LYON COUNTY REGIONAL TRANSPORTATION COMMISSION
MONDAY, APRIL 15, 2024
9:00 AM
LYON COUNTY ADMINISTRATIVE COMPLEX
27 S. MAIN STREET, YERINGTON, NV 89447

Join Zoom Meeting:

https://us02web.zoom.us/j/87489402871?pwd=MkZPRGZjQ28zNytLa2ZDQU5rdXc3QT09
Meeting ID: 874 8940 2871 / Passcode: 960900
Mobile: (669) 900-6833 / (719) 359-4580

Meetings are open to the public and may be attended in person or via virtual Zoom, if available

Virtual public comment may be given if you are attending the virtual Zoom meeting by raising your hand. This can occur in several ways, including by dialing *9 from your phone to raise your hand and request to speak for public comment. Then to unmute yourself, dial *6.

Written public comments may also be mailed to the Lyon County Clerk-Treasurer's Office at 27 S. Main Street, Yerington, Nevada 89447, or emailed to countyclerks@lyon-county.org, be sure to type, PUBLIC COMMENT in the subject line. Comments must be received the day prior to the date of the meeting by 4:00 P.M. for the comments to be included in the meeting. Any written public comments received after the aforementioned time will be compiled and added as supplemental materials to the County’s website and distributed to the Commission within 24 hours after the meeting.

AGENDA

(Action will be taken on all items unless otherwise noted)
(No action will be taken on any item until it is properly agendized).

To avoid meeting disruptions, please place cell phones and beepers in the silent mode or turn them off during the meeting.

The Board reserves the right to take items in a different order to accomplish business in the most efficient manner. Items may be combined for consideration and items may be pulled or removed from the agenda at anytime.
Restrictions on comments by the general public: Any such restrictions must be reasonable and may restrict the time, place and manner of the comments, but may not restrict comments based upon viewpoint.

1. Roll Call

2. Pledge of Allegiance

3. Public Participation (no action will be taken on any item until it is properly agendized) - It is anticipated that public participation will be held at this time, though it may be returned to at any time during the agenda. Citizens wishing to speak during public participation are asked to state their name for the record and will be limited to 3 minutes. The Board will conduct public comment after discussion of each agenda action item, but before the Board takes any action.

4. For Possible Action: Review and adoption of agenda

5. Staff Report

6. REGULAR AGENDA – (ACTION WILL BE TAKEN ON ALL ITEMS UNLESS OTHERWISE NOTED)
   6.a. For Possible Action: Approve RTC March 4, 2024 Minutes
       • RTC March 4, 2024 Minutes
   6.b. For Possible Action: Approve bills; Financial Report
       • Financial Report from February 1, 2023 thru April 5, 2024
   6.c. For Possible action: Approve to go to bid for the 2024 Lyon County RTC Road Rehab Project. The Project will be in the Silver City and Schad Lane (Dayton) area. This project will consist of 0.72 miles of roadways in Silver City, of road reconstruction, and patching in multiple areas and Cape seal on Schad Lane in Dayton. The project on Schad Lane would be “Break Out #1 in the Engineers Estimate.
       • Silver City Rehabilitation Project OPCC
       • Shadd Lane Rehabilitation Project OPCC
   6.d. For Possible Action: Approve Dowl engineering to do the bid preparations and Project Management.

7. Public Participation (no action will be taken on any item until it is properly agendized) - It is anticipated that public participation will be held at this time, though it may be returned to at any time during the agenda. Citizens wishing to speak during public participation are asked to state their name for the record and will be limited to 3 minutes. The Board will conduct public comment after discussion of each agenda action item, but before the Board takes any action.

8. Agenda Requests

9. Adjourn
Pursuant to NRS 241.020, the agenda has been posted at the following locations: Lyon County Administrative Complex (27 S. Main Street, Yerington, NV), the Lyon County Website: https://www.lyon-county.org, and the State Website: https://notice.nv.gov. Supporting documentation for the items on the agenda is available to members of the public at the County Manager’s Office (27 S. Main Street, Yerington, NV), by phone (775)463-6531, or by email requests to countyclerks@lyon-county.org.

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T.D.D. services available through 463-2301 or 463-6620 or 911 (emergency services) notice to persons with disabilities: members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Commissioners'/Manager's office in writing at 27 S. Main Street, Yerington, NV 89447, or by calling (775) 463-6531 at least 24 hours in advance

Lyon County is an equal opportunity provider.

