

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:00 A.M.

September 21, 2018

PRESENT:

**Bob Lucey, Washoe County Commissioner, Vice Chairman
Kristopher Dahir, Sparks City Council Member (alternate)
Paul McKenzie, Reno City Council Member
Vaughn Hartung, Washoe County Commissioner
Neoma Jardon, Reno City Council Member**

**Lee G. Gibson, RTC Executive Director
Dale Ferguson, Legal Counsel
Bill Hoffman, Deputy Director of NDOT (alternate)**

NOT PRESENT:

**Ron Smith, Sparks City Council Member, Chairman
Rudy Malfabon, Director of NDOT**

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

Item 1 APPROVAL OF AGENDA

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

Item 2.1 PUBLIC INPUT

Vice Chair Lucey 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.

Ms. Dora Uchel, addressed the Board to request that route 3CC be changed to run at the top of the hour instead of at 15 minutes before the hour. She also mentioned that two of the online forms for the public are not accessible (ADA) so requested that staff look into correcting them.

Assemblyman Richard Daley, representing Laborers' Union Local 169, addressed the Board to support the continuation of construction on the Virginia Street BRT Extension project rather than having a shut-down for multiple weeks over the holidays.

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

Item 2.2 *ADVISORY COMMITTEES SUMMARY REPORT*

On motion of Commissioner McKenzie, seconded by Commissioner Hartung, which motion unanimously carried, Vice Chair Lucey ordered that receipt of the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees be acknowledged..

Item 3.1 thru 3.16 *CONSENT ITEMS*

Lee Gibson noted for the record that the numbering for Items 3.11 and 3.12 had been inadvertently switched on the staff reports, but the agenda itself is accurate.

Commissioners Hartung and Jardon stated they had questions on Items 3.3 and 3.16, respectively, prior to making a motion.

Vice Chair Lucey then asked Commissioner Hartung to proceed with his question on Item 3.3.

Commissioner Hartung then asked about the performance statistics provided with the staff report. He said that it shows Subsidy per Passenger and Revenues for TART but there is no data for Transit so he would like to see that in the future.

Commissioner Jardon asked for a summary on Item 3.16 of what amendment number three for NCE is for.

Doug Maloy, RTC Sr. Project Manager, said that in the original agreement with NCE there was the possibility to do the construction management, a portion of inspection testing and oversight of construction. However, it was later decided to do a Request for Proposals (RFP) and Atkins was selected as Construction Manager; however, services during construction are still needed from NCE to support their design in this phase and in the next phase for overall construction.

Minutes

3.1 Approve the minutes of the August 17, 2018, meeting (*For Possible Action*)

Engineering

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

Public Transportation/Operations

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

3.4 Approve revisions to RTC Management Policy P-33 (RTC ACCESS ADA COMPLIANCE) and eliminate P-26 (CITILIFT ELIGIBILITY) and P-29 (CITILIFT RIDER SUSPENSION) (*For Possible Action*)

Planning

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

Administration

- 3.6 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)**
- 3.7 Approve a Debt Management Policy governing short-term and long-term debt management (*For Possible Action*)**
- 3.8 Approve modification of RTC Management Policy P-2 Policy Equal Employment Opportunity (*For Possible Action*)**

Procurement and Contracts

- 3.9 Approve a 3-year contract renewal with NextBus in an amount not to exceed \$291,746 over the life of the agreement; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**
- 3.10 Approve a Professional Services Agreement (PSA) with CA Group, Inc. to provide design services for the Reno Consolidated 19-01 – Sutro Street, 1st Street, Lake Street, and State Street Project in an amount not to exceed \$499,995; authorize the Executive Director to execute the agreement (*For Possible Action*)**
- 3.11 Approve a Professional Services Agreement (PSA) with CFA, Inc. to provide design services and optional engineering during construction for the Sparks Consolidated 19-01 – 15th Street, Franklin Way, Hulda Court, and El Rancho Sidewalk Project in an amount not to exceed \$392,981; authorize the Executive Director to execute the agreement (*For Possible Action*)**
- 3.12 Approve a Professional Services Agreement (PSA) with Wood Rodgers, Inc. to provide design services for the Reno Consolidated 19-02 - North Hills Boulevard and Hunter Lake Drive Intersection Project in an amount not to exceed \$484,105; authorize the Executive Director to execute the agreement (*For Possible Action*)**
- 3.13 Approve Change Order No. 9 (CO 9) increasing the total contract amount of the agreement with Granite Construction, Inc. for Construction Work Phase 2 Southeast Connector, between Clean Water Way and South Meadows Parkway, by \$608,344, for a new total contract amount of \$155,896,797; authorize the Executive Director to execute CO 9 (*For Possible Action*)**
- 3.14 Approve Professional Services Agreement (PSA) with Traffic Works, LLC for the Traffic Engineering (TE) Spot 8 – Package 1 Intersection project for design services and optional engineering during construction services in the amount of \$198,500; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**
- 3.15 Approve Professional Services Agreement (PSA) with Stantec Consulting Services Inc. for the Traffic Engineering (TE) Spot 8 – Package 2 Intersection project for design services and optional engineering during construction services in the amount of \$179,484; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**
- 3.16 Approve Amendment No. 3 in the amount of \$794,881 to the existing Professional Services Agreement (PSA) between the RTC and NCE for additional design services on the Virginia Street RAPID Extension project; authorize the RTC Executive Director to execute the amendment (*For Possible Action*)**

