



Department of Transportation  
Board of Directors  
Notice of Public Meeting  
1263 South Stewart Street  
Third Floor Conference Room  
Carson City, Nevada  
July 12, 2021 – 9:30 A.M.

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## AGENDA

1. Welcome / Call to Order/ Roll Call  
Governor Steve Sisolak, Lieutenant Governor Kate Marshall, Controller Catherine Byrne, Virginia Valentine, Justin Kalb, Stephen Ascuaga
2. Public Comment—The first public comment is limited to comments on items on the agenda. No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item. The Chair of the Board will impose a time limit of three (3) minutes.
3. Consideration of Approval of the June 14, 2021 Nevada Department of Transportation Board of Directors Meeting Minutes. —*For possible action.*
4. Receive Director’s Report. —*Informational item only.*
5. Consideration of Approval of Agreements over \$300,000—*For possible action.*
6. Contracts, Agreements, and Settlements—Pursuant to NRS 408.131 the Board may delegate authority to the Director which the Director may exercise pursuant to NRS 408.205. These items and matters have been delegated to the Director by the Board by resolutions in April 1990 and July 2011. —*Informational item only.*
7. Consideration of Approval of Legislature-Approved Fiscal Year 2022 Vehicle Replacement and Procurement of Vehicles and Non-Rental Equipment in Accordance with NRS 408.389 – *For possible action.*
8. Consideration of Approval for Disposal of a Vacant Parcel at the NW corner of IR-580 and Fairview Drive, Carson City, State of Nevada, SUR 18-05 - *For possible action.*
9. Public Comment—This public comment period is for any matter that is within the jurisdiction of the public body. No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item. The Chair of the Board will impose a time limit of three (3) minutes.
10. Executive Session —Receive information from legal counsel regarding potential and existing litigation involving a matter over which the Transportation Board of Directors has supervision, control, jurisdiction, or advisory power and to deliberate toward a decision on the matter (Note: This item may be closed to the public pursuant to NRS 241.015(3)(b)(2) in order to discuss legal matters.)—*For possible action.*
11. Adjournment—*For possible action.*



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NOTES:

- Items on the agenda may be taken out of order.
- The Board may combine two or more agenda items for consideration.
- The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
- The Board will limit public comments to three (3) minutes per speaker and may place other reasonable restrictions on the time, place, and manner of the public comments based upon viewpoint.
- In lieu of in-person attendance, members of the public may submit public comment utilizing NDOT's online public comment form by clicking the following link: [Public Comment Form](#).

Public Comment received by 4:00 P.M. (Pacific Time) on the business day (excluding State holidays) prior to the meeting will be provided to the Board for their review prior to the meeting and will be entered into the permanent record.

Public Comment received after 4:00 P.M. (Pacific Time) on the business day (excluding State holidays) prior to the meeting and prior to 5:00 P.M. (Pacific Time) on the day of the meeting will be included in the permanent record.

To be in compliance with the three (3) minute public comment rule, or on-line Public Comment Form comments will be limited to 450 words.

- Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. If special arrangements for the meeting are necessary, please notify Claudia Castillo-Garcia at (775) 888-7440 or [ccastillo@dot.nv.gov](mailto:ccastillo@dot.nv.gov) as soon as possible and at least two (2) days in advance of the meeting.
- This meeting is also expected to be available via video-conferencing at the Nevada Department of Transportation District I Office located at 123 East Washington, Las Vegas, Nevada in the Conference Room and at the District III Office located at 1951 Idaho Street, Elko, Nevada. Public comment may be provided at those locations.
- Copies of non-confidential supporting materials provided to the Board are available upon request. Request for such supporting materials should be made to Claudia Castillo-Garcia at (775) 888-7440 or [ccastillo@dot.nv.gov](mailto:ccastillo@dot.nv.gov). Such supporting material is available at 1263 South Stewart Street, Carson City, Nevada 89712 and, if available on-line, at [www.dot.nv.gov](http://www.dot.nv.gov).



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This agenda was posted at the following locations:

<https://www.dot.nv.gov/doing-business/public-involvement-information>

Nevada Dept. of Transportation  
1263 South Stewart Street  
Carson City, Nevada

Nevada Dept. of Transportation  
123 East Washington  
Las Vegas, Nevada

Nevada Dept. of Transportation  
310 Galletti Way  
Sparks, Nevada

Nevada Dept. of Transportation  
1951 Idaho Street  
Elko, Nevada

Governor's Office  
Capitol Building  
101 N. Carson Street  
Carson City, NV

Nevada Public Notice Website  
<https://notice.nv.gov/>



Nevada Department of Transportation

Board of Directors • Meeting Minutes

June 14, 2021

9:30 A.M.

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**Meeting Location:** 1263 South Stewart Street 123 East Washington Avenue  
Third Floor Conference Room Building B  
Carson City, Nevada 89712 Las Vegas, Nevada 89101

**1. Welcome/Call to Order/Roll Call**

Governor Sisolak called the meeting to order on Monday, June 14, 2021. A roll call was conducted, and a quorum was established.

Present: Governor Steve Sisolak, Lt. Governor Kate Marshall, Controller Catherine Byrne, Member Virginia Valentine, Member Justin Kalb, Member Stephen Ascuaga.

**2. Public Comment #1**

There were no public comments regarding items on the agenda.

**3. Consideration of Approval of the May 10, 2021 Nevada Department of Transportation Board of Directors Meeting Minutes. (For Possible Action)**

**Motion:** Approve the May 10, 2021 Nevada Department of Transportation Board of Directors Meeting Minutes

**By:** Member Virginia Valentine

**Vote:** Passed unanimously

**4. Receive Director's Report (Informational Item)**

Director Swallow began the director's report with a discussion on safety and reminded the Board that with the state reopening and summer approaching, NDOT expects to see more people on the roads. Director Swallow referred to the time period between Memorial Day and Labor Day weekend as the 100 deadliest days on Nevada's roadways. Director Swallow informed the Board that statewide data shows a 30-percent increase in fatalities over the previous year: Nye County has experienced an increase of over 360 percent over the previous year; White Pine County went from zero fatalities in 2020 to three in 2021; four counties saw increases of over 200 percent; and in Clark County fatalities have increased from 65 in 2020 to 86 in 2021 thus far. Rather than





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discuss any one particular crash, Director Swallow read a summary of headlines to the Board regarding fatalities statewide and reminded the Board and all citizens that speeding and impairment remain the top causes of crashes and cautioned everyone to refrain from driving impaired over the upcoming Independence Day holiday weekend.

Director Swallow reported that this will likely be her final report on COVID traffic impacts. In the Reno area, traffic numbers are almost back to normal, in Elko, the numbers have remained strong throughout the pandemic, and Director Swallow explained that NDOT is anticipating Las Vegas numbers to rise back to a normal level in the coming months following the full reopening of the state. Director Swallow informed the Board that NDOT will continue to monitor these numbers.

Director Swallow next updated the Board regarding the legislative session. All four of NDOT's bills were passed and signed by Governor Sisolak. Director Swallow informed the Board that AB413, which NDOT has been following closely, has also been approved and that NDOT is in the process of convening an advisory working group to study and ultimately propose recommendations to the legislature on a long-term solution to the sustainability of the transportation planning within Nevada, focusing particularly on the state highway fund. The study will look at funding as well as at social and user equity, the imperative the state has to reduce its greenhouse gas emissions from the transportation sector, and the role of land use and smart growth strategies in decreasing transportation costs and promoting efficiency in improving the equity. Director Swallow informed the Board that NDOT is currently receiving applications for voting members with a planned first meeting in July after which monthly meetings will take place over an 18-month period and culminate in a study that will be submitted to the legislature in advance of the 2023 session. Director Swallow further indicated that NDOT is working to determine the impacts that the other newly signed legislation will have and anticipates providing a report on this to the Board at July's meeting.

Director Swallow next discussed NDOT's change in communication strategy with social media and focused primarily on Twitter. Director Swallow informed the Board that in the past, NDOT maintained only one Twitter account, @NevadaDOT, which has now been divided into three, area-specific accounts: @NevadaDOTVegas; @NevadaDOTReno; and @NevadaDOTElko, which represents Elko along with the rest of the rural areas in the state. Director Swallow indicated that the @NevadaDOT will remain in existence but will provide broader, more statewide information with the occasional retweet from one of the local accounts.



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Director Swallow concluded her report by discussing NDOT's contribution to the state's economy. Infrastructure job numbers from contracts between October 2020 and May 2021 represented 3,488 job years and following approval of the 155 job years on this agenda, a total of 3,643 job years will be supported by NDOT.

#### 5. Consideration of Approval of Agreements over \$300,000 (For Possible Action)

Director Swallow discussed the six agreements for consideration.

4LEAF Consulting, LLC is the recommended consultant for the first agreement for a four-and-a-half-million-dollar agreement to help with crew augmentation for the Las Vegas viaduct project.

CA Group, INC is the second recommended consultant at roughly \$2.6 million to pilot potential new hours on the HOV system in Las Vegas. Director Swallow explained that NDOT anticipates CA Group will be collecting data within the first six months that will help determine what potential hours might be piloted with a rollout of pilot operation hours in early 2022, after which CA Group will continue to provide NDOT with quarterly updates on safety, occupancy, and use of the HOV lanes with a potential recommendation within two years.

Tate Snyder Kimsey Architects, LTD. DBA. TSK is the recommended consultant for the architectural engineering design and construction administrative services for a new maintenance station in Lovelock. Director Swallow explained that the current station is inadequate. This contract will provide the state with a properly functioning maintenance station as well as relocate it out of downtown Lovelock.

Resource Systems Group, INC will complete a statewide travel demand model update for the state to bring the state up to date, current, and better into alignment with partners.

Director Swallow explained that the fifth contract is an on-call contract for technical services for which three consultants have been selected: Jacob's Engineering Group, INC; Kleinfelder, Inc.; and Newfields Companies, LLC.

The sixth contract is an amendment for Jacob's Engineering Group, INC, the consultant currently working on implementing the long-range One Nevada Plan, to bring Nevada to a data-driven project selection and prioritization process.



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Governor Sisolak asked what the plan is for the current Lovelock Station.

Darin Tedford, Deputy Director, explained that the current location of the Lovelock Station is in a residential, downtown area of Lovelock that is on property owned by NDOT. As such, there are considerations in place such as building employee housing in that location among other things, including potentially selling the land.

Governor Sisolak asked about when the Board would see a plan regarding a timeline for the project.

Director Swallow indicated that the project has been funded and as the project moves forward, NDOT will have a better timeline on the beginning of construction to bring back to the Board.

**Motion:** Approve the Contracts over \$300,000  
**By:** Member Virginia Valentine  
**Vote:** Passed unanimously

**6. Contracts, Agreements, and Settlements (Informational Item)**

Pursuant to NRS 408.131, the board may delegate authority to the director, which a director may exercise pursuant to NRS 408.205. These items and matters have been delegated to the Director by the Board by resolutions in April 1990 and July 2011. Director Swallow.

Governor Sisolak informed the Board that this was an information item only.

There were no questions from members.

**7. Consideration of Approval to Replace Equipment in Excess of \$50,000 in Accordance with NRS 408.389 (For Possible Action)**

Director Swallow informed the Board that NDOT generally brings all equipment purchases before the Board once annually and anticipates that this will take place at the July meeting. However, Director Swallow indicated that with FY21 closing, NDOT is asking for approval to purchase a new oil distributor truck with FY21 funds as the previous one was irreparably damaged in a crash. Director Swallow indicated that NDOT does have revenue



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and/or enough allocation in the equipment budget to replace the vehicle during this fiscal year and is seeking the Board's approval for this purchase.

Lieutenant Governor Kate Marshall asked if there was any other equipment, particularly flood-related equipment, in need of replacement that NDOT was choosing not to replace.

Director Swallow explained that she was not aware of any, but any other equipment requests will be coming up in the July Board meeting to be purchased with FY22 funds.

**Motion:** Approve to Replace Equipment in Excess of \$50,000  
**By:** Member Justin Kalb  
**Vote:** Passed unanimously

**8. Consideration of Approval of a Resolution of Abandonment of a portion of land lying within SR-582 (Boulder Hwy.) near Pioneer Street, in the City of Henderson, Clark County, State of Nevada (For Possible Action)**

Director Swallow explained that this portion of land is an easement that was received from BLM many years ago. NDOT no longer needs it and is asking to abandon it back to the underlying property. Director Swallow further indicated that the land is fully developed, and the easement was likely granted from BLM, thus NDOT still controls the easement although the land may have exchanged hands.

**Motion:** Approve the Resolution of Abandonment of a portion of land lying within SR-582 (Boulder Hwy.) near Pioneer Street, in the City of Henderson, Clark County, State of Nevada  
**By:** Member Virginia Valentine  
**Vote:** Passed unanimously

**9. Public Comment #2**

This public comment period is for any matter that is within the jurisdiction of the public body. No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item. The Chair of the Board will impose a time limit of three (3) minutes.

There was no public comment.



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10. Executive Session (For possible action)

There was no executive session.

11. Adjournment (For Possible Action)

Motion: Adjourn the June 14, 2021 Nevada Department of Transportation Board of Directors Meeting  
By: Member Virginia Valentine  
Vote: Passed unanimously

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Jeff Lerud, Deputy Director  
Secretary to the Board of Directors



1263 South Stewart Street  
Carson City, NV 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## MEMORANDUM

June 30, 2021

TO: Department of Transportation Board of Directors

FROM: Kristina Swallow, P.E., Director

SUBJECT: July 12, 2021 | Transportation Board of Directors Meeting

ITEM #5: Consideration of Approval of Agreements Over \$300,000 - *For possible action.*

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### Summary:

The purpose of this item is to provide the Board a list of agreements over \$300,000 for discussion and approval following the process approved at the July 11, 2011, Transportation Board meeting. This list consists of:

- Design-Build contracts; and/or
- All agreements (and amendments) for non-construction matters, such as consultants, service providers, etc. that obligate total funds of over \$300,000, during the period from May 14, 2021 through June 10, 2021

### Background:

The Department contracts for services relating to the development, construction, operation and maintenance of the State's multi-modal transportation system. The attached consists of new agreements over \$300,000 and amendments which increase the total agreement amount above \$300,000 during the period from May 14, 2021 through June 10, 2021.

### Analysis:

These agreements represent the necessary support services needed to deliver the State of Nevada's multi-modal transportation system and have been prepared following the Code of Federal Regulations, Nevada

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Revised Statutes, Nevada Administrative Code, State Administrative Manual, and/or Department policies and procedures.

**List of Attachment(s):**

- A. State of Nevada Department of Transportation Agreements for Approval May 14, 2021 through June 10, 2021.

**Recommendation for Board Action:**

Approval of all agreements listed on Attachment A

**Prepared by:**

Administrative Services Division

# Attachment

# A



State of Nevada Department of Transportation  
 Agreements for Approval  
 May 14, 2021 through June 10, 2021

Attachment A

Line No.	Agreement No.	Amend No.	Contractor	Purpose	Fed	Original Agreement Amount	Total Amount of prior Amendments	Amendment Amount	Payable Amount	Receivable Amount	Start Date	End Date	Amend Date	Agree Type	Division	Dir. Office	Division Head	Notes
1	10919	02	NEVADA BROADCASTERS ASSOCIATION	STORMWATER MEDIA OUTREACH	N	\$150,000.00	\$140,000.00	\$346,800.00	\$636,800.00	-	6/17/2019	9/30/2023	7/12/2021	Service Provider	Stormwater	Darin	My-Linh	AMD 2 07-12-21: INCREASE AUTHORITY BY \$346,800.00 FROM \$290,000.00 TO \$636,800.00 AND EXTEND THE TERMINATION DATE FROM 09-30-21 TO 09-30-23 TO INCLUDE INSERTIONS FOR DIGITAL AND SOCIAL MEDIA CONTENT FOR ENHANCEMENT OF THE OVERALL STORMWATER MEDIA OUTREACH CAMPAIGN.  AMD1 06-12-20: INCREASE AUTHORITY BY \$140,000.00 FROM \$150,000.00 TO \$290,000.00 AND EXTEND THE TERMINATION DATE FROM 09-30-20 TO 09-30-21 TO CONTINUE PERFORMING SERVICES FOR DEVELOPMENT AND IMPLEMENTATION OF THE STORMWATER MEDIA OUTREACH CAMPAIGN.  06-17-19: DEVELOPMENT AND IMPLEMENTATION OF A STORMWATER OUTREACH MEDIA CAMPAIGN NECESSARY FOR ASSISTING THE DEPARTMENT WITH MEETING THE REQUIREMENTS OF ITS NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4) PERMIT, STATEWIDE. NV B/L#: NVD19941133658-R
2	25121 25221 25321 25421 25521 25621	00	ATKINS NORTH AMERICA, INC. HDR ENGINEERING, INC. JACOBS ENGINEERING GROUP, INC. KIMLEY-HORN AND ASSOCIATES, INC. PARSONS TRANSPORTATION GROUP, INC. WSP USA, INC.	TRAFFIC DESIGN AND PROFESSIONAL ENGINEERING SERVICES	N	\$10,000,000.00	-	-	\$10,000,000.00	-	7/12/2021	6/30/2025	-	Service Provider	Traffic Operations	Jenica	Rod	07-12-21: PROCURED UNDER RFP 587-20-016 TO SELECT SIX (6) FIRMS TO PROVIDE TRAFFIC DESIGN AND PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN OF TRAFFIC CONTROL, TRAFFIC SIGNALS, ROADWAY LIGHTING, STRIPING, SIGNING, NEVADA SHARED RADIO SYSTEM (NSRS), AND INTELLIGENT TRANSPORTATION SYSTEMS (ITS) DESIGN SERVICES, AS WELL AS THE ABILITY TO ASSIST THE DEPARTMENT WITH ITS TRAFFIC OPERATIONS PROGRAMS AND PROJECTS. THIS INCLUDES TRAFFIC ANALYSIS AND TRAFFIC MODELING AT VARIOUS LOCATIONS TO IMPROVE SAFETY AND TRAFFIC FLOW THROUGHOUT THE STATE OF NEVADA. CONSULTANT SERVICES WILL BE USED TO HELP AUGMENT EMPLOYEE WORKLOADS AS WELL AS BRING IN TRAINED EXPERTS IN VARIOUS AREAS OF SPECIFIC PROFESSIONAL SERVICES, STATEWIDE. NV B/L#: NVF19981347315-R, NVF19851010291-R, NVF20081035082-R, NVF19911015458-R, NVF 19781009263-R, NVF19911025871-R PROPOSERS: ATKINS NORTH AMERICA, INC., HDR ENGINEERING, INC., JACOBS ENGINEERING GROUP, INC., KIMLEY-HORN AND ASSOCIATES, INC., PARSONS TRANSPORTATION GROUP, INC., WSP USA, INC.
3	27821	00	UNITED ROAD TOWING (URT), INC.	LAS VEGAS FREEWAY SERVICE PATROL (FSP) PROGRAM	Y	\$10,509,877.00	-	-	\$10,509,877.00	-	7/12/2021	9/30/2026	-	Service Provider	Traffic Operations	Jenica	Rod	07-12-21: OPERATE AND MAINTAIN THE LAS VEGAS FREEWAY SERVICE PATROL (FSP) PROGRAM TO ADDRESS VARIOUS TRAFFIC INCIDENTS SUCH AS CRASHES, DISABLED VEHICLES, ABANDONED VEHICLES, ROADWAY DEBRIS, SICK OR STRANDED MOTORISTS, TEMPORARY TRAFFIC CONTROL, SCENE SAFETY, VEHICLE FIRES, AND MINOR HAZARDOUS SPILLS. TECHNICIANS WILL BE CERTIFIED IN VARIOUS FIELDS SUCH AS HAZMAT SAFETY, CARDIOPULMONARY RESUSCITATION, COMMUNITY FIRST AID, BASIC AUTOMOTIVE REPAIR, AND TRAFFIC INCIDENT MANAGEMENT, CLARK COUNTY. NV B/L#: NVF20061458836-S
4	27921	00	UNITED ROAD TOWING (URT), INC.	RENO FREEWAY SERVICE PATROL (FSP) PROGRAM	Y	\$2,935,359.00	-	-	\$2,935,359.00	-	7/12/2021	9/30/2026	-	Service Provider	Traffic Operations	Jenica	Rod	07-12-21: OPERATE AND MAINTAIN THE RENO FREEWAY SERVICE PATROL (FSP) PROGRAM TO ADDRESS VARIOUS TRAFFIC INCIDENTS SUCH AS CRASHES, DISABLED VEHICLES, ABANDONED VEHICLES, ROADWAY DEBRIS, SICK OR STRANDED MOTORISTS, TEMPORARY TRAFFIC CONTROL, SCENE SAFETY, VEHICLE FIRES, AND MINOR HAZARDOUS SPILLS. TECHNICIANS WILL BE CERTIFIED IN VARIOUS FIELDS SUCH AS HAZMAT SAFETY, CARDIOPULMONARY RESUSCITATION, COMMUNITY FIRST AID, BASIC AUTOMOTIVE REPAIR, AND TRAFFIC INCIDENT MANAGEMENT, WASHOE COUNTY. NV B/L#: NVF20061458836-S
5	28521	00	CANYON PIPELINE CONSTRUCTION, INC.	INSTALLATION OF FIBER OPTIC INFRASTRUCTURE	N	\$1,846,745.89	-	-	\$1,846,745.89	-	7/12/2021	6/30/2022	-	Service Provider	Traffic Operations	Jenica	Rod	07-12-21: INSTALLATION SERVICES OF FIBER OPTIC INFRASTRUCTURE NECESSARY FOR TELECOMMUNICATION SERVICES FOR THE DEPARTMENT'S INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND NEVADA SHARED RADIO SYSTEM (NSRS), ELKO COUNTY. NV B/L#: NVD20151272805-S
6	34318	02	JACQUES AND ASSOCIATES, INC.	TRAINING SERVICES FOR HIGHWAY CONSTRUCTION PARTNERING	N	\$250,000.00	-	\$100,000.00	\$350,000.00	-	12/13/2018	12/31/2022	7/12/2021	Service Provider	Construction	Darin	Sam	AMD2 07-12-21: INCREASE AUTHORITY BY \$100,000.00 FROM \$250,000.00 TO \$350,000.00 TO ALLOW CONTINUATION IN THE DEVELOPMENT AND DELIVERY OF CONSTRUCTION PARTNERING TRAINING, PARTNERING ROADMAP APPLICATION IMPROVEMENT, AND THE DEPARTMENT'S INTERNAL PARTNERING PROGRAM DEVELOPMENT AND IMPLEMENTATION.  AMD1 08-25-20: NO COST AMENDMENT TO EXTEND THE TERMINATION DATE FROM 06-30-2021 TO 06-30-2022 DUE TO THE NEED FOR CONTINUED SERVICES.  12-13-18: TO DEVELOP AND DELIVER TRAINING SESSIONS IN EACH OF THE THREE (3) DISTRICTS FOR PARTNERING IN HIGHWAY CONSTRUCTION PROJECTS AND TO PROVIDE ASSISTANCE IN UPDATING THE DEPARTMENT'S CURRENT GUIDE TO PARTNERING PROJECTS AS IT RELATES TO CURRENT INDUSTRY AND DEPARTMENT POLICIES AND PRACTICES, STATEWIDE. B/L#: NVF20181745814-R
7	67219	01	HESS TRASH COMPANY	DISPLACED PERSON CLEAN UP IN DISTRICT II	N	\$249,000.00	-	\$210,000.00	\$459,000.00	-	12/26/2019	12/31/2021	6/2/2021	Service Provider	District II	Jeff	Mike	AMD1 07-12-21: INCREASE AUTHORITY BY \$210,000.00 FROM \$249,000.00 TO \$459,000.00 TO ALLOW CONTINUATION OF DISPLACED PERSON CLEANUP AND AVIARY CLEAN UP SERVICES AT VARIOUS LOCATIONS, PERSHING, LYON, CHURCHILL, DOUGLAS, CARSON CITY, WASHOE, STOREY, AND MINERAL COUNTIES.  12-26-19: ON-CALL DISPLACED PERSON CLEAN UP AND AVIARY CLEAN UP SERVICES TO INCLUDE, BUT NOT LIMITED TO, REMOVAL, DISPOSAL, SANITATION, MOBILIZATION, AND ANY TRAFFIC CONTROL AND ENVIRONMENTAL CONTAINMENT AT VARIOUS LOCATIONS, PERSHING, LYON, CHURCHILL, DOUGLAS, CARSON CITY, WASHOE, STOREY, AND MINERAL COUNTIES. NV B/L#: NVD20181882687-Q

# Line Item 1

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

P109-19-018AMD2  
For Agreement Services Only

**Request to Solicit Services and Budget Approval (2A)**  
Amendments for time extensions (time only) do not require a form 2a

Initial Budget Request  Revision to Initial Budget Request:  Request for Amendment #:

Name of Second Party, if Known:

Agreement Number:

Project ID #(s): Agreement Number P109-19-018

Type of Services: Service Provider

Originated by: James D. Murphy Division: Environmental-Storm Water Date Originated: 5/19/2021

Division Head/District Engineer: My-Linh Nguyen

Budget Category #: 4660-06

Object #: 814F

Organization #: C018

Type of Funding: State

% of Fund: 100

State Fiscal Year(s): 2020-2024

Amendment Estimated Cost:

Total Agreement Estimated Cost: \$636,800.00

Funding Notes: Current agreement cost is \$290,000.  
Requesting an additional \$346,800 (\$133,800 for FY 2022, \$173,400 for FY 2023, and \$39,600 for FY 2024)

**Financial Management:**

Kristen Greenhut

5/27/2021

Approved by

Date

Requires Transportation Board Approval

Does not require Transportation Board Approval

Approval of this form by the Financial Management Division, Budget Section, provides funding authority for the services described. Actual availability of funds and the monitoring of actual expenditures must be determined by the Division Head.

**Project Accounting:**

KMcKee

5/27/2021

Approved by

Date

**Director:**

Kristina Swallow

5/27/2021

Approved by

Date

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

For Agreement Services Only  
P109-19-018AMD2

**Attachments:**

Budget by Organization Report (Report No. NBDM30) attached here:

If Amendment, attach original Agreement here:

Any additional information to attach:

**Purpose of, and Justification for, Budget Request:**

The Environmental Division-Stormwater Program is requesting an agreement amendment to continue services provided by the Nevada Broadcasters Association (NBA) through September of 2023. The NBA has been instrumental with the development and implementation of the Department's stormwater outreach media campaign since June of 2019. The NBA has assisted the Department with the production and subsequent broadcast of public service announcements (PSAs) to help promote community awareness of stormwater pollution. The PSAs are currently broadcast in English and Spanish over radio and television networks Statewide, providing a broad expanse geographically and demographically for public outreach. Per the requirements of the Department's Clean Water Act Municipal Separate Storm Sewer Systems Permit-NV0023329 (Permit) issued by the Nevada Division of Environmental Protection, the Department is required to develop and implement a public outreach component of its Stormwater Management Program to inform and educate the public on stormwater quality. The NBA's current media campaign efforts is providing the Department with a robust 11:1 return on investment, demonstrating high value and a cost-effective approach for complying with Permit requirements. The proposed amendment will fund media campaign efforts through September of 2023.

**Scope of Services:**

The NBA will provide services associated with the production of broadcast and digital/social media assets, two years of radio and television placement, and two years of digital/social media placement. Please see attached Letter of Intent.