Agenda and Backup Material is Available at www.lyon-county.org
Lyon County Regional Transportation Commission Agenda Summary

Meeting Date: April 12, 2024

Agenda Item Number:
6.a

Subject:
For Possible Action: Approve RTC March 4, 2024 Minutes

Summary:

Financial Department Comments:

Approved As To Legal Form:

County Manager Comments:

Recommendation:

ATTACHMENTS
  ● RTC March 4, 2024 Minutes
The Honorable Board of Regional Transportation Commission met this day, Monday, March 4, 2024 at 9:00 A.M. in the LYON COUNTY ADMINISTRATIVE COMPLEX, 27 S. MAIN STREET, YERINGTON, NV 89447.

1. Roll Call

Present: Comm. Scott Keller, Elmer Bull and Cody Wagner

Absent: Shane Martin and Stan Lau

Staff Present: Comptroller Josh Foli and Deputy District Attorney Illyssa Fogel

2. Pledge of Allegiance

Comm. Keller asked everyone to join him in the pledge of allegiance.

3. Public Participation

Comm. Keller asked for public comment and there was none.

4. For Possible Action: Review and Adoption of Agenda

Comm. Keller asked for public comment and there was none.

Elmer Bull moved to approve the agenda as presented, Cody Wagner seconded, and the motion passed 3-0.

5. REGULAR AGENDA

5.a. For Possible Action: Appoint a Chair with a term expiring up to the first meeting of 2025.

Comm. Keller asked for public comment and there was none.

Cody Wagner moved to appoint Commissioner Scott Keller as Chair with a term expiring up to the first meeting of 2025, Elmer Bull seconded and the motion passed 3-0.

5.b. For Possible Action: Appoint a Vice-Chair with a term expiring up to the first meeting of 2025.

Comm. Keller asked for public comment and there was none.

Elmer Bull moved to appoint Cody Wagner as Vice Chair with a term expiring up to the first meeting of 2025, Commissioner seconded and the motion passed 3-0.

5.c. For Possible Action: Approve March 15, 2023 Minutes.

• RTC March 15, 2023 Minutes

Comm. Keller asked for public comment and there was none.
Elmer Bull moved to approve the March 15, 2023 Minutes, Cody Wagner seconded and the motion passed 3-0.

5.d. For Possible Action: Approve June 21, 2023 Minutes.
• RTC June 21, 2023 Minutes

Comm. Keller asked for public comment and there was none.

Cody Wagner moved to approve the June 21, 2023 Minutes, Elmer Bull seconded and the motion passed 3-0.

5.e. For Possible Action: Approve bills; Financial Report
• Financial Report from February 28, 2023 thru January 31, 2024

Comm. Keller asked for public comment and there was none.

Comptroller Josh Foli opened the floor for any questions from the board.

Elmer Bull asked if there is anything the board should be aware or concerned about in which Josh stated he will review the revenues on the next item.

Cody Wagner moved to approve the financial report from February 28, 2023 through January 31, 2024, Elmer Bull seconded and the motion passed 3-0.

5.f. For Possible Action: Approve the 2024-2025 RTC Budget.

Comptroller Josh Foli gave a presentation reviewing the breakdown of the 2024-2025 RTC Budget. He stated that the revenues are staying fairly level and they are not going up significantly from year to year.

Cody Wagner asked for clarification on the City of Fernley revenue in which Comptroller Josh Foli responded with the breakdown of the sub funds.

Comm. Keller asked for public comment and there was none.

Elmer Bull moved to approve the 2024-2025 RTC Budget as presented.

Josh Foli asked for the motion to include that the Comptroller is allowed to change the revenue projections and the final revenue projections which will be on March 15, 2024.

Elmer Bull made a motion to amend his motion to include the language provided by Comptroller Josh Foli, Cody Wagner seconded and the motion passed 3-0.

5.g. For Possible Action: Approval to reimburse the City of Yerington for eligible expenses in the amount of $109,679.89 for Type 2 slurry and cape seal on various streets within the city.
• Q&D Pay App #22 - RTC City Roads

Elmer Bull asked if this reimbursement is related to the March 15, 2023 meeting, when the city asked for reimbursement, and we declined that until they presented some invoices.

Comptroller Josh Foli responded that in the past the City of Yerington was presenting project invoices to the RTC board. Josh let them know that the board approved projects and allows the Comptroller to administratively pay
invoices for those projects as long as they are within the dollar amount in the budget and then present the project to the board, such as the next agenda item.

