for projects on the Central Sparks neighborhood webpage. You can also stay connected to RTC's broader efforts through the Citizens Multimodal Advisory Committee, RTC Board, and ongoing public announcements from the RTC.

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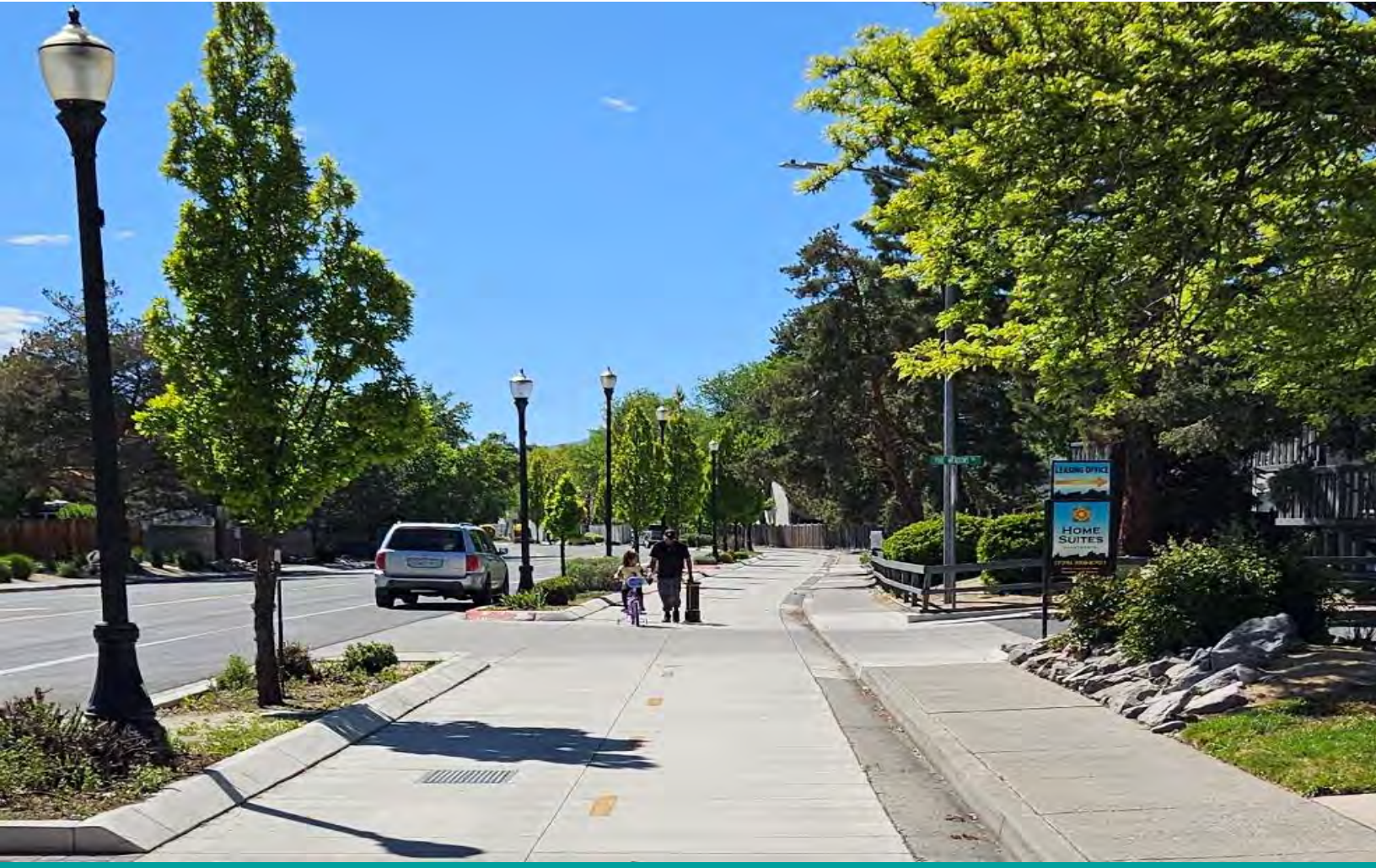
Appendix A: Neighborhood Profile



Central Sparks

Neighborhood Profile

Neighborhood Network Plan

December 2024

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Introduction, Plan Review, and Neighborhood Demographics

Introduction

As part of the *Walk and Roll Truckee Meadows Active Transportation Plan* (ATP), the Regional Transportation Commission (RTC) of Washoe County is developing Neighborhood Network Plans (NNPs) which aim to enhance active transportation options by improving pedestrian and bicycling infrastructure in the twelve identified neighborhood areas. The NNPs will apply the regional vision, goals, and priorities while taking a community-driven approach that provides each community the opportunity to identify their specific needs and desired solutions. Central Sparks is one of the first two communities engaged in this process as designated in the ATP. These areas encompass communities with some of the greatest active transportation needs in the region, with prominent levels of pedestrian stress, low scores for pedestrian experience, and elevated levels of injuries on the network. This Neighborhood Network Plan will provide an in-depth look into the neighborhood area specific data that came out of the ATP process, as well as a review of relevant plans and demographic data.

Plan Review

Ignite Sparks is the City of Sparks' Comprehensive Plan which guides development through the year 2030. Adopted in 2016, the plan has undergone several amendments and is meant to serve as a living document as the City continues to grow and evolve. The plan addresses a variety of issues that are either directly or indirectly related to active transportation and are relevant to the development of the Central Sparks Neighborhood Network Plan. While the plan is comprehensive, it contains goals and associated policies that support expanding and enhancing bicycle and pedestrian connections throughout the city.

Chapter Four – Goal 1: Connectivity

This goal from *Ignite Sparks* emphasizes the need for a transportation system that supports the movement of residents and visitors of all ages to access employment, housing, services, and recreation throughout urban Washoe County. This plan emphasizes that the Connectivity goals and policies are intended to assure that all users of streets are considered in the planning and design of new transportation routes or the reconstruction of previously established roads. To foster the development of walkable communities with multimodal transportation options, the plan set policies such as ensuring streets with multiple modes of transportation remain multimodal (Policy C3), requiring sidewalks for pedestrians on all street networks within the city and in previously developed areas, supporting pedestrian access with sidewalks on both sides of the street or a multi-use path on one side of the street (Policy C4), promoting infill development, and creating pedestrian-friendly environments that facilitate walkability and transit ridership in the Sparks Mixed-Use District (Policy C7). To ensure bicycle connectivity, the plan set policies such as converting 4th St into a bike boulevard (Policy C5), enhancing Victorian Ave with bicycle facilities from Rock Blvd to Pyramid Wy that supports east-west connectivity from Victorian Ave to Nichols Blvd and Lincoln Wy (Policy C6).

Neighborhood Demographics

Data Explanation

Part of the development of the ATP involved an in-depth analysis of demographics and socioeconomic characteristics of the region and communities within it. This type of analysis is critical for better understanding the context and needs of a place and is used to inform the development of the plan and the strategies and policies it recommends. Each neighborhood network profile will also include an overview of some important data relevant to the neighborhood context and a comparison of the neighborhoods to the Reno/Sparks area.

Demographics

The Central Sparks neighborhood is slightly younger than the overall Reno/Sparks area. As shown in **Figure 1**, the Central Sparks area shows a higher proportion of individuals under the age of 24, particularly in the 5 to 9 and 15 to 19 age groups, as well as a higher percentage in the 30 to 34 age group compared to the Reno/ Sparks area. The Reno/Sparks area has a larger percentage of older adults, especially those between 55 and 85 years of age compared to Central Sparks.

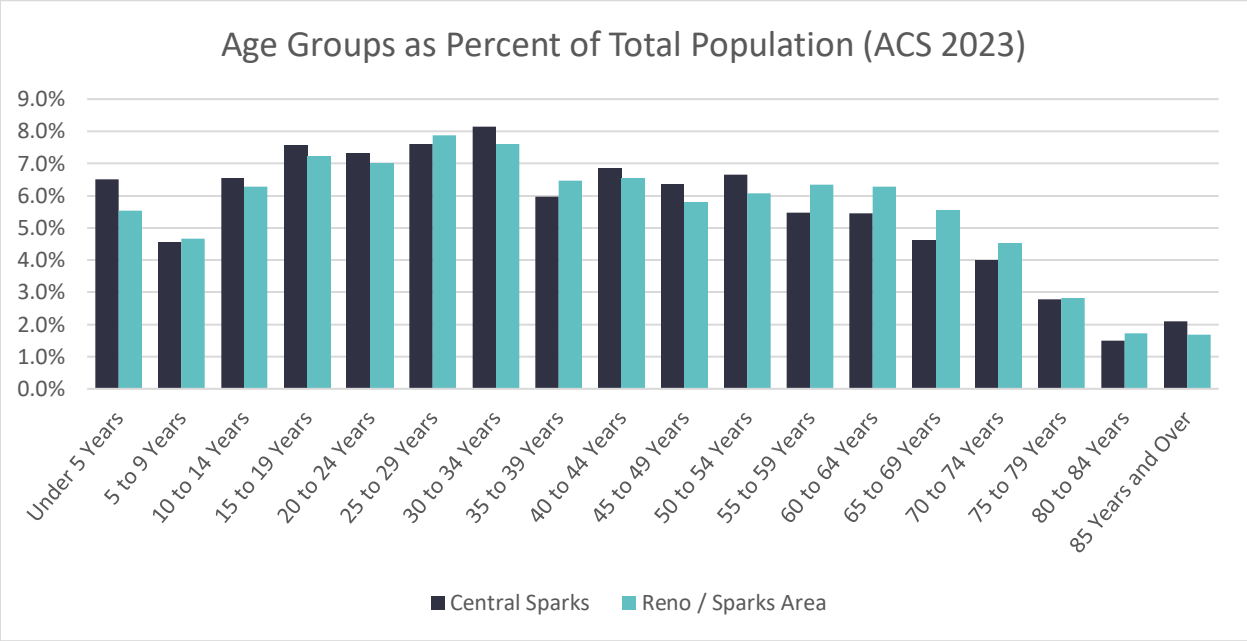


Figure 1 Age groups as percent of total population in Central Sparks

The Central Sparks neighborhood has a larger percentage of Hispanic/Latino residents, and a smaller percentage of White Alone residents compared to the Reno/Sparks area. The neighborhood has a similar population of Native American and Native Hawaiian residents. However, the Reno/Sparks area has a slightly higher population of Black/African American and Asian residents as shown in **Figure 2**.

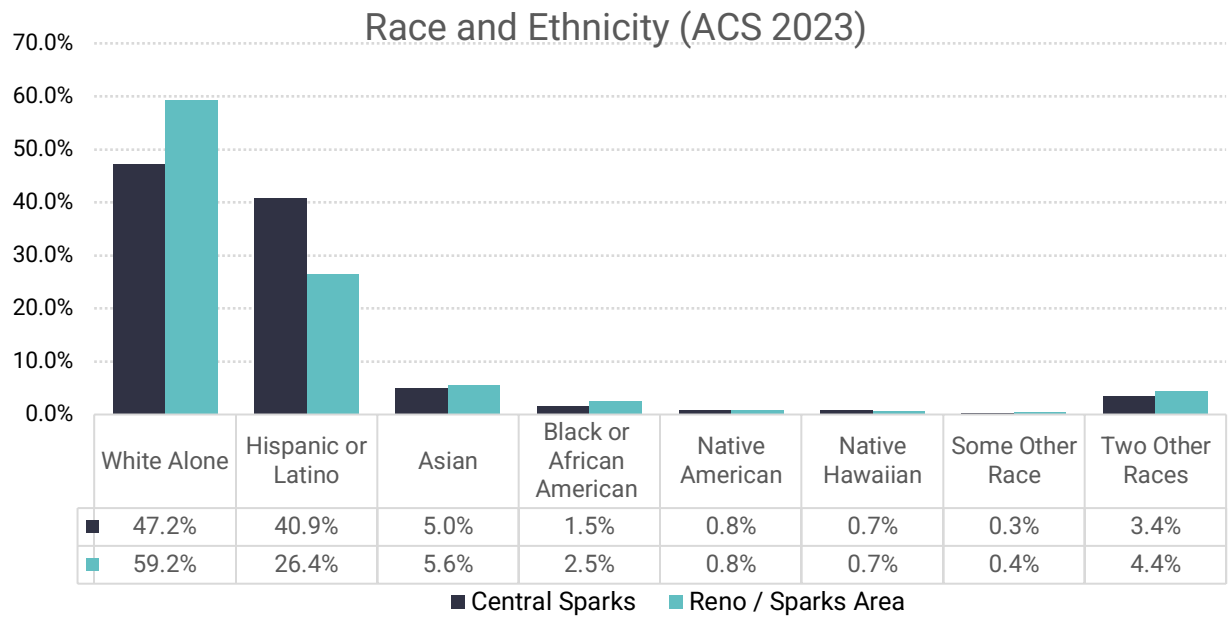


Figure 2 Race and ethnicity in Central Sparks

Population Density

The Central Sparks neighborhood has a population density that is approximately 20 times higher than the regional average, with about 5,907 people per square mile compared to just 300 people per square mile in the Reno/Sparks region. Within the neighborhood, the highest population density area is concentrated between McCarran Blvd, Oddie Blvd, Prater Wy, and Sparks Blvd as shown in **Figure 3**. Areas with population density near zero, marked in the lightest shade, are primarily located along the outer edges of the map, particularly near Greg St, Glendale Ave, and along the I-80 corridor. These regions may represent industrial zones, undeveloped areas, or spaces designated for non-residential purposes.

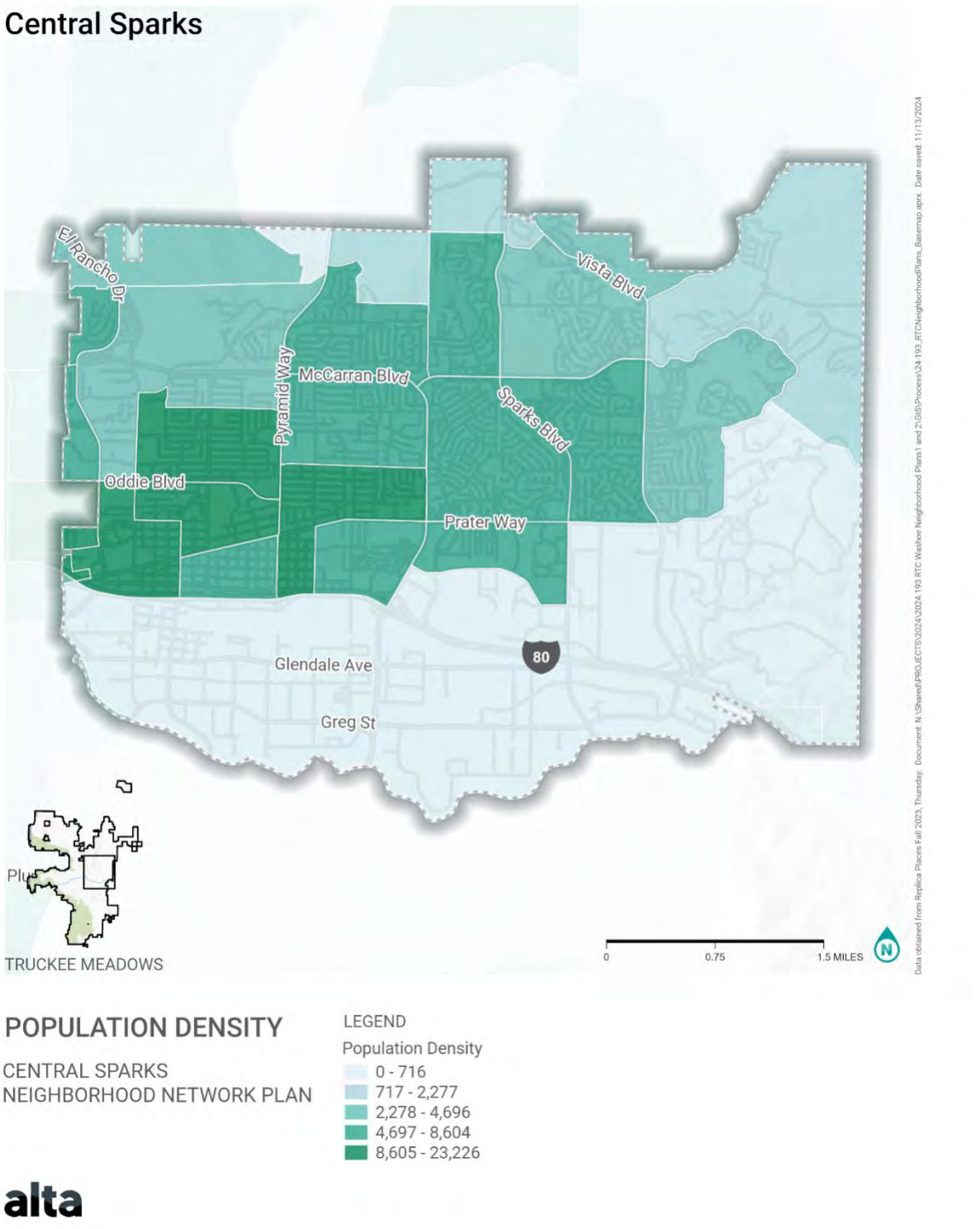


Figure 3 Population density in Central Sparks

Median Household Income

The Central Sparks neighborhood has a large array of household incomes as shown in **Figure 4**. There is a significant difference in household incomes across the neighborhood from the northeast between Vista Blvd, Sparks Blvd, and Baring Blvd which has a median household income of $133,500, compared to other areas such as between Oddie Blvd, Prater Wy, and El Rancho Dr (highlighted orange in Figure 4) which has a median household income of $30,000. On average the median household income in the neighborhood ($75,848) is below the Reno/Sparks median household income ($85,969) by just over $10,000.

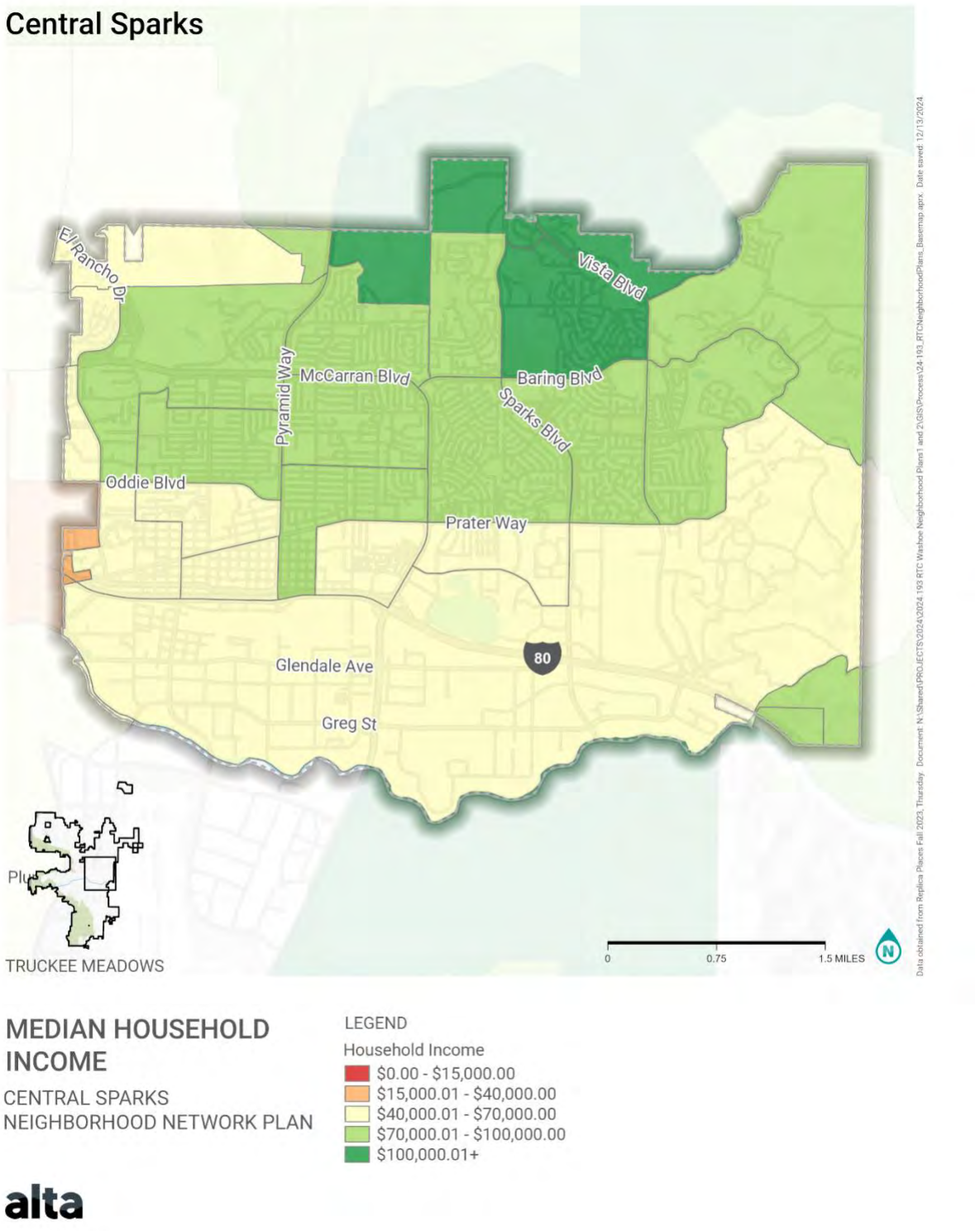


Figure 4 Median household income in Central Sparks

People without Access to a Vehicle

Vehicle access often determines an individual's ability to reach essential services such as employment, healthcare, education, and grocery stores. Identifying areas where people lack access to a vehicle is crucial for ensuring equitable transportation and infrastructure development. For areas with low vehicle ownership, planners can prioritize investments in public transit, pedestrian infrastructure, and bike networks to enhance mobility systems to improve the overall quality of life and economic opportunities for residents. **Figure 5** below shows the distribution of households in Central Sparks without access to a vehicle. A total of 1,815 households lack vehicle access, which is 7 percent of all households in the neighborhood. This matches the overall rate for the Reno/Sparks area, which is 7 percent of households in the region. There are areas within the neighborhood which have a higher proportion of residents who lack access to a vehicle, especially areas south of Prater Wy where as high as 15 percent of the population lack access to a vehicle. The area with the highest lack of vehicle access is between Prater Wy and along the I-80 corridor, with three census tracts containing 13 to 15 percent of households having no access to a vehicle.

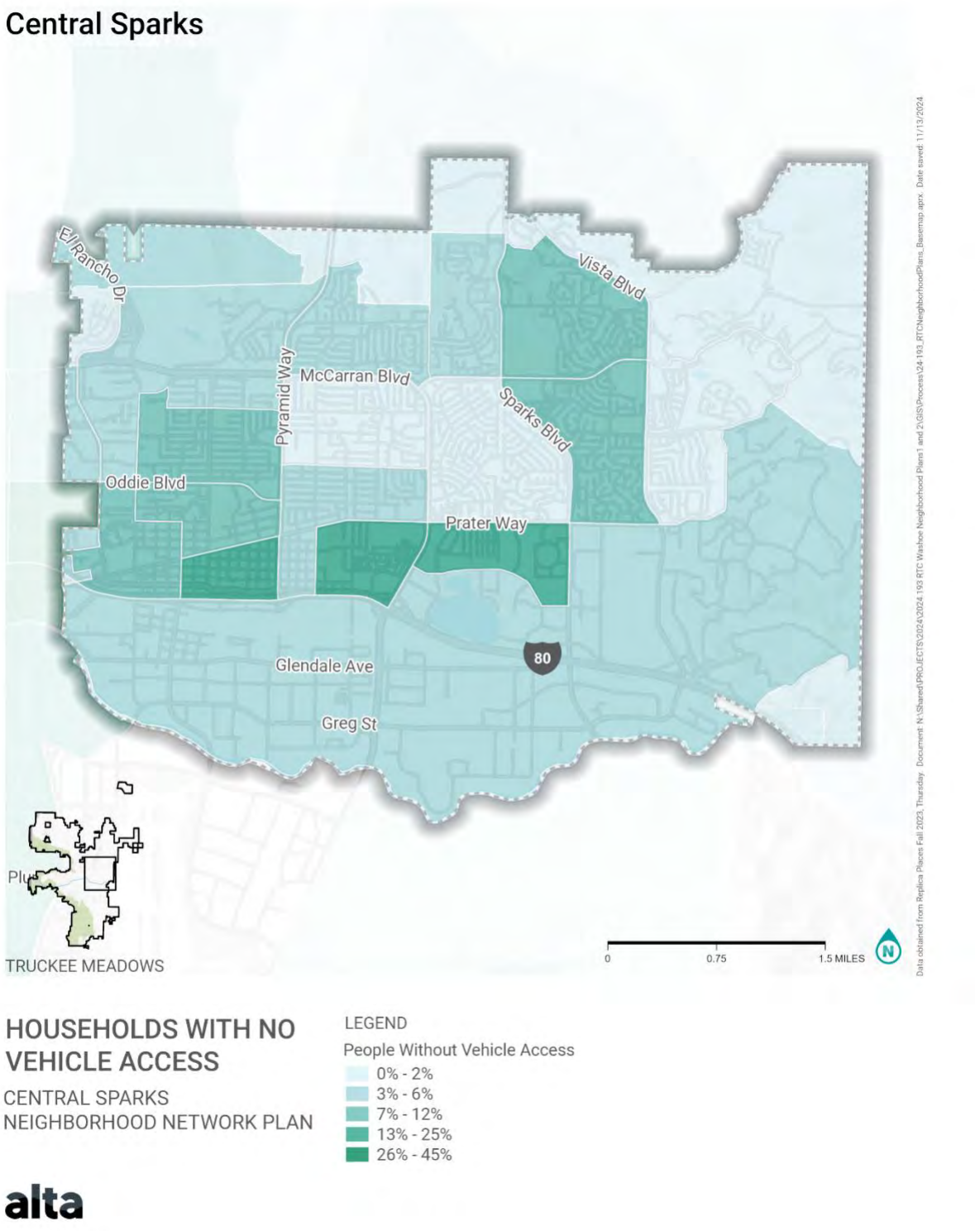


Figure 5 Percent of households without access to a vehicle in Central Sparks

Owner and Renter Occupied Household Burden

Housing cost burden refers to households that are paying 30 percent or more of their monthly income for their rent or mortgage payments. **Figure 6** below shows the distribution of cost-burdened households throughout the Central Sparks area. Many of the census tracts throughout the neighborhood contain high rates of households that are cost burdened. The area south of Prater Wy contains a tract with 55 percent of households that are cost-burdened, and 43 percent of households in the tract adjacent to Oddie Blvd are housing cost-burdened. Approximately 32 percent of all households in the Central Sparks neighborhood are cost-burdened, which is similar to the Reno/Sparks area, which has 31 percent of cost-burdened households in the region. The southern area located in **Figure 6** may be influenced by its predominately industrial land use and smaller population, which can skew housing cost burden data.

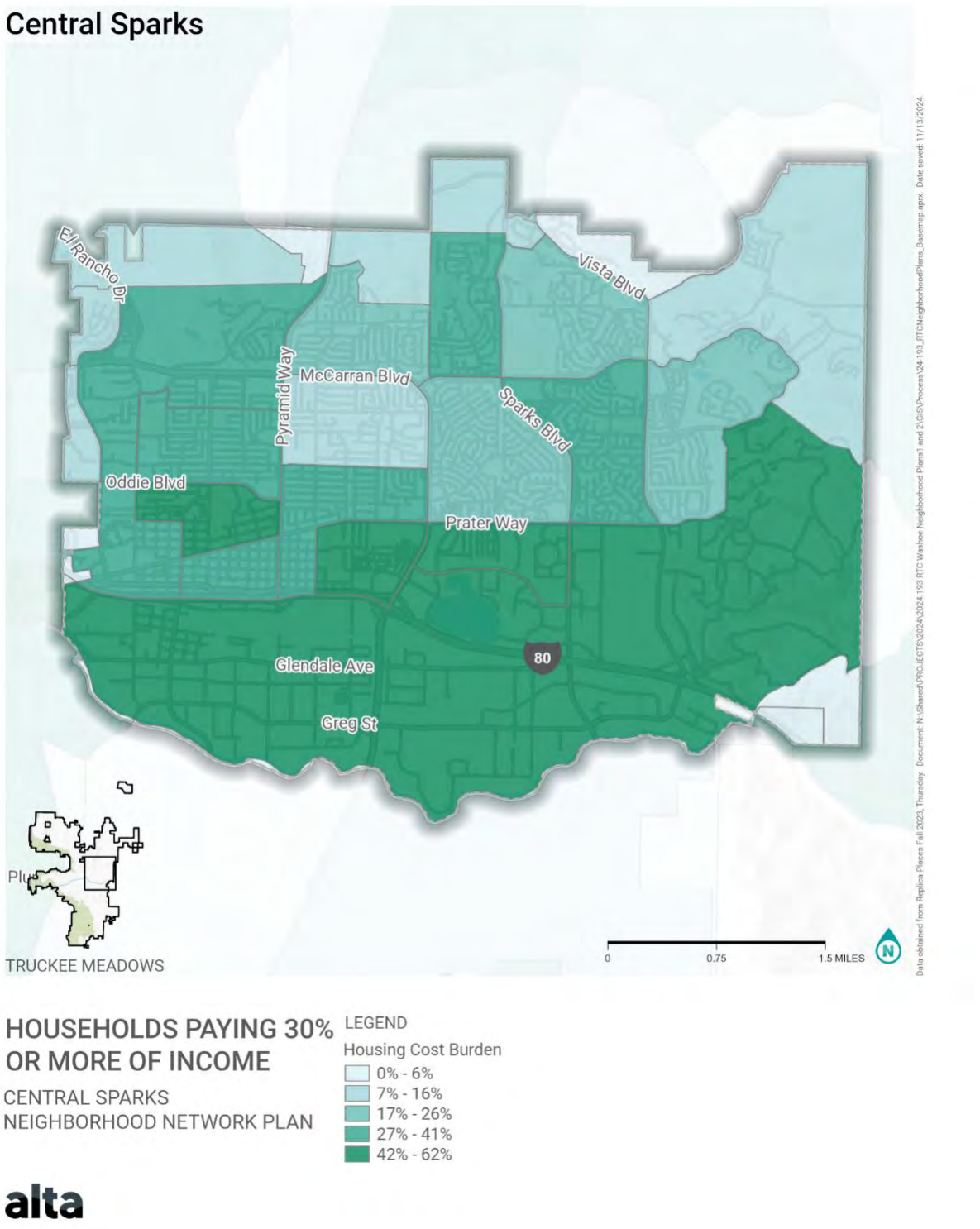


Figure 6 Percent of households who are paying 30 percent or more of their income for housing costs

Equity Index

The ATP used a transportation-focused equity analysis to measure equity through various criteria that are related to or impacted by active transportation usage. These included things such as health outcomes, socio-economic factors like poverty level, and environmental impact. The variables were assigned a percentile rank and combined into a final composite index for the entire study area[1]. **Figure 7** displays the methodology of the regional analysis within the Central Sparks neighborhood. As shown below, many census tracts in the western portion of the neighborhood are ranked with the highest need and fall within the Justice 40 initiative boundary. Justice 40 is the latest federal equity analysis from the US Department of Transportation, which prioritizes investments towards historically underserved communities based on their own broad set of data criteria[2]. Two census tracts that fall outside of the Justice 40 initiative boundary are still ranked with the highest transportation equity. One census tract is located towards the middle of the neighborhood and borders McCarran Blvd and Pyramid Wy. The other census tract is located south of Prater Wy, east of the McCarran Blvd loop, south of Prater Wy. Many of the census tracts that are ranked in the lowest need fall along Vista Blvd in the northeast portion of the neighborhood. **Figure 8** highlights the significant differences across the neighborhood and the stark contrast between the west side and east side of the neighborhood.

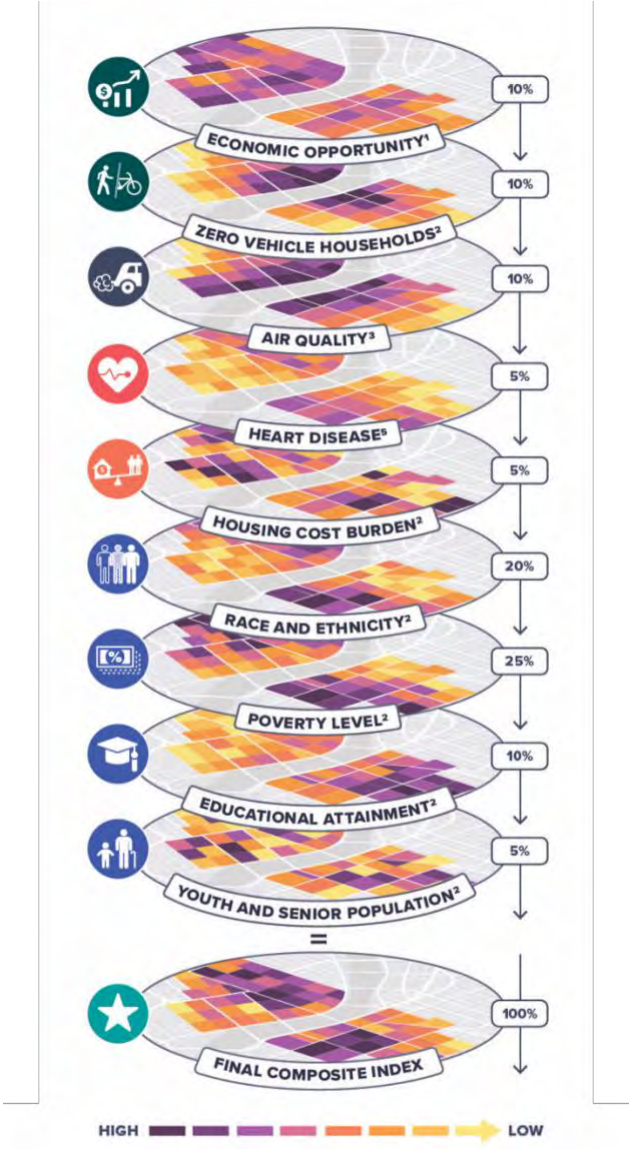


Figure 7 Equity Analysis Variables

[1] More information on the Equity Composite methodology available in the RTC ATP (page 25-26)

[2] More information on this analysis is available here: Justice40 Initiative | US Department of Transportation

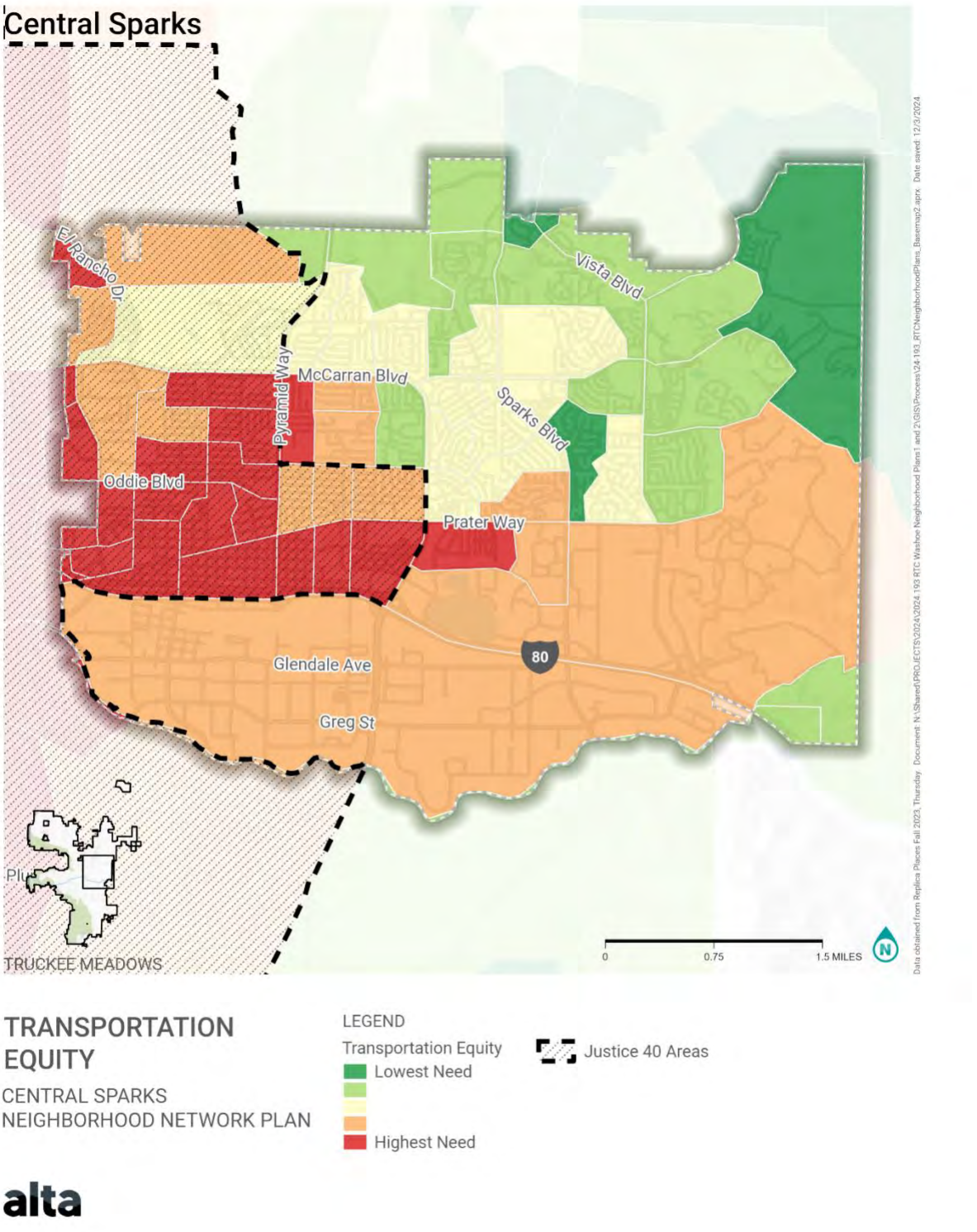


Figure 8 Transportation equity index and Justice 40 areas in Central Sparks

Key Neighborhood Destinations

Central Sparks is a dynamic neighborhood that contains a wealth of places for residents to engage with their community, access recreation, and meet the needs of their daily lives. **Figure 9** below is a map of some of the key destinations throughout the neighborhood area, while the rest of this section details some of the other relevant destinations located in the community, including schools, parks, and entertainment, employment, and community centers.

Schools

There are several schools in the area, providing schooling for preschoolers all the way up to 12th grade.

*Table 1 Schools that service Central Sparks *this list is not exhaustive*

School Level	School Name
Early Education	• A Child's World • Little Feathers Learning Center • McCarran KinderCare • Early Learning Center 2 • Itsy Bitsy Learning Center • The Early Years Academy • Treasure Chest Learning Center
Elementary and Middle Schools	• Marvin Moss • Diedrichsen • Katherine Dunn • Jerry Whitehead • Lena Juniper • Drake • Greenbrae • Lincoln Park • Mitchell • Kate Smith • Risley • Maxwell • Alpine Academy • Sparks Middle • Mendive Middle • Dilworth Middle • Mater Academy of Northern Nevada • High Desert Montessori
High Schools	• Procter R Hug • Edward C Reed • Sparks

Parks

Parks play a key role in the success and vitality of a community, providing opportunities for relaxation, recreation, and gathering, supplying vital ecosystem services like heat and air pollution mitigation, and contributing to the health of community members and cities. Central Sparks is dotted with numerous parks providing residents with opportunities to partake in a variety of outdoor activities and experience several types of natural environments. Pagni Ranch, Pah Rah, Aimone, Rock, Woodtrail, Shelly, Van Meter, and Church Park provide smaller, accessible community spaces with minimal amenities like children's playgrounds and walking paths. Wedekind Regional Park, Poulakidas, Willowcreek, Deer, Maldonado and Shadow Mountain Park provide amenities like sports courts and fields, swimming pools, trails, and skateparks. The Truckee River Path is located at the south end of the neighborhood and is a paved walkway along the Truckee River that can connect residents to several parks, restaurants, and commercial destinations in downtown Reno. Off I-80, between N McCarran Blvd and Sparks Blvd, is the Sparks Marina Park which provides playgrounds, a dog park, a walking path that wraps around the lake, and a fishing dock.

Entertainment Centers

Entertainment centers are places and areas that provide residents with diverse opportunities for nightlife, dining, sporting events, theater, live music, performing arts, and cultural activities. Much of Central Sparks' entertainment occurs around or along the I-80 corridor, including the Legends IMAX and Victorian, Sparks Galaxy Theatres, Sparks Heritage Museum, Waterpark and Coconut Bowl at Wild Island, iSMASH, Fly High Trampoline Park, DEFY Sparks, Legends Bay, Western Village, Sierra Sid's, Baldini's, Rail City and the Nugget Casino Resort. Across I-80 and north of the Nugget, there are several events held at Victorian Square, including the Rib Cook Off, Sparks Art Walk, Star Spangled Sparks, Hot August Nights, the Sparks Hometown Christmas Parade & Tree Lighting, and many more.

Employment Centers

Employment centers have a high density of commercial, retail, and healthcare spaces, providing communities with ample employment opportunities and places to shop, eat, and socialize. There are several areas that comprise employment centers in the Central Sparks neighborhood, including Manpower of Northern Nevada, Northern Nevada Medical Center, Sierra Nevada Construction, Nugget Casino Resort, Outlets and Legends, and Western Village.

Community Destinations

Community destinations provide additional spaces for residents to gather and build the social networks that foster thriving and resilient communities. These spaces can include churches, community centers, or other destinations visited frequently.

*Table 2 Community destinations in Central Reno / Midtown *this list is not exhaustive*

Community Destination Type	Location
Churches	• Immaculate Conception • Sparks Seventh-day Adventist • Bethel AME • Korean Presbyterian • Our Savior Lutheran • Faith Community • First International Christian Fellowship • Reno Blessed • Horizon • Church of Jesus Christ Spirit Filled • Sparks Christian Fellowship • Risen King Community • Warehouse Christian Ministries • The Potter's House Christian Fellowship • Perfect Peace Community • Souls Harbor Apostolic Pentecostal • First Christian Church • Victory Outreach Reno • Sparks United Methodist • University Family Fellowship • Reno Young Nak Presbyterian
Community Centers	• Northern Nevada Muslim Community Center • Alf Sorensen Community Center • City of Sparks Recreation Center
Other Frequented Destinations	• Sparks Library • Sparks United Methodist Church Farmers Market

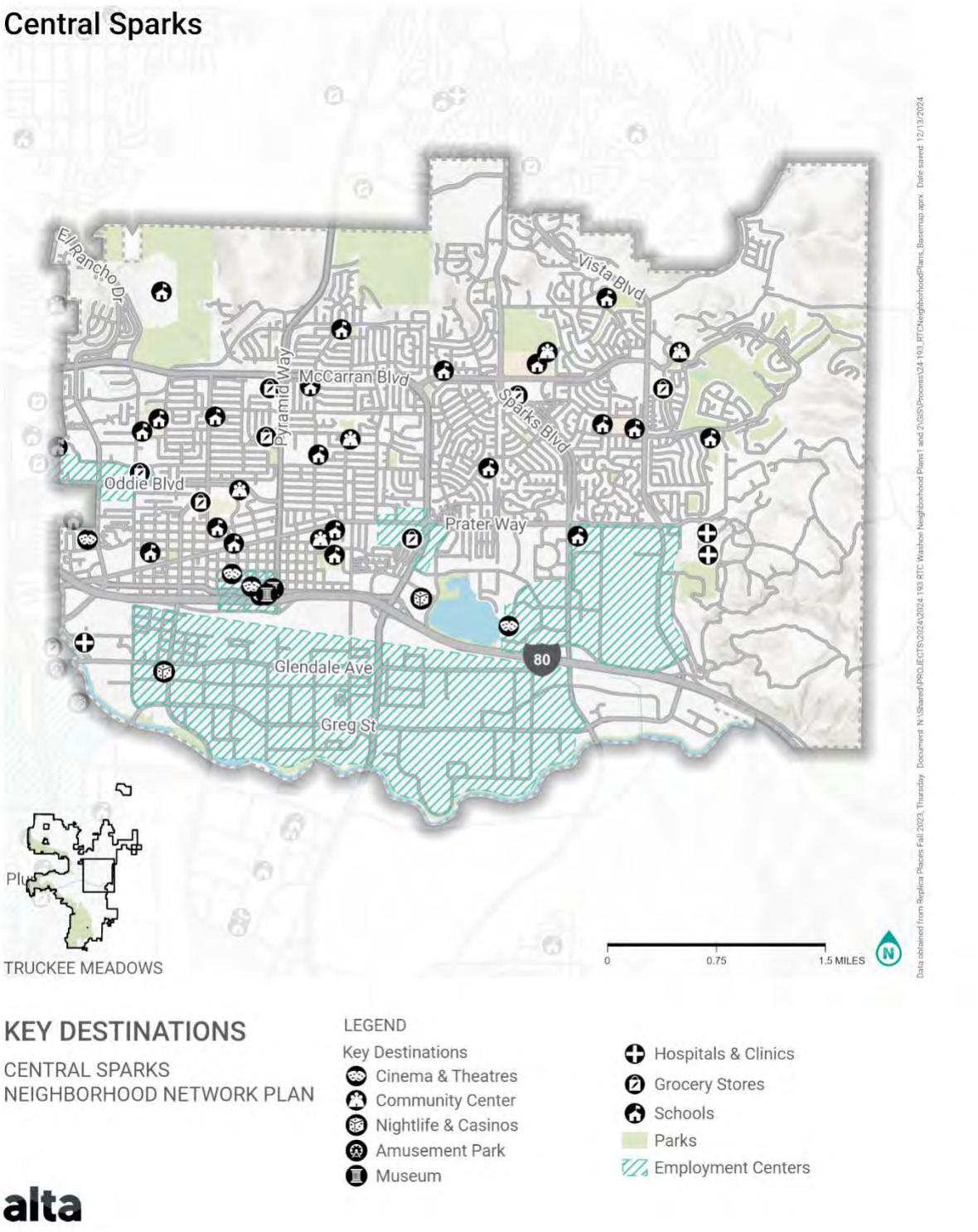


Figure 9 Key destinations in Central Sparks

Existing Neighborhood Network

Pedestrian Facilities

The pedestrian network is primarily made up of sidewalks, with their presence providing safety and accessibility benefits for pedestrians and those using mobility scooters or devices. The RTC recently collected sidewalk data to assess the current availability of sidewalks on regional roadways. The analysis assigns a score to each roadway between zero and two, with zero indicating there were no sidewalks present on either side of the street and two indicating there were sidewalks on both sides. Within Central Sparks, the arterial street network earned an average score of 1.34, indicating that a little over half of the roadways in the area have sidewalks on both sides of the street. The collectors earned an average score of 1.52, indicating that more collectors in the area have sidewalks on both sides of the street. Arterials and collectors within the Reno/Sparks area earned average scores of 1.25 and 1.39, respectively. The scores in Central Sparks point to a roadway network that has sidewalks on many of its streets but may contain notable gaps in the network as well. Gaps such as N McCarran Blvd between 4th St and Baring Blvd, or along large portions of Greg St and Glendale Ave, where almost no sidewalks are present, can present significant challenges for people who are walking or using a mobility device. A gap where no sidewalk exists presents a major safety hazard if users are forced to walk in the roadway.

Bicycle Facilities

The bicycle network is made up of a variety of bicycle facilities, each providing bicyclists with varying degrees of safety and accessibility. Within the Central Sparks area, there are a variety of facility types, with most miles provided as bike lanes. The area provides 1.28 miles of shared lane facilities, 1.27 miles of cycle tracks, 21.26 miles of bike lanes, and 12.62 miles of paths 1.28shared lane facilities for a total of 36.43 miles of bicycle facilities. This accounts for 68 percent of the area's 53.72 miles of regional roadway network. A substantial amount of this mileage comes in the form of unprotected and unbuffered bike lanes along higher speed arterials such as McCarran Blvd, Pyramid Wy, and Prater Wy. There is also a large portion of shared-use paths throughout the area. The Sparks shared-use path and Truckee River path allow cyclists to access jobs, education, healthcare, grocery stores, as well as nature. Sparks also has one of the first separated bike lanes in the Reno/Sparks area along Victorian Ave. However, many gaps still exist within the area's bicycle network, including along Greg St, Glendale Ave, and Vista Blvd, or along McCarran Blvd between Prater Wy and I-80, where the region's only separated bike lane passes through. Overall, Central Sparks provides some of the region's best bicycling infrastructure, including the Sparks Blvd shared-use path, Truckee River Path and the Victorian Ave Cycle Track. However, many gaps remain, providing ample opportunities to enhance and expand the network (**Figure 10**). These areas include, but are not limited to, continuing the connection of facilities on Pyramid Wy, Prater Wy, Vista Blvd, Victorian Ave, and Oddie Blvd. Adding bicycle infrastructure along Baring Blvd would serve as another east to west connector to bridge the gap between Vista Blvd and McCarran Blvd.

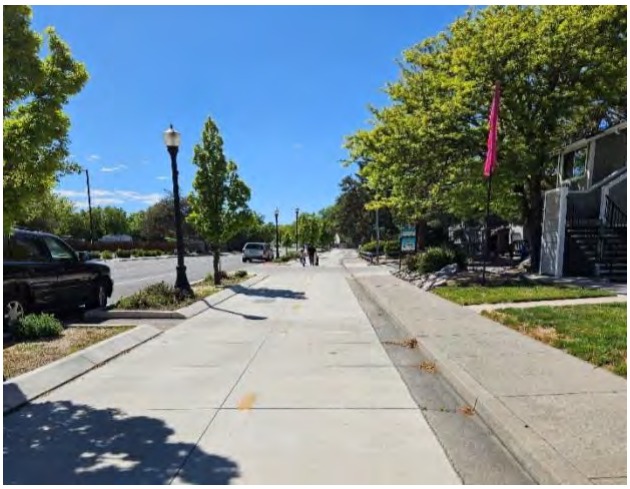
Picture 1 Shared-Use Path example

Bicycle Facility Types:

- **Shared-Use Paths:** Pathways for pedestrians, bicyclists, and others, which are separate from vehicle traffic and include connections that are outside of the right-of-way.
- **Separated Bike Lanes:** Dedicated paths for bicyclists, which are physically separated from vehicle traffic by a barrier.
- **Bike Lanes:** Dedicated spaces for bicyclists on the roadway, which are marked by pavement markings and can be accompanied by additional signage.
- **Shared Lane Facilities**: Markings that indicate the shared use of a travel lane by bicycles and vehicles, including signed bicycle routes, "sharrows", and bike / bus lanes.

Table 3 Bicycle facilities in Central Sparks by mileage

Facility Type	Mileage
Separated Bike Lane	1.26
Bike Lane	21.26
Shared-Use Path	12.62
Shared Lane Facilities	1.28



Picture 2 Separated bike lane example

Picture 3 Bike lane example

Picture 4 Shared lane facility example

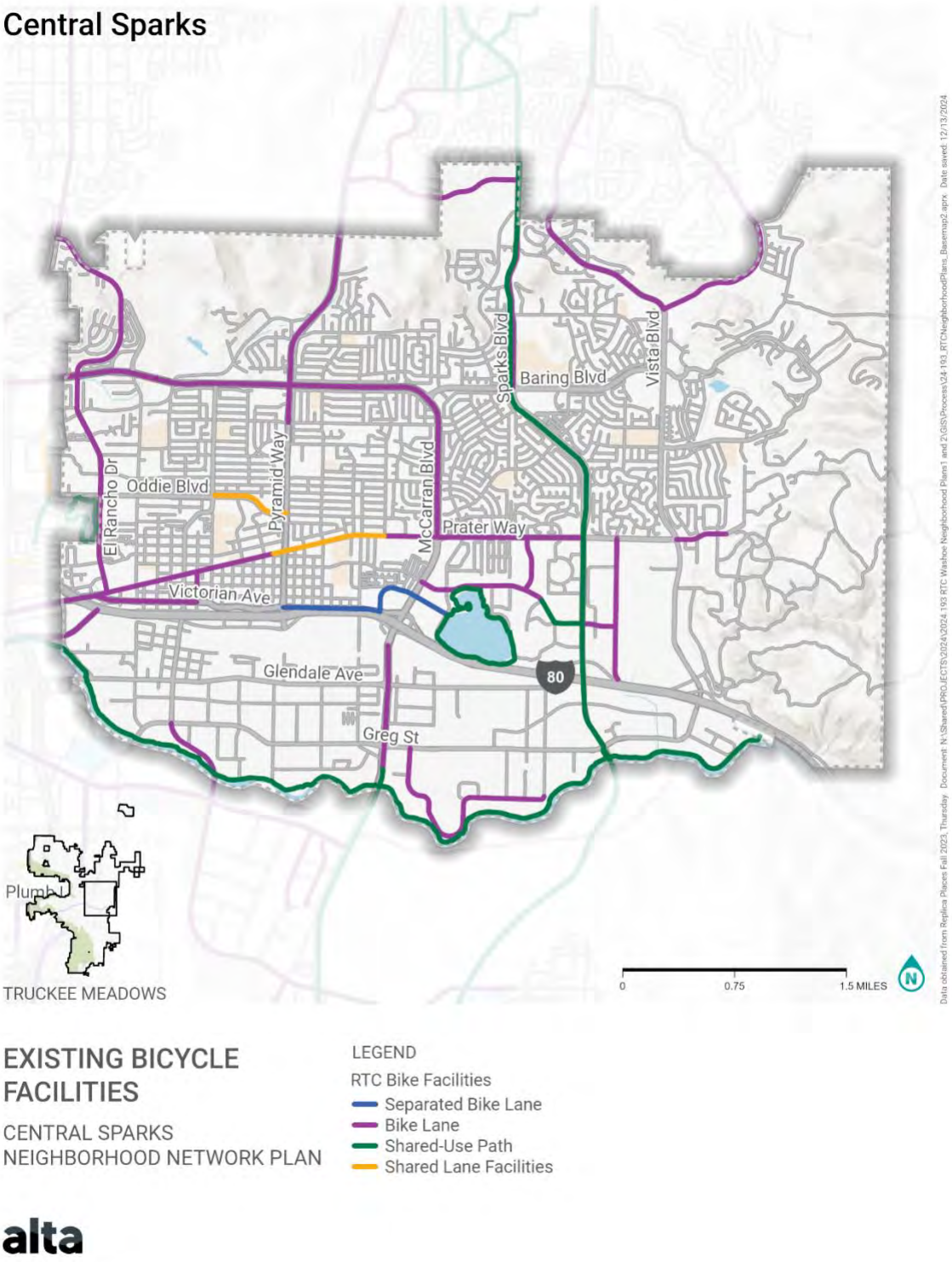


Figure 1010 Existing bicycle facilities in Central Sparks

Network Context

Roadway Speeds

The posted speed for vehicles on the road is a major factor for active transportation safety and comfort throughout the transportation network. As vehicle speeds increase, there is a greater risk for serious injury and death in the event of a crash, especially for people walking or biking. **Figure 12** showcases the existing speed limits for roadways in the neighborhood. This element is important for safety as well as overall comfort for people walking and biking because as the posted vehicle speeds increase, people walking and biking typically desire a greater level of separation from vehicles. For this reason, posted speeds are a primary factor in the determination of the Bicycle Level of Traffic Stress (BLTS) and Pedestrian Experience Index (PEI) which are both further described below.

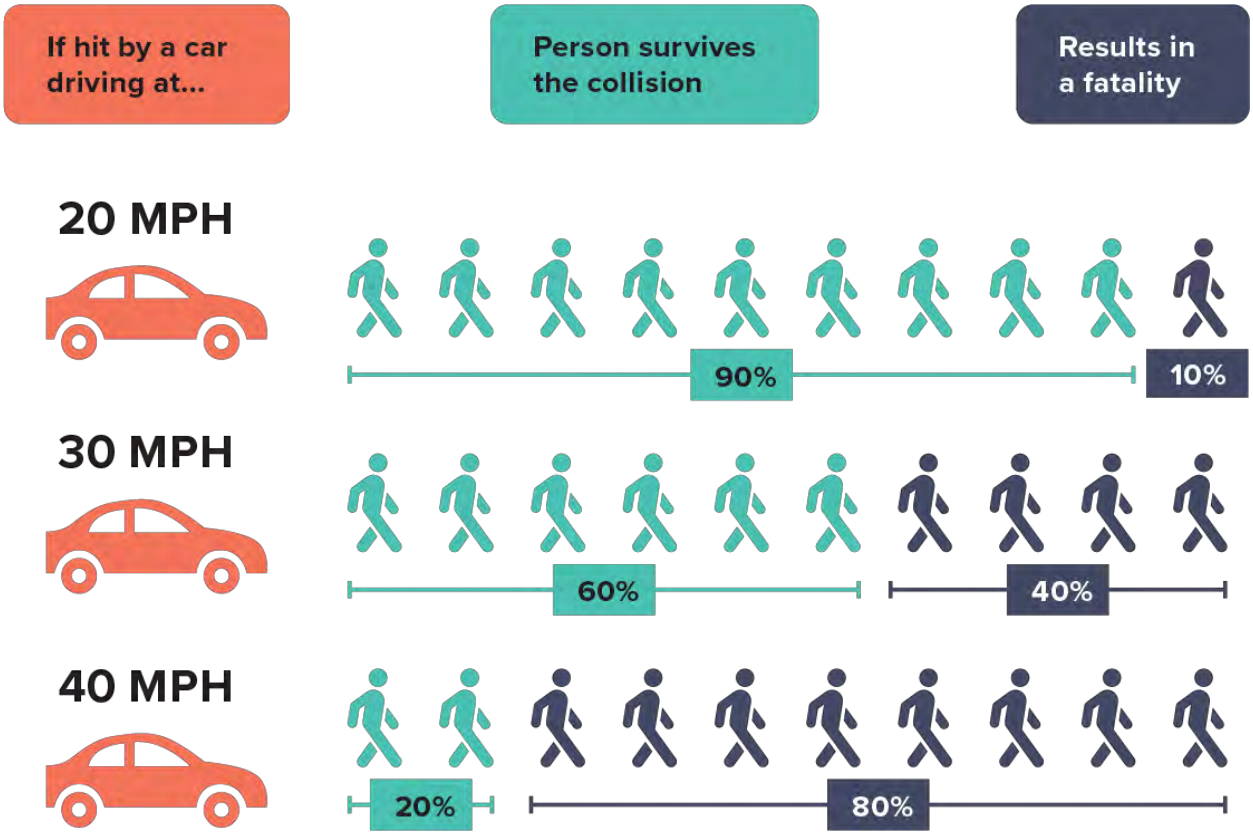


Figure 11 Risk of injury for people walking based on vehicle speeds

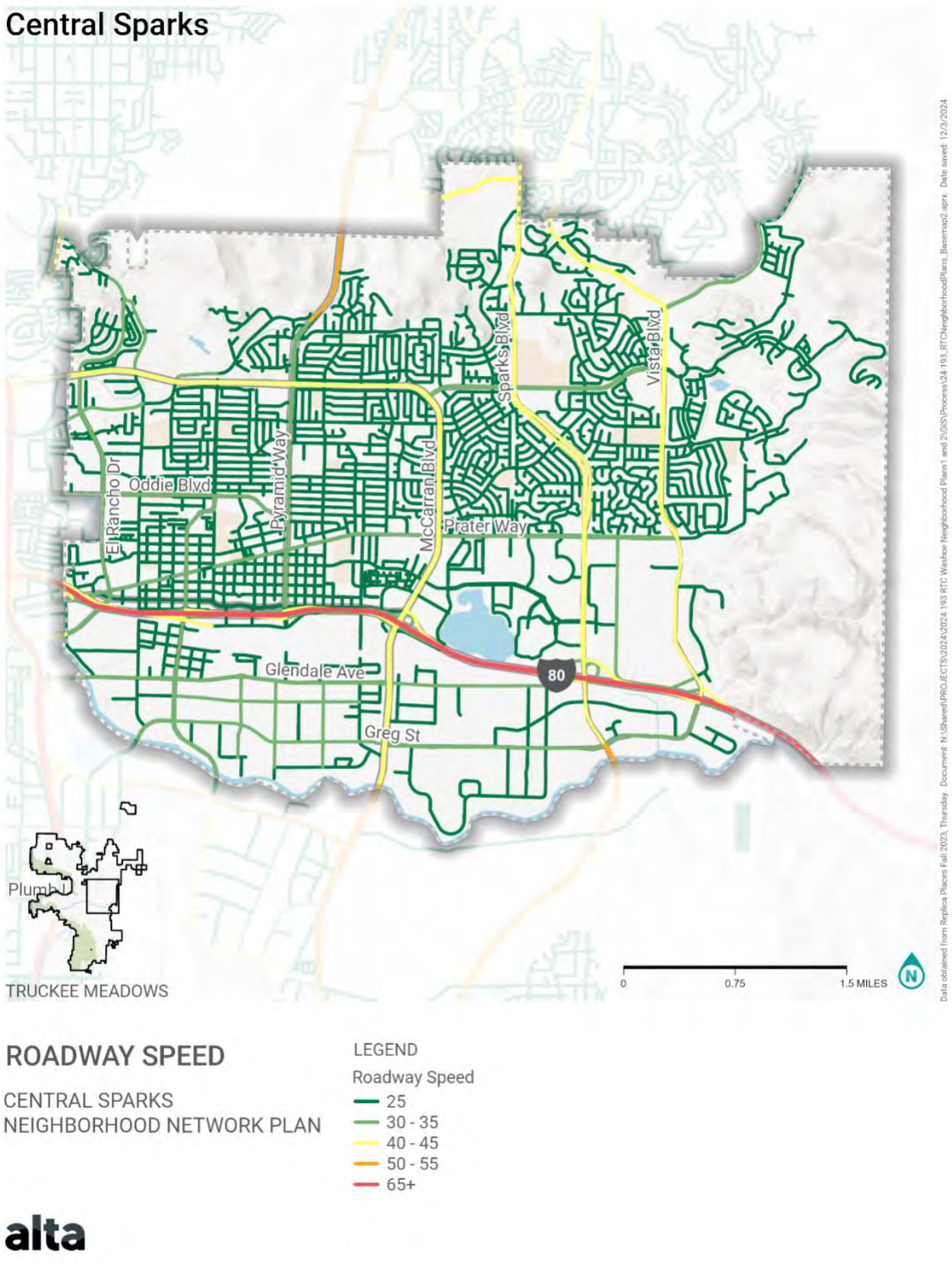


Figure 1212 Existing speed limits on roadway network

Bicycle Level of Traffic Stress

Bicycle Level of Traffic Stress estimates the level of comfort that bicyclists experience on a given roadway segment and provides a measure of how likely different types of riders are to use the facility. It takes into consideration things such as posted speed, number of travel lanes, and the presence and type of bike lanes, and can help identify gaps in a bike network. BLTS is measured from level one to four, with one representing roadways where bicyclists of all ages and abilities would feel comfortable riding, and level four representing high-stress roadways where only strong and fearless bicyclists would feel comfortable.

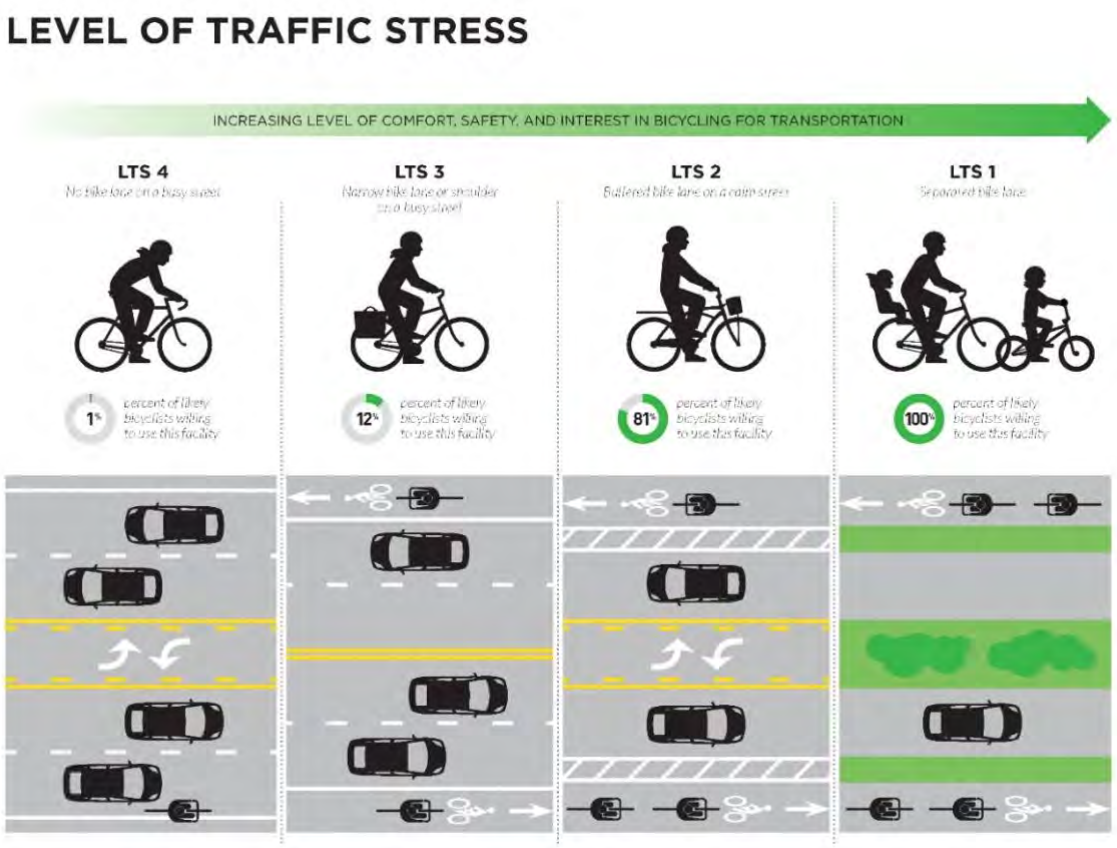


Figure 13 Diagram showing the four levels of bicycle level of traffic stress

Figure 13 Diagram showing the four levels of bicycle level of traffic stress

The BLTS for regional roadways in the neighborhood is highlighted in **Table 4**. As shown, there are many roadways which rank as BLTS 3 or 4 across the neighborhood including Greg St, Vista Blvd, McCarran Blvd, Glendale Ave, Pyramid Wy, and Oddie Blvd. When roadways with higher vehicle speeds and traffic volumes (e.g. arterials) lack adequate bicycles facilities or sufficient separation between drivers and cyclists, it can result in uncomfortable conditions for biking. These factors create a highly stressful experience for cyclists and act as significant barriers to bicycle travel. Within the eastern region of the neighborhood, the Sparks Blvd shared-use path serves as a good example of sufficient separation along a high-speed arterial roadway. This path allows cyclists and pedestrians to safely access jobs, schools, parks, grocery stores and medical facilities along Sparks Blvd. The shared use path has undergone construction since 2022 and will continue to improve safety and mobility for all modes as the second phase of the project is implemented.

Table 4 Average bicycle level of traffic stress scores for arterials and collectors

Classifications	Central Sparks	Reno/Sparks Area
Arterials	3.18	3.06
Collectors	2.42	2.32
Average Total	3.04	2.91

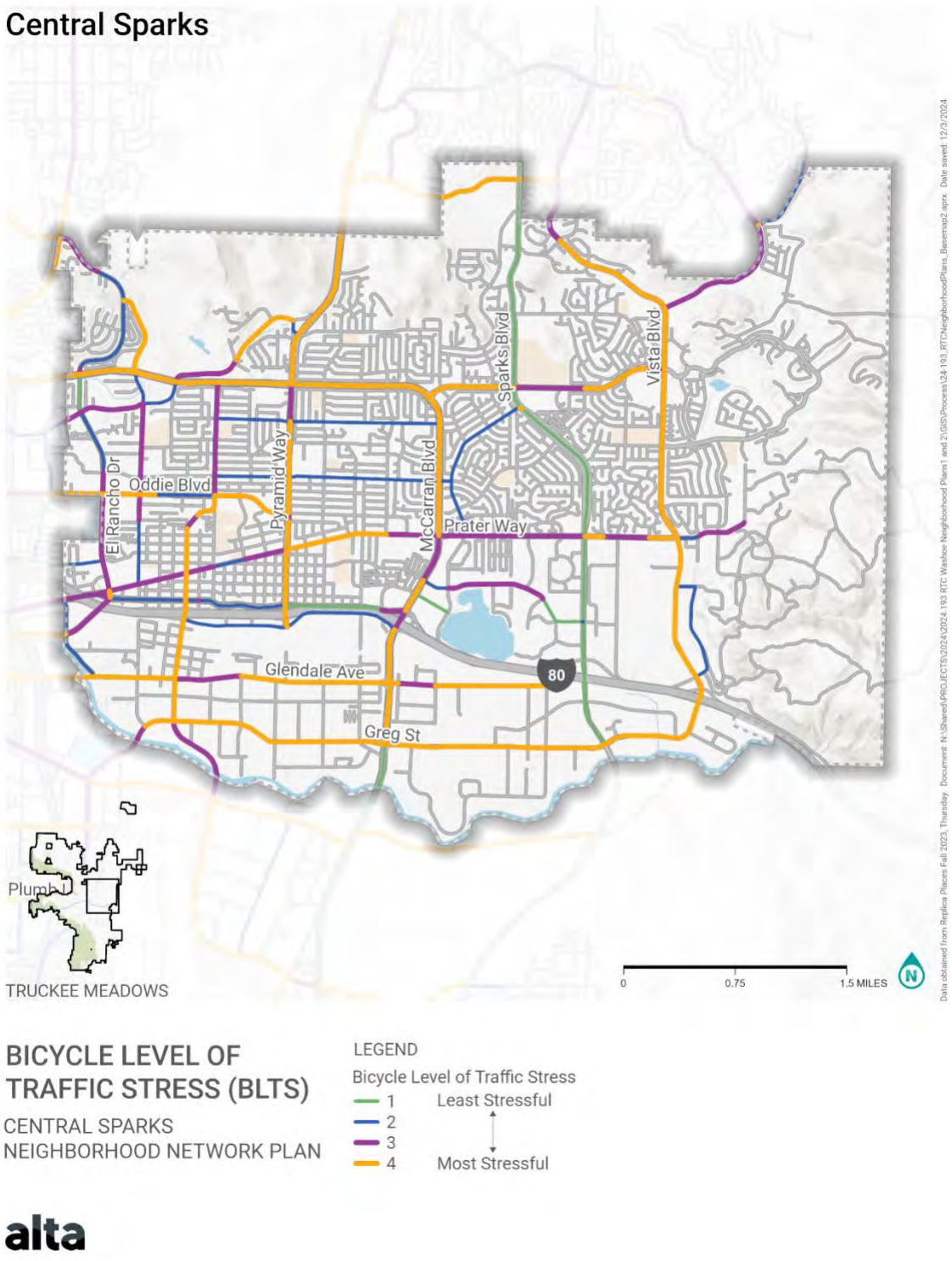


Figure 1414 Bicycle Level of Traffic Stress scores for the streets in the regional roadway network

Pedestrian Experience Index

The ATP leverages a comprehensive analysis of the pedestrian experience throughout the Reno/Sparks area from researchers at the University of Nevada Reno (UNR). This analysis is meant to provide a planning level of understanding of the pedestrian experience along roadways, and assigns scores based on factors such as the presence of sidewalks and their associated widths, existing buffer space from moving vehicles, number of vehicle lanes, and roadway speed. A score is assigned to each side of a roadway, with a total of 85 points possible. Higher scores represent roadways that provide a more comfortable pedestrian experience.

Central Sparks earned an average score of 45.76 for the pedestrian experience across all its regional roadways, but does not include the shared-use path along Sparks Blvd. A score of 46 means that sidewalks are typically five to six feet wide, are present on one or both sides of the road, provide buffer space between vehicles and pedestrians only intermittently, or may have higher speeds and number of lanes. Although a score of 46 is not in the bottom half of scores possible for the pedestrian experience index, it is very close. This can be seen in **Figure 15**, as there are several roadways with low to moderate scores. Streets such as McCarran Blvd, Oddie Blvd, Vista Blvd, and Greg St are made up of segments that earn some of the lowest scores in the network. These low scores are largely due to lack of sidewalks and/or sidewalk buffers between people walking and people driving. However, as 46 is the average for the Central Sparks area, there area numerous roads that earn high pedestrian experience scores, including roads like Greenbrae Dr, Probasco Wy, and York Wy.

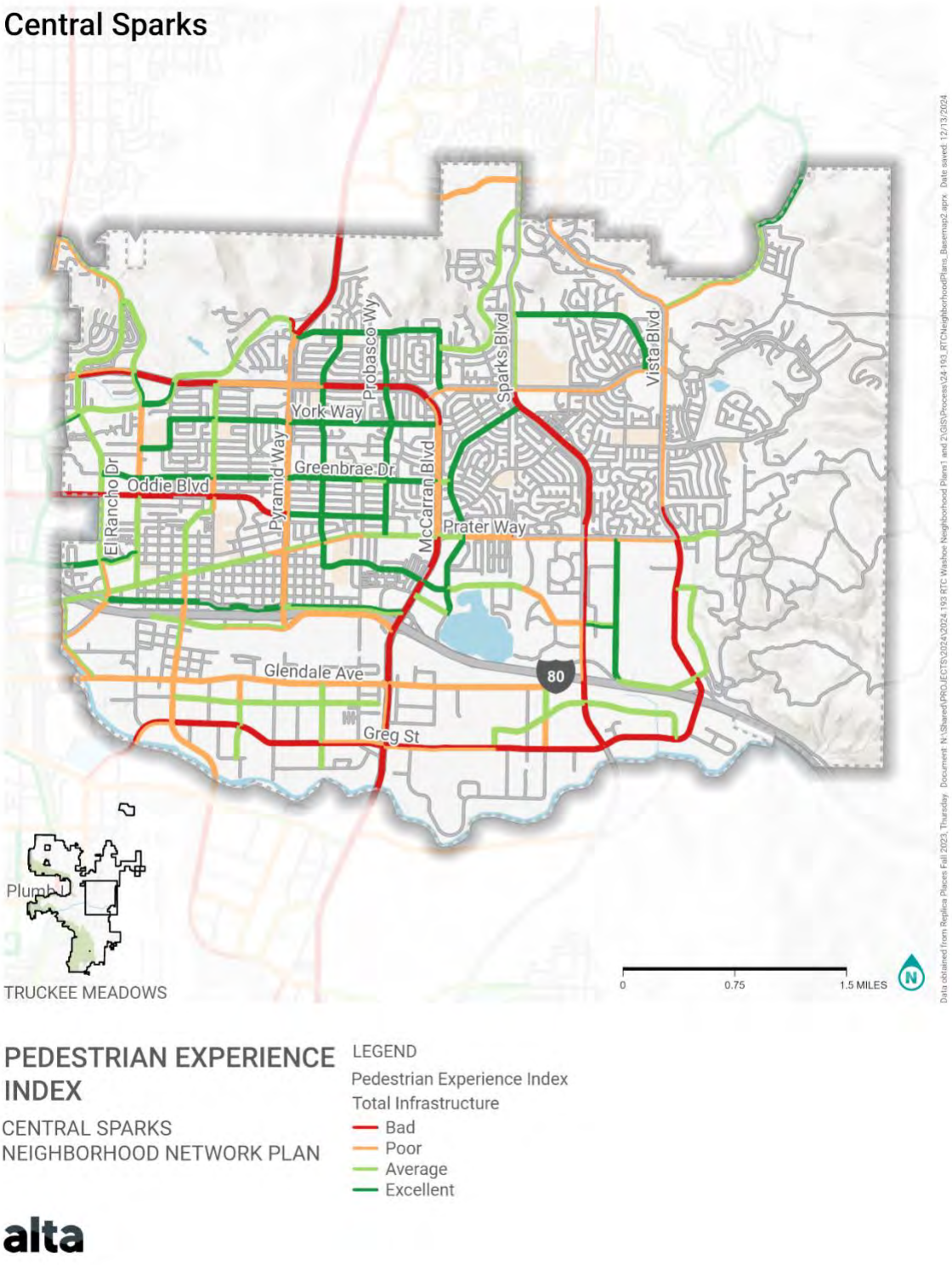


Figure 15 Pedestrian Experience Index scores for the sidewalks in the regional roadway network

Traffic Safety

Crash Data

The project team reviewed the most recent five years of available crash data which covers 2019 - 2023[3]. Over this period, there were 202 crashes involving someone walking or biking within the Central Sparks neighborhood, with eight fatal crashes and 184 crashes causing injury. Many of these crashes involved a person walking, with 132 total pedestrian crashes, and 70 crashes involving someone biking.

Table 5 Total crashes by mode

Total Crashes by Mode			
Crash Severity	**Pedestrians**	**Bicyclists**	**Total**
Fatal	4	4	8
Injury	118	66	184
Property Damage Only (PDO)	10	0	10
Grand Total	132	70	202

Intersections vs. Segments

There is roughly an even split of crashes between intersections and roadway segments (the area between intersections) for people walking and biking. However, **crashes in intersections accounted for two-thirds (63 percent)** of fatalities for people walking and biking. Additionally, 52 percent of crashes which resulted in an injury and 60 percent of crashes involving a person walking or biking which only resulted in property damage occurred at an intersection. This highlights the critical role that safety considerations play in designing intersections that safely serve all road users.

Table 6 Crash severity at intersections and on roads

Crash Severity	Pedestrians		Bicyclists		All Active Transportation	
	Intersections	**Segment**	**Intersection**	**Segments**	**Intersections**	**Segments**
Fatal	50%	50%	75%	25%	63%	38%
Injury	51%	49%	55%	45%	52%	48%
Property	60%	40%	-	-	60%	40%
All Crashes	52%	48%	56%	44%	53%	47%

[3] Data provided by NDOT. Data excludes December 2023 due to limited availability

Top Crash Corridors

Crash history helps highlight specific corridors that account for a majority of the crashes in the neighborhood. Out of a total of 35 corridors, the following 15 corridors accounted for a total of **129 injury crashes (71 percent of the total)** and **five fatal crashes (71 percent of the total)** involving a person walking or biking in the Central Sparks area. ***Prater Wy stands out among the top 15 corridors in terms of fatalities and injuries, with a total of three fatalities and 25 injuries,*** which is nearly double the number of injuries that any other road has experienced. Prater Wy is the only corridor in Central Sparks with more than one fatal crash in the last five years. Additionally, Pyramid Wy, El Rancho Dr, Rock Blvd, and Victorian Ave have all experienced double-digit totals for injuries and fatalities.

Table 7 Crash history on corridors with high crash rates

Rank	Street Name	Pedestrian Crashes		Bicycle Crashes		Total
		Fatal	*Injury*	*Fatal*	*Injury*	
1	Prater Wy	1	17	2	8	28
2	Pyramid Wy		7		6	13
3	El Rancho Dr		9		2	11
4	Rock Blvd		5	1	4	10
5	Victorian Ave		9		1	10
6	Glendale Ave		4		4	8
7	McCarran Blvd		6		3	8
8	Lincoln Wy		3		4	7
9	Sparks Blvd		3	1	3	7
10	Vista Blvd		4		2	6
11	Greg St		3		2	5
12	Baring Blvd		1		3	4
13	Greenbrae Dr		4			4
14	Howard Dr		4			4
15	Sullivan Ln		2		2	4

High Injury Network

The RTC has conducted substantial analysis of the regional roadway network to identify roads and intersections with the greatest safety needs. This research contributed to the development of a High-Injury Network (HIN) for the region, which identifies those places which have the highest crash rates, level of frequency, and crash severity across the county[4]. Central Sparks contains 16 HIN corridors and 26 HIN intersections. The corridors account for 13.57 miles or nearly 16 percent of the region's HIN network, and almost 19 percent of the region's HIN intersections. **Figure 16** highlights the streets and intersections that comprise the high-injury network in Central Sparks. Corridors such as McCarran Blvd, Prater Wy, Pyramid Wy, and Victorian Ave make up some of the more dangerous portions of the area's roadway network.

[4] *It is important to note that the RTC HIN was developed based on all crashes and is not specific to crashes for people walking and biking.*

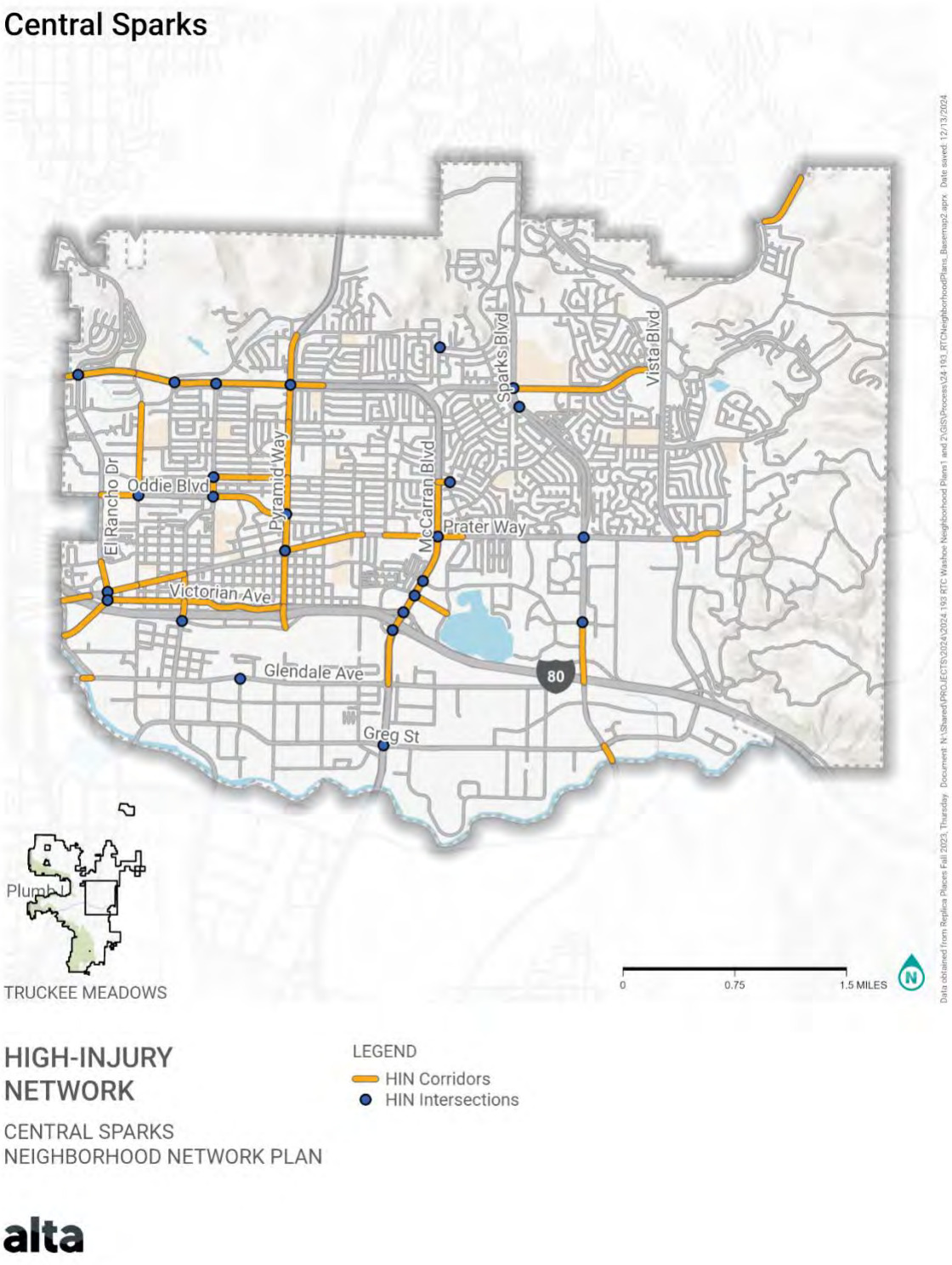


Figure 1615 High-Injury Network in Central Sparks

ATP Interactive Webmap Results

Part of the community engagement effort for the ATP involved providing the public with an interactive web map where they could pinpoint specific locations which were difficult or concerning as a bicyclist or pedestrian (**Figure 17**). They were also encouraged to mark locations which currently provided good or comfortable facilities. Respondents left a total of 63 comments for the Central Sparks area. Residents identified 28 bicycle-related issues, 28 pedestrian-related issues, four network gap issues, and three issues related to other mobility deficiencies. Bicycle issues included poor wayfinding and signage, inadequate facilities and poor-quality infrastructure, poor visibility, challenging transitions, and gaps in the bicycle network, among others. Pedestrian issues included sidewalk gaps, inadequate and infrequent crossings, dangerous roadway conditions, especially for children and students, and poor intersection designs, among others. Other mobility issues and network gaps included issues such as the need for improved transit and lagging service for street cleaning. Additionally, across almost all types of issues, numerous respondents identified dangerous drivers and driving habits as a major concern. Several streets were identified as having multiple issues within the neighborhood, including McCarran Blvd, Baring Blvd, El Rancho Dr, Sparks Blvd, Vista Blvd, Wedekind Rd, Whitewood Dr, and Prater Wy. In addition to those corridors, three intersections along Sparks Blvd received multiple comments: Shadow Ln, Baring Blvd, and Lincoln Wy.

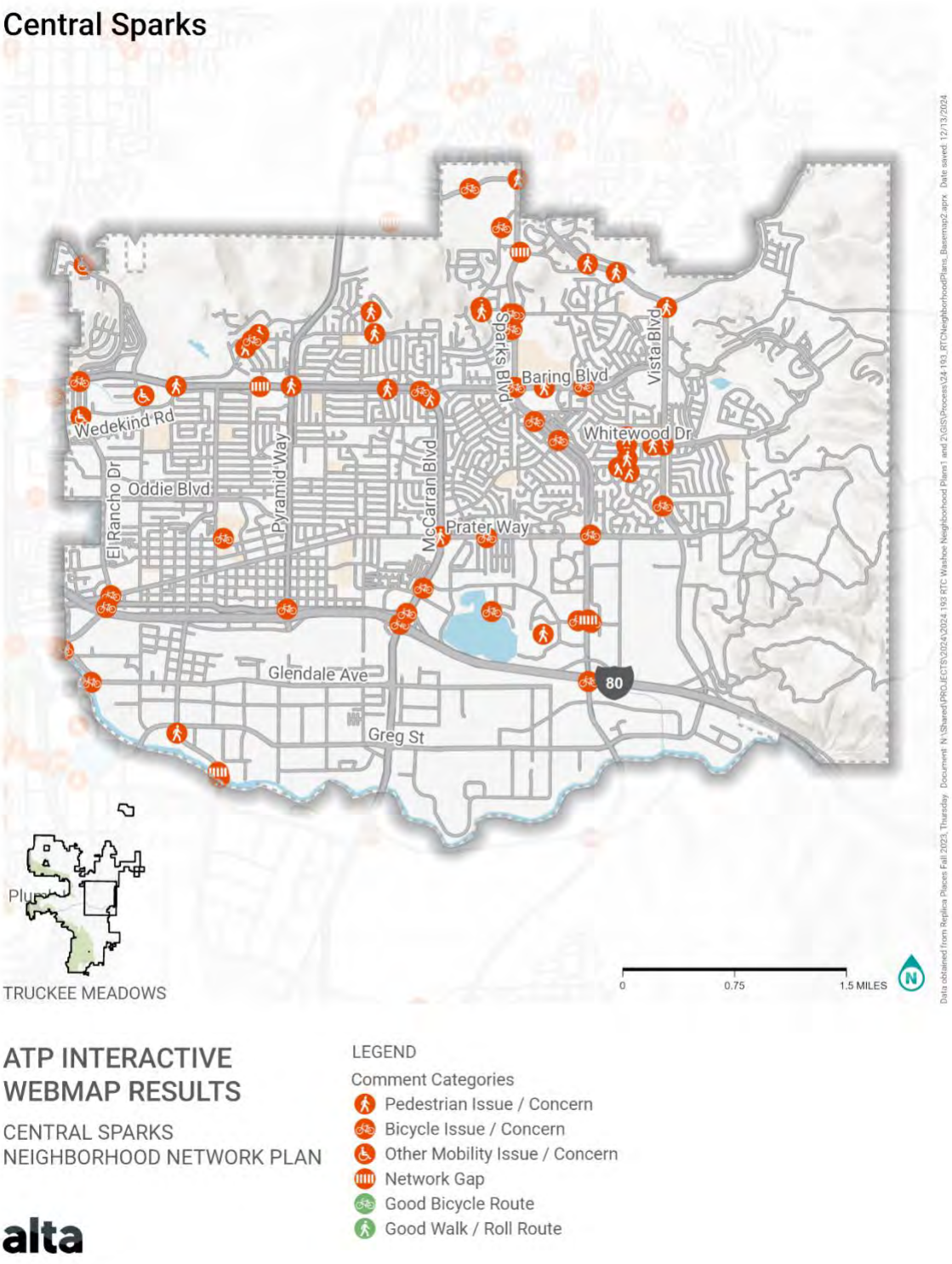


Figure 1716 ATP Interactive Map Interface

Traffic Calming

The City of Sparks operates a traffic calming program that allows residents to request infrastructure improvements designed to promote safe driving behaviors. The City is actively addressing these requests by implementing measures that reduce vehicle speeds, lower traffic volumes, discourage cut-through traffic on local streets, minimize conflicts between street users, enhance the surrounding environment, and create safer neighborhoods.

Active Trip Demand

Bicycle and Pedestrian Activity

The project team used Replica data to assess the level of walking and biking activity in the area[5]. Based on this data, there are an estimated total of 29,058 daily walking trips (1,448 trips per square mile) and 2,578 daily biking trips (128 trips per square mile) in the Central Sparks area (**Table 8**). When looking at the region, there are an estimated 181,779 daily walking trips and 17,035 daily biking trips, which comes out to 586 and 55 trips per square mile, respectively. Although Central Sparks does not have as many trips per square mile as the Reno/Sparks area, its comparatively high density of existing active transportation trips in the neighborhood indicates a higher overall demand for walking and biking trips and infrastructure than average in the region.

Table 8 Estimated Biking and Walking Trips

Mode	Central Sparks		Reno/Sparks Area
	Total	*Percent of Reno/Sparks Total*	
Bicycling Trips	2,578	15.1%	17,035
Bicycling Trip Density (per square mile)	128	N/A	55
Walking Trips	29,058	16%	181,779
Walking Trip Density (per square mile)	1,448	N/A	586

[5] Replica Data provides trip estimates based on activity-based travel demand modeling. This data provides a high-level estimate of trips by various modes throughout the area but does not represent recorded trip data.

Active Trip Potential

In addition to understanding where current active transportation trips occur, it is also important to understand which areas have a strong potential for increased active transportation trips. This analysis is accomplished by identifying areas where people take a high number of short vehicle trips. Trips are classified based on their distance, with distance serving as an indicator of the suitability for various mode shifts. Trips under one mile were classified as potential walking trips, trips between one and three miles were classified as potential biking trips, trips between three and six miles were classified as potential e-bike trips, and trips over six miles were considered not suitable for active modes.

Within the Central Sparks neighborhood, there are several areas that see a high percentage of vehicle trips that are less than or equal to six miles, which have the potential to be converted to other modes. Numerous census tracts in the northwest corner of the neighborhood, bounded by Prater Wy, McCarran Blvd, and the western border of the neighborhood, have a high percentage of trips that fall under three miles, and even more under six. The neighborhoods surrounding the Sparks Marina Park also see a large majority of their trips falling within six miles. **Table 9** below shows the estimated total number of trips and approximate lengths for the Central Sparks and Reno/Sparks areas. Central Sparks sees 10 percent more trips under three miles than the Reno/Sparks area, highlighting the higher-than-average potential for mode shift in the neighborhood.

Table 9 Percent of daily vehicle trips (Replica Data)

Trip Distance	Central Sparks		TMSA	
	Estimate	*Percentage*	*Estimate*	*Percentage*
Less than 1 mile	7,664	13.2%	259,087	10.4%
1 to 3 miles	19,649	36.0%	717,325	28.8%
3 to 6 miles	19,769	27.4%	695,067	27.9%
over 6 Miles	18,676	28.4%	820,599	32.9%
Total	86,728		2,492,078	

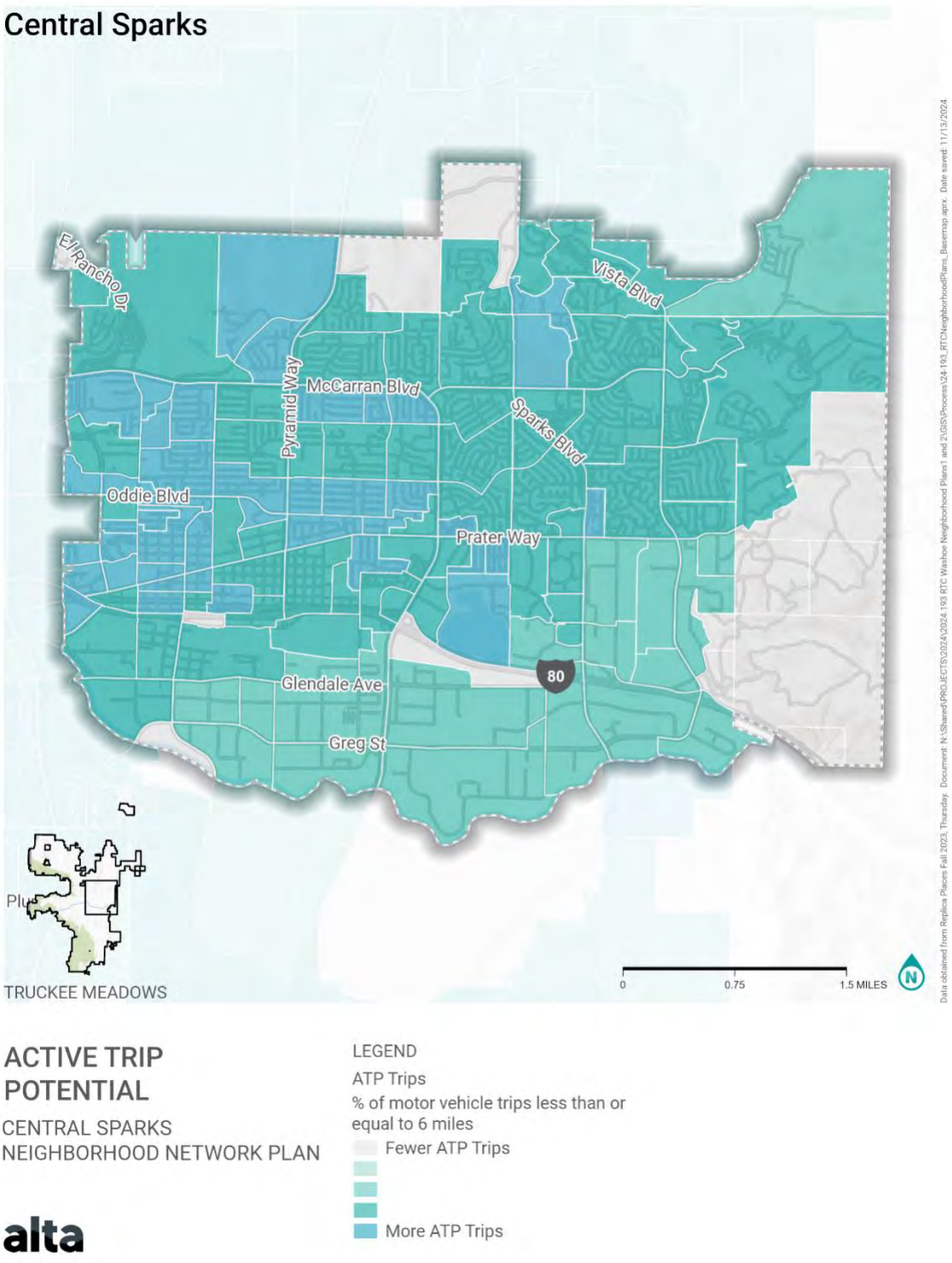


Figure 1817 Active trip potential in Central Sparks

Active Transportation Gap Analysis

The RTC completed an Active Transportation Gap Analysis as part of the development of the *RTC Washoe Active Transportation Plan.* To identify gaps, the RTC combined the results of several analyses of the Truckee Meadows network, including Bicycle Level of Traffic Stress, Pedestrian Experience, Equity, Active Trip Potential, and the High Injury Network[6]. The analyses were combined by assigning a score to each individual analysis for each road segment (Figure 19). Segments could earn a score between zero and 40, with zero representing a roadway with no gaps and 40 representing a roadway with significant gaps.

The roadway network in Central Sparks earned an average overall gap analysis score of 22.4, with streets scoring as high as 29.3 and as low as 12.4. Nearly 57 percent of the streets earned a score over 20, with the following top 10 streets earning the highest average gap analysis scores (Figure 20).

Top Ten Active Transportation Network gaps:

1. Pyramid Wy (29.3)
2. Oddie Blvd (29.1)
3. McCarran Blvd (28.7)
4. Kietzke Ln (27.0)
5. Nichols Blvd (27.0)
6. Prater Wy (24.2)
7. Rock Blvd (24.2)
8. Wedekind Rd (23.7)
9. Victorian Ave (23.3)
10. El Rancho Dr (22.6)

While the gap analysis identified a few of the same corridors that respondents did during the ATP Interactive Webmap survey, there were several additional streets and areas that respondents identified as presenting major challenges for pedestrians and bicyclists. El Rancho Dr, Baring Blvd, Wedekind Rd, and the streets surrounding Mendive Middle School each received several comments related to inadequate bicycle and pedestrian infrastructure and connections, as well as unsafe driving behaviors. Sparks Blvd, which includes one of the region's few multi-use paths, also received a large number of comments, many of which pertained to challenging street crossings and poorly maintained bike facilities. This highlights the importance of maintaining existing active transportation facilities to ensure they don't create additional barriers for users.

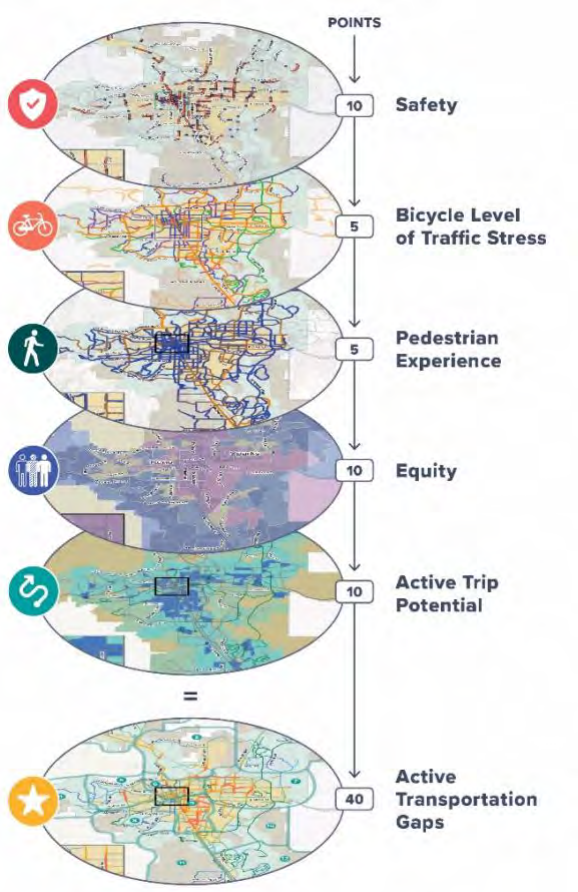


Figure 1918 Active Transportation Gap Variables

[6] *The term "gap" represents a roadway section that acts as a barrier to active transportation in the region.*

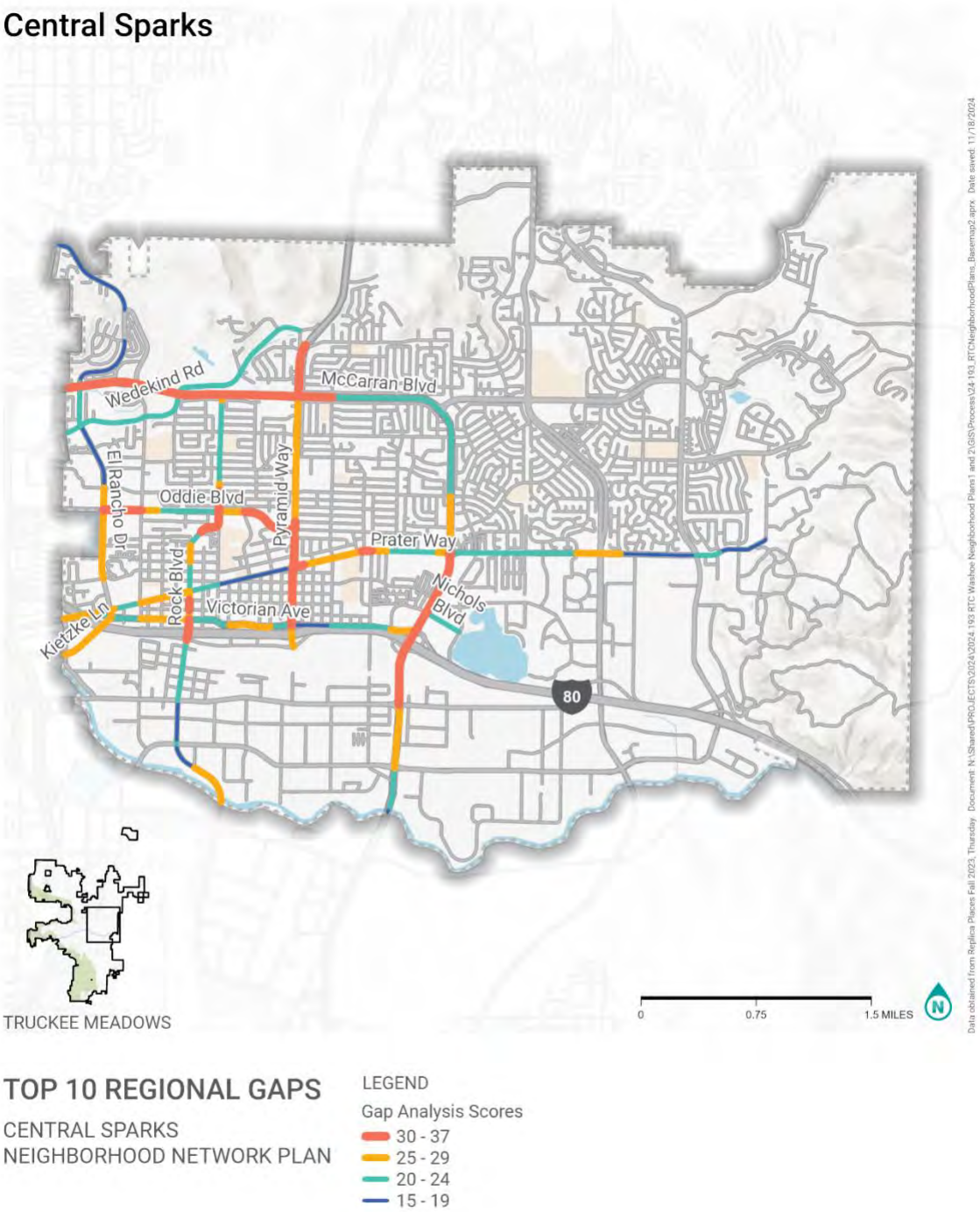


Figure 2019 Top 10 highest scoring corridors in Central Sparks

Neighborhood Profile Summary

Central Sparks is young, dense, and significantly more diverse than the rest of the Reno/Sparks area, with a large Hispanic population. As a whole, the neighborhood has a slightly lower household income than the region with similar rates of housing cost burden and lack of access to a vehicle. However, the neighborhood contains several communities in the western and southern portions of the area between McCarran Blvd, I-80, and the Reno/Sparks border which are denser and have significantly lower average incomes, lower levels of vehicle access, and higher rates of housing cost burden. These areas stand to benefit the most from investments in active transportation.

40.9%
Hispanic (26.4% region avg.)

20x
Regional housing density

10%
More trips under three miles vs region

-$10K
Household Income below Region Average

Central Sparks provides its residents a range of walking and biking facilities, from the high-quality shared use paths on Sparks Blvd and along the Truckee River to areas like McCarran Blvd between I-80 and Lincoln Way, which lack sidewalks, sidewalk buffers, and bicycle facilities. Major arterials, such as Pyramid Way, which contains numerous segments and intersections within the High-Injury Network, could provide needed connections within the community but currently act as major barriers to pedestrians and bicyclists.

The analyses in this report identified several gaps in the active transportation network, especially along major arterial roadways. These gaps present opportunities to create a safer and more connected active transportation network and further the goals of the ATP. With relatively strong demand for active transportation in the area, and the potential for many of the neighborhood's trips to be switched from vehicles to active modes, Central Sparks is well positioned to become one of the most enjoyable places for pedestrians and bicyclists in the region with focused improvements. Addressing issues identified along the top 10 corridors could greatly enhance the quality of life, health, and safety to create a more vibrant and well-connected Central Sparks neighborhood.

B

Appendix B: Community Engagement Summaries

Pop-Up Information Event Summary
RTC Neighborhood Network Plans
Central Sparks Plan

Pop-Up Event Date: February 22, 2025
Location: Lighthouse Coffee, 325 Harbour Cove Dr. #121, Sparks, NV 89434

Team Members in Attendance: RTC Planner Marquis Williams, RTC Planning Manager Graham Dollarhide, RTC Public Information Officer Josh MacEachern, Alta Planning + Design Planning Associate II Cole Peiffer, RTC Planner Shay League, and MJT Consulting Public Information Officer Lauren Ball

Topic: RTC Neighborhood Network Plans – Central Sparks Plan

Approximate number of attendees: 45

Notifications: The community was notified of the pop-up event via RTC social media posts, an email blast to stakeholders, and a press release to inform local media.

About the Project:
The RTC is proposing improvements to help make walking and biking safer and more comfortable in 12 Reno/Sparks neighborhoods over the coming years, starting with plans to improve the Central Reno/MidTown neighborhood and the Central Sparks neighborhood. This pop-up focused on the Central Sparks neighborhood. The Central Sparks neighborhood is the diverse core of Sparks, approximately defined by Baring Boulevard to the north, the Reno-Tahoe International Airport to the south, Teglia's Paradise Park to the west, and Vista Boulevard to the west.

Pop-Up Event Summary:
Public input and feedback about potential neighborhood improvements are critical to the project's planning process. The project team created public information pop-up events as a way to have personal, one-on-one conversations with community members to provide them with project information and ask for feedback to address concerns in their neighborhood. The project team wanted to meet the community where they are for quick and meaningful conversations.

The project team selected the patio area of Lighthouse Coffee near the Sparks Marina as the pop-up information event location. The event was held on Saturday, February 22, 2025, from 9 a.m. to noon, to coincide with the anticipated influx of customers to the local coffee shop on a Saturday morning, along with people who might be using the Sparks Marina for weekend outdoor recreation. The weather was anticipated to be warmer than usual for February, which also meant an increase in foot traffic near the coffee shop on the way to the Marina path.

The pop-up event included one table with two large printed maps of the Central Sparks neighborhood, project flyers, and coloring sheets for children. Along with the map, there were post-its and markers available for people to leave comments. Additionally, understanding that not everyone can attend in-person events, all pop-up materials were also made available on the project landing page on the RTC's website.

People who came to the pop-up event and provided comments were offered a coupon for a complimentary large coffee, coffee cake, or cookie from Lighthouse Coffee as an incentive. While approximately 30 people took the coupon, only 15 coupons were redeemed.

Throughout the course of the three-hour pop-up event, approximately 45 people stopped by the information tables to talk with staff, or received a flyer with more information about the project.

Of the people who stopped by the pop-up table to talk to the team, most had come to visit Lighthouse Coffee, or were heading to the Marina for recreation. A handful of people saw the event being advertised and came specifically to learn more about the project.

The pop-up event was attended by Ward 1 Sparks City Councilmember Donald Abbott, Ward 3 Sparks City Councilmember Paul Anderson, and Sparks Citizens Advisory Committee Ward 1 member David Morlet. They rode bicycles to the pop-up event and provided personal insights and anecdotes from their constituents and committee members about areas in the Central Sparks neighborhood that needed improvements.

One person who stopped by mentioned that lighting could be improved throughout the Central Sparks neighborhood to encourage more people to use alternate modes of travel.

Another person mentioned they had wanted to ride their bike to the Marina to provide feedback at the pop-up event, but wasn't able to find any nearby bike racks. They commented that there should be bike racks added to the Marina area.

A couple of other people pointed out breaks in connections throughout the neighborhood, including from Baring to Oddie and the path along Sparks Boulevard.

Another person suggested adding a bridge from the Lighthouse Coffee/Sparks Water Bar area to the other side of the Marina for a tourist attraction.

Because it was a sunny February day, some passersby were visiting the Marina from other areas of Sparks and Reno, and had ideas for their own neighborhoods. Staff let them know that the region had been divided into 12 neighborhoods and that future plans would focus on other areas of our community.

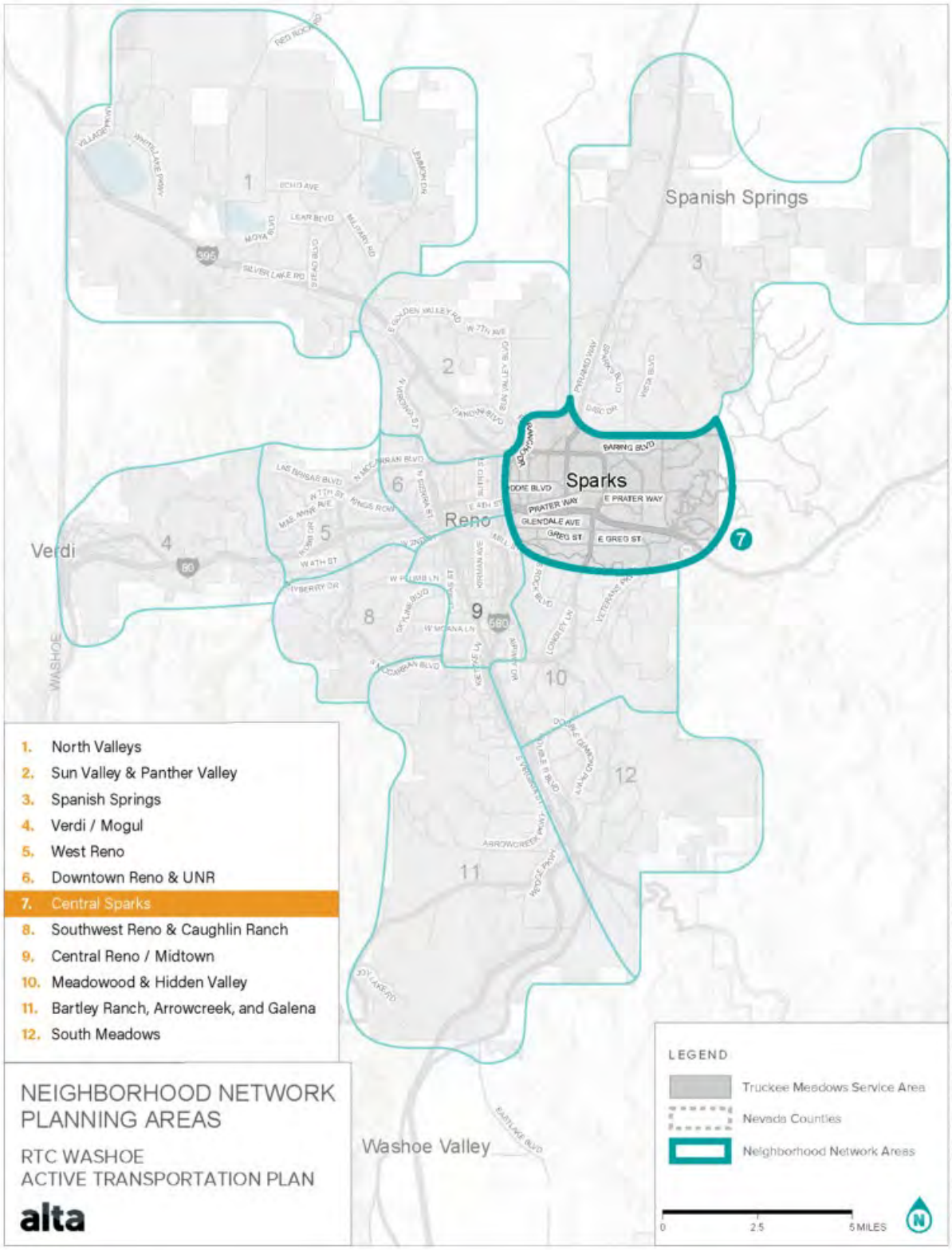
Overall, people expressed gratitude and excitement that the RTC was embarking on the Neighborhood Network Plans and many had ideas for the Central Sparks neighborhood and beyond.

A full list of the written comments received are listed below and photos of the comments are included on the following pages.

