

**Location:**



**REGIONAL TRANSPORTATION COMMISSION**  
**1105 Terminal Way, 1<sup>st</sup> Floor Great Room, Reno, NV**  
**Date/Time: 9:00 A.M., Thursday, June 25, 2026**

**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](http://www.rtcwashoe.com).
- II. This meeting will be televised live and replayed on RTC's YouTube channel at: [bit.ly/RTCWashoeYouTube](https://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](mailto: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](mailto: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](mailto:mkraus@rtcwashoe.com).

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**1. Call to Order:**

- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 1.3. Special Recognitions
  - 1.3.1 APWA Project of the Year Award: Steamboat Parkway

**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 05/15/2026 RTC Board meeting. (For Possible Action)
  - 4.1.2 Approve the meeting minutes for the 05/18/2026 RTC Special FY27 Budget 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 May. (For Possible Action)
- 4.2.5 Acknowledge receipt of the Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees. (For Possible Action)
- 4.2.6 Acknowledge receipt of the monthly Community Outreach and Media Activity Report. (For Possible Action)

#### 4.3. Engineering Department

- 4.3.1 Approve Amendment No. 2 to the contract with Parametrix, Inc., for additional design and engineering services on the Keystone Avenue Bridge Replacement Project, in the amount of \$450,563, for a new total not-to-exceed amount of \$7,109,560. (For Possible Action)
- 4.3.2 Approve a contract with CA Group, Inc., to provide construction management services for the Biggest Little Bike Network Project, in an amount not-to-exceed \$2,053,475. (For Possible Action)
- 4.3.3 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire property and/or property interests on APN 011-602-01 from Freight House District, LLC, which are needed to construct the Sierra Street Bridge Replacement Project. (For Possible Action)
- 4.3.4 Approve an Interlocal Cooperative Agreement with the University of Nevada, Reno for research and engineering support activities from the Pavement Engineering and Science (PES) program, in the amount of \$250,000. (For Possible Action)

#### 4.4. Public Transportation/Operations Department

- 4.4.1 Acknowledge receipt of this quarterly Construction/Maintenance update on Transit Stops as presented to the Citizens Multimodal Advisory Committee on June 3, 2026. (For Possible Action)

#### 4.5. Executive, Administrative and Finance Department

- 4.5.1 Acknowledge receipt of the Asset Donation Log for the fourth quarter of calendar year 2025 through the second quarter of calendar year 2026. (For Possible Action)
- 4.5.2 Authorize the Executive Director to bind annual insurance coverage effective July 1, 2026, for automobile liability, general liability, public officials' errors and omissions (E&O), property, earthquake/flood, crime, cyber, pollution liability, social engineering, fiduciary liability, employment practices liability, and workers' compensation; and approve the RTC's continued membership in the Nevada Public Agency Insurance Pool (POOL) and Public Agency Compensation Trust (PACT). (For Possible Action)
- 4.5.3 Approve Resolution 26-14 to augment the FY 2025-2026 Budget of the Regional Transportation Commission of Washoe County as it relates to the General Fund. (For Possible Action)

- 4.5.4 Approve the Executive Director job description, compensation range, statement of benefits, and employment contract template, for use in the Executive Director recruitment and hiring process. (For Possible Action)

**5. Discussion Items and Presentations:**

- 5.1. Receive an update from Michael Hillerby of Kaempfer Crowell, Ltd., on efforts related to electric and hybrid vehicle fees and a Bill for the 2027 Legislative Session that enables the Washoe County Board of County Commissioners to impose an electric and hybrid vehicle fee. (Informational Only)
- 5.2. Receive a presentation on the status of the Rock Boulevard Corridor Study. (Informational Only)
- 5.3. Approve a Memorandum of Understanding with the City of Reno and the University of Nevada, Reno regarding the design, funding, and implementation of the University Gateway Transportation Project. (For Possible Action)

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

- 6.1. Monthly verbal update/messages from RTC Executive Director Bill Thomas - no action taken.
- 6.2. Monthly verbal update/messages from Paul Nelson, RTC Government Affairs Officer on federal matters related to the RTC - no action will be taken.
- 6.3. Monthly verbal update/messages from NDOT Director Tracy Larkin Thomason or designated NDOT Deputy Director - no action will be taken.

**7. Commissioner Announcements and Updates:** *Announcements and updates to include requests for information or topics for future agendas. No deliberation or action will take place on this item.*

**8. Public Comment:** *Public comment taken under this item may pertain to matters both on and off the agenda. The Chair may take public comment on a particular item on the agenda at the time it is discussed. Comments are to be made to the Board as a whole and not to individual commissioners.*

**9. Adjournment (For Possible Action)**

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Posting locations: RTC, 1105 Terminal Way, Reno, NV, RTC website: [www.rtcwashoe.com](http://www.rtcwashoe.com), State website: <https://notice.nv.gov/>



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.1.1

To: Regional Transportation Commission

From: Michelle Kraus, Clerk of the Board

**SUBJECT: Draft Meeting Minutes for 05/15/2026**

**RECOMMENDED ACTION**

Approve the meeting minutes for the 05/15/2026 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.

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**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**FRIDAY**

**9:00 A.M.**

**May 15, 2026**

**PRESENT:**

**Alexis Hill, Chair, Washoe County Commissioner  
Devon Reese, Vice Chair, Reno City Council  
Ed Lawson, Mayor of Sparks  
Mariluz Garcia, Washoe County Commissioner  
Bill Thomas, RTC Executive Director  
Adam Spear, Legal Counsel  
Sajid Sulahria, Deputy Director of NDOT (Alternate)**

**ABSENT:**

**Hillary Schieve, Mayor of Reno  
Tracy Larkin Thomason, Director of NDOT**

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

***Item 1      CALL TO ORDER***

- 1.1    Roll Call
- 1.2    Pledge of Allegiance

***Item 2      PUBLIC COMMENT***

Carlos Elizondo Reyna addressed the Board regarding service concerns on Routes 12 and 18 near the Walmart and 4th Street Station area. He stated that buses frequently arrive simultaneously, Route 18 is often overcrowded, and Route 12 does not consistently stop at the location. He requested review of the stop configuration and service operations.

Pamela Baker, a disabled veteran and RTC ACCESS user, expressed appreciation for RTC services, including Veterans Day free rides, RTC ACCESS, FlexRIDE, and senior transportation programs. She requested consideration of additional recognition for veterans and installation of a shaded waiting area at the Sparks Marina FlexRIDE location. She also commended RTC staff, dispatchers, schedulers, and drivers for their service.

Austin Osborne, Storey County Manager, expressed appreciation for RTC's partnership with Storey County and support for the Tahoe-Reno Industrial Center workforce rail study. He provided updates regarding transportation improvements in the industrial center, including the Patrick Interchange extension project, ongoing traffic studies, and workforce housing initiatives.

Juan Martinez, an RTC ACCESS rider, commented regarding an incident in which he was unable to board an RTC ACCESS vehicle due to fare payment issues and requested policy changes to prevent

riders from being stranded. He also requested consideration of fare waivers when RTC ACCESS service is delayed.

Dora Martinez thanked RTC and local agencies for responsiveness to accessibility-related concerns. She requested additional time before implementation of proposed RTC ACCESS fare increases, citing impacts on individuals with disabilities and fixed-income riders. She also requested notification procedures if RTC ACCESS and FlexRIDE services are combined during pilot operations.

Donna Clontz, representing AARP Nevada and the Washoe County Senior Advisory Board, expressed support for FlexRIDE expansion and increased transportation options for seniors. She highlighted the annual Stuff-A-Bus for Seniors event and discussed efforts to improve transit education and outreach for older adults.

### ***Item 3            APPROVAL OF AGENDA***

Chair Hill requested that Item 6.3 be moved to immediately follow the Consent items due to a scheduling conflict requiring her departure later in the meeting. She noted that Vice Chair Reese would preside beginning with Item 5.1. A brief recess would follow Item 6.3 for a photo with the “America 250 commemorative wrapped bus”.

On motion of Vice Chair Reese 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 4/17/2026 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 the 2026 TAC and CMAC Policies and Procedures. (For Possible Action)

#### **4.4 Engineering Department**

- 4.4.1 Approve a contract with Kimley Horn and Associates, Inc., for design and optional engineering during construction services for the Traffic Signal Improvements 2028 Project, in an amount not-to-exceed \$598,397. (For Possible Action)
- 4.4.2 Approve a Reimbursement Agreement with the City of Sparks for betterment improvements on the Prater Way Rehabilitation Project, including sanitary sewer improvements, storm drain improvements, and fiber line relocation, with the City of Sparks reimbursing the RTC for the actual costs of the improvements. (For Possible Action)
- 4.4.3 Approve a contract with Keystone Bridge Partners, for Construction Manager at Risk (CMAR) pre-construction services on the Keystone Avenue Bridge Replacement Project, in an amount not-to-exceed, \$755,580.17. (For Possible Action)
- 4.4.4 Approve a contract with Innovative Contracting and Engineering LLC for independent cost estimating services related to the Keystone Avenue Bridge Replacement Construction Manager at Risk (CMAR) Project, in an amount not-to-exceed \$491,622.75. (For Possible Action)
- 4.4.5 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire property and/or property interests on APN 021-083-07 from Pierre Klein, which are needed to construct the Pembroke Drive Capacity & Safety Project. (For Possible Action)

#### **4.5 Public Transportation/Operations Department**

- 4.5.1 Acknowledge receipt of the Tahoe-Regional Industrial Center (TRIC) Workforce Rail Feasibility Study. (For Possible Action)
- 4.5.2 Approve the purchase of three parcels (APN 007-311-21; APN 007-311-22; and APN 007-311-23) adjacent to the 4th Street Station from the City of Reno for \$1,350,000. (For Possible Action)

#### **4.6 Executive, Administrative and Finance Departments**

- 4.6.1 Authorize the Executive Director to initiate a recruitment and hiring process to fill the Executive Director position. (For Possible Action)
- 4.6.2 Approve a consulting services contract with Eide Bailly for the Enterprise Resource Program replacement project, in a not-to-exceed amount of \$379,400. (For Possible Action)

On motion of Commissioner Garcia to approve, seconded by Commissioner Lawson, which motion unanimously carried, Chair Hill ordered that these items be approved.

**Item 6.3 Evaluate the Executive Director's annual performance as it pertains to the duties and obligations of the position and accomplishments for Fiscal Year 2026, and consider approval of a compensation adjustment if the Executive Director's performance has been satisfactory or better. (For Possible Action)**

Chair Hill announced that Bill Thomas had given six months' notice before retiring and praised his longtime leadership in the region. Highlights of his time with the RTC included, but were not limited to, his role in advancing major transportation projects, multimodal planning initiatives, neighborhood network plans, the Kids Ride Free program, and regional transportation coordination

efforts across Northern Nevada. Chair Hill emphasized Mr. Thomas's vision, leadership, and commitment to implementing the board's transportation goals.

As recognition for his service and strong performance, Chair Hill proposed amending Mr. Thomas's contract to increase his performance bonus from 5% to 8% of his base salary, representing a one-time payment of approximately \$23,500.

Chair Hill asked the Commissioners if they would like to make comment.

Commissioner Lawson praised Mr. Thomas's work and said, “we’re all going to miss you”.

Vice Chair Reese reflected on Mr. Thomas's influence on his public service career and credited him with maintaining a long-term regional vision that transcended political cycles.

Commissioner Garcia commended Mr. Thomas's ability to connect with residents while also navigating complex state and federal transportation issues, describing his leadership as both strategic and personable.

Bill Thomas expressed gratitude and humility, stating that RTC's success stems from collaboration among elected officials and staff. He credited the board for working together on behalf of the region and praised RTC employees for their dedication and public service.

On Motion of Chair Hill that the board approve a performance bonus for the Executive Director in the amount of 8% of his current base salary, and that the Executive Director contract be amended to reflect that, seconded by Vice Chair Reese, which motion unanimously carried, Chair Hill ordered that this item be approved.

Chair Hill announced a brief recess would be taken for a photo with the 250<sup>th</sup> Anniversary commemorative wrapped bus and stated that Vice Chair Reese would preside over the remainder of the meeting upon reconvening.

*The meeting recessed at 9:32 a.m. and reconvened at 9:38 a.m., with Vice Chair Reese presiding.*

## **Item 5            PUBLIC HEARING**

- 5.1    Conduct a public hearing regarding approval of Amendment No. 3 to the FFY 2025-2029 Regional Transportation Improvement Program (RTIP); adopt a resolution approving Amendment No. 3 to the FFY 2025-2029 Regional Transportation Improvement Program (RTIP). (For Possible Action)**
  - a. Staff Presentation**
  - b. Public Hearing**
  - c. Action**

Graham Dollarhide, Transportation Planning Manager, presented Amendment No. 3 to the FFY 2025-2029 RTIP. He reviewed proposed additions, which included: I-80 Verdi Commercial Vehicle Inspection Station upgrades for modular buildings and modern scales; SR446 Pyramid Lake Realignment project to address erosion and slope stability issues; and Fueling Facility Improvement upgrades to the compressed natural gas (CNG) fueling infrastructure.

Updates to the RTIP included: Traffic Calming improvements, FlexRIDE service funding, ACCESS Capital for Sutro Facility and I-80/Patrick/Waltham Way. Mr. Dollarhide noted that no air quality conformity analysis was required and that no public comments were received during the formal comment period.

Commissioner Garcia expressed appreciation for NDOT's partnership and requested additional information regarding the fueling facility improvements project. Mr. Dollarhide clarified that the project related to CNG fueling infrastructure and not hydrogen fueling facilities. Discussion also included an update on hydrogen fueling facility commissioning.

Vice Chair Reese opened the meeting to public comment. No public comments or correspondence were received.

Commissioner Garcia moved to approve Amendment No. 3 to the FFY 2025-2029 Regional Transportation Improvement Program, seconded by Commissioner Lawson, which motion unanimously carried, Vice Chair Reese ordered that this item be approved.

## ***Item 6           DISCUSSION ITEMS AND PRESENTATIONS***

### **6.1    Approve the FY 2026-2030 Move More with RTC Plan. (For Possible Action)**

Alex Cruz, Senior Transit Planner, presented the FY 2026-2030 Move More with RTC Plan. He reviewed the planning process, community outreach efforts, survey results, proposed route modifications, FlexRIDE and RTC ACCESS recommendations, senior mobility program updates, fare technology improvements, and implementation schedule. Recommendations included service frequency improvements, route modifications, expanded FlexRIDE capabilities, implementation of Connect Ride, fare capping technology, and future fare policy changes.

Proposed fare increases would include phasing out day-pass sales for RIDE; reducing Regional Connector fares from \$5 to \$2 as a pilot program, adding a \$1 fare for each additional passenger on a FlexRIDE trip; and increasing ACCESS rides from \$3 to \$4.

If the Board approves the Move Transit Plan, RTC will implement it over a five-year period. Smaller administrative updates, such as performance metric (KPI) changes, would be implemented first. Larger initiatives, including service modifications and fare changes would likely begin in Years 2 and 3, with Year 3 expected to include the most significant changes. In short, approval of the plan will establish a gradual, carefully evaluated rollout over five years.

Commissioner Lawson requested that proposed fare increases be brought back to the Board for review before implementation and emphasized consideration of concerns raised by RTC ACCESS riders.

Commissioner Garcia requested clarification regarding the implementation schedule and expressed support for allowing riders additional time to prepare for potential fare increases. She also discussed the need to sustain RTC ACCESS service while encouraging use of alternative transit options when appropriate.

Mr. Cruz confirmed that any fare increase would be considered a significant change and would be brought back to the Board for review and approval before implementation. The proposed ACCESS fare increase is not immediate and is currently recommended for Year 2 of the plan, likely sometime in late 2027, depending on the service change schedule.

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

## **6.2 Receive the 2025 Annual Report. (Informational Only)**

Bill Thomas presented the 2025 Annual Report and introduced a video summarizing RTC accomplishments during the year, including transportation investments, safety projects, ridership growth, transit improvements, and capital construction projects.

Vice Chair Reese commended RTC staff for their accomplishments and highlighted the importance of transportation investments, roadway improvements, and responsiveness to community concerns.

Commissioner Garcia praised continued ridership growth and public outreach efforts.

Commissioner Lawson highlighted the success of the Kids Ride Free partnership with the Washoe County School District and its benefits to students.

No action was taken.

## **6.3 Evaluate the Executive Director’s annual performance as it pertains to the duties and obligations of the position and accomplishments for Fiscal Year 2026, and consider approval of a compensation adjustment if the Executive Director’s performance has been satisfactory or better. (For Possible Action) *Moved to top of meeting.***

### ***Item 7 REPORTS (Informational Only)***

#### **7.1 RTC Executive Director Report**

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

- The RTC received four awards recently for: The Veterans Roundabout Modifications project earned the ITE Mountain District 2026 Transportation Achievement Award in the Safety Category and Project of the Year for the American Society of Civil Engineers Truckee Meadows Branch; Our Fiber Network Prioritization Plan won the ITE Mountain District Transportation Award in the Planning Category; the Steamboat Parkway Improvement Project and the new RTC website, recognized earlier in our Annual Report video also earned top honors.
- Starting June 1st, we would like to start a pilot fare change for the Regional Connector between Reno and Carson City. The intent is to reduce passenger confusion by having two different fare structures and increase ridership on the route.
- Looking outside, we have our “America 250 commemorative bus”, which was wrapped for our nation’s 250<sup>th</sup> birthday. This bus will be on our routes at least through next year.
- The “America 250” bus will be at the Arlington Avenue Bridges Ribbon Cutting Ceremony in June. We were able to complete this project in less than one year with the great partnerships between RTC, City of Reno, our Federal Delegation and U.S.D.O.T.

- The Federal Highway Administration launched the Freedom to Drive initiative last month. This is a national effort to save Americans time and money by focusing on maximizing roadway capacities, fast-tracking projects to reduce congestion at chokepoints, and leveraging technology and private-sector partnerships.
- Our Stuff A Bus event for Seniors is today from 2:00 p.m. to 6:00 p.m. at the Sparks Target. We hope to see you there.
- We have several staff milestones to recognize: Lee Anne Olivas celebrated her 25-year Silver Anniversary on March 19<sup>th</sup>; Scott Gibson marked 20 years on May 8<sup>th</sup>; Nelia Belen celebrated 10 years on May 2<sup>nd</sup>; Rick Parton reached his 1-year mark on April 7<sup>th</sup>; and Ashley Hurlbut celebrated one year on April 21<sup>st</sup>. Congratulations to all.

## **7.2 RTC Federal Report**

Paul Nelson, RTC Government Affairs Officer, reported that RTC's congressional spending requests totaling approximately \$8 million had been submitted by Nevada's U.S. Senators. He also provided updates regarding federal transportation reauthorization discussions, transportation appropriations, and potential federal electric vehicle fee proposals.

Vice Chair Reese and Commissioner Garcia commented on RTC's recent federal advocacy efforts in Washington, D.C. at the APTA Legislative Conference and expressed appreciation for staff coordination and engagement with federal representatives.

## **7.3 NDOT Director Report**

Sajid Sulahria, Deputy Director NDOT, provided updates on statewide transportation initiatives, including participation in the federal Freedom to Drive program, I-80 bridge replacement projects, pedestrian safety improvements on Kietzke Lane, bridge resurfacing projects, South Virginia Street safety improvements, and the Patrick Interchange acceleration lane project serving the Tahoe-Reno Industrial Center. He also congratulated Bill Thomas on his retirement announcement.

Vice Chair Reese asked whether the Garson Road overpass project accounts for future traffic growth from planned residential development, or if it is simply replacing the existing bridge without broader capacity improvements.

Mr. Sulahria said NDOT is coordinating with RTC and the City of Reno. The bridge will be widened and include a multi-use path to improve north-south connectivity, and the project team is evaluating long-term needs and future capacity.

Vice Chair Reese requested a follow-up meeting with NDOT, Mr. Keller and engineering staff to review the project details offline.

## ***Item 8 COMMISSIONER ANNOUNCEMENTS AND UPDATES***

No Commissioner announcements were made.

***Item 9 PUBLIC COMMENT***

Edward Lamb, a Sparks resident and member of the Washoe County Senior Advisory Board, discussed transportation access challenges for seniors and residents living outside existing transit service areas. He encouraged RTC to evaluate expansion of FlexRIDE and other transportation services to underserved areas, including Spanish Springs and the North Valleys.

***Item 10 ADJOURNMENT***

The meeting was adjourned at 10:50 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](mailto:mkraus@rtcwashoe.com).**



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.1.2

To: Regional Transportation Commission

From: Michelle Kraus, Clerk of the Board

**SUBJECT: Draft Meeting Minutes for 05/18/2026**

**RECOMMENDED ACTION**

Approve the meeting minutes for the 05/18/2026 RTC Special FY27 Budget 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.

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**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**MONDAY**

**9:00 A.M.**

**May 18, 2026**

**PRESENT:**

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

**ABSENT:**

**Mariluz Garcia, Washoe County Commissioner  
Tracy Larkin Thomason, Director of NDOT**

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A special meeting to approve the FY27 RTC Final Budget was held in the 1<sup>st</sup> Floor Great Room at Regional Transportation Commission of Washoe County, Reno, Nevada. Board members present attended via Zoom, and the meeting 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. There was no public comment.

***Items 3        PUBLIC HEARING***

- 3.1 Conduct a public hearing on the FY 2027 RTC Final Budget; approve a recommendation from the Executive Director regarding an employee cost-of-living adjustment and performance-based salary increases to be included in the budget; approve the FY 2027 RTC Final Budget. (For Possible Action)**
  - a. Staff Presentation**
  - b. Public Hearing**
  - c. Action**

Christian Schonlau, RTC Director of Finance and CFO, presented the FY27 RTC Final Budget. He reviewed the budget development process, noting that the tentative budget had been submitted to and approved by the Nevada Department of Taxation without required revisions. Mr. Schonlau highlighted the agency's major revenue sources, including federal funding, sales tax, and fuel tax revenues, and discussed planned investments in transportation infrastructure, transit operations,

vehicle replacements, safety improvements, planning initiatives, and technology modernization projects.

Mr. Schonlau reported that the FY27 budget is balanced and that RTC remains in a strong financial position despite projected modest declines in sales tax revenues and flat fuel tax revenues. He also noted that RTC expects to invest more than \$283 million in transportation projects during the fiscal year.

Bill Thomas, Executive Director, commented that public transportation operating costs continue to increase significantly and emphasized the importance of monitoring those expenses in future budget cycles.

Chair Hill acknowledged the Board's ongoing efforts to identify additional revenue sources to support long-term financial stability and thanked staff for their work on the budget.

Chair Hill opened the public hearing for public comment. There was no public comment.

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

***Item 4            COMMISSIONER ANNOUNCEMENTS AND UPDATES***

No Commissioner announcements were made.

***Item 5            PUBLIC COMMENT***

Chair Hill opened the public comment period. There was no public comment.

***Item 6            ADJOURNMENT***

The meeting was adjourned at 9:11 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](mailto:mkraus@rtcwashoe.com).**



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**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.

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## ATTACHMENT A

### PROJECTS CURRENTLY ADVERTISED

<u>Invitations for Bids (IFB)</u>	
Project	Due Date
N/A	

<u>Request for Proposals (RFP)</u>	
Project	Due Date
Silverada-Wedekind-Clear Acre-Sutro and 7th-Kings Row-Keystone Corridor Studies	June 26, 2026

### 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
Prater Way Rehabilitation	Sierra Nevada Construction	5/1/2026	\$7,697,007
Pyramid Highway Operations Improvements	Q&D Construction	5/19/2026	\$9,876,543
Pembroke Drive Capacity & Safety Project	Road and Highway Builders, LLC	6/11/2026	\$13,333,333

### 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
Madison AI Renewal FY27	Madison Artificial Intelligence	\$30,000
Strategic Planning FY27	M3 Planning, dba OnStrategy	\$45,760
Cisco Switches-End of Life Replacements	Arctiq	\$47,950
Federal Lobbying Services FY27	Porter Group, LLC	\$83,000
LCP Tracker Services FY27	LCP Tracker	\$46,700
Specialized Federal Lobbying FY27	Cardinal Infrastructure LLC	\$87,000

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

Project	Contractor	Approval Date	CO / Amend. Number	CO / Amend. Amount	Revised Total Contract Amount
Mill Street Capacity/Safety	Q&D Construction	4/30/2026	CO1	\$195,480	\$15,525,480
EV Market Research	Griffin & Gilles	5/4/2026	Amend. 1	\$7,000	\$57,000
EV Market Research	Griffin & Gilles	5/28/2026	Amend. 2	\$7,000	\$64,000
West Fourth Street	Q&D Construction	6/4/2026	CO1	\$32,554	\$5,500,554



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.2.2

To: Regional Transportation Commission

From: Vanessa Lacer, Planning Director

**SUBJECT: Planning Activity Report**

**RECOMMENDED ACTION**

Acknowledge receipt of the monthly Planning Activity Report.

**BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

**FISCAL IMPACT**

There is no fiscal impact related to this action.

**PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

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## PLANNING STUDIES

<b>Neighborhood Network Plans 3 &amp; 4</b>	
Marquis Williams, Project Manager	<a href="https://rtcwashoe.com/planning/neighborhood-network-plan/">https://rtcwashoe.com/planning/neighborhood-network-plan/</a>
<i>Status: Planning activities for Neighborhood Network Plans (NNPs) 3 &amp; 4, Meadowood/Hidden Valley and Sun Valley/Panther Valley, began in October 2025. The project team has concluded public outreach and data collection for both plans. Currently the project team is developing project recommendations for the identified needs. More project information can be accessed at the web address above. Final plans are expected in December 2026.</i>	
<b>Rock Blvd Corridor/Area Study</b>	
Shay League, Project Manager	<a href="https://rtcwashoe.com/planning/corridor-studies/rock-boulevard-corridor-study/">https://rtcwashoe.com/planning/corridor-studies/rock-boulevard-corridor-study/</a>
<i>Status: Planning activities for the Rock Blvd Corridor/Area Study began in October 2025. Currently, the project team is conducting public outreach and collecting data. The first round of public engagement has concluded. A plan development update will be provided to the RTC TAC, CMAC and Board in June 2026. A final plan is expected in December 2026.</i>	
<b>Kirman/Locust/Wells/Taylor Corridor/Area Study</b>	
Xuan Wang, Project Manager	<a href="https://rtcwashoe.com/planning/corridor-studies/locust-taylor-kirman-wells-corridor-study/">https://rtcwashoe.com/planning/corridor-studies/locust-taylor-kirman-wells-corridor-study/</a>
<i>Status: Planning activities for the Kirman/Locust/Wells/Taylor Corridor/Area Study began in October 2025. Currently, the project team is conducting public outreach. A survey and public engagement calendar can be accessed at the web address above. A plan development update will be provided to the RTC TAC, CMAC and Board in July 2026. A final plan is expected in January 2027.</i>	
<b>Congestion Management Process</b>	
Xuan Wang, Project Manager	
<i>Status: Planning activities began in December 2025, and a final plan is expected in October 2026.</i>	
<b>Truckee River Path Implementation Plan</b>	
Vanessa Lacer, Project Manager	
<i>Status: Planning activities began in December 2025. Currently, the project team is conducting stakeholder engagement. A final plan is expected in fall of 2026.</i>	
<b>SS4A Comprehensive Safety Action Plan</b>	
Graham Dollarhide, Project Manager	<a href="https://rtcwashoe.com/truckee-meadows-safety/">https://rtcwashoe.com/truckee-meadows-safety/</a>
<i>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 a vendor contract was approved by the RTC Board in February 2026. Planning activities began in March 2026, and a final plan is expected in fall of 2028. More project information can be accessed at the web address above.</i>	



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**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.

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# 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 has completed design. The project is scheduled to bid to contractors in June 2026.

## Capacity/Congestion Relief Projects

### Buck Drive Circulation

Bryan Byrne, Project Manager

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

**Status:** Construction is underway and is expected to be completed in July 2026.

### Geiger Grade Road Realignment

Kimberly Diegle, Project Manager

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

**Status:** The feasibility study is being finalized 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, has completed design and the project was awarded to Spanish Springs Construction. Construction is anticipated to begin in June 2026.

### Mill Street Capacity & Safety

Kimberly Diegle, Project Manager

<https://rtcwashoe.com/projects/mill-street-capacity-and-safety/>

**Status:** Q&D Construction is wrapping up work on the Project. Visit [MillStreetWidening.com](http://MillStreetWidening.com) for additional information.