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

**MEMORANDUM**

**June 15, 2021**

**TO:** Darin Tedford, Deputy Director  
**FROM:** James Murphy, Project Manager  
**SUBJECT:** Negotiation Summary for Amendment 2 to Agreement P109-19-018

On June 17, 2019, NDOT entered into agreement P109-19-018 with the Nevada Broadcasters Association to perform services for developing and implementing a stormwater media outreach campaign. On June 12, 2020, NDOT entered into Amendment 1 to agreement P109-19-018 with the Nevada Broadcasters Association to continue performing services for developing and implementing a stormwater media outreach campaign.

The Scope of Services includes distribution of insertion orders to broadcast companies Statewide, and the production (or assist in the production of) broadcast spots (i.e. public service announcements) produced in English and Spanish (when appropriate) that are aired over radio and television networks Statewide.

The Environmental Division is seeking approval to extend the agreement with the Nevada Broadcasters Association (i.e. Amendment 2) to continue implementing the Department's stormwater outreach media campaign.

The Scope of Services for Amendment 2 remains consistent with the original agreement and Amendment 1 but will include insertions for digital/social media content in addition to the broadcast insertions to enhance overall campaign reach.

This amendment adds 2 years to the agreement to extend the end date from September 30, 2021, to September 30, 2023.

The negotiations yielded the following:

1. There will be an additional 0 total man-hours allotted to this agreement.
2. There will be an additional 24 months of broadcast insertions, 24 months of digital/social media insertions, and production for up to two television video and two radio announcements as well as any digital/social media assets needed.
3. The total negotiated cost for this amendment, including direct labor, overhead, fee and direct expenses will be \$346,800. The new total cost of this Agreement will be \$636,800.

Reviewed and Approved:

DocuSigned by:  
  
59F62CD438AD46A...

Deputy Director



James Murphy  
Nevada Department of Transportation  
Stormwater Division  
1263 S. Stewart Street  
Carson City, NV 89712

May 17, 2021

**RE: NCSA/Public Education Partnership Letter of Intent**

- 1- The Nevada Broadcasters Association (NVBA) will provide the office of Nevada Department of Transportation (NDOT) a twenty-four (24) month outreach campaign, which markets and promotes public awareness of the Stormwater program and Love NV Waters. Dates of airing this **Statewide** radio and television campaign are: On or around October 1, 2021 through September 30, 2023.
- 2- The NVBA agrees to distribute all insertion orders to broadcast companies throughout Nevada for this campaign. The office of the NDOT will provide the NVBA with content for scripts or use the already produced announcements. The NVBA will produce or assist in the production the spots with the appropriate tags ten days prior to the flight date. These spots are to be produced in both English and in Spanish when appropriate. All production(s) aired shall have final approval by the office of NDOT, while meeting all Federal Communications Commission regulations and requirements. In addition, the NVBA will work in tandem with NDOT in stewarding the placement of the social/digital outreach.
- 3- The office of the NDOT shall pay the NVBA a total of \$173,400.00 per year for two years. \$132,000. is the total cost for twelve (12) months of insertions for broadcast outreach and \$26,400. is the total cost for twelve (12) months of insertions for social/digital outreach. Production will not exceed \$15,000.00 per year and is cost for up to one (1) :30 second television video announcement and one (1) :30 or :60 second radio announcement, along with all social/digital assets needed. The office of NDOT shall pay the NVBA a total of \$346,800. Which is the cost for all twenty-four months. Any additional videos needed, will be produced by NDOT or will be at an additional charge TBD.
- 4- The office of the State of Department of Transportation will receive a comprehensive proof of performance affidavits report approximately forty-five (45) days following the conclusion of each successive month. The Nevada Broadcasters Association's Board of Directors determines the monthly average value of your airtime wholly. 100% of your \$132,000.00 will go toward airtime. The Nevada Broadcasters Association guarantees that the Return on Investment will have a minimum ratio of 3 – 1.

Sincerely,

A handwritten signature in blue ink, appearing to read "Eric Bonnici", is written over a light blue circular stamp.

Eric Bonnici  
Nevada Broadcasters Association



# DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Nevada Broadcasters Association

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 8985 S. Eastern Ave., Suite 205	<b>Website:</b> NevadaBroadcasters.org
<b>City, State and Zip Code:</b> Las Vegas, NV 89123	<b>Point of Contact Name:</b> Eric Bonnici
<b>Telephone and Fax No.</b> O: 702-794-4994 F: 702-794-4997	<b>Email:</b> Eric@NevadaBroadcasters.org

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b>	<b>Website:</b>
<b>City, State and Zip Code:</b>	<b>Point of Contact Name:</b>
<b>Local Telephone and Fax No.</b>	<b>Email:</b>

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

<b>Full Name</b>	<b>Title</b>	<b>% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)</b>

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.



# DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

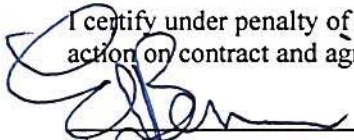
2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A			

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.



Eric J Bonnici

Signature  
Vice President

Print Name  
June 14, 2021

Title

Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

Signature

Print Name  
Authorized NDOT Representative

# Line Item 2

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

587-20-016

For Agreement Services Only

**Request to Solicit Services and Budget Approval (2A)**  
Amendments for time extensions (time only) do not require a form 2a

Initial Budget Request  Request for Amendment #:  Agreement #:

If Amendment, name of Company:

Project ID #(s): N/A

Type of Services: Professional Services

Originated by: Thomas Young-Doyle Division: Traffic Operations Date Originated: 12/15/2020

Division Head/District Engineer: Rodney Schilling

Budget Category #: 466006 Object #: 814E Organization #: C016

Estimated Cost: \$10,000,000.00 Type of Funding: State % of Fund: 100

Funding Notes: \$3,500,000 for FY22, \$2,500,000 for FY23, \$2,000,000 for FY24, and \$2,000,000 for FY25. State Fiscal Year(s): FY22 - FY25

**IT Review:**

\_\_\_\_\_  
Signature Date

**Financial Management:**

Kristen Greenhut 12/17/2020  
\_\_\_\_\_  
Signature Date

- Requires Transportation Board Approval  
 Does not require Transportation Board Approval

Approval of this form by the Financial Management Division, Budget Section, provides funding authority for the services described. Actual availability of funds and the monitoring of actual expenditures must be determined by the Division Head.

**Project Accounting:**

KMcKee 12/17/2020  
\_\_\_\_\_  
Signature Date

**Director:**

Kristina Swallow 12/17/2020  
\_\_\_\_\_  
Signature Date

**Attachments:**

Budget by Organization Report (Report No. NBDM30) attached here:

If Amendment, attach original Agreement here:

Any additional information to attach:

**Purpose of, and Justification for, Budget Request:**

Traffic Operations is requesting approval for the use of professional services for the design of Traffic Control, Traffic Signals, Roadway Lighting, Striping, Signing, NSRS, and ITS design services, as independent activities at various locations throughout the State of Nevada. Consultant services will be used to help augment employee workloads as well as bringing in trained experts in areas where the Department lacks adequate experience. Traffic Operations requires these professional services to complete the projects scheduled in Fiscal Years 22-25, in the department four-year plan. One RFP will be issued, and five consultant firms will be selected to perform Task Order projects from a master agreement total of \$10,000,000.

The current master agreements for professional services is set for \$5,800,000 for four years. The entire \$5,580,000 was completely expended in slightly over two years due to increased projects and the need for augmented staffing. We have projected projects and associated costs for FY22-FY25 to be in excess of \$12,000,000. This led to the need for the requested \$10,000,000 for the current RFP (see attached) Traffic Operations Task Order Projections FY22-FY25

These projects are essential to improve safety and traffic flow through proper design and infrastructure. For more information, please see the attached Scope of Services for these professional services as well as the 4-Year projections for Professional Service needs.

**Scope of Services:**

The Scope of Services will be to provide support for various projects required to maintain, improve, or expand the State's transportation systems. The intent of these master agreements is to provide professional services on an as needed basis, and to provide professional services for projects when time constraints or other considerations preclude obtaining individual project proposals for design services.

This includes design for Traffic Control, Traffic Signals, Roadway Lighting, Striping, and Signing. It also includes providing service for the Nevada Shared Radio System (NSRS), and ITS design services throughout the State of Nevada.



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

**MEMORANDUM**

**June 8, 2021**

**TO:** Jenica Keller, Assistant Director of Operations  
**FROM:** Thomas Young-Doyle, Project Manager  
**SUBJECT:** Master Agreement Summary for RFP 587-20-016 Professional Services for Traffic Operations

The Department is seeking to hire (6) firm(s) to provide: On-call services for the Traffic Operations Division.

Scope of Services: See Attached

The DBE goal for this agreement has been established at zero percent (0%). Each RFA will be evaluated for potential DBE/SBE Goal.

Duration of these agreements will be for 4 years, ending on June 30, 2025.

The following firms have been selected from a competitive RFP process to enter into a Master Service Agreement, this is not an assurance of work:

<b>Firm Name:</b>
Atkins North America, Inc.
HDR Engineering, Inc.
Jacobs Engineering Group, Inc.
Kimley Horn and Associates, Inc.
Parsons Transportation Group
WSP, USA

Any agreement executed as a result of this procurement shall be a Master Service Agreement, and work will be issued by Task Order. The total amount of all Task Orders issued to all service providers shall not exceed Ten Million and No/100 Dollars (\$10,000,000.00).

Terms of negotiations will be determined at the time of each Task Order.

Reviewed and Approved:

DocuSigned by:  
**Jenica Keller**  
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Jenica Keller

Assistant Director of Operations

## **Attachment A Scope of Services**

The DEPARTMENT's Traffic Operations Division has engineering needs in signs, striping, traffic control, signals, lighting, Intelligent Transportation Systems (ITS), Nevada Shared Radio System (NSRS), traffic operations programs and projects, traffic operations analysis, and traffic modeling.

a) The DEPARTMENT has ongoing requirements for professional design services to support various projects required to maintain, improve, or expand the State's transportation systems. It is the intent of these agreements to provide professional services on an as-needed basis, and to provide professional services for projects when time constraints or other considerations preclude obtaining individual project proposals for design services.

Traffic Control, traffic signals, roadway lighting, striping, signing, NSRS, traffic operations and ITS design services, as independent activities at various locations throughout the State of Nevada, include, but are not limited to, the following:

- I. Preliminary design field survey – create or obtain a topographic base map to be used for design.
  - Environmental – prepare and submit all necessary documents to assist the project to meet and comply with the National Environmental Policy Act (NEPA).
  - Archeological – prepare and submit all necessary documents to assist the project to meet and comply with the State Historic Preservation Offices (SHPO).
- II. Preliminary design – submit preliminary plans and bid items and quantities for review.
- III. Intermediate design – submit intermediate plans and bid items and quantities for review.
- IV. Quality Assurance /Quality Control (QA/QC) design – submit QA/QC plans and bid items and quantities for review.
- V. Plans specifications and estimate design – submit 100% plans and bid items and quantities for review.
- VI. Bid documents – submit final stamped plans and bid items and quantities for bidding.
- VII. Utility coordination – submit plans to utility companies to determine any conflicts and to coordinate any conflict resolutions.
- VIII. Meetings–Participate in review meetings.
- IX. Estimates – Coordinate with the DEPARTMENT prior to development of any cost estimates.
- X. Specifications –Coordinate with the DEPARTMENT prior to development of any specifications.
- XI. Right-of-way (ROW) design – prepare and submit all necessary documents to assist the project to meet all ROW certification requirements.

These design services can either be accomplished solely by the consultant design support team, or a professional from the consultant design support team can be assigned to the DEPARTMENT to perform them. When a professional is assigned to the DEPARTMENT, the professional shall not be tasked by the consultant employer for an agreed period during the hours designated as their work hours for the DEPARTMENT.

b) The DEPARTMENT has ongoing requirements for professional engineering services to aid and support many operational programs and projects. This may include ITS planning, public safety communications systems, Radio-Frequency (RF) engineering services, frequency coordination, IT engineering services to include networking and security, structural engineering and analysis services, infrastructure auditing and location services, traveler information systems, traffic incident management, hazmat cleanup, and freeway service patrol.

c) The DEPARTMENT has ongoing requirements for professional engineering services to aid and support in development of specifications and manuals regarding proper design of traffic control, signs, striping, traffic signals, roadway lighting, ITS, and proper methods and guidelines for traffic analysis.



d) The DEPARTMENT has ongoing requirements for inventory of assets statewide, including the location, type, size, and condition, among other characteristics of: signs, striping, communications devices, and any other specified devices that are located within the DEPARTMENT’s ROW.

e) The DEPARTMENT has ongoing requirements for professional engineering services to aid and support traffic analysis, traffic modeling, and special traffic studies. They are to provide engineering services on an as-needed basis for projects and programs when time constraints or other considerations preclude obtaining individual project proposals for design services.

f) The DEPARTMENT has ongoing requirements for professional services to aid and support in the management and sustainment of critical infrastructure and public safety networks. This may include information technology, land mobile radio, fiber optics, communications facilities, and over-the-air systems.

All design services shall comply with the DEPARTMENT Standard Specifications and Plans for Road and Bridge Construction, the Traffic Operations Signals, Lighting and ITS design guide, and all other applicable State/Federal design standards and guidance. All of the Service Providers will have access to, and are familiar with guides from the Federal Highway Association (FHWA) and will be referenced during the RFAs as needed. Not all services will require compliance with all points within the DEPARTMENT Standard Specifications, Plans and Guidance. Level of compliance will be assessed on a per task basis and is at the sole discretion of the DEPARTMENT.

Compensation will be in the form of Specific Rates of Compensation. However, Lump Sum Compensation may be used, if more appropriate. This is to be determined by the DEPARTMENT prior to each Request for Approach (RFA).

For potential Lump Sum RFAs, the negotiated lump sum will be the basis of total Task Order compensation. Payment will be based upon the percentage of work completed per task with proper documentation provided.

For both Specific Rates of Compensation and Lump Sum Compensation, each consultant shall supply a complete hourly rate for the listed employee title below, prior to the execution of the agreement. The rate shall include all overhead costs and profit. Direct expenses shall be reimbursed at actual expended rate.

For Specific Rates of Compensation and Lump Sum Compensation, payment will be based on the following schedule:

<b>Title:</b>	<b>Description:</b>	<b>Hourly Rate:</b>
<b>Senior Transportation Specialist</b>	Bachelor’s Degree in a non-engineering, IT, Engineering Technology or planning related field (GIS, Environmental Science, Earth Sciences) AND a minimum of ten (10) years of experience in their field of expertise; OR a minimum twenty (20) years of experience in transportation technology projects including but not limited to: ITS, tolling, traffic signal design and operation, micro mobility, infrastructure for vehicle electrification, lighting design, and other emerging technologies (Connected and Autonomous Vehicles [CAV] etc.). Must have significant experience and detailed understanding of transportation technology and may even be technical experts in specific disciplines. The Senior Transportation Technologist will typically function in a project management or technical lead role on projects.	-



<b>Project Principal</b>	Current licensure as a Professional Engineer by the Nevada Board of Engineers and Land Surveyors, and ten (10) years of experience in civil engineering or closely related field, five (5) of which must be in a managerial role.	-
<b>Project Manager</b>	Current licensure as a Professional Engineer by the Nevada Board of Engineers and Land Surveyors or current certification as a Project Management Professional by the Project Management Institute, and eight (8) years of experience in civil engineering or closely related field, four (4) of which must be as a Project Manager.	-
<b>Sr. Engineer/Sr. Planner</b>	Current licensure as a Professional Engineer by the Nevada Board of Engineers and Land Surveyors (or planner equivalent), and eight (8) years of experience in civil engineering or closely related field; OR twenty (20) years of experience in civil engineering or closely related field.	-
<b>Transportation Specialist</b>	Bachelor's Degree in a non-engineering, IT, Engineering Technology or planning related field (GIS, Environmental Science, Earth Sciences) AND a minimum of eight (8) years of experience in their field of expertise; OR a minimum of fifteen (15) years of experience in transportation technology projects including but not limited to: ITS, tolling, traffic signal design and operation, micro mobility, infrastructure for vehicle electrification, lighting design, and other emerging technologies (CAV, etc.).	-
<b>Engineer/Planner</b>	Bachelor's degree in civil engineering or closely related field, and four (4) years of experience in civil engineering or closely related field; OR ten (10) years of experience in civil engineering or closely related field.	-
<b>Junior Transportation Specialist</b>	Bachelor's Degree in a non-engineering, IT, Engineering Technology or planning related field (GIS, Environmental Science, Earth Sciences) AND a minimum of two (2) years of experience in their field of expertise; OR a minimum of six (6) years of experience in transportation technology projects including but not limited to: ITS, tolling, traffic signal design and operation, micro mobility, infrastructure for vehicle electrification, lighting design, and other emerging technologies (CAV, etc.).	-
<b>Engineer Intern/Jr. Planner</b>	Current licensure as an Engineering Intern by the Nevada Board of Engineers and Land Surveyors (or planner equivalent); OR bachelor's degree in civil engineering or closely related field; OR six (6) years of experience in civil engineering or closely related field.	-
<b>Inspector</b>	High School Diploma; OR experience as an Inspector.	-
<b>Administrative / Clerical</b>	High School Diploma; OR experience in Administrative or clerical work.	-
<b>Computer Aided Design and Drafting (CADD) Technician</b>	Associates Degree or Certificate from a Technical Institute; OR two (2) years of experience as a CADD Technician.	-

Hourly rates will be negotiated with each Service Provider prior to execution of each Master Agreement.

For each design or support task, the consultant will provide time and budget estimate to the DEPARTMENT for approval before any work is started. For any month during which one or more requests were active, an invoice will be submitted

**with the associated effort clearly shown. No invoice will be submitted for any month during which no request was active. Only hours spent by individuals working directly on the tasks associated with a request will be included on the invoice. It is understood that the costs associated with managing and administering the project will be factored into the hourly rates used for the individuals working on the tasks.**

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship  
 Partnership  
 Limited Liability Company  
 Corporation  
 Trust  
 Non-Profit Organization  
 Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Atkins North America, Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 4030 W Boy Scout Blvd, Ste. 700	<b>Website:</b> www.atkinsglobal.com
<b>City, State and Zip Code:</b> Tampa, FL 33607	<b>Point of Contact Name:</b> C. Ernest Edgar IV (General Counsel)
<b>Telephone and Fax No.</b> t) 813.282.7275; f) 813.28.3634	<b>Email:</b> ernie.edgar@atkinsglobal.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 2270 Corporate Circle, Ste. 200	<b>Website:</b> www.atkinsglobal.com
<b>City, State and Zip Code:</b> Henderson, NV 89074	<b>Point of Contact Name:</b> Venu Parimi, PE, PTOE (Project Manager)
<b>Local Telephone and Fax No.</b> t) 702.263.7275; f) 702.263.7200	<b>Email:</b> venu.parimi@atkinsglobal.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

Full Name	Title	% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)
N/A, Atkins is a publicly-traded entity (list of corporate officers and directors follows this page)		

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

**ATKINS NORTH AMERICA, INC.**

**FY 2021 DIRECTORS AND OFFICERS**

**Board of Directors**

George L. Nash, Jr.

Susan C. Reinhardt

C. Ernest Edgar IV

**Office Title, Officer Names and Office**

**President/Chief Executive Officer** - George L. Nash, Jr., NEW YORK

**Sen. V.P./Chief Financial Officer/Treasurer**– Susan C. Reinhardt, CALV

**Sen. V.P./Chief Operations Officer**, Kenneth J. Burns, Jr., DEN

**Sen. V.P./General Counsel/Secretary** –C. Ernest Edgar IV, TPA

**Sen. V.P.** – Luis E Centeno, HOU

**Sen. V.P.** – Paul E. Demit, ATL

**Sen. V.P.** – W. Bradley Dennard, ATL

**Sen. V.P.** – Trevor Green, HOU

**Sen. V.P.** – Timothy Horner, HOU

**Sen. V.P.** – Donna M. Huey, ORL

**Sen. V.P.** – Allen Ibaugh, ORL

**Sen. V.P.** – Thomas R Jaske, NEW YORK

**Sen.V.P.** – Justin P. Jones, PHX

**Sen.V.P.** – Paul A Male, BOS

**Sen. V.P.** – Steven C. Malecki, DEN

**Sen. V.P.** – Jonathan Marshall, MINN

**Sen. V.P.** – Maureen M. Nayowith, DEN

**Sen. V.P.** – Michael M. Newton, TPA

**Sen. V.P.** – Catherina Rautenbach, LONG BEACH

**Sen. V.P.** – James R. Steele, Jr., TPA

**V.P.** – Carlos J. Arboleda-Osorio, MIA

**V.P.** – Maria M. Alvarez, Los Angeles

**V.P.** – Robert A. Bailey, AUS

**V.P.** – Matthew S. Baird, HEND

**V.P.** – Mark A. Banks, DEN

**V.P.** – Danielle N. Barner, DAL

**V.P.** – Ira C. Barrow, NORMAN

**V.P. /Assistant Secretary** – Donya M. Becton, MIA

**V.P.** – Robert B. Bolick, ATL

**V.P.** – Mourad Bouhafis, ATL

**V.P.** – Jeremy J. Bourdon, MIA

**V.P.** – Gagan Brata,

**V.P.** – Robert Paul Brown, CHICAGO

**V.P.** – Wesley M. Burford, AUS

**V.P.** – Kevin P. Callahan, ORL

**V.P.** – Sergio Callen, New York

**V.P.** – Robin Campbell, ALEX

**V.P.** – David J. Carter, MIA

**V.P.** – Robert W. Chandler, BART

**V.P.** – Catherine Carr Clinch, CALV

**V.P.** – Walter M. Clark, New York

**V.P.** – Amanda Corson, AUS

**V.P.** – Scott Daly, PHOE

**V.P./Assistant Secretary** – Rene de los Rios, MIA

**V.P.** – Thomas J. Delaney, ORL

**V.P.** – P. Michael DePue, II, MAD

**V.P.** – Harshal B. Desai, HEN

**V.P.** – Michael A. Dewyre, TPA

**V.P.** – Benjamin Dutton, ALEX

**V.P.** – Wendy E. Dyson, ATL

**V.P.** – Donald L. Erwin, Jr., ORL

**V.P.** – Kurt A. Goddard, ATL

**V.P.** – Susan A. Gratch, ORL

V.P. – Jill S. Gurak, RAL

V.P. –Khashayar Hadibour, PhD, LONG BEACH

V.P. – Rami C. Harb, PhD, DEN

V.P. –David M. Harper, MIA

V.P. – Kenneth P. Hawkins, DEN

V.P. – Ruben A. Hernandez Gregorat, MIA

V.P. – John Tyler Hewitt, ATL

V.P. – Robert G. Horr, III, NY

V.P. – Ashley D Hough, HOU

V.P. – Daniel Q. Humphrey, NORMAN

V.P./Assistant Secretary – Jayanth Jayaram, TPA

V.P. – Dusty Johnson, PORT

V.P. – Arthur A. Jones-Dove, CALV

V.P. – James M. Kapinos, ALEX

V.P. – Wade C. Kelly, MAR

V.P. – Thomas S. Knuckey, ORL

V.P. – Matthew J. Koch, MISSOURI

V.P. – Darin R. Larson, FT. MYERS

V.P. – Dean M Leonard, PHO

V.P. – Luke E. LeBas, BAT

V.P. – Timothy P. Ledet, HOUS

V.P. – Daniel A. Liddle, DEN

V.P. – Derek Lindvall, DEN

V.P. – Scott A. Logan, NASH

V.P. – Duncan P MacKenzie-Williams, HOU

V.P. – Charlotte A. Maddox, TPA

V.P. – Kevin L. Martin, VEST



V.P. – Regan P. McDonald, ALEX

V.P. – David W. McNamara, CHI

V.P. – Steven D. McWilliams, ORL

V.P. – Mark D. Micikas, TPA

V.P. – Michael R. Moseley, Jr., ATL

V.P. – Carlos R Nazario, NY

V.P. – Gene Niemasz, DEN

V.P. – Elizabeth T. Norris, AUS

V.P. – Francis O’Connor, EDISON

V.P. – Jeff Okeson, LONG BEACH

V.P. – Praveen K. Ommi, ORL

V.P. –Wiley C. Page, Jr. JAX

V.P. – Shayne M. Paynter, TPA

V.P. – Roger A. Phillippi, RENO

V.P. – Rodrigo Pigna, MIA

V.P. – Luis J Pinto, HOU

V.P. - William P. Pitcher, FT LAUD

V.P. - Ronald A Pruzinsky, DAL

V.P. – Gary D. Reinhardt, AUS (OFFSITE) (REAL ESTATE, TX)

V.P. – Knute R Ruggaard, PHO

V.P. – Michael R. Ryan, FT. MYERS

V.P. – Edward Hull Ryde, DAL

V.P. – Frank J. Schultz, DEN

V.P. – Thomas J. Schweitzer, CALV

V.P. –Sina Seyedian, DEN

V.P. – Joseph L. Shalkowski, AUS

V.P. – Daniel J Shovlin, PHI

**V.P.** – Jennifer K. Sorenson, AUS

**V.P.** – Matthew A. Taylor, ORL

**V.P.** – Scott E. Tezak, BOS

**V.P.** – Rukiya Thomas, ATL

**V.P.** – David P. Thompson, RAL

**V.P.** – Carmelo J Torrissi, CHI

**V.P.** – Jennifer M. Tsien, ATL

**V.P.** – Kirk S. Webb, DEN

**V.P.** – Chester W. Wendrzyk, MEL

**V.P.** – Lisa M. Wheatly, DEN

**V.P.** – Gregory J. Wilk, DAL

**V.P.** – Marcus A. Wittich, ATL

**V.P.** – Rosemary E. Woods, TAL

**V.P.** – Jeffrey Wright, ALEX

**V.P.** – Taylor P. Wright, ATL

**V.P.** – Terrance J. Zable, ORL

**Assoc. V.P.** – Robert G. Garner, ATL (LAND SURVEY, GA)

**Assoc. V.P.** – Franklin J. Kaye, ALEX (ARCHITECTURE, MD)

**Assoc. V.P.** – Jacqueline G. Kinker, ORL, (REAL ESTATE, GA AND NC)

**Assoc. V.P.** – Sudhir Kukillaya, NORMAN

**Assoc. V.P.** – David W. Larsen, ORL, (LANDSCAPE ARCHITECTURE, FL)

**Assoc. V.P.**- Desiderio “Desi” Maldonado, TAL (ENGINEERING, US VI)

**Assoc. V.P.** – Roberto D. Mantecon, MIA (LAND SURVEY, FL)

**Assoc. V.P.** – Paul W. Maddox, TPA (REAL ESTATE, FL)

**Assistant Secretary** - Mina Wheless, HOU

## DISCLOSURE OF RELATIONSHIP FORM

\*\*\**This section is not required for publicly-traded corporations*\*\*\*

### Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

### Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

### Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No


2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

**List any disclosures below (mark N/A, if not applicable.):**

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A	N/A	N/A	N/A

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.



