

**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**FRIDAY**

**9:03 A.M.**

**July 20, 2018**

**PRESENT:**

**Ron Smith, Sparks City Council Member, Chairman  
Bob Lucey, Washoe County Commissioner, Vice Chairman  
Paul McKenzie, Reno City Council Member  
Neoma Jardon, Reno City Council Member**

**Lee G. Gibson, RTC Executive Director  
Dale Ferguson, Legal Counsel  
Rudy Malfabon, Director of NDOT**

**NOT PRESENT:**

**Vaughn Hartung, Washoe County Commissioner**

The regular monthly meeting, held in the Chambers of the Washoe County Commission, 1001 E. 9<sup>th</sup> Street, Reno, Nevada, was called to order by Chairman Smith. Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

**SPECIAL PRESENTATIONS, RECOGNITIONS, OTHER**

**Recognition of the 2018 Katherine McClary Operator of the Year award winner: John Moss**

Mr. David Jickling, RTC Director of Public Transportation and Operations, introduced Harley Kempter, GM for MV Transportation, who then recognized Mr. John Moss as the Katherine McClary Driver of the Year amongst a pool of over 15,000 drivers nationally. He added that Mr. Moss has driven RTC coaches for 15 years.

Mr. Moss then addressed the Board and said he was born in Reno and loves our town and was very honored to receive the award.

**Presentation of the Nevada Department of Transportation 2017 Excellence in Partnering Gold Award for the Pyramid McCarran Intersection Improvement Project in recognition of RTC and project partners**

Mr. Michael Moreno, RTC Public Affairs Manager, invited NDOT Director Malfabon to the podium to present the awards.

Mr. Malfabon said that this the Pyramid/McCarran Intersection project was a great partnership amongst many contractors, stakeholders and representatives. Public information updates were

reliable, the project was completed five months ahead of schedule, utility relocation and installation was trimmed from 18 months to two months, and expedited paving methods were used to reduce the inconvenience to the citizens. This was an intersection between two major NDOT facilities, Pyramid Highway and McCarran Boulevard. Plaques were then handed out to all involved.

Commissioner Jardon said her son learned to drive through the construction of this project and he had no problem navigating safely through. She feels he will be a better driver because of it.

### **Recognition of Community Agencies and Businesses participating in the SouthEast Connector Pre-Grand Opening Fun Run, Walk, Bike Event**

Mr. Michael Moreno, RTC Public Affairs Manager, gave recognition of the RTC's numerous community partners who were involved in the pre-grand opening of the SouthEast Connector project. The RTC executed its biggest event June 30<sup>th</sup> at its largest venue, with the most people in attendance. There were approximately 4,000 members of the community who attended. The official opening of the roadway occurred approximately one week later with over 200 people in attendance. These were very successful events that couldn't have occurred without the many partners in the community. The project was also highlighted in numerous media formats.

Certificates of appreciation were then given to the many, many partners in the pre-grand opening event. A list of these providers may be obtained by contacting Michael Moreno at [mmoreno@rtcwashoe.com](mailto:mmoreno@rtcwashoe.com).

Lastly, Mr. Moreno recognized two of his own RTC team members, Lauren Ball and Nicole Coots.

Vice Chair Lucey said this was a monumental day for a monumental project that belongs to the community. He added that the RTC builds communities through connections such as this.

### ***Item 1 APPROVAL OF AGENDA***

Executive Director Lee Gibson requested that agenda Item 6.2 be pulled from the agenda.

On motion of Vice Chair Lucey, seconded by Commissioner McKenzie, which motion unanimously carried, Chairman Smith ordered that the agenda for this meeting be approved with the aforementioned change.

### ***Item 2.1 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.

Mr. Doug Roberts, local resident, addressed the Board to say he supports Item 7.1 and particularly the improvements to North Virginia Street from Stead Blvd. to Panther Drive. He added that

industrial land in the Reno/Sparks area is running out and ours is the highest per capita distribution market in the country so is a very important part of our industry. Many of these tenants manufacture along with distributing, and employ many of our citizens who want and need a good infrastructure to get to and from work.

