

**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**FRIDAY**

**9:05 A.M.**

**May 20, 2011**

**PRESENT:**

**Ron Smith, Sparks City Councilman, Chair  
Bob Larkin, Washoe County Commissioner, Vice Chair  
David Humke, Washoe County Commissioner  
David Aiazzi, Reno City Councilman**

**Lee G. Gibson, Executive Director  
John Fowler, Legal Counsel**

**NOT PRESENT:**

**Dan Gustin, Reno City Councilman  
Susan Martinovich, Director of NDOT**

The regular monthly meeting, held in the Board Room of the Jerry L. Hall Regional Transportation Center, 2050 Villanova Drive, Reno, Nevada, was called to order by Chairman Smith. Following the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

**RECOGNITION OF THE ST. PATRICK'S DAY FREE RIDE PROGRAM PARTICIPANTS**

Chairman Smith presented certificates and spoke in recognition of Northern Nevada DUI Taskforce, NDOT Zero Fatalities, Drive Save Nevada, Ceol Irish Pub, Reno Radio Representatives, and KOLO 8 TV for their participation and contributions to the program. 4,529 riders participated in the program this year as well as multiple bars, restaurants and other establishments in the area.

**\*\*Commissioner Humke arrived at 9:09 a.m.**

***Item 1      APPROVAL OF AGENDA***

Chairman Smith requested that Items 4.1 and 4.21 be pulled from the agenda, and move Item 7.2 up to follow the Consent Items.

Executive Director Lee Gibson requested that Item 8.1 be pulled from the agenda.

Commissioner Aiazzi requested that Items 4.9, 4.12 and 4.15 be pulled from Consent for discussion.

On motion of Commissioner Humke, seconded by Commissioner Larkin, which motion unanimously carried, Chairman Smith ordered that the agenda for this meeting be approved as amended.

**Item 2        *DIRECTOR'S REPORT***

Lee Gibson, Executive Director, updated the Board on internal RTC issues as set forth in the staff report for this agenda item. Additionally, he mentioned the TRB conference hosted by the RTC and how successful it was.

**Item 3.1      *PUBLIC INPUT***

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

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

**Item 3.2      *ADVISORY COMMITTEES SUMMARY REPORT***

On motion of Commissioner Humke, seconded by Commissioner Aiazzi, which motion unanimously carried, Chairman Smith ordered that receipt of the monthly Summary Report for the Technical, Citizens, and Bicycle/Pedestrian Advisory Committees be acknowledged.

**Items 4.1 thru 4.24   *CONSENT ITEMS***

- \*4.1    Approve the minutes of the April 15, 2011 meeting (This item was pulled from the agenda at the request of Chairman Smith)**
- \*4.2    Acknowledge receipt of the Engineering Activity Report for the month of May 2011**
- \*4.3    Approve Amendment No. 2 to the FY 2012 RTC Fuel Tax (FT) Street and Highway Program of Projects (POP)**
- \*4.4    Approve Amendment No. 3 to the FY 2012 Regional Road Impact Fee (RRIF) Program of Projects (POP)**
- \*4.5    Approve the recommended appointments to the Bicycle Pedestrian Advisory Committee (BPAC)**
- \*4.6    Acknowledge receipt of the Public Transportation/Operations Report for the month of May 2011**
- \*4.7    Approve the Request for Proposal (RFP) for Automated Passenger Counting reporting software**
- \*4.8    Authorize the Executive Director to exercise the final option year (2012) with Jani-King and Cal-Nevada for janitorial and porter services**
- \*4.9    Approve the Request for Proposal (RFP) for electric buses and related equipment project management**
- \*4.10   Acknowledge receipt of the legislative update and direct staff accordingly**
- \*4.11   Authorize the Executive Director to issue an intent to award and to negotiate and execute a contract with Wood Rodgers in an amount not to exceed \$300,000 for the Oddie Boulevard/Wells Avenue Corridor Study**
- \*4.12   Authorize the Executive Director to issue an intent to award and execute a contract with Let's Bus It in an amount not to exceed \$170,000 for the RTC Bus Book and Service Change Materials; this is a one year contract with two one (1) year options**

