



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

November 20, 2020

AGENDA ITEM 3.25

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning, Deputy
Executive Director

Bill Thomas, AICP
Executive Director

SUBJECT: Cooperative agreement for funding of the McCarran Boulevard Corridor Study

RECOMMENDATION

Approve the Cooperative Agreement with the State of Nevada, Nevada Department of Transportation (NDOT) for funding of the McCarran Boulevard Corridor Study; authorize the RTC Executive Director to execute the agreement.

SUMMARY

The RTC, in partnership with NDOT, will enter into the procurement process to retain a consultant to assist with the McCarran Boulevard Corridor Study. The purpose of this project is to conduct a multimodal analysis for transportation improvements on the McCarran Boulevard loop. The study will identify recommendations for enhancing mobility options, improving safety, and addressing economic development efforts within the corridor that could potentially have significant traffic impacts; with the goal of maintaining consistency of the roadway character throughout, where feasible and within the context of the varying land use pattern. The plan will identify short and long term improvements and develop a funding strategy. Study recommendations will be incorporated into NDOT's long-range plan and programs and the RTC Regional Transportation Plan (RTP). Authorization for the Executive Director to execute the cooperative agreement (see Attachment A) will allow the RTC to invoice NDOT for eligible expenses associated with the McCarran Boulevard Corridor Study.

FISCAL IMPACT

The agreement will allow for reimbursement of up to \$350,000 for expenses incurred from the McCarran Boulevard Corridor Study to be paid by NDOT through federal (SPR) and state funds.

PREVIOUS ACTIONS BY BOARD

There have been no previous actions related to this item.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment

COOPERATIVE AGREEMENT

This Agreement is made and entered into on _____, by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT", and Regional Transportation Commission of Washoe County, 1105 Terminal Way, Reno, Nevada 89502, hereinafter called the "RTC WASHOE".

WITNESSETH:

WHEREAS, a Cooperative Agreement is defined pursuant to Nevada Revised Statutes (NRS) 277.110 as an agreement between two or more public agencies for the joint exercise of powers, privileges, and authority; and

WHEREAS, pursuant to the provisions contained in Chapter 408 of the Nevada Revised Statutes, the Director of the DEPARTMENT may enter into those agreements necessary to carry out the provisions of the Chapter; and

WHEREAS, NRS 277.110 authorizes any two or more public agencies to enter into agreements for joint or cooperative action; and

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with NRS 277.080 to 277.110, inclusive; and

WHEREAS, the purpose of this Agreement is to provide funding for the RTC WASHOE to conduct a multimodal analysis for transportation improvements on the McCarran Boulevard loop and a study to identify recommendations for enhancing mobility options, improving safety, and addressing economic development that could potentially have significant traffic impacts, hereinafter called the "PROJECT," as described in Attachment A - Scope of Work attached hereto and incorporated herein; and

WHEREAS, the current Transportation Act provides funding for all modes of transportation under which this PROJECT is eligible for eighty percent (80%) federal funds and twenty percent (20%) state matching funds; and

WHEREAS, the PROJECT has been approved for Federal State Planning and Research (SPR) funds, Catalog of Federal Domestic Assistance (CFDA) Number CFDA 20.205; and

WHEREAS, the study and multimodal analysis to be provided by the RTC WASHOE will be of benefit to the DEPARTMENT, to the RTC WASHOE, and to the people of the State of Nevada; and

WHEREAS, the parties hereto are willing and able to perform the services described herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is agreed as follows:

ARTICLE I – RTC WASHOE AGREES

- 1. To provide the DEPARTMENT with a plan to identify and analyze potential short- and long-term improvements to the McCarran Boulevard loop. Study recommendations will be

incorporated into the DEPARTMENT's One Nevada Transportation Plan (long-range plan) and programs and the RTC Regional Transportation Plan (RTP).

2. To bill the DEPARTMENT quarterly for actual PROJECT costs not to exceed Three Hundred Fifty Thousand and No/100 Dollars (\$350,000.00). The RTC WASHOE will provide supporting documentation to be audited to confirm that work performed conforms to DEPARTMENT and Federal Highway Administration guidelines.