On motion of Commissioner McKenzie, seconded by Commissioner Jardon, which motion carried unanimously, Vice Chair Lucey ordered that Consent Items 3.1 through 3.16 be approved.

A motion was then requested by Commissioner Dahir to move all of the Engineering Item 5 reports ahead of the Director Reports due to the number of people wishing to speak on those items. The motion was seconded by Commissioner McKenzie and passed unanimously.

Item 5.1 thru 5.3 ENGINEERING

5.1 Acknowledge receipt of a 4th Street/Prater Way monthly progress report (*For Possible Action*)

Mr. Jeff Wilbrecht, RTC Project Manager, addressed the Board to provide a brief update presentation on the project. He started by saying all construction working days have been utilized so the contractor is now into liquidated damages and they are approximately \$36.8 million into the project so far. Some utility work continues in Reno but has been completed in Sparks and punch list items are now being addressed. Concrete and paving is completed in Reno and landscaping is being finalized. (Full presentation is available by contacting dtompson@rtcwashoe.com)

Commissioner McKenzie asked when substantial completion will be accomplished.

Mr. Wilbrecht responded that due to a backlog on materials for BRT stations, the worst case scenario would be the end of November. However, the contractor is accruing liquidated damages until the project is 100% complete.

Commissioner Jardon said she and some other Reno City Council members met with merchants on 4th Street to see what they and the RTC can be do to help bring business back to the area. It was decided to throw a grand opening party but the date was not specific at the time of this meeting.

Vice Chair Lucey agreed and thought something along the lines of the SEC grand opening would be great.

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

5.2 Acknowledge receipt of a report on potential business impacts from the Virginia Street BRT Utility Construction project (*For Possible Action*)

Mr. Brian Stewart, RTC Director of Engineering, addressed the Board and said that the RTC had met with businesses and stakeholders of the area to better understand their concerns. He then reviewed what has been done to date, such as utility work, detour work and signage, and temporary parking installation. The current plan is working, traffic delays are minimized and access to businesses are maintained. SNC is continuing to meet with business owners to discuss construction impacts, suggestions for improvements and day-to-day maintenance.

The RTC Business Support Team has also been created to assist businesses with messaging, holding special events, to announce temporary parking, arrange for Lyft discounts, etc.

The current contract includes holiday time off shown as November 21-26 as non-working days and December 24-28 and January 1st. However, after speaking with business owners, E.D. Gibson intends to add three non-working days to the contract (Nov. 19-25 and no work between Dec. 24 and January 1). Several other ideas for change were reviewed, such as shutting down construction from November 16 - January 2, and all traffic control would be removed, cleaned up, restriped and two-way traffic would be returned to the area. This would be a significant impact to funding and the cost to the RTC, and approximately 50 SNC employees would need to be reassigned or laid off during that time. I could potentially add up to approximately \$1.2 million when looking at everything put together.

Another idea was to accelerate the project, but the workers are already working 10 hour days, five days per week, so adding in Saturdays would not really be beneficial. It would also be unsafe to have the workers putting in the additional hours.

Lastly, staff looked at doing the project with two-way traffic on the street. The conclusion was that it could not be done due to the very large working trench that is required for employee safety and ease of access to the utilities.

The project budget does not account for an additional \$1.2 million that could be incurred with changes so it would need to be found somewhere and would probably come out of another planned project budget or contingencies on this project. This concluded Mr. Stewart's report.

Vice Chair Lucey said he had several requests to speak on this topic so opened the meeting to public input.

Mr. Batuhan Zadeh, local business owner of Pizzava and Postava, supports the continuation of work to get it done sooner rather than later because it will be much safer for customers and better for business in the long run. He then offered to provide his pizzas, labor and marketing services at cost for any other business owner or event planner in Midtown. He requested that the Board and RTC relay this message to the other business owners.

Ms. Kasey Christensen, local business owner of Sup and board member and president of Midtown District, supports the continuation of work. She said they have had a positive experience during construction and communication from RTC and SNC has felt like a real partnership. She agrees that if the roadway is put back to a two-way for a couple of weeks, then a one-way again, that it will do nothing but confuse drivers even more and the cost occurred would not be beneficial.