Comments Received:

- Marina: Need bike racks at Marina
- Along Lincoln Way to Victorian Ave: More lights
- Sparks Blvd. bike path between Baring and Prater: Asphalt
- Sparks Blvd.: Speeding cars

- Path along Sparks Blvd. too disjointed to be useful
- Baring to Oddie connection missing
- Sparks Blvd.: Street sweepers sweep dirt into bike lanes; bike lanes are not maintained
- Area east of Pyramid/McCarran intersection: Lack of connectivity all around
- Not many people park on 4th between Greenbrae + Prater
- Nugget Ave.: Cars pulling out to see traffic on Victorian
- Pinch point under McCarran bridge
- Greg St.: Better bike connection to jobs
- River path: This section feels safe in contrast to Reno
- Sparks Blvd. near Greg St.: More paths/separation to ride with kids
- Sparks Blvd.: Sweep the multi-use
- Sparks Blvd.: People in paths
- Sparks Blvd. between Lincoln and train tracks: Blind crossing
- 9th St.: Make a bridge
- Asphalt falling apart from Galletti to Rock on River Path
- Sidewalk and bike path Rock Blvd. no safe crossing under bridge
- MAKE RENO COOLER!
- Neighborhood connections sound good
- More trails, more parks
- Sparks Blvd. near Express St.: incline not ADA
- Sparks Blvd. near Express St.: ADA slopes
- Near Van Meter Park: Parking at RAB
- Neighborhood between Howard and Lincoln: Unsafe and no lights

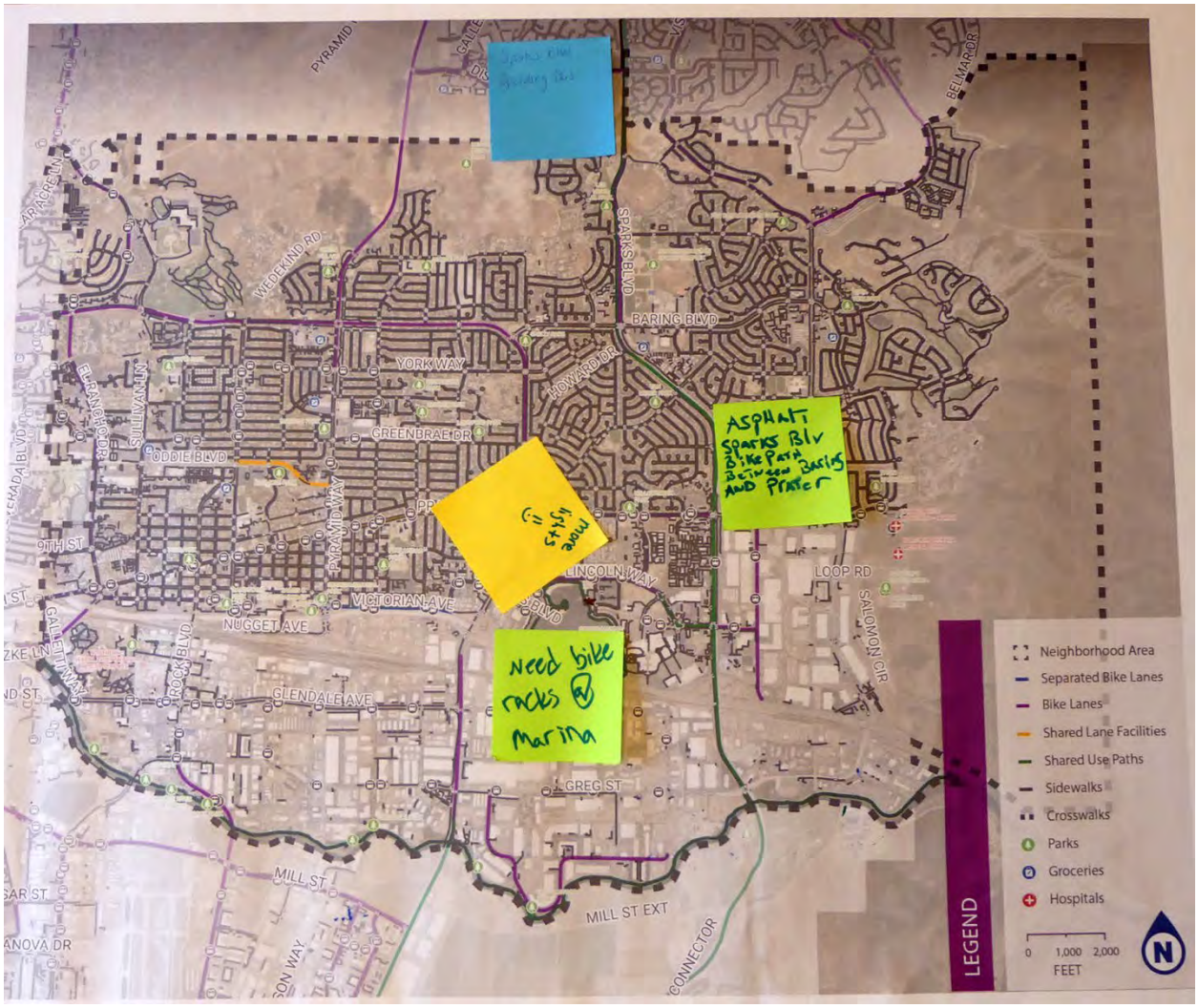


NEIGHBORHOOD NETWORK PLANNING AREAS

RTC WASHOE
ACTIVE TRANSPORTATION PLAN

alta

Data provided by Washoe County. Document: N:\Shared\PROJECTS\2022\060-2022-260 Washoe, NV Active Transportation Plan\GIS\Restored\GIS_BackupRestore\Process\22-260_WashoeATP.aprx. Date saved: 5/22/2024


ASPHALT SPARKS BLV BIKE PATH BETWEEN BARING AND PRATER
more bikes!!
Need bike racks @ Marina
PYRAMID
SPARKS BLVD
BARING BLVD
WEDEKIND RD
YORK WAY
HOWARD DR
GREENBRAE DR
ODDIE BLVD
PYRAMID WAY
LINCOLN WAY
LOOP RD
SALOMON CIR
VICTORIAN AVE
NUGGET AVE
GLENDALE AVE
GREG ST
MILL ST
MILL ST EXT
CONNECTOR
LEGEND
Neighborhood Area
Separated Bike Lanes
Bike Lanes
Shared Lane Facilities
Shared Use Paths
Sidewalks
Crosswalks
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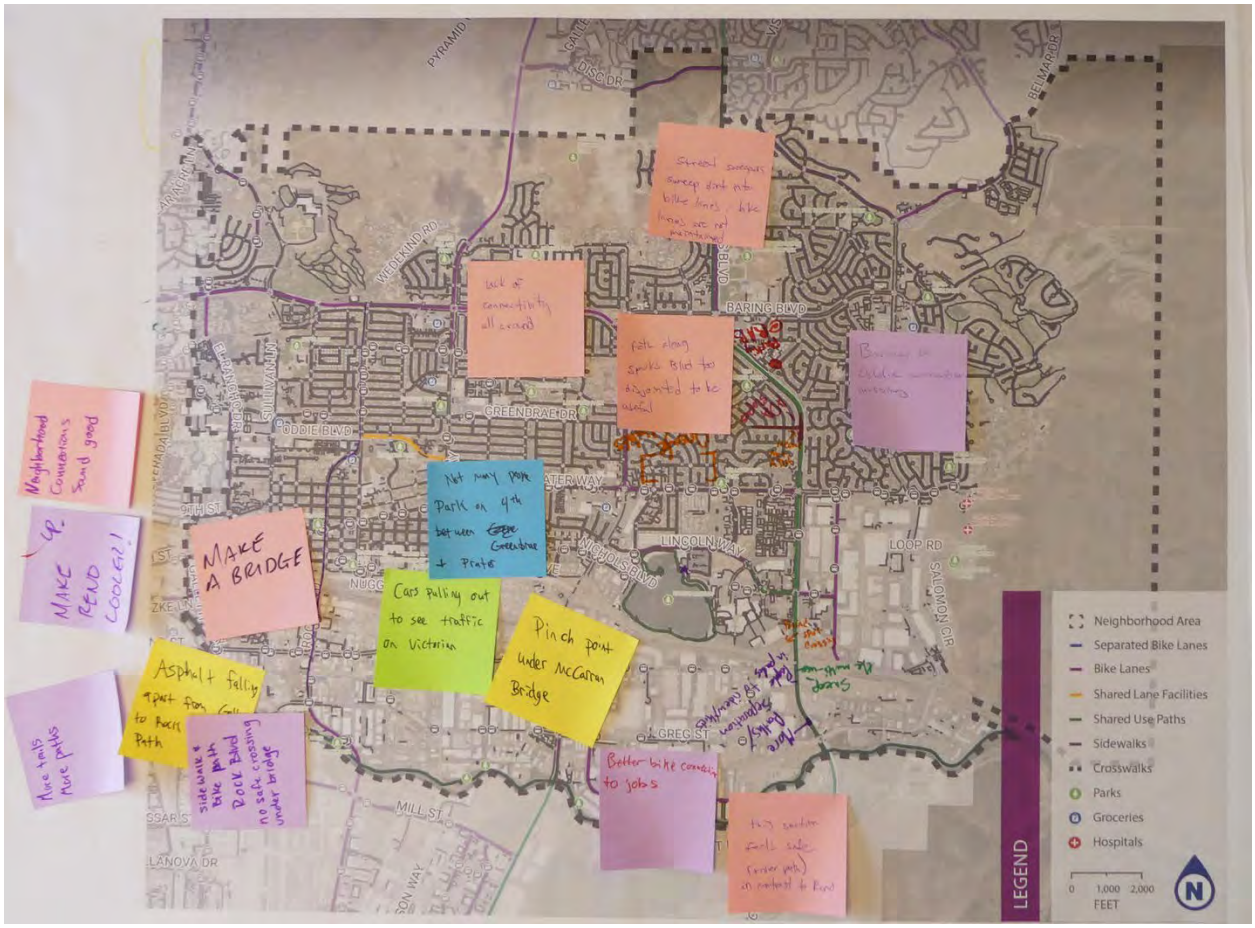
Street sweepers sweep dirt into bike lanes, bike lanes are not maintained
Lack of connectivity all around
Path along Sparks Blvd to be adjusted to be useful
Barriers to cyclist connection missing
Neighborhood Connections Sand good
MAKE A BRIDGE
Not many pops Park on 4th between Greenbrae + Prater
Cars pulling out to see traffic on Victoria
Pinch point under McCarran Bridge
Asphalt falling apart from to Rock Path
Rock Blvd no safe crossing under bridge
Better bike connection to jobs
BARING BLVD
GREENBRAE DR
LINCOLN WAY
LOOP RD
SALOMON CIR
MILL ST
GREG ST
LEGEND
Neighborhood Area
Separated Bike Lanes
Bike Lanes
Shared Lane Facilities
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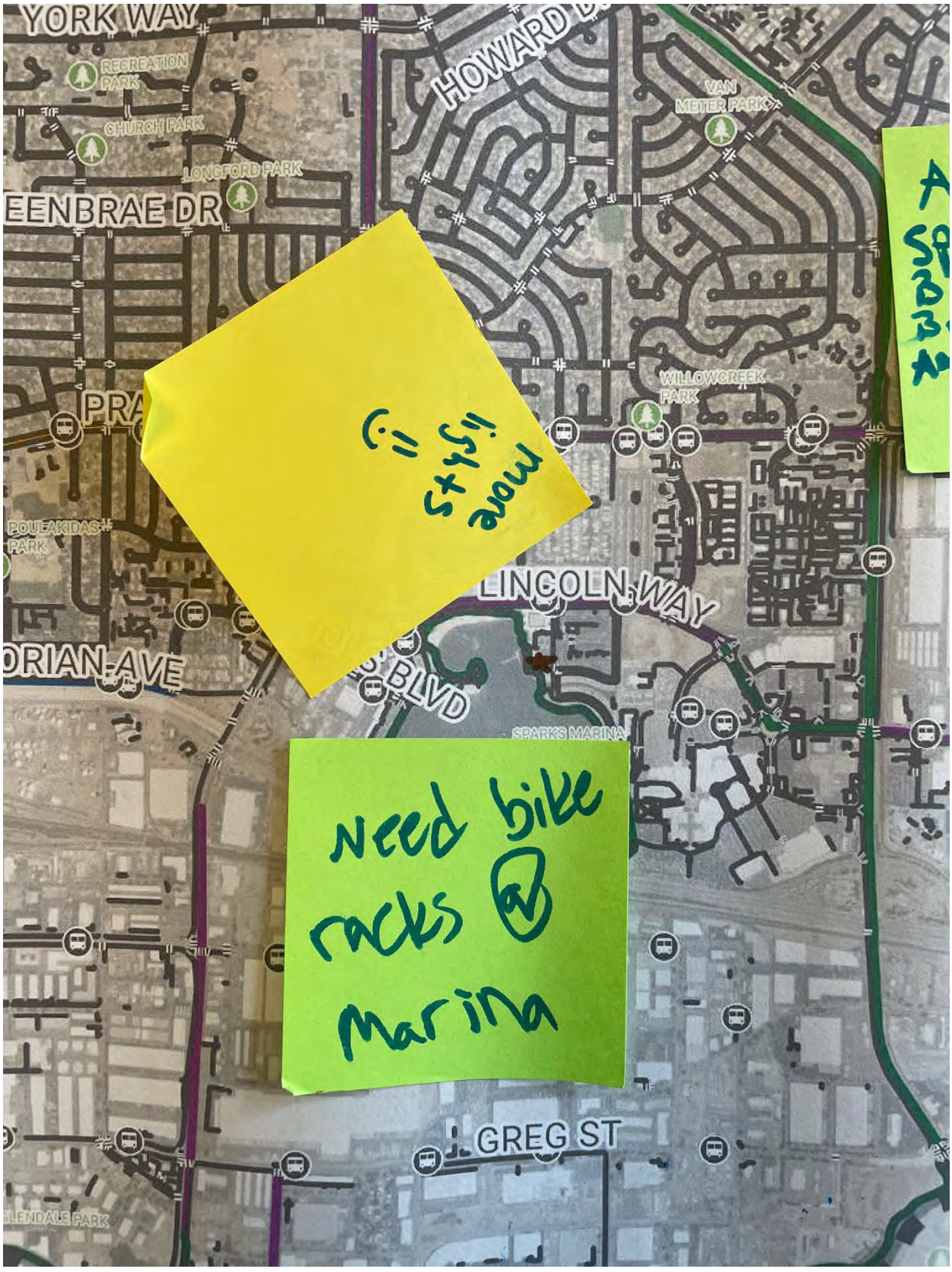
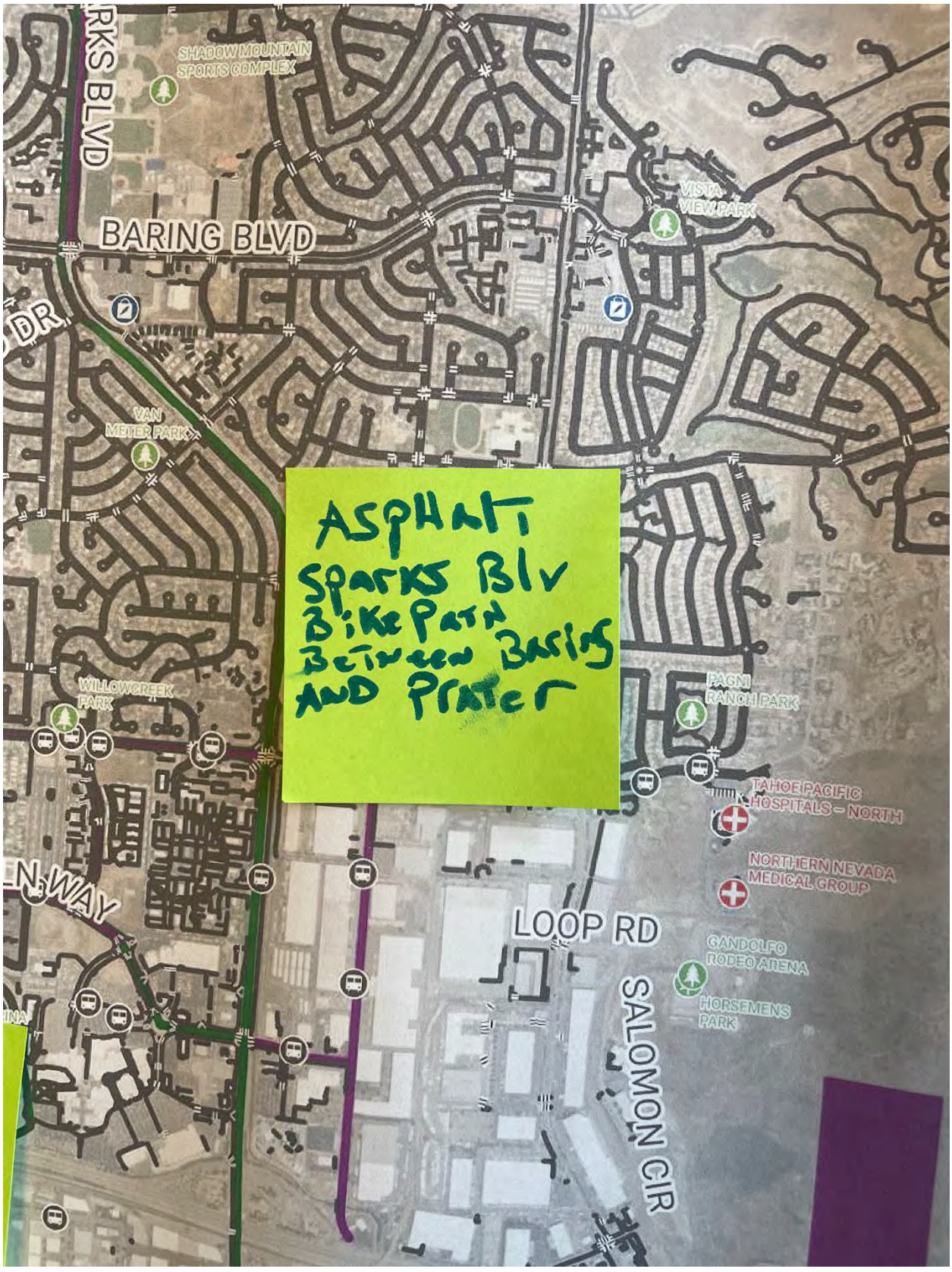
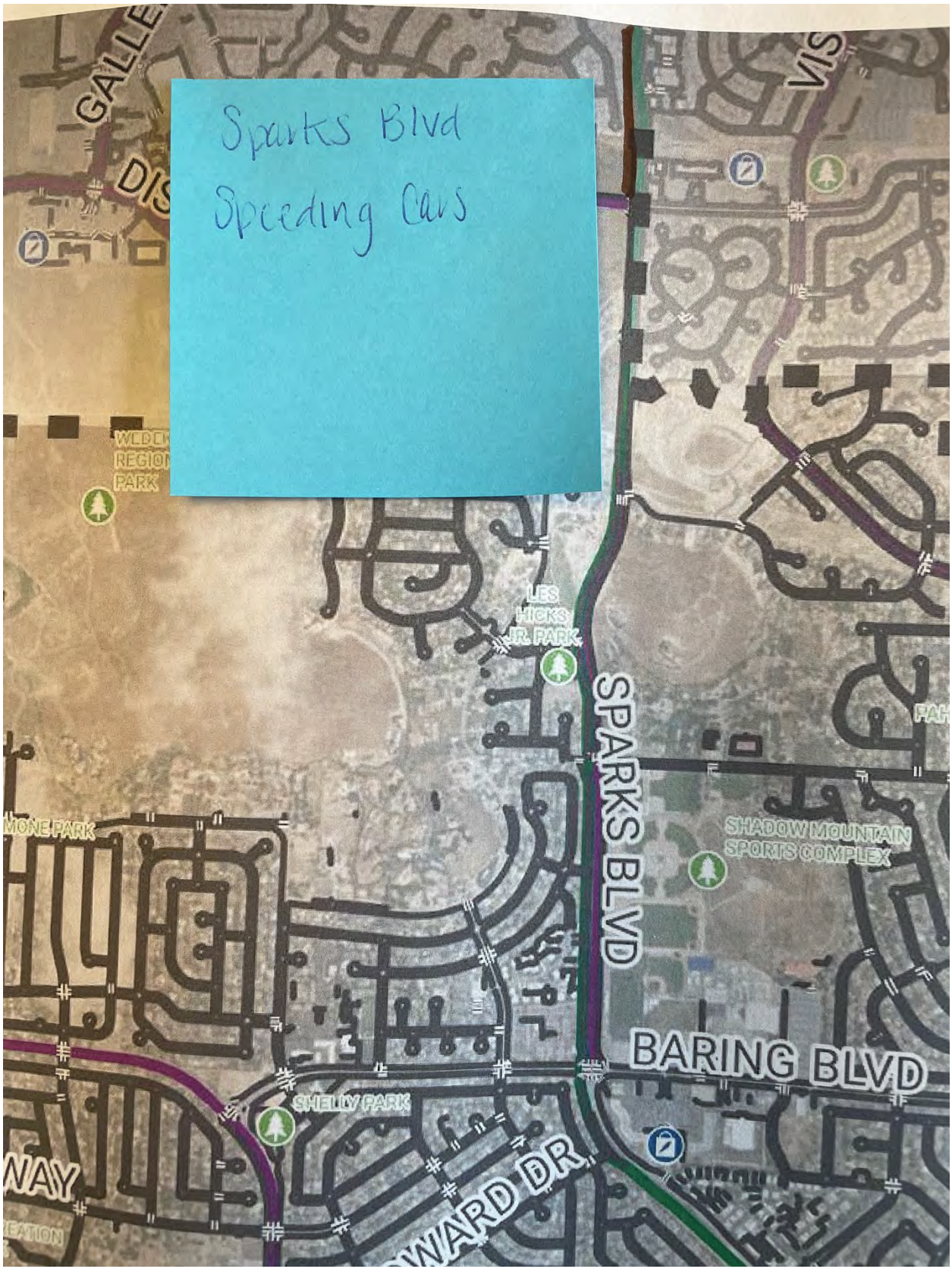
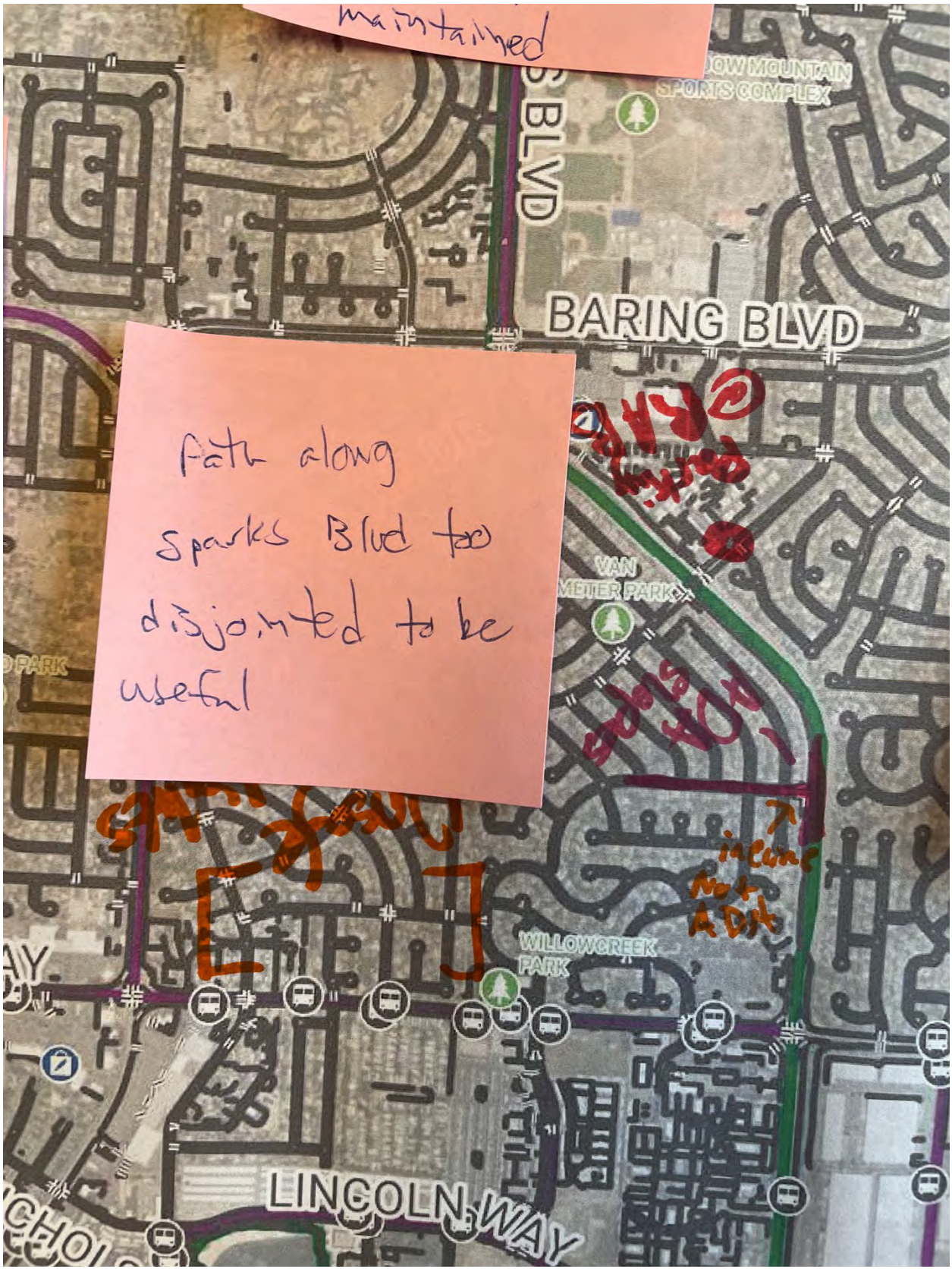
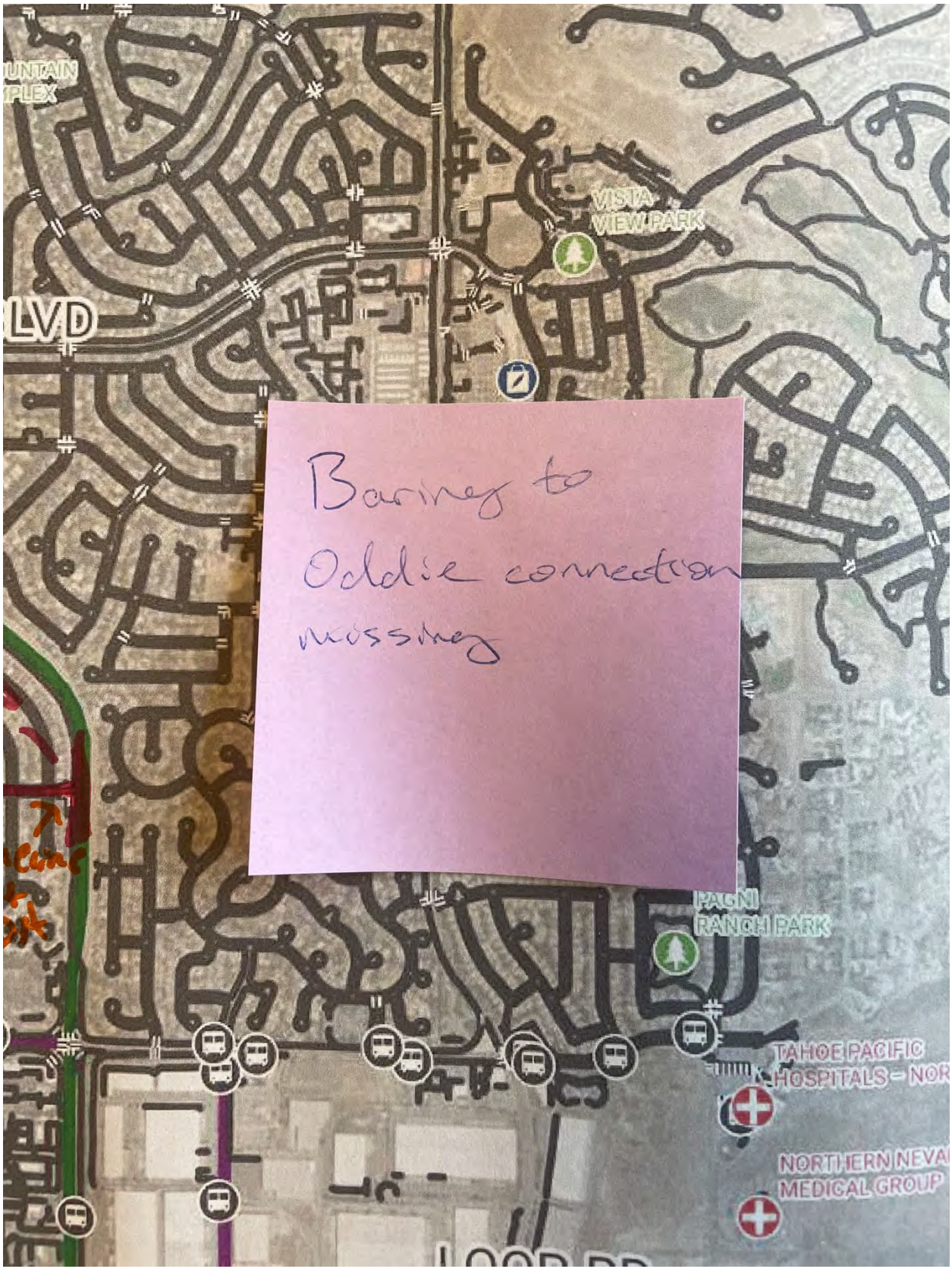
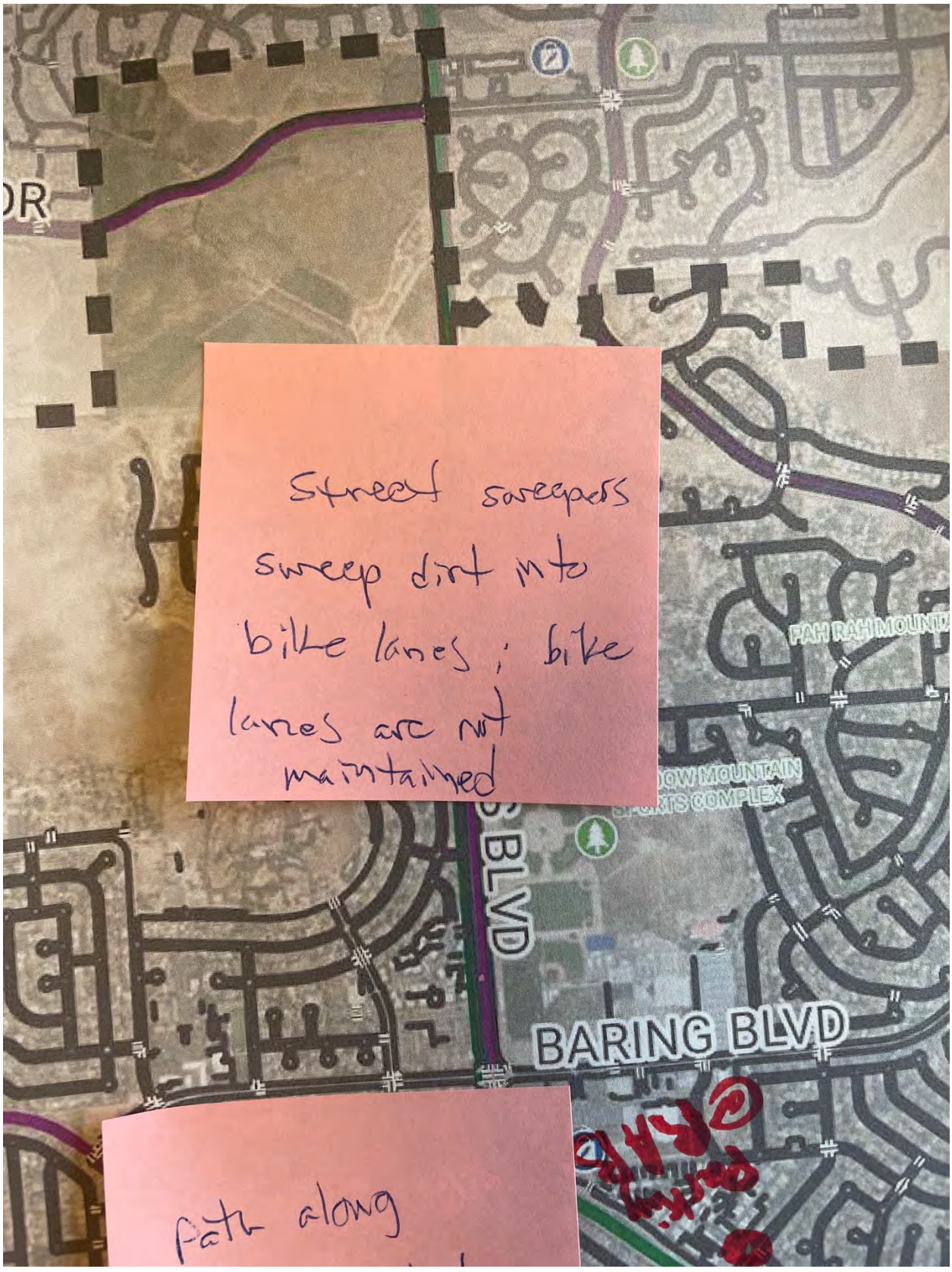

YORK WAY
RECREATION PARK
CHURCH PARK
LONGFORD PARK
EENBRAE DR
HOWARD
VAN METER PARK
WILLOWCREEK PARK
LINCOLN WAY
BLVD
SPARKS MARINA
need bike racks @ Marina
GREG ST

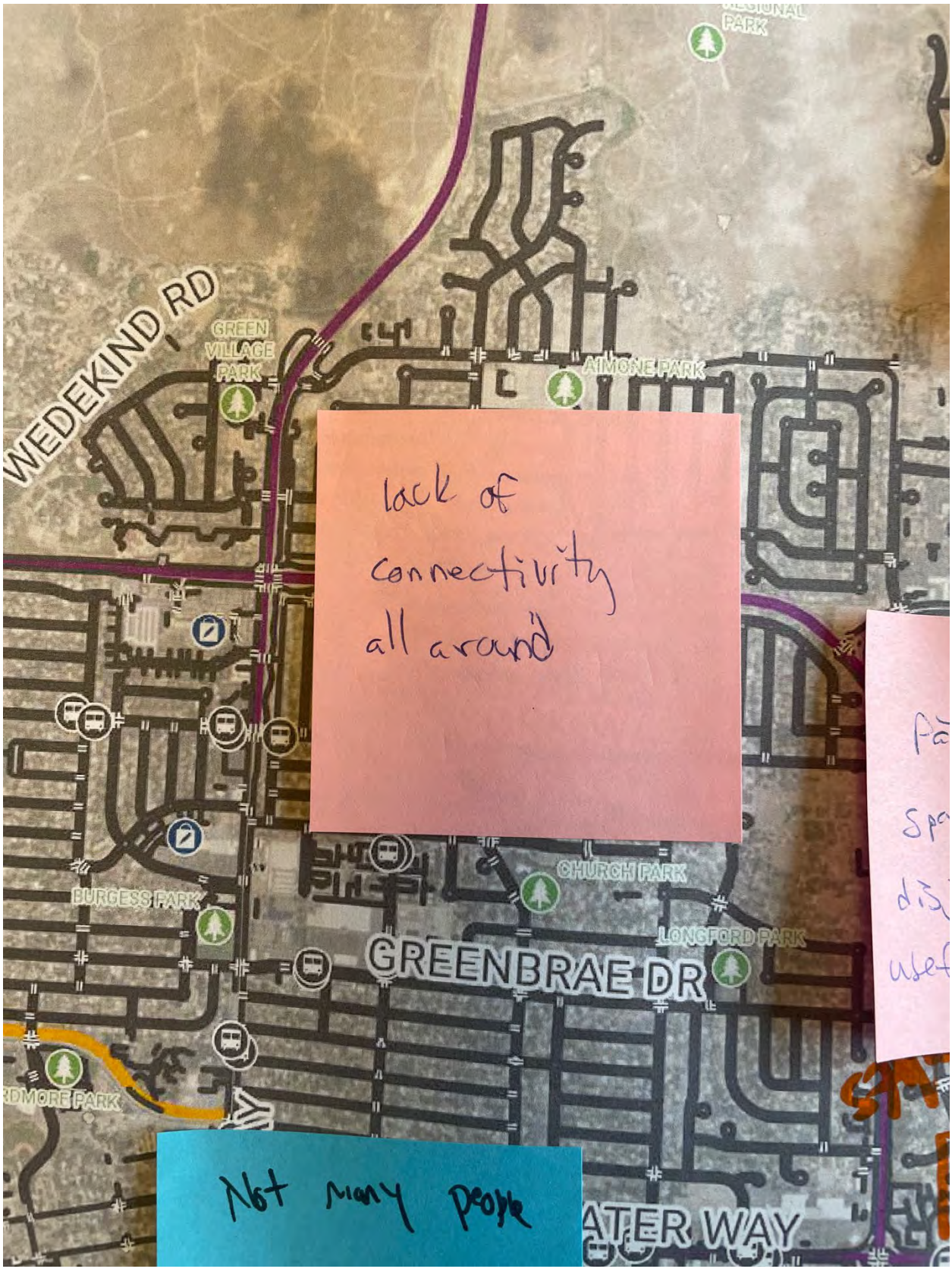

SHADOW MOUNTAIN SPORTS COMPLEX
BARING BLVD
VISTA VIEW PARK
VAN METER PARK
WILLOWCREEK PARK
PAGNI RANCH PARK
TAHOE PACIFIC HOSPITALS – NORTH
NORTHERN NEVADA MEDICAL GROUP
LOOP RD
GANDOLFO RODEO ARENA
HORSEMEN'S PARK
SALOMON CIR
Asphalt
Sparks Blv
Bike Path
Between Baring
And Prater

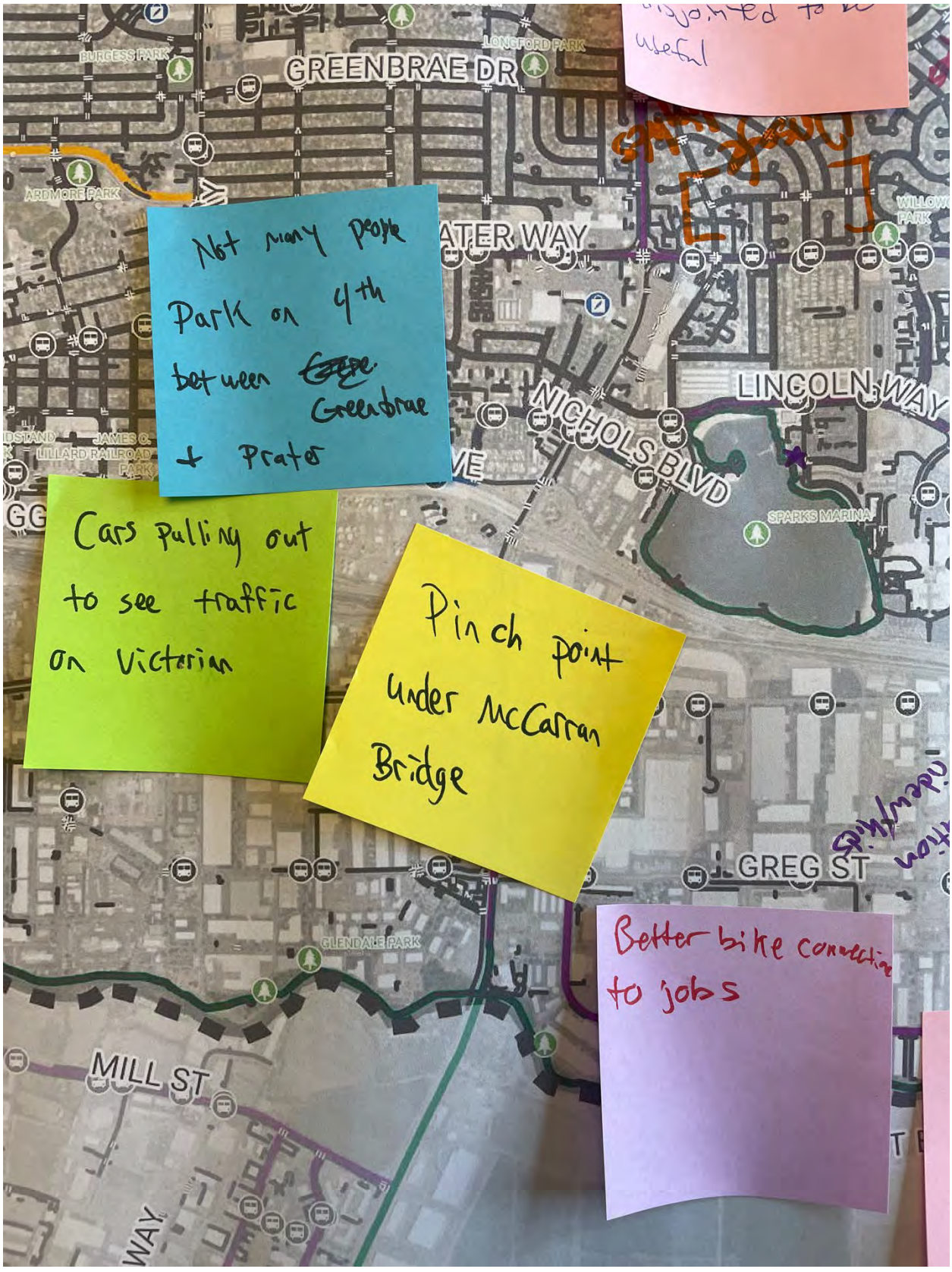

Sparks Blvd
Speeding Cars
SPARKS BLVD
BARING BLVD
SHADOW MOUNTAIN SPORTS COMPLEX
SHELLY PARK
LES HICKS JR. PARK

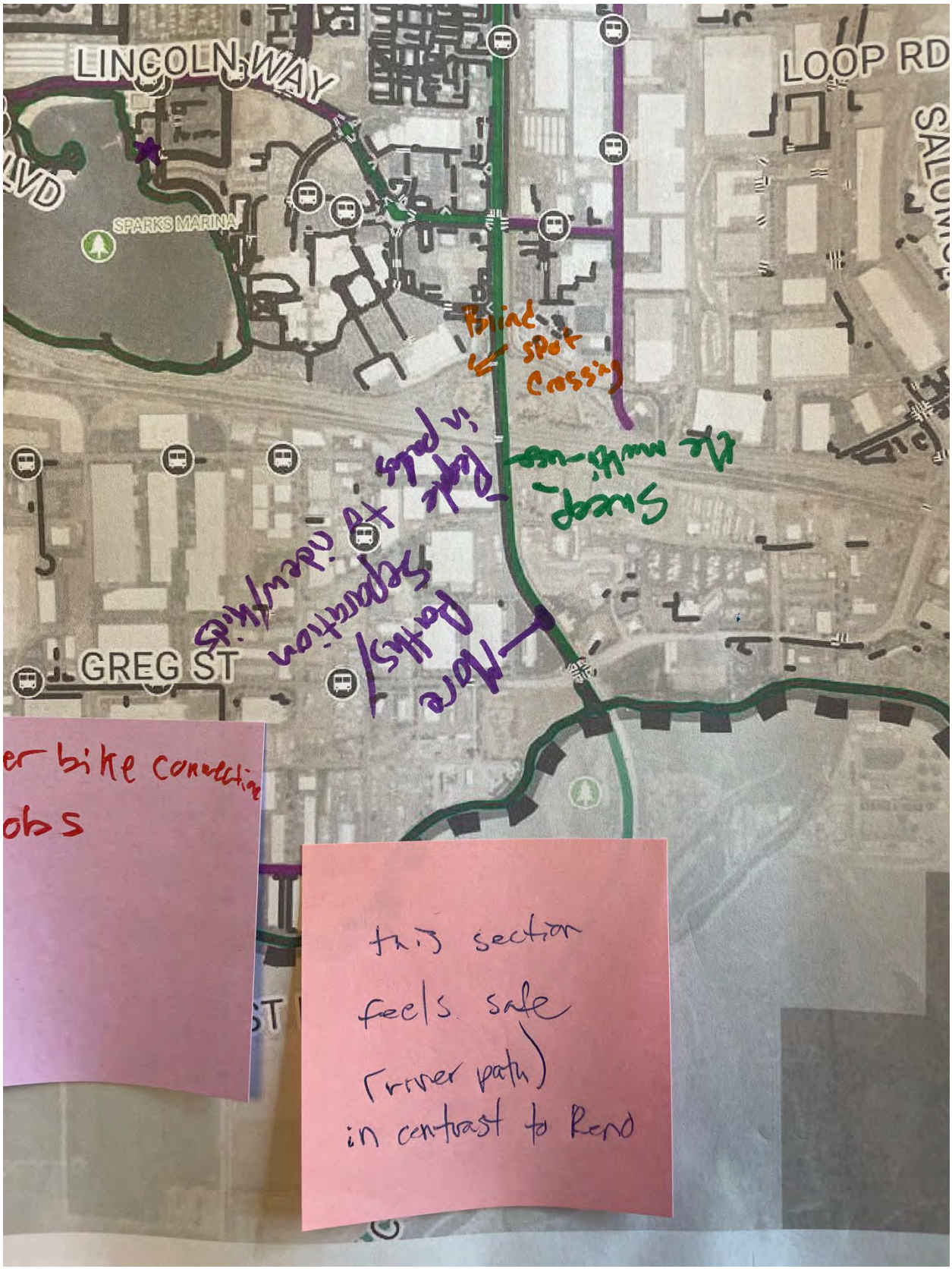

maintained
BARING BLVD
path along
sparks Blvd too
disjointed to be
useful
VAN
METER PARK
WILLOWCREEK
PARK
LINCOLN WAY

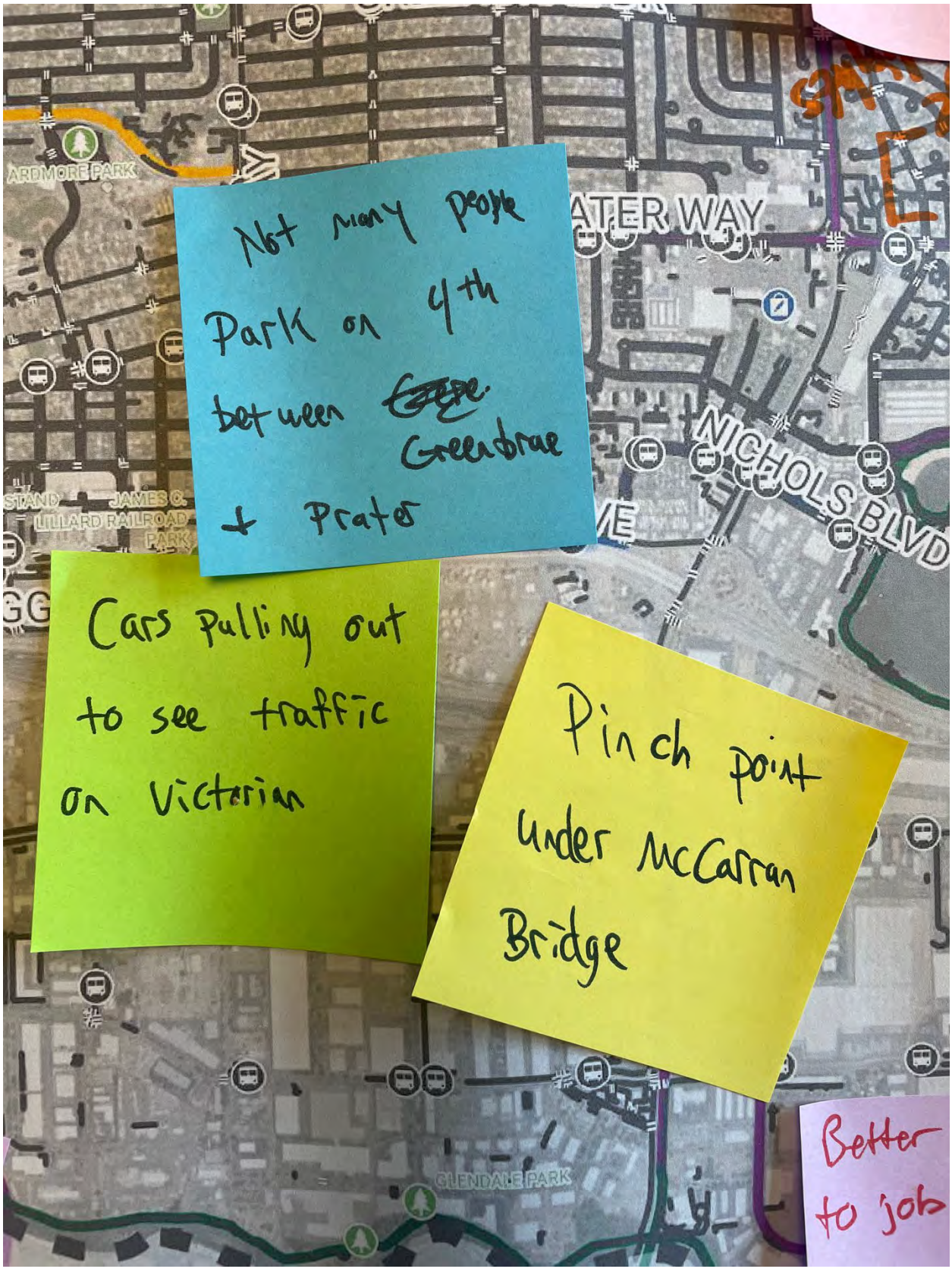

Barney to
Oddie connection
missing
VISTA VIEW PARK
PAGNI RANCH PARK
TAHOE PACIFIC HOSPITALS – NOR
NORTHERN NEVA MEDICAL GROUP


Street sweepers sweep dirt into bike lanes ; bike lanes are not maintained
BARING BLVD
path along


WEDEKIND RD
GREEN VILLAGE PARK
AIMONE PARK
lack of connectivity all around
CHURCH PARK
BURGESS PARK
LONGFORD PARK
GREENBRAE DR
Not many people
ATER WAY


Not many people
Park on 4th
between Greenbrae
+ Prater
Cars pulling out
to see traffic
on Victorian
Pinch point
under McCarran
Bridge
Better bike connection
to jobs
useful
GREENBRAE DR
LINCOLN WAY
NICHOLS BLVD
SPARKS MARINA
GREG ST
MILL ST
GLENDALE PARK
BURGESS PARK
LONGFORD PARK
ARDMORE PARK
WILLOW PARK
JAMES C. LILLARD RAILROAD PARK


LINCOLN WAY
LOOP RD
SPARKS MARINA
GREG ST
Blind spot Crossing
Street - multi-use
More Paths/ Separation
Safe in parks
er bike connection
obs
this section feels safe (river path) in contrast to Rend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Pinch point under McCarran Bridge
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ARDMORE PARK
ATER WAY
NICHOLS BLVD
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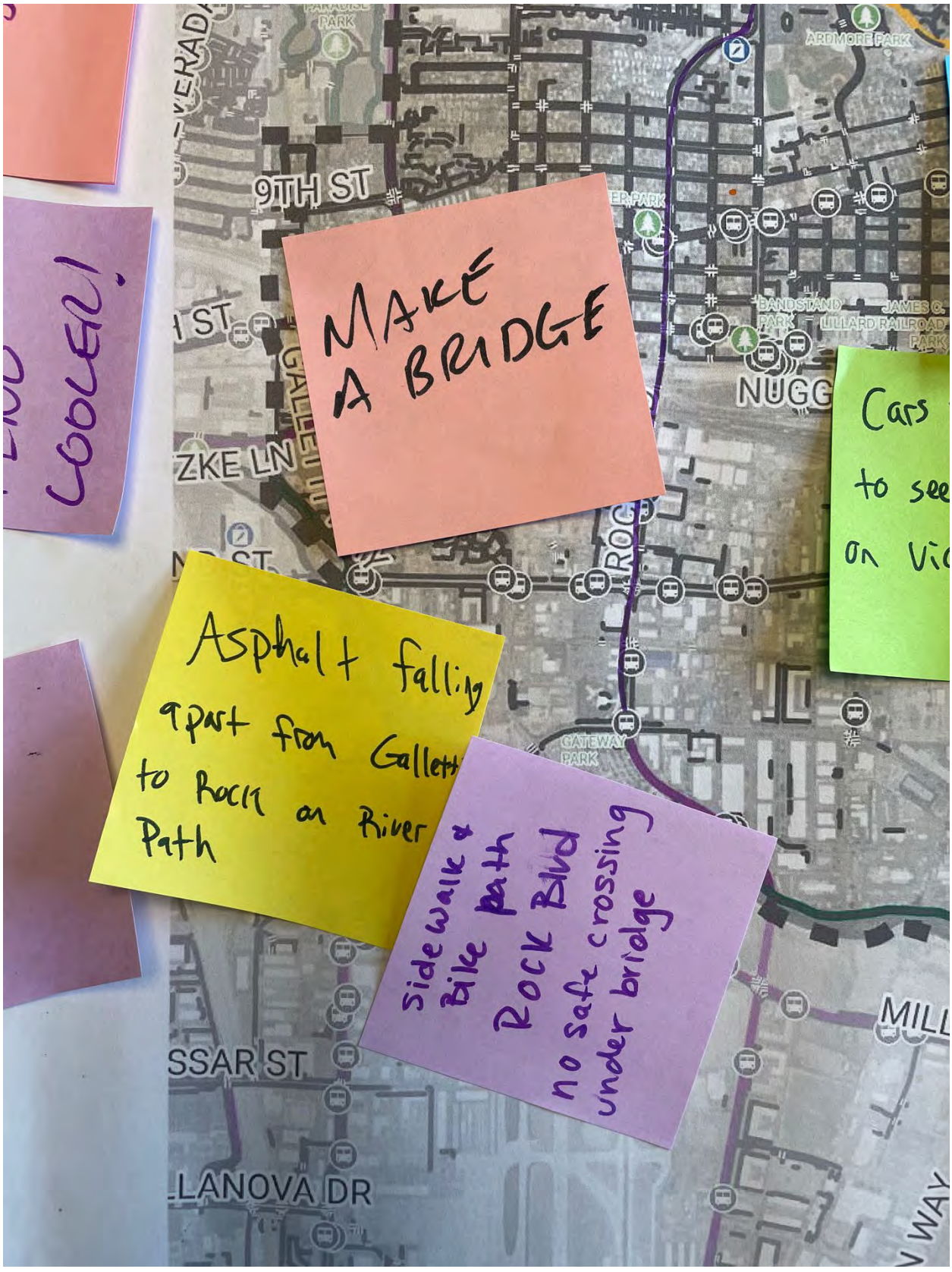
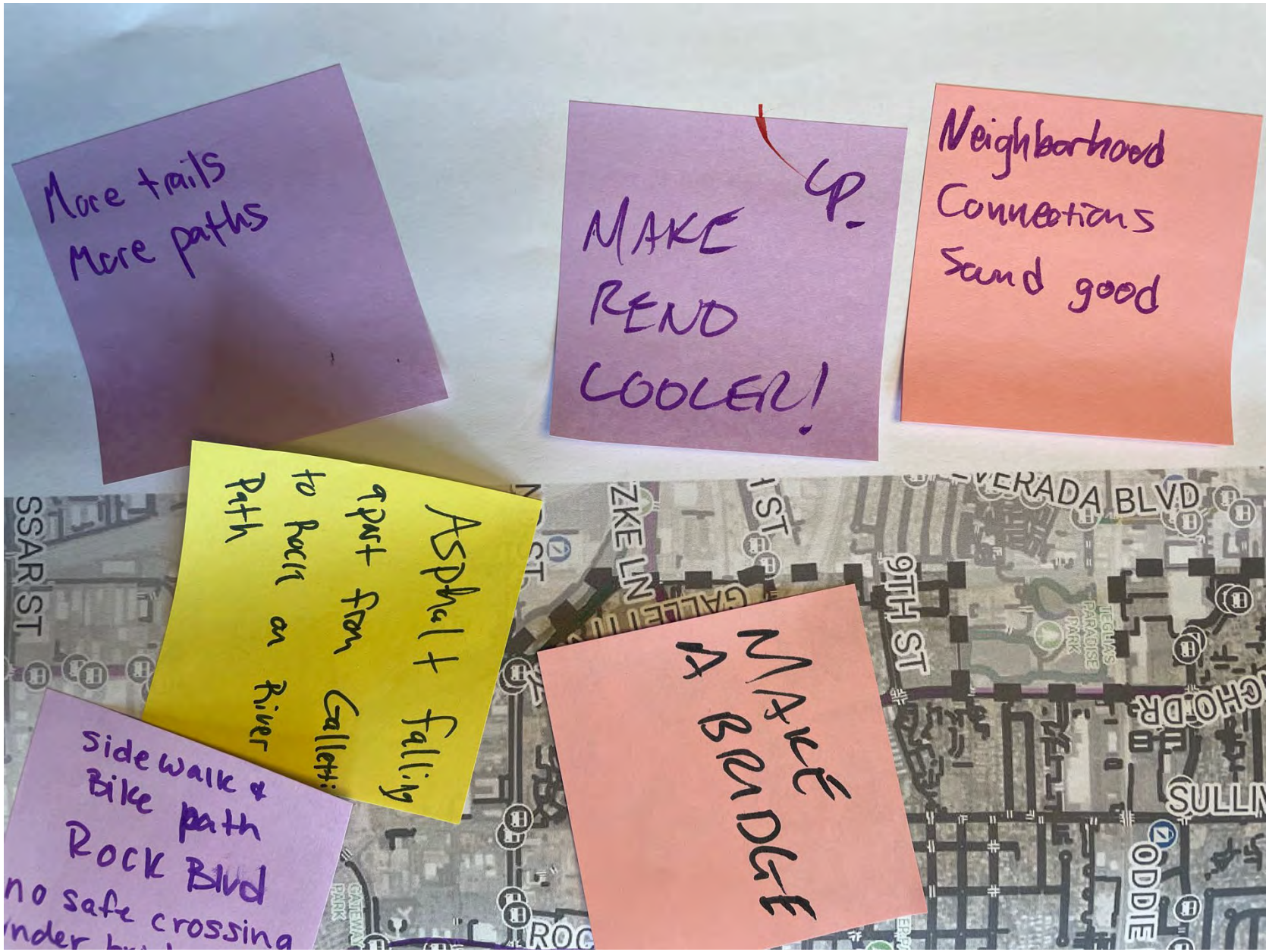
GLENDALE PARK


Cooler!
9TH ST
MAKE A BRIDGE
Cars
to see
on Vi
Asphalt falling apart from Gallet
to Rock on River Path
Sidewalk & Bike Path Rock Blvd no safe crossing under bridge
ZKE LN
SSAR ST
LANOVA DR
NUGG
MILL

HOWARD
GFORD PARK
WILLOW
PARK
WAY
LINCOLN WAY
NICHOLS BLVD

BARING BLVD
VAN METER PARK
WILLOW CREEK PARK


More trails
More paths
MAKE
REND
COOLER!
Neighborhood
Connections
Sand good
Asphalt + falling
apart from Galleti
to Rock on River
Path
Sidewalk &
Bike Path
Rock Blvd
no safe crossing
MAKE
A BRIDGE
VERADA BLVD
9TH ST
SULLI
ODDIE
SSAR ST

Pop-Up Information Event Summary
RTC Neighborhood Network Plans
Central Sparks Plan

Pop-Up Event Date: Sunday, March 9, 2025
Location: West Wind El Rancho Swap Meet, 555 El Rancho Drive, Sparks, NV 89431

Team Members in Attendance: RTC Planner Marquis Williams, RTC Planning Manager Graham Dollarhide, RTC Public Information Officer Josh MacEachern, Alta Planning + Design Planning Associate II Cole Peiffer, Alta Planning + Design Planner Sierra Rodriguez-Torres, and MJT Consulting Public Information Officer Lauren Ball

Topic: RTC Neighborhood Network Plans – Central Sparks Plan

Approximate number of attendees: 20

Notifications: The community was notified of the pop-up event via RTC social media posts, an email blast to stakeholders, and a press release to inform local media.

Media Coverage: Journalists from KTVN Channel 2 News and News 4 came to cover the event. They interviewed RTC Planner Marquis Williams and shot video of the project team at the pop-up event. A link to KTVN's coverage is provided below:
KTVN: RTC holds Neighborhood Network Plans pop-up booth

About the Project:
The RTC is proposing improvements to help make walking and biking safer and more comfortable in 12 Reno/Sparks neighborhoods over the coming years, starting with plans to improve the Central Reno/MidTown neighborhood and the Central Sparks neighborhood. This pop-up focused on the Central Sparks neighborhood. The Central Sparks neighborhood is the diverse core of Sparks, approximately defined by Baring Boulevard to the north, the Reno-Tahoe International Airport to the south, Teglia's Paradise Park to the west, and Vista Boulevard to the west.

Pop-Up Event Summary:
Public input and feedback about potential neighborhood improvements are critical to the project's planning process. The project team created public information pop-up events as a way to have personal, one-on-one conversations with community members to

provide them with project information and ask for feedback to address concerns in their neighborhood. The project team wanted to meet the community where they are for quick and meaningful conversations.

The project team selected the West Wind El Rancho Swap Meet as the pop-up information event location. The event was held on Sunday, March 9, 2025, from 9 a.m. to noon, to coincide with the anticipated influx of shoppers to the swap meet on a Sunday morning. The swap meet is held on Saturdays, as well, but Sundays are the busiest days. The event organizer mentioned that this swap meet event was one of their busiest so far this season, due to the unseasonably warm weather.

The pop-up event included one table with a large printed map of the Central Sparks neighborhood, project flyers, and coloring sheets for children. Along with the map, there

were post-its and markers available for people to leave comments. Additionally, understanding that not everyone can attend in-person events, all pop-up materials were also made available on the project landing page on the RTC's website.

Throughout the course of the three-hour pop-up event, approximately 20 people stopped by the information tables to talk with staff, or received a flyer with more information about the project.

Of the people who stopped by the pop-up table to talk to the team, all had come to shop at the swap meet event, but saw the event table and stopped by to provide feedback.

One person who came by the booth identified himself as a local cab driver. He provided valuable insights about safety throughout the corridor and mentioned it might be a good idea to visit Reno Sparks Cab at shift change to talk to drivers who know the area well.

Another person who stopped by identified herself as a swap meet vendor and an avid local bicyclist. She was excited about the potential improvements and mentioned she really enjoyed the new bicycle improvements along Oddie Boulevard. She said that she would like to see more improvements in Central Sparks like the ones that were made as part of the RTC's Oddie Wells Project.

Another person arrived on bike. He told staff that on Greenbrae, parking limits visibility and makes it unsafe to bike between Rock and McCarran. He said he feels safer on York which also has parking.

Several people mentioned the need for increased lighting, particularly in older areas of Central Sparks, along with the need for better buffers between vehicles and bicyclists.

Some passersby were visiting the swap meet from other areas of Sparks and Reno, and had ideas for their own neighborhoods. Staff let them know that the region had been divided into 12 neighborhoods and that future plans would focus on other areas of our community.

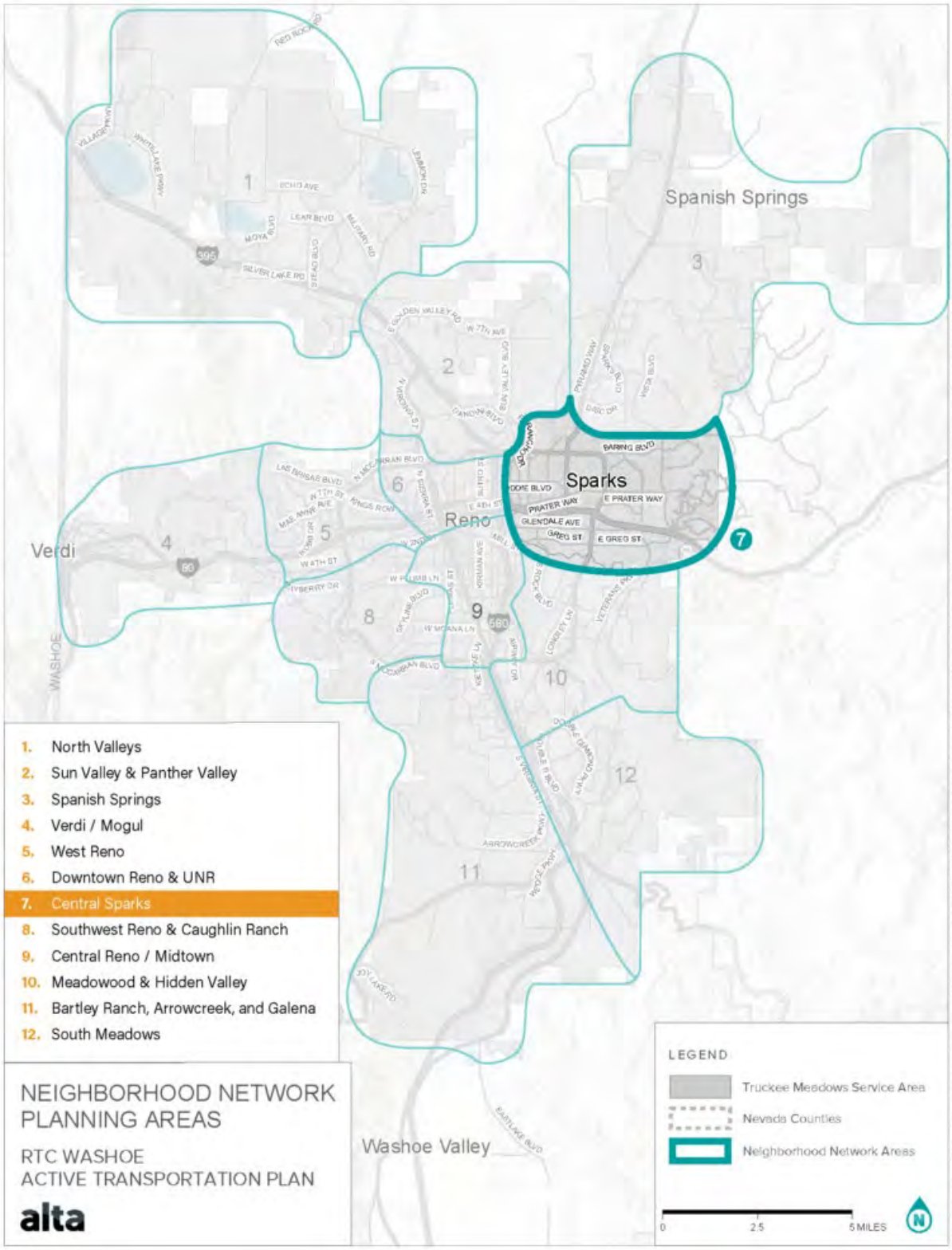
Overall, people were excited to learn about the RTC's Neighborhood Network Plans and thought it was great that the RTC was focusing on neighborhood-level safety improvements for bicyclists and pedestrians.

A full list of the written comments received are listed below and photos of the comments are included on the following pages.

Comments Received:

- T intersections 3-way stops should have stop signs
- Improve biking on 4th Street
- More improvements like on Oddie
- Greenbrae – parking limits visibility, makes it unsafe to bike Rock- McCarran. Feel safer on York, which has parking also

- Increased speeds north of Greenbrae on Pyramid Way and Rock
- Sidewalk gaps on N. McCarran near Baring curve and near El Rancho



NEIGHBORHOOD NETWORK PLANNING AREAS

RTC WASHOE
ACTIVE TRANSPORTATION PLAN

alta

Data provided by Washoe County. Document: N:\Shared\PROJECTS\2022\060-2022-260 Washoe, NV Active Transportation Plan\GIS\Restored\GIS_BackupRestore\Process\22-260_WashoeATP.aprx. Date saved: 5/22/2024

PYRAMID
DISC DR
BELMAR DR
SPARKS BLVD
BARING BLVD
HOWARD DR
YORK WAY
GREENBRAE DR
ODDIE BLVD
SULLIVAN LN
EL RANCHO DR
PYRAMID WAY
9TH
VICTORIAN AVE
NUGGET AVE
NICHOLS BLVD
LINCOLN WAY
LOOP RD
SALOMON CIR
GALLETTI WAY
ROCK BLVD
GLENDALE AVE
GREG ST
MILL ST
MILL ST EXT
CONNECTOR
LEGEND
Neighborhood Area
Separated Bike Lanes
Bike Lanes
Shared Lane Facilities
Shared Use Paths
Sidewalks
Crosswalks
Parks
Groceries
Hospitals
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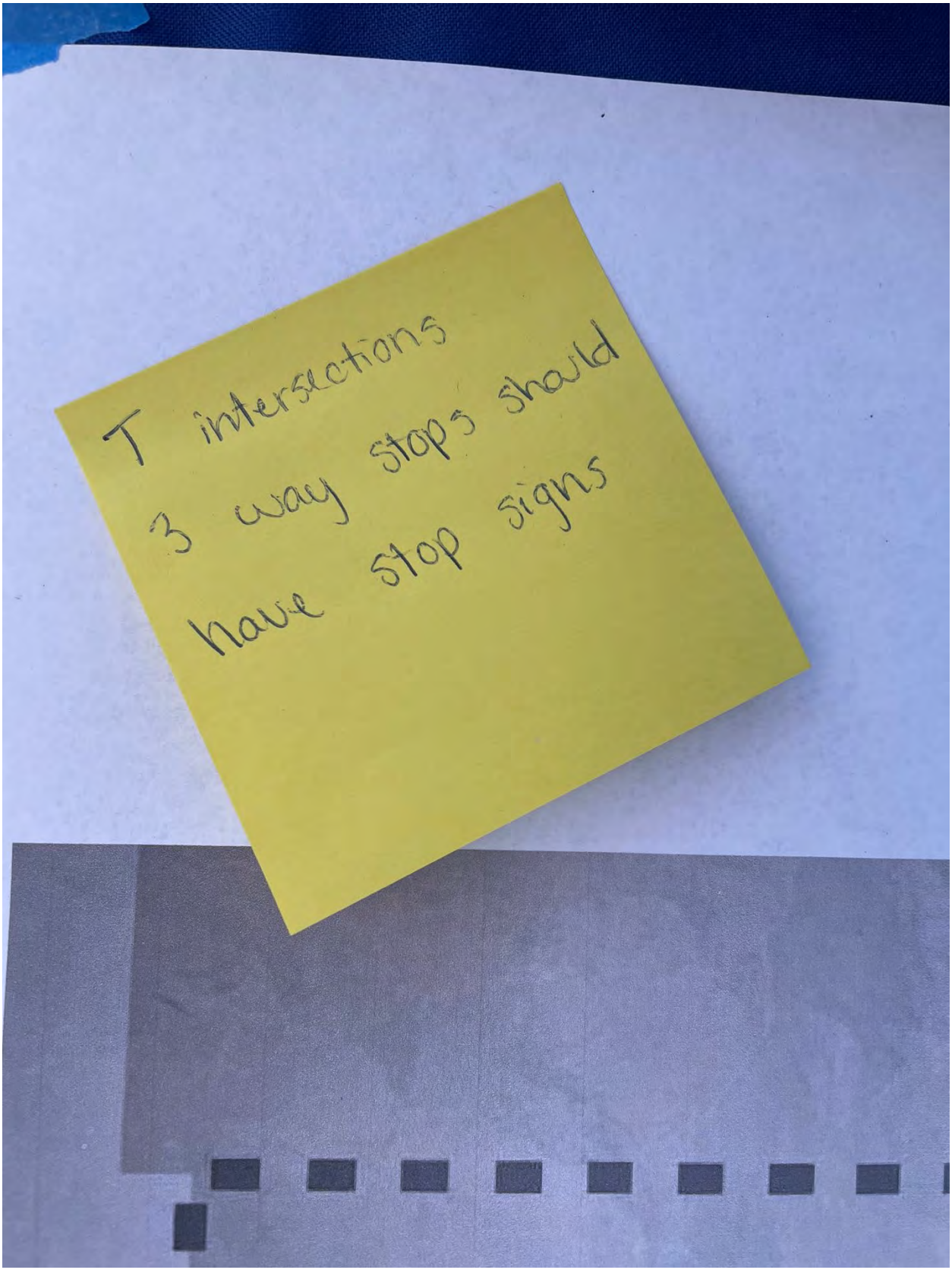
More Improvements like on Oddie
Improve biking on 4th Street
Greenbrae- parking limits visability makes it unsafe to bike - Rock to McCarran
-Feel safer on York which has parking also
Increased Speeds Beyond Greenbrae on Pyramid Way - Rock
Sidewalk gaps on N Freeway near Baring curve and near El Rancho


T intersections
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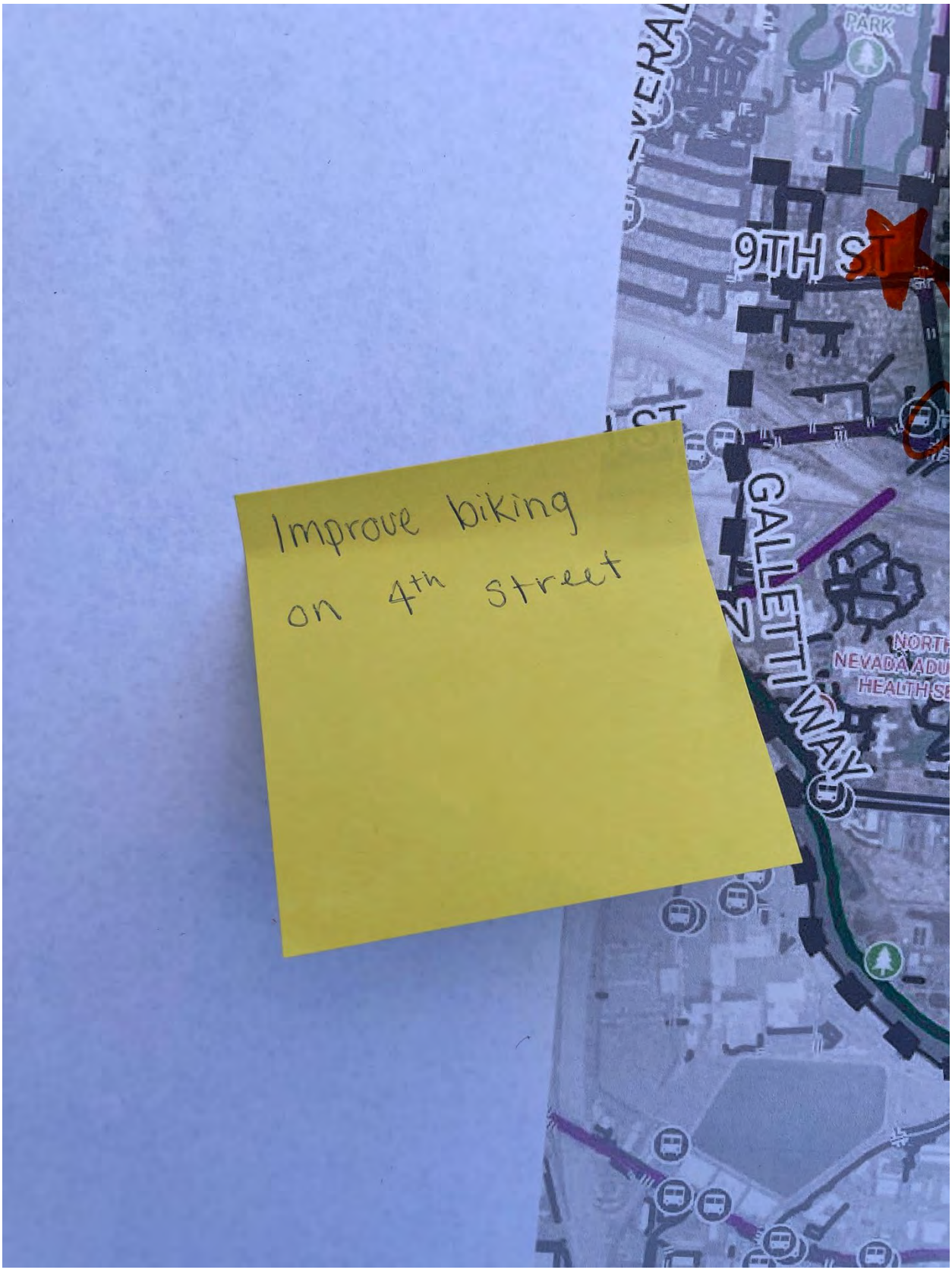
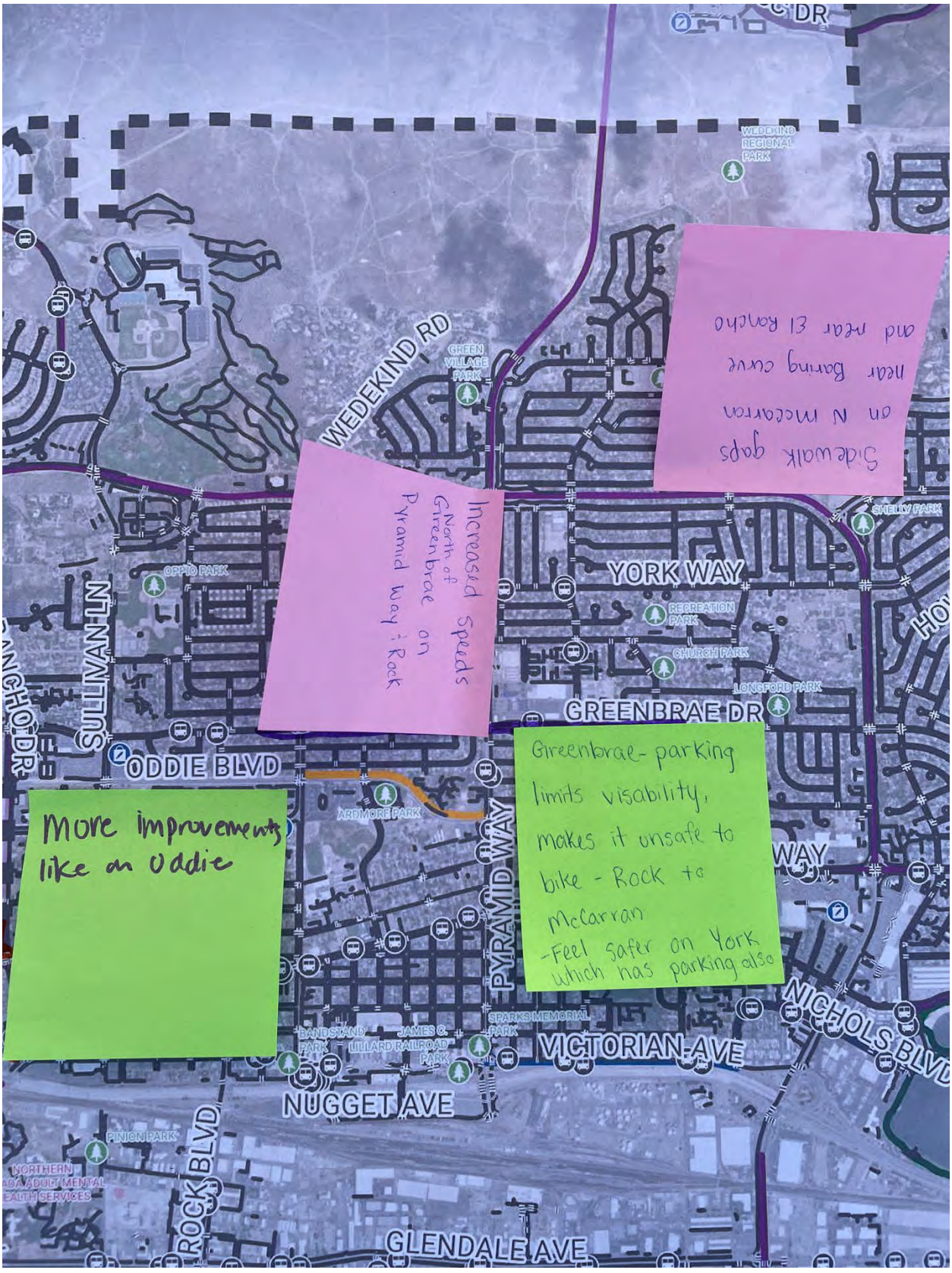
have stop signs


Improve biking
on 4th street
9TH ST
GALLETTI WAY
PARK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Greenbrae- parking limits visability, makes it unsafe to bike - Rock to McCarran
-Feel safer on York which has parking also
More improvements like on Oddie
WEDEKIND REGIONAL PARK
WEDEKIND RD
GREEN VILLAGE PARK
SHELLY PARK
OPATO PARK
YORK WAY
RECREATION PARK
CHURCH PARK
LONGFORD PARK
GREENBRAE DR
SULLIVAN LN
ODDIE BLVD
ARDMORE PARK
PYRAMID WAY
SPARKS MEMORIAL PARK
BANDSTAND PARK
JAMES G. LILLARD RAILROAD PARK
VICTORIAN AVE
NICHOLS BLVD
NUGGET AVE
PINION PARK
ROCK BLVD
GLENDALE AVE

MEMORANDUM

To: RTC/Regional Transportation Commission of Washoe County: Marquis Williams, Vanessa Lacer, Graham Dollarhide, and Josh MacEachern

From: Cole Peiffer and Sierra Rodriguez, Alta Planning + Design

Date: January 29, 2025

Re: **Neighborhood Network Plan – Phase 1 Community Workshop**

Community Workshop #1 – Sparks High School

Workshop Summary

Date	Time	Attendees
Wednesday, January 29th, 2025	5:00-7:00 p.m.	6

The RTC hosted a community engagement workshop for the Central Sparks Neighborhood Network Plan (NNP). The event took place at Sparks High School (820 15th St) from 5:00 p.m. to 7:00 p.m. and was attended by 6 participants. The workshop provided an opportunity for residents to share their input and concerns related to walking, biking, and accessing transit in the neighborhood. The following summarizes the event and key takeaways:

Event Description:

Cole Peiffer, from Alta Planning + Design, provided a brief presentation outlining the Neighborhood Network Planning process and goals, which is part of the RTC's broader effort to improve active transportation options across the Reno/Sparks area. The Central Sparks neighborhood is the second focus area of this effort, with other neighborhoods to follow.

After the presentation, participants were invited to engage in the following activities:

- **Interactive Map Exercise**: Attendees used large, detailed maps of the neighborhood to identify areas of concern related to walking, biking, and transit access. They noted locations of concern by providing feedback directly on maps, highlighting missing infrastructure, and other challenges.
- **Feedback Collection**: In addition to the map exercise, participants were encouraged to provide comments through an interactive online map, available via a QR code they could scan on the flyer given out at the event.
- **Language Support**: To ensure effective outreach and communication with Spanish-speaking attendees, Ivet Contreras and Sierra Rodriguez-Torres from Alta Planning + Design served as translators for the workshop.

Key Takeaways:

Participants shared valuable feedback regarding their experiences and challenges when walking and biking in the Central Sparks area. Below are some of the key themes and concerns that emerged from the workshop and map comments:

- **Desire for More Paths**: Many participants expressed a strong preference for additional walking and biking paths. They emphasized the comfort and convenience of uninterrupted routes that avoid frequent stops.
- **Need for Shade Structures**: Feedback highlighted the demand for more shaded areas on paths like the Truckee River and Veterans path to enhance comfort during hot weather.

- **Need for Improved Wayfinding**: Participants noted the need for improved wayfinding, especially near parks or multi-use paths. Clear signage and navigation aids were identified as essential for helping users find their way, particularly when they are taking a new route.

- **Bike Lane and Sidewalk Gaps**: Missing bike lanes and sidewalks were frequently mentioned as major issues. For example, attendees pointed out the bike lane on El Rancho Dr abruptly ends at G St if traveling southbound towards Prater Wy. This forces cyclists to use the sidewalk which becomes gravel between the I-80 bridges.
- **Difficulties at Intersections**: Attendees reported that navigating intersections with abrupt infrastructure changes can be confusing, especially at locations like Baring Blvd and Vista Blvd. Improved signage and clearer transitions for cyclists and pedestrians were suggested.
- **Enhanced Bike Connectivity**: Participants expressed interest in improving bike connections (North-South and East-West) to key destinations, such as parks, schools, and commercial centers.
- **Traffic Speed and Safety Concerns**: High traffic speeds were identified as a safety concern, particularly on roads like McCarran Blvd, Sparks Blvd and Vista Blvd. Participants highlighted the need for traffic calming measures to improve safety and comfort levels for pedestrians and cyclists.

Next Steps:

The feedback from this workshop will be used to inform the development of the Neighborhood Network Plan for Central Sparks, focusing on the identification of key safety improvements, infrastructure gaps, and opportunities for enhanced active transportation options. The RTC will continue to gather public input through additional pop-up meetings in February and through the interactive online map.

Appendix C: Walk Audit Findings

Central Sparks Walk Audit

4TH ST / PRATER WY

Legend

Comment Category

- Bike Detection Needed
- Bike Lane Needed
- Bulb-outs Needed
- Change Lane Design
- Change Parking
- Pedestrian Signal Change
- Widen Sidewalk
- Make Neighborhood Byway

Disclaimer:
The findings included here represent the input collected during an in-person cross-discipline planning-level review of select corridors and intersections in Sparks, NV. This effort did not include the collection of vehicle speed data or analysis of night-time lighting conditions. Additional analysis may be required when identifying specific improvements.

NEIGHBORHOOD NETWORK PLAN
CENTRAL SPARKS

alta RTC

Key Takeaways

Participants observed and suggested the following:

- Prater Wy has narrow sidewalks and lacks a sidewalk buffer.
- Lighting levels along 4th St are good.
- 4th Street identified as bike corridor in Sparks Comprehensive Plan and RTC is planning a corridor study along 4th.
- Planned RTC project on Prater Way from Pyramid Way to Stanford Way will include improvement for people walking and biking.

Central Sparks Walk Audit

GREG ST

Legend

Comment Category

- Crosswalk Needed
- Missing Sidewalk
- Lighting Needed
- Limited Access to Destination
- High Vehicle Speeds

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NEIGHBORHOOD NETWORK PLAN
CENTRAL SPARKS

alta RTC

Key Takeaways

Participants observed and suggested the following:

- Sidewalks are missing on north / west side of Greg St.
- No sidewalk present on 21st St.
- Poor connection to Rock park and no clear connection to the Truckee River Path.
- Crosswalk on south side of intersection lacks sidewalks and curb cuts at either end.
- Lighting levels low.

Central Sparks Walk Audit

ROCK BLVD / YIMS MARKET

Legend

Comment Category

- Widen Sidewalk
- Limited Access to Destination
- RRFB Needed
- Road Diet Needed
- Site Distance Issue

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NEIGHBORHOOD NETWORK PLAN
CENTRAL SPARKS

alta RTC

Key Takeaways

Participants observed and suggested the following:

- Site distance issue with curve along Rock Blvd paired with high vehicle seeds makes crossing at Rock Blvd and Commerce St feel unsafe. This crossing has a RRFB planned in the future.
- No crossing present across 15th St at intersection.
- High number of students and seniors who walk / bike due to proximity of senior apartments and Sparks High School.
- Sidewalk is too narrow for bicyclists with exisiting utility poles.

Central Sparks Walk Audit

GREG ST / LINDA WY

Legend

Comment Category

- Comfortable Walking / Biking Conditions; Comfortable Walking/ BIking Conditions
- Missing Sidewalk
- Limited Access to Destination
- Wayfinding Needed
- Bicycle Byway Needed
- Curb Ramps Needed

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NEIGHBORHOOD NETWORK PLAN
CENTRAL SPARKS

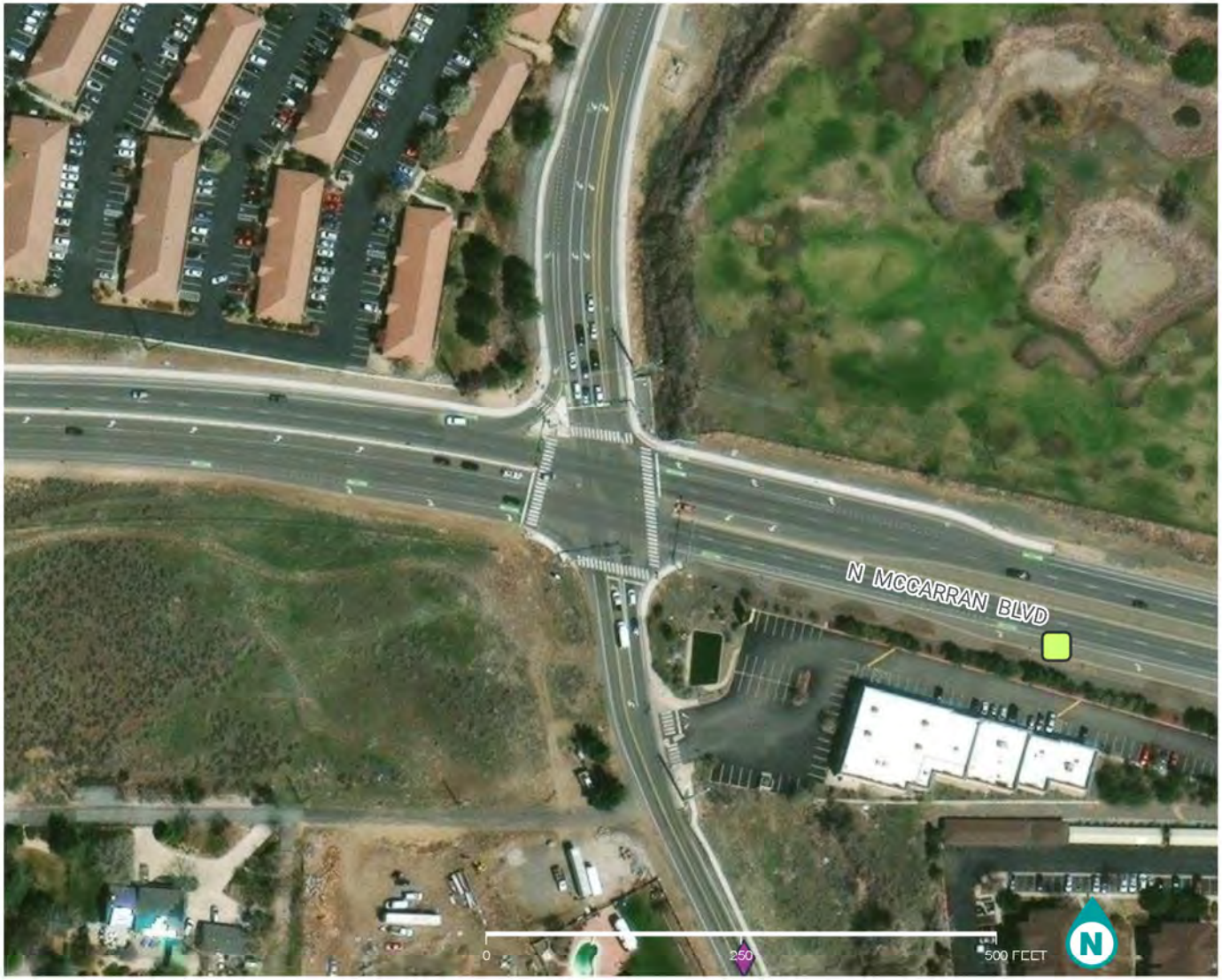
alta RTC

Key Takeaways

Participants observed and suggested the following:

- Sidewalks are missing on the majority of Greg St.
- No sidewalk present on Linda Wy leaving pedestrians to walk in streets and parking lots.
- Lacks clear connection to the Truckee River Path.
- High transit riderships could be better served with bike / ped facilities.
- Industrial area is the largest employment center in the region (40,000+ jobs).

Central Sparks Walk Audit



SULLIVAN LN / N MCCARRAN

Legend

Comment Category

- Change Lane Design
- Improve/Continue Bike Lane

Disclaimer:
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NEIGHBORHOOD NETWORK PLAN
CENTRAL SPARKS

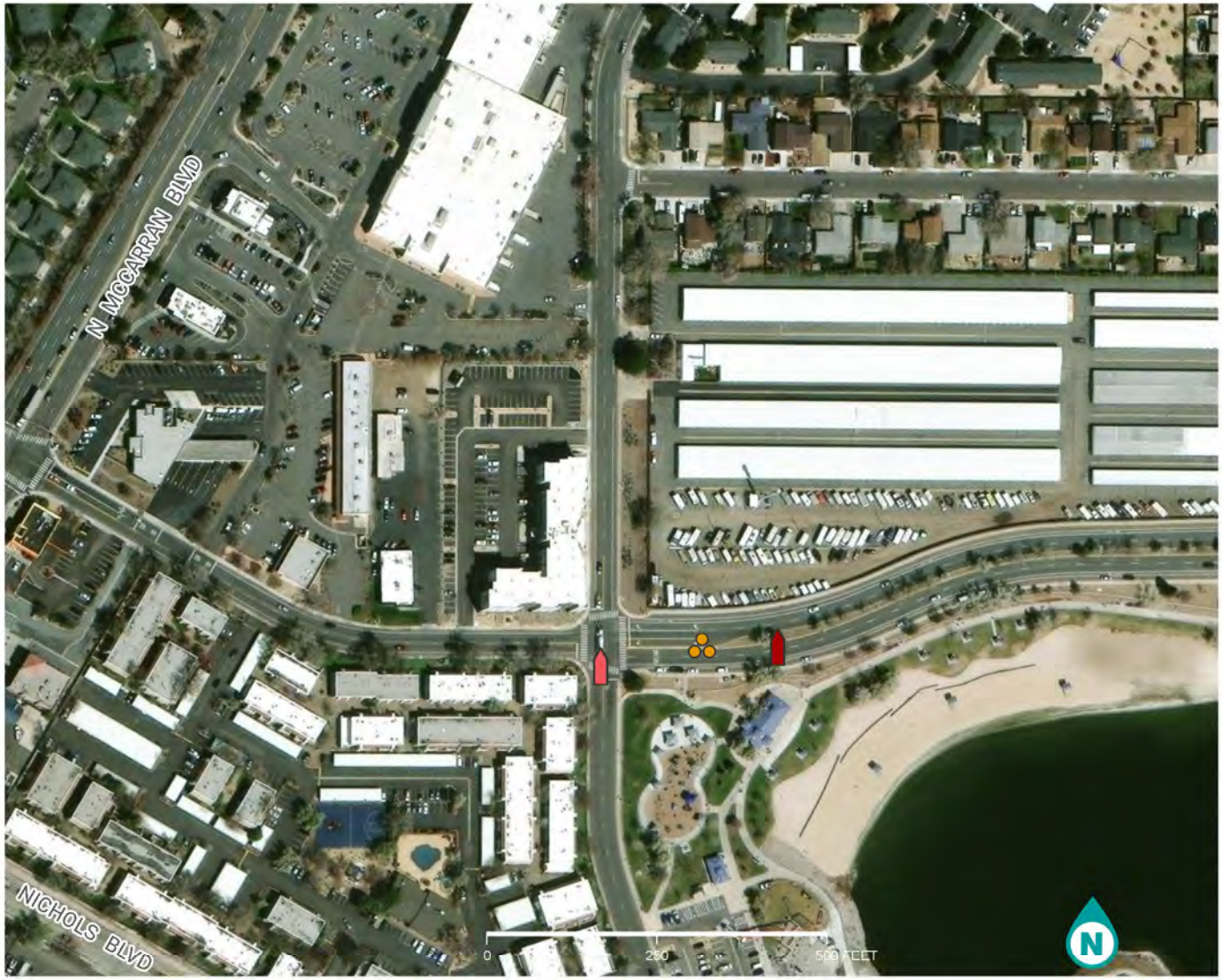
alta RTC

Key Takeaways

Participants observed and suggested the following:

- High Speeds.
- RTC Project to add sidewalks to Wedekind.
- McCarran is a barrier for Hug High School students.
- Bike lane on McCarran is uncomfortable.
- Sidewalks are missing on Sullivan south of McCarran Blvd and on south west side of McCarran Blvd.

Central Sparks Walk Audit



HOWARD DR / E LINCOLN WY

Legend

Comment Category

- High Vehicle Speeds
- Vehicles Not Yielding
- Road Diet Needed

Disclaimer:
The findings included here represent the input collected during an in-person cross-discipline planning-level review of select corridors and intersections in Sparks, NV. This effort did not include the collection of vehicle speed data or analysis of night-time lighting conditions. Additional analysis may be required when identifying specific improvements.

NEIGHBORHOOD NETWORK PLAN
CENTRAL SPARKS

alta RTC

Key Takeaways

Participants observed and suggested the following:

- Good connection to Nichols Blvd Cycle Track.
- Lack of north / south connection to Marina from residential neighborhoods.
- Connects with RTC Route 21.
- Vehicles were observed not yielding to pedestrians in the crosswalk.
- Significant level of activity generated by Marina.

D

Appendix D: Recommendation Scenarios

MEMORANDUM

To: Marquis Williams, Project Manager, RTC Washoe

From: Cole Peiffer, Project Manager, Alta Planning + Design

Date: May 2, 2025

Re: Recommendation Scenario Development and Comparison – Central Sparks

Introduction

This document outlines the process for developing recommendation scenarios for the Central Sparks neighborhood area for the RTC Washoe Neighborhood Network Plan program. This memo highlights the approach used and facilities considered while developing recommendations, describes each of the three scenarios, and provides a comparison between all three for RTC's consideration and selection of a preferred alternative.

Recommendation Development Approach

Addressing Identified Needs

Alta analyzed multiple datasets from the recent Active Transportation Plan (ATP) in combination with public input to identify the key barriers to active transportation throughout the neighborhood. Based on this finding, the project team focused on addressing identified needs whenever possible through this plan. The project team first focused on addressing the largest barriers on larger roadways; however, many of these roadways were not strong candidates for quick-build projects due to current traffic volumes, significant levels of driveways, and complex operational challenges that go beyond the scope of quick-build projects (e.g., Rock Blvd under I-80). In these instances, the project team identified alternate routes that are better quick-build candidates while still enhancing the network.

Some larger roadways identified as strong candidates for quick-build improvements include roadways that may be reconfigured within the existing roadway space to provide more comfortable connections for people walking and biking while maintaining vehicle connectivity and access.[1] These include roadways such as McCarran Blvd, Sullivan Lane, and Greg Street. The project team then reviewed the roadway network to create a denser network within the neighborhood by creating "neighborhood byways." These facilities (see more detailed description below) provide a low-stress traffic-calmed connection on residential type streets while maintaining on-street parking. These facilities are intended to provide connections to destinations within the neighborhood such as schools, parks, hospitals, and others. Furthermore, the project team focused on creating scenarios that generally fit within the RTC's estimated budget for quick-build improvements over the next five years and provided prioritization input. It is important to note that proposed scenarios may be further refined based on budget considerations and available funding streams.

[1] *It is important to note that quick-build improvements can vary significantly based on the materials used, total time installed, and maintenance needs. More detail on the assumed installation type for each facility is included below in the Facilities section.*

Scenario Themes

Each scenario follows a general theme based on identified needs from public comments and existing conditions analysis; however, some projects are included in multiple scenarios based on their integral nature creating connections within the Central Sparks neighborhood or to adjacent neighborhoods (e.g., Wedekind Road and Goldy Way).

Facilities

The facility types included in the recommendation development process are primarily quick-build style improvements that can be implemented relatively quickly with minimal costs as they do not require moving curb lines or traffic signals. Facilities considered during the development of recommendations are categorized below as corridor improvements or intersection/midblock crossing improvements.

Corridor Improvements

Improvements along the corridor help to expand the bicycling network and create more traffic-calmed streets within the neighborhood. The facility types include the following:

1. Neighborhood Byway – Low-speed and low-stress connections that are traffic calmed using speed humps and curb extensions. These traffic-calming measures help maintain low speeds and volumes of vehicles to create a scenario where people biking can comfortably share space with people driving. This improvement assumes the application of traffic calming through speed humps, speed cushions, and curb extensions.

Figure 1. Neighborhood Byway Example

2. Bike Lane – Bike lanes provide dedicated space for bicycle travel adjacent to vehicle traffic, which enables people biking to ride at their preferred speed. This facility is separated from vehicle traffic by a painted lane line or buffer. Quick-build bike lanes look similar to standard bike lanes.

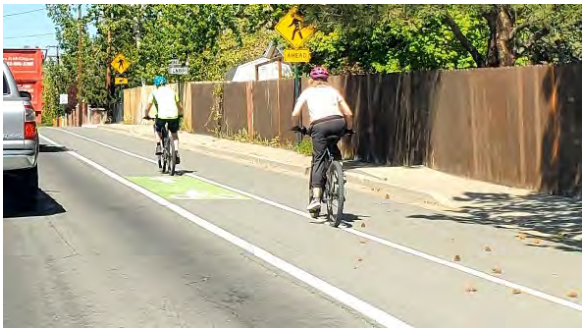


Figure 2. Bike Lane Example

3. Buffered Bike Lane – This enhanced bike lane provides increased separation between people biking and people driving through a striped buffer, which creates a more comfortable environment for people biking. Quick-build buffered bike lanes look similar to standard buffered bike lanes.

Figure 3. Buffered Bike Lane Example

4. Protected Bike Lane – The most comfortable on-street facility type for people biking, this facility provides a physical

barrier between people walking and people driving with concrete parking stops, planters, parking, or other physical barriers. In a quick-build setting, barrier treatments are not intended to be permanent and may vary significantly based on costs, maintenance needs, and planned installation timing. For this effort, the project team assumed a painted buffer with flex-posts for protection.

5. Change to Two-Way – This recommendation type does not include providing a bicycle facility but instead is focused on the overall transportation network operations. This recommendation focuses on Kirman Avenue in Scenario 1 and considers transitioning Kirman Avenue to two-way operations in conjunction with the improvement on Locust Street.

Figure 4. Protect Bike Lane Example

Intersection/Midblock Crossing Improvements

Intersections and midblock crossing locations are key areas for improvements to reduce vehicle speeds where people walking and biking interact with people driving. These improvements are focused along or near recommended corridor improvements. The improvements considered at intersections and midblock crossings include the following:

1. Pedestrian Hybrid Beacon (PHB) – This pedestrian-activated flasher improves crossings at unsignalized intersections or midblock crossings on major streets. PHBs include a signal head with two red lenses over a single yellow lens.

Figure 5. Pedestrian Hybrid Beacon (PHB) Example

2. Rectangular Rapid Flashing Beacon (RRFB) – This pedestrian-activated flasher improves crossings at unsignalized intersections or midblock crossings on single or multi-lane roadways. This includes flashing amber lights which alert drivers to the person crossing. RRFBs are typically installed on roadways up to 35 mph.

Figure 6. Rectangular Rapid Flashing Beacon (RRFB)

3. High-Visibility Crosswalks – This crosswalk type includes thick white bars to increase driver awareness to the crossing. This crosswalk design has been shown to increase driver awareness compared to the standard crosswalk design with two parallel white lines on the outside of the crosswalk.

Figure 7. High Visibility Crosswalk Example

4. Curb Extensions – This improvement reduces the total crossing distance for people walking, reduces speed of turning vehicles and increases pedestrian visibility at the crosswalk.

5. Raised Crosswalks – This improvement brings the crosswalk up to sidewalk level to increase pedestrian visibility and reduce vehicle speeds as they travel over the raised crosswalk. These are typically installed on lower-volume/lower-speed roadways.

6. Leading Pedestrian Interval (LPI) – This provides people walking with a 3- to 7-second head start when crossing at a signalized intersection by showing the walk symbol while people driving have a red light. This helps make pedestrians more visible at intersections and improves pedestrian safety.

7. Bicycle Wayfinding – Signage to indicate distance and direction to key destinations along a bike corridor, or within the network to help bicyclists stay on the most comfortable streets. This improvement was indicated in transition areas where riders may benefit from directional signage.

8. Bicycle Cut-Through – This is a type of modal filtering which modifies the existing median to provide bicyclists with a small opening to enable them to continue straight. This creates a more direct network for people biking with minimal impact to the overall roadway.

9. Bicycle Jug Handle – This improvement provides a turn pocket for people biking, which allows them to stay out of the bike lane while waiting for a gap in traffic to cross the street.

10. Bike Box – An area at the front of a traffic lane at signalized intersections where people biking can wait ahead of vehicles to make left turns more easily. This makes bicyclists more visible, reduces delays for bicyclists, and helps keep vehicles from encroaching into crosswalks.

Figure 8. Quick-Build Curb Extensions Example

Figure 9. Quick-Build Raised Crosswalk Example

Figure 11. Leading Pedestrian Interval Example

Figure 10. Bike Cut Through Example

11. Two-Staged Turn Box – These roadway markings help bicyclists make left turns at complex intersections without merging with vehicle traffic and allow bicyclists to wait for a green light ahead of vehicles in order to be more visible.

12. Crossbikes (Bike Lane Extension Markings) – These markings help guide people biking through the intersection and help indicate that a bikeway crossing is present to increase visibility.

13. Pedestrian Median Refuge – A dedicated space for pedestrians to wait when crossing multi-lane roadways this dedicated space helps improve safety for people crossing at intersections.

Figure 16. Pedestrian Median Refuge Island Example

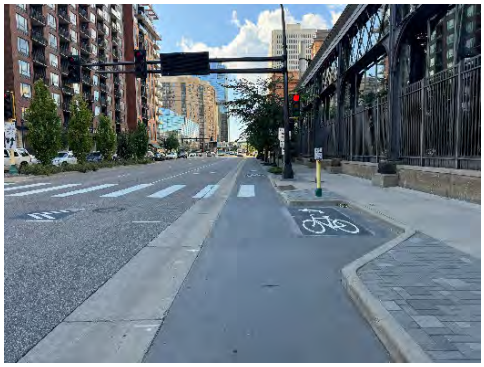


Figure 12. Bicycle Jug Handle Example

Figure 14. Bike Box Example

Figure 13. Crossbike Example

Recommendation Scenarios

This section highlights the recommendation scenarios for the Central Sparks neighborhood. Each scenario description includes an overview of the scenario theme, a project table with a rationale for each project, and a table showing all improvements included in the scenario by recommended priority level. It is important to note that the differentiation between 'High' and 'Low' priority includes considerations of overall needs as well as overall implementation complexity. Projects which may require greater levels of analysis to inform design were generally included within the 'Low' priority level in order to account for additional time needs related to analysis.

Projects are mapped by priority level and facility type for each scenario following the corresponding description and data. Additionally, all scenario recommendations build off the planned RTC projects in the next ten years of the Regional Transportation Plan (RTP) that will include a multimodal element as shown in each scenario map.

Scenario 1

Theme: Exterior Connections

Description: Scenario 1 focuses on creating increased connections to adjacent neighborhoods including the Central Reno/Midtown and Downtown/UNR neighborhoods. Public comments and our analysis highlighted the need for better connectivity across major barriers including the Truckee River and Interstate-580. The connections to the industrial area of Sparks are in direct response to public comments which highlighted a need to connect workers with the significant number of jobs in the area. This scenario considers extending improvements beyond the border of the neighborhood in order to connect with potential recommendations from the Central Reno/Midtown Neighborhood Plan. This scenario also targets improvements within some of the areas with the lowest income levels and access to a vehicle. This scenario includes over **20 miles of corridor improvements** with identified improvements at 10 key intersections with a total planning level estimate of **$4.99 million** (Table 1).

Table 1. Scenario 1 Recommendations

Scenario 1 Recommendations						
Corridor Improvement Type	**Miles**			**Cost**		
	High-Priority	*Low-Priority*	*Total*	*High-Priority*	*Low-Priority*	*Total*
Bike Lanes	0.6	1.9	3.6	$ 109,984	$ 512,765	$ 622,749
Bike Route	0.6	0.0	0.6	$ 31,224	$ -	$ 31,224
Buffered Bike Lanes	3.7	5.3	7.9	$ 960,736	$ 1,288,325	$ 2,249,061
Neighborhood Byway	4.7	3.7	8.4	$ 1,056,467	$ 816,967	$ 1,873,435
Sub-Total	9.6	10.9	20.5	$ 2,158,411	$ 2,618,058	$ 4,776,468
Intersection Improvement Type	**Number**			**Cost**		
	High-Priority	*Low-Priority*	*Total*	*High-Priority*	*Low-Priority*	*Total*
High Visibility Crosswalks	11	6	17	$ 66,000	$ 36,000	$ 102,000
Two Staged Turn Boxes	6	3	9	$ 9,000	$ 4,500	$ 13,500
Curb Extensions	2	6	8	$ 15,358	$ 46,074	$ 61,432
Bike Boxes	3	3	6	$ 15,000	$ 15,000	$ 30,000
LPI	2	0	2	$ 11,000	$ -	$ 11,000
Sub-Total	24	18	42	$ 116,358	$ 101,574	$ 217,932
Total				$ 2,274,769	$ 2,719,632	$ 4,994,400

Corridor and intersection improvements are shown in Figure 1. It's important to note that intersection improvements have been consolidated on the map legend for simplicity. Intersection improvements have been provided for internal RTC review through the interactive map.

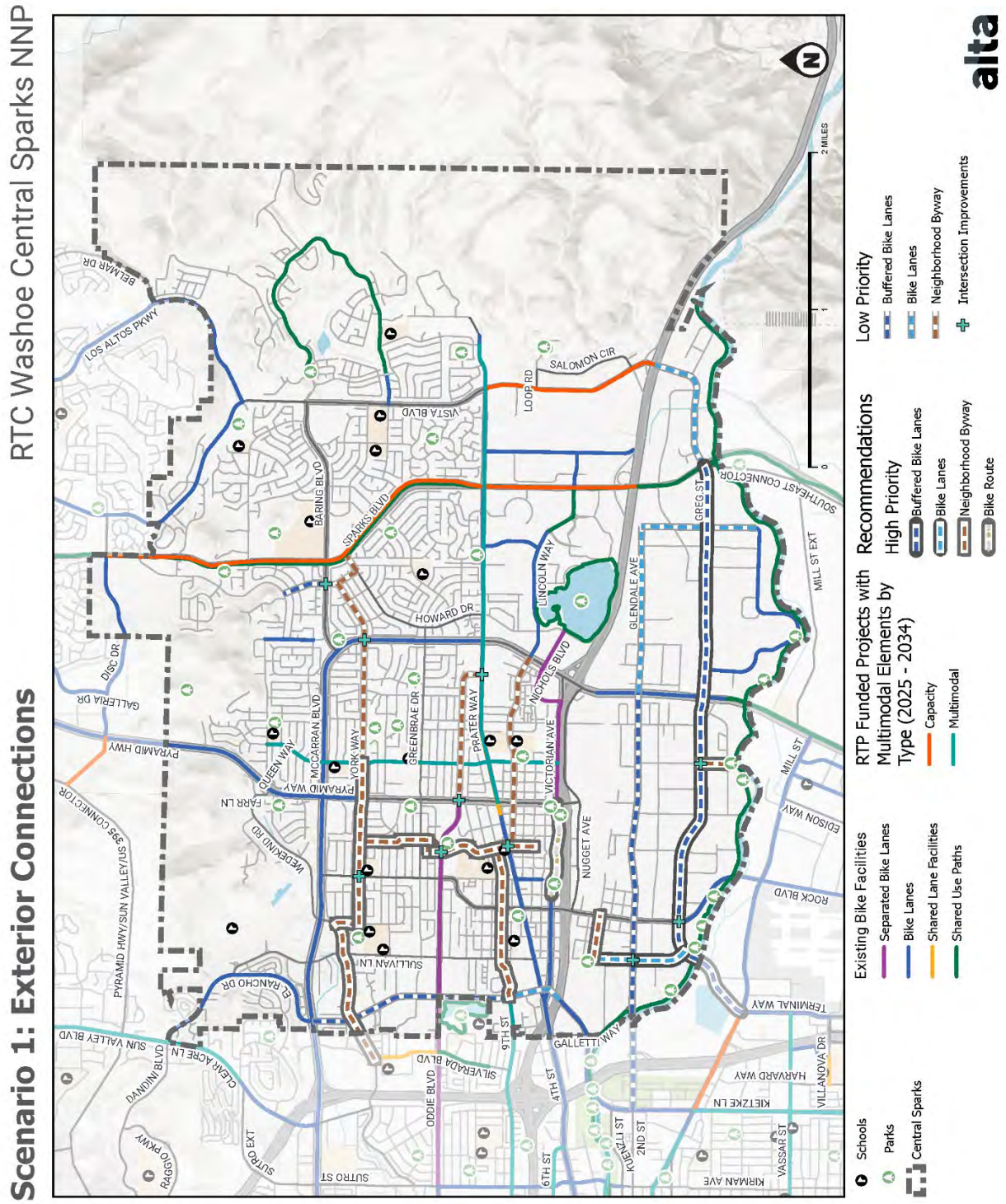


Figure 17. Scenario 1 Recommendations

Project Rationale

This section describes the project location, extent, facility type, rationale, and individual costs for including each identified corridor improvement in Scenario 1 in Table 2.

Table 2. Scenario 1 Project Descriptions and Rationale

Scenario 1 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
11th Street	Prospect Ave to York Way	Neighborhood Byway	0.44	North/South connection between Oddie Blvd and improvements on York Way.	$ 98,045	High
12th Street	Oddie Blvd to Victorian Plaza Circle	Neighborhood Byway	0.62	North/South connection between Oddie Blvd and Victorian Square that benefits from vehicle diverter at Victorian Plaza Circle. A portion of this roadway is identified as a Minor Fire Response Route.	$ 138,242	High
12th Street	Oddie Blvd to Prospect Avenue	Neighborhood Byway	0.08	Short connection between Oddie Blvd and Prospect Ave which connect recommended improvements on York Way with the Oddie Blvd Cycle Track.	$ 18,724	High
18th Street	Wedekind Street to York Way	Neighborhood Byway	0.15	This short north/south connection between Wedekind St and York Way allows the east/west connection to an adjacent neighborhood to continue. This road is designated as a Minor Fire Response Route.	$ 33,471	High
21st Street	Glendale Ave to Hymer Avenue	Bike Lanes	0.25	This alternative to Rock Blvd allows bicyclists to travel north/south in a bike lane. This reconfiguration would require the removal of parking on one side.	$ 46,127	High
21st Street	Greg Street to Glendale Avenue	Bike Lanes	0.35	This connection provides an alternative for north/south travel other than Rock Blvd. Parking is currently prohibited on this road which presents a strong opportunity for a quick build facility.	$ 63,857	High
G Street	El Rancho Drive to 12th Street	Neighborhood Byway	0.96	This improvement builds off the planned RTC improvements on 9th Street which include planned bike lanes extending further to the west. This roadway would be an integral piece of a long east/west connection between Central Sparks and Reno.	$ 215,368	High
Greg Street	Mill Street to Veterans Parkway	Buffered Bike Lanes	3.68	Traffic has been falling on Greg since 2007 and currently ranged from 6,300 - 8,500 in 2023 per NDOT. This makes the roadway a potential candidate for a reallocation of space. Additional consideration would be required based on the significant level of truck traffic along this route. This roadway segment is designated as a Major Fire Response Route.	$ 960,736	High

Scenario 1 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
Hymer Ave	Rock Blvd to 21st St	Neighborhood Byway	0.28	Include signage at Rock Blvd noting the end of the Bike Route. Most people will end up riding on the sidewalk on Rock Blvd in practice.	$ 62,497	High
Linda Way	Greg Street to Coney Island Drive	Neighborhood Byway	0.17	This short connection to between recommended improvements on Greg Street would help formalize the connection to the Trucke River Shared Use path, a key link to neighborhoods to the west and south (via the Veterans Parkway Shared use Path).	$ 38,128	High
Prospect Avenue	12th Street to 11th Street	Neighborhood Byway	0.07	This is a small connection to support the north/south link within the neighborhood on 11th St and 12th St that would connect York Way, Oddie Blvd, G St/F St, and Victorian Square.	$ 16,522	High
Victorian Avenue	Pyramid Highway to 16th Street	Bike Route	0.59	The addition of bicycle markings and signage along this already slow route would help formalize this popular bicycle connection and help link the Victorian Avenue cycle track with the bike lanes west of 16th Street.	$ 31,224	High
Wedekind Road	18th Street to Silverada Blvd	Neighborhood Byway	0.92	This link to the Downtown Reno neighborhood helps connect with York Way (via 18th St) and the shared lane facilities on Silverada Blvd. This road is designated as a Major Fire Response Route.	$ 206,145	High
York Way	4th Street to 18th Street	Neighborhood Byway	1.03	This segment of York Way helps create an east/west connection that links the Downtown Reno neighborhood all the way to the Sparks Blvd Shared Use path (via Howard Drive). This road is designated as a Major Fire Response Route.	$ 229,325	High
El Rancho Drive	9th Street to I-80	Bike Lanes	0.35	Based on operational analysis of intersections, space may be available to continue bike lanes north / south connecting Kietzke Lane with El Rancho Drive which would support connections to the neighborhood to the south across the Truckee River. There is a significant pinchpoint for northbound bicyclists from Kietzke Lane which would impact the overall comfort of this connection.	$ 64,684	Low
El Rancho Drive	9th Street to McCarran Blvd	Buffered Bike Lanes	1.29	The current ADT on this section of roadway ranged between 6,600 - 13,400 in 2023 based on NDOT data. Given this level of traffic and the existing capacity, it may be feasible to repurpose a vehicle travel lane to add in a buffer to the existing bike lanes.	$ 336,635	Low

Scenario 1 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
F Street	12th Street to McCarran Blvd	Neighborhood Byway	1.23	Building off the comfortable crossing of Pyramid Highway, F Street presents a good opportunity to extend an east/west connection from the existing bike lanes east of McCarran Blvd (linking with Sparks Legends/Sparks Marina) to the recommended improvements on 12th Street and then continuing west on G Street to the neighborhood to the west.	$ 275,473	Low
Glendale Avenue	Kietzke Lane to McCarran Blvd	Buffered Bike Lanes	2.65	Traffic volumes on this roadway ranged between 10,500 and 13,100 in 2023 per NDOT. Given this level of traffic and the existing capacity, this roadway is a candidate for a reallocation of roadway space to accommodate people biking with buffered bike lanes (the buffer may accommodate sections with intermittent protection elements). This east/west connection between Central Reno and Central Sparks would help connect with the significant number of jobs in the industrial area. Additionally, extending this improvement beyond the neighborhood boundaries would allow for an opportunity to connect with improvements from the Central Reno / Midtown NNP.	$ 692,711	Low
Glendale Avenue	McCarran Blvd to Meredith Way	Buffered Bike Lanes	1.06	Repurposing the parking lane on this street would accommodate a buffered bike lane to continue the east/west connection through the Industrial Area. The existing concrete curb extensions at the mid-block crossing approximately 370' to the west of the railroad crossing would need to be removed as well.	$ 275,870	Low
Goldy Way	Baring Boulevard to Spanish Springs Road	Buffered Bike Lanes	0.28	This segment of Goldy Way could support the addition of a wide buffer (up to 6.5' in each direction) to the existing bike lanes.	$ 73,110	Low
Goldy Way	Howard Drive to Baring Boulevard	Neighborhood Byway	0.22	This connection would allow bicyclists to cross Barring Blvd and would help connect recommended improvements on York Way with the Sparks Blvd shared use path via Howard Drive. Additionally, this would support residents from parts of the neighborhood north of Barring to access the Sparks Marina. This helps continue a key connection within the neighborhood. This road is designated as a Major Fire Response Route.	$ 49,177	Low

Scenario 1 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
Greg Street	I80 to Veterans Pkwy	Bike Lanes	0.83	This connection would extend the planned improvements on Vista Blvd north of I-80 with the Veterans Parkway Shared Use Path and the recommended improvements to the west. There is available space through the Sparks Blvd / Veterans Parkway intersection however, the route would require additional analysis based on the significant level of truck traffic. Additionally, this route is both a trucking route and a designated Major Fire Response Route.	$ 152,753	Low
Howard Drive	Sparks Blvd to Goldy Way	Neighborhood Byway	0.11	This connection would help to formalize the connection to the Sparks Blvd Shared Use Path and extend the east/west connection from York Way. This roadway is identified as a Minor Fire Response Route.	$ 24,745	Low
I Street	Pyramid Highway to Prater Way	Neighborhood Byway	0.90	This route would help to connect the improvements on Oddie Blvd with the planned improvements on Prater Way, addressing an existing gap as there is no current bicycle facility connecting to the eastern terminus of the Oddie Blvd cycle track. This roadway is a Minor Fire Response Route.	$ 201,645	Low
Meredith Way / Franklin Avenue	Glendale Ave to Spice Island Drive	Bike Lanes	0.73	This connection would help connect the recommended improvements on Glendale Avenue with the Truckee River Shared Use Path and the existing bike lanes on Space Island Drive. This reconfiguration would require the removal of parking.	$ 133,633	Low
York Way	Goldy Way to 4th Street	Neighborhood Byway	1.19	This segment helps to link residents on the east side of McCarran Blvd with the Downtown Reno neighborhood via 18th St / Wedekind Rd. This roadway is designated as a Major Fire Response Route.	$ 265,928	Low

Scenario 2

Theme: Access to Schools and Parks

Description: This scenario targets schools and parks as the key destinations for increased access and connectivity. Based on this focus, the recommended improvements are located throughout the neighborhood and provide more focused enhancements to the existing network while making targeted improvements to create a denser and more comfortable network with connections to the majority of schools and parks in the neighborhood. This scenario includes a total of **17.4 miles of corridor improvements** as well as **improvements** at 20 specific intersections for an estimated cost of **$4.99 million** (Table 3).

Table 3. Scenario 2 Recommendations

Scenario 2 Recommendations						
Corridor Improvement Type	**Miles**			**Cost**		
	High-Priority	*Low-Priority*	*Total*	*High-Priority*	*Low-Priority*	*Total*
Bike Route	0.0	0.6	0.6	$ -	$ 31,224	$ 31,224
Buffered Bike Lanes	1.2	0.3	1.5	$ 316,935	$ 82,086	$ 399,021
Neighborhood Byway	6.1	7.1	13.1	$ 1,358,633	$ 1,705,118	$ 3,063,751
Protected Bike Lanes	0.8	0.7	1.4	$ 482,128	$ 415,126	$ 897,255
Wayfinding Connection	0.0	0.7	0.7	$ -	$ 3,720	$ 3,720
Sub-Total	8.0	9.4	17.4	$ 2,157,696	$ 2,237,275	$ 4,394,971
Intersection Improvement Type	**Number**			**Cost**		
	High-Priority	*Low-Priority*	*Total*	*High-Priority*	*Low-Priority*	*Total*
Curb Extensions	10	20	10	$ 76,790	$ 153,580	$ 230,370
High Visibility Crosswalks	4	8	4	$ 24,000	$ 48,000	$ 72,000
Two Staged Turn Boxes	4	6	4	$ 6,000	$ 9,000	$ 15,000
Bike Boxes	1	4	1	$ 5,000	$ 20,000	$ 25,000
LPI	2	1	2	$ 11,000	$ 5,500	$ 16,500
RRFB	2	1	2	$ 180,000	$ -	$ 180,000
Wayfinding	0	1	0	$ -	$ 35,000	$ 35,000
Raised Crosswalk	0	1	0	$ -	$ 23,000	$ 23,000
Sub-Total	23	42	65	$ 116,358	$ 101,574	$ 217,932
Total				$ 2,274,769	$ 2,719,632	$ 4,994,400

Corridor and intersection improvements are shown in Figure 2. It's important to note that intersection improvements have been consolidated on the map legend for simplicity. Intersection improvements have been provided for internal RTC review through the interactive map.

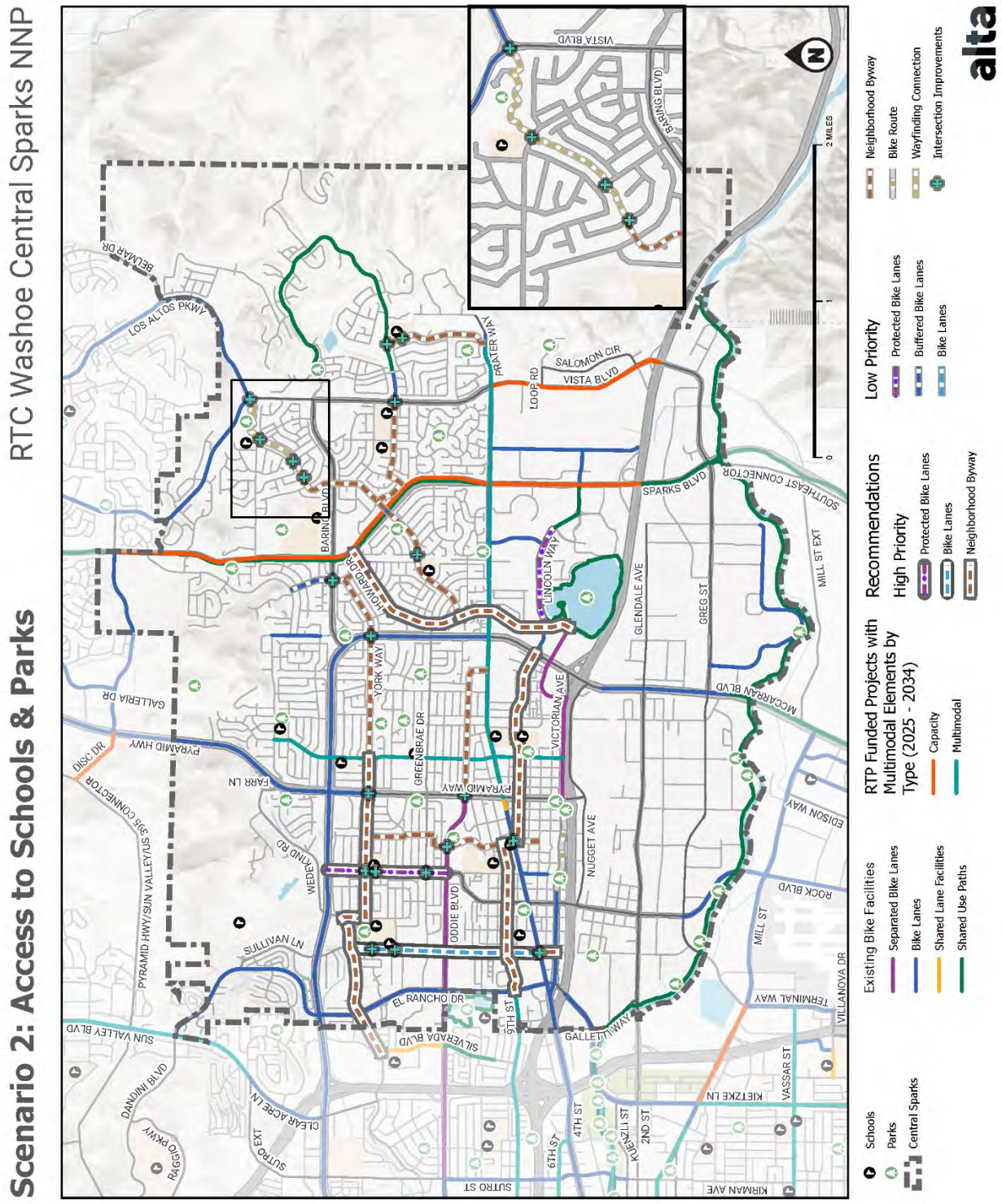


Figure 18. Scenario 2 Recommendations

Project Rationale

This section describes the project location, extent, facility type, rationale, and individual costs for including each identified corridor improvement in Scenario 2 in Table 4.

Table 4. Scenario 2 Project Descriptions and Rationale

Scenario 2 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
18th Street	Wedekind Street to York Way	Neighborhood Byway	0.15	This short north/south connection between Wedekind St and York Way helps enhance connectivity to Risley Elementary School, Maxwell Elementary School, and Sparks Middle School. This road is designated as a Minor Fire Response Route.	$ 33,471	High
F Street	12th Street to McCarran Blvd	Neighborhood Byway	1.23	Building off the comfortable crossing of Pyramid Highway, F Street presents a good opportunity to extend an east/west connection from the existing bike lanes east of McCarran Blvd (linking with Sparks Legends/Sparks Marina) with improvements in front of Lincoln Park Elementary School and within close proximity to Dilworth Middle School and Paulakidas Park.	$ 275,473	High
G Street	El Rancho Drive to 12th Street	Neighborhood Byway	0.96	This improvement builds off the planned RTC improvements on 9th Street which include planned bike lanes extending further to the west. This roadway would make improvements within close proximity to Sparks High School, Mitchell Elementary School, Kate Smith Elementary School, and Deer Park.	$ 215,368	High
Howard Drive	Goldy Way to O'Callaghan Drive	Neighborhood Byway	0.79	This connection links the Sparks Blvd Path, recommended improvments on York Way (via Goldy Way), and the recommended improvements on O'Callahan Drive which extend east through to Vista Blvd. This roadway is designated as a Minor Fire Response Route.	$ 176,754	High
Howard Drive	Sparks Blvd to Goldy Way	Neighborhood Byway	0.11	This connection would help to formalize the connection to the Sparks Blvd Shared Use Path and extend the east/west connection from York Way. This roadway is identified as a Minor Fire Response Route.	$ 24,745	High

Scenario 2 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
Howard Drive	O'Callaghan Drive to Nichols Blvd	Neighborhood Byway	0.74	The addition of traffic calming elements along this low-speed roadway would help to formalize the popular connection between residents areas in the north of the neighborhood with the Sparks Marina and Sparks Legends. This roadway is designated as a Minor Fire Response Route.	$ 165,444	High
Pete's Way	Prater Way to Primo Way	Neighborhood Byway	0.04	This short connection to Prater Way helps connect with the recommended improvements on Primo Way and thus the improvements in front of Moss Elementary School.	$ 8,811	High
Rock Blvd	McCarran Blvd to Oddie Blvd	Protected Bike Lanes	0.76	This segment has two lanes in each direction with left turn pockets and an ADT of 6,800 (NDOT 2023). Based on this, the segment may be reconfigured to include a protected bike lane in the exterior vehicle lanes in either direction. This would link the improvements on Oddie Blvd with York Way and McCarran Blvd while also reducing crossing distances for pedestrians including in front of Maxwell Elementary School.	$ 482,128	High
Sullivan Ln	Prater Way to Wedekind Rd	Buffered Bike Lanes	1.21	This segment has relatively low traffic volumes (2,350 - 6,150 - NDOT 2023) and a speed limit of 25 mph with a total of five lanes north of Oddie Blvd. This concept would reuse excess capacity to provide buffered bike lanes.	$ 315,810	High
Sullivan Ln	Prater Way to Victorian Avenue	Neighborhood Byway	0.10	This would enhance the short connection on a low-speed and low-volume road between two existing bicycle facilities.	$ 23,097	High
Wedekind Road	18th Street to Silverada Blvd	Neighborhood Byway	0.92	This route connects with Oppio Park and connects to Cannan Elementary and Sparks Middle School (via 18th Street). Additionally, this route helps connect with York Way (via 18th St) and the shared lane facilities on Silverada Blvd. This road is designated as a Major Fire Response Route.	$ 206,145	High

Scenario 2 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
York Way	4th Street to 18th Street	Neighborhood Byway	1.03	This segment of York Way helps create an east/west connection that links Sparks Middle School and Maxwell Elementary with areas to the east and all the way to the Sparks Blvd Shared Use path (via Howard Drive). This road is designated as a Major Fire Response Route.	$ 229,325	High
11th Street	Prospect Ave to York Way	Neighborhood Byway	0.44	North/South connection between Oddie Blvd and improvements on York Way.	$ 98,045	Low
12th Street	Oddie Blvd to Victorian Plaza Circle	Neighborhood Byway	0.62	North/South connection between Oddie Blvd and Victorian Square that benefits from vehicle diverter at Victorian Plaza Circle. This would create a low-speed connection to Sparks High School, Mitchell Elementary School, and Ardmore Park. A portion of this roadway is identified as a Minor Fire Response Route.	$ 138,242	Low
12th Street	Oddie Blvd to Prospect Ave	Neighborhood Byway	0.08	Short connection between Oddie Blvd and Prospect Ave which connect the recommended improvements on York Way with the Oddie Blvd Cycle Track.	$ 18,724	Low
Goldy Way	Howard Drive to Baring Boulevard	Neighborhood Byway	0.22	This connection would allow bicyclists to cross Barring Blvd and would help connect recommended improvements on York Way with the Sparks Blvd shared use path via Howard Drive. Additionally, this would support residents from parts of the neighborhood north of Barring to access the Sparks Marina. This helps continue a key connection within the neighborhood. This road is designated as a Major Fire Response Route.	$ 49,177	Low
Goldy Way	Baring Boulevard to Spanish Springs Road	Buffered Bike Lanes	0.28	This segment of Goldy Way could support the addition of a wide buffer (up to 6.5' in each direction) to the existing bike lanes.	$ 73,110	Low
I St	Pyramid Highway to Prater Way	Neighborhood Byway	0.90	This route would help to connect the improvements on Oddie Blvd with the planned improvements on Prater Way, addressing an existing gap within a few blocks of Dilworth Middle School. This roadway is a Minor Fire Response Route.	$ 201,645	Low

Scenario 2 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
Lida Ln to Vista Path	Lida Ln to Vista Blvd	Wayfinding Connection	0.74	Add wayfinding to existing path to extend the connection between Vista Blvd and the Sparks Blvd Shared Use path (via Springland Drive) and connect with Reed High School and Whitehead Elementary School.	$ 3,720	Low
Lincoln Way	Howard Drive to Legends Bay Drive	Protected Bike Lanes	0.66	The wide right of way on this low-speed and low-volume roadway could support a comfortable facility by removing the outside vehicle lanes. This would reduce vehicle speeds to the signed speed limit and improve the connection to the Sparks Marina.	$ 415,126	Low
O'Callaghan Drive	Howard Drive to Sparks Boulevard	Neighborhood Byway	0.84	This connection would help reduce vehicle speeds in front of Dunn Elementary School in response to public comments. Additionally, this segment will help create an alternate connection between Vista Blvd and the Sparks Marina area (via Howard Drive).	$ 313,234	Low
O'Callaghan Drive	Sparks Boulevard to Sparks Boulevard	Buffered Bike Lanes	0.03	This project would add buffered bike lanes through the intersection within the currently wide shoulders.	$ 8,977	Low
Primo Way	Geno Martini Parkway to Pete's Way	Neighborhood Byway	0.64	This roadway has a wide parking lane on each side while there are no houses fronting the west side of the road and minimal parking utilization (Sparks Traffic Calming Study) outside of school arrival and dimissal periods. The City of Sparks has received previous petitions for traffic calming along this segement due to concerns over speeds. This roadway presents an opportunity for traffic calming elements at the intersections and between intersections to reduce speeds along the corridor.	$ 143,980	Low
Prospect Ave	12th Street to 11th Street	Neighborhood Byway	0.07	This is a small connection to support the north/south link within the neighborhood on 11th St and 12th St that would connect York Way, Oddie Blvd, G St/F St, and Victorian Square.	$ 16,522	Low
Springdale Drive	Lida Ln to Sparks Boulevard	Neighborhood Byway	0.65	This route helps to connect Whitehead Elementary with Sparks Blvd and into the Sparks Marina (via O'Callahan Drive and Howard Drive).	$ 144,605	Low

Scenario 2 Recommendation Rationale						
Name	**Extent**	**Type**	**Miles**	**Rationale**	**Cost**	**Priority**
Victorian Avenue	Pyramid Highway to 16th Street	Bike Route	0.59	The addition of bicycle markings and signage along this already slow route would help formalize this popular bicycle connection and help link the Victorian Avenue cycle track with the bike lanes west of 16th Street.	$ 31,224	Low
Whitewood Dr / Sycamore Glen Dr	Vista Blvd to Springland Drive	Neighborhood Byway	0.76	This link would include additional enhancements in front of Mendive Middle School and Diedrichson Elementary while improving the crossing of Vista Blvd (linking with existing bike lanes) and connect to recommended improvements on Springland Drive.	$ 170,410	Low
York Way	Goldy Way to 4th Street	Neighborhood Byway	1.19	This segment helps to link residents on the east side of McCarran Blvd with Recreation Park and connects with the planned improvements on 4th Street which connect to both Drake and Greenbrae Elementary Schools. This roadway is designated as a Major Fire Response Route.	$ 265,928	Low

Scenario 3

Theme: Network Grid

Description: This scenario focuses on providing a comfortable east/west and north/south connections at regular intervals in order to increase network density within the Central Sparks Neighborhood. This includes upgrading existing facilities where possible and creating low-speed neighborhood byways through residential areas. Based on this focus, the recommended improvements are located throughout the neighborhood north of I-80. This scenario includes a total of **19.4 miles of corridor improvements** as well as **improvements** at 12 specific intersections for an estimated cost of **$4.99 million** (Table 5).

Table 5. Scenario 3 Recommendations

Scenario 3 Recommendations						
Corridor Improvement Type	**Miles**			**Cost**		
	High-Priority	*Low-Priority*	*Total*	*High-Priority*	*Low-Priority*	*Total*
Bike Lanes	0.1	0.1	1.4	$ 16,147	$ 11,776	$ 27,923
Buffered Bike Lanes	2.2	0.3	2.5	$ 572,493	$ 73,110	$ 645,603
Neighborhood Byway	5.6	10.3	15.8	$ 1,245,896	$ 2,421,682	$ 3,667,579
Protected Bike Lanes	0.6	0.0	0.6	$ 377,988	$ -	$ 377,988
Wayfinding Connection	0.0	0.3	0.3	$ -	$ 1,734	$ 1,734
Sub-Total	8.5	11.0	19.4	$ 2,212,524	$ 2,508,302	$ 4,720,826
Intersection Improvement Type	**Number**			**Cost**		
	High-Priority	*Low-Priority*	*Total*	*High-Priority*	*Low-Priority*	*Total*
Curb Extensions	12	3	15	$ 92,148	$ 92,148	$ 184,296
Two Staged Turn Boxes	8	4	12	$ 12,000	$ 6,000	$ 18,000
High Visibility Crosswalks	6	2	8	$ 36,000	$ 12,000	$ 48,000
LPI	1	1	2	$ 5,500	$ 5,500	$ 11,000
Bike Boxes	0	2	2	$ -	$ 10,000	$ 10,000
Sub-Total	27	12	39	$ 145,648	$ 125,648	$ 271,269
Total				$ 2,358,172	$ 2,633,950	$ 4,992,122

Corridor and intersection improvements are shown in Figure 3. It's important to note that intersection improvements have been consolidated on the map legend for simplicity. Intersection improvements have been provided for internal RTC review through the interactive map.

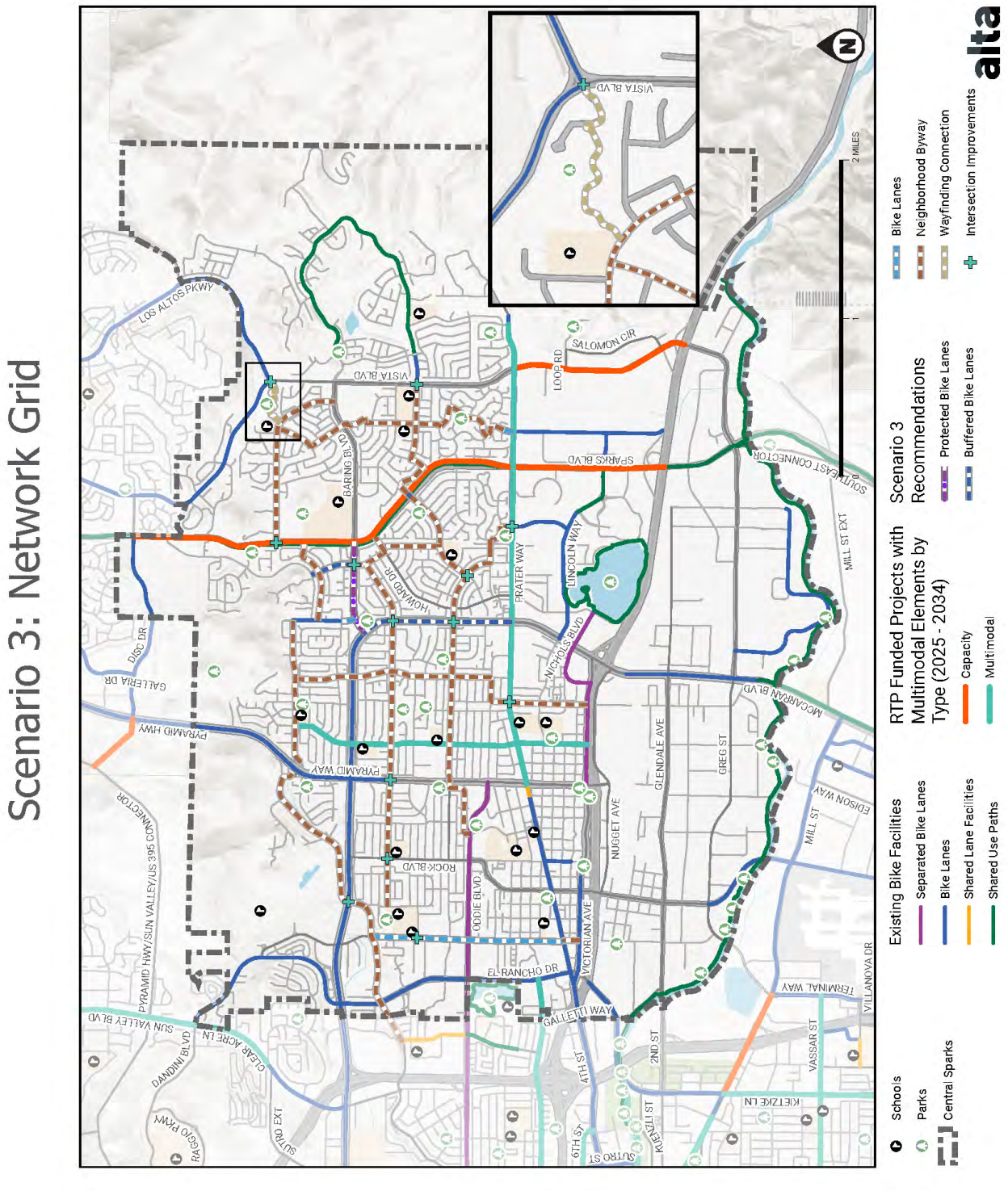


Figure 19. Scenario 3 Recommendations

Project Rationale

This section describes the project location, extent, facility type, rationale, and individual costs for including each identified corridor improvement in Scenario 3 in Table 6.

Table 6. Scenario 3 Project Descriptions and Rationale

Scenario 3 Recommendation Rationale						
Name	**Extent**	**Type**	**Rationale**	**Cost**	**Miles**	**Priority**
12th Street	Oddie Blvd to Oxford Ave	Neighborhood Byway	Short connection between Oddie Blvd and Prospect Ave which connect the recommended improvements on York Way with the Oddie Blvd Cycle Track.	$ 8,134	0.04	High
18th Street	Wedekind Street to York Way	Neighborhood Byway	This short north/south connection between Wedekind St and York Way helps enhance connectivity to Risley Elementary School, Maxwell Elementary School, and Sparks Middle School. This road is designated as a Minor Fire Response Route.	$ 33,471	0.15	High
Barring Blvd	McCarran Blvd to Sparks Blvd	Protected Bike Lanes	Barring Blvd is an important east/west link which has volumes (12,700 ADT - NDOT 2023) that may support a reconfiguration. Due to the high-speed nature of the roadway and connection with high-volume roadways, intersection configurations will be important considerations during design. This improvement would help reduce crossing distances along the length of Barring Blvd helping to also improve pedestrian conditions.	$ 377,988	0.60	High
Greenbrae Drive / Oxford Ave / Robbie Way	Pullman Drive to 12th Street	Neighborhood Byway	This multi-road connection provides an extension of the Oddie Blvd facilities while creating a connection that is roughly equidistant between the recommended improvements on York Way and the planned improvements on Prater Way. Greenbrae Drive is designated as a Major Fire Response Route.	$ 447,436	2.00	High
McCarran Boulevard	Prater Way to Baring Boulevard	Buffered Bike Lanes	The current configuration of McCarran Blvd in this section includes a buffer between the curb and bike lane. Flipping these two would create separation from vehicles for people biking and increase the overall comfort of the corridor. Additionally, this treatment may help support reduced overall crossing distances for pedestrians crossing McCarran Blvd. This would help enhance the existing north/south connection between Sparks Blvd and the proposed improvements on Probasco Way.	$ 247,706	0.95	High

Scenario 3 Recommendation Rationale						
Name	**Extent**	**Type**	**Rationale**	**Cost**	**Miles**	**Priority**
O'Callaghan Drive	Sparks Boulevard to Sparks Boulevard	Buffered Bike Lanes	This project would add buffered bike lanes through the intersection within the currently wide shoulders.	$ 8,977	0.03	High
Pullman Drive	Station Drive to Robbie Way	Neighborhood Byway	This is a short connection supporting an east/west connection via Greenbrae Drive and helping to increase connectivity with the Sparks Marina and Sparks Legends areas. This road is designated as a Minor Fire Response Route.	$ 27,921	0.12	High
Sandwood Dr	Palmwood Dr to Sparks Blvd Shared Use Path	Neighborhood Byway	Formalize a short existing connection to the Sparks Blvd shared use path.	$ 18,118	0.08	High
Station Drive	Pullman Drive to Prater Way	Neighborhood Byway	This is a short connection supporting an east/west connection via Greenbrae Drive and helping to increase connectivity with the Sparks Marina and Sparks Legends areas.	$ 16,521	0.07	High
Sullivan Ln	Prater Way to Wedekind Rd	Buffered Bike Lanes	This segment has relatively low traffic volumes (2,350 - 6,150 - NDOT 2023) and a speed limit of 25 mph with a total of five lanes north of Oddie Blvd. This concept would reuse excess capacity to provide buffered bike lanes.	$ 222,947	1.21	High
Sullivan Ln	Prater Way to Victorian Avenue	Neighborhood Byway	This would enhance the short connection on a low-speed and low-volume road between two existing bicycle facilities.	$ 23,097	0.10	High
Truckee Ln	Baring Blvd to Emerson Way	Bike Lanes	This would extend the existing bike lanes on Truckee Lane by repurposing the Northbound right turn lane and narrowing the northbound receiving lane at Barring Blvd. This would help connect the grid to the northern most east/west connection on Spanish Springs Rd and Queens Way.	$ 16,147	0.09	High
Wedekind Rd	Lepori Way to 18th Street	Neighborhood Byway	This low-volume segment of Wedekind Rd (1,100 ADT - NDOT 2023) would help create the northern most east/west connection by linking with Queens Way across Pyramid Highway in the east and connecting with the recommended improvement between 18th Street and Silverada Blvd.	$ 256,873	1.15	High
Wedekind Road	18th Street to Silverada Blvd	Neighborhood Byway	This route connects with Oppio Park and connects to Cannan Elementary and Sparks Middle School (via 18th Street). Additionally, this route helps connect with York Way (via 18th St) and the shared lane facilities on Silverada Blvd. This road is designated as a Major Fire Response Route.	$ 206,145	0.92	High

Scenario 3 Recommendation Rationale						
Name	**Extent**	**Type**	**Rationale**	**Cost**	**Miles**	**Priority**
York Way	4th Street to 18th Street	Neighborhood Byway	This segment of York Way helps create an east/west connection that links Sparks Middle School and Maxwell Elementary with areas to the east and all the way to the Sparks Blvd Shared Use path (via Howard Drive). This road is designated as a Major Fire Response Route.	$ 229,325	1.03	High
Ashley Park Circle	Round Mountain Circle to Round Mountain Circle	Neighborhood Byway	Short link within the north/south connection in the eastern portion of the neighborhood. This roadway is already a relatively low-speed and low-volume roadway.	$ 24,466	0.11	Low
Berkshire Drive	Wabash Circle to Wabash Circle	Neighborhood Byway	North / south connection within the area between Vista Blvd and Sparks Blvd running along Woodtrail Park.	$ 73,775	0.33	Low
Blossom View Drive	Wabash Circle to Round Mountain Circle	Neighborhood Byway	North / south connection within the area between Vista Blvd and Sparks Blvd which would enhance the roadway between Dietrichson Elementary School and Mendive Middle School. This road is a Minor Fire Response Route.	$ 107,498	0.48	Low
Clan Alpine Drive	Shadow Lane to Round Mountain Road	Neighborhood Byway	North / south link between Shadow Lane and Prater Way through a neighborhood byway via Berkshire Drive, Wabash Circle, and Round Mountain Circle. This roadway is a Minor Fire Response Route.	$ 54,723	0.24	Low
Goldy Way	Howard Drive to Baring Boulevard	Neighborhood Byway	This connection would allow bicyclists to cross Barring Blvd and would help connect recommended improvements on York Way with the Sparks Blvd shared use path via Howard Drive. Additionally, this would support residents from parts of the neighborhood north of Barring to access the Sparks Marina. This helps continue a key connection within the neighborhood. This road is designated as a Major Fire Response Route.	$ 49,177	0.22	Low
Goldy Way	Barring Boulevard to Spanish Springs Road	Buffered Bike Lanes	This segment of Goldy Way could support the addition of a wide buffer (up to 6.5' in each direction) to the existing bike lanes. This roadway is designated as a Major Fire Response Route.	$ 73,110	0.28	Low
Howard Drive	Sparks Blvd to Goldy Way	Neighborhood Byway	This connection would help to formalize the connection to the Sparks Blvd Shared Use Path and extend the east/west connection from York Way. This roadway is identified as a Minor Fire Response Route.	$ 24,745	0.11	Low

Scenario 3 Recommendation Rationale						
Name	**Extent**	**Type**	**Rationale**	**Cost**	**Miles**	**Priority**
I Street	Stanford Way to Probasco Way	Neighborhood Byway	Small east/west connection supporting the recommended improvements on Stanford Way and Probasco Way. This roadway is designated as a Minor Fire Response Route.	$ 34,673	0.16	Low
Lida Ln to Vista Path	Shadow Ln to Vista Blvd	Wayfinding Connection	Add wayfinding to existing path to extend the connection between Vista Blvd, Sparks Blvd, and Pyramid Highway (via Queens Way / Spanish Springs Rd.	$ 1,734	0.35	Low
Lillard Drive	Prater Way to Atlantic Way	Bike Lanes	Add bike lanes on the short connection to Prater Way to support a comfortable experience and beginning of the north/south connection on the east side of the neighborhood. There are no houses fronting the street on the west side. This road is designated as a Major Fire Response Route.	$ 11,776	0.06	Low
Lillard Drive	Atlantic Way to Wabash Circle	Neighborhood Byway	This roadway is the beginning of the north/south connection on the east side of the neighborhood. There are no houses fronting the street on the west side. This road is designated as a Major Fire Response Route.	$ 18,986	0.08	Low
O'Callaghan Drive	Greenbrae Drive to Sparks Boulevard	Neighborhood Byway	This segment would serve as a continuation of the east/west connection between York Way and Prater Way and would help improve network connectivity between Vista Blvd and Oddie Blvd in concert with recommendations on Greenbrae Drive and Whitewood Drive.	$ 269,563	0.65	Low
Palmwood Dr	Truckee Ln to Sandwood Dr	Neighborhood Byway	This would formalize a low-speed connection between Truckee Lane and the Sparks Blvd shared use path and support and northern east/west connection through the neighborhood as an alternative to McCarran Blvd.	$ 102,268	0.46	Low
Probasco Way	I Street to Queen Way	Neighborhood Byway	This route would create and alternative north/south connection to McCarran Blvd in this portion of the neighborhood. This connection with within approximately a half mile of the planned improvements on 4th Street. This road is designated as a Major Fire Response Route.	$ 280,151	1.25	Low
Queen Way	Pyramid Highway to Truckee Ln	Neighborhood Byway	This roadway is currently designated as a Major Fire Response Route but already includes speed humps. Additional signage including wayfinding would help enhance this low-speed and low-volume (820 ADT - NDOT 2023) connection.	$ 204,188	0.91	Low
Rosemary Drive	O'Callaghan Drive to Howard Drive	Neighborhood Byway	This short roadway would support a longer north/south connection from Spanish Springs Rd to the Sparks Marina through a multi-road neighborhood byway.	$ 81,816	0.37	Low

Scenario 3 Recommendation Rationale						
Name	**Extent**	**Type**	**Rationale**	**Cost**	**Miles**	**Priority**
Round Mountain Circle	Ashley Park Circle to Blossom View Drive	Neighborhood Byway	Short link within the north/south connection in the eastern portion of the neighborhood. This roadway is already a relatively low-speed and low-volume roadway.	$ 6,123	0.03	Low
Round Mountain Rd/Cir	Ashley Park Circle to Clan Alpine Drive	Neighborhood Byway	Short link within the north/south connection in the eastern portion of the neighborhood. This roadway is already a relatively low-speed and low-volume roadway.	$ 66,309	0.30	Low
Shadow Ln	Baring Blvd to Sparks Blvd	Neighborhood Byway	Current volumes of 2,500 ADT (NDOT - 2023) and a relatively low-speed (25 mph) could support a neighborhood byway configuration without significantly impacting parking along the corridor. This connection would help create an east/west connection on the northern edge of the neighborhood.	$ 256,182	1.15	Low
Springdale Drive	Sycamore Glen Drive to Sparks Boulevard	Neighborhood Byway	This connection continues the east/west route linking Vista Blvd to Oddie Blvd (via O'Callaghan Dr and Greenbrae Drive).	$ 144,605	0.65	Low
Stanford Way	I Street to Victorian Avenue	Neighborhood Byway	This north/south connection provides a low-stress option to connect from the Victorian Avenue cycle track to the north through the neighborhood. This connection presents an opportunity to potentially coordinate improvements with WCSD at the Prater Way intersection.	$ 137,741	0.62	Low
Wabash Circle	Lillard Drive to Blossom View Drive	Neighborhood Byway	Two short segments of a circular roadway helping create a north/south byway by connecting Berkshire Drive with Lillard Drive and Blossom View Drive.	$ 48,354	0.22	Low
Whitewood Dr / Sycamore Glen Dr	Vista Blvd to Springland Drive	Neighborhood Byway	This link would include additional enhancements in front of Mendive Middle School and Diedrichson Elementary while improving the crossing of Vista Blvd (linking with existing bike lanes) and connect to recommended improvements on Springland Drive.	$ 170,410	0.76	Low
York Way	Goldy Way to 4th Street	Neighborhood Byway	This segment helps to link residents on the east side of McCarran Blvd with Recreation Park and connects with the planned improvements on 4th Street which connect to both Drake and Greenbrae Elementary Schools. This roadway is designated as a Major Fire Response Route.	$ 265,928	1.19	Low

Scenario Comparison

To compare scenarios, the project team analyzed the implementation complexity, potential benefits, and maintenance considerations across all three scenarios and assigned scores for each metric. Scores for each metric are detailed below and are intended to help in decision-making and selection of a preferred alternative. All scores were combined into a final score across five metrics (accessibility testing results will be added once completed). These metrics include:

- Metric #1: Emergency Vehicle Routes – This considers the potential implementation complexity based on the emergency vehicle designation from the City of Sparks.
    - No Fire Response Route – 10 points
    - Minor Fire Response Route – 5 points
    - Major Fire Response Route – 0 points
- Metric #2: Capacity – This metric evaluates the potential reduction in vehicle capacity and assigns a higher level of points to recommendations which have no impact on vehicle capacity.
    - No reduction in capacity – 10 points
    - Reduction in capacity on minor roadway – 5 points
    - Reduction in capacity on major roadway – 0 points
- Metric #3: Parking – This metrics analyzes the potential impact to on-street vehicle parking from the proposed recommendation based on the perceived level of parking utilization and roadway context.
    - No parking reduction – 10 points
    - Impacts to low-utilization parking – 5 points
    - Impacts to medium-utilization parking – 3 points
    - Impacts to high-utilization parking – 0 points
- Metric #4: Safety – This metric identifies how much overlap is present between the proposed scenario recommendations and the RTC High Injury Network so gain an understanding of the potential safety benefits within the neighborhood.
    - Majority of the project segment is within the HIN – 10 points
    - Portion of the project segment is within the HIN – 5 points
    - Project touches a portion of HIN roadway – 3 points
    - No overlap with HIN – 0 points

- Metric #5 – Maintenance – This metric quantifies the potential level of effort for maintaining the proposed recommendations based on the elements included in the conceptual design. Projects which include more physical elements within the roadway (i.e. protected bike lanes) will result in the highest levels of maintenance costs compared to a Bike Route which would require minimal maintenance support.
    - Minimal on-going maintenance required – 10 points
    - Intermittent maintenance needs (i.e. repainting) – 5 points
    - Frequent maintenance needs (i.e. replacing vertical elements) – 0 points

Scores across these five metrics were average for each scenario package in order to compare scenario packages against each other (Table 7). As scores increase, this indicates that the projects included could be implemented with lower levels of complexity and operational challenges which providing safety benefits with minimal maintenance requirements. The results shown in Table 7 highlight the slight differences across each of the three scenarios and highlight the leading scenarios for the different metric.