Digitally signed by David Dodson  
DN: C=US, E=david.dodson@atkinsglobal.com,  
O=Atkins, CN=David Dodson  
Reason: I am approving this document  
Date: 2021.06.11 14:03:10-0700'

**David Dodson**

Signature

Print Name

**Division Manager**

**06/11/2021**

Title

Date

***For NDOT Use Only:***

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

Signature

Print Name  
Authorized NDOT Representative

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):** 81

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

HDR Engineering, Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 1917 S. 67th St.	<b>Website:</b> www.hdrinc.com
<b>City, State and Zip Code:</b> Ohama, NE 68106	<b>Point of Contact Name:</b> Jennifer Hoffman
<b>Telephone and Fax No.</b> Ph: 402-392-6749, Fax: 402-548-5015	<b>Email:</b> Jennifer.Hoffman@hdrinc.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 6750 Via Austi Parkway Suite 350	<b>Website:</b> www.hdrinc.com
<b>City, State and Zip Code:</b> Las Vegas, NV 89119	<b>Point of Contact Name:</b> Craig Smart, PE, Managing Principal
<b>Local Telephone and Fax No.</b> Ph: 702-938-6000, Fax: 702-938-6060	<b>Email:</b> craig.smart@hdrinc.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

<b>Full Name</b>	<b>Title</b>	<b>% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)</b>
No individual has a 5% ownership stake		

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

# DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A			

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

Craig W. Smart  
Signature

Craig W. Smart, PE  
Print Name

Associate Vice President  
Title

May 6, 2021  
Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized NDOT Representative



## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Jacobs Engineering Group Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 1999 Bryan Street, Suite 1200	<b>Website:</b> www.jacobs.com
<b>City, State and Zip Code:</b> Dallas, TX 75201	<b>Point of Contact Name:</b> Ken Gilbreth, P.E.
<b>Telephone and Fax No.</b> (214) 638-0145, (702) 638-0447	<b>Email:</b> Ken.Gilbreth@jacobs.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 1301 N. Green Valley Pky, Suite 200	<b>Website:</b> www.jacobs.com
<b>City, State and Zip Code:</b> Henderson, NV 89074	<b>Point of Contact Name:</b> Ken Gilbreth, P.E.
<b>Local Telephone and Fax No.</b> (702) 369-6175, (702) 369-1107	<b>Email:</b> Ken.Gilbreth@jacobs.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

<b>Full Name</b>	<b>Title</b>	<b>% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)</b>
Please see attached list		

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

## DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

### Purpose:

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- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

### Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

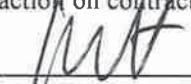
2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

  
 \_\_\_\_\_  
 Signature

Ken Gilbert  
 \_\_\_\_\_  
 Print Name

V.P.  
 \_\_\_\_\_  
 Title

5-7-2021  
 \_\_\_\_\_  
 Date

**For NDOT Use Only:**

- If any Disclosure of Relationship is noted above, please complete the following:
- Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?
- Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized NDOT Representative

## Appointments

### Board Directors

Name	Position	Appointed
<u>Brooks, Vincent K.</u>	Director	08/14/2020
<u>Demetriou, Steven J</u>	Chairman of the Board	07/28/2016
<u>Eberhart, Ralph E.</u>	Director	09/27/2012
<u>Jr., R. C. Davidson</u>	Director	02/13/2001
<u>Kiser, Georgette D.</u>	Director	05/29/2019
<u>Levinson, Linda Fayne</u>	Director	02/13/1996
<u>Loughran, Barbara</u>	Director	05/29/2019
<u>McNamara, Robert</u>	Director	01/19/2017
<u>Robertson, Peter J.</u>	Director	07/30/2009
<u>Thompson, Chris M.T.</u>	Director	11/15/2012

**Officers**

<b>Name</b>	<b>Position</b>	<b>Appointed</b>
Adkisson, Jason	Assistant Secretary	11/19/2020
Allen, William "Billy" B.	Senior Vice President and Chief Accounting Officer	10/13/2016
Andrews, Madhuri	Chief Information Officer	11/11/2019
Arnette, Stephen A.	SVP & GM, ATN Advanced Engineering, Research & Operations	01/18/2018
Bello, Marius (Mark) F.	Senior Vice President, Designated Project Executive	01/16/2020
Berryman, Kevin Christopher	Chief Financial Officer	11/14/2019
Blackwood, Dennis	Manager, California Engineering Operations	01/18/2018
Bloom, Katie	Designated person responsible for practice of Environmental	01/18/2018
Bruning, Michael	Manager, California Engineering Operations	01/18/2018
Bunderson, Michael	Vice President, Tax	05/29/2018
Bussell, Scott	Vice President	01/17/2019
Byers, Timothy	Sr Vice President & GM, Federal & Env Solutions	05/05/2020
Carlin, Michael James	Treasurer and Enterprise Risk	01/17/2019
Caruso, Joanne E.	Chief Administrative Officer	01/18/2018
Cordtz, Kent	Manager, California Engineering Operations	01/18/2018
Crawford, Bruce	Senior Vice President, Strategic Development	11/19/2020
Delisle, Tina	Senior Manager Payrol	02/01/2021
Demetriou, Steven J	President	08/17/2015
Doros, Jonathan	Vice President, Investor Relations	01/17/2019
Doyna, James	SR Vice President, Finance, Critical Mission Solutions	03/18/2021
Earsom, Deryl	Assistant Secretary	11/19/2020
Walstrom, Jan	Senior Vice President & General Manager, Global Environmental	05/05/2020
Gilmartin, Kenneth	Senior Vice President & General Manager, Advanced Facilities	11/14/2019
Gustafson, Shelette M.	Chief Human Resources Officer	01/17/2019
Hannigan, Marietta C.	Chief Strategy & Communications Officer	11/07/2018
Hansen, Taggart	Sr. Vice President, Deputy General Counsel & Internal Audit	05/05/2020
Hanson, Robert	Manager, California Engineering Operations	06/01/2018



Name	Position	Appointed
<u>Hendon, Brian Lee</u>	Designated person responsible for practice of Architecture i	01/18/2018
<u>Herlitzka, Scott</u>	Vice President	05/16/2016
<u>Hicks, Rich</u>	Manager, Ohio Engineering Operations	05/09/2018
<u>Hickton, Dawne Sepanski</u>	Chief Operating Officer	01/16/2020
<u>Hill, Patrick</u>	Senior Vice President & General Manager, B&I, Asia Pacific &	01/16/2020
<u>Hooper, Cory</u>	Vice President, Florida Operations	12/17/2019
<u>Hsu, Mike</u>	Senior Director Tax	09/04/2019
<u>Johnson, Justin</u>	Assistant Secretary	07/09/2020
<u>Jones, Keith B.</u>	Manager, Ohio Land Surveying Operations	05/09/2018
<u>Krishnan, Kosalram</u>	Manager, California Engineering Operations	01/18/2018
<u>Laity, Michael</u>	Senior Director Tax	02/21/2020
<u>Lamb, Matt</u>	Vice President, Florida Engineering Operations	09/24/2018
<u>Lopez-Dubois, Miguel</u>	Manager, California Engineering Operations	01/18/2018
<u>Maloney, Kevin</u>	Manager, California Engineering Operations	01/18/2018
<u>Meinhart, Thomas</u>	Vice President - Authorized Signer	11/14/2019
<u>Miller, Shannon</u>	SVP, Enterprise Risk Management & HR Talent Management	11/19/2020
<u>Montellano, Victorino</u>	Manager, California Engineering Operations	01/18/2018
<u>Morris, Gary</u>	Vice President	11/14/2019
<u>Morrison, Hugh Donald</u>	Senior Vice President & General Manager, B&I Europe	01/18/2018
<u>Nein, Brett</u>	Vice President, Florida Landscape Architecture Operations	06/01/2018
<u>O'Connor, Kelly</u>	Senior Vice President, Strategy & Project Delivery, BIAF	05/02/2019
<u>Owens, John G.</u>	Designated Person Responsible Electrical Engineering in AK	02/27/2020
<u>Parent, Mark J.</u>	Designated Person Responsible Electrical Engineering in AK	02/27/2020
<u>Pragada, Robert V.</u>	Chief Operating Officer	11/14/2019
<u>Refinski, Elizabeth A.</u>	Assistant Secretary	03/26/2009
<u>Richmond, Jennifer</u>	Senior Vice President & General Manager, ATN Mission Solutio	05/05/2020
<u>Rosenfeld, Benjamin</u>	Manager, California Engineering Operations	01/18/2018
<u>Scarlat, Cristian</u>	Manager, California Engineering Operations	01/18/2018
<u>Scher, Brian</u>	Assistant Secretary	03/29/2009

Name	Position	Appointed
<u>Sever, Jeffrey David</u>	Designated person responsible for practice of Mechanical Eng	06/28/2018
<u>Shelton, Brian R.</u>	Senior Vice President, Finance ATN	01/17/2019
<u>Strauss, Scott</u>	Vice President-Authorized Signer	04/01/2019
<u>Thom, Chrissy</u>	Senior Vice President, Growth, Strategy & Solutions PPS	01/27/2021
<u>Tyler, Michael R.</u>	Chief Compliance Officer	01/17/2019
<u>Uchil, Vinay</u>	Vice President, Florida Engineering Operations	09/24/2018
<u>Vadlamudi, Koti</u>	Senior Vice President & GM, Advanced Facilities, PPS	11/14/2019
<u>Wallace, Roanld</u>	Senior Vice President, Operations Support	09/02/2020
<u>Walter, Eric</u>	Senior Vice President Finance and Strategy	03/13/2017
<u>Warnock, William Kirkpatrick</u>	Manager, California Engineering Operations	01/18/2018
<u>Watson, Katus</u>	Vice President, Florida Engineering Operations	09/24/2018
<u>White, Clive Thomas</u>	Senior Vice President, CMS International	05/05/2020
<u>Wiemelt, Karen</u>	Senior Vice President & General Manager, North America Nucle	01/18/2018
<u>Williams, Ronald R.</u>	Senior Vice President, PPS, Americas (West)	11/14/2019
<u>Willis, Aaron</u>	Manager, California Land Surveying Operations	01/18/2018
<u>Wishart-Smith, Heather</u>	SVP, Innovation & Jacobs Connected Enterprise, BIAF	05/02/2019
<u>Wood, Mark</u>	Manager, California Engineering Operations	01/18/2018
<u>Yox, Jeff</u>	Manager, California Engineering Operations	06/01/2018



## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Kimley-Horn and Associates, Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 421 Fayetteville Street, Suite 600	<b>Website:</b> kimley-horn.com
<b>City, State and Zip Code:</b> Raleigh, NC 27601	<b>Point of Contact Name:</b> Molly O'Brien
<b>Telephone and Fax No.</b> 919.677.2000 / 919.677.2050	<b>Email:</b> molly.obrien@kimley-horn.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 5370 Kietzke Lane, Suite 100	<b>Website:</b> kimley-horn.com
<b>City, State and Zip Code:</b> Reno, NV 89511	<b>Point of Contact Name:</b> Molly O'Brien
<b>Local Telephone and Fax No.</b> 775.200.1979 / 602.944.7423	<b>Email:</b> molly.obrien@kimley-horn.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

<b>Full Name</b>	<b>Title</b>	<b>% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)</b>
None		

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

# DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

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- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

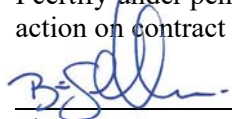
2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A			

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.



Brian R. Smalkoski

Signature

Print Name

Vice President

May 7, 2021

Title

Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

Signature

Print Name

Authorized NDOT Representative

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):** 45

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Parsons Corporation

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 5875 Trinity Parkway, Suite 140	<b>Website:</b> www.parsons.com
<b>City, State and Zip Code:</b> Centreville, VA 20120	<b>Point of Contact Name:</b> David Spille
<b>Telephone and Fax No.</b> 703-988-8500	<b>Email:</b> dave.spille@parsons.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 7450 Arroyo Crossing Pkwy	<b>Website:</b> www.parsons.com
<b>City, State and Zip Code:</b> Las Vegas, NV 89113	<b>Point of Contact Name:</b> Garth Oksol
<b>Local Telephone and Fax No.</b> 702-789-2000	<b>Email:</b> garth.oksol@parsons.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

Full Name	Title	% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)
Parsons Corporation is a publicly traded company		
See Attached list of Corporate Officers and Directors		

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# DISCLOSURE OF RELATIONSHIP FORM

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## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A	N/A	N/A	N/A

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

  
 \_\_\_\_\_  
 Signature

Julia K. Barker, PE  
 \_\_\_\_\_  
 Print Name

Vice President  
 \_\_\_\_\_  
 Title

5/12/2021  
 \_\_\_\_\_  
 Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments: \_\_\_\_\_

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Print Name  
 Authorized NDOT Representative



**Parsons Construction Group Inc.**

**Parsons Corporation**

**Parsons Transportation Group Inc.** is a wholly-owned subsidiary of Parsons Construction Group Inc. which is a wholly-owned subsidiary of Parsons Corporation. Parsons Corporation is a publicly traded company on the New York Stock Exchange under the ticker symbol PSN.

Full Name	Title	% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)
Adams, Garold B.	Chief Risk Officer	N/A
Ball, George L.	Senior Executive Vice President / Chief Financial Officer	N/A
Betancourt, Jose	Vice President-Corporate Taxes	N/A
Bradley, Leslie S.	Chief Strategy Officer	N/A
Dalvi, Ashay V.	Senior Vice President / Chief Accounting Officer	N/A
Green, Shelley D.	Senior Vice President / Treasurer	N/A
Harrington, Charles L.	Director / Chairman of the Board / Chief Executive Officer	N/A
Harsha, Michael	Vice President / Assistant Controller	N/A
Holdsworth, Mark	Director	N/A
Kippelman, Stuart H.	Senior Vice President -Chief Information Officer	N/A
Kolloway, Michael R.	Chief Legal Officer / Senior Vice President / Secretary	N/A
Laws, Theresa M.	Vice President-Operational Accounting & Risk / Assistant Secretary	N/A
Leer, Steven F.	Director	N/A
Long, Letitia A.	Director	N/A
McDew (USAF Ret.), Darren W.	Director	N/A
McFarland, Richard P.	Senior Vice President-Federal Government Relations	N/A
McGovern, James F.	Director	N/A
McMahon, Harry	Director	N/A
Mitchell, M. Christian	Director	N/A
Potier, Timothy M.	Senior Vice President - Chief Security Officer	N/A
Schmitt, Timothy	Chief Development Officer - M&A	N/A
Smith, Carey A.	Director / Chief Operations Officer / President	N/A
Vautrinot, Suzanne M.	Director	N/A
Wajsglas, David C.	Director	N/A
Walker-Lanz, Paul I.	Vice President / Assistant Treasurer	N/A

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

WSP USA INC.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> One Penn Plaza	<b>Website:</b> wsp.com
<b>City, State and Zip Code:</b> New York, NY 10119	<b>Point of Contact Name:</b> Bernard P. McNeilly
<b>Telephone and Fax No.</b> 212-465-5000 / 212-465-5096	<b>Email:</b> Bernie.McNeilly@wsp.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 300 S. 4th Street, Suite 1200	<b>Website:</b> wsp.com
<b>City, State and Zip Code:</b> Las Vegas, NV 89101	<b>Point of Contact Name:</b> Syndi Dudley
<b>Local Telephone and Fax No.</b> 725-724-4400	<b>Email:</b> Syndi.Dudley@wsp.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

<b>Full Name</b>	<b>Title</b>	<b>% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)</b>
See Attached Sheet for WSP USA INC.	Officers and Directors	n/a

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

**WSP USA INC.**

**OFFICERS AND DIRECTORS**

<u>Title</u>	<u>Name</u>	<u>Business Address*</u>	<u>Business Address Reference Number</u>	<u>Residence</u>	<u>Director</u>
President & CEO	Bernard P. McNeilly	New York, NY	( 1 )	W. Windsor, NJ	X
Executive Vice President	Lewis P. Cornell	Orange, CA	( 2 )	Fullerton, CA	
Senior Vice President	Roger W. Blair	Houston, TX	( 3 )	Houston, TX	X
Senior Vice President & Treasurer	Andrew C. Esposito	Orange, CA	( 2 )	Ladera Ranch, CA	
Senior Vice President	Gerald S. Jannetti	New York, NY	( 1 )	Robbinsville, NJ	
Senior Vice President	Samuel Knaster	Philadelphia, PA	( 4 )	Yardley, PA	
Senior Vice President	Garry E. Nunes	New York, NY	( 1 )	Parlin, NJ	
Senior Vice President	J. Steven Paquette	New York, NY	( 1 )	New York, NY	
Senior Vice President	Christopher L. Peters	Orange, CA	( 2 )	Trabuco Canyon, CA	
Senior Vice President	John D. Porcari	Washington, DC	( 5 )	Cheverly, MD	
Senior Vice President	Eric R. Roecks	Seattle, WA	( 6 )	Vashon, WA	
Senior Vice President	Arpit Talati	Dallas, TX	( 7 )	Dallas, TX	
Senior Vice President	David B. Terry	Upper Saddle River, NJ	( 8 )	Emerson, NJ	
Senior Vice President	Pamela Townsend	Raleigh, NC	( 9 )	Cary, NC	
Senior Vice President	John Trotta	Chicago, IL	( 10 )	Orland Park, IL	
Senior Vice President	Joseph B. Willhite	Houston, TX	( 3 )	Katy, TX	
Vice President	Andrew J. Lynn	New York, NY	( 1 )	Garden City, NY	
Vice President	Kevin B. Reed	San Diego, CA	( 11 )	San Diego, CA	
Assistant Vice President	Sandy Bishay	New York, NY	( 1 )	River Vale, NJ	
Assistant Vice President	Amir J. Degany	Boston, MA	( 12 )	Stoughton, MA	
Assistant Vice President	Leslie Gartner	Atlanta, GA	( 13 )	Decatur, GA	
Assistant Vice President	David Patterson	Baltimore, MD	( 14 )	Baltimore, MD	
Assistant Vice President	Robert Rohlf	Kansas City, MO	( 15 )	Liberty, MO	
Assistant Vice President	Fadi S. Walieddine	San Francisco, CA	( 16 )	San Francisco, CA	
Secretary	Hillary F. Jassey	New York, NY	( 1 )	New York, NY	
Assistant Secretary	W. Stephen Dale	New York, NY	( 1 )	Stamford, CT	
Assistant Secretary	Cary M. Siegel	New York, NY	( 1 )	Brooklyn, NY	

**WSP USA INC.**

**OFFICERS AND DIRECTORS**

<u>Title</u>	<u>Name</u>	<u>Business Address*</u>	<u>Business Address Reference Number</u>	<u>Residence</u>	<u>Director</u>
Controller	Nicholas P. Mitrakis	New York, NY	( 1 )	New Canaan, CT	
Assistant Controller	Christopher J. D'Aquino	Ephrata, PA	( 17 )	Lancaster, PA	
Board Director	Michael J. Abrahams	New York, NY	( 1 )	Old Greenwich, CT	X
Board Director	Gregory P. Benz	Eliot, ME	( 18 )	Mt. Desert, ME	X
Board Director	Peter F. Donahue	Boston, MA	( 12 )	Quincy, MA	X

**\*Business Address**

- ( 1 ) One Penn Plaza, New York, NY 10119
- ( 2 ) 1100 Town and Country Road, Suite 200, Orange, CA 92868
- ( 3 ) 16200 Park Row, Suite 200, Houston, TX 77084
- ( 4 ) 4 Penn Center, 1600 JFK Blvd., Philadelphia, PA 19103
- ( 5 ) 1015 Half Street, SE, Suite 650, Washington, DC 20003
- ( 6 ) 999 Third Avenue, Suite 3200, Seattle, WA 98104
- ( 7 ) 2777 N. Stemmons Freeway, Suite 1600, Dallas, TX 75207
- ( 8 ) 600 East Crescent Avenue, Suite 200, Upper Saddle River, NJ 07458
- ( 9 ) 434 Fayetteville Street, Suite 1500, Raleigh, NC 27601
- (10) 30 N. LaSalle Street, Suite 4200, Chicago, IL 60602
- (11) Wells Fargo Bldg., 401 B Street, Suite 1650, San Diego, CA 92101
- (12) 75 Arlington Street, 9th Floor, Boston, MA 02116
- (13) 1123 Zonolite Road, Suite 25, Atlanta, GA 30306
- (14) 1 East Pratt Street, 3rd Floor, Baltimore, MD 21202
- (15) 405 E. 19th Avenue, Suite A2, North Kansas City, MO 64116
- (16) 425 Market Street, 17th Floor, San Francisco, CA 94105
- (17) 4139 Oregon Pike, Ephrata, PA 17522
- (18) 428 Dow Highway, Eliot, ME 03903

# DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

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*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

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- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A			

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

*Syndi Dudley*

Syndi Dudley

Signature

Print Name

Sr. Director, Local Business Leader

May 10, 2021

Title

Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

Signature

Print Name

Authorized NDOT Representative

# Line Item 3



STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

278-21-016  
For Agreement Services Only

**Request to Solicit Services and Budget Approval (2A)**  
Amendments for time extensions (time only) do not require a form 2a

Initial Budget Request  Revision to Initial Budget Request:  Request for Amendment #:

Name of Second Party, if Known:

Agreement Number:

Project ID #(s): LV FSP Project No. TBD

Type of Services: Service Provider

Originated by: Juan Hernandez

Division: C016

Date Originated: 5/6/2021

Division Head/District Engineer: Rod Schilling

Budget Category #: 06

Object #: 813S

Organization #: C016

Type of Funding: Federal/State

% of Fund: 95

State Fiscal Year(s): FFY23-FFY26

Amendment Estimated Cost:

Total Agreement Estimated Cost: \$10,509,877.00

Funding Notes:

Total Project: \$10,509,877.00

Federal 95%: \$9,984,383.15

Total State 5%: \$525,493.85

**Financial Management:**

Kristen Greenhut

5/21/2021

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Date

Requires Transportation Board Approval

Does not require Transportation Board Approval

Approval of this form by the Financial Management Division, Budget Section, provides funding authority for the services described. Actual availability of funds and the monitoring of actual expenditures must be determined by the Division Head.

**Project Accounting:**

KMcKee

5/21/2021

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Date

**Director:**

Kristina Swallow

5/21/2021

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Date

**STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION**

For Agreement Services Only <b>278-21-016</b>
--

**Attachments:**

Budget by Organization Report (Report No. NBDM30) attached here:

If Amendment, attach original Agreement here:

Any additional information to attach:

**Purpose of, and Justification for, Budget Request:**

In 2018, the Department entered a contract via the competitive procurement process with United Road Towing (URT) to operate and maintain the FSP Program in the heavily traveled sections of Reno and Las Vegas to address various traffic incidents such as: crashes, disabled vehicles, abandoned vehicles, roadway debris, sick or stranded motorists, temporary traffic control, scene safety, vehicle fires, and minor hazardous spills. On March 15, 2021, the Director approved a Sole Source for Professional Exemption Memorandum for the continuation of the FSP Program with URT through federal fiscal year 2026. The methodology for the cost estimate of the FSP contract leverages the specific rates of compensation method and is derived from the FSP routes and hours of operation.

**Scope of Services:**

The FSP Program is a vital component to the Department's Transportation System Management Operations (TSMO) goals and objectives. As part of the contract the service provider will operate and maintain the FSP Program, which consists of providing the Department with FSP technicians, fully marked FSP vehicles, software integration with the Waycare predictive analytics platform system, sponsorship (via State Farm) which allows the Department to operate the FSP Program for extended hours during holidays, special events, and emergency situations at no additional cost to the program; and secure indoor storage for the Department and first responders to utilize for special short-term investigations and impounds.



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## **MEMORANDUM**

**June 2, 2021**

**TO:** Jenica Keller, PE, Assistant Director of Operations  
**FROM:** Juan Hernandez, PE, PTOE, Traffic Operations Principal Engineer  
**SUBJECT:** Negotiation Summary for Agreement 278-21-016  
Las Vegas Freeway Service Patrol Program

---

The Nevada Department of Transportation (NDOT) Las Vegas Freeway Service Patrol (FSP) Program is designed to mitigate congestion and enhance safety in the heavily traveled sections of the Las Vegas, Nevada metropolitan freeway systems. A negotiation meeting was held virtually on March 3<sup>rd</sup>, 2021, with URT United Road Towing Inc. and NDOT Traffic Operations.

The following personnel were in attendance:

- Juan Hernandez, Principal Engineer, NDOT
- LaShonn Ford, Senior Project Manager, NDOT
- James Stahl, General Manager, SERVICE PROVIDER

The DBE goal for this agreement has been established at zero percent (0%).

The duration of this agreement will be for 4 years, ending on September 30<sup>th</sup>, 2026.

The budgeted amount of this Agreement is comprised of 95% Federal / 5% State Funding.

The Scope of Services was reaffirmed by both parties at the outset:

Please see attached.

Key personnel dedicated to this project are as follows:

- Key Personnel:
  - James Stahl, FSP General Manager
  - Cameron Crowell, FSP Director of Operations

Sub-consultant information regarding Project Descriptions on active Agreements:

There are no sub-consultants being utilized on this Project.

The negotiations yielded the following:

- **Las Vegas FSP Negotiated Cost: \$10,509,877.00**
  - Negotiated Cost includes a **5 percent contingency**

The above **costs were derived using the specific rates of compensation method**. With the specific rates of compensation method, the SERVICE PROVIDER is paid at an agreed and supported hourly rate for each class of employee engaged directly in the work. The negotiated rates include the direct and indirect costs, overhead expenses, and fixed fee. Furthermore, the rates were based on experience derived from the current program and were used to develop the budget for continued services.

In addition to the standard features and enhancements referenced in Table 1 below, NDOT and the SERVICE PROVIDER will be piloting the HAAS Alert system. The addition of the HAAS Alert system optimizes the value of the FSP Program at no additional cost to the contract by leveraging Responder to Vehicle (R2V) Alerts, Responder to Responder (R2R) Alerts, and Real-Time Situational Awareness technology. Furthermore, the HAAS Pilot Project will allow NDOT and participating agencies to evaluate the effectiveness of the technology and will allow us to establish consistent performance metrics.

**Table 1: FSP Standard Features & Additional Enhancements**

FSP Program Standard Features
Full size arrow boards on all service vehicles for enhanced visibility and safety
Service vehicles with towing capabilities for quick clearance of travel lanes
Defibrillators in all service vehicles for interim support of sick or injured motorists
Advanced incident notification capabilities for the road operation centers (Waycare)
Additional Service Provider Enhancements (Provided at No Additional Cost)
Secure indoor storage for special short-term investigations and impounds for first responders in the Las Vegas metropolitan area
Additional temporary FSP Dispatch Operator support upon moment's notice and when requested by the NDOT Road Operation Centers
Real-time visual feed capability for the NDOT Road Operation Centers
HAAS Alert System for Responder to Vehicle (R2V) Alerts, Responder to Responder (R2R) Alerts, and Real-Time Situational Awareness technology

Reviewed and Approved:

DocuSigned by:  
**Jenica Keller**  
 D4A618F26D8B447/...

Jenica Keller, PE  
 Assistant Director of Operations

**ATTACHMENT A**  
**Las Vegas FSP SCOPE OF SERVICES**

**1. OVERVIEW**

The Nevada Department of Transportation (NDOT) has implemented the Freeway Service Patrol (FSP) Program since 1998 to operate in the Reno and Las Vegas metropolitan freeway systems. The goal of the FSP program is to operate in conjunction with NDOT Maintenance Personnel, Nevada Highway Patrol, Towing Professionals, Emergency Medical Technicians, and other first responders to mitigate congestion during peak traffic periods and improving safety by promoting quick incident clearance thus reducing secondary crashes.