Ms. Jessica Schneider, local business owner of Junkee, Simple Ice Cream Sandwiches and Vision Workshops, supports the continuation of work and is partnering with the RTC and SNC to help train people how to work around the construction. She believes businesses will lose more money by delaying the process.

Ms. Jesus Chuy Gutierrez, local business owner of Marichuy's Mexican Restaurant, supports the continuation of work and would like to just get it done and thinks that stopping construction will not help anything. He likes the communication and assistance by the RTC and said that the temporary parking has been easier than the parallel parking in place before.

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

Commissioner Jardon thanked everyone for their attendance and then asked if at some point the one-way direction will be switched and temporary parking will be on the other side of the road.

Mr. Stewart introduced Jeff Wilbrecht, RTC Project Manager, who said no, because literally all of the dry utility work is in the area currently opened as a trench.

Commissioner Jardon asked about the break-ins which have been occurring in the area and asked if SNC has a security company at night for their equipment. The answer was no, so she suggested that it might be something to explore.

Commissioner McKenzie commented that the signage on detour routes is good as well as the great temporary parking. Citizens say it's easier to visit Midtown now than ever. He also appreciates the communication that the RTC has had with the community on this project.

Commissioner Hartung said he was pleasantly surprised at how easy it is to navigate during the construction and is in agreement with Commissioner Jardon about additional security and would support an addendum to fund it.

Commissioner Dahir said in the past he and his wife have avoided Midtown because of the parking, but now they are visiting more because it's so easy to find parking. It may be the same for other customers as well. He wouldn't mind the parking staying the same in the future.

Commissioner Jardon said she is concerned that if construction shut down for the entire holiday season, the \$1.2 million would very likely have to come out of contingencies and that is what is funding the finishes and artwork. She is not okay with that because those finishes will make Virginia Street stand out from other roadways. Also, some businesses have different peak selling times, such as during spring or summer, during Burning Man, etc., so there is no perfect time for construction. Additionally, many business owners are saying it's not as bad as they thought it would be. Commissioner Jardon is not in favor of a delay.

Vice Chair Lucey mentioned that his business went through the same challenges during the 4th Street/Prater Way project and he is glad that they got through it as quickly as possible and went back to business as usual. He added that changing the construction zone back and forth only causes confusion and will not be helpful. He also thinks that it is very easy to get to any of the businesses and find parking during construction. He supports continued construction.

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

5.3 Acknowledge receipt of a Virginia Street BRT Extension Project monthly progress report (*For Possible Action*)

Mr. Jeffrey Wilbrecht, RTC Project Manager, addressed the Board to give a PowerPoint presentation update on the project. He focused on what is being done during the utility work and the schedule. Heavy construction began September 4th and should continue until approximately the end of February. The project is being accelerated and roadway design is at the 90% level with construction planned for early summer 2019. Lastly, Mr. Wilbrecht reviewed many of the methods being utilized by the RTC, SNC and business owners to keep customers coming to the area. (Full presentation is available by contacting dthompson@rtcwashoe.com)

Commissioner Hartung asked if any cultural items have been found in the project area.

Mr. Wilbrecht responded no and added that anywhere being excavated below 5' must have someone present to keep an eye out for cultural items.

Commissioner McKenzie asked if the fiber optic being installed will be available for anything besides street lights.

Mr. Wilbrecht said that four conduits are being installed for the City of Reno with two of them being used for traffic controls and the other two will be used for whatever the City decides is needed.

Commissioner Jardon asked if Lime had spoken with either RTC or SNC to find out if it was okay to install their scooters in the construction zone.

E.D. Gibson said that they hadn't spoken with anyone from RTC.

Representatives from SNC in the audience also said they had not spoken to them.

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

Michael Moreno, RTC Public Affairs Manager, took the opportunity to ask visitors of Midtown to share their experiences on social media using the hashtag #virginiastreetproject. One of the posts will be randomly pulled on a weekly basis and will receive a gift card to a Midtown business.

Item 4.1 thru 4.3 DIRECTOR REPORTS

Item 4.1 RTC Executive Director Report

E.D. Lee Gibson first introduced Gina Hammond who was sitting with the board clerk to learn the system as a back-up for meetings.

He then addressed the Board to provide information on the following topics:

1. The 2018 Service Change and fare restructure for RTC RIDE and ACCESS will go into effect on October 6th. The new Bus Books are at your stations and now on sale for 50 cents. Old Bus Books can be recycled at RTC and be exchanged for the new bus book at no cost.
2. The RTC CENTENNIAL PLAZA lease opportunity has been released. Staff has received three letters of intent and are evaluating the requests.
3. The planned dedication of a part of the SouthEast Connector multiuse path to the memory of Erica Greif, which was scheduled for September 22nd. Erica was a competitive cyclist and UNR graduate who was tragically killed in a car crash while driving to a California bike race on April 8, 2015.