Table 7. Metric Comparison of Scenarios

Metric	Scenario 1	Scenario 2	Scenario 3
PEVR (Avg.)	3.4	3.5	4.4
Capacity (Avg.)	8.2	9.4	9.5
Parking (Avg.)	8.8	9.6	9.3
Safety (Avg.)	1.8	1.2	1.5
Maintenance (Avg.)	9.3	9.1	9.6
Average Total Score	31.5	32.9	33.1

Community Access

Alta conducted an analysis using the Washoe Accessibility Testing toolbox that was developed by Alta and provided to the RTC during the ATP process in 2024. This tool helps to gauge the varying levels of access gain to different destination types based on proposed bicycle network enhancements. This is represented by potential trips that may shift from vehicle to bicycle based on new low-stress connections in the bicycle network. The aggregate access gain to each destination type is shown for each scenario in Table 8 with analysis results for each destination type (schools, parks, hospitals) included in Appendix B.

Results below highlight the disparity in existing network connectivity north and south of I-80 within the Central Sparks neighborhood. Table 8 highlights the potential level of benefit realized from improvements in Scenario 1, which includes improvements on either side of I-80 compared to Scenarios 2 and 3, both of which concentrate improvements north of I-80. Due to the lack of existing facilities within the Industrial Area south of I-80, the addition of low-stress connections in this area helps to create a significant level of benefits for the small residential population south of I-80; additionally, the existing roadway network in the Industrial Area lacks connectivity aside from major arterial roadways which currently are highly stressful environments for bicyclists. Comparatively the existing roadway network north of I-80 is more connected with more existing low-stress connections than are available south of I-80.

It is important to note that the estimated daily trips in Table 8 are intended to inform the planning process but are not intended to serve as refined or exact estimations of future bicycle trips.

Table 8. Estimated New Bicycle Trips to Destination Type By Scenario

Destination Type	Scenario 1 Exterior Connections	Scenario 2 Access to Schools and Parks	Scenario 3 Network Grid
Schools	2,459	968	973
Parks	17,274	5,713	5,433
Hospitals	1,846	566	633
Scenario Total	21,579	7,247	7,039

Appendix A – Cost Estimate Unit/Per Mile Costs

Corridor Improvement	Cost Per Mile
Bike Lane	$ 183,600
Buffered Bike Lane	$ 261,000
Protected Bike Lane	$ 633,600
Bicycle Boulevard	$ 52,800
Bicycle Boulevard with Intersection Traffic Calming (Curb Extensions and 2 new crosswalks every 1/4 mile)	$ 223,664

Intersection Improvement	Cost Per Installation
Pedestrian Hybrid Beacon (PHB)	$ 650,000
RRFBs	$ 90,000
Pedestrian Refuge Island	$ 50,000
Raised Crosswalk	$ 23,000
Midblock Crossing	$ 19,577
Bike Jug Handle	$ 15,000
Curb Extensions	$ 10,000
High-Visibility Crosswalk	$ 6,000
Leading Pedestrian Interval	$ 5,500
Bike Box	$ 5,000
Bicycle Wayfinding	$ 35K/mile

Appendix B – Accessibility Testing Results Maps

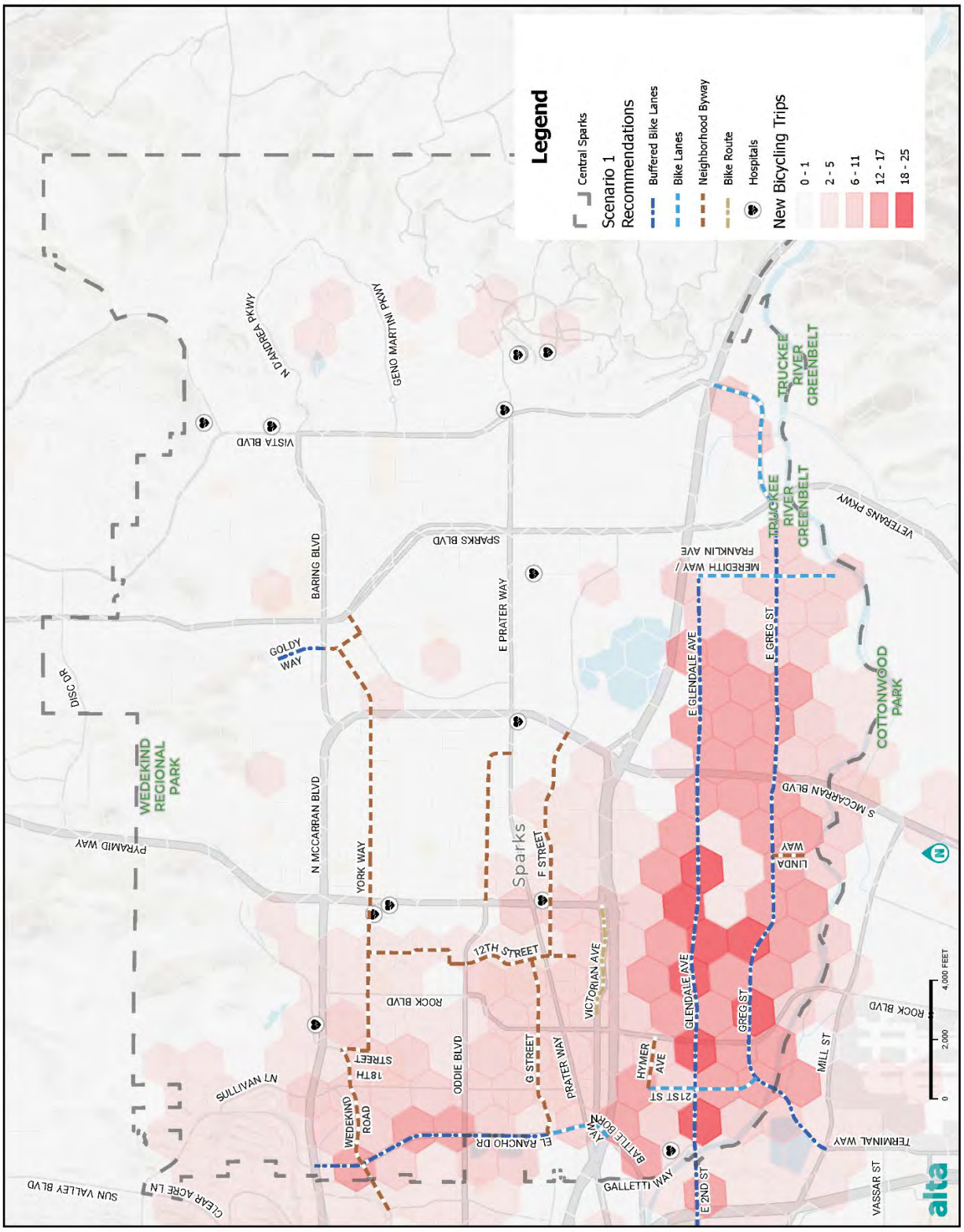


Figure 20. Scenario 1 - Hospital Access Gains

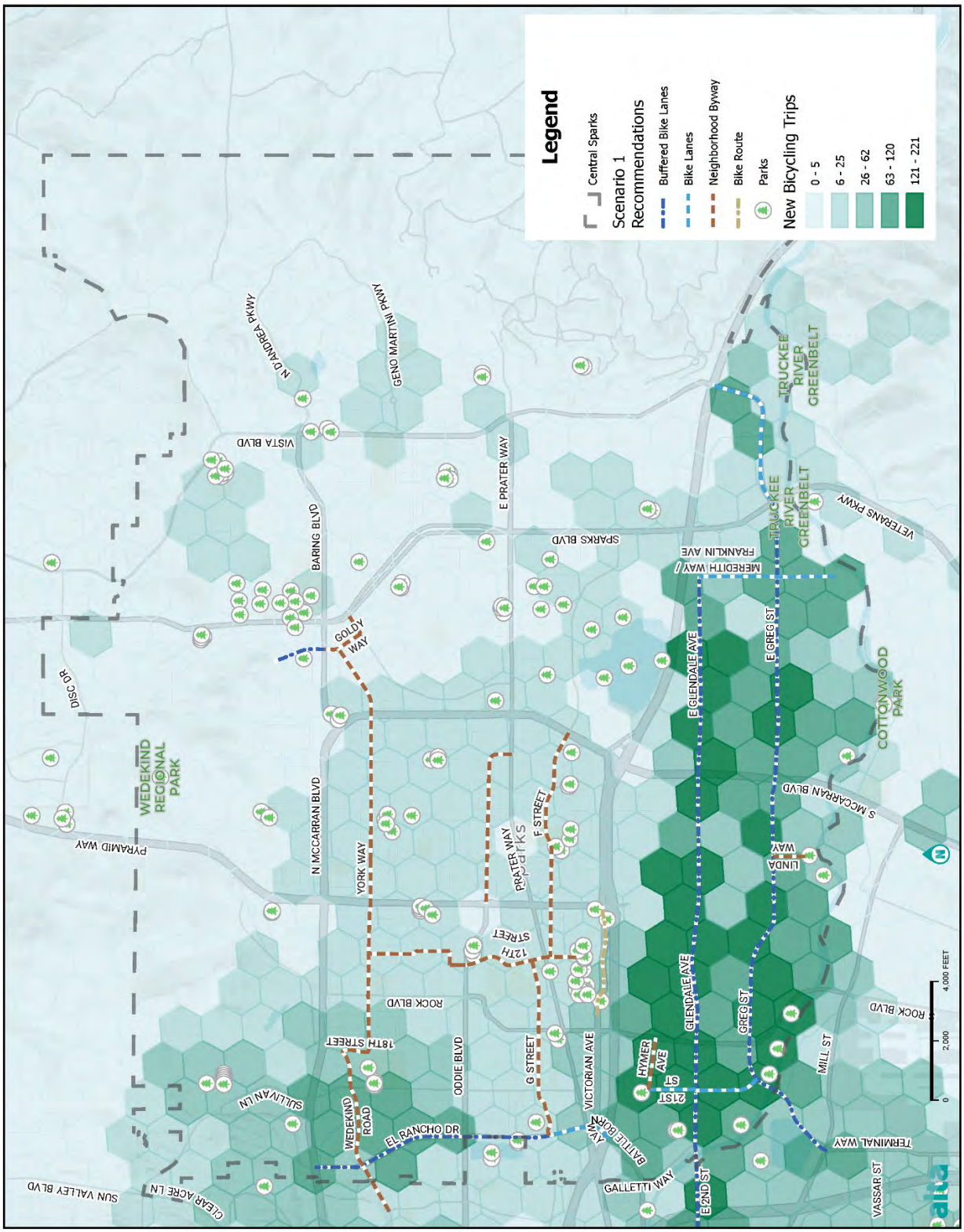


Figure 21. Scenario 1 - Parks Access Gains

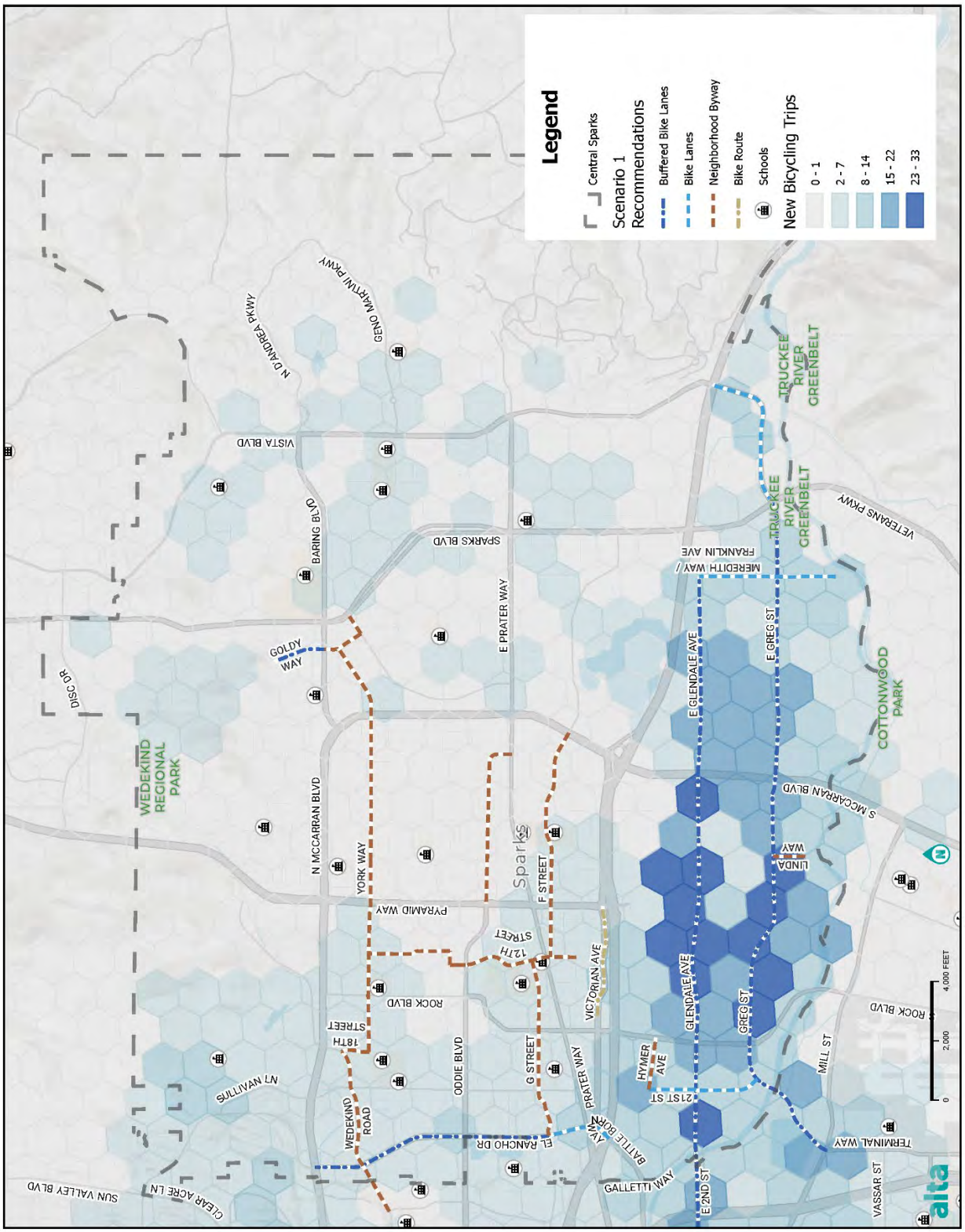


Figure 22. Scenario 1 - School Access Gains

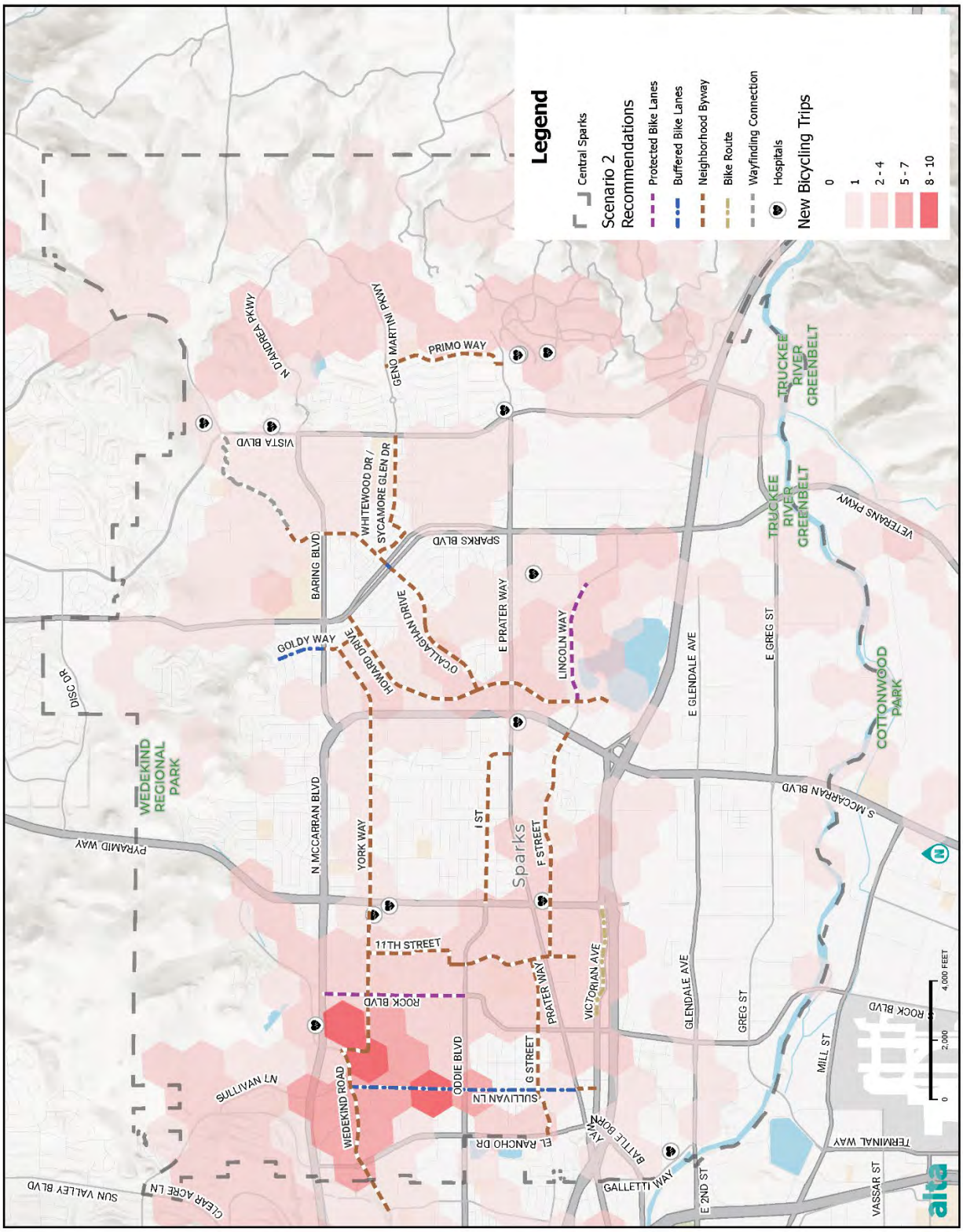


Figure 23. Scenario 2 - Hospital Access Gains

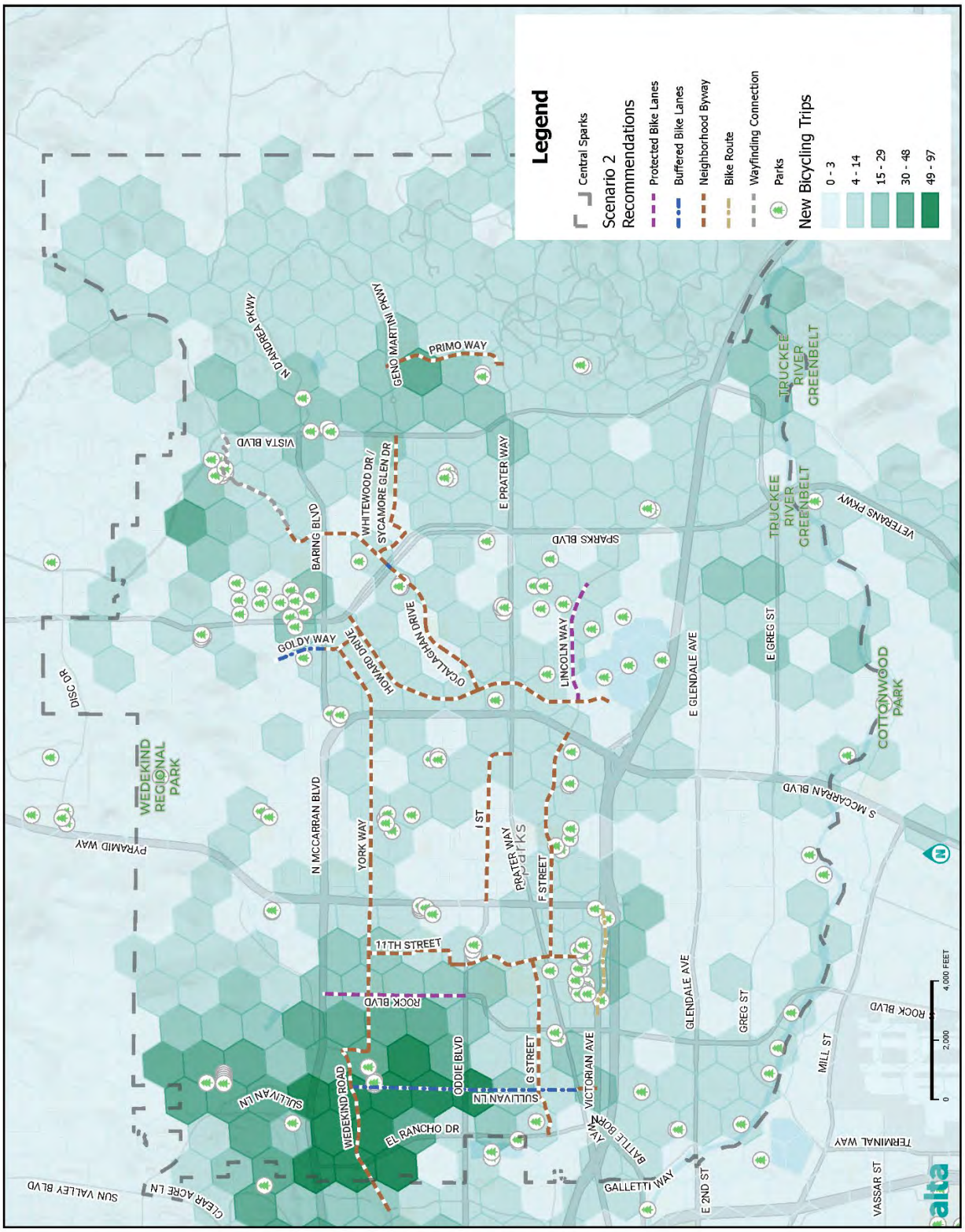


Figure 24. Scenario 2 - Parks Access Gains

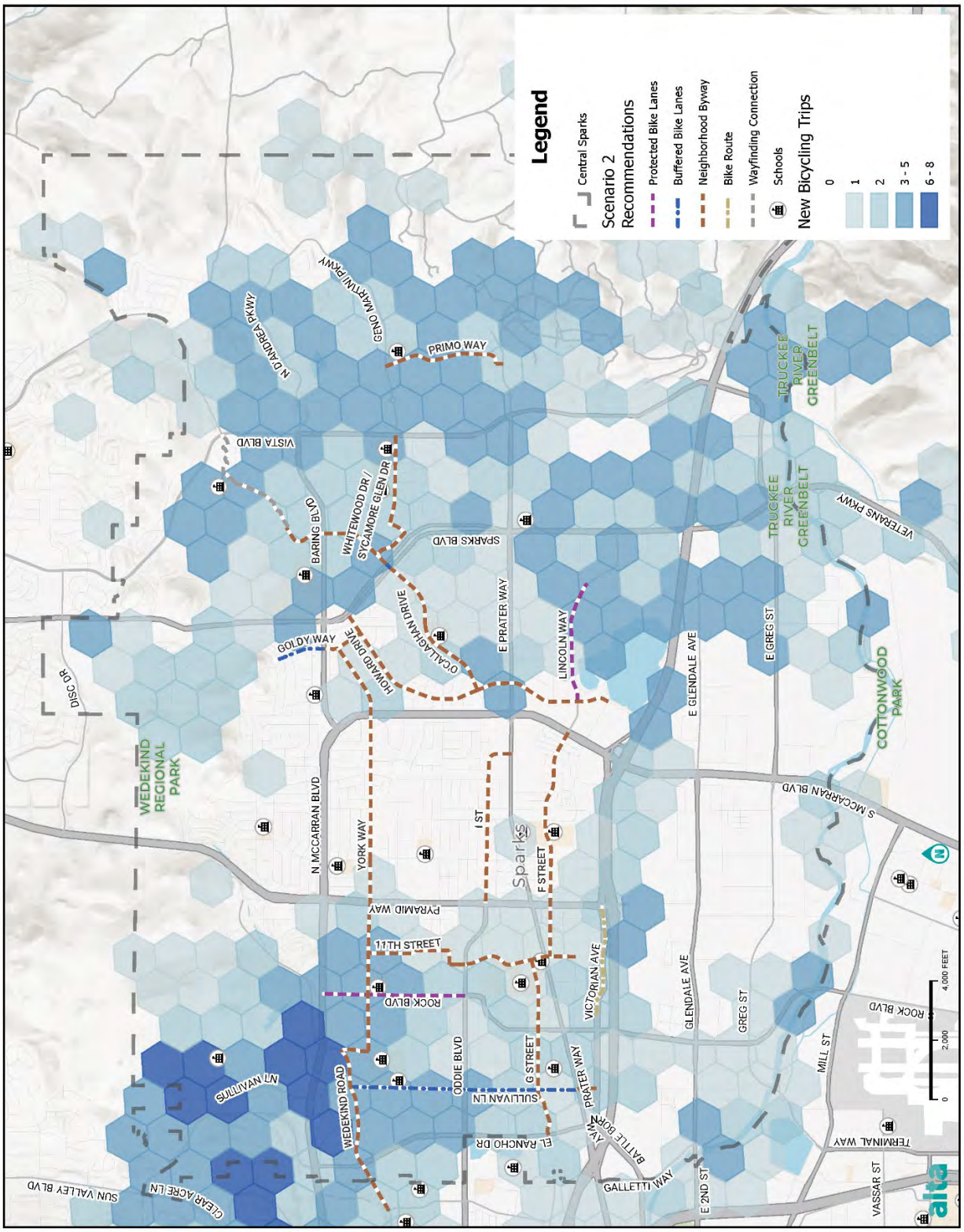


Figure 25. Scenario 2 - Schools Access Gains

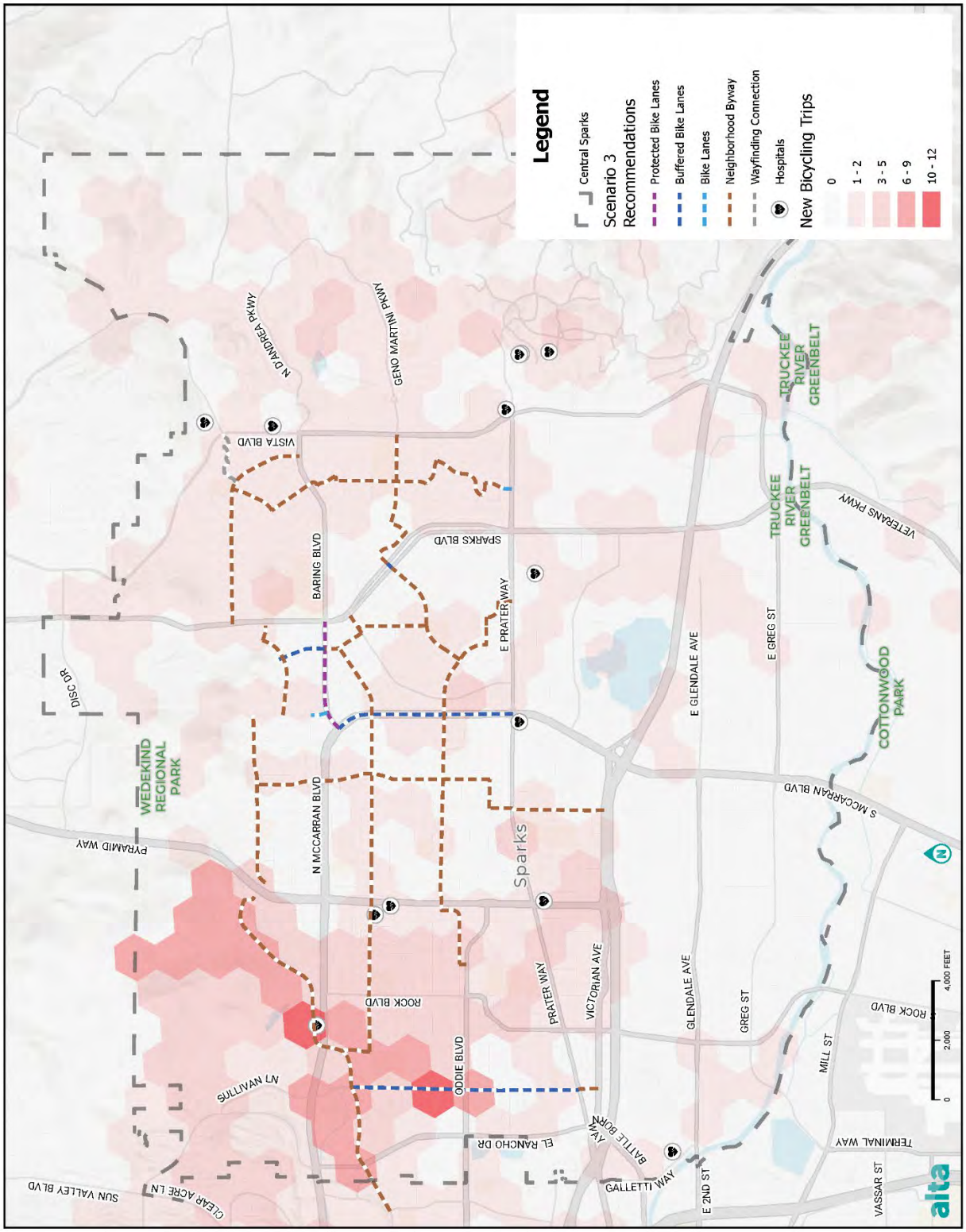


Figure 26. Scenario 3 - Hospital Access Gains

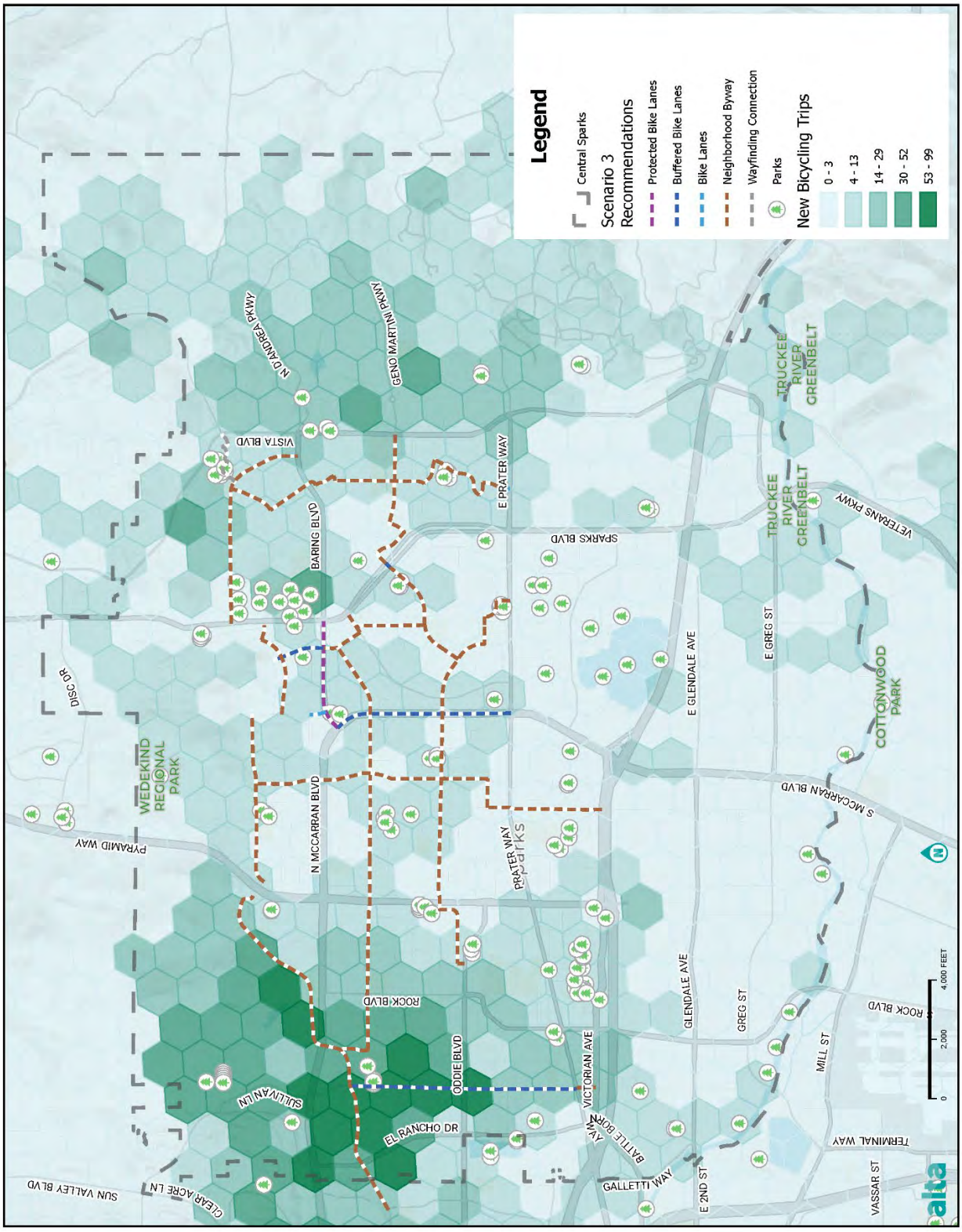


Figure 27. Scenario 3 - Parks Access Gains

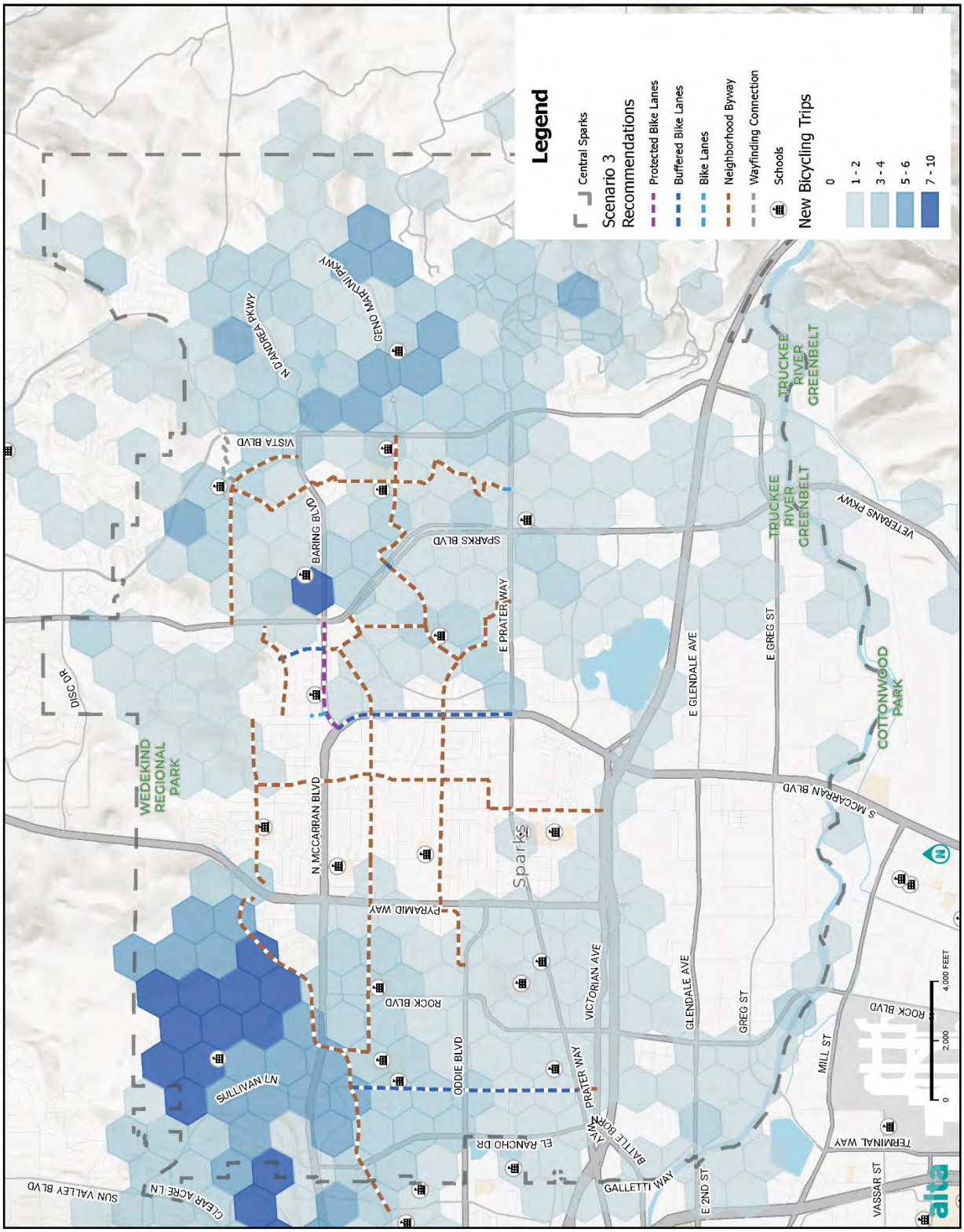


Figure 28. Scenario 3 - Schools Access Gains

E

Appendix E: Project Cutsheets

SULLIVAN LANE

A

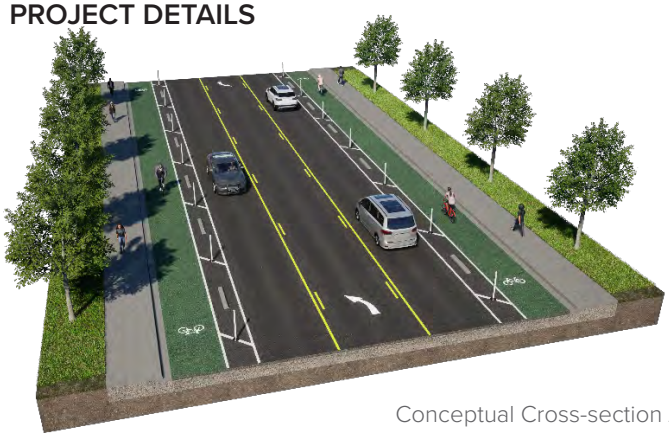
PROJECT DESCRIPTION

This project, developed as part of the Central Sparks Neighborhood Network Plan, would create a 1.3 mile long north/south connection on the western side of Central Sparks and improve connectivity to Risley Elementary and Kate Smith Elementary School. This corridor connects with multiple existing and planned east/west facilities including on Oddie Boulevard, G St, Prater Way, and Victorian Avenue. With relatively low traffic volumes, five total lanes, and a speed limit of 25 mph north of Oddie Boulevard, this segment could be reconfigured to create a more comfortable connection. In this project concept, Sullivan Lane between Wedekind Road and Prater Way could include buffered bike lanes along with intersection enhancements and wayfinding. The section between Prater Way and Victorian Avenue, which has lower traffic volumes than the northern section, would include traffic calming in a neighborhood byway confirguration. Due to the current widths on Sullivan Lane between Wedekind Road and McCarran Boulevard, this quick build project will end at Wedekind Road.

CORRIDOR SEGMENTS	IMPROVEMENT TYPE
Prater Way to Victorian Ave	Neighborhood Byway
Wedekind Rd to Prater Way	Protected Bike Lane

INCLUDED INTERSECTION ENHANCEMENTS	
Leading Pedestrian Interval (LPI) Bike Box	Curb Extensions Wayfinding
PLANNING LEVEL COST ESTIMATE	**$ 811,983**

PROJECT DETAILS



Conceptual Cross-section A

Conceptual Cross-section B

PROJECT MAP

LEGEND

Central Sparks
school
park

Existing Bike Facility
bike lane
shared use path
shared lane
protected bike lane

RTP Funded Project Type
capacity
multimodal

Central Sparks Recommendations
protected bike lane
neighborhood byway

Intersection Concept Type
curb extensions
LPI
two-staged turn box / cut through / bike boxes
wayfinding

YORK WAY & WEDEKIND ROAD

B

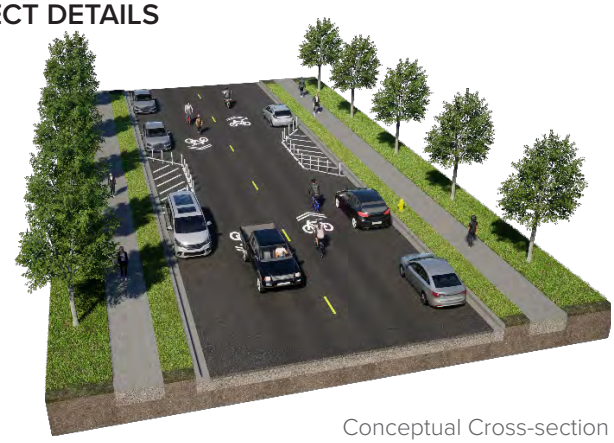
PROJECT DESCRIPTION

This project would establish a 2.7 mile long east/west connection through the Central Sparks neighborhood that links residents with Recreation Park, planned improvements on 4th St, and numerous schools including Maxwell, Drake, and Greenbrae Elementary Schools as well as Sparks Middle School. This neighborhood byway would include traffic calming and intersection improvements to maintain slow vehicle speeds along the corridor and at key intersections. This project concept also benefits from existing signalized crossings and links to the shared-use path on Sparks Boulevard with a short connection on Goldy Way and Howard Drive. This project would also make improvements on 18th Street between York Way and Wedekind Road.

CORRIDOR SEGMENT	IMPROVEMENT TYPE
18th St - Wedekind Rd to York Way Wedekind Rd - Sullivan Ln to 18th St York Way - Goldy Way to 18th St	Neighborhood Byway

INCLUDED INTERSECTION ENHANCEMENTS	
High Visibility Crosswalks Two Staged Turn Boxes Leading Pedestrian Interval (LPI)	Curb Extensions Wayfinding
PLANNING LEVEL COST ESTIMATE	**$697,334**

PROJECT DETAILS



Conceptual Cross-section

Design Considerations

York Way and Wedekind Rd are designated as Major Fire Response Routes and will require horizontal traffic calming options like hardened centerlines, chicanes, chokers, etc. The neighborhood byway configuration may have minor parking impacts at intersections in order to enhance safety with curb extensions and daylighting.

PROJECT MAP

Consider improvement on Sullivan Lane (Wedekind Rd to McCarran Blvd) for connection to signalized crossing of McCarran Blvd.

LEGEND

- Central Sparks
- school
- park

Existing Bike Facility

- bike lane
- shared use path
- shared lane

RTP Funded Project Type

- capacity
- multimodal

Central Sparks Recommendations

- neighborhood byway
- protected bike lanes

Intersection Concept Type

- curb extensions w/ minor enhancements
- curb extensions
- two-staged turn box / cut through / bike boxes
- wayfinding

11TH STREET & 12TH STREET C

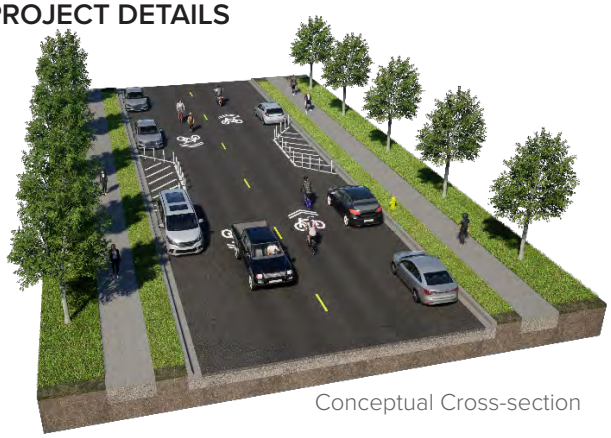
PROJECT DESCRIPTION

This 1.6 mile long north/south connection between Victorian Plaza and the Sparks Mercantile Center was developed as a part of the Central Sparks Neighborhood Network Plan. This project would use 11th Street and 12th Street (connecting on Prospect Avenue) to create a comfortable connection through the neighborhood. Wayfinding signage would help guide bicyclists to the Sparks Mercantile Center on Gault Way with traffic calming included south of York Way to Victorian Plaza Circle.

This project would connect with the existing bike lanes on Prater Way and the raised cycle track on Oddie Boulevard. This project would also build off recommended neighborhood byways from the Neighborhood Connections Plan on York Way and F Street and G Street.

CORRIDOR SEGMENT	IMPROVEMENT TYPE
11th St - Prospect Ave to York Way 12th St - Prospect Ave to Victorian Plaza Prospect Ave - 12th St to 11th St	Neighborhood Byway
11th St - Gault Way to York Way	Wayfinding Connection
INCLUDED INTERSECTION ENHANCEMENTS	
Two-Staged Turn Boxes Leading Pedestrian Interval High Visibility Crosswalks	Wayfinding Curb Extentions
PLANNING LEVEL COST ESTIMATE	**$473,644**

PROJECT DETAILS



Conceptual Cross-section

Design Considerations

The addition of two-staged turn boxes at the Oddie Boulevard intersection will support bicyclists turning left from Oddie onto 12th Street. Both streets are designated as Minor Fire Response Routes and will require horizontal traffic calming options like hardened centerlines, chicanes, chokers, etc. The neighborhood byway configuration may have minor parking impacts at intersections in order to enhance safety with curb extensions and daylighting.

PROJECT MAP

LEGEND

- Central Sparks
- school
- park

Existing Bike Facility
- bike lane
- shared use path
- shared lane
- separated bike lane

RTP Funded Project Type
- capacity
- multimodal

Central Sparks Recommendations
- neighborhood byway
- wayfinding connection
- protected bike lane

Intersection Concept Type
- curb extensions w/ minor enhancements
- wayfinding
- two-staged turn box / cut through / bike boxes

I STREET

D

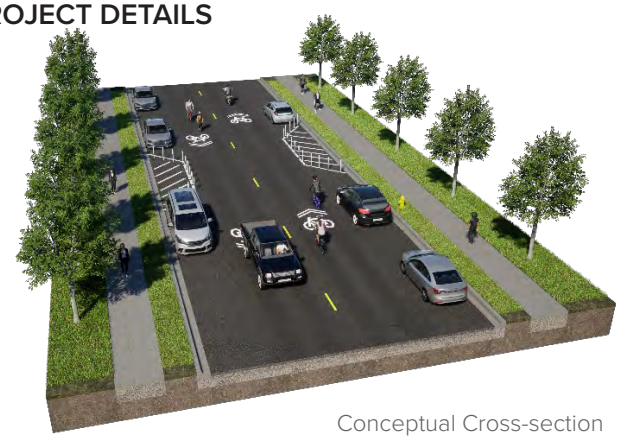
PROJECT DESCRIPTION

The project was identified as a key element of the Central Sparks Neighborhood Network Plan and will help enhance the network by connecting the Oddie Boulevard raised cycle track with the planned improvements through the 4th Street Mulitmodal project and Prater Way Multimodal project which are planned to include multimodal enhances such as bike lanes and safety enhancements.

The I Street corridor provides a low-speed and low-volume connection to the retail destinations at the intersection of Prater Way and McCarran Boulevard. This project will act as an extension of the Oddie Boulevard raised cycle track and add nearly a mile of facility to the overall network.

CORRIDOR SEGMENT	IMPROVEMENT TYPE
Pyramid Highway to Prater Way	Neighborhood Byway
INCLUDED INTERSECTION ENHANCEMENTS	
High Visibility Crosswalks Bike Box	Curb Extensions
PLANNING LEVEL COST ESTIMATE	**$247,644**

PROJECT DETAILS



Conceptual Cross-section

Design Considerations

The addition of bike boxes and curb extensions can help support the transition from I Street to Oddie Boulevard. I Street roadway is a Minor Fire Response Route and will require horizontal traffic calming options like hardened centerlines, chicanes, chokers, etc. The neighborhood byway configuration may have minor parking impacts at intersections in order to enhance safety with curb extensions and daylighting.

PROJECT MAP

LEGEND

- Central Sparks
- school
- park

Existing Bike Facility
- bike lane
- shared use path
- shared lane
- separated bike lane

RTP Funded Project Type
- capacity
- multimodal

Central Sparks Recommendations
- neighborhood byway

Intersection Concept Type
- curb extensions
- curb extensions w/ minor enhancements

F STREET & G STREET

E

PROJECT DESCRIPTION

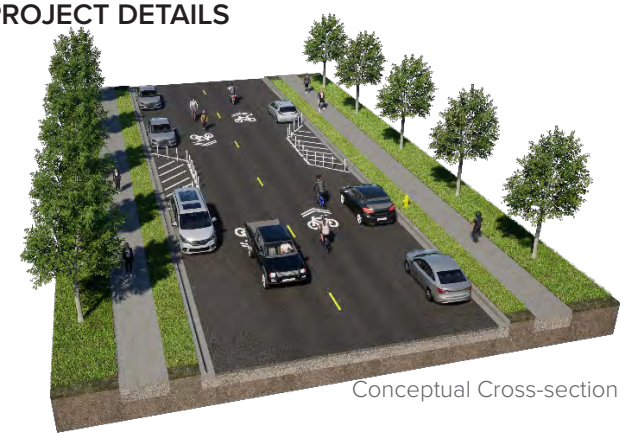
This Central Sparks Neighborhood Network Plan project would make improvements within close proximity to Sparks High School, Mitchell Elementary School, Kate Smith Elementary School, and Deer Park. F St extends from the existing bike lanes east of McCarran Blvd (linking with Sparks Legends/ Sparks Marina) with improvements in front of Lincoln Park Elementary School and within close proximity to Dilworth Middle School and Paulakidas Park. The neighborhood byway on G Street will connect with the planned improvements on 9th Street which include planned bike lanes extending further to the west.

F Street & G Street

CORRIDOR SEGMENT	IMPROVEMENT TYPE
F Street - 12th St to McCarran Blvd G Street - El Rancho Dr to 12th St	Neighborhood Byway

INCLUDED INTERSECTION ENHANCEMENTS	
Curb Extensions	
PLANNING LEVEL COST ESTIMATE	$570,839

PROJECT DETAILS



Conceptual Cross-section

Design Considerations

Wayfinding with curb extensions at 12th/G St 12th/F St will reduce maintain low vehicle speeds and route continuity. F St is designated as a Major Fire Response route and G St is designated as a Minor Fire Response Route. These roadways will require horizontal traffic calming options like hardened centerlines, chicanes, chokers, etc.

PROJECT MAP

LEGEND

- Central Sparks
- school
- park

Existing Bike Facility

- bike lane
- shared use path
- shared lane

RTP Funded Project Type

- capacity
- multimodal

Central Sparks Recommendations

- neighborhood byway
- protected bike lane

Intersection Concept Type

- curb extensions w/ minor enhancements
- curb extensions
- two-staged turn box / cut through / bike boxes
- wayfinding

GREENBRAE DRIVE & STATION DRIVE F

PROJECT DESCRIPTION

This project from the Central Sparks Neighborhood Network Plan provides a 1.6 mile long connection between the recommended improvements on York Way and the planned improvements on Prater Way. This neighborhood byway will help to improve connectivity to Dunn Elementary School and Greenbrae Elementary School as well as Willow Creek Park and Longford Park. This link will also help improve connections to the Sparks Marina and Sparks Legends areas.

This project would connect Prater Way with Greenbrae Drive with improvements on Station Drive, Pullman Drive, and Robbie Way. This route crosses McCarran Boulevard at a signalized crossing and connects with the existing bike lanes on Marina Gateway Drive.

CORRIDOR SEGMENT	IMPROVEMENT TYPE
Greenbrae Dr - Robbie Way to 4th St Robbie Way - Pullman Dr to Robbie Way Pullman Dr Station Dr to Robbie Way Station Dr - Pullman Dr to Prater Way	Neighborhood Byway
PLANNING LEVEL COST ESTIMATE	**$359,555**

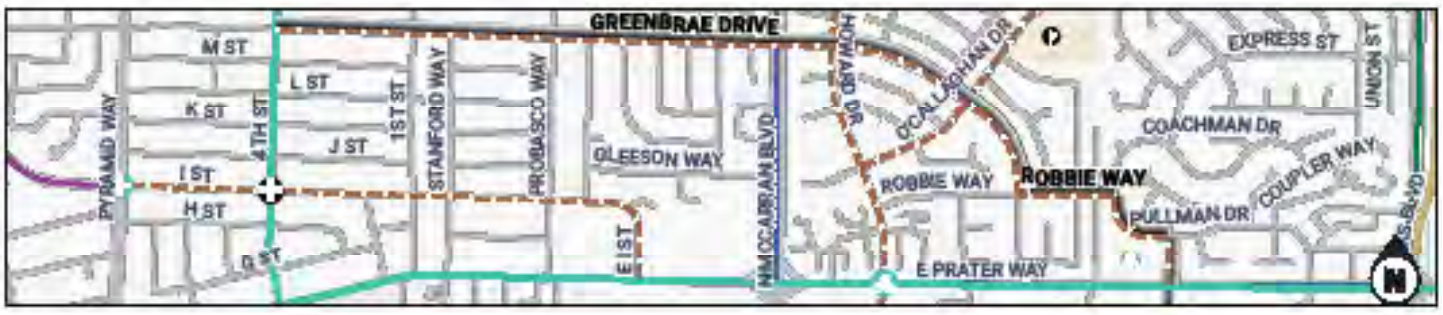
PROJECT DETAILS

Conceptual Cross-section

Design Considerations

Greenbrae Drive is designated as a Major Fire Response Route and will require horizontal traffic calming options like hardened centerlines, chicanes, chokers, etc. The neighborhood byway configuration may have minor parking impacts at intersections in order to enhance safety with curb extensions and daylighting.

PROJECT MAP



LEGEND

- Central Sparks
- school
- park

Existing Bike Facility

- bike lane
- shared use path
- shared lane

RTP Funded Project Type

- capacity
- multimodal

Central Sparks Recommendations

- neighborhood byway

HOWARD DRIVE & GOLDY WAY

G

PROJECT DESCRIPTION

This 2.1 mile long project would help people crossing Baring Boulevard and those accessing the Sparks Marina. This Central Sparks Neighborhood Network Plan project would help connect the recommended improvements on York Way with the Sparks Boulevard shared use path via Howard Drive. This project would continue a key connection within the neighborhood and offer a more comfortable bicycling environment compared to McCarran Boulevard.

Parking utilization on Howard Drive should be studied to assess where additional traffic calming elements may be beneficial. Additionally, the section of Goldy Way north of Baring Boulevard could support the addition of a wide buffer (up to 6.5' in each direction) to the existing bike lanes without significantly impacting the existing parking.

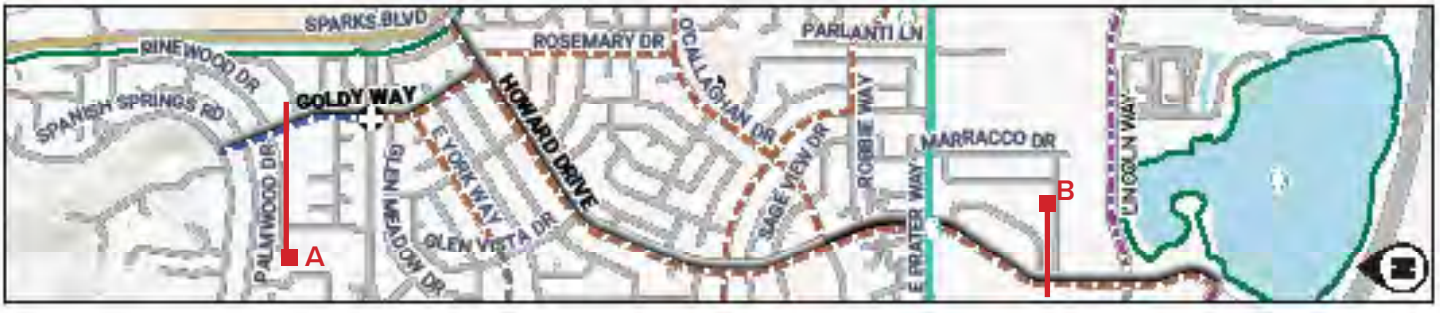
CORRIDOR SEGMENT	IMPROVEMENT TYPE
Goldy Way - Howard Dr to Baring Blvd Howard Dr - Sparks Blvd to Nichols Blvd	Neighborhood Byway
Goldy Way - Baring Blvd to Spanish Springs Rd	Buffered Bike Lanes
INCLUDED INTERSECTION ENHANCEMENTS	
Curb Extensions Two-Staged Turn Boxes	High Visibility Crosswalks
PLANNING LEVEL COST ESTIMATE	**$332,933**

PROJECT DETAILS

Conceptual Cross-section A

Conceptual Cross-section B

PROJECT MAP



LEGEND

- Central Sparks
- school
- park

Existing Bike Facility

- bike lane
- shared use path
- shared lane

RTP Funded Project Type

- capacity
- multimodal

Central Sparks Recommendations

- buffered bike lane
- neighborhood byway
- protected bike lane

Intersection Concept Type

- curb extensions
- two-staged turn box / cut through / bike boxes

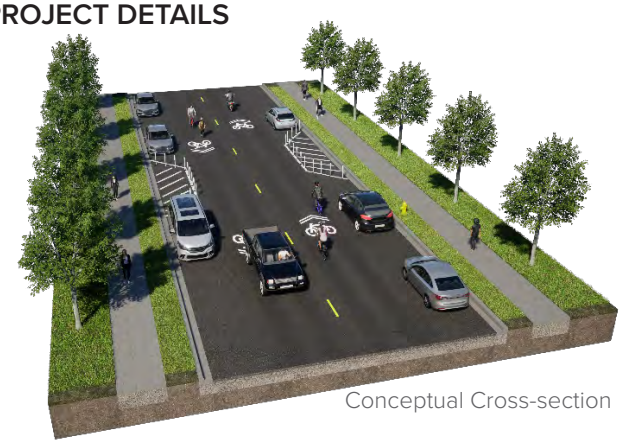
O'CALLAGHAN DRIVE & SPRINGLAND DRIVE H

PROJECT DESCRIPTION

This 2.6 mile long project, developed during the Central Sparks Neighborhood Network Plan, would help reduce vehicle speeds in front of Dunn Elementary School in response to public comments while creating an alternative connection between Vista Boulevard and the Sparks Marina area (via Howard Drive). O'Callaghan Drive and Springland Drive between Lida Lane and Howard Drive would include traffic calming elements in a neighborhood byway configuration similar to the conceptual cross-section below. This project would also include wayfinding and safety enhancements at road crossings on the existing path between Lida Lane and Vista Boulevard would include the addition of wayfinding.

Rosemary Drive enhancements would provide an additional north/south connection within the network and link with the recommendations on Howard Drive.

PROJECT DETAILS



Conceptual Cross-section

CORRIDOR SEGMENT	IMPROVEMENT TYPE
O Callaghan Dr - Howard Dr to Sparks Blvd Springland Dr - Sparks Blvd to Lida Ln Rosemary Dr - O Callaghan Dr to Howard Dr	Neighborhood Byway
Path - Lida Ln to Vista Blvd	Wayfinding Connection

INCLUDED INTERSECTION ENHANCEMENTS	
Two-Staged Turn Boxes	Wayfinding
PLANNING LEVEL COST ESTIMATE	**$424,437**

Design Considerations

O'Callaghan Dr and Springland Dr are both designated as Major Fire Response routes and will require horizontal traffic calming options like hardened centerlines, chincanes, chokers, etc. The neighborhood byway configuration may have minor parking impacts at intersections in order to enhance safety with curb extensions and daylighting.

PROJECT MAP

LEGEND

- Central Sparks
- school
- park

Existing Bike Facility

- bike lane
- shared use path
- shared lane

RTP Funded Project Type

- capacity
- multimodal

Central Sparks Recommendations

- neighborhood byway
- wayfinding connection
- protected bike lane

Intersection Concept Type

- curb extensions w/ minor enhancements
- two-staged turn boxes / bike boxes

LINCOLN WAY

PROJECT DESCRIPTION

This project builds off the planned improvements on F St to enhance connections to the Sparks Marina. This project concept, develop as part of the Central Sparks Neighborhood Network Plan, considers using the wide right of way on this low-speed and low-volume road to create a comfortable facility by either removing the outside vehicle lanes or consolidating vehicle traffic on the north side of the landscaped median with temporary materials. This approach allows for future reallocation of space for capacity needs.

Either concept (shown below) would help reduce vehicle speeds closer to the signed speed limit (20 mph). On-street parking may be impacted based on the final configuration. Communities amenities such as outdoor dining or other activites may reuse additional space on the south side of the road under Option 2. Concentrating traffic onto one side of the street may cause safety issues with vehicles waiting in the bicycle lane to enter east/west traffic on Lincoln Way from side-streets (Harbour Cove Dr / Windsurfer Dr).

Lincoln Way

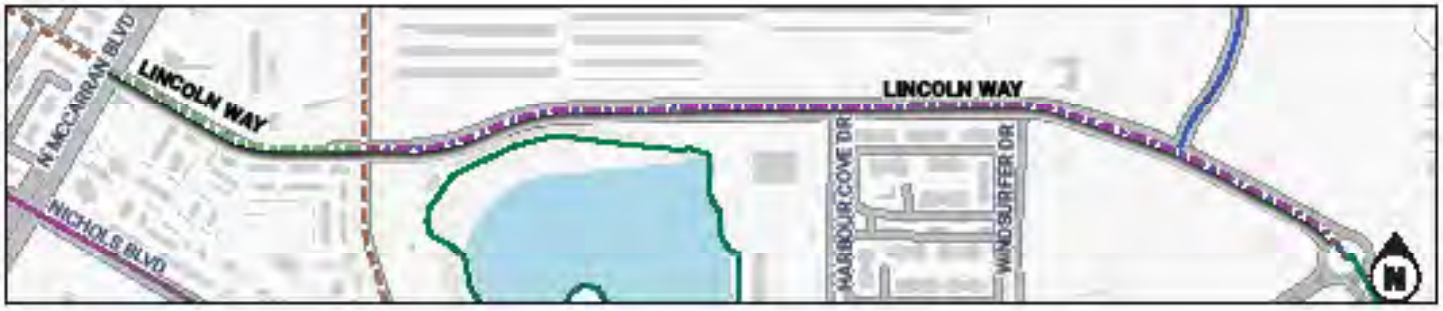
CORRIDOR SEGMENT	IMPROVEMENT TYPE
Howard Dr to Legends Bay Dr	Protected Bike Lanes
Howard Dr to McCarran Blvd	Conflict Striping
PLANNING LEVEL COST ESTIMATE	**$439,426**

PROJECT DETAILS

Conceptual Cross-section Option 1

Conceptual Cross-section Option 2

PROJECT MAP



Review lighting levels on Lincoln Way and make enhancements as necessary.

LEGEND

Central Sparks

school

park

Existing Bike Facility

bike lane

shared use path

shared lane

separated bike lane

RTP Funded Project Type

capacity

multimodal

Central Sparks Recommendations

protected bike lane

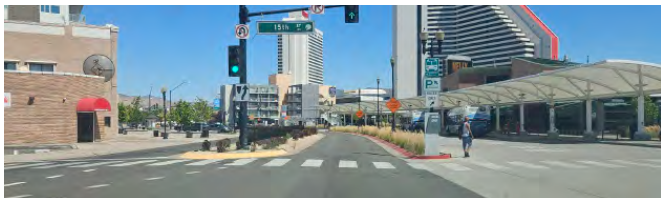
conflict striping

VICTORIAN AVENUE J

PROJECT DESCRIPTION

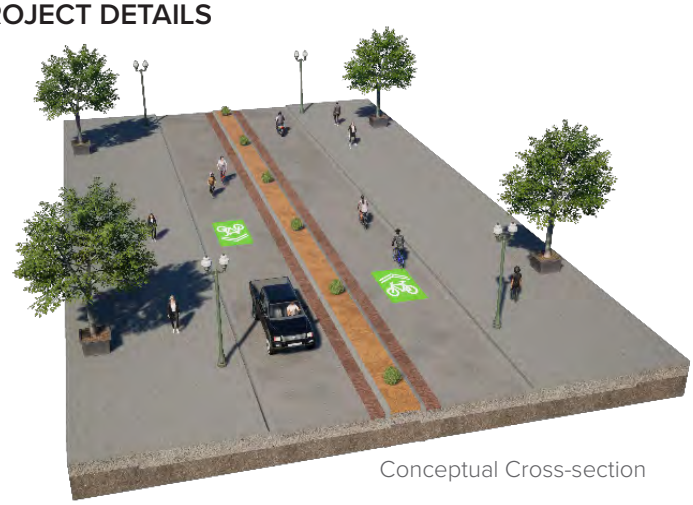
This Central Sparks Neighborhood Network Plan project would add minor enhancements to the corridor including shared lane markings and signage for bicyclists along this low-speed route in order to formalize this popular bicycle connection. This project would help link the Victorian Avenue cycle track with the existing bike lanes on Victorian Avenue west of 16th Street.

This project would enhance the connections to Victorian Plaza, a prime entertainment destination during numerous special events and throughout the year. Additionally, enhancing the bicycle connections to RTC Centennial Plaza may support multi-modal trips through an enhanced bike/transit linkage.



CORRIDOR SEGMENT	IMPROVEMENT TYPE
Pyramid Hwy to 16th St	Bike Route
PLANNING LEVEL COST ESTIMATE	**$31,224**

PROJECT DETAILS



Conceptual Cross-section

Design Considerations

It is important to note that this corridor closes intermittently for community events, particularly during the summer months. This is an known condition on the corridor by area bicyclists, however, additional wayfinding signage for bicyclists during special events may be beneficial for network connectivity, especially for individuals who are new to cycling.

Shared lane markings may be more visible with a contrasting background color such as black or green (as shown to the left).

PROJECT MAP

LEGEND

- Central Sparks
- school
- park

Existing Bike Facility

- bike lane
- shared use path
- shared lane
- separated bike lane

RTP Funded Project Type

- capacity
- multimodal

Central Sparks Recommendations

- bike route

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

Meeting Date: 10/17/2025 **Agenda Item: 4.4.1**

To: Regional Transportation Commission

From: LaShonn Ford, Project Manager

SUBJECT: RRIF Offset Agreement with Touchstone Living, Inc.

RECOMMENDED ACTION

Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, Touchstone Living, Inc., and Washoe County for offset-eligible improvements to the intersection of Highland Ranch Parkway and Midnight Drive.

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 those 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 $1,150,233.76 in RRIF waivers being issued to Touchstone Living, 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 AND MIDNIGHT DRIVE INTERSECTION
Traffic Signal Installation and Intersection Improvements

OFFSET AGREEMENT
Offset Agreement # 0513014

BETWEEN

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

And

WASHOE COUNTY
A political subdivision of the State of Nevada

And

TOUCHSTONE LIVING, INC.

Developer of Record

For

HIGHLAND VILLAGE 1

Development of Record

North Service Area

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SIGNATURE PAGE 7

EXHIBITS

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

EXHIBIT "B" Site Plan and Phasing of Development of Record

EXHIBIT "C" Offered Improvements Applications/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; WASHOE COUNTY, a political subdivision of the State of Nevada (hereinafter designated "Local Government"); and Touchstone Living, Inc. (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 **Effective Date of Offset Agreement.** This Offset Agreement shall be binding and effective as of the last date of execution below.

1.4 **Eligibility of Offered Improvements.** 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 **Description of the Development of Record.** The Development of Record for which the RRIF Waivers shall be issued is known as Highland Village 1. The Developer of Record owns or is the agent for the record owners of the entire Development. A site plan and proposed phasing of the Development of Record is attached hereto as Exhibit "B".

2.2 **Offered Improvements.**

2.2.1 **Description of Offered Improvements.** 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 installation of a traffic signal system and intersection improvements at the Highland Ranch Parkway and Midnight Drive intersection. 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 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 **Warranty.** 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 **The Developer of Record and Development of Record.** 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 **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 development of 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 Exhibits "B-1" and"B-2" 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 depicted in Exhibit "B-1," or the legal description of the Development of Record is modified from the description set forth in Exhibit "B-2", 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.** 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 **Expiration of RRIF Waivers.** 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 **Invalid Provisions.** 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 **Further Acts.** 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 **Headings.** 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: LaShonn Ford, P.E.
1105 Terminal Way, Suite 108
Reno, Nevada 89502
Telephone: (775) 332-2136

WASHOE COUNTY
Community Services Department
Attn: Dwayne Smith, P.E.
1001 E. Ninth Street
Reno, Nevada 89512
Telephone: (775) 328-2043

Developer of Record
Attn: Dustin Manning
1700 South Pavilion Drive, Suite 950
Las Vegas, NV 89135
Telephone: 702-929-3126

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 **Due Authorization.** 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 **Termination of Offset Agreement.** 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 **Future Development Approvals.** 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 _____, 20___.

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

WASHOE COUNTY
A political subdivision of the State of Nevada

APPROVED AS TO LEGAL FORM:

By:_____
Alexis Hill, Chair of the Washoe County Commission

By:_____
County Attorney

STATE OF NEVADA)
) ss
COUNTY OF WASHOE)

On this this _____day of _____, 2025 before me, a Notary Public, personally appeared _____, known to me to be the chair of the Board of County Commissioners of Washoe County, who acknowledged to me that s/he executed the foregoing document on behalf of said political subdivision of the State of Nevada.

_____
Notary Public

DEVELOPER OF RECORD:

Signature:_____

Name: Dustin Manning

Title: Vice President of Land Development, Touchstone Living, Inc.

STATE OF
COUNTY OF

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)

X. RRIF WAIVERS REQUESTED AFTER THE 5th 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.

6. 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

1. 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 cost 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.

9. 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

1. 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 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

1. 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.

1. 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.

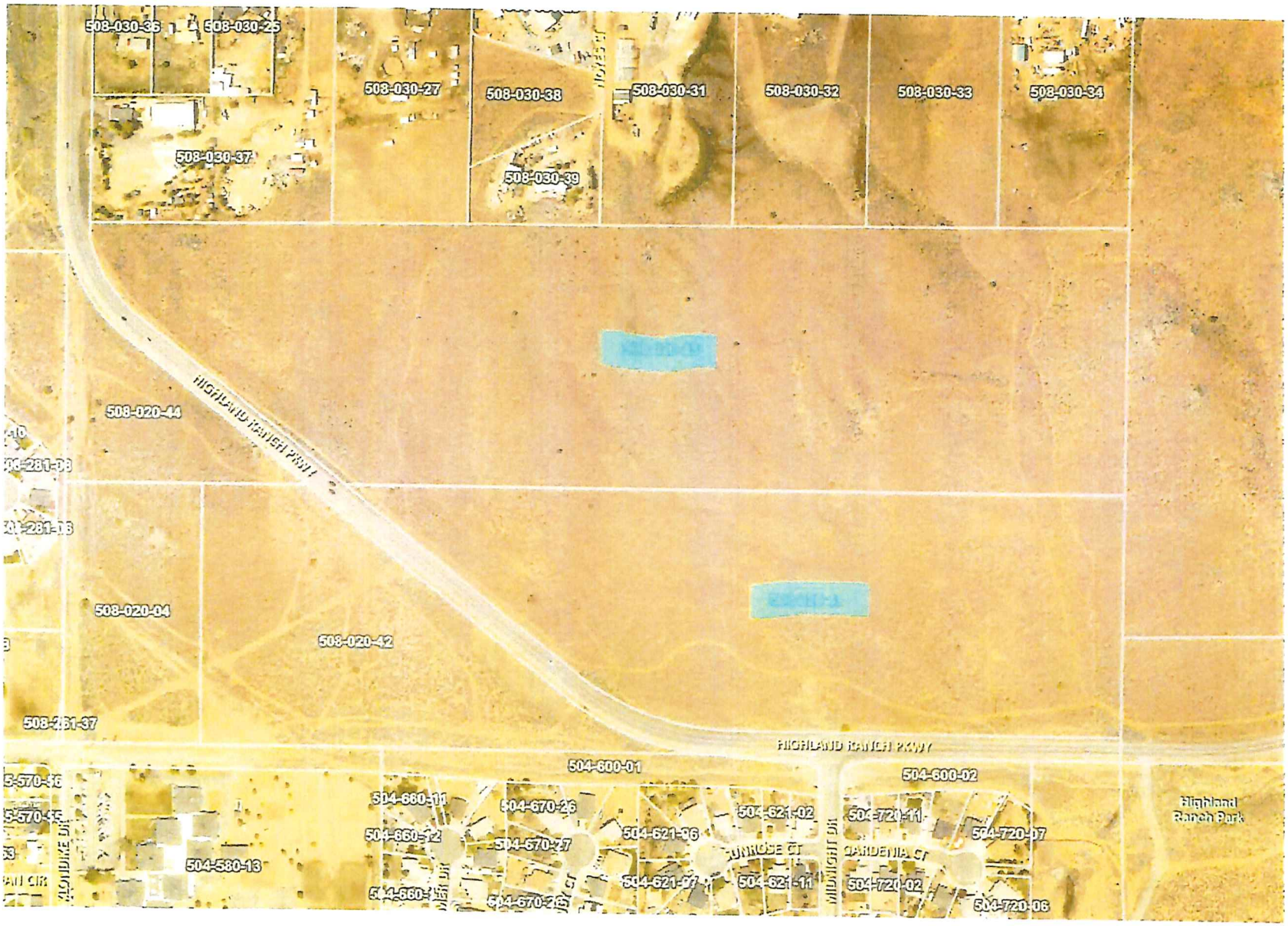
3. RRIF Waivers may not be used to pay for RRIF Fees due as a result of development outside of the Development of Record.

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.

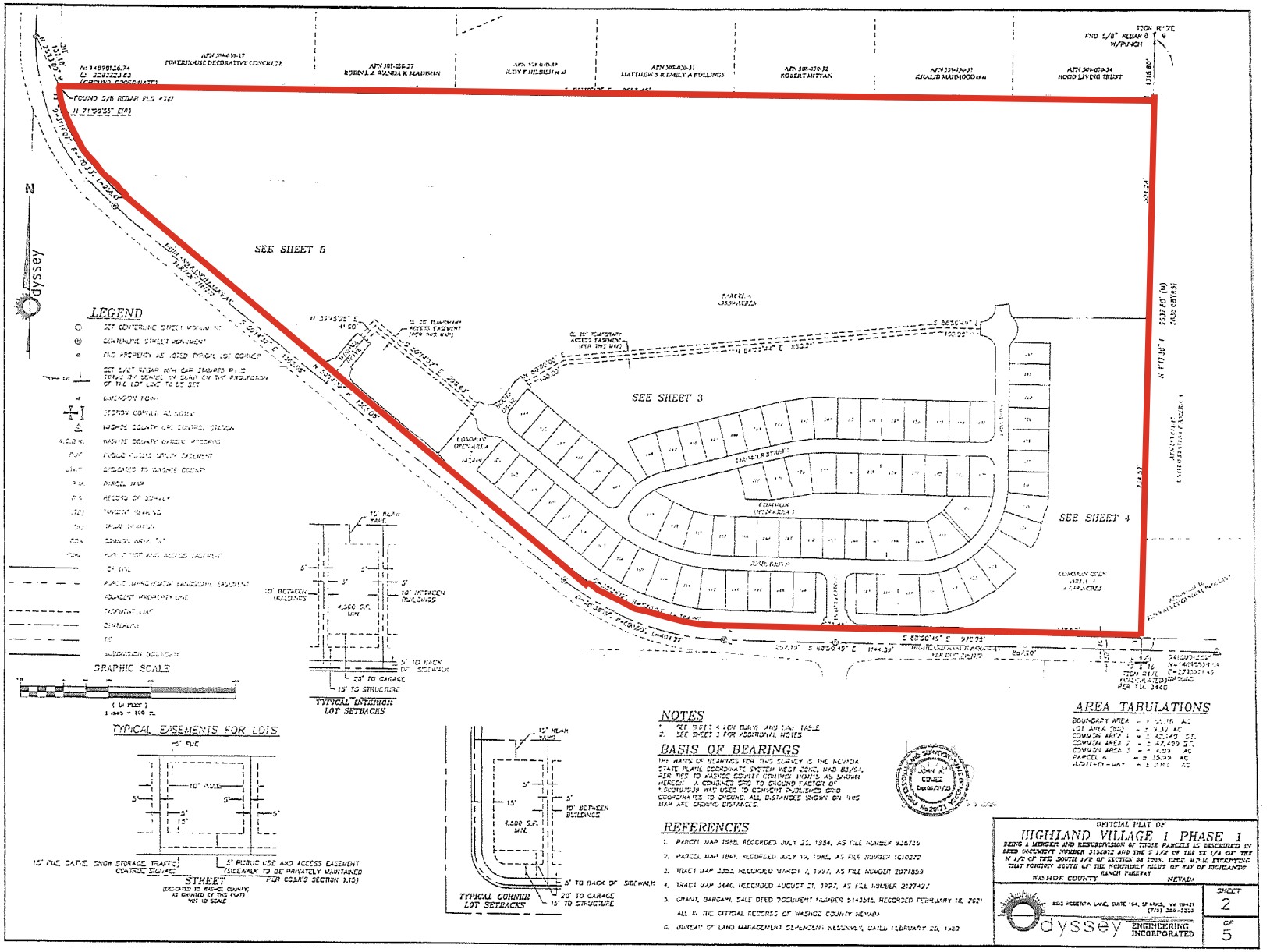
5. Upon transfer, RRIF Waivers may be used by the transferee to pay up to 100% of the RRIF Fees due as the result of development within the Development of Record.

EXHIBIT "B"
(Site Plan and Phasing of Development of Record)

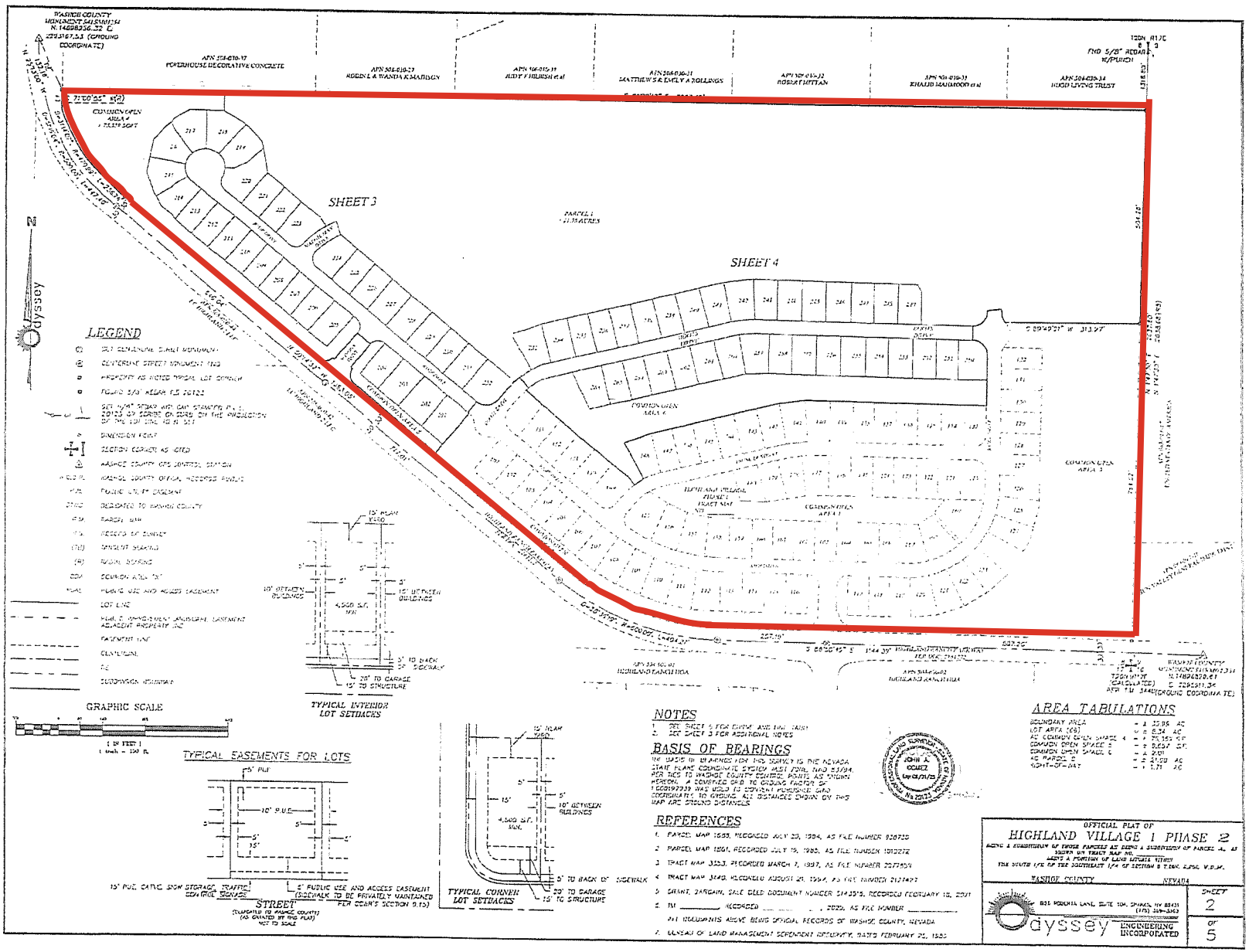
Highland Village Parcels APN: 508-020-41 and 508-020-43



PHASE 1


SEE SHEET 5
SEE SHEET 3
SEE SHEET 4
LEGEND
GRAPHIC SCALE
TYPICAL INTERIOR LOT SETBACKS
TYPICAL EASEMENTS FOR LOTS
TYPICAL CORNER LOT SETBACKS
NOTES
BASIS OF BEARINGS
REFERENCES
AREA TABULATIONS
OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 1
WASHOE COUNTY NEVADA
Odyssey ENGINEERING INCORPORATED
SHEET 2 OF 5

PHASE 2


SHEET 3
SHEET 4
LEGEND
GRAPHIC SCALE
TYPICAL EASEMENTS FOR LOTS
TYPICAL INTERIOR LOT SETBACKS
TYPICAL CORNER LOT SETBACKS
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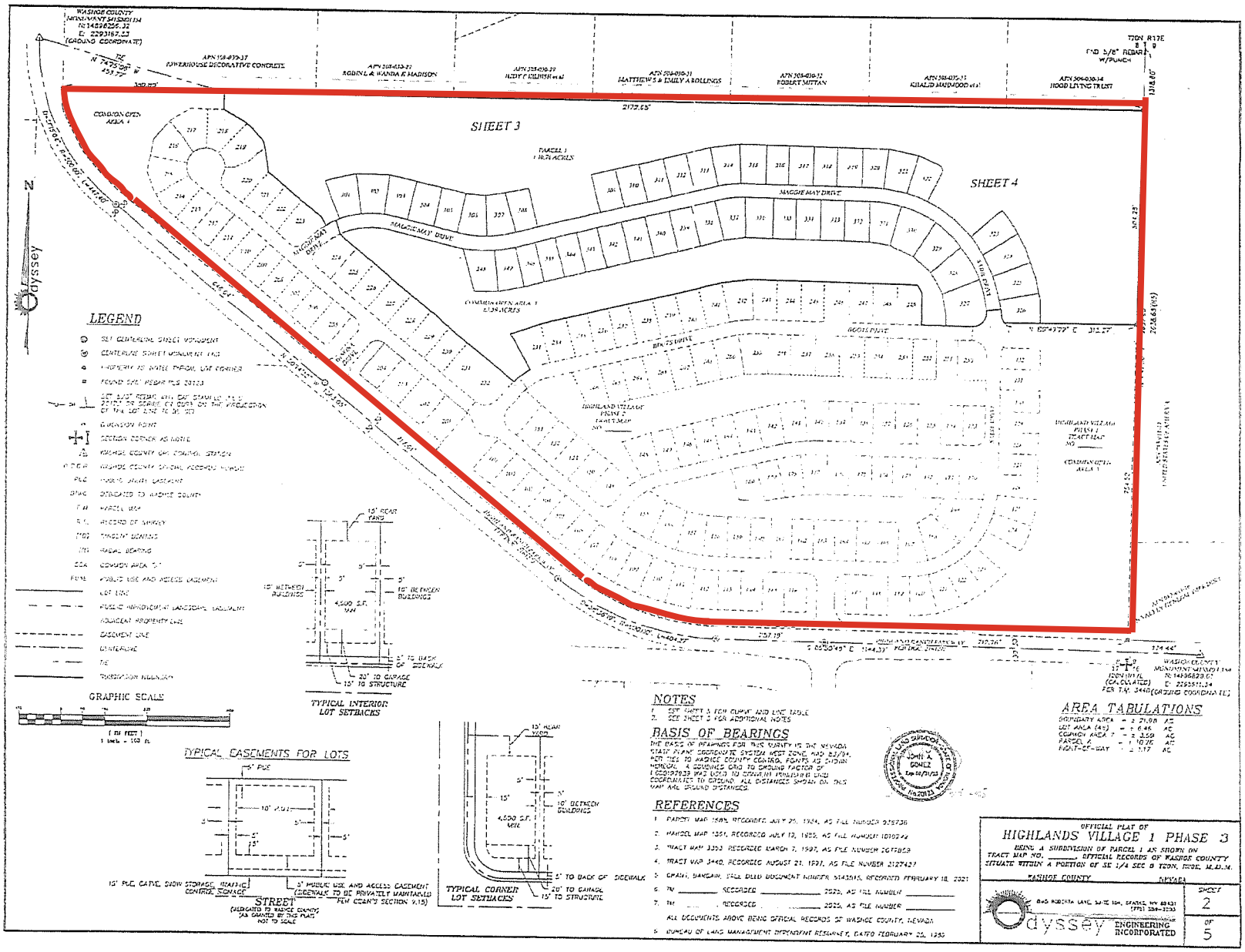
BASIS OF BEARINGS
REFERENCES
AREA TABULATIONS
OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 2
WASHOE COUNTY
NEVADA
Odyssey ENGINEERING INCORPORATED
SHEET 2 OF 5

PHASE 3


SHEET 3
SHEET 4
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TYPICAL CORNER LOT SETBACKS
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BASIS OF BEARINGS
REFERENCES
AREA TABULATIONS
OFFICIAL PLAT OF
HIGHLANDS VILLAGE 1 PHASE 3
BEING A SUBDIVISION OF PARCEL 1 AS SHOWN ON
TRACT MAP NO. _____, OFFICIAL RECORDS OF WASHOE COUNTY
SITUATE WITHIN A PORTION OF SE 1/4 SEC 8 T20N, R20E, M.D.M.
WASHOE COUNTY NEVADA
odyssey ENGINEERING INCORPORATED
SHEET 2 OF 5

EXHIBIT "C"
(Offered Improvements Application/Submittals)

ENGINEERS \ SURVEYORS

August 22, 2025

Jeff Wilbrecht, PE
RRIF Administrator
Regional Transportation Commission of Washoe County
1105 Terminal Way, Suite 108
Reno, NV 89502

Michon Reede, PE
Washoe County Community Services Department
Engineering Division
1001 E. 9th Street
Reno, NV 89512

RRIF Offset Agreement Request: Highland Ranch Pkwy / Midnight ~~Rd~~ Dr Signal Improvements

Dear Jeff and Michon,

Touchstone Living, Inc. (Developer of Record) hereby formally requests initiation of a RRIF Offset Agreement and RRIF Waivers process for the installation of a traffic signal system and intersection improvements at the Highland Ranch Parkway/Midnight ~~Road~~ Drive intersection for the Highland Village 1 subdivision within Washoe County. Refer to *Attachment A* for the layout of the Development of Record.

The signalization of the Highland Ranch Parkway/Midnight ~~Road~~ Drive intersection is included in the RTC's *2050 Regional Transportation Plan (RTP) 2025 Update* in the Capacity Projects – 2025-2034 Projects section of the RTP Project List (included in *Attachment B*). The signalization improvements, requested by Washoe County, are a programmed regional capacity improvement eligible for an RRIF Offset Agreement.

The **Capital Improvements** include:

- Dedication of public right-of-way
- Signal equipment easements
- Traffic signal system
- ADA ramps and sidewalk mods
- Signing and striping for the intersection for signalization
- Slurry seal
- Private retaining walls and grading

The public right-of-way needed for the intersection modifications and subdivision improvements will be dedicated to Washoe County with the final map for Highland Village Unit 1 subdivision. The dedicated right-of-way will be needed when Highland Ranch Parkway is widened. It is anticipated that the final map will be submitted to Washoe County for approval in September of 2025.

The signal equipment easements are in the northwest and northeast quadrants of the proposed north approach (Ophelia Drive). The non-exclusive easements would allow for the installation of signal equipment, as well as allow the HOA to install and maintain surface treatments adjacent to the entrance to the subdivision.

A fully functional regional traffic signal system will be constructed at the intersection of Highland Ranch Parkway and Midnight ~~Road~~ Drive. A new Ophelia Drive approach will be constructed with the subdivision requiring a new four-way signal system.

There will be a need to modify the existing ADA ramps and sidewalk on the Midnight ~~Road~~ Drive approach. The modifications are needed to properly align the new ramps on Ophelia Drive. New ramps will be required on the Ophelia Drive approach as well.

The new striping and signage will be installed in accordance with current MUTCD signalized intersection standards.

Slurry seal will be applied at the intersection and approaches to cover existing pavement markings. This will allow for a clean surface for the new striping and reduce "ghosting" of the existing striping.

The retaining walls and grading are required to establish the proper elevation of the signal pole foundations for the future widening of the Highland Ranch Parkway, coupled with the proposed subdivision. The walls will be constructed in the subdivision common area and will be the responsibility of the HOA to maintain. Again, the signal equipment on the north side of the proposed intersection has been positioned to meet the needs of the future widening of Highland Ranch Parkway.

The current intersection improvement and signalization plans (*Attachment C*) are provided for RRIF application review. Final drawings will be provided to the RTC upon permitting.

The **Developer of Record** is:

Touchstone Living, Inc
1700 South Pavilion Dr. Suite 950
Las Vegas, NV 89135

The **Development of Record** is:

Highland Village 1
APN 508-020-41 & 43
Local Government File Numbers: Site Building Permit # WFNLMP24-0004

The Developer of Record may consider paying for the Regional Road Impact Fees for a portion of the single-family subdivision and being reimbursed by the RTC for those fees if the installation of the improvements associated with the RRIF offset agreement occurs within a year of the payment of the fees. The developer may also elect deferring RRIFs based upon Washoe County's established criteria.

Approved Land Uses within Highland Village 1 subdivision and the **Associated Regional Road Impact Fees** are based on the applicable impact fee schedule (7th Edition, Year 3 Indexing, included as *Attachment D*) are as follows:

Single-Family Residential – 194 units @ $5,929.04/unit = $1,150,233.76
Highland Village subdivision Total Impact Fee/Eligibility = **$1,150,233.76**

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

GCW, Inc.
5482 Longley Lane, Suite B
Reno, NV 89511
Phone: (775) 322-4300
Email: lchilson@gcwengineering.com
Contact: Loren Chilson, PE

Qualifications for Inspection and Testing Firm

Any public improvements requiring sampling, testing, or quality assurance activities will be provided by an ACI and/or NAQTC certified firm. We will notify the RTC when the testing firm has been selected.

Preliminary Engineering Cost Estimate

The preliminary project cost estimate is provided below, however, the actual construction bid result will supersede the Engineer's Estimate and all costs will be updated. The estimate below is based upon the RRIF eligible improvements shown in *Attachment E.* It is important to note that the estimated cost for the right-of-way dedication and signal equipment easements will be based upon the recent purchase price for the Highland Village subdivision property and the proportional area of the dedication and easements.

Highland Ranch Pkwy/Midnight Drive Traffic Signal Improvements - Preliminary Cost Estimate

Item	Description	Estimated Cost	Final Cost
1	Engineering Fees	$59,000.00	
2	Right-of-Way Dedication	$52,281.00	
3	Signal Equipment Easements	$22,444.20	
4	Traffic Signal System	$850,000.00	
5	ADA Ramps & Sidewalk Mods	$20,000.00	
6	Signing & Striping	$9,112.55	

7	Slurry Seal	$11,700.50	
8	Retaining Walls & Grading	$67,800.00	
9	Inspection/Testing	$35,000.00	
10	Street Cut/Occupancy Permit	$3,000.00	
11	Contingency (5%)	$56,674.41	
	Total	**$1,187,012.66**	
	RRIF Waiver Amount Requested	**$1,150,233.76**	

Project Specifications

All work will be required to comply with the current edition of the Standard Specifications for Public Works Construction (Orange Book), consistent with RTC requirements for Public Works projects. The plans additionally require compliance with NDOT standard details for the signal installation.

Construction Schedule

The signal and intersection improvements are anticipated to be constructed in the first quarter of 2026.

Request for Interim Waivers

The Developer of Record will be required to bond with Washoe County for construction of the intersection improvements and traffic signal installation, which provides assurance to the RTC that the waivers will in fact be fully earned.

The Developer of Record will be requesting interim waivers upon completion of the signal underground work, including but not limited to engineering fees, right-of-way, easements, conduits, pull boxes, pole foundations, and retaining walls and grading upon completion and acceptance of these milestones of construction.

The Developer of Record has provided the following interim milestone dates:

See Exhibit "H" - Interim RRIF Waiver Release Schedule

- ~~Interim Request # 1: 4th Quarter-2025 – Engineering fees, R-O-W and easements~~
- Interim Request # 2: 1st ~~Quarter-2026 – Signal~~ underground and walls and grading
- ~~Final Request: 2nd/3rd Quarter- 2026 – Completed and accepted project~~

The Developer of Record anticipates the first round of C of O's in Highland Village 1 Phase 1 to be in the 2nd quarter of 2026.

Please do not hesitate to contact us with any questions or requests for additional information. We recognize that full project plans, specifications, and updates to information contained in this application will be necessary prior to execution of the final RRIF Offset Agreement. Thank you in advance for your consideration and assistance.

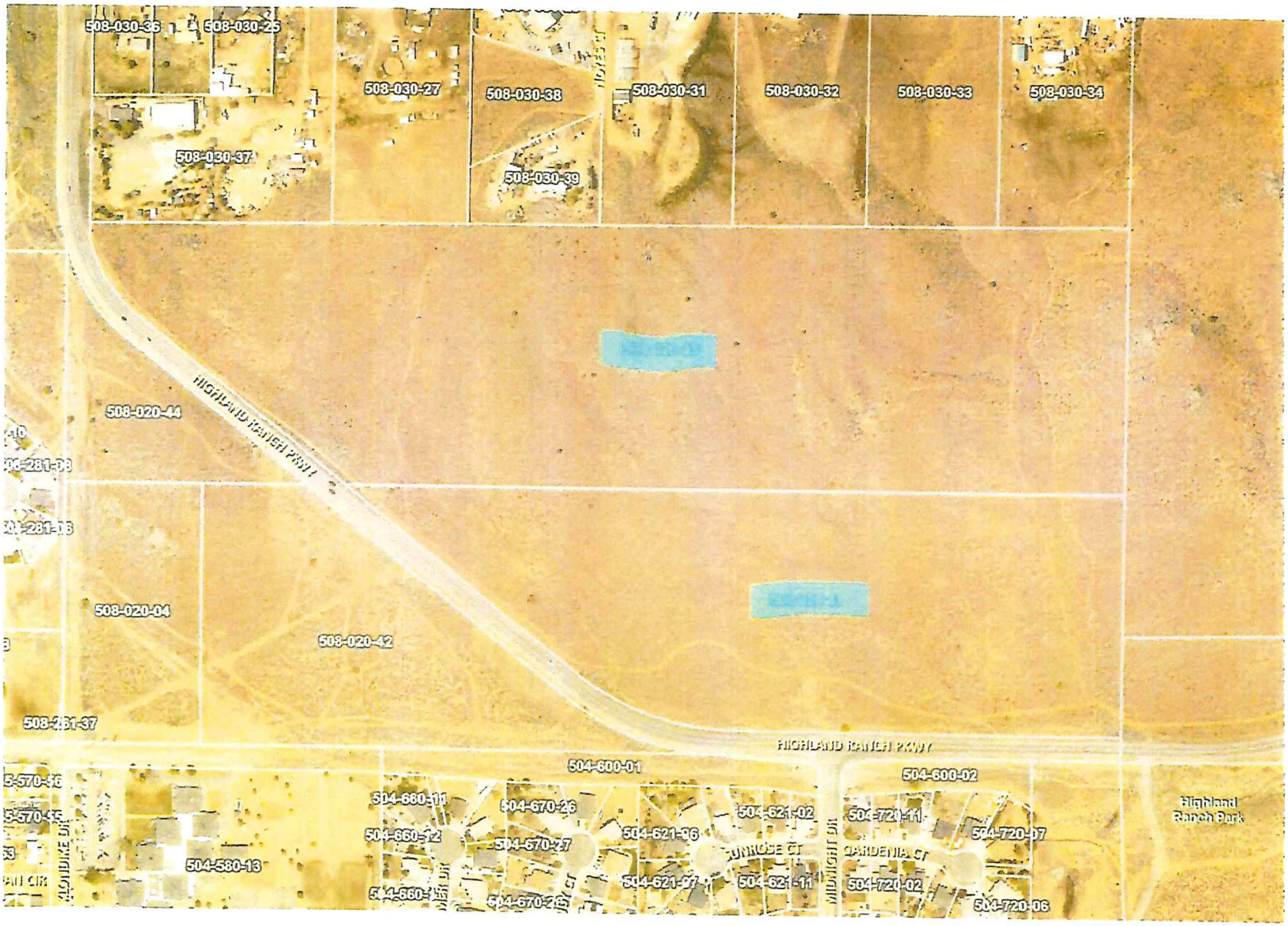
Respectfully,

Jon R. Ericson, PE
Associate
GCW, Inc.

Attachments:
A – Development of Record
B – Regional Project Documentation
C – Intersection Improvement Plans
D – RTC RRIF Schedule – 7th Edition, Year 3 Indexing
E – RRIF Eligible Improvements & Cost Estimate

ATTACHMENT A – DEVELOPMENT OF RECORD

Highland Village Parcels APN: 508-020-41 and 508-020-43



OFFICIAL PLAT OF HIGHLAND VILLAGE 1 PHASE 1

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT THE UNDERSIGNED,

ARE THE OWNERS OF THAT TRACT OF LAND REPRESENTED ON THIS PLAT AND HAS CONSENTED TO THE PREPARATION AND RECORDATION OF THIS PLAT AND THAT THE SAME IS EXECUTED IN COMPLIANCE WITH AND SUBJECT TO THE PROVISIONS OF NRS CHAPTER 278A AND 116 AND THAT THE STREETS AND ALL APPURTENANCES THERETO AS SHOWN ON THIS PLAT DESIGNATED PUBLIC ARE HEREBY DEDICATED AND SET APART TO BE USED AS PUBLIC THOROUGHFARES FOREVER; AND HEREBY GRANTS TO ALL PUBLIC UTILITIES, AND TO THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT, AND WASHOE COUNTY PERMANENT EASEMENTS SHOWN ON THIS PLAT FOR PROPER POST STAKES, THE CONSTRUCTION AND MAINTENANCE OF SEWER, STORM DRAIN AND UTILITY SYSTEMS, TOGETHER WITH THE RIGHT OF ACCESS THERETO FOREVER. THE WATER FACILITIES AND ASSOCIATED APPURTENANCES ARE HEREBY DEDICATED TO THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT. THE OWNER AND ITS ASSIGNS AGREE TO THE USE OF RESIDENTIAL WATER METERS.

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2025, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

TITLE COMPANY CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFIES THAT THE PLAT HAS BEEN EXAMINED AND THE SUBDIVIDER OBTAINING THIS PLAT IS OF THE LAST TITLE KNOWN TO VESTING FOR ALL THE LANDS DEDICATED HEREON, AND THE LANDS ARE FREE FROM ANY LIENS OR ENCUMBRANCES, AS OF _____, 2025

_____
NEVADA TITLE COMPANY

_____ _____ _____
NAME TITLE DATE

DIVISION OF WATER RESOURCES CERTIFICATE

THIS PLAT IS APPROVED BY THE STATE OF NEVADA DIVISION OF WATER RESOURCES OF THE DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES, CONCERNING WATER RIGHTS, SUBJECT TO THE REVIEW OF APPROVAL BY ENTITY BY THIS OFFICE.

_____ _____
DIVISION OF WATER RESOURCES DATE

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2025, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

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_____
NOTARY PUBLIC

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

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_____
NOTARY PUBLIC

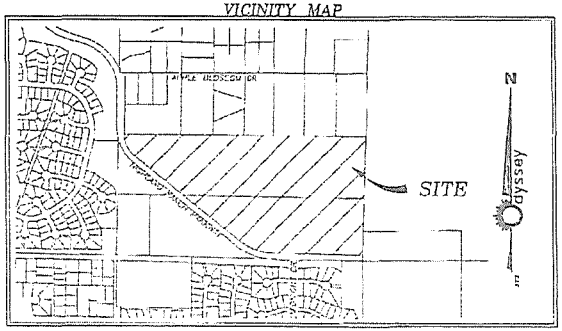
NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2025, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

VICINITY MAP



COMMUNITY SERVICES CERTIFICATE

THE TENTATIVE MAP FOR TM CASE NO. WTM16-009 WAS APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON JUNE 14, 2016.

THIS FINAL MAP, THE ORIGINAL PLAT OF HIGHLAND VILLAGE 1 PHASE 1, MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS IN SUBSTANTIAL CONFORMANCE WITH THE REMAINING MAP AND ITS CONDITIONS WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP, EXCEPT FOR THE "OPERATIONAL CONDITIONS" CONTAINED IN THE RECORDED ACTION ORDER WHICH SHALL REMAIN IN FULL FORCE AND EFFECT.

IF ALL LOTS ON THIS MAP ARE DEVELOPED TO ACREAGE AND A NEW SUBDIVISION APPROVAL IS OBTAINED AT A FUTURE DATE, THE PROVISIONS OF THIS APPROVAL SHALL BE NULL AND VOID, UNLESS OTHERWISE BY WASHOE COUNTY IN THOSE APPROVALS.

THE FIRST AND MOST RECENTLY RECORDED FINAL MAP FOR THE TENTATIVE MAP WAS APPROVED AND ACCEPTED FOR RECORDATION ON THE 19TH DAY OF MAY, 2022.

THE NEXT FINAL MAP FOR WTM16-009 MUST BE APPROVED AND RECORDED FOR RECORDATION BY THE PLANNING AND DEVELOPMENT DIVISION ON OR BEFORE THE EXPIRATION DATE, THE _____ DAY OF _____, 20__, OR AN EXTENSION OF TIME FOR THE TENTATIVE MAP MUST BE APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON OR BEFORE SAID DATE.

THIS FINAL MAP IS APPROVED AND ACCEPTED FOR RECORDATION THIS _____ DAY OF _____, 2024 BY THE PLANNING AND DEVELOPMENT DIVISION, THE OFFER OF DEDICATION FOR STREETS, GENERAL USE IS REJECTED AT THIS TIME BUT WILL REMAIN OPEN IN ACCORDANCE WITH NRS CHAPTER 278.

_____ _____
KELLY MULLIN, DIVISION DIRECTOR PLANNING AND DEVELOPMENT DATE

TAX CERTIFICATE APN léR-020-43 AND 529-020-41

THE UNDERSIGNED HEREBY CERTIFIES THAT ALL PROPERTY TAXES ON THE LAND FOR THE FISCAL YEAR HAVE BEEN PAID AND THAT THE FULL AMOUNT OF ANY DEFERRED PROPERTY TAXES FOR THE CONVERSION OF THE PROPERTY FROM AGRICULTURAL USE HAS BEEN PAID PURSUANT TO NRS 361A.265

_____ _____
WASHOE COUNTY TREASURER DATE
NAME, TITLE

WATER AND SEWER RESOURCE REQUIREMENTS:

THE WATER AND SEWER RESOURCE REQUIREMENTS OF DEVELOPMENT DETECTED ON THIS MAP IS IN CONFORMANCE WITH THE PROVISIONS OF ARTICLE 422 OF WASHOE COUNTY CHAPTER 110 (DEVELOPMENT CODE).

_____
WASHOE COUNTY DEVELOPMENT SERVICES DEPARTMENT

NAME: _____

TITLE: _____

UTILITY COMPANIES' CERTIFICATE

THE UTILITY EASEMENTS SHOWN ON THIS PLAT HAVE BEEN ACKNOWLEDGED, REVIEWED, ACCEPTED, AND APPROVED BY THE UNDERSIGNED PUBLIC UTILITY COMPANIES AND SUN VALLEY GENERAL IMPROVEMENT DISTRICT

_____ _____
NEVADA BELL TELEPHONE COMPANY D/B/A AT&T NEVADA DATE
NAME/TITLE

_____ _____
SIERRA PACIFIC POWER CO. D/B/A NV ENERGY DATE
NAME/TITLE

_____ _____
CHARTER COMMUNICATIONS DATE
NAME/TITLE

_____ _____
SUN VALLEY GENERAL IMPROVEMENT DISTRICT DATE
NAME/TITLE

_____ _____
WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT DATE
NAME/TITLE

COUNTY SURVEYOR'S CERTIFICATE

I CERTIFY THAT I HAVE EXAMINED THIS MAP CONSISTING OF FIVE SHEETS AND THAT I AM SATISFIED SAID MAP IS TECHNICALLY CORRECT AND THAT ANY ASSOCIATE SURVEYOR'S CERTIFICATE HAS BEEN FILED IN COMPLIANCE WITH THE REQUIREMENTS WILL BE SET BY _____

_____
MARK THOMPSON, PLS #15985
WASHOE COUNTY SURVEYOR

DISTRICT BOARD OF HEALTH CERTIFICATE

THIS FINAL MAP IS APPROVED BY NORTHERN NEVADA PUBLIC HEALTH, THE AGENCY HAVING JURISDICTION CONCERNING SEWAGE DISPOSAL, WATER POLLUTION, WATER SUPPLY, AND WATER SUPPLY FACILITIES. THIS MAP HAS BEEN FOUND TO MEET ALL APPLICABLE REGULATIONS AND PROVISIONS OF THE ENVIRONMENTAL HEALTH SERVICES DIVISION OF THE WASHOE COUNTY HEALTH DISTRICT.

_____ _____
FOR THE DISTRICT BOARD OF HEALTH DATE

SURVEYOR'S CERTIFICATE

I, JOHN A. GOMEZ, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF NEVADA, HEREBY THAT:

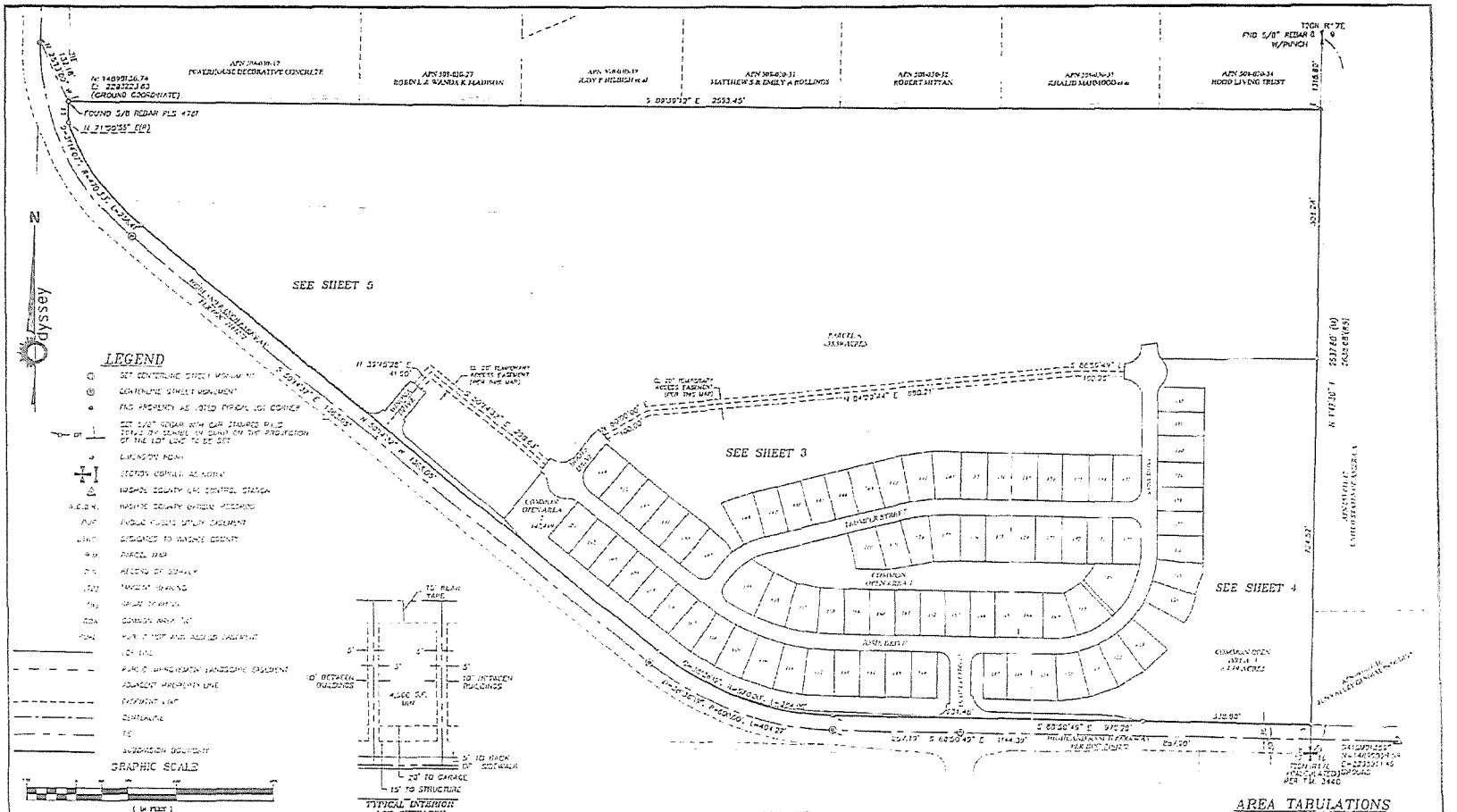
1. THIS PLAT REPRESENTS THE RESULTS OF A SURVEY CONDUCTED UNDER MY DIRECT SUPERVISION AT THE INSTANCE OF ELDORADO, LLC, A LIMITED LIABILITY COMPANY;
2. THE LANDS SURVEYED LIE WITHIN A PORTION OF SECTIONS 1 AND 2, T.19N., R.18E., M.D.M., AND THE SURVEY WAS COMPLETED ON _____;
3. THIS PLAT COMPLIES WITH ALL OF THE APPLICABLE STATE STATUTES AND ANY LOCAL ORDINANCES IN EFFECT ON THE DATE THAT THE GOVERNING BODY GAVE ITS FINAL APPROVAL;
4. THE MONUMENTS DEPICTED ON THIS PLAT WILL BE OF THE CHARACTER SHOWN AND OCCUPY THE POSITIONS INDICATED BY _____, AND ALL MONUMENTS OR A SUFFICIENT SURETY FOR THEM HAS BEEN POSTED WITH THE GOVERNING BODY BEFORE RECORDATION TO ENSURE THE INSTALLATION OF THE MONUMENTS.

JOHN A. GOMEZ, PLS
NEVADA CERTIFICATE NO. 20123

OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 1
BEING A MERGER AND RESUBDIVISION OF THOSE PARCELS AS DESCRIBED IN DEED DOCUMENT NUMBER 5152292 AND THE S 1/4 OF THE SE 1/4 OF THE N 1/2 OF THE EAST 1/2 OF SECTION 36, T20N., R18E., M.D.M. EXCEPTING THAT PORTION SOUTH OF THE NORTHERLY RIGHT OF WAY OF HIGHLANDS RANCH PARKWAY
WASHOE COUNTY NEVADA

925 RESORT A LANE, SUITE 104, DUANGE, NV 89431
(775) 359-3333
Odyssey ENGINEERING INCORPORATED

SHEET 1 OF 5



NOTES

1. SEE SHEET 4 FOR CURVE AND LINE TABLE
2. SEE SHEET 3 FOR ADDITIONAL NOTES

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE NEVADA STATE PLANE COORDINATE SYSTEM WEST ZONE, NAD 83/94, FOR THIS WASHOE COUNTY BOUNDS, UNITS AS SHOWN HEREON. A COMBINED PPS TO GROUND FACTOR OF 1.000197939 WAS USED TO CONVERT PUBLISHED GRID COORDINATES TO GROUND. ALL DISTANCES SHOWN ON THIS MAP ARE GROUND DISTANCES.

REFERENCES

1. PARCEL MAP 1568, RECORDED JULY 22, 1984, AS FILE NUMBER 936726
2. PARCEL MAP 1841, RECORDED JULY 19, 1985, AS FILE NUMBER 1010222
3. TRACT MAP 3352, RECORDED MARCH 7, 1997, AS FILE NUMBER 2077059
4. TRACT MAP 3440, RECORDED AUGUST 21, 1997, AS FILE NUMBER 2127427
5. GRANT, BARGAIN, SALE DEED DOCUMENT NUMBER 5143515, RECORDED FEBRUARY 16, 2021

ALL IN THE OFFICIAL RECORDS OF WASHOE COUNTY NEVADA

6. BUREAU OF LAND MANAGEMENT SUPERVISORY, RESURVEY, DATED FEBRUARY 25, 1920

AREA TABULATIONS

BOUNDARY AREA	= ± 101.15 AC
LOT AREA (80)	= ± 6.30 AC
COMMON AREA 1	= ± 45,140 S.F.
COMMON AREA 2	= ± 47,499 S.F.
COMMON AREA 3	= ± 1.09 AC
PARCEL A	= ± 35.99 AC
RIGHT-OF-WAY	= ± 2.91 AC

JOHN A. COMEE, Exp 06/31/22, No 20171

OFFICIAL PLAT OF

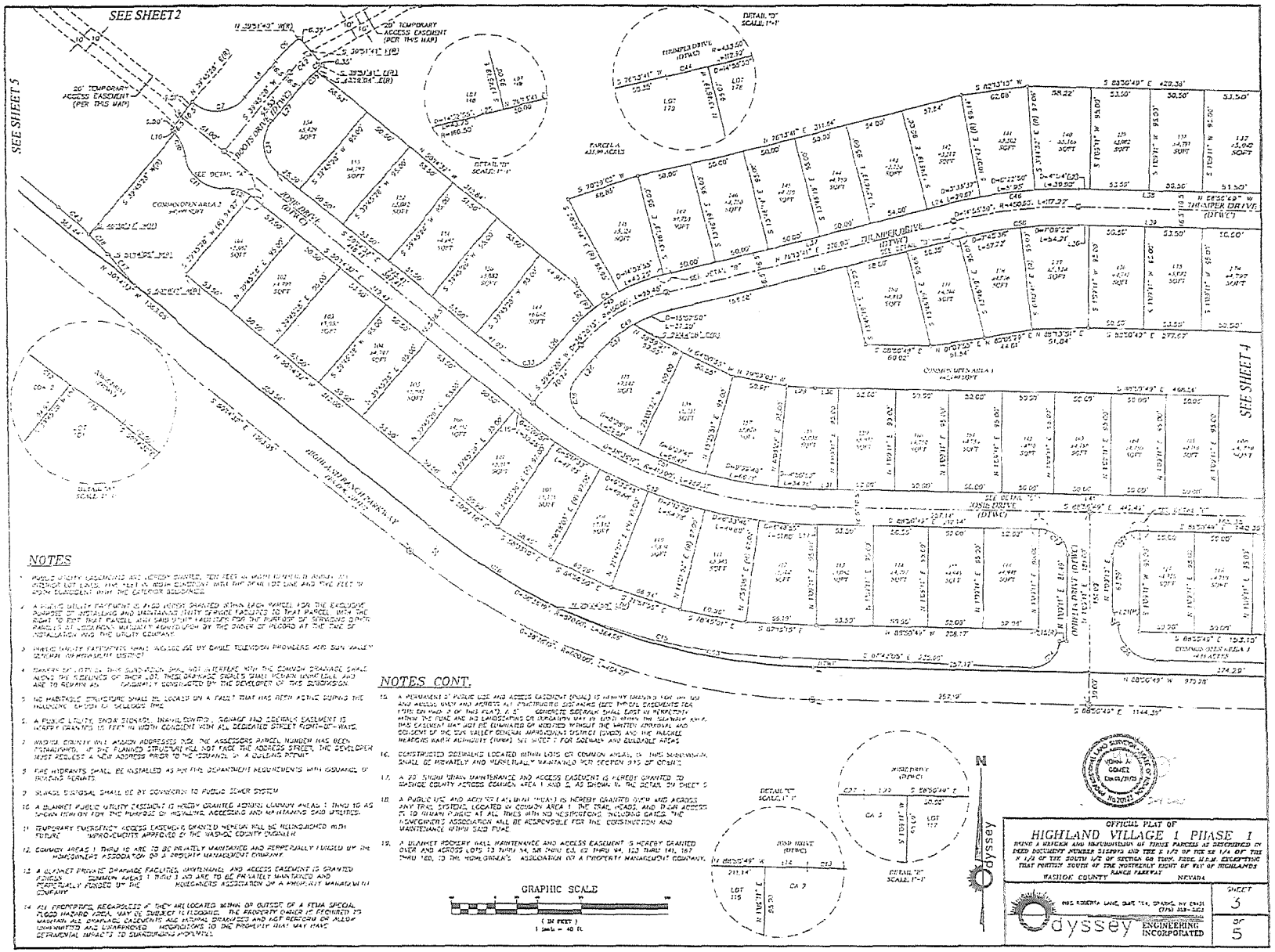
HIGHLAND VILLAGE 1 PHASE 1

BEING A MERGER AND RESUBDIVISION OF THOSE PARCELS AS DESCRIBED BY DEED DOCUMENT NUMBER 5143515 AND THE S 1/2 OF THE SE 1/4 OF THE N 1/2 OF THE SOUTH 1/2 OF SECTION 26 T20N, R20E, M.D.M. EXCEPTING THAT PORTION SOUTH OF THE NORTHERLY RIGHT OF WAY OF HIGHLANDS RANCH PARKWAY

WASHOE COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 104, SPARKS, NV 89431
(775) 358-3300

SHEET 2 OF 5



NOTES

1. PUBLIC UTILITY EASEMENTS ARE HEREBY GRANTED, TEN FEET IN WIDTH TO WHICH IS ADDED ALL OTHER LOT LINES, FIVE FEET IN WIDTH CONCENTRIC WITH THE REAR LOT LINE AND FIVE FEET IN WIDTH CONCENTRIC WITH THE EXTERIOR BOUNDARIES.
2. A PUBLIC UTILITY EASEMENT IS ALSO HEREBY GRANTED WITHIN EACH PARCEL FOR THE EXCLUSIVE PURPOSE OF INSTALLING AND MAINTAINING UNITY SERVICE FACILITIES TO THAT PARCEL WITH THE RIGHT TO PUT THAT PARCEL AND SAID UTILITY FACILITIES FOR THE PURPOSE OF SERVICING SUCH PARCELS AT LOCATIONS MUTUALLY AGREEABLE BY THE OWNER OF RECORD AT THE TIME OF INSTALLATION AND THE UTILITY COMPANY.
3. PUBLIC UTILITY EASEMENTS SHALL ACCRUE USE BY CABLE TELEVISION PROVIDERS AND SUN VALLEY GENERAL IMPROVEMENT DISTRICT.
4. OWNERS OF LOTS IN THIS SUBDIVISION SHALL NOT INTERFERE WITH THE COMMON DRAINAGE SWALES THE ALIGNMENTS OF WHICH ON THE DRAINAGE SWALES SHALL NOT BE ALTERED, AND ARE TO REMAIN AS ORIGINALLY CONSTRUCTED BY THE DEVELOPER OF THIS SUBDIVISION.
5. NO HABITABLE STRUCTURE SHALL BE LOCATED ON A FAULT THAT HAS BEEN ACTIVE DURING THE HOLOCENE EPOCH OF GEOLOGIC TIME.
6. A PUBLIC UTILITY, RADIO SIGNALS, UNDERGROUND, SIGNAGE AND SCENIC EASEMENT IS HEREBY GRANTED 10 FEET IN WIDTH CONCENT WITH ALL DEDICATED STREET RIGHTS-OF-WAYS.
7. WASHOE COUNTY HAS ASSIGN ADDRESSES FOR THE ASSESSORS PARCEL NUMBER HAS BEEN ESTABLISHED. IF THE PLANNED STRUCTURE WILL NOT FACE THE ADDRESS STREET, THE DEVELOPER MUST REQUEST A NEW ADDRESS PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.
8. FIRE HYDRANTS SHALL BE INSTALLED AS PER FIRE DEPARTMENT REQUIREMENTS WITH ISSUANCE OF BUILDING PERMITS.
9. SEWAGE DISPOSAL SHALL BE BY CONNECTION TO PUBLIC SEWER SYSTEM.
10. A BLANKET PUBLIC UTILITY EASEMENT IS HEREBY GRANTED ACROSS COMMON AREAS 1 THRU 10 AS SHOWN HEREON FOR THE PURPOSE OF INSTALLING, ACCESSING AND MAINTAINING SAID UTILITIES.
11. TEMPORARY EMERGENCY ACCESS EASEMENT IS GRANTED HEREON WILL BE RELINQUISHED WITH FUTURE IMPROVEMENTS APPROVED BY THE WASHOE COUNTY ENGINEER.
12. COMMON AREAS 1 THRU 10 ARE TO BE PRIVATELY MAINTAINED AND PERPETUALLY FUNDED BY THE HOMEOWNERS ASSOCIATION OR A PROPERTY MANAGEMENT COMPANY.
13. A BLANKET PRIVATE DRAINAGE FACILITIES MAINTENANCE AND ACCESS EASEMENT IS GRANTED ACROSS COMMON AREAS 1 THRU 3 AND ARE TO BE PRIVATELY MAINTAINED AND PERPETUALLY FUNDED BY THE HOMEOWNERS ASSOCIATION OR A PROPERTY MANAGEMENT COMPANY.
14. ALL IMPROVEMENTS, REGARDLESS IF THEY ARE LOCATED WITHIN OR OUTSIDE OF A FEMA SPECIAL FLOOD HAZARD AREA, MAY BE SUBJECT TO FLOODING. THE PROPERTY OWNER IS REQUIRED TO MAINTAIN ALL DRAINAGE EASEMENTS AND NATURAL DRAINAGES AND NOT RESTRICT OR ALLOW UNPERMITTED ALTERATIONS OR IMPROVEMENTS TO THE PROPERTY THAT MAY HAVE DETRIMENTAL IMPACTS TO SURROUNDING PROPERTIES.

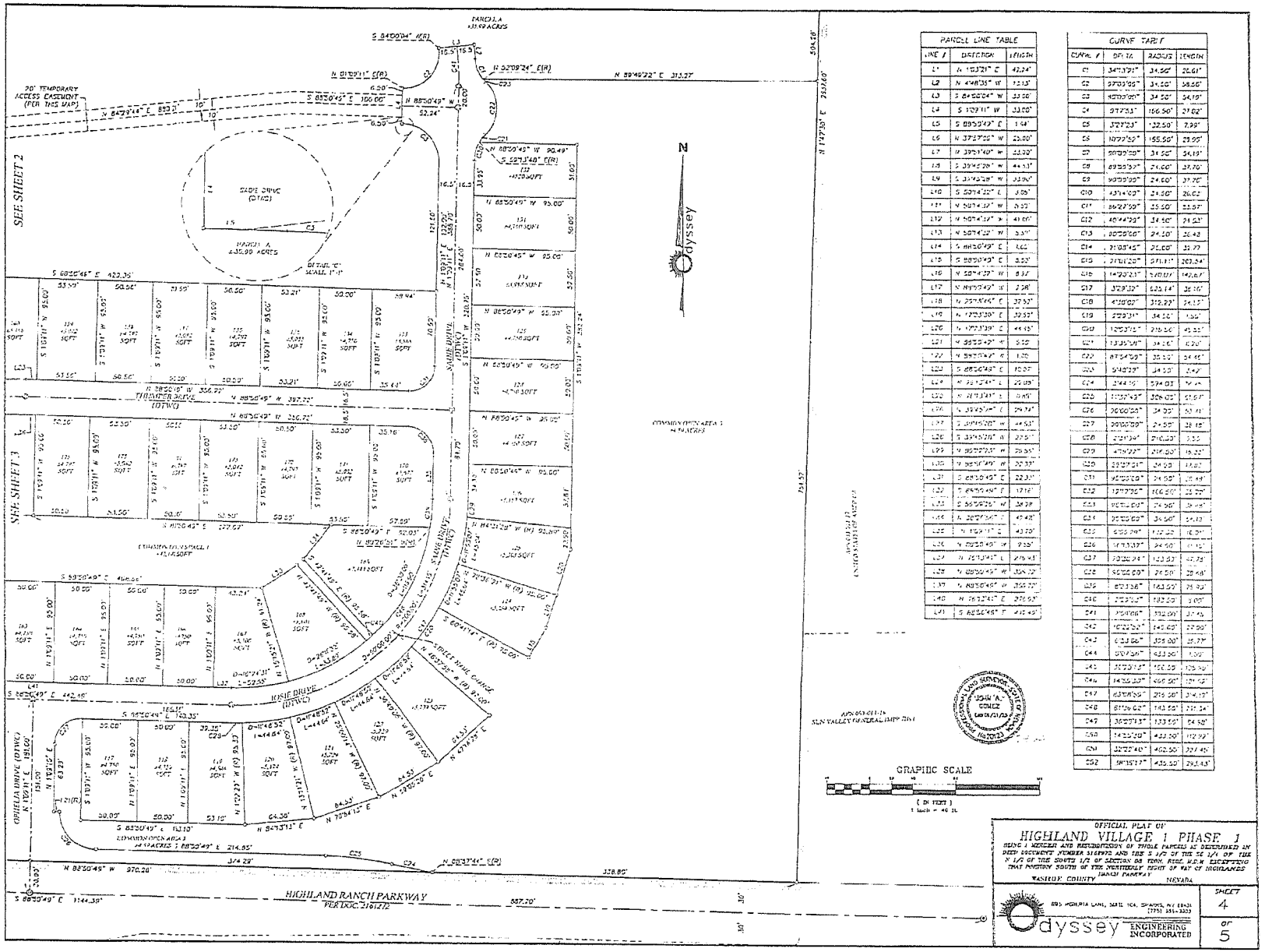
NOTES CONT.