### Pyramid Highway Operations Improvements

Jessica Dover, Project Manager

<https://rtcwashoe.com/projects/pyramid-highway-operations-improvements/>

**Status:** Bids were opened in May 2026. Construction is anticipated to start in June 2026.

## 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 is underway and improvements such as retaining walls, sound walls, storm drain infrastructure, underground and overhead utility relocations, and landscaping are all being actively advanced.

The community is encouraged to stay informed of the project. More information is available at [SparksBlvdProject.com](http://SparksBlvdProject.com).

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

## 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 and is planned to open on June 9, 2026.

Please visit: [ArlingtonBridges.com](http://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 is advancing procurement of a CMAR contractor and independent cost estimator for the project.

### 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 and submitted the 90% design package, which is currently under review. All NEPA studies have been finalized, and the project has received a Finding of No Significant Impact (FONSI), representing a major milestone toward project delivery and advancement into the final design phase.

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:** Task Order No. 1 of the MSA is complete.

The Plumas to Lakeside segment of McCarran Blvd will advance to 60% design.

## 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, utility coordination, 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:** Bid opening is scheduled for June 9, 2026.

Construction will start in summer 2026.

## Sierra Street Bridge Replacement

Bryan Byrne, Project Manager

<https://rtcwashoe.com/projects/sierra-street-bridge-replacement/>

**Status:** The project team has successfully completed the 90% design milestone. Work is now shifting toward advancing the plans to the 100% 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](http://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:** The Team is progressing to 90% design, anticipated Winter 2026.

## West Fourth Street Downtown

Scott Gibson, Project Manager

<https://rtcwashoe.com/projects/west-fourth-street-downtown/>

**Status:** Paving is complete. Signal work at Vine continues. Work is expected to be complete in early Summer

## West Fourth Street Safety

Scott Gibson, Project Manager

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

**Status:** RTC has awarded the construction contract to SNC and the construction management contract to CME, Inc. Construction is underway with significant traffic control systems in place. Current pattern has traffic shifted to the south but there is lots of activity with potential changes. Slow down for workers!

## *Pavement Preservation Projects*

### **La Posada Corrective**

Bryan Byrne, Project Manager

<https://rtcwashoe.com/projects/la-posada-corrective-project/>

**Status:** Construction is underway and is expected to be completed by July 2026.

### **Prater Way Rehabilitation**

Kimberly Diegle, Project Manager

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

**Status:** Sierra Nevada Construction will begin work on June 8, 2026.

## Traffic Signal Timing 7

Alex Wolfson

<https://rtcwashoe.com/projects/traffic-signal-timing-7-project/>

**Status:** New timing plans have been deployed on Vista Blvd for the morning and evening commute. Testing of new plans along N McCarran are in progress.

Other corridors recommended for retiming are:

- Clear Acre Ln & Sun Valley Blvd
- Pyramid Way
- S Virginia St in the Meadowood Mall area

## Traffic Signal Modifications (TSM) 25-01

LaShonn Ford

<https://rtcwashoe.com/projects/traffic-signal-modifications-25-01/>

**Status:** All major work items have been completed for the project. Crews will continue to complete final paving and striping at all locations.

## Eagle Canyon Safety and Operations

LaShonn Ford

<https://rtcwashoe.com/projects/eagle-canyon-safety-and-operations/>

**Status:** The project has been awarded to F.W. Carson Co. Construction start date planned for June 10th, 2026 and will continue to early September. Working hours will take place between 7:00 AM - 7:00 PM. Closures will be primarily limited to the shoulders, with occasional lane shifts and/or flagger control.

## Vista Boulevard/Disc Drive Intersection Improvement

Alex Wolfson

<https://rtcwashoe.com/projects/vista-boulevard-disc-drive-intersection-improvements/>

**Status:** All construction is now complete, this will be the final project update.

## Sparks/Ion Traffic Signal

LaShonn Ford

<https://rtcwashoe.com/projects/sparks-boulevard-ion-drive-traffic-signal/>

**Status:** The project has been awarded to Sierra Nevada Construction, Inc. Construction is now anticipated to begin later this summer.

## Traffic Signal Fiber 25-01

Austin McCoy

<https://rtcwashoe.com/projects/traffic-signal-fiber-25-01/>

**Status:** Project construction is complete. Thank you for your patience for this important project.

## Other Projects

### Virginia Line BRT Improvements

Kimberly Diegle, Project Manager

<https://rtcwashoe.com/projects/virginia-line-brt-improvements/>

**Status:** Q&D Construction commenced work on the project on June 1, 2026. While some NV Energy utility underground work continues through early summer, Q&D will perform nighttime water line relocation work, and modifications of existing bus stations along the Virginia Line.

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

<b>Project</b>	<b>Property Owner</b>	<b>Purchase Amount</b>	<b>Amount Over Appraisal</b>
Biggest Little Bike Network	Cavallo Family Trust	\$1,000.00	\$0
Biggest Little Bike Network	CRS Annex, LLC	\$4,520.00	\$0
Biggest Little Bike Network	The Harrah Automobile Foundation	\$1,000.00	\$0
Biggest Little Bike Network	NF V Reno LLC	\$3,073.82	\$0
Pembroke Capacity & Safety	Angel A. Santiago	\$2,000.00	\$0
Pembroke Capacity & Safety	David Jackson	\$22,228.00	\$24,869.00
Pembroke Capacity & Safety	John Lightner & Christine Spencer	\$32,274.00	\$49,334.00
Pembroke Capacity & Safety	Manke Family Trust	\$43,657.00	\$13,654.00

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

<b>Project</b>	<b>Vendor</b>	<b>Scope</b>	<b>Amount</b>



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.2.4

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation and Operations

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

**RECOMMENDED ACTION**

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

**BACKGROUND AND DISCUSSION**

See attachment for Background and Discussion.

**FISCAL IMPACT**

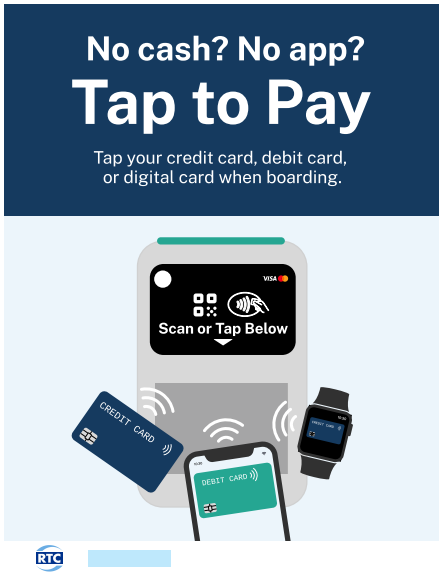
There is no fiscal impact related to this action.

**PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

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**Highlights -**



**RTC Launches “Tap to Pay”** - Earlier this month, RTC launched Tap to Pay, making transit fare payment easier, faster, and more convenient as passengers can now pay by tapping a contactless credit or debit card or a mobile wallet on their phone or smartwatch when boarding. Tap to Pay accepts Visa and Mastercard contactless payments and supported mobile wallets (including Apple Pay, Google Pay, and Samsung Pay), with no additional fees. The system also includes fare capping as an added passenger benefit, helping ensure riders get the best value by making additional rides free after paying for a set number of trips within a day, week, or month. This service is currently available on RIDE and FlexRIDE and will be expanded to ACCESS later this year. This launch advances a key recommendation in the Move More with RTC plan to modernize and expand convenient fare payment options for the community.

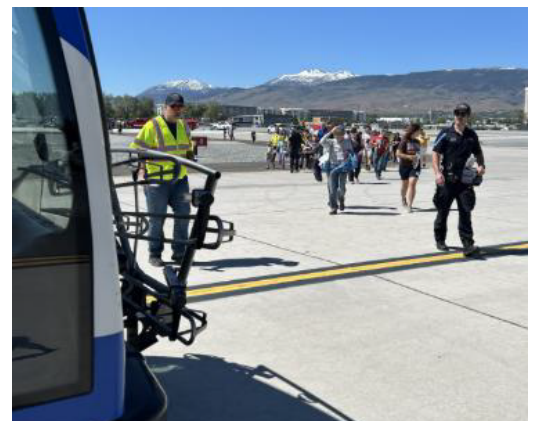
**RTC RIDE Key Highlights – May**

- 3 trainees released to Operations for revenue service.
- 99.6% of service hours and trips were completed.
- Coach Operator, Mishawn Roach promoted to Dispatcher.
- Bus Request Mother’s Day Farmers Market
- RTAA Full-scale Exercise Reno/Tahoe airport
- Employee Engagement: Employee Engagement Survey 2026
- 0 new Grievances filed; 0 Grievances settled, and 0 open unfair labor charges



**Keolis represented staffing headcount as of May 29, 2026:**

<b>Position</b>	<b>Total Employed</b>	<b>#Needed</b>
Coach Operator Trainees	5	5
Coach Operators	163	5
Dispatchers	6	0
Road Supervisors	6	0
Mechanic A	6	0
Mechanic B	3	0
Mechanic C	3	0
Facilities Technician	2	0
EV Technician	1	0
Utility Worker	13	0
Electronics Tech	2	0
Body Technician	1	0



## **RTC ACCESS Key Highlights – May**

**Classes:** One held May 11, 9 hired – 8 in training

### **Safety:**

- **Accidents:**
  - 3 Preventable
  - 0 Non-Preventable
- **Incidents**
  - 0
- **Injuries:**
  - 2
- **YTD Preventable Accident Count:** 9
- **YTD Injury Count:** 4

### **May Safety Blitzes:**

- Look ahead and don't commit if you won't fit
- Spatial Awareness
- Stop hitting stuff
- Fire Drill

**May Safety Meeting** – Bikes, Motorbikes, Pedestrians. All Managers attended.

### **MTM represented staffing headcount as of May 29, 2026:**

<b>Position</b>	<b>Total Employed</b>	<b>#Needed</b>
Drivers	75 FT	0
Dispatchers	4 FT	0
Reservationists	4.5 FTE's	0
Mechanic A	3.5 FT	0
Utility Worker	1	0
Facility/Maintenance Technician	1	0

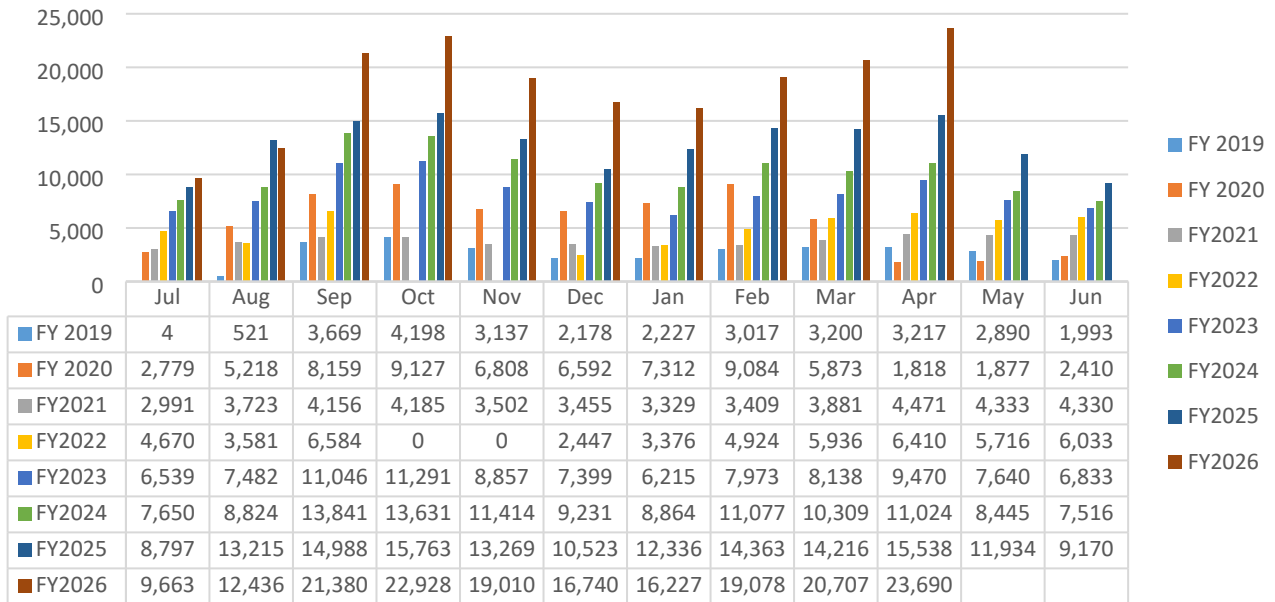
### **TRANSIT DEMAND MANAGEMENT (TDM) Update**

- Vanpools dropped to 305. Staff continues to work with the Tahoe region 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 in the vanpool. Staff meets weekly with our marketing company, Celtis. An updated vanpool flyer and mailer are under development. Staff is coordinating with Commute with Enterprise's marketing staff to follow up on the mailers with in-person visits.
- Tabled the Reno Career Fair at the Reno/Tahoe Expo Center on May 7<sup>th</sup>. Commute with Enterprise attended with a van on display.
- Tabled the Bike Expo on May 9<sup>th</sup>.
- Tabled a booth at the NV Employees Readiness Fair on May 20<sup>th</sup>.

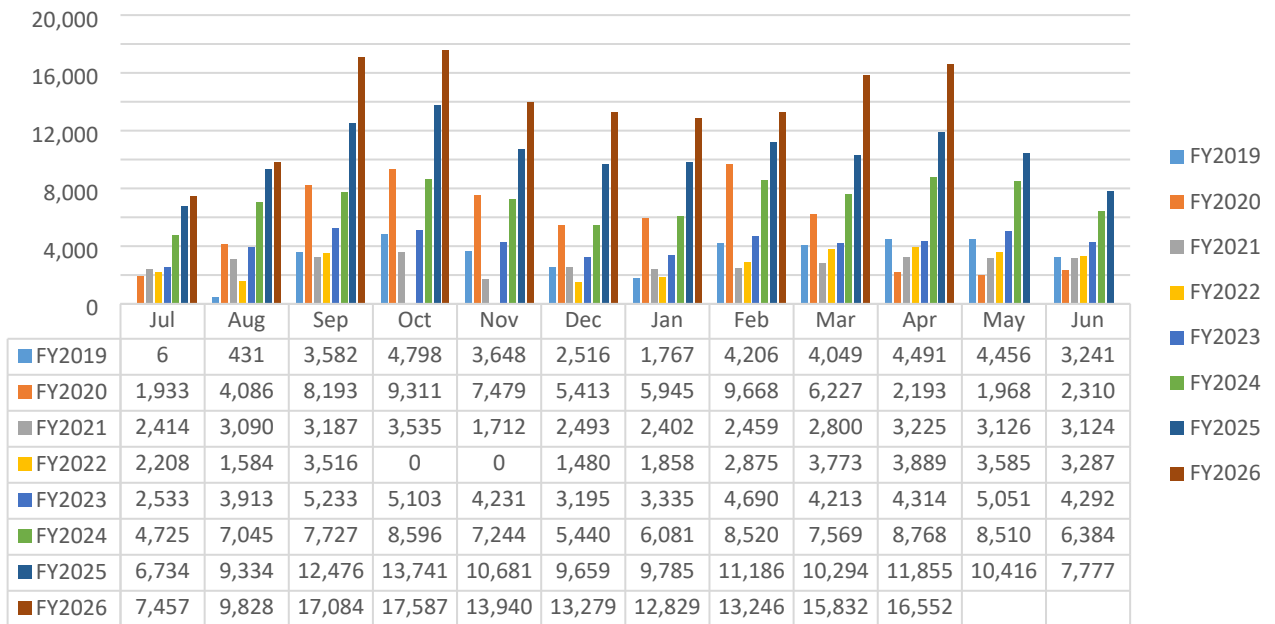
Ridership numbers from the ED Pass Program through the month of April 2026.



### UNR Ridership by Month



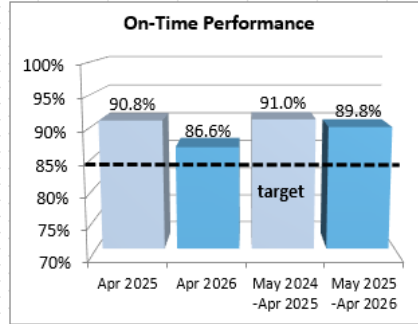
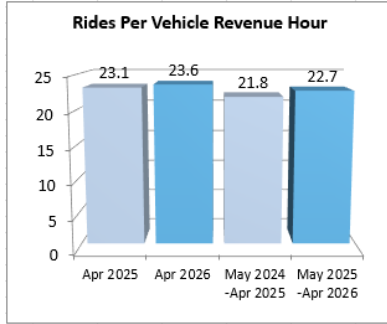
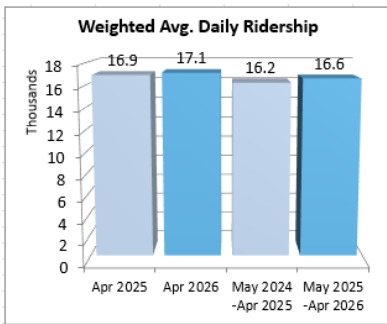
### TMCC Ridership by Month



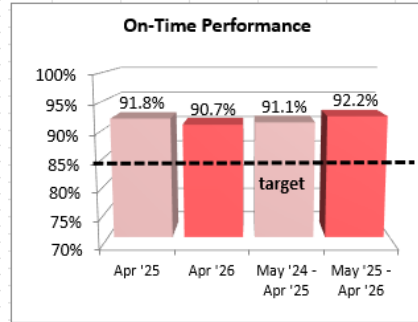
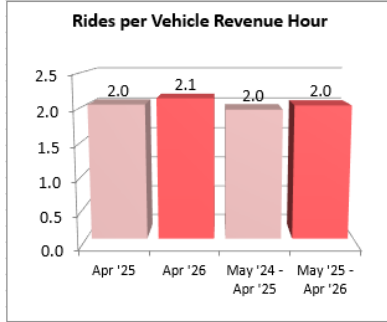
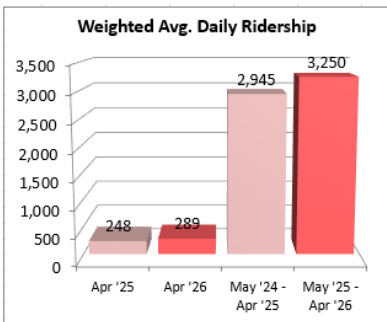
Both schools have set monthly records for at least the past 13 months. UNR hit an all-time record in April with over 23,600 trips. TMCC had the 3<sup>rd</sup> highest all time total and a monthly record for April of over 16,500 trips. As a result of the growth in ridership, RTC is increasing the CMAQ grant from NDOT from \$350,000 to \$500,000 for the next few years.

# MAY 2026 TRANSIT PERFORMANCE

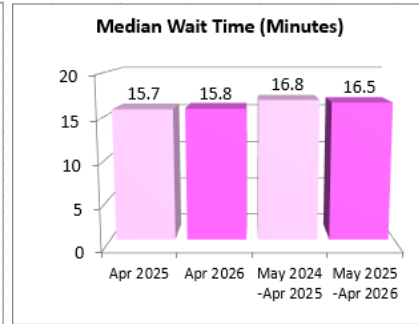
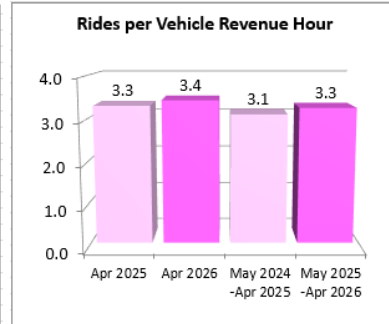
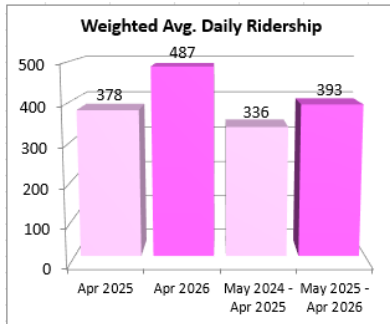
## RTC RIDE



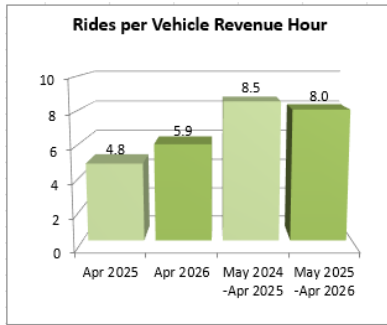
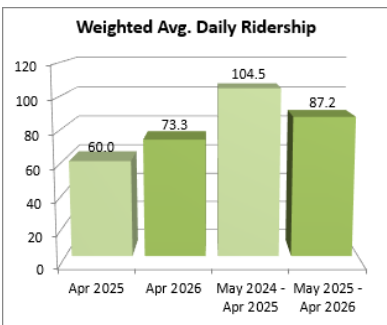
## RTC ACCESS



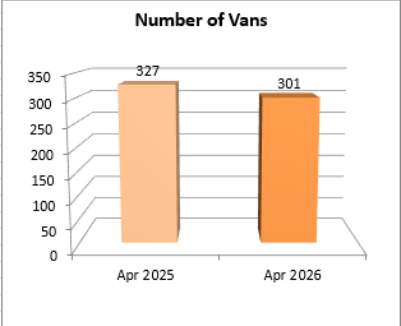
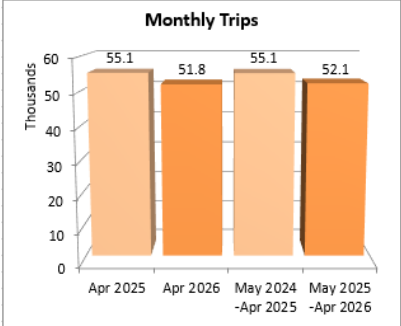
## RTC FlexRIDE



## TART



# RTC VANPOOL





**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.2.5

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 6/4/2026 and was presented with four items for review and consideration. Regarding the two presentations on the Fiscal Year 2027 RTC Tentative Budget, members discussed the balance between capacity expansion and multimodal investments, with questions raised about transit funding and opportunities to expand transit service. Members also received a presentation on updates to bus stops and shelters, with one member requesting that all fixed-route buses have audible route announcements. The member also noted deteriorating sidewalk conditions near the West 7th Street Walmart bus stop. Regarding the Rock Boulevard Corridor Study, members emphasized the need for improved bicycle and pedestrian connectivity, regional coordination with corridor users, and safer facilities near the I-80 interchange.

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The TAC met on 6/4/2026 and lacked a quorum with no formal action taken. Members were presented with one item: The Rock Boulevard Corridor Study, which is currently in the planning phase to identify safety and mobility improvements between North McCarran Boulevard and the Truckee River in the city of Sparks. Other updates included City of Sparks staff discussing upcoming planning commission items including the Foothills at Wingfield Springs project, and Reno-Tahoe Airport Authority announced upcoming outreach events for the Reno-Stead Airport Master Plan. The Locust-Taylor-Kirman-Wells Corridor Study survey is available online at <https://rtcwashoe.com/locust-taylor-kirman-wells-corridor-study/>. The next TAC meeting will include the annual Chair and Vice Chair rotation.

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 of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.2.6

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.

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**RTC Communications &  
Outreach Report**  
*May 2026*

# Outreach Activities

*Josh MacEachern, Project Manager*

## May Overview:

May was a strong earned media month with an estimated 435,000 local viewers and nearly \$32,000 in publicity value. Earned media and public outreach focused on:

- Arlington Bridges Project
- Sparks Boulevard Project
- University Gateway Public Meeting
- Military Road Public Meeting
- Virginia Line BRT Improvements

In addition, RTC saw growth across all social media channels, and the number of presentations to local Neighborhood Advisory Boards and Citizen Advisory Boards was near record.

## May Highlights:

- **95 media hits.**
- **Local viewership 435,071.**
- **Local publicity value \$31,535.**
- **Focused stories on Arlington Bridges, Virginia BRT Improvements and the Sparks Boulevard Project**

# Outreach Activities

*Josh MacEachern, Project Manager*

## **May Public Outreach:**

- 5.5.26 – (KTVN) Gas prices and increased ridership (Jim)
- 5.6.26 – RTC Citizens Multimodal Advisory Committee Meeting
- 5.7.26 – Reno Chamber Biggest Little Business Expo (Scott/Paul/Josh)
- 5.7.26 – Military Road Project Public Meeting (Austin/RTC Staff)
- 5.9.26 – City of Reno Bike Safety Expo (Scott/Paul/Josh)
- 5.11.26 – North Valleys CAB Presentation (Paul)
- 5.13.26 – Reno-Tahoe Airport Authority Triennial Emergency Exercise (Jamie/Josh)
- 5.13.26 – Warm Springs CAB Presentation (Paul)
- 5.15.26 – RTC Board Meeting
- 5.15.26 – (News 4) Fuel Tax Interview (Christian)
- 5.15.26 – Stuff-A-Bus for Seniors (RTC Staff)
- 5.18.26 – West Truckee Meadows/Verdi Township CAB (Paul)
- 5.19.26 – Builders I&P Meeting (Paul)
- 5.19.26 – (Telemundo) University Gateway Interview (Josh)
- 5.20.26 – Rotary Club of Sparks Meeting (Paul)
- 5.20.26 – University Gateway Transportation Project Public Meeting (Kim/RTC Staff)
- 5.20.26 – Sierra Nevada Realtors “Infrastructure Summit” Presentation (Bill)

# Outreach Activities

*Josh MacEachern, Project Manager*

## **May Public Outreach continued:**

- 5.26.26 – Age Friendly Action Team Meeting (Paul)
- 5.27.26 – (News 4) Arlington Bridges Interview (Josh)
- 5.28.26 – NAIOP Q2 Transportation Panel (Bill)
- 5.29.26 – Regional Connector Fare Pilot Program Release
- 5.29.26 – Virginia Line BRT Improvements Begin Release

# Outreach Activities

*Josh MacEachern, Project Manager*

## Highlights:



# Outreach Activities

*Josh MacEachern, Project Manager*

## Highlights:



# Social Media May

*Josh MacEachern, Project Manager*

## Facebook

- Viewers: 167.7k
- Content Interactions: 1.5k
- Link Clicks: 12.4k
- Visits: 3.4k
- New Follows: 50
- Followers: 5,623

## Instagram

- Reach: 84.9k
- Content Interactions: 2.1k
- Followers: 2,830

## Email Marketing

- Subscribers: 3k

## X

- Impressions: 553
- Engagements: 2
- Likes: 2
- Followers: 2,234

## YouTube

- Views: 64.4k
- Watch time (hours): 233.8
- Subscribers: 539

# Video Production May







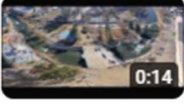



*Paul Nelson, Project Manager*

## The Road Ahead:

- Arrowcreek/Wedge Parkway Complete
- Bike Month

## Other:

- May Board Meeting
- Virginia Line BRT Website Presentation

	<b>Virginia Line BRT Website Presentation</b> Add description	 Unlisted	None	May 22, 2026 Uploaded
	<b>The Road Ahead: Bike Month</b> May is Bike Month and the RTC has a lot of ways to promote bike riding as a form of transportation.	 Public	None	May 19, 2026 Published
	<b>The Road Ahead: Arrowcreek/Wedge Parkway Completion</b> A project to rehabilitate the roadway on Arrowcreek Parkway and Wedge Parkway is finished. In addition, the project includ...	 Public	None	May 19, 2026 Published
	<b>Arlington Bridges Time Lapse</b> Add description	 Unlisted	None	May 18, 2026 Uploaded
	<b>RTC Washoe   Lemmon Drive Project Public Meeting 2.19....</b> The Regional Transportation Commission of Washoe County (RTC Washoe) hosted a public information meeting in Februar...	 Unlisted	None	May 14, 2026 Uploaded