Mr. Jeff Church, local resident, addressed the Board to request that the RTC look into a light rail system in our area, adding that it is a great time for it with our economic boom. He also asked if someone could get back to him on how much the RTC's fuel tax went up on July 1<sup>st</sup>. He believes there should be a cap on this tax. Additionally, he would like to know to what degree RTC funds may be used to mitigate flooding as he saw a presentation showing that the funds can be used to replace bridges.

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

### ***Item 3.1 thru 3.15 CONSENT ITEMS***

#### ***Minutes***

**3.1 Approve the minutes of the June 15, 2018, meeting (*For Possible Action*)**

#### ***Engineering***

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

**3.3 Acknowledge receipt of the SouthEast Connector monthly progress report (*For Possible Action*)**

#### ***Public Transportation/Operations***

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

**3.5 Amend RTC Management Policy P-45 to permit the use of recordings for the purpose of on-board passenger counting equipment validation (*For Possible Action*)**

#### ***Planning***

**3.6 Acknowledge receipt of the monthly Planning Activity Report (*For Possible Action*)**

#### ***Finance***

**3.7 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)**

**3.8 Acknowledge receipt of the Asset Donation Log for the first and second quarters of calendar year 2018 (*For Possible Action*)**

#### ***Procurement and Contracts***

**3.9 Approve Amendment 1 with The Gresh Group, Inc. extending the term of their agreement for supplemental lobbying services to include December 1, 2017, through June 30, 2018, with a new not to exceed amount of \$71,167 (*For Possible Action*)**

**3.10 Approve an agreement with Joyce Communications, Inc., in an amount not to exceed \$97,500, for TV/Radio advertising services on "Eye on Washington with Marilee**

- Joyce” and for RTC editorials in Nevada’s Washington Watch, a digital newsletter; authorize the Executive Director to execute the agreement (*For Possible Action*)
- 3.11 Approve a Professional Services Agreement (PSA) with Lumos and Associates as the highest ranked firm selected for NEPA Analysis and Preliminary Design services for the Truckee River Shared Use Path in the amount of \$241,106; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)
- 3.12 Approve change order CO7 authorizing the RTC Executive Director to increase the current Granite Construction contract by \$1,059,038 for a new total of \$34,275,352 for the Pyramid McCarran Intersection Improvement project (*For Possible Action*)
- 3.13 Approve relocation and reimbursement agreements with Nevada Bell Telephone Company (AT&T), Truckee Meadows Water Authority, Sierra Pacific Power Company (NV Energy), Charter Communications, Inc., and MCImetro Access Transmission Services Corp., that have been incorporated into the Agreement for Early Construction Work for the Virginia Street Bus RAPID Transit Extension Project.; authorize the RTC Executive Director to finalize and execute the agreements (*For Possible Action*)
- 3.14 Approve the Agreement for Early Construction Work between the RTC and Sierra Nevada Construction, Inc. for the construction of early work involving the relocation of utilities for the Virginia Street Bus RAPID Transit Extension Project at the Guaranteed Maximum Price of \$13,495,283; authorize the RTC Executive Director to finalize and execute the agreement (*For Possible Action*)
- 3.15 Approve a Professional Services Agreement (PSA) with Atkins North America, Inc. to provide Construction Management (CM) services for the early work utility construction phase on the Virginia Street Bus RAPID Transit Extension Project in the amount \$1,261,503; authorize the RTC Executive Director to finalize and execute the agreement (*For Possible Action*)

On motion of Commissioner McKenzie, seconded by Commissioner Jardon, which motion carried unanimously, Chairman Smith ordered that Consent Items 3.1 through 3.15 be approved.