Comm. Keller asked for public comment and there was none.

Cody Wagner moved to approve reimbursement the City of Yerington for eligible expenses in the amount of $109,679.89 for Type 2 slurry and cape seal on various streets within the city, Elmer Bull seconded and the motion passed 3-0.

5.h. For Possible Action: Approve an expenditure of up to $1,000,000 for the East Goldfield Avenue Project and authorize the County Comptroller to pay valid invoices.

Elmer Bull asked what the details of this project is.

Michelle from the City of Yerington stated that request for $1,000,000 is for paving, sidewalk and gutters along East Goldfield Avenue to Oregon Street.

Cody Wagner asked Comptroller Josh Foli if it would be future revenues that would pay for this project in which Josh Foli responded that is correct as the project isn’t anticipated to start until June or July timeframe so by that point it should be not be an issue.

Comm. Keller asked for public comment and there was none.

Elmer Bull moved to approve the 2024-2025 RTC Budget, Cody Wagner seconded and the motion passed 3-0.

6. Public Participation

Comm. Keller asked for public comment and there was none.

7. Adjourn

Meeting was adjourned at 9:14am.

LYON COUNTY REGIONAL TRANSPORTATION COMMISSION

________________________________________
Scott Keller, Chairman

ATTEST

________________________________________
Staci Lindberg, Lyon County Clerk/Treasurer
Lyon County Regional Transportation Commission Agenda Summary

Meeting Date: April 12, 2024

Agenda Item Number:
6.b

Subject:
For Possible Action: Approve bills; Financial Report

Summary:

Financial Department Comments:

Approved As To Legal Form:

County Manager Comments:

Recommendation:

ATTACHMENTS
- Financial Report from February 1, 2023 thru April 5, 2024
TO: Regional Transportation Commission

FROM: Josh Foli, Lyon County Comptroller

RE: Financial Report from February 1, 2023 thru April 5, 2024

<table>
<thead>
<tr>
<th>Cash Balance as of January 31, 2024</th>
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</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
</tr>
<tr>
<td>Gas Tax- November 2023</td>
<td>$370,149.95</td>
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<tr>
<td>Gas Tax- December 2024</td>
<td>$331,302.35</td>
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<tr>
<td>Gas Tax- January 2023</td>
<td>$299,522.18</td>
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<tr>
<td>Road Constr. Tax-Yerington</td>
<td>$1,320.00</td>
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<tr>
<td>Road Constr. Tax-Fernley</td>
<td>$-</td>
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<tr>
<td>Interest</td>
<td>$-</td>
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<td></td>
<td>$1,002,294.48</td>
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<table>
<thead>
<tr>
<th>Expenditures</th>
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<tbody>
<tr>
<td>Work Comp</td>
<td>$-</td>
</tr>
<tr>
<td>Road and Bridge Costs - County</td>
<td>$-</td>
</tr>
<tr>
<td>Road and Bridge Costs - Fernley</td>
<td>$-</td>
</tr>
<tr>
<td>Road and Bridge Costs - Yerington</td>
<td>$109,679.89</td>
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<tr>
<td></td>
<td>$109,679.89</td>
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</table>

<table>
<thead>
<tr>
<th>Cash Balance as of April 5, 2024</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>City of Fernley</td>
<td>$9,920,496.66</td>
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<tr>
<td>City of Fernley-Road Const Tax</td>
<td>$140,020.50</td>
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<tr>
<td>City of Yerington</td>
<td>$924,696.30</td>
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<tr>
<td>City of Yerington-Road Const Tax</td>
<td>$10,246.72</td>
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<tr>
<td>Lyon County</td>
<td>$4,061,779.05</td>
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<td></td>
<td>$15,057,239.23</td>
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Lyon County Regional Transportation Commission Agenda Summary

Meeting Date: April 12, 2024

Agenda Item Number:
6.c

Subject:
For Possible action: Approve to go to bid for the 2024 Lyon County RTC Road Rehab Project. The Project will be in the Silver City and Schad Lane (Dayton) area. This project will consist of 0.72 miles of roadways in Silver City, of road reconstruction, and patching in multiple areas and Cape seal on Schad Lane in Dayton. The project on Schad Lane would be “Break Out #1 in the Engineers Estimate.