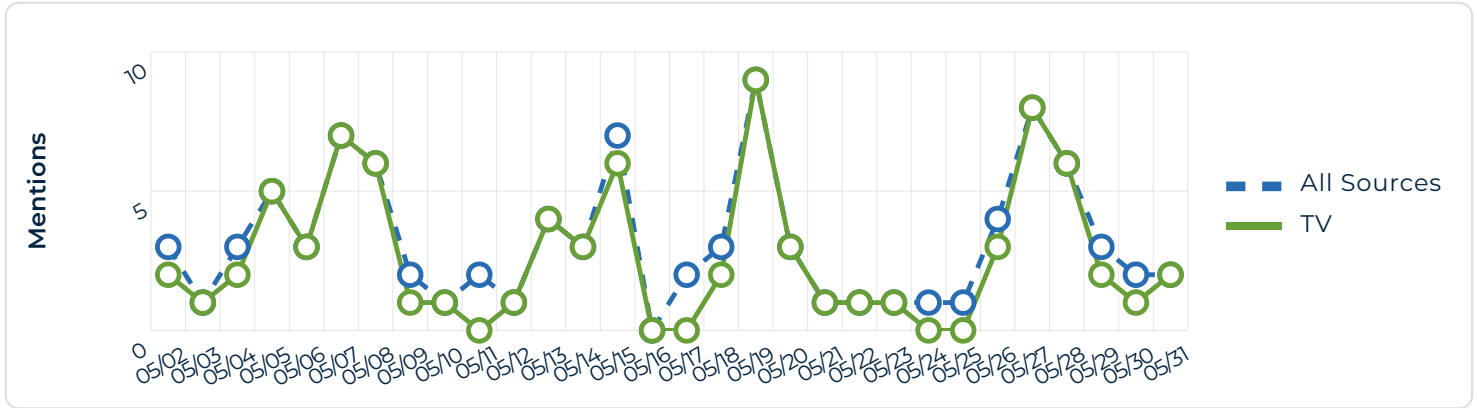


# **Addendum**



# TV Viewership Analytics

May 2, 2026 - May 31, 2026

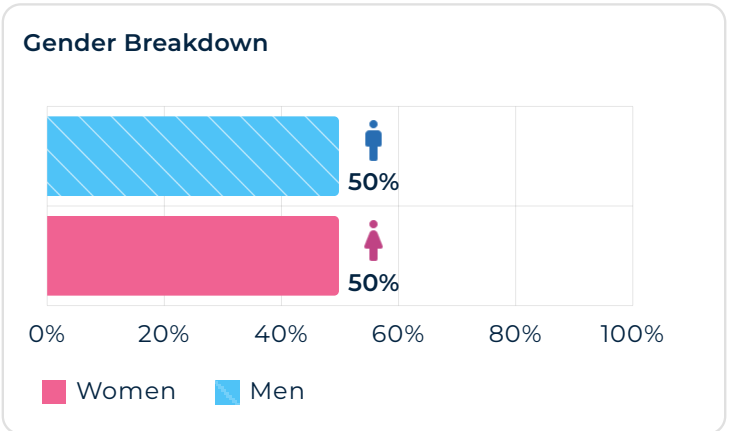
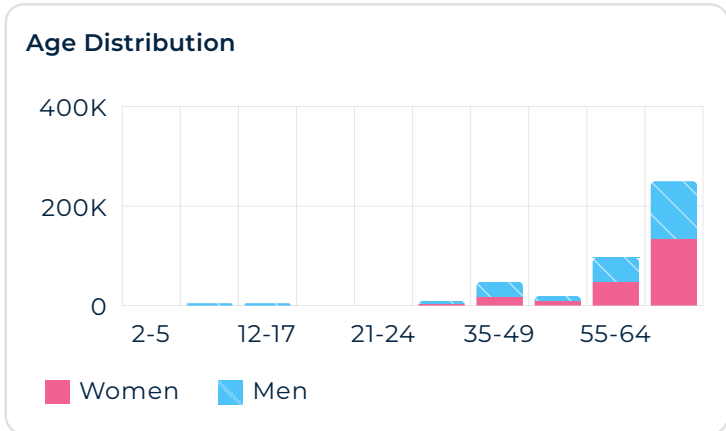
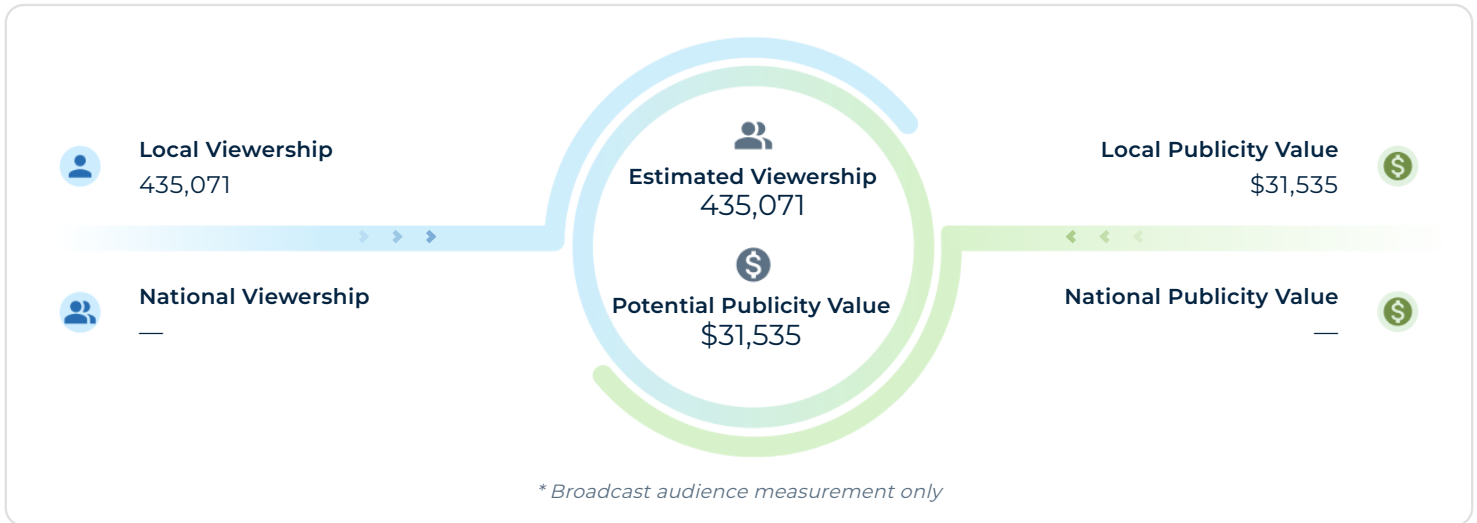


## Syndicated Viewership

National Viewership —	Local Viewership <b>435,071</b>	# of Distinct Airings <b>5</b>
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## Syndicated Publicity Value

National Publicity Value —	Local Publicity Value <b>\$31,535</b>	Gender Breakdown <b>50% Male 50% Female</b>
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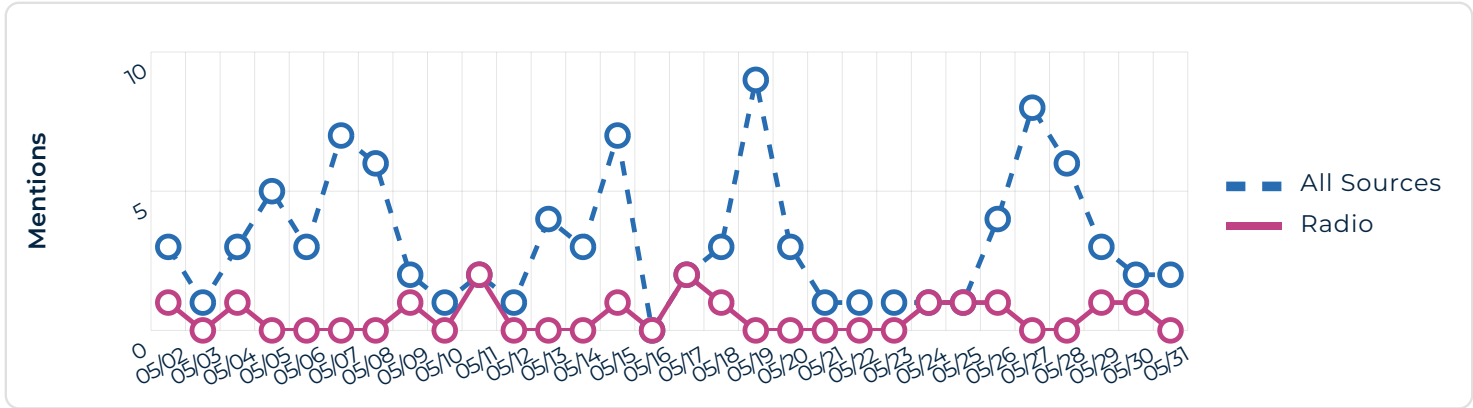


*i* Some events may lack audience data due to their type or region.  
Totals reflect only events with available viewership or demographic information.



# Radio Audience Analytics

May 2, 2026 - May 31, 2026



## Audience

Audience Reach  
**208,600**

Publicity Value  
—



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



**KOLO 8 Midday @ 11am**

Event Type: **TV** Audience: **7,879**  
 May 29, 2026 11:53:57 AM Category: **News**  
 Source: **KOLO (ABC)** Country: **US**  
 Market: **Reno, NV**

For more information, you can visit [rtc.washoe.com](http://rtc.washoe.com). We're building a better community through quality transportation. Low to mid 60s today for highs, then 75 to 79 for the weekend ahead. Lots of sun. Next weekend we turn hot again with highs close to 90. So this little dip in the winter just a temporary thing.



**KOLO 8 News Now @ 5:30PM**

Event Type: **TV** Audience: **14,976**  
 May 27, 2026 5:40:03 PM Category: **News**  
 Source: **KOLO (ABC)** Country: **US**  
 Market: **Reno, NV**

I'm makenzie morgan for the road ahead with [rtc](http://rtc.washoe.com). We're building a better community through quality transportation. If it's happening now, we'll see it right here on good morning. Need those kinds of things. We're going to show you



**KOLO 8 News Now @ 5:30PM**

Event Type: **TV** Audience: **14,976**  
 May 27, 2026 5:35:01 PM Category: **News**  
 Source: **KOLO (ABC)** Country: **US**  
 Market: **Reno, NV**

I'm Makenzie Morgan for The Road Ahead with [rtc](http://rtc.washoe.com). The Sparks Boulevard Project is moving along. The project will add an additional lane in each direction between the i-80 ramps and Baring Boulevard. The goal is to reduce congestion and improve safety for everyone who uses the road.



**Good Morning Reno 6am**

Event Type: **TV** Audience: **11,821**  
 May 26, 2026 6:15:15 AM Category: **News**  
 Source: **KOLO (ABC)** Country: **US**  
 Market: **Reno, NV**

Sot: "So this project isn't just about drivers& at the end of the day it'll be a more usable and functional roadway for all modes of transportation." tag: Along with these improvements, a lot of work is happening to relocate underground utilities so the [rtc](http://rtc.washoe.com) is partnering with several different agencies.



### Good Morning Reno 6am

Event Type: **TV**  
May 26, 2026 6:10:14 AM  
Source: **KOLO (ABC)**  
Market: **Reno, NV**

Audience: **10,207**  
Category: **News**  
Country: **US**

Tag: I'm Makenzie Morgan for The Road Ahead with **rtc**. The Sparks Boulevard Project is moving along. The project will add an additional lane in each direction between the i-80 ramps and Baring Boulevard. The goal is to reduce congestion and improve safety for everyone who uses the road.



### Good Morning America Saturday

Event Type: **TV**  
May 23, 2026 8:53:18 AM  
Source: **KOLO (ABC)**  
Market: **Reno, NV**

Audience: **8,130**  
Category: **News**  
Country: **US**

Danny tarkanian this week on the road ahead with **rtc**, we'll tell you about road projects, area transit and the future of our community. For more information, you can visit **rtc** washoe.com. We're building a better community through quality transportation.



### KOLO 8 Midday @ 11am

Event Type: **TV**  
May 22, 2026 11:16:07 AM  
Source: **KOLO (ABC)**  
Market: **Reno, NV**

Audience: **8,486**  
Category: **News**  
Country: **US**

This week on the road ahead with **rtc**, we'll tell you about road projects, area transit, and the future of our community. For more information, you can visit **rtc** washoe.com. We're building a better community through quality transportation. Rc willey has memorial day savings going on now.



### 2 News Nevada at 6:30pm

Event Type: **TV**  
May 20, 2026 6:30:01 PM  
Source: **KTVN (CBS)**  
Market: **Reno, NV**

Audience: **11,224**  
Category: **News**  
Country: **US**

The **rtc**, and the university working in partnership to figure out how do we get people to and from campus more safely, how do they navigate the university environment and downtown."> Officials say that the support from the community during this stage helps get the project moving forward.



### KOLO 8 News Now @ 5:30PM

Event Type: **TV**

Audience: **14,976**

May 20, 2026 5:36:14 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

I'm Makenzie Morgan for The Road Ahead with **rtc**. The Arlington Avenue Bridges Replacement Project is just a few weeks away from wrapping up. Construction will finish less than a year after it started. **Rtc** says this pject will transform a major part of downtown Reno.



### KOLO 8 News Now @ 4:30PM

Event Type: **TV**

Audience: **8,542**

May 19, 2026 4:35:35 PM

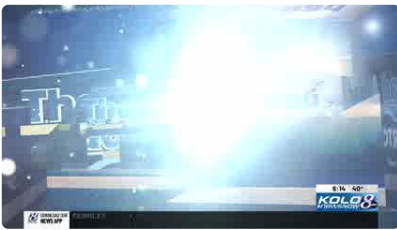
Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

The **rtc** -- is going to share more details - about its university gateway project...\* there's a public meeting -- tomorrow -- so you can share your feedback. The project could include upgrades -- to pedestrian and bicycle infrastructure,.. A redesign of evans park... And improved lighting...



### Good Morning Reno 6am

Event Type: **TV**

Audience: **10,207**

May 19, 2026 6:11:47 AM

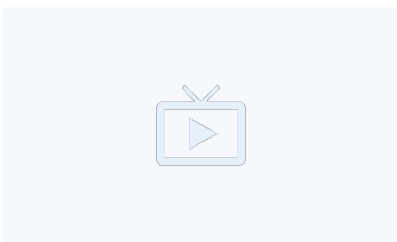
Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

I'm Makenzie Morgan for The Road Ahead with **rtc**. The Arlington Avenue Bridges Replacement Project is just a few weeks away from wrapping up. Construction will finish less than a year after it started. **Rtc** says this project will transform a major part of downtown Reno.



### KOLO 8 News Now @ 5:30PM

Event Type: **TV**

Audience: **12,031**

May 15, 2026 5:30:00 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

We are inside the **rtc** bus here at the target by legends, and with about 30 minutes to go you can really see what our community has done. Take a look we've got rows of bags and boxes, hygiene kits stacked up, sweatshirts and sweatpants on the seats, blankets and slippers tucked everywhere we can fit them.



### KOLO 8 News Now @ 5PM

Event Type: **TV**

Audience: **11,695**

May 15, 2026 5:05:03 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

We're right outside the target in sparks with the **rtc** bus parked near the entrance for our kolo cares stuffus drivey donation drive for seniors.



### KOLO 8 News Now @ 4:30PM

Event Type: **TV**

Audience: **8,645**

May 15, 2026 4:35:50 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

We are live inside the **rtc** bus outside target in sparks for the kolo cares stuffus drivey donation drive for seniors& and you can see the progress. We've got hygiene kits lined what better way to celebrate older americans month than it's really soft, gorgeous right there.



### KOLO 8 News Now @ 6:30PM

Event Type: **TV**

Audience: **13,799**

May 13, 2026 6:47:26 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

Just look for the **rtc** bus. Coming up in sports-- a big addition... To the nevada basketbal\* schedule... How the wolf pack .. Will be making history next season... Just ahead. Cuts to public safety. Cuts to our parks and programs.



### KOLO 8 News Now @ 5:30PM

Event Type: **TV**

Audience: **12,698**

May 13, 2026 5:37:12 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

"I'm Makenzie Morgan for The Road Ahead with **rtc**. Kolo is teaming up with Washoe County, Target and **rtc** to Stuff a Bus for seniors.



### KOLO 8 News Now @ 4:30PM

Event Type: **TV**

Audience: **7,906**

May 13, 2026 4:45:16 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

Just look for the **rtc** bus. Still ahead... Congress appears divided -- over president trump's plan -- to pause the gas tax... But - - would it\*real\* benefit households -- in the long run... Analysts are breaking down.. What it could mean.



### Face the State

Event Type: **TV**

Audience: **10,369**

May 09, 2026 4:45:19 PM

Category: **News**

Source: **KTVN (CBS)**

Country: **US**

Market: **Reno, NV**

There is some street parking, which people will probably take advantage of, but we've already talked to **RTC**. So we've talked about the bus system. There are literally four bus stops within a stone's throw of us. So we're hoping that people will take the bus when it's, you know, big volume events like game day.



### Good Morning Reno 6am

Event Type: **TV**

Audience: **7,964**

May 08, 2026 6:35:01 AM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

Any time there's that level of safety concern we are obligated to step in and help where we can, the design process took a little bit of time but it's represented of overall investment as **rtc** in in the north valleys. Next year... To learn more about the project -- head to \*r-t-c washoe dot co\*... A traffic alert...



### 2 News Nevada at 6:30pm

Event Type: **TV**

Audience: **14,155**

May 06, 2026 6:37:59 PM

Category: **News**

Source: **KTVN (CBS)**

Country: **US**

Market: **Reno, NV**

Construction is set to begin in June -- **rtc** says its plan is to bring safer intersections, improved traffic flow, and a new shared-use path. Meteorologist Angela



### KOLO 8 News Now @ 5:30PM

Event Type: **TV**

Audience: **12,698**

May 06, 2026 5:40:08 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

consistently you can get your insurance company to reduce your insurance rate" **RTC** says finding what works best for you is key. Whether that is biking, sharing a ride, riding the bus or even trying it out with a friend can make the switch easier.



### KOLO 8 News Now @ 5:30PM

Event Type: **TV**

Audience: **12,698**

May 06, 2026 5:35:07 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

Intro : "I'm Makenzie Morgan for The Road Ahead with **rtc**. May is Bike Month and that serves as a reminder that riding a bike is a great form of transportation, including commuting to work.



### KOLO 8 News Now @ 6:30PM

Event Type: **TV**

Audience: **11,022**

May 05, 2026 6:48:28 PM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

And the **rtc**.... To stuff a bus for seniors. You're asked to bring donations of new items -- to help seniors in need. Things like: \*hygiene products... Clothing... Gift cards... Books... And movie passe\*. We'll be at the target at legends -- next friday, may 15th -- between 2 and 6. Just look for the **rtc** bus.



### Good Morning Reno 6am

Event Type: **TV**

Audience: **9,065**

May 05, 2026 6:16:06 AM

Category: **News**

Source: **KOLO (ABC)**

Country: **US**

Market: **Reno, NV**

your insurance rate" **rtc** says finding what works best for you is key. Whether that is biking, sharing a ride, riding the bus or even trying it out with a friend can make the switch easier.



### 2 News Nevada at 6:30pm

Event Type: **TV**

Audience: **15,169**

May 04, 2026 6:35:01 PM

Category: **News**

Source: **KTVN (CBS)**

Country: **US**

Market: **Reno, NV**

**Rtc** of washoe county says drivers can now travel on first street in both directions. rtc of Washoe County: "So you can see behind us, that we've got cars able to go both ways, able to turn on Arlington.



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.3.1

To: Regional Transportation Commission

From: Sara Going, Project Manager

**SUBJECT: Keystone Avenue Bridge Replacement Project PSA Amendment No. 2**

**RECOMMENDED ACTION**

Approve Amendment No. 2 to the contract with Parametrix, Inc., for additional design and engineering services on the Keystone Avenue Bridge Replacement Project, in the amount of \$450,563, for a new total not-to-exceed amount of \$7,109,560.

**BACKGROUND AND DISCUSSION**

On June 1, 2023, the RTC and Parametrix entered into an agreement to complete a feasibility study for the replacement of the Keystone Avenue bridge over the Truckee River, including evaluation of multimodal connectivity and integration of the surrounding transportation network. On December 20, 2024, the contract was amended to advance the project into preliminary and final design, as well as environmental documentation, initially structured under a Design-Bid-Build delivery approach.

Since that time, the project delivery strategy has evolved to a Construction Manager-at-Risk (CMAR) method to better manage construction risk, improve constructability input during final design, and enhance coordination with stakeholders and adjacent infrastructure improvements. This shift from a traditional Design-Bid-Build approach to CMAR introduces additional requirements for design refinement, construction phasing development, early contractor involvement support, and increased coordination throughout the design and preconstruction phases.

The proposed amendment to the Parametrix agreement will provide the necessary additional scope to support CMAR delivery, including enhanced constructability reviews, iterative design updates to incorporate contractor input, coordination of construction packaging and staging strategies, and ongoing support during preconstruction activities. These services are intended to ensure alignment between design development and CMAR procurement requirements, minimize construction risk, and support efficient project delivery while maintaining consistency with the project's purpose and need.

---

Approval of this amendment will allow the RTC to continue advancing the Keystone Avenue Bridge Replacement Project under the CMAR delivery model and maintain schedule alignment for upcoming project milestones, including final design completion, coordination with the construction manager-at-risk, and progression toward construction.

**FISCAL IMPACT**

Fuel tax appropriations are included in the FY 2027 Budget for this item.

**PREVIOUS BOARD ACTION**

11/21/2026 - Authorized staff to pursue efforts to deliver the Keystone Bridge Replacement Project using the Construction Manager at Risk (CMAR) project delivery method, on a parallel path with planned and ongoing efforts to use the Design-Bid-Build project delivery method.

AMENDMENT NO. 2

The Regional Transportation Commission of Washoe County (“RTC”) and Parametrix, Inc. (“Consultant”) entered into an agreement dated June 01, 2023. This Amendment No. 2 is dated and effective as of \_\_\_\_\_, 2026.

RECITALS

WHEREAS, the parties have determined that there is a need to amend the Agreement to perform additional engineering services in connection with the Keystone Avenue Bridge Replacement Project (the “Project”);

WHEREAS, there is a need to extend the term of the contract through December 31, 2029;

WHEREAS, the original agreement and Amendment No. 1 included services to perform a feasibility study and alternatives analysis, design, and environmental review for a Design, Bid, Build construction delivery method. The RTC decided it was in the best interest of the public to advance a Construction Manager at Risk (CMAR) delivery method alongside the design, bid, build process to facilitate early input by the contractor to manage project risk and improve cost certainty. The RTC and CONSULTANT have chosen to amend this agreement for the CONSULTANT to provide additional design and engineering support to the CMAR process;

WHEREAS, the additional services needed total \$450,563.00 for a new not-to-exceed amount of \$7,109,560.00.

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 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:

Total Services (Tasks 1.0 to 13.0 and Task 15.0)	\$6,909,559
<u>Design Contingency (Task 14.0)</u>	<u>\$200,000</u>
Total Not-to-Exceed Amount	\$7,109,559

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

3. Exhibit B – Compensation is amended by attaching the Exhibit B- Amendment 2 tables 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

PARAMETRIX, INC.

By: \_\_\_\_\_  
Roger W. Flint, Chief Operating Officer

**Contract Fee Summary**  
**Keystone Bridge Replacement Project**  
**RTC of Washoe County**

Task	SubTask	Description	Feasibility Phase	Amendment #1	Amendment #2		
			Labor Dollars + Direct Expenses	Labor Dollars + Direct Expenses	Labor Dollars	Direct Expenses	Labor Dollars + Direct Expenses
01		Project Management	\$199,336	\$470,579	\$67,925	\$0	\$67,925
02		Public and Agency Involvement	\$239,583	\$289,018	\$0	\$0	\$0
03		Investigate Existing Conditions	\$162,513	\$168,756	\$0	\$0	\$0
04		Alternatives Analysis and Feasibility Study	\$659,934	-	-	-	-
05		Planning & Environmental Linkage (PEL)	\$105,218	-	-	-	-
06		Funding Support	\$7,960	\$69,413	\$0	\$0	\$0
07		General Engineering Support	-	\$750,731	\$0	\$0	\$0
08		Preliminary (30%) Design	-	\$721,833	\$0	\$0	\$0
09		60% Design	-	\$1,318,077	\$0	\$0	\$0
10		90% Design	-	\$585,674	\$0	\$0	\$0
11		Final (100%) Design	-	\$207,749	\$0	\$0	\$0
12		Environmental Studies and Documentation	-	\$278,329	\$0	\$0	\$0
13		Regulatory Permitting	-	\$155,341	\$0	\$0	\$0
14		RTC Contingency	-	\$200,000	\$0	\$0	\$0
15		CMAR Delivery	-	-	\$357,133	\$0	\$357,133
<b>SubTotals</b>			<b>\$1,374,544</b>	<b>\$5,215,500</b>	<b>\$425,058</b>	<b>\$0</b>	<b>\$425,058</b>
Escalation \$				\$68,953			\$25,503
Escalation Average %							6.00%
			<b>Feasibility Phase</b>	<b>Amendment #1</b>	<b>Amendment #2</b>		
<b>Project Total with Escalation (each phase)</b>			<b>\$1,374,544</b>	<b>\$5,284,453</b>	<b>\$450,562</b>		
<b>Project Total with Escalation</b>							<b>\$7,109,559</b>

\$6,909,559

Total by Company	Feasibility Phase	Amendment #1	Amendment #2			Total
	Feasibility Phase	Labor+Exp+Escalation	Labor	Expense	Escalation	Total
Parametrix	\$ 897,802	\$ 3,978,565	\$ 399,661	\$ -	\$ 23,980	\$ 5,300,008
NCE	\$ 138,903	\$ 446,426	\$ 12,720	\$ -	\$ 763	\$ 598,812
TY Lin	\$ 168,583	\$ 86,354	\$ -	\$ -	\$ -	\$ 254,937
Headway	\$ 63,285	\$ 112,706	\$ -	\$ -	\$ -	\$ 175,991
Kleinfelder	\$ 23,712	\$ 195,669	\$ 12,677	\$ -	\$ 761	\$ 232,818
Taylor Made Solutions DBE	\$ 39,000	\$ 13,798	\$ -	\$ -	\$ -	\$ 52,798
BEC Environmental DBE	\$ 5,678	\$ 39,513	\$ -	\$ -	\$ -	\$ 45,190
PK Electric DBE	\$ -	\$ 138,171	\$ -	\$ -	\$ -	\$ 138,171
Gregg Drilling DBE	\$ -	\$ 184,727	\$ -	\$ -	\$ -	\$ 184,727
Aerotech DBE	\$ 37,774	\$ -	\$ -	\$ -	\$ -	\$ 37,774
GCW	\$ -	\$ 88,525	\$ -	\$ -	\$ -	\$ 539,087
<b>SubTotals:</b>	<b>\$ 1,374,544</b>	<b>\$5,284,453</b>	<b>\$ 425,058</b>	<b>\$ -</b>	<b>\$ 25,503</b>	<b>\$ 7,109,559</b>

RTC of Washoe County  
Keystone Bridge Project Amendment #2

Parametrix		NCE		GCW		Kleinfelder	
Labor Dollars	Hours	Labor Dollars	Hours	Labor Dollars	Hours	Labor Dollars	Hours