15. A PERMANENT 8' PUBLIC USE AND ACCESS EASEMENT (PUAE) IS HEREBY GRANTED OVER, ON AND ACROSS ANY AND ACROSS ALL CONSTRUCTED SIDEWALKS (SEE TYPICAL EASEMENTS TEN 1 THIS SHEET 2 OF THIS PLAT), A 5' GENERIC SIDEWALK SHALL EXIST IN PERPETUITY WITHIN THE PUAE AND NO LANDSCAPING OR IMPEDIMENTS OF ANY KIND SHALL BE PLACED WITHIN THE SIDEWALK AREA. THIS EASEMENT MAY NOT BE ELIMINATED OR MODIFIED WITHOUT THE WRITTEN APPROVAL AND CONSENT OF THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT (SVGID) AND THE WASHOE COUNTY ENGINEER WITH AUTHORITY (WCEA). SEE SHEET 7 FOR SIDEWALK AND ESCALADE AREAS.
16. CONSTRUCTED SIDEWALKS LOCATED WITHIN LOTS OR COMMON AREAS IN THIS SUBDIVISION SHALL BE PRIVATELY AND PERPETUALLY MAINTAINED PER SECTION 110.436.67 OF WCC.
17. A 20' SNOW TRAIL MAINTENANCE AND ACCESS EASEMENT IS HEREBY GRANTED TO DOUGLAS COUNTY ACROSS COMMON AREA 1 AND 2, AS SHOWN IN THE DETAIL ON SHEET 5.
18. A PUBLIC USE AND ACCESS EASEMENT (PUAE) IS HEREBY GRANTED OVER AND ACROSS ANY TRAIL SYSTEMS, LOCATED IN COMMON AREA 1, THE TRAIL HEADS, AND IS FOR ACCESS BY TO TRAILS PUBLIC AT ALL TIMES WITH NO RESTRICTIONS, INCLUDING GATES. THE HOMEOWNERS ASSOCIATION WILL BE RESPONSIBLE FOR THE CONSTRUCTION AND MAINTENANCE WITHIN SAID PUAE.
19. A BLANKET MASONRY WALL MAINTENANCE AND ACCESS EASEMENT IS HEREBY GRANTED OVER AND ACROSS LOTS 13 THRU 14, 58 THRU 63, 82 THRU 94, 123 THRU 141, 167 THRU 180, TO THE HOMEOWNER'S ASSOCIATION OR A PROPERTY MANAGEMENT COMPANY.

OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 1
BEING A MERGER AND RESUBDIVISION OF THOSE PARCELS AS DESCRIBED IN DEED DOCUMENT NUMBER 3128993 AND THE E 1/2 OF THE SE 1/4 OF THE N 1/2 OF THE SOUTH 1/2 OF SECTION 08 T19N, R20E, M.D.M. EXCEPTING THAT PORTION SOUTH OF THE NORTHERLY RIGHT OF WAY OF HIGHLANDS RANCH PARKWAY
WASHOE COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
1495 RIDGEVIEW DRIVE, SUITE 130, SPARKS, NV 89431
(775) 358-3313

SHEET 3 OF 5



PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 13°33'31" E	42.24'
L2	N 4°48'35" W	12.15'
L3	S 84°50'04" W	33.56'
L4	S 1°09'11" W	33.00'
L5	S 88°50'49" E	1.64'
L6	N 37°37'55" W	25.00'
L7	N 39°51'40" W	33.00'
L8	S 39°45'28" W	44.53'
L9	S 39°45'28" W	33.90'
L10	S 50°14'32" E	3.85'
L11	N 50°14'32" W	5.52'
L12	N 50°14'32" W	41.60'
L13	N 50°14'32" W	3.37'
L14	S 88°50'49" E	4.66'
L15	S 88°50'49" E	3.22'
L16	N 50°14'32" W	8.92'
L17	S 41°10'49" W	2.28'
L18	N 25°15'45" E	37.52'
L19	N 12°03'39" E	32.52'
L20	N 1°09'11" E	44.15'
L21	N 88°50'49" W	5.50'
L22	N 88°50'49" W	1.00'
L23	S 88°50'49" E	10.07'
L24	N 23°12'44" E	20.05'
L25	N 21°13'41" E	0.95'
L26	N 39°45'28" E	29.74'
L27	S 39°45'28" W	44.53'
L28	S 39°45'28" W	22.5'
L29	N 39°27'33" W	29.95'
L30	N 39°39'49" W	20.33'
L31	S 88°50'49" E	22.31'
L32	S 88°50'49" E	17.12'
L33	S 39°39'26" W	36.28'
L34	N 20°27'56" E	45.48'
L35	N 1°09'11" E	43.70'
L36	N 0°20'49" W	9.50'
L37	N 25°13'41" E	275.43'
L38	N 88°50'49" W	356.72'
L40	N 26°32'41" E	276.93'
L41	S 88°50'49" E	412.45'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C1	34°13'31"	34.50'	20.61'
C2	97°03'05"	34.50'	58.45'
C3	45°09'36"	34.50'	34.79'
C4	9°17'53"	166.50'	27.02'
C5	3°27'23"	132.50'	7.99'
C6	10°29'52"	155.50'	28.99'
C7	90°39'59"	34.50'	54.59'
C8	89°39'52"	24.00'	37.70'
C9	90°00'00"	24.00'	37.70'
C10	63°14'03"	24.50'	26.62'
C11	86°27'59"	25.50'	38.47'
C12	45°44'28"	24.50'	21.83'
C13	89°28'06"	24.00'	26.48'
C14	21°08'45"	25.00'	9.23'
C15	21°01'20"	571.31'	209.64'
C16	14°20'23"	570.00'	142.67'
C17	3°29'32"	530.14'	32.35'
C18	41°10'02"	312.22'	224.37'
C19	2°29'31"	34.50'	1.50'
C20	12°53'51"	215.50'	48.51'
C21	13°35'41"	34.26'	8.20'
C22	87°54'59"	35.50'	54.46'
C23	5°43'29"	34.50'	3.42'
C24	3°44'15"	574.00'	37.44'
C25	11°57'43"	506.00'	105.61'
C26	90°00'00"	34.50'	54.11'
C27	90°00'00"	24.50'	38.48'
C28	2°21'34"	216.00'	8.90'
C29	4°34'22"	216.00'	17.23'
C30	28°37'51"	34.50'	17.23'
C31	92°00'00"	24.50'	39.48'
C32	12°17'26"	166.50'	35.72'
C33	90°00'00"	24.50'	38.48'
C34	90°00'00"	34.50'	54.13'
C35	6°00'29"	132.50'	13.91'
C36	14°53'39"	94.50'	24.56'
C37	19°30'24"	123.50'	42.04'
C38	90°00'00"	24.50'	38.48'
C39	87°33'36"	163.50'	25.92'
C40	2°53'42"	183.50'	9.28'
C41	75°08'06"	132.00'	37.45'
C42	16°22'52"	140.50'	37.90'
C43	6°33'56"	309.00'	35.77'
C44	0°07'34"	623.50'	1.37'
C45	30°53'13"	150.50'	125.50'
C46	14°55'30"	466.50'	121.52'
C47	63°08'59"	276.50'	304.73'
C48	81°16'02"	143.50'	203.54'
C49	36°07'13"	133.50'	84.58'
C50	14°35'10"	433.50'	110.39'
C51	32°52'40"	462.50'	227.45'
C52	38°35'17"	435.50'	293.43'

OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 1
BEING A MERGER AND RESUBDIVISION OF WHOLE PARCELS AS DESCRIBED IN DEED DOCUMENT NUMBER 516995 AND THE S 1/2 OF THE SE 1/4 OF THE N 1/2 OF THE SOUTH 1/2 OF SECTION 08, T20N, R21E, M.D.M. EXCEPTING THAT PORTION SOUTH OF THE NORTHERLY RIGHT OF WAY OF HIGHLANDS RANCH PARKWAY
WASHOE COUNTY, NEVADA

odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 104, SPARKS, NV 89431
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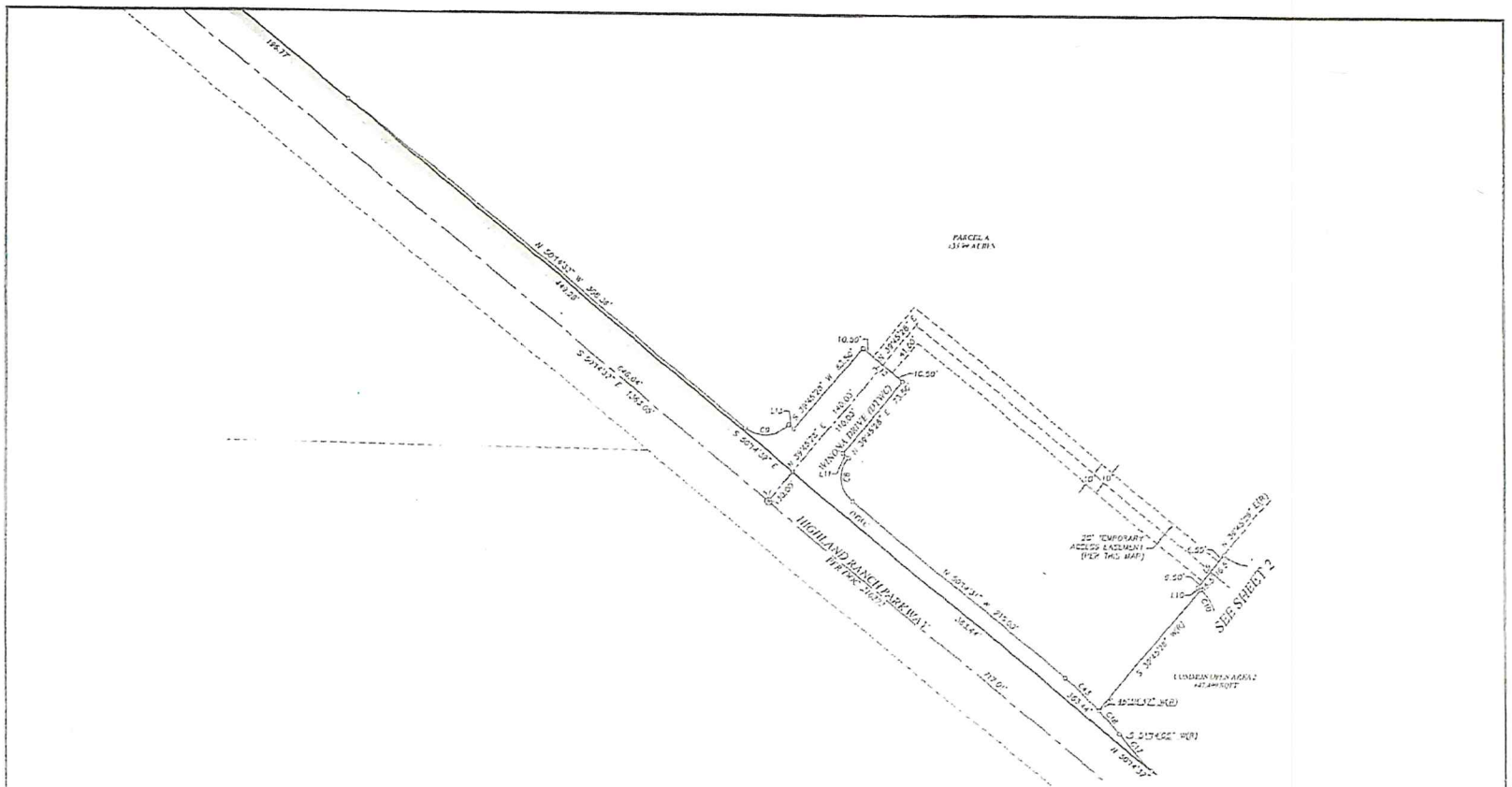
SHEET 4 OF 5



PARCEL AREA PHASE 2			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
101	5,082	266	4,815
102	4,798	253	4,545
103	5,068	265	4,803
104	4,808	253	4,555
105	5,068	265	4,803
106	4,798	253	4,545
107	5,017	242	4,775
108	5,125	231	4,894
109	5,342	251	5,091
110	5,658	275	5,383
111	5,342	251	5,091
112	5,782	275	5,506
113	5,083	268	4,815
114	4,798	253	4,545
115	4,948	265	4,683
116	4,948	260	4,688
117	4,750	245	4,506
118	4,750	250	4,500
119	4,844	241	4,603
120	5,174	226	4,948
121	5,227	226	5,001

PARCEL AREA PHASE 1			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
122	5,229	226	5,003
123	5,229	226	5,003
124	5,274	223	5,051
125	5,383	223	5,160
126	5,157	234	4,923
127	4,750	250	4,500
128	4,750	250	4,500
129	4,750	250	4,500
130	4,988	261	4,725
131	4,750	250	4,500
132	4,820	260	4,560
133	5,545	702	4,843
134	4,750	250	4,500
135	5,005	286	4,719
136	4,794	253	4,541
137	5,083	268	4,815
138	4,798	253	4,545
139	5,083	268	4,815
140	5,365	251	4,915
141	5,302	251	5,049
142	5,217	250	4,967

PARCEL AREA PHASE 1			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
143	5,110	270	4,840
144	4,750	250	4,500
145	4,750	250	4,500
146	4,750	250	4,500
147	4,750	250	4,500
148	5,151	271	4,880
149	6,049	704	5,345
150	5,083	268	4,815
151	4,793	253	4,540
152	5,061	266	4,795
153	4,795	250	4,545
154	5,429	661	4,768
155	7,143	850	6,293
156	5,711	330	5,381
157	5,622	371	5,251
158	5,018	264	4,753
159	5,035	265	4,770
160	4,750	250	4,500
161	4,750	250	4,500
162	4,750	250	4,500
163	4,750	250	4,500

PARCEL AREA PHASE 1			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
164	4,750	250	4,500
165	4,750	250	4,500
166	4,750	250	4,500
167	5,160	325	4,835
168	7,811	413	7,398
169	7,448	574	6,874
170	5,232	782	4,450
171	5,061	266	4,795
172	4,796	253	4,543
173	5,043	268	4,815
174	4,796	253	4,543
175	5,083	268	4,815
176	4,798	253	4,545
177	5,254	332	5,287
178	4,981	262	4,719
179	4,824	252	4,572
180	4,519	299	4,220

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 1

BEING A MERGER AND RESUBDIVISION OF THOSE PARCELS AS DESCRIBED IN DEED DOCUMENT NUMBER 618202 AND THE S 1/2 OF THE SE 1/4 OF THE N 1/2 OF THE SOUTH 1/2 OF SECTION 08 T19N, R20E, M.D.M. CREATING THAT PORTION SOUTH OF THE NORTHERLY RIGHT OF WAY OF HIGHLAND RANCH PARKWAY

WASHOE COUNTY, NEVADA

odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 104, SPARKS, NV 89431
(775) 359-3303

SHEET 5 OF 5

OFFICIAL PLAT OF HIGHLAND VILLAGE 1 PHASE 2

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT THE UNDERSIGNED, ARE THE OWNERS OF THAT TRACT OF LAND REPRESENTED ON THIS PLAT AND HAS CONSENTED TO THE PREPARATION AND RECORDATION OF THIS PLAT AND THAT THE SAME IS EXECUTED IN COMPLIANCE WITH AND SUBJECT TO THE PROVISIONS OF NRS CHAPTER 278A AND 116 AND THAT THE STREETS AND ALL APPURTENANCES THERETO AS SHOWN ON THIS PLAT DESIGNATED PUBLIC ARE HEREBY DEDICATED AND SET APART TO BE USED AS PUBLIC IMPROVEMENTS FOREVER; AND HEREBY GRANTS TO ALL PUBLIC UTILITIES, AND TO THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT, AND WASHOE COUNTY PERMANENT EASEMENTS SHOWN ON THIS PLAT FOR STORM DRAIN STORAGE, THE CONSTRUCTION AND MAINTENANCE OF SEWER, STORM DRAIN AND UTILITY SYSTEMS TOGETHER WITH THE RIGHT OF ACCESS THERETO FOREVER. THE WATER FACILITIES AND ASSOCIATED APPURTENANCES ARE HEREBY DEDICATED TO THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT. THE OWNER AND ITS ASSIGNS AGREE TO THE USE OF RECREATIONAL WATER RIGHTS.

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2024, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT. IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

TITLE COMPANY CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFIES THAT THIS PLAT HAS BEEN EXAMINED AND THE UNDERSIGNED OFFERING THIS PLAT IS THE LAST LIENHOLDER OF RECORD THAT WILL RELEASE THE LANDS DELINEATED HEREON, AND THAT THERE ARE FREE FROM ANY LIENS OR ENCUMBRANCES, AS OF _____, 2024.

WESTERN TITLE COMPANY

_____ _____ _____
NAME TITLE DATE

DIVISION OF WATER RESOURCES CERTIFICATE

THIS PLAT IS APPROVED BY THE STATE OF NEVADA DIVISION OF WATER RESOURCES ON THE RECOMMENDATION OF CONSERVATION AND NATURAL RESOURCES CONCERNING WATER QUANTITY, SUBJECT TO THE TERMS OF APPROVAL ON FILE IN THIS OFFICE.

_____ _____
DIVISION OF WATER RESOURCES DATE

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2024, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT. IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2024, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT. IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2024, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT. IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

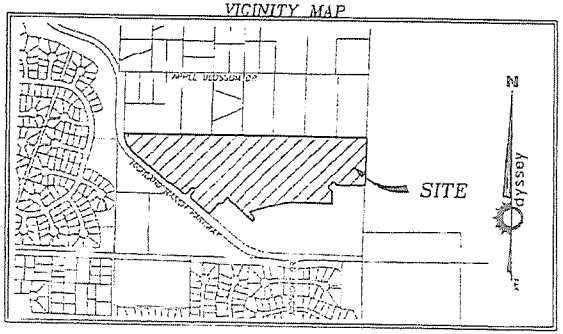
NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2024, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT. IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC

VICINITY MAP



COMMUNITY SERVICES CERTIFICATE

THE TENTATIVE MAP FOR TM CASE NO. WTM20-002 WAS APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON JUNE 16, 2020.

THIS FINAL MAP, THE OFFICIAL PLAT OF HIGHLAND VILLAGE 1, PHASE 2, MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS, IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE UNCONTESTED PENDING AT THIS RECORDING, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP, EXCEPT THAT THE "OPERATIONAL CONDITIONS" CONTAINED IN THE RESPONSE ACTION CHECK SHALL REMAIN IN FULL FORCE AFFECT IN PERPETUITY.

IF ALL LOTS ON THIS MAP ARE RECORDED TO ACREAGE AND A NEW SUBDIVISION APPROVAL IS OBTAINED AT A FUTURE DATE, THE PROVISIONS OF THIS APPROVAL SHALL BE NULL AND VOID, UNLESS OTHERWISE, BY WASHOE COUNTY AT THOSE ACTIONS.

THE FIRST AND MOST RECENTLY RECORDED FINAL MAP FOR THIS TENTATIVE MAP WAS APPROVED AND ACCEPTED FOR RECORDATION ON THE 15TH DAY OF MAY, 2023.

THIS NEXT FINAL MAP FOR WTM20-004 MUST BE APPROVED AND ACCEPTED FOR RECORDATION BY THE PLANNING AND DEVELOPMENT DIRECTOR OR BY ACTION OF THE WASHOE COUNTY PLANNING COMMISSION ON OR BEFORE THE EXPIRATION DATE OF THE _____ DAY OF _____, 20__, OR AN EXTENSION OF THAT FOR THE TENTATIVE MAP MUST BE APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON OR BEFORE SAID DATE.

THIS FINAL MAP IS APPROVED AND ACCEPTED FOR RECORDATION THIS ____ DAY OF _____, 2024 BY THE PLANNING AND DEVELOPMENT DIRECTOR, THE REVIEW OF SURVEYING FOR TENTATIVE SERVICES, LLC IS RESCINDED AT THIS TIME, BUT WILL REMAIN EACH IN ACCORDANCE WITH NRS CHAPTER 278.

_____ _____
KELLY MULLIN, DIVISION DIRECTOR, PLANNING AND DEVELOPMENT DATE

TAX CERTIFICATE APN: _____

THE UNDERSIGNED HEREBY CERTIFIES THAT ALL PROPERTY TAXES DUE THE LAND FOR THE FISCAL YEAR HAVE BEEN PAID AND THAT THE FULL AMOUNT OF ANY DEFERRED PROPERTY TAXES FOR THE CONVERSION OF THE PROPERTY FROM AGRICULTURAL USE HAS BEEN PAID PURSUANT TO NRS 361A.265.

_____ _____
WASHOE COUNTY TREASURER DATE
NAME, TITLE

WATER AND SEWER RESOURCE REQUIREMENTS:

THE PROJECT/DEVELOPMENT DEPICTED ON THIS MAP IS IN CONFORMANCE WITH THE PROVISIONS OF ARTICLE 422 OF WASHOE COUNTY CHARTER 110 (DEVELOPMENT CODE)

_____
WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT

NAME: _____

TITLE: _____

UTILITY COMPANIES' CERTIFICATE

THE UTILITY EASEMENTS SHOWN ON THIS PLAT HAVE BEEN RELINQUISHED, GRANTED, ACCEPTED, AND APPROVED BY THE UNDERSIGNED PUBLIC UTILITY COMPANIES AND SUN VALLEY GENERAL IMPROVEMENT DISTRICT

_____ _____
NEVADA BELL TELEPHONE COMPANY D/B/A AT&T NEVADA DATE
NAME/TITLE

_____ _____
SIERRA PACIFIC POWER CO. D/B/A NV ENERGY DATE
NAME/TITLE

_____ _____
CHARTER COMMUNICATIONS DATE
NAME/TITLE

_____ _____
SUN VALLEY GENERAL IMPROVEMENT DISTRICT DATE
NAME/TITLE

_____ _____
WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT DATE
NAME/TITLE

COUNTY SURVEYOR'S CERTIFICATE

I COUNTY THAT I HAVE EXAMINED THIS MAP CONSISTING OF FIVE SHEETS AND THAT I AM SATISFIED SAID MAP IS TECHNICALLY CORRECT AND THAT ALL REQUISITE PERFORMANCE GUARANTEE HAS BEEN FILED SUBSTANTIALLY THE DOCUMENTS WILL BE SET BY _____

_____
DARIN LAMOREAUX, PLS 25454
WASHOE COUNTY SURVEYOR

DISTRICT BOARD OF HEALTH CERTIFICATE

THIS FINAL MAP IS APPROVED BY NORTHERN NEVADA PUBLIC HEALTH, THE APPROVAL CONCERNS SEWAGE DISPOSAL, WATER POLLUTION, WATER QUALITY, AND WATER SUPPLY FACILITIES. THIS MAP HAS BEEN FOUND TO MEET ALL APPLICANT REQUIREMENTS AND THEREBY BY THE ENVIRONMENTAL HEALTH SERVICES DIVISION OF THE WASHOE COUNTY HEALTH DISTRICT.

_____ _____
FOR THE DISTRICT BOARD OF HEALTH DATE

SURVEYOR'S CERTIFICATE

I, JOHN A. BOWER, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF NEVADA, CERTIFY THAT:

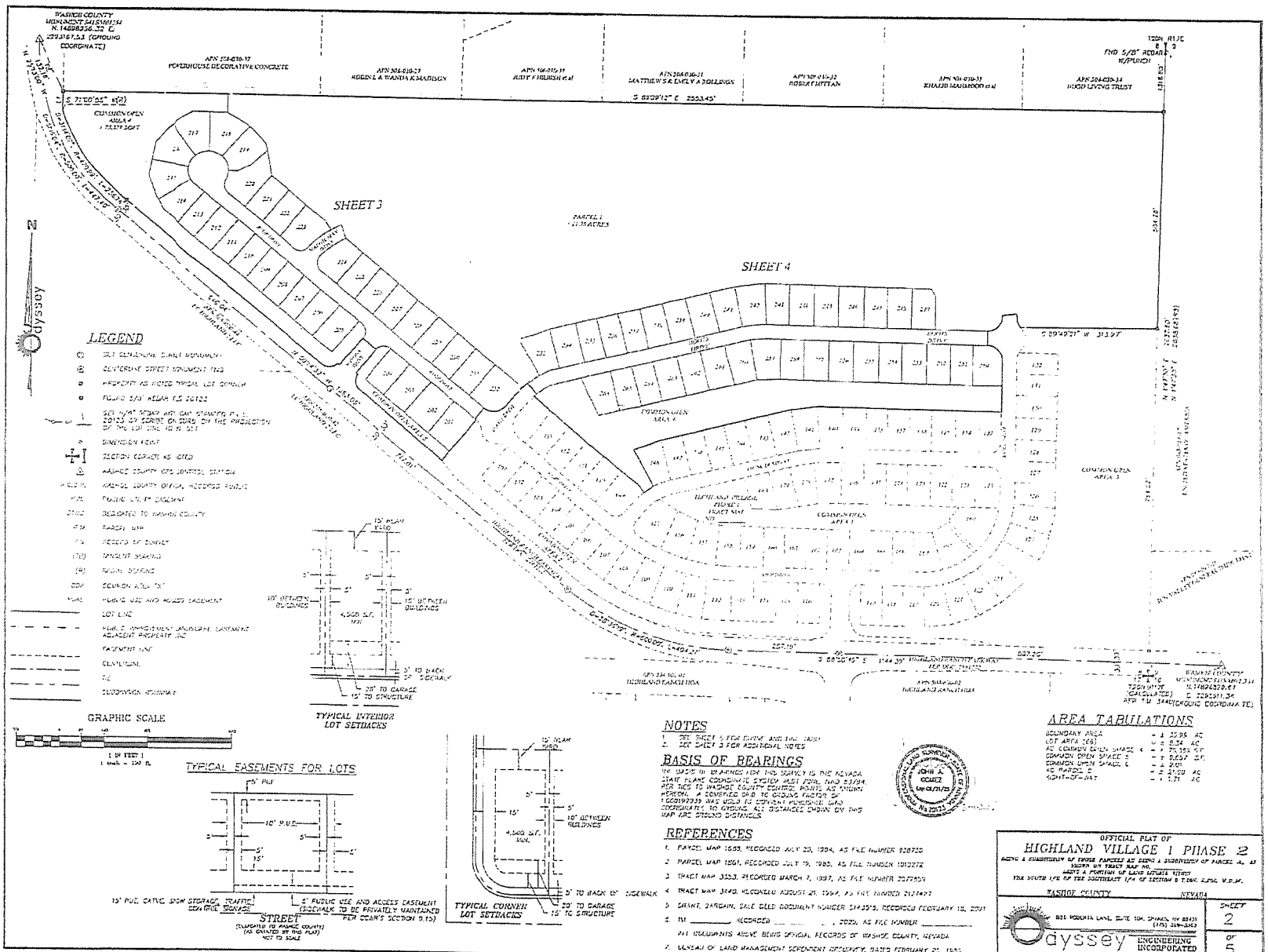
1. THIS PLAT REPRESENTS THE RESULTS OF A SURVEY CONDUCTED UNDER MY DIRECT SUPERVISION AT THE INSTANCE OF THE HIGHLAND, LLC, A LIMITED LIABILITY COMPANY.
2. THE LANDS SURVEYED LIE WITHIN A PORTION OF SOUTHEAST 1/4 SECTION 8, T20N, R19E, M.D.M., AND THE SURVEY WAS COMPLETED ON _____.
3. THIS PLAT COMPLIES WITH ALL OF THE APPLICABLE STATE STATUTES AND ANY LOCAL ORDINANCES IN EFFECT ON THE DATE THAT THE GOVERNING BODY GAVE ITS FINAL APPROVAL.
4. THE MONUMENTS DEPICTED ON THIS PLAT WILL BE OF THE CHARACTER SHOWN AND OCCUPY THE POSITIONS INDICATED ON _____ AND AN APPROPRIATE FINANCIAL GUARANTEE HAS BEEN POSTED WITH THE GOVERNING BODY BEFORE RECORDATION TO ENSURE THE INSTALLATION OF THE MONUMENTS.

JOHN A. BOWER, PLS
NEVADA CERTIFICATE NO. 25193

OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 2
BEING A SUBDIVISION OF THOSE PARCELS AS BEING A SUBDIVISION OF PARCEL A, AS SHOWN ON TENTH MAP NO. _____
BEING A PORTION OF LAND SITUATE WITHIN THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 8 T.20N. R.19E. M.D.M.
WASHOE COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
810 HIGHWAY LANE, SUITE 101, SPARKS, NV 89431
(775) 359-6300

SHEET 1 OF 5



OFFICIAL PLAT OF

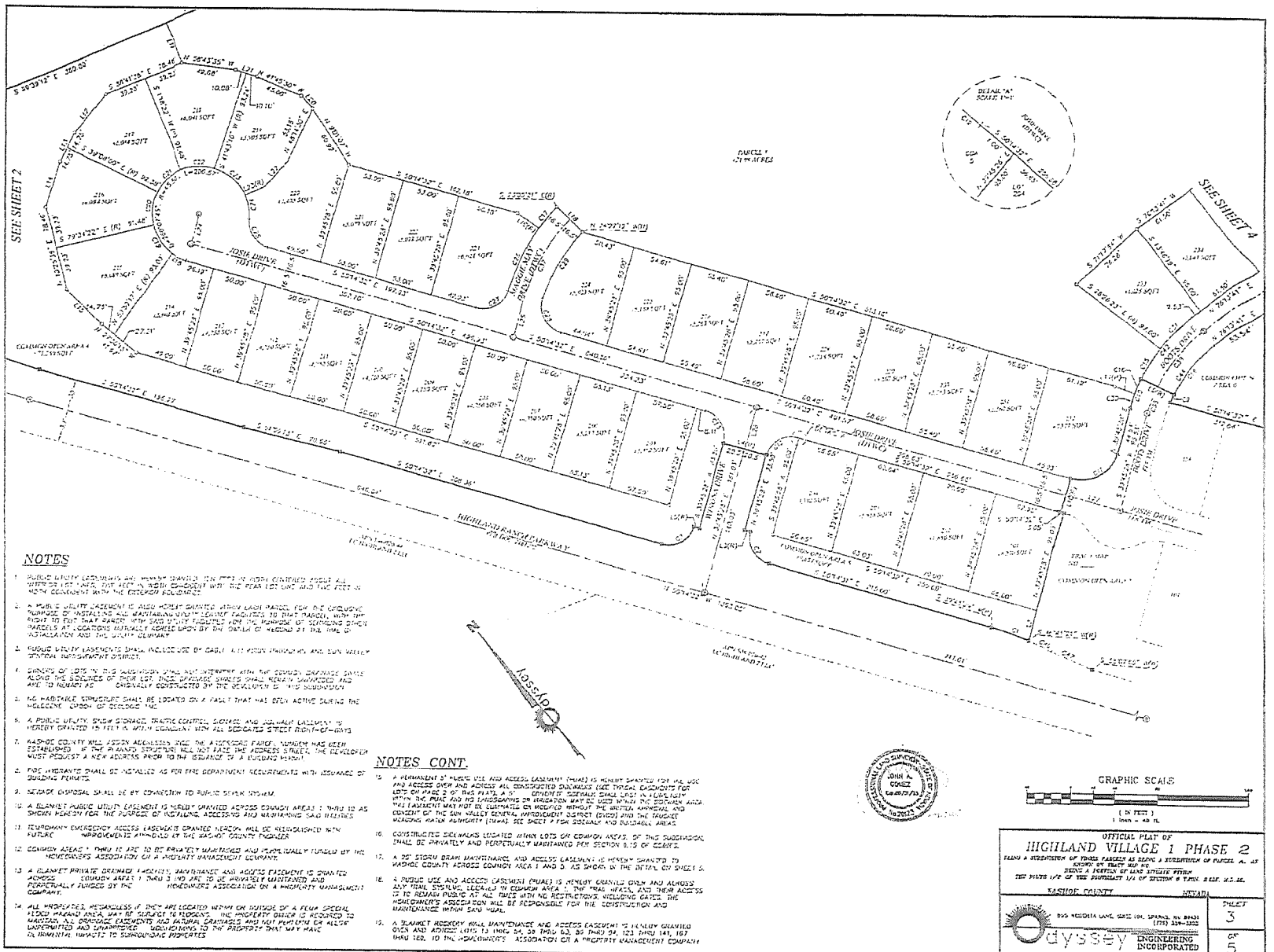
HIGHLAND VILLAGE 1 PHASE 2

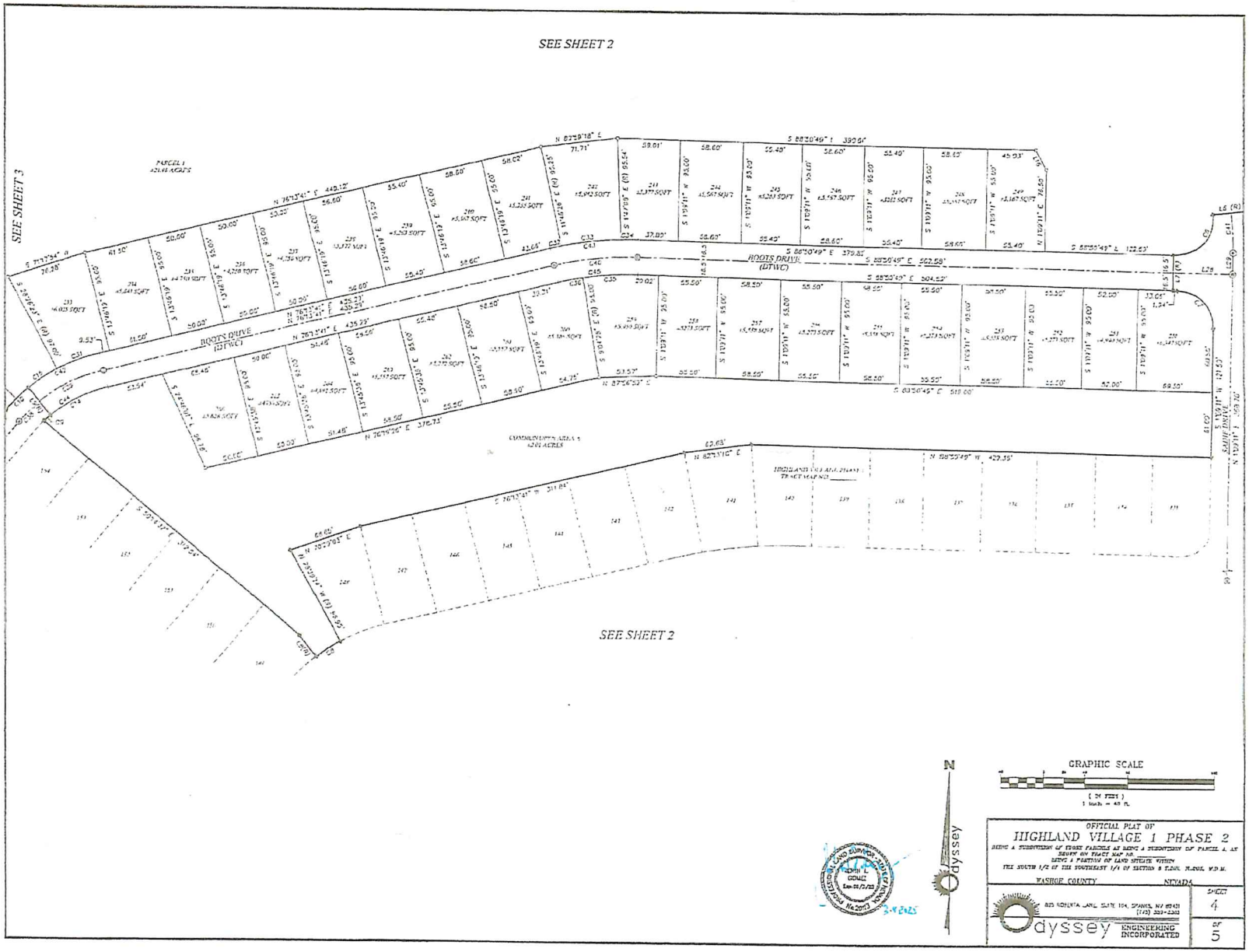
BEING A SUBDIVISION OF THOSE PARCELS AS SHOWN & DESCRIBED OF PARCEL A, AS SHOWN ON TRACT MAP NO. ____, BEING A PORTION OF LAND SITUATE WITHIN THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 8 T.19N. R.21E. M.D.M.

WASHOE COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
835 MOANA LANE, SUITE 104, SPARKS, NV 89431
(775) 359-6600

SHEET 2 OF 5


SEE SHEET 2
SEE SHEET 4
JOSIE DRIVE
HIGHLAND RANCH PARKWAY
PARCEL F
4.71 ACRES
DETAIL "A"
SCALE: 1"=1'
COMMON OPEN AREA 4
COMMON OPEN AREA 5
COMMON OPEN AREA 6
COMMON OPEN AREA 7
COMMON OPEN AREA 8
COMMON OPEN AREA 9
COMMON OPEN AREA 10
COMMON OPEN AREA 11
COMMON OPEN AREA 12
COMMON OPEN AREA 13
COMMON OPEN AREA


SEE SHEET 2
SEE SHEET 3
PARCEL 1
421.48 ACRES
HOOTS DRIVE
(DTWC)
COMMUNITY'S AREA 5
4.201 ACRES
HIGHLAND VILLAGE 1 PHASE 1
TRACT MAP NO.
SAGE DRIVE
SEE SHEET 2
N
GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.
OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 2
BEING A SUBDIVISION OF THREE PARCELS AS BEING A SUBDIVISION OF PARCEL 1, AS SHOWN ON TRACT MAP NO. _____
BEING A PORTION OF LAND SITUATE WITHIN
THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 8 T.19N., R.20E., M.D.M.
WASHOE COUNTY NEVADA
SHEET 4
OF 5
Odyssey ENGINEERING INCORPORATED
925 ROEMTA LANE, SUITE 104, SPARKS, NV 89431
(775) 359-2383

PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 15°37'21" E	42.24'
L2	N 33°45'28" E	29.24'
L3	S 56°14'32" E	5.00'
L4	N 56°14'32" W	41.00'
L5	S 33°14'32" E	5.00'
L6	S 84°05'54" W	33.69'
L7	S 15°37'11" W	33.03'
L8	N 37°37'08" W	20.02'
L9	N 39°31'48" W	33.05'
L10	N 33°45'28" E	33.05'
L11	N 05°51'48" E	40.01'
L12	S 41°59'18" W	45.00'
L13	N 39°25'30" E	33.48'
L14	S 40°03'49" W	15.05'
L15	S 19°02'25" E	45.05'

PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L16	N 28°07'04" W	21.21'
L17	N 45°18'07" W	20.09'
L18	N 19°53'29" W	43.11'
L19	N 20°46'34" W	25.00'
L20	N 19°53'42" W	15.75'
L21	S 48°16'26" E	29.18'
L22	N 41°43'29" E	30.22'
L23	S 68°28'17" E	20.09'
L24	S 39°45'28" W	29.05'
L25	S 39°45'28" W	31.43'
L26	N 39°45'28" E	41.50'
L27	S 50°14'32" E	21.50'
L28	N 50°01'42" W	52.94'
L29	N 19°53'42" E	23.09'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C1	4°53'54"	392.50'	33.57'
C2	90°00'00"	24.50'	38.48'
C3	90°00'00"	24.50'	37.70'
C4	34°43'21"	34.50'	20.61'
C5	2°22'41"	316.50'	13.14'
C6	37°22'05"	34.50'	22.50'
C7	90°00'00"	24.50'	54.19'
C8	9°37'53"	156.50'	27.05'
C9	1°27'53"	132.50'	7.99'
C10	109°27'53"	133.50'	25.99'
C11	90°00'00"	24.50'	54.19'
C12	90°00'00"	24.50'	38.48'
C13	90°00'00"	24.50'	38.48'
C14	26°00'23"	132.50'	60.13'
C15	11°25.18"	143.50'	27.99'
C16	90°01'47"	143.50'	15.72'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C17	7°00'13"	216.50'	26.76'
C18	29°13'49"	45.50'	16.27'
C19	40°25'22"	45.50'	32.11'
C20	40°25'22"	45.50'	32.11'
C21	40°25'22"	45.50'	32.11'
C22	40°27'48"	45.50'	32.09'
C23	40°38'33"	45.50'	32.63'
C24	29°31'29"	45.50'	23.45'
C25	80°01'45"	24.50'	34.26'
C26	127°27'27"	216.50'	65.33'
C27	87°43'24"	24.50'	37.51'
C28	559°06"	24.50'	38.96'
C29	22°30'14"	183.50'	71.91'
C30	4°06'25"	199.50'	14.27'
C31	14°40'04"	199.50'	47.37'
C32	1°37'03"	216.50'	10.04'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C33	2°59'17"	316.50'	16.17'
C34	23°01'18"	316.50'	126.23'
C35	18°17'33"	283.50'	90.50'
C36	4°41'51"	257.50'	21.24'
C37	25°17'42"	220.50'	97.34'
C38	10°22'42"	142.00'	27.00'
C39	21°17'21"	147.00'	54.65'
C40	14°53'19"	169.50'	44.15'
C41	7°09'09"	169.50'	37.45'
C42	36°01'13"	167.50'	105.33'
C43	14°53'19"	116.50'	42.44'
C44	21°02.47"	127.50'	69.53'
C45	14°53'19"	283.50'	73.65'
C46	4°30.07"	317.50'	24.50'
C47	3°29.37"	625.14'	38.10'

PARCEL AREA PHASE 2			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
201	6,270	139	5,960
202	6,534	255	5,760
203	7,045	319	5,671
204	5,332	243	5,043
205	5,303	263	5,174
206	6,213	276	5,967
207	6,726	256	6,506
208	6,224	229	6,215
209	6,995	255	6,740
210	6,726	255	6,251
211	6,726	248	6,206
212	6,726	248	6,478
213	7,726	258	6,750
214	7,674	232	7,242
215	6,994	159	6,789
216	6,694	159	6,835
217	5,942	159	5,783
218	6,041	159	5,735
219	5,406	264	5,142
220	5,406	121	5,261
221	5,406	263	4,811
222	5,406	263	4,811
223	6,621	713	5,969
224	5,123	772	5,151
225	5,184	223	4,961
226	5,263	227	4,984
227	5,406	231	5,078
228	5,406	207	5,436
229	5,967	293	5,202
230	5,261	227	4,976
231	5,262	293	5,224
232	5,322	226	6,396
233	6,424	264	5,760

PARCEL AREA PHASE 2			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
234	5,547	326	5,233
235	6,558	258	6,160
236	5,928	258	6,231
237	6,558	258	6,449
238	5,487	242	5,044
239	5,261	227	4,975
240	5,262	243	5,272
241	5,262	274	5,487
242	5,962	274	5,538
243	5,322	242	5,105
244	5,262	263	5,272
245	5,262	227	4,926
246	5,262	243	5,272
247	5,262	227	4,926
248	5,262	232	5,271
249	5,262	227	4,950
250	6,562	276	5,912
251	5,962	240	4,926
252	5,262	218	4,895
253	5,262	259	5,261
254	5,262	276	4,993
255	5,262	223	4,961
256	5,262	276	4,935
257	5,262	223	4,961
258	5,262	276	4,986
259	5,262	263	5,206
260	5,262	263	5,273
261	5,262	263	5,261
262	5,262	227	4,926
263	5,262	263	5,263
264	6,962	263	6,437
265	6,262	276	6,100
266	5,962	340	5,263

OFFICIAL PLAT OF
HIGHLAND VILLAGE 1 PHASE 2
BEING A SUBDIVISION OF THOSE PARCELS AS SHOWN A SUBDIVISION OF PARCEL A, AS SHOWN ON TRACT MAP 345
BEING A PORTION OF SAND STORAGE WITHIN
THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 8 T.15N. R.22E. M.D.M.

FARISH COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 101, SPARKS, NV 89431
(775) 200-3333

SHEET 5 OF 5

OFFICIAL PLAT OF HIGHLAND VILLAGE 1 PHASE 3

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT THE UNDERSIGNED:

ARE THE OWNERS OF THAT TRACT OF LAND REPRESENTED ON THIS PLAT AND HAS CONSENTED TO THE PREPARATION AND RECORDATION OF THIS PLAT AND THAT THE SAME IS EXECUTED IN COMPLIANCE WITH AND SUBJECT TO THE PROVISIONS OF NRS CHAPTER 278A AND 116 AND THAT WE GRANT TO AND ALL APPURTENANCES THERETO, AS SHOWN ON THIS PLAT DESIGNATED PUBLIC ARE HEREBY DEDICATED AND SET APART, TO BE USED AS PUBLIC THOROUGHFARES FOREVER, AND HEREBY GRANTS TO ALL PUBLIC UTILITIES, AND TO THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT, AND WASHOE COUNTY PERMANENT EASEMENTS SHOWN ON THIS PLAT FOR PROPER DOWNSTREAM, THE CONSTRUCTION AND MAINTENANCE OF SEWER, STORM DRAIN AND UTILITY SYSTEMS TOGETHER WITH THE RIGHT OF ACCESS THERE TO FOREVER. THE WATER FACILITIES AND ASSOCIATED APPURTENANCES ARE HEREBY DEDICATED TO THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT. THE OWNER AND ITS ASSIGNS AGREE TO THE USE OF RESIDENTIAL WATER METERS.

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2024, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC

TITLE COMPANY CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFIES THAT THIS PLAT HAS BEEN EXAMINED AND THE SUBDIVISION APPEARING ON THIS PLAT IS THE LAST TITLE HOLDER OF RECORD FOR ALL THE LANDS DELINEATED HEREON, AND THAT SAID LANDS ARE FREE FROM ANY LIENS OR ENCUMBRANCES, AS OF _____, 2024.

WESTERN TITLE COMPANY

_____ _____ _____
TITLE DATE

DIVISION OF WATER RESOURCES CERTIFICATE

THIS PLAT IS APPROVED BY THE STATE OF NEVADA DIVISION OF WATER RESOURCES OF THE DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES CONCERNING WATER RIGHTS, SUBJECT TO THE REVIEW OF CHANGES TO FILL IN THIS DATE.

_____ _____
SIGNED, STATE ENGINEER DATE

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2025, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC

NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2025, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC

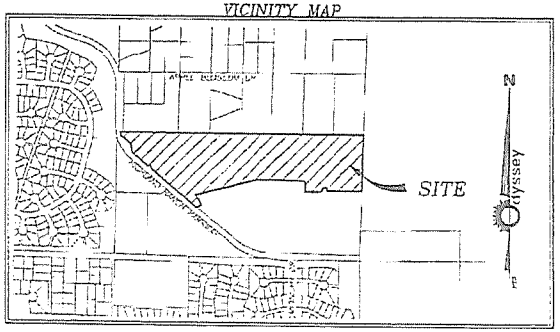
NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA }
COUNTY OF WASHOE } S.S.

ON THIS _____ DAY OF _____, 2025, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, IN THE COUNTY OF WASHOE, _____ OF WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC

VICINITY MAP



COMMUNITY SERVICES CERTIFICATE

THE TENTATIVE MAP FOR TM CASE NO. WTM16-006 WAS APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON JUNE 7TH, 2016.

THIS FINAL MAP, AS OFFICIAL PLAT OF HIGHLAND VILLAGE 1 PHASE 3, MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS, IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS THAT HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP, EXCEPT THAT THE SUBDIVISION SUBSTANTIALLY CONFORMS TO THE VILLAGEWIDE ACTION WHICH SHALL REMAIN IN FULL FORCE AND EFFECT IN PERPETUITY.

I AM USING ON THIS MAP ARE REVISITED TO ACREAGE AND A NEW SUBDIVISION APPROVAL IS REQUIRED AS A PUBLIC DUTY, THE PROVISIONS OF THIS APPROVAL SHALL BE NULL AND VOID UNLESS APPROVAL OF WASHOE COUNTY OF THOSE ARTICLE.

THE FIRST AND MOST RECENTLY RECORDED FINAL MAP FOR THIS TENTATIVE MAP WAS APPROVED AND ACCEPTED FOR RECORDATION ON THE 19TH DAY OF MAY, 2022.

THE NEXT FINAL MAP FOR WTM16-006 MUST BE APPROVED AND ACCEPTED FOR RECORDATION BY THE PLANNING AND DEVELOPMENT DIVISION OR BY DEVISE THE EXTENSION DATE THAT _____ BY AN EXTENSION OF TIME FOR THE TENTATIVE MAP MUST BE APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION OR BEFORE THAT DATE.

THIS FINAL MAP IS APPROVED AND ACCEPTED FOR RECORDATION THIS _____ DAY OF _____, 2024 BY THE PLANNING AND DEVELOPMENT DIVISION, THE OFFER OF DEDICATION FOR STREETS, HEREON, NOT TO BE ACCEPTED AT THIS TIME, BUT MAY REMAIN OPEN IN ACCORDANCE WITH NRS CHAPTER 278.

_____ _____
KELLY MULLIN DATE
DIVISION DIRECTOR OF PLANNING AND DEVELOPMENT

TAX CERTIFICATE APN: _____

THE UNDERSIGNED HEREBY CERTIFIES THAT ALL PROPERTY TAXES ON THE LAND FOR THE FISCAL YEAR HAVE BEEN PAID AND THAT THE FULL AMOUNT OF ANY DEFERRED PROPERTY TAXES FOR THE CONVERSION OF THE PROPERTY FROM AGRICULTURAL USE HAVE BEEN PAID PURSUANT TO NRS 361A.265.

_____ _____
WASHOE COUNTY TREASURER DATE
NAME, TITLE

WATER AND SEWER RESOURCE REQUIREMENTS:

THE PROJECT/DEVELOPMENT DEPICTED ON THIS MAP IS IN CONFORMANCE WITH THE PROVISIONS OF ARTICLE 422 OF WASHOE COUNTY CHAPTER 110 (DEVELOPMENT CODE)

WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT

NAME _____

TITLE: _____

UTILITY COMPANIES' CERTIFICATE

THE UTILITY EASEMENTS SHOWN ON THIS PLAT HAVE BEEN REVIEWED, CHECKED, ACCEPTED, AND APPROVED BY THE UNDERSIGNED PUBLIC UTILITY COMPANIES AND SUN VALLEY GENERAL IMPROVEMENT DISTRICT

_____ _____
NEVADA BELL TELEPHONE COMPANY D/B/A AT&T NEVADA DATE
NAME/TITLE

_____ _____
SIERRA PACIFIC POWER CO. D/B/A NV ENERGY DATE
NAME/TITLE

_____ _____
CHARTER COMMUNICATIONS DATE
NAME/TITLE

_____ _____
SUN VALLEY GENERAL IMPROVEMENT DISTRICT DATE
NAME/TITLE

_____ _____
WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT DATE
NAME/TITLE

COUNTY SURVEYOR'S CERTIFICATE

I CERTIFY THAT I HAVE EXAMINED THIS MAP CONSISTING OF FIVE SHEETS AND THAT I AM SATISFIED SAID MAP IS TECHNICALLY CORRECT AND THAT ALL APPROPRIATE CONFORMANCE CHARGES HAVE BEEN PAID. CORRECTIONS THE MONUMENTS WILL BE SET BY _____

_____
WAYNE THORPE, P.L.S. 24787
WASHOE CO. SURVEYOR

DISTRICT BOARD OF HEALTH CERTIFICATE

THIS FINAL MAP IS APPROVED BY NORTHERN NEVADA PUBLIC HEALTH, ITS APPROVAL CONCERNS (1) LAND, ESPECIALLY WATER POLLUTION, WATER QUALITY, AND WATER SUPPLY CAPACITIES. THIS MAP HAS BEEN FOUND TO MEET ALL APPLICABLE REQUIREMENTS AND PROVISIONS OF THE WASHOE COUNTY HEALTH SERVICES DIVISION OF THE WASHOE COUNTY HEALTH DISTRICT.

_____ _____
FOR THE DISTRICT BOARD OF HEALTH DATE

SURVEYOR'S CERTIFICATE

I, JOHN A. GOMEZ, A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF NEVADA, SERVE THAT:

1. THIS PLAT REPRESENTS THE RESULTS OF A SURVEY CONDUCTED UNDER MY DIRECT SUPERVISION AT THE INSTANCE OF LCC HIGHLANDS, LLC, A LIMITED LIABILITY COMPANY.
2. THE LANDS SURVEYED LIE WITHIN A PORTION OF SECTIONS 1, T.18N., R.20E., M.D.M., AND THE SURVEY WAS COMPLETED ON _____.
3. THIS PLAT COMPLIES WITH ALL OF THE APPLICABLE STATE STATUTES AND ANY LOCAL ORDINANCES IN EFFECT ON THE DATE THAT THE GOVERNING BODY GAVE ITS FINAL APPROVAL.
4. THE MONUMENTS DEPICTED ON THIS PLAT WILL BE OF THE CHARACTER SHOWN AND OCCUPY THE POSITIONS INDICATED BY _____ AND AN APPROPRIATE BONDING GUARANTEE HAS BEEN POSTED WITH THE GOVERNING BODY BEFORE RECORDATION TO ENSURE THE INSTALLATION OF THE MONUMENTS.

JOHN A. GOMEZ, PLS
NEVADA CERTIFICATE NO. 23123

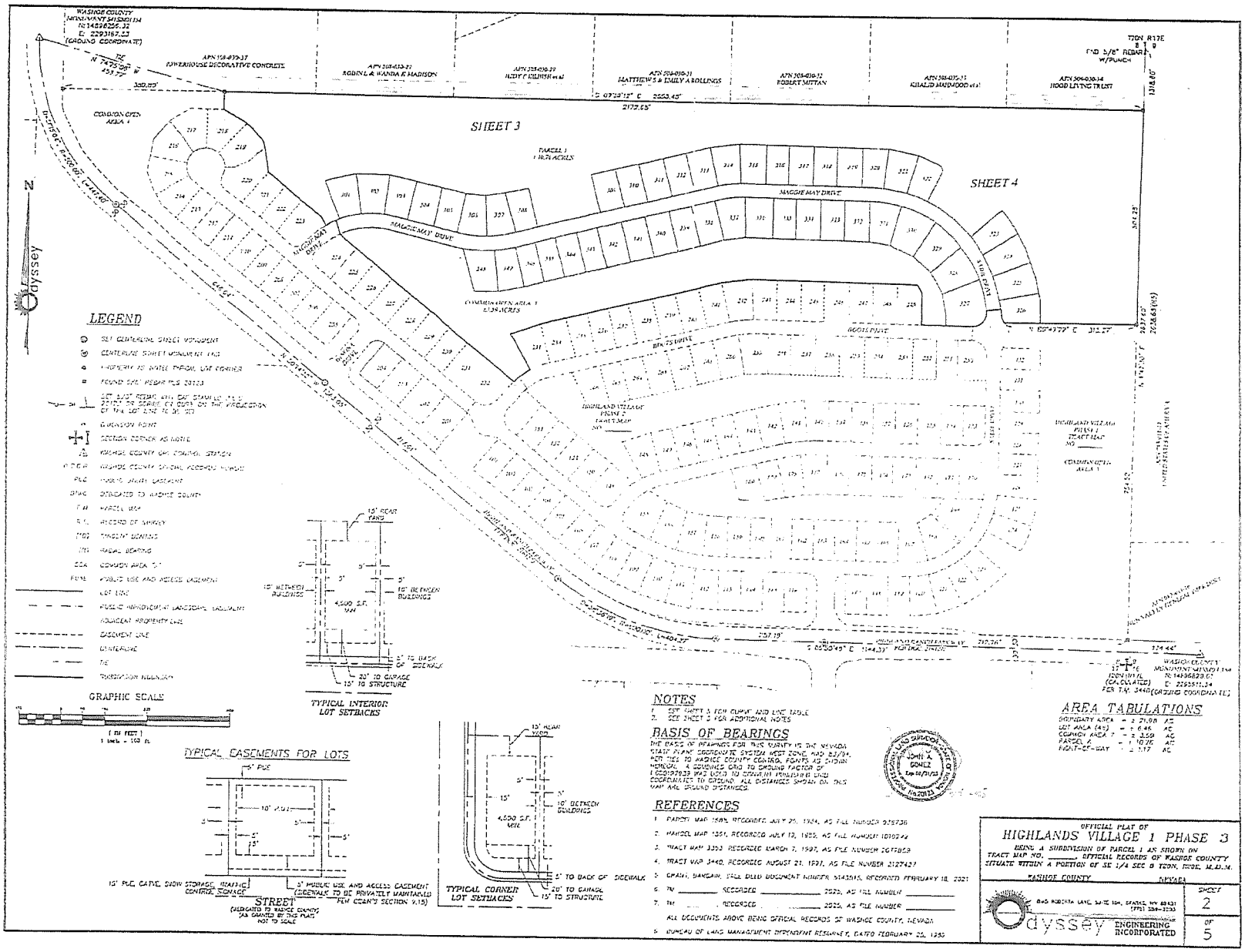
JOHN A. GOMEZ
Certificate No. 23123
STATE OF NEVADA

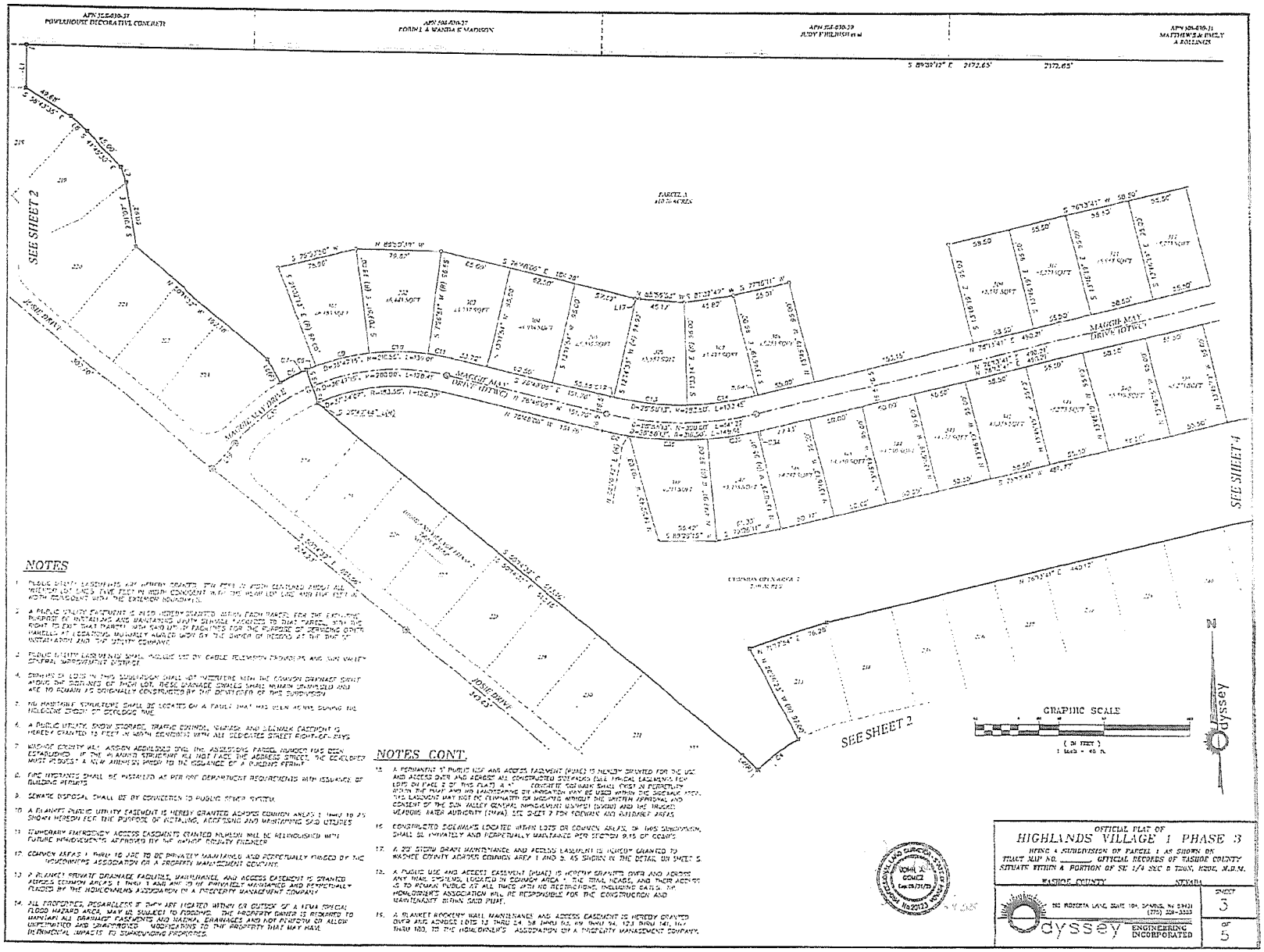
_____
SIGNATURE

OFFICIAL PLAT OF
HIGHLANDS VILLAGE 1 PHASE 3
BEING A SUBDIVISION OF PARCEL 1 AS SHOWN ON TRACT MAP NO. _____ OFFICIAL RECORDS OF WASHOE COUNTY SITUATE WITHIN A PORTION OF SE 1/4 SEC 9 T20N, R20E, M.D.M.
WASHOE COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 104 SPARKS, NV 89431 (775) 355-1300

SHEET 1 OF 5


SHEET 3
SHEET 4
LEGEND
NOTES
BASIS OF BEARINGS
REFERENCES
AREA TABULATIONS
TYPICAL INTERIOR LOT SETBACKS
TYPICAL EASEMENTS FOR LOTS
TYPICAL CORNER LOT SETBACKS
GRAPHIC SCALE
OFFICIAL PLAT OF
HIGHLANDS VILLAGE 1 PHASE 3
BEING A SUBDIVISION OF PARCEL 1 AS SHOWN ON
TRACT MAP NO. _____, OFFICIAL RECORDS OF WASHOE COUNTY
SITUATE WITHIN A PORTION OF SE 1/4 SEC 8 T20N, R20E, M.D.M.
WASHOE COUNTY NEVADA
odyssey ENGINEERING INCORPORATED
SHEET 2 OF 5



NOTES

1. PUBLIC UTILITY EASEMENTS ARE HEREBY GRANTED TEN FEET (10' FEET) IN WIDTH ADJACENT ALL INTERIOR LOT LINES FIVE FEET (5' FEET) IN WIDTH CONCURRENT WITH THE REAR LOT LINE AND FIVE FEET (5' FEET) IN WIDTH CONCURRENT WITH THE EXTERIOR BOUNDARY(S).
2. A PUBLIC UTILITY EASEMENT IS ALSO HEREBY GRANTED WITHIN EACH PARCEL FOR THE EXCLUSIVE PURPOSE OF INSTALLING AND MAINTAINING UNDERGROUND SERVICE CONDUITS TO THAT PARCEL, WITH THE RIGHT TO ENTER THAT PARCEL FROM TIME TO TIME FOR THE PURPOSE OF SERVICING UNDERGROUND FACILITIES AT LOCATIONS MUTUALLY AGREED UPON BY THE OWNER OF RECORD AT THE TIME OF INSTALLATION AND THE UTILITY COMPANY.
3. PUBLIC UTILITY EASEMENTS SHALL INCLUDE USE BY CABLE TELEVISION PROVIDERS AND SUN VALLEY GENERAL IMPROVEMENT DISTRICT.
4. DRAINAGE ON LOTS IN THIS SUBDIVISION SHALL NOT INTERFERE WITH THE COMMON DRAINAGE SWALE ACROSS THE SIDE LINES OF EACH LOT. THESE DRAINAGE SWALES SHALL REMAIN UNPAVED AND ARE TO REMAIN AS ORIGINALLY CONSTRUCTED BY THE DEVELOPER OF THIS SUBDIVISION.
5. NO HABITABLE STRUCTURE SHALL BE LOCATED ON A FAULT THAT HAS BEEN ACTIVE DURING THE HOLOCENE EPOCH OF GEOLOGIC TIME.
6. A PUBLIC UTILITY, SNOW STORAGE, TRAFFIC CONTROL, SIGNAGE, AND SIDEWALK EASEMENT IS HEREBY GRANTED 10 FEET IN WIDTH CONCURRENT WITH ALL DEDICATED STREET RIGHT-OF-WAYS.
7. WASHOE COUNTY WILL ASSIGN ADDRESSES FOR THE SUBDIVISION PARCELS. NUMBERS HAS BEEN ESTABLISHED. IF THE PLANNED STRUCTURE WILL NOT FACE THE ADDRESS STREET, THE DEVELOPER MUST POSTED A SIGN ASSIGNED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.
8. FIRE HYDRANTS SHALL BE INSTALLED AS PER FIRE DEPARTMENT REQUIREMENTS WITH ISSUANCE OF BUILDING PERMITS.
9. SEWAGE DISPOSAL SHALL BE BY CONNECTION TO PUBLIC SEWER SYSTEM.
10. A BLANKET PUBLIC UTILITY EASEMENT IS HEREBY GRANTED ACROSS COMMON AREAS 1 THRU 10 AS SHOWN HEREON FOR THE PURPOSE OF INSTALLING, ACCESSING AND MAINTAINING SAID UTILITIES.
11. TEMPORARY EMERGENCY ACCESS EASEMENTS GRANTED HEREON WILL BE RELINQUISHED WITH FUTURE IMPROVEMENTS APPROVED BY THE WATER UTILITY ENGINEER.
12. COMMON AREAS 1 THRU 10 ARE TO BE PRIVATELY MAINTAINED AND PERPETUALLY FUNDED BY THE HOMEOWNERS ASSOCIATION OR A PROPERTY MANAGEMENT COMPANY.
13. A BLANKET PRIVATE DRAINAGE FACILITIES, MAINTENANCE, AND ACCESS EASEMENT IS GRANTED ACROSS COMMON AREAS 1 THRU 3 AND 10 TO BE PRIVATELY MAINTAINED AND PERPETUALLY FUNDED BY THE HOMEOWNERS ASSOCIATION OR A PROPERTY MANAGEMENT COMPANY.
14. ALL PROPERTIES, REGARDLESS IF THEY ARE LOCATED WITHIN OR OUTSIDE OF A FEMA SPECIAL FLOOD HAZARD AREA, MAY BE SUBJECT TO FLOODING. THE PROPERTY OWNER IS RESPONSIBLE TO MAINTAIN ALL DRAINAGE EASEMENTS AND NATURAL DRAINAGES AND NOT PERFORM OR ALLOW UNPERMITTED AND UNAUTHORIZED MODIFICATIONS TO THE PROPERTY THAT MAY HAVE DETRIMENTAL IMPACTS TO SURROUNDING PROPERTIES.

NOTES CONT.

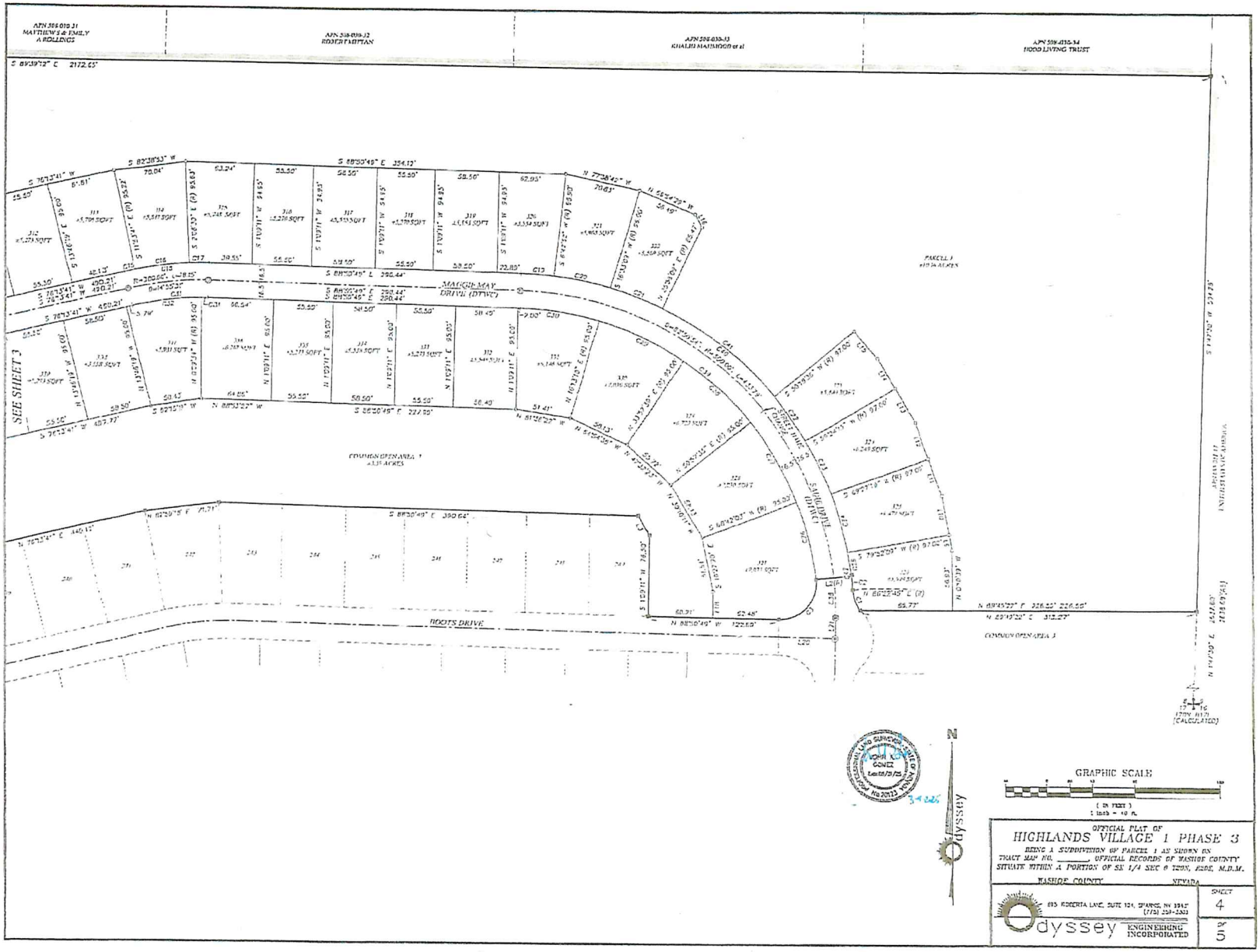
15. A PERMANENT 5' PUBLIC USE AND ACCESS EASEMENT (PUAE) IS HEREBY GRANTED FOR THE USE AND ACCESS OVER AND ACROSS ALL CONSTRUCTED SIDEWALKS (SEE TYPICAL EASEMENTS FOR LOTS ON PAGE 2 OF THIS PLAT). A ___ CONCRETE SIDEWALK SHALL EXIST IN PERPETUITY WITHIN THE PUAE AND NO LANDSCAPING OR IRRIGATION MAY BE USED WITHIN THE SIDEWALK AREA. THIS EASEMENT MAY NOT BE ELIMINATED OR MODIFIED WITHOUT THE WRITTEN APPROVAL AND CONSENT OF THE SUN VALLEY GENERAL IMPROVEMENT DISTRICT (SVGID) AND THE TRUCKEE MEADOWS WATER AUTHORITY (TMWA). SEE SHEET 2 FOR TYPICAL AND OUTSIDE PUAE'S.
16. CONSTRUCTED SIDEWALKS LOCATED WITHIN LOTS OR COMMON AREAS, IN THIS SUBDIVISION, SHALL BE PRIVATELY AND PERPETUALLY MAINTAINED PER SECTION 9.15 OF CC&RS.
17. A 20' SNOW GRADE MAINTENANCE AND ACCESS EASEMENT IS HEREBY GRANTED TO WASHOE COUNTY ACROSS COMMON AREA 1 AND 2, AS SHOWN IN THE DETAIL ON SHEET 5.
18. A PUBLIC USE AND ACCESS EASEMENT (PUAE) IS HEREBY GRANTED OVER AND ACROSS ANY TRAIL SYSTEMS LOCATED IN COMMON AREA 1. THE TRAIL HEADS, AND THEIR ACCESS IS TO REMAIN PUBLIC AT ALL TIMES WITH NO RESTRICTIONS, INCLUDING GATES. THE HOMEOWNERS ASSOCIATION WILL BE RESPONSIBLE FOR THE CONSTRUCTION AND MAINTENANCE WITHIN SAID PUAE.
19. A BLANKET EASEMENT (BE) 1, MAINTENANCE AND ACCESS EASEMENT IS HEREBY GRANTED OVER AND ACROSS LOTS 12 THRU 24, 38 THRU 52, 69 THRU 74, 123 THRU 140, 167 THRU 183, TO THE HOMEOWNER'S ASSOCIATION OR A PROPERTY MANAGEMENT COMPANY.

OFFICIAL PLAT OF
HIGHLANDS VILLAGE 1 PHASE 3
BEING A SUBDIVISION OF PARCEL 1 AS SHOWN ON TRACT MAP NO. _____ OFFICIAL RECORDS OF WASHOE COUNTY, SITUATE WITHIN A PORTION OF SE 1/4 SEC 8 T19N, R20E, M.D.M.
WASHOE COUNTY, NEVADA

JOHN A. OLSEN CCNE No.20133 — 12-31-25

odyssey ENGINEERING INCORPORATED
960 ROBERTA LANE, SUITE 104, SPARKS, NV 89431
(775) 358-3333

SHEET 3 OF 5


APN 508-010-31
MATTHEW S & EMILY A ROLLINGS
APN 508-010-32
ROGER FAITTAN
APN 508-030-33
KHALID MAHMOOD et al
APN 508-030-34
HOOD LIVING TRUST
S 89°39'12" E 2172.65'
S 82°38'53" W
S 88°30'49" E 354.12'
N 77°38'40" W
N 58°54'29" W
S 76°13'41" W 490.21'
R=200.00' L=48.15'
Δ=13°47'55"
S 88°30'49" E 390.44'
MAIGH MAY DRIVE (DTWC)
SEE SHEET 3
COMMON OPEN AREA 1
4.331 ACRES
SAMUELITE DRIVE
PARCEL 1
±17.74 ACRES
COMMON OPEN AREA 3
ROOTS DRIVE
N 88°30'49" W 122.69'
N 89°45'27" E 326.52' 326.68'
N 89°43'32" E 312.27'
S 89°39'12" W 2172.65'
N 89°39'12" E 2172.65'
(TOTAL 4.17)
(CALCULATED)
N
GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.
OFFICIAL PLAT OF
HIGHLANDS VILLAGE 1 PHASE 3
BEING A SUBDIVISION OF PARCEL 1 AS SHOWN ON
TRACT MAP NO. _____, OFFICIAL RECORDS OF WASHOE COUNTY
SITUATE WITHIN A PORTION OF SE 1/4 SEC 6 T20N, R20E, M.D.M.
WASHOE COUNTY, NEVADA
SHEET
4
OF
5
Odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 104, SPARKS, NV 89431
(775) 358-2303

PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 02°23'48" E	48.51'
L2	S 84°09'04" W	33.00
L3	S 28°07'09" E	21.21'
L4	S 45°58'07" E	20.00'
L5	N 19°12'26" W	33.11'
L6	S 30°49'34" E	25.00'
L7	S 17°10'47" E	19.90'
L8	N 46°16'09" W	70.19
L9	N 19°07'51" W	14.26'
L10	N 19°07'51" W	17.64'
L11	N 20°32'41" W	37.60'
L12	N 20°32'41" W	36.26
L13	N 35°35'45" W	30.20'
L14	N 35°35'45" W	30.60'
L15	N 39°41'24" W	32.60'

PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L16	S 32°56'40" E	12.54'
L17	N 65°56'53" W	45.14'
L18	S 17°09'11" W	25.99'
L19	S 39°45'28" W	31.43'
L20	N 68°50'44" W	52.44'
L21	N 17°41'17" E	29.02'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C1	147°57'41"	34.50'	89.51'
C2	2°23'41"	316.50'	13.14'
C3	57°59'06"	34.50'	58.59'
C4	165°51'45"	155.50'	45.71'
C5	7°05'13"	216.50'	26.78'
C6	2°33'00"	216.50'	9.64'
C7	2°38'21"	216.50'	10.49'
C8	4°35'19"	316.50'	25.34'
C9	13°27'22"	216.50'	52.48'
C10	14°36'49"	216.50'	55.21'
C11	5°46'52"	316.50'	31.92'
C12	3°49'14"	263.50'	17.57'
C13	12°09'24"	263.50'	55.91'
C14	12°53'05"	263.50'	59.25'
C15	1°57'39"	316.50'	10.84'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C16	5°45'17"	316.50'	53.05'
C17	3°17'41"	316.50'	18.20'
C18	14°55'20"	316.50'	82.44'
C19	5°33'41"	316.50'	30.72'
C20	9°50'15"	316.50'	54.35'
C21	9°14'09"	308.50'	52.03'
C22	9°05'45"	316.50'	50.23'
C23	10°02'59"	316.50'	55.51'
C24	10°24'20"	316.50'	57.53'
C25	4°07'55"	316.50'	22.83'
C26	15°19'01"	263.50'	70.47'
C27	17°44'29"	263.50'	81.59'
C28	16°27'59"	263.50'	84.51'
C29	12°54'09"	263.50'	67.78'
C30	11°24'09"	263.50'	65.93'

CURVE TABLE			
CURVE #	DELTA	RADIUS	LENGTH
C31	178°44"	293.50'	6.45'
C32	13°36'45"	293.50'	69.35'
C33	14°55'20"	293.50'	73.85'
C34	9°27'56"	316.50'	52.27'
C35	8°31'17"	316.50'	47.09'
C36	13°57'49"	316.50'	74.09'
C37	28°17'42"	293.50'	91.79'
C38	7°39'06"	330.00'	44.43'
C39	81°59'54"	293.50'	403.93'
C40	74°30'07"	100.00'	134.46'
C41	82°56'24"	316.50'	457.68'
C42	9°10'36"	316.50'	50.91'

PARCEL AREA PHASE 3			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
301	5,249	308	4,941
302	5,264	279	4,985
303	5,264	279	4,985
304	5,264	279	4,985
305	5,264	279	4,985
306	5,264	279	4,985
307	5,264	279	4,985
308	5,264	279	4,985
309	5,264	279	4,985
310	5,264	279	4,985
311	5,264	279	4,985
312	5,264	279	4,985
313	5,264	279	4,985
314	5,264	279	4,985

PARCEL AREA PHASE 3			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
315	5,264	279	4,985
316	5,264	279	4,985
317	5,264	279	4,985
318	5,264	279	4,985
319	5,264	279	4,985
320	5,264	279	4,985
321	5,264	279	4,985
322	5,264	279	4,985
323	5,264	279	4,985
324	6,249	308	5,941
325	5,249	308	4,941
326	5,249	308	4,941
327	5,249	308	4,941
328	5,249	308	4,941

PARCEL AREA PHASE 3			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
329	6,272	417	6,272
330	7,085	415	6,670
331	6,246	314	5,932
332	5,264	279	4,985
333	5,279	293	4,985
334	5,264	279	4,985
335	6,047	314	5,732
336	5,249	308	4,941
337	5,249	308	4,941
338	5,249	308	4,941
339	5,249	308	4,941
340	5,249	308	4,941
341	5,249	308	4,941
342	5,249	308	4,941

PARCEL AREA PHASE 2			
LOT NUMBER	LOT SIZE (SF)	SIDEWALK AREA (SF)	BUILDABLE AREA (SF)
201	6,715	293	6,422
202	6,750	290	6,460
203	6,750	290	6,460
204	6,750	290	6,460
205	6,750	290	6,460
206	6,750	290	6,460
207	6,750	290	6,460
208	6,750	290	6,460
209	6,750	290	6,460
210	6,750	290	6,460
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295	6,750	290	6,460
296	6,750	290	6,460
297	6,750	290	6,460
298	6,750	290	6,460
299	6,750	290	6,460
300	6,750	290	6,460

JOHN A. GOMEZ
Expires 12/15
No. 20123

OFFICIAL PLAT OF
HIGHLANDS VILLAGE 1 PHASE 3
BEING A SUBDIVISION OF PARCEL 1 AS SHOWN ON
TRACT MAP NO. _____ OFFICIAL RECORDS OF WASHOE COUNTY
SITUATE WITHIN A PORTION OF SE 1/4 SEC 8 T20N, R20E, M.D.M.
WASHOE COUNTY NEVADA

Odyssey ENGINEERING INCORPORATED
895 ROBERTA LANE, SUITE 101, SPARKS, NV 89431
(775) 354-3500

SHEET 5
OF 5

ATTACHMENT B – REGIONAL PROJECT DOCUMENTATION

2025-2034 PROJECTS

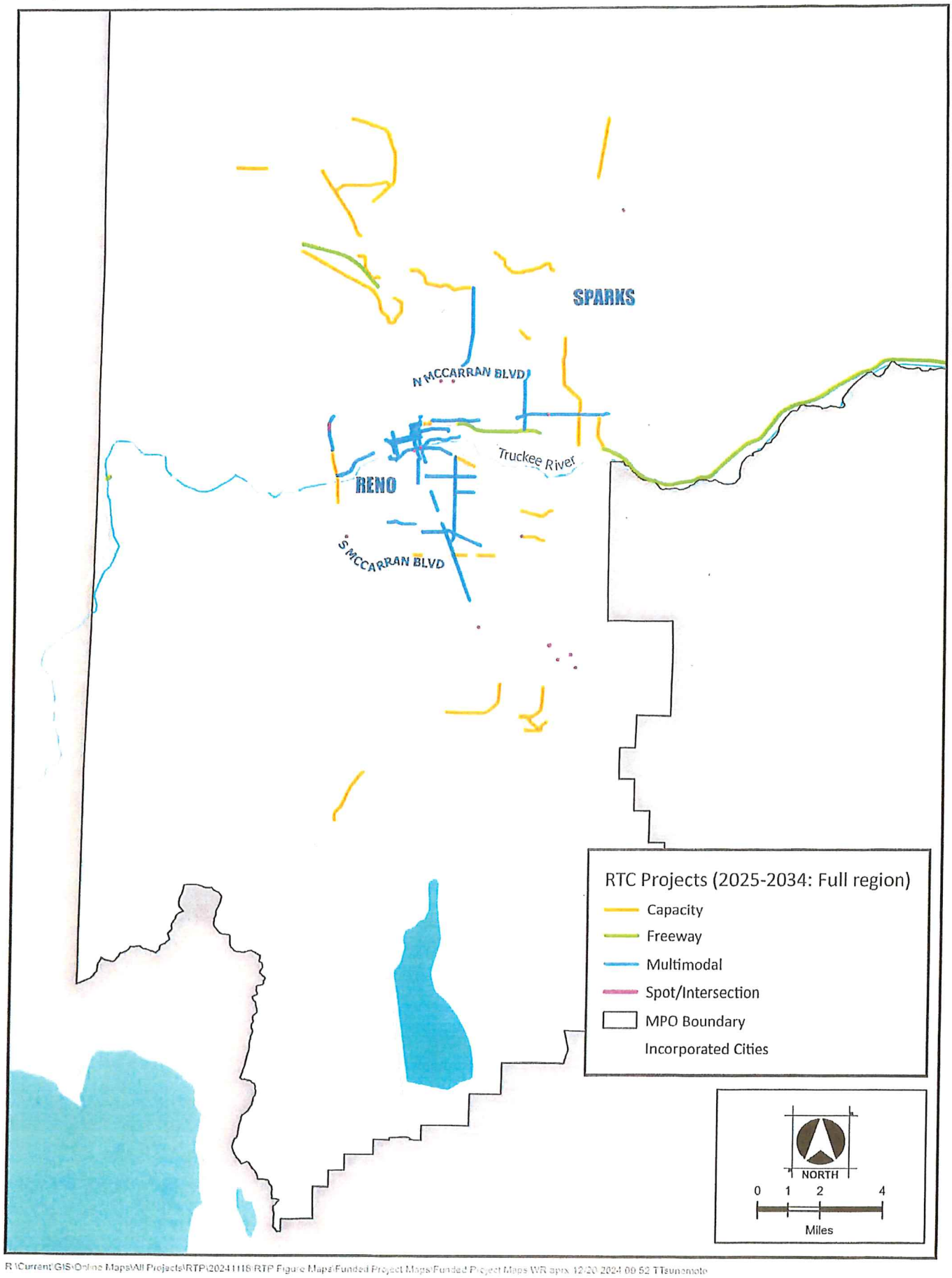
Freeway Projects

Project	Limits/Description	YOE Cost Estimate
I-80 East Widening	Vista Blvd. to USA Pkwy.	$659,654,115
I-80 West Reno Bridges Replacement Part 1	Replace Garson Rd., Mogul Rd., W. 4th St., Mae Anne Ave. Bridges	$155,918,245
I-80 West Reno Bridges Replacement Part 2	Replace Truckee River/RR, I-80 Business Loop, Truckee River, S Verdi Rd/RR Bridges	$177,506,926
Reno Spaghetti Bowl Phase 2	I-80 Improvements from Spaghetti Bowl to E. McCarran Blvd.	$809,575,505
US 395 North Valleys Phase 2	US 395 Widening from Golden Valley Rd. to Stead Blvd.	$275,855,357

Capacity Projects

Project	Limits/Description	YOE Cost Estimate
Arrowcreek Pkwy. Capacity	Wedge Pkwy. to Zolezzi Ln.	$18,470,315
Buck Dr. Capacity	Lemmon Dr. to N. Hills Blvd.	$4,797,484
Geiger Grade Road Realignment	New 4 Lane Road from Alt US 395 to Toll Rd.	$101,346,859
Highland Ranch Pkwy. Capacity	Sun Valley Blvd.to Pyramid Hwy.	$61,767,613
Lear Blvd. Connection	Military Rd. to Lemmon Dr.	$43,777,046
Lemmon Dr. Segment 2	Fleetwood Dr. to Ramsey Way.	$81,557,236
McCarran Blvd. Lakeside Dr. to Plumas St. Capacity	Add Lanes, Intersection Improvements, and Shared Use Paths	$7,316,164
McCarran Blvd., Longley Ln. to Airway Dr. Capacity	Add lanes and Eastbound shared use path	$17,990,567
McCarran Blvd., Neil Rd. to South Virginia St. Capacity	Remove Lanes and Provide Protected Shared Use Path.	$8,395,598
McCarran Blvd., Plumb Ln. to I-80 Capacity	Add Lanes, Intersection Improvements, and Shared Use Paths	$55,650,820
Military Rd. Capacity	Lemmon Dr. to Lear Blvd.	$46,175,788
Mill St. Safety and Capacity	Kietzke Ln. to Terminal Way	$38,379,876
Mira Loma Dr. Capacity	McCarran Blvd. to Veterans Pkwy.	$16,431,384
Moya Blvd. Capacity	Red Rock Rd. to Echo Ave.	$28,664,970
Mt. Rose Hwy. Corridor Improvements (Group 1 Projects)	Douglas Fir Dr. to Bordeaux Dr.	$20,509,246
N. Hills Blvd. Capacity	Golden Valley Rd. to Buck Dr.	$43,777,046
North Virginia St. Capacity	Panther Dr. to Stead Blvd.	$101,946,545

Map B.1 Projects funded in 2025-2034 (Full Region)



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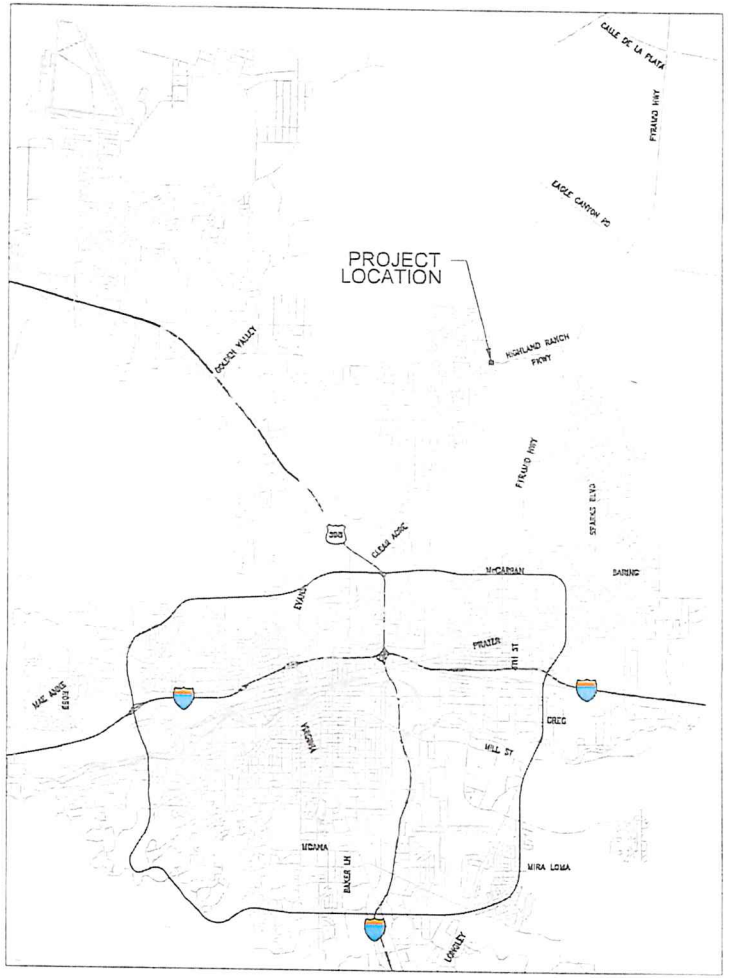
ATTACHMENT C – INTERSECTION IMPROVEMENT PLANS

HIGHLAND RANCH PARKWAY AND MIDNIGHT DRIVE
TRAFFIC SIGNAL



VICINITY MAP

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TRAFFIC SIGNAL

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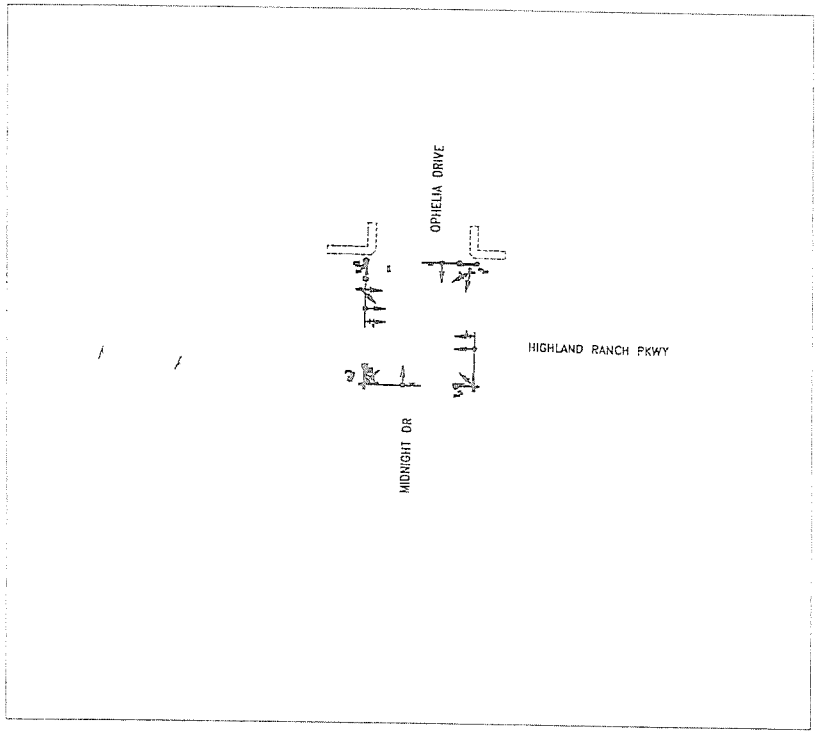
TITLE SHEET

Project # 995-025
Date June 23, 2025
Sheet # 1 OF 15

LEGEND:

NEW	EXISTING	
■	▭	PULL BOX (EXCEPT NO. 9)
■	▭	NO. 9 PULL BOX
⊠	⊠	TRAFFIC SIGNAL CONTROLLER CABINET
2c	2c	VEHICLE DETECTOR LOOP 2 = PHASE # c = CHANNEL
●	●	TRAFFIC SIGNAL OR STREET LIGHT POLE
— — —	— — —	CONDUIT
⋈	⋈	METERED SERVICE
◎	◎	POWER SOURCE
		3 SECTION, BALL SIGNAL HEAD
		3 SECTION, ARROW SIGNAL HEAD
▭	▭	PEDESTRIAN SIGNAL HEAD
EVD	EVD	EMERGENCY VEHICLE DETECTOR
		INTERNALLY ILLUMINATED SIGN
		PAN, TILT, ZOOM CAMERA
		BELL TYPE DETECTION CAMERA
		RADIO ANTENNA
T	T	TELEPHONE MANHOLE
D	D	STORM DRAIN MANHOLE
S	S	SANITARY SEWER MANHOLE
		PROPERTY LINE OR RIGHT OF WAY
		EASEMENT
		GAS LINE
		WATERLINE
		TELEPHONE LINE
		SANITARY SEWER LINE
		STORM DRAIN LINE



SITE MAP
NTS

SHEET INDEX:

SHEET #	DRAWING DESCRIPTION
1	TITLE SHEET
2	SITE MAP
3–12	NOTES, SPECIFICATIONS, & DETAILS
13	CONDUIT PLAN
14	EQUIPMENT PLAN
15	SCHEDULE PLAN

ABBREVIATIONS:

ABB.	MEANING
AWG	AMERICAN WIRE GAUGE
BW	BACK OF WALK
DLC	DETECTOR LEAD IN CABLE
EG	EXISTING GROUND
EP	EDGE OF PAVEMENT
EVD	EMERGENCY VEHICLE DETECTOR
EX.	EXISTING
FFC	FRONT FACE OF CURB
FL	FLOW LINE
FYA	FLASHING YELLOW ARROW
FYG	FLUORESCENT YELLOW GREEN
IISNS	INTERNALLY ILLUMINATED STREET NAME SIGN
IMSA	INTERNATIONAL MUNICIPAL SIGNAL ASSOCIATION
LED	LIGHT EMITTING DIODE
MA	MAST ARM
MAX	MAXIMUM
MD	MULTIDUCT
MIN	MINIMUM
MMU	MALFUNCTION MANAGEMENT UNIT
OHP	OVERHEAD POWER
PB	PULL BOX
PCC	PORTLAND CEMENT CONCRETE
PE	PERMANENT EASEMENT
POE	POWER OVER ETHERNET
PPB	PEDESTRIAN PUSH BUTTON
PTZ	PAN, TILT, ZOOM
PUE	PUBLIC UTILITY EASEMENT
R/W	RIGHT OF WAY
SPEC	SPECIFICATION
SW	SIDEWALK
TBD	TO BE DETERMINED
TC	TOP OF CURB
TCE	TEMPORARY CONSTRUCTION EASEMENT
TDC	TOP OF DEPRESSED CURB
TYP	TYPICAL

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SITE MAP

Project # 995-025

Date June 23, 2025

Sheet # 2 OF 15

GENERAL NOTES:

1. THE PLANS/SPECIFICATIONS STRUCTURE SHALL BE AS FOLLOWS, IN ORDER OF HIERARCHY:

   THE PROJECT PLANS, SPECIFICATIONS, AND DETAILS
   STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (ORANGE BOOK) 2012, REVISION 8 EDITION
   CITY OF RENO "TRAFFIC SIGNAL FIBER OPTIC INTERCONNECT SPECIFICATIONS" (CURRENT EDITION)
   CITY OF RENO "TRAFFIC SIGNAL CONTROLLER CABINET SPECIFICATIONS" (CURRENT EDITION)
   CITY OF RENO STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION (CURRENT EDITION)
   NDOT STANDARD PLANS FOR ROAD AND BRIDGE CONSTRUCTION, 2020 (UNLESS SPECIFIED 2024)

2. ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (ORANGE BOOK) 2012, REVISION 8 EDITION, NDOT 2014 STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION CURRENT EDITION, NDOT 2020 STANDARD PLANS FOR ROAD AND BRIDGE CONSTRUCTION, THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) CURRENT EDITION, THE NATIONAL ELECTRIC CODE (NEC), AND THE NATIONAL ELECTRIC SAFETY CODE (NESC).

3. THE PRECISE LOCATIONS OF UNDERGROUND UTILITIES ARE UNKNOWN. CALL FOR UTILITY LOCATES AT LEAST 48 HOURS PRIOR TO DIGGING AND PROCEED WITH CAUTION.

4. THE CONTRACTOR SHALL BE RESPONSIBLE TO REPAIR AND/OR REPLACE ALL FACILITIES AND FEATURES DAMAGED BY THE CONTRACTOR'S ACTIVITIES, INCLUDING LANDSCAPING AND IRRIGATION SYSTEMS, TO THEIR PRE-CONSTRUCTION CONDITION AS DETERMINED BY THE ENGINEER. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DOCUMENT AND NOTIFY THE ENGINEER OF DAMAGED EQUIPMENT AND/OR FACILITIES PRIOR TO BEGINNING WORK.

5. CONCRETE FLATWORK SHALL BE REMOVED AND REPLACED, IN KIND, TO EXISTING JOINT LINES. TRENCHING THROUGH, AND PATCHING OF, SIDEWALK PANEL(S) OR CURB & GUTTER WILL NOT BE PERMITTED.

6. CONDUCTORS AND CABLES DAMAGED BY THE CONTRACTOR SHALL BE REPLACED, IN FULL LENGTH, AT NO COST TO THE OWNING AGENCY. SPLICING OF CONDUCTORS WILL NOT BE PERMITTED

7. CONTRACTOR TO REMOVE ALL CONDUCTORS AND CABLES NOT USED IN THE FINISHED CONFIGURATION.

8. ALL SIGNAL EQUIPMENT, HARDWARE, UNBROKEN PULL BOX LIDS, AND SIGNS REMOVED THROUGH THE COURSE OF WORK SHALL BE DELIVERED TO THE MAINTAINING AGENCY'S CORPORATE YARD. NO DIRECT PAYMENT.

9. THE CONTRACTOR SHALL FURNISH AND INSTALL ALL INCIDENTAL ITEMS AND PERFORM ALL WORK AS NECESSARY TO COMPLETE FULLY FUNCTIONAL TRAFFIC SIGNAL SYSTEMS. PAYMENT FOR INCIDENTAL ITEMS SHALL BE INCLUDED WITHIN THE BID ITEMS OUTLINED IN THE OFFICIAL BID SCHEDULE.

10. CONTRACTOR SHALL BE RESPONSIBLE FOR PROCESSING AND OBTAINING ALL "CHANGE OF LOOP" AND SERVICE APPLICATIONS THROUGH NV ENERGY. COORDINATE ALL CONNECTIONS/DISCONNECTIONS WITH NV ENERGY. NO DIRECT PAYMENT.

11. A WASHOE COUNTY ENCROACHMENT/EXCAVATION PERMIT (EE PERMIT) IS REQUIRED FOR THE PROJECT. THIS IS A NO-FEE PERMIT. THE CONTRACTOR SHALL COMPLY WITH ALL CONDITIONS OF THE PERMIT.

EQUIPMENT SPECIFICATIONS:

THESE NOTES SUPERCEDE CITY OF RENO STANDARD DETAILS R-413F, R-413G, & R-413H.

1. THE CONTRACT WORK SHALL INCLUDE ALL CABINET AND EQUIPMENT WIRING RECONFIGURATIONS AS NECESSARY TO COMPLETE FULLY FUNCTIONAL SYSTEMS. INTERIM CONFIGURATIONS MAY BE NECESSARY TO COMPLETE THE WORK AND SHALL BE PROVIDED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.

2. METERED UNDERGROUND ELECTRICAL SERVICE SHALL BE TESCO CONTROLS MODEL 27-22BBS WITH UPS BATTERY BACKUP SYSTEM OR APPROVED EQUAL. CONSTRUCT SERVICE CABINET FOUNDATION PER DETAIL ON SHEET 5 AND MANUFACTURER'S BOLT PATTERN TEMPLATE. CABINET SHALL BE UL 508 RATED. METERED SERVICES SHALL HAVE OWNING AGENCY LABELS INDICATING COUNTY OWNERSHIP AND ADDRESS. SYSTEM SHALL HAVE AN EVENT COUNTER AND TIMER. UPS SYSTEM SHALL BE 24 VOLT PROVIDING A MINIMUM OF 2 HOURS OF FLASHING ALL RED. SEE INDIVIDUAL METERED SERVICE EQUIPMENT SCHEDULES FOR FURTHER DETAIL.

3. TRAFFIC SIGNAL CABINET SHALL BE NAZTEC TS2 TYPE 1 OR TYPE 2 SYSTEM READY CABINET PER SHEET 8 WITH R-44 FOUNDATION PER DETAIL ON SHEET 5. ALL NEW CABINETS SHALL HAVE 16 POSITION MAIN PANEL, FLASH TRANSFER RELAY MODULES FOR ALL PORTS, INCLUDE THE "D" PANEL AND "D" CABLE (D-CABLE ONLY REQUIRED FOR TS2 TYPE 1 CABINETS), HAVE ALL PLUG-INS, AND BE WIRED FOR EMERGENCY VEHICLE PRE-EMPTION (EVP).

4. TRAFFIC SIGNAL CONTROLLER SHALL BE: NAZTEC COMMANDER TS2, TYPE 2 NEMA AND NTCIP COMPLIANT CONTROLLER WITH ETHERNET. MALFUNCTION MANAGEMENT UNIT (MMU) SHALL BE: EDI MMU LCD WITH ETHERNET.

5. PROGRAMMING OF CONTROLLERS AND MMUs WILL BE PERFORMED BY WASHOE COUNTY STAFF ONLY. DELIVER CONTROLLERS AND MMUs TO WASHOE COUNTY PUBLIC WORKS, AT LEAST TWENTY-ONE DAYS PRIOR TO SIGNAL TURN-ON. CONTACT WASHOE COUNTY AT LEAST SEVEN DAYS PRIOR TO DESIRED PICK-UP FOR INSTALLATION.

6. SIGNAL EQUIPMENT SHALL BE PROVIDED AND APPROVED THROUGH THE SUBMITTAL PROCESS TO THE WASHOE COUNTY PUBLIC WORKS DEPARTMENT.

7. THE LUMINAIRE FIXTURES SHALL BE CREE STR-LWY3MHTOBEULSV700 OR APPROVED EQUAL. PHOTO CELL TO BE LOCATED IN METERED SERVICE PEDESTAL.

8. SERVICE CONDUCTORS FROM METER TO CONTROLLER CABINET SHALL BE (3) #6 AWG THWN-2 OR LARGER. SEE CONDUIT & CONDUCTOR SCHEDULES FOR EACH LOCATION.

9. SIGNAL HEAD BRACKETS SHALL HAVE ADEQUATE EXTENSIONS TO ALLOW SIGNAL HEAD ADJUSTMENT/ROTATION FOR DIRECT ALIGNMENT TO THE STOP BAR AT THE VIEWING LANE.

10. THE LOCATION OF NEW SIGNAL HEADS SHALL BE APPROVED BY THE ENGINEER AND OWNING AGENCY. SIGNAL HEAD TENONS SHALL BE FIELD WELDED, BY A CERTIFIED WELDER, AND LOCATED IN THE CENTER OF THE VIEWING LANE, UNLESS APPROVED OTHERWISE.

11. SIGNAL CABLE SHALL CONFORM TO IMSA SPEC 19-1 OR 20-1 AND BE COLOR CODED. CABLES SHALL BE RUN FROM CONTROLLER TO POLE TERMINAL BLOCK WITHOUT SPLICING. IN-POLE CONDUCTORS PAST THE TERMINAL BLOCK SHALL BE INDIVIDUAL #14 AWG THHN/THWN-2 OR APPROVED EQUAL. CABLES WITH 15 OR MORE CONDUCTORS SHALL HAVE #10 AWG NEUTRAL.

12. PULL BOXES SHALL NOT BE INSTALLED IN PEDESTRIAN RAMPS WITHOUT THE ENGINEER'S PRIOR APPROVAL.

13. THE FINAL LOCATION OF ALL POLES, PULL BOXES, CABINETS, AND CONDUIT RUNS SHALL BE APPROVED BY THE ENGINEER PRIOR TO INSTALLATION. CONDUIT RUNS SHOWN IN THE PLANS ARE SCHEMATIC FOR THE PURPOSE OF PLAN LEGIBILITY.

14. A FACTORY REPRESENTATIVE FROM THE MANUFACTURER OF THE SIGNAL CABINET, CONTROLLER, MMU, AND ALL NEW OR MODIFIED SIGNAL EQUIPMENT MUST BE PRESENT FOR ALL SIGNAL TURN-ONS.

15. FLASHING YELLOW ARROW SIGNAL SHALL NOT BE ENABLED UNTIL STAFF FROM THE OWNING AGENCY ARE PRESENT TO CONFIRM SETUP AND OPERATIONS.

16. ALL NEW HARDWARE, EXCEPT FOR SIGNAL POLES, SHALL HAVE A FLAT BLACK POWDERCOAT FACTORY FINISH. COLOR AND FINISH SHALL BE APPROVED BY THE OWNING AGENCY PRIOR TO ORDERING.

17. ALL NEW PEDESTRIAN PUSH BUTTONS FOR TRAFFIC SIGNALS SHALL BE 2" DIAMETER. UTILIZE POLARA iNS2 iNAVIGATOR 2 WIRE PUSH BUTTON STATION (iNS2 PBS) SYSTEM OR APPROVED EQUAL. THE COLOR OF THE STATION SHOULD BE YELLOW. NEW PUSH BUTTON STATIONS SHALL HAVE 9"X15" SIZE PEDESTRIAN (R10-3e) SIGNS AND MUST HAVE CORRESPONDING STREET NAME IN BRAILLE OR RAISED PRINT. THE ARROW SHALL POINT IN THE DIRECTION OF THE CROSSING AND THE SIGN SHALL BE ALIGNED WITH THE CROSSWALK.

18. THE LOCATION OF PAVEMENT MARKINGS SHALL BE APPROVED BY THE ENGINEER PRIOR TO INSTALLATION. LONGITUDINAL STRIPING SHALL BE WATERBORNE TRAFFIC PAINT. TRANSVERSE STRIPING AND SYMBOLS SHALL BE PREFORMED THERMOPLASTIC.

19. ALL TRAFFIC SIGNS SHALL BE 3M DIAMOND GRADE (DG) 3, SERIES 4000, SHEETING WITH A CLEAR TRANSPARENT OVERLAY 3M 1170C, 1160I OR APPROVED EQUAL.

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GENERAL SPECS & NOTES

Project # 985-025

Date June 23, 2025

Sheet # 3 OF 15

EQUIPMENT SPECIFICATIONS CONTINUED:

20. VIDEO DETECTION SYSTEM SHALL BE MIOVISION CORE DCM – MIOVISION CORE WIRELESS CONNECTIVITY, TELEMETRY AND SENSOR PLATFORM WITH DETECTION (NA-MIO-CTM-DCMV1), COUNTS HARDWARE MODULE (DCM) (BUN-DET-CNT) AND NEAR MISS SAFETY ANAYLSIS (MIO-SAFETY). CAMERA SHALL BE MIOVISION SMARTVIEW 360 (ITS-CAM360-HDT) WITH MIO 360 LUMINAIRE MOUNT. THE SYSTEM SHALL INCLUDE ALL EQUIPMENT AND MATERIALS NECESSARY FOR A COMPLETELY FUNCTIONAL SYSTEM.

21. DETECTION ZONES, INCLUDING ADVANCED DETECTION (NOT SHOWN ON THE PLANS) SHALL BE SET BY WASHOE COUNTY.

22. PRE-EMPTION EQUIPMENT SHALL BE GLOBAL TRAFFIC TECHNOLOGIES (GTT) OPTICOM MODEL 711 DETECTORS, MODEL 764 4-CHANNEL MULTI-MODE PHASE SELECTOR, MODEL 760 1 SLOT 4 CHANNEL CARD RACK, AND OPTICOM 138 DETECTOR CABLE, OR APPROVED EQUAL SYSTEM FROM TOMAR ELECTRONICS.

23. FOR ALL SIGNAL POLES, EXCEPT FOR TYPE 1 POLES, ATTACH A RECTANGULAR CORROSION-RESISTANT METAL IDENTIFICATION TAG, USING STAINLESS STEEL RIVETS. THE TAG SHALL BE PLACED ABOVE THE HANDHOLE NEAR THE BASE OF THE POLE. THE LETTERING OF THE TAG SHALL BE EITHER DEPRESSED OR RAISED, ¼" TALL, LEGIBLE, AND READABLE AFTER THE POLE IS COATED AND INSTALLED. FOR POLE TYPES OTHER THAN 30A AND 35A, THE FOLLOWING INFORMATION SHALL BE ON THE TAG: POLE TYPE AND "2020 NDOT STANDARD PLANS". FOR POLE TYPES 30A AND 35A, THE FOLLOWING INFORMATION SHALL BE ON THE TAG: POLE TYPE AND "2024 NDOT STANDARD PLANS".

24. ALL EQUIPMENT SHALL BE IN ACCORDANCE WITH CITY OF RENO "TRAFFIC SIGNAL CONTROLLER CABINET SPECIFICATIONS" AND CITY OF RENO "TRAFFIC SIGNAL FIBER OPTIC INTERCONNECT SPECIFICATIONS" EXCEPT AS SPECIFICALLY MODIFIED IN THESE PLANS. NEW CONTROLLER ASSEMBLIES SHALL INCLUDE ALL SIGNAL CONTROLLER EQUIPMENT AS REQUIRED BY THE CITY'S EQUIPMENT SPECIFICATIONS.

25. PROGRAMMING OF CONTROLLERS AND MMUS WILL BE PERFORMED BY CITY OF RENO STAFF ONLY. DELIVER CONTROLLERS AND MMUS TO CITY OF RENO TRAFFIC ENGINEERING & OPERATIONS AT 1640 EAST COMMERCIAL ROW, RENO NV, AT LEAST TWENTY-ONE DAYS PRIOR TO SIGNAL TURN-ON. CONTACT TIM HENDRICKS AT (775) 657-4568 AT LEAST SEVEN DAYS PRIOR TO DESIRED PICK-UP FOR INSTALLATION.

26. NOTIFY WASHOE COUNTY, MITCH FINK (775) 328-2040, AT LEAST 72 HOURS PRIOR TO BEGINNING WORK ON THE SIGNAL SYSTEMS AND PRIOR TO TURN-ONS. NO MORE THAN TWO (2) SIGNAL TURN-ONS WILL BE ALLOWED PER DAY.

27. SIGNAL TURN-ONS SHALL BE SCHEDULED BETWEEN 5:00 AM AND 4:00 PM ON MONDAY THROUGH THURSDAY. COORDINATE WITH CITY OF RENO SIGNAL TECHNICIANS.

INTERCONNECT NOTE:

1. CELLULAR ROUTER SHALL BE ETHERWAN C4G (MODEL #C4G-S-1P3N-CIN), OR APPROVED EQUAL. CONTRACTOR TO MAKE ALL CONNECTIONS TO PROVIDE A FULLY FUNCTIONAL CELLULAR INTERCONNECT.

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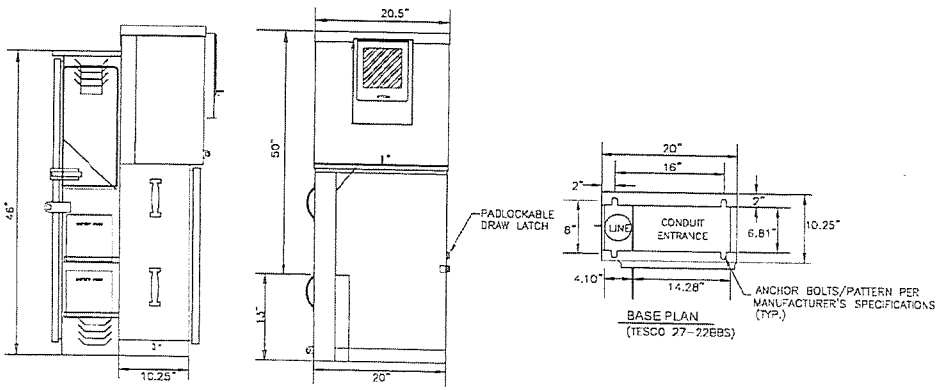
GENERAL SPECS & NOTES

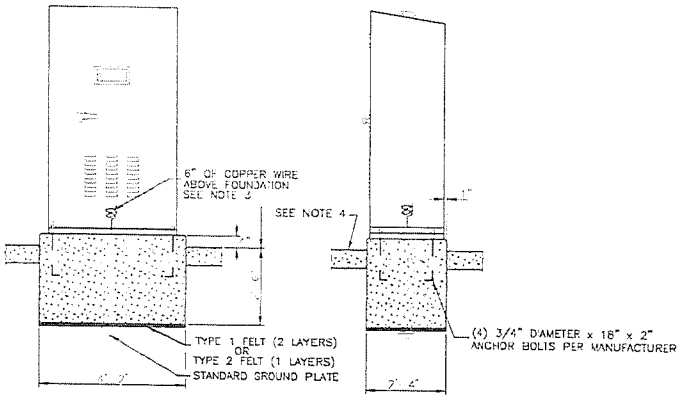
Project # 995-025

Date June 23, 2025

Sheet # 4 OF 15



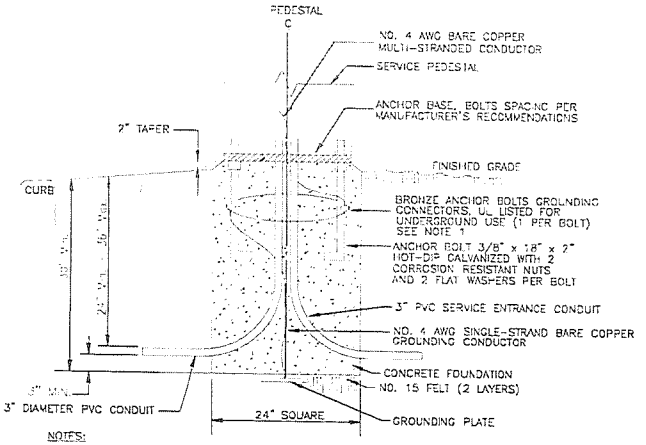
TESCO 27-22BBS - METERED SERVICE PEDESTAL WITH BATTERY BACKUP (TYPE III - AF) DETAIL



NOTES:

1. ALL CONDUITS SHALL EXTEND ABOVE FOUNDATION A MINIMUM OF 2" AND HAVE BELL ENDS INSTALLED PRIOR TO POURING FOUNDATION. CONDUITS SHALL BE A MINIMUM OF 2" APART.
2. ALL CABINETS SHALL BE PAINTED WHITE ON THE INSIDE AND OUTSIDE (FACTORY FINISHED).
3. 1/2" x 96" GROUND ROD MAY BE SUBSTITUTED IN LIEU OF COPPER WIRE.
4. WHEN NOT PLACED AT BACK OF SIDEWALK, A 4'-2" x 3' x 4" FRONT SLAB SHALL BE CONSTRUCTED IN FRONT OF THE CABINET DOOR. THE FRONT SLAB SHALL BE PLACED ON 3" OF TYPE 2, CLASS B CRUSHED AGGREGATE BASE. THE AGGREGATE BASE SHALL BE COMPACTED TO 95% RELATIVE COMPACTION. THE TOP OF FRONT SLAB SHALL BE 4" BELOW THE TOP OF THE CABINET FOUNDATION AND NOT HAVE A SLOPE GREATER THAN 2.00% IN ANY DIRECTION.

TYPE R-44 CABINET FOUNDATION DETAIL



NOTES:

1. BARE COPPER GROUNDING SHALL BE LOOPED AROUND ANCHOR BOLTS ONE TIME AND CONNECTED TO EACH ANCHOR BOLT BEFORE CONTINUING DOWN TO THE GROUNDING PLATE.
2. CABINET COVERS SHALL BE PARALLEL WITH CURB.
3. IN AREAS WHERE ROW PERMITS, THE CONCRETE BASE SHALL BE PLACED AT THE BACK EDGE OF SIDEWALK.
4. CABINET COVERS SHALL OPEN TOWARD THE STREET WHEN CABINET IS LOCATED AT BACK OF WALK. CABINET COVER SHALL OPEN PARALLEL TO THE SIDEWALK FACING THE DIRECTION OF TRAFFIC WHEN LOCATED WITHIN THE SIDEWALK.
5. GROUND PLATE SHALL BE MADE OF NONFERROUS MATERIALS (TYPICALLY BRASS OR COPPER).

SERVICE PEDESTAL FOUNDATION DETAIL

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GENERAL DETAILS

Project # 995-025
Date June 23, 2025
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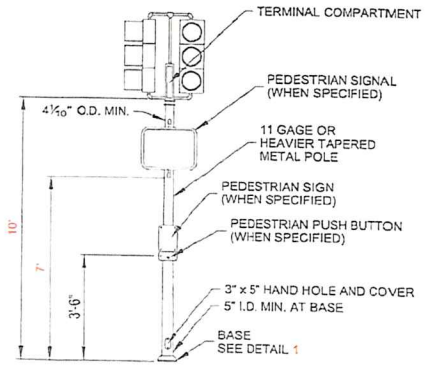
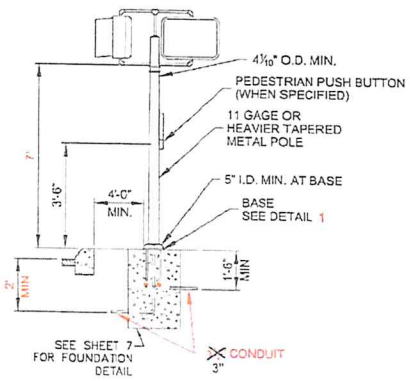
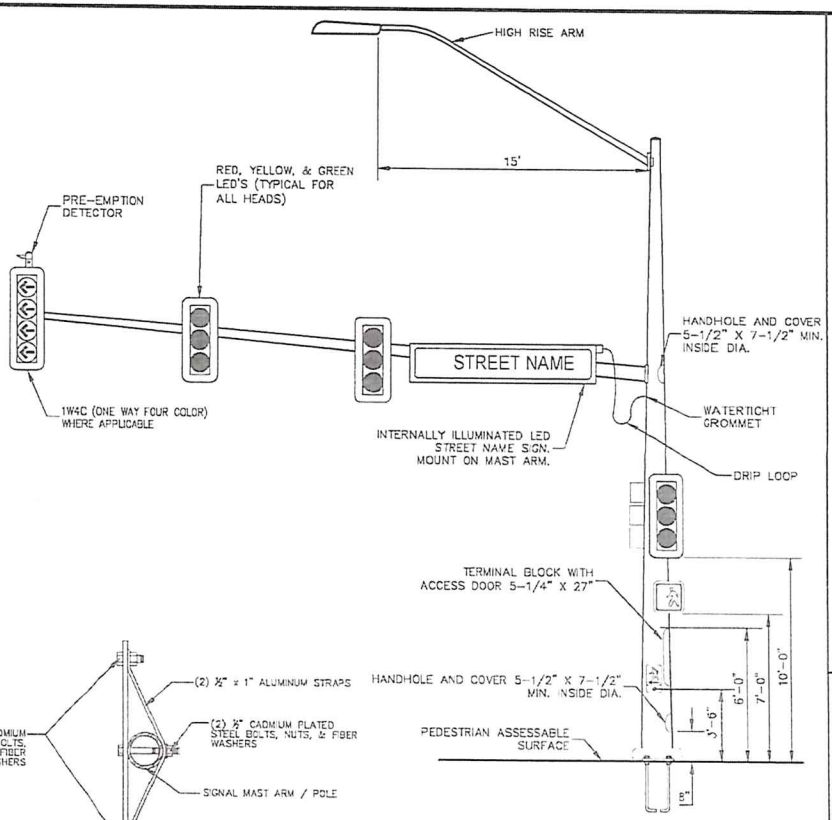
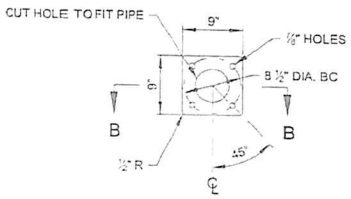


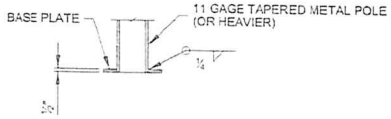




FOUNDATION SAME AS TYPE 1 B

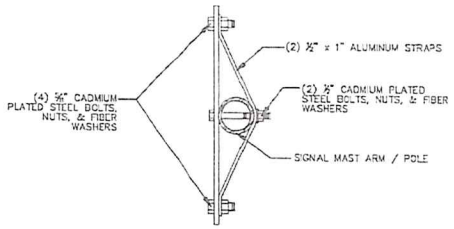


DETAIL 1



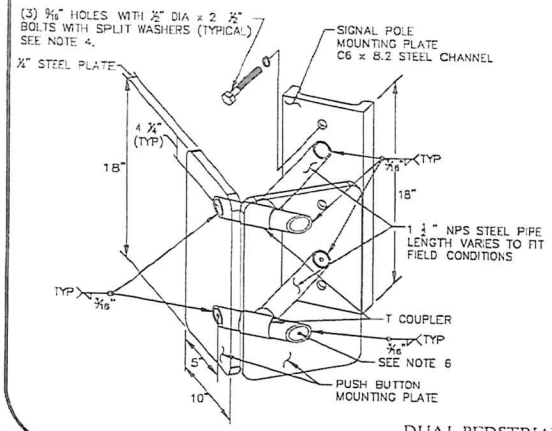
SECTION B-B WITH PIPE

TYPE 1A & 1B POLE DETAILS



MAST ARM / POLE SIGN MOUNTING DETAIL

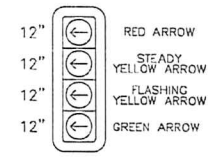
SIGNAL POLE DETAIL
(SEE SHEETS 11 AND 12 FOR NOTES)



DUAL PEDSTRIAN PUSH BUTTON EXTENSION

NOTES:

1. ¼ INCH RADIUS ON ALL CORNERS. SMOOTH AND NEATLY ROUND EXPOSED EDGES TO A ⅜" RADIUS.
2. ALL MATERIAL SHALL CONFORM TO THE NDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
3. 1 ½ INCH NPS STEEL PIPE USE SCHEDULE 80. 2 INCH NPS PIPE SHOULD ONLY BE USED WITH AN ADJUSTABLE EXTENDER.
4. DRILL AND TAP HOLES 20TPI INTO SIGNAL POLE.
5. ATTACH PUSH BUTTON TO MOUNTING PLATE PER MANUFACTURER'S RECOMMENDATIONS.
6. DRILL ½ INCH HOLES IN MOUNTING PLATES AT LOWER EXTENSION PIPE FOR CONDUCTORS. SMOOTH EDGES TO PREVENT DAMAGE TO CONDUCTOR INSULATION.
7. GALVANIZED FINISH ON STANDARD POLES OR FLAT BLACK POWDER COAT WHEN LOCATED ON BLACK OR DECORATIVE POLES.



4-SECTION FLASHING YELLOW ARROW HEAD

HIGHLAND RANCH PARKWAY/MIDNIGHT DRIVE TRAFFIC SIGNAL

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GENERAL DETAILS

Project # 985-025

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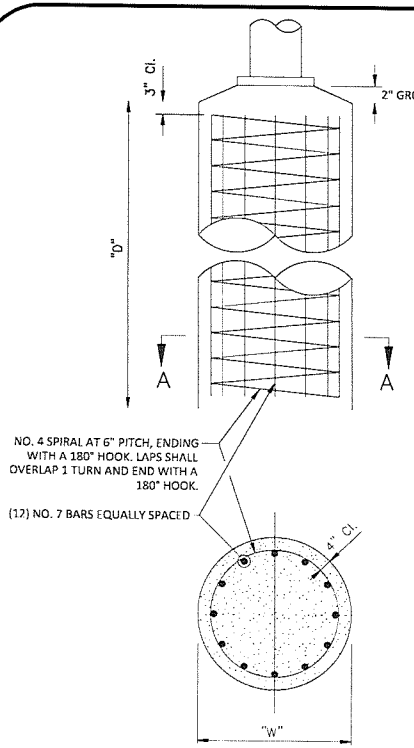


NOTE: CONCRETE SHALL BE NDOT CLASS A OR AA.

SECTION A–A

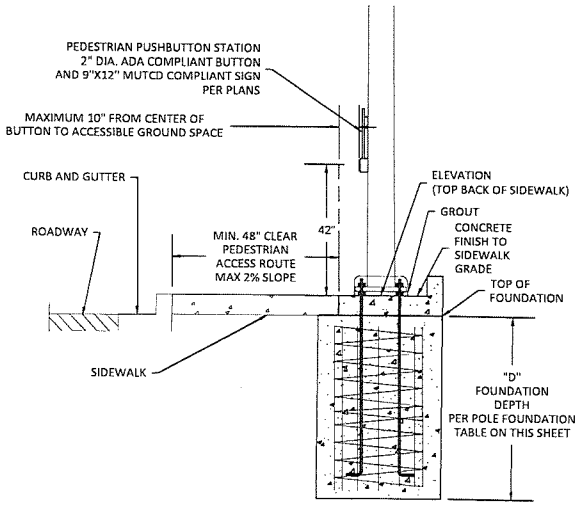
POLE FOUNDATION TABLE

POLE TYPE	MAST ARM LENGTH	** "D"	** "W" 1	ANCHOR BOLTS (#)
PPB POST	N/A	1'-6"	1'-6"	(4) ⅜" x 12" x 2"
1A & 1B	N/A	3'	2'	(4) ¾" x 18" x 4"
7	ALL	5'	2'-6"	*(4) 1" x 36" x 4"
14	ALL	5'	2'-6"	*(4) 1½" x 48" x 4"
28	ALL	12'	3'	(4) 2" x 66" x 6"
30 AND 35	< 45'	12'	3'	(4) 1¾" x 60" x 6"
30A AND 35A	≤ 60'	20'	4'	(8) 2" x 52"

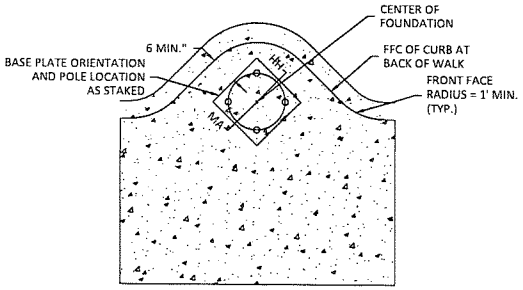
** UNLESS OTHERWISE SHOWN ON PLANS.
* NOT APPLICABLE WHEN MOUNTED ON STRUCTURES.
① WHEN "W" = 2'-0" USE 4-NO. 5 BARS EQUALLY SPACED.
WHEN "W" = 2'-6" USE 8-NO.5 BARS EQUALLY SPACED.
WHEN "W" = 3'-0" USE 12-NO.7 BARS EQUALLY SPACED.
WHEN "W" = 4'-0" USE 20-NO.10 BARS EQUALLY SPACED.

NOTE: EXCAVATIONS FOR POLE FOUNDATIONS MUST HAVE FIRM, COMPACT, STABLE WALLS AND SHALL NOT HAVE A DIAMETER MORE THAN TWO (2) FEET LARGER THAN THE PLAN SPECIFIED FOUNDATION DIAMETER FOR THE FULL FOUNDATION DEPTH. CONTRACTOR SHALL UTILIZE A DRILLING PROCESS AND EQUIPMENT THAT CONTAINS THE POLE FOUNDATION TO THE SPECIFIED SIZE. DRILLING OPTIONS MAY INCLUDE THE USE OF NDOT FLOWABLE FILL (ONE SACK SLURRY OR SIMILAR) FOLLOWED BY REDRILLING THE FLOWABLE FILL, DRILLING WITH ADDITIVES THAT STABILIZE THE WALLS OR OTHER DRILLING TOOLS/TECHNIQUES AS APPROVED BY THE ENGINEER. NO ADDITIONAL PAYMENT WILL BE MADE FOR SPECIAL DRILLING TECHNIQUES OR PROCESSES.

POLE FOUNDATION DETAIL

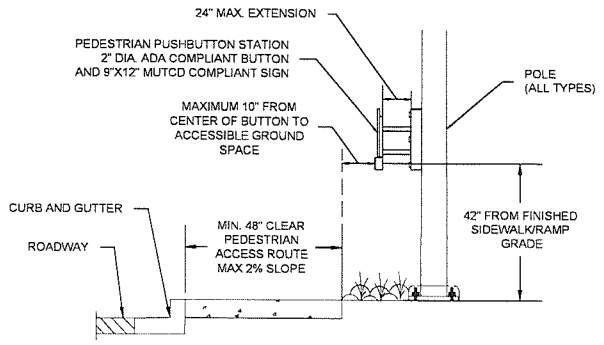


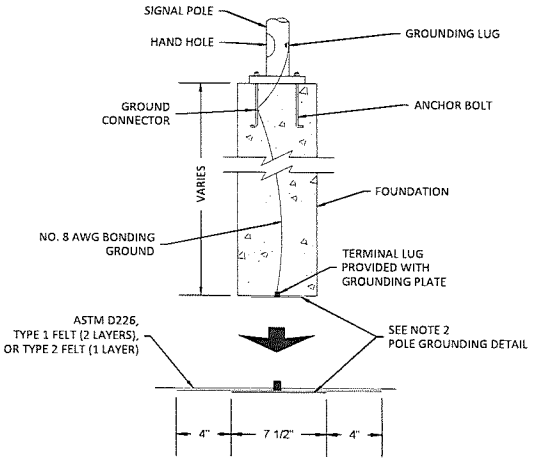
PROFILE
N.T.S.



PLAN
N.T.S.

POLE BASE AT SIDEWALK





1. CONNECT BONDING WIRE TO THE REINFORCING STEEL CAGE NEAR THE MIDPOT OF THE FOUNDATION OR ANCHOR BOLTS.
2. GROUND PLATE SHALL BE MADE OF NONFERROUS MATERIAL, BRASS OR COPPER. GROUNDING PLATE GROUNDING RESISTANCE SHALL NOT EXCEED NEC. ADD ADDITIONAL GROUNDING AS NEEDED. SUPPLY FINAL GROUNDING TEST RESULTS TO ENGINEER.