Summary:

Financial Department Comments:

Approved As To Legal Form:

County Manager Comments:

Recommendation:

ATTACHMENTS

- Silver City Rehabilitation Project OPCC
- Shadd Lane Rehabilitation Project OPCC
## Engineer's Opinion of Probable Construction Cost

### Break Out #1 - High Street

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
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<tbody>
<tr>
<td>HS1</td>
<td>REMOVE EXISTING COMPOSITE ROADWAY SECTION</td>
<td>SF</td>
<td>29,450</td>
<td>2.25</td>
<td>66,262.50</td>
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<tr>
<td>HS2</td>
<td>4&quot; TYPE 3 ASPHALT ON 8&quot; TYPE 2, CLASS B BASE, ON 12&quot; STRUCTURAL FILL</td>
<td>SF</td>
<td>29,450</td>
<td>8.75</td>
<td>257,687.50</td>
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<tr>
<td>HS3</td>
<td>GRADING/SHOULDERING</td>
<td>CY</td>
<td>30</td>
<td>45.00</td>
<td>1,350.00</td>
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</table>

**SUBTOTAL = $325,300.00**

### Break Out #2 - 2nd Street

<table>
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<tr>
<th>Item No.</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Price</th>
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<tbody>
<tr>
<td>SS1</td>
<td>REMOVE EXISTING COMPOSITE ROADWAY SECTION</td>
<td>SF</td>
<td>6,748</td>
<td>2.25</td>
<td>15,183.00</td>
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<tr>
<td>SS2</td>
<td>4&quot; TYPE 3 ASPHALT ON 8&quot; TYPE 2, CLASS B BASE, ON 12&quot; STRUCTURAL FILL</td>
<td>SF</td>
<td>6,748</td>
<td>8.75</td>
<td>59,045.00</td>
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<tr>
<td>SS3</td>
<td>TYPE 2 AC CURB (FULL HEIGHT OR DEPRESSED)</td>
<td>LF</td>
<td>964</td>
<td>22.00</td>
<td>21,208.00</td>
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</table>

**SUBTOTAL = $95,436.00**

### Break Out #3 - 3rd Street

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<th>Item No.</th>
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<th>Unit Price</th>
<th>Total Price</th>
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<tbody>
<tr>
<td>TS1</td>
<td>REMOVE EXISTING COMPOSITE ROADWAY SECTION</td>
<td>SF</td>
<td>3,740</td>
<td>2.25</td>
<td>8,415.00</td>
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<tr>
<td>TS2</td>
<td>4&quot; TYPE 3 ASPHALT ON 8&quot; TYPE 2, CLASS B BASE, ON 12&quot; STRUCTURAL FILL</td>
<td>SF</td>
<td>3,740</td>
<td>8.75</td>
<td>32,725.00</td>
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<tr>
<td>TS3</td>
<td>TYPE 2 AC CURB (FULL HEIGHT OR DEPRESSED)</td>
<td>LF</td>
<td>470</td>
<td>22.00</td>
<td>10,340.00</td>
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</tbody>
</table>

**SUBTOTAL = $51,480.00**

### Break Out #4 - 4th Street

<table>
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<th>Item No.</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
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<th>Total Price</th>
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<tbody>
<tr>
<td>FS1</td>
<td>REMOVE EXISTING COMPOSITE ROADWAY SECTION</td>
<td>SF</td>
<td>6,720</td>
<td>2.25</td>
<td>15,120.00</td>
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<tr>
<td>FS2</td>
<td>4&quot; TYPE 3 ASPHALT ON 8&quot; TYPE 2, CLASS B BASE</td>
<td>SF</td>
<td>6,720</td>
<td>6.50</td>
<td>43,680.00</td>
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<tr>
<td>FS3</td>
<td>TYPE 2 AC CURB (FULL HEIGHT OR DEPRESSED)</td>
<td>LF</td>
<td>960</td>
<td>22.00</td>
<td>21,208.00</td>
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</table>

**SUBTOTAL = $79,920.00**

### Break Out #5 - 5th Street

<table>
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<tr>
<th>Item No.</th>
<th>Description</th>
<th>Unit</th>
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<tbody>
<tr>
<td>F1</td>
<td>REMOVE EXISTING COMPOSITE ROADWAY SECTION</td>
<td>SF</td>
<td>3,488</td>
<td>2.25</td>
<td>7,848.00</td>
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<tr>
<td>F2</td>
<td>4&quot; TYPE 3 ASPHALT ON 8&quot; TYPE 2, CLASS B BASE</td>
<td>SF</td>
<td>3,488</td>
<td>6.50</td>
<td>22,672.00</td>
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<tr>
<td>F3</td>
<td>TYPE 2 AC CURB (FULL HEIGHT OR DEPRESSED)</td>
<td>LF</td>
<td>436</td>
<td>22.00</td>
<td>9,592.00</td>
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**SUBTOTAL = $40,112.00**