3. During the performance of this Agreement, the RTC WASHOE, for itself, its assignees, and successors in interest agrees as follows:

a. Compliance with Regulations: The RTC WASHOE shall comply with all of the regulations relative to nondiscrimination in federally-assisted programs of 49 CFR Part 21 as they may be amended from time to time (hereinafter "Regulations"), which are herein incorporated by reference and made a part of this Agreement.

b. Nondiscrimination: The RTC WASHOE, with regard to the professional services performed by it during the Agreement, shall not discriminate on the grounds of race, color, age, religion, sex, creed, disability/handicap, national origin, or low income status in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The RTC WASHOE shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when this Agreement covers a program set forth in Appendix B of the Regulations.

c. Solicitations for Subcontracts, Including Procurement of Materials, and Equipment: In all solicitations either by competitive bidding or negotiation made by the RTC WASHOE for professional services to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the RTC WASHOE of the subcontractor's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, age, religion, sex, creed, disability/handicap, national origin, or low income status.

d. Information and Reports: The RTC WASHOE 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 the DEPARTMENT or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the RTC WASHOE is in the exclusive possession of another who fails or refuses to furnish this information, the RTC WASHOE shall so certify to the DEPARTMENT, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance: In the event of the RTC WASHOE's noncompliance with the nondiscrimination provisions of this Agreement, the DEPARTMENT shall impose such Agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

1. Withholding of payments to the RTC WASHOE under this Agreement until the RTC WASHOE complies, and/or

2. Cancellation, termination or suspension of this Agreement, in whole or in part.

f. Agreements with subcontractors will include provisions making all subcontractor records available for audit by the DEPARTMENT and/or the FHWA.

g. Incorporation of Provisions: The RTC WASHOE will include the provisions of Paragraphs (a) through (f) above in every subcontract, including procurement of materials and leases of equipment, unless exempt by Regulations, order, or instructions issued pursuant thereto. The RTC WASHOE will take such action with respect to any subcontract or procurement as the DEPARTMENT or the FHWA may direct as a means of enforcing such provisions, including sanctions for non-compliance. In the event the RTC WASHOE becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the RTC WASHOE may request the DEPARTMENT to enter into such litigation to protect the interests of the DEPARTMENT, and the RTC WASHOE may request the United States to enter into such litigation to protect the interests of the United States.

ARTICLE II - DEPARTMENT AGREES

1. To fund eighty percent (80%) of the PROJECT with SPR funds, estimated to be and not to exceed Two Hundred Eighty Thousand and No/100 Dollars (\$280,000.00). The estimated amount of local matching funds to be paid by the DEPARTMENT is Seventy Thousand and No/1000 Dollars (\$70,000.00). The DEPARTMENT will fund a total of Three Hundred Fifty Thousand and No/100 Dollars (\$350,000.00).

2. To establish and maintain a budget for the McCarran Boulevard loop PROJECT. This budget will be maintained by the Program Development Division of the DEPARTMENT, and all invoices shall be submitted to the Program Development Division for approval and reimbursement.

3. To allow the RTC WASHOE to observe, review, and inspect PROJECT construction work with the understanding that all items of concern are to be reported to the DEPARTMENT's Resident Engineer and not to the Contractor.

4. To observe, review, and inspect all work associated with the PROJECT during construction with the understanding that any and all items of concern are reported to the DEPARTMENT's Program Development Manager for correction.

ARTICLE III - IT IS MUTUALLY AGREED

1. The term of this Agreement shall be from the date first written above through and including December 31, 2021.

2. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

3. In the event that the RTC WASHOE performs or causes to be performed any work after: (a) the Agreement's expiration date as set forth within this Agreement, as it may be amended from time to time through written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body, prior to such expiration date; or (b) termination of this Agreement prior to the expiration date set forth within this Agreement; then the DEPARTMENT shall make no payment for work performed following the expiration or termination dates, and the RTC WASHOE shall forfeit any and all right to payment for such work.