POLE GROUNDING DETAL

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CONTROLLER CABINET SPECIFICATIONS:

FURNISH AND INSTALL CITY OF RENO STANDARD CABINET WITH THE FOLLOWING DIFFERENCES FOR TS2 TYPE 1 FORMAT:

1. TS2 TYPE 1 – 16 LOAD SWITCH BACKPANEL

2. ONE DETECTOR RACK WHICH WOULD INCLUDE:
   - 2.A. 1 BIU
   - 2.B. 16 CHANNELS OF DETECTION
   - 2.C. WIRED FOR 2 CHANNEL DETECTOR CARDS ONLY (NOT 4 CHANNEL)
   - 2.D. PREEMPTION CARD SLOTS WIRED FOR EITHER 2 – 2 CHANNEL PREEMPTION OR 1 – 4 CHANNEL PREEMPTION CARD

3. ALL EXISTING SWITCHES ON POLICE PANELS STAY THE SAME

4. ALL EXISTING SWITCHES ON THE INSIDE DOOR AUX PANEL STAY THE SAME EXCEPT FOR DETECTION TEST SWITCHES

5. LOOP INTERFACE PANEL HAVE TEST SWITCHES
   - 5.A. 16 VEHICLE DETECTOR TEST SWITCHES
   - 5.B. 4 PEDESTRIAN TEST SWITCHES
   - 5.C. 4 PREEMPTION TEST SWITCHES

6. ADD LED LIGHTING INSTEAD OF THE FLUORESCENT LIGHT UNDER THE DOCUMENT DRAWER

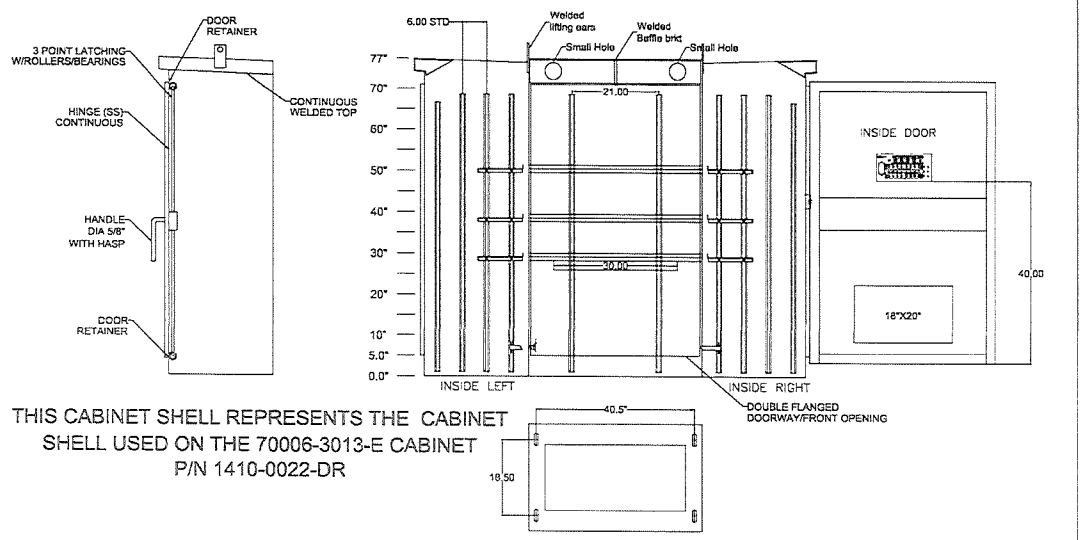
7. REMOVE THE INCANDESCENT LIGHT FIXTURE AT THE TOP AND REPLACE IT WITH LED LIGHTING AT THE TOP OF THE CABINET

8. REMOVE THE PUNCH DOWN TERMINAL BLOCK

9. TS2 TYPE 2 CONTROLLERS SHALL BE FURNISHED AND INSTALLED SO THE TYPE 1 CABINET NEEDS THE A/C POWER ADAPTER TO CONVERT IT FROM TYPE 1 TO TYPE 2

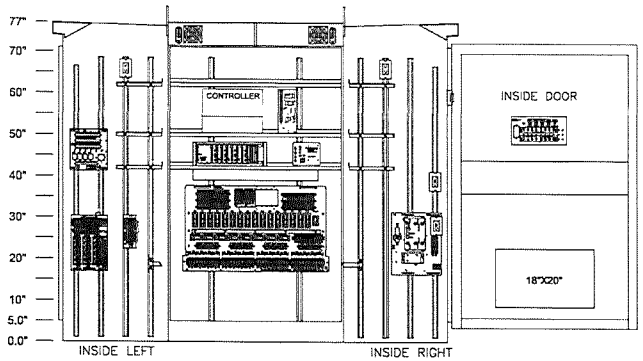
10. CABINET LAYOUT:
    - 10.A. KEEP THE POWER PANEL THE SAME
    - 10.B. KEEP THE SHELF PLACEMENT THE SAME
    - 10.C. KEEP THE HEIGHT OF THE PANEL MOUNTING THE SAME FROM THE FLOOR OF THE CABINET
    - 10.D. KEEP THE SAME FILTER OPENING SIZE
    - 10.E. SAME WHITE INSIDE AND OUT
    - 10.F. SAME HINGE
    - 10.G. SAME CABINET

1410-XXXX RENO CABINET SHELL
PAINT WHITE IN/OUT



THIS CABINET SHELL REPRESENTS THE CABINET SHELL USED ON THE 70006-3013-E CABINET P/N 1410-0022-DR

70006-XXXX NEW RENO CABINET ASSY
ESR-9915



THIS ASSEMBLY DOES NOT SHOW SALES ORDER ITEMS SUCH AS THE VIDEO PANEL / RACK

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GENERAL DETAILS

Project # 995-025

Date June 23, 2025

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CITY OF RENO GENERAL TRAFFIC SIGNAL NOTES

1. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE ALL EXISTING SUBSTRUCTURES, WHETHER SHOWN OR NOT, AND TO NOTIFY ALL UTILITY COMPANIES TO VERIFY IN THE FIELD THE LOCATION OF THEIR INSTALLATIONS AT LEAST 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL PROTECT ALL SUBSTRUCTURES FROM DAMAGE, AS WELL AS ANY OTHER PUBLIC INFRASTRUCTURE. THE EXPENSE TO REPAIR OR FOR REPLACEMENT SHALL BE BORNE BY THE CONTRACTOR.
2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (LATEST EDITION) AND THE STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION (LATEST EDITION), AND SUPPLEMENTED BY THE STATE OF NEVADA STANDARD PLANS AND SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION).
3. THE LOCATION OF CONTROLLER, PULL BOXES WITH GROUND RODS, AND CONDUIT RUNS SHALL BE WITHIN THE EXISTING RIGHT-OF-WAY OR ANY EASEMENT GRANTED OUTSIDE THE RIGHT-OF-WAY.
4. DESIGN ENGINEER SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL ELECTRICAL, SIGNAL POLE, CONTROLLER, CONDUIT, LOOP DETECTOR, AND PULL BOXES. **FINAL LOCATIONS ARE TO BE DETERMINED IN THE FIELD AND APPROVED BY THE DESIGN ENGINEER AND CITY TRAFFIC ENGINEER.**
5. CONTROLLERS AND CABINETS SHALL MEET THE REQUIREMENTS OF THE NEMA STANDARD PUBLICATION (LATEST EDITION) AND THE CITY OF RENO SPECIFICATIONS FOR TRAFFIC SIGNAL CONTROLLERS AND CABINETS.
6. ~~CONTACT THE PUBLIC WORKS TRAFFIC ENGINEERING DIVISION FOR TRAFFIC ACTUATED CONTROLLER UNIT SPECIFICATIONS.~~
7. ~~UNLESS SHOWN OTHERWISE, THE CONTROLLER CABINET SHALL BE WIRED FOR EIGHT (8) PHASE OPERATION WITH TWO (2) OVERLAPS AND SHALL BE FURNISHED WITH ALL NECESSARY MODULES, LOAD SWITCHES, AND EQUIPMENT REQUIRED FOR FULL EIGHT (8) PHASE OPERATION WITH TWO (2) OVERLAPS.~~
8. ALL NEW SIGNAL POLES WILL HAVE TWO (2) HANDHOLES AND AN ACCESS DOOR FOR THE TERMINAL BLOCK. SEE TRAFFIC SIGNAL POLE DETAIL DRAWING R-413A FOR TRAFFIC SIGNAL EQUIPMENT DIMENSIONS. FOR POLE DETAILS, SEE THE NEVADA DEPARTMENT OF TRANSPORTATION'S "STANDARD PLANS FOR ROAD AND BRIDGE CONSTRUCTION" (NDOT-SPRBC), LATEST EDITION.
9. UNLESS SHOWN OTHERWISE, No. 7 PULL BOX SHALL BE USED AT LOCATIONS WHERE CONDUIT RUNS CONTAIN TRAFFIC SIGNAL CABLE OR CARRY POWER. No. 3-1/2 SHALL ONLY BE USED AS APPROVED BY CITY OF RENO TRAFFIC ENGINEER. ~~TRAFFIC RATED BOX SHALL BE USED IN VEHICULAR AREAS ONLY, INCLUDING, BUT NOT LIMITED TO TRAVEL WAY, DRIVEWAY APPROACHES AND WITHIN PEDESTRIAN RAMPS AT INTERSECTION CURB RETURNS.~~ ALL PULL BOXES WITH METAL LIDS SHALL BE GROUNDED PER TRAFFIC RATED PULL BOX DETAIL.
10. ALL EXPOSED CONDUIT SHALL BE OF A RIGID PVC SCHEDULE 80 AND SHALL EXTEND TO A MINIMUM DEPTH OF 18 INCHES. **ALL OTHER CONDUIT SHALL BE PVC SCHEDULE 40 MINIMUM.**
11. ~~ALL CONDUIT RUNS FOR SIGNAL CABLE SHALL CONSIST OF TWO 3" CONDUITS BETWEEN PULL BOXES AND BETWEEN THE PULL BOXES AND POLES. THERE SHALL BE THREE 3" CONDUITS FROM THE CONTROLLER CABINET TO THE PULL BOXES.~~
12. ALL CONDUIT RUNS TERMINATING IN A PULL BOX SHALL HAVE A MINIMUM OF SIX INCHES OF CLEARANCE FROM THE BOTTOM OF THE LID, AND SHALL RISE A MINIMUM OF THREE INCHES ABOVE THE TOP OF THE DRAIN ROCK.
13. ALL NEW CONDUIT RUNS SHALL HAVE A PULL TAPE.
14. ALL CONDUIT TERMINATIONS SHALL HAVE A "BELL END" INSTALLATION AND BE SEALED WITH CONDUIT SEALER AFTER WIRE INSTALLATION. CONDUIT ENDS SHALL NOT TERMINATE WITHIN A SWEEP SECTION. ALL CONDUCTORS AND THEIR TERMINATION SHALL BE CLEARLY MARKED ON THE CABINET SCHEMATIC WIRING DIAGRAM.

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	DRAWING No.
NOTES - TRAFFIC SIGNALS & POLES	R-413F
	APPROVED BY: JF | DATE: 1/2013

LINED OUT NOTES ARE NOT APPLICABLE TO THIS PROJECT

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15. THE RED, YELLOW AND GREEN INDICATION FOR ALL NEW VEHICULAR SIGNAL HEADS SHALL BE 12 INCH LIGHT EMITTING DIODE (LED) AND INCLUDE "AlInGap" TECHNOLOGY. UTILIZE ~~"GELCORE" RX11,~~ "DIALITE" 433 SERIES OR APPROVED EQUAL. ALL PEDESTRIAN SIGNAL INDICATIONS SHALL BE COUNTDOWN "LED" WITH HAND SYMBOL (PORTLAND ORANGE) AND WALKING MAN SYMBOL (LUNAR WHITE).
16. ALL VEHICULAR HEADS SHALL HAVE "TUNNEL" VISORS WITH 4 INCH SLOT AT BOTTOM WITH LOUVERED BACK PLATES. ALL SIGNAL HEADS TO BE MANUFACTURED BY "ECONOLITE", "EAGLE" OR APPROVED EQUAL. ~~IF DIRECTED BY THE ENGINEER, EXTRA BACK PLATES TO BE PROVIDED FOR STOCK.~~ **HARDWARE SHALL BE ALUMINUM AND HAVE A BLACK FACTORY FINISH. INSTALL RETROREFLECTIVE STRIPS ON BACKPLATES PRIOR TO INSTALLATION.**
17. ~~ALL NEW PEDESTRIAN PUSH BUTTONS SHALL BE THE 2 INCH DIAMETER WITH INTERNATIONAL WALKING MAN SYMBOL SIGN. FOR MOUNTING HEIGHT AND ADDITIONAL DETAILS, SEE STANDARD PLAN SHEET NO. T-30.1.3.1 OF NDOT-SPRBC. UTILIZE "Polara" BULLDOG W/MOMENTARY "LED" AND YELLOW COLLAR, OR APPROVED EQUAL. USE 5" X 7-3/4" STATION FOR 1A POLES AND SMALLER.~~
18. ~~ALL INTERSECTIONS SHALL HAVE A BATTERY BACK UP SYSTEM. THE SYSTEM SHALL BE MOUNTED TO THE METERED SERVICE CABINET OF THE SYSTEM AND WILL BE A 24 VOLT OR 48 VOLT SYSTEM. THE CABINET SHALL BEAR A 508 UL LABEL. THE SYSTEM SHALL SUPPLY A MINIMUM UNINTERRUPTED CONTINUOUS POWER SUPPLY (UPS) SERVICE FOR UP TO 2 HOURS. THE SYSTEM SHALL FEATURE AN EVENT COUNTER AND TIMER. THE SYSTEM SHALL HAVE A TWO (2) YEAR PARTS AND LABOR TRANSFERABLE WARRANTY TO THE CITY OF RENO. THE UPS UNIT AND THE METERED PEDESTAL SHALL BE DESIGNED AS ONE COMPLETE UNIT. THE UPS SYSTEM SHALL BE A PIGGYBACK DESIGN SYSTEM AND HANG ON THE METERED SERVICE PEDESTAL.~~
19. ~~WHEN CONTROLLER CABINETS ARE NOT LOCATED IN A SIDEWALK, THEY SHALL HAVE A CONCRETE SERVICE PAD INSTALLED IN FRONT OF THE CABINET, THE SAME WIDTH AS CABINET AND AT LEAST 3 FEET LONG. NO IMPROVEMENTS SHALL BE PERMITTED TO BLOCK CABINET DOOR IN COMPLIANCE WITH NEC. SPRINKLER SYSTEMS SHALL BE DIRECTED AWAY FROM AND NOT ALLOWED TO SPRAY CABINET OR PULL BOXES DIRECTLY.~~
20. ~~ALL NEW TRAFFIC SIGNALS SHALL BE CONNECTED INTO THE CITY OF RENO'S TRAFFIC SIGNAL CENTRAL COMPUTER SYSTEM VIA THE NEAREST RECEIVER SITE BY FIBER OPTIC OR AN APPROVED OTHER.~~
21. ~~FOR FIBER OPTIC AND EQUIPMENT CONTACT CITY OF RENO TRAFFIC ENGINEERING FOR LATEST SPECIFICATIONS.~~
22. ~~THE LUMINAIRE FIXTURES SHALL BE CREE STR-LWY3MHT08EULSV700 OR APPROVED EQUAL. PHOTO CELL TO BE LOCATED IN METERED SERVICE PEDESTAL.~~
23. ~~PREEMPTION OF SIGNALS BY EMERGENCY VEHICLES SHALL BE PROVIDED BY INSTALLING OPTICOM MODEL 762 PHASE SECTOR DETECTORS WITH THE MODEL 752N PHASE SELECTOR, OR AN APPROVED EQUAL. PROVIDE CABLE AND ALL INCIDENTALS FOR A FULLY FUNCTIONAL SYSTEM.~~
24. ~~LOOP DETECTORS SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF RENO STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION (R-406A & R-406B).~~
25. ~~THE CONTRACTOR SHALL PROVIDE AN UNDERGROUND SERVICE PEDESTAL. THE MAIN BREAKER SHALL BE 100 AMP MINIMUM (120/240 VAC, 60 HZ, SINGLE PHASE, 3 WIRE) IN ACCORDANCE WITH NDOT STANDARD PLAN T-30.1.6. INDIVIDUAL CIRCUIT BREAKERS SHALL INCLUDE 120 VOLT: 30 AMP 1-POLE CIRCUIT BREAKER FOR SIGNAL; 30 AMP 2-POLE CIRCUIT BREAKER FOR LIGHTING CONTACTOR; 20 AMP 1-POLE CIRCUIT BREAKER FOR STREET LIGHTS; 20 AMP 1-POLE CIRCUIT BREAKER FOR SIGNS; 15 AMP 1-POLE CIRCUIT BREAKER FOR CONTROL; AND A 15 AMP 1-POLE CIRCUIT BREAKER FOR GFI RECEPTACLE. THE CONDUCTOR TO THE CABINET FROM THE BREAKER SHALL BE A MINIMUM OF 10 GAUGE WIRE. SEE METERED SERVICE SCHEDULE ON SCHEDULE SHEET FOR EACH LOCATION.~~
26. **¼"-20 BOLTS WITH LOCK WASHERS AND FLAT WASHERS ARE REQUIRED FOR ALL HAND HOLE AND BASE PLATE COVERS.**

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	DRAWING No.
NOTES - TRAFFIC SIGNALS & POLES	R-413G
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TRAFFIC SIGNAL DETAILS

Project # 995-025

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Sheet # 9 OF 15

26. ~~THE CONTRACTOR SHALL COORDINATE WITH NV ENERGY IN PROVIDING SERVICE FOR THE SIGNAL WITHIN NV ENERGY STANDARDS.~~

27. POWER PANEL SURGE PROTECTION SHALL BE PROVIDED AND APPROVED THROUGH THE SUBMITTAL PROCESS TO THE PUBLIC WORKS TRAFFIC ENGINEERING DIVISION.

28. ~~EXISTING VEHICLE DETECTOR LOOPS DAMAGED BY THE CONTRACTOR SHALL BE REPLACED AND MADE FULLY FUNCTIONAL WITHIN TWO WORKING DAYS. IF NOT MADE FUNCTIONAL WITHIN THE TWO DAYS FOLLOWING DAMAGE, THE CITY MAY PERFORM THE REPAIR AND BACK CHARGE THE CONTRACTOR AT THE EXPENSE OF $1000 PER LOOP. SPLICING WILL NOT BE CONSIDERED AS AN ADEQUATE REPAIR.~~

29. ~~THE CONTRACTOR SHALL COORDINATE TRAFFIC SIGNAL INSTALLATIONS OR MODIFICATIONS WITH THE CITY OF RENO TRAFFIC ENGINEER AT 334-3334.~~

30. NO SPLICES SHALL BE PERMITTED BETWEEN THE CONTROLLER CABINET AND THE TRAFFIC SIGNAL POLE. ALL CONNECTIONS SHALL BE MADE AT THE JUNCTION BOX, ~~OR IN THE CASE OF LOOPS, AT THE LOOP STUB~~. ANY DEVIATION TO THIS REQUIREMENT SHALL BE APPROVED BY THE CITY TRAFFIC ENGINEER PRIOR TO THE WORK.

31. ~~VEHICLE DETECTOR LOOPS DAMAGED DURING CONSTRUCTION WHICH ARE PERMITTED BY THE CITY TRAFFIC ENGINEER TO BE TEMPORARILY SPLICED, MUST BE REPLACED PRIOR TO FINAL ACCEPTANCE.~~

32. ~~IF ANY PAVEMENTS MARKINGS ARE TO BE RELOCATED, VEHICLE DETECTOR LOOPS SHALL BE RELOCATED ACCORDINGLY TO REMAIN CONSISTENT WITH CITY OF RENO STANDARD DETAIL NO. R-406A AND NO. R-406B.~~

33. ~~AS A PART OF ANY STREET WIDENING PROJECT OR THE ADDITION OF ANY STREET TRAVEL LANES TO EXISTING LANES, SUCH AS TURN LANES, ACCELERATION OR DECELERATION LANES, ETC., THE CONTRACTOR MUST EXTEND ANY TRAFFIC CONTROL CONDUITS AND/OR WIRING AND REPLACE ALL AFFECTED VEHICLE LOOP DETECTOR WIRING (SPLICING SHALL NOT BE ALLOWED).~~

34. SIGNAL EQUIPMENT SHALL BE PROVIDED AND APPROVED THROUGH THE SUBMITTAL PROCESS TO THE PUBLIC WORKS TRAFFIC ENGINEERING DIVISION.

35. FOR POLE DETAILS NOT SHOWN, SEE POLE MANUFACTURER'S DETAILED DRAWINGS.

36. ALL SIGNAL POLES SHALL CONFORM TO NDOT ~~TYPE 35 AND 35A~~ SPECIFICATIONS, INCLUDING BOLT CIRCLE DIMENSIONS, ANCHOR BOLTS, AND FOOTING DIMENSIONS.

37. FINAL POLE APPROVAL AND SUBMITTALS TO BE APPROVED BY THE CITY OF RENO.

38. ~~CLAM SHELL FOR TYPE 7D POLE TO BE USED ONLY WHEN POLE IS INCLUDED AS A SIGNAL POLE. DO NOT USE CLAM SHELL WHEN TYPE 7D POLE IS USED IN SERIES LIGHTING.~~

39. ~~POLE MAY BE MANUFACTURED AS EITHER A DOUBLE OR SINGLE CANDYCANE CONFIGURATION.~~

40. VIDEO DETECTION SHALL BE USED.

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	DRAWING No.
NOTES - TRAFFIC SIGNALS & POLES	R-413H
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TRAFFIC SIGNAL DETAILS

Project # 985-025

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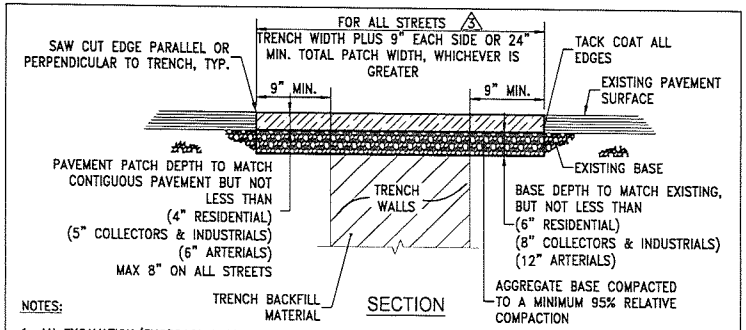
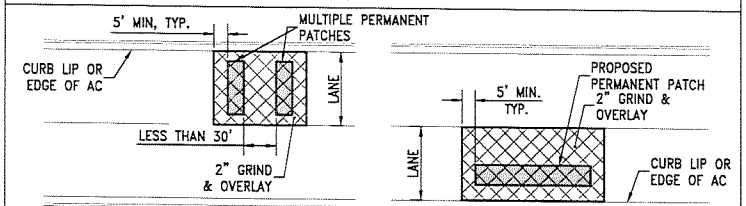
Sheet # 10 OF 15



SECTION

NOTES:

1. AN EXCAVATION/ENCROACHMENT PERMIT MUST BE OBTAINED FROM CITY OF RENO PRIOR TO CUTTING ANY PUBLIC RIGHT-OF-WAY.
2. IF SAW CUT IS WITHIN 2 FEET OF AN EXISTING PAVEMENT EDGE OR EXISTING PAVEMENT PATCH, REMOVE EXISTING PAVEMENT TO THAT EDGE AND REPLACE ENTIRE SECTION.
3. ALL PERMANENT PATCH REPLACEMENT REQUIREMENTS ARE MINIMUM WIDTHS ONLY AND INCLUDES ALL AREAS WHERE THE ASPHALT PAVEMENT HAS BEEN UNDERMINED. THE CITY ENGINEER MAY REQUIRE WIDER PATCH SECTIONS OR OTHERWISE ALTER THESE REQUIREMENTS.
4. AGGREGATE BASE MATERIAL UNDER BITUMINOUS PAVEMENT PATCH SHALL BE TYPE 2, CLASS B CRUSHED AGGREGATE BASE. MATERIALS SHALL CONFORM TO SSPWC SECTION 200.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACEMENT OF LOOP DETECTORS, ADJUSTMENT OF UTILITIES AND SURVEY MONUMENTS TO GRADE AND INSTALLATION OF PERMANENT PAVEMENT MARKINGS.
6. FOR P.C.C. CURB REPLACEMENT, SAW CUT EXISTING PAVEMENT 18 INCHES MIN. FROM GUTTER LIP LINE, REMOVE AND REPLACE PAVEMENT TO SAW CUT EDGES. CONCRETE MAY BE POURED NEAT AGAINST EXISTING EDGE OF ASPHALT IF APPROVED BY CITY ENGINEER.



⚠ TRANSVERSE PATCHING

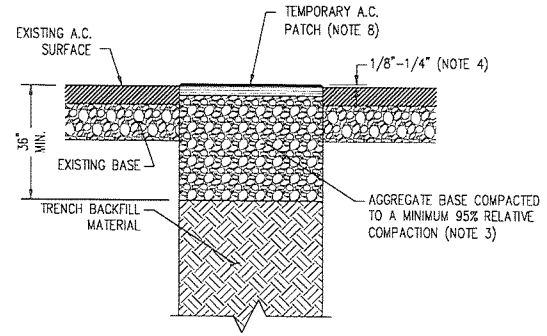
⚠ LONGITUDINAL PATCHING

ALL STREETS WITH PAVEMENT CONDITION INDEX (PCI) GREATER THAN 65:

⚠ TRANSVERSE PATCHES SHALL INCLUDE A 2" GRIND AND OVERLAY WHEREVER THERE ARE MULTIPLE PATCHES WITHIN 30 FEET OF EACH OTHER.

⚠ LONGITUDINAL PATCHES SHALL INCLUDE 2" GRIND AND OVERLAY TO THE LANE LINES (BIKE, PARKING, OR TRAVEL).

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	DRAWING No.
PERMANENT BITUMINOUS PAVEMENT PATCH	R-120
	APPROVED BY: JF / DATE: 1/2013



NOTES:

1. PRIOR TO EXCAVATION, THE OUTLINE OF THE TRENCH SHALL BE VERTICALLY CUT FULL DEPTH THROUGH THE EXISTING ASPHALT SURFACE.
2. CARE SHALL BE EXERCISED TO PREVENT SLOUGHING AND UNDERMINING. IF THE TRENCH SLOUGHS, THE SURFACE SHALL BE WIDENED TO ELIMINATE THE UNDERMINED SECTION OF ASPHALT.
3. AGGREGATE BASE UNDER TEMPORARY PATCH SHALL BE A MINIMUM THICKNESS OF 36 INCHES BELOW THE EXISTING AC SURFACE. AGGREGATE BASE MATERIAL UNDER TEMPORARY PATCH SHALL BE TYPE 2 CLASS B CRUSHED AGGREGATE BASE.
4. TEMPORARY PATCHES SHALL BE PLACED AND COMPACTED. THE COMPACTED PATCH SHALL BE APPROXIMATELY 1/8" TO 1/4" ABOVE THE LEVEL OF THE ADJACENT PAVEMENT.
5. COMPACTION OF BACKFILL, BASE AND A.C. TEMPORARY PATCH SHALL BE PERFORMED WITH APPROVED MECHANICAL TAMPERS. EQUIPMENT WHEEL ROLLING IS NOT PERMITTED.
6. ENTIRE AREA SHALL BE CLEANED OF ALL DIRT, DUST, DEBRIS, ETC. BEFORE LEAVING SITE. ANY SITE LEFT UNCLEANED WILL BE CLEANED BY THE COUNTY, AND ALL COSTS BACK-CHARGED TO THE CONTRACTOR.
7. TEMPORARY PATCH WORK AND PATCH MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
8. ALL TEMPORARY PATCHES ON ALL STREETS SHALL BE HOT MIX ASPHALT A MINIMUM OF 3" THICK. HOT MIX ASPHALT SHALL BE TYPE 3, PG64-28 (OR COUNTY APPROVED EQUIVALENT), 3% VOIDS, 50 BLOWS PER SIDE MIX WITH 1.5% LIME AND NO MORE THAN 15% RECYCLED ASPHALT PAVEMENT COMPACTED TO A MINIMUM OF 93% RICE RELATIVE COMPACTION.

DATE	REVISIONS

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	SECTION NUMBER: 100
TEMPORARY A.C. TRENCH PATCH	DRAWING NUMBER: W-122
	DATE: 2/21/2022

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HIGHLAND RANCH PARKWAY/MIDNIGHT DRIVE
TRAFFIC SIGNAL

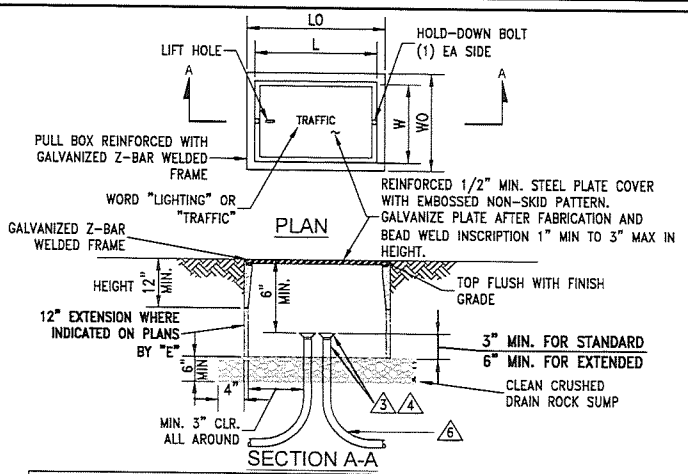
GCW ENGINEERS SURVEYORS
5482 Longley Lane, Suite B
Reno, NV 89511
(775) 322-4300

TRAFFIC SIGNAL DETAILS

Project # 995-025

Date June 23, 2025

Sheet # 11 OF 15



TRAFFIC RATED PULL BOX MINIMUM DIMENSION TABLE						
PULL BOX	CONCRETE BOX		COVER (STEEL COVER)		HEIGHT	EXTENSION
	LO	WO	L	W	H	E
No. 3-1/2	19"	12"	14-1/2"	8-3/4"	12"	12"
No. 5	25"	15"	20-1/2"	10-1/2"	12"	12"
No. 7	35"	22"	30"	17"	12"	12"
No. 9	52"	35"	47-3/4"	30"	14"	12"

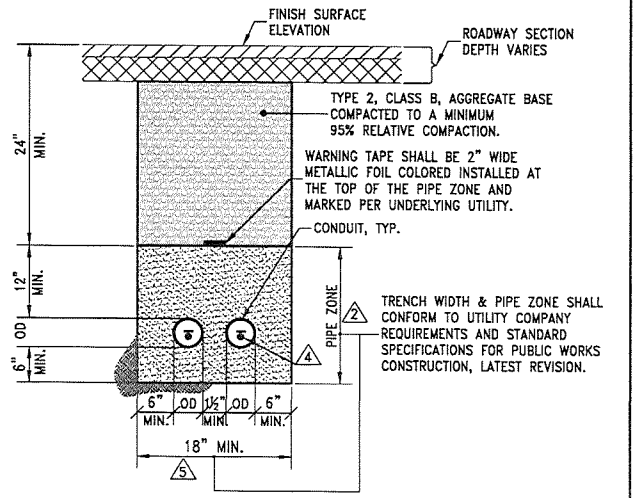
NOTES:

1. ~~No. 5 TRAFFIC RATED PULL BOXES SHALL BE USED AT LOCATION WHERE CONDUIT RUNS CONTAIN TRAFFIC SIGNAL CABLE OR CARRY POWER.~~ No. 3-1/2 TRAFFIC RATED PULL BOXES SHALL ONLY BE USED AS APPROVED BY CITY OF RENO TRAFFIC ENGINEER.
2. TRAFFIC RATED BOX SHALL BE USED IN VEHICULAR AREAS ONLY, INCLUDING, BUT NOT LIMITED TO TRAVEL WAY, DRIVEWAY APPROACHES AND WITHIN PEDESTRIAN RAMPS AT INTERSECTION CURB RETURNS OR AS APPROVED BY CITY OF RENO TRAFFIC ENGINEER.
3. ALL CONDUIT TERMINATIONS SHALL HAVE A "BELL END" INSTALLATION AND BE SEALED WITH CONDUIT SEALER AFTER WIRE INSTALLATION.
4. ALL EXPOSED CONDUIT SHALL BE RIGID PVC SCHEDULE 80, AND SHALL EXTEND TO A MINIMUM DEPTH OF 18 INCHES.
5. ~~BOX EXTENSIONS SHALL NOT BE USED UNLESS APPROVED BY CITY OF RENO TRAFFIC ENGINEER.~~
6. CONDUIT ENDS SHALL NOT TERMINATE WITHIN A SWEEP SECTION.
7. ALL METAL COVERS, METAL Z-BAR FRAME, METAL RINGS OR ANY METALLIC COMPONENT OF A PULL BOX SHALL BE BONDED TO A #8 AWG OR LARGER COPPER EQUIPMENT GROUNDING CONDUCTOR. BONDING JUMPERS SHALL BE BRAIDED COPPER EQUIVALENT TO #8 AWG COPPER AND MINIMUM 36" IN LENGTH AND SHALL BE ATTACHED WITH EXOTHERMIC WELDING. PROCESS IS A MOLECULAR BONDING WITH HIGH COPPER CONTENT ALLOYS (IN EXCESS OF 90%), HIGH CORROSION RESISTANCE AND HIGH CONDUCTIVITY, AND APPROVED GROUNDING LUG.

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	DRAWING No.
TRAFFIC RATED PULL BOX	R-413J
	APPROVED BY: JF / DATE: 1/2013

LINED OUT NOTES ARE NOT APPLICABLE TO THIS PROJECT

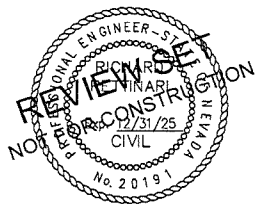
MODIFIED BY GCW



NOTES:

1. ALL MATERIALS AND INSTALLATION PROCEDURES SHALL BE IN ACCORDANCE WITH STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (SSPWC), LATEST REVISION.
2. BEDDING MATERIAL SHALL CONFORM TO OWNING-UTILITY COMPANY REQUIREMENTS AS APPROVED BY THE CITY OF RENO. FOR CITY OWNED TRAFFIC AND LIGHTING UTILITIES, BEDDING MATERIAL SHALL BE CLASS A. COMPACTED TO MINIMUM 90% RELATIVE COMPACTION. MATERIALS SHALL CONFORM TO SSPWC SECTION 200.
3. CEMENT SLURRY BEDDING/BACKFILL SHALL NOT BE USED.
4. INSTALL LOCATE WIRE AND MULE TAPE FOR ALL FUTURE, UNUSED, OR FIBER-OPTIC CONDUITS. LOCATE WIRE SHALL BE 12 GAGE WIRE TERMINATED AT BOX & POLYESTER PULLING TAPE SHALL BE MULE TAPE OR APPROVED EQUAL.
5. ALL EXCAVATIONS SHALL CONFORM TO THE LATEST O.S.H.A. REQUIREMENTS.

STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION	DRAWING No.
TRAFFIC & LIGHTING CONDUIT TRENCH	R-404
	APPROVED BY: JF / DATE: 1/2013



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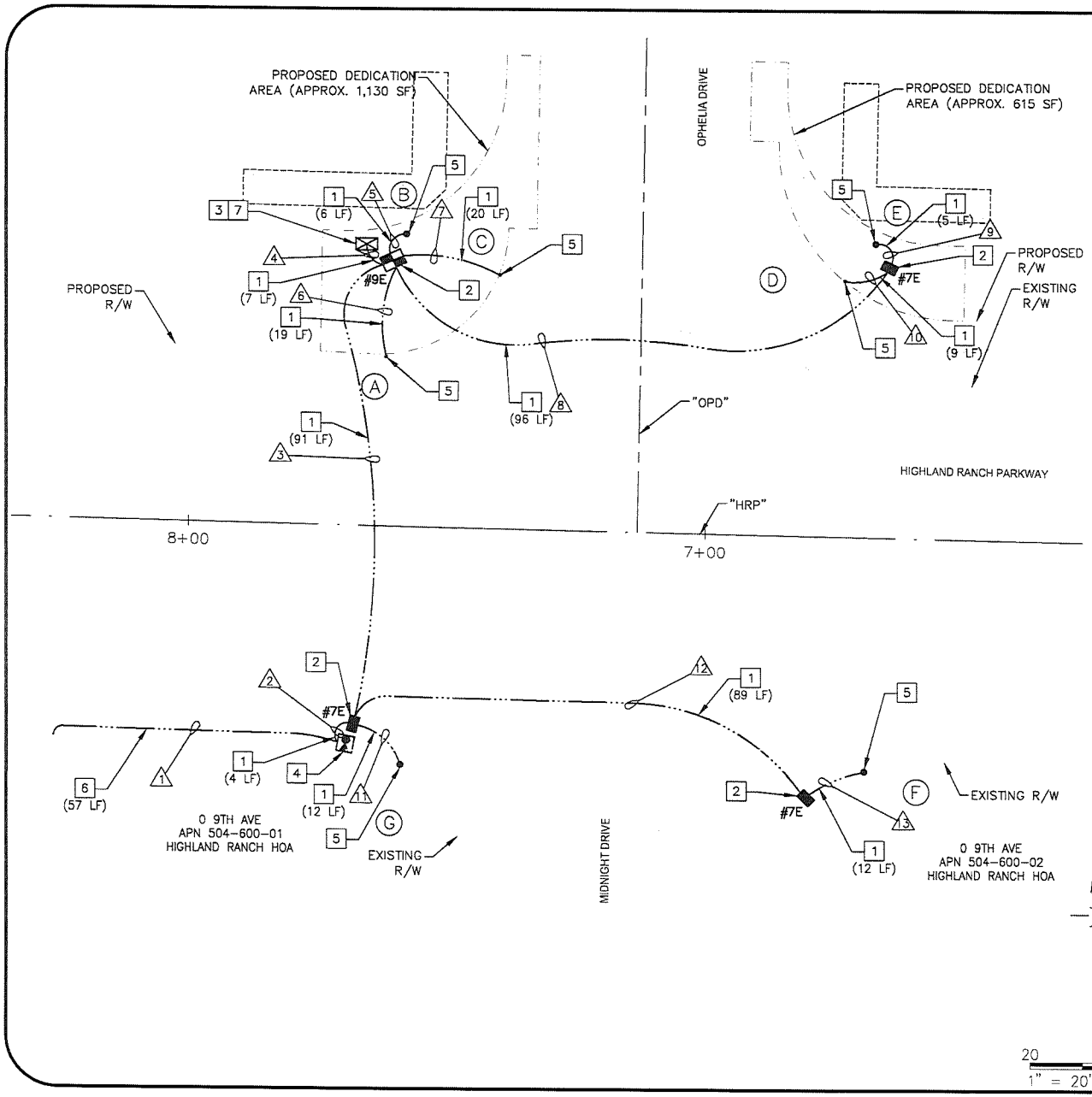
TRAFFIC SIGNAL DETAILS

Project # 995-025

Date June 23, 2025

Sheet # 12 OF 15



CONSTRUCTION NOTES :

1. FURNISH AND INSTALL SCHEDULE 40 PVC CONDUIT PER DETAIL ON SHEET 12. DISTANCE SHOWN ON PLAN REFLECTS DISTANCE BETWEEN STRUCTURES, NOT EXACT CONDUIT LENGTH.
2. FURNISH AND INSTALL NEW TRAFFIC RATED PULL BOX PER DETAIL ON SHEET 12.
3. CONSTRUCT NEW CABINET ASSEMBLY FOUNDATION PER DETAIL ON SHEET 5. MAKE ALL CONNECTIONS.
4. CONSTRUCT NEW SERVICE PEDESTAL FOUNDATION PER DETAIL ON SHEET 5.
5. CONSTRUCT POLE FOUNDATION PER DETAILS ON SHEET 7 AND POLE SCHEDULE ON SHEET 15.
6. FURNISH AND INSTALL SCHEDULE 40 PVC CONDUIT PER NV ENERGY TYPICAL TRENCH DETAIL TE00030. DISTANCE SHOWN ON PLANS REFLECTS DISTANCE BETWEEN STRUCTURES, NOT EXACT CONDUIT LENGTH.
7. FURNISH AND INSTALL NEW CABLES AND CONDUCTORS PER CONDUIT AND CONDUCTOR SCHEDULE ON SHEET 15. MAKE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL SYSTEM.

N

QUADRANT

20 0 20 40
1" = 20'
GRAPHIC SCALE

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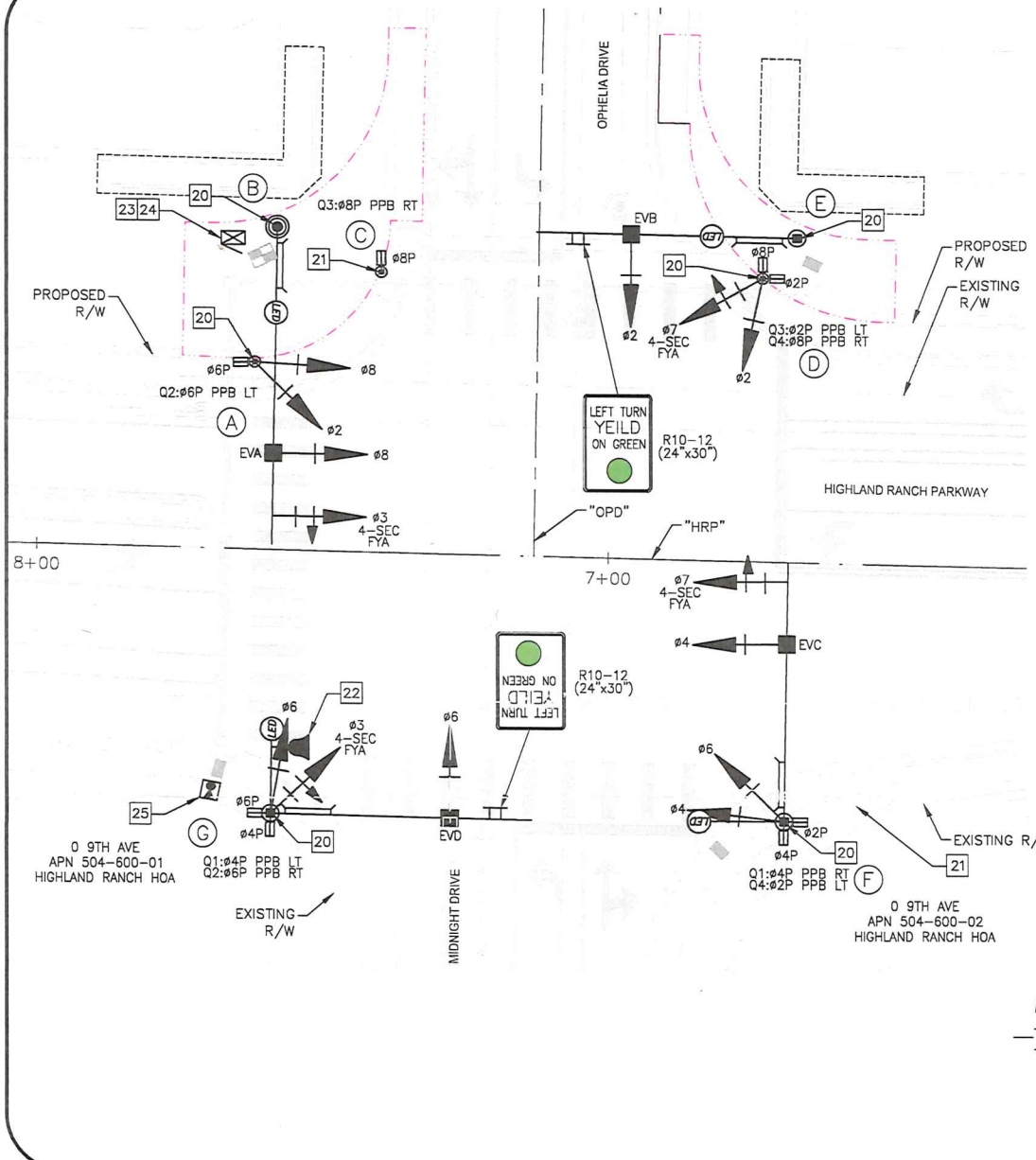
CONDUIT PLAN

Project # 995-025

Date June 23, 2025

Sheet # 13 OF 15



CONSTRUCTION NOTES :

20 FURNISH AND INSTALL SIGNAL POLE PER DETAIL ON SHEET 6 AND PER SCHEDULE ON SHEET 15.

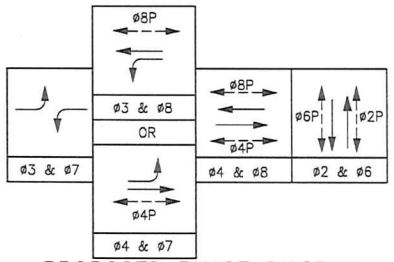
21 REMOVE STREET LIGHT POLE AND ENTIRE FOUNDATION. SALVAGE POLE, LUMINAIRE, AND HARDWARE TO NV ENERGY.

22 FURNISH AND INSTALL BELL CAMERA ON LUMINAIRE ARM AND CABLE TO CONTROLLER. MAKE ALL CONNECTIONS.

23 FURNISH AND INSTALL PROCESSOR FOR BELL CAMERA SYSTEM IN CABINET PER MANUFACTURER'S SPECIFICATIONS. MAKE ALL CONNECTIONS.

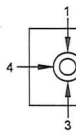
24 FURNISH AND INSTALL NEW CONTROLLER AND CABINET ASSEMBLY. MAKE ALL CONNECTION.

25 FURNISH AND INSTALL 100A METERED SERVICE WITH BATTERY BACKUP PER DETAIL ON SHEET 5.



PROPOSED PHASE DIAGRAM

FLASHING OPERATION: ALL RED



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EQUIPMENT PLAN

Project # 995-025

Date June 23, 2025

Sheet # 14 OF 15

CONDUIT AND CONDUCTOR SCHEDULE

RUN NO.	FROM	TO	CONDUIT SIZE	GROUND	SIGNAL CABLE		LUMINAIRE & IISNS	SERVICE	EVP	VIDEO	COMMENTS
				8 AWG	25+1 CON (14 AWG + 10 AWG)	10+1 CON (14 AWG + 14 AWG)	10 AWG	6 AWG			
1	POWER SOURCE	METERED SERVICE	3"	CONDUCTORS BY NV ENERGY							
2	METERED SERVICE	#7E PB FOR POLE G	3"	2			4	3			
3	#7E PB FOR POLE G	#9E HOME RUN PB	(3) 3"	1	2		4	3	2	1	
4	#9E HOME RUN PB	CONTROLLER CABINET	(6) 3"	1	6	1		3	4	1	LUMINIARE AND IISNS CONDUCTORS IN SEPARATE CONDUIT
5	#9E HOME RUN PB	POLE B	(2) 3"	1	1		4		1		
6	#9E HOME RUN PB	POLE A	3"	1	1						
7	#9E HOME RUN PB	POLE C	3"	1		1					
8	#9E HOME RUN PB	#7E PB FOR POLE E	(2) 3"	1	2		4		1		
9	#7E PB FOR POLE E	POLE E	(2) 3"	1	1		4		1		
10	#7E PB FOR POLE E	POLE D	3"	1	1						
11	#7E PB FOR POLE G	POLE G	(2) 3"	1	1		4		1	1	
12	#7E PB FOR POLE G	#7E PB FOR POLE F	(2) 3"	1	1		4		1		
13	#7E PB FOR POLE F	POLE F	(2) 3"	1	1		4		1		

ALL CABLES AND CONDUCTORS SHOWN ARE TO BE FURNISHED NEW AND INSTALLED BY THE CONTRACTOR.

IISNS SCHEDULE

POLE NO.	STREET NAME
(B)	Ophelia Dr
(E)	Highland Ranch Pkwy
(F)	Midnight Dr
(G)	Highland Ranch Pkwy

IISNS ARE TO BE SINGLE SIDED.

ALL IISNSs SHOWN ARE TO BE FURNISHED NEW AND INSTALLED BY THE CONTRACTOR.

POLE SCHEDULE

POLE		SIGNAL ARM		LUM. ARM		SIGNALS - VEHICLE			SIGNALS - PED.		PED BUTTON		COMMENTS
NO.	TYPE	QUAD	LENGTH	QUAD	LENGTH	TYPE	MOUNT	QUAD	MOUNT	QUAD	QUAD	ARROW	
(A)	1A	–	–	–	–	1W3C/1W4C	T-2(S)	TOP	WS-1	1	2	LT	
(B)	35-A	3	55'	3	15'	1W4C 1W3C	M-2 M-2	MA MA	–	–	–	–	POLE AND FOUNDATION SHALL BE PER 2024 NDOT STANDARD PLANS. INSTALL EVD ON SIGNAL HEAD. INSTALL IISNS ON MAST ARM.
(C)	1B	–	–	–	–	–	–	–	WT-1	TOP	3	RT	
(D)	1A	–	–	–	–	1W3C/1W4C	T-2(S)	TOP	WS-2	2	3 4	LT RT	
(E)	35	4	45'	4	15'	1W3C	M-2	MA	–	–	–	–	INSTALL R10-12 SIGN ON MAST ARM. INSTALL EVD ON SIGNAL HEAD. INSTALL IISNS ON MAST ARM.
(F)	35	1	45'	4	15'	1W4C 1W3C 1W3C/1W3C	M-2 M-2 B2a	MA MA 3	WS-2	3	1 4	RT LT	INSTALL EVD ON MAST ARM. INSTALL IISNS ON MAST ARM.
(G)	35	2	45'	1	15'	1W3C 1W3C/1W4C	M-2 B2a(S)	MA 4	WS-2	4	1 2	LT RT	INSTALL R10-12 SIGN ON MAST ARM. INSTALL EVD ON SIGNAL HEAD. INSTALL IISNS ON MAST ARM.

ALL POLES AND EQUIPMENT SHOWN ARE TO BE FURNISHED NEW AND INSTALLED BY THE CONTRACTOR.

METERED SERVICE EQUIPMENT SCHEDULE

SERVICE LOCATION	HIGHLAND RANCH/MIDNIGHT
OWNERSHIP	WASHOE COUNTY
VOLTAGE	120V/240V
MAIN BREAKER	100A, 240V, 2P
PHASE	SINGLE
SIGNAL BREAKER	30A, 120V, 1P
LIGHTING BREAKER	15A, 120V, 1P
IISNS BREAKER	15A, 120V, 1P
GFI RECEPTACLE	15A, 120V, 1P
CONTROL	15A, 1P, SWITCH

ALL EQUIPMENT SHOWN IS TO BE FURNISHED NEW AND INSTALLED BY THE CONTRACTOR.

HIGHLAND RANCH PARKWAY/MIDNIGHT DRIVE TRAFFIC SIGNAL

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SCHEDULE PLAN

Project # 995-025

Date June 23, 2025

Sheet # 15 OF 15

ATTACHMENT D – RTC RRIF SCHEDULE – 7TH EDITION, YEAR 3 INDEXING

REGIONAL ROAD IMPACT FEE SCHEDULE

Land Use		North Service Area		South Service Area	
Residential	**Unit**	**VMT**	**Dollars ($291.21/VMT)**	**VMT**	**Dollars ($284.04/VMT)**
Single-Family	Dwelling	20.36	$5,929.04	19.11	$5,428.00
Multi-Family	Dwelling	12.97	$3,776.99	12.18	$3,459.61
Industrial					
General Light Industrial	1,000 GFA	6.48	$1,887.04	6.08	$1,726.96
Manufacturing	1,000 GFA	5.14	$1,496.82	4.82	$1,369.07
Warehouse	1,000 GFA	2.27	$661.05	2.13	$605.01
Mini-Warehouse	1,000 GFA	1.97	$573.68	1.85	$525.47
Commercial/Retail					
Commercial/Retail	1,000 GFA	29.43	$8,570.31	27.63	$7,848.03
Eating/Drinking Places	1,000 GFA	29.43	$8,570.31	27.63	$7,848.03
Casino/Gaming	1,000 GFA	60.17	$17,522.11	56.48	$16,042.58
Office and Other Services					
Schools	1,000 GFA	16.83	$4,901.06	15.80	$4,487.83
Day Care	1,000 GFA	16.83	$4,901.06	15.80	$4,487.83
Lodging	Room	4.38	$1,275.50	4.11	$1,167.40
Hospital	1,000 GFA	14.01	$4,079.85	13.15	$3,735.13
Nursing Home	1,000 GFA	8.68	$2,527.70	8.14	$2,312.09
Medical Office	1,000 GFA	45.47	$13,241.32	42.68	$12,122.83
Office and Other Services	1,000 GFA	12.73	$3,707.10	11.95	$3,394.28
Regional Recreational Facility	Acre	1.02	$297.03	0.96	$272.68

Regional Road Impact Fee (RRIF)

7th Edition Year 3 Indexing

Effective 1/31/2025

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ATTACHMENT E – RRIF ELIGIBLE IMPROVEMENTS & COST ESTIMATES

RRIF OFFSET AGREEMENT REQUEST

HIGHLAND RANCH PKWY / MIDNIGHT RD SIGNAL IMPROVEMENTS

TOUCHSTONE LIVING LLC

HIGHLAND VILLAGE SUBDIVISION

				Engineers Estimate of Probable Costs	
Bid Item	**Description**	**Unit**	**Qty Total**	**Unit Cost**	**Cost Total**
1	Engineering Fees	LS	1	$59,000.00	$ 59,000.00
2	Right-of-Way Dedication	SF	15,700	$3.33	$ 52,281.00
3	Signal Equipment Easements	SF	6,740	$3.33	$ 22,444.20
4	Traffic Signal Equipment	LS	1	$850,000.00	$ 850,000.00
5	ADA Ramps and Sidewalk Modifications	EA	4	$5,000.00	$ 20,000.00
6	Slurry	SF	33,430	$0.35	$ 11,700.50
7	Retaining walls and Grading	LF	113	$600.00	$ 67,800.00
8	Install 4" Solid Yellow or White Pavement Striping, (Type II Waterborne) complete and in-place	LF	2167	$0.40	$ 866.80
9	Install 4" Single Skip White Stripe, (Type II waterborne) complete and in place	LF	305	$0.35	$ 106.75
10	Install 4" Double Solid Yellow Pavement Striping, (Type II Waterborne) complete and in-place	LF	1109	$0.80	$ 887.20
11	Install 8" Solid White Pavement Striping, (Type II Waterborne) complete and in-place	LF	321	$0.80	$ 256.80
12	Install 24" Solid White Stop Bar, (Thermoplastic) complete and in-place	LF	126	$15.00	$ 1,890.00
13	Install Solid White International Crosswalk (Thermoplastic), complete and in-place	LF	164	$15.00	$ 2,460.00
14	Install Preformed Solid White Arrow (Thermoplastic) complete and in-place	EA	13	$215.00	$ 2,795.00
15	Inspection and Testing	LS	1	$35,000.00	$ 35,000.00
16	Street Cut/Occupancy Permit	LS	1	$3,000.00	$ 3,000.00
17	Contingency	LS	1	5%	$ 56,524.41
					$ 1,187,012.66

R-O-W and Easement Unit Cost

Cost of Entire Parcel	$8,000,000
Total Acerage	55.16 AC
Unit Cost per SF	$3.33

ENGINEERING FEES

GCW
ENGINEERS \ SURVEYORS

1004-24-131

March 3, 2025

Jeff Holbrook, Co-Manager
LC Highland, LLC
31103 Rancho Viejo Road, Suite D3099
San Juan Capistrano, CA 92675

Proposal: Highland Ranch / Midnight Traffic Signal

Dear Mr. Holbrook:

PROJECT UNDERSTANDING

Thank you for the opportunity to submit this proposal to provide traffic signal design and RRIF Offset Agreement processing services for the Highland Ranch Pkwy/Midnight Drive intersection in Washoe County, NV. The intersection is located on a Washoe County jurisdiction roadway and will be subject to Washoe County permitting with City of Reno maintenance (effectively designed to City of Reno standards since it is expected the City will maintain the signal under contract with the County and the County does not have its own signal equipment standards).

Task 1: Traffic Signal Design

We will prepare the plans, specifications, and engineer's estimate (PS&E) for installation of a traffic signal system at the intersection of Highland Ranch Parkway with Midnight Drive. Our work will include:

- Coordination with the RTC and their consultant regarding roadway layout for future conditions
- **Coordination with Odyssey Engineering on linework to determine the location of any potential additional right of way needed for the new signal based on four lanes on Highland Ranch Parkway**
- Establishing conduit, pull box, signal pole, and equipment locations consistent with the intersection configurations and curb returns
- Addressing the electrical service and coordinating with NV Energy
- Signal interconnect, limited to radio or modem technology (underground interconnect, conduit and fiber optics is excluded from this task)
- Coordinating with Washoe County and the City of Reno during permitting review
- Coordinating with Odyssey Engineering for the ADA accessible design of pedestrian push buttons coordinated with the proposed pedestrian ramp locations
- Recommending any necessary revisions to the intersection plans to Odyssey Engineering
- Providing notes, equipment schedules, conduit/conductor schedules, and details
- Special Technical Specifications based on City of Reno standards, to be included on the plans
- Engineer's Estimate(s)
- Attendance at up to two (2) design review/coordination meetings with the project team and or County during the design phase
- Address up to two (2) rounds of County/City review comments
- Provide final traffic signal plans for construction

This scope of work assumes that Odyssey Engineering will provide Headway with the topographic survey and intersection base map files for the entire intersection area, in AutoCAD format, including existing and proposed striping, utilities, and that the survey will cover all areas of the intersections where signal equipment is to be shown on the plans (generally 200 feet on the minor street approaches and 500 feet on the major street approaches (Highland Ranch Parkway).

We understand our plans will be attached to the Washoe County permit drawings to be submitted by Odyssey Engineering and that Odyssey Engineering will manage all permitting processes. Therefore, no separate permit process specific to the signal system is anticipated or included in this scope of work.

We propose to provide the services described above for a Lump Sum Fee of $29,000.

Task 2: RRIF Offset Agreement Application & Processing

We will manage the RRIF application and agreement process with the Regional Transportation Commission (RTC) and Washoe County to pursue Regional Road Impact Fee (RRIF) waivers/offsets (credits) for eligible roadway improvements and the traffic signal installation.

Based on correspondence to date with the RTC and County, we believe major portions of the off-site improvements are eligible for offset/waivers, however we cannot guarantee that outcome, as the decision is discretionary by the RTC Board and Washoe County Commissioners. The fees due GCW for these services shall not be dependent on the ultimate outcome, but rest assured we will certainly strive for a successful outcome and your receipt of the waiver "credits".

We will prepare the RRIF agreement request/application and supporting materials, some of which will require signatures, application fees, plans, and cost estimates from you and/or Odyssey Engineering. We expect timely support from you and the development team on these items in order to expedite the application. Any applicable fees for appraisals (required for determining right-of-way value) and any other third party services or fees shall be paid by the client separate from our fee for this task.

We will follow through on agreement processing, attend meetings/hearings, and coordinate with the RTC, County, and client through completion of the RRIF agreement and earning of the waivers, at which point our services will end.

We propose to provide the services described above for a Lump Sum Fee of $10,000.

Task 3: Construction Support

We will provide up to fifty (50) hours of professional staff time during construction of the signal to support the construction process. Work is anticipated to include:

- Inspect the contractor's critical work activities on the signal systems (full-time inspection is not included)
- Attend a pre-construction meeting
- Review material submittals
- Respond to RFIs
- Attend site visits and walk-throughs
- Schedule the substantial completion walk-through for signal items
- Assist with punchlist preparation (up to two (2) punchlists)
- Work with Washoe County, City of Reno, design team, and the contractor to resolve any issues
- Complete record drawings for the signal, if required

- Provide a letter of completion for the traffic signal, contingent upon our thorough involvement during the construction process (we must be contacted with advance notice and present for inspections prior to pouring foundations or performance of other major signal work items)

We propose to provide the services described above on a time-and-materials basis not-to-exceed $10,000.

EXCLUSIONS

This scope of work excludes:

- Underground Signal Interconnect design (conduit runs, pull boxes, fiber optics, or hard-wired methods)
- Traffic Data Collection or Traffic Analysis
- Signal Warrant Study
- Traffic Signal Timing/Coordination Plans
- Intersection and pedestrian ramp design (to be provided by Odyssey Engineering)
- Potholing, utility research, and depiction of existing utilities (existing utilities to be shown in the base mapping by Odyssey Engineering)
- Right-of-Way determination and depiction including centerline and stationing (to be provided by Odyssey Engineering)
- Right-of-way or easement acquisition services

The above services can be provided, if necessary, for additional fees (fees to be determined when the scope of work is formally defined).

We understand all civil engineering work for the intersection will be completed by Odyssey Engineering and that Odyssey Engineering will serve as the official Engineer-of-Record on the project.

Please note that this scope of work excludes material testing, compaction testing, concrete sampling/breaks, soils tests, and related services. These services should be anticipated as being required by the County and should be understood as necessary services to be provided by others. This scope of work also excludes construction staking as that service is anticipated to be provided by others.

SCHEDULE

We will provide the signal modification plans for submittal to Washoe County within approximately ten (10) weeks of receiving written authorization to proceed and the base maps and topo files in AutoCAD format to be provided by others. Note that the critical path is typically coordination with NV Energy for electrical service. Coordination with the RTC or their consultant may be a critical path schedule item as well, and beyond our control. Schedule beyond the first submittal will be dependent on agency review(s) and cannot be predicted at this time.

The RRIF initial application can be submitted within approximately ten (10) weeks of receiving written authorization to proceed. Note that the plans must be complete enough to generate a reasonably accurate cost estimate before application can be filed. The overall RRIF Offset Agreement should be expected to take at least six (6) months.

FEE SUMMARY

Task Description	Amount	Type
Task 1: Traffic Signal Design	**$29,000**	LS
Task 2: RRIF Offset Agreement Application & Processing	**$10,000**	LS
Task 3: Construction Support	**$10,000**	T&M
Total	**$49,000**	

Progress billings will be forwarded to the Client monthly. These billings will include the fees earned for the billing period plus any direct costs. The Client shall make every reasonable effort to review invoices within fifteen (15) working days from the date of receipt of the invoices and notify the Consultant in writing of any items that are alleged to be incorrect.

Any additional services you request will be based upon our Hourly Rate Schedule, attached hereto. In the event, our Hourly Rate Schedule changes, the fees for any remaining time and materials will be adjusted to compensate for inflation. This proposal pricing is only valid for 90 days.

If you approve of this proposal, please sign and return the attached Agreement for Professional Services and Letter of Authorization.

We look forward to working with you on this project. If you have any questions or clarifications, please call me at (775) 322-4300.

Cordially,
GCW, INC.

Loren E. Chilson
Executive Vice President

Attachments:
Agreement for Professional Services, Letter of Authorization, and Hourly Rate Schedule

895 Roberta Lane, Suite 104, Sparks, NV 89431
(775) 359-3303 Fax (775) 359-3329

odyssey ENGINEERING INCORPORATED

June 17, 2025

Mr. Jeffrey L. Holbrook
LC Highland, LLC
27132 b Paseo Espada, Suite 1226
San Juan Capistrano, CA 92675

Re: Highlands Village 1 Traffic Signal
Survey and Civil Support

Dear Jeff:

Odyssey Engineering is pleased to submit this proposal to provide civil engineering and survey displays for the design and for the traffic light at Midnight Drive and Highland Ranch Parkway.

We will provide the civil plans that are required for the permit. We will also provide the necessary displays, quantities and legal descriptions. We will work with GCW to get the material they need for both the permit set and the agreement for RTC credits.

Note we have reached out to Lynchpin for a proposal for the design of the masonry retaining walls required to accommodate the traffic light poles and traffic control cabinet on the north side of the Highland Ranch Parkway.

Based on that we have developed the following.

Civil Improvement Plans and Survey Work

We will provide final improvement plans, to include:

Site Layout Plan
Grading & Drainage Plan
Civil Sitework Construction Details

We will provide the legal descriptions and display for the right of way take necessary of the traffic light.

Fee Summary

We propose to prepare the necessary work for the development of the traffic light and help GCW with the RTC agreement for the credits for the cost.

Proposed Fee.....$10,000.00

The following work tasks and costs are not included in our proposed scope of services.

-NV Energy Applications and Processing
-Landscape plans
-Plan reproduction costs
-Construction survey and layout
-Full time construction inspection and materials testing
-Structural engineering
-Geotechnical investigation

We at Odyssey Engineering thank you for the opportunity to submit this proposal. Please call if there are any questions, or if you require additional information. If this proposal is acceptable, please sign below and provide us with email addresses for billing and correspondence as applicable.

Sincerely,

Odyssey Engineering Incorporated

Frank A. Bidart, P.E.
President

Approved

LC Highland, LLC

_____
Mr. Jeffery L. Holbrook

Enclosure: Fee Schedule

ROW BACKUP

DOC #5547409
06/18/2025 10:32:48 AM
Electronic Recording Requested By
FIRST CENTENNIAL - RENO (MAIN OFFIC
Washoe County Recorder
Kalie M. Work
Fee: $43.00 RPTT: $32800.00
Page 1 of 7

Assessor's Parcel No(s).: 508-020-43, 508-020-41
RPTT: $32,800.00

RECORDING REQUESTED BY:
First Centennial Title
1450 Ridgeview Drive
Reno NV 89519
Escrow No:25048341-SS

AFTER RECORDATION RETURN AND
MAIL FUTURE TAX STATEMENTS TO:
TS Highland LLC
1700 South Pavilion Center Dr. Suite 950
Las Vegas, NV 89135

Real Property Transfer Tax = $32,800
$32,800 / 2.05 X $500 = Sales Price
Sales Price = $8,000,000

GRANT, BARGAIN AND SALE DEED

For value received, LC Highland, LLC, a Nevada limited liability company hereinafter referred to as "Grantor," hereby grants, bargains and sells to TS Highland LLC, a Nevada limited liability company, hereinafter referred to as "Grantee," all of Grantor's right, title, and interest in the real property located in Sun Valley, County of Washoe, State of Nevada, described on Exhibit "A" attached hereto and incorporated herein by reference (the "Real Property").

The Real Property is conveyed subject only to the following liens and encumbrances: (i) general and special county taxes and assessments not yet delinquent; (ii) covenants, conditions, restrictions, reservations, rights of way, easements, and other interests of record which are applicable to the Real Property, and (iii) N/A.

The Real Property is conveyed together with all of Grantor's right, title, and interest in the improvements located on the Real Property, and in the tenements, hereditaments, and appurtenances of the Real Property, including, without limitation, all of Grantor's right, title, and interest in all water rights appurtenant to the Real Property, and the rents, issues and profits thereof.

***Signature and Notary Page attached hereto and made a part hereof-

Dated this 10th day of June, 2025.

Grantor:

LC Highland LLC, a Nevada limited liability Company

BY: _____
Stephen H. Hinckley, Manager

BY: _____
Jeffrey L. Holbrook, Manager

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on this ____ day of _____, 20__, by Stephen H. Hinckley and Jeffrey L. Holbrook as Managers of LC Highland LLC, a Nevada limited liability company

SEE ATTACHED CALIFORNIA CERTIFICATE
Edwin F. Vargas
6/10/25

_____
Notary Public

EXHIBIT A

CALIFORNIA ALL PURPOSE ACKNOWLEDGEMENT CIVIL CODE SECTION 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of San Diego

On 6/10/25 before me, Edwin F. Vargas, Notary Public

personally appeared Stephen H. Hinckley

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

EDWIN F. VARGAS
COMM. #2452079
NOTARY PUBLIC • CALIFORNIA
SAN DIEGO COUNTY
Commission Expires July 1, 2027

I certify under PENALTY OF PERJURY under the Laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Description of Attached Document: Grant Deed

Document Date: 6/10/25 Number of Pages: 3

Signer(s) other than named above: none

Dated this 11th day of June, 2025.

Grantor:

LC Highland LLC, a Nevada limited liability Company

BY: _____
Stephen H. Hinckley, Manager

BY: _____
Jeffrey L. Holbrook, Manager

STATE OF California

COUNTY OF Orange

This instrument was acknowledged before me on this 11 day of June, 2025 by ~~Stephen H. Hinckley~~ and Jeffrey L. Holbrook as Managers of LC Highland LLC, a Nevada limited liability company

Colleen Stormans
Notary Public

COLLEEN STORMANS
Notary Public - California
Orange County
Commission # 2505327
My Comm. Expires Dec 22, 2028

EXHIBIT A

CALIFORNIA ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange }

On June 11 2025 before me, Colleen Stormans, Notary Public
Date *Here Insert Name and Title of the Officer*

personally appeared Jeffrey L. Holbrook
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

COLLEEN STORMANS
Notary Public · California
Orange County
Commission # 2505327
My Comm. Expires Dec 22, 2028

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Colleen Stormans
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: Grant, Bargain & Sale Deed.
Document Date: 6.11.2025 Number of Pages:
Signer(s) Other Than Named Above:

Capacity(ies) Claimed by Signer(s)

Signer's Name:	Signer's Name:
☐ Corporate Officer – Title(s):	☐ Corporate Officer – Title(s):
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other:	☐ Other:
Signer is Representing:	Signer Is Representing:

©2019 National Notary Association

File No.: 25048341-SS

EXHIBIT A

PARCEL 1:
The South half of the South half of the Southeast Quarter in Section 8, Township 20 North, Range 20 East, M.D.B.&M., Washoe County, Nevada.

EXCEPTING THEREFROM any portion lying Westerly of the most Eastern line of HIGHLAND RANCH PARKWAY, as it now exists.

ALSO EXCEPTING THREFROM any portion lying within Highland Ranch Parkway, as it now exists.

FURTHER EXCEPTING THEREFROM those portions dedicated to the County of Washoe, a political subdivision of the State of Nevada, by instruments recorded December 11, 1997, in Book 5069, Page 775, as Document No. 2161272 and recorded April 8, 1998, in Book 5195, Page 906, as Document No. 2197961, of Official Records.

The above legal description was taken from prior Document No. 4727553.

APN'S: 508-020-41

PARCEL 2:
The North half of the South half of the Southeast Quarter in Section 8, Township 20 North, Range 20 East, M.D.B.&M., Washoe County, Nevada.

EXCEPTING THEREFROM any portion lying Westerly of the most Eastern line of HIGHLAND RANCH PARKWAY, as it now exists.

ALSO EXCEPTING THREFROM any portion lying within Highland Ranch Parkway, as it now exists.

FURTHER EXCEPTING THEREFROM those portions dedicated to the County of Washoe, a political subdivision of the State of Nevada, by instruments recorded December 11, 1997, in Book 5069, Page 775, as Document No. 2161272 and recorded April 8, 1998, in Book 5195, Page 906, as Document No. 2197961, of Official Records.

The above legal description was taken from prior Document No 4727553.

APN'S: 508-020-43

Said property is more particularly described in the Survey done by Kelly R. Combest, Odyssey Engineering, set forth as follows:

All that certain real property situate within a portion of the Southeast One-Quarter of Section Eight, Township Twenty North, Range Twenty East, Mount Diablo Meridian, and being more particularly described as follows:

BEGINNING at a point on the northerly right-of-way line of Highland Ranch Road as described in Deed Document Number 2161272, recorded December 11, 1997 of the Official Records of Washoe County, Nevada from which said point bears North 01°48'00" East a distance of 60.00 feet from the Southeast Section Corner of said Section 8;
THENCE coincident with said northerly right-of-way the following five (5) courses:
1. North 88°50'56" West a distance of 970.24 feet to the beginning of a curve;
2. a distance of 384.05 feet along the arc of 570.00 foot radius curve to the right, through a central angle of 38°36'17";
3. North 50°14'39" West a distance of 1363.05 feet to the beginning of a curve;
4. a distance of 256.44 feet along the arc of a 470.00 foot radius curve to the right, through a central angle of 31°15'42";
5. North 01°03'14" East a distance of 42.24 feet more or less to the northerly line of the South One-Half of the South One-Half of the Southeast One-Quarter of said Section 8;
THENCE coincident with said northerly line South 89°40'03" East a distance of 2553.69 feet more or less to the easterly line of said Section 8;

THENCE coincident with said easterly line South 01°48'00" East a distance of 1259.34 feet to the POINT OF BEGINNING.

A Portion of APN: 508-020-41

Recorder, please return to:
TS Highland, LLC
1700 South Pavilion Center Dr., Ste 950
Las Vegas, NV 89135

Mail tax statement to:
TS Highland, LLC
1700 South Pavilion Center Dr., Ste 950
Las Vegas, NV 89135

The undersigned hereby affirms that this document, including any exhibits hereby submitted for recording does not contain the personal information of any person or persons (Per NRS 239B.030)

GRANT OF SIGNAL EQUIPMENT NON-EXCLUSIVE EASEMENT

THIS Grant of a Non-Exclusive Easement, dated ____ of _____ of 2025, is made by and between **TS HIGHLAND, LLC,** hereinafter referred to as "Grantor", and **WASHOE COUNTY**, hereinafter referred to as "Grantee", their successors and assigns, the right to construct, place, inspect, maintain, repair, replace and remove, traffic signal infrastructure facilities consisting of foundations, poles, electrical cabinets, electrical services, conduit, pull boxes, vehicle detection, and other appurtenances, together with a permanent non-exclusive easement, therefore and the right of ingress thereto and egress therefrom, across, upon, in and under the following described real property in the County of Washoe, State of Nevada and "Grantor", does hereby grant and convey to **WASHOE COUNTY**, "Grantee", a permanent non-exclusive easement, for public use, over, across, and through a portion of Grantor's property described as and depicted on, together as follows:

SEE EXHIBITS "A" AND "A1" and "B" AND "B1" ATTACHED HERETO AND MADE A PART HEREOF BY REFERENCE

It is further agreed that:

1. Grantor shall indemnify and hold Grantee harmless from and against damages to Grantee's facilities in said easement area, except where such damage is caused by the negligence of Grantee or its employees which is subject to the liability limitations protections and immunities afforded to Grantee pursuant to Chapter 41 of the Nevada Revised Statues and nothing contained herein is to be construed as or intended by Grantee as a waiver thereof.

2. The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto reconstructing and operating said Facilities by GRANTEE except for those damages caused by the negligence of GRANTEE or its employees.

3 To the fullest extent permitted by law, but not to exceed the statutory limits set forth in NRS Chapter 41 if applicable to the Liability, as defined below, GRANTEE shall indemnify, hold harmless and defend GRANTOR and TS Highland, LLC officers, employees and agents from and against all liability caused in whole or in part by any act or omission of GRANTEE arising out of the use of the Non-Exclusive Easement Area, "Liability" includes all claims actions, damages, losses, judgements, injuries, costs and expenses, including but not limited to attorney's fees and costs, including those related to bodily injury, sickness, disease or death or to injury to destruction of tangible property. "Arising out of the use of" includes all construction, maintenance, operation and use of any improvements and landscaping now existing or hereafter constructed on the Non-Exclusive Easement Area. The terms "act or omission" includes any act, negligence, or omission. The terms "of GRANTEE or related party" includes GRANTEE and all officers, employees, agents, contractors and subcontractors, successors and assigns of GRANTEE.

4 GRANTOR shall be allowed to install or erect permitted Private Facilities within the Non-Exclusive Easement Area which in the reasonable judgement of GRANTEE is consistent with GRANTEE's use of Non-Exclusive Easement Area.

5 GRANTEE, its successors, assigns and agents, shall have the right to remove or clear any and all buildings, fences, structures, combustible material, trees, brush, debris, or any other obstruction from the Non-Exclusive Easement Area, which in the reasonable judgement of GRANTEE may interfere with or endanger the construction, altering, maintaining, inspecting, repairing, reconstructing and operation of said Signal Facilities.

6 GRANTEE, its successors, assigns and agents, shall have the right to cut down, trim and maintain all landscaping within, adjacent to and outside the Non-Exclusive Easement Area which may, in the reasonable judgment of GRANTEE, endanger the construction, altering maintaining, inspecting, repairing, reconstructing and operating of said Signal Facilities.

7 GRANTEE, its successors, assigns and agents, agrees to its sole cost and expense to maintain and repair the Private Facilities within the easement area during the term of this Permanent Non-Exclusive Easement.

THIS GRANT OF SIGNAL EQUIPMENT NON-EXCLUSIVE EASEMENT and the terms contained herein shall be binding upon the successors, agents and assigns of GRANTOR and GRANTEE.

TO HAVE AND TO HOLD all and singular the said premises, granted together with the appurtenance, unto said GRANTEE, its successors assigns and agents forever.

IN WITNESS WHEREOF, GRANTOR has caused these presents duly be executed the day and year first above written. GRANTOR acknowledges having read all the provisions of this grant of easement, and the GRANTOR agrees to its terms.

GRANTOR
TS HIGHLAND, LLC

By: _____

Dustin Manning
Vice President of Land Development (Authorized Signer)

STATE OF NEVADA)
) SS:
COUNTY OF WASHOE)

Before me, a Notary Public in and for said County and State, personally appeared Dustin Manning, known to me to be the Vice President of Land Development, for TS Highland, LLC , a Nevada LLC, and acknowledged the execution of the foregoing for and on behalf of said a limited liability company.

Witness my hand and Notarial Seal, this ____ day of _____, 2025.

_____

Notary Public – Signature

GRANTEE
WASHOE COUNTY,

By: _____

Dwayne Smith, P.E.
Director, Engineering and Capitol Projects

STATE OF NEVADA)
) SS:
COUNTY OF WASHOE)

Before me, a Notary Public in and for said County and State, personally appeared Dwayne Smith, P.E., known to me to be the Director, Engineering and Capitol Projects, for Washoe County, and acknowledged the execution of the foregoing for Washoe County.

Witness my hand and Notarial Seal, this ____ day of _____, 2025.

_____

Notary Public - Signature

EXHIBIT A
LEGAL DESCRIPTION
OF
TRAFFIC SIGNAL EASEMENT

All that certain property situate within the Southeast One-Quarter (SE 1/4) of Section Twenty Eight (08), Township Eighteen (20) North, Range Twenty (20) East, Mount Diablo Meridian, City of Reno, County of Washoe, State of Nevada, being a portion of Common Area 2 per Tract Map No. _____, Recorded _____, 2025, as File No. ___ _____, Official Records of Washoe County, Nevada and more particularly described as follows:

COMMENCING at a 2" aluminum cap stamped PLS 20123 at the intersection of Highlands Ranch Road as described in Document No. 2161272, Recorded December 11, 1997, Official Records of Washoe County, Nevada and Ophelia Drive as shown on said Tract Map No. _____;

THENCE North 18°09'25" West a distance of 61.99 feet to a point coincident with the exterior boundary of Common Area 2 and the westerly right of way of Ophelia Drive as shown on Tract Map No. _ _____ , said point also being the **POINT OF BEGINNING**;

THENCE along said exterior boundary for the following Three (3) courses and distances;

1) North 88°50'49" West a distance of 5.50 feet to the beginning of a non-tangent curve;
2) from a radius that bears North 88°50'49" West, a distance of 39.77 feet along the arc of said curve to the right, having a radius of 25.00 feet, through a central angle of 91°08'45";
3) North 87°42'05" West a distance of 10.49 feet;

THENCE departing from said exterior boundary, North 01°08'02" East a distance of 23.49 feet;

THENCE South 88°51'58" East a distance of 5.01 feet to the beginning of a curve;

THENCE a distance of 47.11 feet along the arc of said curve to the left, having a radius of 30.00 feet, through a central angle of 89°58'51";

THENCE South 88°50'49" East a distance of 6.50 feet to a point coincident with the westerly right of way of Ophelia Drive;

THENCE along said westerly right of way, South 01°09'11" West a distance of 33.71 to the **POINT OF BEGINNING.**

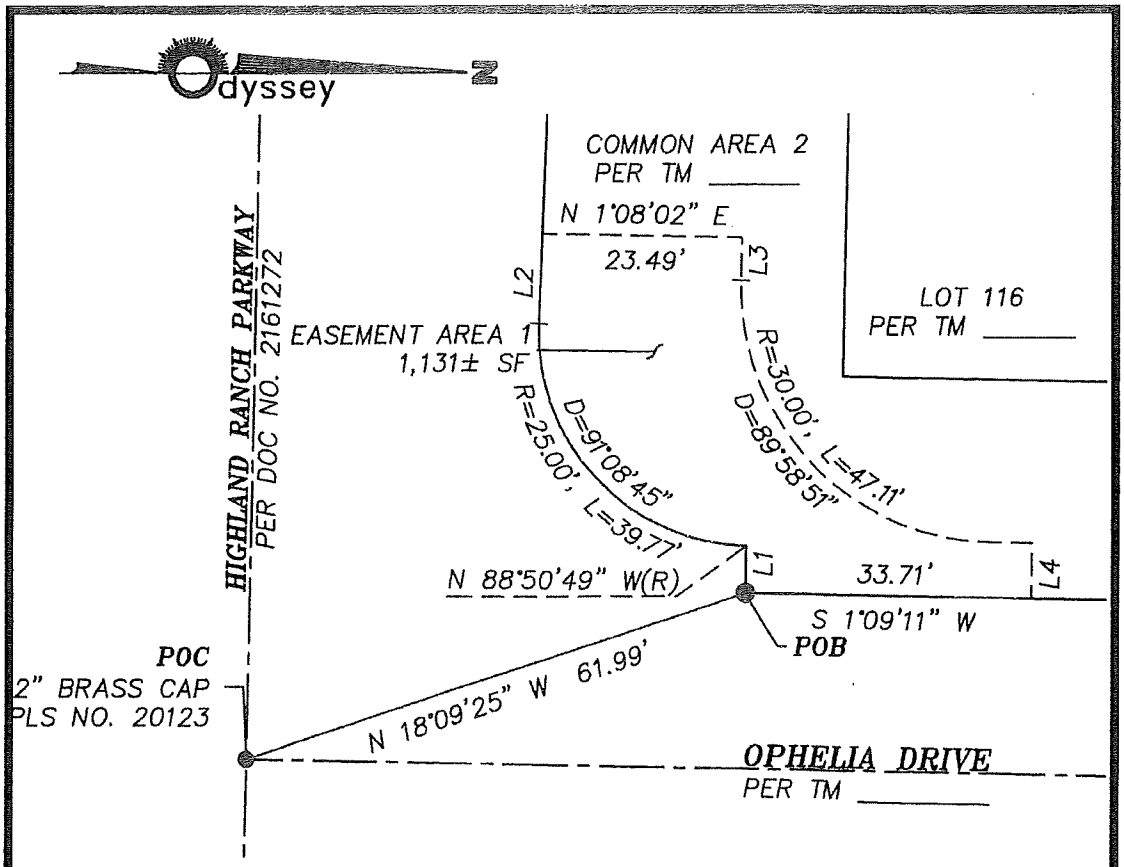
Containing 1,131 square feet of land, more or less.

See Exhibit A-1 attached to and made apart hereof.

BASIS OF BEARINGS for this description is identical to that of Tract Map No. _____, Recorded _____, 2025, as File No. _____, Official Records of Washoe County, Nevada

PREPARED BY
ODYSSEY ENGINEERING INC.

John A. Gomez, PLS
Nevada Certificate No. 20123
895 Roberta Lane, Suite 104
Sparks, NV 89431



PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 88°50'49" W	5.50'
L2	N 87°42'05" W	10.49'
L3	S 88°51'58" E	5.01'
L4	S 88°50'49" E	6.50'

Odyssey ENGINEERING INCORPORATED
WWW.ODYSSEY-CIVIL-ENGINEERING.COM

EXHIBIT "A-1"

TRAFFIC SIGNAL EASEMENT

LOCATED WITHIN THE SOUTHEAST 1/4 OF SECTION 08, T.20N., R.20E., M.D.M.

WASHOE COUNTY, NEVADA

SCALE: 1"=20'
DATE: 6/2025
SHT. NO.: 1 of 1

EXHIBIT B
LEGAL DESCRIPTION
OF
TRAFFIC SIGNAL EASEMENT

All that certain property situate within the Southeast One-Quarter (SE 1/4) of Section Twenty Eight (08), Township Eighteen (20) North, Range Twenty (20) East, Mount Diablo Meridian, City of Reno, County of Washoe, State of Nevada, being a portion of Common Area 3 per Tract Map No. _____, Recorded _____, 2025, as File No. ___ _____, Official Records of Washoe County, Nevada and more particularly described as follows:

COMMENCING at a 2" aluminum cap stamped PLS 20123 at the intersection of Highlands Ranch Road as described in Document No. 2161272, Recorded December 11, 1997, Official Records of Washoe County, Nevada and Ophelia Drive as shown on Tract Map No. _____, Recorded _____, 2025, as File No. _____, Official Records of Washoe County, Nevada;

THENCE North 16°03'22" East a distance of 79.44 feet to a point coincident with the easterly right of Ophelia Drive and the exterior boundary of Common Area 3 as shown on said Tract Map No. _____to the **POINT OF BEGINNING**;

THENCE along said easterly right of way of Ophelia Drive, North 01°24'25" East a distance of 15.50 feet;

THENCE departing said easterly right of way, South 88°35'35" East a distance of 7.01 feet;

THENCE South 01°24'25" West a distance of 5.00 feet to the beginning of a curve;

THENCE a distance of 47.12 feet along the arc of said curve to the left, having a radius of 30.00 feet, through a central angle of 90°00'00";

THENCE South 88°35'35" East a distance of 5.00 feet;

THENCE South 01°24'25" West a distance of 14.50 feet to a point coincident with said exterior boundary of Common Area 3;

THENCE along said exterior boundary for the following Three (3) courses and distances,

1) North 88°35'35" West a distance of 2.51 feet to the beginning of a curve;

2) a distance of 53.26 feet along the arc of said curve to the right, having a radius of 34.05 feet, through a central angle of 89°36'40";
3) North 88°02'47 West a distance of 5.57 feet to the **POINT OF BEGINNING**;

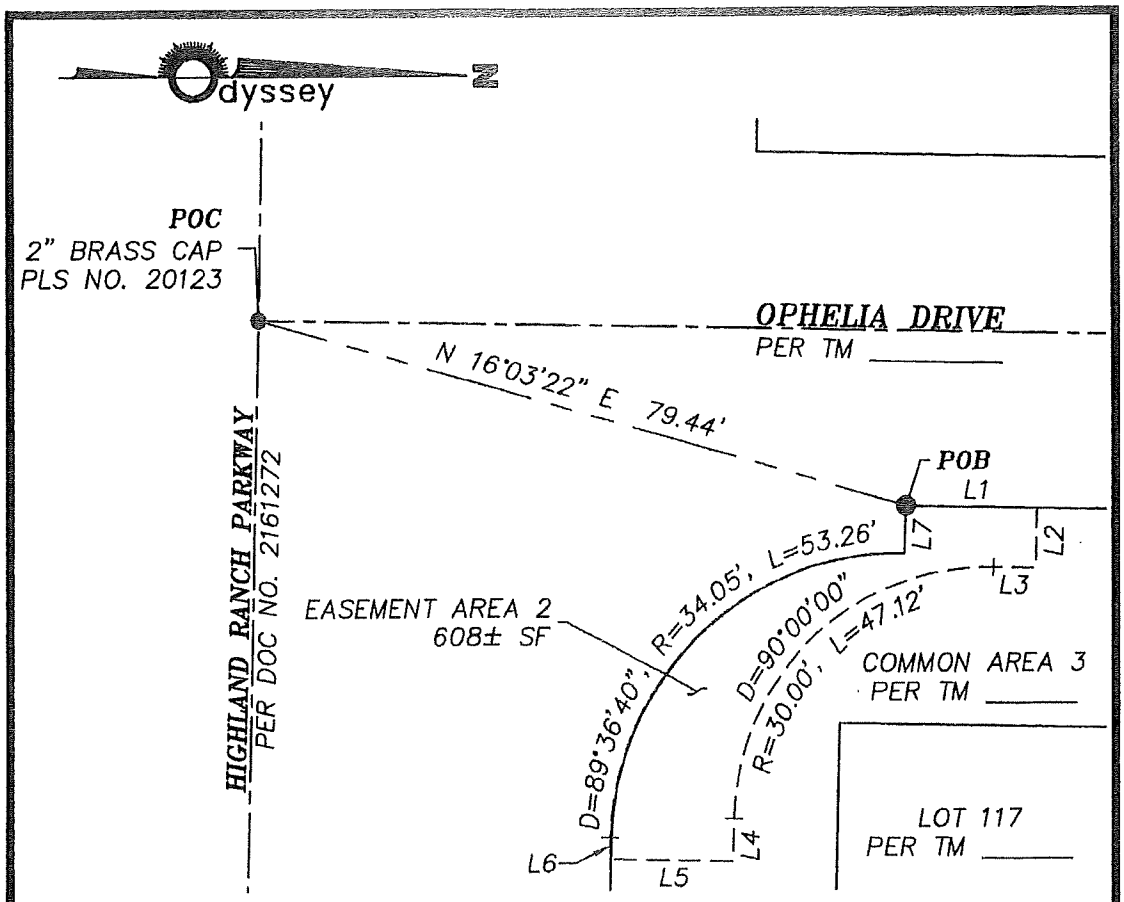
Containing 608 square feet of land, more or less.

See Exhibit B-1 attached to and made apart hereof.

BASIS OF BEARINGS for this description is identical to that of Tract Map No. _____, Recorded _____, 2025, as File No. _____, Official Records of Washoe County, Nevada

PREPARED BY
ODYSSEY ENGINEERING INC.

John A. Gomez, PLS
Nevada Certificate No. 20123
895 Roberta Lane, Suite 104
Sparks, NV 89431



PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 1°24'25" E	15.50'
L2	S 88°35'35" E	7.01'
L3	S 1°24'25" W	5.00'
L4	S 88°35'35" E	5.00'
L5	S 1°24'25" W	14.50'
L6	N 88°35'35" W	2.51'
L7	N 88°02'47" W	5.57'

Odyssey ENGINEERING INCORPORATED
WWW.ODYSSEY-CIVIL-ENGINEERING.COM

EXHIBIT "B-1"

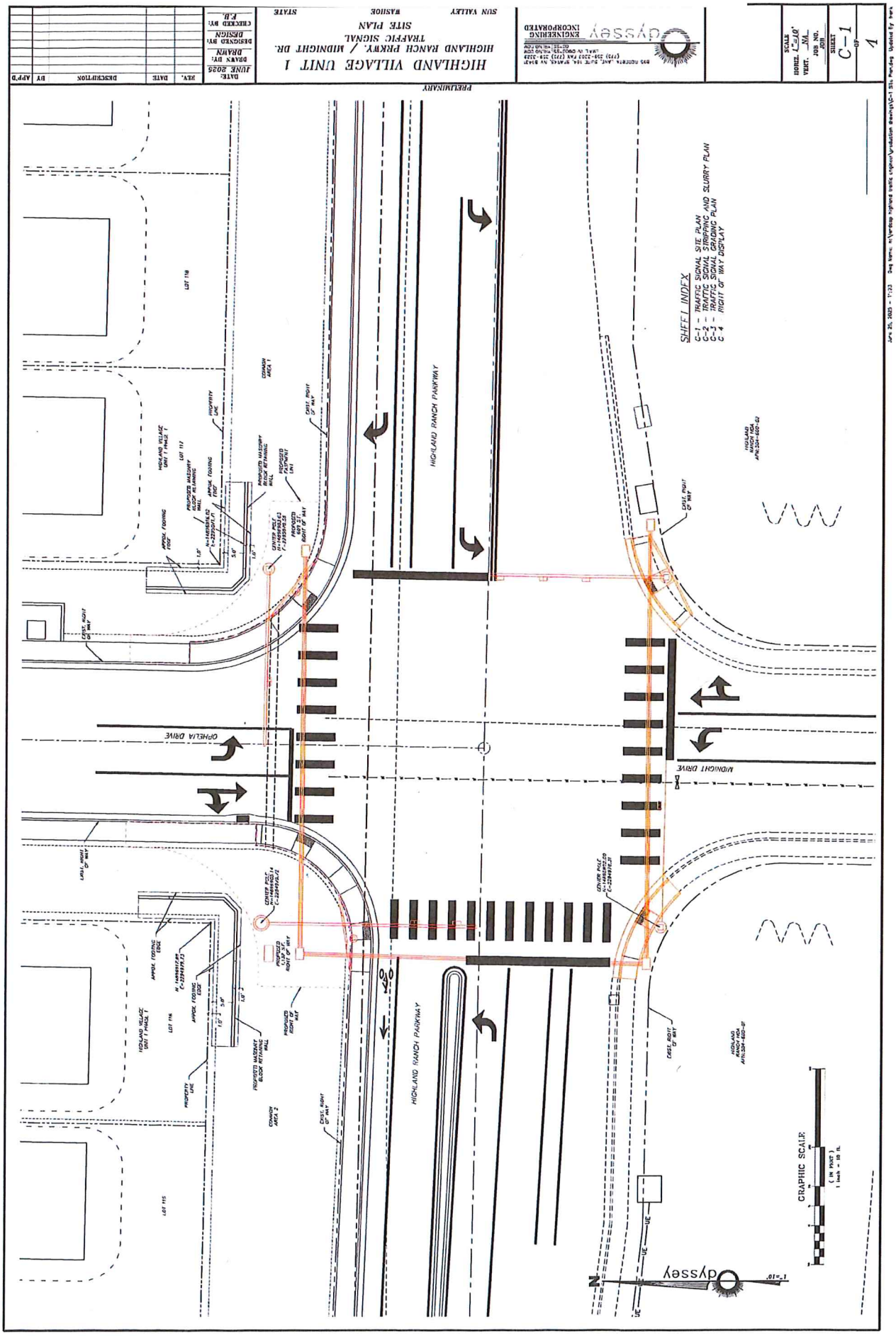
TRAFFIC SIGNAL EASEMENT

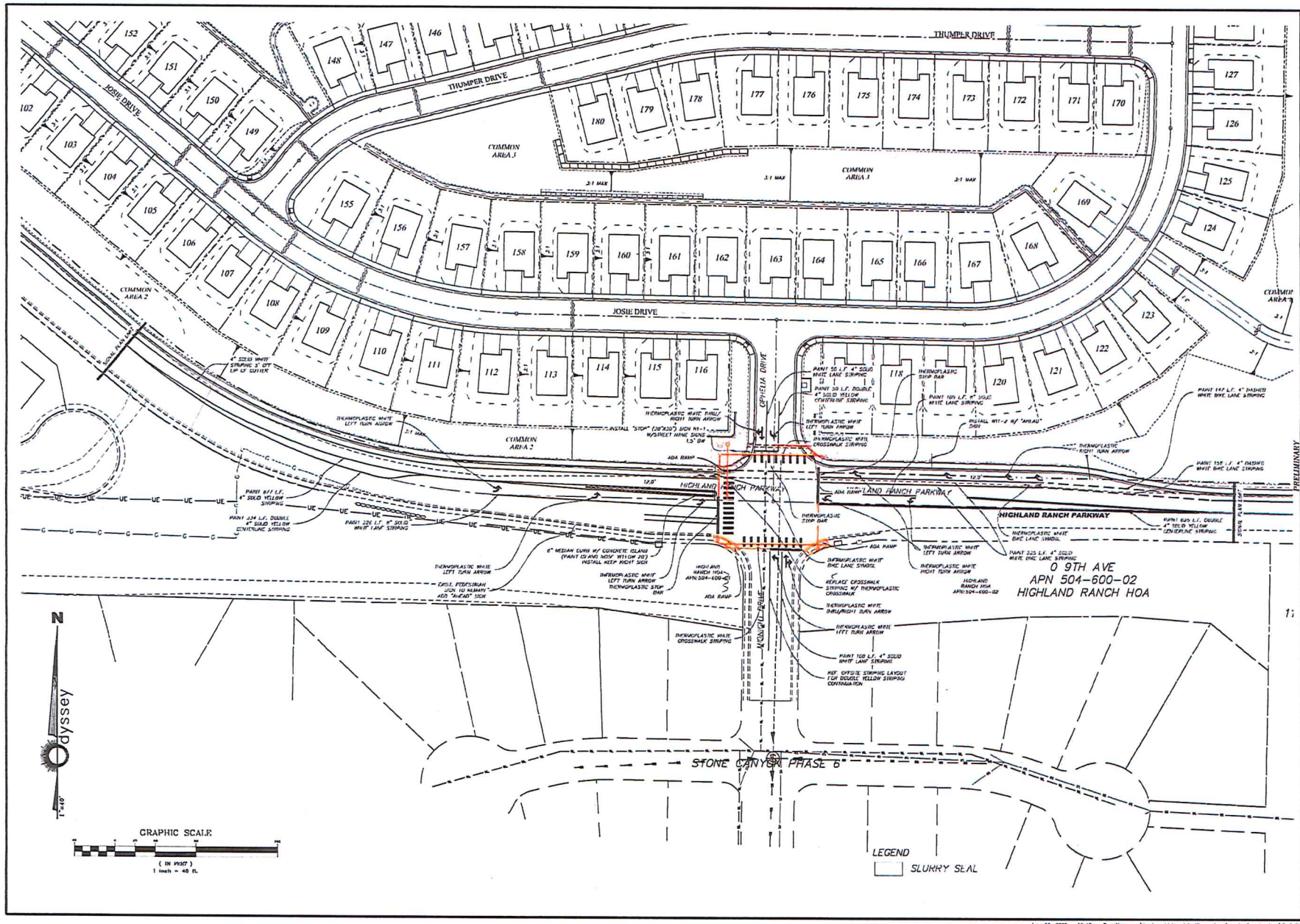
LOCATED WITHIN THE SOUTHEAST 1/4 OF SECTION 08, T.20N., R.20E., M.D.M.

WASHOE COUNTY, NEVADA

SCALE: 1"=20'
DATE: 6/2025
SHT. NO.: 1 of 1

INTERSECTION IMPROVEMENTS





DATE	DESCRIPTION	BY	APP'D
REV.			

DATE: JUNE 25, 2025
DRAWN BY: DRAWN
DESIGNED BY: DESIGN
CHECKED BY: F.B.

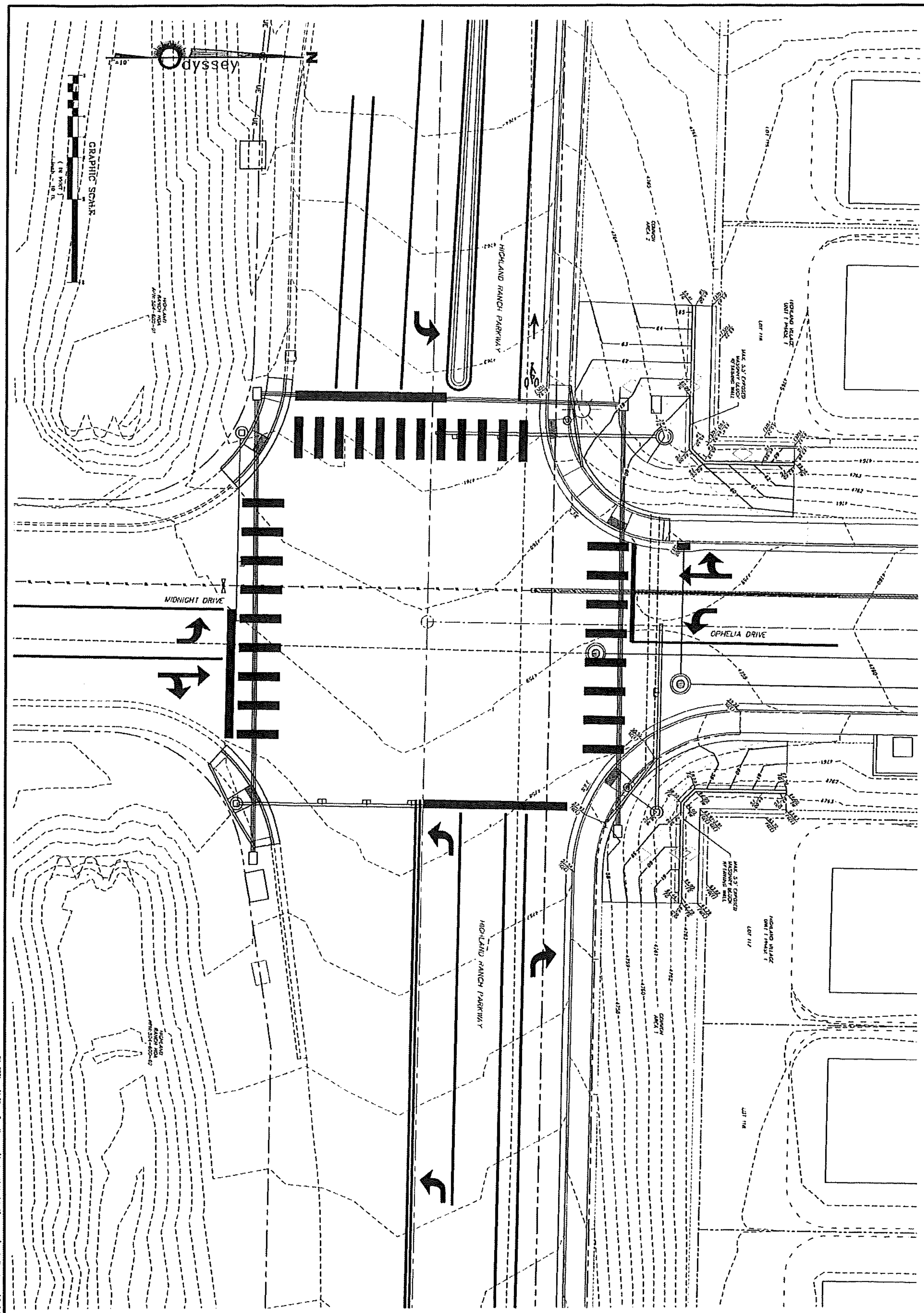
HIGHLAND VILLAGE UNIT 1

HIGHLAND RANCH PRKWY. / MIDNIGHT DR.
TRAFFIC SIGNAL
STRIPING AND SLURRY PLAN
SUN VALLEY WASHOE STATE

Odyssey ENGINEERING INCORPORATED
915 ROBERTA AVE., SUITE 104, RENO, NV 89431
(775) 359-2202 FAX (775) 359-2203
OFFICE@ODYSSEYENGINEERING.COM

SCALE
HORIZ. 1"=40'
VERT. NA
JOB NO. JOH

SHEET C-2
OF 1



SCALE	HORIZ. 1"=10'
	VERT. NA
JOB NO.	JOB
SHEET	C-3 OF 4

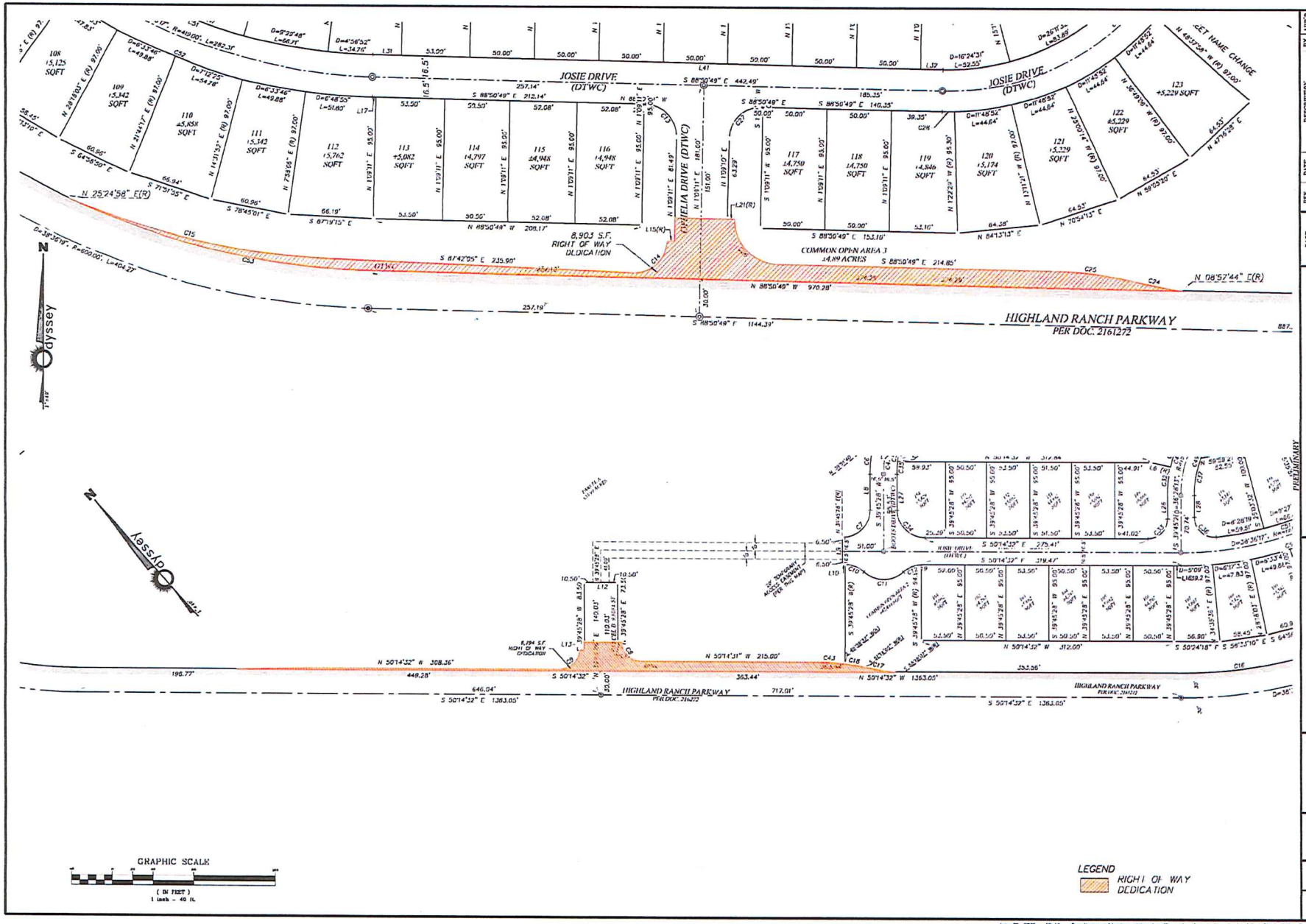
Odyssey ENGINEERING INCORPORATED

HIGHLAND VILLAGE UNIT 1

HIGHLAND RANCH PRKWY. / MIDNIGHT DR. TRAFFIC SIGNAL GRADING PLAN

SUN VALLEY WASHOE STATE

DATE:	REV.	DATE	DESCRIPTION	BY	APP'D
JUNE 2025					
DRAWN BY: DRAWN					
DESIGNED BY: DESIGN					
CHECKED BY: F.B.					



	APP'D	BY	DESCRIPTION	DATE	REV.

DATE: JUNE 2025
DRAWN BY: DMH/BV
DESIGNED BY: DESIGN
CHECKED BY: F.B.

HIGHLAND VILLAGE UNIT 1

HIGHLAND RANCH PRKWY. / MIDNIGHT DR.
TRAFFIC SIGNAL
RIGHT OF WAY DISPLAY

SUN VALLEY WASHOE STATE

PRELIMINARY

ODYSSEY ENGINEERING INCORPORATED

SCALE
HORIZ. 1"=40'
VERT. NA
JOB NO. JOB

SHEET C-4
OF 1

EXHIBIT "D"
(Letter of Approval)

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

September 5, 2025

Dustin Manning
[Sent via email to: dmanning@touchstoneliving.com]
Touchstone Living, Inc.
1700 South Pavillion Drive, Suite 950
Las Vegas, NV 89135

Subject: Letter of Approval for Regional Road Impact Fee Waivers

Dear Mr. Manning,

The Regional Road Impact Fee (RRIF) Administrators for the RTC and for Washoe County have reviewed and approved your application to receive RRIF waivers for the installation of a traffic signal system and intersection improvements at the Highland Ranch Parkway and Midnight Drive intersection. A RRIF Offset Agreement for this work is being prepared and will be forwarded to the RTC Board and Washoe County Board of County Commissioners 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.

The value of the agreed upon improvements is estimated to be $1,150,233.76 based upon RTC RRIF 7th Edition, Year 3 Indexing, for 194 Single-Family Residential units.

Please feel free to contact LaShonn Ford, Project Manager for the RTC, at (775) 332-2136 should you have any questions regarding this subject.

Sincerely,

REGIONAL TRANSPORTATION COMMISSION
RRIF ADMINISTRATOR

Dale Keller, P.E.
Director of Engineering

Washoe County
RRIF ADMINISTRATOR

Michon Reede, P.E.
Senior Licensed Engineer

EXHIBIT "E"
(The Developer of Record QA/QC Program
And
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. ENGINEER OF RECORD (EOR)

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 bi-weekly 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. GENERAL

For the purpose of implementing the requirements of this chapter, full-time inspection 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. AGGREGATE BASE COURSES FOR STREETS, CURBS, GUTTERS, SIDEWALKS, AND ALLEYS

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. ASPHALT CONCRETE

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. LANDSCAPING WITHIN THE RTC RIGHT-OF-WAY OR WITHIN A PUBLIC IMPROVEMENT EASEMENT, COMMON AREA AMENITIES

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. ENGINEER OF RECORD (EOR)

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 joint-stock 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.

EXHIBIT E

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. TESTING TECHNICIAN

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 INSPECTION AND TESTING
- 1.01A ASPHALT CEMENT
- 1.01B BITUMINOUS PLANTMIX

1. 02 REMOVAL OF EXISTING IMPROVEMENTS
1. 03 TREE ROOT MITIGATION - Deleted
1. 04 SUBGRADE PREPARATION- Deleted
1. 05 OVEREXCAVATION AND STABILIZATION - Deleted
1. 06 GEOSYNTHETICS - Deleted
- 1.06A SEPARATION
- 1.06B STABILIZATION
- 1.06C REINFORCEMENT

1. 07 TRENCH EXCAVATION
1. 08 PIPE - Deleted
1. 09 ROADBED MODIFICATION - Deleted
1. 10 AGGREGATE BASE - Deleted
1. 11 CEMENT TREATED BASE - Deleted
- 1.11A COMPOSITION OF MIXTURES
- 1.11B MIXING
- 1.11C SPREADING
- 1.11D PROTECTION AND CURING

1. 12 PORTLAND CEMENT CONCRETE
- 1.12A COMPOSITION OF MIXTURES
- 1.12B SIDEWALK, CURB AND GUTTER
- 1.12C THRUST BLOCKS
- 1.12D RETAINING WALLS
- 1.12E PAVING
- 1.12F UTILITY ADJUSTMENTS

1. 13 DETECTABLE SURFACE WARNING TILES
1. 14 BITUMINOUS PLANTMIX
- 1.14A COMPOSITION OF MIXTURES
- 1.14B PAVING
  - I SPREADING AND FINISHING
  - II ACCEPTANCE
  - III MITIGATION
  - IV SPECIAL PAVING CONSIDERATIONS
  - V TACK COAT
  - VI LONGITUDINAL JOINTS
- 1. 14C PERMANENT PATCHING

1. 15 BRIDGE DECKS - Deleted
1. 16 SLURRY SEAL
1. 17 MICRO-SURFACE - Deleted
- 1.17A GENERAL
- 1.17B CONTRACTOR PERSONNEL
- 1.17C MATERIAL
- 1.17D MIX DESIGN
- 1.17E PROPORTIONING
- 1.17F MIXING AND SPREADING EQUIPMENT
- 1.17G PLACEMENT

1. 18 PAVEMENT MARKINGS
- 1.18A TRAFFIC PAINT
- 1.18B THERMOPLASTIC
- 1.18C RAISED MARKERS

1. 19 FLEXIBLE MEDIAN ISLAND OBJECT MARKERS
1. 20 CHANNELIZERS
1. 21 IMPACT ATTENTUATOR - Deleted
1. 22 TRAFFIC SIGNS
1. 23 TRAFFIC SIGNALS
- 1.23A LOOP DETECTORS
- 1.23B TEMPORARY MODIFICATIONS DURING CONSTRUCTION
- 1.23C CAMERAS

1. 24 UTILITY ADJUSTMENTS
- 1. 24A VERIFICATION OF DEPTH
- 1. 24B UTILITY MANHOLE AND VAULT ADJUSTMENTS
- 1. 24C MANHOLE PROTECTION PLAN

1. 25 SURVEY MONUMENTS
1. 26 CERTIFICATES OF COMPLIANCE

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 WAQTC Asphalt Module or NAQTC 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:
1. 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.

Total Number of Demerits	**Liquidated Damage Dollar per Ton[1, 2]**
1 – 2	10
3 – 5	20
6 – 9	30
10 – 14	50
15 – 20	100
21 - 30[3]	75% of the cost of the asphalt binder
31 - 40[3]	100% of the cost of the asphalt binder
41 or more[3,4]	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.
2. 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 Measurements		
Using Apparatus Capable of 2 Decimal Places	Using Apparatus Capable of 1/16 Inch	Reported Thickness 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 Note under item 4 below (STS 1.01B BITUMINOUS PLANTMIX - Item 4, "Preparing Field Sample") regarding limitations on test results from reheated archived samples.

3. On page 336.00-7 under Subsection 336.03.04.01 - "Sampling" 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 - "Preparing Field Sample", 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.

   Note: 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 **not** 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 202.02.02.04 – "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 DOME-TILES, 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) < 10^4) and 4% Air Voids for medium and heavy traffic conditions (design ESAL > 10^4). 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[2] Surface & Base		**Medium Traffic[2] Surface & Base**		**Heavy Traffic[2] Surface & Base**	
Marshall Method Mix Criteria[1]						
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.(8)	8 Min.	14 Max.(8)
Air Voids (percent)	2 Min.*	4 Max.*	3 Min.	5 Max.	3 Min.	5 Max.
Voids in Mineral Aggregate (percent)	See STS Table 1.14A-2 : MS-2 Table 5.3					
Voids Filled With Asphalt (percent)	70	80	65	78	65	75

Notes:

1. 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.
7. 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)[1, 2]	Design Air Voids (percent)[3]		
	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	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.
3. 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 1.14Bi 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 1.14BII 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 1.14BIII 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 1.14BIII 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 1.14BIII 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

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

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)	Increase Thickness (Notes 7&8)		Surface Seal (Note 8)			Remove Replace	Payment (Note 8)		
		1"	1-1/2"	Sand Seal	Slurry Seal	Sand Blotter		100%	90%	50%
	<2					X (A)			X(A)	X
	–							X		
	>7 & ≤ 10			X	X				X	
	> 10		X	X(A)	X(B)		X			X(A, B)
	≥ 4 & ≤ 7								X	
< 96 & ≥ 93	>7 & ≤ 10		X							X
	> 10		X(A)				X			X(A)
< 93							X			
	<2								X	X
	–							X		
≥ 96	>7 & ≤ 10								X	
	> 10	X								X
	≥4 & ≤ 7								X	
<96 & ≥ 93	>7 & 10	X								X
	> 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).
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.
4. 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 $>10^6$

   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 % (Note 5)	In Place Air Voids % (Rice) (Note 6)	Increase Thickness (Notes 7&8)	Surface Seal (Note 8)			Remove Replace	Payment (Note 8)		
			+1½"	Sand Seal	Slurry Seal	Chip Seal		100%	90%	50%
WEARING	≥ 96	<3					X		X	X
		≥3 & ≤8						X		
		>8 & ≤11		X	X	X			X	
		> 11	X				X			
	< 96 & ≥ 93	≥ 4 & ≤8	X				X		X	
		>8 & ≤11	X(A)			X(B)	X		X(A)	X(B)
		> 11	X(A)				X			X(A)
	< 93						X			
NON-WEARING	≥ 96	<3					X		X	X
		≥3 & ≤8						X		
		>8 & ≤11							X	
		> 11	X				X			X
	<96 & ≥ 93	≥4 & ≤8							X	
		>8 & ≤11	X							X
		> 11	X(A)				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 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 $<10^4$
   - Medium Traffic conditions resulting in a Design ESAL between 10^4 and 10^6
   - Heavy Traffic conditions resulting in a Design ESAL $>10^6$

   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 LIFT[1] 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.

[1] 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:

i. 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:

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

Where

F = 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:
1. Traffic classifications
   Light Traffic conditions resulting in a Design ESAL < 10^4
   Medium Traffic conditions resulting in a design ESAL between 10^4 & 10^6

Heavy Traffic conditions resulting in a Design ESAL > 10^6

2. 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 (www.rtcwashoe.com) 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[2] 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 VERIFICATION OF DEPTH

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 before commencing any construction. 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 before commencing any construction. 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 *.

[2] TOP LIFT is defined as the final course of bituminous dense-grade pavement.

1.24B UTILITY MANHOLE AND VAULT ADJUSTMENT

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

Attachment E

REGIONAL ROAD IMPACT FEE SCHEDULE

Land Use		North Service Area		South Service Area	
Residential	**Unit**	**VMT**	**Dollars ($291.21/VMT)**	**VMT**	**Dollars ($284.04/VMT)**
Single-Family	Dwelling	20.36	$5,929.04	19.11	$5,428.00
Multi-Family	Dwelling	12.97	$3,776.99	12.18	$3,459.61
Industrial					
General Light Industrial	1,000 GFA	6.48	$1,887.04	6.08	$1,726.96
Manufacturing	1,000 GFA	5.14	$1,496.82	4.82	$1,369.07
Warehouse	1,000 GFA	2.27	$661.05	2.13	$605.01
Mini-Warehouse	1,000 GFA	1.97	$573.68	1.85	$525.47
Commercial/Retail					
Commercial/Retail	1,000 GFA	29.43	$8,570.31	27.63	$7,848.03
Eating/Drinking Places	1,000 GFA	29.43	$8,570.31	27.63	$7,848.03
Casino/Gaming	1,000 GFA	60.17	$17,522.11	56.48	$16,042.58
Office and Other Services					
Schools	1,000 GFA	16.83	$4,901.06	15.80	$4,487.83
Day Care	1,000 GFA	16.83	$4,901.06	15.80	$4,487.83
Lodging	Room	4.38	$1,275.50	4.11	$1,167.40
Hospital	1,000 GFA	14.01	$4,079.85	13.15	$3,735.13
Nursing Home	1,000 GFA	8.68	$2,527.70	8.14	$2,312.09
Medical Office	1,000 GFA	45.47	$13,241.32	42.68	$12,122.83
Office and Other Services	1,000 GFA	12.73	$3,707.10	11.95	$3,394.28
Regional Recreational Facility	Acre	1.02	$297.03	0.96	$272.68

Regional Road Impact Fee (RRIF)

7th Edition Year 3 Indexing

Effective 1/31/2025

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EXHIBIT "H"
(Interim RRIF Waiver Release Schedule)

RTC Project Number: 0513014

Development of Record: Highland Village 1

Developer of Record: Touchstone Living, Inc.

Interim Waivers Request Schedule:

- Request #1: 4th Quarter of 2025 – Right of Way and easements
- Request #2: 1st Quarter of 2026 - Signal underground, walls, and grading
- Request #3: Final Request - 2nd/3rd Quarter of 2026 – Engineering fees, completed and accepted project

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

Meeting Date: 10/17/2025 **Agenda Item: 4.4.2**

To: Regional Transportation Commission

From: Garrett Rodgers, Project Manager

SUBJECT: Corrective Maintenance 2027 Project Professional Services Agreement

RECOMMENDED ACTION

Approve a contract with Eastern Sierra Engineering, P.C., for design services and optional engineering during construction services for the Corrective Maintenance 2027 Project, in an amount not-to-exceed $743,150.

BACKGROUND AND DISCUSSION

This Professional Services Agreement (PSA) with Eastern Sierra Engineering is for professional design and optional engineering during construction services for the Corrective Maintenance 2027 Project (Project) in the amount of $693,150 and project contingency in the amount of $50,000.

This project will provide roadway improvements on Plumas Street from McCarran Boulevard to Plumb Lane and Plumb Lane from Arlington Avenue to Ferris Lane. This scope of services consist of several key activities to enhance the roadway infrastructure, including patching, surface treatment, pedestrian ramp evaluation, and striping and pavement markings. The primary objectives of the project include:

- Design Services: Developing detailed design plans, including mapping, striping, and pedestrian ramp designs, to ensure compliance with current standards and specifications.
- Patching and Surface Treatment: Identifying and addressing areas that require patching and applying surface treatments to improve the overall condition of the roadway.
- Pedestrian Ramp Evaluation: Evaluating existing pedestrian ramps at key intersections to ensure they meet current American with Disabilities Act (ADA) guidelines.
- Bidding Services: Managing the bidding process, including pre-bid meetings, bid reviews, and recommendations for award.

Eastern Sierra Engineering 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

to the attached PSA. Eastern Sierra Engineering's scope, schedule, and fee indicated the amount for design and optional engineering during construction services is within the appropriate budget. The targeted schedule for these services is as follows:

- Notice to Proceed: 10/17/2025
- Preliminary Design: 06/29/2026
- Final Design: 08/10/2026
- Begin Construction: 05/11/2027
- Complete Construction: 09/28/2027

FISCAL IMPACT

Fuel tax appropriations for this item are included in the FY 2026 Budget.

PREVIOUS BOARD ACTION

4/18/2025 - Approved the Qualified Consultant List for Engineering Design and Construction Management Services.

AGREEMENT
FOR
PROFESSIONAL SERVICES

This agreement (this "Agreement") is dated and effective as of October 17, 2025, by and between the Regional Transportation Commission of Washoe County ("RTC") and Eastern Sierra Engineering , P.C. ("CONSULTANT").

WITNESSETH:

WHEREAS, RTC has selected CONSULTANT from the Civil Engineering Design and Construction Management Services for the Streets & Highways Program shortlist to perform Design and Engineering Services in connection with Corrective Maintenance 2027 Project.

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

ARTICLE 1 – TERM AND ENGAGEMENT

1.1. The term of this Agreement shall be from the date first written above through December 31, 2027, 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. 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 consists of the tasks set forth in Exhibit A.

2.2. SCHEDULE OF SERVICES

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

2.3. CONTINGENCY

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

2.4. OPTIONS

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

2.5. ADDITIONAL SERVICES

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

2.6. PERFORMANCE REQUIREMENTS

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

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

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

2.7. ERRORS AND OMISSIONS

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

ARTICLE 3 - COMPENSATION

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

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

Design Services	$285,590.00
Optional Design Services	$0.00
Design Contingency	$30,000.00
Engineering During Construction Services	$0.00
Optional Engineering During Construction Services	$407,560.00
Engineering During Construction Services Contingency	$20,000.00
Total Not-to-Exceed Amount	$743,150.00

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. 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 accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. Simple interest will be paid at the rate of half a percent (0.5%) per month on all invoices approved by RTC that are not paid within thirty (30) days of receipt of the invoice.

4.2. RTC shall notify CONSULTANT of any disagreement with any submitted invoice for consulting services within thirty (30) days of receipt of an invoice. Any amounts not in dispute shall be promptly paid by RTC.

4.3. CONSULTANT shall maintain complete records supporting every request for payment that may become due. Upon request, CONSULTANT shall produce all or a portion of its records and RTC shall have the right to inspect and copy such records.

ARTICLE 5 - ACCESS TO INFORMATION AND PROPERTY

5.1. Upon request and without cost to CONSULTANT, RTC will provide all pertinent information that is reasonably available to RTC including surveys, reports and any other data relative to design and construction.

5.2. RTC will provide access to and make all provisions for CONSULTANT to enter upon RTC facilities and public lands, as required for CONSULTANT to perform its work under this Agreement.

ARTICLE 6 - OWNERSHIP OF WORK

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

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

6.2. CONSULTANT represents that it has secured all necessary licenses, consents, or approvals to use the components of any intellectual property, including computer software, used in providing services under this Agreement, that it has full legal title to and the right to reproduce such materials, and that it has the right to convey such title and other necessary rights and interests to RTC.

6.3. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret, or trademarked materials, equipment, devices, or processes used on or incorporated in the services and materials produced under this Agreement.

6.4. CONSULTANT agrees that all reports, communications, electronic files, databases, documents, and information that it obtains or prepares in connection with performing this Agreement shall be treated as confidential material and shall not be released or published without the prior written consent of RTC; provided, however, that CONSULTANT may refer to this scope of work in connection with its promotional literature in a professional and commercially reasonable manner. The provisions of this subsection shall not apply to information in whatever form that comes into the public domain. The provisions of this paragraph also shall not restrict CONSULTANT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency, or other entity with proper jurisdiction, or if it is reasonably necessary for CONSULTANT to defend itself from any suit or claim.

ARTICLE 7 - TERMINATION

7.1. CONTRACT TERMINATION FOR DEFAULT

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

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

7.2. CONTRACT TERMINATION FOR CONVENIENCE

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

ARTICLE 8 - INSURANCE

8.1. CONSULTANT shall not commence any work or permit any employee/agent to commence any work until satisfactory proof has been submitted to RTC that all insurance requirements have been met.

8.2. In conjunction with the performance of the services/work required by the terms of this Agreement, CONSULTANT shall obtain all types and amounts of insurance set forth in Exhibit C and shall comply with all provisions set forth therein.

ARTICLE 9 - HOLD HARMLESS

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

ARTICLE 10 - EQUAL EMPLOYMENT OPPORTUNITY

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

10.2. CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT, state that well qualified applicants will receive consideration of employment without regard to race, color, religion, sex, age, disability, or national origin.

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

ARTICLE 11 - RESOLUTION OF CLAIMS AND DISPUTES

11.1. NEGOTIATED RESOLUTION

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

11.2. MEDIATION

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

11.3. LITIGATION

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

11.4. CONTINUING CONTRACT PERFORMANCE

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

ARTICLE 12 – PROJECT MANAGERS

12.1. RTC's Project Manager is Garrett Rodgers, PE, 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 Brian Fitzgerald, PE 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
Garrett Rodgers, PE
RTC Project Manager
Regional Transportation Commission
1105 Terminal Way
Reno, Nevada 89502
Email: grodgers@rtcwashoe.com
(775) 332-2139

CONSULTANT:
Brian Fitzgerald, PE
Senior Engineer
Eastern Sierra Engineering
4515 Towne Drive
Reno, NV 89521
Email: bfitzgerald@esengr.com
Phone: (775) 848-4252

ARTICLE 14 - DELAYS IN PERFORMANCE

14.1. TIME IS OF THE ESSENCE

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

14.2. UNAVOIDABLE DELAYS

If the timely completion of the services under this Agreement should be unavoidably delayed, RTC may extend the time for completion of this Agreement for not less than the number of days CONSULTANT was excusably delayed. A delay is unavoidable only if the delay is not reasonably expected to occur in connection with or during

CONSULTANT's performance, is not caused directly or substantially by acts, omissions, negligence or mistakes of CONSULTANT, is substantial and in fact causes CONSULTANT to miss specified completion dates and cannot adequately be guarded against by contractual or legal means.

14.3. NOTIFICATION OF DELAYS

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

14.4. REQUEST FOR EXTENSION

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

ARTICLE 15 - GENERAL PROVISIONS

15.1. SUCCESSORS AND ASSIGNS

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

15.2. NON-TRANSFERABILITY

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

15.3. SEVERABILITY

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

15.4. RELATIONSHIP OF PARTIES

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

15.5. WAIVER/BREACH

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

15.6. REGULATORY COMPLIANCE

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

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

15.7. EXCLUSIVE AGREEMENT

There are no verbal agreements, representations or understandings affecting this Agreement, and all negotiations, representations and undertakings are set forth herein with the understanding that this Agreement constitutes the entire understanding by and between the parties.

15.8. AMENDMENTS

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

15.9. CONTINUING OBLIGATION

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

15.10. APPLICABLE LAW AND VENUE

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

15.11. ATTORNEYS' FEES

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

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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

EASTERN SIERRA ENGINEERING, P.C.

By: _____
Jeffrey Barrow, PE, CEO

Exhibit A

Scope of Services

EXHIBIT A
SCOPE OF SERVICES FOR THE PLUMB LANE AND PLUMAS STREET CORRECTIVE MAINTENANCE 2027 PROJECT

The Corrective Maintenance 2027 Project is defined as a Pavement Preservation Project, subcategory Corrective Maintenance Project, Per RTC's Management Policy P-64, Street and Highway Program. This project will provide roadway improvements in Reno, NV on Plumas Street from McCarran Boulevard to Plumb Lane and Plumb Lane from Arlington Avenue to Ferris Lane. This scope of services will include investigation of existing conditions, survey, right-of-way mapping and engineering, preliminary design, final design, bidding services, and optional engineering during construction services.

1. Project Management

Prepare monthly progress reports, invoices, and billing.

Coordination with RTC project manager and staff will be ongoing throughout the project. Project management and coordination meetings or conference calls will be held with the RTC and other parties as appropriate throughout the project. This includes comment resolution meetings and development of comment resolution matrix Other interested parties include the City of Reno.

Assumptions: One progress meeting per month at 30 mins per meeting for an approximate design / bidding schedule of 12 months.

Deliverables – Invoicing, progress reports, and meeting minutes, comment resolution matrix that identifies comments and responses to comments.

2. Investigation of Existing Conditions

The CONSULTANT will identify patching locations and limits of mill/fill areas and surface treatment areas.

The CONSULTANT will develop pavement report of existing conditions which summarizes work performed in evaluation of existing conditions, a pavement condition assessment, and design recommendations for both Plumas Street and Plumb Lane.

The CONSULTANT will evaluate the existing pedestrian ramps and driveways from the Intersection of Plumb Lane/Arlington Avenue to the intersection of Plumb Lane/Ferris Lane to document compliance with current American with Disabilities Act (ADA) standards (PROWAG).

The CONSULTANT will core each roadway section to identify existing asphalt concrete thickness within identified mill and fill areas. We anticipate fourteen (14) cores in Plumb Lane, and twenty (20) cores in Plumas Street. Results will determine the appropriate mill

and fill thickness.

The CONSULTANT will collect information on existing utilities and coordinate with utility owners for any necessary relocations or adjustments.

Deliverables – Core report with measured thickness, Pavement Report/corrective action recommendations, existing curb and curb ramp inventory/inspection report. These items will be combined with the 50% plan submittal, unless requested earlier.

3. Topographic Survey

CONSULTANT will investigate and locate subsurface utilities within the limits of proposed improvements, for areas reasonably effected for the replacement of ADA ramps or Driveways and mill and fill improvements, in accordance with the American Society of Civil Engineers Standard guideline for the Collection and Depiction of Existing Subsurface Utility Data, Quality Level C. Additionally, CONSULTANT will coordinate with Utility Owners to remove lids of surface features and document depth of utility device, invert of pipe, or lid rim heights, within such surface features.

The CONSULTANT will provide design level survey for 41 existing pedestrian ramps and 82 driveways. The work will include gathering survey data associated with lip of gutter, curb flow line, top back of curb and back of walk within 15' of curb returns.

Deliverables – Topographic survey in CAD format

4. Right of Way Mapping & Engineering Services

CONSULTANT will obtain R/W based upon Washoe County GIS information. The record Right of way information will be shown on the project plans. No further resolution of the roadway right of way is included within this task.

It is estimated approximately one hundred (123) parcels will require Permission to Construct to construct the planned improvements. CONSULTANT will provide an encroachment exhibit for each parcel for use in RTC's discussion with property owners to acquire Permission to Construct.

Deliverables – Right-of-Way summary spreadsheet detailing easement type, size, and reason by parcel, one hundred (123) Permission to Construct exhibits to also be provided.

5. Right of Way Engineering Services – Contingent Item

Scope item used for up to 21 parcels requiring temporary and/or permanent easement and/or potentially partial fee takes to construct the planned pedestrian ramp improvements and/or transitions to cross streets. CONULTANT will perform boundary survey including preparation of full Metes and Bounds descriptions of parcels impacted by necessary design/construction. This will include property record research, drafting of property

boundaries from record descriptions, calculation of search coordinates for field boundary survey, field boundary survey of each affected parcel, post processing and reduction of field data, boundary resolution based upon field findings, preparation of legal descriptions and Exhibit maps of individual affected parcels. A grant, bargain, sale deed or easement document will be prepared for each subject parcel and will be sent to the RTC for review. All comments will be addressed prior to recordation. Includes R/W setting meeting.

Right of way appraisal, property owner negotiations, escrow coordination, and title clearance are not included within this task.

Deliverables – Property boundary for up to 21 parcels along with exhibit maps, legal descriptions, and title report for temporary and/or permanent construction easements on each affected parcel. R/W setting, meeting minutes.