Task	SubTask	Description	Labor Dollars	2025 Labor	2026 Labor	2027 Labor	Labor Hours	Direct Expenses								
01		<b>Project Management</b>	<b>\$67,925</b>	<b>\$0</b>	<b>\$33,963</b>	<b>\$33,963</b>	<b>276</b>	<b>\$0</b>	<b>\$67,925</b>	<b>276</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>
01	01	Project Administration	\$17,020	0%	50%	50%	48		\$17,020	48	\$0	0	\$0	0	\$0	0
01	02	Project Meetings	\$20,795	0%	50%	50%	60		\$20,795	60	\$0	0	\$0	0	\$0	0
01	03	Project Controls	\$30,110	0%	50%	50%	168		\$30,110	168	\$0	0	\$0	0	\$0	0
15		<b>CMAR Coordination</b>	<b>\$357,133</b>	<b>\$0</b>	<b>\$178,566</b>	<b>\$178,566</b>	<b>1286</b>	<b>\$0</b>	<b>\$331,736</b>	<b>1182</b>	<b>\$12,720</b>	<b>48</b>			<b>\$12,677</b>	<b>56</b>
		PSDA	\$5,673	0%	50%	50%	16		\$5,673	16	\$0	0			\$0	0
		Kick-of Meeting	\$7,742	0%	50%	50%	28		\$5,777	20	\$1,060	4			\$906	4
		Initial Approach to Schedule and Cost	\$7,742	0%	50%	50%	28		\$5,777	20	\$1,060	4			\$906	4
		Partenring Meeting - 2 mtgs plus 3 additional	\$25,995	0%	50%	50%	90		\$25,995	90	\$0	0			\$0	0
		Design/Innovation/Risk Workshop & Innov. Log	\$73,286	0%	50%	50%	240		\$65,424	208	\$4,240	16			\$3,622	16
		Field Visit	\$6,008	0%	50%	50%	20		\$4,197	12	\$0	0			\$1,811	8
		60% Design Discussion / Quantity Reconciliation	\$15,484	0%	50%	50%	56		\$11,553	40	\$2,120	8			\$1,811	8
		90% Design Discussion / Quantity Reconciliation	\$24,764	0%	50%	50%	88		\$20,833	72	\$2,120	8			\$1,811	8
		90% Opinion of Probable Construction Cost	\$14,067	0%	50%	50%	40		\$14,067	40	\$0	0			\$0	0
		100% Design Discussion / Quantity Reconciliation	\$24,764	0%	50%	50%	88		\$20,833	72	\$2,120	8			\$1,811	8
		100% Opinion of Probable Construction Cost	\$14,067	0%	50%	50%	40		\$14,067	40	\$0	0			\$0	0
		GMP Negotiation	\$14,183	0%	50%	50%	40		\$14,183	40	\$0	0			\$0	0
		Bi-Weekly Coordination Meetings	\$20,390	0%	50%	50%	72		\$20,390	72	\$0	0			\$0	0
		Miscellaneous CMAR Coordination	\$102,967	0%	50%	50%	440		\$102,967	440	\$0	0			\$0	0
<b>SubTotals</b>			<b>\$425,058</b>	<b>\$0</b>	<b>\$212,529</b>	<b>\$212,529</b>	<b>1562</b>	<b>\$0</b>	<b>\$399,661</b>	<b>1458</b>	<b>\$12,720</b>	<b>48</b>	<b>\$0</b>	<b>0</b>	<b>\$12,677</b>	<b>56</b>
<b>Escalation %</b>				<b>0%</b>	<b>4%</b>	<b>8%</b>										
<b>Escalation \$</b>				<b>0%</b>	<b>\$8,501</b>	<b>\$17,002</b>										
<b>Escalation Average %</b>					<b>6.00%</b>											
<b>Project Total with Escalation</b>					<b>\$450,562</b>											

Total by Company	Labor	Hours	Expense	Escalation	Total	%
Parametrix	399,661	1,458	\$ -	\$ 23,980	\$ 423,641	94%
NCE	12,720	48	\$ -	\$ 763	\$ 13,483	3%
TY Lin	-	-	\$ -	\$ -	\$ -	0%
Headway	-	-	\$ -	\$ -	\$ -	0%
Kleinfelder	12,677	56	\$ -	\$ 761	\$ 13,438	3%
Taylor Made Solutions DBE	-	-	\$ -	\$ -	\$ -	0%
BEC Environmental DBE	-	-	\$ -	\$ -	\$ -	0%
PK Electric DBE	-	-	\$ -	\$ -	\$ -	0%
Gregg Drilling DBE	-	-	\$ -	\$ -	\$ -	0%
GCW	-	-	\$ -	\$ -	\$ -	0%
<b>SubTotals:</b>	<b>\$ 425,058</b>	<b>1,562</b>	<b>\$ -</b>	<b>\$ 25,503</b>	<b>\$ 450,562</b>	<b>100%</b>

<b>Total % DBE Committed:</b>	<b>7.0%</b>
<b>Total % DBE Participation:</b>	<b>0.0%</b>

RTC of Washoe County  
Keystone Bridge Project Amendment #1

				Parametrix					Parametrix					
				Employee Name										
				Role of Project	Nathan J	Ebrahim A	Paul M	Sandi F	Vinny S	Tyler S	Adam P	Brittany P	Chad V	Cody S
					Project Manager	Deputy Project Manager	Bridge & Structures	Bridge & Structures	Structure Drafter	Landscaping & Aesthetics	Senior Consultant Roadway QC	Engineer IV Roadway Design	Engineer IV Roadway Design	Engineer III Utility Coord.
Fully Burdened Rates				\$378.56	\$330.61	\$340.00	\$190.00	\$220.00	\$125.00	\$240.00	\$160.00	\$155.00	\$150.00	
Task	SubTask	Description	Labor Dollars	Labor Hours										
01		Project Management	\$ 67,925.39	276	56	76	0	0	0	0	0	0	0	0
01	01	Project Administration	\$ 17,019.97	48	24	24								
01	02	Project Meetings	\$ 20,795.42	60	20	40								
01	03	Project Controls	\$ 30,109.99	168	12	12								
15		CMAR Delivery	\$ 331,735.66	1,182	182	310	222	40	0	40	138	80	170	40
		PSDA	\$ 5,673.32	16	8	8								
		Kick-of Meeting	\$ 5,776.66	20	4	4	4				4		4	
		Initial Approach to Schedule and Cost	\$ 5,776.66	20	4	4	4				4		4	
		Partenring Meeting - 3 mtgs	\$ 25,994.98	90	18	18	18				18		18	
		Design/Innovation/Risk Workshop & Innov. Log	\$ 65,424.17	208	16	144	16				16		16	
		Field Visit	\$ 4,196.66	12	4	4	4				4		4	
		60% Design Discussion	\$ 11,553.32	40	8	8	8				8		8	
		90% Design Discussion / Quantity Reconciliation	\$ 20,833.32	72	8	8	24				24		8	
		90% Opinion of Probable Construction Cost / Reconciliation	\$ 14,066.65	40	16	16	8							
		100% Design Discussion / Quantity Reconciliation	\$ 20,833.32	72	8	8	24				24		8	
		100% Opinion of Probable Construction Cost / Reconciliation	\$ 14,066.65	40	16	16	8							
		GMP Negotiation	\$ 14,183.31	40	20	20								
		Bi-Weekly Coordination Meetings	\$ 20,389.99	72	12	12	24						24	
		Miscellaneous CMAR Coordination	\$ 102,966.62	440	40	40	80	40		40	40	80	80	40
		<b>Labor Totals</b>	<b>\$399,661</b>	<b>1,458</b>	<b>238</b>	<b>386</b>	<b>222</b>	<b>40</b>	<b>0</b>	<b>40</b>	<b>138</b>	<b>80</b>	<b>170</b>	<b>40</b>
		<b>Direct Expenses</b>	<b>\$0</b>											

Parametrix Total \$ 399,661

144.4

Direct Exp	Subtask
Mileage 2023	3.08
Air Travel - 3	3.08
Lodging at	
Per Diem - 1	3.08
Per Diem	
Meals - 4	3.08
Car Rental - 4	3.08
Printing	2.05
Public Meetir	2.05
RTC Continge	14.01
<b>TOTAL</b>	

RTC of Washoe County  
Keystone Bridge Project Amendment #1

NCF
Debra L
Regulatory Permitting

Fully Burdened Rates \$265.00

Task	SubTask	Description	Labor Dollars	Labor Hours	
15		CMAR Delivery	\$ 12,720.00	48	48
		PSDA	\$ -	0	
		Kick-of Meeting	\$ 1,060.00	4	4
		Initial Approach to Schedule and Cost	\$ 1,060.00	4	4
		Partenring Meeting - 3 mtgs	\$ -	0	
		Design/Innovation/Risk Workshop & Innov. Log	\$ 4,240.00	16	16
		Field Visit	\$ -	0	
		60% Design Discussion	\$ 2,120.00	8	8
		90% Design Discussion / Quantity Reconciliation	\$ 2,120.00	8	8
		90% Opinion of Probable Construction Cost	\$ -	0	
		100% Design Discussion / Quantity Reconciliation	\$ 2,120.00	8	8
		100% Opinion of Probable Construction Cost	\$ -	0	
		GMP Negotiation	\$ -	0	
		Bi-Weekly Coordination Meetings	\$ -	0	
		Miscellaneous CMAR Coordination	\$ -	0	
		<b>Labor Totals</b>	<b>\$12,720</b>	<b>48</b>	<b>48</b>
		<b>Direct Expenses</b>	<b>\$0</b>		

SUBCONSULTANT Total \$ 12,720

Direct Expenses Detail:

Geotech
Borings Truck &
CR Truck Fee
CR GPS
CR field supplies
Bio Truck
<b>TOTAL</b>





**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.3.2

To: Regional Transportation Commission

From: Sara Going, Project Manager

**SUBJECT: Biggest Little Bike Network Construction Management Contract**

**RECOMMENDED ACTION**

Approve a contract with CA Group, Inc., to provide construction management services for the Biggest Little Bike Network Project, in an amount not-to-exceed \$2,053,475.

**BACKGROUND AND DISCUSSION**

This Professional Services Agreement (PSA) with CA Group, Inc. (CA Group), is for construction management services during construction of the Biggest Little Bike Network in the amount of \$2,053,475. The PSA does included contingencies in the amount of \$100,000. The Project is anticipated to be delivered over two primary construction phases, with two of the four corridors constructed concurrently during each phase. Construction is currently anticipated to begin in August 2026 and continue through the 2027 construction season.

The Engineer of Record, will provide engineering support services during construction of the Project under a separate professional service agreement with the RTC. The Project is federally funded and administered by RTC through a Local Public Agency (LPA) agreement with the Nevada Department of Transportation (NDOT).

This scope of work includes providing comprehensive construction management and construction engineering support services for the Project. Services are expected to include, but are not limited to, construction administration, quality assurance inspection and testing, surveying, environmental compliance and permit monitoring, public outreach coordination, schedule review and monitoring, submittal review, documentation management, and overall construction oversight. The Project requires familiarity with urban roadway construction, NDOT Orange Book specifications, and federal LPA requirements.

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The Project will be delivered using the Design-Bid-Build (DBB) delivery method. Construction is anticipated to begin in August 2026 and continue through the 2027 construction season, with an estimated duration of approximately 180 working days and a current construction cost estimate of approximately \$15 million.

CA Group was selected from RTC Request for Proposal No. RTC 26-06 as a qualified firm to perform construction management, surveying, and materials testing services in support of construction of the Biggest Little Bike Network. The complete scope of services is included in Exhibit A to the attached professional services agreement. Negotiation of CA Group's scope, schedule, and budget for the requested services is deemed fair and reasonable.

This item supports Strategic Roadmap Goal #2, "Promote neighborhood mobility" and FY2026 RTC Goal, "Begin Project Construction: Biggest Little Bike Network".

### **FISCAL IMPACT**

Project appropriations are included in the FY 2026 Budget.

### **PREVIOUS BOARD ACTION**

7/18/2025 - Approved a Local Public Agency Agreement with Nevada Department of Transportation for the use and reimbursement of federal funds on the Biggest Little Bike Network Project.

**AGREEMENT  
FOR  
PROFESSIONAL SERVICES**

This agreement (this “Agreement”) is dated and effective as of \_\_\_\_\_, 2026, by and between the Regional Transportation Commission of Washoe County (“RTC”) and CA Group, Inc. (“CONSULTANT”).

WITNESSETH:

WHEREAS, RTC issued a Request for Proposals for interested persons and firms to perform construction management in connection with the Biggest Little Bike Network; and

WHEREAS, CONSULTANT submitted a proposal (the “Proposal”) and was selected to perform the work.

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 the Proposal. 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:

Construction Management Services (Tasks 1-9)	\$1,935,475.00
<u>Contingency \$100,000</u>	
Total Not-to-Exceed Amount	\$2,053,475

- 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 2.4, "Additional Services," when performed by persons who are not employees or individuals employed by affiliates of CONSULTANT, will be billed at a mutually agreed upon rate for such services, but not more than 105% of the amounts billed to CONSULTANT for such services.
- 3.4. CONSULTANT shall receive compensation for preparing for and/or appearing in any litigation at the request of RTC, except: (1) if such litigation costs are incurred by CONSULTANT in defending its work or services or those of any of its sub-consultants; or (2) as may be required by CONSULTANT's indemnification obligations. Compensation for litigation services requested by RTC shall be paid at a mutually agreed upon rate and/or at a reasonable rate for such services.
- 3.5. CONSULTANT must have an acceptable cost accounting system and can only be reimbursed for costs that are consistent with Federal cost principles. *See* 23 C.F.R. 172.9; 2 C.F.R. Part 200, Subpart E.

#### ARTICLE 4 – DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS

- 4.1. The Nevada Department of Transportation has established a DBE goal of 0% for this Agreement.
- 4.2. CONSULTANT shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of this Agreement.
- 4.3. CONSULTANT and its subcontractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. CONSULTANT shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of this Agreement and the award and administration of any other DOT-assisted contracts. Failure by CONSULTANT to carry out these requirements is a material breach of this Agreement, which may result in the termination of this contract or such other remedy as RTC deems appropriate, which may include, but is not limited to:
  1. Withholding monthly progress payments;
  2. Assessing sanctions;
  3. Liquidated damages; and/or
  4. Disqualifying CONSULTANT from future bidding as non-responsible.
- 4.4. CONSULTANT shall include the assurance required by 49 C.F.R. 26.13 in each subcontract.

## ARTICLE 5 - INVOICING

- 5.1 CONSULTANT shall submit monthly invoices in the format specified by RTC. Invoices must be submitted to [accountspayable@rtcwashoe.com](mailto: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.
- 5.2 RTC shall only reimburse CONSULTANT for costs that are consistent with Federal cost principles. *See* 23 C.F.R. 172.9; 2 C.F.R. Part 200, Subpart E.
- 5.3 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.
- 5.4 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 6 – CONFLICTS OF INTEREST

- 6.1 CONSULTANT shall ensure that no employee, agent, subcontractor or other person performing services under this Agreement shall have, directly or indirectly, a financial or other personal interest, other than their employment or retention, in any contract or subcontract in connection with the Project.
- 6.2 CONSULTANT shall include a requirement in each subcontract CONSULTANT signs with a subcontractor that the subcontractor shall ensure that no employee, agent, subcontractor or other person performing services under the subcontract shall have, directly or indirectly, a financial or other personal interest, other than their employment or retention, in any contract or subcontract in connection with the Project.
- 6.3 CONSULTANT shall disclose any potential conflict of interest to RTC, who shall then disclose any potential conflict of interest as specified in 2 C.F.R. 200.112, 23 C.F.R. 1.33 and the requirements of 23 C.F.R. 172.5.

## ARTICLE 7 - ACCESS TO INFORMATION AND PROPERTY

- 7.1 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.
- 7.2 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 8 - OWNERSHIP OF WORK

- 8.1. 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.
- 8.2. 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.
- 8.3. 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.
- 8.4. 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 9 - TERMINATION

### 9.1. MUTUAL ASSENT.

This Agreement may be terminated by mutual written agreement of the parties.

### 9.2. 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.

9.3. 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.

ARTICLE 10 - RIGHTS, REMEDIES AND DISPUTES

10.1. RIGHTS.

- A. RTC shall have the following rights in the event that RTC deems CONSULTANT guilty of a breach of any term of this Agreement:
1. The right to take over and complete the work or any part thereof as agency for and at the expense of CONSULTANT, either directly or through other contractors;
  2. The right to cancel this Agreement as to any or all of the work yet to be performed;
  3. The right to specific performance, an injunction or any other appropriate equitable remedy; and
  4. The right to money damages.
- B. Inasmuch as CONSULTANT can be adequately compensated by money damages for any breach of this Agreement which may be committed by RTC, CONSULTANT expressly agrees that no default, act or omission of RTC shall constitute a material breach of this Agreement entitling CONSULTANT to cancel or rescind the Agreement (unless RTC directs CONSULTANT to do so) or to suspend or abandon performance.

#### 10.2. 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.

#### 10.3. 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.

#### 10.4. 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.

#### 10.5. 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 11 - INSURANCE

- 11.1. 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.
- 11.2. 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 12 - HOLD HARMLESS

- 12.1. 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 13 - EQUAL EMPLOYMENT OPPORTUNITY

- 13.1. 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.
- 13.2. 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.
- 13.3. 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 14 – PROJECT MANAGERS

- 14.1. RTC's Project Manager is Sara Going, P.E. 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.
- 14.2. CONSULTANT' Project Manager is David Dodson, P.E. or such other person as is later designated in writing by CONSULTANT. CONSULTANT's Project Manager has

authority to act as CONSULTANT's representative with respect to the performance of this Agreement.

#### ARTICLE 15 - NOTICE

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

RTC: Bill Thomas, AICP  
Executive Director  
Sara Going, P.E.  
RTC Project Manager  
Regional Transportation Commission  
1105 Terminal Way  
Reno, Nevada 89502  
(775)335-1897

CONSULTANT: David Dodson, P.E.  
Vice President  
CA Group, Inc  
8630 Technology Way, Suite C  
Reno, NV 89521  
(775) 393-2040

#### ARTICLE 16 - DELAYS IN PERFORMANCE

16.1. 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.

16.2. 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.

16.3. 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.

16.4. 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 17 - GENERAL PROVISIONS

17.1. 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.

17.2. 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.

17.3. 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.

17.4. 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.

17.5. 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.

17.6. 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.

17.7. 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.

17.8. AMENDMENTS

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

17.9. 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.

17.10. 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.

17.11. 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.

17.12. 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.

ARTICLE 18 - FEDERAL FORMS AND CLAUSES

18.1. This Agreement is funded in whole or in part with money administered by the Nevada Department of Transportation on behalf of the Federal Highway Administration. As a condition for receiving payment under this Agreement, CONSULTANT agrees to comply with the federally required clauses set forth in Exhibit D, E and F.

18.2. CONSULTANT has completed and signed the following: (1) Affidavit of Non-Collusion; (2) Certification Regarding Debarment, Suspension, Other Ineligibility and Voluntary Exclusion; (3) Certification Required by 31 U.S.C. § 1352, Restrictions on Lobbying Using Federal Appropriated Funds, and "Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities". CONSULTANT affirms that such certifications remain valid and shall immediately notify RTC if circumstances change that affect the validity of these certifications.

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

CA GROUP, INC.

By: \_\_\_\_\_  
David Dodson, Vice President

## **Exhibit A**

### Scope of Services

**Exhibit B**

Compensation

**RTC 26-06 Biggest Little Bike Network Project - Construction Management Fee Estimate (Exhibit B)**

				2026 Season												Winter																							
				Jan-26			Feb-26			Mar-26			Apr-26			May-26			Jun-26		Jul-26		Aug-26		Sep-26		Oct-26		Nov-26		Dec-26								
				Contractor Working Days												NTP 8/17/2026 - Work Begins																							
				Consultant Working Days												22				20				21				22				19				12			
				Loaded Rate																																			
Position	By	Hr. / Wk.	Regular	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT											
Principal Engineer, PE	CAG	1	\$ 280														4		4		4		4		4		4		4										
Resident Engineer, PE	CAG	30	\$ 250														80		120		126		132		114		120		120										
Asst. Res. Engr. PE	CAG	10	\$ 215														40		40		40		40		40		40		40										
Office Manager	CAG	20	\$ 150														80		80		84		88		76		80		80										
Lead Inspector	CAG	40	\$ 160																	120		168		176		152		120											
Construction Inspector	CAG	40 - 60	\$ 150	\$ 180																120	22	168	42	176	44	152	38	120	20										
Material Testing	GES		\$ 50,000																																				
Environmental	GES		\$ 15,000																																				
PIO	MJT		\$ 40,000																																				
Survey	ST6		\$ 125,000																																				
Traffic Counts	All Traffic Data		\$ -																																				
Regular Time Labor (2026)				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,720	\$ 88,920	\$ 105,900	\$ 110,480	\$ 96,740	\$ 88,920	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										
Over Time Labor (2026)				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,960	\$ 7,560	\$ 7,920	\$ 6,840	\$ 3,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -									

				2027 Season												Substantial Completion				Cleanup 30-day																			
				Winter			Winter			Mar-27			Apr-27			May-27			Jun-27		Jul-27		Aug-27		Sep-27		Oct-27		Nov-27		Dec-27								
				Contractor Working Days												20				22				20		(20-Cleanup)		22		21		22		21		21		22	
				Consultant Working Days												20				22				22		21		22		21		21		22					
				Loaded Rate																																			
Position	By	Hr. / Wk.	Regular	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT	Reg	OT											
Principal Engineer, PE	CAG	1	\$ 280		4		4		4		4		4		4		4		4		2		2		2		1												
Resident Engineer, PE	CAG	30	\$ 250		120		120		138		120		120		120		120		88		40		8		8		8												
Asst. Res. Engr. PE	CAG	10	\$ 215		40		40		40		40		40		40		40		40		8		8		8		4												
Office Manager	CAG	20	\$ 150		80		80		92		80		80		80		80		80		60		4		4		4												
Lead Inspector	CAG	40	\$ 160		120		120		184		176		160		176		160		160																				
Construction Inspector	CAG	40 - 60	\$ 150	\$ 180	120	20	120	20	184	46	176	44	160	40	176	44	160																						
Material Testing	GES		\$ 64,615																																				
Environmental	GES		\$ 10,000																																				
PIO	MJT		\$ 48,050																																				
Survey	ST6		\$ 187,430																																				
Traffic Counts	All Traffic Data		\$ 30,000																																				
Regular Time Labor (2027)				\$ 88,920	\$ 88,920	\$ 115,060	\$ 106,280	\$ 101,320	\$ 106,280	\$ 101,320	\$ 43,720	\$ 21,280	\$ 3,160	\$ 3,160	\$ 2,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										
Over Time Labor (2027)				\$ 3,600.00	\$ 3,600.00	\$ 8,280	\$ 7,920	\$ 7,200	\$ 7,920	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										
Regular Time Labor (2028)				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										
Over Time Labor (2028)				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										

- Vehicles (fuel, maintenance, insurance) Included
- Cell phones (phones, cell service) Included
- Office tools (printer, laptops, iPads, air cards) Included
- Testing supplies (cylinders, sample cans/bags) Included
- 2 Nuke gauges (thin lift, moisture/density) Included

CAG LABOR REAKDOWN PER PERSON				
	Total Hours	Regular Labor	OT Labor	Total Labor
Principal	63	\$ 17,640	\$ -	\$ 17,640
Resident Engineer	1702	\$ 425,500	\$ -	\$ 425,500
Assistant Resident Engineer	568	\$ 122,120	\$ -	\$ 122,120
Office Manager	1212	\$ 181,800	\$ -	\$ 181,800
Sr. Inspector	1832	\$ 293,120	\$ -	\$ 293,120
Construction Inspector	2212	\$ 274,800	\$ 68,400	\$ 343,200
<b>TOTAL</b>	<b>7589</b>	<b>\$ 1,314,980</b>	<b>\$ 68,400</b>	<b>\$ 1,383,380</b>

BASIC SCOPE SUMMARY	
Total Estimated Basic Direct Labor Cost	\$1,383,380
Optional Services	\$0
Subconsultants	\$570,095
Direct Expenses	\$0
Contingency	\$100,000
<b>Total Estimated Services:</b>	<b>\$2,053,475</b>

SUMMARY BY TASK	
Contract Administration	\$747,060
Inspection	\$636,320
Materials Testing	\$114,615
Environmental	\$25,000
Public Outreach	\$88,050
Survey	\$312,430
Traffic Counts	\$30,000
Contingency	\$100,000
<b>Total Estimated Services:</b>	<b>\$2,053,475</b>

**Regional Transportation Commission of Washoe County  
Biggest Little Bike Network Construction**

**Fee Estimate  
for  
Public Outreach and Involvement Services**

<b>Employee Name</b>	<b>Hourly Rate</b>
McKenna Temen	\$155.00
Lauren Ball	\$155.00

<b>Task</b>	<b>Description</b>	<b>Hours</b>	<b>Labor Cost</b>	<b>Direct Costs</b>	<b>Total</b>
<b>1</b>	<b>Project Meetings</b>	60	\$9,300		\$9,300
	Weekly construction meetings				
	As-needed meetings with RTC				
	Partnering meeting				
	Pre-activity meetings				
<b>2</b>	<b>Outreach</b>	80	\$12,400		\$12,400
	Responding to and logging public inquires including establishing and managing a phone hotline and email				
	Presentation support				
	Meetings with stakeholders and maintaining a stakeholder database including the research, field, and direct communication for contact information				
	Coordinating with groups and special events				
	Hosting media events and site tours				
<b>3</b>	<b>Pre-Construction Engagement</b>	80	\$12,400	\$1,500	\$13,900
	Transition website for construction				
	Preparing and distributing flyer/collateral to businesses/residents				
	Door-to-door outreach as needed				
	Participation in pop-up events as requested				
<b>4</b>	<b>Construction Communications</b>	80	\$12,400	\$4,000	\$16,400
	Creating construction notices, graphics, flyers and/or fact sheets				
	Providing information and materials for website updates				
	Printing and distributing materials as-needed				
	Drafting press releases				
	Developing social media content				
<b>5</b>	<b>Site Visits</b>	30	\$4,650		\$4,650

	Photo and video documentation of construction progress through regular site visits				
	Uploading and providing shareable link to view/download media				
<b>6</b>	<b>Special Events</b>	80	\$12,400	\$4,000	\$16,400
	Planning and logistics for a groundbreaking and ribbon cutting ceremony				
TOTAL:		410	\$63,550	\$9,500	\$73,050
CONTINGENCY:					\$15,000
<b>TOTAL FEE:</b>		<b>\$88,050.00</b>			



June 1, 2026  
 Proposal No. R20268184C1

Mr. Peter Booth  
 CA Group, Inc.  
 8630 Technology Way, Suite C  
 Reno, Nevada 89521

**RE: Proposed Scope of Services & Estimated Fees  
 Revision 1  
 Construction Materials Observation & Testing Services  
 Biggest Little Bike Network  
 RTC Project No. 0211009  
 Various Locations in Downtown Reno  
 Reno, Nevada**

Dear Mr. Booth:

Geotechnical & Environmental Services, Inc. (GES) is pleased to present our revised proposed scope of services and fee estimate to provide construction materials observation and testing services for the proposed Biggest Little Bike Network project, located at various locations in downtown Reno, Nevada.

**Estimated Fee**

Our services described herein will be performed for an estimated fee as follows:

<b>Task 1 – Construction Materials Observation and Testing Services</b>	<b>\$114,615</b>
<b>Task 2 – Environmental Services (Contingency Fund)</b>	<b>\$25,000</b>
<b>Total Estimated Fee</b>	<b>\$139,615</b>

Our incurred fees will be billed monthly on a time-and-expense basis. If this proposal is acceptable as presented, we are prepared to begin our services as soon as we receive a fully executed professional services agreement.

Our fees are based, in part, on our estimate of the number of trips, hours and samples needed to complete our scope, which will be dictated by the Contractor’s construction schedule and actual materials quantities.

**Project Description**

Our understanding of the project is based on correspondence with CA Group, our experience with similar projects, and a review of the following provided documents:

- Project 90% Submittal Plans, Biggest Little Bike Network, prepared by NCE, dated February 2, 2026.

The improvements will generally consist of the installation of approximately 23,890 linear feet of new bike lanes throughout downtown Reno. The bike lanes will be permanent structures, constructed as raised pavement lanes located along portions of 5<sup>th</sup> Street, Vine Street, Virginia Street, and Evans Street. We anticipate the project will include subgrade and Type II Aggregate Base testing, observation and testing for Portland Cement Concrete (PCC) sidewalk, curb and gutter, truck and driveway aprons, pull-off adhesion testing at raised bike lanes, and testing for hot mix asphalt (HMA).