#### ***Item 4.1 thru 4.3 DIRECTOR REPORTS***

##### **Item 4.1 RTC Executive Director Report**

E.D. Lee Gibson addressed the Board to provide information on the following topics:

1. Two free transit days were held during the month of June. One occurred on June 12<sup>th</sup> for Primary Election Day in partnership with the Washoe County Registrar of Voters. There were 24,386 free rides taken on June 12<sup>th</sup>. This is an 8.5% higher ridership than the other Tuesdays in June.

On June 21<sup>st</sup>, the RTC participated in the 13<sup>th</sup> Annual Dump the Pump Day, coordinated nationally by the American Public Transportation Association (APTA). There were 25,624 free rides taken on that day, which is about 1,000 rides shy of last year’s ridership total, but represents an increase of 13.5% over other Thursdays in June.

2. Virginia Street Bus RAPID Transit Extension project updates were given on the following topics:
  - FONSI
  - FTA Quarterly meeting
  - Project status
  - Community outreach is now underway

E.D. Gibson added that Senator Heller is very supportive of the Virginia Street BRT Extension project and plans to meet with U.S. Secretary of Transportation Chao regarding the RTC's grant application for the project.

3. The RTC held an event to rededicate the Villanova Regional Transit Operations and Maintenance Center in honor of Jerry Hall, RTC's first executive director. Jerry Hall retired from the RTC in January 1983 and the building was first dedicated in his name in December 1992. Chairman Smith emceed the event and all former executive directors and Lee Gibson were there to mark the occasion. Tours of the facility and a couple of the RTC's new electric buses were on display for attendees to see. Jerry Hall and his wife were very pleased with the occasion.
4. Lastly, E.D. Gibson announcement that Amy Cummings, RTC Director of Planning, had been promoted to RTC's Deputy Executive Director. Ms. Cummings will continue as the director of planning along with her new duties.

Commissioner Jardon said she had recently had a conversation with a local senior citizen and asked how he felt about the RTC transit system. She said his response was that he had been a rider for 18 years and couldn't be happier with it.

She then asked when Sierra Nevada Construction (SNC) is going to begin their door-to-door notifications on Virginia Street. She is concerned there will be a last minute news announcement.

E.D. Gibson said he believes engagement is already underway.

Michael Moreno, RTC Public Affairs Manager, said that the final elements for outreach are being put together to begin within the coming week. Additionally, staff will be meeting with the Midtown Merchants Association membership on July 30<sup>th</sup>. After that, door-to-door meetings will begin and flyers will be going out along with media announcements.

Chairman Smith congratulated Amy Cummings for her promotion. She then responded, saying how appreciative she is for the opportunity and the trust being put in her.

Commissioner McKenzie expressed his appreciation to SNC for the efforts they have put into the communication on the Virginia Street project.

## **Item 4.2 RTC Federal Report**

A written update is available in the staff report materials for this item.

E.D. Gibson added that the FTA had visited the RTC to do a review of RTC projects and delivery. They said they were very pleased with the RTC's processes, financial plans and project delivery.

He continued on, saying that every member of the Nevada delegation had signed a letter encouraging Secretary Chao to execute the grant agreement previously mentioned. It is rare to have the southern members of the delegation support a Northern Nevada project.

## **Item 4.3 NDOT Director Report**

Director Rudy Malfabon provided information on the following:

1. Thor Dyson had been promoted to the Assistant Director of Operations at NDOT.
2. The next series of meetings on I-11 and the Northern Nevada alternatives analysis would be occurring the following week. These meetings will assist in reducing the number of alternatives being looked at. The first meeting was July 24<sup>th</sup> and was available via Facebook Live. There were additional meeting scheduled in Northern Nevada as well.
3. The Arizona and Nevada DOTs met to discuss funding going forward and statuses of the I-11 project in each state.
4. The first phase of the Spaghetti Bowl has been renamed the Spaghetti Bowl Express and funding is expected to come from bonding, subject to legislative approval. He does not anticipate any issues with the approval. A certain amount of bonding capacity is also being set aside for projects in Las Vegas so that there are no issues with the legislature regarding fairness and equity in transportation spending.
5. A road safety assessment was planned for Mt. Rose Highway and then a meeting will be coordinated with Washoe County to discuss recommendations from the assessment.
6. Dir. Malfabon thanked the RTC and FHWA for advancing the Spaghetti Bowl project. He said he had never seen a project advance so quickly and much of it was due to the partnerships between agencies in our state.