4. The RTC WASHOE, on behalf of itself, its spouses, heirs, executors, administrators, successors, subrogees, servants, insurers, attorneys, independent representatives, personal representatives, agents, and assigns, does hereby waive, release, and forever discharge the State of Nevada, the DEPARTMENT, and each and every of their departments, divisions, agencies, officers, directors, agents, contractors, and employees, from

any and all claims, demands, liens, liability, actions, causes of action, and suits for damages, at law and in equity, in any way connected with or arising from the RTC WASHOE's provision of services and work performed following termination of this Agreement and/or following the expiration date of this Agreement, as it may be amended from time to time through written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body, prior to such expiration date.

5. Neither the State of Nevada, the DEPARTMENT, nor any of their departments, divisions, agencies, officers, directors, agents, contractors, and employees, shall have authority to extend this Agreement beyond the expiration date set forth within this Agreement, unless such extension is set forth within a written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body prior to such expiration date. The RTC WASHOE shall not rely upon any oral or written representations expressed extrinsic to a written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body prior to such expiration date, purporting to alter or amend this Agreement, including, but not limited to, representations relating to the extension of the Agreement's expiration date.

6. Paragraphs 1 through 6 of this Article III - It is Mutually Agreed, shall survive the termination and expiration of this Agreement.

7. The RTC WASHOE shall not proceed with said work until a copy of this fully executed Agreement is received. If the RTC WASHOE does commence with said work prior to receiving a copy of this fully executed Agreement, the RTC WASHOE shall forfeit any and all right to reimbursement for that portion of the work performed prior to said dates. Furthermore, the RTC WASHOE shall not rely on the terms of this Agreement in any way, including, but not limited to, any written or oral representations and warranties made by the DEPARTMENT or any of its agents, employees or affiliates, or on any dates of performance, deadlines, indemnities, or any other term contained in this Agreement or otherwise prior to the receipt of the fully executed Agreement. In the event the RTC WASHOE violates the provision of this Section, it waives any and all claims and damages against the DEPARTMENT, its employees, agents and/or affiliates, including but not limited to, monetary damages and/or any other available remedy at law or in equity.

8. This Agreement may be terminated by either party prior to the date set forth above, provided that a termination shall not be effective until thirty (30) calendar days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason Federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

9. 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 DEPARTMENT:

Kristina L. Swallow, P.E., Director
Attn.: Sondra Rosenberg, Assistant Director
Nevada Department of Transportation
Program Development Division
1263 South Stewart Street
Carson City, Nevada 89712
Phone: (775) 888-7119

Fax: (775) 888-7105
Email: srosenberg@dot.state.nv.us

FOR RTC WASHOE:

Bill Thomas, Executive Director
Regional Transportation Commission of Washoe County
1105 Terminal Way
Reno, NV 89502
Phone: (775) 348-0400
Fax: (775) 324-3503
Email: bthomas@rtcwashoe.com

10. Should this Agreement be terminated by the RTC WASHOE prior to the completion of the PROJECT, the RTC WASHOE will reimburse the DEPARTMENT for all costs incurred by the DEPARTMENT up to the point of Agreement termination and because of this Agreement's termination.

11. The RTC WASHOE agrees to pay actual PROJECT costs whether they be greater than or less than the estimates shown herein.

12. The RTC WASHOE will ensure that any reports, materials, studies, photographs, negatives, drawings or other documents prepared in the performance obligations under this Agreement shall be the exclusive, joint property of the RTC WASHOE and the DEPARTMENT. The RTC WASHOE will ensure any subconsultant will not use, willingly allow or cause to have such documents used for any purpose other than performance of obligations under this Agreement without the written consent of both the RTC WASHOE and the DEPARTMENT. The RTC WASHOE shall not utilize (and shall ensure any subconsultant will not utilize) any materials, information, or data obtained as a result of performance of this Agreement in any commercial or academic publication or presentation without the express written permission of the DEPARTMENT. The RTC WASHOE (and any subconsultant) shall not reference an opinion of an employee or agent of the DEPARTMENT obtained as a result of performance of this Agreement in any publication or presentation without the written permission of the employee or agent to whom the opinion is attributed, in addition to the written permission of the DEPARTMENT.

13. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitations, earthquakes, floods, winds or storms. In such an event, the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

14. To the fullest extent of NRS Chapter 41 liability limitations, each party shall indemnify, hold harmless, and defend, not excluding the other's right to participate, 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 its own 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 an actual or pending claim, within thirty (30) calendar days of the indemnified party's notice of such 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.

15. 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 DEPARTMENT 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.

16. Failure to declare a breach or the actual waiver of any particular breach of this Agreement or any of 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, including a breach of the same term.

17. An alteration ordered by the DEPARTMENT, which substantially changes the services provided for by the expressed intent of this Agreement will be considered extra work and shall be specified in a written amendment which will set forth the nature and scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

18. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

19. 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.

20. Except as otherwise expressly provided within this Agreement, all or any property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

21. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

22. 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 are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

23. 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 shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its 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.

24. In connection with the performance of work under this Agreement, the parties agree not to discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, sexual orientation, or age, including, without limitation, with regard to 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, without limitation, apprenticeship. The parties further agree to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

25. Neither party shall assign, transfer or delegate any rights, obligations, or duties under this Agreement without the prior written consent of the other party.

26. 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.

27. Pursuant to NRS 239 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.

28. 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 to be kept confidential by this Agreement.

29. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

30. This Agreement 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 and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Regional Transportation Commission of
Washoe County

State of Nevada, acting by and through its
DEPARTMENT OF TRANSPORTATION

Bill Thomas, AICP, Executive Director

Director

Approved as to Legality and Form:

Deputy Attorney General

Approved as to Form:

RTC Director of Legal Services

SAMPLE

Attachment A

McCarran Boulevard Corridor Study

Scope of Work

Purpose and Objective

Project Limits: Entire McCarran Boulevard Loop

Project Objective: The purpose of this project is to conduct a multimodal analysis for transportation improvements on the McCarran Boulevard loop. The study will identify recommendations for enhancing mobility options, improving safety, and addressing economic development efforts within the corridor that could potentially have significant traffic impacts; with the goal of maintaining consistency of the roadway character throughout, where feasible and within the context of the varying land use pattern. The plan will identify short and long term improvements and develop a funding strategy. Study recommendations will be incorporated into the Nevada Department of Transportation's (NDOT) long-range plan and programs and the RTC Regional Transportation Plan (RTP).

Project Need: McCarran Boulevard is a ring road approximately 23 miles in length that largely encircles the Reno-Sparks urbanized area and sections of the roadway carry some of the highest traffic volumes in the region, including high percentages of freight traffic. It also provides direct access to some of the largest employers in the region and has multiple interchanges with the Interstate system as well as other major freeway and arterial facilities such as US 395 and Pyramid Highway. The character of the McCarran Boulevard corridor varies widely throughout the region. Sections of the roadway are highly urbanized while others are more suburban or rural in nature. The roadway traverses industrial, commercial, and residential land uses, and has varying speed limits and traffic patterns throughout. Sections of McCarran Boulevard are also utilized by several transit routes operated by RTC. Due to the varying nature of development that has occurred alongside the corridor over the past several decades, and the piecemeal construction of the roadway itself, McCarran Boulevard does not necessarily function or operate in the manner it was intended to as a high capacity bypass or beltway. There have been several localized studies and improvements implemented along sections of McCarran in recent years that weren't necessarily completed within the context of the roadway as a whole. This has resulted in somewhat of an "identity crises" for the ring road, and this project seeks to establish a consistent framework for improvements going forward.

The CONSULTANT is responsible for carrying out tasks 1 through 4 as listed below to conduct the McCarran Boulevard Corridor Study. To conduct this work the RTC will provide the consultant the Model output runs and copies of prior RTC studies.