- Geotechnical Engineering
- Construction Materials Testing & Inspections
- Environmental Services
- AASHTO Accredited Testing Laboratories
- IAS Accredited

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<b>Las Vegas</b> 7150 Placid Street Las Vegas, NV 89119 ● 702.365.1001	<b>Mesquite</b> 530 Commerce Circle Mesquite, NV 89027 ● 702.346.4489	<b>Reno</b> 5301 Longley Lane, Bldg. H, Suite 116 Reno, NV 89511 ● 775.622.3844	<b>St. George</b> 705 S. 5300 W., Suite 5 Hurricane, UT 84737 ● 435.261.4043
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## **Assumptions**

- The scope of the project will not change from the above-referenced plans.
- Project technical specifications were not available at the time of this proposal. We assume the technical specifications will not impact our scope and estimates provided on the enclosed Fee Estimate sheet. Should the technical specifications impact our scope, this scope may be subject to revisions.
- Items and quantities provided in the Construction Materials Testing and Observation Fee Estimate (CM Fee Estimate) sheet are based on Section 336 of the Standard Specifications for Public Works Construction (Orange Book).
- The project duration is anticipated to be approximately 200 workdays. We assume that we will be on site on a periodic basis for up to approximately 120 trips and for up to approximately 5 hours during each site visit, including travel, over the duration of the project.
- Based on correspondence with the Client, the RTC will not require R-value testing on soils.
- We anticipate one HMA mix design will be used for the project.
- We anticipate paving will be completed over four working days.
- We anticipate up to 45 concrete pours will be required for the completion of this project.
- Based on correspondence with the Client, the RTC is requesting pull-off adhesion testing to be performed on the raised bike lane overlay. We anticipate 2 trips will be required to complete the pull-off adhesion testing.
- GES will not perform construction management for any portion of the project.
- GES will not be requested to provide monthly reports, or to review the Contractor's quality control reports.
- GES will be required to participate in up to 2 project meetings.

## **Scope of Services**

Our proposed scope of services is described below:

### **Task 1 - Construction Materials Observation & Testing Services**

Our proposed field staffing and laboratory testing for observation and testing during construction of the project is described below and is summarized on the attached CM Fee Estimate. We will perform our observation and testing services according to the estimated trips and hours (including travel time), and sampling quantities summarized on the attached CM Fee Estimate. Trips, hours and quantities more than those on the attached CM Fee Estimate will be billed separately on a time and expense basis in accordance with the applicable CM Fee Estimate.

### ***Coordination and Project Management***

Site visits as requested by the Client or the Client's designate should be coordinated through our Reno Dispatch at (775) 990-3574, or by email (renodispatch@ges-west.com). Notification will need to be provided at least 24 hours in advance for scheduling field observations and testing. GES will provide oversight for the project by a professional engineer licensed in the state of Nevada. Our estimated fee includes attendance of 2 project meetings with an anticipated duration of 2 hours each.

### ***Earthwork, Concrete, and AC Pavement Construction***

GES will provide qualified field personnel to perform sampling, observation and density testing of backfill and subgrade/aggregate base for the new sidewalk/curb and gutter/aprons and asphalt pavement. Laboratory testing will be performed on subgrade and aggregate base materials in general accordance with the applicable version of the Orange Book except as modified in our stated assumptions.

GES will provide qualified field personnel to perform sampling, observation and testing of concrete during placement for the sidewalk, curb and gutter, and aprons. We anticipate that the quality acceptance of concrete will require slump, air content, unit weight, and temperature testing on each sample and that strength testing will be based on the compressive strength of cylindrical test specimens (five cylinders from each concrete sample - one cylinder for testing at seven days, one cylinder for testing at 14 days, and three cylinders for testing at 28 days). GES will aim, as much as possible, to retrieve the concrete and grout samples from the job site during our site visits for the scheduled inspection tasks, to minimize the number of separate trips for sample retrieval. As requested by the RTC, GES will perform pull-off adhesion testing with a 2-inch diameter core in select locations with a raised bike lane overlay. Pull-off adhesion testing will be performed in general accordance with ASTM D7234. Our fee includes the equipment needed to perform this testing.

GES will provide qualified field personnel to perform sampling, observation and testing of HMA paving. We will perform informational density testing of the HMA pavement during placement and work with the paving contractor to ensure the required minimum compaction specification is being met. We anticipate one HMA sample will be taken per day or per lot, whichever is greater, and tested for Gradation, AC Content, Rice Unit Weight, and Marshall Stability, Flow, and Compaction. GES will also provide sampling and laboratory testing for ignition oven correction factors for each mix design used on the project. After paving, we will coordinate with the Client and the contractor to collect cut samples (cores) of the pavement for determining the relative density and thickness.

#### ***GES Reporting during Construction***

GES will submit daily field reports and laboratory test reports to the Client at the frequency desired by the Client. GES will notify the Client of any noncomplying test result on the day the noncompliant result is identified.

#### ***Final Report***

After the completion of our scope of services, GES will prepare a final report summarizing our observation and testing and submit to the Client.

#### **Task 2 – Environmental Services (Contingency Fund)**

GES shall be available on an on-call basis to perform Environmental Services for suspected or known hazardous materials discovered during the construction of the proposed Biggest Little Bike Network project. This may include but is not limited to observations and recommendations for discovered impacts related to underground storage tanks (USTs), heating oil tanks (HOTs), asbestos pipe, and/or other impacted media. Services may also include soil sampling, groundwater sampling, oversight and/or monitoring activities, liaison activities with the Nevada Division of Environmental Protection (NDEP) and/or Northern Nevada Public Health (NNPH), and reporting; dependent on site conditions and project needs during the time of the requested services.

A Certified Environmental Manager (CEM) for the State of Nevada will be in responsible charge of this scope of services. Site visits as requested by the Client or the Client's representative should be coordinated through our CEM, Kelly N Dustin, directly at (775) 471-9789, or by email (kelly.dustin@ges-west.com).

Services will be incurred at the hourly rates as shown in our enclosed Environmental Services - Hourly Rates and Equipment Fees sheet, and shall not exceed the total Contingency Fund amount without prior authorization from the Client. Please note subcontractor fees, such as laboratory testing, are not included in our fee sheet but are considered in our overall contingency fund. We will perform our environmental services as dispatched (including travel time).

Discovery of hazardous materials which may impact the Property constitutes a changed condition which may require a renegotiation of the scope of work described herein, or termination of services. GES will do its best to alert the Client of matters which, in the opinion of GES, require immediate attention to protect public health and safety. GES will make every effort to advise the Client of matters which should be reported to proper governmental agencies. However, the Client is solely responsible for reporting such matters, and GES shall not be held liable in the event the proper agency is not notified. In addition, for projects performed in Nevada, GES is required under Nevada Administrative Code to report the discovery of any hazardous substance which presents an imminent and substantial hazard to human health, public safety, or the environment. Our services will be performed in accordance with generally accepted practice at the time work commences. Results and recommendations will be based on review of available documentation and written or verbal correspondence with appropriate regulatory agencies, laboratory results, observations of field personnel, and the points investigated. No warranty expressed or implied is made.

### **Exclusions and Additional Services**

Our services exclude any tasks not specifically outlined in this proposal including, but not necessarily limited to, the following: R-value testing for soils and aggregates; update of previous geotechnical documents; evaluation of factors affecting groundwater fluctuations; a detailed groundwater study; rippability and excavability study; post-report evaluations; remediation activities; preparation of construction plans and technical review for compliance; evaluation of existing fill soils; certification of site soils or grading; off-site pavement section designs; fees for encroachment permits; submittal of documents in conjunction with permit application submission to public agencies; plan reviews; meetings in excess of those proposed; and surveying.

Additional services may be performed by GES under a separate agreement with additional fees. A proposal for additional services can be prepared upon request.

As a premier geo-professional firm, GES has over 30 years of experience in Nevada offering a wide variety of environmental, geotechnical, construction materials testing, and special inspection services. For a more detailed description of the services offered by GES or to request a proposal for any additional services, please contact the undersigned.

We appreciate this opportunity to provide our professional services and look forward to working with you. If you have any questions or comments, please contact us at (775) 622-3844.

Sincerely,

**Geotechnical & Environmental Services, Inc.**

William Ty Miller, P.E.  
Northern Nevada Engineering Lead  
CJT:KND:AAA:WTM:rr

Ahmed A. Abubakr, P.E.  
Construction Practice Builder

Encl: Fee Estimate – CMT and ENV  
Dist: PDF emailed to addressee at peter.booth@c-agroup.com  
Copy to proposal file

**CONSTRUCTION MATERIALS TESTING AND OBSERVATION FEE ESTIMATE**

**Project Name:** Biggest Little Bike Network  
**Project Number:** R20268184C1  
**Client:** CA Group, Inc.  
**Estimated By:** CJT/WTM (Revision 1)  
**Date:** 6/1/2026



**Task 1 - Material Observation and Testing**

<b>Earthwork</b>		<b>Notes</b>				
	<b>Field Testing</b>					
MATERIALS TECHNICIAN			60 trips @	4 hours/trip @	\$125 per hour	\$30,000.00
	<b>Lab Testing</b>					
SIEVE ANALYSIS		Site and Import Soils	8 tests @		\$165 per test	\$1,320.00
ATTERBERG LIMITS- PLASTICITY INDEX		Site and Import Soils	8 tests @		\$170 per test	\$1,360.00
MODIFIED COMPACTION PROCTOR		Site and Import Soils	8 tests @		\$300 per test	\$2,400.00
FRACTURED FACES		Type II	2 tests @		\$100 per test	\$200.00
LA ABRASION FINE AGGREGATE		Type II	2 tests @		\$275 per test	\$550.00
					<b>Subtotal=</b>	<b>\$35,830.00</b>
	<b>Concrete Construction</b>					
	<b>Field Testing</b>					
MATERIALS TECHNICIAN		PCC sidewalks, curb & gutter, aprons	45 trips @	4 hours/trip @	\$125 per hour	\$22,500.00
MATERIALS TECHNICIAN		Sample Pickup	45 trips @	1 hours/trip @	\$125 per hour	\$5,625.00
MATERIALS TECHNICIAN		Pull-Off Adhesion Testing	2 trips @	5 hours/trip @	\$125 per hour	\$1,250.00
PULL-OFF ADHESION TESTING KIT			1 kit@		\$3,000 per kit	\$3,000.00
	<b>Lab Testing</b>					
CONCRETE COMPRESSIVE STRENGTH - CONCRETE CYLINDER		PCC sidewalks, curb & gutter, aprons	45 tests @	5	\$40 per test	\$9,000.00
					<b>Subtotal=</b>	<b>\$41,375.00</b>
	<b>Asphalt Construction</b>					
	<b>Field Testing</b>					
MATERIALS TECHNICIAN		Sampling Hot-Mix Asphalt	8 trips @	5 hours/trip @	\$125 per hour	\$5,000
MATERIALS TECHNICIAN		Asphalt Coring	4 trips @	4 hours/trip @	\$125 per hour	\$2,000
	<b>Lab Testing</b>					
RICE UNIT WEIGHT		HMA	8 tests @		\$190 per test	\$1,520
BULK SPECIFIC GRAVITY UNCOATED/SSD (SET OF 3) - (PREP PACKS)		HMA	8 tests @		\$110 per test	\$880
EXTRACTION/GRADATION		HMA	8 tests @		\$375 per test	\$3,000
MARSHALL STABILITY, FLOW AND COMPACTION		HMA	8 tests @		\$220 per test	\$1,760
IGNITION OVEN CALIBRATION		per mix design	1 test @		\$2,000 per mix	\$2,000
					<b>Subtotal=</b>	<b>\$16,160.00</b>
	<b>Coordination and Reporting for Material Observation and Testing</b>					
STAFF PROFESSIONAL		Project Review & Reporting	60 hours @		\$140 per hour	\$8,400.00
SENIOR PROJECT ENGINEER/PROJECT MANAGER		Technical Oversight & Project Management	50 hours @		\$200 per hour	\$10,000.00
ADMINISTRATIVE ASSISTANT		Coordination & Reporting	30 hours @		\$95 per hour	\$2,850.00
					<b>Subtotal=</b>	<b>\$21,250.00</b>
					<b>Estimated Fee for QAA Observation and Testing=</b>	<b><u>\$114,615.00</u></b>

**ENVIRONMENTAL SERVICES - HOURLY RATES AND EQUIPMENT FEES\***

\*Does not include outside subcontracted services (e.g., laboratory testing, Triple Rinse Services, investigative derived waste removal services)

**Project Name:** Biggest Little Bike Network  
**Project Number:** R20268184C1  
**Client:** CA Group, Inc.  
**Estimated By:** CJT/KND  
**Date:** 5/11/2026



**Task 2 - Environmental Services**

<b>Observation, Documentation, and Soil Sampling</b>	<b>Notes</b>	
<b>Field</b>		
PROJECT GEOLOGIST/CEM	Observation, Documentation, and Soil Sampling	\$180 per hour
STAFF GEOLOGIST	Observation, Documentation, and Soil Sampling	\$140 per hour
<b>Office Support</b>		
PROJECT GEOLOGIST/CEM	Project Coordination/Meetings	\$180 per hour
STAFF GEOLOGIST	Project Coordination/Meetings	\$140 per hour
<b>Equipment Rentals</b>		
AIR MONITORING EQUIPMENT	PID and/or 4 Gas Meter	\$125 per day

**Environmental Services Contingency Budget= \$25,000**

\*Does not include outside subcontracted services (e.g., laboratory testing, Triple Rinse Services, investigative derived waste removal services)



300 Sierra Manor Drive, Suite 2  
Reno, NV 89511

775-848-9852

May 27, 2026

Mr. David Dodson, PE



8630 Technology Way, Suite C  
Reno, NV 89521

**RE: Construction Staking Services  
Regional Transportation Commission Biggest Little Bike Network  
RTC Job No. 0211009**

David,

This letter summarizes scope of work for Construction Staking Services for the RTC Biggest Little Bike Network Project, RTC Job No. 0211009.

Specific work per Task:

## **TASK 1: CONSTRUCTION STAKING**

### Task 1.1 Project Management

Attendance at weekly construction coordination meetings, management, and scheduling of contractor survey requests.

### Task 1.2 Horizontal/Vertical Control

Recover/Check existing survey control (provided by client) and densify (set) additional project control for construction. This primary project control shall be utilized by ST6, Inc and Contractor throughout the construction of the project. The horizontal control shall be established using GPS (RTK) and Total Station methods. Vertical control shall be established using differential leveling methods.

### Task 1.3 Right-of-Way Layout

Layout up to fifty (50) Temporary Construction Easements (TCE) on 25-foot intervals (maximum) and all event points to ensure work is performed within project limits.

Layout up to twenty (20) Permanent Easements (PE) on 25-foot intervals (maximum) and all event points to ensure work is performed within project limits.

Layout up to ten (10) Right-of-Entry (ROE) on 25-foot intervals (maximum) and all event points to ensure work is performed within project limits.

### Task 1.4 Civil Removals

Layout sawcut limits at conform areas of curb and gutter, sidewalk, driveway, medians, and ped-ramp within existing roadway.

Layout sawcut limits at pavement, composite surfaces and clear/grub within existing roadway

#### Task 1.5 Civil Roadway Improvements

Layout roadway centerline alignments (horizontal) along each corridor on 100' intervals and event points to ensure location per plan on each corridor for use by Owner, CM team and contractor, curb and gutter, median curb, retaining curbs, valley gutters, sidewalk, edge of pavement, with finish grade offsets stakes and required line stakes at 25' (maximum) intervals on curves, 50' (maximum) intervals on tangents and all event points, (e.g., angle points, grade breaks, radius points, PT (point of tangency), PC (point of curvature), PRC (point of reverse curve)).

Layout pedestrian ramps (top and bottom of wings), driveway aprons (top and bottom of wings), bus stop pads with required line and finish grade offsets and all event points associated to each feature.

In locations where roadway reconstruction and new roadway configuration and construction is planned, roadway stakes will be graded to the nearest one hundredth (1/100) of a foot of the proposed roadway centerline finished grades and will depict the roadway stationing, offset distances, and paving cross slope (as requested) to the street centerline.

#### Task 1.6 Drainage Improvements

Layout drainage structures (manholes, drop inlets, end sections) and pipe alignments with line and finish grade offset stakes for each feature.

#### Task 1.7 Traffic Signals

Layout traffic signal poles, pedestrian push buttons, and pull boxes with line and finish grade offset stakes for each feature.

#### Task 1.8 Striping and Pavement Markings

Layout striping at 25' (maximum) intervals on curves and 50' (maximum) interval on tangents and all event points. Layout miscellaneous pavement markings, (e.g., T's, handicap parking areas, intersection markings including bike boxes, painted bike buffers, yield bars and arrows)

#### Task 1.9 Signing

Layout Limited signage with a line and offset stake.

#### Task 1.10 Utilities

Assist team in preconstruction to verify existing surface utility features (e.g., manholes, valves, and boxes) within the roadway corridor and compare findings against consultant's design mapping.

Upon completion of paving, one set of stakes/markings for locations of water and gas valve risers, utility vaults, sanitary sewer and storm drain manholes to facilitate raising each structure to finish grade.

#### Task.11 QC/As-Built Surveys

Verify proposed pipe inverts at tie-ins and are installed per plan.

Spot check elevation of proposed subgrade and aggregate base course prior to paving to ensure the sections are built per plan.

Spot check elevation of existing pavement and in comparison, to proposed design grades

Verification of form work at pedestrian ramps and driveway aprons prior to concrete pours to ensure ADA compliance

### **ASSUMPTIONS**

- Contractor shall request survey no less than 48 hours prior to use and request shall be a realistic time frame to complete the requested survey tasks.
- Site will be ready for Survey Layout prior to work commencing

### **COMPENSATION**

See attached exhibit for fee summary and billing rates.

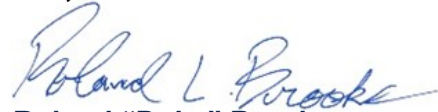
The fee includes one set of stakes per requested task. Any additional staking due to design changes or re-stakes beyond this scope will be billed on a time-and-material basis in accordance with the attached fee summary and billing rate schedule.

Survey cancellations, or contractor work area (site conditions) requested for survey are not suitable for layout- minimum charge: 2 hours per mobilization.

Please call me at 775-848-9852 if you have any questions.

Sincerely,

**ST6, INC.**



**Roland "Duke" Brooks**

**Project Manager**

dbrooks@st6nv.com

775-848-9852



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

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

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

The Damages shall include, but are not limited to, those resulting from personal injury to any person, including bodily injury, sickness, disease or death and injury to real property or personal

property, tangible or intangible, and the loss of use of any of that property, whether or not it is physically injured.

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

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

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

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

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

### **3. GENERAL REQUIREMENTS**

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

### **4. VERIFICATION OF COVERAGE**

CONSULTANT shall furnish RTC with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth herein, on forms acceptable to RTC. All deductibles and self-insured retentions requiring RTC approval shall be shown on the certificate. All certificates and endorsements are to be addressed to RTC's Finance Director and be received 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, City of Reno and City of Sparks as additional insureds under its commercial general liability policy, subject to the same requirements stated herein, without requiring a written contract or agreement between each of the additional insureds and any sub-consultant or sub-contractor. Any separate coverage limits of liability maintained by Subs shall be at least **\$1,000,000** per occurrence and at least **\$2,000,000** for any applicable coverage aggregates or the amount customarily carried by the Sub, whichever is GREATER. If any Subs provide their own insurance with limits less than required of the Contractor, Contractor shall include Subs in their coverage up to the full limits required of the Contractor. When requested by RTC, CONSULTANT shall furnish copies of certificates of insurance evidencing coverage for each subconsultant. CONSULTANT need not require its non-design subcontractors to carry Professional Errors and Omissions Liability insurance.

## **7. DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductibles or self-insured retentions that exceed \$25,000 per occurrence or claim must be declared to RTC's Finance Director prior to signing this Agreement. RTC is entitled to request and receive additional documentation, financial or otherwise, prior to giving its approval of the deductibles and self-insured retentions. Any changes to the deductibles or self-insured retentions made during the term of this Agreement or during the term of any policy must be declared to RTC's Finance Director prior to the change taking effect.

## **8. ACCEPTABILITY OF INSURERS**

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

of Nevada or meet any applicable state and federal laws and regulations for non-admitted insurance placements.

## 9. OTHER CONDITIONS

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

## 10. COMMERCIAL GENERAL LIABILITY

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

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

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

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

## **11. COMMERCIAL AUTOMOBILE LIABILITY**

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

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

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

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

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

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

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

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

CONSULTANT waives all rights against RTC, its elected officials, officers, employees and agents for recovery of damages to the extent these damages are covered by the workers compensation and employer's liability or commercial umbrella liability insurance obtained by Tenant pursuant to this agreement. CONSULTANT shall obtain an endorsement equivalent to WC 00 03 13 to affect this waiver.

### **13. PROFESSIONAL ERRORS AND OMISSIONS LIABILITY**

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

**Exhibits D, E and F**

Federally Required Clauses

## Exhibit D

### Federally Required Clauses

#### 1. **PROMPT PAYMENT PROVISION**

CONSULTANT must pay all subconsultants for satisfactory performance of their contracts no later than thirty (30) days from the receipt of payment made to CONSULTANT by RTC. Prompt return of retainage payments from CONSULTANT to the subconsultants will be made within fifteen (15) days after each subconsultant's work is satisfactorily completed. Any delay or postponement of payment among the parties may take place only for good cause and with RTC's prior written approval. If CONSULTANT determines the work of the subconsultant to be unsatisfactory, it must notify RTC's project manager immediately in writing and state the reasons. The failure by CONSULTANT to comply with this requirement will be construed to be a breach of the Contract and may be subject to sanctions as specified in the Contract or any other options listed in 49 C.F.R. 26.29.

#### 2. **NONDISCRIMINATION**

During the performance of this Contract, CONSULTANT, for itself, its assignees, and successors in interest, agrees as follows:

A. Compliance with Regulations. CONSULTANT shall comply with the regulations relative to nondiscrimination in DOT-assisted programs, 49 C.F.R. Part 21, as they may be amended from time to time (referred to in this section as the "Regulations"), which are herein incorporated by reference and made a part of this Contract.

B. Nondiscrimination. CONSULTANT shall not discriminate on the grounds of age, race, color, sex, or national origin in the selection and retention of subconsultants, including procurement of materials and leases of equipment. CONSULTANT shall not participate, either directly or indirectly, in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Contract covers a program set forth in Appendix B of the Regulations.

C. Solicitations for Subcontracts, including Procurement of Materials and Equipment. In all solicitations, whether by competitive proposing or negotiation made by CONSULTANT for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subconsultant or supplier must be notified by CONSULTANT of CONSULTANT's obligations under this Contract and the Regulations relative to nondiscrimination on the grounds of age, race, color, sex, or national origin.

D. Information and Reports. CONSULTANT must provide all information and reports required by the Regulations or directives issued pursuant thereto, and must permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by RTC to be pertinent to ascertain compliance with such Regulations, orders, and instructions.

Where any information is required, or the information is in the exclusive possession of another who fails or refuses to furnish this information, CONSULTANT must so certify to RTC and must set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance. In the event of CONSULTANT's noncompliance with the nondiscrimination provisions of this Contract, RTC shall impose such contract sanctions as it may determine to be appropriate, including, but not limited to: (1) withholding of payments to CONSULTANT under the Contract until CONSULTANT complies, and/or (2) cancellation, termination, or suspension of the Contract, in whole or in part.

CONSULTANT shall include the provisions of this clause in every subcontract. CONSULTANT must take such action with respect to any subcontract or procurement as RTC may direct as a means of enforcing those provisions, including sanctions for noncompliance. However, if CONSULTANT becomes involved in or is threatened with litigation with a subconsultant as a result of such direction, CONSULTANT may request RTC to enter into the litigation to protect the interests of RTC.

### **3. AFFIRMATIVE ACTION IN EMPLOYMENT**

CONSULTANT shall comply with the provisions of Section 503 of the Rehabilitation Act of 1973 (the "Rehabilitation Act").

A. CONSULTANT will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. CONSULTANT agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

B. CONSULTANT agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor pursuant to the Rehabilitation Act.

C. In the event of CONSULTANT's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations, and relevant orders of the Secretary of Labor pursuant to the Rehabilitation Act.

D. CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the director, provided by or through the contracting officer. Such notices shall state CONSULTANT's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.

E. CONSULTANT shall include the provisions of this clause in every subcontract or purchase order of \$2,500 or more unless exempted by rules, regulations, or orders of the

Secretary of Transportation issued pursuant to Section 503 of the Rehabilitation Act, so that such provisions will be binding upon each subconsultant or vendor. CONSULTANT will take such action with respect to any subcontract or purchase order as the director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance (41 C.F.R. 60-741.4.4).

**4. INTEREST OF MEMBERS OF, OR DELEGATES TO, CONGRESS**

In accordance with 18 U.S.C. 431, no member of, or delegate to, the Congress of the United States shall be admitted to any share or part of this Contract or to any benefit arising therefrom.

**5. INTEREST OF PUBLIC OFFICIALS**

No member, officer, or employee of any public body, during his tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the benefits thereof.

**6. CIVIL RIGHTS**

The following requirements apply to the underlying Contract:

A. Nondiscrimination. In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. 12132, and Federal transit law at 49 U.S.C. 5332, CONSULTANT agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age or disability.

B. Equal Employment Opportunity. The following equal employment opportunity requirements apply to the underlying contract:

- (1) Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. 2000e, and Federal transit laws at 49 U.S.C. 5332, CONSULTANT agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor", 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, Equal Employment Opportunity", as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity", 42 U.S.C. 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. CONSULTANT agrees to take affirmative action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to their race, color, creed, national origin, sex, or age. Such action must 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.

(2) Age. In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. 623 and Federal transit law at 49 U.S.C. 5332, CONSULTANT agrees to refrain from discrimination against present and prospective employees for reason of age.

(3) Disabilities. In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. 12112, CONSULTANT 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 C.F.R. Part 1630, pertaining to employment of persons with disabilities.

C. CONSULTANT also agrees to include these requirements in each subcontract.

#### **7. INELIGIBLE CONSULTANTS**

In the event CONSULTANT is on the Comptroller General's List of Ineligible Consultants for Federally financed or assisted projects, this contract may be canceled, terminated, or suspended by RTC.

#### **8. NOTICE OF FEDERAL REQUIREMENTS**

New Federal laws, regulations, policies, and administrative practices may be established after the date of this Contract, which may apply to this Contract. If Federal requirements change, the changed requirements will apply to the Contract or the performance of work under the Contract as required. All standards or limits set forth in this Contract to be observed in the performance of the work are minimum requirements.

#### **9. THIRD-PARTY RIGHTS**

Notwithstanding anything herein to the contrary, the services provided under this Agreement shall not give rise to, nor shall be deemed to or construed so as to confer any rights on any other party, as a third-party beneficiary or otherwise.

#### **10. RECORDS RETENTION; AUDIT AND INSPECTION OF RECORDS**

A. CONSULTANT shall permit the authorized representatives of RTC, FHWA, the U.S. Department of Transportation's Inspector General, NDOT, and the Comptroller General of the United States, or any of their duly authorized representatives to inspect and audit all data and records of CONSULTANT relating to its performance under the contract until the expiration of three (3) years after final payment under this Contract.

B. CONSULTANT further agrees to include in all subcontracts hereunder a provision to the effect that the subconsultant agrees that RTC, FHWA, the U.S. Department of Transportation's Inspector General, NDOT, and the Comptroller General of the United States, or any of their duly authorized representatives shall, until the expiration of three (3) years after final payment under the subcontract, have access to and the right to examine any books, documents, papers, and records of the subconsultant directly pertinent to this contract. The term "subcontract" as used in this clause excludes (1) purchase orders not exceeding \$10,000 and (2) subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public.

C. The periods of access and examination described above, for records which relate to (1) appeals under the dispute clause of this Contract, (2) litigation or the settlement of claims arising out of the performance of this Contract, or (3) costs and expenses of this Contract to which an exception has been taken by the U.S. Comptroller General or any of his duly authorized representatives, shall continue until such appeals, litigation, claims or exceptions have been disposed of.

#### **11. NO FEDERAL GOVERNMENT OBLIGATION TO THIRD PARTIES**

A. RTC and CONSULTANT acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to RTC, Consultant, or any other party (whether or not a party to that Contract) pertaining to any matter resulting from the underlying Contract.

B. CONSULTANT agrees to include the above clause in each subcontract. It is further agreed that the clause shall not be modified, except to identify the subconsultant who will be subject to its provisions.

#### **12. DEBARMENT, SUSPENSION, OTHER INELIGIBILITY AND VOLUNTARY EXCLUSION**

A. This Contract is a covered transaction for purposes of 2 C.F.R. Part 1200 and 2 C.F.R. Part 180. As such, CONSULTANT is required to verify that none of CONSULTANT, its principals, as defined at 2 C.F.R. 180.995, or affiliates, as defined at 2 C.F.R. 180.905, are excluded or disqualified as defined at 2 C.F.R. 180.940 and 180.945.