The FSP Program will operate in the heavily traveled sections of the Las Vegas, Nevada metropolitan freeway systems to address various traffic incidents such as: crashes, disabled vehicles, abandoned vehicles, roadway debris, sick or stranded motorists, temporary traffic control, scene safety, vehicle fires, and minor hazardous spills. FSP technicians will be certified in various fields such as hazmat safety, cardiopulmonary resuscitation, community first aid, basic automotive repair, and traffic incident management.

The SERVICE PROVIDER will be required to solicit and procure sponsorship of the FSP Program for the life of the Agreement. The SERVICE PROVIDER will also be required to develop and submit for DEPARTMENT approval a Sponsorship Plan that will outline the program details. If sponsorship is cannot be procured, the SERVICE PROVIDER will be required to submit quarterly reports with documentation showing that said sponsorship has been actively solicited for the reporting period.

The SERVICE PROVIDER has agreed to provide secure indoor storage for special short-term investigations and impounds for first responders at not additional cost to the program.

The FSP fleet will consist of vehicles that may vary by design: a) standard program vehicles without tow capabilities will be referenced as Safety Patrol Vehicles (SPV); b) program vehicles with a flatbed design will be referenced as Flatbed Multi-Use Response Vehicles (FB-MRV); c) program vehicles with a wheel-lift design will be referenced as Wheel-Lift Multi-Use Response Vehicles (WL-MRV); and d) program vehicles with increased storage capacity for temporary traffic control devices will be referenced as Incident Response Vehicles (IRV). The SERVICE PROVIDER will submit to the DEPARTMENT for review and approval the design type and number of program vehicles (including contingency vehicles) necessary to efficiently operate the program in accordance with the terms of the Agreement. The type of service vehicle designated for each route will be coordinated between the DEPARTMENT and the SERVICE PROVIDER.

The FSP Program will have designated routes providing coverage during peak traffic periods and may have revised route coverage and/or hours of operation during federal holidays, special events, construction projects, natural disasters, and emergency situations that may include homeland security activities. Tables 1-3 and Figure 1 in Appendix A reflect the initial schedule and program boundaries at the commencement of the program. It is anticipated that the routes and hours of operation will continue to evolve as traffic volumes fluctuate. Furthermore, the DEPARTMENT in coordination with the NDOT Districts and Nevada Highway Patrol may adjust, the routes and the hours of operation as deemed necessary.

**2. GENERAL REQUIREMENTS**

- A. The SERVICE PROVIDER will follow all applicable Federal, State, and County safety and health laws, regulations, and standards and will follow the latest Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD).

**ATTACHMENT A**  
**Las Vegas FSP SCOPE OF SERVICES**

- B. FSP Dispatch Operators will be referenced as DISPATCH and FSP Technicians will be referenced as TECHNICIANS.
- C. Upon request by the DEPARTMENT, the SERVICE PROVIDER will support the transition of a new FSP Program to another SERVICE PROVIDER prior to the completion of the Agreement. Support may include, but not be limited to controlled access to DISPATCH and TECHNICIAN interviews, and program vehicles.
- D. The prices provided in the cost proposal will include, but not be limited to furnishing all labor, material, equipment, tools, transportation, supplies, training, licenses, fees, certificates, direct costs, indirect costs, overhead costs, fixed fee, and incidentals required to complete the work in accordance with the terms of the Agreement.
- E. The SERVICE PROVIDER will assist the DEPARTMENT in promoting the FSP Program with the local media including ride-alongs, interviews, and video recordings. All requests from the media will be subject to DEPARTMENT approval.
- F. The SERVICE PROVIDER will respond in writing to any public complaint submitted against the FSP Program within five (5) working days of the date of the complaint. The SERVICE PROVIDER will provide a copy of the complaint and resolution to the DEPARTMENT.
- G. The SERVICE PROVIDER will meet with the DEPARTMENT monthly for the first six (6) months and bi-monthly thereafter to conduct coordination meetings between the Road Operation Center, District Maintenance, Highway Patrol, and any other first responder agency deemed necessary. The purpose of the coordination meetings will be to: a) evaluate the monthly and or quarterly program performance measures; c) discuss specific incident debriefs, holiday coverage debriefs, and special event coverage debriefs; d) evaluate standard coverage routes and hours of operations; e) discuss coverage for upcoming holidays, special events, and construction projects; and f) discuss improvements and/or adjust procedures, guidelines, routes, and hours of operation based on input obtained at the meeting.
- H. The SERVICE PROVIDER will ensure that the FSP General Manager or the Operations Manager is present at all Traffic Incident Management (TIM) Coalition meetings, FSP Coordination meetings, and WayCare meetings throughout the life of the Agreement.
- I. Standard Operating Guidelines

The SERVICE PROVIDER will be responsible for developing a DEPARTMENT-approved manual consisting of the FSP Standard Operating Guidelines (SOG) prior to commencement of the program. The SOG will describe in detail the professional standards of DISPATCH and TECHNICIAN and will outline the guidelines for mitigating the variety of incidents expected. Any changes to the SOG by the SERVICE PROVIDER will be submitted to the DEPARTMENT for review and approval prior to implementation. Alternatively, the DEPARTMENT may direct the SERVICE PROVIDER to make changes to the SOG. Once approved, the SERVICE PROVIDER will provide the SOG to the DEPARTMENT in Word and PDF format. Furthermore, a hard copy of the most current version of the SOG will be provided to each TECHNICIAN, kept in each program vehicle, as well as each FSP dispatch workstation.

**ATTACHMENT A**  
**Las Vegas FSP SCOPE OF SERVICES**

J. Collateral Material

Collateral material refers to the various pieces of public relations documents used to promote the services of the FSP program. These include printed multi-color pamphlets (given to motorists at the time of the mitigation), and an on-line survey to serve as a feedback mechanism from which an assessment can be made as to the effectiveness of the program. The SERVICE PROVIDER will be responsible for all costs associated with the collateral material. Prior to implementation, the SERVICE PROVIDER will submit for DEPARTMENT approval all collateral material developed for the program.

**2.1 PATROL DAYS AND HOURS OF OPERATION**

A. Vehicle Service Hour

A Vehicle Service Hour (VSH) is the time in which a single program vehicle is patrolling the designated route or conducting a mitigation. VSH does not include: a) travel time to and from the base yard to the patrol route; b) TECHNICIAN shift exchanges; and c) service vehicle breakdowns, malfunctions, and/or service vehicle involved crashes. Lost VSH resulting from scenarios (b) through (c) may be recovered by patrolling the given route at the end of the shift an additional VSH equivalent to the lost VSH.

B. Patrol Routes and Hours of Operation

The SERVICE PROVIDER will provide FSP coverage during peak traffic periods and may have revised route coverage during federal holidays, special events, construction projects, natural disasters, and emergency situations that may include homeland security activities. Tables 1-3 and Figure 1 in Appendix A reflect the initial schedule and program boundaries at the commencement of the program.

It is anticipated that the routes and hours of operation will continue to evolve as traffic volumes fluctuate. The DEPARTMENT in coordination with the NDOT Districts and Nevada Highway Patrol may adjust the routes and the hours of operation as deemed necessary and will make all efforts to provide four (4) weeks of advanced notification to the SERVICE PROVIDER for adjustments to the patrol routes and hours of operation.

C. Holiday and Special Event Coverage

Non-patrol days will be identified as Thanksgiving Day and Christmas Day only.

FSP coverage may be reduced by up to fifty percent (50%) on all federal holidays except Independence Day and New Year's Day, which may have coverage increased by up to fifty percent (50%).

Special events for the Las Vegas area may include but are not limited to: Spring and Fall NASCAR and the Electric Daisey Carnival.

**ATTACHMENT A**  
**Las Vegas FSP SCOPE OF SERVICES**

D. Breaks

No more than one (1) TECHNICIAN covering the same route may be on break at the same time. Breaks will not be taken within the first hour or the last hour of the shift.

E. Overtime

Should any mitigation be unfinished at the end of the workday, the TECHNICIAN will continue to work until completed or released by the DEPARTMENT or law enforcement.

The DEPARTMENT may request for the SERVICE PROVIDER to work outside the normal patrol hours to support special events, construction project, natural disasters, and traffic emergencies.

The DEPARTMENT will pay the SERVICE PROVIDER overtime at the standard VSH rate identified in the Agreement.

All FSP employees working overtime will be paid by the SERVICE PROVIDER in accordance with all Federal and State labor laws.

F. Vehicle Lane Clearance

During non-injury incidents, the TECHNICIAN will clear crashed or disabled vehicles off travel lanes and drop off the motorist at the nearest secure location so that the vehicle can then be safely towed by a towing company. If necessary, the TECHNICIAN may provide a cell phone and the most recent Highway Patrol Tow List to the motorist.

G. Contingency Operations

The SERVICE PROVIDER will develop contingency plans for severe weather storms (i.e. snow storms, roadway washouts, floods, etc.) and homeland security emergencies. The contingency plans will specify communications protocols and describe how operational efforts will be handled.

**3. VEHICLES**

**3.1 General Requirements**

A. Unless previously approved, the SERVICE PROVIDER will have the vehicle specifications approved by the DEPARTMENT prior to ordering new vehicles. Once approved, the SERVICE PROVIDER will furnish, operate, maintain, and secure all appropriate licenses and registration fees.

B. All program vehicles will be equipped with the necessary tools and supplies to effectively address a wide variety of roadway incidents such as: crash incidents, lost motorists, sick or injured motorists, pedestrians or animals in the roadway, roadway debris, minor vehicle fires, minor vehicle fluid leaks, out of fuel, abandoned vehicles, emergency traffic control, vehicle fluid spill containment under twenty-five (25) gallons, and disabled vehicles that can be mitigated by the TECHNICIAN in under fifteen (15) minutes.



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- C. The SERVICE PROVIDER will equip all program vehicles with a real-time Fleet Management System and will provide at its own expense all equipment, hardware, software, and pay for all costs associated with providing a fully hosted system to the DEPARTMENT.
- D. Upon request and at the expense of the DEPARTMENT, the SERVICE PROVIDER will cooperate with the installation of Intelligent Transportation System (ITS) devices on the program vehicles. The SERVICE PROVIDER will not be liable for lost, damaged, or stolen DEPARTMENT equipment. The DEPARTMENT will remove the equipment from the vehicles upon contract completion and will cover the holes with weatherproof plugs.
- E. The SERVICE PROVIDER will be responsible for storing program vehicles at a privately leased storage facility and will be responsible for securing all vehicles and equipment.
- F. The SERVICE PROVIDER will keep the interior of all program vehicles clean and neat at all times; and the exterior will be washed at least every Monday and Wednesday prior to commencement of the AM shift.
- G. The Service Provider will maintain the exterior paint and vehicle wrapping in scratch, fade, peel, and damage free condition at all times. The SERVICE PROVIDER will have fifteen working days from date of notification to replace or improve deficient exterior conditions.
- H. Prior to each shift, the SERVICE PROVIDER will conduct a pre-trip inspection using a Fleet Management System developed checklist confirming the interior/exterior condition, supplies, materials, and equipment of each vehicle.
- I. The DEPARTMENT will conduct random vehicle inspections and ride-alongs to inspect and ensure program vehicles, equipment, supplies, and uniforms are in compliance with the terms of the Agreement.

### 3.2 Vehicle Decals and Markings

- A. All program vehicles will be white and fully wrapped with DEPARTMENT approved decals and markings. Prior to installing the vehicle wrapping, the SERVICE PROVIDER will provide to-scale graphics showing the vehicle wrapped with all decals and markings. Temporary magnetic signs will only be allowed for training purposes and sign will state, "In Training" in big legible letters.
- B. Unless DEPARTMENT approved, no other markings or signs will be allowed on the program vehicles. This includes, but is not limited to: pin striping, underlining of lettering, symbols, logo, hours of operation, markings on windows or mud flaps, advertising, etc.
- C. Upon contract completion, all DEPARTMENT seals and FSP markings will be removed from the vehicles at the expense of the SERVICE PROVIDER.

### 3.3 Specifications

- A. Safety Patrol Vehicle (SPV)
  - 1. Minimum 3/4-ton chassis
  - 2. Air conditioning

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3. Frame mounted trailer hitch with combination ball

**B. Flatbed Multi-Use Response Vehicle (FB-MRV)**

1. Minimum 1-ton chassis
2. Air conditioning
3. Capable of transporting at least four (4) adult passengers
4. Flatbed/wheel-lift design capable of towing two vehicles simultaneously, each vehicle with a gross vehicle weight rating (GVWR) of at least 8,000 lbs.

**C. Wheel-Lift Multi-Use Response Vehicle (WL-MRV)**

1. Minimum 1-ton chassis
2. Air conditioning
3. Capable of transporting at least four (4) adult passengers
4. Wheel-lift design capable of towing one vehicle with a GVWR of at least 8,000 lbs.

**D. Incident Response Vehicle (IRV)**

1. Minimum 1-ton chassis
2. Air conditioning
3. Dual rear wheels
4. Capable of carrying increased traffic control equipment for roadway closures

The FSP Program may also include DEPARTMENT approved program vehicles not specified in this Agreement. The vehicle may be implemented as a pilot so that the DEPARTMENT may evaluate its merits before determining to officially incorporate it into the program. The pilot vehicle shall meet all the requirements of the contract and shall not exceed the negotiated service rates.

**3.4 Vehicle Equipment and Supplies**

The SERVICE PROVIDER will furnish, operate, maintain, and be responsible for the security of all vehicle equipment and supplies. Necessary ancillary equipment will be kept in good repair and operating condition to ensure the program will operate in an efficient and effective manner.

**A. Installed Equipment**

1. Full-width, front-mount rubber-faced push bumper
2. Front and rear LED flashers
3. 12-volt DC Electric Air compressor with air-lines, fittings, and pressure gauge
4. 12-volt jump start connections mounted front and rear
5. Public address system
6. FSP Fleet Management System
7. Dual Facing Wi-Fi Dash Cameras with live feed to the Road Operation Centers

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8. Roof mounted full size arrow board and emergency light bar with directional flash arrow:
  - a) Controls will be separated, such that the forward and rear-facing lights may be turned on and off independently from one another
  - b) Retractable arrow board designed to extend above the roof line with in-cab controls
  - c) Arrow board visibility will be Type D, per MUTCD Section 6F.61

**B. Portable Equipment and Tools**

1. Tow straps, safety chains (grade 8), and wheel chocks
2. Two- (2-) ton aluminum floor jack and 1.5-ton scissor jack with drill attachment
3. 25-foot jumper cables with hot box connector
4. Flexible fuel funnels (e85 and regular) and fuel containers
5. Standard and metric master mechanic toolbox set including various sockets, wrenches, screw, pliers, and vice grips
6. Ball peen hammer, sledgehammer, pry bar, hack saw, and chisel
7. 18V Impact wrench with charger, extra batteries, and impact sockets (1/2" deep well) in SAE and Metric size
8. Security locking key lug nut master set
9. Star wheel and hub cap removal kit
10. Quick entry tool kit
11. Heavy duty push broom and large dustpan
12. Aluminum coal shovel, pointed long handle shovel, and square D handle spade
13. Trash cans (two (2), ten- (10-) gal) and buckets (two (2), five- (5-) gal)
14. Gas or electric heavy-duty leaf blower
15. Power inverter 12V to 110V
16. Two- (2-) exterior mounted or portable work lights
17. Heavy-duty flashlight with traffic wand
18. Water cooler for bottled water and ice
19. Automated External Defibrillator (AED)
20. Traffic cones, 28" reflectorized, twenty (20) minimum
21. Stop/Slow paddle, 24"
22. Two (2) folding aluminum sign support stands for 48" fabric signs
23. Traffic Incident Management traffic control signs, MUTCD compliant, portable, 48", black on fluorescent pink:
  - a) One (1) "Road Closed Ahead"
  - b) One (1) "Road Closed"

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- c) One (1) "Ramp Closed Ahead"
- d) One (1) "Ramp Closed"
- e) One (1) "Emergency Scene Ahead"
- f) One (1) "Be Prepared to Stop"
- g) One (1) "Lane Closed Ahead" with Velcro panel for "Right" or "Left" lane
- h) One (1) "Lane Closed" with Velcro panel for "Right" or "Left" lane

**24. Dual-Band Portable Radios**

- a) P25 Phase 2 compatible
- b) Portable, P7350, 764-870MHz, Scan
- c) Feature, Max (1024+) System/Groups
- d) Feature, ProFile OTAP Over-the-Air Program
- e) Feature Package, EDACS Trunking
- f) Feature, ProScan Roam w/Priority Sys Scan
- g) Battery, Li-Ion, 2000Mah
- h) Redundant Battery, Li-Ion, 2000mAH
- i) Antenna, 764-870MHz, 1/4 Wave Whip
- j) Speaker Mic, Coiled
- k) Case, Leather, w/Belt Loop, P7300
- l) Charger, Single, Tri-Chem
- m) Charger, VC4000, Tri-Chemistry

**25. Dual-Band Portable Radio Requirements**

- a) Dual-band multimode portable radios will be compatible with: P25 Phase 2 frequencies; DEPARTMENT talk groups; and Nevada Highway Patrol talk groups. The SERVICE PROVIDER will be required to enter into an agreement with the Department of Public Safety to access the NHP talk groups.
- b) The SERVICE PROVIDER will forward all portable radios to the DEPARTMENT no later than two (2) months prior to the start of FSP operations in order for the DEPARTMENT to program the portable radios with DEPARTMENT and NHP approved talk groups.
- c) The SERVICE PROVIDER will forward all portable radios to the DEPARTMENT no later than ten (10) calendar days from contract completion or termination, for the purposes of resetting all radios to factory default settings. The DEPARTMENT will return all radios to the SERVICE PROVIDER within ten (10) working days after receipt.

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C. Vehicle Supplies

1. Flares, 30-minute, 36-pack minimum
2. Fire extinguisher, 20 lbs. (Class ABC)
3. Two- (2-) part epoxy and powdered system "plug-N-dike"
4. Bale of spill control pads and four (4) bags of oil dry
5. Starting fluid, penetrating oil and moisture displacing spray
6. Electrical tape, duct tape, mechanics wire, electrical wire
7. 12-volt electrical splices/connectors, assorted fuses
8. Air brake release kit, various brake release pins, plugs, reducers, nuts, bolts, screws, hose clamps, brass fittings, and tire air valves
9. Purified bottled drinking water and ice
10. Five (5) gallons each of unleaded fuel, diesel fuel, and water
11. Paper towels and hand cleaner/degreaser
12. Marking paint and windshield marker pens
13. Bloodborne pathogen response kit
14. Large first aid trauma kit, eyewash kit, and CPR kit
15. Collateral Material (FSP Pamphlets)

**4. TECHNICIANS**

**4.1 General Requirements**

- A. TECHNICIANS will not accept or solicit gratuities or favors of any sort, nor will they recommend a specific tow, repair or body shop business.
- B. Upon discovering disabled vehicles, TECHNICIANS will ensure the vehicle is in a safe, non-travel area. TECHNICIAN will address situations that normally take a maximum of fifteen (15) minutes to repair to permit the motorist to drive the vehicle under its own power to a repair facility. TECHNICIAN will provide motorists with bottled drinking water and an assortment of motor fluids such as gas, diesel, and radiator fluid as needed. TECHNICIAN will change and inflate tires, secure or remove loose parts, and perform minor mechanical and electrical repairs. If a disabled vehicle cannot be made roadworthy within the fifteen (15) minutes allotted, TECHNICIAN will provide the motorist with a list of towing companies from the Nevada Highway Patrol Towing list.
- C. The SERVICE PROVIDER must submit to the DEPARTMENT a current criminal background check and license record of each TECHNICIAN before he or she is permitted to begin work. Acceptance of each TECHNICIAN will be at the sole discretion of the DEPARTMENT.
- D. The SERVICE PROVIDER will notify the DEPARTMENT in writing of any TECHNICIAN felony violations, arrests, and convictions throughout the life of the Agreement.

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- E. The program will have a zero-tolerance policy for substance abuse. The SERVICE PROVIDER will maintain strict alcohol and controlled substance abuse policies, including at a minimum, a drug and alcohol-free workplace policy. The SERVICE PROVIDER will be responsible for complying with all federal and state laws and regulations pertaining to an alcohol and drug free workplace. TECHNICIANS found to be under the influence of drugs or alcohol will be immediately terminated from the program.
- F. At a minimum, random alcohol and controlled substance testing of at least two (2) TECHNICIANS will be required at least once every quarter. Results from the tests will be provided to the DEPARTMENT within two (2) weeks of the testing and included in each Quarterly Report.

**4.2 Qualifications**

All TECHNICIANS must:

- 1. Possess a valid Nevada driver's license
- 2. Pass a criminal background check and a driver's license investigation
- 3. Possess no reckless driving violations in their driving record
- 4. Possess no criminal convictions
- 5. Work well with people, as well as work independently
- 6. Be able to lift at least fifty (50) pounds
- 7. Be able to communicate instructions, descriptions, and information accurately
- 8. Pass a psychological evaluation
- 9. Pass a controlled substance drug test prior to beginning the program

**4.3 Equipment and Supplies**

- A. The FSP uniform will consist of the following equipment:
  - 1. High-Visibility Vertex Vent Helmet, EXFIL Wendy Helmet, or approved equivalent
  - 2. Knee pads
  - 3. Cell Phone
  - 4. Reflective vests, ANSI Class III, with "FSP" labeled in dark navy blue on the back
  - 5. Dark navy blue, dri-fit collared shirt, with "FSP" labeled on the front, left of chest
  - 6. Dark navy blue, uniform cargo pants with reflective strip on the outside pant leg
  - 7. Reflective rain gear, ANSI Class III, with "FSP" labeled in dark navy blue on the back
  - 8. Identification card holder to be worn on the left arm (ID badge provided by DEPARTMENT)
  - 9. Protective footwear (e.g., non-slip, safety-toe shoes)
  - 10. Work Gloves (leather and rubber)

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11. Safety glasses or goggles
12. Workbox/clip board
13. Manuals and guidebooks

- B. The SERVICE PROVIDER will mail the DEPARTMENT ID badges to the Project Manager upon employee termination and/or contract termination, whichever occurs first.

**4.4 Certifications**

The SERVICE PROVIDER will provide TECHNICIANS that are highly skilled and certified in the following:

1. National Incident Management System (NIMS)
2. Incident Command System (ICS)
3. American Traffic Safety Services Association Road Safety Training
4. SHRP2 Traffic Incident Management (TIM)
5. Emergency Traffic Control and Flagging
6. Community First Aid
7. Cardiopulmonary Resuscitation (CPR)
8. Automated External Defibrillator (AED)
9. Defensive Driving Course
10. Hazmat material awareness and recognition
11. Light duty towing and recovery

**4.5 Training**

- A. The SERVICE PROVIDER will secure all applicable permits, permissions and pay all requisite fees for any training that will be held at a public facility or private facility.
- B. The SERVICE PROVIDER will develop a comprehensive Initial Training Program (ITP) and an Annual Training Program (ATP) for each TECHNICIAN. Both will be submitted to the DEPARTMENT as a deliverable after notice to proceed and approved by the DEPARTMENT prior to the start of training.
- C. Each TECHNICIAN must complete the ITP prior to working in the field to ensure the proper operation of equipment and satisfactory performance of the FSP Program. Training, both initial and on-going, should include appropriate levels of hands-on training. The ITP will include the following elements:
1. Standard Operating Guidelines
  2. TECHNICIAN Courtesy and Personal Safety
  3. Incident Command System (ICS)-100, ICS-200, and ICS-700

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4. American Traffic Safety Services Association Road Safety Training
  5. Crash Scene Support
  6. Traffic Incident Management (TIM)
  7. Emergency Traffic control / MUTCD Part 6 -Temporary Traffic Control
  8. Light Duty Towing and Recovery
  9. Vehicle servicing procedures
  10. Radio and Inter-Agency Communications
  11. Communications Protocols
  12. Ride-Along Training
  13. First Aid / CPR / AED
  14. Hazardous Material Recognition / Fire Extinguisher Use
  15. Vehicle pushing procedures
  16. Field service reports
  17. Safety and Liability
  18. Defensive driving
  19. Fleet Management System operating procedures
  20. Motorist customer service etiquette
- D. The ITP will clearly identify the length of training in terms of hours, differentiating between those which will be held online individually, in a classroom environment, and those which will be hands-on (e.g., light duty towing and recovery, TIM, and traffic control, ride-alongs). The ITP program will consist mainly of hands-on training, individual online training should be offered as a last resort over classroom and hands-on training.
- E. The ATP will clearly identify the elements that will be included, the length of the training (i.e., number of hours), format of the training, and the month in which the Annual Training will be conducted for all TECHNICIANS.
- F. Ensuring both TECHNICIAN safety and the safety of first responders/motorists is essential to the FSP Program. The SERVICE PROVIDER will develop an FSP Safety Program that will describe how safety will be emphasized in its daily, weekly, and monthly operations.
- G. Many of the traffic control operations will be in emergency or short-term situations in response to traffic incidents. Temporary Traffic Control (TTC) will be conducted in compliance with the latest edition of the Manual of Uniform Traffic Control Devices (MUTCD). Each TECHNICIAN will be trained and capable of quickly and safely setting up the emergency TTC for traffic incident scenarios that are likely to be encountered. The SERVICE PROVIDER will develop typical MUTCD-compliant diagrams, to establish program standards for placement of vehicles, cones, signs, arrow boards, and flagging operations in relation to the incident scene. DEPARTMENT approved diagrams for the following list of typical incident situations will be developed by the SERVICE PROVIDER for the following emergency conditions requiring TTC:



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1. Disabled vehicle on shoulder/shoulder assist
2. Single lane closure (right, center, or left lane)
3. Two (2) lanes blocked
4. All lanes blocked
5. All lanes blocked with detour

**5. DISPATCH**

**5.1 Minimum Qualifications**

1. Must be at least eighteen (18) years of age
2. Pass a pre-employment screening for controlled substances, a criminal background check, and a security clearance questionnaire
3. Possess previous computer knowledge and Microsoft Office experience
4. Possess previous dispatch experience
5. Possess knowledge of Las Vegas Freeway Exits; Las Vegas North, South, East, West orientations; and familiar with Arizona, California, and Utah adjoining roads

**5.2 Essential Functions**

1. Long periods of sitting, periodically reaching over desks/consoles, periodically climbing up and down stairs, standing and lifting up to fifteen (15) pounds
2. Utilize traffic software, Closed Circuit Television Cameras, Dynamic Message Signs, and other Intelligent Traffic System devices
3. Coordinate communication with internal crew members, external dispatchers, local media, and the public
4. Execute Road Operation Center (ROC) policies and procedures, emergency operational procedures, and other ROC functions as required
5. Perform regular system diagnostics, facilitate system trouble shooting, identify system failures, and coordinate system repair
6. Multi-task and work with indirect supervision in a fast-paced environment
7. Perform basic mathematical computations
8. Maintain a clean work area as directed
9. Work flexible schedules including days, nights, weekends, and holidays

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**5.3 Dispatcher responsibilities include**

1. Radio dispatching of TECHNICIAN
2. Entering mitigation information into various computer software systems
3. Maintaining a log of all mitigations received, tracking location of TECHNICIAN, and directing TECHNICIAN to incident mitigations
4. Receiving and responding to calls from the DEPARTMENT, law enforcement, and other first responders
5. Entering and updating incident information into the Next Generation Traveler Information System
6. Record keeping, including tracking of the number of mitigations, etc.
7. Other duties as assigned

**5.4 Work Location, and Equipment**

1. The DEPARTMENT will provide the workstation for the FSP Dispatch Operator.
2. The Dispatcher's workstation will have the FSP Fleet Management System software and any other operational support system needed
3. The workstation is in the Road Operation Center located at: Las Vegas Road Operation Center at 4615 West Sunset Road, Las Vegas, NV 89118.