Task 1: Project Management

- 1.1 Perform day-to-day work to administer interrelated activities, manage personnel and resources, prepare and submit monthly invoices, monitor schedules and budgets, and prepare and distribute project progress reports as required.
- 1.2 Organize and conduct an initial kick-off meeting to clarify and refine study schedule, discuss overall study objectives, establish project management team's roles and responsibilities, and identify potential information sources.
- 1.3 Organize and conduct weekly status meetings (or as needed) with the RTC staff to explain the study progress, details and seek consensus on the tasks and milestones.
- 1.4 Provide frequent communication with RTC project manager and assistant project manager, team leads, and subconsultants to ensure that all project activities move forward in a coordinated manner.
- 1.5 Follow a documented QA/QC program so that all project deliverables meet or exceed the appropriate standard of care. Within two weeks of the notice to proceed (NTP), the consultant team will provide a detailed work plan for the project. The work plan will be delivered to the RTC project manager/assistant project manager for review and comment.
- 1.6 Provide materials to RTC staff to present to the RTC Board and Advisory Committees.

Deliverables:

- Quality Control Plan,
- Schedule,
- Presentation and meeting materials where applicable, and
- Monthly invoices.

Task 2: Information Gathering and Analysis

- 2.1 CONSULTANT will compile all information into a GIS database where layers will be created to identify the limits of each plan, study, or project, issues discussed and recommendations provided. A detailed description of the data that will be included in the database is provided in subsequent tasks. This methodology will provide the stakeholders with an understanding of the time and spatial distribution of issues and recommendations as well as overlaps and gaps that may exist.
- 2.2 CONSULTANT will review and synthesize the analysis and recommendations of other recent studies and projects in the corridor as well as the results of the additional traffic operations and safety analyses as described herein. Studies and projects include but are not limited to the following:
 - NDOT Road Safety Assessments (RSAs) and Safety Management Plans SMPs

- Proposed projects in the existing RTP, One Nevada Transportation Plan, Nevada State Freight Plan, and Statewide Transportation Improvement Program (eSTIP)
- Relevant Traffic Impact Studies (TIS) for pending development proposals
- Land use master plans for the jurisdictions of the City of Reno, City of Sparks, and Washoe County

2.3 CONSULTANT will undergo a data collection effort to identify roadway characteristics on McCarran Boulevard. As part of this task, the team will:

- Identify the existing roadway geometry including such features as number of travel lanes, existing right-of-way, traffic control at intersections as well as mid-block crossing, multimodal facilities (sidewalks, bike lanes, off-street paths), access control, and roadway lighting.
- Provide traffic data such as posted speed limits, existing annual average daily traffic (AADT) volumes, AM and PM peak period intersection level of service (LOS) and/or bottleneck data, and roadway operation metrics (speed and travel time data, user delay, etc.).
- Provide safety data such as the number, frequency, and severity of crashes, as well as the type of crashes. Highlight crashes resulting in fatalities and those which involved pedestrians or bicyclists.
- Coordinate with RTC staff to obtain forecast traffic data such as AADT and LOS.

2.4 CONSULTANT will consolidate all the pedestrian and bicycle facility needs, solutions and strategies throughout the corridor previously identified within the completed or ongoing studies. To perform this task the CONSULTANT will:

- Identify gaps or barriers in the pedestrian and bicycle network
- Identify the pedestrian crossing desire lines and accessibility at pedestrian traffic generators such as shopping centers, civic services, and existing transit stop locations.
- Identify intersections with potential speed and sight distance issues that would create safety concerns or an increased risk for conflicts between vehicles and pedestrians and/or bicyclists.

2.5 CONSULTANT will collect information from NDOT regarding pavement conditions along McCarran Boulevard with a focus on:

- Identifying pavement needs and strategies in the corridor.

- b. Providing recommendations on prioritization for potential improvements based on any opportunities identified through pavement preservation/maintenance needs.

CONSULTANT will perform an evaluation of the transit elements as below:

- a. Coordinate with RTC to collect information on transit stop characteristics including, stop utilization, accessibility, and programmed or planned improvements.
- b. Identify potential locations adjacent to the roadway or within the corridor for park and ride lot opportunities.

Deliverables:

- GIS Database,
- Technical Memo documenting inventory, identified issues and implementation strategies for elements listed above.