B. CONSULTANT is required to comply with 2 C.F.R. 180, Subpart C, and must include the requirement to comply with 2 C.F.R. 180, Subpart C, in all contracts for lower-tier transactions over \$25,000 and in all solicitations for lower tier contracts.

CONSULTANT agrees that it shall not knowingly enter into any lower-tier covered transaction with a person or firm who is debarred, suspended, declared ineligible, or voluntarily excluded from

participation in this contract.

### **13. COMPLIANCE WITH FEDERAL LOBBYING POLICY**

Section 1352 of Title 31, United States Code, provides in part that no appropriated funds may be expended by the recipient of a federal contract, grant, loan, or cooperative agreement to pay any person by influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement.

Consultants who apply or bid for an award of \$100,000 or more shall file the certification required by 49 C.F.R. Part 20, "New Restrictions on Lobbying." 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 Federal Agency, a member of Congress, an 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 are forwarded from tier to tier up to the recipient.

CONSULTANT also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance.

### **14. REPORTING REQUIREMENTS**

CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its facilities as may be determined by RTC or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, CONSULTANT shall so certify to RTC, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.

## Exhibit E

During the performance of this contract, CONTRACTOR, for itself, its assignees, and successors in interest, agrees as follows:

1. **Compliance with Regulations:** The Consultant (hereinafter includes subconsultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The Consultant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subconsultants, including procurements of materials and leases of equipment. The Consultant will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subconsultant or supplier will be notified by the Consultant of the Consultant's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The Consultant will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish the information, the Consultant will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Consultant's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the Consultant under the contract until the Consultant complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.

6. **Incorporation of Provisions:** The Consultant will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with litigation by a subconsultant, or supplier because of such direction, the Consultant may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

## Exhibit F

During the performance of this contract, CONSULTANT, for itself, its assignees, and successors in interest, agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

### Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 C.F.R. Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability), and 49 C.F.R. Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Consultants, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. Parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 et seq).



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.3.3

To: Regional Transportation Commission

From: Michele Payne, Property Agent

**SUBJECT: Resolution of Condemnation - Freight House District, LLC**

**RECOMMENDED ACTION**

Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire property and/or property interests on APN 011-602-01 from Freight House District, LLC, which are needed to construct the Sierra Street Bridge Replacement Project.

**BACKGROUND AND DISCUSSION**

The purpose of the project is to reconstruct the existing Sierra Street bridge over the Truckee River between First Street and Island Avenue. The 100% design plans for the project are complete. The project is currently scheduled to begin construction in Spring 2027.

Through an Interlocal Cooperative Agreement with the City of Reno and Washoe County dated February 10, 2022, RTC has been authorized to negotiate and/or initiate eminent domain proceedings to property when necessary for the project. RTC needs to acquire property and/or property interests as specified in the attached Resolution of Condemnation.

RTC has been working with the property owner in an effort to reach a mutually acceptable agreement. Those efforts have been unsuccessful to date. In order to avoid potential delays to the project, staff is requesting approval of this Resolution of Condemnation to authorize RTC to initiate condemnation proceedings and seek a court-ordered right-of-entry and/or order for immediate occupancy, if needed. RTC will continue to work with the property owner and attempt to reach a mutually acceptable agreement. RTC has provided notice of this agenda item to the property owner as required by NRS 241.034.

**FISCAL IMPACT**

The costs to acquire property for the project have been budgeted; however, the actual fiscal impact cannot be determined at this time.

**PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

**RESOLUTION OF CONDEMNATION 26-13**

**WHEREAS**, it is necessary for the Regional Transportation Commission of Washoe County, Nevada (“RTC”) to provide regional transportation facilities which are of a quality and standard necessary to satisfactorily meet the needs of the traveling public; and

**WHEREAS**, pursuant to an Interlocal Cooperative Agreement (“ICA”) between the RTC and the City of Reno on dated February 10, 2022, the City of Reno authorized the RTC to initiate such eminent domain proceedings as may be necessary for the Sierra Street Bridge Replacement Project (the “Project”); and

**WHEREAS**, Chapter 277A of Nevada Revised Statutes provides that the RTC may exercise the power of eminent domain, if the city or county which has jurisdiction over the property approves; and

**WHEREAS**, the current owner of record of the property interests to be acquired, as listed in the records of the Washoe County Recorder’s Office and insofar as is known to the RTC, is Freight House District, LLC.

**NOW, THEREFORE, BE IT RESOLVED**, that RTC does hereby find:

1. RTC needs the property interests attached hereto for the Project (collectively, the “Property Interests”). The Property Interests are shown in the schedules attached hereto.
2. RTC staff has previously contacted the owner(s) about the Property Interests. While there have been discussions, proposals and offers made, the efforts to reach a mutually acceptable agreement for the acquisition of the Property Interests through purchase have been unsuccessful to date.
3. The Property Interests to be acquired in conjunction with the above referenced Project are to be applied to a public use, to wit, the Project.
4. The Property Interests described herein are necessary for such public use.
5. By certified mail sent on June 11, 2026, proper notice of the RTC’s intent to consider eminent domain action to acquire the Property Interests of the above referenced owner(s) has been given as required by NRS 241.034.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, based on the aforementioned findings of fact, that the RTC does hereby direct:

1. RTC's legal counsel shall initiate, if needed, eminent domain proceedings on behalf of the RTC in accordance with provisions of Chapters 37 and 277A of Nevada Revised Statutes to acquire the Property Interests.

2. RTC's legal counsel shall commence and prosecute, in the name of the RTC, eminent domain proceedings in the court having jurisdiction of the Property Interests.

3. RTC's legal counsel is authorized to pursue all actions deemed appropriate for the successful prosecution of this case, including but not limited to, an application to the court for an order permitting RTC to take immediate possession of the Property Interests for the construction of the Project, upon complying with conditions imposed by law.

**PASSED, ADOPTED AND APPROVED** on June 25, 2026.

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Alexis Hill, Chair  
Regional Transportation Commission of Washoe County

Attachments

Schedule 1 – Temporary Construction Easement on a portion of APN 011-602-01

LEGAL DESCRIPTION PREPARED BY:  
HALANA D. SALAZAR, PLS  
JACOBS ENGINEERING  
50 W. LIBERTY ST., SUITE 205  
RENO, NV 89501

**EXHIBIT "A"**  
**TEMPORARY CONSTRUCTION EASEMENT NO. 1**  
**LEGAL DESCRIPTION**

Ptn. of APN 011-602-01

Situate, lying and being in the City of Reno, County of Washoe, State of Nevada, and more particularly described as being a portion of the SE 1/4 of Section 11, T. 19 N., R. 19 E., M.D.M.; and further described as being a portion of PARCEL B2 shown on that certain RECORD OF SURVEY IN SUPPORT OF A BOUNDARY LINE ADJUSTMENT BETWEEN THE REDEVELOPMENT AGENCY OF THE CITY OF RENO AND RIVERSIDE ARTIST LOFTS, Record of Survey Map 4696, File No. 3366018, filed for record March 27, 2006, in the Official Records of Washoe County, Nevada and more fully described by metes and bounds as follows:

BEGINNING at the northeast corner of said PARCEL B2, 34.42 feet right of and measured radially from Highway Engineer's Station "S" 13+73.09 P.O.C.; said point of beginning further described as bearing N. 41°33'34" E. a distance of 5,655.68 feet from the west quarter corner of Section 14, T. 19 N., R. 19 E., M.D.M.; said corner further described as being a 2 inch brass disk in a monument well stamped "T19 R19 S15 | S14 1/4 PLS 20461" shown and delineated as "S61SM01207" FOUND 2" Brass Disk in Mon Well, 1/4 Section 14 and 15 on that certain RECORD OF SURVEY IN SUPPORT OF A BOUNDARY LINE AGREEMENT FOR MOLNAR, NELSON AND MCGEE, Record of Survey Map 5192, filed for record as File No. 3809312 on October 7, 2009, in the Official Records of Washoe County, Nevada; thence N. 69°11'57" E., along the northerly boundary line of said PARCEL B2, a distance of 35.91 feet; thence along the following four (4) courses and distances:

- 1) S. 15°08'46" E. – 32.19 feet;
- 2) S. 74°34'28" W. – 32.17 feet;
- 3) S. 15°05'26" E. – 74.23 feet;
- 4) S. 75°06'27" W. – 3.94 feet to the right or easterly right-of-way line of Sierra Street;

thence N. 14°53'33" W., along said easterly right-of-way line, a distance of 103.03 feet to the point of beginning; said parcel contains an area of 1,375 square feet (0.03 of an acre).

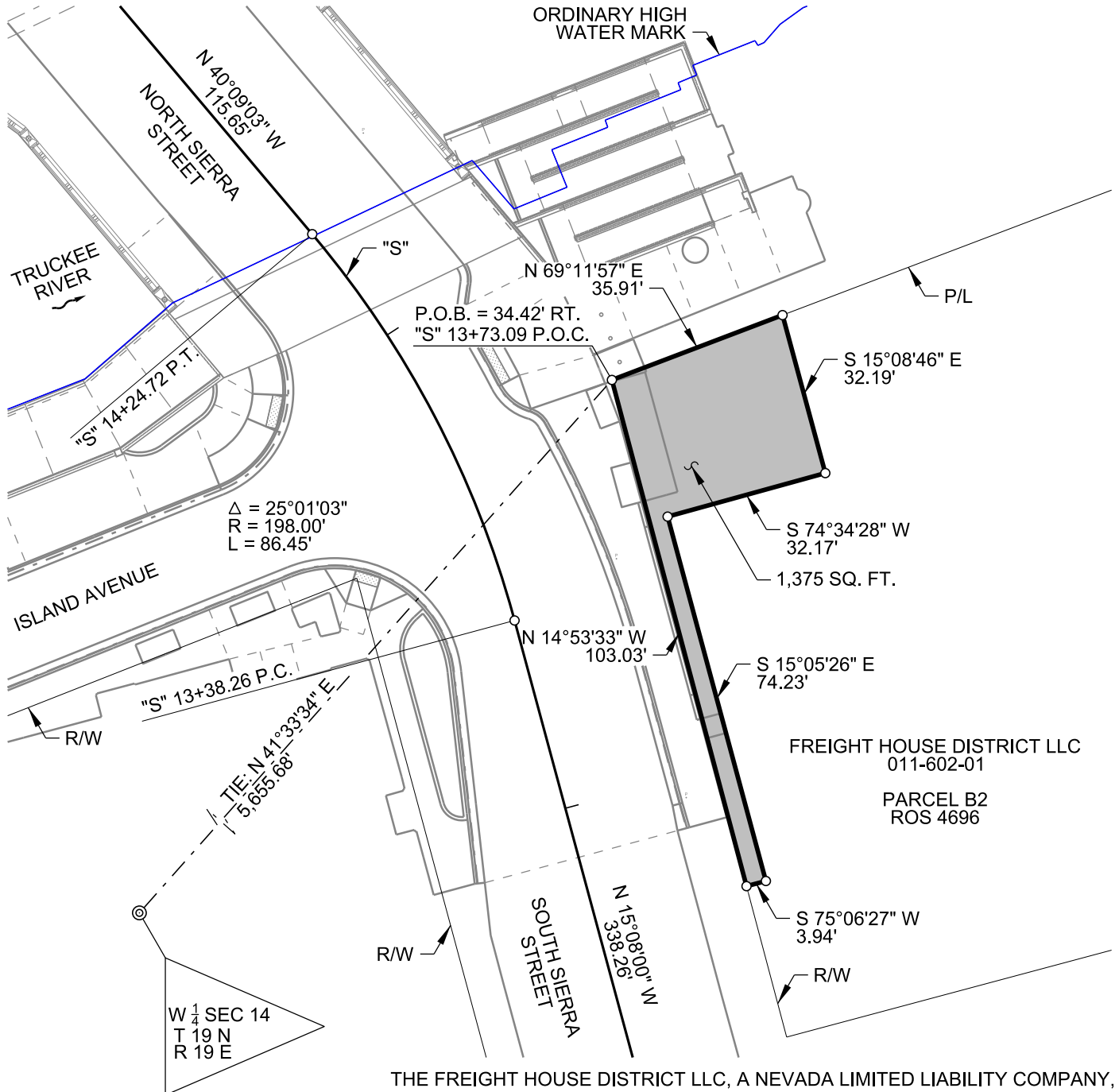
The Basis of Bearing for this description is the NEVADA STATE PLANE COORDINATE SYSTEM, NAD 83/94 DATUM, West Zone as determined by the State of Nevada, Department of Transportation.

# EXHIBIT "B"



SCALE: 1" = 30'

 TEMPORARY CONSTRUCTION EASEMENT No. 1



OWNER: THE FREIGHT HOUSE DISTRICT LLC, A NEVADA LIMITED LIABILITY COMPANY,  
 AN AFFILIATE OF SIENA COMMUNITIES LLC, A CALIFORNIA LIMITED LIABILITY COMPANY  
 ASSESSOR PARCEL NO's: APN 011-602-01  
 SECTION, TOWNSHIP, RANGE: SE 1/4 SECTION 11, T. 19 N., R. 19 E.  
 AREA: 1,375 SQUARE FEET  
 LOCATION: CITY OF RENO, COUNTY OF WASHOE

<p>PROPERTY LOCATION MAP</p>	JOB NO: W7Y56600	<p><b>JACOBS</b>                      50 W. LIBERTY ST. STE #205                      RENO, NV 89501                      (775) 329-7300</p>
	DATE: 08/31/2025	
	DRAWN BY: SB	
	CHECKED BY: HS	
<p>SHEET 1 OF 1</p>		



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.3.4

To: Regional Transportation Commission

From: Scott Gibson, Project Manager

**SUBJECT: 2027-2028 University of Nevada Reno (UNR) Pavement/Materials Interlocal Cooperative Agreement**

**RECOMMENDED ACTION**

Approve an Interlocal Cooperative Agreement with the University of Nevada, Reno for research and engineering support activities from the Pavement Engineering and Science (PES) program, in the amount of \$250,000.

**BACKGROUND AND DISCUSSION**

This cooperative agreement provides funding for the UNR Pavement/Materials Program to perform research and improve efficiency in the design and construction of roadway pavements in Washoe County. The UNR Engineering Department Pavement/Materials Program is a nationally recognized research facility that includes the Western Region Superpave Center. For more than twenty years, this valuable local resource has allowed the RTC to implement the latest technological innovations and maximize the benefit of advances in materials for our unique local conditions. Staff will coordinate research efforts with the City of Reno, City of Sparks, and Washoe County.

**FISCAL IMPACT**

Funding for this item is included in the FY 2027 and FY 2028 budgets.

**PREVIOUS BOARD ACTION**

7/19/2024 - Approved an Interlocal Cooperative Agreement with the Board of Regents, Nevada System of Higher Education, on behalf of the University of Nevada, Reno (UNR), Civil Engineering Department, for the UNR Pavement/Materials Cooperative Research Program in an amount not-to-exceed \$250,000.

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## INTERLOCAL COOPERATIVE AGREEMENT

This Agreement is dated and effective as of June 25, 2026, by and between the Regional Transportation Commission of Washoe County, Nevada, hereinafter called the RTC, and the Board of Regents, Nevada System of Higher Education, on behalf of the University of Nevada, Reno, hereinafter called the UNIVERSITY.

### 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 research and engineering support activities critical to the design and construction of long lasting regional streets and highways in Washoe County, Nevada; and

WHEREAS, the RTC and the UNIVERSITY have been entering into substantially similar biennial agreements since 2003.

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, within the agreed upon budget attached as Exhibit B.

2. To invoice the RTC quarterly for reimbursement of direct and indirect costs in an amount not to exceed One Hundred Twenty-Five Thousand and 00/100 Dollars (\$125,000.00) for the first year through June 30, 2027, not to exceed One Hundred Twenty-Five Thousand and 00/100 Dollars (\$125,000.00) for the second year through June 30, 2028, and not to exceed Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00) overall. The UNIVERSITY will

provide supporting documentation that the work performed conforms to the description of the tasks and deliverables.

3. To complete all tasks, and provide all deliverables, pursuant to schedules agreed to by the RTC, but no later than June 30, 2028.

#### ARTICLE II - RTC AGREES:

1. To provide funding to the UNIVERSITY upon the receipt of valid quarterly invoices. The total amount to be provided to the UNIVERSITY shall not exceed One Hundred Twenty-Five Thousand and 00/100 Dollars (\$125,000.00) annually and Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00) overall.

2. To allow the UNIVERSITY to observe, review, and inspect associated pavement engineering related projects with the understanding that the UNIVERSITY will report all items of concern to the RTC's Project Manager.

#### 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, 2028.

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:

Dale Keller, P.E., Engineering Director  
Attn.: Scott Gibson, PE, Project Manager  
Regional Transportation Commission  
1105 Terminal Way, Suite 108  
Reno, NV 89502  
Phone: (775) 335-1874  
E-mail: sgibson@rtcwashoe.com

FOR UNIVERSITY:

TECHNICAL MATTERS:

Dr. Peter Sebaaly  
Pavements/Materials Program  
Department of Civil and Environmental Engineering  
University of Nevada, Reno  
Reno, NV 89557-0152  
Phone: (775) 784-6565  
E-mail: psebaaly@unr.edu

CONTRACTUAL MATTERS:

Kandice Doerring  
Grants and Contracts Manager  
Office of Sponsored Projects/325  
University of Nevada, Reno  
Phone: (775) 784-4157  
E-mail: kdoerring@unr.edu

4. Reserved.

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 incident 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

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Bill Thomas, AICP  
Executive Director

BOARD OF REGENTS,  
NEVADA SYSTEM OF HIGHER EDUCATION  
on behalf of the University of Nevada, Reno

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Kandice Doerring  
Manager, Grants and Contracts

## COOPERATIVE RESEARCH AGREEMENT FOR PAVEMENT TECHNOLOGY

**Principle Investigators: Peter E. Sebaaly, Elie Y. Hajj, and Adam J.T. Hand – CEE**

**Sponsor: Washoe Regional Transportation Commission**

**Duration: July 1, 2026 – June 30, 2028**

The pavement technology agreement is a bi-annual cooperative agreement between the Regional Transportation Commission of Washoe County (RTC) and the Pavement Engineering and Science (PES) program at the University of Nevada, Reno (UNR). The agreement is designed to work on issues that are critical to the design and construction of long-lasting roads throughout Washoe County.

### **Accomplishments under the Current Agreement**

The last agreement was established on July 1, 2024 and will be completed on June 30, 2026. The following tasks were accomplished:

#### **Task A: Implementation of Percent within Limit Specification**

This task collected data from several RTC projects and calculated the following parameters:

- The PWL values for gradation, asphalt content, and in-place density for each lot.
- The overall PWL value for each lot.
- The PF for each lot.
- The PPA for the entire project in terms of bonus or penalty.

Based on the analyses of the data generated from the various projects, this task recommended a plan for the implementation of the PWL system on RTC projects.

#### **Task B: Development of Superpave Mix Design Method**

This task is developing a Superpave mix design manual for RTC which includes:

- Aggregate gradation specifications.
- Aggregate properties specifications.
- Selection of number of gyrations for various mix types.
- Selection of laboratory performance tests.
- Mix design criteria for various mix types.
- Selection of optimum binder content.

Aggregates were sampled from three sources; Lockwood, Mustang, and Spanish Springs. A single asphalt binder was used; PG64-28NV. Two types of gradations were evaluated (Type 2 and Type 3) with three levels of RAP contents incorporated into the mixtures: 0, 15, and 30%. A total of 18 mixtures are being designed using the Superpave method and their performance properties in terms of resistances to cracking, rutting, and moisture damage are evaluated at the selected optimum binder contents. Under the current agreement, mixtures using aggregates from Lockwood and Mustang have been evaluated.

#### **Task C: Specifications for a Stress Relief Course**

The objective of this task was to develop an engineered stress relief (ESRC) mix design method for use on RTC projects under the traffic and environmental conditions of Truckee Meadows and

## Exhibit A – Work Plan

Incline Village. This effort also integrates applicable performance test methods from Task B, Development of the Superpave Mix Design Method, with the goal of minimizing the number and type of tests required for routine use by local mix design laboratories, regardless of the selected mix design approach.

A comparison was conducted between NDOT and RTC ESRC design considerations, focusing on traffic, environmental conditions, and required performance tests. The NDOT ESRC method includes flexural bending beam fatigue and Texas overlay tests, which are costly and time-consuming. In contrast, the developed Superpave Mix Design Method relies on the IDEAL-CT and IDEAL-RT tests, which are less expensive, quicker to perform, and already available at local engineering firms.

Materials for mix design and performance testing were obtained from primary regional asphalt producers and generously donated by Granite Construction, Q&D Construction, and SNC Construction. Mix design activities are ongoing and will continue under the subsequent agreement.

In addition, a detailed pavement condition survey was conducted on the Washoe County ESRC project constructed in 2016 on Hidden Valley Drive. The pavement is performing very well, exhibiting low to moderate transverse cracking. Compared to nearby pavements constructed during the same period using mill-and-fill methods only, the ESRC section is performing significantly better.

### **Task D: Using RAP Materials for Surface Treatments**

This is a collaborative effort between NDOT and Washoe RTC. The objective of the research is to develop design methods for using RAP in micro-surfacing and chip seals. During the current agreement, using RAP in micro-surfacing has been evaluated. a mix design method is being developed which uses performance tests including resistance of the micro-surfacing mixture to; raveling, rutting, and bleeding to determine the optimum emulsion content.

### **Tasks to be completed under the 2026-2028 Agreement**

#### **Task A: Development of Superpave Mix Design Method**

Task A will continue and be completed under the 2026-2028 Agreement. This task is developing a Superpave mix design manual for RTC which includes:

- Aggregate gradation specifications.
- Aggregate properties specifications.
- Selection of number of gyrations for various mix types.
- Selection of laboratory performance tests.
- Mix design criteria for various mix types.
- Selection of optimum binder content.

Aggregates were sampled from three sources; Lockwood, Mustang, and Spanish Springs. A single asphalt binder was used; PG64-28NV. Two types of gradations were evaluated (Type 2 and Type 3) with three levels of RAP contents incorporated into the mixtures: 0, 15, and 30%. A total of 18 mixtures are being designed using the Superpave method and their performance properties in terms of resistances to cracking, rutting, and moisture damage are evaluated at the selected optimum binder contents.

The following work will be completed under the 2026-2028 Agreement:

- Evaluate mixtures using aggregates from Spanish Springs.

## Exhibit A – Work Plan

- Evaluate mixtures from all three aggregate sources with 30% RAP using two additional asphalt binders: PG58-28 and PG58-34.

### **Task B: Specifications and Field Project for an Engineered Stress Relief Course (ESRC)**

Mill and fill is a common rehabilitation activity of asphalt concrete (AC) pavements. However, as this activity is applied over cracked AC pavements, the appearance of reflective cracking becomes very likely. The interface between the AC overlay and the cracked AC layer becomes a high stress concentration point forcing existing cracks to rapidly propagate through the overlay. ESRC is a fine-graded asphalt mixture with high resistance to reflective cracking without jeopardizing rutting placed in a 1-inch layer prior to overlay. The high resistance to reflective cracking is achieved through polymer-modified binder, high binder content, and low air voids.

The objective of this task is to develop a specification for ESRC to be used on RTC projects under the Truckee Meadows and Incline Village conditions for traffic and environment integrating performance tests included in the RTC Superpave Mix Design Method developments in the 2024-2026 agreement. Based on the research efforts under the previous agreement, the ESRC specification will be developed based on:

- Completing NDOT ESRC mix designs using materials already obtained from the primary asphalt producers in the region (Granite Construction, Q&D Construction and SNC Construction) that include bending beam fatigue and Texas overlay performance tests.
- Conducting the Ideal CT test and Ideal RT tests performance tests for each of the mixtures.
- Correlate the Ideal CT test and Ideal RT tests results with bending beam fatigue and Texas overlay performance tests.
- Establish specification criteria for the Ideal CT test and Ideal RT tests.
- Synthesize the above findings to develop the RTC ESRC specification.
- Support RTC by testing and evaluating ESRC mixtures from the upcoming Plumb Lane pavement project constructed using the developed specification.
- Use the Hidden Valley Road pavement condition survey data collected as a function of time to estimate a reduction in reflective cracking rate illustrating the benefits of implementing the RTC ESRC specification.

### **Task C: Evaluation of GAP Mastic and Patch Material Bonding Performance**

GAP mastic and GAP patch materials (e.g., Maxwell Products) are polymer-modified, asphalt-compatible materials commonly used by agencies for crack filling, pothole repair, joint sealing, and localized surface repairs. While both products are intended to restore surface integrity and reduce moisture intrusion, GAP mastic is typically used as a thinner surface-applied sealing or leveling material, whereas GAP patch products are placed at greater thicknesses to address localized surface loss, raveling, or shallow potholes.

Northern Nevada agencies have adopted these materials as part of their approved maintenance and preservation toolkits due to their constructability, rapid installation, and perceived durability. However, field experience has identified performance variability that warrants further evaluation. Based on field observations, two potential failure mechanisms have been identified:

- Peeling or debonding from the existing asphalt pavement, potentially associated with moisture damage in the underlying asphalt mixture or moisture entrapment at the interface created by the applied GAP material.
- Delamination between the GAP material and an overlying surface treatment (e.g., chip seal or slurry seal), potentially due to moisture or compatibility issues between the GAP binder

## Exhibit A – Work Plan

and the surface treatment binder, including differences in chemistry or surface energy that may prevent adequate bonding.

These observations raise questions regarding surface and moisture conditions, material compatibility, and application practices that directly influence long-term performance. Thus, the objective of this task is to evaluate the bonding and failure mechanisms of GAP mastic and/or patch materials and to identify optimized application practices that minimize debonding and delamination. The findings will support agencies in improving material performance while continuing to use these products within their approved pavement preservation tools.

An experimental plan will be developed in close coordination with the product manufacturer and participating agencies. Testing will utilize a combination of laboratory-prepared specimens and whenever possible field-extracted cores representing realistic pavement and surface conditions. The design of experiment will consider the following key elements:

- Assessment of bond strength and shear resistance at the GAP material/asphalt pavement interface using the following potential tests:
  - Slant shear testing (ASTM C882)
  - Direct shear testing (AASHTO TP 114)
  - Pull-off (tensile) testing (ASTM C1583 or bitumen bond strength test)
- Testing under dry and moisture-conditioned environments to evaluate the influence of moisture damage on the bond strength performance.
- Failure mode characterization, distinguishing between bond failure at the GAP material/asphalt mixture interface, cohesive failure within the GAP material, bond failure at the GAP material/surface treatment interface.
- Evaluation of the influence of surface condition and texture, including differences between aged vs. new asphalt pavements and raveled vs. non-raveled surfaces.
- Consideration of compatibility with surface treatments, particularly where GAP materials serve as an intermediate layer beneath slurry seals or other preservation applications.

This task will help improve understanding of bonding and moisture-related failure mechanisms for GAP mastic and patch materials. It will also provide insights on effective application practices, including surface preparation, moisture considerations, and sequencing with surface treatments. Based on the findings, it is anticipated that practical recommendations will be developed to help agencies maximize performance and durability while continuing to use these materials within existing maintenance strategies.

### **Task D: Using RAP Materials for Surface Treatments**

This task will continue and be completed under the 2026-2028 Agreement. This is a collaborative effort between NDOT and Washoe RTC. The objective of the research is to develop design methods for using RAP in micro-surfacing and chip seals. During the 2026-2028 Agreement, a mix design method for micro-surfacing using RAP will be developed which uses performance tests including resistance of the micro-surfacing mixture to; raveling, rutting, and bleeding to determine the optimum emulsion content. In addition, a mix design method for chip seals using RAP materials will be completed.