6. Design 50%, 90%, 100% & Bid Sets

The CONSULTANT will provide the design services as follows:

- Mapping of the proposed streets which will be developed using Washoe County GIS mapping along with the GPS data obtained from our Investigation of Existing Conditions.
- AutoCAD drawings of the proposed streets showing areas to receive surface treatment including treatment limits, patch locations, pavement striping, and locations of existing utility valves and manholes.
- Surface treatment and patch quantities for each street
- Verification of existing striping, including striping quantities for each street.
- Stripping sheets which will include striping upgrades required to bring streets to current MUTCD or agency requirements.
- Design of 41 pedestrian ramps and 82 driveways. Design will include spot elevations and slopes to insure proposed pedestrian ramps meet current American with Disabilities Act (ADA) guidelines (PROWAG).
- The final plan set is expected to include approximately 55 sheets and will include the following sheets:
    - Cover Sheet (1 each)
    - Notes, Legend and Abbreviations Sheet (1 each)
    - Sheet Index (2 each)
    - Utility Index (1 each)
    - Plan Sheets (20 each at 1" =20' scale)
    - Pedestrian Ramp Detail/Grading Sheets (10 each at 1"=5' scale)
    - Driveway Detail/Grading Sheets (10 each at 1"=10' scale)
    - Detail Sheets (5 each)

- Prepare Construction Plans, Contract Documents and Technical Specifications that reference the latest edition of Standard Specifications for Public Works Construction (Orange Book) for standard construction items ready for construction bid advertisement for the approved project in accordance with RTC Standards and requirements. Technical

provisions will be prepared for approved deviations from the Orange Book and unique construction items not adequately covered in the Orange Book. The final plans and specifications will be signed and sealed by a Nevada Registered Professional Civil Engineer in responsible charge of preparation.

- Provide a final Engineer's opinion of probable construction costs for the project based on the final design. The cost opinion will be in the same format as the bid proposal form included in the contract documents. A quality control review of the cost opinion will be performed by the CONSULTANT."

Deliverables – 50%, 90%, 100% and Bid Plans, Specifications and opinion of probable cost delivered to the RTC and City of Reno in PDF, Word and Excel formats.

7. Bidding Services

Plan Set and Specification Distribution: CONSULTANT will provide RTC with final plans and specifications, including addenda, in Portable Document Format (PDF), for use in the Ebid system.

Pre-bid Meeting: CONSULTANT will be available during the bidding process to answer technical questions and will hold the pre-bid meeting. All questions and responses will be documented and provided to RTC. CONSULTANT will prepare and provide PDF addenda, if required. All questions regarding legal aspects of the contract documents will be referred directly to RTC. CONSULTANT will prepare and provide a PDF summary of the pre-bid meeting, as directed by the RTC.

Bid Opening: CONSULTANT will attend the bid opening and review the bids received for irregularities and provide a recommendation for award. CONSULTANT will tabulate bid results into a MS Excel spreadsheet and check multiplication and addition of bid items.

Deliverables – Attendance at Pre-Bid meeting, pre-bid meeting agenda, pre-bid meeting summary, and Bid Opening, bid review, and MS Excel bid tabulation.

8. Design Contingency

This is a design contingency for miscellaneous increases within the scope of this contract. CONSULTANT shall provide a letter detailing the need, scope, and not to exceed budget for any proposed work. Work under this task shall proceed only with the RTC Project Manager's written approval.

9. Construction Contract Administration (Sole Option and Discretion of RTC) – Anticipate a 100-working day contract.

The CONSULTANT will provide the construction contract administration services as follows:

- Attend the preconstruction conference
- Perform construction coordination
- Review and provide recommendations on contractor's traffic control plans
- Review and stamp contractor's submittals for conformance to the contract documents, including plantmix bituminous pavement and Portland Cement concrete mix designs
- Review and provide recommendations on test results
- Review and provide recommendations on contractor's construction schedule and work progress
- Review construction for conformance with contract plans and specifications and provide recommendations for acceptance and/or mitigation.
- Provide verification and approval of contractor's monthly pay request. This includes resolving payment discrepancies with Contractor. This includes providing a concurrence letter on company letter head that recommends payment to contractor.
- Provide Daily Work Reports that summarize work activities with written descriptions and photo documentation, identify field measurements, payment quantities, field testing observations, and other information related to the performance of work. Document daily inspector payment quantities.
- Supervise the inspection, surveying 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 by validating changes through independent analysis of labor, equipment, materials, and schedule needed to execute change. This independent analysis will be used in review of contractor claims.
- Document field modifications to the work with the designer for inclusion in record drawings.
- Provide written concurrence of project substantial completion and project final completion.
- Provide a compliance letter at project closeout summarizing testing results.

10. Construction Surveying (Sole Option and Discretion of RTC)

CONSULTANT shall provide construction surveying for the project to include:

- Construction stakes for the proposed pedestrian ramp improvements will consist of offset and when required line stakes for the proposed pedestrian ramp improvements. Construction stakes will be set at angle points, grade breaks, radius points, pedestrian ramp ¼ points around curb returns, centerline pedestrian ramps, and tie-in points. Stakes will be graded to the nearest one hundredth of a foot of the proposed finished grade and/or top of curb elevations as prescribed within the improvement plans.
- ESE surveyors will survey the location of street centerline survey monuments and/or property corners associated with the alignments of streets slated for mill and fill in anticipation that the monuments will be destroyed during construction. Upon completion of paving improvements, ESE will provide surveying services to reset the destroyed centerline monuments. The survey will consist of setting four intersecting reference points for each monument to be reset. Upon completion of installation of the

monuments by the contractor, ESE will use the reference points to verify the location of the centerline intersections and punch the point on the monument. In addition, ESE will prepare corner record forms for each monument replaced and will record them with the Washoe County Recorder's Office. Estimated number of Survey Monuments is 40.

11. Construction Inspection (Sole Option and Discretion of RTC)

CONSULTANT shall provide one full-time inspector during all construction activities. 10-hour workdays and a 100-working day contract period are anticipated. 100 working days assumes overlap in construction on Plumas Street and Plumb Lane. This inspector 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 the following day to RTC and CC'd to the appropriate government jurisdiction(s).
- Provide quantity reports and assist in 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. Review and update progress of punch list.

12. Material Testing (Sole Option and Discretion of RTC)

Provide Material Testing for compliance with the specifications per the latest edition of the Standard Specifications for Public Works Construction (Orange Book) testing requirements. Materials to be tested will include slurry aggregate, plantmix bituminous pavement, aggregate base, Portland Cement Concrete. Test reports, accompanied with CONSULTANT's recommendation regarding acceptance / mitigation of materials, shall be submitted promptly to the RTC and CC'd to appropriate governmental jurisdiction(s).

13. Record Information (Sole Option and Discretion of RTC)

Provide record drawings for the completed project in PDF format. Two sets of electronic drawings, in single file PDF format (22" x 34" at 300 dpi), on portable device will be provided to RTC for its files and distribution to the Local Entity(s). The PDF file shall include all plan sheets in one file with index/bookmark for easy access to different sheets or sections of the plan set. This will also include a Final Construction Report that will document project description/personnel/significant dates, summary of field inspection, summary of contract allowances/change orders, acknowledgment of improvements, final quantities, liquidated damages assessed, and significant weather data. Inspection reports, material testing reports, final quantities, and weather data will be included as appendices to this report.

The final record drawings must be identified, dated, and signed as the record drawings and must also contain the engineer's stamp and signature. The Consultant may either:

1. Provide the final revisions on the original engineer-stamped/signed reproducible drawings, which will then also be identified as the record drawings, or

2. Provide new engineer-stamped/signed reproducible drawings identified as the record drawings.

The Record Drawings shall include a scan of the original title sheet (including the appropriate signatures by RTC, local government, signed and stamped by the CONSULTANT) and identified as record drawings.

14. Construction Contingency (Sole Option and Discretion of RTC)

This is a contingency for miscellaneous increases within the scope of this contract in the performance of 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.

Project Schedule Plumb Lane & Plumas Street Corrective Maintenance 2027			
Milestone	**Begin**	**End**	**Duration**
RTC Board Approval	10/17/2025		
NTP	10/20/2025		
Investigation of Existing Conditions	10/20/2025	11/17/2025	4 weeks
50% Design	11/17/2025	2/9/2026	12 weeks
50% Design Submittal	2/9/2026		
Agency Review - 50%	2/9/2026	3/9/2026	4 weeks
90% Design	3/9/2026	5/4/2026	8 weeks
90% Design Submittal	5/4/2026		
ROW Engineering	3/9/2026	8/5/2026	6 months
Agency Review - 90%	5/4/2026	6/1/2026	4 weeks
100% Design	6/1/2026	6/29/2026	4 weeks
100% Design Submittal	6/29/2026		
Agency Review	6/29/2026	7/27/2026	4 weeks
Final Design	7/27/2026	8/10/2026	2 weeks
ROW Acquisitions	8/5/2026	10/19/2026	3 months
Final Design Submittal	8/10/2026		
Advertise	10/19/2026	11/16/2026	4 weeks
Open Bids	11/16/2026		
Construction NTP	5/11/2027		
Construction Complete	9/28/2027		100 WD

Exhibit B

Compensation

Task Description	Task Total	Principal Engineer	Project Manager / Senior Engineer	Staff Engineer	Senior Drafter	Administrative Assistant	Senior Field Technician	Senior Field Technician Overtime	Senior Field Inspector	Senior Field Inspector Overtime	Senior Surveyor	Surveyor Technician	Lab Testing
	Rates	$ 265.00	$ 225.00	$ 170.00	$ 165.00	$ 120.00	$ 130.00	$ 182.00	$ 150.00	$ 212.00	$ 200.00	$ 175.00	
Task 1 - Project Management													
Monthly progress reports, invoicing		10	20			40							
Monthly progress meetings		6	6			40							
Task 1 Hours Total		10	20	0	0	40	0	0	0	0	0	0	
Task 1 Labor Costs		$ 2,650.00	$ 4,500.00	$ -	$ -	$ 4,800.00	$ -	$ -	$ -	$ -	$ -	$ -	
Task 1 Non Labor Costs													$ -
Task 1 Total Costs	**$ 11,950.00**												
Task 2 - Investigation of Existing Conditions													
Identify patching and crack seal locations			24	24									
Evaluate Existing Pedestrian Ramps			24	24									
Pavement coring to identify existing AC thicknesses		4	4				80						$ 1,160.00
Task 2 Hours Total		4	52	48	0	0	80	0	0	0	0	0	
Task 2 Labor Costs		$ 1,060.00	$ 11,700.00	$ 8,160.00	$ -	$ -	$ 10,400.00	$ -	$ -	$ -	$ -	$ -	
Task 2 Non Labor Costs													$ 1,160.00
Task 2 Total Costs	**$ 32,480.00**												
Task 3 - Topographical Survey													
Topographical mapping site work											40	40	$ -
Topographical Mapping office work											20	116	
Task 3 Hours Total		0	0	0	0	0	0	0	0	0	60	156	
Task 3 Labor Costs		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,000.00	$ 27,300.00	
Task 3 Non Labor Costs											$ 3,600.00		$ -
Task 3 Total Costs	**$ 42,900.00**												
Task 4 - Right of Way Mapping & Engineering													
GIS Right of Way Boundary											10	10	$ -
123 Temporaty Construction Easements			8								60	60	
Task 4 Hours Total		0	8	0	0	0	0	0	0	0	70	70	
Task 4 Labor Costs		$ -	$ 1,800.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 14,000.00	$ 12,250.00	
Task 4 Non Labor Costs													$ -
Task 4 Total Costs	**$ 28,050.00**												
Task 5 - Right of Way Engineering - Contingent													
GIS Right of Way Boundary - Contingent											4	4	$ -
21 Construction Easements, Legal Descriptions - Contingent			8								63	63	
Task 5 Hours Total		0	8	0	0	0	0	0	0	0	67	67	
Task 5 Labor Costs		$ -	$ 1,800.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 13,400.00	$ 11,725.00	
Task 5 Non Labor Costs													$ -
Task 5 Total Costs	**$ 26,925.00**												
Task 6 - Project Design (50%, 90%, 100%, Bid Sets)													
- Plumb Lane 50% Plans													
Projected plan set of 33 sheets		1	50	125	100								
Cost Estimate			4	6	6								
Review Meeting		1	1	1	1								
- Plumas Street 50% Plans													
Projected plan set of 17 sheets		1	20	50	25								
Cost Estimate			2	6	6								
Review Meeting		1	1	1	1								
- Plumb Lane 90% Plans													
Projected plan set of 33 sheets		1	20	50	25								
Cost Estimate			2	4	4								
Bid Documents & Specifications			8	8		8							
Review Meeting		1	1	1	1								
- Plumas Street 90% Plans													
Projected plan set of 17 sheets		1	10	20	20								
Cost Estimate			2	4	4								
Bid Documents & Specifications			8	8		8							
Review Meeting		1	1	1	1								
- Plumb Lane 100% & Bid Plans													
Projected plan set of 33 sheets		1	10	20	20								
Cost Estimate			2	4	4								
Bid Documents & Specifications			8	8		8							
Review Meeting		1	1	1	1								
- Plumas Street 100% & Bid Plans													
Projected plan set of 17 sheets		1	5	10	10								
Cost Estimate			2	4	4								
Bid Documents & Specifications			8	8		8							
Review Meeting		1	1	1	1								
Task 5 Hours Total		12	167	341	234	32	0	0	0	0	0	0	
Task 5 Labor Costs		$ 3,180.00	$ 37,575.00	$ 57,970.00	$ 38,610.00	$ 3,840.00	$ -	$ -	$ -	$ -	$ -	$ -	

Task Description	Task Total	Principal Engineer	Project Manager / Senior Engineer	Staff Engineer	Senior Drafter	Administrative Assistant	Senior Field Technician	Senior Field Technician Overtime	Senior Field Inspector	Senior Field Inspector Overtime	Senior Surveyor	Surveyor Technician	Lab Testing
	Rates	$ 265.00	$ 225.00	$ 170.00	$ 165.00	$ 120.00	$ 130.00	$ 182.00	$ 150.00	$ 212.00	$ 200.00	$ 175.00	
Task 5 Non Labor Costs													$ -
Task 5 Total Costs	**$ 141,175.00**												
Task 7 - Bidding Services													
Prebid Meeting, bid opening, bid review		2	4	4									
Task 6 Hours Total		2	4	4	0	0	0	0	0	0	0	0	
Task 6 Labor Costs		$ 530.00	$ 900.00	$ 680.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Task 6 Non Labor Costs													$ -
Task 6 Total Costs	**$ 2,110.00**												
Total Design Services	**$ 285,590.00**												
Task 8 - Design Contingency - Optional													
Design Contingency	$ 30,000.00												
Task 7 Total Costs	**$ 30,000.00**												
Task 9 - Construction Administration - Optional													
Contract Administration (100 working days)		10	100	50		50							
Task 8 Hours Total		10	100	50	0	50	0	0	0	0	0	0	
Task 8 Labor Costs		$ 2,650.00	$ 22,500.00	$ 8,500.00	$ -	$ 6,000.00	$ -	$ -	$ -	$ -	$ -	$ -	
Task 8 Non Labor Costs													$ -
Task 8 Total Costs	**$ 39,650.00**												
Task 10 - Construction Survey - Optional													
Pedestrian Ramps											10	160	$ -
Survey Monuments											20	20	
Task 9 Hours Total		0	0	0	0	0	0	0	0	0	30	180	
Task 9 Labor Costs		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,000.00	$ 31,500.00	
Task 9 Non Labor Costs													$ -
Task 9 Total Costs	**$ 37,500.00**												
Task 11 - Construction Inspection - Optional													
Full Time Inspection - 100 Working Days - Plumb									800	200			$ -
Full Time Inspection - 40 Working Days - Pumas									320	80			$ -
Task 10 Hours Total		0	0	0	0	0	0	0	1120	280	0	0	
Task 10 Labor Costs		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 168,000.00	$ 59,360.00	$ -	$ -	
Task 10 Non Labor Costs													$ -
Task 10 Total Costs	**$ 227,360.00**												
Task 12 - Materia Testing - Optional													
Material Testing per Orange Book							500						$ 27,150.00
Task 11 Hours Total		0	0	0	0	0	500	0	0	0	0	0	
Task 11 Labor Costs		$ -	$ -	$ -	$ -	$ -	$ 65,000.00	$ -	$ -	$ -	$ -	$ -	
Task 11 Non Labor Costs													$ 27,150.00
Task 11 Total Costs	**$ 92,150.00**												
Task 13 - Record Information - Optional													
Provide As-built Drawings		4	8	24	24								$ -
Attend punch list, final, & warranty walks			12	12	12	0	8						$ -
Task 10 Hours Total		4	8	24	24	0	0	0	0	0	0	0	
Task 10 Labor Costs		$ 1,060.00	$ 1,800.00	$ 4,080.00	$ 3,960.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Task 10 Non Labor Costs													$ -
Task 10 Total Costs	**$ 10,900.00**												
Total Construction Services - Optional	**$ 407,560.00**												
Task 14 - Construction Contingency - Optional													
Construction Contingency	$ 20,000.00												
Task 13 Total Costs	**$ 20,000.00**												
Total Not-to-Excede Amount	**$ 743,150.00**												

Exhibit C

Indemnification and Insurance Requirements

Exhibit C

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

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) 332-9511.

2. INDEMNIFICATION

CONSULTANT agrees, subject to the limitations in Nevada Revised Statutes Section 338.155, to save and hold harmless and fully indemnify RTC, Washoe County, and City of Reno 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, Washoe County, and City of Reno 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.

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

Meeting Date: 9/19/2025 **Agenda Item: 4.4.3**

To: Regional Transportation Commission

From: Garrett Rodgers, Project Manager

SUBJECT: Steamboat Parkway Improvement Project PSA Amendment No. 4

RECOMMENDED ACTION

Approve Amendment No. 4 to the contract with CA Group, Inc. for additional engineering during construction services needed for TE Spot 11 - Package 3 - Steamboat Parkway Improvement Project, in the amount of $97,387.50, for a new total not-to-exceed amount of $1,479,015.50.

BACKGROUND AND DISCUSSION

The RTC and CA Group, Inc., (Consultant) entered into a Professional Services Agreement (PSA) dated June 21, 2021 to perform engineering design and engineering during construction services in connection with the TE Spot 11 - Package 3 - Steamboat Parkway Improvement Project (Project).

On March 18, 2022, the parties executed no cost Amendment No. 01 to extend the term of the agreement and to re-allocate budgets across existing task lines as the Project was transitioned from two phases to one phase.

On February 24, 2023, the parties executed Amendment No. 02 to extend the term of the agreement and address additional scope of work associated with investigation of roadway, increased coordination and design for both utility and landscape, and engineering during construction related services.

On August 29, 2023 the parties executed no cost Amendment No. 03 to reallocate engineering during construction contingency budget to the design contingency budget to cover increased design scope.

Amendment No. 04 will provide an additional $97,387.50 of budget for additional engineering during construction services required to construct the improvements. Significant underground utility conflicts and landscape improvements caused Consultant to provide engineering during construction services beyond contracted working days.

The term of this agreement will also be extended to July 31, 2026. All other provisions of the PSA as previously amended shall remain in full force and effect.

FISCAL IMPACT

Regional Road Impact Fees (RRIF) appropriations for this item are included in the FY 2026 Budget.

PREVIOUS BOARD ACTION

2/24/2023 - Approved Amendment No. 2 to the contract with CA Group, Inc., for additional design services related to the Steamboat Parkway Improvements Project, in the amount of $262,338, for a new total not-to-exceed amount of $1,381,628.

AMENDMENT NO. 4

The Regional Transportation Commission of Washoe County ("RTC") C.A. Group, Inc. ("Consultant") entered into an agreement dated June 21, 2021, as previously amended by Amendment No. 1 dated March 18, 2022, Amendment No. 2 dated February 24, 2023, and Amendment 3 dated August 29, 2023, (the "Agreement"). This Amendment No. 4 is dated and effective as of October 17, 2025.

RECITALS

WHEREAS, the parties have determined that there is a need to amend the Agreement to perform additional engineering during construction services associated with scope and schedule increases identified during construction.

WHEREAS, the term of the Agreement, as amended, is through July 31, 2026;

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

1. Section 1.1 shall be replaced in its entirety with the following:

   The term of this Agreement shall be from the date first written above through July 31, 2026, unless otherwise terminated at an earlier date, or extended to a later date, pursuant to the provisions herein.

2. Section 3.2 shall be replaced in its entirety with the following:

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

Design Services (Tasks 2.1.A to 2.1.D and 2.1.F)	$765,958.00
Design Contingency Optional (Task 2.1.E)	$ 0.00
EDC Services Optional (Tasks 2.1.G to 2.1.K)	$713,057.50
EDC Contingency Optional (Task 2.1.L)	$ 0.00
Total Not-to-Exceed Amount	$1,479,015.50

3. Exhibit B is replaced in its entirety with the version of Exhibit B attached hereto.

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

IN WITNESS WHEREOF, the parties hereto have made and executed this amendment.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By:_____
Bill Thomas, AICP, Executive Director

CA GROUP, INC.

By:_____
David Dodson, Vice President

Exhibit B

Compensation

TE Spot 11 - Package 3 (Steamboat Parkway Improvement) Project
Task Fee Cost Increase and Reallocation
Contract Summary

Task No.	Task Description	Original Contract Amount	Budget Increase and Reallocation Amount	Revised Contract Amount
2.1.A	Project Management	$85,180.00		$85,180.00
2.1.B	Investigation of Existing Conditions	$188,263.00		$188,263.00
2.1.C	Preliminary Design	$254,210.00		$254,210.00
2.1.D	Final Design	$225,491.00		$225,491.00
2.1.E	Design Contingency			
2.1.F	Bidding Services	$12,814.00		$12,814.00
2.1.G	Construction Support Services	$150,390.00	$83,486.25	$233,876.25
2.1.H	Construction Surveying	$70,000.00		$70,000.00
2.1.I	Inspection	$290,490.00	$66,825.00	$357,315.00
2.1.J	Materials Testing	$30,975.00		$30,975.00
2.1.K	As-Built Information	$6,770.00		$6,770.00
2.1.L	Construction Contingency	$67,045.00	-$52,923.75	$14,121.25
	Design Total (2.1.A – 2.1.F)	**$765,958.00**	**$0.00**	**$765,958.00**
	Const. Total (2.1.G – 2.1.L)	**$615,670.00**	**$97,387.50**	**$713,057.50**
	Grand Total	**$1,381,628.00**	**$97,387.50**	**$1,479,015.50**

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

Meeting Date: 10/17/2025 **Agenda Item: 4.4.4**

To: Regional Transportation Commission

From: Alex Wolfson, Project Manager

SUBJECT: UNR Transportation Engineering Interlocal Cooperative Agreement

RECOMMENDED ACTION

Approve an Interlocal Cooperative Agreement with the University of Nevada Reno (UNR) Civil Engineering Department to provide funding for UNR's Transportation Engineering Program, in an amount not-to-exceed $400,000.

BACKGROUND AND DISCUSSION

This cooperative agreement provides funding for UNR's Center for Advanced Transportation Education and Research (CATER) to perform technical services needed for the purpose of improving design, researching current traffic engineering practices, traffic signal equipment testing, and other traffic engineering related studies in Washoe County.

UNR has been performing services for the RTC through cooperative agreements since 2007. The work conducted through this program has historically found its way into RTC projects and specifications and has helped the RTC to continually improve traffic operations in the region.

This is proposed to be a two-year agreement. Specific tasks that UNR intends to work on include estimating intersection vehicle volumes based on third party cloud data, evaluating best practices for operating flashing yellow arrows, and testing the feasibility of permanent LiDAR sensors for multi-modal counting and traffic signal control.

FISCAL IMPACT

Fuel tax funding for this agreement is included in FY 2026.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

INTERLOCAL COOPERATIVE AGREEMENT

This Cooperative Agreement (the "Agreement") is made and entered into on _____, 2025 by and between the Board of Regents, Nevada System of Higher Education, on behalf of the University of Nevada, Reno (hereinafter the "UNIVERSITY"), and the Regional Transportation Commission of Washoe County (hereinafter "RTC").

WITNESSETH:

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with NRS 277.080 through 277.180; and

WHEREAS, NRS 277.110 authorizes any two or more public agencies to enter into agreements for the "joint exercise of powers, privileges and authority"; and

WHEREAS, pursuant to NRS 277.180, if it is reasonably foreseeable that a public agency will be required to expend more than $25,000 to carry out such an agreement, the agreement must set forth fully the purposes, powers, rights, objectives and responsibilities of the parties, be ratified by appropriate official action of the governing body of each party, and be in writing; and

WHEREAS, the purpose of this Agreement is for the RTC to provide funding to the UNIVERSITY to perform certain engineering support activities to achieve increased safety and efficiency of traffic operations of regional streets and highways in Washoe County, Nevada; and

WHEREAS, the RTC and the UNIVERSITY have been entering into substantially similar biennial agreements since 2013.

NOW, THEREFORE, in consideration of the promises and mutual covenants herein contained, it is agreed as follows:

ARTICLE I - UNIVERSITY AGREES:

1. To perform the tasks, and provide the deliverables, identified in Exhibit A.

2. To invoice the RTC for each task after completing the task and providing the deliverable(s) reasonably in accordance with the Task description. The UNIVERSITY will not be entitled to any agreed upon funding for the task unless and until it completes the task and provides the agreed upon deliverable(s). Partial progress payments for tasks will be allowed if approved by the RTC Project Manager.

3. To complete all tasks, and provide all deliverables, pursuant to schedules agreed to by the RTC, but no later than June 30, 2027.

ARTICLE II - RTC AGREES:

1. To provide funding to the UNIVERSITY upon completion of each task in the amounts identified in Exhibit A. The total amount to be provided to the UNIVERSITY shall not exceed $400,000.

2. To allow the UNIVERSITY to observe, review, and inspect associated traffic engineering related projects with the understanding that the UNIVERSITY will report all items of concern to the RTC's Project Manager.

3. In furtherance of University's role as a public institution of higher education, it is necessary that significant results of engineering activities be reasonably available for publication and/or presentation by the University and RTC acknowledges that University may publish and/or present the results of engineering support conducted in connection with this Agreement.

ARTICLE III - IT IS MUTUALLY AGREED

1. The term of this Agreement shall be from the date first written above through and including June 30, 2027.

2. This Agreement may be terminated at any time by either party without cause, provided that a termination shall not be effective until thirty (30) days after a party has served written notice upon the other party. The parties expressly agree that this Agreement shall be terminated immediately if, for any reason, RTC's funding ability to satisfy this Agreement is withdrawn, limited, or impaired. If this agreement is terminated pursuant to the foregoing, the UNIVERSITY shall be paid for services provided prior to termination in an amount equal to the percentage of the task and deliverable completed prior to termination.

3. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR RTC:	Bill Thomas, AICP, Executive Director Attn.: Alex Wolfson, P.E., Project Manager Regional Transportation Commission 1105 Terminal Way, Suite 108 Reno, NV 89502 Phone: (775) 335-1880 Fax: (775) 348-0170 E-mail: awolfson@rtcwashoe.com
FOR UNIVERSITY:	
TECHNICAL MATTERS:	Dr. Zong Tian Department of Civil and Environmental Engineering University of Nevada, Reno Reno, NV 89557-0152 Phone: (775) 784-1232 Fax: (775) 784-1390 E-mail: zongt@unr.edu
CONTRACTUAL MATTERS:	Office of Sponsored Projects/325 Attn.: Joseph Nady University of Nevada, Reno 1664 N. Virginia St. Reno, Nevada 89557 Phone: (775) 784-4040 Fax: (775) 784-6680 E-mail: ospadmin@unr.edu

4. The RTC does not provide any warranty that the estimate is an accurate reflection of the final cost. The RTC disclaims any such warranty. The final costs may vary widely depending on the type of work, scope of work, and the manner in which the work is performed. All parties hereto shall be wary in their reliance on the estimates set forth in this Agreement.

5. Any and all completed reports, materials, studies, photographs, negatives, drawings or other documents prepared in the performance obligations under this Agreement shall be deemed public information unless specifically and lawfully classified confidential. Both parties shall ensure no such documents are used for commercial purposes other than performance of obligations under this Agreement.

6. To the fullest extent of NRS Chapter 41 liability limitations, each party agrees to indemnify, hold harmless and defend the other from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorneys' fees and costs, caused by the negligence, errors, omissions, recklessness or intentional misconduct of the party, its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described herein. This indemnification obligation is conditioned upon the performance of the duty of the party seeking indemnification (indemnified party), to serve the other party (indemnifying party) with written notice of actual or pending claim, within 30 days of the indemnified party's notice of actual or pending claim or cause of action. The indemnifying party shall not be liable for reimbursement of any attorney's fees and costs incurred by the indemnified party due to said party exercising its right to participate with legal counsel.

7. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any RTC breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

8. Failure to declare a breach or the actual waiver of any particular breach of the Agreement or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

9. An alteration ordered by the RTC which substantially changes the services provided for by the expressed intent of this Agreement will be considered extra work, and shall be specified in an Amendment which will set forth the nature and estimated scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

10. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this Agreement.

11. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement and this Agreement shall be construed as if such provision did not exist. The unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

12. All or any property presently owned by either party shall remain in such possession upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

13. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

14. Each party agrees to keep and maintain under generally accepted accounting principles full, true and complete records and documents pertaining to this Agreement and present, at any reasonable time, such information for inspection, examination, review, audit and copying at any office where such records and documentation is maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

15. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is and shall be a public agency separate and distinct from the other party and each party only has the right to supervise, manage, operate, control and direct performance of the details incidental to its respective duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

16. Neither party shall assign, transfer, subcontract, or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.

17. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

18. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

19. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Agreement.

20. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

21. This Agreement, including the program elements to be incorporated herein per Article I, paragraph 3, constitutes the entire agreement of the parties and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.

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

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

_____
Bill Thomas, AICP
Executive Director

BOARD OF REGENTS,
NEVADA SYSTEM OF HIGHER EDUCATON
on behalf of the University of Nevada, Reno

_____
Thomas Landis
Associate Director, Sponsored Projects

Exhibit A

RTC TRAFFIC ENGINEERING TECHNICAL SERVICE

Scope of Work

Submitted to
Regional Transportation Commission of Washoe County

Submitted by
Center for Advanced Transportation Education and Research (CATER)
Department of Civil & Environmental Engineering
University of Nevada, Reno
Reno, NV 89557
Email: zongt@unr.edu
Tel: (775)784-1232
Fax: (775)784-1390

July 23, 2025

RTC CATER University of Nevada, Reno

PROJECT BACKGROUND

This document outlines technical services that will be collaboratively pursued between the Regional Transportation Commission of Washoe County (RTC Washoe) and the Center for Advanced Transportation Education and Research at the University of Nevada, Reno (CATER) under the Technical Service Agreement (2025-2027). Four tasks are proposed to facilitate mobility and safety in the region by leveraging innovative data and integrating advanced transportation engineering analysis techniques and local knowledge. Agreed upon by both parties, CATER will provide the identified technical services according to the task scopes and budgets presented in this document.

This proposal is developed for the fiscal years 2025 through 2027. The proposed budget is $200,000 for the two proposed tasks.

PROPOSED TASKS

1. Intersection Turning Movement Counts Estimation Using Vehicle Telemetry Trajectory Data

Current practices for obtaining turning movement counts at intersections predominantly rely on manual data collection or ad-hoc technological deployments, such as temporarily installed elevated cameras. These methods are typically labor-intensive, expensive, and non-scalable. This task aims to explore the feasibility of employing vehicle telemetry trajectory data, which currently achieves a more than 3% penetration rate of total traffic volume across the entire regional transportation network and provides continuous, time-series availability, to estimate intersection turning movement counts. While this method yields estimated rather than exact intersection turning movements, the continuous and widespread nature of the telemetry data offers a cost-effective and scalable alternative. Leveraging this data source can significantly enhance data coverage, thereby supporting RTC's project decision-making processes at a financially sustainable cost. Furthermore, it positions RTC at the forefront of technological innovation, aligning with emerging practices increasingly adopted by metropolitan planning organizations nationwide.

The tasks will involve:

- Conduct a literature review and information synthesis in terms of vehicle telemetry trajectory data applications and peer agencies' experiences.
- Acquire, process, and analyze vehicle telemetry trajectory data within the region of RTC Washoe. CATER will develop methods to extract the turning movement information of individual trajectories at an intersection.
- Select intersection examples in the region and collect/acquire video recordings to produce intersection turning movement counts.
- Perform comparative studies between turning movement count estimates by trajectory data and traffic counts from video recording. Explore methods to enhance estimation reliability, such as using stacked trajectory data across multiple days and weeks.
- Report findings and recommendations.

Deliverables

- Report with recommendations for future practices
- Presentation of findings as requested.

2. Evaluation of Time-of-day Flashing Yellow Arrow Controlled Left-turn (FYA) Operations

This task aims to evaluate the time-of-day operations of protected and permissive left-turn signal control, specifically focusing on the use of Flashing Yellow Arrow (FYA), across signalized intersections in the region. FYA has become a widely adopted indication for managing protected and permissive left turns, offering improved safety and operational flexibility. However, guidance on comprehensive and time-of-day-based operations of FYA, considering traffic demand variations, pedestrians, and intersection geometry, has not been well established. This task will synthesize and study the safety, operational, behavioral, and multimodal considerations regarding FYA operations in the context of RTC Washoe's jurisdiction, which can include items as follows:

- Conduct an in-depth review of peer agencies' guidelines regarding FYA implementation and operations. The review will cover time-of-day FYA signal timing, safety implications, and decision-making frameworks for switching between protected-only, protected and permissive, and permissive-only operations.
- Study potential strategies of FYA time-of-day operations and their influence on traffic signal timing and coordination, aiming at the integration of FYA time-of-day operations in RTC Washoe's current traffic timing practices.
- Based on findings, propose FYA operations guidelines for RTC Washoe.

Deliverables

- Report detailing findings, analyses, and recommendations
- Summary presentations for the RTC staff and stakeholders

3. Upgrade of Permanent Roadside LiDAR Sensing System for Multimodal Sensing and Data Visualization at Nine Signalized Intersections

This task will implement and operationalize a real-time multimodal traffic sensing and data visualization platform at nine signalized intersections along North Virginia Street in Reno, leveraging UNR's existing permanent roadside LiDAR infrastructure. Although intersection-based LiDAR sensing solutions have been developed and tested, their long-term deployment and real-time integration into RTC operations remain limited. Building upon UNR's successful portable LiDAR deployments and the North Virginia Street proof-of-concept permanent LiDAR system installation, CATER will implement UNR's latest real-time data processing algorithms and replace sensing hardware for full intersection coverage at the nine sites along North Virginia Street.

The task will begin with one pilot intersection and then scale up based on the pilot's success.

- Subtask 3.1 (Pilot Implementation at Artemisia Intersection, Months 1–9, ~$80,000):
    - Replace an existing LiDAR sensor with a new 32-channel sensor (existing sensors functioning but with degraded performance due to worn-out glass housing).
    - Customize and deploy UNR's real-time multimodal sensing software.
    - Establish an off-the-shelf data visualization server (e.g., Power BI) and automated data feed subscription mechanism. Instead of requiring RTC to log into UNR's systems, the project will implement an automated subscription-based data feed. RTC Washoe and other authorized agencies will be able to access real-time data through a secured off-the-shelf visualization platform such as Power BI.
    - Test real-time data streaming and agency subscription capabilities.
- Subtask 3.2 (Full System Implementation at Remaining 8 Intersections, Months 10–15, ~$100,000):
    - Replace eight existing sensors (five functioning but with degraded performance due to worn-out glass housings, and three fully malfunctioning).
    - Deploy UNR's real-time sensing software at each intersection.
    - Expand the centralized server system and integrate new intersections into the real-time visualization platform.
    - Maintain compatibility with RTC Washoe's subscription-based data feed system.
- Subtask 3.3 (System Operations and Maintenance, Months 16–24, ~$20,000):
    - Operate and maintain the integrated nine-intersection sensing and visualization platform.
    - Provide technical support and troubleshoot sensor and data pipeline issues.
    - Monitor system performance and data quality.

Budget Breakdown

- Materials: $58,000: Includes eight new 32-channel LiDAR sensors and associated installation components and other materials.
- Labor: $108,000: Covers salaries, fringe benefits, and student tuition.
- Overhead: $34,000: Institutional overhead at 31%, excluding tuition and equipment.

Deliverables

- A fully functional, real-time multimodal traffic sensing system across nine intersections.
- A Power BI-based visualization dashboard with automated data feed capability.
- Agency access credentials and configuration documentation.
- Final report summarizing:
    - Pilot implementation outcomes.
    - System performance metrics.
    - Visualization tools and data quality assessment.
    - Recommendations for broader deployment in the region.

BUDGET

The proposed tasks and the related costs are shown in Table 1. The total project budget is $400,000.

Table 1. Project Tasks and Costs

Tasks	Estimated Cost
Task 1 - Intersection Turning Movement Counts Estimation Using Vehicle Telemetry Trajectory Data	$100,000
Task 2 - Evaluation of Time-of-day Flashing Yellow Arrow Controlled Left-turn (FYA) Operations	$100,000
Task 3.1 – Pilot Implementation at Artemisia Intersection	$80,000
Task 3.2 – Full System Implementation at Remaining 8 Intersections	$100,000
Task 3.3 – System Operations and Maintenance	$20,000
Total Project Cost	$400,000

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

Meeting Date: 10/17/2025 **Agenda Item: 4.4.5**

To: Regional Transportation Commission

From: LaShonn Ford, Project Manger

SUBJECT: Sierra Street & 9th Street Intersection Improvement Project PSA

RECOMMENDED ACTION

Approve a contract with Wood Rodgers, Inc., for design and optional engineering during construction services for the Sierra Street / 9th Street Intersection Improvement Project, in an amount not-to-exceed $516,930.

BACKGROUND AND DISCUSSION

This Professional Services Agreement with Wood Rodgers, Inc., is for professional design services and construction management services for the Sierra Street / 9th Street Intersection Improvement Project, in an amount not-to-exceed $516,930.00. Project contingencies in the amount of $15,000.00 for design and $10,000 for construction management are also included in the agreement.

This project will identify and evaluate conceptual alternatives for improvements to the signalized intersection at Sierra Street / 9th Street and Sierra Street and Maple Street. The goal of the improvements is to improve both the traffic operations and safety at the intersections through geometric, striping, and signal phasing changes. Once the chosen concept is identified, the team will progress the design to develop the construction plans. The project will also provide design services for the installation of overhead Rectangular Rapid Flashing Beacon (RRFB) systems at Flint Street / Liberty Street, Wedge Parkway / UNR Redfield Campus, and Mayberry Drive / Ferris Drive. Three additional locations will be included with the 30% design estimate to evaluate if they can also be provded within the project budget which include California Avenue / Hill Street, Double Diamond Parkway / Diamond Country Drive, and Double Diamond Parkway / Technology Way.

Wood Rodgers, Inc. was selected from the Traffic Engineering Program and the Intelligent Transportation Systems (ITS) Program qualified list of consultants to provide civil engineering, design, and construction management services. The complete scope of services is included in Exhibit A of the attached Professional Services Agreement. Wood Rodgers' scope, schedule and fee indicate the amount for design services is thin the appropriated budget.

The anticipated schedule for this agreement is as follows:

- NTP: October 2025
- Preliminary Design: Spring 2026
- Final Design and Bidding: Winter 2027
- Construction: Spring 2027

This project was identified as a need/priority through the Traffic Operations and Management Subcommittee (TOMS). This project was approved by the TOMS for inclusion in the FY27 Traffic Engineering and ITS Improvement Program Project List.

FISCAL IMPACT

Fuel Tax appropriations for this item are included in the FY 2026 budget.

PREVIOUS BOARD ACTION

2/21/2025 - Approved 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.

AGREEMENT
FOR
PROFESSIONAL SERVICES

This agreement (this "Agreement") is dated and effective as of _____, 2025, by and between the Regional Transportation Commission of Washoe County ("RTC") and Wood Rodgers, Inc. ("CONSULTANT").

WITNESSETH:

WHEREAS, RTC has selected Wood Rodgers, Inc. from the Traffic Engineering (TE) Program and Intelligent Transportation Systems (ITS) shortlist to perform professional design services and construction management services for the Sierra St / 9th St Intersection Improvement Project.

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

ARTICLE 1 – TERM AND ENGAGEMENT

1.1. The term of this Agreement shall be from the date first written above through December 31, 2027, 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. 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 consists of the tasks set forth in Exhibit A.

2.2. SCHEDULE OF SERVICES

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

2.3. CONTINGENCY

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

2.4. OPTIONS

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

2.5. ADDITIONAL SERVICES

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

2.6. PERFORMANCE REQUIREMENTS

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

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

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

2.7. ERRORS AND OMISSIONS

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

ARTICLE 3 - COMPENSATION

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

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

Design Services	$287,815
Design Contingency	$15,000
Engineering During Construction Services	$204,115
Engineering During Construction Services Contingency	$10,000
Total Not-to-Exceed Amount	$516,930

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. 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 accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. Simple interest will be paid at the rate of half a percent (0.5%) per month on all invoices approved by RTC that are not paid within thirty (30) days of receipt of the invoice.

4.2. RTC shall notify CONSULTANT of any disagreement with any submitted invoice for consulting services within thirty (30) days of receipt of an invoice. Any amounts not in dispute shall be promptly paid by RTC.

4.3. CONSULTANT shall maintain complete records supporting every request for payment that may become due. Upon request, CONSULTANT shall produce all or a portion of its records and RTC shall have the right to inspect and copy such records.

ARTICLE 5 - ACCESS TO INFORMATION AND PROPERTY

5.1. Upon request and without cost to CONSULTANT, RTC will provide all pertinent information that is reasonably available to RTC including surveys, reports and any other data relative to design and construction.

5.2. RTC will provide access to and make all provisions for CONSULTANT to enter upon RTC facilities and public lands, as required for CONSULTANT to perform its work under this Agreement.

ARTICLE 6 - OWNERSHIP OF WORK

6.1. Plans, reports, studies, tracings, maps, software, electronic files, licenses, programs, equipment manuals, and databases and other documents or instruments of service prepared or obtained by CONSULTANT in the course of performing work under this Agreement, shall be delivered to and become the property of RTC. Software already developed and purchased by CONSULTANT prior to the Agreement is excluded from this requirement.

CONSULTANT and its sub-consultants shall convey and transfer all copyrightable interests, trademarks, licenses, and other intellectual property rights in such materials to RTC upon completion of all services under this Agreement and upon payment in full of all compensation due to CONSULTANT in accordance with the terms of this Agreement. Basic survey notes, sketches, charts, computations and similar data prepared or obtained by CONSULTANT under this Agreement shall, upon request, also be provided to RTC.

6.2. CONSULTANT represents that it has secured all necessary licenses, consents, or approvals to use the components of any intellectual property, including computer software, used in providing services under this Agreement, that it has full legal title to and the right to reproduce such materials, and that it has the right to convey such title and other necessary rights and interests to RTC.

6.3. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret, or trademarked materials, equipment, devices, or processes used on or incorporated in the services and materials produced under this Agreement.

6.4. CONSULTANT agrees that all reports, communications, electronic files, databases, documents, and information that it obtains or prepares in connection with performing this Agreement shall be treated as confidential material and shall not be released or published without the prior written consent of RTC; provided, however, that CONSULTANT may refer to this scope of work in connection with its promotional literature in a professional and commercially reasonable manner. The provisions of this subsection shall not apply to information in whatever form that comes into the public domain. The provisions of this paragraph also shall not restrict CONSULTANT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency, or other entity with proper jurisdiction, or if it is reasonably necessary for CONSULTANT to defend itself from any suit or claim.

ARTICLE 7 - TERMINATION

7.1. CONTRACT TERMINATION FOR DEFAULT

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

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

7.2. CONTRACT TERMINATION FOR CONVENIENCE

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

ARTICLE 8 - INSURANCE

8.1. CONSULTANT shall not commence any work or permit any employee/agent to commence any work until satisfactory proof has been submitted to RTC that all insurance requirements have been met.

8.2. In conjunction with the performance of the services/work required by the terms of this Agreement, CONSULTANT shall obtain all types and amounts of insurance set forth in Exhibit C, and shall comply with all provisions set forth therein.

ARTICLE 9 - HOLD HARMLESS

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

ARTICLE 10 - EQUAL EMPLOYMENT OPPORTUNITY

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

10.2. CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT, state that well qualified applicants will receive consideration of employment without regard to race, color, religion, sex, age, disability, or national origin.

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

ARTICLE 11 - RESOLUTION OF CLAIMS AND DISPUTES

11.1. NEGOTIATED RESOLUTION

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

11.2. MEDIATION

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

11.3. LITIGATION

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

11.4. CONTINUING CONTRACT PERFORMANCE

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

ARTICLE 12 – PROJECT MANAGERS

12.1. RTC's Project Manager is LaShonn Ford, PE, PTOE or such other person as is later designated in writing by RTC. RTC's Project Manager has authority to act as RTC's representative with respect to the performance of this Agreement.

12.2. CONSULTANT' Project Manager is Bryan Gant, PE 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
LaShonn Ford, PE, PTOE
RTC Project Manager
Regional Transportation Commission
1105 Terminal Way
Reno, Nevada 89502
lford@rtcwashoe.com
(775) 332-2136

CONSULTANT:
Bryan Gant, PE
Principal Engineer
Wood Rodgers, Inc.
1361 Corporate Boulevard
Reno, Nevada 89502
bgant@WoodRodgers.com
(775) 905-4050

ARTICLE 14 - DELAYS IN PERFORMANCE

14.1. TIME IS OF THE ESSENCE

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

14.2. UNAVOIDABLE DELAYS

If the timely completion of the services under this Agreement should be unavoidably delayed, RTC may extend the time for completion of this Agreement for not less than the number of days CONSULTANT was excusably delayed. A delay is unavoidable only if the delay is not reasonably expected to occur in connection with or during

CONSULTANT's performance, is not caused directly or substantially by acts, omissions, negligence or mistakes of CONSULTANT, is substantial and in fact causes CONSULTANT to miss specified completion dates and cannot adequately be guarded against by contractual or legal means.

14.3. NOTIFICATION OF DELAYS

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

14.4. REQUEST FOR EXTENSION

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

ARTICLE 15 - GENERAL PROVISIONS

15.1. SUCCESSORS AND ASSIGNS

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

15.2. NON TRANSFERABILITY

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

15.3. SEVERABILITY

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

15.4. RELATIONSHIP OF PARTIES

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

15.5. WAIVER/BREACH

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

15.6. REGULATORY COMPLIANCE

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

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

15.7. EXCLUSIVE AGREEMENT

There are no verbal agreements, representations or understandings affecting this Agreement, and all negotiations, representations and undertakings are set forth herein with the understanding that this Agreement constitutes the entire understanding by and between the parties.

15.8. AMENDMENTS

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

15.9. CONTINUING OBLIGATION

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

15.10. APPLICABLE LAW AND VENUE

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

15.11. ATTORNEYS' FEES

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

WOOD RODGERS, INC.

By: _____
Bryan Gant, PE, Principal Engineer

Exhibit A

Scope of Services

EXHIBIT A

SCOPE OF SERVICES
FOR THE SIERRA STREET / 9TH STREET INTERSECTION IMPROVEMENT PROJECT
(Up to Eight Locations in Reno)

BACKGROUND

The Sierra St. / 9th St. Intersection Improvement Project has been prioritized through the RTC Traffic Program for construction in 2027. The purpose of the project is to improve traffic operations, safety, and ADA accessibility at key intersections, as well as to enhance pedestrian safety at high-priority crossings with potential overhead Rectangular Rapid Flashing Beacons (RRFBs). All locations are within the City of Reno, Nevada.

Proposed improvements include:

- Sierra St. / 9th St.: Traffic signal replacements, phasing improvements, intersection geometric modifications, and ADA upgrades.

- Sierra St. / Maple St.: Traffic signal improvements with potential geometric and/or striping enhancements.

- Three Overhead RRFB Installations: Pedestrian safety upgrades, including evaluation of curb extensions, refuge islands, and other countermeasures at:
  - Flint St. / Liberty St.
  - Wedge Pkwy. / UNR Redfield Campus
  - Mayberry Dr. / Ferris Dr.

- Three Optional RRFB Installations (to be included with 30% design and estimate):
  - California Ave. / Hill St.
  - Double Diamond Pkwy. / Diamond Country Dr.
  - Double Diamond Pkwy. / Technology Way

1. PROJECT MANAGEMENT

CONSULTANT will prepare monthly invoices and progress reports throughout the duration of the project. Coordination with the RTC Project Manager and staff will be ongoing, as well as with subconsultants and vendors as necessary. Project management and coordination meetings or conference calls will be held with the RTC, City of Reno, NDOT, UNR, and other parties as appropriate throughout the project.

Deliverables – Invoicing and progress reports.

2. INVESTIGATION OF EXISTING CONDITIONS

2.1 Condition Survey

CONSULTANT will evaluate existing traffic signals, pedestrian ramps, striping, and pedestrian facilities at the project locations. The evaluation will include an assessment of compliance with PROWAG and MUTCD, as well as City of Reno and RTC standards.

Deliverables – Condition Survey and Recommendations Memorandum.

2.2 Utility Investigation/Depiction

Overhead Utilities: CONSULTANT will investigate and locate all overhead utilities within the roadway right-of-way and in areas reasonably affected by the project improvements. This will include poles, overhead lines, signal interconnect, and street lighting facilities. Deliverable will include depiction of all overhead utilities within the roadway right-of-way on plans developed under Section 3, Preliminary Design.

Subsurface Utilities: CONSULTANT will investigate and locate subsurface utilities within the roadway right-of-way, and areas reasonably affected by construction, in accordance with the American Society of Civil Engineers Standard guideline for the Collection and Depiction of Existing Subsurface Utility Data (ASCE 38), Quality Level C. CONSULTANT will coordinate with Utility Owners to remove lids of surface features and document depth of utility devices or pipe inverts where accessible. Deliverables will include: depiction of subsurface utilities on plan sheets developed under Section 3, Preliminary Design, and an inventory of subsurface utility surface features by Owner, type, location, and depth of feature or pipe invert.

Utility coordination: Based on field investigation, CONSULTANT will provide RTC a list of utility companies whose facilities are likely to be within the project limits or reasonably affected by the project. RTC will issue the initial notification to the utility agencies on the list, and CONSULTANT will coordinate with the utility agencies regarding upcoming work, facility relocations, and new installations. CONSULTANT will ensure that utilities likely affected by the project are drawn on the plan and profile, evaluate potential conflicts through field investigation, and investigate conflict resolution strategies. CONSULTANT will assist in relocation of utilities with prior rights by facilitating meetings, reviewing utility designs and cost estimates for incorporation into reimbursement agreements, and/or incorporating the utility work into the RTC plans.

Deliverables – Depiction of subsurface and overhead utilities on plan sheets developed under Section 3, Preliminary Design.

2.3 Topographic Survey

CONSULTANT will provide a topographic survey for the project sites, including Sierra St. at 9th St., Sierra St. at Maple St., and the designated RRFB locations. An unmanned aerial system (UAS) will be utilized to collect aerial imagery for all project areas. Ground control and photo identification points will be established and measured to ensure accuracy. In areas where there are planned specific civil improvements (excludes interconnect and striping only areas), one (1) foot contour intervals will be generated from the digital photographs. The horizontal control shall be based on published data provided by Washoe County and the North American Datum of 1983 (NAD83). The vertical control shall be based on published data provided by the City of Reno and the North American Vertical Datum of 1988 (NAVD88).

Existing conditions and two-dimensional planimetric features shall be located and will include, but not be limited to: fences, roadways, curbs, sidewalks, ADA ramps, driveways, paths, buildings, and walls. Drainage (sewer and stormwater) features and structures visible from the surface will be located and shown on the plans. Utility (water, gas, power, and communication) features and structures visible from the surface will also be located and shown. Invert elevations of pipes and manhole depths will be measured and displayed for sewer and storm drain structures.

CONSULTANT will supplement the aerial survey with a ground survey to provide greater detail in obscured areas, to identify utility facilities located within the subject roadways and adjacent parcels, and to provide design-level topography at hardscape tie-in areas. Project accuracy will conform to generally accepted photogrammetric standards established by the ASPRS *Positional Accuracy Standards for Digital Geospatial Data* (2014).

Deliverables – Aerial photo of project areas along with topographic survey for areas of specific civil improvements in CAD format.

3. PRELIMINARY DESIGN

30% Conceptual Alternatives Exhibits and Cost Estimates. CONSULTANT will prepare conceptual alternatives exhibits and conceptual cost estimates for the Sierra/9th St. and Sierra/Maple St. intersections, as well as for the designated RRFB locations. Alternatives will include evaluation of traffic signal phasing, traffic operations using available traffic data, intersection geometry, ADA ramp layouts, and pedestrian crossing treatments. The three optional RRFB locations will also be included at this stage to allow RTC and the City of Reno to determine whether they can be incorporated within the available construction budget. Exhibits and cost estimates will be suitable for RTC and Local Government to review and to determine the preferred alternative to advance to Preliminary and Final Design.

50% Plans and Specifications. CONSULTANT will prepare preliminary plans, an outline of technical specifications, and a preliminary cost estimate suitable for RTC and

Local Government review. Construction plans shall cover an area sufficient for contractor use as a base for traffic control plans; coverage will include taper areas across intersections where applicable. Plans will address traffic signal layouts, ADA ramp improvements, signing and striping, and RRFB installations. No landscape improvements are anticipated.

Drainage. Drainage improvements are limited to perpetuating existing drainage flows and conveyance. As such, a full drainage report is not anticipated with this scope of services. CONSULTANT will prepare a brief technical drainage memorandum summarizing drainage improvements for the project, if any flowlines are impacted by the proposed work.

Deliverables – 30% Conceptual Alternatives Exhibits, Estimates, and Traffic Memo to RTC and City of Reno. 50% Preliminary Plans, Preliminary (50%) Construction Cost Estimate, and Drainage Technical Memorandum (if required) submitted to RTC and City of Reno. 50% Preliminary Plans submitted to Utility Companies.

4. FINAL DESIGN

CONSULTANT will prepare Final Construction Plans, Contract Documents, and Technical Specifications suitable for construction bid advertisement for the approved improvements in accordance with RTC standards and requirements. RTC will provide the boilerplate specifications in MS Word format. The RTC, City of Reno, and Quality Control review comments will be incorporated into the final Plans and Specifications.

The final construction plans will be on 22" x 34" size sheets and will show all elements of the project construction, including plan views, approximate right-of-way lines, necessary tie-ins, and construction limits. The final plan set will include, approximately, the following sheets:

- Cover Sheet
- Legend, General Notes, and Abbreviations
- Horizontal Control Plan
- Typical Section Sheets (if required)
- Plan/Profile Sheets (at 1"=20')
- Grading Sheets (at 1”=20’)
- Signage and Striping Sheets (at 1"=20')
- Traffic Signal Sheets (at 1"=20')
- Detail Sheets (scales as noted)

The Contract Documents and Technical Specifications will reference the latest edition of the Standard Specifications for Public Works Construction (Orange Book) for standard construction items. Technical provisions will be prepared for approved deviations from the Orange Book and for unique construction items not adequately covered therein. The final plans and specifications will be signed and sealed by a Nevada Registered Professional Civil Engineer in responsible charge of preparation. Plans and

specifications will be submitted to the RTC, City of Reno, utility agencies, and other affected parties for review at the 90% and 100% stages of completion per the following:

- 90% Plans – Two 11"x17" sets to RTC, two 11"x17" sets to the City of Reno, and one 11"x17" set each to utility agencies and other affected parties.
- 90% Specifications – One set each to RTC and City of Reno.
- 100% Plans – One 11"x17" set each to RTC and City of Reno.
- 100% Specifications – One set each to RTC and City of Reno.

NDOT Encroachment Permit Submittal. It is anticipated that a Nevada Department of Transportation (NDOT) Encroachment Permit package will be required for the improvements associated with the Sierra/Maple intersection. CONSULTANT will prepare the encroachment permit submittal package and submit following the initial 90% submittal to the RTC. Comments received from NDOT will be addressed and revised documents submitted, as necessary.

Independent Checker. An independent checker will check, initial, and date each plan sheet. A quality control review of the plans, contract documents, and technical specifications will be performed to ensure that all items of work are adequately addressed.

Utility Agency Coordination. CONSULTANT will distribute design review submittals (90%) to utility agencies for review and comment, and will provide RTC a list of agencies receiving submittals along with any comments received.

CONSULTANT will provide a final Engineer's Opinion of Probable Construction Cost for the project based on the final design, including any approved alternatives or options. The cost opinion will be prepared in the same format as the bid proposal form included in the contract documents. A quality control review of the cost opinion will be performed by CONSULTANT. CONSULTANT will also estimate the number of working or calendar days, as appropriate, for construction of the project.

Deliverables – 90% & 100% Plans, 90% & 100% Construction Cost Estimate, and 90% & 100% Technical Specifications submitted to RTC, City of Reno and NDOT. 90% Plans distributed to utility companies for review.

5. BIDDING SERVICES

Plan Set and Specification Distribution. CONSULTANT will provide RTC with the final construction plans and specifications, including addenda, in Portable Document Format (PDF) for advertisement through RTC's Procureware system.

Pre-Bid Meeting. CONSULTANT will be available during the bidding process to answer technical questions and will conduct the pre-bid meeting. All questions and responses will be documented and provided to RTC. CONSULTANT will prepare and provide addenda in PDF format, if required. All questions regarding legal aspects of the

contract documents will be referred directly to RTC. CONSULTANT will prepare and provide a PDF summary of the pre-bid meeting as directed by RTC.

Bid Opening. CONSULTANT will attend the bid opening and review the bids received for irregularities. CONSULTANT will prepare a bid tabulation in Microsoft Excel, check multiplication and addition of bid items, and provide a recommendation for award to RTC.

Deliverables – Attendance at Pre-Bid Meeting and Bid Opening, pre-bid agenda, bid review and tabulation, documentation of questions and responses during bidding, and addenda (if required).

6. UTILITY POTHOLING (OPTIONAL)

CONSULTANT will hire and manage a potholing contractor to investigate and locate specific subsurface utilities within the roadway right-of-way, and in areas reasonably affected by the project that are deemed to have potential conflicts with construction. Potholing is anticipated to be performed in limited areas such as proposed signal pole foundations, RRFB installation locations, and ADA ramp tie-ins. It is estimated that one day of potholing will be required to complete the work within the project limits.

Deliverables – Depiction of verified utility locations on plan sheets developed under Section 4, Final Design.

7. RIGHT-OF-WAY MAPPING / ENGINEERING (OPTIONAL)

CONSULTANT will obtain record right-of-way information based upon Washoe County GIS data and available record maps. The record right-of-way information will be shown on the project plans for reference. At this time, it is assumed that 13 potential parcels may require right-of-way or easement acquisitions.

CONSULTANT will perform a boundary survey for up to thirteen (13) parcels adjacent to the project locations listed in the Background section. The survey will include the collection of all pertinent boundary and right-of-way documentation such as title reports, record mapping, deed documents, right-of-way maps, and other supporting information. CONSULTANT will locate all existing monumentation on abutting parcels and along right-of-way lines. In addition to monumentation, CONSULTANT will locate existing street hardscape features and/or building faces which are critical for determination of right-of-way limits in areas where monumentation is limited.

CONSULTANT will compare record maps and title documentation with measured survey data. Calculated and measured distances will be analyzed and compared against record data to resolve boundary discrepancies. CONSULTANT will prepare a right-of-way boundary resolution and, if necessary, meet with RTC to discuss conflicts and potential courses of resolution. Following boundary resolution, CONSULTANT will prepare Right-of-Way Exhibits and a Right-of-Way Memo, utilizing RTC's template, and submit to the RTC following the 50% plans submittal for review and comment. It

is anticipated that a Right-of-Way Setting meeting will take place following comment resolution.

It is estimated that the project will require approximately thirteen (13) easements to construct the planned improvements. CONSULTANT will prepare metes and bounds legal descriptions and exhibits for the affected parcels. A grant, bargain, sale deed or easement document will be prepared for each parcel and submitted to RTC for review. CONSULTANT will address all RTC comments prior to recordation.

Right-of-way appraisal, property owner negotiations, escrow coordination, and title clearance are not included within this task.

Deliverables – Record right-of-way in CAD format; Right-of-Way Exhibits and Memo, legal descriptions and exhibits for easements/acquisitions.

8. DESIGN CONTINGENCY (OPTIONAL)

This is a design contingency for miscellaneous increases within the scope of this contract. CONSULTANT shall provide a letter to RTC detailing the need, scope, and not-to-exceed budget for any proposed work. Work under this task shall proceed only with the prior written approval of the RTC Project Manager.

9. A - E ENGINEERING DURING CONSTRUCTION SERVICES (OPTIONAL)

The RTC and CONSULTANT shall review Optional Construction Services following the completion of final design to determine their appropriateness to the project. A contract duration of 40 working days is assumed. Should this be revised during the design process, the associated fee will be adjusted as appropriate.

9.A Contract Administration (Optional)

CONSULTANT will provide contract administration services during construction, including but not limited to:

- Attend the preconstruction conference
- Perform construction coordination
- Review and provide recommendations on contractor's traffic control plans
- Review contractor's submittals for conformance with the contract documents, including traffic signal equipment, ITS equipment, plantmix bituminous pavement, and Portland Cement Concrete mix designs, and provide recommendations to RTC.
- Review and provide recommendations on test results
- Review traffic signal and RRFB material submittals for conformance.
- Review and provide recommendations on contractor's construction schedule and monitor progress.
- Observe construction for acceptance and/or mitigation.

- Verify and approve contractor's monthly pay requests.
- Oversee inspection, surveying, and material testing activities for compliance with plans and specifications.
- Provide recommendations to RTC for any necessary construction changes due to field conditions.
- Assist RTC in the review and approval of contract change orders.

9.B Construction Surveying (Optional)

CONSULTANT will provide construction staking services as required to support the Contractor in constructing the improvements. Staking is anticipated for signal foundations, ADA ramps, curb and gutter, signing/striping tie-ins, and RRFB installations. If minor grading adjustments are required to accommodate ADA compliance or curb tie-ins, CONSULTANT will provide grading stakes accordingly. Construction staking will include, but not be limited to:

- One set of preliminary grading stakes at 50-foot stations denoting offsets and cut or fill to finish grade, also delineating clearing and grubbing limits where applicable.
- One set of red tops at 50 feet centers for subgrade preparation.
- One set of final curb and gutter stakes at 50-foot stations and 25-foot stations at curb returns.
- One set of offset stakes for traffic signal pole foundations, RRFB foundations, ADA ramps, utility pull boxes, and vaults.
- Roadway monuments, referenced in four directions, where required.

9.C Inspection (Optional)

CONSULTANT will provide one full-time inspector during all construction activities. A 40-working day contract period and 10-hour workdays are assumed for inspection services. The inspector will monitor construction progress and verify that work is performed in accordance with the plans, specifications, and applicable standards.
The inspector's duties will include the following:

- Attend the preconstruction conference
- Monitor the work performed by the Contractor and verify compliance with plans and specifications.
- Assist in problem resolution with RTC, Contractor personnel, utility agencies, the public, and other stakeholders.
- Prepare daily inspection reports, submitted weekly to RTC and CC'd to the appropriate governmental jurisdiction(s).
- Provide quantity reports and assist in verifying Contractor's monthly progress payments.
- Verify that public relation notices required of the Contractor are properly distributed.

- Assist in preparation of the Punch List and in tracking completion of punch list items.
- Maintain a field blueline set of drawings to incorporate Contractor record drawing mark-ups.

9.D Materials Testing (Optional)

CONSULTANT will provide materials testing services to verify compliance with the contract specifications in accordance with the latest edition of the Standard Specifications for Public Works Construction (Orange Book). Materials anticipated to require testing include plantmix bituminous pavement, aggregate base, native subgrade material, structural fill material, and Portland Cement Concrete (PCC). Test reports, accompanied by CONSULTANT's recommendations regarding acceptance or mitigation of materials, will be submitted promptly to RTC and CC'd to the appropriate governmental jurisdiction(s).

AC Plant Inspection and Testing. CONSULTANT will provide plantmix bituminous pavement plant inspection and laboratory aggregate testing. Tests will consist of sieve analysis, percent of wear, fractured faces, and plasticity index.

Asphalt Cement Testing. Sampling and testing of asphalt cement binder material shall be performed in accordance with Section 1.01A ASPHALT CEMENT of RTC's Special Technical Specifications. For each paving day, CONSULTANT's designated representative will coordinate with and receive asphalt cement binder samples from the designated plant representative. The CONSULTANT's representative will be present during all sampling operations. Each sample will be properly labeled and signed off by both representatives. A sample shall be taken during the production of each "lot" (500 tons) of plantmix bituminous pavement using a container no larger than one quart in size. CONSULTANT will submit all asphalt cement binder samples to the Nevada Department of Transportation (NDOT) Materials Laboratory for testing. All samples will be accompanied by a NDOT "Transmittal for Asphalt Samples" form provided by RTC.

On-Site Nuclear Gauge Testing & Sampling. CONSULTANT will provide on-site nuclear gauge testing and sampling during the placement of aggregate base and fill materials, thin-lift nuclear gauge testing and sampling for plantmix bituminous pavement placement, and on-site PCC testing and sampling. Approximately 180 hours of field testing are anticipated. Laboratory tests will include moisture-density curves, Atterberg limits, and sieve analysis. Test frequency will comply with the latest edition of the Orange Book.

Plantmix Bituminous Pavement Testing. CONSULTANT will perform plantmix bituminous pavement tests for each "lot" (500 tons) placed. Laboratory tests will include extraction, aggregate gradation, specific gravity, flow and

stability, and Marshall unit weight. Reports will also include voids in total mix and voids filled.

Plantmix Bituminous Pavement Coring and Lab Testing. CONSULTANT will obtain cores of the placed pavement and perform laboratory testing to determine core unit weight. Reports will include percent compaction.

Top Lift Longitudinal Joint Testing and Coring. CONSULTANT will perform nuclear density testing on each side of all longitudinal joints at 200-foot intervals per every 1,000-foot segment. A core will be taken in every 1,000-foot segment near one of the density test points on the side of the joint with the lowest mean joint density. The cores will be tested for specific gravity (air voids and compaction). The test report will include a paving plan and supporting data/calculation sheets.

9.E Record Information (Optional)

Record Drawings. CONSULTANT will provide record drawings for the completed project. Two sets of electronic drawings, in single-file electronic PDF format (22" x 34" at 300 dpi), will be provided to RTC for its files and for distribution to the City of Reno. The PDF file will include all plan sheets in one file with an index/bookmark for easy access to different sheets or sections of the plan set.

The final record drawings must be identified, dated, and signed as the record drawings and must also contain the Engineer's stamp and signature. The CONSULTANT may either:

- Provide the final revisions on the original engineer-stamped/signed reproducible drawings, which will then also be identified as the record drawings, or
- Provide new engineer-stamped/signed reproducible drawings identified as the record drawings.

The Record Drawings shall include a scan of the original title sheet (including the appropriate signatures by RTC and the City of Reno, signed and stamped by the CONSULTANT) and identified as record drawings.

10. ENGINEERING DURING CONSTRUCTION CONTINGENCY (OPTIONAL)

This is a contingency for miscellaneous increases within the scope of this contract in the performance of services under Task 9. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, CONSULTANT shall provide a letter to RTC detailing the need, scope, and not-to-exceed budget for any proposed work. Work under this task shall proceed only with the prior written approval of the RTC Project Manager.

RTC Sierra St / 9th St Intersection Improvement Project - PRELIMINARY SCHEDULE

While the schedule may fluctuate based upon agency and other coordination, the targeted schedule for these services are as follows:

Milestone	Estimated Completion	Duration
Notice to Proceed	November 2025	
30% Exhibits and Estimates	1st Quarter 2026	2 months
50% PS&E Submittal	1st Quarter 2026	2 months
50% Agency Review	2nd Quarter 2026	1 month
ROW Setting	2nd Quarter 2026	1 month
90% PS&E Submittal	3rd Quarter 2026	3 months
90% Agency Review	3rd Quarter 2026	1 month
100% PS&E Submittal	4th Quarter 2026	2 months
ROW Acquisitions	2nd Quarter 2027	12 months
Advertise	2nd Quarter 2027	1 month
Construction	2nd Quarter 2027	2 months

Exhibit B

Compensation

Last Updated: 10/2/2025

Sierra St/9th St Intersection Improvement
Exhibit B
Cost of Services

Task #	Task	Item No.	Task Description	Staff																						Totals	
				Principal Engineer II / Surveyor I			Project Manager / Senior Surveyor I			Project Engineer I / Surveyor II			Senior CAD Technician I			Survey Crew - 2 Man			Technician			Administrative Assistant			Other Direct	Subconsultant		
				Hourly Rate	# of Hours	Cost	Hourly Rate	# of Hours	Cost	Hourly Rate	# of Hours	Cost	Hourly Rate	# of Hours	Cost	Hourly Rate	# of Hours	Cost	Hourly Rate	# of Hours	Cost	Hourly Rate	# of Hours	Cost	Cost	Cost	# of Hours	Cost
1	Project Management	1	Project Management	$ 275.00	48	$ 13,200.00	$ 260.00		$ -	$ 195.00		$ -	$ 165.00		$ -	$ 255.00		$ -	$ 145.00		$ -	$ 125.00	12	$ 1,500.00	$ -	$ -	60	$ 14,700.00
			Sub-Totals		48	$ 13,200.00		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -		12	$ 1,500.00	$ -	$ -	60	$ 14,700.00
2	Investigation of Existing Conditions	2.1	Condition Survey	$ 275.00	3	$ 825.00	$ 260.00	9	$ 2,340.00	$ 195.00	16	$ 3,120.00	$ 165.00		$ -	$ 255.00	16	$ 4,080.00	$ 145.00		$ -	$ 125.00		$ -	$ -	$ -	44	$ 10,365.00
		2.2	Utility Investigation/Depiction	$ 275.00	3	$ 825.00	$ 260.00	6	$ 1,560.00	$ 195.00	20	$ 3,900.00	$ 165.00	16	$ 2,640.00	$ 255.00		$ -	$ 145.00		$ -	$ 125.00	5	$ 625.00	$ -	$ -	50	$ 9,550.00
		2.3	Topographic Survey	$ 275.00	2	$ 550.00	$ 260.00	20	$ 5,200.00	$ 195.00	120	$ 23,400.00	$ 165.00		$ -	$ 255.00	64	$ 16,320.00	$ 145.00		$ -	$ 125.00		$ -	$ -	$ -	206	$ 45,470.00
			Sub-Totals		8	$ 2,200.00		35	$ 9,100.00		156	$ 30,420.00		16	$ 2,640.00		80	$ 20,400.00		0	$ -		5	$ 625.00	$ -	$ -	300	$ 65,385.00
3	Preliminary Design	3	Preliminary Design (30% & 50%)	$ 275.00	10	$ 2,750.00	$ 260.00	28	$ 7,280.00	$ 195.00	100	$ 19,500.00	$ 165.00	78	$ 12,870.00	$ 255.00		$ -	$ 145.00		$ -	$ 125.00		$ -	$ 500.00	$ -	216	$ 42,900.00
			Sub-Totals		10	$ 2,750.00		28	$ 7,280.00		256	$ 19,500.00		78	$ 12,870.00		0	$ -		0	$ -		0	$ -	$ 500.00	$ -	216	$ 42,900.00
4	Final Design	4	Final Design (PS&E)	$ 275.00	12	$ 3,300.00	$ 260.00	80	$ 20,800.00	$ 195.00	120	$ 23,400.00	$ 165.00	120	$ 19,800.00	$ 255.00		$ -	$ 145.00		$ -	$ 125.00		$ -	$ 500.00	$ -	332	$ 67,800.00
			Sub-Totals		12	$ 3,300.00		80	$ 20,800.00		120	$ 23,400.00		120	$ 19,800.00		0	$ -		0	$ -		0	$ -	$ 500.00	$ -	332	$ 67,800.00
5	Bidding Services	5	Bidding Services	$ 275.00	2	$ 550.00	$ 260.00	6	$ 1,560.00	$ 195.00	20	$ 3,900.00	$ 165.00		$ -	$ 255.00		$ -	$ 145.00		$ -	$ 125.00	12	$ 1,500.00	$ -	$ -	40	$ 7,510.00
			Sub-Totals		2	$ 550.00		6	$ 1,560.00		20	$ 3,900.00		0	$ -		0	$ -		0	$ -		12	$ 1,500.00	$ -	$ -	40	$ 7,510.00
6	Utility Potholing (Optional)	6	Utility Potholing (Optional)	$ 275.00	2	$ 550.00	$ 260.00	6	$ 1,560.00	$ 195.00	12	$ 2,340.00	$ 165.00	12	$ 1,980.00	$ 255.00		$ -	$ 145.00		$ -	$ 125.00	4	$ 500.00	$ -	$ 5,000.00	36	$ 11,930.00
			Sub-Totals		2	$ 550.00		6	$ 1,560.00		12	$ 2,340.00		12	$ 1,980.00		0	$ -		0	$ -		4	$ 500.00	$ -	$ 5,000.00	36	$ 11,930.00
7	R/W Mapping/Engineering (Optional)	7	Right-of-Way Mapping / Engineering (Optional)	$ 260.00	8	$ 2,080.00	$ 230.00	32	$ 7,360.00	$ 195.00	160	$ 31,200.00	$ 165.00	0	$ -	$ 255.00	90	$ 22,950.00	$ 145.00		$ -	$ 125.00	8	$ 1,000.00	$ 13,000.00	$ -	298	$ 77,590.00
			Sub-Totals		8	$ 2,080.00		32	$ 7,360.00		160	$ 31,200.00		0	$ -		90	$ 22,950.00		0	$ -		8	$ 1,000.00	$ 13,000.00	$ -	298	$ 77,590.00
8	Design Contingency (Optional)	8	Design Contingency (Optional)	$ 275.00		$ -	$ 260.00		$ -	$ 195.00		$ -	$ 165.00		$ -	$ 255.00		$ -	$ 145.00		$ -	$ 125.00		$ -	$ 15,000.00	$ -	0	$ 15,000.00
			Sub-Totals		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -	$ 15,000.00	$ -	0	$ 15,000.00
9	A-E Construction Services (Optional)	9.A	Contract Administration (Optional)	$ 275.00	20	$ 5,500.00	$ 260.00	50	$ 13,000.00	$ 195.00	120	$ 23,400.00	$ 165.00		$ -	$ 255.00		$ -	$ 145.00		$ -	$ 125.00	20	$ 2,500.00	$ -	$ -	210	$ 44,400.00
		9.B	Construction Surveying (Optional)	$ 260.00		$ -	$ 230.00	8	$ 1,840.00	$ 195.00	50	$ 9,750.00	$ 165.00		$ -	$ 255.00	47	$ 11,985.00	$ 145.00		$ -	$ 125.00		$ -	$ -	$ -	105	$ 23,575.00
		9.C	Inspection (Optional)	$ 275.00		$ -	$ 260.00		$ -	$ 195.00		$ -	$ 165.00		$ -	$ 255.00		$ -	$ 190.00	400	$ 76,000.00	$ 125.00		$ -	$ -	$ -	400	$ 76,000.00
		9.D	Materials Testing (Optional)	$ 275.00		$ -	$ 260.00		$ -	$ 195.00		$ -	$ 165.00		$ -	$ 255.00		$ -	$ 145.00	250	$ 36,250.00	$ 125.00	40	$ 5,000.00	$ 5,000.00	$ -	290	$ 46,250.00
		9.E	Record Information (Optional)	$ 275.00	2	$ 550.00	$ 260.00	6	$ 1,560.00	$ 195.00	24	$ 4,680.00	$ 165.00	40	$ 6,600.00	$ 255.00		$ -	$ 145.00		$ -	$ 125.00	4	$ 500.00	$ -	$ -	76	$ 13,890.00
			Sub-Totals		22	$ 6,050.00		64	$ 16,400.00		194	$ 37,830.00		40	$ 6,600.00		47	$ 11,985.00		650	$ 112,250.00		64	$ 8,000.00	$ 5,000.00	$ -	1081	$ 204,115.00
10	Construction Contingency (Optional)	10	Construction Contingency (Optional)	$ 275.00		$ -	$ 260.00		$ -	$ 195.00		$ -	$ 165.00		$ -	$ 255.00		$ -	$ 145.00		$ -	$ 125.00		$ -	$ 10,000.00	$ -	0	$ 10,000.00
			Sub-Totals		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -		0	$ -	$ 10,000.00	$ -	0	$ 10,000.00
GRAND TOTALS			Sub-Totals		102	$ 28,050.00		213	$ 55,140.00		746	$ 115,050.00		254	$ 41,910.00		127	$ 32,385.00		650	$ 112,250.00		93	$ 11,625.00	$ 31,000.00	$ -	2,029	

Total Design Services	**$ 198,295.00**
Total Optional Design Services	**$ 89,520.00**
Design Contingency	**$ 15,000.00**
Total Construction Optional Services	**$ 204,115.00**
EDC Contingency	**$ 10,000.00**
Total Contract	**$ 516,930.00**

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) 332-9511.

2. INDEMNIFICATION

CONSULTANT agrees, subject to the limitations in Nevada Revised Statutes Section 338.155, to save and hold harmless and fully indemnify RTC and the City of Reno, 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 and the City of Reno 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.

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

Meeting Date: 10/17/2025 **Agenda Item: 4.5.1**

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation and Operations

SUBJECT: Senior/Disabled Transportation Program funding agreements for FFY26-FFY27

RECOMMENDED ACTION

Approve the following Senior/Disabled Transportation Program Funding agreements totaling $1,211,397.47, in amounts not-to-exceed $483,269.32 for the University of Nevada Reno, Senior Outreach Services; $458,056.94 for Access to Healthcare Network; and $270,071.21 for Neighbor Network of Northern Nevada.

BACKGROUND AND DISCUSSION

RTC announced a Call for Projects on July 16 with applications due on August 18 for projects to provide transportation improvements for seniors and people with disabilities.

These projects were previously funded by Federal Transit Administration Section 5310 dollars but in response to a commonly expressed need from the community for desired funding flexibility, RTC made the equivalent §5310 funding appropriations available in sales tax funds for distribution to support local projects. This change alleviates the more restrictive barriers required by federal funding regulations, and provides increased flexibility and operating dollars for local programs. RTC will then use the federal dollars from Section 5310 internally primarily for vehicle purchases so that no federal funds are lost to the region.

The Call for Projects allowed for up to a two (2)-year funding agreement encompassing federal fiscal years 2026-2027. A maximum of $1,211,496 in sales tax funding is available and is determined based upon Federal Transit Administration (FTA) §5310 appropriations.

Three proposals were received, and evaluated and ranked by a three-member Selection Committee composed of one non-RTC employee, and two RTC staff members. Additionally, RTC Public Transportation and Finance staff served on the committee in an advisory, non-voting role to ensure compliance with program guidelines. The Committee recommended that the top two ranking projects be funded in their entirety as both programs provide free service to their participants, and the remaining

funding be distributed to the third ranking project based on the selection criteria set forth in the Call for Projects. Based on the committee's recommendations, project funding is as follows:

1. Access to Healthcare Network (AHN) ($458,056.94) – (Existing Program). Funds a two-year program effective October 1, 2025 – September 30, 2027 for the continued operation of AHN's Non-Emergent Medical Transportation Program providing free, ADA-compliant, door-to-door transportation, and when needed door-through-door assistance, to seniors (60+) and disabled residents of Washoe County. The service specifically focuses on individuals who require ADA compliant paratransit services and who are otherwise not able to be served by other means, such as non-ADA compliant ride share and volunteer transportation services. The program operates through a centralized dispatch system that screens every caller for transportation eligibility and assesses additional social needs such as food insecurity, housing instability, and insurance gaps. Clients can then be referred to AHN's internal programs or community partners for wraparound support. AHN drivers are trained as lower-level Community Health Workers, enabling them to identify needs during transport and connect clients to resources in real time. An estimated 3,300 trips are projected annually, serving approximately 1,820 individuals annually.

2. University of Nevada Reno, Senior Outreach Service (SOS) ($483,269.32) – (Existing Program). Funds a two-year program effective October 1, 2025 – September 30, 2027. This project provides free, individualized, door-through-door transportation for adults 60+ in the Reno/Sparks area, filling a critical gap for individuals needing more support than other local options offer. Free rides are provided by volunteers driving their personal vehicles, with paid staff and Uber supplementing coverage. The service extends to transportation-limited areas such as Lemmon and Golden Valleys, the outskirts of Spanish Springs, and southern Washoe County. Individuals who are more independent utilize the Volunteer Transportation Program, scheduling rides directly. Those wanting companionship or assistance with daily activities are assigned a companion volunteer who provides transportation and assists with errands, attending appointments, and providing ongoing support. An estimated 7,800 trips are projected to be provided annually, with participant growth of 25% anticipated each year.

3. Neighbor Network of Northern Nevada (N4) ($270,071.21) – (Existing Program). Partially funds nearly 80% of a two-year program effective October 1, 2025 – September 30, 2027. The N4 Connect program provides a way for people with disabilities and people aged 60+, who live in either Reno or Sparks, to receive up to $160 in Lyft rides each month including personalized mobility planning, and Lyft concierge services for those needing specialized transportation based on the type of ride, time of ride, and the location of their ride that is challenging to fulfill with public transit alone. Ride vouchers are billed 50% to the grant ($40) and 50% is rider copay ($40). N4 aims to serve 600 adults with disabilities and elders living in Washoe County with 2,778 $80 Lyft vouchers. Each $80 voucher provides the equivalent of 4 one-way trips which equates to at least 11,112 one-way Lyft trips by the end of the two-year project period.

FISCAL IMPACT

Funding appropriations equivalent to RTC's Section 5310 appropriation are available in sales tax funds in RTC's FY2026 budget for distribution to support local projects.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

SENIOR/DISABLED TRANSPORTATION PROGRAM FUNDING AGREEMENT

This agreement (the "Agreement") is dated and effective as of October 1, 2025 by and between the Regional Transportation Commission of Washoe County, Nevada ("RTC") and Access to Healthcare Network, a Domestic Non-Profit Corporation authorized to do business in the State of Nevada ("RECIPIENT").

WITNESSETH:

WHEREAS, RTC has been designated as the agency to receive and administer federal funds under the 49 USC 5310 Federal Transit Administration ("FTA") Formula Grant Program (the "5310 Program"); and

WHEREAS, as provided in NRS 377A.080, RTC may appropriate certain money in the public transit fund to provide transportation or to support agencies which are providing transportation for the elderly and persons with disabilities, if the services are consistent with the regional transportation plan; and

WHEREAS, RTC is allocating sales tax dollars equivalent to the annual appropriations it receives under the 5310 Program ("5310 Equivalent Funds") to support private non-profit organizations, certain public bodies, Indian reservations and colonies, and operators of public transportation services which provide transportation for the elderly and persons with disabilities (the "5310 Equivalent Program"); and

WHEREAS, RECIPIENT is a Nevada Domestic Non-Profit Corporation eligible to receive 5310 Equivalent Funds; and

WHEREAS, RTC has accepted a project application developed by RECIPIENT that has been selected for 5310 Equivalent Funds; and

WHEREAS, RECIPIENT and RTC are entering into this agreement to define the responsibilities of the parties.

SAMPLE AGREEMENT

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

ARTICLE I - SCOPE OF SERVICE

1. RECIPIENT has agreed to implement the Access to Healthcare Network's Non-Emergency Medical Transportation Program ("PROJECT"), subject to the terms and conditions of this Agreement, which includes the Project Application, attached as Attachment A. The attached Project Application is inclusive of the Applicant Information, Project Understanding, and Budget Request.

2. RECIPIENT shall be the Program Administrator for the PROJECT. It shall: contribute matching funds; complete and provide required deliverables; provide required reporting to the RTC; prepare billing requests for funds from the RTC; maintain required files; and administer the PROJECT according to the Project Application attached as Attachment A.

3. Site visits may be conducted once a year. Additional site visits will be performed as deemed necessary by RTC.

ARTICLE II - COST

1. The 5310 Equivalent Program is a reimbursable program for operating and/or capital funds, and requires a matching percentage to be contributed to the PROJECT by RECIPIENT.

2. The total operating PROJECT cost of this Agreement is Three Hundred Eighteen Thousand, Three Hundred Fourteen Dollars and No/100 ($318,314.00). The maximum reimbursement of 5310 Equivalent Funds for the period of October 1, 2025 through September 30, 2027 for operating costs shall not exceed the sum of One Hundred Fifty-Nine Thousand, One Hundred Fifty-Seven Dollars and No/100 ($159,157.00). RTC will not make any payments for reimbursement of the PROJECT unless funding from the 5310 Program or other eligible federal funds are appropriated to RTC. The remaining fifty percent (50%) or One Hundred Fifty-Nine Thousand, One Hundred Fifty-Seven Dollars and No/100 ($159,157.00) required operating match will be provided by RECIPIENT. Operating costs include management/office personnel salaries, insurance, office expenses, facilities rental, marketing/promotion, driver and dispatcher salaries, maintenance and repair, fuel, garage rental and operating supplies, and other costs approved by RTC.

3. RECIPIENT agrees to be responsible for the fifty percent (50%) operating match on each submitted invoice, and can use eligible federal funds, state allocations, local match and/or approved in-kind contributions. In-kind contributions can be used for match as long as the value of each is documented and supported, and represents a cost which would otherwise be eligible under this Agreement. See Appendix B of Project Application, Required Certifications, Local Share Certification Form.

4. This project qualifies for capital funding for the Dispatch Hotline including Mobility Management. The total capital PROJECT cost of this capital portion is Three Hundred Seventy-Three Thousand Six Hundred Twenty-Four Dollars and Ninety-Three Cents ($373,624.93). The maximum reimbursement of 5310 Equivalent Funds for the period of October 1, 2025 through September 30, 2027 for capital costs shall not exceed the sum of Two Hundred Ninety-Eight Thousand Eight Hundred Ninety-Nine Dollars and Ninety-Four Cents ($150,136.94). The RTC will not make any payments for reimbursement for the PROJECT unless funding from the 5310 Program or other eligible federal funds are appropriated to the RTC. The remaining twenty percent (20%) or Seventy-Four Thousand Seven Hundred Twenty-Four Dollars and Ninety-Nine Cents ($74,724.99) required capital match will be provided by RECIPIENT.

SAMPLE AGREEMENT

5. RECIPIENT agrees to be responsible for the twenty percent (20%) capital match on each submitted invoice, and can use eligible federal funds, state allocations, local match and/or approved in-kind contributions. In-kind contributions can be used for match as long as the value of each is documented and supported, and represents a cost which would otherwise be eligible under this Agreement. See Appendix B of Project Application, Required Certifications, Local Share Certification Form.

ARTICLE III - PERFORMANCE

1. The term of this Agreement shall commence on October 1, 2025 and shall run through and include September 30, 2027.

3. RECIPIENT shall provide its passengers and employees with a complaint resolution process approved by RTC.

4. RECIPIENT shall provide RTC, on a quarterly basis, with a written PROJECT Milestone Progress Report in a form provided by RTC detailing any changes or additions to the PROJECT.

5. RECIPIENT shall not assign or subcontract any of the work performed under this Agreement without the prior written approval of RTC. Upon RECIPIENT's receipt of RTC's written approval to assign or subcontract any of the work performed under this Agreement, RECIPIENT will provide RTC with a copy of the executed contract for said work. Any attempted assignment of rights or delegation of duties under this Agreement, without the prior written consent of RTC, shall be unauthorized and may affect the reimbursement of funds.

ARTICLE IV - SCHEDULE OF PAYMENTS

1. In consideration of RECIPIENT's continuous and satisfactory performance of its duties required under this Agreement, RTC shall reimburse RECIPIENT, upon RTC's receipt and approval of an appropriate invoice that is supported by true and factual expense documentation. Invoices must be submitted on RECIPIENT's stationery using RTC's format or submitted on RTC's standard invoice form. RTC's obligation to reimburse RECIPIENT is expressly conditioned upon RTC's receipt of such funds contemplated under the 5310 Equivalent Program for this Agreement and RTC shall have no obligation to reimburse RECIPIENT from any other funds available to RTC.

2. Invoices must be submitted to accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. RECIPIENT's invoices must be submitted within fifteen (15) days from the end of each thirty (30) day billing cycle. Invoices received after fifteen (15) days will be evaluated by RTC on a case-by-case basis for payment.

3. RTC shall utilize its normal accounting procedure in the payment of the invoices submitted, and disburse funds to RECIPIENT as promptly as RTC's fiscal procedures allow.

SAMPLE AGREEMENT

4. Monthly reporting is required to accompany the invoice for all reimbursement costs. The monthly report shall include, may not be limited to, detailed labor cost, services cost, materials and supplies cost, maintenance cost, daily transportation logs, vehicle maintenance records, volunteer hours log, volunteer name. *(Please disregard any aforementioned items that do not pertain to your project).*

ARTICLE V - RECORDS AND REPORTS

1. RECIPIENT and its contractors shall establish and maintain, separate accounts for the PROJECT. Except as provided below, RECIPIENT and its contractors shall maintain all books, records, accounts and reports required under this Agreement and make them available for review by RTC for a period of not less than three years after the date of termination or expiration of this Agreement. In the event of litigation or claims arising from the performance of this Agreement, RECIPIENT and its contractors shall maintain the PROJECT accounts until RTC, has disposed of all such litigation, appeals, and claims related to the PROJECT and this Agreement.

2. The separate PROJECT accounts required to be kept by RECIPIENT and its contractors shall identify and include the costs per passenger trip, hours of operation, additional operating expenses, and the matching sources, as required.

3. All charges to the separate PROJECT accounts shall be supported by properly executed invoices, contracts or vouchers that document the nature and propriety of the charges. Documentation to support the invoice is required in accordance with the rules and regulations of RTC.

4. RECIPIENT shall advise the RTC regarding the progress of the PROJECT at such times and in such manner as the RTC may require, including, but not limited to meetings and interim reports. RECIPIENT shall submit as may be required by the RTC, financial statements to include documented match of in-kind contributions, records, contracts and other data related to the PROJECT, as the RTC, in its sole discretion, deems necessary.

SAMPLE AGREEMENT

ARTICLE VI - TERMINATION

1. Except as otherwise provided in this Agreement, this Agreement may be terminated upon thirty (30) days written notice, given in accordance with this Agreement, upon (a) mutual consent of both parties; or (b) unilaterally by either party for cause. In the event of termination per this section, RTC shall only be liable to reimburse for services performed in accordance with the standards of this Agreement performed to the effective termination date.

2. If, at the expiration and/or termination of this Agreement, RECIPIENT has funds which have been provided to it under this Agreement that exceed proper and allowable expenses under the terms of this Agreement, RECIPIENT shall be liable to and shall pay RTC the amount of the excess funds. Payment shall be made by RECIPIENT to the RTC within thirty (30) days of the expiration and/or termination of this Agreement.

3. The continuation of this Agreement is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available to RTC by the FTA under the 5310 Program. The RTC shall terminate this Agreement if, for any reason: (a) RTC's funding from local and/or federal sources is not appropriated or is withdrawn, limited or impaired; or (b) RECIPIENT's funding is not appropriated or is withdrawn, limited or impaired. Under said circumstances, RECIPIENT waives any claim for damages resulting from the termination and, in this instance, termination shall be effective immediately upon receipt of notice.

4. A default or breach may be declared with or without termination. Either party may terminate this Agreement upon service of written notice of default or breach to the other party, upon the following grounds:

   a. If RECIPIENT and/or its contractor fails to provide or satisfactorily performs any of the conditions, professional services, deliverables, goods or services called for by this Agreement within the time requirements specified in this Agreement or within written extension of those time constraints; or

   b. If any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law or regulation to be held by RECIPIENT to provide the goods or services required by this Agreement is for any reason denied, revoked, excluded, terminated, suspended, lapsed or not renewed; or

   c. If RECIPIENT becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or

   d. If any party materially breaches any material duty under this Agreement and any such breach impairs the other party's ability to perform; or

   e. If it is found by RTC that any quid pro quo or gratuities in the form of money, services, entertainment, gifts or otherwise were offered or given by RECIPIENT, or any agent or representative of RECIPIENT, to any officer or employee of RTC with a view toward securing an Agreement or securing favorable treatment with respect to awarding, extending, amending or making any determination with respect to the performing of such Agreement.

5. Opportunity to Cure: RTC shall, in the first instance, allow RECIPIENT thirty (30) days in which to cure a breach or default. The written notice of termination shall set forth the nature of said breach or default and the action deemed necessary for RECIPIENT to cure. Should RECIPIENT fail to cure said breach or default to the satisfaction of RTC within the time allowed, this Agreement shall automatically terminate unless RTC waives its remedy pursuant to subsection 7, below. In the event of termination, RTC will have no further obligation to RECIPIENT. Any such termination for breach or default shall not preclude RTC from also pursuing all other available remedies against RECIPIENT and its sureties for said breach or default.

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6. Whenever the PROJECT contemplated and covered by this Agreement has been completely performed on the part of RECIPIENT, and all monies have been spent, according to this Agreement, and the final payment made, this Agreement shall be deemed to have terminated.

7. Waiver of Remedies for any Breach or Default: In the event that RTC elects to waive its remedies for any breach or default by RECIPIENT of any covenant, term or condition of this Agreement, such waiver by RTC shall not limit RTC's remedies for any succeeding default or breach of that or of any other term, covenant, or condition of this Agreement. Any waiver must be in writing.

ARTICLE VII – AUDIT & CLOSEOUT

1. RTC shall initiate closeout activities after approved RECIPIENT activities are completed, funds are expended and reimbursement has been received.

ARTICLE VIII - MISCELLANEOUS PROVISIONS

1. RECIPIENT, for itself, its assignees and successors in interest agrees as follows:

   a. Debarment and/or Suspension: RECIPIENT certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal agency or RTC.

   b. ADA: RECIPIENT shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act (ADA) of 1990, and regulations adopted thereunder contained in 49 CFR, Parts 27, 37 and 38, inclusive, and any relevant program-specific regulations.

   c. Civil Rights: RECIPIENT shall comply with the requirements of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or person offered employment because of race, color, religion, national origin, sex (including sexual orientation), disability, or age.

2. RECIPIENT, for itself, its assignees and successors in interest agrees as follows:

   a. Nondiscrimination: RECIPIENT, with regard to the work performed by it during this Agreement, shall not discriminate on the grounds of race, color, religion, national origin, sex (including sexual orientation), disability, or age, in the selection and retention of subcontractors, including procurement of materials and leases of equipment. RECIPIENT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices.

SAMPLE AGREEMENT

b. Information and Reports: RECIPIENT shall provide all information and reports required by the RTC, or directives issued pursuant thereto, and shall permit access to facilities as may be determined by RTC to be pertinent to ascertain compliance with such directives.

c. Sanctions for Noncompliance: In the event of RECIPIENT's noncompliance with the nondiscrimination provisions of this Agreement, RTC shall impose such agreement sanctions as it may determine to be appropriate, including, but not limited to:

1. Withholding of payments to RECIPIENT under this Agreement until RECIPIENT complies, and/or

2. Cancellation, termination or suspension of this Agreement, in whole or in part. A cancellation or termination of this Agreement pursuant to this subsection shall not be subject to the Opportunity to Cure.

d. Agreements with subcontractors will include provisions making all subcontractor records available for audit by RTC.

e. Incorporation of Provisions: RECIPIENT will include the provisions of Paragraphs (a) through (e) in every subcontract including those for procurement of materials and leases of equipment, unless exempt by Regulations, order, or instructions issued pursuant thereto.

3. RECIPIENT shall, at its own expense, obtain and pay for all licenses, permits and/or fees and comply with all federal, state and local laws, statutes, ordinances, rules and regulations and the orders and decrees of any courts of administrative bodies or tribunals in any manner effecting the performance of this Agreement, including without limitation, workers' compensation laws, licensing laws and regulations.

4. RECIPIENT shall obtain all types and amounts of insurance set forth in Attachment B, and shall comply with all provisions set forth therein. RECIPIENT shall not perform 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.

5. RECIPIENT agrees to provide indemnification set forth in Attachment B.

6. RECIPIENT and all successors, executors, administrators, and assigns of RECIPIENT's interest in the work or the compensation herein provided shall be bound by the terms of this Agreement.

7. In any dispute arising under this Agreement as to performance, compensation, and the interpretation of satisfactory fulfillment of the terms of this Agreement, the decision of the Executive Director of RTC, shall be final and conclusive as to all parties. Nothing herein

SAMPLE AGREEMENT

contained shall impair the parties' rights to file suit in the District Courts of the State of Nevada.

8. Performance During Dispute: Unless otherwise directed by RTC, RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

9. Rights and Remedies: The duties and obligations imposed by the Agreement and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by RTC or RECIPIENT shall constitute a waiver of any right or duty afforded any of them under the Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

10. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties' consent to the exclusive jurisdiction of the Nevada District Courts for enforcement of this Agreement. Venue for any such actions shall be in Reno, Nevada.

11. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephone facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted and addressed to the other parties at the addresses set forth below:

FOR RTC:
Bill Thomas, AICP
Executive Director
ATTN: Christian Schonlau,
Director of Finance/CFO
Regional Transportation Commission of Washoe County
1105 Terminal Way, Suite 300
Reno NV 89502
Phone: (775) 335-1845
E-Mail: cshonlau@rtcwashoe.com

FOR RECIPIENT:
Trevor Rice, CEO
Access to Healthcare Network, Inc.
4001 South Virginia Street, Suite F
Reno, NV 89502
Phone: (775)284-8989
E-Mail: trevor@ahnnv.org

12. RTC and RECIPIENT are independent of and not as agents, employees, partners, or joint venturers of the other. Each party is and shall be an entity separate and distinct from the other party and shall have the right to supervise, manage, operate, control and direct performance of the details incident to its duties under this Agreement.

SAMPLE AGREEMENT

13. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a claim, action or suit for personal injuries, property damage, compensation, or any other liability, whereby, damages, losses, and expenses are sought pursuant to the terms and provisions of this Agreement.

14. It is specifically agreed between the parties executing this Agreement that it is intended to create a contractual relationship solely between RTC and RECIPIENT. It is further specifically agreed between the parties executing this Agreement that it is not intended by any provisions or any part of this Agreement, to create in, the public, or any member thereof, a contractual relationship between such persons and entities and RTC.

15. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder for any reason beyond its control, including, without limitation, strikes, acts of God, civil or military authority, acts of public enemy, or accidents, fires, explosions, earthquakes, floods, winds, storms, failure of public transportation, or any other similar serious cause beyond the reasonable control of either party. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases.

16. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Agreement.

17. RECIPIENT acknowledges and agrees that, the Federal Government is not a party to this Agreement and shall not be subject to any obligations or liabilities to RECIPIENT, or any other party pertaining to any matter resulting from this Agreement.

18. Information or documents may be open to public inspection and copying per the provisions of Chapter 239 of NRS.

19. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of this Agreement and this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

20. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the activities which form the subject of this Agreement.

21. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of RTC.

SAMPLE AGREEMENT

22. As used herein, the term "RECIPIENT" shall include the plural as well as the singular, and the feminine as well as the masculine.

23. This Agreement, including the attachments hereto and certifications completed and signed by RECIPIENT, including any amendments or addenda, constitute the entire Agreement and by this reference are incorporated herein, and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other Agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise specifically authorized by the terms of this Agreement, no modifications or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.

24. Purchase of Vehicles- RECIPIENT will be named as Co-Owner of all and any vehicles purchased with funds provided by RTC as contemplated in this Agreement. RTC will be named as Co-Owner on title to all vehicles purchased with funds provided under this Agreement. The original certificate of title will be delivered to and held by RTC. The certificate of title to all vehicles purchased with funds provided under this Agreement will name RTC as a Co-Owner until such time as the vehicle has a fair market value of $10,000 or less, as determined by RTC.

26. Return of Purchased Vehicles- At the expiration or earlier termination of this Agreement or if services as described in this Agreement are discontinued at any time, RTC has the right, at RTC's election to either: (i) require that RECIPIENT deliver all vehicles purchased with funds provided under this Agreement to RTC and if RTC so elects, RECIPIENT shall deliver all such vehicles to RTC and duly endorse any and all certificates of title as may be necessary to transfer title to all such vehicles to RTC; or (ii) allow RECIPIENT to reimburse RTC for the then value of the RTC interest in such vehicles, as determined and permitted under applicable law, and upon receipt of such funds RTC shall release its co-ownership interest in such vehicles and deliver the certificate of title for the subject vehicles to RECIPIENT.

SAMPLE AGREEMENT

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IN WITNESS WHEREOF, the parties have executed this Agreement.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By _____
Bill Thomas, AICP, Executive Director

ACCESS TO HEALTHCARE NETWORK

By _____
Trevor Rice, CEO

SAMPLE AGREEMENT

ATTACHMENT A
PROJECT APPLICATION

SAMPLE AGREEMENT

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

CALL FOR PROJECTS

RTC MOBILITY OF SENIORS & INDIVIDUALS WITH DISABILITIES PROGRAM FUNDING

OCTOBER 1, 2025 – SEPTEMBER 30, 2027 APPLICATION

Application Due: AUGUST 18, 2025 by **NOON** -- Submit to: **jmeyers@rtcwashoe.com**

APPLICANT CHECKLIST	
☑	Application with Agency Name in Title
☐	Copy of current IRS W-9 Taxpayer Identification Certification Form, **NEW APPLICANTS ONLY**
☑	Service Area/Route Map (if applicable)
☑	Project Budget (completed Budget template workbook)
☑	Attachment 1: Vehicle Inventory (if requesting funds for vehicles)
☑	Attachment 2: Maintenance of Vehicles & Vehicle Being Replaced (if requesting funds for vehicles)
☑	Current **Letters** of Support for Project (*Minimum of two letters required*)
☐	Last three (3) years of financial audits, **NEW APPLICANTS ONLY**
☑	Most recent financial audit (current Program Participants)
CERTIFICATIONS – See Appendix B ***Please provide an explanation for any documentation not submitted.***	
☑	Certifying Authority
☑	Local Share Certification
☑	Private Non-Profit Organization Certification Eligibility

SAMPLE AGREEMENT

PROJECT TITLE:	Access to Healthcare Network- 5310 Non-Emergent Medical Transportation

SECTION 1: APPLICANT INFORMATION						
Applicant's Legal Name:	Access to Healthcare Network					
Contact Person:	Trevor Rice	Title:	CEO			
Address:	4001 S. Virginia St. Ste. F					
City:	Reno	State:	NV	Zip Code:	89502	
Telephone #:	(775) 803-0420	Email Address:	trevor@ahnnv.org			

REQUEST TYPE (check all that apply)	
☑ Continuation of an Existing Project	☐ New Project
☐ Operating	☑ Capital
	If Vehicle request, how many? 1

ORGANIZATION TYPE (check all that apply)		
☐ Local Government Authority (i.e., Public Sector Agency)	☑ Private Non-Profit Organization	☐ Tribal Governments

SAMPLE AGREEMENT

SECTION II: PROJECT UNDERSTANDING

Proposed Need & Project Benefits (30 Points)

The following questions should be answered for all projects, unless otherwise noted. If you need additional space, attach separate sheet.

Project Description (*The agency's mission should not be used as your project description.*)

1. Please explain what type of project you are requesting funding to provide. (*For example, does the project provide a unique service and serve a population that is not currently served*?)

Access to Healthcare Network (AHN) seeks continued funding to operate its Non-Emergent Medical Transportation Program (NEMTP), providing free, ADA-compliant, door-to-door transportation, and when needed, door-through-door assistance, to seniors (60+) and disabled residents of Washoe County. This service specifically focuses on individuals who require ADA compliant paratransit services and who are otherwise not able to be served by other means such as non ADA compliant ride share and volunteer transportation services. This service addresses one of the most significant barriers to healthcare identified in the Washoe County Coordinated Human Services Public Transportation Plan (CTP): the lack of safe, reliable, and affordable transportation to health-related destinations.

AHN has operated this program with RTC funding since 2016, consistently meeting or exceeding all grant requirements and passing every required program and third-party audit without issues or findings. Over nearly a decade, the program has evolved into a trusted and essential mobility management resource, filling critical service gaps left by RTC fixed route and paratransit services, particularly in areas beyond the McCarran Loop including outlying Washoe County rural areas.

For the upcoming grant cycle, AHN requests funding to:

• Maintain operational capacity through continued support for one dedicated vehicle and associated driver/dispatcher staffing.
• Purchase one small, ADA compliant vehicle to ensure fleet reliability, operational continuity, and service quality.

See supplemental narrative for more information

2. Please explain why the project is needed in this community, and the transportation gaps/barriers it seeks to overcome.

The Washoe County CTP and related needs assessments confirm the ongoing, high demand for expanded, no-cost NEMT:

• Nearly 62% of surveyed residents cannot drive, and 65% lack access to a personal vehicle.
• 48% report that they do not have reliable transportation when needed, and 36% have mobility limitations that prevent walking to or boarding a vehicle without assistance.
• Transportation to medical appointments ranks as the second-highest travel priority (58% of respondents), just behind shopping.
• Affordability, inaccessible vehicles, limited-service area, advanced reservation requirements, and restricted hours remain persistent barriers.
• Among older adults surveyed in 2023, transportation ranked in the top three priorities for quality of life, alongside housing and healthcare.

AHN's NEMTP directly addresses these service gaps by:
• Eliminating cost barriers with free rides.
• Extending service areas beyond fixed-route coverage including outlying non urban areas.
• Ensuring ADA compliance for riders with mobility devices.
• Providing flexible, demand-response scheduling to accommodate medical needs.
• Integrating mobility management with health and social services to improve overall quality of life.

See supplemental narrative for more information

3. By the project's conclusion, how many unduplicated seniors and/or individuals with disabilities would be served because of this project? How many rides will be provided? Describe the methodology used to track and calculate individuals served/rides provided.

Definition of Unduplicated Users/Riders: *Unduplicated Users/Riders are counted based on an annual basis. Each user/rider is counted only once annually, no matter how many times they utilize the service or facility. If records are unavailable to accurately count the number of unduplicated users/riders, an estimate is acceptable.*

Total Individuals Served:	Total number of rides/trips provided:
1,820	3,300

Methodology:

The projected number of trips and riders for the Non-Emergent Medical Transportation Program (NEMTP) is based on a combination of current AHN operational data and national best practice benchmarks for community-based paratransit programs serving metropolitan areas similar to Reno/Sparks.

Analysis of AHN's trip logs over the past several years shows that a single ADA-compliant vehicle, staffed by a trained driver, can reliably complete an average of 12 trips per service day. For this proposal, AHN anticipates operating the vehicle 250 days per year, representing every weekday service except for designated holidays, scheduled driver training, and preventive vehicle maintenance days. This operating schedule results in a projected 3,000 trips annually. Based upon AHN data the average rider takes 1.8 trips per year equating to 1,620 riders served per year. National shared-ride paratransit standards, reflected in productivity measures from the Federal Transit Administration's National Transit Database, show that community-based programs typically achieve 5–10% of trips with more than one passenger onboard. AHN's own service records fall at the upper end of this range, with approximately 10% of trips carrying a second passenger. Applying this rate to the annual trip projection adds roughly 300 additional riders to the service total, for an estimated 1,820 riders per year. These numbers are also based off the fact that the majority of the clients we serve have mobility-related challenges that do not allow for transportation except via ADA compliant paratransit systems. These are riders that are not able to successfully utilize ride sharing or other transit services that cannot adequately accommodate mobility devices and needs.

See supplemental narrative for more information

SAMPLE AGREEMENT

4. **If applying for funds to continue an Existing Project**, please provide the total number of individuals served in the last four quarters.

	Seniors and Individuals with Disabilities Served	Number of Trips Provided
1	521	1,613
2	548	1,488
3	555	1,504
4	338	1,741
Total Served	1,962	6,346

Project Implementation & Outreach (15 Points)

1. Explain how the project relates to other services or programs provided by your agency.

The Non-Emergent Medical Transportation Program (NEMTP) is fully integrated into Access to Healthcare Network's (AHN) "no wrong door" system of care, a model that ensures transportation clients are simultaneously assessed for a broad range of health and social services. This approach directly supports the RTC's mobility management objectives, leveraging transportation encounters to connect vulnerable residents with additional resources that improve independence and quality of life.

When individuals contact AHN for transportation—via the dispatch center, outreach staff, or in-person—they are also screened for:
• Insurance enrollment needs (Medicaid, Medicare, ACA).
• Enrollment in AHN's Medical Discount Program.
• Access to cancer screening and treatment (via the Women's Health Connection and partner oncology providers).
• Prenatal care and nutrition programs.
• Prescription drug assistance and chronic disease management.
• Dementia and cognitive impairment support.
• Case management and care coordination services.

See supplemental narrative for more information

SAMPLE AGREEMENT

2. How will the project be marketed to the target population and promote public awareness?

AHN's outreach and marketing strategy leverages a multi-channel, culturally responsive approach, designed to reach seniors and ndividuals with disabilities, especially in underserved neighborhoods identified in the CTP.

Core Infrastructure:
• Leadership Oversight – Marketing Director and Outreach Manager ensure campaign alignment with community demographics and language needs.
• Outreach Staff – Two outreach coordinators to maintain relationships with community agencies and conduct targeted outreach.
• Community Health Worker Network – ~30 CHWs and volunteers engage at the grassroots level, participating in over 200 events annually and reaching 20,000+ vulnerable individuals.
• Healthcare Provider Partnerships – Integration with 1,500+ providers, including hospitals, FQHCs, and specialty care networks, ensures NEMTP promotion is embedded in healthcare referral pathways.
• Community Agency Partnerships – Cross-promotion with 100+ social service agencies, senior centers, and disability organizations.
• Digital Engagement – Social media, Google Ads, mass text/email, and a monthly newsletter reaching 15,000 recipients.
• Professional Marketing Support – Collaboration with local marketing firms, including board member involvement, to ensure consistency and professional quality.

See supplemental narrative for more information

3. Identify major milestones or goals this project expects to accomplish and the anticipated timeframes.

Milestone/Goal	Date (M/D/YYYY)
Program Continuity of Service Launch	10/1/2025
Marketing and Outreach Development and Implementation	11/15/2025
New Vehicle Procurement and Deployment	1/1/2026
Quarterly Performance Reviews and Audits	1/1/2026
Annual Program Evaluation	9/30/2026

Project Readiness & Organizational Preparedness (20 Points)

1. Briefly describe your agency's experience with Federal funds and grant compliance.

Access to Healthcare Network (AHN) has 18 years of proven experience in managing large-scale federal, state, and local grant programs with zero adverse audit findings. Over this period, AHN has successfully administered over $54 million in federal pass-through dollars, including multiple transportation-related grants from the Regional Transportation Commission (RTC), Nevada Department of Transportation, and Nevada Aging and Disability Services Division.

Specific to non-emergent medical transportation:
• AHN has operated the NEMTP with RTC funding since 2016, consistently meeting all performance benchmarks and contract deliverables.
• Every required program audit and independent third-party review has resulted in no issues or findings.

AHN also manages other federally funded programs that demonstrate the organization's financial stability, compliance expertise, and operational scale, including:
• Ryan White Part B – Nevada Division of Public and Behavioral Health (since 2009).
• Ryan White Part A – Clark County (since 2023).
• Housing Opportunities for Persons with AIDS (HOPWA) – City of Las Vegas (since 2019).
• CDC Women's Health Connection – Nevada DPBH (since 2011).
• Nevada Care Connections – Nevada ADSD (since 2012).
• Medicare Assistance Program – Nevada ADSD (since 2012).

See supplemental narrative for more information

SAMPLE AGREEMENT

2. Does your project rely on any other funding commitments? If yes, please explain and complete the table below.

No – This project does not rely on other funding commitments to meet its baseline operational objectives.

Funding Source	Agreement # (if applicable)	Total Amount	Total Remaining	Term Dates

3. Are agency funds being used above the match requirements for either Capital and/or Operating assistance? If yes, please explain.

Yes – To maintain the NEMTP at its current efficiency and service quality, AHN commits additional resources beyond the RTC-required match, including:

• Program Management & Leadership – Strategic oversight, operational planning, and continuous quality improvement functions.
• Outreach & Marketing Infrastructure – Staff and campaign costs to ensure target populations are aware of and can access services.

SAMPLE AGREEMENT

4. Identify the type of local match and/or in-kind contribution that your organization will use to support the grant.

Source Description	Amount
Operating Match - Staff - Organizational Unrestricted Dollars	$ 159,157.00
Capital Match - Staff - Organizational Unrestricted Funds	$ 57,948.99
Capital Match - Vehicle - SilverSummit Community Investment	$ 16,776.00
Operating In-Kind - Staff - AHN Unrestricted Dollars	$ 49,000.00

Agency Management (15 Points)

1. What is your agency's plan to sustain this project after funding ends?

If RTC funding were to end, AHN would implement a continuity-of-service strategy that prioritizes maintaining mobility for current riders:

• Transition eligible riders into other AHN-operated transportation programs, such as the Senior Ambassador Program and Elko Rural Transportation Program, where capacity allows.
• Coordinate with partner transportation providers in the RTC's coordinated human-services transportation network to identify coverage alternatives.
• Maintain resource referrals via AHN's Community Resource Line (call center) to ensure riders remain connected to transportation and other essential services.

Long-term sustainability is supported by AHN's diversified funding portfolio, which includes:

• Multi-year state and local contracts.
• Partnerships with healthcare systems that integrate transportation into value-based care initiatives.
• Competitive grant awards from federal agencies, foundations, and philanthropic organizations.

This approach aligns with RTC's risk mitigation priorities, demonstrating that AHN has a proactive plan to protect riders' mobility even if primary funding sources change.

See supplemental narrative for more information

2. Is this project scalable?	○ Yes	◉ No

If yes, use the table below to reflect the extent of your project's scalability. Due to the increasing number of qualified candidates applying for funds, all applicant projects may not be awarded full funding. In this scenario, applicants may be required to submit a new budget to reflect their adjusted award if their project is not fully funded.

Scaled Budget	Scaled Term in Months	Unduplicated Served

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3. Describe the agency's technical and managerial capabilities to support the project, including the number of personnel dedicated to the project, and the number of years the agency has provided services for the targeted clientele?

Access to Healthcare Network (AHN) has been operating non-emergent medical transportation (NEMT) services in Washoe County and rural Northern Nevada since 2016, serving seniors, individuals with disabilities, and low-income residents. Over nearly a decade, AHN has refined its operations through continuous quality improvement and lessons learned, resulting in a program that operates at a high level of efficiency and effectiveness, maximizing limited grant funding to deliver the greatest possible impact to the community.

AHN's technical and managerial strength is demonstrated through experienced senior leadership and oversight, with the CEO—who has led the organization for 18 years—directly involved in the initial implementation of the NEMT program and providing ongoing strategic guidance. Day-to-day operations are managed by a dedicated Transportation Program Manager with extensive NEMT, RTC grant compliance, and mobility management expertise.

The Finance and Grants Management Team brings nearly two decades of experience ensuring adherence to 2 CFR Part 200, federal transit regulations, and RTC reporting requirements. Dedicated drivers are trained in ADA-compliant passenger securement, customer service, and passenger assistance protocols; certified in CPR and First Aid; and trained as lower-level Community Health Workers (CHWs) to identify unmet needs during trips. Dispatch and scheduling staff use a centralized platform for optimized routing, trip reminders, and real-time monitoring, while safety and compliance systems include vehicle telematics, active video capture (internal and external), strict maintenance schedules, and ongoing audits and evaluations.

See supplemental narrative for more information

Program Effectiveness & Evaluation (10 Points)

1. Describe the agency's plan for monitoring and evaluating the project.

AHN uses a comprehensive performance management framework to monitor the NEMTP, ensuring alignment with RTC's program goals, ADA regulations, and best practices in coordinated mobility management.

Key components include:
• Real-Time Data Tracking – The centralized dispatch and scheduling software logs every ride, capturing data on trip origin/destination, trip type, rider eligibility, and on-time performance.
• Quarterly Performance Reviews – Data is analyzed by program leadership and compared to contractual performance targets and historical trends.
• Quality Assurance Ride-Alongs – Supervisors periodically accompany drivers to assess adherence to safety protocols, ADA securement standards, and customer service quality.
• Client Feedback Mechanisms – Post-ride surveys and targeted phone interviews are conducted to gauge rider satisfaction, accessibility, and perceived reliability.
• Compliance Audits – Annual internal audits verify adherence to vehicle maintenance schedules, driver training requirements, and reporting standards.

These processes create a continuous feedback loop where data and rider input directly inform service adjustments, ensuring the program consistently meets or exceeds RTC expectations.

2. Identify performance measures to track the effectiveness of the service in meeting the projects goals.

AHN will use quantitative and qualitative metrics that reflect RTC's emphasis on equitable, accessible, and integrated transportation services. Core indicators include:
Service Delivery & Accessibility:

• Total annual trips provided.
• Number of unduplicated riders served.
• Percentage of trips delivered on time (goal: ≥95%).
• Percentage of trips provided to areas outside RTC fixed-route coverage.

Equity & ADA Compliance:

• Percentage of trips requiring mobility device accommodation.
• Compliance rate with ADA lift/securement protocols (goal: 100%).
• Percentage of riders who identify as senior, or disabled.

Satisfaction & Impact:

• Rider satisfaction score (goal: ≥90% reporting "very satisfied" or "satisfied").
• Percentage of riders reporting improved access to healthcare due to the service.

See supplemental narrative for more information

SAMPLE AGREEMENT

PROJECT BUDGET (10 Points)

All APPLICANTS MUST FILL OUT AND COMPLETE THE BUDGET TEMPLATE SPREADSHEET AND SUBMIT WITH THEIR APPLICATION

The project operating budget estimate should be based on actual annual expenditures for existing services. Budgets for New Services without an operating history should detail the sources of their estimated budgets. Applicants who are operating their own services shall fill out Items A-D in the Budget Details of the Budget template.

1. Describe the agency's methodology used to develop the budget.

The NEMTP budget was developed using a cost-based approach grounded in historical expenditure data from prior RTC-funded grant cycles, adjusted for inflation, vehicle lifecycle needs, and projected trip volumes.

Key considerations in budget development:

• Historical Cost Data – Actual expenses from the past three fiscal years, averaged and trended forward using a 3–5% annual inflation factor for fuel, insurance, and labor.
• Service Volume – Targeting 4,480 trips annually, based on recent program performance and capacity analysis of a two-vehicle, two-driver operation.
• Vehicle Lifecycle Management – Inclusion of capital costs for one new small ADA-compliant vehicle, in line with fleet maintenance schedules and manufacturer replacement recommendations.
• Compliance Requirements – Costs associated with maintaining ADA standards, driver training, vehicle inspections, and preventive maintenance.
• In-Kind and Agency-Funded Support – Administrative overhead, outreach, and program management costs are covered by AHN's unrestricted funds, ensuring RTC dollars go directly to service delivery.

This methodology ensures that all budgeted line items are necessary, reasonable, and allocable under federal cost principles, while directly supporting the program's scope and performance objectives.

SAMPLE AGREEMENT

2. Explain how the project budget proposal is commensurate with the agency's proposed project scope and objectives.

The proposed budget is commensurate with program objectives and designed to maximize the number of safe, reliable, and accessible trips within available resources.

Operational Funding – Supports:
• Salaries and benefits for drivers and dispatchers.
• Fuel, insurance, and vehicle maintenance to maintain 100% fleet operational readiness.
• Scheduling and dispatch software licensing to support real-time trip coordination.
• ADA compliance costs, including lift inspections, securement systems, and driver training refreshers.

Capital Funding – Supports:
• Purchase of one ADA-compliant small vehicle, expanding fleet reliability and reducing service interruptions.
• Acquisition in line with RTC's vehicle replacement and maintenance policies to ensure safety and operational efficiency.

Return on Investment
• The budget achieves a cost per trip consistent with RTC's efficiency benchmarks for demand-response transportation.
• The integration of in-kind contributions for program management and outreach ensures that the maximum percentage of RTC funds are applied to direct transportation services.

By linking costs directly to service outcomes, including trip volume, ADA compliance, and integration with health and human services, the budget demonstrates fiscal responsibility while fulfilling RTC's mission to improve mobility for seniors and individuals with disabilities.

AGENCY NAME:	Access to Healthcare Network, Inc.
Budget Completed By:	Jory Balladares
Date Completed:	8/15/25

DO NOT COMPLETE *- the information below will auto-populate upon completion of the Budget worksheet tabs.*

SAMPLE AGREEMENT

Total Project Budget	**$ 691,938.93**
50% Operating Match Required	$ 159,157.00
20% Capital Match Required	$ 74,724.99
Applicant Match	**$ 233,881.99**
Operating Funds Requested (50%)	$ 159,157.00
Capital Funds Requested (80%)	$ 298,899.94
PROJECT FUNDS REQUESTED	**$ 458,056.94**

	OPERATING		CAPITAL	
	50% *Funded*	50% *Match*	80% *Funded*	20% *Match*
YEAR 1	$ 78,306.00	$ 78,306.00	$ 181,509.57	$ 45,377.39
YEAR 2	$ 80,851.00	$ 80,851.00	$ 117,390.37	$ 29,347.59
TOTAL FUNDS	$ 159,157.00	$ 159,157.00	$ 298,899.94	$ 74,724.99

TOTAL PROJECT BUDGET	**$**	**691,938.93**
Total Operating Budget	**$**	**318,314.00**
Operating Match - 50%	$	159,157.00
Total Operating Requested - 50%	$	159,157.00
Total Capital Budget	**$**	**373,624.93**
Capital Match - 20%	$	74,724.99
Total Capital Requested	$	298,899.94
TOTAL PROJECT FUNDS REQUESTED	**$**	**458,056.94**

SAMPLE AGREEMENT

access to® HEALTHCARE NETWORK

4001 S. VIRGINIA ST, SUITE F
RENO, NV 89502
www.accesstohealthcare.org
775-507-4480

Letters Of Support

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NORTHERN NEVADA HOPES

August 13, 2025

Regional Transportation Commission
Grant Selection Committee
1105 Terminal Way, Suite 200
Reno, NV 89502

Re: Letter of Support for Access to Healthcare Network 2025 RTC Mobility of Seniors and Individuals with Disabilities Program Funding

Dear RTC Grant Selection Committee,

I am writing to formally support Access to Healthcare Network's (AHN) Mobility of Seniors and Individuals with Disabilities Program Funding grant application to the regional Transportation Commission (RTC).

Northern Nevada HOPES (HOPES) sees daily how lack of access to reliable transportation negatively impacts health. Lack of transportation impedes an individual's ability to access primary and specialty medical care, prescription medication, and nutritious/healthy food. Since opening their non-emergency medical transportation program, AHN has helped numerous HOPES patients access the care they need to become and stay well. AHN's non-emergency medical transportation program is a great asset to our community and without it, the region's most vulnerable senior, disabled, and low-income residents would suffer adverse health and wellness outcomes. HOPES in full support of AHN's continued receipt of RTC funding. I believe that AHN has the proven track record to not only continue to deliver impeccable transportation services, but to continue to grow the program and meet the ever-growing unmet need within our community.

SAMPLE AGREEMENT

Sincerely,

Sharon Chamberlain, Executive Director
Northern Nevada HOPES

August 12th, 2025

Regional Transportation Commission
Grant Selection Committee
1105 Terminal Way, Suite 200
Reno, NV 89502

Re: Letter of Support for Access to Healthcare Network 2025 RTC Mobility of Seniors and Individuals with Disabilities Program Funding

Dear RTC Grant Selection Committee,

I am writing in support of AHN's Regional Transportation Commission (RTC) Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities funding request.

AHN and Renown Health have collaborated on numerous initiatives over the past seventeen years with the overarching goal of improving the health and wellbeing of vulnerable populations in our community. Throughout this partnership, we have witnessed AHN's impact on the communities they serve through an unwavering commitment to operational excellence and a willingness to find innovative ways to serve those in need.

AHN's transportation program provides a critical role in supporting seniors and disabled individuals within our community through increased access to vital healthcare services such as primary care, specialty care, vaccinations, and prescription medications. Without this program, many in our community could face significant barriers to care, resulting in poorer health outcomes, increased reliance on emergency services, and broader negative effects on community health. Given AHN's proven track record and the vital nature of this service, we support AHN's continued funding to provide their transportation services to the most vulnerable individuals in our community.

Sincerely,

DocuSigned by:
Jenny Juchtzer
E4D1C28000A9440...

Jenny Juchtzer
Head of Payer Contracting
Renown Health

SAMPLE AGREEMENT

access to® HEALTHCARE NETWORK

4001 S. VIRGINIA ST, SUITE F
RENO, NV 89502
www.accesstohealthcare.org
775-507-4480

Service Area MAP

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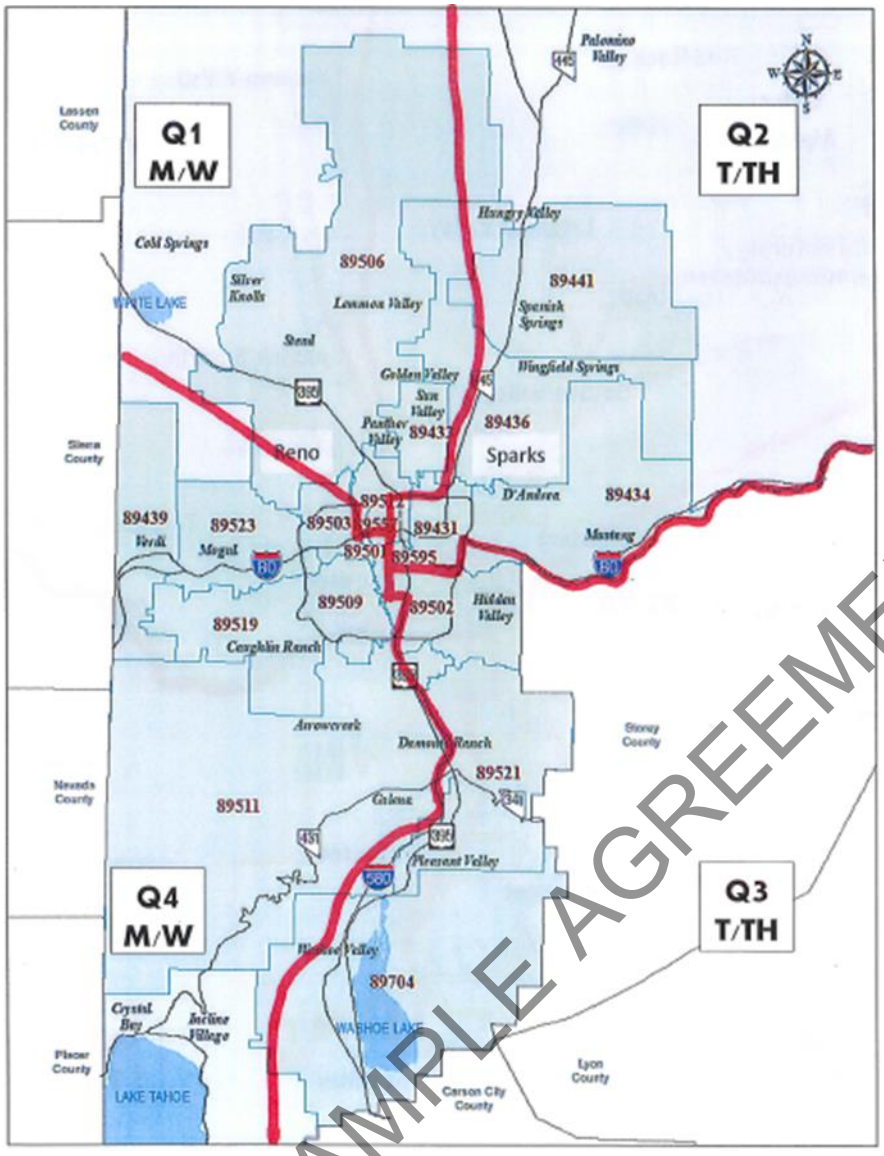
We believe in the power and dignity of people. We are a positive force to change and empower the health of our communities, one person, one family, and one partnership at a time.



SAMPLE AGREEMENT

APPENDIX A

SUPPLEMENTAL INFORMATION

SAMPLE AGREEMENT

Attachment 1: Vehicle Inventory

SAMPLE AGREEMENT

Attachment 1: Vehicle Inventory

To be completed if RTC Sales Tax funding will be used to fund capital purchase of a new or used vehicle.

Current Vehicle Inventory

Type	Current Mileage	Year of purchase	Fuel Type[1]	Passenger Capacity	ADA Equipped	Condition of Vehicle[2]	On-Board Communication[3]	Annual Trips	Funding Type[4]
1. *T 150 Ford Transit*	180,786	2016	*Gasoline*	7	*Yes*	*Fair*	*Other*	0	*Local*
2. *T 150 Ford Transit*	30,053	2022	*Gasoline*	7	*Yes*	*New*	*Other*	1,763	*Local*
3. *T 150 Ford Transit*	30,053	2022	*Gasoline*	7	*Yes*	*New*	*Other*	1,557	*Local*
4.			*Fuel Type*		*Select Y/N*	*Condition*	*Select Type*		*Select Funding*
5.			*Fuel Type*		*Select Y/N*	*Condition*	*Select Type*		*Select Funding*

Are all of your vehicles covered by insurance? ☑ YES ☐ NO

Do any of your vehicles require a CDL? ☐ YES ☑ NO If yes, how many vehicles require a CDL? __

Proposed Capital Vehicle Purchase

Type	New or Used[5]	Year of purchase	Fuel Type[1]	Passenger Capacity	ADA Equipped	Condition of Vehicle[2]	On-Board Communication[3]	Insurance Coverage[6]	CDL Required
1. *Chrysler Voyager*	*New*	2025	*Gasoline*	7	*Yes*	*New*	*Other*	79,000	*No*
2.	*Select*		*Fuel Type*		*Select Y/N*	*Condition*	*Select Type*		*Select Y/N*
3.	*Select*		*Fuel Type*		*Select Y/N*	*Condition*	*Select Type*		*Select Y/N*
4.	*Select*		*Fuel Type*		*Select Y/N*	*Condition*	*Select Type*		*Select Y/N*
5.	*Select*		*Fuel Type*		*Select Y/N*	*Select Condition*	*Select Type*		*Select Y/N*

1 - Gasoline, Diesel, Electric, Hybrid, Etc.
2 - New, good, fair, poor condition of vehicle
3 - Radio, AVL, Other (please specify)
4 - Source of funds (State, Local, Federal) used to purchase vehicle.
5 - If vehicle is used, note the mileage at the time of purchase.
6 - Minimum amount of insurance required to operate the vehicle.

SAMPLE AGREEMENT

Attachment 2: Maintenance of Vehicles and Vehicle Being Replaced

(For vehicle requests only)

To ensure that vehicles are maintained in optimal operating condition, it is required that they be maintained in accordance with the vehicle manufacture's recommended maintenance schedule. Applicants must verify by certifying below:

Maintenance Certification

Access to Healthcare Network certifies that vehicles purchased previously utilizing federal Section 5310 funding and/or local RTC sales tax funding will be maintained in accordance with the detailed maintenance and inspection schedule provided by the manufacturer.

Trevor Rice Digitally signed by Trevor Rice Date: 2025.08.15 10:36:28 -07'00'	Trevor Rice
(Signature of Authorized Representative)	*(Printed name)*
CEO	8/15/25
(Title)	*(Date)*

SAMPLE AGREEMENT

Vehicle Being Replaced

This vehicle will be taken out of service *(can be used as backup).*

Applicant: Access to Healthcare Network

Year of Vehicle Being Replaced: 2,016

(Vehicle must have been in service for at least four years or has a minimum of 100,000 miles.)