### Break Out #6 - Gay Street

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<th>Item No.</th>
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<td>GS1</td>
<td>REMOVE EXISTING COMPOSITE ROADWAY SECTION</td>
<td>SF</td>
<td>17,575</td>
<td>2.25</td>
<td>39,543.75</td>
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<tr>
<td>GS2</td>
<td>4&quot; TYPE 3 ASPHALT ON 8&quot; TYPE 2, CLASS B BASE, ON 12&quot; STRUCTURAL FILL</td>
<td>SF</td>
<td>17,575</td>
<td>8.75</td>
<td>153,761.25</td>
</tr>
<tr>
<td>GS3</td>
<td>GRADING/SHOULDERING</td>
<td>CY</td>
<td>20</td>
<td>45.00</td>
<td>900.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL = $194,225.00**

**TOTAL = $786,473.00**

**MOB/DEMOB (10%) = $78,650.00**

**CONTINGENCY (20%) = $158,000.00**

**GRAND TOTAL = $1,023,123.00**

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**General Note:**

This preliminary estimate of probable construction cost is the Engineer's best judgement as a professional engineer generally familiar with this type of construction. However, since the Engineer has no control over market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from this estimate.
CLIENT: Lyon County Public Works  
Project Name: Schadd Lane Rehabilitation Project  
Engineer's Opinion of Probable Construction Cost: "Preliminary"  
Date: March 19, 2024

### Engineer's Opinion of Probable Construction Cost

#### Break Out #1 - Corrective Maintenance Approach

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM1</td>
<td>CHIP SEAL PATCHING (~20% of ROADWAY AREA)</td>
<td>SF</td>
<td>35,000</td>
<td>$2.50</td>
<td>$87,500.00</td>
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<tr>
<td>CM2</td>
<td>CAPE SEAL (T3 MICRO OVER 1/2&quot; CHIP)</td>
<td>SF</td>
<td>172,500</td>
<td>$1.50</td>
<td>$258,750.00</td>
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<tr>
<td>CM3</td>
<td>GRADING/SHOULDERING</td>
<td>CY</td>
<td>560</td>
<td>$55.00</td>
<td>$30,800.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL =** $377,050.00

MOB/DEMOB (10%) = $37,800.00  
CONTINGENCY (20%) = $76,000.00  
**GRAND TOTAL =** $490,850.00

#### Break Out #2 - Rehabilitation Approach

<table>
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<tr>
<th>Item No.</th>
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<th>Unit</th>
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<tr>
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<td>PULVERIZE EXISTING COMPOSITE ROADWAY SECTION</td>
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<td>172,500</td>
<td>$1.25</td>
<td>$215,625.00</td>
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<td>RR2</td>
<td>4&quot; TYPE 2 ASPHALT ON 8&quot; RECYCLED BASE</td>
<td>SF</td>
<td>172,500</td>
<td>$6.50</td>
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<tr>
<td>RR3</td>
<td>GRADING/SHOULDERING</td>
<td>CY</td>
<td>560</td>
<td>$55.00</td>
<td>$30,800.00</td>
</tr>
</tbody>
</table>

**SUBTOTAL =** $1,367,675.00

MOB/DEMOB (10%) = $136,800.00  
CONTINGENCY (20%) = $274,000.00  
**GRAND TOTAL =** $1,778,475.00

**General Note:**

This preliminary estimate of probable construction cost is the Engineer's best judgement as a professional engineer generally familiar with this type of construction. However, since the Engineer has no control over market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from this estimate.
Lyon County Regional Transportation Commission Agenda Summary

Meeting Date: April 12, 2024

Agenda Item Number:
6.d

Subject:
For Possible Action: Approve Dowb engineering to do the bid preparations and Project Management.