Exhibit B

**PROJECT BUDGET**

		<b>Cumulative</b>
	<b>Fringe Rates</b>	
LOA - All	12.30%	
<b>Total LOA Salaries</b>		<b>0.00</b>
Professional Faculty (Acad./Admin)	34.50%	39252.78
Overload (w/o retirement)	3.00%	
Postdoctoral	34.50%	
<b>Total Professional Salaries</b>		<b>39252.78</b>
Graduate Assistants	15.80%	73200.00
Classified Personnel	43.20%	
Hourly Wages	3.00%	8840.00
<b>Total Other Salaries</b>		<b>82040.00</b>
<b>Total Salaries</b>		<b>121292.78</b>
#REF!		25373.01
<b>Total Salaries &amp; Fringe</b>		<b>146665.79</b>
Travel		
Materials & Supplies		6359.38
Services		1000.00
Rentals-Off Site Facilities		
Participant Support		
Subawards first \$25,000		
Subawards over \$25,000		
<b>Total Subawards</b>		<b>0.00</b>
Tuition & Fees		23583.00
Fellowships & Scholarships		
Capital Equipment		
Other Fixed Assets		
<b>Total Direct Costs</b>		<b>177608.17</b>
Modified Total Direct Costs		154025.17
<b>F&amp;A Rate</b>		<b>47.0%</b>
<b>F&amp;A Costs</b>		<b>72391.83</b>
<b>Total</b>		<b>250000.00</b>



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.4.1

To: Regional Transportation Commission

From: James Gee, Director of Public Transportation & Operations

**SUBJECT: Construction/Maintenance Quarterly Update on Transit Stops**

**RECOMMENDED ACTION**

Acknowledge receipt of this quarterly Construction/Maintenance update on Transit Stops as presented to the Citizens Multimodal Advisory Committee on June 3, 2026.

**BACKGROUND AND DISCUSSION**

The Citizens Multimodal Advisory Committee (CMAC) provides information and advice regarding the construction, installation and maintenance of benches, shelters and transit stops for passengers of the RTC transit system as required by Nevada Assembly Bill 214 (2023). The Committee will have this topic as a discussion item at least four times a year.

At the CMAC meeting on June 6, 2026, RTC staff gave a presentation to the Citizens Multimodal Advisory Committee regarding the following:

Improvements (February 2026 - May 2026)

- Installed a permanent pole at EI Rancho Drive & Sullivan Lane (Route 5).
- Installed a new shelter at Sun Valley Boulevard & E. 1st Avenue, replacing the previous shelter that was severely damaged by a vehicle collision (Route 5).
- The bus stops at Mill Street & Sunshine Lane and Mill St & Kietzke Lane (Route 14) were upgraded with large concrete pads as part of RTC's Mill Street project. Shelters have been installed and trash cans are scheduled for installation.

Future/Ongoing Improvements

- RTC Bus Stop Improvement Project 26-01 has reached the 50% design phase and is currently scheduled for construction in Fall 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 of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.5.1

To: Regional Transportation Commission

From: Christian Schonlan, Director of Finance

**SUBJECT: Asset Donation for Fourth Quarter CY2025 through Second Quarter CY2026**

**RECOMMENDED ACTION**

Acknowledge receipt of the Asset Donation Log for the fourth quarter of calendar year 2025 through the second quarter of calendar year 2026.

**BACKGROUND AND DISCUSSION**

The log lists the items that were donated as outlined in RTC Management Policy P-58, effective November 1, 2025, through May 31, 2026. 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. Assets are fully depreciated and at the end of their useful life.

**PREVIOUS BOARD ACTION**

6/25/2026 - Amended RTC Management Policy P-58 in October, 2018 to allow for donation of unusable or obsolete assets. The Commission directed staff to present a quarterly list of all donations.

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ATTACHMENT A  
**ASSET DONATION LOG - Nov 1 2025 - May 31 2026**

Qty	Item Description	Donated To	Reason for Disposal	Year Purchased
	<b>WORKSTATION</b>			
4	Dell OptiPlex 7060	Reno Lion Club	OBSOLETE	(1)
	Dell OptiPlex 390	Reno Lion Club	OBSOLETE	(1)
1	Dell OptiPlex 7070	Reno Lion Club	OBSOLETE	(1)
	Dell OptiPlex 7050	Reno Lion Club	OBSOLETE	(1)
	<b>LAPTOP</b>			
5	Dell Latitude 7400, 7490, 5491, 5501	Reno Lion Club	OBSOLETE	(1)
2	Dell XPS 13 9300	Reno Lion Club	OBSOLETE	(1)
1	Lenovo Laptop T20	Reno Lion Club	OBSOLETE	(1)
1	Dell XPS 15 7590	Reno Lion Club	OBSOLETE	(1)
	<b>PRINTERS</b>			
1	HP OfficeJet 8702	Reno Lion Club	OBSOLETE	(1)
1	HP LaserJet 1320N	Reno Lion Club	OBSOLETE	(1)
	HP LJ P3015N	Reno Lion Club	OBSOLETE	(1)
	HP LJ M525	Reno Lion Club	OBSOLETE	(1)
	<b>SERVERS</b>			
	Dell PowerEdge R440	Reno Lion Club	OBSOLETE	(1)
1	Dell Precision 5820 Tower X-Series	Reno Lion Club	OBSOLETE	(1)
3	CISCO Catalyst	Reno Lion Club	OBSOLETE	(1)
	CISCO Blade Switch	Reno Lion Club	OBSOLETE	(1)
	<b>OTHER</b>			
1	Mondo INF8022	Reno Lion Club	OBSOLETE	(1)
1	Microsoft Surface Go	Reno Lion Club	OBSOLETE	(1)
5	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 of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.5.2

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance, CFO

**SUBJECT: Annual Insurance Renewal**

**RECOMMENDED ACTION**

Authorize the Executive Director to bind annual insurance coverage effective July 1, 2026, for automobile liability, general liability, public officials' errors and omissions (E&O), property, earthquake/flood, crime, cyber, pollution liability, social engineering, fiduciary liability, employment practices liability, and workers' compensation; and approve the RTC's continued membership in in the Nevada Public Agency Insurance Pool (POOL) and Public Agency Compensation Trust (PACT).

**BACKGROUND AND DISCUSSION**

The Nevada Public Agency Insurance Pool (NPAIP) was formed in 1987 by Nevada public entities to provide a stable and consistent alternative to the commercial insurance markets. The pool provides property & casualty coverage as well as risk management, human resources and loss control services to its members. Membership in the pool includes counties, cities, school districts, special districts and towns. The pool is governed by a Board of Directors represented by members. NPAIP provides property/casualty coverage to a diverse group of more than 100 Nevada public entities.

NPAIP provides broad, manuscript property coverage with a maximum limit per loss of \$500,000,000. NPAIP also provides \$150,000,000 shared aggregate limits separately for Earthquake and Flood losses, subject to a \$25,000,000 aggregate sub-limit for flood losses in flood zone A. Property coverage will be subject to a deductible of \$25,000 per event, including for earthquake and flood losses. Coverage is also included for boiler & machinery (equipment breakdown) with a policy limit of \$150,000,000 per loss. Physical damage coverage is also included for scheduled vehicles both on and off premises (does not include the Buses & Coaches).

NPAIP provides liability limits of \$10,000,000 each event/each member subject to a member annual aggregate liability limit of \$10,000,000 for Auto Liability, General Liability, Personal Injury Liability,

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Employment Practices Liability, Law Enforcement Liability and Wrongful Acts (Errors & Omissions) Liability. Coverage will be subject to a \$25,000 deductible per event/wrongful act.

NPAIP provides Cyber Risk Security coverage for Privacy or Security Liability per event and in the aggregate for each member. Coverage will continue to be provided with a \$1,000,000 limit for each member, including first and third-party coverage. A deductible of 10% of the loss up to \$25,000 only applies if the member has not complied with cybersecurity recommendations.

NPAIP also provides Environmental Liability with coverage for Third Party Claims for Bodily Injury, Property Damage or Remediation Expense, First Party Remediation Expense and Emergency Response Expense with each incident limit of \$2,000,000, subject to an annual aggregate limit of \$10,000,000 and \$25,000 deductible. Coverage is also included for Business Interruption with a limit of \$2,000,000 up to 365 days.

The total NPAIP renewal premium is flat at \$319,701.39, a decrease of \$146. Increases in insured values, payroll and insured vehicles were offset by a more cost-effective rating structure for the renewal.

The RTC RIDE contractor, Keolis Transit Services LLC, is responsible for automobile and general liability losses for the RTC RIDE system. The RTC ACCESS contractor, MTM LLC, is responsible for automobile and general liability losses for RTC ACCESS and RTC FlexRide. RTC still has responsibility for automobile/general liability for RTC support vehicles, RTC road programs, and RTC facilities.

Staff is recommending renewal of Crime Insurance with limits of \$5,000,000 for employee theft, forgery, computer fraud, funds transfer fraud, money orders and counterfeit currency fraud and Fiduciary Liability with a limit of \$4,000,000. The deductible for employee theft and money & securities on-premises is \$500,000 to provide coverage excess of the limit provided by the NPAIP and \$25,000 for the other listed coverage. Coverage will include social engineering fraud with a limit of \$250,000 and \$100,000 deductible. The renewal premium for the Crime and Fiduciary Liability coverage is \$13,758, a reduction of 5.2%.

RTC's Workers Compensation and Employer's Liability coverage is provided through the Public Agency Compensation Trust (PACT), which is a Nevada based insurance pool that was formed under Nevada's Interlocal Cooperation Act in 1996. PACT provides workers compensation, claims and risk management services to its Nevada government entity members. This premium is estimated and subject to audit based on actual payroll once the policy term is completed.

The estimated proposed total cost of insurance coverage is \$392,487. The total estimated cost represents an increase of \$1,964 (0.5%) when compared to the expiring term cost.

The RTC has maintained an agreement with the Reno office of USI Insurance Services LLC for the purpose of brokering insurance coverage as required for the effective operation of the RTC.

In concurrence with USI Insurance Services, staff recommends that the coverage be bound effective July 1, 2026.

The broker's compensation for these renewals is included as part of the overall insurance cost. This year, the broker's total estimated annual compensation at renewal will be \$28,171, an increase of \$297 from last

year. The broker provides insurance services, risk management services and contract review services throughout the year as a component of the broker's compensation.

Staff have always looked to protect the agency at the best possible price against catastrophic losses that have the potential to inhibit the agency's ability to continue providing the necessary transportation services for our community. Staff believes this program accomplishes that goal.

**FISCAL IMPACT**

Funding for the insurance coverage is included in the RTC FY 2027 Budget. This policy reflects an increase in cost of approximately 0.5% versus the prior year. Cost increases are primarily due to changes in eligible workers compensation wage limits enacted by the 2025 Nevada Legislature.

**PREVIOUS BOARD ACTION**

6/20/2025 - Authorized the Executive Director to bind annual insurance coverage effective July 1, 2025.

**REGIONAL TRANSPORTATION COMMISSION**  
**Attachment A. INSURANCE RENEWAL COST RECAP**

Coverage	Renewal Limits	Renewal Deductibles	Renewal Insurer	2025/26 Premiums	2026/27 Premiums	\$ Variance	% Var.
Property Earthquake Flood Flood A/V Cyber Liability Cyber Crime Employee Theft Pollution Liability	\$500,000,000 per loss \$150,000,000* \$150,000,000* \$25,000,000*	\$25,000 \$25,000 \$25,000 \$25,000	Nevada Public Agency Insurance Pool (POOL)	\$319,847	\$319,701	(\$146)	-
General Liability, Auto Liability, Employment Practices & Wrongful Acts Liability	\$10,000,000 per event \$10,000,000 aggregate	\$25,000	Nevada Public Agency Insurance Pool (POOL)	Included above			
Workers Comp. Employer's Liability	Statutory Coverage \$2,000,000	N/A	Public Agency Compensation Trust (PACT)	\$46,839~	\$47,847~	\$1,008	2.2%
Crime	Employee Theft: \$5M On Premises: \$5M Other Coverages: \$5M Social Engineering: \$250k	\$500,000 \$500,000 \$50,000 \$500,000	Federal Ins. Co. (Chubb)	\$13,758	\$14,238	\$480	3.5%
Fiduciary Liability	Limit: \$4,000,000	N/A (Nil)	Federal Ins. Co. (Chubb)	\$10,079	\$10,700	\$621	6.2
<b>Total Annual Insurance Cost</b>				<b>\$390,523</b>	<b>\$392,487</b>	<b>\$1,964</b>	<b>0.5%</b>
<i>Estimated Broker Compensation (Included Above)</i>				<i>\$27,874</i>	<i>\$28,171</i>	<i>\$297</i>	<i>1.1%</i>

\* Shared, Annual Aggregate Limits

\*\* Subject to an annual aggregate limit of \$15,000,000 for all Pool members, combined

^ The cyber coverage deductible is 10% up to \$25,000 only applies if cybersecurity recommendations are not completed.

~ Estimated & Auditable Premium

All coverage is subject to policy terms, conditions, sub-limits, and exclusions.



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.5.3

To: Regional Transportation Commission

From: Christian Schonlau, Director of Finance/CFO

**SUBJECT: Budget Augmentation**

**RECOMMENDED ACTION**

Approve Resolution 26-14 to augment the FY 2025-2026 Budget of the Regional Transportation Commission of Washoe County as it relates to the General Fund.

**BACKGROUND AND DISCUSSION**

General Fund projects are primarily funded through a mix of local fuel tax, sales tax, and federal grant revenues. Federal funding included in the FY 2026 budget was based on project delivery timeline assumptions made prior to project bidding. Contracts were advertised for bid and awarded early in FY 2026 for two federally funded construction projects, Sparks Boulevard Capacity and West Fourth Street Safety, totaling approximately \$85 million. Due to accelerated construction timelines, project milestones and eligible expenditures are occurring earlier than originally anticipated for both projects, with associated federal reimbursements also being realized sooner. Augmenting the budget ensures that revenue projections accurately align with the revised project schedule and provides sufficient appropriation authority to account for the increased federal funding expected during the current budget period. A total of \$15,757,124 in federal revenue is being added through this augmentation, with an equal amount appropriated to supplies and services. Due to the nature of funding, there are no changes to the resulting fund balance for the General Fund.

This item supports Strategic Roadmap Goal #6, "Sustainable maintenance of our roads".

**FISCAL IMPACT**

Budget amounts will be adjusted in the FY 2026 budget to accommodate the revenues in the General Fund.

**PREVIOUS BOARD ACTION**

5/16/2025 - Approved the FY 2026 Final Budget.

**RESOLUTION 26-14**

**RESOLUTION TO AUGMENT THE 2025-2026 BUDGET OF THE REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY.**

**WHEREAS**, total resources of the General Fund, Regional Transportation Commission of Washoe County were budgeted to be \$300,311,031 on July 1, 2025; and

**WHEREAS**, the total available resources are now determined to be \$ 316,068,155.

**WHEREAS**, said additional unanticipated resources are as follows:

Federal Revenues	\$15,757,124
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**WHEREAS**, there is a need to apply these excess proceeds in the General Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the Regional Transportation Commission of Washoe County shall augment its 2025-2026 budget by appropriating \$15,757,124 for use in the General Fund, thereby increasing its appropriations from \$300,311,031 to \$316,068,155. A detailed schedule is attached to this Resolution and by reference is made a part thereof.

**CERTIFICATE**

The undersigned, duly qualified Chair of the Regional Transportation Commission, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on June 25, 2026.

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Alexis Hill, Chair  
Regional Transportation Commission of  
Washoe County

Attachment

Detailed Schedule

REVENUES	FINAL BUDGET	REVISIONS	REVISED REVENUE RESOURCES
TAXES			
Co. Option Motor Vehicle Fuel	118,076,104		118,076,104
County Option Sales Tax - Regional Transp.	7,081,527		7,081,527
FEDERAL GRANTS			-
Federal Highways	46,333,794	15,757,124	62,090,918
FTA Grants	-		-
Project Reimbursements	900,000		900,000
Subtotal	172,391,425		188,148,549
MISCELLANEOUS			-
Interest	4,727,173		4,727,173
Other	50,000		50,000
Other Financing Sources - Sale of capital assets	-		-
Subtotal	4,777,173		4,777,173
SUBTOTAL REVENUE ALL SOURCES	177,168,598		192,925,722
OTHER FINANCING SOURCES			
Operating Transfers in (Sch T)			
Proceeds of Long-Term Debt	-		-
Other			
SUBTOTAL OTHER FINANCING SOURCES	-	-	-
TOTAL BEGINNING FUND BALANCE	123,142,433		123,142,433
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL AVAILABLE RESOURCES	300,311,031		316,068,155

Regional Transportation Commission of Washoe County  
Schedule B - General Fund  
REVISED REVENUE SCHEDULE

EXPENDITURE BY FUNCTION AND ACTIVITY	FINAL BUDGET	REVISIONS	REVISED EXPENDITURES
Salaries and Wages	3,760,813		3,760,813
Employee Benefits	2,301,729		2,301,729
Services and Supplies	167,577,309	15,757,124	183,334,433
Capital Outlay	-		-
Debt Service Fees and Other Charges	-		-
SUBTOTAL EXPENDITURES	173,639,851	15,757,124	189,396,975
OTHER USES			
Contingency (not to exceed 3% of total expenditures)			
Operating Transfers	(24,920,530)	-	(24,920,530)
SUBTOTAL OTHER USES	(24,920,530)	-	(24,920,530)
TOTAL ENDING FUND BALANCE	101,750,650	-	101,750,650
Prior Period Adjustments			
Residual Equity Transfers			
TOTAL FUND COMMITMENTS AND FUND BALANCE	300,311,031	-	316,068,155

Regional Transportation Commission of Washoe County  
Schedule B - General Fund



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 4.5.4

To: Regional Transportation Commission

From: Bill Thomas, Executive Director

**SUBJECT: Executive Director Recruitment**

**RECOMMENDED ACTION**

Approve the Executive Director job description, compensation range, statement of benefits, and employment contract template, for use in the Executive Director recruitment and hiring process.

**BACKGROUND AND DISCUSSION**

At its May 15, 2026 Board meeting, the Board took action to authorize the Executive Director to initiate a recruitment and hiring process to fill the Executive Director position. The process that was presented to the Board was based on RTC Management Policy P-01, which establishes a recruitment and hiring process that RTC will follow unless the Board elects in its discretion to establish a different process.

Since then, and as part of the process, the Executive Director has worked with the Chair and put together a team to conduct a recruitment and hiring process. RTC has engaged CPS HR Consulting to support and manage the process. The Executive Director will ask executive-level staff at Washoe County, City of Reno and City of Sparks to help evaluate applicants and, depending on the number and quality of applications received, identify up to five of the most qualified applicants to be interviewed by the Board.

The goal is to complete the process and have the Board approve an employment contract with the new Executive Director by October at the latest. The tentative schedule for some of the key steps in the process include:

- Late June/Early July: Post recruitment materials (for at least 4-weeks)
  - Late July/Early August: Close of 4-week recruitment, followed by application review, pre-interviews, and panel interviews (if more than five candidates)
  - Late August/ September: Board interview and action to select candidate
  - October 16: Board approval of the employment contract following Chair and legal counsel finalizing terms with the selected candidate
  - November 1: New Executive Director start date
-

Attached are the job description and employment contract template (which includes a statement of benefits) that the Executive Director recommends using. The job description was developed as part of the compensation and classification updates that were completed in April 2025. The current salary range for the position is Min \$180,897 – Mid \$251,187 – Max \$321,477. CPS HR Consulting is reviewing the salary range and will recommend a more specific range to use within the current range prior to posting. After a candidate is selected, the starting salary will be negotiated by the Chair and legal counsel and then approved by the Board when it approves the employment contract.

The employment contract template was developed in consultation with outside employment law counsel. The employment contract includes a statement of leave and benefits which align with those that other similarly situated RTC employees receive.

If the Board approves this item, the Executive Director will direct CPS HR Consulting to post the job announcement and materials above and will continue to work with the Chair and project team during the process.

### **FISCAL IMPACT**

The costs for outside consultant services related to this recruitment will fall within the Executive Director's spending approval authority and is within the existing budget.

### **PREVIOUS BOARD ACTION**

5/15/2026 – Authorized the Executive Director to initiate a recruitment and hiring process to fill the Executive Director position.

3/20/2020 – Approved the Executive Director Employment Contract Agreement for William Thomas.



**REGIONAL TRANSPORTATION COMMISSION**

*Metropolitan Planning • Public Transportation & Operations • Engineering & Construction*

Metropolitan Planning Organization of Washoe County, Nevada

Title	Class Code		Grade
Executive Director	6001		N/A
<b>FLSA Status:</b>	Exempt	<b>Established:</b> January 2005	<b>Revised:</b> April 2025

**Summary:** Under the general direction of the Regional Transportation Commission (RTC) Board of Commissioners, leads, controls, monitors and directs the activities and staff of RTC in providing county-wide streets and highway transportation systems, fixed route transit and paratransit service, and regional planning and leadership on transportation issues.

**DISTINGUISHING CHARACTERISTICS:** This position is the executive officer of the Regional Transportation Commission.

**ESSENTIAL FUNCTIONS:** *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Leads and directs RTC staff, through the management team, to develop RTC goals, policies, objectives, performance measures and projects for annual budget, short-range and long-range planning documents for approval by the RTC Board of Commissioners.
- Establishes all short-range and long-range strategies, resource requirements and utilization, and agency goals and reviews with senior management; organizes management strategies to ensure proper execution of agency operations and programs.
- Directs and establishes agency priorities; ensuring the RTC operations are carried out according to agency policy; obtains RTC Board approval to clarify policies as necessary.
- Interprets RTC policies and procedures for senior management, advising them of effective strategies for complex issues in regional transportation.
- Manages overall performance and productivity of agency and staff; directs the continuous improvement of work outcomes; and ensures the satisfaction of internal and external customers. Supervises senior management by counseling, advising, and conducting performance evaluations.
- Acts on final appeals of HR issues such as performance evaluations, discipline or termination.
- Ensures effective communication of issues and strategies internally within agency departments and externally between intergovernmental agencies, the public, community leaders and elected officials.
- Serves as a liaison between RTC, its Board of Commissioners, regional governments, federal, state, and local government, community groups, developing consensus and ensuring effective communications.
- Makes professional presentations to executive management, elected officials, the public, and other stakeholders, including testimony at City Councils and County Commission, State Transportation Board, legislative hearings, and Congressional hearings.
- Approves procurements and hiring over threshold limits.
- Trains, supervises, schedules, and evaluates the performance of a team, and other supervisory duties as appropriate for managing people.

**QUALIFICATIONS FOR EMPLOYMENT:**

**Knowledge, Skills, and Abilities:** *(KSAs are the attributes required to perform a job)*

Knowledge of:

- Governmental agencies and their operations related to transportation.
- Management techniques and strategic planning.
- Regional transportation requirements, regulations, and operations.
- Human resource policies, practices, and employment law.
- Fiscal planning and management for transportation.
- Urban land usage, roadway engineering, maintenance, and construction practices.

Job Description: Executive Director

Skill in:

- Consensus-building and effective communication.
- Public speaking.
- Developing presentations for diverse audiences.
- Leading diverse groups toward common goals.
- Interpreting complex policies and providing clear explanations.
- Executing contracts successfully.

Ability to:

- Train, supervise, schedule, evaluate the performance of a team, and other supervisory duties as appropriate for managing people.
- Interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.
- Maintain regular and consistent punctuality and attendance.

**Experience, Education and/or Training:**

Ten (10) years of applicable experience including seven (7) years of supervisory experience; bachelor's or above degree; OR an equivalent combination of education and experience. Graduate degree in related field preferred. Valid driver's license required.

**Working Conditions and Physical Effort:**

Moves within an office setting. Occasional exposure to inclement weather, traffic, and other environmental conditions. Uses a keyboard and video display terminal for prolonged periods. Positions self in a variety of ways to accomplish the tasks of the job and remains stationary for long periods of time. Maneuvers files and single pieces of paper; occasional moving of files, stacks of paper or reports, references, and other materials. Some retrieval of items above and below desk level. Some positioning of self to access files and records is necessary. Ability to operate a personal computer using word processing and databases. Moving items (up to 25 pounds) is occasionally required.

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**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.

**EMPLOYMENT AGREEMENT**

This agreement is made and entered into this \_\_\_\_\_, 2026 (this “Agreement”), by and between the Regional Transportation Commission of Washoe County, State of Nevada (the “RTC”) and \_\_\_\_\_ (“Employee”).

**WITNESSETH:**

**WHEREAS**, the RTC by and through its Board of Commissioners (“Board”) desires to employ Employee as Executive Director of the RTC in accordance with Board adopted RTC Bylaws and policy related to the position; and

**WHEREAS**, the Employee desires to accept the position of Executive Director upon the terms and conditions of employment specified herein; and

**WHEREAS**, the parties, by this Agreement, intend to set out the terms and conditions of the employment relationship.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties do agree as follows:

**1. TERM**

Employee’s employment as Executive Director of the RTC, pursuant to the terms and conditions herein stated, shall commence on \_\_\_\_\_, 2026 and shall continue until terminated pursuant to Section 8. The employment relationship is “at will,” meaning it can be terminated by either party, at any time, with or without cause, subject to the terms of this Agreement.

**2. COMPENSATION**

Employee shall receive an initial starting annual salary of \$\_\_\_\_\_. Employee shall receive the benefits and leave specified in Exhibit A. Except as specified in Exhibit A, Employee shall not be entitled to any other compensation, benefits or leave that other employees may be entitled to receive under RTC policies and procedures, unless required by state or federal law.

**3. DUTIES**

A. The RTC agrees to employ Employee as Executive Director of the RTC for the purpose of carrying out the legally permissible and proper duties of the position as described in the job description attached as Exhibit B. The parties acknowledge that this job description is intended to establish an overview of the position and not as a limitation on Employee’s duties as directed by the Board.

B. Employee will be responsible and have full authority for the management of the affairs of the RTC and the supervision and management of its employees subject to Board adopted policies and procedures, as amended from time to time, and as directed by the Board.

C. Employee shall devote all Employee's services, full energies, best efforts, interests, abilities and productive time (excluding vacation and personal time) to the performance of their duties under this Agreement, to further the RTC's interests and to perform diligently and in good faith such duties as are or may be, from time to time, required by the RTC in connection with employment hereunder.

D. Employee shall not, without the Board's prior written consent, directly or indirectly, render to any other person or organization services of any kind for compensation or engage in any other personal, professional or business activity that would interfere or detract from the performance of Employee's duties under this Agreement.

E. The Board has adopted personnel and management policies and procedures that establish other terms and conditions of employment with the RTC. The RTC and Employee agree that those terms and conditions of employment apply to Employee, except as otherwise provided herein. In the event of any contradiction or ambiguity between this Agreement and those policies and procedures, the terms of this Agreement shall control.

F. The Board, in consultation with Employee, may fix other terms and conditions of employment from time to time relating to the performance of Employee, provided said terms and conditions are reasonably consistent and not in conflict with the provisions and intent of this Agreement.

#### **4. GOALS AND PERFORMANCE STANDARDS**

A. Employee and the Board will prepare and agree upon annual goals for the position and the organization at or prior to the start of each fiscal year. The goals shall be approved by the Board.

B. Employee will be held to the other performance standards reflected in Exhibit C, and such other performance standards as the Board may reasonably expect. During the annual performance evaluation process described in this Agreement, the Board may consider and approve revisions to the performance standards, in accordance with RTC policy.

**5. ANNUAL PERFORMANCE EVALUATION**

A. The Board will conduct an annual evaluation of Employee’s performance at or near the end of the RTC’s fiscal year. There will be no annual performance evaluation at or near the end of the first fiscal year in which Employee is hired.

B. Employee’s performance shall be evaluated against the duties of the position, the annual goals approved by the Board, and the other performance standards reflected in Exhibit C. Employee shall prepare and present a self-evaluation to the Board as part of the annual performance evaluation. The Board shall have the sole right to determine performance subject to a standard of reasonableness.

C. If the Board determines that Employee’s overall performance meets or exceeds expectations for the year, Employee shall be eligible for an annual salary increase in an amount determined by the Board, and/or a performance bonus. Bonuses given shall not be considered part of Employee’s base salary.

D. This Section is not intended to limit the Board’s discretion and authority to review and evaluate Employee’s performance at other times.

**6. ALLOWANCES AND EXPENSES**

A. Cell Phone: The RTC will provide Employee with a cell phone to be used for all official business of the RTC, and only official business of the RTC.

B. Car Allowance: The RTC will pay Employee \$500 per month as a basic transportation/car allowance. The RTC will provide mileage reimbursement for trips outside of the metropolitan/urbanized area, in accordance with RTC policy.

C. Business Expenses: The RTC will provide reimbursement for reasonable business expenses necessary for Employee to perform the duties of the position, such as the cost of business meals with public officials and colleagues, and employee appreciation meals. The RTC will also provide reimbursement for reasonable business expenses and for participation in professional associations related to the position, in accordance with RTC policy.