- \*4.13 Authorize the Executive Director to execute a contract with Trapeze ITS U.S.A., LLC in an amount not to exceed \$172,917 for the TransitMaster™ equipment and software maintenance**
- \*4.14 Authorize the Executive Director to execute the Professional Service Agreement (PSA) with CFA, Inc. in an amount not to exceed \$219,390 for design and construction services for the Nichols Boulevard enhancement project**
- \*4.15 Authorize the Executive Director to execute a Professional Service Agreement (PSA) with Fehr & Peers in an amount not to exceed \$185,238 for design and construction services for the Bicycle/Pedestrian Improvements 2 (10/11) project**
- \*4.16 Authorize the Executive Director to execute an amendment to the existing Professional Services Agreement (PSA) with Summit Engineering in the amount of \$43,345 for construction services for the Mt. Rose Street Rehabilitation Project**
- \*4.17 Authorize the Executive Director to execute an amendment to the existing Professional Services Agreement (PSA) with MACTEC in the amount of \$121,687 for additional design and construction services for the Reno Consolidated 11-01 Reconstruction Project**
- \*4.18 Authorize the Executive Director to execute an amendment to the existing Professional Services Agreement (PSA) with Atkins North America, Inc. In the amount of \$178,843 for construction services for the 5<sup>th</sup> St. And Ralston St. Rehabilitation Project**
- \*4.19 Authorize the Executive Director to execute an amendment to the existing Professional Services Agreement (PSA) with Atkins North America, Inc. In the amount of \$112,980 for construction services for the Traffic Engineering Spot Intersection 1 Project**
- \*4.20 Authorize the Executive Director to execute a Professional Services Agreement (PSA) with Traffic Works in an amount not to exceed \$318,600 for design and construction services for the Traffic Engineering Spot Intersection 2 project**
- \*4.21 Approve the Interlocal Cooperative Agreement (ICA) with the City of Sparks for a not-to-exceed amount of \$325,000 for slurry seal and pavement markings work included in the 2011 Preventive Maintenance Project; authorize the RTC Chairman to execute the agreement (This item was pulled from the agenda at the request of Chairman Smith)**
- \*4.22 Authorize the Executive Director to execute an amendment to the existing Professional Services Agreement (PSA) with Stantec in the amount of \$129,606 for additional design and construction services for the Rock Boulevard Reconstruction Project**
- \*4.23 Authorize the Executive Director to execute an amendment to the existing Professional Services Agreement (PSA) with Lumos & Associates, Inc. In the amount of \$145,395 for construction services for the Reno Consolidated 11-03 Project**
- \*4.24 Approve the Interlocal Cooperative Agreement (ICA) with City of Reno for construction of improvements to be included in Reno Consolidated 11-01 Reconstruction Project in an amount estimated at \$200,000; and authorize the Chairman to execute the agreement**

On motion of Commissioner Aiazzi, seconded by Commissioner Humke, which motion carried unanimously, Chairman Smith ordered that all Consent Items excluding 4.1, 4.9, 4.12, 4.15, and 4.21 be approved.

Item 4.9 on discussion - Commissioner Aiazzi asked why the RTC is putting out an RFP for the management of the electric buses and could it be handled locally.

E.D. Gibson said this is being funded by an FTA Demonstration Grant and they've stated that the RTC must move forward with a competitive process. The RFP allows the agency to obtain a number of professional and technical evaluation proposals which will be evaluated based on their qualifications. It is expected that some of the local engineering firms will submit proposals.

There are some in-house capabilities but the RTC does not have an Electrical Engineer on staff, so do not have the in-house knowledge needed to meet FTA requirements for the delivery of the project. It would be better to bring in a private sector manager of the project at this time.

Commissioner Aiazzi asked why we would have the contractor select the route for the electric buses when it should be the RTC's responsibility.