He then concluded his report and offered to answer any questions. There were none.

## **Item 5.1 PUBLIC TRANSPORTATION AND OPERATIONS**

### **5.1 Acknowledge receipt of a report pertaining to the development of a draft Request for Proposal (RFP) for the operations and maintenance of the RTC RIDE fixed-route system (*For Possible Action*)**

Mr. David Jickling, RTC Director of Public Transportation and Operations, addressed the Board and gave a presentation on this item, which was about the RFP process occurring and to introduce new management at MV to talk about their vision for transit in the region.

He explained that there are only seven private transit operators in the country and the RTC reached out to all of them to meet individually to discuss the evolution of transit and the industry worldwide. All seven providers showed up for the meetings where delivery of service, innovation, economic challenges, emerging fleets, incentives, and disincentives were all on the table. This helped staff to determine the direction they should be going with the RFP.

Mr. Jickling then introduced Mr. Tom Egan, COO for MV Transit, who discussed his company and what their approach is going to be moving forward.

Chairman Smith asked how much he would make as a new driver and what the top pay would be. Also, how long would it take to get to the top pay?

Mr. Jickling responded that starting pay is \$14/hr and top wages are about \$24/hr, but he wasn't positive on that number. It would take five to six years to get to the top wage. He added that the RTC must stay as removed as possible from employee specifics with regard to union negotiations as it is MV's contract with the union and not the RTC's.

Mr. Egan then addressed the Board to talk about MV Transportation, its leadership and their plans for the future.

Upon his conclusion, Commissioner McKenzie said that the staff report states that all wages would be increase by 20%, but Mr. Egan said that only employees with one to five years' experience would see that increase.

Mr. Egan clarified that the total pool of compensation for employees would be increased by 20% but the distribution of that pool would be determined by the tenure of the employee. Those with the most tenure are not leaving and are making \$24 - \$26/hr, which is a competitive wage. Those operators already received a substantial increase in July, so the issue is getting the newer employees to stay. The agreed solution is to pay a little more to those newer employees as incentive to stay and a little less to the top end employees since they already received a raise in July.

Commissioner McKenzie said he doesn't believe this will be very successful as \$24/hr is not great pay for a business which requires a CDL.

Commissioner Jardon thinks that those at the top end of the range may respond more to a bonus rather than a smaller raise. She also believes it is important to incentivize the newer employees.

Chairman Smith said that in his experience as a businessman, it seemed that wage increases were a short-term fix and it might be better to advance staff to the higher wages sooner in their career and offer other benefits.

E.D. Gibson asked Mr. Jickling to circle back to the RFP development.

Mr. Jickling agreed and said that a base wage minimum should be included in the RFP for fixed route transit as it was for the paratransit RFP the previous year. However, with a base wage restriction, he anticipates an increased cost to the RTC to be about a 20-30%. This may require a service reduction unless another way to fund this increase is found. He suggested that one way to potentially fund it is if all of the 1/8<sup>th</sup> cent sales tax revenue is moved to the transit program rather than splitting it with the street and highway program, as they are doing with the fuel tax funds received.

Chairman Smith asked how much a 20-30% increase in wages beginning in FY 2020 equates to in money.

Ms. Stephanie Haddock, RTC Director of Finance, responded that it would be \$2.3 million.

Chairman Smith asked how much the 1/8<sup>th</sup> cent sales tax revenue is.