**7. INDEMNIFICATION**

A. Except as otherwise provided in subparagraph B of this Section, the RTC shall defend, hold harmless and indemnify Employee against any claim, lawsuit or other legal action, whether groundless or otherwise, arising out of the alleged negligent acts or omissions of Employee where said acts or omissions were made in good faith by Employee and in furtherance of Employee’s duties as Executive Director. The RTC’s obligation includes,

but is not limited to, the payment of any judgement, settlement and any cost and/or attorney's fees incurred.

B. The RTC shall not be obligated pursuant to the provisions of this Section for any liability arising from Employee's willful and/or intentional wrongful acts or for any acts of any kind which occur in a private capacity or which are unrelated to the performance of their duties as Executive Director.

## **8. TERMINATION**

A. **Termination for Cause.** The RTC, by majority vote of the Board, may terminate Employee for cause after providing written notice to Employee and providing Employee an opportunity to respond in writing or in person to the Board. The term "cause," for purposes of this Agreement, includes but is not limited to reasons such as:

1. fraud, misappropriation or embezzlement;
2. intentional breach of the provisions of this Agreement or RTC policies and procedures;
3. neglect of duties or willful misconduct which has resulted, or in all probability is likely to result, in material economic damage or reputational harm to RTC;
4. a breach of duty; or
5. repeated failure to perform the duties of the Executive Director position under this Agreement.

B. **Termination Without Cause and Severance Pay.** The RTC, by majority vote of the Board, may terminate this Agreement without cause. If Employee is terminated without cause, RTC shall pay Employee an amount equal to Employee's pro-rated salary for a six (6) month period ("Severance Payment"). To be eligible for the Severance Payment, Employee must timely enter into and not revoke a Severance Agreement and Release of All Claims with the RTC. The RTC and Employee shall mutually agree upon any communications to be made publicly or internally with RTC staff regarding any termination pursuant to this subparagraph.

C. **Termination by Employee.** Employee may terminate this Agreement at any time, and upon reasonable notice to the Board, provided such termination does not cause a breach of duty as Executive Director. The RTC and Employee shall mutually agree upon any communications to be made publicly or internally to RTC staff regarding any termination pursuant to this subparagraph.

D. **Mutual Agreement to Terminate.** The RTC and Employee may mutually agree to terminate the Agreement upon terms and conditions agreed upon by Employee and the Board. The RTC and Employee shall mutually agree upon any communications to be made publicly or internally with RTC staff regarding any termination pursuant to this subparagraph.

Such mutual agreement shall not constitute "Termination Without Cause" under Paragraph 8(B).

**E. Automatic Termination upon Death or Disability.**

1. This Agreement shall automatically terminate upon the death of Employee. The RTC shall pay to Employee's beneficiaries Employee's salary earned through the date of death, plus any earned or accrued benefits or leave payouts to which Employee would have been entitled to upon separation.
2. This Agreement will terminate if, due to a physical or mental impairment, Employee becomes unable to perform the essential job functions of an Executive Director, with or without a reasonable accommodation. Upon total or permanent disability, within the meaning of RTC's disability insurance for employees, if any, Employee is required to first use all unused accrued sick leave and, if applicable, vacation leave and other paid leave prior to receiving total or permanent disability benefits. (For the sake of clarity, the RTC is not required to pay Employee's salary during periods when Employee is on leave and not providing services to the RTC.)

**9. MISCELLANEOUS**

A. **Assignment.** Except as otherwise provided herein, Employee may not and shall not assign any rights or delegate any duties under this Agreement.

B. **Notices.** All notices, demands, requests, and other communications required or permitted to be served on or given to either party by the other shall be in writing and shall be delivered personally or by United States mail, first class postage prepaid, certified or registered mail, return receipt requested. Service shall be completed upon personal delivery or three (3) days following the time the notice is deposited by registered or certified mail.

C. **Governing Law; Jurisdiction.** The provisions of this Agreement shall be governed and construed in accordance with the laws of the State of Nevada and the parties hereto submit to the exclusive jurisdiction of the Second Judicial District Court of the State of Nevada.

D. **Severability.** To the extent that any term or provision of this Agreement or the application thereof to any circumstance shall be deemed to be invalid or unenforceable, such term or provision shall be ineffective to the extent of such invalidity or unenforceability without invalidating or rendering unenforceable the remaining terms and provision of this Agreement. The parties agree that a suitable and equitable term or provision shall be substituted thereof to carry out, insofar as may be valid and enforceable, the intent and purpose of the invalid or unenforceable term or provision.

E. **Entire Agreement.** There are no verbal agreements, representations, or understandings affecting this Agreement, and all negotiations, representations, and understandings are set forth herein with the understanding that this Agreement constitutes the entire understanding by and between the parties.

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

G. **Waiver.** The failure of the RTC or Employee to insist upon the performance of any of the terms or conditions of this Agreement, or the waiver of any breach of any of the terms or conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions. The same shall continue and remain in full force and effect as if no such forbearance or waive had occurred.

H. **Captions.** The captions contained in this Agreement are for convenience only and are not intended to limit or define the scope or effect of any provision of this Agreement.

I. **Counterparts.** This Agreement may be executed in any number of counterparts and each such counterpart shall be deemed an original, but all of which, when taken together, shall constitute an Agreement.

J. **Presumption.** This Agreement or any section thereof shall not be construed against any party because said Agreement, or any section thereof was drafted by said party.

K. **Separate Counsel.** Each party has received or has had the opportunity to receive the independent advice of its attorney prior to the execution of this Agreement. It is understood and agreed that the undersigned have not been influenced to any extent whatsoever in making this Agreement by any representative, agent or employee of an adverse party, or by any attorney, person or persons representing or employed by the undersigned, and that this Agreement is entered into freely, voluntarily and knowingly.

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**IN WITNESS WHEREOF**, the parties have executed this Agreement effective as of \_\_\_\_\_, 2026.

**EMPLOYEE**

\_\_\_\_\_  
[Name]

**REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY**

\_\_\_\_\_  
Alexis Hill, Chair

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_  
Adam Spear, RTC General Counsel

## Exhibit A

### Benefits and Leave

*The RTC and Employee agree that the benefits below are subject to policy changes which increase or decrease benefits of similarly situated employees who receive the same benefits.*

#### **I. RETIREMENT BENEFITS**

- **Public Employee Retirement System**

RTC and its employees participate in the Public Employees Retirement System (PERS). RTC will pay 100% of the amount required by PERS for contribution to the retirement account of Employee.

- **IRC 457(b) Deferred Compensation Plan**

Employee may defer a portion of their taxable income (within IRS limits) by participating in an IRC 457(b) deferred compensation plan. The RTC will contribute, as an employer match, up to two percent (2%) of Employee's annual base salary.

- **IRC 401(a) Defined Contribution Plan**

Employee may defer up to 25% of their taxable income (and within IRS rules in effect to limit the total annual contributions) by participating in an IRC 401(a) defined contribution plan. Initial enrollment must be made, and may only be made, within 60 days of Employee's first day of work (i.e., the date of hire). The RTC will not contribute to Employee's IRC 401(a) defined contribution plan.

#### **II. HEALTH AND INSURANCE BENEFITS**

- **Group Health Insurance**

RTC participates in Washoe County's benefits program to offer medical, dental, and vision coverage to eligible employees. Employee will receive the same coverage as other RTC employees under RTC's group health insurance plan then in effect. Initial enrollment must be made within 15 calendar days of Employee's first day of work (i.e., the date of hire) and the plan will go into effect on the first (1<sup>st</sup>) of the month following thirty (30) days of employment.

- **Long-Term Disability**

RTC participates in Washoe County's benefits program to provide long-term disability insurance to eligible employees. Employee will be automatically enrolled in the long-term disability plan on the first (1<sup>st</sup>) of the month following thirty (30) days of employment. This plan pays up to two-third (2/3) of an employee's salary after ninety (90) days of disability.

- **Life Insurance**

RTC participates in Washoe County's benefits program to provide life insurance coverage to eligible employees. Employee will receive a life insurance policy of \$25,000 paid by RTC when hired as part of the group health insurance plan.

- **Flexible Benefits Plan**

RTC participates in Washoe County's benefits program to offer an IRS 125 Flexible Benefit Plan to employees. Employee will be eligible to join the plan on the first (1<sup>st</sup>) of the month following thirty (30) days of employment.

- **Supplemental Insurance**

The Employee shall be eligible to participate in supplemental insurance programs offered through authorized providers, including any available voluntary benefits plans, at the Employee's expense and subject to the terms, conditions, and eligibility requirements of the applicable plans.

### **III. LEAVE**

- **Holidays (fixed and floating)**

Employee shall receive 6 paid fixed holidays (New Year's Day; Memorial Day, 4<sup>th</sup> of July; Thanksgiving; Family Day; Christmas) to be observed on the official date of the holiday, and 6 paid "floating" holidays to be used on dates selected by Employee. Upon separation, Employee will not be paid for unused "floating" holidays.

- **Vacation Leave**

Employee will initially accrue \_\_\_ hours (\_\_\_ days) of vacation leave each year for use in accordance with RTC policy. Thereafter, Employee's vacation leave shall accrue in accordance with RTC policy. Upon separation, Employee will be paid for all accrued vacation leave at Employee's last hourly rate of pay.

- **Sick Leave**

Employee will accrue sick leave at the rate of ten (10) hours per month in accordance with RTC policy. Thereafter, Employee's sick leave shall accrue in accordance with RTC policy. Except as required by law, upon separation, Employee will not be paid for unused sick leave.

- **Temporary Leave**

In addition to situations where Employee may be granted leave as a reasonable accommodation, Employee may be granted short-term, temporary paid or unpaid leave in exceptional situations when approved by the RTC Chair.

- **Other Leave**

Employee shall be granted any other leave required by state or federal law and approved by the RTC Chair.

Exhibit B

Job Description

## Exhibit C

### Performance Standards

#### **1. Completion of Board Approved Goals:**

Has satisfactorily completed Executive Department goals set out by RTC Board for the previous year, with full communication on the status of any goals not completed. Has communicated changes in agency circumstances necessitating any changes to goals. Presents matters in a factual, analytical way. Coordinates implementation of Board policy decisions with staff, departments, other organizations and the community.

#### **2. Management of the Organization:**

Effectively oversees the operations of the organization. Creates a collaborative, team-building environment for staff. Facilitates open two-way communication and encourages mutual honesty and respect with the Board of Commissioners, external stakeholders, and staff. Recognizes the accomplishments of staff and other agencies working on behalf of the RTC. Supports professional growth and opportunity within the organization. Accepts full accountability for decisions of staff and the outcomes of agency projects or decisions. Identifies organization problems and takes remedial action.

#### **3. Financial Management:**

Properly prepares and manages the budget. Demonstrates strategic approaches to budgetary matters, including long-range revenues and expenditures for the organization, and keeps the Board aware of the financial state of the organization.

#### **4. Board Relations:**

Meets expectations for updating all Board members, keeping them informed about current and critical issues. Makes themselves accessible to Board members. Handles issues that are brought by the Board in a consistent and timely manner. Ensures that the staff provide the Board and community with clear and accurate written reports, correspondence, and presentations. Responds to correspondence,

requests, and complaints quickly and appropriately. Maintains an honest, truthful, and professional relationship with each Board member.

**5. Community Relations:**

Builds strong community relations. Understands general community issues and concerns. Remains involved and active in the community. Represents the RTC in a professional and positive manner. Works proactively with the media and press. Works effectively with other agencies at the federal, state, and local level. Educates the community on RTC goals, services, and accomplishments.

**6. Leadership:**

Provides the Board and the organization with real solutions and creative alternatives to issues and problems. Anticipates and responds to issues. Ensures that Board decisions are thought out, objective, consistent with agency policy, and are legal and ethical. Makes use of sound administrative practices. Leads the organization through effective management of people and resources in achieving Board directed outcomes.



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item: 5.1.**

To: Regional Transportation Commission

From: Bill Thomas, AICP, Executive Director

**SUBJECT: Electric and Hybrid Vehicle Fee**

**RECOMMENDED ACTION**

Receive an update from Michael Hillerby of Kaempfer Crowell, Ltd., on efforts related to electric and hybrid vehicle fees and a Bill for the 2027 Legislative Session that enables the Washoe County Board of County Commissioners to impose an electric and hybrid vehicle fee.

**BACKGROUND AND DISCUSSION**

Michael Hillerby of Kaempfer Crowell, Ltd., RTC's government affairs representative to the Nevada Legislature, will present legislative measures and issues of interest to the Board that may be considered during the 84th Session of the Nevada Legislature.

As directed by the Board, the Executive Director will present the EV fee market research findings to the Washoe County Board of County Commissioners on June 23, 2026, and request placement of an advisory ballot question on the November 2026 General Election ballot. It is intended that the outcome of the advisory ballot question may be used during the 84th Session, which convenes February 2027. RTC's single BDR per session could be allocated to that effort pending Board direction. Pursuant to NRS 218D.211, RTC's Bill Draft Request must be submitted to the Legislative Counsel Bureau by September 1, 2026, and must be pre-filed by November 18, 2026. Following the Washoe County Commission meeting, RTC will be limited to an education-only approach to this effort.

Given that the Bill Draft Request deadline is before the November 3rd election, the Executive Director recommends RTC prepare and submit the necessary information to reserve a Bill for the 84th Legislative Session. The Board will have sufficient time before the session convenes in February 2027 to respond to the results of the advisory ballot question. If the ballot question does not pass, RTC retains the option to withdraw the Bill prior to the session.

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It is recommended that the Board direct staff to prepare a Bill for the 2027 Legislative Session that enables the Washoe County Board of County Commissioners to impose an EV and hybrid vehicle fee.

This item supports Strategic Roadmap Goal #6, "Sustainable Maintenance of Our Roads," and the FY 2026 goal to advance Board-recommended actions from the Guinn Center Study.

**FISCAL IMPACT**

Any revenue authorized during the 84th session will be included in future budget years. There is no immediate fiscal impact from this item.

**PREVIOUS BOARD ACTION**

02/20/26 - Authorized the Executive Director to present the report to the Washoe County Board of County Commissioners and request an advisory ballot question be placed on the November 2026 ballot.

08/15/2025 - Received the Guinn Center report on available funding alternatives for constructing and maintaining regional roadways and provided directions on potential policy options.



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item: 5.2.**

To: Regional Transportation Commission

From: Shay League, Senior Transportation Planner

**SUBJECT: Rock Boulevard Corridor Study**

**RECOMMENDED ACTION**

Receive a presentation on the status of the Rock Boulevard Corridor Study.

**BACKGROUND AND DISCUSSION**

The purpose of the Rock Boulevard Corridor Study is to identify safety and mobility improvement options for all corridor users between North McCarran Boulevard and the Truckee River. This includes improvements to traffic flow, improvements for freight and truck movement, safety improvements, and upgrading infrastructure for accessible walking, bicycling, and transit. The City of Sparks prioritized this study in response to a request for project nominations from RTC's member organizations (City of Sparks, City of Reno, and Washoe County) for the Unified Planning Work Program (UPWP), which is a two-year program for planning activities and currently in Fiscal Years (FY) 2026–2027 (July 1, 2025 through June 30, 2027).

This study began in September 2025, when RTC's Board approved a contract with consultant GCW. Project phases to date include:

- Developing a project management plan and public outreach strategy
- Reviewing existing plans, studies, and data
- Collecting data and public input to understand current road conditions and community priorities
- Completing a memo regarding current traffic operations and possible improvements
- Drafting a project scoring matrix, which is a tool that uses current road conditions and community priorities to rank possible improvements

The study is currently at the end of the initial outreach phase, which has included coordination with City of Sparks staff, stakeholder meetings with students and school officials, and a survey targeted at businesses and residents along the corridor. Staff will continue to work with stakeholders throughout the development of study recommendations.

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Key upcoming milestones include:

- October 2026: The draft study will be available for public comments and staff will present it to the Citizens Multimodal Advisory Committee (CMAC), the Technical Advisory Committee (TAC), and the Board.
- November 2026: Staff will request that the Board adopt the final study.

This item supports the FY2026 RTC Goal, "Initiate: Rock Blvd Corridor Study".

### **FISCAL IMPACT**

Funding for this item has been budgeted for in the FY2026-FY2027 Unified Planning Work Program (UPWP) and is included in the FY 2026 RTC budget.

### **PREVIOUS BOARD ACTION**

9/19/2026 - Approved a contract with GCW, Inc., for planning services to complete the Rock Boulevard Corridor Study, in an amount not-to-exceed \$200,000.



**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**Agenda Item:** 5.3

To: Regional Transportation Commission

From: Kimberly Diegle, Project Manager

**SUBJECT: University Gateway Transportation Project MOU**

**RECOMMENDED ACTION**

Approve a Memorandum of Understanding with the City of Reno and the University of Nevada, Reno regarding the design, funding, and implementation of the University Gateway Transportation Project.

**BACKGROUND AND DISCUSSION**

The Regional Transportation Commission (RTC), the City of Reno, and the University of Nevada, Reno (UNR) have been coordinating efforts to address growth and connectivity between downtown Reno and the University area. Building on the Reno I-80 Crossing Alternative Study (January 2026), the parties have developed a Memorandum of Understanding (MOU) to guide collaboration on the University Gateway Transportation Project, a multi-modal initiative to improve pedestrian, bicycle, and vehicular connectivity. The project is anticipated to be implemented in phases, including near-term roadway extensions and longer-term improvements such as a pedestrian/bicycle overcrossing of I-80 and related roadway enhancements.

The MOU establishes a non-binding framework for coordination among RTC, the City, and UNR as the project advances through planning, design, and funding. RTC will serve as the lead agency for project development, including environmental clearance, design, right-of-way, and pursuit of funding, particularly federal grants. UNR and the City will support project implementation through coordination, right-of-way actions, permitting, and long-term maintenance of improvements within their respective jurisdictions. The MOU also clarifies that RTC will compensate UNR for relocation of existing improvements affected by project right-of-way needs.

The MOU does not obligate funding or implementation but allows the parties to continue advancing a regionally significant project that supports mobility, safety, and redevelopment goals.

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This item supports Strategic Roadmap Goal #5, "Improve network safety" and supports the FY2026 RTC Goal, "Complete the University-area Implementation Study".

**FISCAL IMPACT**

The proposed MOU is non-binding and does not commit RTC to any immediate fiscal obligations, with future project costs and funding to be identified and approved as the project advances.

**PREVIOUS BOARD ACTION**

There has been no previous Board action taken.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (this “Memorandum”) is made and entered into on \_\_\_\_\_, 2026, by and between the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno (“UNR”), the City of Reno (“City”), and the Regional Transportation Commission of Washoe County (“RTC”). UNR, the City and RTC are collectively referred to herein as the “Parties.”

### RECITALS:

WHEREAS, UNR has been developing its University Gateway District and expanding its presence south across Interstate-80 (“I-80”) to East 6<sup>th</sup> Street. The City’s downtown revitalization objectives for commercial and entertainment development continues to push north towards the university in Redevelopment Area No. 1 and No. 2. RTC has been planning for multi-modal transportation and roadway capacity improvements in the area that will be needed as a result of the anticipated growth and development; and

WHEREAS, in order to coordinate efforts, the Parties collaborated on the “Reno I-80 Crossing Alternative Study” and Final Report dated January 30, 2026. This Memorandum formalizes the Parties’ intention to work together to plan, design, program, fund and implement the “University Gateway Transportation Project,” which involves a multi-modal transportation and roadway capacity initiative within the Downtown Reno/University Gateway District area designed to address pedestrian/bicycle, safety and traffic needs associated with UNR’s planned expansion and the City’s downtown revitalization objectives (referred to as the “Project”); and

WHEREAS, the Project requires coordinated efforts and financial contributions by all three Parties; and

WHEREAS, this Memorandum identifies the intentions of the Parties and their individual and collective goals for collaboration and partnership; and

WHEREAS, this Memorandum does not bind the Parties to any specific courses of action, and does not obligate the Parties to provide funding or incur expenses, but the Parties nonetheless agree that the binding provisions contained herein regarding governing law, public records, funding limitations. The Parties further acknowledge that the statements contained herein regarding Project scope, responsibilities, and future actions reflect current intentions only and do not constitute binding obligations to undertake specific actions or to enter into future agreements; and

WHEREAS, UNR’s current intent to accept and convey property as part of the Project, as well as to assume the obligations described in this Memorandum, will require the Parties to enter separate agreements governing each of those transactions if UNR decides to go through with each of them. Approval of any resulting agreements is contingent upon their approval by the Parties respective governing bodies. If the Parties do not approve the terms of the transactions necessitated by the current vision of the Project as reflected in any resultant agreements no further action is needed with regard to the Project; and

WHEREAS, the Parties are subject to the Nevada Public Records Act (Nevada Revised Statutes Chapter 239) (“NPRO”). The Parties may produce a copy of this Memorandum, as well as copies of any documents or records created in furtherance of the Project, without providing prior or any notice to the Parties, if any Party determines it must produce any such documents or records in response to a valid request received under the NPRO; and

WHEREAS, this Memorandum is entered into solely for the benefit of the Parties and does not create any rights, benefits, or causes of action in or on behalf of any third party. This Memorandum also constitutes the entire agreement among the Parties with respect to the subject matter hereof and supersedes all prior or contemporaneous discussions, negotiations, or understandings, whether written or oral.

## **I. PROJECT SCOPE**

A. The conceptual plan is for the Project to involve some version of the phases shown in Attachment 1. Phase 1 of the Project would be the extension of 9<sup>th</sup> Street eastward from Evans Avenue to connect to North Wells Avenue, along with related multi-modal improvements, and would be funded solely with non-federal funds. Phase 2 of the Project likely needs to be funded largely with federal grant funds for:

1. Pedestrian and bicycle overcrossing of I-80 connecting the UNR University Village area to Evans Park;
2. Roadway realignment of Evans Avenue and Record Street to connect them through 9<sup>th</sup> Street;
3. Construction of a new “Horseshoe Pit Road” connecting 9<sup>th</sup> Street between Evans Avenue and Lake Street;
4. Construction of a potential new roundabout at the Evans Avenue/9<sup>th</sup> Street/Horseshoe Pit Road intersection; and
5. Other potential improvements and Project elements mutually agreed upon by the Parties.

B. Additional review by stakeholders as well as public engagement will be sought for input to further understand community interests. The scope of the Project will be defined through future planning efforts, design evaluation, and programming actions by the Parties pursuant to state and federal law.

## **II. RESPONSIBILITIES OF UNR**

A. UNR agrees:

1. To cooperate with the City and RTC in defining the scope, alignment, and design standards for the Project improvements, including but not limited to the pedestrian/bicycle overcrossing of I-80 and associated roadway improvements.

2. To participate in ongoing Project coordination meetings and provide timely review and response to design submittals, right-of-way documentation, and other materials.
3. To make available the necessary right-of-way, subject to applicable legal limitations and Board of Regents approval, to the City or RTC, for the extension of 9th Street to North Wells Avenue and other transportation improvements mutually agreed upon by the Parties. The form of conveyance and the terms and amount of compensation, if any, shall be addressed in a separate written agreement among the Parties, subject to Board of Regents approval.
4. To, subject to applicable legal requirements and public proceedings, accept the City's abandonment of portions of Evans Avenue, 9th Street, and Lake Street between Evans Avenue and North Virginia Street.
5. To accept the transfer of completed Project improvements located on UNR property and assume maintenance responsibility for such improvements upon acceptance. The transfer shall be addressed in a separate written agreement among the Parties, subject to Board of Regents approval.
6. To maintain Evans Park and allow public access as part of the university campus during the term of any lease agreement with the City.
7. To identify and pursue funding for desired transportation improvements and other Project improvements that are intended to further the character and beauty of the University Gateway District, such as green space, lighting and landscaping, and improve circulation within and adjacent to university property.

### **III. RESPONSIBILITIES OF THE CITY**

#### **A. The City agrees:**

1. To cooperate with RTC and UNR in the review, permitting, and approval of Project improvements occurring within the City right-of-way, and to process applicable permits and approvals in a timely manner.
2. To, upon completion of the necessary transportation improvements, and subject to applicable legal requirements and public proceedings, vacate and abandon (to UNR) portions of Evans Avenue, 9th Street, and Lake Street between Evans Avenue and North Virginia Street.
3. To the extent allowed by law and applicable title conditions, to enter into a long-term lease agreement with UNR for Evans Park at a rate of One Dollar (\$1.00) per year. The lease would require UNR to maintain the park and allow public access as part of the university campus.
4. To accept transfer of completed Project improvements located within existing City right-of-way or right-of-way acquired on behalf of the City and assume maintenance responsibility for such improvements upon acceptance.
5. To support RTC's efforts to identify and secure federal grants and other funding for the Project, including providing letters of support, resolutions, cost-share documentation, and other materials as may be required for grant and funding applications.

6. To identify and pursue funding for desired transportation improvements and other Project improvements that are intended to further the City's downtown revitalization objectives.

#### **IV. RESPONSIBILITIES OF RTC**

##### **A. RTC agrees:**

1. To provide planning, environmental review, design, right-of-way acquisitions, and construction oversight services for mutually agreed upon Project improvements.
2. To take the lead in identifying, developing, and pursuing design concepts, cost estimates, and funding sources necessary to construct the Project improvements.
3. To transfer completed Project improvements to UNR or the City, as applicable, upon completion of the Project, consistent with grant and funding requirements and applicable law.
4. To identify and pursue federal grants and other funding for the Project improvements.
5. To compensate UNR for the relocation of existing improvements on certain UNR property related to necessary right-of-way for the Project improvements.

#### **V. TERM, TERMINATION, AND AMENDMENT**

A. This Memorandum becomes effective on the date it is signed by all Parties. This Memorandum shall remain in effect until the earliest of: (a) completion of the Project; (b) termination by any Party as provided herein; or (c) five (5) years from the effective date, unless extended by mutual written agreement of the Parties. Each of the Parties may terminate this Memorandum at any time by giving thirty (30) days advance written notice to the other Parties. Any such notice shall be effective immediately upon sending if provided in accordance with Section VI. This Memorandum may be amended only by a written document executed by authorized representatives of all Parties.

#### **VI. NOTICES**

All notices required or permitted under this Memorandum shall be in writing and shall be sent by electronic mail as well as nationally recognized overnight courier or U.S. mail to the addresses set forth below.

UNR:

Office of the President  
University of Nevada, Reno  
1664 N. Virginia Street  
Clark Administration  
Reno, NV 89557  
Phone: (775) 784-4805  
Email: [president@unr.edu](mailto:president@unr.edu)

With a copy to:  
Office of General Counsel  
University of Nevada, Reno  
1664 N. Virginia Street, Mail Stop: 0550  
Clark Administration  
Reno, NV 89557  
Phone: (775) 784-3493  
Email: [OGCcontracts@unr.edu](mailto:OGCcontracts@unr.edu)

CITY: Khalil Wilson, P.E., Interim Director of Public Works  
City of Reno  
P.O. Box 1900  
Reno, NV 89505  
Phone: 775-321-8354  
Email: [wilsonk@reno.gov](mailto:wilsonk@reno.gov)

RTC: Bill Thomas, Executive Director  
Regional Transportation Commission of Washoe County  
1105 Terminal Way, Suite 217  
Reno, NV 89502  
Phone: (775) 335-0020  
Email: [bthomas@rtcwashoe.com](mailto:bthomas@rtcwashoe.com)

**IN WITNESS WHEREOF**, the Parties have executed this Memorandum as follows:

**THE BOARD OF REGENTS OF THE NEVADA SYSTEM  
OF HIGHER EDUCATION, on behalf of the  
UNIVERSITY OF NEVADA, RENO**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Matt McNair, Chancellor of the Nevada System of Higher Education

Recommended By: \_\_\_\_\_ Date: \_\_\_\_\_  
Brian Sandoval, President of the University of Nevada, Reno

**CITY OF RENO**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Hillary Schieve  
Mayor

Approved as to Legality and Form:

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City Attorney

**REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY**

Signature:

Date:

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Alexis Hill  
Chair

Attachment 1

Conceptual Plan





**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**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.

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**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**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 is no fiscal impact related to this action.

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**REGIONAL TRANSPORTATION COMMISSION of Washoe County**

*Engineering & Construction • Planning • Public Transportation*

**Meeting Date:** 6/25/2026

**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.

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