Tina Wu, RTC Planner, stated that staff has a pretty good idea of what route the buses will go on but would like a confirmation from someone who knows about the topography and how it affects the vehicles, range of service, etc.

Chairman Smith asked if the buses could be utilized on the Sierra Spirit route, which is a free ride route, but money is still needed to augment the vehicles. If so, would the grant still pay for the project.

Ms. Wu replied yes. Chairman Smith then asked if the range wouldn't be calculated in terms of length of time the bus runs rather than on miles.

David Jickling, RTC Director of Public Transportation and Operations, added that there are a lot of unknowns involved and no one knows what specifically the buses are capable of at this time. For different routes there would be different batteries recommended. He added that a recommendation for a contract will be brought back to the Board.

Chairman Smith asked if the firms are local.

Mr. Jickling stated that there have been proposals by firms from all over but local business are also expected to submit.

On motion of Commissioner Aiazzi, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that Item 4.9 be approved.

Item 4.12 on discussion – Commissioner Aiazzi asked if this item had gone out to bid or if staff is just going with the same company that previously printed the bus books.

Angela White, RTC Marketing and Communications Director, stated that the e-bid system had been used and three responses came in. One from California chose not to bid and the local firm bid only on the design and layout of the bus books for nearly the same price as the recommended firm who is doing the design, layout *and* printing of the books.

On motion of Commissioner Aiazzi, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that Item 4.12 be approved.

Item 4.15 on discussion, Commissioner Aiazzi asked for more detail on this project.

E.D. Gibson then introduced Carol Perry who approached the Board and explained that the Bike to Work day incentives are underwritten by the Smart Trips program and listed the items available to the riders such as reflectors, t-shirts, etc. She continued, saying that there were 846 riders and 43 businesses who participated this year.

On motion of Commissioner Aiazzi, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that Item 4.15 be approved.

## ***7.2 I-80 DESIGN-BUILD PROJECT - PRESENTATION***

Kathleen Taylor, NDOT Public Info. Manager for the I-80 Design-Build Project, did not give a presentation to conserve time and instead provided an update to the Board.

Ms. Taylor said that in the recent weeks there were multiple public meetings held, a Notice to Proceed (NTP) was granted May 16, and the official groundbreaking ceremony was held on May 18. All public comments received were supportive with the exception of some concerns about the MOT.

Work began immediately upon receipt of the NTP and major traffic control will begin by approximately the end of June 2011.

Chairman Smith asked if this includes webcams and reader boards.

Ms. Taylor confirmed and said that the Intelligent Transportation Systems (ITS) is a significant part of the project which needs to be installed prior to construction. This should be a 15 month project.

No action was taken on this item.

## ***Items 5.1 thru 5.2 PUBLIC HEARINGS***

### **5.1 RESOLUTIONS ADOPTING AMENDMENT NO. 3 to the REGIONAL TRANSPORTATION PLAN (RTP) AND THE FY 2011-2015 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)**

Amy Cummings, RTC Director of Planning, approached the Board to provide information on the RTP and RTIP. Ms. Cummings said that the item had been posted for the requisite 21 day public comment period and the amendment to the RTP was approved by the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC). She then provided the highlights of the amendment as set forth in the briefing materials for this agenda item.

Ms. Cummings continued, explaining that the second part of the item pertains to the amendment of the RTIP which sets the five year program for transportation projects. This amendment pushes the RTIP out to 2015 and includes several upcoming RTC projects which are included in briefing materials for this agenda item. This amendment was also recommended for approval by the TAC and the CAC.

This item being a public hearing, Chairman Smith opened the meeting to public input and called on anyone wishing to speak.

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

On motion of Commissioner Aiazzi, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that the resolutions adopting Amendment No. 3 to the RTP and the FY 2011-2015 RTIP be approved.

## **5.2 APPROVAL OF THE RTC FINAL FY 2012 BUDGET**

Tom Taelour, RTC CFO, approached the Board to provide an overview of the balanced budget being submitted, as set forth in the briefing materials for this agenda item.