The SERVICE PROVIDER will provide additional temporary DISPATCH support upon moment's notice and when requested by the Road Operation Centers at no additional cost to the Agreement. The additional DISPATCH support will be provided from the SERVICE PROVIDER headquarters.

**6. KEY PERSONNEL**

The SERVICE PROVIDER will identify the program's key personnel, their positions, and where they will be located for the duration of the project. At a minimum, the SERVICE PROVIDER will identify the following Key Personnel:

1. The General Manager will be the SERVICE PROVIDER's main point of contact for the DEPARTMENT's Project Manager and will be responsible for managing all aspects of the FSP Program.
2. The Operation Managers will be assigned to manage the day-to-day operations of the FSP Program in accordance with the DEPARTMENT approved Standard Operating Guidelines. Operation Managers may also be TECHNICIAN.
3. The Administrative Manager will be responsible for project invoicing, monthly reporting, documentation, and other administrative duties.

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4. The Training Manager will be responsible for the development of the Initial Training Program, Annual Training Program, Safety Program, and Traffic Incident Management Training Program.

## **7. FSP FLEET MANAGEMENT SYSTEM**

### **7.1 General Requirements**

- A. The SERVICE PROVIDER will provide the DEPARTMENT access to the Fleet Management System consisting of the following general requirements for the life of the contract:
  1. Provide computer-aided dispatch (CAD) functionality with a database dispatch log to track mitigations in a coordinated, comprehensive, and consistent manner
  2. Provide automated vehicle location (AVL) technologies to allow designated users to dynamically monitor vehicular locations and speeds in real time
  3. Provide real time, secure, authenticated, remote access using a browser-based interface
  4. Provide a system that is fully operational at least 99.999% of the time during operational hours
  5. Allow for geofences to be inputted into the system and tied to invoicing
  6. Allow for reports to be generated in Excel format
  7. Allow designated users to be alerted when mitigations are initiated and concluded

### **7.2 Operational Features**

Operational features of the Fleet Management System will include, but not be limited to, the following:

- A. Monitor real-time status of each program vehicle's current activity, including, but not limited to:
  1. Start and end time of shift in twenty-four (24) Hour format (e.g. 5:30 PM would be represented as 17:30:00)
  2. Date in MM/DD/YYYY (e.g., April 30, 2016 would be represented as 04/30/2016)
  3. Vehicle ID
  4. TECHNICIAN ID
  5. Location on a map using AVL
  6. Direction of travel
  7. Travel speed (approximate, within one (1) mph)

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- B. Automatically log information during mitigations, including but not limited to:
1. Unique mitigation identification number (unique ID).
  2. Day of week (i.e., Monday, Tuesday, etc.)
  3. Date in MM/DD/YYYY
  4. Start time of each mitigation in military format
  5. End time of each mitigation in military format
  6. Total time (duration) of the mitigation
  7. Latitude and longitude of vehicle in Decimal Degrees format
  8. Forward Facing Video
  9. Vehicle ID
  10. Route
- C. Allow for TECHNICIAN entry of various mitigation-specific information including, but not limited to:
1. TECHNICIAN ID or name
  2. Mitigation Information
    - a) Mitigation Type and sub-type categorized by one (1) of these categories:
      - i. Disabled Vehicle
        1. Battery Jump
        2. Flat Tire
        3. Out of Gas
        4. Overheated
      - ii. Abandoned Vehicle
      - iii. Scene Safety
        1. For First Responders
        2. For Motorists
      - iv. Crash Incident
        1. Vehicle(s) Removed
        2. Vehicle(s) Not Removed
      - v. Left on Arrival

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- vi. Debris Removal
  - vii. Other
    - 1. Load Adjustment
    - 2. Lost Motorist
    - 3. Lost Animal
    - 4. Vehicle Fire
    - 5. Hazmat
    - 6. Pedestrian
    - 7. First Aid
    - 8. Motorist on phone
    - 9. Service Refused
- 
- b) Lane location of vehicle (e.g. Median, Lane 1, 2, 3, Shoulder)
  - c) Direction (e.g., north, south, east, west)
  - d) Whether the vehicle was towed
  - e) Whether another FSP unit helped in providing the mitigation
  - f) Whether first responders (e.g., Nevada Highway Patrol, Fire Department, Emergency Medical Services, DEPARTMENT maintenance crews or other support) were on-scene
  - g) Make, model, and license number of the vehicle
  - h) Additional comments unique to the mitigation
- 
3. When not in roving status, allow for TECHNICIAN entry describing actions, including, but not limited to start and end times associated with:
- a) Beginning of shift
  - b) End of shift
  - c) Refueling
  - d) Lunch break
  - e) Bathroom break
  - f) Vehicle Out-of-order
  - g) Vehicle Damaged
  - h) TECHNICIAN Injury
  - i) Other

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- D. Allow for supplementary information regarding vehicles that were towed including, but not limited to:
  - 1. Drop-off location of towed vehicle
  - 2. Whether the motorist was transported by the TECHNICIAN to the drop-off location
  - 3. Whether passengers were transported; and if so, the number of passengers that were transported
  - 4. In cases where more than one (1) program vehicle provided the mitigation, the fleet management system will allow dispatch entry about the following:
    - a. Link to the original mitigation (to avoid double counting of that mitigation)
    - b. Program Vehicle ID
    - c. TECHNICIAN ID or name
    - d. Specifically identify what or how the second program vehicle did to support the initial responding program vehicle (i.e., provided traffic control; transported additional passengers; etc.)

**7.3 Event Notifications**

- A. Configure and monitor event notifications involving program vehicles to include the list that follows.
  - 1. Arrival on shift
  - 2. Departure from shift
  - 3. Begin break
  - 4. End break
  - 5. Begin mitigation
  - 6. End mitigation
  - 7. Other
- B. When an event is detected, a visual alarm will be displayed.
- C. A log of all events will be kept in a database and be accessible via the browser-based interface.

**7.4 Functional Requirements**

Functional requirements of the Fleet Management will include:

- A. A display interface to the Fleet Management System that is accessible to the DEPARTMENT via a browser-based interface that ensures security-controlled user access. At a minimum, the interface will be fully compliant with HTML5 and the system implemented will use a responsive design that will respond to the user's behavior and environment based on screen size, platform, and orientation.

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- B. A Computer Aided Dispatch (CAD)/Automatic Vehicle Locator (AVL) tracking function that provides vehicular tracking updates according to the following rules:
  - 1. A user-programmable time since the last update was generated (nominally every thirty (30) seconds).
  - 2. When the vehicle has started moving or stopped moving.
  - 3. Upon subsequent restoration after a loss of GPS coverage.
  - 4. Upon subsequent restoration after a loss of communication coverage.
  
- C. Capability to create custom geofences and associated tracking of vehicle presence within each established geofence zone.
  
- D. Transmission of the following data from the CAD/AVL and Tracking Function on every tracking update:
  - 1. Vehicle ID
  - 2. Time Received
  - 3. Date and time of update (accurate to within one (1) second)
  - 4. Position (latitude and longitude with a minimum accuracy of plus-ten (+10) feet)
  - 5. Speed (miles/hour)
  - 6. Heading (direction of travel)
  
- E. Generation of a well-documented XML or JSON formatted 'tracking' application programming interface (API) that is used by an authorized external system as an information source.
  - 1. If using XML or JSON, the Fleet Management System will provide an XML Schema Definition (XSD) or JSON Schema that formally describing the elements in the XML or JSON document for automated testing purposes.
  - 2. The Fleet Management System will make the data available to the Central Data Warehouse (CDW) known as the Nevada Data Exchange (NDEX) at no cost to the DEPARTMENT.
  - 3. The Fleet Management System will allow a DEPARTMENT polling agent to poll the HTTPS API web service (HTTPS over TCP port 443).
  - 4. The vendor will be responsible for using a third-party SSL certificate from a Certificate Authority (if External to the DEPARTMENT network) and user authentication to ensure the security of the system through the API.
  - 5. The Fleet Management System will be capable of multiple connections to the API from at least three (3) district locations.

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6. The API will include general content such as the vehicle ID, time, location, heading, speed, accuracy estimates, and any other data identified in Sections 7.1 through 7.2.
7. The Fleet Management system will use UTM for the time stamp entry time (the time the data was received) and local time for the record time (the time the data was created) using local time zone information. (For example, Pacific Standard Time when observing standard time / Pacific Daylight Time when observing daylight saving time for events in Nevada).
8. The data will be available for retrieval at an agreed upon frequency so long as the vehicle is on duty.

### **7.5 Reporting**

- A. Management and/or operational reports are required to support FSP operations. The reports will be utilized for many purposes and will be provided by the SERVICE PROVIDER to the DEPARTMENT on a quarterly and annually frequency basis.
- B. The vehicle service hour information captured by the FSP Fleet Management System may be used as the source the DEPARTMENT may use to substantiate the SERVICE PROVIDER's invoice for monthly vehicle service hours billed.
- C. The data for the reports will be drawn from data that will be kept (stored) online by the SERVICE PROVIDER for the duration of the Agreement. The reports should include user-selectable criteria such as date, time of day (i.e., 5AM – 9AM), day of week, mitigation duration, patrol shift, vehicle, TECHNICIAN, etc. Aggregate functions should be provided so that averages, rates, deviations and so forth can be computed. The reporting features should include, but not be limited to:
  1. Select a report from a menu of available reports.
  2. Preview a report before printing.
  3. Generate the following reports and queries:
    - a) Mitigation Summary: For all mitigations, provide data and be able to query mitigations by route, by mitigation type, by tow, by program vehicle ID, TECHNICIAN ID by time of day (or range), by date (or range of dates) by day of week, by location (between two (2) points on the freeway), direction, length of mitigation (in minutes), drop location, first responder on scene, and mitigations made by more than one (1) program vehicle.
    - b) Performance Measures: In accordance with FHWA SHRP-2 Traffic Incident Management performance measures, for all mitigations, provide data and be able to query mitigations by roadway clearance times, incident clearance times, secondary incidents, and first responder struck-by incidents.
    - c) TECHNICIAN Summary: For each TECHNICIAN, provide data and be able to query the TECHNICIAN's activity for each shift, including patrol time, number of breaks taken, and total break time by day or other specified time period.



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**Las Vegas FSP SCOPE OF SERVICES**

- d) Program Vehicle Activity: For each program vehicle, provide data and be able to query vehicle service hours by time period (i.e., specific day, dates, or date range), tracking routes and stops made by a vehicle through AVL/GPS. Ensure that a visual history (using the AVL and a map) may be 'replayed' mapping the vehicle's activity may be provided for a specified time period.
- e) All queries will be able to be exportable into the latest version of Microsoft Excel. For example, querying MITIGATION data, if the DEPARTMENT would like to have a list of MITIGATIONS on I-80, between Robb Dr and Vista Blvd, EB direction, for a 6-month time period, the result should be an Excel spreadsheet that lists all MITIGATIONS with associated details (e.g., program vehicle IDs, TECHNICIAN ID times of day, dates and day of week, location (lat/long), direction, length of mitigation (in minutes), whether the vehicle was moved or towed, drop location, first responders on scene, and other program vehicle IDs on-scene).

**7.6 Licensure and Access to the Fleet Management System**

- A. The SERVICE PROVIDER will be responsible for all costs associated with the installation of any Fleet Management System software, hardware, and licensing (including re-installation) for all the DEPARTMENT-designated users.
- B. The SERVICE PROVIDER will provide licensing to allow system access for twenty (20) simultaneous DEPARTMENT-designated remote access users.
- C. The SERVICE PROVIDER will provide all-inclusive in-person training for the DEPARTMENT-designated users upon installation; and at least once annually, the SERVICE PROVIDER will provide refresher training, highlighting updates to the originally installed system along with training documents in a bound hard copy.

**8. QUARTERLY & ANNUAL REPORTING**

The SERVICE PROVIDER will provide quarterly and annual reports as listed in the sections that follow.

**8.1 Quarterly Reports**

Quarterly progress reports will be reviewed periodically at the monthly meetings. All quarterly reports will be emailed in PDF and Excel formats at least one (1) week prior to the meeting in which they will be reviewed.

The Quarterly Reports will include:

- A. A summary of the compiled data/reports for the previous three (3) months in the quarter. The following information shall be included in the summary:
  - 1. Vehicle service hours by shift.
  - 2. The following reports generated by the CAD in the Fleet Management System:
    - i. Mitigation Summary
    - ii. Performance Measure Summary

**ATTACHMENT A**  
**Las Vegas FSP SCOPE OF SERVICES**

- iii. TECHNICIAN Summary
  - iv. Program Vehicle Activity
- B. A program vehicle Maintenance Summary for the previous three (3) months in the quarter, which shall include:
- 1. Program vehicles: A listing of the odometer reading for each vehicle for the first and last days of the month; a summary of the program vehicles that were out of service during the month with a description of why the vehicle was out of service; a summary of motor vehicle crashes that any program vehicles were involved in and the incident.
  - 2. Fuel: The total number of gallons of gasoline and diesel fuel used by the program vehicles for the month; the total cost of gasoline used; the total cost of diesel used; the number of gallons of provided to motorists.
- C. Alcohol and Controlled Substance Testing Summary: Confirms that two (2) TECHNICIANS were tested for alcohol and controlled substances during the quarter; and shows whether the FSP TECHNICIAN passed or failed the tests.

**8.2 Annual Reports**

Annual progress reports developed by the SERVICE PROVIDER will be reviewed annually at a monthly meeting. All Annual Reports will be emailed in PDF and Excel formats at least one (1) week prior to the meeting in which they will be reviewed. The annual report will summarize quarterly and annual statistical data, maintenance reports for each of the vehicles etc.

**9. SPONSORSHIP**

- A. The SERVICE PROVIDER will be required to solicit and procure sponsorship for the FSP Program for the life of the Agreement and the DEPARTMENT may, at its sole discretion, utilize sponsorship funding to offset program costs as deemed necessary. If sponsorship cannot be procured, the SERVICE PROVIDER will be required to submit quarterly reports with documentation showing that said sponsorship has been actively solicited for the reporting period.
- B. The SERVICE PROVIDER will develop and submit for DEPARTMENT approval a Sponsorship Plan that will outline the following:
  - 1. Sponsorship Overview
  - 2. Sponsorship Term
  - 3. Sponsorship Fee
  - 4. Vehicle Co-Branding Requirements
  - 5. FSP Program Details
  - 6. Roadway Signage Requirements
  - 7. Uniforms Requirements

**ATTACHMENT A**  
**Las Vegas FSP SCOPE OF SERVICES**

8. Collateral Material Distributed to Motorists
  9. On-line Survey, Reporting, and Webpage
  10. Announcement and Media Releases
  11. Promotional Materials and Special Events
- C. Once the DEPARTMENT has approved the Sponsorship Plan, the SERVICE PROVIDER will submit for DEPARTMENT approval a Sponsorship Subcontract between the SERVICE PROVIDER and the SPONSOR. The SERVICE PROVIDER's failure to do so will constitute a breach of this Agreement. The SERVICE PROVIDER also agrees that it will comply with the relevant terms of the DEPARTMENT-approved Sponsorship Plan. The SERVICE PROVIDER's failure to comply with such terms will be deemed a breach of this Agreement. In the event of a breach of either of these provisions, the DEPARTMENT may terminate this Agreement in addition to all of its other remedies at law or in equity. If the SERVICE PROVIDER terminates this Agreement or defaults and is terminated prior to the expiration date of this Agreement, ownership of the sponsorship rights will pass to the DEPARTMENT at the effective date of such termination.
- D. The SERVICE PROVIDER will install the fleet-wide vehicle graphics to the exterior sheet metal surfaces of all contracted program vehicles that incorporate up to two (2) SPONSOR brands along with DEPARTMENT logo and markings as set forth in the DEPARTMENT-approved Sponsorship Plan at no cost to the DEPARTMENT. No additional markings, colors or graphics will be permitted to the exteriors of such vehicles without approval of the DEPARTMENT. The SERVICE PROVIDER will be responsible for the maintenance and upkeep of all vehicle graphics, including all new vehicle decal applications and repairs to current vehicles. Such vehicles will be maintained in a good state of repair and kept reasonably clean and free of body damage while in service for the FSP Program. At the termination or expiration of the Agreement and any amendments or extensions thereto, the SERVICE PROVIDER will be responsible for all duties and costs related to the removal of all Sponsorship Program elements identifying the SPONSOR(S) and the DEPARTMENT on the program vehicles. Such removal will be finalized within thirty (30) calendar days after the termination or expiration of this Agreement.
- E. The TECHNICIAN will wear uniforms, including hats, shirts, vests, and jackets, having patches featuring the SPONSOR(S) name and indicia as set forth in the DEPARTMENT-approved Sponsorship Plan at no cost to the DEPARTMENT. TECHNICIANS will keep their uniforms reasonably clean and neat and free of damage while in service for the FSP Program. Also, as set forth in the Sponsorship Plan, the exact sizing and placement of such patches and indicia will be determined jointly by the DEPARTMENT, the SERVICE PROVIDER, and the SPONSOR. The SPONSOR will routinely work with the DEPARTMENT and the SERVICE PROVIDER to provide patches and hats to keep sponsor elements on the FSP uniforms updated and in good condition in accordance with the DEPARTMENT-approved Sponsorship Plan.
- F. The DEPARTMENT may, at its sole discretion, modify the DEPARTMENT-approved initial Sponsorship Plan upon THIRTY (30) calendar days' notice to the SERVICE PROVIDER. If such modifications to the sponsorship elements adversely affect the sponsorship value, the SPONSOR will have the right to terminate the Sponsorship Plan or receive a pro-rata share and subsequent reduction of sponsorship fees equivalent to the decrease in sponsorship value.

**ATTACHMENT A**  
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- G. The DEPARTMENT will have authority, at its sole discretion, to make any and all changes it desires to specifications for the graphics on the exterior sheet metal surface of contracted program vehicles, in a manner that does not materially impact the structural integrity of the vehicle or its operations or materially impact the SERVICE PROVIDER's ability to perform its contractual obligations, using any color(s) or type(s) of paint, stickers or tape to do so, including 3M Scotchlite removable graphic film and 3M "Diamond Grade" conspicuity tape; provided that the actual direct costs of such changes are paid in full by the DEPARTMENT. However, any changes which affect the sponsorship portion of the graphics will require the consent of the SPONSOR. No such changes will be made unless set forth in a written amendment setting forth the costs to the DEPARTMENT therefor.
- H. The DEPARTMENT will have authority, at its sole discretion, to make any and all changes it desires to the specifications for the TECHNICIAN uniforms, in a manner that does not adversely, materially impact the integrity or quality of the uniform or materially impact the SERVICE PROVIDER's ability to perform its contractual obligations, using any color(s), type of clothing, fabric, or material to do so; provided that the actual direct costs of such changes are paid in full by the DEPARTMENT. No such changes will be made unless set forth in a written amendment setting forth the costs to the DEPARTMENT therefor.

# **APPENDIX A: Las Vegas Freeway Service Patrol Routes**

**Table 1: Las Vegas Freeway Service Patrol Weekday Routes**

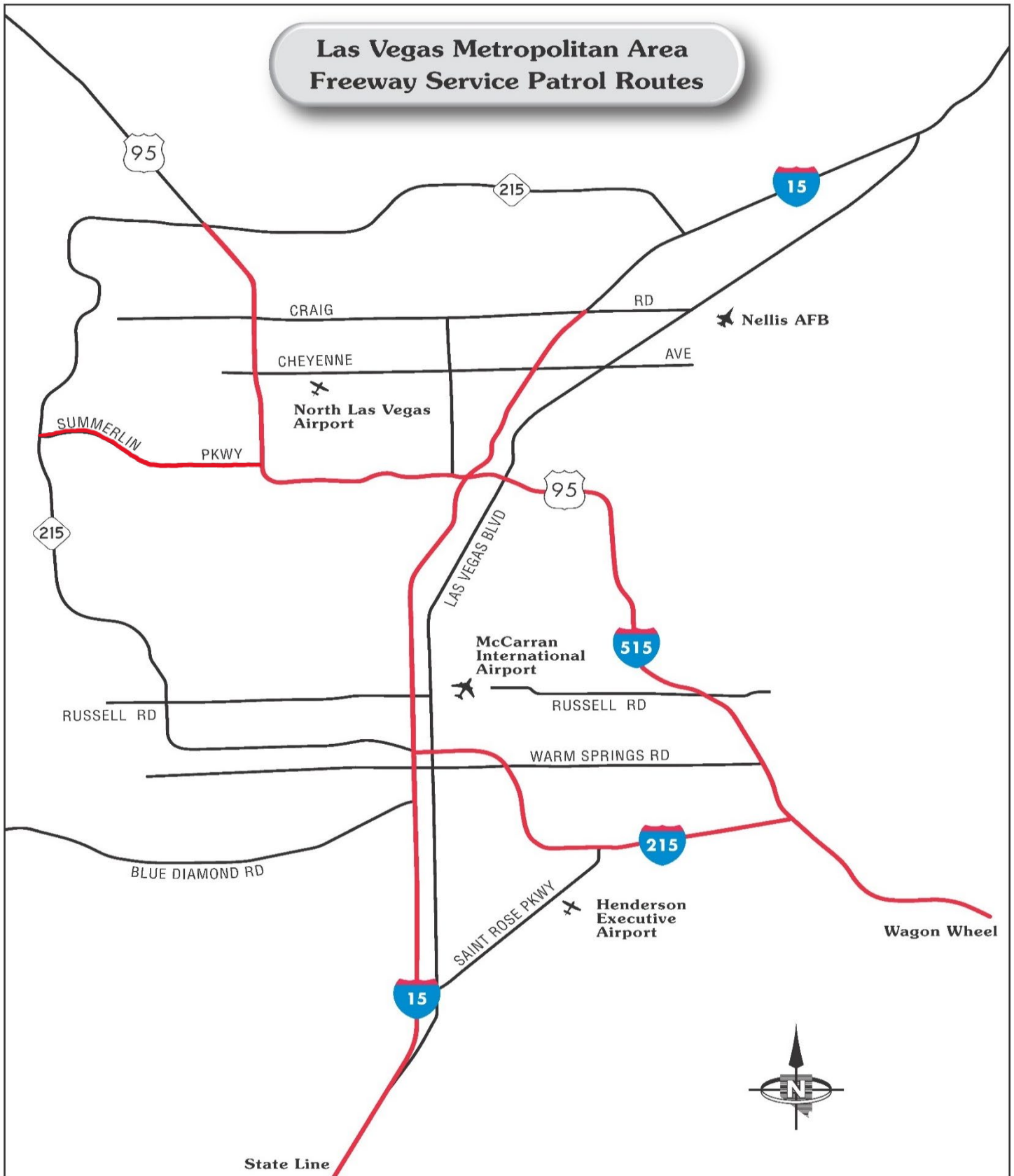
<b>Weekday Routes</b>	<b>Route</b>
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy) Mon-Fri: 5am-7pm	<b>A</b>
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy) Mon-Fri: 7am-8pm	<b>B</b>
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy) Mon-Fri: 6am-8pm	<b>C</b>
<b>I-215:</b> I-15 to I-515 <b>I-515:</b> I-215 to Wagon Wheel Dr Mon-Fri: 5am-7pm	<b>D</b>
<b>I-215:</b> I-15 to I-515 <b>I-515:</b> I-215 to E. Charleston Blvd Mon-Fri: 7am-8pm	<b>E</b>
<b>SR-613 (Summerlin Pkwy):</b> CC-215 to US-95 <b>US95/I-515:</b> SR-613 (Summerlin Pkwy) to E. Charleston Blvd Mon-Fri: 5am-7pm	<b>F</b>
<b>US95/I-515:</b> CC-215 to I-215 Mon-Fri: 7am-8pm	<b>G</b>
<b>US95/I-515:</b> CC-215 to I-215 Mon-Fri: 5am-7pm	<b>H</b>
<b>US95/I-515:</b> CC-215 to I-215 Mon-Fri: 7am-8pm	<b>I</b>
<b>I-15:</b> CA/NV Stateline to St. Rose/SR146 Fri: 10am-6pm	<b>J</b>

**Table 2: Las Vegas Freeway Service Patrol Weekend Routes**

Weekend Routes	Route
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy)	<b>K</b>
<b>US-95/I-515:</b> CC-215 - Wagon Wheel Dr <b>I-215:</b> I-15 to I-515	
Sat & Sun: 7am-7pm	
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy)	<b>L</b>
<b>US-95/I-515:</b> CC-215 - Wagon Wheel Dr <b>I-215:</b> I-15 to I-515	
Sat & Sun: 7am-7pm	
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy)	<b>M</b>
<b>US-95/I-515:</b> CC-215 - Wagon Wheel Dr <b>I-215:</b> I-15 to I-515	
Sat & Sun: 6am-6pm	
I-15: SR-146 (St. Rose Pkwy) to CA/NV Stateline	
Closest Unit Upon Request	

**Table 3: Las Vegas Freeway Service Patrol Federal Holiday Routes**

Federal Holiday Routes	Route
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy) I-215: I-15 to I-515	<b>N</b>
7am - 7pm	
I-15: SR-573 (Craig Rd) to SR-146 (St. Rose Pkwy) I-215: I-15 to I-515	<b>O</b>
6am to 9am & 3pm to 6pm	
<b>US-95/I-515:</b> CC-215 - Wagon Wheel Dr <b>I-215:</b> I-15 to I-515	<b>P</b>
7am - 7pm	
<b>US-95/I-515:</b> CC-215 - Wagon Wheel Dr <b>I-215:</b> I-15 to I-515	<b>Q</b>
6am - 9am & 3pm - 6pm	
<b>I-15:</b> CA/NV Stateline to SR-146 (St. Rose Pkwy)	<b>R</b>
10am - 6pm	
<b>FSP On-Call 24/7</b>	<b>S &amp; T</b>
Up to 2 units available during non-roving hours at NDOT's discretion	



**Figure 1: Las Vegas Freeway Service Patrol Program Boundaries**



## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):** 108

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

URT United Road Towing Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 18861 90 <sup>th</sup> Ave Suite E	<b>Website:</b> Unitedroadtowing.com
<b>City, State and Zip Code:</b> Mokena IL	<b>Point of Contact Name:</b> Michael Mahar
<b>Telephone and Fax No.</b> 708-390-2202      708-390-2222	<b>Email:</b> mmahar@unitedroadtowing.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 3328 Losee Rd	<b>Website:</b> www.QualityTowing.com
<b>City, State and Zip Code:</b> North Las Vegas NV 89030	<b>Point of Contact Name:</b> James Stahl GM
<b>Local Telephone and Fax No.</b> 702-649-5711      702-633-4447	<b>Email:</b> JStahl@unitedroadtowing.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

Full Name	Title	% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)
<i>Chris Brenes</i>	<i>Equity Owner</i>	
<i>Scott Jensen</i>	<i>Equity Owner</i>	

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

# DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

  
 Signature  
 General Manager  
 Title

James Stahl  
 Print Name  
 6-14-2021  
 Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

- Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?
- Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized NDOT Representative

# Line Item 4

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

279-21-016

For Agreement Services Only

**Request to Solicit Services and Budget Approval (2A)**  
Amendments for time extensions (time only) do not require a form 2a

Initial Budget Request  Revision to Initial Budget Request:  Request for Amendment #:

Name of Second Party, if Known:

Agreement Number:

Project ID #(s): Reno FSP Project No. TBD

Type of Services: Service Provider

Originated by: Juan Hernandez

Division: Traffic Operations

Date Originated: 5/6/2021

Division Head/District Engineer: Rod Schilling

Budget Category #: 06

Object #: 813S

Organization #: C016

Type of Funding: Federal/State

% of Fund: 95

State Fiscal Year(s): FFY23-FFY26

Amendment Estimated Cost:

Total Agreement Estimated Cost: \$2,935,359.00

Funding Notes:

Total Cost: \$2,935,359.00

Total Federal 95%: \$2,788,591.05

Total State 5%: \$146,767.95

**Financial Management:**

Kristen Greenhut

5/27/2021

Approved by

Date

Requires Transportation Board Approval

Does not require Transportation Board Approval

Approval of this form by the Financial Management Division, Budget Section, provides funding authority for the services described. Actual availability of funds and the monitoring of actual expenditures must be determined by the Division Head.