Summary:

Financial Department Comments:

Approved As To Legal Form:

County Manager Comments:

Recommendation:

ATTACHMENTS
•
# Project: 2024 Road Rehabilitation

## Client: Lyon County Road Department

### Project or Contract #:

- **Prepared By:** Keith Karpstein
- **Reviewed By:**

### Summary

**4/11/2024**

<table>
<thead>
<tr>
<th>Phase Name</th>
<th>Task</th>
<th>Labor Subtotal</th>
<th>Direct Expenses Subtotal</th>
<th>Subconsultants</th>
<th>Project Totals</th>
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</thead>
<tbody>
<tr>
<td><strong>Project Management</strong></td>
<td>Project coordination and management</td>
<td>16 $3,540.00</td>
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**T&M** Lump Sum Other
### Summary

**Project:** 2024 Road Rehabilitation  
**Client:** Lyon County Road Department  
**Project or Contract #:**  
**4/11/2024**  
**Prepared By:** Keith Karpstein  
**Reviewed By:**

#### Labor Subtotal

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<th>Phase Name</th>
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<th>Hours</th>
<th>Cost</th>
<th>Direct Expenses Subtotal</th>
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**Subtotal**

- $28,920.00

**Total**

- $143,320.00
- $1,962.40
- $145,282.40
TASK ORDER

Task Order No.: ____33____

Issued under the authority of Professional Services Master Task Order Agreement dated: December 18, 2014

Task Order Title: 2024 Road Rehabilitation

Effective Date: April 18, 2024

This Task Order is issued under the provisions of the above Professional Services Master Task Order Agreement dated December 18, 2014 between Lyon County (CLIENT) and DOWL (DOWL).

The following representatives have been designated for the work performed under this Task Order:

CLIENT: Dustin Homan
DOWL: Keith Karpstein

SCOPE OF WORK: (attach additional sheet(s) as required)

Refer to Exhibit A – DOWL’s Services for Task Order

COMPENSATION:

See Exhibit B- DOWL’s compensation for Task Order

DOWL shall be reimbursed on a Time & Materials basis. DOWL shall invoice no more often than monthly for services provided in the prior month.

The provisions of the Master Task Order Agreement and any Special Terms and Conditions and/or Exhibits or Attachments to this Task Order shall govern the Work.

IN WITNESS WHEREOF: Persons authorized to commit the resources of the Parties have executed this Task Order and this Task Order may be signed in any number of counterparts, each of which is an original, and all of which taken together constitute one single document:

Lyon County

By: ____________________________
Title: ____________________________
Date: ____________________________

DOWL

By: ____________________________
Title: ____________________________
Date: ____________________________

Fed. ID. No. 92-0166301
Exhibit A – DOWL’s Services for Task Order

Task Order No.: 33
Task Order Title: 2024 Road Rehabilitation

Issued under the authority of Professional Services Master Task Order Agreement Number: Lyon/DOWL MSA Dated December 18, 2014

Project Description: Road rehabilitation to include road reconstruction and cape seal. The following roadways included in the project and their corresponding treatments are listed below.

- High Street – Reconstruction
- 2nd Street – Reconstruction
- 3rd Street – Reconstruction
- 4th Street – Reconstruction
- 5th Street – Reconstruction
- Gay Street – Reconstruction
- Schadd Lane – Cape Seal

PART 1 - SERVICES

Task 1 – Project Management

Objective
To plan, organize, direct, control, and communicate all relevant activities set forth in this SOW within the approved budget and schedule.

Approach
The following applies:

DOWL will routinely review project progress and communicate project status on a regular basis. Communication will be through email and telephone, and with project coordination meetings with County and DOWL staff. This task will include the following activities:

- Project administration includes scheduling maintenance, cost control, filing, resource allocation, and routine communications.
- Team coordination, including conference calls and internal meetings.
- Monitoring changes to the scope, budget, or schedule and developing change management strategies with the County.

Deliverables
The following will be delivered under this task:

- Monthly invoices and status reports.

Assumptions
The following assumptions apply:

- Monthly reports will be provided with timely invoices.
- Project-related issues will be identified, communicated, and resolved.
Task 2 – Survey and Mapping

Objective
To generate survey and mapping data for development of CAD base maps in support of design activities for the Silver City streets.

Approach
The following approach applies:

- DOWL will utilize Lyon County GIS data for street rights-of-way and parcel lines. A boundary survey will not be required.
- DOWL will establish project control for base map preparation. The horizontal and vertical control will be based on published data. Horizontal control will conform to North American Datum of 1983 (NAD 83), and vertical control will conform to North American Vertical Datum of 1988 (NAVD 88).
- DOWL will prepare a topographic survey to support development of design drawings. The final drawing will be prepared showing 1-foot contour intervals with drawing scale of 1” = 20’.
- DOWL will locate existing conditions including, but not be limited to roadway and driveways, and utility features, drainage features and structures which are visible from the surface of the ground. These features will be mapped and shown on the topographic map.
- DOWL will coordinate with utility owners in the project area to obtain record drawings and/or maps. Fees, if applicable, are included in this task. A third-party utility locator to mark buried utilities is not included.