Mr. Taelour named some of the cost savings measures taken since 2008 such as continued compensation freezes, a Board approved Voluntary Separation Plan (VSP), the elimination of vacant positions, reducing staff from approximately 104 in 2008 to 75 at this time. Additionally, overtime reductions continued, training expenses were frozen, and many other operational savings were either implemented or continued. The compensation freezes and Directors' salary reduction is continued for FY 2012.

Mr. Taelour added that due to RTC-5 (SB 201) being approved, the indexing of fuel tax allowed the RTC to sell three bonds. Mr. Taelour then touched on the three bonds, when they were sold and what the funding has or will be applied to.

The Public Transportation program is in good shape for FY 2012 due to the cost savings incurred by the implementation of the turnkey business model and service levels will remain the same with no planned reductions in service hours. This will more than likely continue into 2013 and 2014. Mr. Taelour then reviewed the different revenue sources of the agency and gave a high level recap of expenditure totals and cost savings for the agency.

Vice Chair Larkin asked if there is a Cost of Living Allowance (COLA) built in to the budget and Mr. Taelour replied that there is not.

This item being a public hearing, Chairman Smith opened the meeting to public input and called on anyone wishing to speak.

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

On motion of Commissioner Humke, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that the RTC Final FY 2012 Budget be approved.

***Item 6.1      FY 2012 UNIFIED PLANNING WORK PROGRAM (UPWP)***

Amy Cummings, RTC Director of Planning, addressed the Board and to let them know that the Kietzke corridor study had been removed because NDOT was beginning their own study in that corridor. The RTC is now planning a corridor study on Keystone Avenue instead.

She then offered to answer questions regarding the recommendation to approve the FY 2012 UPWP.

On motion of Commissioner Aiazzi, seconded by Commissioner Humke, which motion carried unanimously, Chairman Smith ordered that the FY 2012 Unified Planning Work Program (UPWP) be approved.

***Item 7.1 thru 7.4      ENGINEERING***

**7.1      RTC RAPID YEAR 2 STATIONS PROJECT UPDATE**

Jeff Hale, RTC Director of Engineering, addressed the Board to provide a brief update on the project, as set forth in the briefing materials for this agenda item. Additionally, Mr. Hale announced that Mr. Dean Mottram, RTC Engineer, would be proceeding as the project manager for the delivery of this project going forward.

There was no action taken on this item.

**7.3      AUTHORIZATION OF RESOLUTIONS OF CONDEMNATION AUTHORIZING  
RTC LEGAL COUNSEL TO COMMENCE CONDEMNATION PROCEEDINGS  
TO ACQUIRE PROPERTY AND PROPERTY INTERESTS FROM NEW YORK  
PIZZA, INC., DBA NU YALK PIZZA, AND LBOVITZ RENO TWO, LLC**

Jeff Hale, RTC Director of Engineering, addressed the Board to brief them on the request for authorization of the resolutions of condemnation proceedings to commence, as set forth in the briefing materials for this agenda item.

Commissioner Humke asked if negotiations will continue with the approval of this request.

Mr. Hale responded yes, adding that the next time this item comes before the Board it will be for the approval of a settlement offer or for permission to file the condemnation.

Chairman Smith asked if anyone in the audience wished to speak on this topic.

Mr. Mike Chapman, Attorney representing New York Pizza, Inc., said that his client has found a new site for their restaurant and plans are being submitted to the City of Reno at this time. He requested that the RTC continue with negotiations and not demolish the site until his client has been relocated. His client does not oppose the project.

Commissioner Aiazzi asked how close they are on negotiations and it was replied that they are at about 50%. Commissioner Aiazzi then asked for how much of the relocation expense is the RTC responsible.

Chairman Smith responded that relocation expenses are federally mandated and the State of Nevada has statutes that closely follow those mandates.