**Project Accounting:**

KMcKee

5/27/2021

Approved by

Date

**Director:**

Kristina Swallow

5/27/2021

Approved by

Date



**STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION**

For Agreement Services Only 279-21-016
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**Attachments:**

Budget by Organization Report (Report No. NBDM30) attached here:

If Amendment, attach original Agreement here:

Any additional information to attach:

**Purpose of, and Justification for, Budget Request:**

In 2018, the Department entered a contract via the competitive procurement process with United Road Towing (URT) to operate and maintain the FSP Program in the heavily traveled sections of Reno and Las Vegas to address various traffic incidents such as: crashes, disabled vehicles, abandoned vehicles, roadway debris, sick or stranded motorists, temporary traffic control, scene safety, vehicle fires, and minor hazardous spills. On March 15, 2021, the Director approved a Sole Source for Professional Exemption Memorandum for the continuation of the FSP Program with URT through federal fiscal year 2026. The methodology for the cost estimate of the FSP contract leverages the specific rates of compensation method and is derived from the FSP routes and hours of operation.

**Scope of Services:**

The FSP Program is a vital component to the Department's Transportation System Management Operations (TSMO) goals and objectives. As part of the contract the service provider will operate and maintain the FSP Program, which consists of providing the Department with FSP technicians, fully marked FSP vehicles, software integration with the Waycare predictive analytics platform system, and sponsorship (via State Farm) which allows the Department to operate the FSP Program for extended hours during holidays, special events, and emergency situations at no additional cost to the program.



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## **MEMORANDUM**

**June 2, 2021**

**TO:** Jenica Keller, PE, Assistant Director of Operations

**FROM:** Juan Hernandez, PE, PTOE, Traffic Operations Principal Engineer

**SUBJECT:** Negotiation Summary for Agreement 279-21-016  
Reno Freeway Service Patrol Program

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The Nevada Department of Transportation (NDOT) Reno Freeway Service Patrol (FSP) Program is designed to mitigate congestion and enhance safety in the heavily traveled sections of the Reno metropolitan freeway systems. A negotiation meeting was held virtually on March 3<sup>rd</sup>, 2021, with URT United Road Towing Inc. and NDOT Traffic Operations.

The following personnel were in attendance:

- Juan Hernandez, Principal Engineer, NDOT
- LaShonn Ford, Senior Project Manager, NDOT
- James Stahl, General Manager, SERVICE PROVIDER

The DBE goal for this agreement has been established at zero percent (0%).

The duration of this agreement will be for 4 years, ending on September 30<sup>th</sup>, 2026.

The budgeted amount of this Agreement is comprised of 95% Federal / 5% State Funding.

The Scope of Services was reaffirmed by both parties at the outset:

Please see attached.

Key personnel dedicated to this project are as follows:

- Key Personnel:
  - James Stahl, FSP General Manager
  - Cameron Crowell, FSP Director of Operations

Sub-consultant information regarding Project Descriptions on active Agreements:

There are no sub-consultants being utilized on this Project.



The negotiations yielded the following:

- **Reno FSP Negotiated Cost: \$2,935,359.00**
  - Negotiated Cost includes a **3 percent contingency**

The above **costs were derived using the specific rates of compensation method**. With the specific rates of compensation method, the SERVICE PROVIDER is paid at an agreed and supported hourly rate for each class of employee engaged directly in the work. The negotiated rates include the direct and indirect costs, overhead expenses, and fixed fee. Furthermore, the rates were based on experience derived from the current program and were used to develop the budget for continued services.

In addition to the standard features and enhancements referenced in Table 1 below, NDOT and the SERVICE PROVIDER will be piloting the HAAS Alert system. The addition of the HAAS Alert system optimizes the value of the FSP Program at no additional cost to the contract by leveraging Responder to Vehicle (R2V) Alerts, Responder to Responder (R2R) Alerts, and Real-Time Situational Awareness technology. Furthermore, the HAAS Pilot Project will allow NDOT and participating agencies to evaluate the effectiveness of the technology and will allow us to establish consistent performance metrics.

**Table 1: FSP Standard Features & Additional Enhancements**

FSP Program Standard Features
Full size arrow boards on all service vehicles for enhanced visibility and safety
Service vehicles with towing capabilities for quick clearance of travel lanes
Defibrillators in all service vehicles for interim support of sick or injured motorists
Advanced incident notification capabilities for the road operation centers (Waycare)
Four-wheel drive vehicles to combat winter driving conditions
Additional Service Provider Enhancements (Provided at No Additional Cost)
Additional temporary FSP Dispatch Operator support upon moment's notice and when requested by the NDOT Road Operation Centers
HAAS Alert System for Responder to Vehicle (R2V) Alerts, Responder to Responder (R2R) Alerts, and Real-Time Situational Awareness technology
Real-time visual feed capability for the NDOT Road Operation Centers

Reviewed and Approved:

DocuSigned by:  
**Jenica Keller**  
D4A618F26D8B447...

Jenica Keller, PE  
 Assistant Director of Operations

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

**1. OVERVIEW**

The Nevada Department of Transportation (NDOT) has implemented the Freeway Service Patrol (FSP) Program since 1998 to operate in the Reno and Las Vegas metropolitan freeway systems. The goal of the FSP program is to operate in conjunction with NDOT Maintenance Personnel, Nevada Highway Patrol, Towing Professionals, Emergency Medical Technicians, and other first responders to mitigate congestion during peak traffic periods and improving safety by promoting quick incident clearance thus reducing the likeliness of secondary crashes.

The FSP Program will operate in the heavily traveled sections of the Reno, Nevada metropolitan freeway systems to address various traffic incidents such as: crashes, disabled vehicles, abandoned vehicles, roadway debris, sick or stranded motorists, temporary traffic control, scene safety, vehicle fires, and minor hazardous spills. FSP technicians will be certified in various fields such as hazmat safety, cardiopulmonary resuscitation, community first aid, basic automotive repair, and traffic incident management.

The SERVICE PROVIDER will be required to solicit and procure sponsorship of the FSP Program for the life of the Agreement. The SERVICE PROVIDER will also be required to develop and submit for DEPARTMENT approval a Sponsorship Plan that will outline the program details. If sponsorship cannot be procured, the SERVICE PROVIDER will be required to submit quarterly reports with documentation showing that said sponsorship has been actively solicited for the reporting period.

The FSP fleet will consist of vehicles that may vary by design: a) standard program vehicles without tow capabilities will be referenced as Safety Patrol Vehicles (SPV); b) program vehicles with a flatbed design will be referenced as Flatbed Multi-Use Response Vehicles (FB-MRV); c) program vehicles with a wheel-lift design will be referenced as Wheel-Lift Multi-Use Response Vehicles (WL-MRV); and d) program vehicles with increased storage capacity for temporary traffic control devices will be referenced as Incident Response Vehicles (IRV). The SERVICE PROVIDER will submit to the DEPARTMENT for review and approval the design type and number of program vehicles (including contingency vehicles) necessary to efficiently operate the program in accordance with the terms of the Agreement. The type of service vehicle designated for each route will be coordinated between the DEPARTMENT and the SERVICE PROVIDER.

The FSP Program will have designated routes providing coverage during peak traffic periods and may have revised coverage during federal holidays, special events, construction projects, natural disasters, and emergency situations that may include homeland security activities. Table 1 and Figure 1 in Appendix A reflect the initial schedule and program boundaries at the commencement of the program. It is anticipated that the routes and hours of operation will continue to evolve as traffic volumes fluctuate. Furthermore, the DEPARTMENT in coordination with the NDOT Districts and Nevada Highway Patrol may adjust the routes and the hours of operation as deemed necessary.

**2. GENERAL REQUIREMENTS**

- A. The SERVICE PROVIDER will follow all applicable Federal, State, and County safety and health laws, regulations, and standards and will follow the latest Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD).
- B. FSP Dispatch Operators will be referenced as DISPATCH and FSP Technicians will be referenced as TECHNICIANS.

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

- C. Upon request by the DEPARTMENT, the SERVICE PROVIDER will support the transition of a new FSP Program to another SERVICE PROVIDER prior to the completion of the Agreement. Support may include, but not be limited to controlled access to DISPATCH and TECHNICIAN interviews, and program vehicles.
- D. The prices provided in the cost proposal will include, but not be limited to furnishing all labor, material, equipment, tools, transportation, supplies, training, licenses, fees, certificates, direct costs, indirect costs, overhead costs, fixed fee, and incidentals required to complete the work in accordance with the terms of the Agreement.
- E. The SERVICE PROVIDER will assist the DEPARTMENT in promoting the FSP Program with the local media including ride-alongs, interviews, and video recordings. All requests from the media will be subject to DEPARTMENT approval.
- F. The SERVICE PROVIDER will respond in writing to any public complaint submitted against the FSP Program within five (5) working days of the date of the complaint. The SERVICE PROVIDER will provide a copy of the complaint and resolution to the DEPARTMENT.
- G. The SERVICE PROVIDER will meet with the DEPARTMENT monthly for the first six (6) months and bi-monthly thereafter to conduct coordination meetings between the Road Operation Center, District Maintenance, Highway Patrol, and any other first responder agency deemed necessary. The purpose of the coordination meetings will be to: a) evaluate the monthly and/or quarterly program performance measures; c) discuss specific incident debriefs, holiday coverage debriefs, and special event coverage debriefs; d) evaluate standard coverage routes and hours of operations; e) discuss coverage for upcoming holidays, special events, and construction projects; and f) discuss improvements and/or adjust procedures, guidelines, routes, and hours of operation based on input obtained at the meeting.
- H. The SERVICE PROVIDER will ensure that the FSP General Manager or the Operations Manager is present at all Traffic Incident Management (TIM) Coalition meetings, FSP Coordination meetings, and WayCare meetings throughout the life of the Agreement.
- I. Standard Operating Guidelines

The SERVICE PROVIDER will be responsible for developing a DEPARTMENT approved manual consisting of the FSP Standard Operating Guidelines (SOG) prior to commencement of the program. The SOG will describe in detail the professional standards of DISPATCH and TECHNICIAN and will outline the guidelines for mitigating the variety of incidents expected. Any changes to the SOG by the SERVICE PROVIDER will be submitted to the DEPARTMENT for review and approval prior to implementation. Alternatively, the DEPARTMENT may direct the SERVICE PROVIDER to make changes to the SOG. Once approved, the SERVICE PROVIDER will provide the SOG to the DEPARTMENT in Word and PDF format. Furthermore, a hard copy of the most current version of the SOG will be provided to each TECHNICIAN, kept in each program vehicle, as well as at each FSP dispatch workstation.

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J. Collateral Material

Collateral material refers to the various pieces of public relations documents used to promote the services of the FSP program. These include printed multi-color pamphlets (given to motorists at the time of the mitigation), and an online survey to serve as a feedback mechanism from which an assessment can be made as to the effectiveness of the program. The SERVICE PROVIDER will be responsible for all costs associated with the collateral material. Prior to implementation, the SERVICE PROVIDER will submit for DEPARTMENT approval all collateral material developed for the program.

**2.1 PATROL DAYS AND HOURS OF OPERATION**

A. Vehicle Service Hour

A Vehicle Service Hour (VSH) is the time in which a single program vehicle is patrolling the designated route or conducting a mitigation. VSH does not include: a) travel time to and from the base yard to the patrol route; b) TECHNICIAN shift exchanges; and c) service vehicle breakdowns, malfunctions, and/or service vehicle involved crashes. Lost VSH resulting from scenarios (b) through (c) may be recovered by patrolling the given route at the end of the shift an additional VSH equivalent to the lost VSH.

B. Patrol Routes and Hours of Operation

The SERVICE PROVIDER will provide FSP coverage during peak traffic periods and may have revised coverage during federal holidays, special events, construction projects, natural disasters, and emergency situations that may include homeland security activities. Table 1 and Figure 1 in Appendix A reflect the initial schedule and program boundaries at the commencement of the program.

It is anticipated that the routes and hours of operation will continue to evolve as traffic volumes fluctuate. The DEPARTMENT in coordination with the NDOT Districts and Nevada Highway Patrol may adjust the routes and the hours of operation as deemed necessary and will make all efforts to provide four (4) weeks of advanced notification to the SERVICE PROVIDER for adjustments to the patrol routes and hours of operation.

C. Holiday and Special Event Coverage

Non-patrol days will be identified as Thanksgiving Day and Christmas Day only.

FSP coverage may be reduced by up to fifty percent (50%) on all federal holidays except Independence Day and New Year's Day, which may have coverage increased by up to fifty percent (50%).

Special events for the Reno area may include but are not limited to: Burning Man and Hot August Nights.

D. Breaks

No more than one (1) TECHNICIAN covering the same route may be on break at the same time. Breaks will not be taken within the first hour or the last hour of the shift.

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E. Overtime

Should any mitigation be unfinished at the end of the workday, the TECHNICIAN will continue to work until completed or released by the DEPARTMENT or law enforcement.

The DEPARTMENT may request for the SERVICE PROVIDER to work outside the normal patrol hours to support special events, construction project, natural disasters, and traffic emergencies.

The DEPARTMENT will pay the SERVICE PROVIDER overtime at the standard VSH rate identified in the Agreement.

All FSP employees working overtime will be paid by the SERVICE PROVIDER in accordance with all Federal and State labor laws.

F. Vehicle Lane Clearance

During non-injury incidents, the TECHNICIAN will clear crashed or disabled vehicles off travel lanes and drop off the motorist at the nearest secure location so that the vehicle can then be safely towed by a towing company. If necessary, the TECHNICIAN may provide a cell phone and the most recent Highway Patrol Tow List to the motorist.

G. Contingency Operations

The SERVICE PROVIDER will develop contingency plans for severe weather storms (i.e. snow storms, roadway washouts, floods, etc.) and homeland security emergencies. The contingency plans will specify communications protocols and describe how operational efforts will be handled.

**3. VEHICLES**

**3.1 General Requirements**

- A. Unless previously approved, the SERVICE PROVIDER will have the vehicle specifications approved by the DEPARTMENT prior to ordering new vehicles. Once approved, the SERVICE PROVIDER will furnish, operate, maintain, and secure all appropriate licenses and registration fees.
- B. All program vehicles will be equipped with the necessary tools and supplies to effectively address a wide variety of roadway incidents such as: crash incidents, lost motorists, sick or injured motorists, pedestrians or animals in the roadway, roadway debris, minor vehicle fires, minor vehicle fluid leaks, out of fuel, abandoned vehicles, emergency traffic control, vehicle fluid spill containment under twenty-five (25) gallons, and disabled vehicles that can be mitigated by the TECHNICIAN in under fifteen (15) minutes.
- C. The SERVICE PROVIDER will equip all program vehicles with a real-time Fleet Management System and will provide at its own expense all equipment, hardware, software, and pay for all costs associated with providing a fully hosted system to the DEPARTMENT.

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- D. Upon request and at the expense of the DEPARTMENT, the SERVICE PROVIDER will cooperate with the installation of Intelligent Transportation System (ITS) devices on the program vehicles. The SERVICE PROVIDER will not be liable for lost, damaged, or stolen DEPARTMENT equipment. The DEPARTMENT will remove the equipment from the vehicles upon contract completion and will cover the holes with weatherproof plugs.
- E. The SERVICE PROVIDER will be responsible for storing program vehicles at a privately leased storage facility and will be responsible for securing all vehicles and equipment.
- F. The SERVICE PROVIDER will keep the interior of all program vehicles clean and neat at all times; and the exterior will be washed at least every Monday and Wednesday prior to commencement of the AM shift.
- G. The Service Provider will maintain the exterior paint and vehicle wrapping in scratch, fade, peel, and damage free condition at all times. The SERVICE PROVIDER will have fifteen working days from date of notification to replace or improve deficient exterior conditions.
- H. Prior to each shift, the SERVICE PROVIDER will conduct a pre-trip inspection using a Fleet Management System developed checklist confirming the interior/exterior condition, supplies, materials, and equipment of each vehicle.
- I. The DEPARTMENT will conduct random vehicle inspections and ride-alongs to inspect and ensure program vehicles, equipment, supplies, and uniforms are in compliance with the terms of the Agreement.

**3.2 Vehicle Decals and Markings**

- A. All program vehicles will be white and fully wrapped with DEPARTMENT approved decals and markings. Prior to installing the vehicle wrapping, the SERVICE PROVIDER will provide to-scale graphics showing the vehicle wrapped with all decals and markings. Temporary magnetic signs will only be allowed for training purposes and sign will state, "In Training" in big legible letters.
- B. Unless DEPARTMENT approved, no other markings or signs will be allowed on the program vehicles. This includes, but is not limited to pin striping, underlining of lettering, symbols, logo, hours of operation, markings on windows or mud flaps, advertising, etc.
- C. Upon contract completion, all DEPARTMENT seals and FSP markings will be removed from the vehicles at the expense of the SERVICE PROVIDER.

**3.3 Specifications**

- A. Safety Patrol Vehicle (SPV)
  - 1. Minimum 3/4-ton chassis
  - 2. Air conditioning
  - 3. Frame mounted trailer hitch with combination ball
  - 4. Four-wheel drive or equipped with snow chains in Reno only

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**B. Flatbed Multi-Use Response Vehicle (FB-MRV)**

1. Minimum 1-ton chassis
2. Air conditioning
3. Capable of transporting at least four (4) adult passengers
4. Four-wheel drive or equipped with snow chains in Reno only
5. Flatbed/wheel-lift design capable of towing two vehicles simultaneously, each vehicle with a gross vehicle weight rating (GVWR) of at least 8,000 lbs.

**C. Wheel-Lift Multi-Use Response Vehicle (WL-MRV)**

1. Minimum 1-ton chassis
2. Air conditioning
3. Capable of transporting at least four (4) adult passengers
4. Four-wheel drive or equipped with snow chains in Reno only
5. Wheel-lift design capable of towing one vehicle with a GVWR of at least 8,000 lbs.

**D. Incident Response Vehicle (IRV)**

1. Minimum 1-ton chassis
2. Air conditioning
3. Dual rear wheels
4. Four-wheel drive or equipped with snow chains in Reno only
5. Capable of carrying increased traffic control equipment for roadway closures

The FSP Program may also include DEPARTMENT approved program vehicles not specified in this Agreement. The vehicle may be implemented as a pilot so that the DEPARTMENT may evaluate its merits before determining to officially incorporate it into the program. The pilot vehicle shall meet all the requirements of the contract and shall not exceed the negotiated service rates.

**3.4 Vehicle Equipment and Supplies**

The SERVICE PROVIDER will furnish, operate, maintain, and be responsible for the security of all vehicle equipment and supplies. Necessary ancillary equipment will be kept in good repair and operating condition to ensure the program will operate in an efficient and effective manner.

**A. Installed Equipment**

1. Full-width, front-mount rubber-faced push bumper
2. Front and rear LED flashers
3. 12-volt DC Electric Air compressor with air-lines, fittings, and pressure gauge
4. 12-volt jump start connections mounted front and rear
5. Public address system
6. FSP Fleet Management System
7. Dual Facing Wi-Fi Dash Cameras with live feed to the Road Operation Centers
8. Roof mounted full size arrow board and emergency light bar with directional flash arrow:

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- a) Controls will be separated, such that the forward and rear-facing lights may be turned on and off independently from one another
- b) Retractable arrow board designed to extend above the roof line with in-cab controls
- c) Arrow board visibility will be Type D, per MUTCD Section 6F.61

**B. Portable Equipment and Tools**

- 1. Tow straps, safety chains (grade 8), and wheel chocks
- 2. Two- (2-) ton aluminum floor jack and 1.5-ton scissor jack with drill attachment
- 3. 25-foot jumper cables with hot box connector
- 4. Flexible fuel funnels (e85 and regular) and fuel containers
- 5. Standard and metric master mechanic toolbox set including various sockets, wrenches, screw, pliers, and vice grips
- 6. Ball peen hammer, sledgehammer, pry bar, hack saw, and chisel
- 7. 18V Impact wrench with charger, extra batteries, and impact sockets ( $\frac{1}{2}$ " deep well) in SAE and Metric size
- 8. Security locking key lug nut master set
- 9. Star wheel and hub cap removal kit
- 10. Quick entry tool kit
- 11. Heavy duty push broom and large dustpan
- 12. Aluminum coal shovel, pointed long handle shovel, and square D handle spade
- 13. Trash cans (two (2), ten- (10-) gal) and buckets (two (2), five- (5-) gal)
- 14. Gas or electric heavy-duty leaf blower
- 15. Power inverter 12V to 110V
- 16. Two- (2-) exterior mounted or portable work lights
- 17. Heavy-duty flashlight with traffic wand
- 18. Water cooler for bottled water and ice
- 19. Automated External Defibrillator (AED)
- 20. Traffic cones, 28" reflectorized, twenty (20) minimum
- 21. Stop/Slow paddle, 24"
- 22. Two (2) folding aluminum sign support stands for 48" fabric signs
- 23. Traffic Incident Management traffic control signs, MUTCD compliant, portable, 48", black on fluorescent pink:
  - a) One (1) "Road Closed Ahead"
  - b) One (1) "Road Closed"



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- c) One (1) "Ramp Closed Ahead"
- d) One (1) "Ramp Closed"
- e) One (1) "Emergency Scene Ahead"
- f) One (1) "Be Prepared to Stop"
- g) One (1) "Lane Closed Ahead" with Velcro panel for "Right" or "Left" lane
- h) One (1) "Lane Closed" with Velcro panel for "Right" or "Left" lane

**24. Dual-Band Portable Radios**

- a) P25 Phase 2 compatible
- b) Portable, P7350, 764-870MHz, Scan
- c) Feature, Max (1024+) System/Groups
- d) Feature, ProFile OTAP Over-the-Air Program
- e) Feature Package, EDACS Trunking
- f) Feature, ProScan Roam w/Priority Sys Scan
- g) Battery, Li-Ion, 2000Mah
- h) Redundant Battery, Li-Ion, 2000mAH
- i) Antenna, 764-870MHz, 1/4 Wave Whip
- j) Speaker Mic, Coiled
- k) Case, Leather, w/Belt Loop, P7300
- l) Charger, Single, Tri-Chem
- m) Charger, VC4000, Tri-Chemistry

**25. Dual-Band Portable Radio Requirements**

- a) Dual-band multimode portable radios will be compatible with: P25 Phase 2 frequencies; DEPARTMENT talk groups; and Nevada Highway Patrol talk groups. The SERVICE PROVIDER will be required to enter into an agreement with the Department of Public Safety to access the NHP talk groups.
- b) The SERVICE PROVIDER will forward all portable radios to the DEPARTMENT no later than two (2) months prior to the start of FSP operations in order for the DEPARTMENT to program the portable radios with DEPARTMENT and NHP approved talk groups.
- c) The SERVICE PROVIDER will forward all portable radios to the DEPARTMENT no later than ten (10) calendar days from contract completion or termination, for the purposes of resetting all radios to factory default settings. The DEPARTMENT will return all radios to the SERVICE PROVIDER within ten (10) working days after receipt.

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C. Vehicle Supplies

1. Flares, 30-minute, 36-pack minimum
2. Fire extinguisher, 20 lbs. (Class ABC)
3. Two- (2-) part epoxy and powdered system "plug-N-dike"
4. Bale of spill control pads and four (4) bags of oil dry
5. Starting fluid, penetrating oil and moisture displacing spray
6. Electrical tape, duct tape, mechanics wire, electrical wire
7. 12-volt electrical splices/connectors, assorted fuses
8. Air brake release kit, various brake release pins, plugs, reducers, nuts, bolts, screws, hose clamps, brass fittings, and tire air valves
9. Purified bottled drinking water and ice
10. Five (5) gallons each of unleaded fuel, diesel fuel, and water
11. Paper towels and hand cleaner/degreaser
12. Marking paint and windshield marker pens
13. Bloodborne pathogen response kit
14. Large first aid trauma kit, eyewash kit, and CPR kit
15. Collateral Material (FSP Pamphlets)

**4. TECHNICIANS**

**4.1 General Requirements**

- A. TECHNICIANS will not accept or solicit gratuities or favors of any sort, nor will they recommend a specific tow, repair or body shop business.
- B. Upon discovering disabled vehicles, TECHNICIANS will ensure the vehicle is in a safe, non-travel area. TECHNICIAN will address situations that normally take a maximum of fifteen (15) minutes to repair to permit the motorist to drive the vehicle under its own power to a repair facility. TECHNICIAN will provide motorists with bottled drinking water and an assortment of motor fluids such as gas, diesel, and radiator fluid as needed. TECHNICIAN will change and inflate tires, secure or remove loose parts, and perform minor mechanical and electrical repairs. If a disabled vehicle cannot be made roadworthy within the fifteen (15) minutes allotted, TECHNICIAN will provide the motorist with a list of towing companies from the Nevada Highway Patrol Towing list.
- C. The SERVICE PROVIDER must submit to the DEPARTMENT a current criminal background check and license record of each TECHNICIAN before he or she is permitted to begin work. Acceptance of each TECHNICIAN will be at the sole discretion of the DEPARTMENT.
- D. The SERVICE PROVIDER will notify the DEPARTMENT in writing of any TECHNICIAN felony violations, arrests, and convictions throughout the life of the Agreement.

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- E. The program will have a zero-tolerance policy for substance abuse. The SERVICE PROVIDER will maintain strict alcohol and controlled substance abuse policies, including at a minimum, a drug and alcohol-free workplace policy. The SERVICE PROVIDER will be responsible for complying with all federal and state laws and regulations pertaining to an alcohol and drug free workplace. TECHNICIANS found to be under the influence of drugs or alcohol will be immediately terminated from the program.
- F. At a minimum, random alcohol and controlled substance testing of at least two (2) TECHNICIANS will be required at least once every quarter. Results from the tests will be provided to the DEPARTMENT within two (2) weeks of the testing and included in each Quarterly Report.