Make: Ford
Model: T 150 Paratransit
Vehicle Identification Number: 1FTYE2CM0HKA31067
Mileage (indicate date of mileage): 196,063.00 8/15/2025 *(date)*
Vehicle Condition: Fair

Identify the type of vehicle requested that will replace the vehicle listed above:

2025 Chrysler Voyager ADA compliant minivan. 5 Passenger. ADA, FMVSS and compliant. CARB approved. Multiple wheelchair securement locations. Ramp with 1,000 lb capacity and swing-out feature for ambulatory access. One wheelchair securement system. ADA-compliant park interlock. ADA-compliant ramp and door entrance lighting. Priority seating and wheelchair securement location decals.

APPENDIX B

REQUIRED CERTIFICATIONS

SAMPLE AGREEMENT

CERTIFYING AUTHORITY

I am duly authorized to make the following certification on behalf of the Applicant Organization and based on my position, knowledge and experience with the Applicant Organization:

☑ 1) the information contained in the Application, including attachments, is true and correct;

☑ 2) the Applicant has the requisite fiscal, managerial, and legal capabilities to carry out the operations and maintenance of the Project; and

☑ 3) the Applicant shall adhere to the federal, state, and local requirements related to the Project.

August 15, 2025
_____
Date

Trevor Rice Digitally signed by Trevor Rice Date: 2025.08.15 16:20:03 -07'00'
_____
Signature of Authorized Official

Trevor Rice
_____
Printed Name

CEO
_____
Title

SAMPLE AGREEMENT

LOCAL SHARE CERTIFICATION FORM

I, the undersigned representing Access to Healthcare Network

do hereby certify to the Regional Transportation Commission, that the required $ 233,881.99

in local match funds are available and that the source of the funds are from:

AHN organizational unrestricted dollars.
Community investment grant dollars from SilverSummit HealthPlan.

which are:

a. Cash from non-governmental sources other than revenues from providing public transportation services;
b. Non-farebox revenues from the operation of public transportation service, such as the sale of advertising and concession revenues (a voluntary or mandatory fee that a college, university, or similar institution imposes on all its students for free or discounted transit service is not farebox revenue);
c. Amounts received under a service agreement with a State or local social service agency or private social service organization;
d. Undistributed cash surpluses, replacement or depreciation cash funds, reserves available in cash, or new capital;
e. Amounts appropriated or otherwise made available to a department or agency of the Government (other than the Department of Transportation); and
f. In-kind contribution such as the market value of in-kind contributions integral to the project may be counted as a contribution toward local share.

August 15, 2025

Date

Trevor Rice Digitally signed by Trevor Rice Date: 2025.08.15 16:22:12 -07'00'

Signature of Authorized Official

Trevor Rice

Printed Name

CEO

Title

SAMPLE AGREEMENT

PRIVATE NON-PROFIT ORGANIZATION CERTIFICATION ELIGIBILITY

Private Non-Profit Organization

☑ As a private non-profit organization, Access to Healthcare Network

(insert name of private non-profit organization)

attaches to this application our IRS 501(c) letter establishing our eligibility as a private non-profit organization.

August 15, 2025

Date

Trevor Rice Digitally signed by Trevor Rice Date: 2025.08.15 16:22:39 -07'00'

Signature of Authorized Official

Trevor Rice

Printed Name

CEO

Title

SAMPLE AGREEMENT

ATTACHMENT B
INSURANCE/INDEMNIFICATION

SAMPLE AGREEMENT

ATTACHMENT B
INDEMNIFICATION AND INSURANCE REQUIREMENTS FOR MAINTENANCE, OPERATIONS & SERVICE AGREEMENTS
2022-03-09 Version

1. INTRODUCTION

IT IS HIGHLY RECOMMENDED THAT BIDDERS CONFER WITH THEIR INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF THESE INSURANCE CERTIFICATES AND ENDORSEMENTS IN ADVANCE OF BID OR PROPOSAL SUBMISSION. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT RTC'S FINANCE DIRECTOR DIRECTLY AT (775) 335-1845.

2. INDEMNIFICATION

CONTRACTOR agrees to defend save and hold harmless and fully indemnify RTC, including its 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:

A. Any breach of duty, neglect, or negligent error, misstatement, misleading statement or omission committed in the conduct of CONTRACTOR'S profession by CONTRACTOR, its employees, agents, officers, directors, Subs (as that term is defined below) , or anyone else for which CONTRACTOR may be legally responsible; and

B. The negligent acts of CONTRACTOR, its employees, agents, officers, directors, subs, or anyone else for which CONTRACTOR is legally responsible; and

C. The infringement of any patent or copyright resulting from the use by the Indemnitees of any equipment, part, component, or other deliverable (including software) supplied by CONTRACTOR under or as a result of this Agreement, but excluding any infringement resulting from the modification or alteration by the Indemnitees of any equipment, part, component, or other deliverable (including software) except as consented to by CONTRACTOR.

SAMPLE AGREEMENT

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, CONTRACTOR shall reimburse the Indemnitees for the time spent by such personnel at the rate the Indemnitees pay for such services.

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

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.C above and the use is enjoined, CONTRACTOR, 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 this Agreement.

3. GENERAL REQUIREMENTS

Prior to the start of any work on a RTC project, CONTRACTOR shall purchase and maintain insurance of the types and limits as described herein 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 CONTRACTOR, its Subs, or their employees, agents, or representatives. The cost of all such insurance shall be borne by CONTRACTOR.

4. VERIFICATION OF COVERAGE

CONTRACTOR 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, RTC reserves the right to review complete, certified copies of all required insurance policies, including all Subs' 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.

SAMPLE AGREEMENT

5. NOTICE OF CANCELLATION

Contractor 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. CONTRACTOR 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. SUBCONTRACTORS & SUBCONSULTANTS

CONTRACTOR shall include all subcontractors and subconsultants (referred to collectively as "Subs") as insureds under its liability policies OR it shall require its Subs to maintain separate liability coverages and limits of the same types specified herein. If any Subs maintain separate liability coverages and limits, each shall include the RTC, as an additional insured 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 be $1,000,000 per occurrence $1,000,000 for any applicable coverage aggregates for 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, CONTRACTOR shall furnish copies of certificates of insurance evidencing coverage for each Sub. CONTRACTOR shall require its Subs provide appropriate certificates and endorsements from their own insurance carriers naming CONTRACTOR and the Indemnitees (see paragraph 2 above) as additional insureds.

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 Contract. 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 Contract or during the term of any policy must be declared to RTC's Finance Director prior to the change taking effect. Contractor is responsible for any losses within deductibles or self-insured retentions.

8. ACCEPTABILITY OF INSURERS

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 CONTRACTOR and insurance carrier. RTC reserves the right to require that CONTRACTOR'S insurer be a licensed and admitted insurer in the State of Nevada or meet any applicable state and federal laws and regulations for non-admitted insurance placements.

9. MISCELLANEOUS 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 CONTRACTOR 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 CONTRACTOR'S expense.

C. Any waiver of CONTRACTOR'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 CONTRACTOR'S obligation to maintain such insurance, or as a waiver as to the enforcement of any of these provisions at a later date.

SAMPLE AGREEMENT

D. By requiring insurance herein, RTC does not represent that coverage and limits will necessarily be adequate to protect CONTRACTOR, and such coverage and limits shall not be deemed as a limitation on CONTRACTOR's liability under the indemnities granted to RTC in this contract.

E. If CONTRACTOR'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

CONTRACTOR shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than $1,000,000 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 or location.

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).

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, underground property damage, or damage to the named insured's work. In addition, coverage for Explosion, Collapse and Underground exposures (as applicable to the project) must be reflected in the insurance certificates.

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 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

The status of RTC as an additional insured under a CGL obtained in compliance with this agreement shall not restrict coverage under such CGL with respect to the escape of release of pollutants at or from a site owned or occupied by or rented or loaned to RTC.

CONTRACTOR 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. CONTRACTOR's insurer shall endorse CGL policy to waive subrogation against RTC with respect to any loss paid under the policy.

SAMPLE AGREEMENT

Continuing Completed Operations Liability Insurance. CONTRACTOR shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella liability insurance, both applicable to liability arising out of CONTRACTOR's completed operations, with a limit of not less than $1,000,000 each occurrence for at least 5 years following substantial completion of the work.

a. Continuing CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract

b. Continuing CGL insurance shall have a products-completed operations aggregate of at least two times the each occurrence limit.

c. Continuing commercial umbrella coverage, if any, shall include liability coverage for damage to the insured's completed work equivalent to that provided under ISO form CG 00 01.

11. COMMERCIAL AUTOMOBILE LIABILITY

CONTRACTOR 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 CONTRACTOR does not own or operate any owned or leased vehicles.

CONTRACTOR 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 CONTRACTOR pursuant to this Agreement.

In lieu of a separate Business Auto Liability Policy, RTC may agree to accept Auto Liability covered in the General Liability Policy, if CONTRACTOR does not have any owned or leased automobiles and non-owned and hired auto liability coverage is included.

If project involves the transport of hazardous wastes or other materials that could be considered pollutants, CONTRACTOR shall maintain pollution liability coverage equivalent to that provided under the ISO pollution liability-broadened coverage for covered autos endorsement (CA 99 48) shall be provided, and, if applicable, the Motor Carrier Act endorsement (MCS 90) shall be attached.

SAMPLE AGREEMENT

Waiver of Subrogation. CONTRACTOR waives all rights against RTC and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Contractor 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 CONTRACTOR or any Sub by RTC. CONTRACTOR, and any Subs, shall procure, pay for and maintain required coverages.

CONTRACTOR 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.

Should CONTRACTOR be self-funded for Industrial Insurance, CONTRACTOR shall so notify RTC in writing prior to the signing of a Contract. RTC reserves the right to accept or reject a self-funded CONTRACTOR and to approve the amount of any self-insured retentions. CONTRACTOR agrees that RTC is entitled to obtain additional documentation, financial or otherwise, for review prior to entering into a Contract with the self-funded CONTRACTOR.

Upon completion of the project, CONTRACTOR shall, if requested by RTC, provide RTC with a Final Certificate for itself and each Sub showing that CONTRACTOR and each Sub had maintained Industrial Insurance by paying all premiums due throughout the entire course of the project.

If CONTRACTOR or Sub 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.

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

SAMPLE AGREEMENT

SENIOR/DISABLED TRANSPORTATION PROGRAM FUNDING AGREEMENT

This agreement (the "Agreement") is dated and effective as of October 1, 2025 by and between the Regional Transportation Commission of Washoe County, Nevada ("RTC") and Board of Regents, Nevada System of Higher Education, on behalf of the University of Nevada, Reno, authorized to do business in the State of Nevada ("RECIPIENT").

WITNESSETH:

WHEREAS, RTC has been designated as the agency to receive and administer federal funds under the 49 USC 5310 Federal Transit Administration ("FTA") Formula Grant Program (the "5310 Program"); and

WHEREAS, as provided in NRS 377A.080, RTC may appropriate certain money in the public transit fund to provide transportation or to support agencies which are providing transportation for the elderly and persons with disabilities, if the services are consistent with the regional transportation plan; and

WHEREAS, RTC is allocating sales tax dollars equivalent to the annual appropriations it receives under the 5310 Program ("5310 Equivalent Funds") to support private non-profit organizations, certain public bodies, Indian reservations and colonies, and operators of public transportation services which provide transportation for the elderly and persons with disabilities (the "5310 Equivalent Program"); and

WHEREAS, RECIPIENT is a system of higher education eligible to receive 5310 Equivalent Funds; and

WHEREAS, RTC has accepted a project application developed by RECIPIENT that has been selected for 5310 Equivalent Funds; and

WHEREAS, RECIPIENT and RTC are entering into this agreement to define the responsibilities of the parties.

SAMPLE AGREEMENT

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

ARTICLE I - SCOPE OF SERVICE

1. RECIPIENT has agreed to implement the Sanford Center for Aging Transportation Services Program ("PROJECT"), subject to the terms and conditions of this Agreement, which includes the Project Application, attached as Attachment A. The attached Project Application is inclusive of the Applicant Information, Project Understanding, and Budget Request.

2. RECIPIENT shall be the Program Administrator for the PROJECT. It shall: contribute matching funds; complete and provide required deliverables; provide required reporting to

the RTC; prepare billing requests for funds from the RTC; maintain required files; and administer the PROJECT according to the Project Application attached as Attachment A.

3. Site visits may be conducted once a year. Additional site visits will be performed as deemed necessary by RTC.

ARTICLE II - COST

1. The 5310 Equivalent Program is a reimbursable program for operating and/or capital funds, and requires a matching percentage to be contributed to the PROJECT by RECIPIENT.

2. The total operating PROJECT cost of this Agreement is Seven Hundred Sixty-Eighty Thousand Two Hundred Ninety-Three Dollars and No/100 ($768,293.00). The maximum reimbursement of 5310 Equivalent Funds for the period of October 1, 2025 through September 30, 2027 for operating costs shall not exceed the sum of Three Hundred Eighty-Four Thousand One Hundred Forty-Six Dollars and Fifty Cents ($384,146.50). RTC will not make any payments for reimbursement of the PROJECT unless funding from the 5310 Program or other eligible federal funds are appropriated to RTC. The remaining fifty percent (50%) or Three Hundred Eighty-Four Thousand One Hundred Forty-Six Dollars and Fifty Cents ($384,146.50) required operating match will be provided by RECIPIENT. Operating costs include management/office personnel salaries, insurance, office expenses, facilities rental, marketing/promotion, driver and dispatcher salaries, maintenance and repair, fuel, garage rental and operating supplies, and other costs approved by RTC.

3. RECIPIENT agrees to be responsible for the fifty percent (50%) operating match on each submitted invoice, and can use eligible federal funds, state allocations, local match and/or approved in-kind contributions. In-kind contributions can be used for match as long as the value of each is documented and supported, and represents a cost which would otherwise be eligible under this Agreement. See Appendix B of Project Application, Required Certifications, Local Share Certification Form.

4. This project qualifies for capital funding for Mobility Management. The total capital PROJECT cost of this capital portion is One Hundred Twenty-Three Thousand Nine Hundred Three Dollars and Fifty-Two Cents ($123,903.52). The maximum reimbursement of 5310 Equivalent Funds for the period of October 1, 2025 through September 30, 2027 for capital costs shall not exceed the sum of Ninety-Nine Thousand One Hundred Twenty-Two Dollars and Eighty-Two Cents ($99,122.82). The RTC will not make any payments for reimbursement for the PROJECT unless funding from the 5310 Program or other eligible federal funds are appropriated to the RTC. The remaining twenty percent (20%) or Twenty-Four Thousand Seven Hundred Eighty Dollars and Seventy Cents ($24,780.70) required capital match will be provided by RECIPIENT.

5. RECIPIENT agrees to be responsible for the twenty percent (20%) capital match on each submitted invoice, and can use eligible federal funds, state allocations, local match and/or approved in-kind contributions. In-kind contributions can be used for match as long as the value of each is documented and supported, and represents a cost which would otherwise

SAMPLE AGREEMENT

be eligible under this Agreement. See Appendix B of Project Application, Required Certifications, Local Share Certification Form.

ARTICLE III - PERFORMANCE

1. The term of this Agreement shall commence on October 1, 2025 and shall run through and include September 30, 2027.

3. RECIPIENT shall provide its passengers and employees with a complaint resolution process approved by RTC.

4. RECIPIENT shall provide RTC, on a quarterly basis, with a written PROJECT Milestone Progress Report in a form provided by RTC detailing any changes or additions to the PROJECT.

5. RECIPIENT shall not assign or subcontract any of the work performed under this Agreement without the prior written approval of RTC. Upon RECIPIENT's receipt of RTC's written approval to assign or subcontract any of the work performed under this Agreement, RECIPIENT will provide RTC with a copy of the executed contract for said work. Any attempted assignment of rights or delegation of duties under this Agreement, without the prior written consent of RTC, shall be unauthorized and may affect the reimbursement of funds.

ARTICLE IV - SCHEDULE OF PAYMENTS

1. In consideration of RECIPIENT's continuous and satisfactory performance of its duties required under this Agreement, RTC shall reimburse RECIPIENT, upon RTC's receipt and approval of an appropriate invoice that is supported by true and factual expense documentation. Invoices must be submitted on RECIPIENT's stationery using RTC's format or submitted on RTC's standard invoice form. RTC's obligation to reimburse RECIPIENT is expressly conditioned upon RTC's receipt of such funds contemplated under the 5310 Equivalent Program for this Agreement and RTC shall have no obligation to reimburse RECIPIENT from any other funds available to RTC.

2. Invoices must be submitted to accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. RECIPIENT's invoices must be submitted within fifteen (15) days from the end of each thirty (30) day billing cycle. Invoices received after fifteen (15) days will be evaluated by RTC on a case-by-case basis for payment.

3. RTC shall utilize its normal accounting procedure in the payment of the invoices submitted, and disburse funds to RECIPIENT as promptly as RTC's fiscal procedures allow.

4. Monthly reporting is required to accompany the invoice for all reimbursement costs. The monthly report shall include, may not be limited to, detailed labor cost, services cost, materials and supplies cost, maintenance cost, daily transportation logs, vehicle

SAMPLE AGREEMENT

maintenance records, volunteer hours log, volunteer name. *(Please disregard any aforementioned items that do not pertain to your project).*

ARTICLE V - RECORDS AND REPORTS

1. RECIPIENT and its contractors shall establish and maintain, separate accounts for the PROJECT. Except as provided below, RECIPIENT and its contractors shall maintain all books, records, accounts and reports required under this Agreement and make them available for review by RTC for a period of not less than three years after the date of termination or expiration of this Agreement. In the event of litigation or claims arising from the performance of this Agreement, RECIPIENT and its contractors shall maintain the PROJECT accounts until RTC, has disposed of all such litigation, appeals, and claims related to the PROJECT and this Agreement.

2. The separate PROJECT accounts required to be kept by RECIPIENT and its contractors shall identify and include the costs per passenger trip, hours of operation, additional operating expenses, and the matching sources, as required.

3. All charges to the separate PROJECT accounts shall be supported by properly executed invoices, contracts or vouchers that document the nature and propriety of the charges. Documentation to support the invoice is required in accordance with the rules and regulations of RTC.

4. RECIPIENT shall advise the RTC regarding the progress of the PROJECT at such times and in such manner as the RTC may require, including, but not limited to meetings and interim reports. RECIPIENT shall submit as may be required by the RTC, financial statements to include documented match of in-kind contributions, records, contracts and other data related to the PROJECT, as the RTC, in its sole discretion, deems necessary.

SAMPLE AGREEMENT

ARTICLE VI - TERMINATION

1. Except as otherwise provided in this Agreement, this Agreement may be terminated upon thirty (30) days written notice, given in accordance with this Agreement, upon (a) mutual consent of both parties; or (b) unilaterally by either party for cause. In the event of termination per this section, RTC shall only be liable to reimburse for services performed in accordance with the standards of this Agreement performed to the effective termination date.

2. If, at the expiration and/or termination of this Agreement, RECIPIENT has funds which have been provided to it under this Agreement that exceed proper and allowable expenses under the terms of this Agreement, RECIPIENT shall be liable to and shall pay RTC the amount of the excess funds. Payment shall be made by RECIPIENT to the RTC within thirty (30) days of the expiration and/or termination of this Agreement.

3. The continuation of this Agreement is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available to RTC by the FTA under the 5310

Program. The RTC shall terminate this Agreement if, for any reason: (a) RTC's funding from local and/or federal sources is not appropriated or is withdrawn, limited or impaired; or (b) RECIPIENT's funding is not appropriated or is withdrawn, limited or impaired. Under said circumstances, RECIPIENT waives any claim for damages resulting from the termination and, in this instance, termination shall be effective immediately upon receipt of notice.

4. A default or breach may be declared with or without termination. Either party may terminate this Agreement upon service of written notice of default or breach to the other party, upon the following grounds:

   a. If RECIPIENT and/or its contractor fails to provide or satisfactorily performs any of the conditions, professional services, deliverables, goods or services called for by this Agreement within the time requirements specified in this Agreement or within written extension of those time constraints; or

   b. If any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law or regulation to be held by RECIPIENT to provide the goods or services required by this Agreement is for any reason denied, revoked, excluded, terminated, suspended, lapsed or not renewed; or

   c. If RECIPIENT becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or

   d. If any party materially breaches any material duty under this Agreement and any such breach impairs the other party's ability to perform; or

   e. If it is found by RTC that any quid pro quo or gratuities in the form of money, services, entertainment, gifts or otherwise were offered or given by RECIPIENT, or any agent or representative of RECIPIENT, to any officer or employee of RTC with a view toward securing an Agreement or securing favorable treatment with respect to awarding, extending, amending or making any determination with respect to the performing of such Agreement.

5. Opportunity to Cure: RTC shall, in the first instance, allow RECIPIENT thirty (30) days in which to cure a breach or default. The written notice of termination shall set forth the nature of said breach or default and the action deemed necessary for RECIPIENT to cure. Should RECIPIENT fail to cure said breach or default to the satisfaction of RTC within the time allowed, this Agreement shall automatically terminate unless RTC waives its remedy pursuant to subsection 7, below. In the event of termination, RTC will have no further obligation to RECIPIENT. Any such termination for breach or default shall not preclude RTC from also pursuing all other available remedies against RECIPIENT and its sureties for said breach or default.

SAMPLE AGREEMENT

6. Whenever the PROJECT contemplated and covered by this Agreement has been completely performed on the part of RECIPIENT, and all monies have been spent, according to this Agreement, and the final payment made, this Agreement shall be deemed to have terminated.

7. Waiver of Remedies for any Breach or Default: In the event that RTC elects to waive its remedies for any breach or default by RECIPIENT of any covenant, term or condition of this Agreement, such waiver by RTC shall not limit RTC's remedies for any succeeding default or breach of that or of any other term, covenant, or condition of this Agreement. Any waiver must be in writing.

ARTICLE VII – AUDIT & CLOSEOUT

1. RTC shall initiate closeout activities after approved RECIPIENT activities are completed, funds are expended and reimbursement has been received.

ARTICLE VIII - MISCELLANEOUS PROVISIONS

1. RECIPIENT, for itself, its assignees and successors in interest agrees as follows:

   a. Debarment and/or Suspension: RECIPIENT certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal agency or RTC.

   b. ADA: RECIPIENT shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act (ADA) of 1990, and regulations adopted thereunder contained in 49 CFR, Parts 27, 37 and 38, inclusive, and any relevant program-specific regulations.

   c. Civil Rights: RECIPIENT shall comply with the requirements of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or person offered employment because of race, color, regional, national origin, sex (including sexual orientation), disability, or age.

2. RECIPIENT, for itself, its assignees and successors in interest agrees as follows:

   a. Nondiscrimination: RECIPIENT, with regard to the work performed by it during this Agreement, shall not discriminate on the grounds of race, color, religion, national origin, sex (including sexual orientation), disability, or age, in the selection and retention of subcontractors, including procurement of materials and leases of equipment. RECIPIENT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices.

SAMPLE AGREEMENT

b. Information and Reports: RECIPIENT shall provide all information and reports required by the RTC, or directives issued pursuant thereto, and shall permit access to facilities as may be determined by RTC to be pertinent to ascertain compliance with such directives.

c. Sanctions for Noncompliance: In the event of RECIPIENT's noncompliance with the nondiscrimination provisions of this Agreement, RTC shall impose such agreement sanctions as it may determine to be appropriate, including, but not limited to:

1. Withholding of payments to RECIPIENT under this Agreement until RECIPIENT complies, and/or

2. Cancellation, termination or suspension of this Agreement, in whole or in part. A cancellation or termination of this Agreement pursuant to this subsection shall not be subject to the Opportunity to Cure.

d. Agreements with subcontractors will include provisions making all subcontractor records available for audit by RTC.

e. Incorporation of Provisions: RECIPIENT will include the provisions of Paragraphs (a) through (e) in every subcontract including those for procurement of materials and leases of equipment, unless exempt by Regulations, order, or instructions issued pursuant thereto.

3. RECIPIENT shall, at its own expense, obtain and pay for all licenses, permits and/or fees and comply with all federal, state and local laws, statutes, ordinances, rules and regulations and the orders and decrees of any courts of administrative bodies or tribunals in any manner effecting the performance of this Agreement, including without limitation, workers' compensation laws, licensing laws and regulations.

4. RECIPIENT is self-insured in the manner and in accordance with the terms of its self-insurance letter and certificate made a part hereof as Attachment B.

5. Except as provided herein and in subsection 11, RECIPIENT shall indemnify, hold harmless and defend RTC from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorney's fees and costs, arising out of any alleged acts or omissions of the RECIPIENT party, its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity that would otherwise exist as to any party or person described herein. The RECIPIENT's indemnification obligation is conditioned on it being served with written notice of any claim within ninety (90) days of the RTC's receipt of written notice of an actual or threatened claim or the RTC's receipt of a "Complaint" or other court documents asserting a cause of action. Except as provided herein and in subsection 11, RTC shall indemnify, hold harmless and defend RECIPIENT from and against all liability, claims, actions, damages, losses, and expenses, including but not

SAMPLE AGREEMENT

limited to reasonable attorney's fees and costs, arising out of any alleged acts or omissions of RTC, its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity that would otherwise exist as to any party or person described herein. The RTC's indemnification obligation is conditioned on it being served with written notice of any claim within ninety (90) days of the RECIPIENT's receipt of written notice of an actual or threatened claim or the RECIPIENT's receipt of a "Complaint" or other court documents asserting a cause of action.

6. RECIPIENT and all successors, executors, administrators, and assigns of RECIPIENT's interest in the work or the compensation herein provided shall be bound by the terms of this Agreement.

7. In any dispute arising under this Agreement as to performance, compensation, and the interpretation of satisfactory fulfillment of the terms of this Agreement, the decision of the Executive Director of RTC, shall be final and conclusive as to all parties. Nothing herein contained shall impair the parties' rights to file suit in the District Courts of the State of Nevada.

8. Performance During Dispute: Unless otherwise directed by RTC, RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

9. Rights and Remedies: The duties and obligations imposed by the Agreement and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by RTC or RECIPIENT shall constitute a waiver of any right or duty afforded any of them under the Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

10. To the extent applicable, the parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive, consequential or indirect damages. Actual damages for any RTC breach shall never exceed the amount of funds that have been appropriated for payment under this Agreement, but not yet paid for the fiscal year budget in existence at the time of the breach.

11. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada District Courts for enforcement of this Agreement. Venue for any such actions shall be in Reno, Nevada.

12. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephone facsimile with simultaneous regular mail, or mailed

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certified mail, return receipt requested, postage prepaid on the date posted and addressed to the other parties at the addresses set forth below:

FOR RTC:

Bill Thomas, AICP
Executive Director
ATTN: Christian Schonlau,
Director of Finance/CFO
Regional Transportation Commission of Washoe County
1105 Terminal Way, Suite 300
Reno NV 89502
Phone: (775) 335-1845
E-Mail: cshonlau@rtcwashoe.com

FOR RECIPIENT:

Kandice Doerring
Manger of Grants and Contracts
Board of Regents, Nevada System of Higher Education on Behalf of the University of Nevada, Reno
Sponsored Projects / Mailstop 325
University of Nevada, Reno
Reno, NV 89557-0240
Phone: (775)784-7506
E-Mail: ospadmin@unr.edu

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13. RTC and RECIPIENT are independent of and not as agents, employees, partners, or joint venturers of the other. Each party is and shall be an entity separate and distinct from the other party and shall have the right to supervise, manage, operate, control and direct performance of the details incident to its duties under this Agreement.

14. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a claim, action or suit for personal injuries, property damage, compensation, or any other liability, whereby, damages, losses, and expenses are sought pursuant to the terms and provisions of this Agreement.

15. It is specifically agreed between the parties executing this Agreement that it is intended to create a contractual relationship solely between RTC and RECIPIENT. It is further specifically agreed between the parties executing this Agreement that it is not intended by any provisions or any part of this Agreement, to create in, the public, or any member thereof, a contractual relationship between such persons and entities and RTC.

16. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder for any reason beyond its control, including, without limitation, strikes, acts of God, civil or military authority, acts of public enemy, or accidents, fires, explosions, earthquakes, floods, winds, storms, failure of public transportation, or any other similar serious cause beyond the reasonable control of either

party. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases.

17. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Agreement.

18. RECIPIENT acknowledges and agrees that, the Federal Government is not a party to this Agreement and shall not be subject to any obligations or liabilities to RECIPIENT, or any other party pertaining to any matter resulting from this Agreement.

19. Information or documents may be open to public inspection and copying per the provisions of Chapter 239 of NRS.

20. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of this Agreement and this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

21. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the activities which form the subject of this Agreement.

22. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of RTC.

23. As used herein, the term "RECIPIENT" shall include the plural as well as the singular, and the feminine as well as the masculine.

24. This Agreement, including the attachments hereto and certifications completed and signed by RECIPIENT, including any amendments or addenda, constitute the entire Agreement and by this reference are incorporated herein, and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other Agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise specifically authorized by the terms of this Agreement, no modifications or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.

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SAMPLE AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Agreement.

REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY

By _____
Bill Thomas, AICP, Executive Director

BOARD OF REGENTS, NEVADA SYSTEM OF HIGHER EDUCATION ON BEHALF OF THE UNIVERSITY OF NEVADA, RENO

By _____
Kandice Doerring, Grants and Contracts Manager

SAMPLE AGREEMENT

ATTACHMENT A
PROJECT APPLICATION

SAMPLE AGREEMENT

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

CALL FOR PROJECTS

RTC MOBILITY OF SENIORS & INDIVIDUALS WITH DISABILITIES PROGRAM FUNDING

OCTOBER 1, 2025 – SEPTEMBER 30, 2027 APPLICATION

Application Due: AUGUST 18, 2025 by **NOON** -- Submit to: **jmeyers@rtcwashoe.com**

APPLICANT CHECKLIST	
☑	Application with Agency Name in Title
☐	Copy of current IRS W-9 Taxpayer Identification Certification Form, **NEW APPLICANTS ONLY**
☐	Service Area/Route Map (if applicable)
☑	Project Budget (completed Budget template workbook)
☐	Attachment 1: Vehicle Inventory (if requesting funds for vehicles)
☐	Attachment 2: Maintenance of Vehicles & Vehicle Being Replaced (if requesting funds for vehicles)
☑	Current **Letters** of Support for Project (*Minimum of two letters required*)
☐	Last three (3) years of financial audits, **NEW APPLICANTS ONLY**
☑	Most recent financial audit (current Program Participants)
CERTIFICATIONS – See Appendix B ***Please provide an explanation for any documentation not submitted.***	
☑	Certifying Authority
☑	Local Share Certification
☑	Private Non-Profit Organization Certification Eligibility

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PROJECT TITLE:	Sanford Center for Aging Transportation Services

SECTION 1: APPLICANT INFORMATION						
Applicant's Legal Name:	Board of Regents, NSHE, on behalf of the University of Nevada, Reno					
Contact Person:	Crissa Markow	Title:	Director, Community Services			
Address:	1664 North Virginia Street/MS0146					
City:	Reno	State:	NV	Zip Code:	89557	
Telephone #:	(775) 682-8001	Email Address:	cmarkow@unr.edu			

REQUEST TYPE (check all that apply)	
☑ Continuation of an Existing Project	☐ New Project
☑ Operating	☑ Capital
	If Vehicle request, how many? _____

ORGANIZATION TYPE (check all that apply)		
☐ Local Government Authority (i.e., Public Sector Agency)	☑ Private Non-Profit Organization	☐ Tribal Governments

SAMPLE AGREEMENT

SECTION II: PROJECT UNDERSTANDING

Proposed Need & Project Benefits (30 Points)

The following questions should be answered for all projects, unless otherwise noted. If you need additional space, attach separate sheet.

Project Description (*The agency's mission should not be used as your project description.*)

1. Please explain what type of project you are requesting funding to provide. (*For example, does the project provide a unique service and serve a population that is not currently served*?)

Sanford Center for Aging Community Services provides free, individualized, door-through-door transportation for adults 60+ in the Reno/Sparks area, filling a critical gap for individuals needing more support than other local options offer. It eliminates barriers in other complementary models that are fee-based, rely on ride-sharing, limited geographically or in scope (medical rides only), or utilize prohibitive technology. Our personalized customer service allows clients to call our office to request rides for medical appointments, groceries, wellness programs, social events, and personal errands. Free rides are provided by volunteers driving their personal vehicles, with paid staff and Uber supplementing coverage. Program staff carefully monitor ride activity to balance client needs with volunteer and staff availability. Our service extends to transportation-limited areas such as Lemmon and Golden Valleys, the outskirts of Spanish Springs, and southern Washoe County.

Transportation services supported by RTC are provided through the Community Services Volunteer Transportation Program (VTP) and Senior Outreach Services (SOS). Individuals who are more independent utilize VTP, scheduling rides directly with our office. Volunteers select rides through the scheduling database, contact clients to confirm appointments, and provide door-through-door service, often waiting nearby to ensure a safe return home. For those wanting companionship or assistance with daily activities, SOS assigns a companion volunteer who provides transportation and assists with errands, attending appointments, and providing ongoing support. VTP fills the gap in providing transportation for SOS clients when their companion volunteer is unavailable, or in driving an SOS volunteer and client together.

In the past year, the program served 91 unduplicated individuals, far exceeding its goal of 70. With continued RTC support, we anticipate at least 25% growth each year, with 115 riders in the first year and 145 in the second. Cumulatively, we will serve 260 individuals and provide 7,800 rides over the next two years. Continued support from RTC is essential to expanding our reach and deepening our impact in Washoe County.

2. Please explain why the project is needed in this community, and the transportation gaps/barriers it seeks to overcome.

The Sanford Center's unique approach to providing free, door-through-door transportation for Washoe County residents aged 60+ ensures access to essential services, comfort, and independence. Our model directly supports RTC's Optimization Plan Top 5 Goals, enhancing mobility, promoting sustainability, and delivering cost-effective, customer-focused service. Volunteers use their own vehicles, providing comfort and familiarity that is highly valued. They assist clients from their homes into vehicles and accompany them into destinations like medical offices or grocery stores, minimizing wait times and fatigue, while increasing access to essential healthcare and services. Beyond transportation, our program builds meaningful social connections that are noted by volunteers and clients. Volunteers and staff promptly identify changes in clients' health and intervene if needed, such as calling emergency services after a fall or requesting welfare checks. These compassionate interactions help older adults remain safely in their homes longer, reducing isolation and enhancing well-being. Collaborative partnerships with organizations like the Community Food Pantry ensure food-insecure clients receive transportation, assistance with food boxes, and home delivery for those with mobility challenges.

This personalized support is vital for older adults, particularly those with mobility or cognitive challenges. Surveys show 100% of client respondents find our service reliable, 97% feel safe, and 91% report high accessibility. Volunteer background checks and a thorough enrollment process foster trust and security; clients often tell us our volunteers are "something special."

Elders Count Nevada 2023 notes the critical need for human services-focused transportation to support health and independence: Nevada's 65+ population is rapidly increasing, transportation is the second-highest expense, and consistently ranks as the highest reported need. With RTC funding, our program will expand person-centered transportation to serve more older adults with increased number of rides, eliminating accessibility barriers and meeting the urgent transportation needs of Washoe County.

3. By the project's conclusion, how many unduplicated seniors and/or individuals with disabilities would be served because of this project? How many rides will be provided? Describe the methodology used to track and calculate individuals served/rides provided.

Definition of Unduplicated Users/Riders: *Unduplicated Users/Riders are counted based on an annual basis. Each user/rider is counted only once annually, no matter how many times they utilize the service or facility. If records are unavailable to accurately count the number of unduplicated users/riders, an estimate is acceptable.*

Total Individuals Served:	Total number of rides/trips provided:
260	7,800

Methodology:

Counting each rider only once during the year, from 7/1/24 - 6/30/25 (the last 4 quarters), a total of 91 individuals age 60 and older were served through our transportation program. The number below, in Question 4, reflects the individual number of riders each quarter, cumulatively adding up to 252. The unduplicated 91 individuals enrolled in our program received a total of 2,792 one-way trips, an average of 30 rides per person during the year. Some of our clients schedule up to 6 rides per week for medical appointments, while some utilize our service a few times a month. This far exceeds the performance measure objectives we indicated in the previous application of serving 70 older adults and providing 1,920 trips. With the second staff driver, the number of rides last quarter increased by 200 trips, or over 30%. If we conservatively estimate a 25% growth in the number of riders and trips each year,
Year 1 - 115 riders, 3500 rides
Year 2 - 145 riders, 4300 rides
Total - 260 riders, 7800 rides - an overall 43% increase

Transportation services are tracked in a client transportation database, Assisted Rides, as well as in Excel. Data is entered and calculated on a monthly basis. Assisted Rides gives us the ability to analyze the data and generate customized, multi-variable reports.

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4. **If applying for funds to continue an Existing Project**, please provide the total number of individuals served in the last four quarters.

	Seniors and Individuals with Disabilities Served	Number of Trips Provided
1	61	877
2	57	671
3	64	591
4	70	653
Total Served	252	2,792

Project Implementation & Outreach (15 Points)

1. Explain how the project relates to other services or programs provided by your agency.

The Sanford Center for Aging mission is to enhance the quality of life and well-being among elders. Under the gerontological expertise of Peter Reed, PhD, SCA programs collaborate to best serve the growing population of elders in Northern Nevada. The Sanford Center offers a wide variety of services and education through Community Wellness Programs, Sanford Assessment, Nevada Geriatric Education Center, Gerontology Academic Program, and the Osher Lifelong Learning Institute (OLLI). As a collaborative team, we coordinate community outreach, access to services, and volunteer and participant recruitment, resulting in the continual expansion of our transportation services.

To enhance service delivery and efficiency while addressing complex needs, Community Services is collaborating with the Sanford Center clinical team to conduct comprehensive health and wellness assessments, which guide eligibility and help tailor transportation solutions for each individual. This innovative approach will increase client enrollment into our programs providing transportation while enabling staff to focus more effectively on daily ride scheduling and operations.

Within the Community Services unit, the integration of our transportation (VTP) and companionship (SOS) programs provides enhanced flexibility to meet each client's unique needs. This coordinated approach allows our team to cost-effectively respond to growing demand while ensuring continuity of care. SOS clients with assigned companions can request transportation from VTP volunteers when their companion is unavailable or unable to drive. Likewise, VTP clients who need additional support with daily activities—such as grocery shopping—can be matched with an SOS volunteer, ensuring personalized assistance and maximizing program impact.

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2. How will the project be marketed to the target population and promote public awareness?

The Sanford Center for Aging Community Services unit will continue actively engaging in partnerships and outreach to ensure older adults are aware of their transportation options and receive services tailored to their needs. Marketing efforts will focus on individuals who benefit from our specialized approach, including those with mobility challenges, limited access to technology, residing in transportation-limited areas, low income, or in need of rides for non-medical appointments and everyday errands. We will also focus on recruiting volunteer drivers, supported by Community Services staff, the Sanford Center Marketing & Communications Specialist, and other team members. A recently launched volunteer recruitment video highlights the positive experiences of current volunteers (https://vimeo.com/1070877332/de65aa1a16?share=copy).

The Community Services Director will continue collaborating with RTC, including participation in the Coordinated Human Services Transportation Plan and partnership with RTC staff such as Susi Trinidad. Program staff participate in ADSD Regional Planning Group meetings with other transportation providers, attend transportation summits, contribute to surveys and plan development, and maintain updated community resource lists including alternative transportation options shared with clients and the public. The Community Services team will continue to partner with the local transportation network to promote public awareness, including N4, Access to Healthcare, Washoe County Senior Services, Seniors In Service, Age Friendly, Reno and Sparks Senior Centers, and Nevada Rural Counties RSVP. Ongoing collaboration and outreach partners include Retired Living Truth Series, Northern Nevada Marketer's Exchange, Catholic Charities, NNCIL, Dementia Friendly Washoe County, Washoe County Senior Coalition, Senior Advisory Boards, Nevada Volunteers, and State of Nevada ADSD.

3. Identify major milestones or goals this project expects to accomplish and the anticipated timeframes.

Milestone/Goal	Date (M/D/YYYY)
Recruit and enroll a minimum of 15 new volunteers per year	9/30/2027
Year 1 - Provide 3500 rides to 115 unduplicated riders	9/30/2026
Year 2 - Provide 4300 rides to 145 unduplicated riders	9/30/2027
Process monthly mileage reimbursement to volunteers	9/30/2027
Submit timely and accurate reports to RTC	9/30/2027

Project Readiness & Organizational Preparedness (20 Points)

1. Briefly describe your agency's experience with Federal funds and grant compliance.

The Sanford Center is part of the School of Medicine at the University of Nevada, Reno (UNR). The Carnegie Classification of Institutions of Higher Education designated UNR as an "R1" institution, demonstrating UNR's ability and success in grant management and compliance. Per an article in the RGJ in May 2025, UNR reported a current roster of 808 active federal awards totaling $521 million.

UNR and the Sanford Center have established policies and practices for accounting, purchasing, human resources, financial management, expenses, reimbursement and travel. The Community Services Director oversees financial resources and grant requirements to comply with practices established by the Sanford Center for Aging, University Controller's Office, Sponsored Projects, and Uniform Guidance to ensure responsible fiscal management and grant compliance.

SAMPLE AGREEMENT

2. Does your project rely on any other funding commitments? If yes, please explain and complete the table below.

The Sanford Center for Aging was founded at the University of Nevada, Reno through a generous endowment from Jean and Graham Sanford. The Community Services unit administers volunteer-based programming, connecting vulnerable elders with companionship and transportation, while also leading recruitment and enrollment for volunteers age 55+ through the Washoe County Retired and Senior Volunteer Program (RSVP). In addition to partial support from administrative personnel funded by the Sanford Endowment, Community Services programming is sustained through federal funding from AmeriCorps Seniors RSVP, state awards from State of Nevada Aging and Disability Services Division, Regional Transportation Commission award funding, philanthropic endowments and community donations.

Funding Source	Agreement # (if applicable)	Total Amount	Total Remaining	Term Dates
ADSD Transport.	16-007-10-LX-26	$ 82,027.00	$ 82,027.00	7/1/25 - 6/30/26
ADSD Companion.	16-007-16-LX-26	$ 178,026.00	$ 178,026.00	7/1/25 - 6/30/26
AmeriCorps RSVP	24SRINV001	$ 116,251.00	$ 34,598.00	4/1/25 - 3/31/26

3. Are agency funds being used above the match requirements for either Capital and/or Operating assistance? If yes, please explain.

A portion of the funds listed above will serve as cost match for both Capital and Operating assistance. Specific amounts from each source are detailed in Question 4. For the Capital match, a portion of the Community Services Director's effort under the ADSD Senior Outreach Services & Transportation awards will be used. Operating cost match will include a portion of personnel time, maintenance and repairs, database fees, fuel, background checks, and recruitment expenses funded through ADSD awards and the Sanford Endowment. Additional Operating match includes the value of volunteer hours, calculated using the Independent Sector rate, as well as indirect costs.

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4. Identify the type of local match and/or in-kind contribution that your organization will use to support the grant.

Source Description	Amount
ADSD Transportation - Years 1 & 2	$ 81,268.00
ADSD Companionship - Years 1 & 2	$ 81,970.00
Volunteer Hours - Years 1 & 2	$ 181,540.00
Sanford Endowment - Years 1 & 2	$ 64,150.00
Total	$ 408,928.00

Agency Management (15 Points)

1. What is your agency's plan to sustain this project after funding ends?

For the past twenty years, the Sanford Center for Aging has remained deeply committed to providing free, individualized door-through-door transportation for adults age 60 and older, filling a critical gap in services for those who require more support than traditional providers can offer. Current funding sources include Nevada Aging and Disability Services, AmeriCorps Seniors, RTC, and community donations.

The consolidation of direct service programs into the Community Services unit has enhanced cost-effectiveness and expanded community impact. By implementing the goals and objectives outlined in this application, and rigorously evaluating outcomes, Sanford Center Community Services will generate valuable data to support future funding requests to private donors, foundations, and state and federal agencies, ensuring long-term sustainability of our model for serving vulnerable older adults in Washoe County.

In regards to scalability, without the requested increase in funding, the program will continue operating at its current level but will be unable to meet the rising demand expressed to us by individuals seeking our specialized services. The scaled budget maintains a steady level of free rides for older adults, yet limits our ability to increase our volunteer base, expand ride availability, and enhance service capacity, ultimately restricting our responsiveness to the increasing community need.

2. Is this project scalable?	(•) Yes	( ) No

If yes, use the table below to reflect the extent of your project's scalability. Due to the increasing number of qualified candidates applying for funds, all applicant projects may not be awarded full funding. In this scenario, applicants may be required to submit a new budget to reflect their adjusted award if their project is not fully funded.

Scaled Budget	Scaled Term in Months	Unduplicated Served
$ 789,000.00	24	182.00

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3. Describe the agency's technical and managerial capabilities to support the project, including the number of personnel dedicated to the project, and the number of years the agency has provided services for the targeted clientele?

The Sanford Center for Aging, established at the University of Nevada, Reno through a generous endowment, recently celebrated 30 years of service to Nevada's older adults. Over the decades, the Center has built a strong reputation for delivering high-impact programs to enhance the quality of life and well-being among elders with funding from federal, state, and local sources. Senior Outreach Services has successfully managed volunteer-based companionship and transportation for over 20 years, while the Volunteer Transportation Program has strategically delivered free, door-through-door rides for more than 8 years. In June 2023, these programs, along with Washoe County RSVP, were consolidated into the Community Services unit, enhancing both programmatic reach and fiscal efficiency. The unit is led by a licensed social worker with extensive experience in program administration and grant management, including diligent oversight of previous RTC funding.

The current funding request will fully support two paid staff drivers and partially fund five additional staff responsible for daily transportation operations. These staff members are also supported by other funding sources outlined in this application.

Program Effectiveness & Evaluation (10 Points)

1. Describe the agency's plan for monitoring and evaluating the project.

The Community Services Director oversees program impact, data integrity, and fiscal accountability in collaboration with the Evaluation and Program Analytics Director and other Sanford Center and UNR support staff. Data is securely collected using evidence-based survey methods and stored in centralized, secure databases. Each client completes an initial assessment prior to enrollment and is re-assessed annually. Client satisfaction surveys have been specifically designed for our programs, and responses are gathered at enrollment, six months, and annually. Data is entered into Qualtrics, which allows for collection and analysis, and generating reports to continuously monitor program effectiveness and impact. Results are then reviewed by program directors to evaluate impact and satisfaction.

The Community Services staff provide a high level of customer service to volunteers and clients, fostering strong relationships with both groups. This approach encourages real-time feedback, allowing the program to continuously improve the participant experience.

2. Identify performance measures to track the effectiveness of the service in meeting the projects goals.

With the requested level of funding, our program will continue expanding and enhancing free, door-through-door transportation for elders age 60 and older. Over the next two years, our transportation services will demonstrate at least 25% increase in performance measures each year, serving a total of 260 unduplicated riders with 7800 rides. Year 1 will expand service to 115 unduplicated riders and provide 3500 rides. Year 2 will expand by another 25% to 145 riders and 4300 rides.

The Community Services director consistently tracks, monitors and evaluates program data to ensure measurable progress toward established goals. Transportation requests and services are logged in Assisted Rides, the central database for client and volunteer coordination, while volunteer enrollment and background checks are managed through CERVIS, a volunteer application platform. Both systems generate accurate, detailed reports that are essential for tracking performance and demonstrating program impact. These reports are regularly used to communicate progress and outcomes to RTC, ensuring transparency and accountability.

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PROJECT BUDGET (10 Points)

All APPLICANTS MUST FILL OUT AND COMPLETE THE BUDGET TEMPLATE SPREADSHEET AND SUBMIT WITH THEIR APPLICATION

The project operating budget estimate should be based on actual annual expenditures for existing services. Budgets for New Services without an operating history should detail the sources of their estimated budgets. Applicants who are operating their own services shall fill out Items A-D in the Budget Details of the Budget template.

1. Describe the agency's methodology used to develop the budget.

The proposed budget reflects actual costs associated with expanding rider capacity and one-way trips. Personnel expenses support program management and operations aligned with the performance measures. Direct costs include vehicle maintenance, fuel, background checks, volunteer recruitment, Uber rides, and volunteer mileage reimbursement. Indirect costs are included at the federally negotiated rate.

Over the two-year period, the budget request is based on a modest 3% increase in cost per ride compared to current funding ending 9/30/2025. In Year 1, an 11% increase will realign funding with true operational needs to support sustainability, staff retention, and service quality over the next two years. Personnel costs rose significantly between July 2023 and October 2024 due to a cumulative 24.3% Cost of Living Adjustment mandated by the Nevada State Legislature. In Year 2, a 7% decrease from the current cost per ride demonstrates improved efficiency as the program continues to scale. This cumulative 3% increase results in a transformative overall 43% expansion in service capacity in the next two years.

The Sanford Center underscores its deep commitment to ensuring safe and reliable door-through-door transportation by pledging to meet the required cost match for the increased budget request. This financial investment reflects our dedication to expanding our impact, ensuring long-term success and shared responsibility in proving free transportation to those who need it most.

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2. Explain how the project budget proposal is commensurate with the agency's proposed project scope and objectives.

The requested budget supports a 25% expansion in number of unduplicated riders and one-way trips each year, cumulatively increasing our impact by nearly 43% over the two year period. The modest 3% increase in cost per ride will support the volunteer coordinator's increased commitment to transportation services, strengthening our ability to recruit and manage a larger pool of volunteer drivers, directly increasing ride availability to meet the needs of a growing client base. The paid driver position will continue the recent transition to a more consistent weekly schedule with expanded hours, which has allowed enhanced service reliability and adequate coverage during periods of peak ride requests.

Volunteer mileage reimbursement remains key to retention and engagement, directly supporting service delivery for older adults. Anticipated increases in reimbursement costs in Years 1 and 2 align with the planned expansion of transportation services to include more volunteers and riders.

Operational efficiencies achieved over the past two years, such as streamlined workflows and improved enrollment processes, have helped stabilize costs in areas like fuel, ridesharing, vehicle maintenance, background checks, and volunteer recruitment.

Each ride represents more than a dollar amount. It is a lifeline for the older adults who rely on our transportation services for mobility and independence. This investment ensures continued service for current participants and expanded access for those in need.

AGENCY NAME:	Bd of Regents, NSHE, on behalf of the University of Nevada, Reno
Budget Completed By:	Crissa Markow
Date Completed:	8/12/2025

DO NOT COMPLETE *- the information below will auto-populate upon completion of the Budget worksheet tabs.*

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Total Project Budget	**$ 892,196.52**
50% Operating Match Required	$ 384,146.50
20% Capital Match Required	$ 24,780.70
Applicant Match	**$ 408,927.20**
Operating Funds Requested (50%)	$ 384,146.50
Capital Funds Requested (80%)	$ 99,122.82
PROJECT FUNDS REQUESTED	**$ 483,269.32**

	OPERATING		CAPITAL	
	50% *Funded*	50% *Match*	80% *Funded*	20% *Match*
YEAR 1	$ 189,281.50	$ 189,281.50	$ 49,561.41	$ 12,390.35
YEAR 2	$ 194,865.00	$ 194,865.00	$ 49,561.41	$ 12,390.35
TOTAL FUNDS	$ 384,146.50	$ 384,146.50	$ 99,122.82	$ 24,780.70

TOTAL PROJECT BUDGET	**$**	**892,196.52**
Total Operating Budget	**$**	**768,293.00**
Operating Match - 50%	$	384,146.50
Total Operating Requested - 50%	$	384,146.50
Total Capital Budget	**$**	**123,903.52**
Capital Match - 20%	$	24,780.70
Total Capital Requested	$	99,122.82
TOTAL PROJECT FUNDS REQUESTED	**$**	**483,269.32**

SAMPLE AGREEMENT

APPENDIX A

SUPPLEMENTAL INFORMATION

SAMPLE AGREEMENT

22 June 2024

My wife, Virginia, and I have used The Volunteer Transportation Program from The Sanford Center for Aging at the UNR School of Medicine for, perhaps 3 or 4-years in its present form.

- Superb service.
- Superb volunteer drivers.

Quality service like this does not inhere in a policy manual but, rather, in a deliberate process to acquire the right people. Nor is it, then, from a traditional HR manual either.

To me it reflects a top-down institutional culture which emanates *everywhere* at Sanford.

For me, the beginning was probably 2017 or then-abouts when I attended a session at Sanford on Self Management of Diabetes. Then I gave up my car in 2018.

So, student volunteers provided transport for several Tai Chi class sessions at UNR and at Trinity Episcopal Church. The demand exceeded student volunteer schedules, so the volunteer base expanded – or, so it seemed to me.

A common utterance from me to my wife was -Where do they find these volunteers? The quality.

An example,

In 2022 I was scheduled by the VA for a colonoscopy—we were still amidst the Covid insanity. The VA have volunteer drivers but that wouldn't work here. Someone would have to pick me up after an undefined and prolonged wait to ensure that I could manage the residue of the pain med. The driver would have my wallet and I.D. No bus. No taxi. No RTC Access.

I phoned the driver who had taken me to all of those Tai Chi classes. He made a pr-event survey trip to the VA so that he knew where to park where convenient for my exit. He then went inside the VA to familiarize himself with the layout.

Who does *that*?

Everything went without a hitch.

Another example,

Virginia had an ultrasound liver biopsy at the then new N Nevada Sierra Hospital which should have taken about 1-hour. It turned into an 8-hour marathon ordeal. Sanford volunteer driver. A real trooper!

Institutional culture. Basically, how things *used* to be handled in this country. Now, everything is tick-the-box.

Except for Sanford.

Gratefully,

Chuck Martinet
775.247.7726
hornblower@vivaldi.net

SAMPLE AGREEMENT

The Community
Food Pantry

July 18th, 2025

Please accept this letter of support for the Transportation Services provided by the Sanford Center for Aging, from The Community Food Pantry.

The Community Food Pantry is located in Washoe County and partners with the Food Bank of Northern Nevada. The Pantry operates fixed and mobile food distribution programs supported by volunteers and paid staff. The Community Food Pantry is an organization that has expertise in the direct delivery of food assistance and the expertise and capacity to manage the logistics of food products. The Community Food Pantry receives food from the Food Bank of Northern Nevada, through local area donations and through its food rescue program.

The Community Food Pantry and the Sanford Center Transportation Program have partnered to offer two food distribution options for Sanford Center clients who are at-risk of food insecurity and also face transportation challenges. The Food Pantry is piloting free door-to-door delivery specifically for these Sanford Center clients to meet the growing demand for reliable, accessible groceries for older adults who have difficulty leaving their home. Additionally, the Sanford Center will provide free transportation for clients able to visit the food distribution site during senior hours.

The partnership between the Community Food Pantry and Sanford Center Transportation Services enhances the capacity of both programs to meet the growing demand for food access among isolated older adults. By combining food assistance with reliable transportation, this collaboration ensures that seniors facing food insecurity are connected to a range of grocery options, leading to improved nutritional well-being and overall quality of life.

We strongly support the Sanford Center's application to the RTC Enhanced Mobility of Seniors & Individuals with Disabilities Grant Funding Program.

SAMPLE AGREEMENT

Barbara J Monroy

Barbara Monroy, Director
Community Food Pantry

Transportation Client Testimonials

Client: Betty

- Affectionately and in good spirit refers to our staff driver as her “chauffeur husband.”
- She stated in a phone call with our marketing specialist that the Sanford Center transportation services have allowed her to be more independent and remain living at home by herself.
- *“I have a great conversation with [the staff driver] and all the volunteers. I enjoy the interactions so much, everyone is truly delightful. I am very pleased with the people I have been able to work with.”*
- *“I have recommended the services to all my friends.”*

Betty’s Daughter

- *“The transportation program has given my mom her independence to get to medical appointments but also other appointments like getting her hair or nails done. My mom was very independent before she lost her eyesight and this service allows her to still live at home.”*
- *“I know with Sanford she will get to where she needs to go safely. With her limited vision, she was vulnerable out in the world, and the drivers for Sanford don’t just drop off, but they take her door through door. Other transportation services exist, like RTC and UBER, but I can know my mom will get to her destination safely and she will be taken care of.”*
- *“Sanford provides a valuable service to a population that really needs the help.”*
- *“Thanks to Sanford, I have been able to go back to work full time and can better juggle other family obligations. I have a young daughter and by working with Sanford, I have a team to help me take care of everything without having to worry how my mom will get around.”*
- *“All the volunteers are exceptional and we particularly love the van driver.”*

SAMPLE AGREEMENT

120 Moore Lane
Reno, NV 89509
August 4, 2025

To Whom It May Concern:

I am writing this letter in strong support of the Sanford Center's grant request for its transportation program. I have been a volunteer in this program now for a couple of years and in my view it is a much-needed and invaluable service.

Having been a caregiver, and observer of my parents and other relatives, I have become increasingly aware of the many challenges of aging. One of the most challenging and traumatic, is the loss of independence. And nothing is more traumatic for many that losing the ability to drive – being told by your kids - it is time to take the keys away.

That occasion brings a set of very practical considerations. You need to become dependent on someone to help you get groceries; to attend doctors' appointments, and even to maintain some kind of social connections, so important as older persons become increasingly isolated.

And while, in some cases there are family or friends who might help, in many there are not. And, as I have observed, people are often very uncomfortable imposing on family or friends, again and again for help. This is where the Sanford Center's program plays a critical role.

The system Sanford has set up for folks to request rides, and for volunteers like me to choose when to volunteer is seamless. The personal and caring support extended by the staff to both clients and volunteers is truly extraordinary. And I can tell you from personal experience, that the service is invaluable to those in need.

Another, perhaps more subtle benefit of this program is that it gives people like me a chance to give back, to do something purposeful with one's life, in my case, after retirement.

Finally, as someone who has worked as an executive in the non-profit ecosystem for 40+ years, I can also assure you that Sanford will be a good steward of the grant you award them. So be generous!

Sincerely yours,
James R Pagliarini

SAMPLE AGREEMENT

1 August 2025

UNR School of Medicine
Sanford Center for Aging
1664 N. Virginia Street, Reno, NV 89557

Regarding the Volunteer Transportation Program

Attention: Taylor Moen

AN APPRECIATION!

The Sanford Center for Aging is a valuable resource to me as an aged Reno resident.

Valuable. In a way not commonly seen in a Reno that is replete with many help organizations for the elderly. All such organizations are, for me, valuable—along with Sanford.

But Sanford is different. Qualitatively. In **kind.** Which, for me, makes it invaluable! The **why** is a puzzle. And it is difficult to explain.

I could say -superb service; or, great drivers. Reliability. Those descriptives are all quite true, but they don't really touch the meaning of what I wish to convey. It is more the manner of it all. More than mere competence.

These people have **heart!** That character attribute cannot be trained nor can it be taught. It certainly does not derive from a policy manual. It's simpler than all of that.

It starts with the people Sanford hires. The drivers as well as the people at the top. An institutional culture tree. A culture of decency.

That culture tree does not make decisions solely from an an employment application nor from a resumé. More probably, from impressions across a cup of coffee. Not from a prospective employee as an **object.** But, from the person in front of them!

Impressive!

So, yes—superb service; reliable service; all implemented by principled people who, themselves, have morally inclined values and who know what they are about.

No hyperbole here. Everyone is totally engaged.

That's the only way I can describe what I find is very uncommon and so invaluable!

- I am 83-years old—I was born August 1942.
- I live alone—my wife died January 2024, age 71-years old.

Yes, I could list all of the numerous this's and thats of how I have been personally helped by Sanford but I think that this might be a better view of how Sanford has improved my quality of life—daily!

Respectfully,

Charles Martinet
hornblower@vivaldi.net
775.241.8103
775.247.7726 mobile

SAMPLE AGREEMENT

APPENDIX B

REQUIRED CERTIFICATIONS

SAMPLE AGREEMENT

CERTIFYING AUTHORITY

I am duly authorized to make the following certification on behalf of the Applicant Organization and based on my position, knowledge and experience with the Applicant Organization:

☑ 1) the information contained in the Application, including attachments, is true and correct;

☑ 2) the Applicant has the requisite fiscal, managerial, and legal capabilities to carry out the operations and maintenance of the Project; and

☑ 3) the Applicant shall adhere to the federal, state, and local requirements related to the Project.

15-Aug-2025 | 2:01 PM PDT

Date

DocuSigned by:
Spencer Bray
5F966315CA6B409...

Signature of Authorized Official

Spencer Bray

Printed Name

Research Administrator Pre Award

Title

SAMPLE AGREEMENT

LOCAL SHARE CERTIFICATION FORM

I, the undersigned representing Board of Regents, NSHE, on behalf of th

do hereby certify to the Regional Transportation Commission, that the required $ 408,927.20

in local match funds are available and that the source of the funds are from:

State of Nevada Independent Living Grants awarded through ADSD; the value of volunteer hours calculated on the Independent Sector rate; and the Sanford Center Endowment.

which are:

a. Cash from non-governmental sources other than revenues from providing public transportation services;
b. Non-farebox revenues from the operation of public transportation service, such as the sale of advertising and concession revenues (a voluntary or mandatory fee that a college, university, or similar institution imposes on all its students for free or discounted transit service is not farebox revenue);
c. Amounts received under a service agreement with a State or local social service agency or private social service organization;
d. Undistributed cash surpluses, replacement or depreciation cash funds, reserves available in cash, or new capital;
e. Amounts appropriated or otherwise made available to a department or agency of the Government (other than the Department of Transportation); and
f. In-kind contribution such as the market value of in-kind contributions integral to the project may be counted as a contribution toward local share.

15-Aug-2025 | 2:01 PM PDT

Date

DocuSigned by:
Spencer Bray
5F966315CA6B409...

Signature of Authorized Official

Spencer Bray

Printed Name

Research Administrator Pre Award

Title

SAMPLE AGREEMENT

PRIVATE NON-PROFIT ORGANIZATION CERTIFICATION ELIGIBILITY

Private Non-Profit Organization

☑ As a private non-profit organization, Board of Regents, NSHE, obo University of Neva

(insert name of private non-profit organization)

attaches to this application our IRS 501(c) letter establishing our eligibility as a private non-profit organization.

15-Aug-2025 | 2:01 PM PDT

Date

DocuSigned by:
Spencer Bray
5F966315CA6B409...

Signature of Authorized Official

Spencer Bray

Printed Name

Research Administrator Pre Award

Title

SAMPLE AGREEMENT

ATTACHMENT B
CERTIFICATE OF SELF INSURANCE

SAMPLE AGREEMENT

NEVADA SYSTEM OF HIGHER EDUCATION

PROOF OF SELF-INSURANCE COVERAGE

The Board of Regents of the Nevada System of Higher Education are often requested by outside parties to provide evidence of insurance coverage in conjunction with agreements and contracts negotiated by its employees on NSHE campuses. Examples of situations where the campuses may be required to provide evidence of insurance include:

- Using an off-campus location to host an event, ceremony, athletic event, theatre production, practice space, job fair, educational outreach event, etc.
- Leasing or renting equipment, motor vehicle(s), or real-estate
- Research grants, sub-awards
- Affiliation (non-healthcare/medical related) and Professional Services Agreements

The Nevada System of Higher Education is self-insured for General, Automobile and Professional liability exposures funded by the State of Nevada. The NSHE Risk Management office has developed a Certificate of Self-Insurance Coverage document to illustrate the self-funded retention levels maintained for each liability program. **Under the self-insurance program, NSHE is not able to issue individual certificates of insurance or add an Additional Insured**.

The self-insurance program is administered by the Nevada Attorney General's Office. Claims are handled in accordance with Chapter 41 of the Nevada Revised Statutes. NRS 41.035 limits the amount of damages that can be awarded against an employee of the NSHE to $200,000 per cause of action. This cap applies to claims brought under Nevada, in a Nevada Court. It does not apply to claims brought in federal court or in another state.

The State of Nevada and NSHE have a Public Entity Retained Limit Liability Policy in excess of the $10,000,000 SIR**.** A certificate of insurance and additional insured status may be available under the Special General Liability Policy for situations where the campuses are required to provide evidence of insurance outside of Nevada; or for agreements requiring limits of insurance over the $10,000,000 SIR.

Please contact the Risk Manager at the specific NSHE campus where you are contracting if you have insurance coverage questions.

SAMPLE AGREEMENT

CERTIFICATE OF SELF-INSURANCE COVERAGE

Board of Regents of the Nevada System of Higher Education
Risk Management Dept.
2601 Enterprise Rd.
Reno, NV 89512

This Certificate is issued as a matter of information only to authorized viewers for their internal use only and confers no rights upon any viewer of this Certificate. This Certificate may only be copied, printed and distributed by an authorized viewer for its internal use. Any other use, duplication or distribution of the Certificate without the written consent of the Board of Regents of the Nevada System of Higher Education is prohibited.

ENTITIES AFFORDING COVERAGE

COMPANY LETTER **A** — Participation
Board of Regents of the Nevada System of Higher Education — **100%**

COVERAGES

THIS IS TO CERTIFY THAT THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION IS A GOVERNMENTAL ENTITYTHAT HAS A SELF-FUNDED RETENTION FOR LIABILITIES DESCRIBED BELOW, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY WRITTEN CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY PERTAIN. THIS SELF-FUNDED PROGRAM IS SUBJECT TO THE PROVISIONS OF THE NEVADA REVISED STATUTUES, CHAPTER 41.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS	
A	**GENERAL LIABILITY** ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCURENCE	Self-Insured	1/01/2025	1/01/2026	GENERAL AGGREGATE PRODUCTS – COMP/OP AGG PERSONAL & ADV INJURY CONTRACTUAL LIAB ILITY EACH OCCURRENCE	$ 10,000,000 $ 10,000,0000 $ 10,000,0000 $ 10,000,0000 $ 10,000,0000
A	**AUTOMOBILE LIABILITY** ☐ ANY AUTO ☒ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐ GARAGE LIABILITY	Self-Insured	1/01/2025	1/01/2026	COMBINED SINGLE LIMIT BODILY INJURY (PER PERSON) BODILY INJURY (PER ACCIDENT) PROPERTY DAMAGE	$ 10,000,000 $ NOT APPLICABLE $ NOT APPLICABLE $ NOT APPLICABLE
A	**EDUCATORS LEGAL LIABILITY AND EMPLOYMENT PRACTICES LIABILITY** ☒ OCCURENCE	Self-Insured	1/01/2025	1/01/2026	EACH WRONGFUL ACT AGGREGATE	$10,000,000 $10,000,000
A	**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY** ☒ OCCURENCE	Self-Insured	1/01/2025	1/01/2026	EACH WRONGFUL ACT AGGREGATE	$10,000,000 $10,000,000

SAMPLE AGREEMENT

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS:

CERTIFICATE HOLDER:
APPLICABLE PARTY AS REQUIRED BY WRITTENCONTRACT OR AGREEMENT

PROOF OF SELF-INSURANCE

CANCELLATION:
SHOULD THE REGENTS ELECT TO DISCONTINUE SELF-INSURING ITS LIABILITIES, THE REGENTS WILL UPDATE PROOF OF SELF-INSURANCE ON ITS WEBSITE. THE REGENTS SHALL NOT BE OBLIGATED TO PROVIDE INDIVIDUAL NOTICE TO VENDORS OR OTHERS.

BY:

Lisa Schaller

Executive Director of Risk & Insurance Management
Nevada System of Higher Education

AUTHORIZED REPRESENTATIVE

SENIOR/DISABLED TRANSPORTATION PROGRAM FUNDING AGREEMENT

This agreement (the "Agreement") is dated and effective as of October 1, 2025 by and between the Regional Transportation Commission of Washoe County, Nevada ("RTC") and Neighbor Network of Northern Nevada (N4), a Domestic Non-Profit Corporation authorized to do business in the State of Nevada ("RECIPIENT").

WITNESSETH:

WHEREAS, RTC has been designated as the agency to receive and administer federal funds under the 49 USC 5310 Federal Transit Administration ("FTA") Formula Grant Program (the "5310 Program"); and

WHEREAS, as provided in NRS 377A.080, RTC may appropriate certain money in the public transit fund to provide transportation or to support agencies which are providing transportation for the elderly and persons with disabilities, if the services are consistent with the regional transportation plan; and

WHEREAS, RTC is allocating sales tax dollars equivalent to the annual appropriations it receives under the 5310 Program ("5310 Equivalent Funds") to support private non-profit organizations, certain public bodies, Indian reservations and colonies, and operators of public transportation services which provide transportation for the elderly and persons with disabilities (the "5310 Equivalent Program"); and

WHEREAS, RECIPIENT is a Nevada Domestic Non-Profit Corporation eligible to receive 5310 Equivalent Funds; and

WHEREAS, RTC has accepted a project application developed by RECIPIENT that has been selected for 5310 Equivalent Funds; and

WHEREAS, RECIPIENT and RTC are entering into this agreement to define the responsibilities of the parties.

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

ARTICLE I - SCOPE OF SERVICE

1. RECIPIENT has agreed to implement the N4 Connect Voucher Program ("PROJECT"), subject to the terms and conditions of this Agreement, which includes the Project Application, attached as Attachment A. The attached Project Application is inclusive of the Applicant Information, Project Understanding, and Budget Request.

2. RECIPIENT shall be the Program Administrator for the PROJECT. It shall: contribute matching funds; complete and provide required deliverables; provide required reporting to

the RTC; prepare billing requests for funds from the RTC; maintain required files; and administer the PROJECT according to the Project Application attached as Attachment A.

3. Site visits may be conducted once a year. Additional site visits will be performed as deemed necessary by RTC.

ARTICLE II - COST

1. The 5310 Equivalent Program is a reimbursable program for operating and/or capital funds, and requires a matching percentage to be contributed to the PROJECT by RECIPIENT.

2. The total operating PROJECT cost of this Agreement is Two Hundred Thousand One Hundred Fifty-Two Dollars and No/100 ($200,152.00). The maximum reimbursement of 5310 Equivalent Funds for the period of October 1, 2025 through September 30, 2027 for operating costs shall not exceed the sum of One Hundred Thousand Seventy-Six Dollars and No/100 ($100,076.00). RTC will not make any payments for reimbursement of the PROJECT unless funding from the 5310 Program or other eligible federal funds are appropriated to RTC. The remaining fifty percent (50%) or One Hundred Thousand Seventy-Six Dollars and No/100 ($100,076.00) required operating match will be provided by RECIPIENT. Operating costs include management/office personnel salaries, insurance, office expenses, facilities rental, marketing/promotion, driver and dispatcher salaries, maintenance and repair, fuel, garage rental and operating supplies, and other costs approved by RTC.

3. RECIPIENT agrees to be responsible for the fifty percent (50%) operating match on each submitted invoice, and can use eligible federal funds, state allocations, local match and/or approved in-kind contributions. In-kind contributions can be used for match as long as the value of each is documented and supported, and represents a cost which would otherwise be eligible under this Agreement. See Appendix B of Project Application, Required Certifications, Local Share Certification Form.

4. This project qualifies for capital funding for the N4 Connect Program including Mobility Management. The total capital PROJECT cost of this capital portion is Two Hundred Twelve Thousand Four Hundred Ninety-Four Dollars and One Cent ($212,494.01). The maximum reimbursement of 5310 Equivalent Funds for the period of October 1, 2025 through September 30, 2027 for capital costs shall not exceed the sum of One Hundred Sixty-Nine Thousand Nine Hundred Ninety-Five Dollars and Twenty-One Cents ($169,995.21). The RTC will not make any payments for reimbursement for the PROJECT unless funding from the 5310 Program or other eligible federal funds are appropriated to the RTC. The remaining twenty percent (20%) or Forty-Two Thousand Four Hundred Ninety-Eight Dollars and Eighty Cents ($42,498.80) required capital match will be provided by RECIPIENT.

5. RECIPIENT agrees to be responsible for the twenty percent (20%) capital match on each submitted invoice, and can use eligible federal funds, state allocations, local match and/or approved in-kind contributions. In-kind contributions can be used for match as long as the value of each is documented and supported, and represents a cost which would otherwise

be eligible under this Agreement. See Appendix B of Project Application, Required Certifications, Local Share Certification Form.

ARTICLE III - PERFORMANCE

1. The term of this Agreement shall commence on October 1, 2025 and shall run through and include September 30, 2027.

3. RECIPIENT shall provide its passengers and employees with a complaint resolution process approved by RTC.

4. RECIPIENT shall provide RTC, on a quarterly basis, with a written PROJECT Milestone Progress Report in a form provided by RTC detailing any changes or additions to the PROJECT.

5. RECIPIENT shall not assign or subcontract any of the work performed under this Agreement without the prior written approval of RTC. Upon RECIPIENT's receipt of RTC's written approval to assign or subcontract any of the work performed under this Agreement, RECIPIENT will provide RTC with a copy of the executed contract for said work. Any attempted assignment of rights or delegation of duties under this Agreement, without the prior written consent of RTC, shall be unauthorized and may affect the reimbursement of funds.

ARTICLE IV - SCHEDULE OF PAYMENTS

1. In consideration of RECIPIENT's continuous and satisfactory performance of its duties required under this Agreement, RTC shall reimburse RECIPIENT, upon RTC's receipt and approval of an appropriate invoice that is supported by true and factual expense documentation. Invoices must be submitted on RECIPIENT's stationery using RTC's format or submitted on RTC's standard invoice form. RTC's obligation to reimburse RECIPIENT is expressly conditioned upon RTC's receipt of such funds contemplated under the 5310 Equivalent Program for this Agreement and RTC shall have no obligation to reimburse RECIPIENT from any other funds available to RTC.

2. Invoices must be submitted to accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. RECIPIENT's invoices must be submitted within fifteen (15) days from the end of each thirty (30) day billing cycle. Invoices received after fifteen (15) days will be evaluated by RTC on a case-by-case basis for payment.

3. RTC shall utilize its normal accounting procedure in the payment of the invoices submitted, and disburse funds to RECIPIENT as promptly as RTC's fiscal procedures allow.

4. Monthly reporting is required to accompany the invoice for all reimbursement costs. The monthly report shall include, may not be limited to, detailed labor cost, services cost, materials and supplies cost, maintenance cost, daily transportation logs, vehicle

maintenance records, volunteer hours log, volunteer name. *(Please disregard any aforementioned items that do not pertain to your project).*

ARTICLE V - RECORDS AND REPORTS

1. RECIPIENT and its contractors shall establish and maintain, separate accounts for the PROJECT. Except as provided below, RECIPIENT and its contractors shall maintain all books, records, accounts and reports required under this Agreement and make them available for review by RTC for a period of not less than three years after the date of termination or expiration of this Agreement. In the event of litigation or claims arising from the performance of this Agreement, RECIPIENT and its contractors shall maintain the PROJECT accounts until RTC, has disposed of all such litigation, appeals, and claims related to the PROJECT and this Agreement.

2. The separate PROJECT accounts required to be kept by RECIPIENT and its contractors shall identify and include the costs per passenger trip, hours of operation, additional operating expenses, and the matching sources, as required.

3. All charges to the separate PROJECT accounts shall be supported by properly executed invoices, contracts or vouchers that document the nature and propriety of the charges. Documentation to support the invoice is required in accordance with the rules and regulations of RTC.

4. RECIPIENT shall advise the RTC regarding the progress of the PROJECT at such times and in such manner as the RTC may require, including, but not limited to meetings and interim reports. RECIPIENT shall submit as may be required by the RTC, financial statements to include documented match of in-kind contributions, records, contracts and other data related to the PROJECT, as the RTC, in its sole discretion, deems necessary.

ARTICLE VI - TERMINATION

1. Except as otherwise provided in this Agreement, this Agreement may be terminated upon thirty (30) days written notice, given in accordance with this Agreement, upon (a) mutual consent of both parties; or (b) unilaterally by either party for cause. In the event of termination per this section, RTC shall only be liable to reimburse for services performed in accordance with the standards of this Agreement performed to the effective termination date.

2. If, at the expiration and/or termination of this Agreement, RECIPIENT has funds which have been provided to it under this Agreement that exceed proper and allowable expenses under the terms of this Agreement, RECIPIENT shall be liable to and shall pay RTC the amount of the excess funds. Payment shall be made by RECIPIENT to the RTC within thirty (30) days of the expiration and/or termination of this Agreement.

3. The continuation of this Agreement is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available to RTC by the FTA under the 5310

Program. The RTC shall terminate this Agreement if, for any reason: (a) RTC's funding from local and/or federal sources is not appropriated or is withdrawn, limited or impaired; or (b) RECIPIENT's funding is not appropriated or is withdrawn, limited or impaired. Under said circumstances, RECIPIENT waives any claim for damages resulting from the termination and, in this instance, termination shall be effective immediately upon receipt of notice.

4. A default or breach may be declared with or without termination. Either party may terminate this Agreement upon service of written notice of default or breach to the other party, upon the following grounds:

   a. If RECIPIENT and/or its contractor fails to provide or satisfactorily performs any of the conditions, professional services, deliverables, goods or services called for by this Agreement within the time requirements specified in this Agreement or within written extension of those time constraints; or

   b. If any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law or regulation to be held by RECIPIENT to provide the goods or services required by this Agreement is for any reason denied, revoked, excluded, terminated, suspended, lapsed or not renewed; or

   c. If RECIPIENT becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or

   d. If any party materially breaches any material duty under this Agreement and any such breach impairs the other party's ability to perform; or

   e. If it is found by RTC that any quid pro quo or gratuities in the form of money, services, entertainment, gifts or otherwise were offered or given by RECIPIENT, or any agent or representative of RECIPIENT, to any officer or employee of RTC with a view toward securing an Agreement or securing favorable treatment with respect to awarding, extending, amending or making any determination with respect to the performing of such Agreement.

5. Opportunity to Cure: RTC shall, in the first instance, allow RECIPIENT thirty (30) days in which to cure a breach or default. The written notice of termination shall set forth the nature of said breach or default and the action deemed necessary for RECIPIENT to cure. Should RECIPIENT fail to cure said breach or default to the satisfaction of RTC within the time allowed, this Agreement shall automatically terminate unless RTC waives its remedy pursuant to subsection 7, below. In the event of termination, RTC will have no further obligation to RECIPIENT. Any such termination for breach or default shall not preclude RTC from also pursuing all other available remedies against RECIPIENT and its sureties for said breach or default.

6. Whenever the PROJECT contemplated and covered by this Agreement has been completely performed on the part of RECIPIENT, and all monies have been spent, according to this Agreement, and the final payment made, this Agreement shall be deemed to have terminated.

7. Waiver of Remedies for any Breach or Default: In the event that RTC elects to waive its remedies for any breach or default by RECIPIENT of any covenant, term or condition of this Agreement, such waiver by RTC shall not limit RTC's remedies for any succeeding default or breach of that or of any other term, covenant, or condition of this Agreement. Any waiver must be in writing.

ARTICLE VII – AUDIT & CLOSEOUT

1. RTC shall initiate closeout activities after approved RECIPIENT activities are completed, funds are expended and reimbursement has been received.

ARTICLE VIII - MISCELLANEOUS PROVISIONS

1. RECIPIENT, for itself, its assignees and successors in interest agrees as follows:

   a. Debarment and/or Suspension: RECIPIENT certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal agency or RTC.

   b. ADA: RECIPIENT shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act (ADA) of 1990, and regulations adopted thereunder contained in 49 CFR, Parts 27, 37 and 38, inclusive, and any relevant program-specific regulations.

   c. Civil Rights: RECIPIENT shall comply with the requirements of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or person offered employment because of race, color, religion, national origin, sex (including sexual orientation), disability, or age.

2. RECIPIENT, for itself, its assignees and successors in interest agrees as follows:

   a. Nondiscrimination: RECIPIENT, with regard to the work performed by it during this Agreement, shall not discriminate on the grounds of race, color, religion, national origin, sex (including sexual orientation), disability, or age, in the selection and retention of subcontractors, including procurement of materials and leases of equipment. RECIPIENT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices.

b. Information and Reports: RECIPIENT shall provide all information and reports required by the RTC, or directives issued pursuant thereto, and shall permit access to facilities as may be determined by RTC to be pertinent to ascertain compliance with such directives.

c. Sanctions for Noncompliance: In the event of RECIPIENT's noncompliance with the nondiscrimination provisions of this Agreement, RTC shall impose such agreement sanctions as it may determine to be appropriate, including, but not limited to:

1. Withholding of payments to RECIPIENT under this Agreement until RECIPIENT complies, and/or

2. Cancellation, termination or suspension of this Agreement, in whole or in part. A cancellation or termination of this Agreement pursuant to this subsection shall not be subject to the Opportunity to Cure.

d. Agreements with subcontractors will include provisions making all subcontractor records available for audit by RTC.

e. Incorporation of Provisions: RECIPIENT will include the provisions of Paragraphs (a) through (e) in every subcontract including those for procurement of materials and leases of equipment, unless exempt by Regulations, order, or instructions issued pursuant thereto.

3. RECIPIENT shall, at its own expense, obtain and pay for all licenses, permits and/or fees and comply with all federal, state and local laws, statutes, ordinances, rules and regulations and the orders and decrees of any courts of administrative bodies or tribunals in any manner effecting the performance of this Agreement, including without limitation, workers' compensation laws, licensing laws and regulations.

4. RECIPIENT shall obtain all types and amounts of insurance set forth in Attachment B, and shall comply with all provisions set forth therein. RECIPIENT shall not perform 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.

5. RECIPIENT agrees to provide indemnification set forth in Attachment B.

6. RECIPIENT and all successors, executors, administrators, and assigns of RECIPIENT's interest in the work or the compensation herein provided shall be bound by the terms of this Agreement.

7. In any dispute arising under this Agreement as to performance, compensation, and the interpretation of satisfactory fulfillment of the terms of this Agreement, the decision of the Executive Director of RTC, shall be final and conclusive as to all parties. Nothing herein contained shall impair the parties' rights to file suit in the District Courts of the State of Nevada.

8. Performance During Dispute: Unless otherwise directed by RTC, RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

9. Rights and Remedies: The duties and obligations imposed by the Agreement and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by RTC or RECIPIENT shall constitute a waiver of any right or duty afforded any of them under the Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

10. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada District Courts for enforcement of this Agreement. Venue for any such actions shall be in Reno, Nevada.

11. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephone facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted and addressed to the other parties at the addresses set forth below:

FOR RTC:

Bill Thomas, AICP
Executive Director
ATTN: Christian Schonlau,
Director of Finance/CFO
Regional Transportation Commission of Washoe County
1105 Terminal Way, Suite 300
Reno NV 89502
Phone: (775) 335-1845
E-Mail: cshonlau@rtcwashoe.com

FOR RECIPIENT:

Amy Dewitt-Smith, Executive Director
Neighbor Network of Northern Nevada
1885 South Arlington Avenue, Suite 106
Reno, NV 89509
Phone: (775)453-4774
E-Mail: amy@neighbornv.org

12. RTC and RECIPIENT are independent of and not as agents, employees, partners, or joint venturers of the other. Each party is and shall be an entity separate and distinct from the other party and shall have the right to supervise, manage, operate, control and direct performance of the details incident to its duties under this Agreement.

13. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member

thereof a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a claim, action or suit for personal injuries, property damage, compensation, or any other liability, whereby, damages, losses, and expenses are sought pursuant to the terms and provisions of this Agreement.

14. It is specifically agreed between the parties executing this Agreement that it is intended to create a contractual relationship solely between RTC and RECIPIENT. It is further specifically agreed between the parties executing this Agreement that it is not intended by any provisions or any part of this Agreement, to create in, the public, or any member thereof, a contractual relationship between such persons and entities and RTC.

15. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder for any reason beyond its control, including, without limitation, strikes, acts of God, civil or military authority, acts of public enemy, or accidents, fires, explosions, earthquakes, floods, winds, storms, failure of public transportation, or any other similar serious cause beyond the reasonable control of either party. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases.

16. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Agreement.

17. RECIPIENT acknowledges and agrees that, the Federal Government is not a party to this Agreement and shall not be subject to any obligations or liabilities to RECIPIENT, or any other party pertaining to any matter resulting from this Agreement.

18. Information or documents may be open to public inspection and copying per the provisions of Chapter 239 of NRS.

19. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of this Agreement and this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

20. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the activities which form the subject of this Agreement.

21. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of RTC.

22. As used herein, the term "RECIPIENT" shall include the plural as well as the singular, and the feminine as well as the masculine.

23. This Agreement, including the attachments hereto and certifications completed and signed by RECIPIENT, including any amendments or addenda, constitute the entire Agreement and by this reference are incorporated herein, and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other Agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise specifically authorized by the terms of this Agreement, no modifications or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By _____
Bill Thomas, AICP, Executive Director

NEIGHBOR NETWORK OF NORTHERN NEVADA

By_____
Amy Dewitt-Smith, Executive Director

ATTACHMENT A
PROJECT APPLICATION

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

CALL FOR PROJECTS

RTC MOBILITY OF SENIORS & INDIVIDUALS WITH DISABILITIES PROGRAM FUNDING

OCTOBER 1, 2025 – SEPTEMBER 30, 2027 APPLICATION

Application Due: AUGUST 18, 2025 by **NOON** -- Submit to: **jmeyers@rtcwashoe.com**

APPLICANT CHECKLIST	
☑	Application with Agency Name in Title
☐	Copy of current IRS W-9 Taxpayer Identification Certification Form, **NEW APPLICANTS ONLY**
☑	Service Area/Route Map (if applicable)
☑	Project Budget (completed Budget template workbook)
☐	Attachment 1: Vehicle Inventory (if requesting funds for vehicles)
☐	Attachment 2: Maintenance of Vehicles & Vehicle Being Replaced (if requesting funds for vehicles)
☑	Current **Letters** of Support for Project (*Minimum of two letters required*)
☐	Last three (3) years of financial audits, **NEW APPLICANTS ONLY**
☑	Most recent financial audit (current Program Participants)
CERTIFICATIONS – See Appendix B ***Please provide an explanation for any documentation not submitted.***	
☑	Certifying Authority
☑	Local Share Certification
☑	Private Non-Profit Organization Certification Eligibility

PROJECT TITLE:	N4 Connect

SECTION 1: APPLICANT INFORMATION						
Applicant's Legal Name:	Neighbor Network of Northern Nevada					
Contact Person:	Amy Dewitt-Smith	Title:	Executive Director			
Address:	1885 S. Arlington Avenue, Suite 106					
City:	Reno	State:	Nevada	Zip Code:	89509	
Telephone #:	(775) 453-4774	Email Address:	amy@neighbornv.org			

REQUEST TYPE (check all that apply)	
☑ Continuation of an Existing Project	☐ New Project
☑ Operating	☑ Capital
	If Vehicle request, how many? _____

ORGANIZATION TYPE (check all that apply)		
☐ Local Government Authority (i.e., Public Sector Agency)	☑ Private Non-Profit Organization	☐ Tribal Governments

SECTION II: PROJECT UNDERSTANDING

Proposed Need & Project Benefits (30 Points)

The following questions should be answered for all projects, unless otherwise noted. If you need additional space, attach separate sheet.

Project Description (*The agency's mission should not be used as your project description.*)

1. Please explain what type of project you are requesting funding to provide. (*For example, does the project provide a unique service and serve a population that is not currently served*?)

The Neighbor Network of Northern Nevada (N4) was created in the spring of 2015 as part of a design grant to develop an innovative solution to the growing problem of social isolation by first addressing the issue of limited access to transportation. Over the past ten years, N4 has grown to serve 12 counties in Northern Nevada with its Time Exchange, Volunteer Village, N4 Connect, and Community Care programs providing social opportunities, transportation, and in-home care services to more than 1,500 community members. N4 has implemented and continues to facilitate the advancement of special projects to enhance the health and wellbeing of people living in Northern Nevada.

With funding from RTC's Mobility of Seniors & Individuals with Disabilities program, the N4 Connect program will be able to serve additional community members by providing personalized mobility planning, free and reduced Lyft vouchers and Lyft concierge services to adults with disabilities and seniors needing specialized transportation based on the type of ride, time of ride, and the location of their ride that is challenging to fulfill with public transit alone. Using it's proven track record, N4 aims to further fill transit gaps in our community by serving 600 adults with disabilities and elders living in Washoe County with 3,150 $80 Lyft vouchers and hands-on mobility management support across the project period. This is the equivalent of at least 12,600 one-way Lyft trips by the end of the two-year project. Additional vouchers will be funded to these members from two small state grants.

2. Please explain why the project is needed in this community, and the transportation gaps/barriers it seeks to overcome.

Due to the COVID-19 pandemic, social isolation, economic challenges, and poor community access continue to make an impact in Washoe County. Previous ARPA funding grew the N4 Connect program to address these access issues. The N4 Connect program addresses the majority of the identified unmet transportation needs listed in the most recent Washoe County Coordinated Human Services Public Transportation Plan Update Executive Summary, including: lack of affordable transportation, limited service area, advanced reservation requirements, limited service hours (need for 24/7 service), lack of information about services, and difficulty matching resources with needs of the passenger. 42% of survey respondents expressed that services are "too expensive" and that "they cannot walk far enough to access services." N4 Connect addresses affordability, service area limitations, no reservations required or specific service hours, and our transportation program coordinator provides hands-on, personalized information and support.

3. By the project's conclusion, how many unduplicated seniors and/or individuals with disabilities would be served because of this project? How many rides will be provided? Describe the methodology used to track and calculate individuals served/rides provided.

Definition of Unduplicated Users/Riders: *Unduplicated Users/Riders are counted based on an annual basis. Each user/rider is counted only once annually, no matter how many times they utilize the service or facility. If records are unavailable to accurately count the number of unduplicated users/riders, an estimate is acceptable.*

Total Individuals Served:	Total number of rides/trips provided:
600	12,600

Methodology:

Currently, N4 is serving approximately 500 people in the N4 Connect program by offering Lyft rides with a $40 rider copay for an $80 voucher (50% discount) up to two times per month (totaling $160/mo). We anticipate approximately 300 members to purchase vouchers each month as they are able to use their vouchers for one year from purchase. N4 anticipates this number to increase by at least 20% over the next two years. This would increase our membership to approximately 600; with variable voucher usage/purchases each month. One Lyft trip in Washoe County averages approximately $20. This means we would anticipate providing at least 12,600 one-way trips by the end of the two-year project period.

4. **If applying for funds to continue an Existing Project**, please provide the total number of individuals served in the last four quarters.

	Seniors and Individuals with Disabilities Served	Number of Trips Provided
1	434	2,192
2	500	2,788
3	537	3,200
4	526	3,204
Total Served	1,997	11,384

Project Implementation & Outreach (15 Points)

1. Explain how the project relates to other services or programs provided by your agency.

The N4 village was designed at its core to be a nonprofit organization that connects community members to each other and important resources and services. N4's Time Exchange program is meant to engage community members for shared acts of service, including giving rides. Our Volunteer Village program works in a similar way; meeting community needs. Many N4 Connect members come from N4's Community Care program where they receive person-centered, in-home care services from quality, trained staff. In N4's Community Care program, community access and meaningful activities are a top priority. All 72 Program Coordinators (case managers) and Community Care Partners (direct care staff) employed by N4 are required to have a valid Nevada driver's license, insurance, registration, and a reliable vehicle to ensure people have access.

2. How will the project be marketed to the target population and promote public awareness?

N4 currently contracts with Jax Communications for all print, online, television, and radio advertising. N4 utilizes Reno Type to design and print quality program materials for distribution across the county. N4 employs several bilingual staff members who assist with new member orientations, community events, and ongoing support to Hispanic members. Materials are offered in both English and Spanish as appropriate. Additionally, N4's executive director has a heavy presence in the community participating in various initiatives, coalitions, and offering presentations. N4's transportation program coordinator offers in-home and community group transit technology training sessions and vendor event outreach. N4's team members work together to identify additional communities to serve.

N4's most active partners for this project currently are the Nevada Aging & Disability Services Division, Washoe County Human Services, RTC Washoe, Access to Heathcare Network, Nevada Governor's Council on Developmental Disabilities, Nevada Statewide Independent Living Council, AARP Age Friendly Reno, Voc Rehab, and the Washoe Senior Coalition. Building relationships and community buy-in in Nevada requires outreach and facilitation that is done by Nevadans. This initial work will require the type of long-term and longstanding partnerships between existing organizations and community members that N4 already has. N4 will connect with statewide mobility managers for collaboration and other grantees to better utilize resources and improve the quality of data and grant reporting.

3. Identify major milestones or goals this project expects to accomplish and the anticipated timeframes.

Milestone/Goal	Date (M/D/YYYY)
Develop revised Mobility Management process	12/31/2025
Draft revised program materials for distribution	11/1/2025
Conduct at least quarterly community outreach activities	12/31/2025
Complete quarterly N4 Connect member surveys	12/31/2025
Secure future funding for N4 Connect program sustainability	9/30/2026

Project Readiness & Organizational Preparedness (20 Points)

1. Briefly describe your agency's experience with Federal funds and grant compliance.

The Neighbor Network of Northern Nevada (N4) has maintained compliance with federal awards and contracts since its incorporation in 2015 both through direct federal awards as well as passthrough federal funds via state grants and service contracts. N4 has successfully managed Federal Transit Administration funds from the National Center for Mobility Management, Community Transportation Association of America, the Nevada Department of Transportation, and RTC Washoe. Other federal funds received by N4 include Older Americans Act funding, funding from the Administration for Community Living, and Home and Community Based Medicaid Waiver funding for individuals with intellectual and developmental disabilities.

2. Does your project rely on any other funding commitments? If yes, please explain and complete the table below.

For the N4 Connect program specifically, the Neighbor Network of Northern Nevada relies on funding from rider copays, Older Americans Act funding from the Nevada Aging & Disability Services Division (ADSD), and state Independent Living Grant (Fund for a Healthy Nevada) funding from the Nevada Grants Management Advisory Committee (GMAC). Unfortunately, due to federal budget cuts and economic changes, there are less funds available from the ADSD and GMAC programs. Additionally, N4 received ARPA funding from the City of Reno and City of Sparks to support senior transportation, however, this funding ended in August 2025. N4 received a small grant from the Renown Foundation for $10,000 through December 2025.

Funding Source	Agreement # (if applicable)	Total Amount	Total Remaining	Term Dates
ADSD Transportatic	16-098-43-BX-26	$ 105,000.00	$ 78,750.00	07/01/25-06/30/26
ADSD Transportatic	Pending	$ 105,000.00	$ 105,000.00	07/01/26-06/30/27
GMAC IL	NCS267698	$ 10,000.00	$ 36,749.97	07/01/25-06/30/26
GMAC IL	NCS267698	$ 49,000.00	$ 49,000.00	07/01/26-06/30/27
Renown	N/A	$ 10,000.00	$ 10,000.00	04/01/25-12/31/25

3. Are agency funds being used above the match requirements for either Capital and/or Operating assistance? If yes, please explain.

Agency funds will be used to supplement project and program needs wherever necessary.

4. Identify the type of local match and/or in-kind contribution that your organization will use to support the grant.

Source Description	Amount
ADSD Transportation-16-098-43-BX-26 (7/1/25-6/30/26) Secured	$ 78,750.00
DHHS GMU - GMAC IL - NCS267698 - Secured	$ 36,749.97
DHHS GMU - GMAC IL NCS267698 (7/1/26-6/30/27) - Secured	$ 49,000.00
Renown (4/30/25-12/31/25) - Secured	$ 10,000.00
In-Kind Donations (10/25-9/27) Secured/Pending	$ 21,427.37

Agency Management (15 Points)

1. What is your agency's plan to sustain this project after funding ends?

N4's executive director works tirelessly seeking future funding and ways to sustain and grow N4's programs and projects. N4 will continue to set and surpass grant outcomes to build trust and confidence with funders to ensure additional funding is available. N4 will continue to engage people in its Time Exchange and Volunteer Village programs to increase additional transportation options for members. Relatedly, N4 Connect members will be served in the Community Care program, as appropriate, to not only access in-home care services, but also receive additional transportation support from N4's paid Community Care Partners. N4 will explore additional rider co-pay cost structures as necessary and will encourage members who are neighbors or friends to split/share Lyft rides as a means for stretching their ride credits.

2. Is this project scalable?	◉ Yes	○ No

If yes, use the table below to reflect the extent of your project's scalability. Due to the increasing number of qualified candidates applying for funds, all applicant projects may not be awarded full funding. In this scenario, applicants may be required to submit a new budget to reflect their adjusted award if their project is not fully funded.

Scaled Budget	Scaled Term in Months	Unduplicated Served
$ 651,600.00	24	1,200.00

3. Describe the agency's technical and managerial capabilities to support the project, including the number of personnel dedicated to the project, and the number of years the agency has provided services for the targeted clientele?

The Neighbor Network of Northern Nevada (N4) has provided transportation services to people with disabilities and older adults for more than 10 years (since its incorporation in May 2015). N4's founder and executive director will maintain strong oversight and support for the implementation and evaluation of project goals. Her master's degree in Public Administration and longstanding role in health and human services and designing community transportation programs will serve this project well. N4's transportation program coordinator enjoys offering hands-on and personalized support to members including identifying other transportation programs and community services for referrals. N4's program manager assists with recruitment, outreach, and program reporting. The accounting manager will complete and monitor all grant budgets and billing to ensure accuracy, timeliness, and completeness.

Program Effectiveness & Evaluation (10 Points)

1. Describe the agency's plan for monitoring and evaluating the project.

N4's executive director and operations manager will meet with the transportation program coordinator weekly to assess progress and address any issues that arise. Outcome data and projections will be reviewed and documented at least monthly. A quarterly member survey will be distributed to ask members: the main purpose for taking rides using N4 Connect; main reason they are unable to use public transit or other transportation service programs for these rides; how comfortable they are using the Lyft smartphone app; how satisfied they are with using N4 Connect; if using N4 Connect has made it easier to go places more independently; and if there is anything else they would like to let us know. Survey data will be included in quarterly grant reporting.

2. Identify performance measures to track the effectiveness of the service in meeting the projects goals.

# of outreach activities completed (n= at least 1 per quarter)
# of community partners established for collaboration and project dissemination
# of quarterly member surveys completed
# of N4 Connect members (n= +10% by end of Year 2)
Dollar ($) amount of future funding secured

PROJECT BUDGET (10 Points)

All APPLICANTS MUST FILL OUT AND COMPLETE THE BUDGET TEMPLATE SPREADSHEET AND SUBMIT WITH THEIR APPLICATION

The project operating budget estimate should be based on actual annual expenditures for existing services. Budgets for New Services without an operating history should detail the sources of their estimated budgets. Applicants who are operating their own services shall fill out Items A-D in the Budget Details of the Budget template.

1. Describe the agency's methodology used to develop the budget.

The budget request is based on actual costs and proven performance of this high demand program. Ongoing marketing of this program has increased the user base and allows reaching community members in critical need of this service to attend to the most basics needs of food, medical care and decreasing social isolation in sensitive populations. Operating and Capital costs have significantly increased to meet this demand. N4 has secured 3 additional transportation grants (ADSD Transp. $105K, GMAC Independent Living $49K {SFY26 & SFY27}, Renown $10K) in direct support of the project with other grant proposals to support these initiatives pending. In-Kind donations and revenue from human service contracts will supplement the match costs (Operating & Capital) that are not covered in secured grants. Personnel funding requests are essential to effectively manage and support the program while providing a thoughtful and best in class service level to community members. Travel is for the Annual Transportation Conference and is estimated for 2 travelers and the average costs (hotel, meals & air fare) for 3 cities due to unknown location of the conference. Funding request for Lyft vouchers is calculated to provide 132 vouchers/month at $80 per voucher with a $40 user copay with a 10% increase in year 2 over year 1.

2. Explain how the project budget proposal is commensurate with the agency's proposed project scope and objectives.

This N4 Connect budget aligns well with the time and commitment required to provide comprehensive project oversight and management, as well as mobility management to learn from and create positive systems change as the team works to fill transportation gaps in Washoe County. The cost to create and distribute materials as well as conduct marketing and outreach will ensure the project's continued success. Staff time that is dedicated to engaging project participants for support and feedback will also increase effectiveness. This work will expand the number of community members served. N4's executive director's time supports milestones for future partnerships, support, and funding.

AGENCY NAME:	Neighbor Network of Northern Nevada
Budget Completed By:	Janet Glaittli - Amy Dewitt-Smith
Date Completed:	10-6-25

DO NOT COMPLETE *- the information below will auto-populate upon completion of the Budget worksheet tabs.*

Total Project Budget	**$**	**412,646.01**
50% Operating Match Required	$	100,076.00
20% Capital Match Required	$	42,498.80
Applicant Match	**$**	**142,574.80**
Operating Funds Requested (50%)	$	100,076.00
Capital Funds Requested (80%)	$	169,995.21
PROJECT FUNDS REQUESTED	**$**	**270,071.21**

	OPERATING		CAPITAL	
	50% *Funded*	50% *Match*	80% *Funded*	20% *Match*
YEAR 1	$ 50,001.00	$ 50,001.00	$ 84,957.60	$ 21,239.40
YEAR 2	$ 50,075.00	$ 50,075.00	$ 85,037.60	$ 21,259.40
TOTAL FUNDS	$ 100,076.00	$ 100,076.00	$ 169,995.21	$ 42,498.80

TOTAL PROJECT BUDGET	**$**	**412,646.01**
Total Operating Budget	**$**	**200,152.00**
Operating Match - 50%	$	100,076.00
Total Operating Requested - 50%	$	100,076.00
Total Capital Budget	**$**	**212,494.01**
Capital Match - 20%	$	42,498.80
Total Capital Requested	$	169,995.21
TOTAL PROJECT FUNDS REQUESTED	**$**	**270,071.21**

APPENDIX A

SUPPLEMENTAL INFORMATION

Carolyn Wilson

Agency Manger

Aging & Disability Services Division – Sierra Regional Center

10375 Professional Circle

Reno, NV 89521

carolynwilson@adasd.nv.gov

775-687-2600

August 18, 2025

Jennifer Meyers

RTC Washoe

1105 Terminal Way

Reno, NV 89502

Dear Ms. Meyers,

I am writing to express my strong support for the N4 Connect Lyft ride voucher program. This innovative initiative is vital in ensuring that individuals with intellectual and developmental disabilities (IDD) have the necessary transportation to access their community and lead meaningful, fulfilling lives.

Transportation is a fundamental need that significantly impacts the quality of life for individuals with IDD. The N4 Connect Lyft ride voucher program addresses this need by providing reliable, affordable, and accessible transportation options. This program not only facilitates access to essential services such as medical appointments, employment opportunities, and educational programs but also enables individuals to participate in social and recreational activities that are crucial for their overall well-being.

The ability to move freely within the community fosters independence and self-confidence among individuals with IDD. It allows them to build and maintain social connections, engage in community events, and pursue personal interests. By supporting the N4 Connect Lyft ride voucher program, we are investing in a more inclusive and equitable society where everyone has the opportunity to thrive.

Furthermore, this program alleviates the burden on families and caregivers who often struggle to provide consistent transportation for their loved ones. It offers peace of mind knowing that their family members have a safe and dependable means of transportation.

I wholeheartedly support this program.

Thank you for your consideration.

Sincerely,

Carolyn Wilson, HPM 3

CITY OF RENO

August 18, 2025

Jennifer Meyers

RTC Washoe

1105 Terminal Way

Reno, NV 89502

Dear Members of the Regional Transportation Commission,

On behalf of City of Reno, I am writing to express our strong support for Neighbor Network of Northern Nevada's (N4) application for funding through the RTC to sustain and expand their N4 Connect Lyft Ride Voucher Program. This innovative program provides a critical transportation option for older adults and individuals with disabilities, many of whom face daily challenges accessing essential services, healthcare, employment, and community activities due to limited mobility or lack of reliable transportation.

The N4 Connect program has already demonstrated its value in reducing barriers and improving independence for some of our community's most vulnerable residents. By offering affordable and accessible ride vouchers, the program empowers participants to travel safely, maintain social connections, and improve their overall quality of life. Importantly, the program also supports caregivers and family members by alleviating the burden of transportation, allowing them to focus more fully on providing care.

Transportation is more than just a ride, it is a lifeline to community inclusion, health, and dignity. Programs like N4 Connect align directly with our shared goals of creating an equitable, accessible, and connected community. With RTC's support, N4 will be able to expand the reach of this program, ensuring that even more older adults and individuals with disabilities in Northern Nevada can thrive with greater independence and opportunity.

We are proud to partner with and support Neighbor Network of Northern Nevada in this important work, and we respectfully encourage RTC to award funding for the continuation and growth of the N4 Connect Lyft Ride Voucher Program.

Thank you for your consideration.

Izabella Baumann

2022 Forestgate Drive
Sparks, NV 89436

August 17, 2025

Ms. Jennifer Meyers
RTC Washoe
1105 Terminal Way
Reno, NV 89502

RE: N4 Connect Lyft Ride Voucher Program

Dear Ms. Meyers:

As a senior who utilizes the N4 Connect Lyft Ride Voucher Program, I would like to offer my strong support for the continuation of this program. I know many seniors who benefit from this program and would be at a loss without it. It is truly a wonderful program that enables many seniors access to transportation they could not otherwise afford.

Thank you for your continued support of the N4 Connect Lyft Ride Voucher Program.

Sincerely,

Marsy Kupfersmith
Secretary
Senior Coalition of Washoe County

Neighbor Network of Northern Nevada

Amy Dewitt-Smith <amy@neighbornv.org>

Hi Amy

2 messages

Twyla Lemay <twylalemay87@gmail.com> Sun, Aug 17, 2025 at 4:19 PM
To: Amy Dewitt-Smith <amy@neighbornv.org>

Hi
The lfty voucher program help me get to my working job and I support the lfty voucher program because it provides me with transportation

---

Amy Dewitt-Smith <amy@neighbornv.org> Sun, Aug 17, 2025 at 4:21 PM
To: Twyla Lemay <twylalemay87@gmail.com>

Thank you for your support, Twyla!

I'll be sure to include your letter of support in our RTC application.

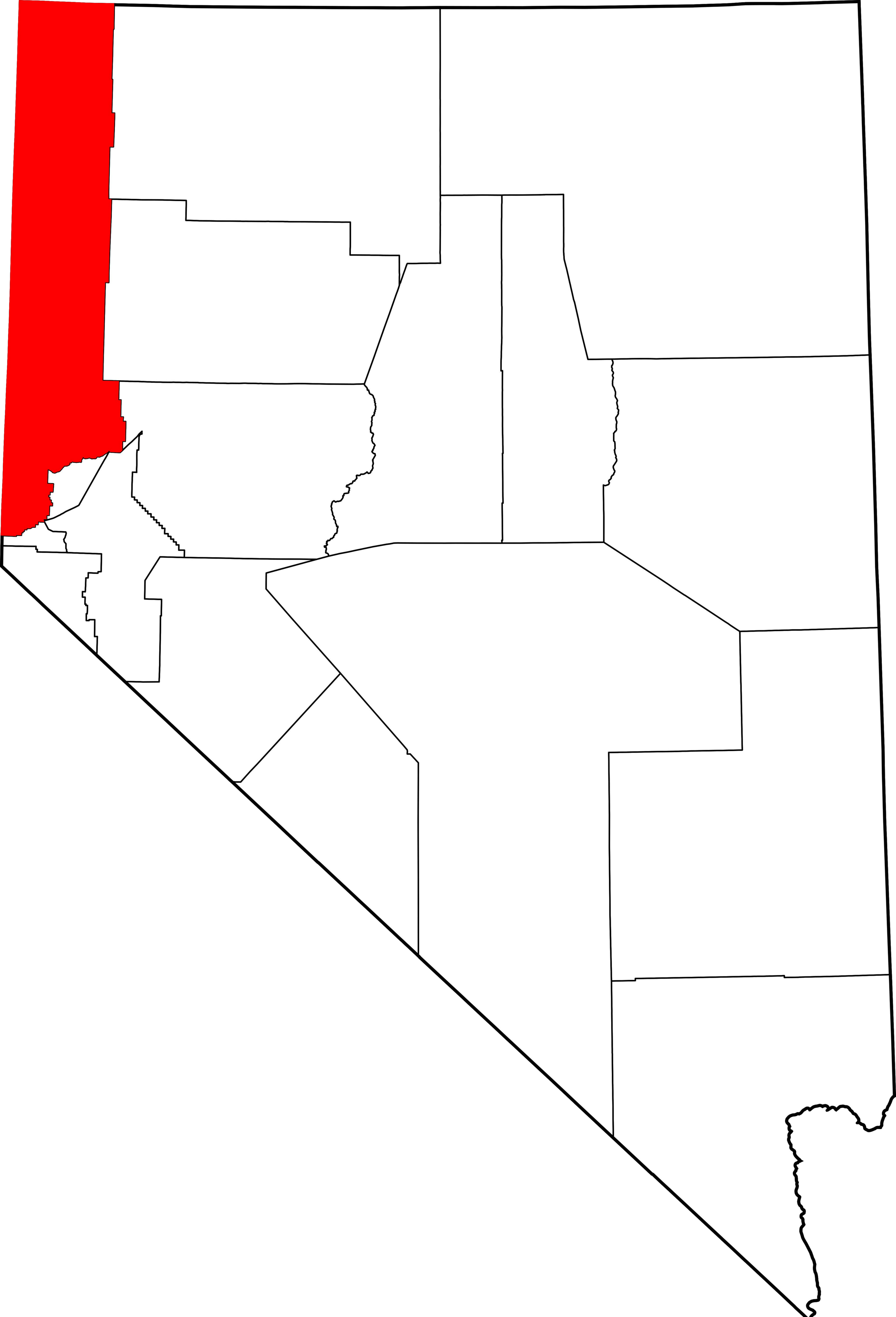
Amy

Neighbor Network of Northern Nevada

Amy Dewitt-Smith, MPA, CNP
Executive Director

E: amy@neighbornv.org
Office: 775-453-4774
NeighborNV.org

[Quoted text hidden]



APPENDIX B

REQUIRED CERTIFICATIONS

CERTIFYING AUTHORITY

I am duly authorized to make the following certification on behalf of the Applicant Organization and based on my position, knowledge and experience with the Applicant Organization:

☑ 1) the information contained in the Application, including attachments, is true and correct;

☑ 2) the Applicant has the requisite fiscal, managerial, and legal capabilities to carry out the operations and maintenance of the Project; and

☑ 3) the Applicant shall adhere to the federal, state, and local requirements related to the Project.

August 17, 2025
_____
Date

Amy Dewitt-Smith Digitally signed by Amy Dewitt-Smith
Date: 2025.08.18 11:26:43 -07'00'
_____
Signature of Authorized Official

Amy Dewitt-Smith, MPA
_____
Printed Name

Executive Director
_____
Title

LOCAL SHARE CERTIFICATION FORM

I, the undersigned representing Neighbor Network of Northern Nevada

do hereby certify to the Regional Transportation Commission, that the required $ 195,927.34

in local match funds are available and that the source of the funds are from:

Older Americans Act funding, the Fund for a Healthy Nevada, the Renown Foundation, and in-kind donations.

which are:

a. Cash from non-governmental sources other than revenues from providing public transportation services;
b. Non-farebox revenues from the operation of public transportation service, such as the sale of advertising and concession revenues (a voluntary or mandatory fee that a college, university, or similar institution imposes on all its students for free or discounted transit service is not farebox revenue);
c. Amounts received under a service agreement with a State or local social service agency or private social service organization;
d. Undistributed cash surpluses, replacement or depreciation cash funds, reserves available in cash, or new capital;
e. Amounts appropriated or otherwise made available to a department or agency of the Government (other than the Department of Transportation); and
f. In-kind contribution such as the market value of in-kind contributions integral to the project may be counted as a contribution toward local share.

August 17, 2025

Date

Amy Dewitt-Smith Digitally signed by Amy Dewitt-Smith Date: 2025.08.18 11:26:56 -07'00'

Signature of Authorized Official

Amy Dewitt-Smith, MPA

Printed Name

Executive Director

Title

PRIVATE NON-PROFIT ORGANIZATION CERTIFICATION ELIGIBILITY

Private Non-Profit Organization

☑ As a private non-profit organization, Neighbor Network of Northern Nevada

(insert name of private non-profit organization)

attaches to this application our IRS 501(c) letter establishing our eligibility as a private non-profit organization.

August 17, 2025

Date

Amy Dewitt-Smith Digitally signed by Amy Dewitt-Smith Date: 2025.08.18 11:27:07 -07'00'

Signature of Authorized Official

Amy Dewitt-Smith, MPA

Printed Name

Executive Director

Title

ATTACHMENT B
INSURANCE/INDEMNIFICATION

ATTACHMENT B
INDEMNIFICATION AND INSURANCE REQUIREMENTS FOR MAINTENANCE, OPERATIONS & SERVICE AGREEMENTS
2022-03-09 Version

1. INTRODUCTION

IT IS HIGHLY RECOMMENDED THAT BIDDERS CONFER WITH THEIR INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF THESE INSURANCE CERTIFICATES AND ENDORSEMENTS IN ADVANCE OF BID OR PROPOSAL SUBMISSION. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT RTC'S FINANCE DIRECTOR DIRECTLY AT (775) 335-1845.

2. INDEMNIFICATION

CONTRACTOR agrees to defend save and hold harmless and fully indemnify RTC, including its 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:

A. Any breach of duty, neglect, or negligent error, misstatement, misleading statement or omission committed in the conduct of CONTRACTOR'S profession by CONTRACTOR, its employees, agents, officers, directors, Subs (as that term is defined below) , or anyone else for which CONTRACTOR may be legally responsible; and

B. The negligent acts of CONTRACTOR, its employees, agents, officers, directors, subs, or anyone else for which CONTRACTOR is legally responsible; and

C. The infringement of any patent or copyright resulting from the use by the Indemnitees of any equipment, part, component, or other deliverable (including software) supplied by CONTRACTOR under or as a result of this Agreement, but excluding any infringement resulting from the modification or alteration by the Indemnitees of any equipment, part, component, or other deliverable (including software) except as consented to by CONTRACTOR.

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, CONTRACTOR shall reimburse the Indemnitees for the time spent by such personnel at the rate the Indemnitees pay for such services.

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

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.C above and the use is enjoined, CONTRACTOR, 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 this Agreement.

3. GENERAL REQUIREMENTS

Prior to the start of any work on a RTC project, CONTRACTOR shall purchase and maintain insurance of the types and limits as described herein 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 CONTRACTOR, its Subs, or their employees, agents, or representatives. The cost of all such insurance shall be borne by CONTRACTOR.

4. VERIFICATION OF COVERAGE

CONTRACTOR 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, RTC reserves the right to review complete, certified copies of all required insurance policies, including all Subs' 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

Contractor 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. CONTRACTOR 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. SUBCONTRACTORS & SUBCONSULTANTS

CONTRACTOR shall include all subcontractors and subconsultants (referred to collectively as "Subs") as insureds under its liability policies OR it shall require its Subs to maintain separate liability coverages and limits of the same types specified herein. If any Subs maintain separate liability coverages and limits, each shall include the RTC, as an additional insured 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 be $1,000,000 per occurrence $1,000,000 for any applicable coverage aggregates for 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, CONTRACTOR shall furnish copies of certificates of insurance evidencing coverage for each Sub. CONTRACTOR shall require its Subs provide appropriate certificates and endorsements from their own insurance carriers naming CONTRACTOR and the Indemnitees (see paragraph 2 above) as additional insureds.

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 Contract. 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 Contract or during the term of any policy must be declared to RTC's Finance Director prior to the change taking effect. Contractor is responsible for any losses within deductibles or self-insured retentions.

8. ACCEPTABILITY OF INSURERS

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 CONTRACTOR and insurance carrier. RTC reserves the right to require that CONTRACTOR'S insurer be a licensed and admitted insurer in the State of Nevada or meet any applicable state and federal laws and regulations for non-admitted insurance placements.

9. MISCELLANEOUS 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 CONTRACTOR 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 CONTRACTOR's expense.

C. Any waiver of CONTRACTOR'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 CONTRACTOR'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 CONTRACTOR, and such coverage and limits shall not be deemed as a limitation on CONTRACTOR's liability under the indemnities granted to RTC in this contract.

E. If CONTRACTOR'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

CONTRACTOR shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than $1,000,000 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 or location.

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).

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, underground property damage, or damage to the named insured's work. In addition, coverage for Explosion, Collapse and Underground exposures (as applicable to the project) must be reflected in the insurance certificates.

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 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

The status of RTC as an additional insured under a CGL obtained in compliance with this agreement shall not restrict coverage under such CGL with respect to the escape of release of pollutants at or from a site owned or occupied by or rented or loaned to RTC.

CONTRACTOR 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. CONTRACTOR's insurer shall endorse CGL policy to waive subrogation against RTC with respect to any loss paid under the policy.

Continuing Completed Operations Liability Insurance. CONTRACTOR shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella liability insurance, both applicable to liability arising out of CONTRACTOR's completed operations, with a limit of not less than $1,000,000 each occurrence for at least 5 years following substantial completion of the work.

a. Continuing CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract

b. Continuing CGL insurance shall have a products-completed operations aggregate of at least two times the each occurrence limit.

c. Continuing commercial umbrella coverage, if any, shall include liability coverage for damage to the insured's completed work equivalent to that provided under ISO form CG 00 01.

11. COMMERCIAL AUTOMOBILE LIABILITY

CONTRACTOR 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 CONTRACTOR does not own or operate any owned or leased vehicles.

CONTRACTOR 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 CONTRACTOR pursuant to this Agreement.

In lieu of a separate Business Auto Liability Policy, RTC may agree to accept Auto Liability covered in the General Liability Policy, if CONTRACTOR does not have any owned or leased automobiles and non-owned and hired auto liability coverage is included.

If project involves the transport of hazardous wastes or other materials that could be considered pollutants, CONTRACTOR shall maintain pollution liability coverage equivalent to that provided under the ISO pollution liability-broadened coverage for covered autos endorsement (CA 99 48) shall be provided, and, if applicable, the Motor Carrier Act endorsement (MCS 90) shall be attached.

Waiver of Subrogation. CONTRACTOR waives all rights against RTC and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Contractor 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 CONTRACTOR or any Sub by RTC. CONTRACTOR, and any Subs, shall procure, pay for and maintain required coverages.

CONTRACTOR 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.

Should CONTRACTOR be self-funded for Industrial Insurance, CONTRACTOR shall so notify RTC in writing prior to the signing of a Contract. RTC reserves the right to accept or reject a self-funded CONTRACTOR and to approve the amount of any self-insured retentions. CONTRACTOR agrees that RTC is entitled to obtain additional documentation, financial or otherwise, for review prior to entering into a Contract with the self-funded CONTRACTOR.

Upon completion of the project, CONTRACTOR shall, if requested by RTC, provide RTC with a Final Certificate for itself and each Sub showing that CONTRACTOR and each Sub had maintained Industrial Insurance by paying all premiums due throughout the entire course of the project.

If CONTRACTOR or Sub 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.

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

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

Meeting Date: 10/17/2025 **Agenda Item: 4.5.2**

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation

SUBJECT: Right of First Refusal Agreement to Purchase Parcels Next to 4th Street Station

RECOMMENDED ACTION

Approve an agreement with the City of Reno granting RTC a right of first refusal to purchase three parcels of real property located adjacent to RTC's 4th Street Station in Downtown Reno.

BACKGROUND AND DISCUSSION

The City of Reno owns three parcels of real property located adjacent to, and immediately south of, RTC's 4th Street Station in Reno: APN 007-311-21; APN 007-311-22; and APN 007-311-23. RTC has expressed interest in purchasing the parcels for the purpose of expanding the 4th Street Station. On July 7, 2020, RTC staff sent a letter of intent to City staff expressing a desire to purchase the parcels. On September 23, 2020, the City Council considered the letter of intent and approved its staff to move forward with the necessary statutory steps required to effectuate the sale after an existing lease of the parcels to third parties expired by its terms in April 2022. In July 2022, litigation was commenced in Second Judicial District Court of the State of Nevada, Case No. CV22-01113, concerning the parcels and alleged lease rights thereto. On August 1, 2024, the litigation was resolved in the City's favor on summary judgment, but it is now on appeal before the Nevada Supreme Court as Case No. 89235 and remains unresolved at this time.

The purpose of this agreement is to reflect the parties' intent to move forward with a sale when the litigation is finally determined in the City's favor. The agreement will allow RTC staff to continue planning for the eventual use of the parcels. If the RTC Board approves this item, the City Council would then consider approval of the agreement next.

FISCAL IMPACT

There is no fiscal impact related to this action. The budget for an eventual purchase would need to be included in a future budget.

PREVIOUS BOARD ACTION

10/18/2024 - Received an update on future plans for improvement at 4th Street Station for discussion and possible direction. (Informational Only)

RIGHT OF FIRST REFUSAL TO PURCHASE PROPERTY

This Right of First Refusal to Purchase Property (this "Agreement") is made on October ___, 2025, by and between the City of Reno ("Seller") and the Regional Transportation Commission of Washoe County ("Buyer").

RECITALS

WHEREAS, Seller owns three parcels of real property located adjacent to, and immediately south of Buyer's 4th Street Station in Reno, Washoe County, Nevada: APN 007-311-21; APN 007-311-22; and APN 007-311-23 (the "Parcels"); and

WHEREAS, Buyer uses the 4th Street Station to operate the regional transportation system and provide transit and transportation services to the public; and

WHEREAS, Buyer desires to purchase the Parcels for the purpose of expanding the 4th Street Station to serve both immediate and future transportation needs of the community; and

WHEREAS, on July 7, 2020, Buyer sent a letter of intent to Seller expressing Buyer's desire to purchase the Parcels from Seller; and

WHEREAS, on September 23, 2020, Seller's governing body considered Buyer's letter of intent and approved Seller's staff to move forward with the necessary statutory steps required to effectuate the sale of the Parcels to Buyer after an existing lease of the Parcels between Seller and third parties expired by its terms in April 2022; and

WHEREAS, in July 2022, litigation was commenced in Second Judicial District Court of the State of Nevada, Case No. CV22-01113, concerning the Parcels and alleged lease rights thereto (the "Litigation") and on August 1, 2024 the Litigation was resolved in Seller's favor on summary judgment but is now on appeal before the Nevada Supreme Court as Case No. 89235 and remains unresolved at this time; and

WHEREAS, Buyer desires to purchase the Parcels as soon as the Litigation is finally determined in Seller's favor, i.e., affirming the District Court's determination that the parties adverse to Seller in the Litigation have no legal rights in the Parcels; and

WHEREAS, to further ensure the opportunity to purchase the Parcels in the future, and to continue planning for its eventual use of the Parcels, Buyer desires to obtain a right of first refusal to purchase the Parcels pursuant to the terms of this Agreement in the event Seller intends to sell or transfer the Parcels to a third party.

NOW, FOR GOOD AND VALUABLE CONSDERATION, the receipt and sufficiency of which is hereby acknowledged, it is agreed as follows:

1. Grant of Rights. The Seller does hereby grant unto Buyer the exclusive and irrevocable right, during the term of this Agreement, of first refusal to purchase the Parcels upon

the terms and conditions hereinafter set forth and such other reasonable terms and conditions to be negotiated by Seller and Buyer and reflected in a purchase and sale agreement for approval by the governing bodies of Seller and Buyer.

2. Property Description. The Parcels, Washoe County APNs 007-311-21, 07-311-22 and 007-311-23, are shown on the parcel map attached as Exhibit A.

3. Term. The term of this Agreement shall be three (3) years from the date hereof, unless extended or terminated earlier in writing in accordance with Section 14 of this Agreement (the "Term").

4. Notice of Intent to Sell or Transfer. If during the term of this Agreement, Seller intends to accept an offer from a third-party willing to purchase the Parcels or otherwise intends to sell or transfer the Parcels to a third-party, Seller shall give written notice to Buyer at least forty-five (45) days before the date of the contemplated sale or transfer.

5. Exercise of Right of First Refusal. In the event Buyer desires to exercise its first refusal rights granted under this Agreement, Buyer shall provide written notice to Seller of that intent within fifteen (15) days of receipt of the notice from Seller.

6. Purchase Price. If Buyer exercises its first refusal rights, the purchase price for the Parcels shall be at least equal to the current appraised value of the Parcels as required by NRS 277.050. The appraisal shall be conducted by an independent appraiser mutually agreed upon by the parties, with costs to be shared equally by the parties.

7. Conditions for Sale. As a condition of any sale from Buyer to Seller, the parties shall comply with the conditions and procedures for a sale or exchange of property between public agencies as reflected in NRS 277.050 and/or any other applicable law.

8. Closing Costs. Buyer shall pay all escrow fees, recording fees, title fees, the cost of the title insurance policy (including the cost of any endorsements), the costs of any due diligence investigations conducted by or for the benefit of Buyer, any documentary and/or transfer taxes on the deed, and all other costs relating to the closing, if any.

9. Right of Entry. Upon execution of this Agreement, Buyer shall have the right to enter the Property at reasonable times for inspection, environmental assessment, soil testing, engineering studies, surveying, and other due diligence purposes, upon providing reasonable notice to Seller. Buyer shall indemnify, defend, and hold harmless Seller, its officers, employees, and agents from and against any and all claims, damages, liabilities, costs, or expenses (including reasonable attorneys' fees) arising out of or related to Buyer's entry and/or work upon the Parcels, or that of its authorized agents, except to the extent caused by the gross negligence or willful misconduct of Seller.

10. Possession. Buyer shall be entitled to possession of the Parcels at closing.

11. Notices. All notices, demands, approvals, and other communications provided for in this Agreement shall be in writing and shall be effective upon the earliest of the following to occur when delivered to the recipient whether by (a) a nationally recognized overnight-guaranteed delivery service; or (b) United States mail. If the date on which any notice to be given hereunder falls on a Saturday, Sunday or legal holiday, then such date shall automatically be extended to the next business day immediately following such Saturday, Sunday or legal holiday. The following addresses may be changed by written notice given in accordance with this section:

If to Buyer:
Regional Transportation Commission
Attn: Bill Thomas
1105 Terminal Way, Suite 211
Reno, Nevada 89502

If to Seller:
City of Reno
Attn: Jackie Bryant
1 East Second Street
Reno City Hall
Reno, NV 895201

12. Default. This Agreement shall be binding upon and inure to the benefit of the heirs, administrators, successors, and assigns of the parties hereto and upon default in any of the terms of this Agreement the defaulting party agrees to pay all costs of court and reasonable attorney's fees.

13. Third Parties. This Agreement is entered into for the sole benefit of Buyer and Seller and their respective permitted successors and assigns. No party other than Buyer and Seller and such permitted successors and assigns shall have any right of action under or rights or remedies by reason of this Agreement.

14. Entire Agreement. This Agreements constitutes the entire agreement between the Parties and supersedes all prior agreements or understandings, whether written or oral. Any amendments must be in writing and signed by both parties.

15. Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall to any extent be held invalid or unenforceable, the remainder of this Agreement (including the application of such provision to persons or circumstances other than those with respect to which it is held invalid or unenforceable) shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law. Without limiting the foregoing, to the extent any provision of this Agreement is prohibited by Nevada law or is otherwise not authorized by Nevada law due to Buyer's or Seller's status as an instrumentality of the State of Nevada, such provision is unenforceable against such Party.

16. Counterparts; Electronic Delivery. This Agreement may be executed in counterparts, each of which shall be an original, but all of which together shall constitute one agreement. Facsimile, DocuSign or other electronic copies of this Agreement and facsimile,

DocuSign and other electronic signatures thereon shall have the same force, effect, and legal status of originals.

17. Governing Law; Venue. This Agreement shall be governed by and interpreted in accordance with the internal laws of the State of Nevada without regard to rules concerning conflicts of law. The exclusive venue for any action to enforce or interpret this Agreement shall be the Second Judicial District Court, Washoe County, Nevada.

/ / /

/ / /

/ / /

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

BUYER:

Regional Transportation Commission of Washoe County, Nevada

By:_____
Bill Thomas, AICP
Executive Director

Date:_____

[SIGNATURE PAGES CONTINUED ON NEXT PAGE]

SELLER:

City of Reno

Approved:

By:_____
Hillary L. Shieve, Mayor

Date:_____

Approved as to form:

By:_____
Jasmine Mehta, Deputy City Attorney

Exhibit A

Parcel Map

(#24) EVANS NORTH ADDITION

PORTION OF THE NE 1/4
OF SECTION 11
T19N - R19E

(#94 & 95) RENO TOWNSITE

EAST FIFTH STREET
LAKE
EVANS
UNION
ROAD
STREET
FOURTH
PACIFIC
RECORD
STREET
VALLEY
EAST
AVENUE
STREET
RAILROAD
UNION PACIFIC RAILROAD

007-315-11 8 7000 sf
007-315-10 7 7000 sf
6
007-315-09 5 21000 sf
315 4
3
007-315-08 21000 sf
007-315-01 13300 sf
9
10
007-315-13 12600 sf
11
1
12
007-315-04 16100 sf
13
14
007-315-12 9000 sf
007-315-05 5000 sf
316 2
007-316-01 1 7420 sf
007-313-13 5000 sf
PUE per Doc. #4982779
007-313-12 1950 sf
6
007-313-11 7050 sf
PUE
5
007-313-15 4 7000 sf
007-313-09 3 7000 sf
007-313-08 2 14000 sf
K 1
7
007-313-21 14000 sf
8
PAR. A P.M.4484
007-313-26 14644 sf
St. Abandoned per Doc. #5535980
313
PAR. B P.M.4484
007-313-31 17260 sf
4
3
007-313-27 19519 sf
PAR.22C R.S.5409
2
007-314-14 13512 sf
1
007-314-15 2280 sf
007-314-01 8505 sf
10' PUE per Doc. #4812464
007-314-02 4900 sf
007-314-03 6580 sf
8
007-314-13 13503 sf
10' PUE per Doc. #4812464
L
7
REV. T.M. 4569
007-314-16 58966 sf
314
Section 11
Section 12
PAR. A REV.T.M.4909
007-311-19 2.619 ac.
311
PAR.21C R.S.5408
007-311-22 4026 sf
PAR.22A R.S.5409
007-311-23 5986 sf
007-313-29 13163 sf
PAR.22B R.S.5409
13
14
007-313-05 5000 sf
007-313-06 5000 sf
PAR. C P.M.4484
007-313-28 16965 sf
PAR.21A R.S.5408
007-311-20 6543 sf
PAR.21B R.S.5408
007-311-21 21488 sf
008-36

Assessor's Map Number
007-31

STATE OF NEVADA
WASHOE COUNTY
ASSESSOR'S OFFICE
1001 East Ninth Street, Building D
Reno, Nevada 89512
(775) 328-2231

Feet
0 25 50 75 100
1 inch = 100 feet

Sparks
Reno

007-36 008-53 007-50 007-30 008-24 007-55 007-31 008-35 007-29 011-38 011-37 011-38 011-45 011-05 011-07

created by: *CFB 4/13/2009*
updated: CFB 5/18/12 KSB 7/10/18
KSB 7/23/20 KSB 6/04/25

area previously shown on map(s):

NOTE: This map was prepared for the use of the Washoe County Assessor for assessment and illustrative purposes only. It does not represent a survey of the premises. No liability is assumed as to the sufficiency or accuracy of the data delineated hereon.

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

Meeting Date: 10/17/2025 **Agenda Item: 4.5.3**

To: Regional Transportation Commission

From: John Ponzo, IT Manager

SUBJECT: Security Camera Cloud Migration Terminal & Villanova

RECOMMENDED ACTION

Approve a contract with Pavion for Security Camera Cloud Migration, in an amount not-to-exceed $118,646.37.

BACKGROUND AND DISCUSSION

This contract is to replace the two existing Avigilon servers at 4th Street Station (4SS) and the Villanova Maintenance Facility (Villanova), with a cloud-based system from Verkada. Existing cameras at both locations will be migrated to the Verkada cloud. The two Avigilon servers are both over five years old and due for replacement. The five-year cost for 4SS is $118,646.37 and Villanova is $37,951.77. Total cost including installation for both locations is $156,598.14. Our existing security contractor Pavion is the local reseller for Verkada, and will do the installation. Terms for the Verkada cloud subscription are five years from date of purchase.