Item 4.2 RTC Federal Report

A written report was provided in the supporting documents for this item and E.D. Gibson added updates on meetings with the FTA who provided a “roadmap” with a final set of conditions needed to obtain the requested grant agreement. The RTC is one of only a few grantees that is currently on-track to finish a project under budget.

Item 4.3 NDOT Director Report

NDOT Deputy Director Bill Hoffman addressed the Board to provide a brief update on the various DOT projects in our region.

He first announced that Thor Dyson had been promoted to Assistant Director of Operations.

NDOT has recently announced an additional federal highway spending authority amount of \$32 million made available to Nevada projects. It is known as August redistribution and comes from other states who could not spend their funding or meet their obligation limitations for funding.

The preferred alternative for the Spaghetti Bowl project will be made public in November 2018 with a public hearing to be held on December 12th. Collaboration continues with the Airport Authority.

A draft RFP has been released to the four shortlisted teams for the Spaghetti Bowl Xpress project.

NDOT staff will be reaching out to Commissioner Lucey and Washoe County staff to schedule a public meeting on the traffic safety study that was done on Mt. Rose Highway.

US 395 North Valleys project from Clear Acre to Lemmon Drive is at 60% of design and has no right-of-way acquisitions required at this time and has a categorical exclusion for environmental clearance. It will be advertised for construction in 2021.

Lastly, NDOT received an unsolicited proposal for work on I-80 between Sparks Blvd. and USA Parkway. The proposal is currently under review. This concluded his overview.

Ms. Amy Cummings, RTC Director of Planning and Deputy Executive Director, addressed the Board to give a PowerPoint presentation on the status of the Americans with Disabilities Act (ADA) Transition Plan. Work on the plan has just been kicked off and the focus will be on transit stops and RTC owned facilities. She then explained that many of the projects under construction now are also part of the ADA improvements. There is also an annual ADA pedestrian improvement program which addresses some of the smaller scale needs. There is currently \$1.5 million in the program for spot bus stop improvements as well.

The first public meeting had occurred prior to this board meeting and had a good turnout with great input. Ms. Cummings continued with her presentation and offered to answer any questions. (Full presentation is available by contacting dthompson@rtcwashoe.com)

Vice Chair Lucey said he had a request to speak for this item so he opened the public comment period for anyone wishing to speak on this topic.

Mr. Allan Crawford addressed the Board and explained that he has a progressive neurological condition which requires that he use a wheelchair. He said he moved to Reno, specifically because it has good accessibility to get around the area so he met with First Transit who used to run RTC ACCESS to make sure he was within the area to be picked up. He was pleased with the system and the staff but now, two years later, has been told he is no longer in the pick-up zone.

Vice Chair Lucey asked RTC Director David Jickling to meet with Mr. Crawford about this matter.

There being no one else wishing to speak on this item, the Vice Chair closed public comment.

Commissioner McKenzie said he had heard from several people that they are no longer covered by ACCESS due to the recent changes that were made. He also mentioned that there is a significant problem with RIDE passengers darting out from in front of the bus when they get off to cross the street where there is no crosswalk. He asked if there is anything that can be done to encourage riders to use the crosswalk and suggested not opening the front door to force passengers to go to the back. He would like to reduce the number of pedestrian accidents that have been occurring in the region.

Commissioner Jardon requested follow-up on the online application that was mentioned by Ms. Uchel at the beginning of the meeting.

Ms. Cummings said that it is already being looked at for a new web format that would be accessible.

Vice Chair Lucey said he's glad that many of the bus stops are being improved to make them accessible and to help those required to take our bus system to get to their jobs and other places.

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

Item 7.1 GENERAL ADMINISTRATION

7.1 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 8 PUBLIC INPUT

Vice Chair Lucey 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 9 MEMBER ITEMS

Commissioner McKenzie asked for a presentation on NDOT's projects in our region, such as the Spaghetti Bowl and US 395. He is also glad that the Airport Authority is willing to sit down and talk about the plans in advance of construction.

Mr. Hoffman said that NDOT would present to the City of Sparks and also present to the RTC.

Commissioner Jardon asked for an update on bench installations at bus stops adding that it should be included in the money that was allocated to the project.

Commissioner McKenzie also recommended that developers install bus stops at their own projects.

Vice Chair Lucey asked for an update on the widening of Arrow Creek Parkway and where the 7th Street improvements fall on the RTP. He also asked for an update on which intersections in the region are going to be signalized, with specific concern to the intersection in front of Renown Hospital on Double R.

Commissioner Hartung would like signals installed at Sunset Springs/Egyption, possibly using RRIF funding.

Item 10 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:55 a.m.


RON SMITH, Chairman
Regional Transportation Commission