**4.2 Qualifications**

All TECHNICIANS must:

- 1. Possess a valid Nevada driver's license
- 2. Pass a criminal background check and a driver's license investigation
- 3. Possess no reckless driving violations in their driving record
- 4. Possess no criminal convictions
- 5. Work well with people, as well as work independently
- 6. Be able to lift at least fifty (50) pounds
- 7. Be able to communicate instructions, descriptions, and information accurately
- 8. Pass a psychological evaluation
- 9. Pass a controlled substance drug test prior to beginning the program

**4.3 Equipment and Supplies**

- A. The FSP uniform will consist of the following equipment:
  - 1. High-Visibility Vertex Vent Helmet, EXFIL Wendy Helmet, or approved equivalent
  - 2. Knee pads
  - 3. Cell Phone
  - 4. Reflective vests, ANSI Class III, with "FSP" labeled in dark navy blue on the back
  - 5. Dark navy blue, dri-fit collared shirt, with "FSP" labeled on the front, left of chest
  - 6. Dark navy blue, uniform cargo pants with reflective strip on the outside pant leg
  - 7. Reflective rain gear, ANSI Class III, with "FSP" labeled in dark navy blue on the back
  - 8. Identification card holder to be worn on the left arm (ID badge provided by DEPARTMENT)
  - 9. Protective footwear (e.g., non-slip, safety-toe shoes)

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10. Work Gloves (leather and rubber)
11. Safety glasses or goggles
12. Workbox/clip board
13. Manuals and guidebooks

- B. The SERVICE PROVIDER will mail the DEPARTMENT ID badges to the Project Manager upon employee termination and/or contract termination, whichever occurs first.

**4.4 Certifications**

The SERVICE PROVIDER will provide TECHNICIANS that are highly skilled and certified in the following:

1. National Incident Management System (NIMS)
2. Incident Command System (ICS)
3. American Traffic Safety Services Association Road Safety Training
4. SHRP2 Traffic Incident Management (TIM)
5. Emergency Traffic Control and Flagging
6. Community First Aid
7. Cardiopulmonary Resuscitation (CPR)
8. Automated External Defibrillator (AED)
9. Defensive Driving Course
10. Hazmat material awareness and recognition
11. Light duty towing and recovery

**4.5 Training**

- A. The SERVICE PROVIDER will secure all applicable permits, permissions and pay all requisite fees for any training that will be held at a public facility or private facility.
- B. The SERVICE PROVIDER will develop a comprehensive Initial Training Program (ITP) and an Annual Training Program (ATP) for each TECHNICIAN. Both will be submitted to the DEPARTMENT as a deliverable after notice to proceed and approved by the DEPARTMENT prior to the start of training.
- C. Each TECHNICIAN must complete the ITP prior to working in the field to ensure the proper operation of equipment and satisfactory performance of the FSP Program. Training, both initial and on-going, should include appropriate levels of hands-on training. The ITP will include the following elements:
1. Standard Operating Guidelines
  2. TECHNICIAN Courtesy and Personal Safety

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3. Incident Command System (ICS)-100, ICS-200, and ICS-700
  4. American Traffic Safety Services Association Road Safety Training
  5. Crash Scene Support
  6. Traffic Incident Management (TIM)
  7. Emergency Traffic control / MUTCD Part 6 -Temporary Traffic Control
  8. Light Duty Towing and Recovery
  9. Vehicle servicing procedures
  10. Radio and Inter-Agency Communications
  11. Communications Protocols
  12. Ride-Along Training
  13. First Aid / CPR / AED
  14. Hazardous Material Recognition / Fire Extinguisher Use
  15. Vehicle pushing procedures
  16. Field service reports
  17. Safety and Liability
  18. Defensive driving
  19. Fleet Management System operating procedures
  20. Motorist customer service etiquette
- D. The ITP will clearly identify the length of training in terms of hours, differentiating between those which will be held online individually, in a classroom environment, and those which will be hands-on (e.g., light duty towing and recovery, TIM, and traffic control, ride-alongs). The ITP program will consist mainly of hands-on training, individual online training should be offered as a last resort over classroom and hands-on training.
- E. The ATP will clearly identify the elements that will be included, the length of the training (i.e., number of hours), format of the training, and the month in which the Annual Training will be conducted for all TECHNICIANS.
- F. Ensuring both TECHNICIAN safety and the safety of first responders/motorists is essential to the FSP Program. The SERVICE PROVIDER will develop an FSP Safety Program that will describe how safety will be emphasized in its daily, weekly, and monthly operations.
- G. Many of the traffic control operations will be in emergency or short-term situations in response to traffic incidents. Temporary Traffic Control (TTC) will be conducted in compliance with the latest edition of the Manual of Uniform Traffic Control Devices (MUTCD). Each TECHNICIAN will be trained and capable of quickly and safely setting up the emergency TTC for traffic incident scenarios that are likely to be encountered. The SERVICE PROVIDER will develop typical MUTCD-compliant diagrams, to establish program standards for placement of vehicles, cones, signs, arrow boards, and flagging operations in relation to the incident scene. DEPARTMENT approved diagrams for the

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following list of typical incident situations will be developed by the SERVICE PROVIDER for the following emergency conditions requiring TTC:

1. Disabled vehicle on shoulder/shoulder assist
2. Single lane closure (right, center, or left lane)
3. Two (2) lanes blocked
4. All lanes blocked
5. All lanes blocked with detour

**5. DISPATCH**

**5.1 Minimum Qualifications**

1. Must be at least eighteen (18) years of age
2. Pass a pre-employment screening for controlled substances, a criminal background check, and a security clearance questionnaire
3. Possess previous computer knowledge and Microsoft Office experience
4. Possess previous dispatch experience
5. Possess knowledge of Reno/Sparks Freeway Exits; and North, South, East, West orientations

**5.2 Essential Functions**

1. Long periods of sitting, periodically reaching over desks/consoles, periodically climbing up and down stairs, standing and lifting up to fifteen (15) pounds
2. Utilize traffic software, Closed Circuit Television Cameras, Dynamic Message Signs, and other Intelligent Traffic System devices
3. Coordinate communication with internal crew members, external dispatchers, local media, and the public
4. Execute Road Operation Center (ROC) policies and procedures, emergency operational procedures, and other ROC functions as required
5. Perform regular system diagnostics, facilitate system trouble shooting, identify system failures, and coordinate system repair
6. Multi-task and work with indirect supervision in a fast-paced environment
7. Perform basic mathematical computations
8. Maintain a clean work area as directed
9. Work flexible schedules including days, nights, weekends, and holidays

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**5.3 Dispatcher responsibilities include**

1. Radio dispatching of TECHNICIAN
2. Entering mitigation information into various computer software systems
3. Maintaining a log of all mitigations received, tracking location of TECHNICIAN, and directing TECHNICIAN to incident mitigations
4. Receiving and responding to calls from the DEPARTMENT, law enforcement, and other first responders
5. Entering and updating incident information into the Next Generation Traveler Information System
6. Record keeping, including tracking of the number of mitigations, etc.
7. Other duties as assigned

**5.4 Work Location, and Equipment**

1. The DEPARTMENT will provide the workstation for the FSP Dispatch Operator
2. The Dispatcher's workstation will have the FSP Fleet Management System software and any other operational support system needed
3. The workstation is in the Road Operation Center located at: 310 Galletti Way, Sparks, NV 89431

The SERVICE PROVIDER will provide additional temporary DISPATCH support upon moment's notice and when requested by the Road Operation Centers at no additional cost to the Agreement. The additional DISPATCH support will be provided from the SERVICE PROVIDER headquarters.

**6. KEY PERSONNEL**

The SERVICE PROVIDER will identify the program's key personnel, their positions, and where they will be located for the duration of the project. At a minimum, the SERVICE PROVIDER will identify the following Key Personnel:

1. The General Manager will be the SERVICE PROVIDER's main point of contact for the DEPARTMENT's Project Manager and will be responsible for managing all aspects of the FSP Program.
2. The Operation Managers will be assigned to manage the day-to-day operations of the FSP Program in accordance with the DEPARTMENT approved Standard Operating Guidelines. Operation Managers may also be TECHNICIAN.
3. The Administrative Manager will be responsible for project invoicing, monthly reporting, documentation, and other administrative duties.

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4. The Training Manager will be responsible for the development of the Initial Training Program, Annual Training Program, Safety Program, and Traffic Incident Management Training Program.

**7. FSP FLEET MANAGEMENT SYSTEM**

**7.1 General Requirements**

- A. The SERVICE PROVIDER will provide the DEPARTMENT access to the FSP Fleet Management System consisting of the following general requirements for the life of the contract:
  1. Provide computer-aided dispatch (CAD) functionality with a database dispatch log to track mitigations in a coordinated, comprehensive, and consistent manner
  2. Provide automated vehicle location (AVL) technologies to allow designated users to dynamically monitor vehicular locations and speeds in real time
  3. Provide real time, secure, authenticated, remote access using a browser-based interface
  4. Provide a system that is fully operational at least 99.999% of the time during operational hours
  5. Allow for geofences to be inputted into the system and tied to invoicing
  6. Allow for reports to be generated in Excel format
  7. Allow designated users to be alerted when mitigations are initiated and concluded

**7.2 Operational Features**

Operational features of the Fleet Management System will include, but not be limited to, the following:

- A. Monitor real-time status of each program vehicle's current activity, including, but not limited to:
  1. Start and end time of shift in twenty-four (24) Hour format (e.g. 5:30 PM would be represented as 17:30:00)
  2. Date in MM/DD/YYYY (e.g., April 30, 2016 would be represented as 04/30/2016)
  3. Vehicle ID
  4. TECHNICIAN ID
  5. Location on a map using AVL
  6. Direction of travel
  7. Travel speed (approximate, within one (1) mph)



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- B. Automatically log information during mitigations, including but not limited to:
  - 1. Unique mitigation identification number (unique ID).
  - 2. Day of week (i.e., Monday, Tuesday, etc.)
  - 3. Date in MM/DD/YYYY
  - 4. Start time of each mitigation in military format
  - 5. End time of each mitigation in military format
  - 6. Total time (duration) of the mitigation
  - 7. Latitude and longitude of vehicle in Decimal Degrees format
  - 8. Forward Facing Video
  - 9. Vehicle ID
  - 10. Route
  
- C. Allow for TECHNICIAN entry of various mitigation-specific information including, but not limited to:
  - 1. TECHNICIAN ID or name
  - 2. Mitigation Information
    - a) Mitigation Type and sub-type categorized by one (1) of these categories:
      - i. Disabled Vehicle
        - 1. Battery Jump
        - 2. Flat Tire
        - 3. Out of Gas
        - 4. Overheated
      - ii. Abandoned Vehicle
      - iii. Scene Safety
        - 1. For First Responders
        - 2. For Motorists
      - iv. Crash Incident
        - 1. Vehicle(s) Removed
        - 2. Vehicle(s) Not Removed
      - v. Left on Arrival

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vi. Debris Removal

vii. Other

1. Load Adjustment
2. Lost Motorist
3. Lost Animal
4. Vehicle Fire
5. Hazmat
6. Pedestrian
7. First Aid
8. Motorist on phone
9. Service Refused

b) Lane location of vehicle (e.g. Median, Lane 1, 2, 3, Shoulder)

c) Direction (e.g., north, south, east, west)

d) Whether the vehicle was towed

e) Whether another FSP unit helped in providing the mitigation

f) Whether first responders (e.g., Nevada Highway Patrol, Fire Department, Emergency Medical Services, DEPARTMENT maintenance crews or other support) were on-scene

g) Make, model, and license number of the vehicle

h) Additional comments unique to the mitigation

3. When not in roving status, allow for TECHNICIAN entry describing actions, including, but not limited to start and end times associated with:

a) Beginning of shift

b) End of shift

c) Refueling

d) Lunch break

e) Bathroom break

f) Vehicle Out-of-order

g) Vehicle Damaged

h) TECHNICIAN Injury

i) Other

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

- D. Allow for supplementary information regarding vehicles that were towed including, but not limited to:
  - 1. Drop-off location of towed vehicle
  - 2. Whether the motorist was transported by the TECHNICIAN to the drop-off location
  - 3. Whether passengers were transported; and if so, the number of passengers that were transported
  - 4. In cases where more than one (1) program vehicle provided the mitigation, the fleet management system will allow dispatch entry about the following:
    - a. Link to the original mitigation (to avoid double counting of that mitigation)
    - b. Program Vehicle ID
    - c. TECHNICIAN ID or name
    - d. Specifically identify what or how the second program vehicle did to support the initial responding program vehicle (i.e., provided traffic control; transported additional passengers; etc.)

**7.3 Event Notifications**

- A. Configure and monitor event notifications involving program vehicles to include the list that follows.
  - 1. Arrival on shift
  - 2. Departure from shift
  - 3. Begin break
  - 4. End break
  - 5. Begin mitigation
  - 6. End mitigation
  - 7. Other
- B. When an event is detected, a visual alarm will be displayed.
- C. A log of all events will be kept in a database and be accessible via the browser-based interface.

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

**7.4 Functional Requirements**

Functional requirements of the Fleet Management will include:

- A. A display interface to the Fleet Management System that is accessible to the DEPARTMENT via a browser-based interface that ensures security-controlled user access. At a minimum, the interface will be fully compliant with HTML5 and the system implemented will use a responsive design that will respond to the user's behavior and environment based on screen size, platform, and orientation.
- B. A Computer Aided Dispatch (CAD)/Automatic Vehicle Locator (AVL) tracking function that provides vehicular tracking updates according to the following rules:
  - 1. A user-programmable time since the last update was generated (nominally every thirty (30) seconds).
  - 2. When the vehicle has started moving or stopped moving.
  - 3. Upon subsequent restoration after a loss of GPS coverage.
  - 4. Upon subsequent restoration after a loss of communication coverage.
- C. Capability to create custom geofences and associated tracking of vehicle presence within each established geofence zone.
- D. Transmission of the following data from the CAD/AVL and Tracking Function on every tracking update:
  - 1. Vehicle ID
  - 2. Time Received
  - 3. Date and time of update (accurate to within one (1) second)
  - 4. Position (latitude and longitude with a minimum accuracy of plus-ten (+10) feet)
  - 5. Speed (miles/hour)
  - 6. Heading (direction of travel)
- E. Generation of a well-documented XML or JSON formatted 'tracking' application programming interface (API) that is used by an authorized external system as an information source.
  - 1. If using XML or JSON, the Fleet Management System will provide an XML Schema Definition (XSD) or JSON Schema that formally describing the elements in the XML or JSON document for automated testing purposes.
  - 2. The Fleet Management System will make the data available to the Central Data Warehouse (CDW) known as the Nevada Data Exchange (NDEX) at no cost to the DEPARTMENT.

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

3. The Fleet Management System will allow a DEPARTMENT polling agent to poll the HTTPS API web service (HTTPS over TCP port 443).
4. The vendor will be responsible for using a third-party SSL certificate from a Certificate Authority (if External to the DEPARTMENT network) and user authentication to ensure the security of the system through the API.
5. The Fleet Management System will be capable of multiple connections to the API from at least three (3) district locations.
6. The API will include general content such as the vehicle ID, time, location, heading, speed, accuracy estimates, and any other data identified in Sections 7.1 through 7.2.
7. The Fleet Management system will use UTM for the time stamp entry time (the time the data was received) and local time for the record time (the time the data was created) using local time zone information. (For example, Pacific Standard Time when observing standard time / Pacific Daylight Time when observing daylight saving time for events in Nevada).
8. The data will be available for retrieval at an agreed upon frequency so long as the vehicle is on duty.

**7.5 Reporting**

- A. Management and/or operational reports are required to support FSP operations. The reports will be utilized for many purposes and will be provided by the SERVICE PROVIDER to the DEPARTMENT on a quarterly and annually frequency basis.
- B. The vehicle service hour information captured by the FSP Fleet Management System may be used as the source the DEPARTMENT may use to substantiate the SERVICE PROVIDER's invoice for monthly vehicle service hours billed.
- C. The data for the reports will be drawn from data that will be kept (stored) online by the SERVICE PROVIDER for the duration of the Agreement. The reports should include user-selectable criteria such as date, time of day (i.e., 5AM – 9AM), day of week, mitigation duration, patrol shift, vehicle, TECHNICIAN, etc. Aggregate functions should be provided so that averages, rates, deviations and so forth can be computed. The reporting features should include, but not be limited to:
  1. Select a report from a menu of available reports.
  2. Preview a report before printing.
  3. Generate the following reports and queries:
    - a) Mitigation Summary: For all mitigations, provide data and be able to query mitigations by route, by mitigation type, by tow, by program vehicle ID, TECHNICIAN ID by time of day (or range), by date (or range of dates) by day of week, by location (between two (2) points on the freeway), direction, length of mitigation (in minutes), drop location, first responder on scene, and mitigations made by more than one (1) program vehicle.

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

- b) Performance Measures: In accordance with FHWA SHRP-2 Traffic Incident Management performance measures, for all mitigations, provide data and be able to query mitigations by roadway clearance times, incident clearance times, secondary incidents, and first responder struck-by incidents.
- c) TECHNICIAN Summary: For each TECHNICIAN, provide data and be able to query the TECHNICIAN's activity for each shift, including patrol time, number of breaks taken, and total break time by day or other specified time period.
- d) Program Vehicle Activity: For each program vehicle, provide data and be able to query vehicle service hours by time period (i.e., specific day, dates, or date range), tracking routes and stops made by a vehicle through AVL/GPS. Ensure that a visual history (using the AVL and a map) may be 'replayed' mapping the vehicle's activity may be provided for a specified time period.
- e) All queries will be able to be exportable into the latest version of Microsoft Excel. For example, querying MITIGATION data, if the DEPARTMENT would like to have a list of MITIGATIONS on I-80, between Robb Dr and Vista Blvd, EB direction, for a 6-month time period, the result should be an Excel spreadsheet that lists all MITIGATIONS with associated details (e.g., program vehicle IDs, TECHNICIAN ID times of day, dates and day of week, location (lat/long), direction, length of mitigation (in minutes), whether the vehicle was moved or towed, drop location, first responders on scene, and other program vehicle IDs on-scene).

**7.6 Licensure and Access to the Fleet Management System**

- A. The SERVICE PROVIDER will be responsible for all costs associated with the installation of any Fleet Management System software, hardware, and licensing (including re-installation) for all the DEPARTMENT-designated users.
- B. The SERVICE PROVIDER will provide licensing to allow system access for twenty (20) simultaneous DEPARTMENT-designated remote access users.
- C. The SERVICE PROVIDER will provide all-inclusive in-person training for the DEPARTMENT-designated users upon installation; and at least once annually, the SERVICE PROVIDER will provide refresher training, highlighting updates to the originally installed system along with training documents in a bound hard copy.

**8. QUARTERLY & ANNUAL REPORTING**

The SERVICE PROVIDER will provide quarterly and annual reports as listed in the sections that follow.

**8.1 Quarterly Reports**

Quarterly progress reports will be reviewed periodically at the monthly meetings. All quarterly reports will be emailed in PDF and Excel formats at least one (1) week prior to the meeting in which they will be reviewed.

The Quarterly Reports will include:

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

- A. A summary of the compiled data/reports for the previous three (3) months in the quarter. The following information shall be included in the summary:
1. Vehicle service hours by shift.
  2. The following reports generated by the CAD in the Fleet Management System:
    - i. Mitigation Summary
    - ii. Performance Measure Summary
    - iii. TECHNICIAN Summary
    - iv. Program Vehicle Activity
- B. A program vehicle Maintenance Summary for the previous three (3) months in the quarter, which shall include:
1. Program vehicles: A listing of the odometer reading for each vehicle for the first and last days of the month; a summary of the program vehicles that were out of service during the month with a description of why the vehicle was out of service; a summary of motor vehicle crashes that any program vehicles were involved in and the incident.
  2. Fuel: The total number of gallons of gasoline and diesel fuel used by the program vehicles for the month; the total cost of gasoline used; the total cost of diesel used; the number of gallons of provided to motorists.
- C. Alcohol and Controlled Substance Testing Summary: Confirms that two (2) TECHNICIANS were tested for alcohol and controlled substances during the quarter; and shows whether the FSP TECHNICIAN passed or failed the tests.

**Annual Reports**

Annual progress reports developed by the SERVICE PROVIDER will be reviewed annually at a monthly meeting. All Annual Reports will be emailed in PDF and Excel formats at least one (1) week prior to the meeting in which they will be reviewed. The annual report will summarize quarterly and annual statistical data, maintenance reports for each of the vehicles etc.

**9. SPONSORSHIP**

- A. The SERVICE PROVIDER will be required to solicit and procure sponsorship for the FSP Program for the life of the Agreement and the DEPARTMENT may, at its sole discretion, utilize sponsorship funding to offset program costs as deemed necessary. If sponsorship cannot be procured, the SERVICE PROVIDER will be required to submit quarterly reports with documentation showing that said sponsorship has been actively solicited for the reporting period.

**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

- B. The SERVICE PROVIDER will develop and submit for DEPARTMENT approval a Sponsorship Plan that will outline the following:
1. Sponsorship Overview
  2. Sponsorship Term
  3. Sponsorship Fee
  4. Vehicle Co-Branding Requirements
  5. FSP Program Details
  6. Roadway Signage Requirements
  7. Uniforms Requirements
  8. Collateral Material Distributed to Motorists
  9. Online Survey, Reporting, and Webpage
  10. Announcement and Media Releases
  11. Promotional Materials and Special Events
- C. Once the DEPARTMENT has approved the Sponsorship Plan, the SERVICE PROVIDER will submit for DEPARTMENT approval a Sponsorship Subcontract between the SERVICE PROVIDER and the SPONSOR. The SERVICE PROVIDER's failure to do so will constitute a breach of this Agreement. The SERVICE PROVIDER also agrees that it will comply with the relevant terms of the DEPARTMENT-approved Sponsorship Plan. The SERVICE PROVIDER's failure to comply with such terms will be deemed a breach of this Agreement. In the event of a breach of either of these provisions, the DEPARTMENT may terminate this Agreement in addition to all of its other remedies at law or in equity. If the SERVICE PROVIDER terminates this Agreement or defaults and is terminated prior to the expiration date of this Agreement, ownership of the sponsorship rights will pass to the DEPARTMENT at the effective date of such termination.
- D. The SERVICE PROVIDER will install the fleet-wide vehicle graphics to the exterior sheet metal surfaces of all contracted program vehicles that incorporate up to two (2) SPONSOR brands along with DEPARTMENT logo and markings as set forth in the DEPARTMENT-approved Sponsorship Plan at no cost to the DEPARTMENT. No additional markings, colors or graphics will be permitted to the exteriors of such vehicles without approval of the DEPARTMENT. The SERVICE PROVIDER will be responsible for the maintenance and upkeep of all vehicle graphics, including all new vehicle decal applications and repairs to current vehicles. Such vehicles will be maintained in a good state of repair and kept reasonably clean and free of body damage while in service for the FSP Program. At the termination or expiration of the Agreement and any amendments or extensions thereto, the SERVICE PROVIDER will be responsible for all duties and costs related to the removal of all Sponsorship Program elements identifying the SPONSOR(S) and the DEPARTMENT on the program vehicles. Such removal will be finalized within thirty (30) calendar days after the termination or expiration of this Agreement.
- E. The TECHNICIAN will wear uniforms, including hats, shirts, vests, and jackets, having patches featuring the SPONSOR(S) name and indicia as set forth in the DEPARTMENT-approved Sponsorship Plan at no cost to the DEPARTMENT. TECHNICIANS will keep



**ATTACHMENT A**  
**RENO FSP SCOPE OF SERVICES**

their uniforms reasonably clean and neat and free of damage while in service for the FSP Program. Also, as set forth in the Sponsorship Plan, the exact sizing and placement of such patches and indicia will be determined jointly by the DEPARTMENT, the SERVICE PROVIDER, and the SPONSOR. The SPONSOR will routinely work with the DEPARTMENT and the SERVICE PROVIDER to provide patches and hats to keep sponsor elements on the FSP uniforms updated and in good condition in accordance with the DEPARTMENT-approved Sponsorship Plan.

- F. The DEPARTMENT may, at its sole discretion, modify the DEPARTMENT-approved initial Sponsorship Plan upon THIRTY (30) calendar days' notice to the SERVICE PROVIDER. If such modifications to the sponsorship elements adversely affect the sponsorship value, the SPONSOR will have the right to terminate the Sponsorship Plan or receive a pro-rata share and subsequent reduction of sponsorship fees equivalent to the decrease in sponsorship value.
- G. The DEPARTMENT will have authority, at its sole discretion, to make any and all changes it desires to specifications for the graphics on the exterior sheet metal surface of contracted program vehicles, in a manner that does not materially impact the structural integrity of the vehicle or its operations or materially impact the SERVICE PROVIDER's ability to perform its contractual obligations, using any color(s) or type(s) of paint, stickers or tape to do so, including 3M Scotchlite removable graphic film and 3M "Diamond Grade" conspicuity tape; provided that the actual direct costs of such changes are paid in full by the DEPARTMENT. However, any changes which affect the sponsorship portion of the graphics will require the consent of the SPONSOR. No such changes will be made unless set forth in a written amendment setting forth the costs to the DEPARTMENT therefor.
- H. The DEPARTMENT will have authority, at its sole discretion, to make any and all changes it desires to the specifications for the TECHNICIAN uniforms, in a manner that does not adversely, materially impact the integrity or quality of the uniform or materially impact the SERVICE PROVIDER's ability to perform its contractual obligations, using any color(s), type of clothing, fabric, or material to do so; provided that the actual direct costs of such changes are paid in full by the DEPARTMENT. No such changes will be made unless set forth in a written amendment setting forth the costs to the DEPARTMENT therefor.