FISCAL IMPACT

Funding for this item is included in the FY2026 capital budget and is being funded with FTA 5307 formula funding.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

AGREEMENT FOR GOODS AND SERVICES

Security Camera Cloud Migration for Terminal and Villanova

This agreement ("Agreement") is dated and effective as of , 2025, by and between the Regional Transportation Commission of Washoe County, Nevada ("RTC") and Pavion Corp. ("Contractor").

1. Term. The term of this agreement shall commence on the effective date above and shall end on March 30, 2026.

2. Scope of Work. Contractor shall provide the goods and services described in the scope of work attached as Exhibit A.

3. Time for Performance. The work shall be completed by March 30, 2026.

4. Compensation. RTC shall pay Contractor for the goods and services pursuant to, and in an amount not to exceed, the pricing and fee schedule attached as Exhibit A.

5. Proceeding with Work. Contractor shall not proceed with work until both parties have executed this Agreement and RTC has issued a purchase order. If Contractor proceeds with work before those conditions have been satisfied, Contractor shall forfeit any and all right to reimbursement and payment for work performed during that period. In the event Contractor violates this section, Contractor waives any and all claims and damages 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.

6. Invoices/Payment. Contractor shall submit invoices to accountspayable@rtcwashoe.com. RTC's payment terms are 30 days after the receipt of the invoice. Simple interest will be paid at the rate of half a percent (0.5%) per month on all invoices approved by RTC that are not paid within thirty (30) days of receipt of the invoice.

7. Legal/Regulatory Compliance.

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

b. Contractor 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 Contractor does engage in such public work, Contractor shall be responsible for paying the prevailing wage as required by Chapter 338 of the Nevada Revised Statutes.

8. Insurance. Contractor shall obtain all types and amounts of insurance set forth in Exhibit B, and shall comply with all of its terms. Contractor 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.

9. Indemnification. Contractor's obligations are set forth in Exhibit B. 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.

10. Termination.

a. Mutual Assent. This Agreement may be terminated by mutual written agreement of the parties.

b. Convenience. RTC may terminate this Agreement in whole or in part for convenience upon written notice to Contractor.

c. Default. Either party may terminate this Agreement for default by providing written notice of termination, provided that the non-defaulting party must first provide written notice of default and give the defaulting party and opportunity to cure the default within a reasonable period of time.

11. Rights, Remedies and Disputes

a. RTC shall have the following rights in the event that RTC deems the Contractor guilty of a breach of any term under the Agreement:
   i. The right to take over and complete the work or any part thereof as agency for and at the expense of the Contractor, either directly or through other contractors;
   ii. The right to cancel this Agreement as to any or all of the work yet to be performed;
   iii. The right to specific performance, an injunction or any other appropriate equitable remedy; and
   iv. The right to money damages.

b. Inasmuch as the Contractor can be adequately compensated by money damages for any breach of this Agreement, which may be committed by RTC, the Contractor expressly agrees that no default, act or omission of RTC shall constitute a material breach of this Contract, entitling Contractor to cancel or rescind the Agreement (unless RTC directs Contractor to do so) or to suspend or abandon performance.

c. Disputes arising in the performance of this Agreement that are not resolved by agreement of the parties shall be decided in writing by the authorized representative of RTC's Executive Director. This decision shall be final and conclusive unless within 10 days from the date of receipt of its copy, Contractor mails or otherwise furnishes a written appeal to RTC's Executive Director. In connection with any such appeal, Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of RTC's Executive Director shall be binding upon the Contractor and the Contractor shall abide be the decision.

d. Unless otherwise directed by RTC, Contractor shall continue performance under this Agreement while matters in dispute are being resolved.

12. Ownership of Work. 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 Contractor 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 Contractor prior to the execution of the Project that will be used in the Project and services rendered under this Agreement, is excluded from this requirement. Contractor and its sub-contractors 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 Contractor in accordance with the terms of this Agreement. Basic survey notes, sketches, charts, computations and similar data prepared or obtained by Contractor under this Agreement shall, upon request, also be provided to RTC.

13. Records. Contractor will permit RTC access to any books, documents, papers and records of Contractor pertaining to this Agreement, and shall maintain such records for a period of not less than three years.

14. Exhibits. The exhibits to this Agreement, and any additional terms and conditions specified therein, are a material part hereof and are incorporated by reference as though fully set forth herein.

15. Exclusive Agreement. This Agreement constitutes the entire agreement of the parties and supersedes any prior verbal or written statements or agreements between the parties.

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

17. No Assignment. Contractor shall not assign, sublease, or transfer this Agreement or any interest therein, directly or indirectly by operation of law, without the prior written consent of RTC. Any attempt to do so without the prior written consent of RTC shall be null and void, and any assignee, subleasee, or transferee shall acquire no right or interest by reason thereof.

18. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Nevada.

19. Venue. Any lawsuit brought to enforce this Agreement shall be brought in the Second Judicial District Court of the State of Nevada, County of Washoe appropriate court in the State of Nevada.

20. 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.

21. Certification Required by Nevada Senate Bill 27 (2017). Contractor expressly certifies and agrees, as a material part of this Agreement, that it is not currently engaged in a boycott of Israel. Contractor 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, Contractor is engaged or engages in a boycott of Israel, it will constitute a material breach of this Agreement.

22. Federal Clauses. This Agreement is funded, in whole or in part, with federal funds. As a condition for receiving payment under this Agreement, Contractor agrees to comply with any and all applicable federal clauses attached as Exhibit C, and those clauses are incorporated herein by reference.

REGIONAL TRANSPORTATION
COMMISSION OF WASHOE COUNTY

BY: _____
Bill Thomas, AICP, Executive Director

PAVION

BY: _____
Todd Byer, Regional General Manager

EXHIBIT A

SCOPE OF WORK and COMPENSATION

RTC - 4th Street Verkada Connector - NV, Reno

Quote # QUO-36791-J9N0R9

12 September, 2025

4060 S. McCarran Blvd.

Reno, NV 89502

Hyong Cho 775-850-0402

Contact:

John Ponzo

Business / Owner:

Regional Transportation Commission (RTC) - Administration-1105 Terminal Way, Reno, NV (1002228-B1)

Phone:

7758702336.00

Email:

jponzo@rtcwashoe.com

Summary of: Regional Transportation Commission (RTC) - Administration-1105 Terminal Way, Reno, NV (1002228-B1)	Totals
Equipment	**$114,363.25**
Professional Services	**$4,283.12**
Project Subtotal, Excl Tax	**$118,646.37**
Freight Amount	
Tax	**$0.00**
Project Total	**$118,646.37**

*sales tax is an estimation. actual tax will be calculated at time of invoice

Client Signature: _____

Name: _____

Title: _____

Date: _____

Initial: _____

SCOPE OF WORK

Pavion will provide and install following equipment and services:

1. Convert existing Avigilon cameras and encoders at RTC 4th Street facility to Verkada system
2. Three (3) Verkada Command Connector with 16TB Storage
3. 96 - Five (5) Year Verkada subscription services
4. Utilize existing network cabling, cameras and hardware to complete the project
5. Program and commissioning

Project Proposal

RTC - 4th Street Verkada Upgrade					$113,826.28
Qty	**Manufacturer**	**Model**	**Description**	**Price Each**	**Price Ext.**
3	Verkada Inc	CC700-16TB-HW	CC700-16TB-HW Command Connector, 16TB, 50 5MP channels at 30 days	$9,178.92	$27,536.76
96	Verkada Inc	LIC-CAM-5Y-CAP	LIC-CAM-5Y-CAP 5-Year Camera License, Capacity Increase	$890.44	$85,482.24
1	PavionX	PAV-MCP	Miscellaneous & Consumable Project Materials	$807.28	$807.28

Project Expenses					$4,820.09
Qty	**Manufacturer**	**Model**	**Description**	**Price Each**	**Price Ext.**
8	PavionX	PAV-PRG	Programming Labor	$184.62	$1,476.96
4	PavionX	PAV-PM	Project Management Labor	$184.62	$738.48
1	PavionX	SHIPPING CHARGE	SHIPPING CHARGE	$536.97	$536.97
16	PavionX	PAV-INST	Installation Labor	$129.23	$2,067.68

CLARIFICATIONS & EXCLUSIONS

1. Verkada software licenses included
2. Unlimited users and access across web and mobile platforms
3. Unlimited cloud archiving of video clips
4. Automatic firmware and cloud software updates
5. Verkada customer support (available via phone, email, and live chat within Verkada Command)

Payment Terms:

Purchase Order #	Date of Acceptance

Tax Exempt ID #	Print Name & Title

Initial: _____

Options Selected	Authorized Signature

Email Signed Proposal to: hcho@rfi.com

TERMS AND CONDITIONS

This Proposal is valid and open for thirty (30) days from the date first listed above on this Proposal. Prior to Customer's execution, Pavion may withdraw this Proposal at any time by written notice to Customer.

Pavion's terms and conditions for this Proposal are available at https://www.pavion.com/legal and are incorporated into this Proposal.

Please review Pavion's terms and conditions for the proposed services and location and sign below confirming Customer's acceptance of this Proposal. By accepting this Proposal, you certify you are authorized to bind Customer to this Proposal and Pavion's terms and conditions, Customer has reviewed Pavion's applicable terms and conditions, and Customer agrees to this Proposal and such terms and conditions.

Customer's contract, purchase order, or master agreement documents, including scope of work and terms and conditions, may be submitted for Pavion's review. Pavion may only be bound to Customer contract documents, including flow down contract documents from property owner, tenant, end user or upper-tier contractors to the extent such documents have been provided to and agreed upon by Pavion prior to submission of this Proposal. This Proposal shall supersede all other contract documents.

Pavion does not agree to any amendments to the terms and conditions of Pavion's Master Monitoring Contract or Master Fire Contract.

Pavion's Subscription Agreement or Managed Services Agreements with accompanying documents including this Proposal and scope of work require a separate execution in addition to executing this Proposal.

PAYMENT TERMS

Pavion's preferred method of payment is ACH/EFT. All price quotes reflect payments by cash, check or wire transfer. Payment by credit card or other similar methods may incur additional fees. Cancellation following execution of this Proposal will result in charges for labor incurred, material restocking fees, and freight. Customer assumes all liability associated with imposed taxes. Any work requested that is an alteration or deviation from the scope provided herein is subject to pricing change.

Unless otherwise indicated in this Proposal, Pavion's payment terms are strictly Net 30 from the date of invoice. In the case of progress payments, payment is expected within thirty (30) days after completion of the work performed during the payment period. All payment terms greater than Net 30 will require prior written approval from a Pavion Corp. Finance Manager or Credit Manager.

Failure to make payments within sixty (60) days after the completion of the Scope of Work or after the completion of a progress period shall provide Pavion Corp. an option to terminate this agreement per the terms set forth without prior notice. In addition, any late payments may be subject to a 1.5% late fee.

For Monitoring and Subscription Services, Service Plans, Preventative Services or Test and Inspection Plans, Subscriber will be invoiced in advance, quarterly or annually at Pavion's option. Pavion will make all reasonable efforts to honor our pricing for thirty (30) days.

If Pavion's costs increase, whether due to threatened or imposed tariffs or for any other reason, Pavion reserves the right, and the Customer agrees should Pavion exercise such right, for Customer to pay price increases due to such cost increases. Except in the case of threatened or imposed tariffs, Pavion agrees it shall not charge more than a 15% price increase after the Agreement is executed.

We look forward to maintaining a trusted, long-term business relationship. If you have any questions regarding this proposal or any other matter, please feel free to contact your Pavion Account Executive.

RTC - Villanova Verkada Connector Project

Quote # QUO-35999-S7V0H9

4 September, 2025

4060 S. McCarran Blvd.

Reno, NV 89502

Hyong Cho 775-850-0402

Contact:

John Ponzo

Business / Owner:

Regional Transportation Commission (RTC) - Administration-1105 Terminal Way, Reno, NV (1002228-B1)

Phone:

7758702336.00

Email:

jponzo@rtcwashoe.com

Summary of: Regional Transportation Commission (RTC) - Administration-1105 Terminal Way, Reno, NV (1002228-B1)	Totals
Equipment	**$36,327.13**
Professional Services	**$1,624.64**
Project Subtotal, Excl Tax	**$37,951.77**
Freight Amount	
Tax	**$0.00**
Project Total	**$37,951.77**

*sales tax is an estimation. actual tax will be calculated at time of invoice

Client Signature: _____

Name: _____

Title: _____

Date: _____

Initial: _____

SCOPE OF WORK

Pavion will provide and install following equipment and services:

1. Convert existing Avigilon cameras and encoders at RTC Villanova facility to Verkada system
2. One (1) Verkada Command Connector with 16TB Storage
3. 30 - Five (5) Year Verkada subscription services
4. Utilize existing network cabling, cameras and hardware to complete the project
5. Program and commissioning

Project Proposal

RTC - Villanova Verkada Upgrade					$36,148.14
Qty	**Manufacturer**	**Model**	**Description**	**Price Each**	**Price Ext.**
1	Verkada Inc	CC700-16TB-HW	CC700-16TB-HW Command Connector, 16TB, 50 5MP channels at 30 days	$9,178.92	$9,178.92
30	Verkada Inc	LIC-CAM-5Y-CAP	LIC-CAM-5Y-CAP 5-Year Camera License, Capacity Increase	$890.44	$26,713.20
1	PavionX	PAV-MCP	Miscellaneous & Consumable Project Materials	$256.02	$256.02

Project Expenses					$1,803.63
Qty	**Manufacturer**	**Model**	**Description**	**Price Each**	**Price Ext.**
4	PavionX	PAV-PRG	Programming Labor	$184.62	$738.48
2	PavionX	PAV-PM	Project Management Labor	$184.62	$369.24
1	PavionX	SHIPPING CHARGE	SHIPPING CHARGE	$178.99	$178.99
4	PavionX	PAV-INST	Installation Labor	$129.23	$516.92

CLARIFICATIONS & EXCLUSIONS

1. Verkada software licenses included
2. Unlimited users and access across web and mobile platforms
3. Unlimited cloud archiving of video clips
4. Automatic firmware and cloud software updates
5. Verkada customer support (available via phone, email, and live chat within Verkada Command)

Payment Terms:

Purchase Order #	Date of Acceptance

Tax Exempt ID #	Print Name & Title

Initial: _____

Options Selected	Authorized Signature

Email Signed Proposal to: hcho@rfi.com

TERMS AND CONDITIONS

This Proposal is valid and open for thirty (30) days from the date first listed above on this Proposal. Prior to Customer's execution, Pavion may withdraw this Proposal at any time by written notice to Customer.

Pavion's terms and conditions for this Proposal are available at https://www.pavion.com/legal and are incorporated into this Proposal.

Please review Pavion's terms and conditions for the proposed services and location and sign below confirming Customer's acceptance of this Proposal. By accepting this Proposal, you certify you are authorized to bind Customer to this Proposal and Pavion's terms and conditions, Customer has reviewed Pavion's applicable terms and conditions, and Customer agrees to this Proposal and such terms and conditions.

Customer's contract, purchase order, or master agreement documents, including scope of work and terms and conditions, may be submitted for Pavion's review. Pavion may only be bound to Customer contract documents, including flow down contract documents from property owner, tenant, end user or upper-tier contractors to the extent such documents have been provided to and agreed upon by Pavion prior to submission of this Proposal. This Proposal shall supersede all other contract documents.

Pavion does not agree to any amendments to the terms and conditions of Pavion's Master Monitoring Contract or Master Fire Contract.

Pavion's Subscription Agreement or Managed Services Agreements with accompanying documents including this Proposal and scope of work require a separate execution in addition to executing this Proposal.

PAYMENT TERMS

Pavion's preferred method of payment is ACH/EFT. All price quotes reflect payments by cash, check or wire transfer. Payment by credit card or other similar methods may incur additional fees. Cancellation following execution of this Proposal will result in charges for labor incurred, material restocking fees, and freight. Customer assumes all liability associated with imposed taxes. Any work requested that is an alteration or deviation from the scope provided herein is subject to pricing change.

Unless otherwise indicated in this Proposal, Pavion's payment terms are strictly Net 30 from the date of invoice. In the case of progress payments, payment is expected within thirty (30) days after completion of the work performed during the payment period. All payment terms greater than Net 30 will require prior written approval from a Pavion Corp. Finance Manager or Credit Manager.

Failure to make payments within sixty (60) days after the completion of the Scope of Work or after the completion of a progress period shall provide Pavion Corp. an option to terminate this agreement per the terms set forth without prior notice. In addition, any late payments may be subject to a 1.5% late fee.

For Monitoring and Subscription Services, Service Plans, Preventative Services or Test and Inspection Plans, Subscriber will be invoiced in advance, quarterly or annually at Pavion's option. Pavion will make all reasonable efforts to honor our pricing for thirty (30) days.

If Pavion's costs increase, whether due to threatened or imposed tariffs or for any other reason, Pavion reserves the right, and the Customer agrees should Pavion exercise such right, for Customer to pay price increases due to such cost increases. Except in the case of threatened or imposed tariffs, Pavion agrees it shall not charge more than a 15% price increase after the Agreement is executed.

We look forward to maintaining a trusted, long-term business relationship. If you have any questions regarding this proposal or any other matter, please feel free to contact your Pavion Account Executive.

Initial: _____

EXHIBIT B

INDEMNIFICATION AND INSURANCE REQUIREMENTS FOR MAINTENANCE, OPERATIONS & SERVICE AGREEMENTS

1. INTRODUCTION

IT IS HIGHLY RECOMMENDED THAT BIDDERS CONFER WITH THEIR INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF THESE INSURANCE CERTIFICATES AND ENDORSEMENTS IN ADVANCE OF BID OR PROPOSAL SUBMISSION. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT RTC'S FINANCE DIRECTOR DIRECTLY AT (775) 335-1845.

2. INDEMNIFICATION

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

A. Any breach of duty, neglect, or negligent error, misstatement, misleading statement or omission committed in the conduct of CONTRACTOR'S profession by CONTRACTOR, its employees, agents, officers, directors, Subs (as that term is defined below) , or anyone else for which CONTRACTOR may be legally responsible; and

B. The negligent acts of CONTRACTOR, its employees, agents, officers, directors, subs, or anyone else for which CONTRACTOR is legally responsible; and

C. The infringement of any patent or copyright resulting from the use by the Indemnitees of any equipment, part, component, or other deliverable (including software) supplied by CONTRACTOR under or as a result of this Agreement, but excluding any infringement resulting from the modification or alteration by the Indemnitees of any equipment, part, component, or other deliverable (including software) except as consented to by CONTRACTOR.

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, CONTRACTOR shall reimburse the Indemnitees for the time spent by such personnel at the rate the Indemnitees pay for such services.

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

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.C above and the use is enjoined, CONTRACTOR, 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 this Agreement.

3. GENERAL REQUIREMENTS

Prior to the start of any work on a RTC project, CONTRACTOR shall purchase and maintain insurance of the types and limits as described herein 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 CONTRACTOR, its Subs, or their employees, agents, or representatives. The cost of all such insurance shall be borne by CONTRACTOR.

4. VERIFICATION OF COVERAGE

CONTRACTOR 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, RTC reserves the right to review complete, certified copies of all required insurance policies, including all Subs' 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

Contractor 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. CONTRACTOR 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. SUBCONTRACTORS & SUBCONSULTANTS

CONTRACTOR shall include all subcontractors and subconsultants (referred to collectively as "Subs") as insureds under its liability policies OR it shall require its Subs to maintain separate liability coverages and limits of the same types specified herein. If any Subs maintain separate liability coverages and limits, each shall include the RTC, Washoe County, City of Reno and City of Sparks as additional insureds under its commercial general liability policy subject to the same

requirements stated herein without requiring a written contract or agreement between each of the additional insureds and any sub-consultant or sub-contractor. Any separate coverage limits of liability maintained by Subs shall be at least be $1,000,000 per occurrence $1,000,000 for any applicable coverage aggregates for 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, CONTRACTOR shall furnish copies of certificates of insurance evidencing coverage for each Sub. CONTRACTOR shall require its Subs provide appropriate certificates and endorsements from their own insurance carriers naming CONTRACTOR and the Indemnitees (see paragraph 2 above) as additional insureds.

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 Contract. 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 Contract or during the term of any policy must be declared to RTC's Finance Director prior to the change taking effect. Contractor is responsible for any losses within deductibles or self-insured retentions.

8. ACCEPTABILITY OF INSURERS

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 CONTRACTOR and insurance carrier. RTC reserves the right to require that CONTRACTOR'S insurer be a licensed and admitted insurer in the State of Nevada or meet any applicable state and federal laws and regulations for non-admitted insurance placements.

9. MISCELLANEOUS 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 CONTRACTOR 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 CONTRACTOR'S expense.

C. Any waiver of CONTRACTOR'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 CONTRACTOR'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 CONTRACTOR, and such coverage and limits shall not be deemed as a limitation on CONTRACTOR's liability under the indemnities granted to RTC in this contract.

E. If CONTRACTOR'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

CONTRACTOR shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than $1,000,000 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 or location.

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).

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, underground property damage, or damage to the named insured's work. In addition, coverage for Explosion, Collapse and Underground exposures (as applicable to the project) must be reflected in the insurance certificates.

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 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

The status of RTC as an additional insured under a CGL obtained in compliance with this agreement shall not restrict coverage under such CGL with respect to the escape of release of pollutants at or from a site owned or occupied by or rented or loaned to RTC.

CONTRACTOR 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. CONTRACTOR's insurer shall endorse CGL policy to waive subrogation against RTC with respect to any loss paid under the policy.

Continuing Completed Operations Liability Insurance. CONTRACTOR shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella liability insurance, both applicable to liability arising out of CONTRACTOR's completed operations, with a limit of not less than $1,000,000 each occurrence for at least 5 years following substantial completion of the work.

a. Continuing CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract

b. Continuing CGL insurance shall have a products-completed operations aggregate of at least two times the each occurrence limit.

c. Continuing commercial umbrella coverage, if any, shall include liability coverage for damage to the insured's completed work equivalent to that provided under ISO form CG 00 01.

11. COMMERCIAL AUTOMOBILE LIABILITY

CONTRACTOR 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 CONTRACTOR does not own or operate any owned or leased vehicles.

CONTRACTOR 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 CONTRACTOR pursuant to this Agreement.

In lieu of a separate Business Auto Liability Policy, RTC may agree to accept Auto Liability covered in the General Liability Policy, if CONTRACTOR does not have any owned or leased automobiles and non-owned and hired auto liability coverage is included.

If project involves the transport of hazardous wastes or other materials that could be considered pollutants, CONTRACTOR shall maintain pollution liability coverage equivalent to that provided under the ISO pollution liability-broadened coverage for covered autos endorsement (CA 99 48) shall be provided, and, if applicable, the Motor Carrier Act endorsement (MCS 90) shall be attached.

Waiver of Subrogation. CONTRACTOR waives all rights against RTC and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Contractor 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 CONTRACTOR or any Sub by RTC. CONTRACTOR, and any Subs, shall procure, pay for and maintain required coverages.

CONTRACTOR 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.

Should CONTRACTOR be self-funded for Industrial Insurance, CONTRACTOR shall so notify RTC in writing prior to the signing of a Contract. RTC reserves the right to accept or reject a self-funded CONTRACTOR and to approve the amount of any self-insured retentions. CONTRACTOR agrees that RTC is entitled to obtain additional documentation, financial or otherwise, for review prior to entering into a Contract with the self-funded CONTRACTOR.

Upon completion of the project, CONTRACTOR shall, if requested by RTC, provide RTC with a Final Certificate for itself and each Sub showing that CONTRACTOR and each Sub had maintained Industrial Insurance by paying all premiums due throughout the entire course of the project.

If CONTRACTOR or Sub 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.

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

13. NETWORK SECURITY AND PRIVACY LIABILITY

If CONSULTANT will have access to RTC computer or network systems for any reason and/or data including personal information (as defined in NRS 603A.040) or confidential information, CONSULTANT shall maintain network security and privacy liability insurance insuring against loss resulting from (1) privacy breaches [liability arising from the loss or disclosure of confidential information] (2) system breach (3) denial or loss of service (4) introduction, implantation, or spread of malicious software code (5) unauthorized access to or use of computer systems and (6)

system failure. Coverage shall be provided with a limit of not less than $1,000,000 per claim and annual aggregate.

EXHIBIT C

FTA REQUIRED CLAUSES

It is a requirement of the Federal Government that activities financed, in part, with Federal funds and performed by a third-party contractor and its subcontractors on behalf of a Federal grantee must be carried out in accordance with applicable Federal requirements.

Activities performed under this Agreement, and any other prior or subsequent amendments thereto, may be financed in part, by a grant from the United States Department of Transportation (DOT), Federal Transit Administration (FTA) to the Regional Transportation Commission of Washoe County (RTC), and if so, would therefore be subject to the applicable grant terms, conditions, and regulations. Accordingly, the Contractor and its subcontractors performing activities under this Agreement must adhere to the Federal requirements stated herein as a condition of satisfactory performance.

All subcontracts and subcontractors employed as a result of this Agreement are subject to the same conditions and requirements as set forth herein unless specifically exempted. The Contractor shall ensure that these Federal requirements are incorporated into its subcontracts and its subcontractors at all tiers comply with these Federal requirements. The Contractor will be held liable for compliance failures by its subcontractors. Failure to comply will render the Contractor responsible for damages and/or contract termination.

1 - NO GOVERNMENT OBLIGATION TO THIRD PARTIES

A. The RTC and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Agreement, absent the express written consent by the Federal Government, the Federal Government is not a party to the Agreement and shall not be subject to any obligations or liabilities to the RTC, the Contractor, or any other party (whether or not a part to that Agreement) pertaining to any matter resulting from the underlying Agreement.

B. The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

2 - PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS [49 U.S.C. § 5323(l)(1); 31 U.S.C. §§ 3801-3812; 18 U.S.C. § 1001; 49 C.F.R. part 31]

A. The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801, et seq., and U.S. DOT regulations, “Program Fraud Civil Remedies”, 49 C.F.R. Part 31, apply to its actions pertaining to the Agreement. Upon execution of the Agreement, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the Agreement

or the FTA assisted project for which the work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

B. The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5323(l)(1) on the Contractor, to the extent the Federal Government deems appropriate.

C. The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

3 - ACCESS TO CONTRACTOR RECORDS AND SITES OF PERFORMANCE [49 U.S.C. § 5325(g); 2 C.F.R. § 200.333; 49 C.F.R. part 633]

The following access to records requirements apply to the Agreement:

A. The Contractor agrees to provide the RTC, the FTA Administrator, the DOT Office of Inspector General, Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor including such records and information the RTC or the Contractor may regard as confidential or proprietary which are related in whole or in part to the Agreement for the purposes of making audits, examinations, excerpts, and transcriptions, and as may be necessary for the RTC to meet its obligations under 2 CFR Part 200. This access includes timely and reasonable access to personnel for interviews and discussions related to the records. This right of access shall survive the expiration or termination of the Agreement and the record retention period described below.

B. The Contractor agrees to permit any of the foregoing parties to inspect all work and materials, to audit any information under the control of the Contractor within books, records, accounts or other locations, and to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

C. The Contractor agrees to comply with the record retention requirements of 2 C.F.R. §200.333. The Contractor shall maintain complete and readily accessible records related in whole or in part to the Agreement, including but not limited to data, documents, reports, statistics, subagreements, leases, third party contracts, arrangements, other third party agreements of any type, and supporting materials

related to those records, The Contractor shall retain such records until all pending matters are closed or for a period of not less than three years from the date of final payment, whichever is longer. except in the event of litigation or settlement of claims arising from the performance of the Agreement, in which case the Contractor agrees to maintain such materials until the disposition of all such litigation, appeals, claims, or exceptions related thereto.

D. The Contractor agrees to permit the Federal Transit Administration to have access to the sites of performance of the Agreement, any amendments thereto, and to make site visits as reasonably may be required.

E. The Contractor shall include this clause in all subcontracts and shall require all subcontractors to include the clause in their subcontracts, regardless of tier.

4 - FEDERAL CHANGES

The Contractor shall at all times comply with all applicable FTA regulations, policies, procedures, and directives, including without limitation those listed directly or by reference in the Master Agreement between the RTC and the FTA, as they may be amended or promulgated from time to time during the term of the Agreement. The Contractor's failure to so comply shall constitute a material breach of the Agreement.

5 - ENERGY CONSERVATION [42 U.S.C. 6321 et seq.; 49 C.F.R. part 622, subpart C]

The Contractor agrees to comply with the mandatory standards and policies relating to energy efficiency that are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. § 6321, et seq.).

6 - CIVIL RIGHTS LAWS AND REGULATIONS [FTA Master Agreement (32 and 33), Section 12]

The Contractor agrees to comply with all applicable civil rights laws and regulations in accordance with applicable federal directives. The Contractor agrees to include these requirements in each subcontract, modified only if necessary to identify the affected parties. These include, but are not limited to, the following:

A. Nondiscrimination in Federal Public Transportation Programs:
Contractor shall prohibit discrimination on the basis of race, color, religion, national origin, sex (including sexual orientation), disability, or age. Contractor shall prohibit the (i) exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332; (ii) denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332; or (iii) discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity. Contractor shall follow the most recent edition of Federal Transit Administration Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent

consistent with applicable Federal laws, regulations, requirements, and guidance, and other applicable Federal guidance that may be issued.

B. Nondiscrimination—Title VI of the Civil Rights Act

1. Contractor shall prohibit discrimination on the basis of race, color, or national origin.
2. Contractor shall comply with (i) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d et seq.; (ii) U.S. Department of Transportation regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR Part 21, including any amendments thereto; and (iii) Federal transit law, specifically 49 U.S.C. § 5332.
3. Contractor shall follow (i) the most recent edition of Federal Transit Administration Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, requirements, and guidance; (ii) U.S. Department of Justice "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 CFR 50.3; and (iii) all other applicable Federal guidance that may be issued.

C. Equal Employment Opportunity

1. Federal Requirements and Guidance. Contractor shall prohibit discrimination on the basis of race, color, religion, sex, sexual orientation, or national origin, and (i) comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e et seq.; (ii) comply with Title I of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101, et seq.; ; (iii) comply with Federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of FTA's Master Agreement (32); (iv) comply with Federal Transit Administration Circular 4704.1 "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients;" and (v) follow other Federal guidance pertaining to equal employment opportunity laws, regulations, and requirements, and prohibitions against discrimination on the basis of disability.
2. Indian Tribes. Contractor agrees to, and assures that it will recognize that Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of "Employer."

D. Nondiscrimination on the Basis of Sex:
The Contractor agrees to comply with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 et seq. and implementing Federal regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR Part 25, and federal transit law, specifically 49 U.S.C. § 5332.

E. Nondiscrimination on the Basis of Age:

The Contractor agrees to comply with federal prohibitions against discrimination based on age, including the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. §§ 621-634; Federal transit law at 49 U.S.C. § 5332; the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq.; U.S. Health and Human Services regulations, 45 CFR Part 90, U.S. Equal Employment Opportunity Commission regulations, and 29 CFR Part 1625., In addition, Contractor agrees to comply with applicable Federal implementing regulations.

F. Nondiscrimination on the Basis of Disability:
Contractor agrees to comply with the following federal prohibitions against discrimination based on disability: Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794; the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 et seq.; the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 et seq.; Federal transit law at 49 U.S.C. § 5332, and other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities. . Contractor further agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR Part 1630, pertaining to employment of persons with disabilities. In addition, Contractor agrees to comply with applicable Federal implementing regulations.

G. Drug or Alcohol Abuse - Confidentiality and Other Civil Rights Protections:
Contractor agrees to comply with the confidentiality and civil rights protections of the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101, et seq., the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970, as amended, 42 U.S.C. § 4541, et seq., and the Public Health Service Act, as amended, 42 U.S.C. §§ 290dd-290dd-2.

H. Access to Services for Persons with Limited English Proficiency:
Contractor agrees to provide meaningful access to public transportation services to persons with limited understanding of English to comply with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq., and its implementing regulation at 28 CFR § 42.405(d), and appliable U.S. Department of Justice guidance.

I. Federal Anti-Discrimination. (1) Pursuant to section (3)(b)(iv)(A), Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity, the Contractor agrees that its compliance in all respects with all applicable Federal antidiscrimination laws is material to the government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code. (2) Pursuant to section (3)(b)(iv)(B), Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity, by entering into this Agreement, the Contractor certifies that it does not operate any programs promoting diversity, equity, and inclusion (DEI) initiatives that violate any applicable Federal anti-discrimination laws.

7 - INCORPORATION OF FTA TERMS

The provisions of this FTA Required Clauses document include, in part, certain standard terms and conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA's Circular 4220.1F, and FTA's Master Agreement and 2 C.F.R. Part 200, are hereby incorporated by reference and are binding on the Contractor. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any RTC requests which would cause the RTC to be in violation of the FTA terms and conditions.

8 - SAFE OPERATION OF MOTOR VEHICLES [23 U.S.C. part 402; Executive Order No. 13043; Executive Order No. 13513; U.S. DOT Order No. 3902.10]

A. Seat Belt Use. Contractor is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles. The terms "company-owned" and "company-leased" refer to vehicles owned or leased either by Contractor or the RTC.

B. Distracted Driving. Contractor agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle contactor owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the work performed under this Agreement. The Contractor agrees to conduct workplace safety initiatives in a manner commensurate with its size, such as establishing new rules and programs to prohibit text messaging while driving, re-evaluating the existing programs to prohibit text messaging while driving, and providing education, awareness and other outreach to employees about the risks associated with texting while driving.

C. Contractor shall require the inclusion of these requirements in subcontracts of all tiers.

9 - PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT [2 CFR § 200.216]

A. Pursuant to Public Law 115-232, section 889 and 2 C.F.R. 216 and 200.471, RTC is prohibited from procuring or obtaining equipment, services, or systems that use "Covered Telecommunications Equipment or Services" as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, 'Covered Telecommunications Equipment or Services" is:

1. telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

2. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

3. Telecommunications or video surveillance services provided by such entities or using such equipment.

4. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

B. The Contractor shall not use or provide to the RTC "Covered Telecommunications Equipment or Services" in the performance of this Agreement. If the Contractor learns that prohibited telecommunication services, equipment or systems have been supplied, installed, or used under this Agreement, the Contractor shall immediately inform the RTC in writing. The RTC may treat such occurrence as an act of default under the Agreement and the RTC may require the Contractor to promptly replace such prohibited services, equipment, and systems at the Contractor's sole cost and take such other actions under the default provisions of the Agreement.

10 - NOTICE TO FTA AND U.S. DOT INSPECTOR GENERAL OF INFORMATION RELATED TO FRAUD, WASTE, ABUSE, OR OTHER LEGAL MATTERS [FTA Master Agreement (31), Section 39(b)]

Notification to FTA; Flow Down Requirement. If a current or prospective legal matter that may affect the Federal Government emerges, Contractor must promptly notify RTC, which will promptly notify the FTA Chief Counsel and FTA Regional Counsel for the Region in which RTC is located. Contractor must include an equivalent provision in its sub-agreements at every tier, for any agreement that is a "covered transaction" according to 2 C.F.R. §§ 180.220 and 1200.220.

A. The types of legal matters that require notification include, but are not limited to, a major dispute, breach, default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason.

B. Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Award, the accompanying Underlying Agreement, as those terms are defined in FTA's Master Agreement, and any

amendments thereto, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

C. Additional Notice to U.S. DOT Inspector General. Contractor must promptly notify RTC, which will promptly notify the U.S. DOT Inspector General in addition to the FTA Chief Counsel or Regional Counsel for the Region in which RTC is located, if Contractor has knowledge of potential fraud, waste, or abuse occurring on a project receiving assistance from FTA. The notification provision applies if a person has or may have submitted a false claim under the False Claims Act, 31 U.S.C. § 3729, et seq., or has or may have committed a criminal or civil violation of law pertaining to such matters as fraud, conflict of interest, bid rigging, misappropriation or embezzlement, bribery, gratuity, or similar misconduct involving federal assistance. This responsibility occurs whether the project is subject to the Master Agreement or another agreement involving a principal, officer, employee, agent, or the Contractor. It also applies to subcontractors at any tier. Knowledge, as used in this paragraph, includes, but is not limited to, knowledge of a criminal or civil investigation by a Federal, state, or local law enforcement or other investigative agency, a criminal indictment or civil complaint, or probable cause that could support a criminal indictment, or any other credible information in the possession of Contractor. In this paragraph, "promptly" means to refer information without delay and without change. This notification provision applies to all divisions of Contractor, including divisions tasked with law enforcement or investigatory functions.

11 - GOVERNMENT-WIDE DEBARMENT AND SUSPENSION [2 C.F.R. part 180; 2 C.F.R part 1200; 2 C.F.R. § 200.213; 2 C.F.R. part 200 Appendix II (I); Executive Order 12549; Executive Order 12689]

A. Contractor shall comply and facilitate compliance with U.S. Department of Transportation regulations, "Non-procurement Suspension and Debarment," 2 CFR Part 1200, which adopts and supplements the U.S. Office of Management and Budget "Guidelines to Agencies on Government wide Debarment and Suspension (Non-procurement)," 2 CFR Part 180. These provisions apply to each contract at any tier of $25,000 or more, and to each contract at any tier for a federally required audit (irrespective of the contract amount), and to each contract at any tier that must be approved by a Federal Transit Administration official irrespective of the contract amount. As such, in executing this Agreement the Contractor verifies that its principals, affiliates, and subcontractors are eligible to participate in this federally funded Agreement and are not presently declared by any Federal department or agency to be:

1. Debarred from participation in any federally assisted award;
2. Suspended from participation in any federally assisted award;
3. Proposed for debarment from participation in any federally assisted award;
4. Declared ineligible to participate in any federally assisted award;
5. Voluntarily excluded from participation in any federally assisted award; or
6. Disqualified from participation in any federally assisted award.

B. Contractor has provided the RTC a certification addressing its debarment and suspension status and that of its principals, affiliates, and subcontractors. Contractor shall promptly inform the RTC of any change in the suspension or debarment status of Contractor or its principals, affiliates, and subcontractors during the term of the Agreement. Further, Contractor shall include a provision requiring compliance with the requirements of 2 CFR Part 180, Subpart C, as supplemented by 2 CFR Part 1200 in its lower-tier covered transactions.

C. The certification provided by the Contractor is a material representation of fact relied upon by RTC. If it is later determined by the RTC that Contractor knowingly rendered an erroneous certification, in addition to remedies available to the RTC, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

D. Contractor agrees to comply with the requirements of 2 CFR Part 180, Subpart C, as supplemented by 2 CFR Part 1200, throughout the term of the Agreement.

E. The Contractor agrees that it will not enter into any "covered transaction" (as defined in 2 C.F.R. §§ 180.2220 and 1200.220) with any third party participant (as defined in section 1 of FTA's Master Agreement) that is, or whose principal is suspended, debarred, or otherwise excluded from participating in covered transactions except as otherwise authorized by applicable Federal laws, regulations, or requirements regarding participation with debarred or suspended recipients or third party participants. The Contractor further agrees that it will review the Federal Government's "System for Award Management – Lists of Parties Excluded from Federal Procurement and Nonprocurement Programs," if required by U.S. DOT regulations (2 C.F.R. Part 1200).

12 - LOBBYING RESTRICTIONS [31 U.S.C. § 1352; 2 C.F.R. § 200.450; 2 C.F.R. part 200 appendix II (J); 49 C.F.R. part 20]

Contractors who apply or bid for an award of $100,000 or more shall complete and file the disclosure form required by 49 C.F.R. Part 20, "New Restrictions on Lobbying." (Standard Form LLL: Disclosure Form to Report Lobbying"). The Contractor shall obtain such disclosures from its subcontractors at any tier for whom a subcontract in excess of $100,000 is contemplated. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. § 1352. Such disclosures shall be forwarded from tier to tier up to the RTC. The Contractor shall include this clause in each subcontract and require its subcontractors to apply this clause to any lower tier subcontractors.

13 - CONTRACT WORK HOURS AND SAFETY STANDARDS ACT—NON-CONSTRUCTION

A. Contractor shall comply with all Federal laws, regulations, and requirements providing wage and hour protections for non-construction employees, in accordance with 40 U.S.C. § 3702, Contract Work Hours and Safety Standards Act, and other relevant parts of that Act, 40 U.S.C. § 3701 et seq., and U.S. Department of Labor regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Non-construction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

B. Contractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three (3) years from the completion of the Agreement for all laborers and mechanics, including guards and watchmen, working on the Agreement. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid.

C. Such records maintained under this section shall be made available by Contractor for inspection, copying, or transcription by authorized representatives of the Federal Transit Administration and the U.S. Department of Labor, and Contractor will permit such representatives to interview employees during working hours on the job.

D. Contractor shall require the inclusion of the language of this section in subcontracts of all tiers.

14 - CLEAN WATER REQUIREMENTS [33 U.S.C. §§ 1251-1387; 2 C.F.R. part 200, Appendix II (G)]

A. The Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251, et seq. The Contractor agrees to report each violation to the RTC and understands and acknowledges that the RTC will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

B. The Contractor also agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FTA.

15 - CLEAN AIR ACT [42 U.S.C. §§ 7401 – 7671q; 2 C.F.R. part 200, Appendix II (G)]

A. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401,

et seq. The Contractor agrees to report each violation to the RTC and understands and agrees that the RTC will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

B. The Contractor also agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FTA.

16 - EMPLOYEE PROTECTIONS

The Contractor agrees to comply with all federal laws, regulations, and requirements providing protections to employees. Such protections include, but are not limited to, prevailing wage requirements, wage and hour requirements, anti-kickback prohibitions, safety requirements, work-hour prohibitions, the Fair Labor Standards Act, and 49 U.S.C. §5333(b), including applicable transit employee protective arrangements, U.S. Department of Labor certifications, special warranties, and special arrangements for Federal assistance under 49 U.S.C. § 5310.

17 - CHARTER SERVICE [49 U.S.C. 5323(d), (g) and (r); 49 C.F.R. part 604]

A. Contractor agrees to comply with 49 U.S.C. § 5323(d), (g), and (r) and 49 CFR Part 604, which prohibit Contractor from providing charter service using federally funded equipment or facilities if there is at least one private charter operator willing and able to provide the service, except as permitted under:

   1. Federal transit laws, specifically 49 U.S.C. § 5323(d);
   2. Federal Transit Administration Regulations, “Charter Service,” 49 CFR Part 604;
   3. Any other Federal charter service regulations; or
   4. Federal guidance, except as the Federal Transit Administration determines otherwise in writing.

B. Contractor agrees that if it engages in a pattern of violations of the Federal Transit Administration’s Charter Service regulations, the Federal Transit Administration may require corrective measures or impose remedies on the Contractor, or bar the Contractor from receiving federal transit assistance.

C. Contractor shall include these requirements in each subcontract that may involve operating public transit services.

18 - TRAFFICKING IN PERSONS [FTA Master Agreement (31), Section 4(f)]

The Contractor agrees to comply and assures the compliance of each subcontractor, with federal requirements and guidance, including: (i) Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended, 22 U.S.C. § 7104(g); and (ii) The terms of

section 4(f) found in the Federal Transit Administration's Master Agreement (31), which have been derived from U.S. OMB regulatory guidance, "Award Term for Trafficking in Persons," 2 CFR Part 175, per U.S. OMB's direction.

Contractor agrees that it and its employees, and subcontractors that participate in this Agreement, may not:

1. Engage in severe forms of trafficking in persons, as defined in section 103 of the TVPA, 22 U.S.C. § 7102, during the period of time that the Agreement is in effect,
2. Procure a commercial sex act, as defined in section 103 of the TVPA, 22 U.S.C. § 7102, during the period of time that the Agreement is in effect, or
3. Use forced labor, as defined in section 4(f)(2)(ii) of FTA's Master Agreement (31), in the performance of the Agreement or subcontracts thereunder.

19 - FEDERAL TAX LIABILITY AND RECENT FELONY CONVICTIONS [FTA Master Agreement (31), Section 4(g)]

The Contractor agrees that prior to entering into any subcontract, it will require the subcontractor to provide a certification that it; (A) does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and (B) was not convicted of the felony criminal violation under any Federal law within the preceding 24 months. The Contractor also agrees to include these requirements in each subcontract, without regard to the value of any subcontract.

20 - ENVIRONMENTAL PROTECTIONS [FTA Master Agreement (32), Section 26]

Contractor shall comply with all applicable environmental and resource use laws, regulations, and requirements, and follow applicable guidance, now in effect or that may become effective in the future, including state and local laws, ordinances, regulations, and requirements and follow applicable guidance.

A. <u>National Environmental Policy Act</u>.

1. Contractor shall comply and facilitate compliance with federal laws, regulations, and requirements, including, but not limited to: (a) federal transit laws, such as 49 U.S.C. §5323(c)(2), and 23 U.S.C. §139; (b) the National Environmental Policy Act of 1969 (NEPA), as amended, 42 U.S.C. §§4321 et seq., as limited by 42 U.S.C. §5159, and CEQ's implementing regulations 40 C.F.R. part 1500 – 1508; (c) joint FHWA and FTA regulations, "Environmental Impact and Related Procedures," 23 C.F.R. part 771 and 49 C.F.R. part 622; (d) Executive Order No. 11514, as amended, "Protection and Enhancement of Environmental Quality," March 5, 1970, 42 U.S.C. §4321 note; and (e) other federal environmental protection laws, regulations, and requirements applicable to Contractor.
2. Contractor shall follow federal guidance to the extent that the guidance is consistent with applicable authorizing legislation, which may include: (a)

joint FHWA and FTA final guidance, “Interim Guidance on MAP-21 Section 1319, Accelerated Decision making in Environmental Reviews,” January 14, 2013; (b) joint FHWA and FTA final guidance, “SAFETEA-LU Environmental Review Process (Pub. L. 109-59),” 71 Fed. Reg. 66576, November 15, 2006; and (c) other federal environmental guidance applicable to the Contractor.

B. Other Environmental Federal Laws.
Contractor shall comply and facilitate compliance with all applicable federal laws, regulations, and requirements, and will follow applicable guidance, including, but not limited to, the Clean Air Act, Clean Water Act, Wild and Scenic Rivers Act of 1968, Coastal Zone Management Act of 1972, the Endangered Species Act of 1973, Magnuson Stevens Fishery Conservation and Management Act, Resource Conservation and Recovery Act, Comprehensive Environmental Response, Compensation, and Liability Act, Executive Order No. 11990 relating to “Protection of Wetlands,” and Executive Order Nos. 11988 and 13690 relating to “Floodplain Management.”

C. Use of Certain Public Lands.
Contractor shall comply with U.S. DOT laws, specifically 49 U.S.C. §303 (often referred to as “section 4(f)”), and joint FHWA and FTA regulations, “Parks, Recreation Areas, Wildlife and Waterfowl Refuges, and Historic Sites,” 23 C.F.R. part 774, and referenced in 49 C.F.R. part 622.

D. Historic Preservation.
Contractor shall comply with: (1) U.S. DOT laws, including 49 U.S.C. §303 (often referred to as “section 4(f)”), which requires certain findings be made before an Award may be undertaken if it involves the use of any land from a historic site that is on or eligible for inclusion on the National Register of Historic Places; (2) federal historic and archaeological preservation requirements of section 106 of the National Historic Preservation Act, as amended, 54 U.S.C. §306108; (3) the Archeological and Historic Preservation Act of 1974, as amended, 54 U.S.C. §312501 et seq.; (4) U.S. Advisory Council on Historic Preservation regulations, “Protection of Historic Properties,” 36 C.F.R. part 800; and (5) other federal requirements and federal guidance to avoid or mitigate adverse effects on historic properties.

E. Indian Sacred Sites.
Contractor shall comply with federal efforts to promote the preservation of places and objects of religious importance to American Indians, Eskimos, Aleuts, and Native Hawaiians, and facilitate compliance with the American Indian Religious Freedom Act, 42 U.S.C. §1996, and Executive Order No. 13007, “Indian Sacred Sites,” May 24, 1996, 42 U.S.C. §3161 note.

21 - ELECTRONIC AND INFORMATION TECHNOLOGY [FTA Master Agreement (31), Section 16(t)]

The Contractor agrees that reports or information it provides to the RTC or to or on behalf of the Federal Government will use electronic or information technology that complies with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794d, and U.S. ATBCB regulations, “Electronic and Information Technology Accessibility Standards,” 36 CFR Part 1194.

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

Meeting Date: 10/17/2025 **Agenda Item: 4.5.4**

To: Regional Transportation Commission

From: Jim Gee, Director of Public Transportation

SUBJECT: Purchase of Property for Public Transportation Purposes

RECOMMENDED ACTION

Approve RTC's purchase of two commercial parcels and a building adjacent to its Sutro Maintenance Facility in Downtown Reno for an amount not-to-exceed $1,850,000; authorize the Executive Director to finalize and execute a purchase and sale agreement in consultation with legal counsel.

BACKGROUND AND DISCUSSION

RTC's Sutro Maintenance Facility is located at 600 Sutro Street, Reno, NV. RTC uses the facility for operating and maintaining its ACCESS and FlexRIDE services, including vehicle storage and maintenance. The facility is currently at or near capacity.

Recently, a property owner listed two commercial parcels and a building for sale at 1267 and 1271 East 7th Street, Reno, NV: APN 008-331-01 and APN 008-331-04. The property is located directly across the street from the Sutro Maintenance Facility as shown on the attached map. See Attachment A. The property consists of a combined .672 acres and includes a 4,800 square foot building. The property was listed for sale at an asking price of $2,000,000. RTC staff requested a third-party appraisal that concluded the appraised value was $1,500,000.

On September 22, RTC received authorization from FTA to acquire the property as a "categorical exclusion" for purposes of the National Environmental Protection Act (NEPA). On September 24, RTC sent a letter of intent to the property owner's broker expressing an interest in purchasing the property subject to further negotiation and approval by the RTC Board of Commissioners. Following further negotiations, RTC staff and the property owner's broker have reached agreement on the following terms:

- The sale price will be $1,850,000
- RTC will pay all escrow fees and title insurance costs

The Director of Public Transportation recommends purchasing the property because of RTC's compelling need for additional space for vehicle storage, the location and availability of this property, and the extent to which this property would provide sufficient in-door and outdoor vehicle storage capacity to meet RTC's needs. RTC staff analyzed comparable sales data and other information and concluded the price is reasonable. It is possible that RTC could use the property for other needs in the future, but no development on the property could proceed until environmental review was completed for any future FTA-assisted project that made use of the property. Until then, the property must remain essentially unchanged from its current functional use.

If the Board approves this item, the Executive Director will direct staff to continue negotiations to finalize terms using the attached draft purchase and sale agreement. See Attachment B. If the parties reach agreement on terms, the Executive Director will execute a purchase and sale agreement and the parties will enter into escrow.

This is the first voluntary purchase and sale of property from a private party that RTC has completed in recent history. RTC's Management Policy P-55 governs the acquisition of property by eminent domain or under the threat of eminent domain. There is no express policy governing voluntary purchase and sale of property from a private party.

FISCAL IMPACT

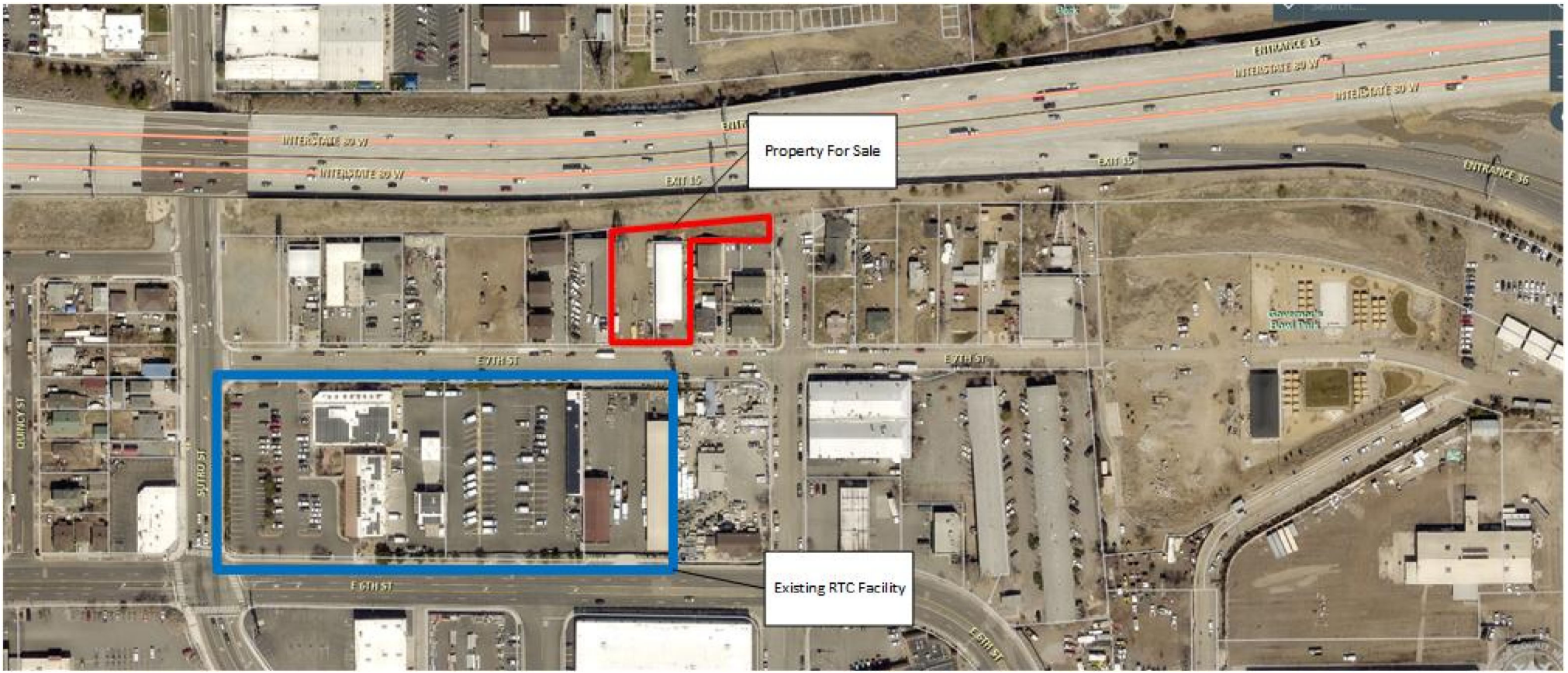
Sales Tax is available in the FY 2026 budget to purchase the property.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

Attachment A

Map


Property For Sale
Existing RTC Facility
INTERSTATE 30 W
EXIT 15
ENTRANCE 15
ENTRANCE 36
E 6TH ST
QUINCY ST
SUTTON ST

Attachment B

Draft Purchase and Sale Agreement

PURCHASE AND SALE AGREEMENT

This PURCHASE AND SALE AGREEMENT (the "**Agreement**") is made and entered into as of the Effective Date (defined below), by and between JJ7th St, LLC, a Nevada limited liability company ("**Seller**"), and the Regional Transportation Commission of Washoe County, Nevada, a regional transportation commission governed by Nevada Revised Statutes Chapter 277A ("**Buyer**" or "**RTC**") (Seller and Buyer each a "**Party**" and collectively, the "**Parties**").

RECITALS

A. On October 17, 2025, Buyer's Board of Commissioners adopted a resolution approving of Buyer's purchase of the Property (as defined below).

B. Seller is the owner of the Property and desires to sell the same to Buyer on the terms and conditions set forth herein.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and subject only to the contingencies set forth herein, Buyer and Seller agree as follows:

AGREEMENT

1. Definitions. For the purpose of this Agreement, the following terms shall have the following definitions:

1.1. "**Affiliate**" shall mean, with respect to any Person, a Person that directly or indirectly, through one or more intermediaries, has control of, is controlled by, or is under common control with, such Person. For these purposes, "control" means the possession, directly or indirectly, of the power to direct or cause the direction of the management of any Person, whether through the ownership of voting securities, by contract or otherwise.

1.2. "**Closing Date**" means the date upon which Closing actually occurs, as such date may be modified pursuant to mutual agreement of Buyer and Seller; provided that such date is on or before November 30, 2025 (the "**Outer Closing Date**").

1.3. "**Effective Date**" means the later of (i) the date on which the Parties deliver a copy of this Agreement to Escrow Holder executed by both Buyer and Seller, and (ii) notice of such delivery and execution is given to each Party along with a copy of such executed Agreement. For the purposes of determining the "Effective Date," the date on which the Escrow Holder sends an email to all Parties notifying them of the opening of escrow shall be deemed notice to each Party of the execution and delivery of the Agreement.

1.4. "**Escrow Holder**" means Ticor Title of Nevada, Inc., 5441 Kietzke Lane, Suite 100, Reno, Nevada 89511 (attention: LuAnn Barnes).

1.5. "**Hazardous Substances**" means any and all substances, materials and wastes which are regulated as hazardous or toxic under applicable local, state or federal law or which are classified as hazardous or toxic under local, state or federal laws or regulations, including,

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without limitation, (i) those substances included within the definitions of "hazardous substances," "hazardous materials," "toxic substances," "solid waste," "pollutant" or "contaminant" as such terms are defined by or listed in the Comprehensive Environmental Response Compensation and Liability Act of 1980 (42 U.S.C. § 9601 et seq.) ("CERCLA"), as amended by Superfund Amendments and Reauthorization Act of 1986 (Pub. L. 99-499 100 Stat. 1613) ("SARA"), the Hazardous Materials Transportation Act (49 U.S.C. § 1801 et seq.), the Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 6901 et seq.) ("RCRA"), the Toxic Substance Control Act (15 U.S.C. § 2601 et seq.), the Federal Insecticide, Fungicide and Rodenticide Control Act (7 U.S.C. § 136 et seq.), the Occupational Safety and Health Act of 1970 (29 U.S.C. § 651 et seq.), the Emergency Planning and Community Right to Know Act of 1986 (42 U.S.C. § 11001 et seq.), the Hazardous and Solid Waste Amendments of 1984 (Public Law 86-616 Nov. 9, 1984), the Federal Clean Air Act (42 U.S.C. § 7401 et seq.), and in the regulations promulgated pursuant to such laws, all as amended, (ii) those substances listed in the United States Department of Transportation Table (49 CFR 172.101) or 40 CFR Part 302, both as amended, and (iii) any material, waste or substance which is (A) oil, gas or any petroleum or petroleum by- product, (B) asbestos, in any form, (C) polychlorinated biphenyls, (D) designated as a "hazardous substance" pursuant to Section 311 of the Clean Water Act (33 U.S.C. § 1251 et seq.), as amended, (E) flammable explosives, or (F) radioactive materials.

1.6. "**Inspection Period**" means the period beginning on the Effective Date and ending at 5:00 p.m. (Pacific Time) on the sixtieth (60th) calendar day following the Effective Date.

1.7. "**Person**" shall mean all natural persons, corporations, limited partnerships, general partnerships, limited liability companies, joint stock companies, joint ventures, associations, companies, trusts, banks, trust companies, land trusts, business trusts or other organizations, whether or not legal entities, and governments and branches agencies and political subdivisions thereof.

1.8. "**Title Company**" means Ticor Title of Nevada, Inc., 5441 Kietzke Lane, Suite 100, Reno, Nevada 89511 (attention: Luann Barnes).

2. Sale of Property; Purchase Price.

2.1. **Sale of Property.** Subject to the terms, covenants and conditions of this Agreement, Seller shall sell to Buyer, and Buyer shall purchase from Seller, all of Seller's right, title and interest in and to that certain real property commonly known as 1267 and 1271 East 7th Street, Reno, Nevada, and more particularly described in Exhibit A, with all of Seller's right, title and interest in and to all water, air and mineral rights, interests, privileges, entitlements, utility deposits, easements, rights, improvements, hereditaments and appurtenances thereto (collectively the "**Property**").

2.2. **Purchase Price.** The purchase price to be paid by Buyer to Seller for the Property is One Million, Eight Hundred Fifty Thousand and No/100 Dollars (US $1,850,000.00), which shall be in cash or other immediately available funds (the "**Purchase Price**").

2.3. **No Financing Contingency.** Buyer acknowledges that Buyer's obligation to consummate the transaction contemplated hereby is not contingent upon Buyer's ability to obtain financing and that the Closing (defined below) will not be deferred to allow Buyer time to obtain financing. Buyer further acknowledges that no financing for this transaction will be provided by Seller, nor shall Buyer be permitted to assume Seller's existing financing, if any.

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2.4. Payment of the Purchase Price. The Purchase Price shall be payable as follows:

2.4.1. Deposit. On or before the date that is ten (10) calendar days after the Effective Date, Buyer shall initiate a wire transfer to Escrow Holder in the amount of Ten Thousand and No/100 Dollars (US $10,000.00) as a good faith deposit (the "**Deposit**"), which shall be applicable to the Purchase Price at Closing. The Deposit shall be nonrefundable after the expiration of the Inspection Period (if Buyer has not terminated the Agreement), except on account of the failure of any of Buyer's Closing Conditions (defined below) and as otherwise set forth herein. The benefit of the Deposit shall be retained by Seller pursuant to Section 10.1 if this Agreement is terminated or if the Closing does not occur by the Closing Date for any reason other than (a) upon the failure of a contingency or condition contained in Sections 3 or 4.1, or (b) if this Agreement is terminated by Buyer in accordance with any of Sections 4.1.2, 6.1, 6.2, 9.1, or 10.2, in which case the Deposit shall be immediately refunded by Escrow Holder to Buyer.

2.4.2. Balance of Purchase Price. Buyer shall deposit into Escrow an amount equal to the Purchase Price, plus Buyer's Closing Cost, minus the amount of the Deposit, less credits due to Buyer under Section 3.9 hereof (the "**Cash Balance**") in the form of immediately available United States federal funds no later than the Closing Date.

2.5. Interest. All funds received from or for the account of Buyer shall be deposited by Escrow Holder in an interest-bearing account with a federally insured state or national bank, redeemable on not more than one day's notice. Interest shall accrue for the benefit of Buyer.

3. Escrow; Closing Conditions and Other Closing Matters.

3.1. Escrow. Upon the execution of this Agreement by Buyer and Seller, and the acceptance of this Agreement by Escrow Holder in writing, this Agreement shall constitute the joint escrow instructions of Buyer and Seller to Escrow Holder to open escrow (the "**Escrow**") for the consummation of the sale of the Property to Buyer pursuant to this Agreement. Upon Escrow Holder's receipt of the Deposit and Escrow Holder's written acceptance of this Agreement, Escrow Holder shall send email confirmation of the opening of Escrow to all Parties in accordance with Section 1.3 above, and is authorized to act in accordance with the terms of this Agreement. If required by Escrow Holder, Buyer and Seller shall promptly execute general escrow instructions based upon this Agreement; provided, however, that if there is any conflict or inconsistency between such general escrow instructions and this Agreement, this Agreement shall control. Any disbursements made to the Parties by Escrow Holder shall be made with immediately available United States federal funds. Notwithstanding the foregoing, Buyer and Seller shall retain the right to deliver supplemental escrow instructions to Escrow Holder pertaining to the delivery and release of documents and similar matters.

3.2. Closing Date. The consummation of the sale of the Property through Escrow shall close (the "**Closing**" or "**Close of Escrow**") on the Closing Date (or such other date as may be agreed upon by the Parties) provided that all conditions to the Closing set forth in this Agreement have been satisfied or waived in writing by the Party intended to be benefited thereby. In the event that the Closing does not occur on or before the Outer Closing Date, this Agreement shall terminate and neither Party shall have any further obligation to the other except to the extent that

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failure to close was caused by default of Buyer or Seller, in which case the Parties shall have the remedies upon default described in Sections 10.1 and 10.2.

3.3. Buyer's Conditions to Closing. The Closing is subject to and contingent on the satisfaction of only the following conditions (collectively, "**Buyer's Conditions to Closing**") or the waiver of the same by Buyer in writing:

3.3.1. Accuracy of Seller's Representations and Warranties. All of the representations and warranties of Seller contained in this Agreement shall be true and correct in all material respects as of the date made and as of the Closing.

3.3.2. Seller's Performance. Seller shall have timely performed, satisfied and complied in all material respects with all material covenants, agreements and conditions required by this Agreement to be performed or complied with by Seller on or before the Closing Date.

3.3.3. Title Policy. The Title Company is willing to issue the Title Policy complying with the requirements of Section 4.2 upon the payment of the premium therefor and the provision of any information or assurances from Seller required by the Title Company.

3.3.4. No Adverse Action. There shall exist no pending or threatened action, suit or proceeding with respect to Seller or the Property before or by any court or administrative agency which seeks to restrain or prohibit, or to obtain damages or a discovery order with respect to, this Agreement or the consummation of the transaction contemplated hereby.

3.4. Seller's Conditions to Closing. The obligations of Seller to consummate the transactions provided for herein are subject to and contingent upon the satisfaction only of the following conditions or the waiver of same by Seller in writing:

3.4.1. Accuracy of Buyer's Representations and Warranties. All of the representations and warranties of Buyer contained in this Agreement shall be true and correct in all material respects as of the date made and as of the Closing.

3.4.2. Buyer's Performance. Buyer shall have timely performed, satisfied and complied in all material respects with all material covenants, agreements and conditions required by this Agreement to be performed or complied with by Buyer on or before the Closing Date.

3.5. Closing Costs and Charges.

3.5.1. Seller's Costs. None.

3.5.2. Buyer's Costs. Buyer shall pay (a) all of the Escrow Holder's escrow fees in connection with the Escrow; (b) recording fees payable in connection with the transfer of the Property to Buyer from Seller; (c) the cost of the Title Policy (including the cost of any endorsements); (d) the costs of any due diligence investigations conducted by or for the benefit of Buyer; and (e) all documentary and/or transfer taxes on the Deed, if any.

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3.5.3. Other Costs. All other costs relating to the Closing, if any, shall be borne by Buyer; provided, however, that, except as otherwise expressly set forth in this Agreement, each Party hereto shall be responsible for its own attorney's fees and costs in connection herewith.

3.6. Deposit of Documents by Seller. On or before the Closing Date, Seller shall deposit the following items into Escrow, each of which shall be duly executed and acknowledged by Seller where appropriate:

(a) The Deed;

(b) A Certification of Non-Foreign Status (the "**Certification**");

(c) All other documents as may reasonably be required by Escrow Holder or Buyer to close the Escrow in accordance with this Agreement.

3.7. Deposit of Documents and Funds by Buyer. On or before the Closing Date, Buyer shall deposit the following items into Escrow, each of which shall be duly executed and acknowledged by Buyer where appropriate:

(a) The Cash Balance;

(b) All other funds and documents as may reasonably be required by Escrow Holder or Seller to close the Escrow in accordance with this Agreement.

3.8. Delivery of Documents and Funds at Closing. Provided that all conditions to Closing set forth in this Agreement have been satisfied or, as to any condition not satisfied, waived by the Party intended to be benefited thereby, on the Closing Date, Escrow Holder shall conduct the Closing by recording and/or distributing the following documents and funds in the following manner:

3.8.1. Recorded Documents. Record the Deed in the Official Records of Washoe County, Nevada;

3.8.2. Purchase Price. Deliver to Seller the Purchase Price and such other funds, if any, as may be due to Seller by reason of net credits under this Agreement;

3.8.3. Buyer's Documents. Deliver to Buyer: (a) the original Title Policy (as soon as practicable after Closing, but in any event not later than ten (10) calendar days following the Closing); (b) the original Certification; and (c) a counterpart of the recorded Deed;

3.8.4. Seller's Documents. Deliver to Seller an original fully executed counterpart of every document executed by Buyer and copies of every other document delivered to Buyer.

3.9. Prorations and Adjustments. Those items described below shall be adjusted and prorated and apportioned between the Parties on an accrual basis and/or other reasonable method, taking into account the extent to which the same are attributable to periods before and after the Closing Date. Net credits in favor of Buyer shall be deducted from the Purchase Price and net credits in favor of Seller shall be paid to Seller in cash through Escrow at the Closing.

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3.9.1. **Taxes and Assessments.** All real estate taxes and assessments (including without limitation ad valorem, school, intangible and use taxes) relating to the Property shall be prorated based on the current year's tax bills.

3.9.2. **Operating Expenses.** Any and all deposits and charges for services, utilities, or any other expenses incurred in the operation of the Property shall be prorated between the Parties. Seller and Buyer shall obtain billings and meter readings available as of the Closing Date to aid in any such prorations, if available.

4. Title Matters; Conveyance of the Property.

4.1. **Preliminary Title Report.** Within five (5) calendar days of the Effective Date, Title Company shall cause to be provided to Buyer and Seller a preliminary title report for title insurance to be issued by Title Company with respect to the Property, together with copies of all underlying title documents described in such preliminary title report (collectively, the "**PTR"**).

4.1.1. If Buyer disapproves of any item in the PTR, then Buyer shall so notify Seller in writing on or before the date that is seven (7) calendar days prior to the expiration of the Inspection Period. If Buyer does not timely object in writing to any exception or other matter in the PTR, then Buyer shall be deemed to have approved the PTR. Seller shall be obligated to cure any of Buyer's objections as to monetary encumbrances, and shall have the right, but not the obligation, to notify Buyer on or before the date which is three (3) business days following receipt of any Buyer objections that Seller that Seller will cure any exception objected to by Buyer and, in such case, shall provide such documents or funds as shall reasonably be required by the Title Company to remove or to cure such disapproved items, and/or to obtain a bond or title commitment (or endorsement, subject to Buyer's approval, which shall not be unreasonably withheld) removing the effect of such items as exceptions from the Title Policy. Seller's failure to deliver such notice to Buyer with respect to any disapproved item shall be deemed to be an election by Seller not to so remove or to cure such non-monetary encumbrance or obtain such a bond, title commitment or endorsement.

4.1.2. If Seller elects not to remove or to cure any non-monetary encumbrance (or is otherwise deemed to have elected not to so remove or to cure the same), then Buyer shall have the right exercisable on or before the expiration of the Inspection Period to either (i) waive such exceptions to the Title Policy, and proceed to take title to the Property (and accept the Title Policy) subject to such exceptions, without any deduction or offset in the Purchase Price, and without any claim or cause of action against Seller, or (ii) terminate this Agreement, in which case the Deposit shall promptly be returned to Buyer, this Agreement shall terminate and the parties shall have no further rights or obligations hereunder, except those that are expressly stated to survive the Closing.

4.2. **Buyer's Title Policy.** At the Closing, Escrow Holder shall cause the Title Company, at Buyer's sole cost, to issue to Buyer an ALTA Owner's Policy of Title Insurance (the "**Title Policy**") which shall be written with liability in the amount of the Purchase Price, and contain only such exceptions as are acceptable to Buyer in accordance with its title review pursuant to Section 4.1, and subject to Seller's election to remove or not remove Buyer's disapproved items pursuant to Section 4.1.1, and such endorsements as Buyer may require. If Buyer elects to obtain an ALTA Extended Coverage Policy of Title Insurance, Buyer shall also be responsible for the cost of any endorsements to the Title Policy Buyer may request. Escrow Holder shall cause a pro forma policy to be delivered to Buyer upon request.

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4.2.1. Conveyance of the Property. Seller shall convey title to the Property to Buyer by grant, bargain, and sale deed in the form of Exhibit B attached hereto (the "**Deed**").

4.3. Delivery of Possession. Seller shall deliver possession of the Property to Buyer at the Closing.

5. Commissions. Buyer represents and warrants to Seller there are no commissions, finder's fees or brokerage fees arising out of the transactions contemplated by this Agreement as a result of Buyer's actions. Seller acknowledges having listed the Property for sale through Jeffrey Lowden with Sky West Commercial Real Estate. Seller shall be solely responsible for any and all commissions due to Mr. Lowden, as well as any and all liabilities, claims, demands, costs and expenses, including, without limitation, reasonable attorneys' fees and costs in connection with claims for any other commissions, finders' fees or brokerage fees arising out of Seller's actions. Buyer shall be solely responsible for any and all liabilities, claims, demands, damages, costs and expenses, including, without limitation, reasonable attorneys' fees and court costs, in connection with claims for any such commissions, finders' fees or brokerage fees arising out of Buyer's actions.

6. Damage or Destruction; Condemnation.

6.1. Casualty Damage. If the Property is damaged by any casualty prior to the Close of Escrow, and the cost to repair such damage is in excess of $20,000.00, Buyer shall have the right, by giving notice to Seller before the Closing Date, to terminate this Agreement, in which case the Deposit shall promptly be returned to Buyer, this Agreement shall terminate and the parties shall have no further rights or obligations hereunder, except those that are expressly stated to survive the Closing. If Buyer does not elect to terminate this Agreement on account of a casualty, then this Agreement shall remain in full force and effect and, at the Closing, Buyer shall take title to the Property subject to such casualty without any reduction or offset to the Purchase Price; provided, however, that in such event, Seller shall assign all insurance proceeds relating to such casualty event, if any, to Buyer at Closing, together with the amount of any deductible.

6.2. Eminent Domain. If written notice from a governmental entity is received by Seller evidencing notice of intent to exercise its power of eminent domain of all or any portion of the Property or proceedings are commenced for the taking by exercise of the power of eminent domain of all or any portion of the Property, Buyer shall have the right, by giving notice to Seller, to terminate this Agreement, in which case the Deposit shall promptly be returned to Buyer, this Agreement shall terminate and the parties shall have no further rights or obligations hereunder, except those that are expressly stated to survive the Closing. If there is any right to terminate this Agreement pursuant to the preceding sentence but neither Party exercises such right, then this Agreement shall remain in full force and effect, and Buyer shall take title to the Property subject to such taking without any reduction or offset to the Purchase Price, but with an assignment of all rights to compensation (and/or any compensation received) on account of any such taking.

6.3. Effect of Section 6. This Section is intended as an express provision with respect to the destruction, damage, or condemnation of the Property which supersedes the provisions of the Nevada Uniform Vendor and Purchaser Act, NRS 113.030 et seq.

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7. Seller's Representations and Warranties. Seller represents and warrants to Buyer that as of the Effective Date and as of the Closing Date:

7.1. Seller has the full power and authority to execute, deliver and perform its obligations under this Agreement;

7.2. This Agreement and all agreements, instruments and documents herein provided to be executed by Seller, as the case may be, are and as of the Closing shall be duly authorized, executed and delivered by and are and shall be binding upon Seller;

7.3. Seller is not a "foreign person", "foreign partnership", "foreign trust", "foreign estate" or "disregarded entity" as those terms are defined in Section 1445 of the Internal Revenue Code;

7.4. Seller has no knowledge of any condition on the Property that is or has been in violation of any environmental law and has not received any formal or informal notice from any governmental authority alleging that any condition on the Property is or has been in violation of any environmental law, or informing Seller that the Property is subject to investigation or inquiry regarding Hazardous Substances on the Property;

7.5. There are no parties other than Seller in possession of any portion of the Property;

7.6. During the term of this Agreement, Seller will not transfer the Property, or any part thereof, or create on the Property any easements, liens, mortgages, encumbrances, or other interests adversely affecting the use of the Property that will survive Closing or permit any changes in the zoning classification of the Property;

7.7. There are no pending condemnations, litigation or other proceedings against or affecting any part of the Property of which Seller has actual notice, and to Seller's actual knowledge no such actions or proceedings are threatened; and

7.8. There are no service, maintenance, supply, management, or other contracts related to the operation of the Property by which Buyer or the Property will be bound after the Closing other than those contracts identified in the PTR.

7.9. Neither Seller nor the individuals or entities that may own or control Seller or that may own or control Seller or that may be owned or controlled by Seller (in all cases, other than through the ownership of publicly traded, direct or indirect, ownership interests) are: (i) in violation of any laws relating to terrorism or money laundering, or (ii) among the persons identified on any list compiled pursuant to Executive Order 13224 for the purpose of identifying suspected terrorists or on the most current list published by the U.S. Treasury Department Office of Foreign Assets Control at its official website, http://www.treasury.gov/ofac/downloads/t11sdn.pdf or any replacement website or other replacement official publication of such list which identifies a "Specially Designated National" or "blocked person".

8. Buyer's Representations and Warranties. Buyer represents and warrants to Seller that as of the date of this Agreement and as of the Closing Date:

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8.1. Buyer has the full power and authority to execute, deliver and perform Buyer's obligations under this Agreement;

8.2. This Agreement and all agreements, instruments and documents herein provided to be executed by Buyer, as the case may be, are and as of the Closing shall be duly authorized, executed and delivered by and are and shall be binding upon Buyer; and

8.3. Buyer is not in violation of any laws relating to terrorism or money laundering, or (ii) among the persons identified on any list compiled pursuant to Executive Order 13224 for the purpose of identifying suspected terrorists or on the most current list published by the U.S. Treasury Department Office of Foreign Assets Control at its official website, http://www.treasury.gov/ofac/downloads/t11sdn.pdf or any replacement website or other replacement official publication of such list which identifies a "Specially Designated National" or "blocked person".

9. Inspection and Review; Access to the Property.

9.1. Inspection of the Property. Buyer shall have until the expiration of the Inspection Period to (i) make physical inspections of the Property; provided, however, Buyer shall notify Seller's designated representative of its inspection activities and a representative of Seller shall have the right (but not obligation) to be present at any such inspections, and (ii) to make such and all other assessments, evaluations, and determinations as Buer deems necessary or advisable to satisfy itself as to the condition and feasibility of the Property for Buyer's purchase thereof (the "**Due Diligence Investigation**"). If Buyer determines, in its sole discretion, that the Property is not suitable for Buyer's intended use, Buyer may, subject to the terms hereof, terminate this Agreement by delivering written notice of its intent to terminate this Agreement to Seller before the expiration of the Inspection Period, in which case the Deposit shall promptly be returned to Buyer, this Agreement shall terminate and the parties shall have no further rights or obligations hereunder, except those that are expressly stated to survive the Closing. In the event that Buyer fails to deliver such termination notice before the expiration of the Inspection Period, Buyer will be deemed to have elected to move forward with the transaction. In the event that Buyer elects to terminate this Agreement for any reason, Buyer shall cause any reports, investigations, studies or other materials hired or prepared by or for Buyer relating to the Property ("**Property Studies**") to be furnished to Seller promptly after such election. Access to the Property shall be subject to the following additional limitations and conditions:

9.1.1. Buyer (or its agent as the case may be) shall possess worker's compensation insurance reasonably in accordance with applicable law, and Buyer's agent(s) shall possess commercial general liability or other appropriate insurance in an amount not less than $1,000,000 per occurrence;

9.1.2. Buyer shall, at its own expense, promptly repair any damage caused by its investigation of the Property;

9.1.3. To the extent limited in accordance with NRS 41.0305 to NRS 41.039, inclusive, and only to such extent, Buyer shall protect, indemnify, defend and hold the Seller and Seller's commissioners, officers, employees, and agents free and harmless from and against any and all claims, damages, liens, stop notices, liabilities, losses, costs and expenses, including reasonable

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attorneys' fees and court costs, directly arising from Buyer's inspection and testing of the Property. Buyer will assert the defense of sovereign immunity as appropriate in all cases, including indemnity actions. Buyer's indemnity obligation for actions sounding in tort is limited in accordance with the provisions of NRS 41.035 or other applicable provisions or limitations;

9.1.4. Buyer shall be responsible for the costs of repairing any and all damages to any portion of the Property arising from Buyer's conducting such due diligence, inspections, surveys, tests, and studies. Buyer shall keep the Property free and clear of any mechanics' liens or materialmen's liens related to Buyers' right of inspection and the activities contemplated by Section 9.1 of this Agreement;

9.1.5. Without Seller's prior written consent, which consent shall not be unreasonably withheld, conditioned or delayed, Buyer shall not drill any test wells or engage in any other invasive testing or sampling of the Property; and

9.2. **Due Diligence Materials**. No later than five (5) business days after the Effective Date, Seller shall provide Buyer with the materials listed below to the extent the materials are within Seller's possession or commercially reasonable control (the "**Initial Due Diligence Materials**"). Subject to availability, Seller will endeavor to provide for Buyer's review within three (3) business days after receipt of a request therefor from Buyer, copies of any additional due diligence documents as may reasonably be requested by Buyer during the Inspection Period (the "**Supplemental Due Diligence Materials**" and together with the Initial Due Diligence Materials, the "**Due Diligence Materials**"). Buyer shall notify Seller of Due Diligence Materials which it deems to be necessary for its Due Diligence Investigation and which it has reason to believe have not been made available to it by Seller. Within three (3) business days after receiving such notification from Buyer, Seller will provide Buyer with the materials requested if they are within Seller's possession or commercially reasonable control, or notify Buyer that such materials do not exist or are not within Seller's possession or commercially reasonable control. Buyer shall discuss or make inquiry to third parties who prepared Due Diligence Materials for Seller only upon the prior consent of Seller, such consent not to be withheld unreasonably. Seller's delivery of Due Diligence Materials is on the express condition and agreement of Buyer that Seller makes no representation or warranty of any or whatever nature concerning the accuracy or correctness thereof, and Buyer's use and reliance of and on the Due Diligence Materials shall be at Buyer's sole risk. If this Agreement is terminated, Buyer shall immediately return to Seller all of the Due Diligence Materials and, provided such termination is not as a result of Seller's default hereunder, correct and complete copies of originals of any similar documents or reports prepared by or on Buyer's behalf in connection with Buyer's Due Diligence Investigation.

9.2.1. A copy of all architectural, engineering and other plans and specifications for the Property which are currently in Seller's possession, and a copy of all soil and substrata studies, engineering reports, environmental reports, surveys, title reports and other similar material which are currently in Seller's possession relating to or otherwise pertaining to the Property.

9.2.2. All assignable warranties and guaranties with respect to the ownership of the Property, whether express or implied, which Seller now holds or under which Seller is the beneficiary.

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9.2.3. A copy of all tenant leases, lease amendments, guarantees, exhibits, addenda and riders, and any other documents creating a possessory interest in the Property with any persons leasing, using, or occupying the Property or any part thereof contracts and agreements to which Seller is a party in connection with the ownership and operation of the Property.

9.2.4. Any covenants, conditions, restrictions, contracts, and easements affecting the Property, which are not included in the PTR.

9.3. Inspection Acknowledgement. Buyer acknowledges that prior to the Closing: (i) Buyer has or will have conducted such surveys and inspections, and made such tests and other studies of the Property to the extent Buyer deems necessary or advisable, and (ii) Seller has or will have provided Buyer with adequate opportunity to make such inspections and investigations concerning the Property, to the extent Buyer has, in Buyer's discretion, deemed necessary or advisable as a condition precedent to Buyer's purchase of the Property and to determine the physical, environmental, land use and other characteristics of the Property (including, without limitation, its subsurface) and its suitability for Buyer's intended use.

10. Default.

10.1. BUYER DEFAULT. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED IN THIS AGREEMENT, IF BUYER HAS NOT TERMINATED THIS AGREEMENT IN WRITING PRIOR TO THE EXPIRATION OF THE INSPECTION PERIOD AND IF THE SALE OF THE PROPERTY TO BUYER IS NOT CONSUMMATED AS AND WHEN CONTEMPLATED HEREIN (TIME BEING OF THE ESSENCE) FOR ANY REASON OTHER THAN (A) SELLER'S DEFAULT UNDER THIS AGREEMENT WHICH IS NOT PROMPTLY CURED AS PROVIDED IN SECTION 10.2 BELOW, OR (B) A TERMINATION PURSUANT TO AND IN ACCORDANCE WITH ANY SECTIONS HEREOF, OR (C) A FAILURE OF ANY CONTINGENCY OR CONDITION (OTHER THAN A FAILURE TO PERFORM BY SELLER, WHICH SHALL BE SUBJECT TO NOTICE AND CURE RIGHTS AS SET FORTH IN SECTION 10.2 BELOW) THEN FOLLOWING WRITTEN NOTICE TO BUYER AND THE EXPIRATION OF A TEN (10) CALENDAR DAY CURE PERIOD, SELLER SHALL HAVE NO FURTHER OBLIGATIONS OR LIABILITIES TO BUYER UNDER THIS AGREEMENT OR OTHERWISE (EXCEPT AS TO THOSE THAT EXPRESSLY SURVIVE TERMINATION OF THIS AGREEMENT) AND SELLER SHALL BE ENTITLED, AS ITS SOLE AND EXCLUSIVE REMEDY, TO RETAIN THE DEPOSIT (INCLUDING ANY INTEREST THEREON) AS SELLER'S LIQUIDATED DAMAGES. THE PARTIES AGREE THAT IT WOULD BE IMPRACTICABLE AND EXTREMELY DIFFICULT TO ASCERTAIN THE ACTUAL DAMAGES SUFFERED BY SELLER AS A RESULT OF BUYER'S FAILURE TO COMPLETE THE PURCHASE OF THE PROPERTY PURSUANT TO THIS AGREEMENT, AND THAT UNDER THE CIRCUMSTANCES EXISTING AS OF THE DATE OF THIS AGREEMENT, THE LIQUIDATED DAMAGES PROVIDED FOR IN THIS SECTION REPRESENTS A REASONABLE ESTIMATE OF THE DAMAGES WHICH SELLER WILL INCUR AS A RESULT OF SUCH FAILURE. THE PARTIES ACKNOWLEDGE THAT THE PAYMENT OF SUCH LIQUIDATED DAMAGES IS NOT INTENDED AS A FORFEITURE OR PENALTY, BUT IS INTENDED TO CONSTITUTE LIQUIDATED DAMAGES TO SELLER.

THE PARTIES HAVE SET FORTH THEIR INITIALS BELOW TO INDICATE THEIR AGREEMENT WITH THE LIQUIDATED DAMAGES PROVISION CONTAINED IN THIS SECTION.

_____ _____

SELLER'S INITIALS BUYER'S INITIALS

10.2. Seller Default. In the event Seller breaches or defaults with respect to any provision of this Agreement, including but not limited to the failure of any of Seller's representations and warranties to be accurate (for the purposes of this Section 10.2, collectively, a "breach"), then Buyer shall be entitled to deliver to Seller written notice of such breach, which notice shall set forth information about the nature of the breach. Seller shall have a period of ten (10) calendar days to cure such breach. If such breach remains uncured beyond the cure period described above, then Buyer may elect to terminate this Agreement by written notice to Seller and Escrow Agent, in which event an amount equal to the Deposit shall be refunded to Buyer as Buyer's sole remedy.

10.3. No Contesting Liquidated Damages. As material consideration to each Party's agreement to the liquidated damages provisions stated above, each Party hereby agrees to and does hereby waive any and all rights whatsoever to contest the validity of the liquidated damage provisions for any reason whatsoever, including, but not limited to, that such provision was unreasonable under the circumstances existing at the time this Agreement was made.

11. Property "AS IS". BUYER ACKNOWLEDGES AND AGREES THAT, EXCEPT AS SPECIFICALLY PROVIDED IN SECTION 7, THE PROPERTY IS BEING SOLD "AS IS", "WHERE IS" AND "WITH ALL FAULTS" AS OF CLOSING, WITHOUT ANY REPRESENTATION OR WARRANTY WHATSOEVER AS TO ITS CONDITION, FITNESS FOR ANY PARTICULAR PURPOSE, MERCHANTABILITY OR ANY OTHER WARRANTY, EXPRESS OR IMPLIED. SELLER SPECIFICALLY DISCLAIMS ANY WARRANTY, GUARANTY OR REPRESENTATION, ORAL OR WRITTEN, PAST OR PRESENT, EXPRESS OR IMPLIED, CONCERNING THE PROPERTY, EXCEPT AS SPECIFICALLY SET FORTH IN THIS AGREEMENT. BUYER ACKNOWLEDGES THAT BUYER IS PURCHASING THE PROPERTY BASED SOLELY UPON BUYER'S OWN INDEPENDENT INVESTIGATIONS AND FINDINGS AND NOT IN RELIANCE UPON ANY INFORMATION PROVIDED BY SELLER OR SELLER'S AGENTS OR CONTRACTORS, UNLESS SPECIFICALLY SET FORTH IN THIS AGREEMENT.

12. Indemnification.

12.1 **Seller's Indemnity Obligation.** Except as otherwise herein provided, any and all costs, expenses and liabilities relating to the operation, management or ownership of the Property (such costs, expenses and liabilities being herein referred to collectively as the "**Ownership Obligations**") arising or accruing during the period prior to and including the Closing Date, including, but not limited to, mechanics' and materialmens' liens, accounts and payments under service contracts, and utility charges, are the responsibility of Seller and will be paid by Seller promptly upon receipt of billing therefor, and Seller, to the fullest extent permitted by applicable law, hereby holds Buyer harmless with respect to such Ownership Obligations and agrees to indemnify and defend Buyer from any loss, liability or claim, including without limitation reasonable attorneys'

fees, relating to such Ownership Obligations. Seller's indemnity obligation for any such actions that sound in tort are limited in accordance with the provisions of NRS 41.035 or other applicable provisions or limitations.

12.2 **Buyer's Indemnity Obligation.** To the fullest extent permitted by applicable law, Buyer hereby holds Seller harmless with respect to any claim and agrees to indemnify and defend Seller from any loss, liability or claim, including without limitation reasonable attorneys' fees, relating to claims arising after the Closing Date. Buyer's indemnity obligation for any such actions that sound in tort are limited in accordance with the provisions of NRS 41.035 or other applicable provisions or limitations.

12.3 This Section 12 shall survive Closing.

13. Additional Covenants and Agreements.

13.1. Operating Covenants. From the Effective Date through the Closing Date, Seller shall cause the Property to be operated and maintained in a manner consistent with current practice and shall maintain such insurance policies with respect to the Property as would a reasonably prudent property owner.

13.2. Termination of Insurance. The policies of insurance currently in effect with respect to the Property (with such modifications as Seller deems appropriate) shall be terminated at or after the Closing, at Seller's option in its sole and absolute discretion.

14. Notices. All notices, demands, approvals, and other communications provided for in this Agreement shall be in writing and shall be effective upon the earliest of the following to occur when delivered to the recipient whether by (a) a nationally recognized overnight-guaranteed delivery service; (b) United States mail; or (c) by facsimile (provided there is confirmation of transmission and subsequent delivery thereof by one of the methods provided in (a) or (b) above). If the date on which any notice to be given hereunder falls on a Saturday, Sunday or legal holiday, then such date shall automatically be extended to the next business day immediately following such Saturday, Sunday or legal holiday. The following addresses may be changed by written notice given in accordance with this Section:

If to Seller: _____
_____
_____
Phone: _____
Fax: _____

If to Buyer: Attn: Bill Thomas
Regional Transportation Commission 1105 Terminal Way,
Suite 211
Reno, Nevada 89502
Phone: 775.335.1825
Fax: 775.348.3230

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If to Escrow Holder: Ticor Title of Nevada, Inc.
Attn: Luann Barnes
5441 Kietzke Lane, Suite 100
Reno Nevada 89511
Phone: 775.326.5303
Fax: 775.824.3233

15. Amendment; Complete Agreement. All amendments and supplements to this Agreement must be in writing and executed by Buyer and Seller. This Agreement, including the exhibits, attachments, documents and agreements to be delivered pursuant hereto, contains the entire agreement and understanding between Buyer and Seller concerning the subject matter of this Agreement and supersedes all prior agreements, terms, understandings, conditions, representations and warranties, whether written or oral, made by Buyer or Seller concerning the Property or the other matters which are the subject of this Agreement, including, without limitation, matters contained in any offering circular or marketing materials relating to the Property.

16. Governing Law; Venue. This Agreement shall be governed by and interpreted in accordance with the internal laws of the State of Nevada without regard to rules concerning conflicts of law. The exclusive venue for any action to enforce or interpret this Agreement shall be the Second Judicial District, Washoe County, Nevada.

17. Severability. If any provision of this Agreement or the application thereof to any Person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement (including the application of such provision to Persons or circumstances other than those with respect to which it is held invalid or unenforceable) shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law. Without limiting the foregoing, to the extent any provision of this Agreement is prohibited by Nevada law, or is otherwise not authorized by Nevada law due to Buyer's or Seller's status as an instrumentality of the State of Nevada, such provision is unenforceable against such Party.

18. Counterparts; Electronic Delivery. This Agreement may be executed in counterparts, each of which shall be an original, but all of which together shall constitute one agreement. Facsimile, DocuSign or other electronic copies of this Agreement and facsimile, DocuSign and other electronic signatures thereon shall have the same force, effect, and legal status of originals.

19. Headings. The headings to sections of this Agreement are for convenient reference only and shall not be used in interpreting this Agreement.

20. Time of Essence. Time is of the essence of this Agreement.

21. Waiver. Except as expressly stated that a failure to act shall constitute to a waiver, no waiver by Buyer or Seller of any of the terms or conditions of this Agreement or any of their respective rights under this Agreement shall be effective unless such waiver is in writing and signed by the Party charged with the waiver.

22. Third Parties. This Agreement is entered into for the sole benefit of Buyer and Seller and their respective permitted successors and assigns. No party other than Buyer and Seller and such

permitted successors and assigns shall have any right of action under or rights or remedies by reason of this Agreement.

23. Additional Documents; Further Assurances. Each Party agrees to perform any further acts and to execute and deliver such further documents which may be reasonably necessary to carry out the terms of this Agreement.

24. Independent Counsel. Buyer and Seller each acknowledge that: (i) they have been represented by independent counsel in connection with this Agreement; (ii) they have executed this Agreement with the advice of such counsel; and (iii) this Agreement is the result of negotiations between the Parties hereto and the advice and assistance of their respective counsel. The Parties further acknowledge and agree that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments or Exhibits hereto.

25. Assignment. Buyer shall neither assign its rights nor delegate its obligations hereunder without obtaining Seller's prior written consent, which consent shall not be unreasonably withheld, conditioned or delayed. Any purported or attempted assignment or delegation made in violation of this Section shall be void and of no effect.

26. Reservation. Nothing contained in this Agreement shall be construed to waive or limit either Buyer's defense of sovereign immunity, which defense is hereby expressly reserved, nor to waive or limit the protections afforded to Buyer under NRS 41.0305 to 41.039.

27. Successors and Assigns. Subject to the restrictions on transfer set forth herein, this Agreement shall be binding upon and inure to the benefits of the heirs, successors and assigns of the Parties hereto.

28. Exhibits. Each reference to a Section, Exhibit or Schedule in this Agreement shall mean the sections of this Agreement and the exhibits and schedules attached to this Agreement, unless the context requires otherwise. Each such exhibit and schedule is incorporated herein by this reference.

29. Business Days. If the date on which any act or event hereunder is to occur falls on a Saturday, Sunday or legal holiday, then such date shall automatically be extended to the next business day immediately following such Saturday, Sunday or legal holiday.

30. Force Majeure. Except as provided elsewhere herein, if an Event of Force Majeure makes performance of an obligation or cure of a breach or default impossible, such performance or cure is excused for the duration of the event of force majeure provided that the obligated Party (i) within ten (10) business days after the commencement of the force majeure notifies the other Party of the nature of the event of force majeure, when it commenced, why it makes performance or cure impossible, and the expected duration (if known), and (ii) agrees to and does in fact diligently pursue remediation of the effects of the force majeure, and (iii) agrees to notify the other Party immediately when it becomes possible to commence efforts to cure the default. "Event of Force Majeure" means strikes, lockouts, war, civil unrest, rioting, government restrictions or moratoria, inclement weather, unavailability of labor or material despite reasonable diligence, material interruption of utility services, disease event, acts of God, terrorism or other similar events, provided that the same are (a) not

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reasonably foreseeable at the time of the execution of this Agreement; and (b) beyond the reasonable control of Buyer or Seller, and not caused by the negligent or other intentional act or omission of Buyer or Seller.

31. **No Back-Up Offers.** From and after the Effective Date until the earlier to occur of the Closing or termination of this Agreement, Seller shall deal exclusively and in good faith with Buyer and neither Seller nor any of its representatives, brokers, agents, affiliates and employees shall directly or indirectly make, accept, negotiate, entertain or otherwise pursue any back-up offers to sell the Property or engage in any other financing or other capital transaction regarding the Property.

[*Signature Page Follows*]

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IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first above written.

SELLER:

JJ7TH ST, LLC
a Nevada limited liability company

By:_____
Name:_____
Title:_____

Date:_____

[SIGNATURE PAGES CONTINUED ON NEXT PAGE]

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BUYER:

Regional Transportation Commission of Washoe County, Nevada

By:_____
Bill Thomas, AICP
Executive Director

Date:_____

[SIGNATURE PAGES CONTINUED ON NEXT PAGE]

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By its execution below, Escrow Holder acknowledges receipt of the Deposit described in this Agreement, and agrees to hold and deliver the same and perform its other duties pursuant to the provisions of this Agreement.

ACCEPTANCE BY ESCROW HOLDER:

TICOR TITLE OF NEVADA, INC.

By:_____

Name: _____

Its:_____

Date:_____

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EXHIBIT A

LEGAL DESCRIPTION

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EXHIBIT B

FORM OF DEED

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

Meeting Date: 10/17/2025 **Agenda Item: 4.6.1**

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance

SUBJECT: IT Asset Donation Log

RECOMMENDED ACTION

Acknowledge receipt of the Asset Donation Log for the second quarter of calendar year 2025 through the third 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 April 1, 2025, through October 31, 2025. The Board requested that it be notified of any asset donations. The attached document details the last two quarters' donations made to charity or other government agencies. Staff feel 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

10/22/2018 - Approved an Asset Management and Disposal Policy governing all RTC capital assets except real property.

ATTACHMENT A

ASSET DONATION LOG - Apr 1 2025 - Oct 31 2025

Qty	Item Description	Donated To	Reason for Disposal	Year Purchased
	WORKSTATION			
5	Dell OptiPlex 7060	Reno Lion Club	OBSOLETE	(1)
1	Dell OptiPlex 390	Reno Lion Club	OBSOLETE	(1)
5	Dell OptiPlex 7070	Reno Lion Club	OBSOLETE	(1)
1	Dell OptiPlex 7050	Reno Lion Club	OBSOLETE	(1)
	LAPTOP			
1	Dell Latitude 7400	Reno Lion Club	OBSOLETE	(1)
1	Dell XPS 13 9300	Reno Lion Club	OBSOLETE	(1)
1	Dell Alienware M15	Reno Lion Club	OBSOLETE	(1)
1	Dell XPS 15 7590	Reno Lion Club	OBSOLETE	(1)
	PRINTERS			
1	HP LJ 4250DTN	Reno Lion Club	OBSOLETE	(1)
2	HP Color LJ CP3525N	Reno Lion Club	OBSOLETE	(1)
1	HP LJ P3015N	Reno Lion Club	OBSOLETE	(1)
1	HP LJ M525	Reno Lion Club	OBSOLETE	(1)
	SERVERS			
2	Dell PowerEdge R440	Reno Lion Club	OBSOLETE	(1)
1	Dell PowerEdge T620	Reno Lion Club	OBSOLETE	(1)
10	CISCO Catalyst	Reno Lion Club	OBSOLETE	(1)
1	CISCO Blade Switch	Reno Lion Club	OBSOLETE	(1)
	OTHER			
1	MS Surface Pro 7	Reno Lion Club	OBSOLETE	(1)
1	Avigilon	Reno Lion Club	OBSOLETE	(1)

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

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

Meeting Date: 10/17/2025 **Agenda Item: 4.6.2**

To: Regional Transportation Commission

From: Laura Freed, Director of Administration

SUBJECT: General Counsel Revised Job Description

RECOMMENDED ACTION

Approve the revised job description for the RTC's General Counsel position.

BACKGROUND AND DISCUSSION

In April 2025, a new classification and compensation system was approved. Correspondingly, the funding for staff salaries and benefits was approved as part of the RTC's annual budget process in May 2025. The General Counsel job description was incorrectly submitted for the April 2025 meeting of the RTC Board, and this agenda item corrects the job description.

FISCAL IMPACT

There is no fiscal impact related to this action.

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.
04/18/2025 - Approved classification and compensation plan.
05/29/2025 - Approved funding for RTC employee salaries as part of RTC annual budget hearing.

REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

Title				Class Code	Grade
General Counsel				6007	46
FLSA Status:	Exempt	**Established:**	June 2020	**Revised:**	September 2025

Summary: This at-will position serves as legal counsel to the RTC, providing legal services to the Executive Director, senior management, staff and the RTC Board of Commissioners; this position also coordinates and manages the activities of outside counsel and the RTC legal services budget.

DISTINGUISHING CHARACTERISTICS: Serves as the chief legal officer of a public sector organization; provides strategic legal services; serves on 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).***

- Serves on the senior management team and works on teams, projects and matters as directed by the Executive Director unless otherwise directed by the Board of Commissioners.
- Provides competent, efficient and effective legal services, and advises on ways to resolve legal issues in a manner that furthers departmental and organizational objectives.
- Serves as the primary point of contact and provider of legal services to the Executive Director, senior management and staff related to the scope of RTC powers and authorities; managing a public sector organization; delivering a regional street and highway construction program; operating a regional transit and transportation system; delivering a regional transportation planning program; supporting the finance and administrative services functions; procurement, contracting and contract management functions; managing legal disputes and litigation; and other matters as directed by the Executive Director.
- Serves as the primary point of contact and provider of legal services to the Board of Commissioners regarding agenda items and actions; 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.
- 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; and manages legal services contracts and the RTC legal services budget.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

Knowledge of:

- General government law.
- Transportation law.
- Procurement and contract law.
- Public works construction law.
- Federal transit law.

- Real property law and eminent domain.
- Legislative matters.
- Labor and employment law.
- Transportation funding, including fuel tax, sales tax, impact fees, and federal grants.
- Dispute resolution and litigation.

Skill in:

- Effective verbal and written communication.
- Establishing effective working relationships.
- Public speaking.
- Project management.
- File and record management.
- Senior management level decision-making.
- Discretion and ability to exercise sound judgment.

Required Certifications and Licenses:
License to practice law in Nevada and valid driver's license required at time of hire.

Experience, Education and/or Training:
Ten (10) years of experience practicing law in applicable subject matter areas including experience representing public sector clients or otherwise representing clients on public sector matters. Experience in the transportation industry preferred. Juris Doctorate (J.D.) degree from an ABA accredited law school; must be a member of the Nevada Bar.

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.

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 _____

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.

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

Meeting Date: 10/17/2025 **Agenda Item: 5.1.**

To: Regional Transportation Commission

From: Jeff Wilbrecht, Engineering Manager

SUBJECT: RTC Pavement Management Program Update

RECOMMENDED ACTION

Receive an update on the RTC pavement management program, pavement condition on regional roads, and tri-annual data collection process.

BACKGROUND AND DISCUSSION

The Regional Transportation Commission (RTC) maintains approximately 446 centerline miles of arterial, collector, and regionally significant roads on behalf of the local agencies of City of Reno, City of Sparks, and Washoe County.

RTC's Pavement Management Program (PMP) aims to manage the condition of regional pavement assets, the PMP facilitates a decision-making process that combines engineering principles, data collection, and economic analysis to help determine the most cost-effective strategies for maintaining and improving their pavement network.

For 2025, the pavement condition index of regional roads is tracking towards an approximate value of 79.0 and will be updated following completion of roadway projects for the season. The next cycle of pavement condition data and analysis is already underway to ensure the PMP remains accurate, current, and actionable.

By the end calendar year 2025, semi-automated surveys and manual field checks on approximately 450 lane miles of the Regional Road Network will be complete. Afterwards, RTC will analyze the regional pavement network, updating maintenance and rehabilitation decision trees to reflect current treatment strategies, costs, and performance expectations for the next three years.

FISCAL IMPACT

There is no fiscal impact related to this action.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

MEMO

DATE: September 30, 2025

TO: Dale Keller, P.E., Deputy Executive Director/Director of Engineering

FROM: Jeff Wilbrehct, P.E., Engineering Manager

RE: RTC Pavement Management Program Update – September 2025

Introduction

The Regional Transportation Commission (RTC) maintains approximately 446 centerline miles of arterial, collector, and regionally significant roads on behalf of the local agencies of City of Reno, City of Sparks, and Washoe County. This follows voter-approved funding measures (WC-2 in 2002 and RTC-5 in 2008), to implement a preservation-first strategy and a data-driven management process as documented through program documents developed in the mid-2000's. The roads RTC provides pavement preservation upon are identified in Appendix F of the Regional Transportation Plan (RTP). This network represents one of the region's most valuable public assets.

The RTC's Pavement Management Program (PMP) aims to manage the condition of this asset, the PMP is a facilitates a decision-making process that combines engineering principles, data collection, and economic analysis to help agencies determine the most cost-effective strategies for maintaining and improving their pavement network. A PMP that is current, up to date, and has accurate inventory is essential to maximize the efficiency of limited funding while sustaining a safe and reliable roadway system. By tracking pavement condition over time, forecasting future deterioration, and evaluating various treatment options, a PMP allows decision-makers to balance pavement preservation treatment methods across projects that include preventive maintenance, corrective maintenance, rehabilitation, and reconstruction This ensures that available dollars are directed toward the right treatment, on the right road, at the right time.

Since 2023, RTC has used the StreetSaver platform to guide its pavement management efforts. The network is inspected on a three-year cycle using ASTM D64332 protocols. RTC started collecting inspection data for the network utilizing a semi-automated process in 2022.

As of June 30, 2025, the overall pavement condition index (PCI) of the RTP network is 79, just below the agency's performance target of 80. More than 80 percent of the network is in "Very Good" condition, while less than 3% of the network is in "Poor" or "Very Poor" condition. An item to note is that pavement preservation work completed to date for the 2025 construction calendar year has not yet been accounted for within the PMP.

Preventative maintenance treatments completed between 2017 and 2024 have averaged around 120 lane miles of treatment annually, with around 100 lane miles reconstructed within the that time. StreetSaver analysis conducted in 2024 indicates that pavement needs total around $529 million over the next ten years (2024–2033), with an unfunded backlog of approximately $70 million in 2024. The annual budget for pavement work averages $22.5 million, leaving a structural funding gap relative to long-term needs.

RTC's strategy continues to emphasize preventive maintenance, supported by innovative rehabilitation and reconstruction practices such as full depth reclamation, warm mix asphalt, and expanded recycling of reclaimed asphalt pavement. Utilizing the appropriate treatment method

Condition of the Network

Description of Roadway Network

The Regional Road Network that RTC performs pavement preservation upon includes approximately 446 centerline miles distributed among the City of Reno, City of Sparks, and Washoe County, arterials represent the largest share at approximately 284 centerline miles. Asphalt concrete is the predominant pavement type, though the network includes other pavement types including Portland cement concrete pavement (PCCP). Table 1 identifies the centerline length of the different types of roadways within RTC's network across each jurisdiction.

Table 1. Centerline Miles and Number of Sections by Jurisdiction and Functional Classification

Table 1. Centerline Miles and Number of Sections by Jurisdiction and Functional Classification

Functional Classification	Centerline miles (# sections) by Jurisdiction			
	City of Reno	City of Sparks	Washoe County	RTP Roads (Total)
Arterial	158.8 (411)	70.2 (187)	54.7 (57)	283.7 (655)
Collector	43.9 (142)	27.9 (81)	25.8 (57)	97.6 (280)
Other*	29.8 (135)	21.0 (81)	5.6 (13)	56.4 (299)
Residential**	4.8 (21)	1.5 (7)	2.0 (7)	8.3 (35)
Total	237.3 (709)	120.6 (356)	88.1 (134)	446.0 (1,199)

* refers to industrial roadways with freight movement
** refers to local roadways that include a transit route

Figure 1 shows the size of the RTP network compared to all the roads in the region and the relative amount of traffic carried by RTP roads compared to local roads. It is important to note that the RTC does not own any of these roads but is responsible for expending the fuel and sales tax on the RTP roads in cooperation with the RTC's member agencies.

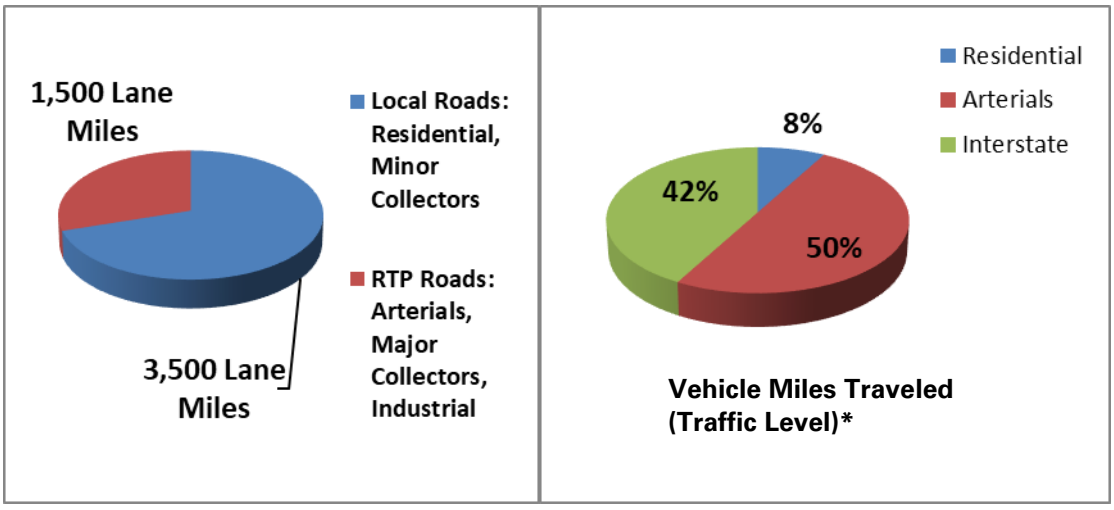

*Figure 1. RTP roads vs. local roads. Relative amount of pavement surface and relative amount of traffic volume. *(Source NDOT)*

The RTP roads only account for approximately 30% of the pavement area, but the RTP roads carry the majority of the traffic and provide the mobility so critical to the economic vitality of the region.

Current Pavement Condition Index (PCI)

Pavement condition is tracked using the PCI scale, ranging from 0 (failed) to 100 (new or excellent). The PCI can be grouped into condition categories of "Very Good" condition (PCI greater than 70), "Good" condition (PCI between 55 to 69), "Poor" (PCI between 40 and 54), and "Very Poor" condition (PCI less than 40). Figure 2 illustrates the historical trend of conditional categories for RTC's pavement network.

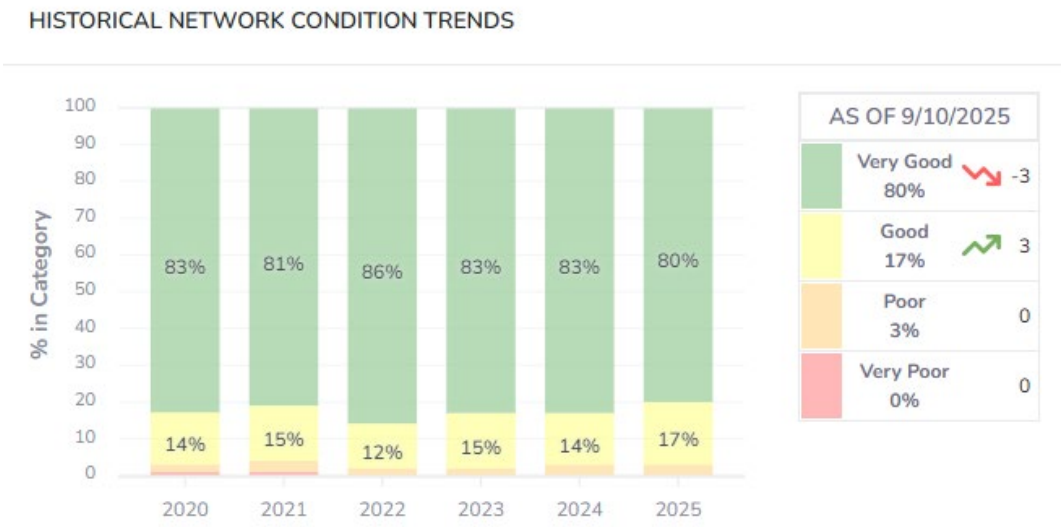

Figure 2. Historical Network Condition Trends. (Source StreetSaver)

The 2024 average PCI was **79.8**, with arterials at a PCI of 80.4, collectors at a PCI of 79.1. The 2025 PCI is tracking towards approximate value of 79.0 but will be updated following completion of projects for the season and completion of the tri-annual data collection projected to be completed at the end of calendar year 2025.

Network trends show consistent performance above the PCI target of 80, though recent values have slightly declined as shown in the table below.

Table 2. Network PCI trend from 2027 to 2025

Year	PCI Target	Performance Measure Status	Performance Target Status
2017	80	PCI = 83.3	Exceeded Goal
2018	80	PCI = 83.3	Exceeded Goal
2019	80	PCI = 83.3	Exceeded Goal
2020	80	PCI = 83.0	Exceeded Goal
2021	80	PCI = 81.0	Exceeded Goal
2022	80	PCI = 81.6	Exceeded Goal
2023	80	PCI = 80.0	Matched Goal
2024	80	PCI = 79.8	Not Achieving Goal
2025	80	PCI = 79.0*	Pending

*Exported from StreetSaver database; 2025 PCI does not include ongoing or completed construction projects in 2025

PCI is a key performance measure aimed at achieving the RTP goal of managing existing systems efficiently, and the performance target is set at PCI goal 80 or above. The estimated 2025 PCI of RTP roads is 79.0 as stated above. Roadways within RTC's network are further broken down by their functional classifications as described in Table 1. Figure 4 illustrates the average pavement condition for arterials and collectors at 80.4 and 79.1, respectively. Roadways within RTC's network that are neither arterial or collector but include either a transit route (Residential) or are considered an industrial road (Other) exhibit a PCI of and 80.6 and 77.8, respectively as illustrated in Figure 3. Figure 4 shows the percentage of current network PCI by condition category. Approximately 82% of the roads I the RTC network a current PCI greater than 70, placing them in the "Very Good" category. However, less than 3% of RTP roads are in "Poor" of "Very Poor" condition with PCI less than 55.

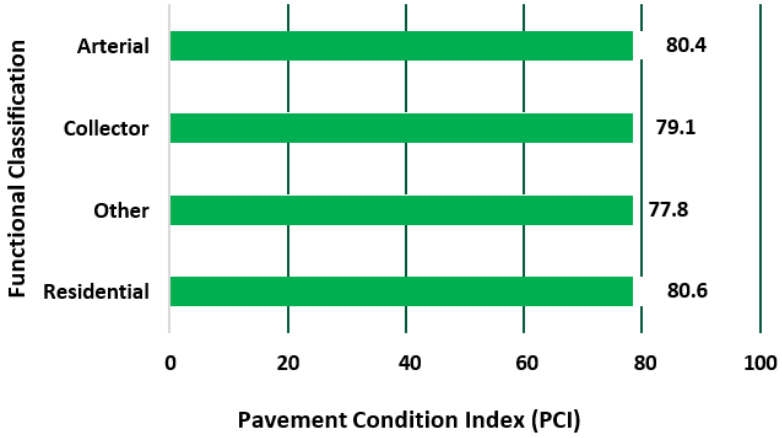

Figure 3. PCI by Functional Classifications (Source StreetSaver)

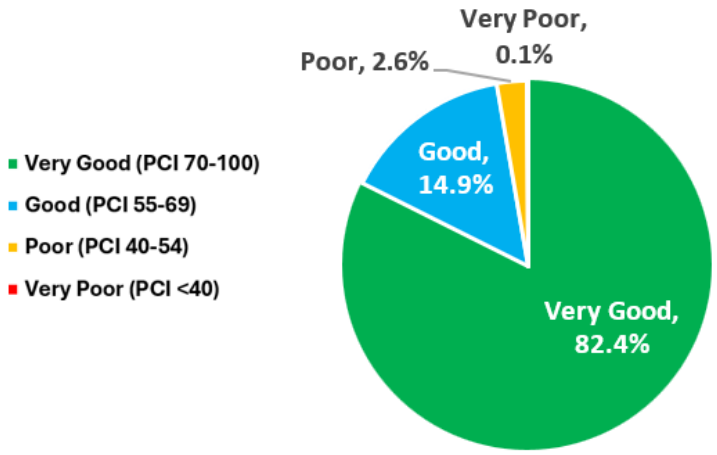

Figure 4. Percent of RTC Network PCI within Condition Categories (Source StreetSaver)

Historic Trends in Network Condition

Over the past ten years, RTC's pavement condition has remained consistently strong, with the Pavement Condition Index (PCI) generally fluctuating between 80 and 83. This stability demonstrates the effectiveness of the agency's preservation-first strategy, which prioritizes preventive maintenance treatments to extend pavement life at the lowest cost. However, the most recent update shows a slight decrease in network PCI from 79.8 in 2024 to 79.0 in 2025.

The prioritization of funding that began in the mid-2000s has significantly reduced the backlog of poor-condition roads. Today, only about 2% or less of the network is rated in poor condition, a figure that compares very favorably with national averages.

Funding levels have generally kept pace with both the needs of the roadway system and the impacts of construction inflation. A clear example of this trend can be seen in the average unit costs of pavement treatments over the past decade. The cost of micro-surfacing has increased from approximately $0.37 per square foot in 2014 to $0.53 per square foot in 2024, representing an average annual inflation rate of about 3.6%. In contrast, the cost of full pavement reconstruction has increased from roughly $9.00 per square foot in 2014 to $20.25 per square foot in 2024, an average annual inflation rate of about 8.6%.

These figures reinforce the critical importance of preservation-first strategies: each dollar spent on preventive maintenance treatments such as micro-surfacing helps avoid far more costly reconstruction needs later in the pavement life cycle.

RTC's Pavement Management Approach

RTC's pavement management approach is structured around "keeping good roads good", this includes a balanced funding strategy that prioritizes preservation while addressing corrective and structural needs across the regional network.

In support of this process, RTC conducts a comprehensive pavement condition survey of the entire regional network every three years. Semi-automated data collection, combined with manual field checks, is used to update PCI ratings and provide a systemwide view of roadway conditions. Following each survey, RTC re-analyzes the network, reviewing treatment decision trees, updating unit costs, and performing a budget analysis that evaluates multiple funding scenarios. This analysis forecasts pavement performance, projects deferred maintenance, and recommends how best to allocate funds across preventive, corrective, and rehabilitation strategies to sustain the regional network.

In the years between full data collection cycles, RTC prepares interim updates to track progress, monitor treatment costs, and confirm whether program assumptions remain valid. These interim checks help refine priorities and maintain flexibility so that the program remains adaptive to changing conditions while continuing to maximize the return on investment for the region.

The current program budgets $22.5 million annually, distributed across three primary treatment categories: preventive maintenance, corrective maintenance, and rehabilitation/reconstruction. Of this total, about $7.5 million is budgeted each year to preventive maintenance, with an additional $2.0 to $5.5 million allocated to corrective maintenance projects depending on system needs. The remaining program funds are invested in larger rehabilitation and reconstruction projects. The number of rehabilitation and reconstruction projects delivered each year varies, typically between four to eight. This balanced strategy ensures a consistent mix between low-cost preventive treatments and higher-cost structural improvements that together build the remaining service life of the entire network.

Annual projects delivered through the program are identified through a forward-looking planning cycle informed by the most recent pavement condition survey and performance analysis. For example, the 2024, 2025, and 2026 construction years were programmed following the 2022 network-wide data collection effort. Initially, only the 2024 projects were assigned (in early 2023), with subsequent years (2025 and 2026) programmed in 2024.

Project selection is guided by the Regional Pavement Preservation Group, a collaborative staff-level, technical working group consisting of representatives designated by the City or County Engineer from

the City of Sparks, City of Reno, and Washoe County. The committee prioritizes projects by looking first at PCI, then at traffic volumes of the regional network, so that the worst pavements serving the most people are addressed first. This ensures that limited funding delivers the greatest public benefit.

Treatment Types

The program relies on a full spectrum of pavement treatments to maximize return on investment and extend pavement life. These treatment categories include:

Preventive Maintenance

Preventive maintenance refers to low-cost surface treatments applied to pavements in good condition to slow the rate of deterioration. This includes pothole patching, crack filling, and micro-surfacing applications. Preventive maintenance treatments are designed to preserve structural integrity, extend service life, and maintain higher PCI levels at the lowest possible cost.

RTC's pavement management program follows a structured treatment cycle to maximize the effectiveness of preventive maintenance. After a roadway is reconstructed or rehabilitated, the first preventive treatment is typically scheduled about three years later to provide early protection. Thereafter, micro-surfacing and patching are generally performed every seven years, with crack filling performed in between as an intermediate treatment to seal joints and slow moisture penetration to the sub-layers that can accelerate deterioration of the pavement structure.

Traditionally, local jurisdictions were responsible for performing patching and crack filling in advance of RTC's annual preventative maintenance project. However, these activities have not been consistently implemented. To maintain the quality and longevity of the pavement network, RTC has increasingly taken on these responsibilities to ensure that preventative maintenance projects are supported by proper preparatory work. This adjustment helps safeguard the effectiveness of preventive maintenance treatments and reinforces the long-term sustainability of the network.

Corrective Maintenance

Corrective maintenance addresses localized or moderate pavement distress that cannot be effectively treated with preventive strategies alone. The most common corrective treatment used by RTC is mill-and-fill operations, where the deteriorated or aged surface layer of asphalt is removed and replaced with new hot-mix asphalt.

Corrective treatments are more expensive than preventive maintenance but remain significantly less costly than full reconstruction. They restore ride quality, improve surface drainage, and extend the service life of pavements that are beginning to show structural wear but have not yet experienced extensive subgrade deterioration. As such, corrective maintenance serves as a vital "mid-life" intervention for roadways, bridging the gap between low-cost surface treatments and more substantial rehabilitation strategies.

The effectiveness of corrective maintenance depends heavily on timing. When applied at the right stage - before deterioration progresses into deep structural failure - these treatments can effectively reset the pavement's service life and return the roadway to the preventive maintenance cycle. This enables RTC to continue applying lower-cost surface treatments over time while avoiding premature reconstruction. By strategically implementing corrective maintenance, RTC not only preserves pavements in good condition but also reduces the risk of costly rehabilitation and reconstruction projects.

Rehabilitation and Reconstruction

Rehabilitation and reconstruction treatments are applied when pavement distress has advanced beyond the point where preventive or corrective strategies can be effective, this is at a PCI of less than 55. At this stage, the pavement structural section – asphalt, aggregate base and in some cases the subgrade- requires significant rework.

Typical rehabilitation methods used by RTC include pulverizing to reworking the existing asphalt pavement, aggregate base, and sometimes the subgrade with cement, to create a new foundation for the pavement to be applied. Reconstruction, the most intensive treatment, involves the complete replacement of the pavement structure. Both strategies address deep structural deficiencies that correlate with such a low PCI.

Rehabilitation and reconstruction are the most costly treatments in the pavement management toolbox, but also the most transformative. By resetting pavement to a new condition, they begin a new lifecycle and allow the roadway to reenter the preventive maintenance cycle. Given their expense and scale, these projects are carefully timed and reserved for corridors with significant structural failure or those with high traffic volumes.

This tiered approach - preservation first, corrective when appropriate, and rehabilitation/reconstruction when necessary - enables RTC to optimize limited funding, maintain strong PCI levels, and minimize the long-term cost of preserving the regional pavement network.

Notable System-Wide Issues

As RTC's Pavement Management System (PMS) has matured, several system-wide challenges have emerged that require attention. These include limits of Preventive Maintenance Treatments, Deferred Maintenance Backlog, and Funding Sustainability.

Preventive Maintenance Treatments

The preventive maintenance program has been highly successful by applying treatments on regular cycles to keep the condition of the pavement for deteriorating to levels that would warrant more robust treatment options, such as mill and fill or rehabilitation. However, repeated applications are beginning to create unintended consequences. The cumulative thickness of these surface treatments is leading to elevation differences between the pavement surface and adjacent utility features such as manholes and valves. In addition, the pavement edge at gutters is gradually rising, which can create compliance challenges with Public Right-of-Way (PROW) accessibility guidelines.

Preventive maintenance treatments, such as micro-surfacing, chip seals, and slurry seals, are designed to extend pavement life at relatively low cost. However, when applied too many times over the life of a roadway, they create several challenges:

- Excessive Layer Thickness – Multiple applications build up surface layers, creating elevation differences between the pavement and adjacent features (e.g., manholes, valves, curb and gutter).
- Accessibility Concerns – Rising pavement grades at gutters and crosswalks can create issues with ADA and Public Right-of-Way (PROWAG) compliance, impacting pedestrian and mobility access.
- Diminishing Structural Benefit – Preventive treatments are surface-level fixes; after several cycles, the underlying pavement structure may still deteriorate simply due to age of the structure, limiting the effectiveness of further surface treatments.
- Transition Point – At a certain age or condition, preventive maintenance can no longer cost-effectively preserve pavement life, and more substantial rehabilitation is needed.

RTC is implementing a range of approaches to address the limitations of repeated preventive maintenance. On corridors that have already received multiple surface treatments, the agency is transitioning toward strategies such as thin lift mill and fills, structural mill and fills, or structural rehabilitation; ensuring long-term performance before surface buildup becomes problematic. In some cases, adjustments to utility features such as manholes and valves, along with targeted milling at gutters, are used to restore proper drainage and maintain ADA-compliant cross slopes, allowing surface treatments to continue without compromising accessibility.

Beyond these corridor-specific strategies, RTC is broadening the overall toolkit of preservation and rehabilitation options. By incorporating treatments such as micro-milling followed by micro-surfacing or thin overlays, the program balances low-cost preservation with the need for structural renewal.

Deferred Maintenance

Analysis associated with this report indicates that, despite strong program performance, the projected backlog of deferred maintenance is expected to increase in the coming years. This is due to a combination of funding uncertainty, rising construction costs, and the natural aging of roadway segments. Proactive monitoring of backlog trends, paired with strategic funding advocacy, will be necessary to prevent a return to the steep deterioration cycles experienced before the implementation of the PMP.

Funding Needs

As discussed in the recent regional Maintenance Needs Study completed by NCE earlier this year and by the RTC board, another concern relates to the long-term sustainability of pavement preservation funding. While RTC has steadily increased its annual budget for pavement maintenance in recent years, the program is primarily supported by motor fuel tax revenues. With the growth of fuel-efficient and electric vehicles, fuel consumption is flattening and is projected to decline, reducing the reliability of this revenue source. Without identifying and securing alternative or supplemental funding mechanisms, maintaining current PCI performance levels will become increasingly difficult.

Conclusions

The RTC;s PMP has proven highly effective over the past decade in sustaining roadway conditions across the regional road network. The average PCI has historically remained between 80 and 83, and only recently dropping to a current PCI of 79. The regional network backlog of pavements in poor condition has been maintained at 2% or less, a level considered exceptional compared to peer regions where poor-condition pavement often exceeds 15–20%.

This success has been driven by disciplined funding prioritization, consistent application of preventive maintenance, and strong regional coordination. However, as the program has matured, new challenges are emerging. The preventative maintenance program has been in place for more than two decades and many roadways that have already received several micro-surfacing treatments will need more robust and costly treatments to return to the preventative maintenance cycle.

Funding has remained stable, averaging $22.5 million annually for the last couple of years, which has thus far been sufficient to sustain PCI performance and manage the backlog of maintenance work.

Risks of Underfunding

Underfunding the PMP poses significant risks to both roadway performance and long-term financial sustainability. Without sufficient annual investment, the backlog of deferred maintenance would grow quickly, forcing pavements to slip from fair into poor condition. Once roads reach this stage, the cost of

repair increases exponentially - rising from less than $1 per square foot for preventive treatments to more than $20 per square foot for full reconstruction. A few years of underinvestment could erase decades of progress, resulting in higher lifecycle costs. Sustained, predictable funding is therefore critical to avoid this “pay more later” scenario and to preserve the region’s strong pavement condition levels.

Next Steps

The next cycle of data collection and analysis is already underway to ensure the PMP remains accurate, current, and actionable. By the end 2025, RTC’s consultant NCE will complete semi-automated surveys and manual field checks on approximately 450 lane miles of the Regional Road Network across the City of Reno, City of Sparks, and Washoe County. The results from this effort will include importing data into each the agencies’ MicroPaver databases and the RTC StreetSaver database.

Following the completion of data collection, RTC will re-analyze the regional pavement network, updating maintenance and rehabilitation decision trees to reflect current treatment strategies, costs, and performance expectations. This updated analysis will facilitate a budget analysis that evaluates multiple funding scenarios and forecasts pavement performance under varying levels of investment. The analysis will identify overall pavement conditions, highlight the projected PCI for the coming years based on different funding levels, and identify system needs across preventive, corrective, and rehabilitation strategies. The analysis will also project deferred maintenance that will occur under different funding scenarios.

Lastly, StreetSaver will be updated with the most recent network data and work history, ensuring the tool remains a reliable foundation for future planning and decision-making. By continuing this cycle of data collection, analysis, and reporting, RTC and its partner agencies will maintain a proactive approach to pavement management - one that maximizes the effectiveness of limited resources, informs policy decisions, and sustains the high quality of the regional roadway network.

REGIONAL TRANSPORTATION COMMISSION
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Meeting Date: 10/17/2025 **Agenda Item: 5.2.**

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation and Operations

SUBJECT: RTC Terminal Way Office Building and Future Administrative Office Needs

RECOMMENDED ACTION

Receive an update on the current condition of the RTC Terminal Way Office Building and provide direction to the Executive Director to complete a due diligence process regarding options for RTC's administrative offices and potentially relocating from the RTC Terminal Way Office Building.

BACKGROUND AND DISCUSSION

RTC's Administrative Office Building is located at 1105 Terminal Way. The building was constructed in 1983 and consists of a 37,020-square-foot, three-story structure with a partial basement, located on a 1.94-acre site. Of the net usable area, approximately 73% is utilized by RTC, 7% is leased to TMRPA, and 20% is vacant. Recent improvements to the building include the construction of a great room for increased meeting space and the rehabilitation of the building's elevators.

Due to the age of the building, changes in staffing levels, and changing business needs, RTC staff conducted a review of the condition of the building for decision-making regarding continued usage of the facility. This analysis was supported by a professional market appraisal performed in January 2025 by Johnson Perkins Griffin, LLC, and a third-party facility assessment conducted in June 2025 by H+K Architects. That analysis indicates that the option to retain and repair the building would involve significant costs and operational considerations. Below is a table outlining the results of that analysis. Note that these figures do not include expenses necessary for upgrading the existing building to current codes. Those costs could be substantial due to non-compliant stairways and electrical systems.

Appraised market value: $3,500,000
Short-term repairs (0-4 years): $1,931,164-2,388,000
Long-term repairs (3-10 years): additional $1,187,603-2,590,000
Potential office upgrades to improve business processes: $6,326,250

Industry best-practice from both BOMA (Building Owners and Managers Association) and IFMA (International Facility Management Association) advise that when projected repair and renovation costs over the next five to ten years reach roughly 60 %–70 % of an office building's current market value or its estimated replacement cost—especially for assets at or beyond their mid-life stage—owners should consider full-scale replacement or major redevelopment. This threshold may represent an economic tipping point where further incremental repairs yield diminishing returns, increase the risk of unexpected costs, and fail to meet tenant expectations for sustainability and technology. In comparison to this standard, RTC's repair costs over the next 10 years are predicted to be $3,118,767-$4,980,000 or 89%-142% of the appraised value of the building. These estimates do not include the costs for any office upgrades to improve business processes (such as remodeling and office relocation) or necessary code upgrades.

Based on the analysis of financial costs, operational impact, and long-term business goals, the Director of Public Transportation and Operations recommends that seeking replacement office space may be the most viable option for RTC. If the Board approves this item, the Executive Director will complete a due diligence process to investigate and compare options for RTC's administrative offices.

FISCAL IMPACT

There is no fiscal impact to this agenda item.

PREVIOUS BOARD ACTION

There has been no previous Board action taken.

REGIONAL TRANSPORTATION COMMISSION
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Meeting Date: 10/17/2025 **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.

REGIONAL TRANSPORTATION COMMISSION

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Meeting Date: 10/17/2025 **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.

REGIONAL TRANSPORTATION COMMISSION
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Meeting Date: 10/17/2025 **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.