Ms. Haddock responded that it is \$5 million for transit and added that the \$2.3 million would be absorbed in the first year via the reserves gained and the boom in the economy. If the entire 1/8<sup>th</sup> cent sales tax revenue is applied to transit it would equate to \$10 million.

Commissioner McKenzie confirmed that the \$2.3 million is wages alone.

Mr. Jickling said that it is the estimate being used for projections. Fuel costs are already paid by the RTC.

E.D. Gibson asked to possibly have a chart brought to a future meeting which shows how the 1/16<sup>th</sup> would be drawn down over the year.

Mr. Jickling continued, explaining the other things being looked at to include in the RFP:

- Changing the contract term to a 10-year contract with a 4-year base and three 2-year options.
- Facilities are currently maintained by the contractor for anything under \$7,500 and the suggestion is to reduce that number to \$2,500 so the RTC would take care of the more expensive repairs.
- Liquidated damages are controversial and there are currently 28 different categories for liquidated damages in the contract. Due to the amount of work it takes to manage that portion of the contract, and the fact that proposers anticipate liquidated damages and include them in their proposals, staff is recommending to reduce it to nine (9) categories and adding some incentives for the local employees and not the corporate staff. He then reviewed the nine categories being proposed.

When evaluating the proposals, weighting will be focused on technical qualifications and not price because the low bid is not necessarily the best bid.



The hope is to release the RFP after bringing the final version to the Board at their August meeting and award would be announced in February, with service beginning next July. That gives the contractor that is awarded approximately 3-months to bring in a new team and to review existing employees, etc.

Vice Chair Lucey said this was a discussion about the RFP, what will be done and how it will be done, and he appreciates the detail provided. However, he was not pleased that MV had an opportunity to speak when there were a number of other providers in the room who were not given the same opportunity. He does not want this to happen again. Additionally, he would like to be more involved with staff on this process if possible.

Commissioner Jardon shared Vice Chair Lucey's concerns and asked how many proposers did not bid in the last RFP because they did not like the provisions in the document.

Mr. Jickling said he didn't recall any of them not proposing because of that.

Commissioner Jardon asked if there is any reason that Mr. Jickling believes now that proposers would not bid because of those provisions and if not, why the expectations are being lowered. She added that she gets a lot of complaints about buses speeding through their stops, potentially to meet the on-time requirement or even receive a bonus to meet or exceed the requirement. She also hears a fair amount that the drivers are rude and said that because they are in the customer service business, it should somehow be incorporated into the RFP process as a training requirement or something similar.

Commissioner McKenzie agrees with Commissioner Jardon with regard to the rudeness of the drivers and believes that a customer service standard should be part of the liquidated damages. Additionally, if employees are not able to be retained, there should be a penalty.

E.D. Gibson asked the commissioners to focus on the listed evaluation criteria and suggested that innovative approaches be moved up on the list. He then asked what the commissioners would like to see with regard to evaluation criteria.

Commissioner Jardon asked what "Quality of Required Plans" are.

Mr. Jickling said there are a number of plans that must be provided in the proposals which explain how certain events would be addressed, including customer service issues, vehicle maintenance, facility maintenance, etc. Ambassador training will also be called out in the contract. He then clarified what some of the other evaluation criteria pertain to.

Commissioner McKenzie would like to see Uber buses included or some other innovative way to provide transit where a fixed route is not possible.

E.D. Gibson agreed with the idea of innovative approaches to transit be included.

Vice Chair Lucey and Commissioner Jardon are also in agreement about innovative approaches because changes are definitely coming to transit and to our growing region.

On motion of Commissioner McKenzie, seconded by Vice Chair Lucey, which motion carried unanimously, Chairman Smith ordered that receipt of the report be acknowledged with the direction given.