Task 3: Stakeholder Engagement and Public Involvement

- 3.1** CONSULTANT will facilitate bi-monthly project Technical Advisory Committee (TAC) meetings, including representatives from RTC, NDOT, Cities of Reno and Sparks, Washoe County, and other agencies as appropriate, to be held during the study period. The purpose of the TAC is to review technical study issues and provide technical guidance for development of strategies by the stakeholder group. A total of five (5) meetings is anticipated to be conducted for the duration of the project.
- 3.2** CONSULTANT will undertake public involvement activities with the goal of maintaining a dialogue as to the future of the corridor. This will be accomplished through active engagement of stakeholder groups and activities as follows:
 - a. In coordination with staff, the CONSULTANT shall develop presentation materials to convey progress throughout the development of the study.
 - b. The Consultant shall identify community activities that provide potential opportunities to engage the public and solicit feedback on the study.
 - c. The CONSULTANT shall compile the results of public engagement into a Public involvement memorandum.
 - d. The CONSULTANT shall reserve social media accounts and develop a website to serve as an information resource regarding development of the study. Management of the pages will include proactively posting appropriate project information, graphics, and photographs, connecting with appropriate agencies and stakeholders, and monitoring online conversations to correct misinformation. The CONSULTANT will develop a monthly schedule of messages in coordination with RTC project management and communications to be posted several times each week.

- 3.3** CONSULTANT will develop a comprehensive Stakeholder database for review and approval by RTC. Consultant will maintain and update the database in a format approved by the RTC. The consultant will provide the RTC with the final database at the end of the study.
- 3.4** CONSULTANT will conduct up to 10 stakeholder meetings with neighborhood groups, businesses, or other interested organizations with a stake in project implementation along the corridor. The purpose of the meetings are to: receive feedback and validation from the stakeholders on existing studies, planned projects and initiatives and other pertinent corridor information; listen and document stakeholder issues with respect to project implementation; develop criteria to help inform priorities and implementation strategies. Stakeholder activities may include:
- Data identification (including existing plans),
 - Data validation,
 - Data organization,
 - Immediate, short, and long-range action plans,
 - Identify implementation strategies,
 - Data integration with identified strategies,
 - Negotiate formal and informal agreements as necessary, and
 - Strategies to advocate for the future of McCarran Boulevard with the broader community.
- 3.5** The CONSULTANT will coordinate with RTC staff on all logistics for the stakeholder meetings including invites, securing meeting locations, agendas, meeting materials, and equipment and meeting and action items. The consultant will provide a final Stakeholder engagement memorandum to the RTC at the end of the study.

Deliverables:

- Agenda, meeting materials and minutes of meetings,
- Public involvement memorandum, and
- Stakeholder engagement memorandum.

Task 4: Implementation and Financing Plan

- 4.1** Under this task CONSULTANT will identify funding sources and prepare an implementation plan for short and long term improvements. CONSULTANT, along with input from stakeholders, will use a range of metrics to evaluate potential improvements, prior to including them in an overall implementation plan for the corridor. The evaluation information will be displayed in a typical criteria matrix format. This type of display will enable decision makers to see, at a glance, how each project or strategy compares overall. This evaluation matrix will be used to develop a tentative list of projects and strategies by proposed

implementation order. The list could be divided into sub lists of projects of similar types, such as pedestrian/streetscape improvements. Stakeholder input is critical at this stage prior to finalizing a list of projects by proposed implementation order. Additionally, the CONSULTANT's team will identify potential funding sources in a parallel effort and will enhance stakeholder's capacity to secure resources in the future.

- 4.2 CONSULTANT will prepare a conceptual design level plan for improvements and strategies. This will include concept layouts, cost estimates, and right of way needs.
- 4.3 CONSULTANT will prepare a draft implementation and financing plan and distribute it for review to the RTC, City of Reno, and other partner agencies.
- 4.4 CONSULTANT will revise the draft implementation and financing plan based on the comments from the RTC, NDOT, Cities of Reno and Sparks, Washoe County and other partner agencies and present the plan to the stakeholders.
- 4.5 CONSULTANT will incorporate comments and produce the Final Implementation and Financing Plan.

Deliverables

- Electronic copy of the draft report to the RTC, and participating agencies,
- Electronic copy of the revised report to the RTC and stakeholders, and
- Six 6 hard copies of the final report and 15 electronic copies.

Data to be provided by RTC

- Model output runs and other data sources
- Copies of prior RTC studies