On motion of Commissioner Aiazzi, seconded by Commissioner Humke, which motion carried unanimously, Chairman Smith ordered that the authorization for RTC Legal Counsel to commence with condemnation proceedings be approved.

**7.4 SOUTHEAST CONNECTOR PROJECT UP DATE AND APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT (PSA) IN THE AMOUNT OF \$3,400,000 WITH T.Y. LIN INTERNATIONAL FOR DESIGN SERVICES FOR THE SOUTHEAST CONNECTOR TRUCKEE RIVER BRIDGE; ACKNOWLEDGE RECEIPT OF THE SOUTHEAST CONNECTOR MONTHLY REPORT**

Garth Oksol, RTC Engineer, addressed the Board to answer any questions they may have regarding the recommendation to approve a PSA with T.Y. Lin International for design services for the Southeast Connector Truckee River Bridge, as set forth in the briefing materials for this agenda item.

Commissioner Aiazzi asked what is included in the design contract, such as landscape, etc.

Mr. Oksol responded that there are many options in the agreement such as landscaping which can be decided upon when the time gets closer.

Mr. Oksol then gave a brief update on the overall project.

On discussion, Vice Chair Larkin asked for Paul Urban, Project Manager for the Truckee River Flood Project, to address the Board to provide his input on the PSA.

Mr. Urban stated that he and Mr. Oksol meet regularly to work together on the project and he believes this PSA meets the design and operation goals of the Flood Project to date.

On motion of Vice Chair Larkin, seconded by Commissioner Aiazzi, which motion carried unanimously, Chairman Smith ordered that the PSA with T.Y. Lin be approved.

**Item 8.1 DRAFT GOALS FOR THE FY 2012-2016 SHORT RANGE TRANSIT PROGRAM (SRTP)**

(This item was pulled from the agenda at the request of Executive Director Lee Gibson)

**Items 9.1 thru 9.3 GENERAL ADMINISTRATION**

**9.1 GENERAL COUNSEL'S REPORT FOR FEBRUARY, MARCH AND APRIL 2011**

John Fowler, RTC Chief Legal Counsel, provided a brief overview of the submitted report.

On motion of Vice Chair Larkin, seconded by Commissioner Aiazzi, which motion carried unanimously, Chairman Smith ordered that receipt of the General Counsel's Report be acknowledged.

**9.2 AMENDMENT TO THE EXISTING CONTRACT WITH ERICKSON, THORPE & SWAINSTON, LTD. TO PROVIDE FOR A CONDEMNATION BILLING RATE**

John Fowler, RTC Chief Legal Counsel, explained that, due to a conflict in his office, it was necessary to have another firm available to handle condemnation negotiations when needed.

Commissioner Aiazzi expressed his concerns over the rate increase for a firm that already represents the agency.

Mr. Fowler then explained some of the billing practices and reasons for differing rates on an agreement.

Vice Chair Larkin asked how closely the invoices are being reviewed and Mr. Fowler said that he is scrutinizing them carefully.

The Vice Chair then requested that Mr. Fowler enclose this information in his monthly report along with the billing information that was included in this current report.

Mr. Fowler agreed to this.

On motion of Commissioner Aiazzi, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that the amendment to the existing contract with Erickson, Thorpe & Swainston, Ltd. be approved.

**9.3 LEGAL ISSUES**

There were no additional legal issues.

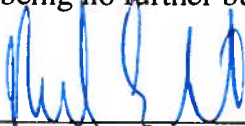
***Item 10 MEMBER ITEMS***

Commissioner Aiazzi requested that an item pertaining to the release to the public of the 4<sup>th</sup> Street Station investigation be included on the next agenda.

***Item 11 ADJOURNMENT***

On motion of Commissioner Aiazzi, seconded by Vice Chair Larkin, which motion carried unanimously, Chairman Smith ordered that the meeting be adjourned.

There being no further business to come before the Board, the meeting adjourned at 10:14 a.m.



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RON SMITH, Chairman  
Regional Transportation Commission