Deliverables
- Electronic CAD files for use in preparing design plans for the Silver City streets.

Assumptions
The following assumptions apply:
- Boundary survey and record map recordation are not included.

Task 3 – Bid Documents

Objective
Prepare contract documents for bidding and opinion of probable costs for client budgetary review.

Approach
The following approach applies:

- Complete site visit to verify proposed improvements and potential conflicts and challenges, including estimating and locating patching areas.
- Request utility maps from utility agencies and map on the existing topographic map for the Silver City streets.
- Prepare roadway cross section details for the Silver City streets.
- Prepare plan and profile for the Silver City streets. 11 sheets are assumed.
- Prepare details for paving transitions, utility adjustments, and other work applicable to the Silver City streets. Up to 4 detail sheets are assumed.
- Prepare roadway exhibits for streets receiving surface treatment. Exhibits will display limits of work, surface treatment type, and total surface area.
• Prepare engineer’s opinion of probable costs. This effort may include recommendations for bid alternates if funding availability is limited.
• Prepare technical specifications for roadway reconstruction, surface treatments, and related work.
• Prepare bid documents of roadway reconstruction and surface treatments, including bid schedule.
• Submit bid package to County staff for comments.
• Meet with County to review comments and finalize the bid documents.

**Deliverables**

The following will be delivered under this task:

• Submittal of the 90% set for County review and comment will include individual PDF files of the Plans (22”x34”), Specifications, and Opinion of Probable Construction Cost.
• Submittal of the 100% set used for bidding will include individual PDF files of the Plans (22”x34”), Specifications, and Opinion of Probable Construction Cost.

**Assumptions**

The following assumptions apply:

• Plans will include the following sheets:
  o Cover, general notes, legend and abbreviations (3 sheets)
  o Sheet index (1 sheet)
  o Survey and alignment control (1 sheet)
  o Plan and profile 1”=40’ (11 sheets)
  o Roadway cross sections (1 sheet)
  o Details (3 sheets)
  o Surface Treatment Exhibits (1 sheet)

• County review and comment will be complete within 14 days after receiving draft bid package.
• Roadway configurations will remain the same.
• No traffic evaluation is required.
• No hydrology or hydraulic analysis is included.
• No culvert installations, replacements, or drainage infrastructure design is included.
• No Utility relocation coordination or design is included in this scope of work.
• Potholing to verify utility information is not included under DOWL in this scope of work.
• No permitting will be required under DOWL in this scope of work.
• No geotechnical investigation or pavement coring is included. Pavement structural section is provided by others.
Task 4 – Bidding Assistance

Objective
Assist the County in the bid solicitation, opening, review, and award process of the construction contract.

Approach
Activities under this task will include the following elements:

- Advertise and bid the Project electronically through the Planet Bids platform and maintain a plan holder’s list.
- Answer questions from bidders and prepare addendums as required.
- Collect and review bids and perform due-diligence checks.
- Prepare letter of recommendation for award of the contract to the County.
- Prepare and issue Notice of Award.

Deliverables
The following deliverables will be submitted under this task:

- Bid results summary.
- Letter of recommendation to the County Board for award. Recommendation to the Board will be made for award of the contract to the lowest responsible and responsive bidder.
- Notice of Award.

Assumptions
The following assumptions apply:

- DOWL will conduct the bid-opening virtually and no attendance is required.
- Two (2) RFIs and preparation of one (1) addendum are assumed.

Task 5 – Construction Administration Support

Objective
Monitor the Project and keep the County informed of the Project status at all times. This phase also includes assisting the County with the close out of the construction process and construction contract.

Approach
The following activities will be performed as part of this task:

- Conduct one (1) pre-construction meeting, prepare agenda and meeting minutes for the pre-construction meeting. DOWL attendance will include our Project Manager, Project Engineer and Designer.
- Process one (1) change order(s), review payment applications, evaluate claims, review submittals, respond to RFIs, and address unanticipated conditions.
- Coordinate and attend weekly site meetings with Owner and Contractor.
- Weekly in-office construction management activities are limited to eight (8) total hours per week throughout the project duration.
  - These activities include processing of documents (described earlier), coordination of parties, daily observation report QC, etc.
  - Review construction inspection and material testing results, which will be provided by Lumos and Associates.
Maintain all Project documentation for the duration of the Project including tracking, disbursing, and reviewing. Maintain logs for all documentation including submittals, RFCs/RFIs, field orders, work change directives, change orders.