*This presentation is available by contacting Denise Thompson at [dthompson@rtcwashoe.com](mailto:dthompson@rtcwashoe.com)).*

#### **Items 6.1 thru 6.2     ENGINEERING**

##### **6.1     Acknowledge receipt of a 4<sup>th</sup> Street/Prater Way monthly progress report (*For Possible Action*)**

Mr. Warren Call, RTC Project Manager, addressed the Board to give a brief presentation update on the project. He reviewed each component of the project, stating that the utility work is substantially complete or fully complete, as are the traffic signal foundations. He went on to update the commissioners on paving and road closures and the continued outreach being done. The anticipated project completion date is mid to end of September 2018.

On motion of Vice Chair Lucey, seconded by Commissioner McKenzie, which motion carried unanimously, Chairman Smith ordered that receipt of the report be acknowledged.

*This presentation is available by contacting Denise Thompson at [dthompson@rtcwashoe.com](mailto:dthompson@rtcwashoe.com)).*

##### **6.2     Receive a presentation on the University of Nevada Reno (UNR) LiDAR study (*No Action Required*) ~ *Item pulled from the agenda***

#### **Item 7.1     METROPOLITAN PLANNING ORGANIZATION**

##### **7.1     Receive a report on the proposed Amendment 1 to the 2040 Regional Transportation Plan (RTP) (*For Possible Action*)**

Ms. Amy Cummings, RTC Director of Planning, addressed the Board to provide a brief update on the status of the RTP amendment. The Spaghetti Bowl early action item will be incorporated as will the NDOT widening on US 395 from McCarran to Lemmon. The widening of North Virginia from two to four lanes from Panther to Stead is being moved up and the Lemmon widening is being extended from Arkansas to Chickadee with flood mitigation components added.

The City of Reno has reached out to the RTC to accelerate the West 4<sup>th</sup> Street complete street project and bring it into the first 5-years of the RTP. It was also suggested that staff look at the next phase of the BRT system to extend the Lincoln Line. This would be included in the “Unfunded Vision” projects.

NDOT has requested that the complete street and safety improvements for South Virginia St. be accelerated. Due to the safety issues between Zolezzi and the I-580 interchange to the south, staff is recommending a reduction from six lanes to four lanes. Six lanes are no longer needed with the freeway now paralleling the road.

Lastly, the air quality analysis continues and is working its way through the inter-agency consultation process.

On motion of Commissioner McKenzie, seconded by Vice Chair Lucey, which motion carried unanimously, Chairman Smith ordered that receipt of the report be acknowledged.

*This presentation is available by contacting Denise Thompson at [dthompson@rtcwashoe.com](mailto:dthompson@rtcwashoe.com)).*

### **Items 8.1 thru 8.2    GENERAL ADMINISTRATION**

#### **8.1    Review and set Executive Director Lee Gibson's goals for Fiscal Year 2019 (*For Possible Action*)**

Ms. Angela Reich, RTC Director of Administrative Services, addressed the Board to explain that this item is an annual review of the goals set for the RTC Executive Director. Previously discussed goals were then provided to the commissioners for review and comment.

E.D. Gibson said he would like to add a goal of taking direction and adjusting goals as needed throughout the year. He then suggested that staff bring an item in August on legislative matters anticipated.

Commissioner Jardon would like E.D. Gibson to continue looking at innovative and entrepreneurial approaches to address transit and safety issues, such as utilizing ride shares in partnership with other entities.

On motion of Commissioner McKenzie, seconded by Vice Chair Lucey, which motion carried unanimously, Chairman Smith ordered that the goals be set for E.D. Gibson with the additions noted.

*This presentation is available by contacting Denise Thompson at [dthompson@rtcwashoe.com](mailto:dthompson@rtcwashoe.com)).*

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

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

**Item 10      *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 Chair closed public input.

**Item 11      **MEMBER ITEMS****

Chairman Smith would like staff to consider adding bus service to the Galleria Shopping Center now that the demographics have changed so much in that area. He would like a feasibility report brought to a future meeting.

**Item 12      **ADJOURNMENT****

There being no further business to come before the Board, the meeting adjourned at 11:09 a.m.

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RON SMITH, Chairman  
Regional Transportation Commission