- Certified Payroll Review:
  - Review certified payroll reports supplied by prime contractor. Reports to include prime and sub-contractors working on Project.
  - Verify contractor staffs’ position, time, and wages paid are accurate and comply with the prevailing wages for the Project.
  - DOWL will not perform labor interviews or certify that the staff’s time on the project are correct.

- Coordinate a substantial completion inspection and formulate a final punch-list of work items to be completed prior to final inspection.
- Conduct a final inspection meeting to verify that all outstanding work items are complete (construction observer to perform on-site final walkthrough with Contractor and County Staff).
- Recommend Project final acceptance to the County.
- Assist the County with coordination with the Labor Commission for project startup and closeout.

**Deliverables**
The following will be delivered under this task:

- Certified payroll reports supplied by contractor.
- Electronic copies of responses to material submittals, cutsheets, and construction plan review.
- Electronic copies of responses to work plans, RFIs, and requests for change orders.
- Draft and final notice of substantial completion.

**Assumptions**
The following assumptions apply:

- Pre-construction meeting to be held at DOWL’s office.
- Construction and post/pre-construction activities anticipated to take twelve (12) weeks.
- Weekly construction meetings are included.
- Office engineering efforts are detailed under the Approach section of this task.
- Certified payroll reviews are assumed at one (1) hour per week. Additional hours are included for coordination with the labor commission.
- Certified Payroll reports are anticipated to be complete and correct. Contractor is to be familiar with certified payrolls and compliance.
- If certified payroll reports are not complete, DOWL will reject submission and require re-submittal by the contractor.
- DOWL’s review of CPR reports will consist of verification of personnel, their time, and hourly wages meet requirements of the Project. Certification that the personnel’s time on the project are correct is not provided by DOWL.
- All final certification and reporting to the Nevada Department of Labor must come from the County as they are the public body, funding Project, and have ultimate responsibility.
• Full-time construction observation or materials testing is not included and will be provided by others.

Task 6 – Construction Staking

Objective
To provide the necessary control and alignment staking for the Contractor’s use during construction for Silver City streets.

Approach
The following activities will be performed as part of this task:
• DOWL will verify existing control points and set additional control as needed throughout construction.
• DOWL will provide one set of stakes at an offset designated by the contractor at 50’ intervals.

Deliverables:
The following deliverables will be submitted under this task:
• Construction staking cut sheets.

Assumptions:
The following assumptions apply:
• Nine (9) days of staking will be required by our survey crew. Additional mobilizations will be charged on a time and material basis.
• Additional staking or re-staking due to removal of stakes by the public or the Contractor will be charged on a time and materials basis.
• Prevailing wage rates apply to field work.

Task 7 - County Directed Services
For tasks to cover the cost of Project work items that are currently unforeseen by the County, a task budget of $10,000 is incorporated into this Contract. Labor efforts will not be charged to this task unless written authorization is obtained from the County.

PART 2 - SCHEDULE
DOWL will complete the work per the following schedule:
• Notice to proceed - April 2024
• Topographic base mapping - May 2023
• PS&E submittal (90%) - July 2024
• Final submittal (100%) - August 2024
• Bidding/award - September 2024
• Construction - October 2024 (Weather permitting)
Exhibit B – DOWL’s Compensation for Task Order
Task Order No.: 33
Task Order Title: 2024 Road Rehabilitation
Issued under the authority of Professional Services Master Task Order Agreement Number: Lyon/DOWL MSA Dated December 14, 2014

A. Owner shall pay Engineer for Basic Services set forth in this Exhibit A, except for services of Engineer’s Resident Project Representative, if any, as follows:

1. A Time and Materials, Not to Exceed Amount of $145,282 based on the following estimated distribution of compensation:

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<th>Task</th>
<th>Description</th>
<th>Fee</th>
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<td><strong>Total</strong></td>
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2. Engineer may alter the distribution of compensation between individual phases noted herein to be consistent with services rendered but shall not exceed the total amount unless approved in writing by the Client.

3. The Amount includes compensation for Engineer’s services and services of Engineer’s Consultants, if any. Appropriate rates have been incorporated in the Amount to account for labor, overhead, profit, and Reimbursable Expenses.