# **APPENDIX A: Reno Freeway Service Patrol Routes**

**Table 1: Reno Freeway Service Patrol Routes**

<b>Reno FSP Weekday Routes</b>	<b>Route</b>
I-580/US-395/I-80: Lemmon Dr. to Lockwood Mon-Fri: 6am-8pm	FSP1
I-580/US-395/I-80: Robb Dr. to Damonte Ranch Mon-Fri: 5am-7pm	FSP2
I-580/US-395/I-80: Spaghetti Bowl & Lockwood to USA Pwky Mon-Fri: 5am-11am & 1pm-7pm	FSP3
<b>Holiday Schedule</b>	<b>Route</b>
I-580/US-395/I-80: Lemmon Dr. to Lockwood & Robb Dr. to Damonte Holiday: 9am-6pm	FSP4

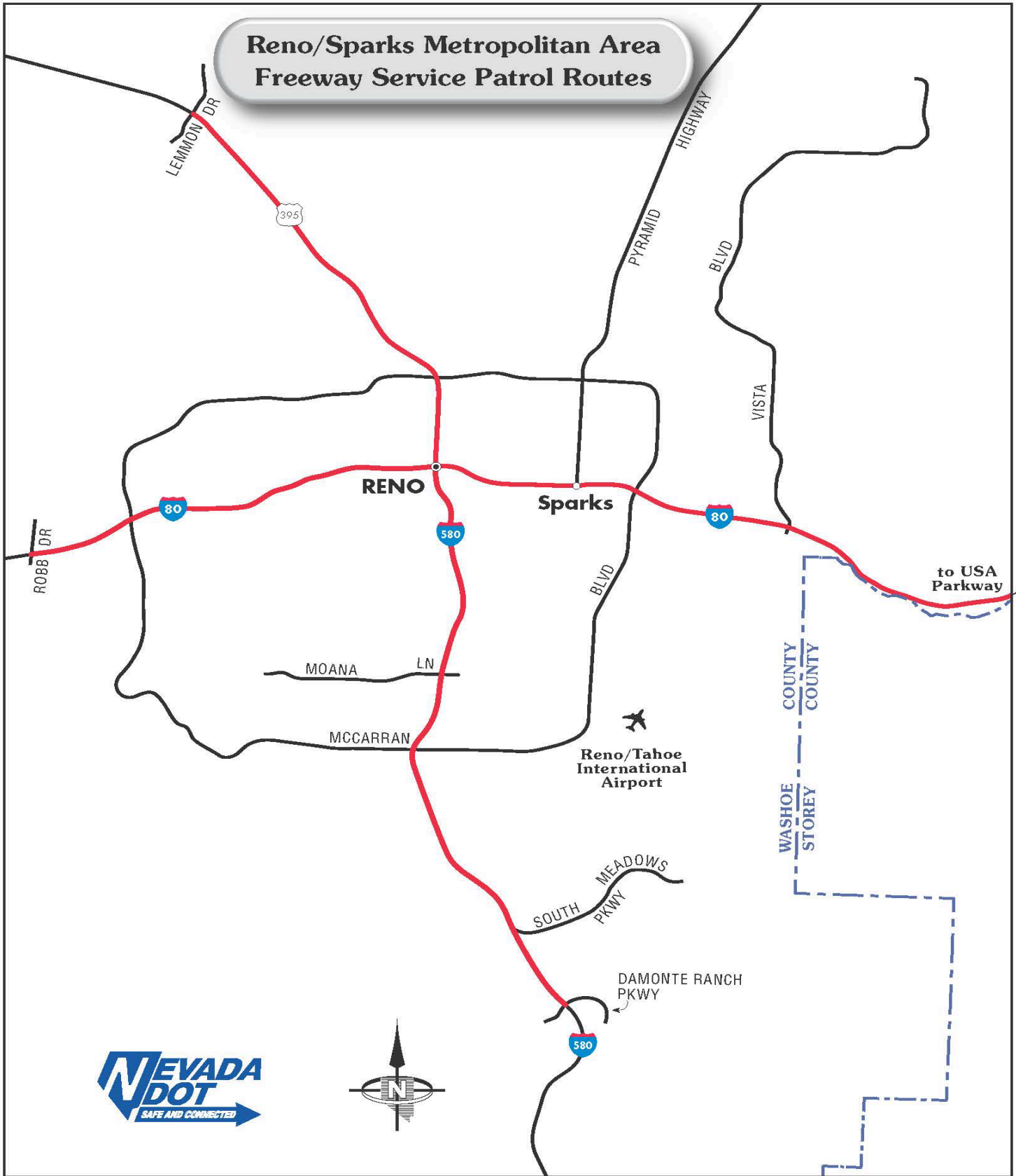


Figure 1: Reno FSP Program Boundaries

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):** 108

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

URT United Road Towing Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 18861 90th Ave Suite E	<b>Website:</b> Unitedroadtowing.com
<b>City, State and Zip Code:</b> Mokena IL	<b>Point of Contact Name:</b> Michael Mahar
<b>Telephone and Fax No.</b> 708-390-2202      708-390-2222	<b>Email:</b> mmahar@unitedroadtowing.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 3328 Losee Rd	<b>Website:</b> www.QualityTowing.com
<b>City, State and Zip Code:</b> North Las Vegas NV 89030	<b>Point of Contact Name:</b> James Stahl GM
<b>Local Telephone and Fax No.</b> 702-649-5711      702-633-4447	<b>Email:</b> JStahl@unitedroadtowing.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

Full Name	Title	% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)
<i>Chris Brenes</i>	<i>Equity Owner</i>	
<i>Scott Jensen</i>	<i>Equity Owner</i>	

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

# DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

## Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No



List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

  
 Signature  
 General Manager  
 Title

James Stahl  
 Print Name  
 6-14-2021  
 Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

- Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?
- Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized NDOT Representative



# Line Item 5

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

285-21-016  
For Agreement Services Only

**Request to Solicit Services and Budget Approval (2A)**  
Amendments for time extensions (time only) do not require a form 2a

Initial Budget Request  Revision to Initial Budget Request:  Request for Amendment #:  
Name of Second Party, if Known: Agreement Number:  
Project ID #(s): N/A  
Type of Services: Service Provider

Originated by: Gary Molnar Division: Traffic Operations Date Originated: 6/29/2021  
Division Head/District Engineer: Rodney Schilling  
Budget Category #: 466006 Object #: 813U Organization #: C016  
Type of Funding: State % of Fund: 100 State Fiscal Year(s): 22

Amendment Estimated Cost:  
Total Agreement Estimated Cost: \$1,846,745.89

Funding Notes: N/A

**Financial Management:**

Kristen Greenhut 6/29/2021  
\_\_\_\_\_  
Approved by Date

- Requires Transportation Board Approval
- Does not require Transportation Board Approval

Approval of this form by the Financial Management Division, Budget Section, provides funding authority for the services described. Actual availability of funds and the monitoring of actual expenditures must be determined by the Division Head.

**Project Accounting:**

KMcKee 6/29/2021  
\_\_\_\_\_  
Approved by Date

**Director:**

Kristina Swallow 6/29/2021  
\_\_\_\_\_  
Approved by Date

**STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION**

For Agreement Services Only 285-21-016
---

**Attachments:**

Budget by Organization Report (Report No. NBDM30) attached here:

If Amendment, attach original Agreement here:

Any additional information to attach:

**Purpose of, and Justification for, Budget Request:**

Under our Telecommunications Infrastructure Sharing program (per NRS 408.55022), costs of trenching and trench sharing shall be proportionate and shared fairly among parties to an agreement for such purposes. Additionally, this process will minimize the number and scale of excavations when installing telecommunications infrastructure in NDOT's highway rights-of-way, follows the FHWA DIG ONCE policy, and reduces cost to expand NDOT's Intelligent Transportation Systems (ITS) and Broadband Services to underserved areas. This joint build project will share the construction cost with Southwest Gas Corporation and provide conduit and infrastructure for fiber optic systems which will connect and extend NDOT's existing infrastructure. The installation will allow NDOT to provide telecommunications services to State users, the Nevada Shared Radio System (NSRS), and ITS along SR227, for 9.55 miles.

**Scope of Services:**

Canyon Pipeline, the contractor awarded the project by Southwest Gas during an RFP process will install NDOT conduit, vaults, and fiber markers along the west side of SR227, beginning at NDOT's existing ITS vault located approximately 2300' south of the northernmost intersection of Elko Summit Dr and SR227, extending south to a point approximately 150' south of the intersection of Palace Pkwy and SR227, for a total length of approximately 9.55 miles. NDOT and Southwest Gas Corp will be invoiced independently by Canyon Pipeline Inc for their respective portion of the construction cost. NDOT's portion of the construction cost will not exceed \$1,846,745.89, which includes \$307,790.98 in contingency funds that can only be accessed via advanced written approval from NDOT. Canyon Pipeline will install and NDOT will own (1) four-inch hybrid 6-wy conduit for a total length of 50,424 feet, nineteen (19) ITS vaults, twenty-one (21) Type 7M vaults, and one-hundred and ten (110) fiber markers.



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## MEMORANDUM

June 11, 2021

**TO:** Jenica Keller, Deputy Director

**FROM:** Gary Molnar, Project Manager

**SUBJECT:** Negotiation Summary for SW Gas Phase 2 Joint Construction Project on SR227

Several negotiation meetings were held virtually between April 2021 and May 2021, with Derrick Rogers from Canyon Pipeline and Gary Molnar and Marc Hvegholm of the Nevada Department of Transportation (DEPARTMENT) in attendance.

The duration of this agreement will be for 1 year, ending on 6/30/2022.

The budgeted amount of this Agreement is comprised of 100% State Funding.

The Scope of Services was reaffirmed by both parties at the outset:

Southwest Gas and NDOT have entered into an agreement for a joint construction project where each party will contribute 78.52% and 21.48%, respectively to the trenching cost for placing fiber optic and gas infrastructure along SR227. Canyon Pipeline Inc., the contractor selected by the Southwest Gas Phase 2 RFP will install NDOT conduit, vaults, and fiber markers along west side of SR227, beginning at NDOT's existing ITS vault located approximately 2300' south of northernmost intersection of Elko Summit Dr and SR227, extending south to a point approximately 150' south of intersection of Palace Pkwy and SR227, for a total length of approximately 9.55 miles. NDOT and Southwest Gas Corp. will be invoiced independently by Canyon Pipeline Inc. for their respective portion of the construction costs. NDOT's portion of the construction cost will not exceed \$1,846,745.89, which includes \$307,790.98 in contingency funds that can only be accessed via advanced written approval from the Department. Canyon Pipeline will install and NDOT will own (1) four-inch hybrid 6-way conduit for a total length of 50,424 feet, nineteen (19) ITS vaults, twenty-one (21) Type 7M vaults, and one-hundred and ten (110) fiber markers.

There are no sub-consultants being utilized on this Project.

The negotiations yielded the following:

1. The total negotiated cost for this Agreement is \$1,846,745.89, which includes the contingency funds noted in the Scope of Services explained in the preceding paragraph.

Reviewed and Approved:

DocuSigned by:

**Jenica Keller**

06/18/2021

Assistant Director

## Joint Trench Telecommunications Infrastructure Build with Southwest Gas Corporation on SR227

### Phase 2

#### Attachment A – Scope of Services

Canyon Pipeline Inc., the selected contractor will install NDOT conduit, vaults and fiber markers along west side of SR227, beginning at NDOT's existing ITS vault located approximately 2300' south of northernmost intersection of Elko Summit Dr and SR227, extending south to a point approximately 150' south of intersection of Palace Pkwy and SR227, for a total length of approximately 9.55 miles. NDOT and Southwest Gas Corp will be invoiced independently by Canyon Pipeline Inc for their respective portion of the construction cost. NDOT's portion of the construction cost will not exceed \$1,846,745.89, which includes \$307,790.98 in contingency funds that can only be accessed via advanced written approval from NDOT. Canyon Pipeline will install and NDOT will own (1) four inch hybrid 6-wy conduit for a total length of 50,424 feet, nineteen (19) ITS vaults, twenty-one (21) Type 7M vaults, and one-hundred and ten (110) fiber markers.

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Corporation
- Trust
- Non-Profit Organization
- Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):** 5

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Canyon Pipeline Construction, Inc.

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 19820 N 7th Ave	<b>Website:</b> <a href="https://nextcenturi.com/">https://nextcenturi.com/</a>
<b>City, State and Zip Code:</b> Phoenix, AZ 85027	<b>Point of Contact Name:</b> Todd Cummings
<b>Telephone and Fax No.</b> 801-634-0296	<b>Email:</b> tcummings@nextcenturi.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> 2642 E Jennings Way, #930	<b>Website:</b> <a href="http://www.canyonpipeline.com">www.canyonpipeline.com</a>
<b>City, State and Zip Code:</b> Elko, NV 89801	<b>Point of Contact Name:</b> Cory Opheikens
<b>Local Telephone and Fax No.</b> 801-786-9427	<b>Email:</b> copheikens@canyonpipeline.com

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

Full Name	Title	% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

# DISCLOSURE OF RELATIONSHIP FORM

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In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

## Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

## Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No



List any disclosures below (mark N/A, if not applicable.):

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A	N/A	N/A	N/A

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

Derrick Rogers  
Signature

Derrick Rogers  
Print Name

Project Manager  
Title

06/18/2021  
Date

**For NDOT Use Only:**

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized NDOT Representative

# Line Item 6

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

343-18-040AMD2

For Agreement Services Only

**Request to Solicit Services and Budget Approval (2A)**  
Amendments for time extensions (time only) do not require a form 2a

Initial Budget Request  Revision to Initial Budget Request:  Request for Amendment #: 2  
Name of Second Party, if Known: Jacques & Associates Agreement Number: 343-18-040  
Project ID #(s): n/a  
Type of Services: Training/Program Development

Originated by: Tonia Andree Division: C040 Construction Date Originated: 5/26/2021  
Division Head/District Engineer: Samuel Lompa  
Budget Category #: 06 Object #: 814K Organization #: C040  
Type of Funding: State % of Fund: 100 State Fiscal Year(s): 2022

Amendment Estimated Cost: \$100,000.00

Total Agreement Estimated Cost:

Funding Notes: \$100,000 in FY 2022

**Financial Management:**

Kristen Greenhut 6/1/2021  
\_\_\_\_\_  
Approved by Date

- Requires Transportation Board Approval  
 Does not require Transportation Board Approval

Approval of this form by the Financial Management Division, Budget Section, provides funding authority for the services described. Actual availability of funds and the monitoring of actual expenditures must be determined by the Division Head.

**Project Accounting:**

KMcKee 6/1/2021  
\_\_\_\_\_  
Approved by Date

**Director:**

Kristina Swallow 6/1/2021  
\_\_\_\_\_  
Approved by Date

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

For Agreement Services Only  
343-18-040AMD2

**Attachments:**

Budget by Organization Report (Report No. NBDM30) attached here:

If Amendment, attach original Agreement here:

Any additional information to attach:

**Purpose of, and Justification for, Budget Request:**

Requesting an increase in the overall agreement amount to allow the consultant to continue in the development and delivery of construction partnering training, Partnering Roadmap application improvements, and NDOT Internal partnering program development/implementation.

**Scope of Services:**

The scope of services includes developing and providing partnering training for NDOT and contractor personnel. Updating the "Guide to Partnering on NDOT Projects", development of partnering tools, and assisting the Department with their internal Partnering efforts.



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## MEMORANDUM

June 9, 2021

**TO:** Darin Tedford, P.E., Deputy Director  
**FROM:** Tonia Andree, P.E., Project Manager  
**SUBJECT:** Negotiation Summary for Amendment 2 to Agreement P343-18-040

---

On December 13, 2018, NDOT entered into agreement P343-18-040 with Jacques & Associates, Inc. to assist the Construction Division in the development and delivery of Training Services for Highway Construction Partnering.

The Scope of Services includes the development of partnering training curriculum and provide training that focuses on both internal and external partnering. Review and update of the NDOT Partnering Field guide, as well as assisting the Department with partnering related tasks as needed.

To accommodate the need for continued services, the total amount of the agreement must be increased by \$100,000.

This amendment adds six (6) months to the agreement for a new end date of December 31, 2022.

The negotiations yielded the following:

1. There will be an additional 604 total man-hours allotted to this agreement.
2. The total negotiated cost for this Amendment, including direct labor, overhead, fee and direct expenses will be \$100,000.00. The new total cost of this Agreement will be \$350,000.00.

Reviewed and Approved:

DocuSigned by:  
  
06/10/2021  
59F62CD430AD46A...  
Deputy Director

---

**Attachment A**  
**P343-18-040**  
**Scope of Services**

1. The SERVICE PROVIDER agrees to develop partnering training curriculum and provide training that focuses on partnering, both external and internal, and the application of the NDOT's partnering materials including materials proposed by the SERVICE PROVIDER. Training sessions will be held in the each of the three Districts and will include NDOT and contractor's personnel.

2. The SERVICE PROVIDER will provide all necessary equipment (computers, projectors, etc.), manuals, training guides, handouts, etc.

3. The SERVICE PROVIDER will be responsible for reserving training locations and working with vendors to ensure adequate accommodations are in place. If necessary, additional training may be needed for new employees and contractor personnel and to serve as a refresher for those who have previously attended.

4. The SERVICE PROVIDER agrees to review and update the current Guide to Partnering on NDOT Projects. Work with the NDOT Construction Division to create a revised version incorporating current industry and DEPARTMENT policies and practices.

5. The SERVICE PROVIDER shall provide a monthly status report that covers the progress of the project. The report shall include a written description detailing the work completed for each task that month, with notes to explain any variations in the project schedule, work and any technical, management, or coordination problems that have arisen, and will note what work is expected to be completed for the upcoming month.

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship  
 Partnership  
 Limited Liability Company  
 Corporation  
 Trust  
 Non-Profit Organization  
 Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

0

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Jacques & Associates

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> <b>331 N 280 W</b>	<b>Website:</b> <b>www.ja-today.com</b>
<b>City, State and Zip Code:</b> <b>Orem, UT 84057</b>	<b>Point of Contact Name:</b> <b>Sydne Jacques</b>
<b>Telephone and Fax No.</b> <b>801-358-8923</b>	<b>Email:</b> <b>sydne@ja-today.com</b>

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b>	<b>Website:</b>
<b>City, State and Zip Code:</b>	<b>Point of Contact Name:</b>
<b>Local Telephone and Fax No.</b>	<b>Email:</b>

**6. List of Owners/Officers**

All business entities\*, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest.

<b>Full Name</b>	<b>Title</b>	<b>% Owned (Not required for Publicly-Traded Corporations/Non-profit Organizations)</b>
Sydne Jacques	CEO	65%
Carin Henriksen	Project Manager	35%

\*Business entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.



## DISCLOSURE OF RELATIONSHIP FORM

\*\*\*This section is not required for publicly-traded corporations\*\*\*

### Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the *Definition* section below).

### Definitions:

*Consanguinity* is a relationship by blood.

*Affinity* is a relationship by marriage.

*First and Second degree of consanguinity* applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

### Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

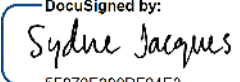
2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

**List any disclosures below (mark N/A, if not applicable.):**

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
n/a			

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take agreement approvals without the completed disclosure form.

DocuSigned by:  
  
 5F079E390DF94E3...  
 Signature \_\_\_\_\_ Print Name Sydne Jacques  
 CEO \_\_\_\_\_ Date 06/10/2021  
 Title \_\_\_\_\_

***For NDOT Use Only:***

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Print Name  
 Authorized NDOT Representative


# Line Item 7


STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

MEMORANDUM

June 2, 2021

**TO:** Kristina L. Swallow, P.E., Director

**THRU:** Mike Fuess, P.E., District Engineer 

**FROM:** John Bronder, P.E., Special Projects Engineer 

**SUBJECT:** Amendment to Agreement P672-19-201 for Displaced Person Cleanup

**BACKGROUND**

The referenced agreement was executed on December 26, 2019 in the amount of \$249,000 for on-call homeless camp cleanup. With the onset of COVID, we were directed to stand down for removal of homeless camps from the ROW except under extenuating circumstances. On May 1, 2021, direction was given to reactivate our program for removal of homeless camps. These camps were move numerous and contained significantly more trash and debris. As of May 12, 2021, the funds were depleted. The Maintenance and Asset Management Division is working on a new \$1.5M agreement to cover removal of trash and debris and displaced person cleanup but, the process may take 1 to 2 months to get an executed agreement. The new agreement follows the formal bid process to avoid the 3 quote process for multiple \$250k agreements.

**REQUEST**

While waiting for the new agreement from Maintenance and Asset Management, we are requesting approval to amend our existing agreement over our \$250,000 limit. Our request is for \$210,000 described as follows. We have estimated that 6 large established encampments will require approximately \$100,000 over a 3-week period to restore the ROW. The remaining smaller camps will require approximately \$35,000 to cleanup to pre-pandemic condition. Additionally, our normal displaced person cleanup program requires costs from \$5,000 to \$12,000 so we are requesting \$75,000 to get us through until the new agreement is executed.

Approved:

DocuSigned by:  
  
C48B12FC2C1E4F8  
Director


cc: Jeffrey Lerud, P.E., Deputy Director  
John Angel, P.E., Assistant District Engineer-Maintenance  
John Bronder, P.E., Manager I Special Projects  
Marlene Revera, District Agreement Liaison  
Gina Olivarez, Agreement Services  
File



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

**MEMORANDUM**

**June 22, 2021**

**TO:** Jenica Keller, P.E., Assistant Director  
**FROM:** John Bronder, P.E., Project Manager <sup>DS</sup>  
**SUBJECT:** Negotiation Summary for Amendment #1 to Agreement P672-19-201

On December 26, 2019, NDOT entered into agreement P672-19-201 with Hess Trash Company to perform Displaced Person Cleanup and Aviary Cleanup.

The Scope of Services includes removal, disposal, sanitization, mobilization, and any traffic control and environmental containment at various locations on an on-call basis within Washoe, Carson, Douglas, Storey, Lyon, Churchill, Pershing and Mineral Counties, Nevada throughout District II.

Cleanup work was suspended in March 2020 due to the COVID pandemic. There has been a substantial increase in the number and size of camps within the right-of-way. Additional resources are now required to restore our ROW to pre-pandemic condition.

The scope of the agreement will remain the same. The total amount of the agreement must be amended by \$210,000 to manage the increase in displaced person cleanup.

The negotiations yielded the following:

1. The total negotiated cost for this Amendment, including direct labor, overhead, fee and direct expenses will be \$210,000. The new total cost of this Agreement will be \$459,000.

Reviewed and Approved:

DocuSigned by:  
**Jenica Keller**  
D4A618F26D8B447...  
Assistant Director

# ATTACHMENT A

## SCOPE OF WORK

### CLEANING/REMOVING OF MATERIAL

The CONTRACTOR shall be responsible for providing all equipment, manpower, and services necessary to successfully, safely and efficiently remove, dispose and sanitize areas of displaced person and/or pigeon congregation areas and provide the needed services as described in this Scope of Work, to include, but not limited to, the following:

#### Displaced person Call-out and Clean-up

- Mobilization to clean-up location.
- Removal of any items left behind; including but not limited to clothing items, shoes, furniture, assorted garbage, etc.
- Safe handling of and appropriate disposal of all hazardous material such as needles, drug paraphernalia, human waste, etc.
- Sanitize area and remove odor, utilizing materials that are environmentally friendly and safe to the public health.
- Ensure that the area is safe for re-entry by DEPARTMENT employees and general public.
- Demobilization from clean-up site.
- The CONTRACTOR must use Best Management Practices (BMP's) to eliminate the flow of debris into drainage facilities.

#### Aviary Call-out and Clean-up

- Mobilization to clean-up site.
- Removal and disposal of pigeon waste.
- Sanitize areas including bridge structures, concrete and steel structures, sidewalk, awnings, etc.
- Remove odor utilizing materials that are environmentally friendly and safe to the public health.
- Demobilization from clean-up site.
- The CONTRACTOR must use Best Management Practices (BMP's) to eliminate the flow of debris into drainage facilities.
- Do not begin cleaning and removal of bio-hazardous material until birds are captured, removed, and released safely from areas depicted on the plans for cleanup and repair.

#### General Procedure Bridge Tub Girders

- Dry sweep and vacuum using enzymes cleaner and disinfection. The dust residues and silt appear not to be chemically bound to the surfaces.
- Starting at the midpoint of the bridge, commence dry sweep in both directions, directing to the abutments at both ends of the bridge. If only one access point, start at the opposite abutment and dry sweep toward the access point.

- Provide vacuum suction at both ends to remove all swept residues.
- Mop and disinfect the steel girders.
- At the completion of the project, dispose of all waste material according to Subsection 107.14.

#### Potential Hazards

- The tub girders are a confined space. An oxygen deficient atmosphere is not anticipated.
- Microbiological spores are most likely present from excrement residues.
- Dust, primarily silica, from the exfoliation of the top deck concrete.
- No heat stress problems for workers inside the girders and netting are anticipated.

#### Health and Safety Plan

- Provide oxygen level monitors for all internal personnel to check that the ambient oxygen level does not fall below 19% on a continuous basis.
- Provide level C respiratory protection to interior workers consisting of respirators with hepa filter cartridges.
- Workers who enter the confined space shall work in tandem.
- Have continuous communication between interior workers and outside backup.
- Review communication signals prior to entry of personnel.

#### General

- Properly licensed and permitted equipment. All licenses and permits are to remain in the equipment at all times during the term of this agreement and are subject to inspection by the DEPARTMENT. All necessary materials and supplies required to perform the operation.
- Trained personnel at the job site to perform all facets of the Scope of Services; personnel requirements include properly licensed equipment operators and truck drivers and certified traffic control personnel certified under the DEPARTMENT's certification program.
- An on-site Project Manager with decision making authority that will be available to the DEPARTMENT at all times during the work.
- All equipment to be utilized for Scope of Work during the term of this Agreement will comply with all State and Federal Safety Regulations and be operated in accordance with manufacturers' recommended procedures.

#### METHOD OF MEASUREMENT

Measurement: Displaced person Call-out and Clean-up and Aviary Call-out and Clean-up will be measured by cubic feet.

#### BASIS OF PAYMENT

Payment: The accepted quantities, measured as provided above, will be paid for at the contract price per unit of measurement for the pay items listed below that are shown in the proposal. Payment will be full compensation for the work prescribed in this Section.

Payment will be made under:

Pay Item	Pay Unit
<b>Displaced Person Cal-Out and Clean-Up</b> .....	<b>Cubic Feet</b>
<b>Aviary call-Out and Clean-Up</b> .....	<b>Cubic Feet</b>

**SECTION 107 - LEGAL RELATIONS AND RESPONSIBILITY TO THE PUBLIC**

107.01 Laws to be observed: Any project related use of areas outside of the highway right-of-way are subject to all applicable Federal, State and local laws, regulations, ordinances and clearances (including but not limited to environmental and archaeological clearances), as well as the requirements and conditions as specified herein.

107.09 Liability Insurance: Subparagraphs (b) and (c) of this Subsection of the Standard Specifications are hereby deleted and the following substituted therefore:

(b) General: Furnish the Department with one certified copy of all insurance required under subparagraph (a) of Subsection 107.09 of the Standard Specifications. Send this copy directly to the Nevada Department of Transportation, 1263 S. Stewart Street, Carson City, Nevada 89712 -Attention: Contract Compliance Officer.

107.11 Responsibility for Damage Claims: The words "construction administration" are hereby deleted in six places in this Subsection of the Standard Specifications.

**SECTION 108 - PROSECUTION AND PROGRESS**

108.01 Subletting of Contract Subparagraphs (a) through (g) on the middle of page 54 of the Standard Specifications are hereby deleted and the following substituted therefore:

- (a) LABOR PROVISIONS: "The HOURLY MINIMUM WAGE RATES" as determined by the Labor Commissioner of the State of Nevada.
- (b) The ADDITIONAL CONTRACT PROVISIONS EQUAL EMPLOYMENT OPPORTUNITY PRACTICES.

The second paragraph of NON-DISCRIMINATION IN EMPLOYMENT AND CONTRACT LABOR PROVISIONS on page 54 of the Standard Specifications is hereby deleted and the following substituted therefore:

"Also included and made part of this subcontract agreement are the necessary Labor Provisions, including the "Prevailing Wages" as determined by the Labor Commissioner of the State of Nevada."

When performed by subcontract, the following items of work, designated herein as "Specialty Items," are hereby exempted from the provisions that 50% of the value of the work be performed by the Contractor with his own organization, but are not exempted from the remaining provisions





The word "original" in two places in the last indented paragraph at the bottom of page 76 of the Standard Specifications is hereby deleted.

The word "original" in five places in subparagraph (c) Mobilization on the middle of page 77 of the Standard Specifications is hereby deleted.

SECTION 624 - ACCOMMODATIONS FOR PUBLIC TRAFFIC

624.03.03 Flaggers: Equip the flagger at each end of the work zone with a watch or suitable timing device. Flaggers at each end of the work zone shall document times when public traffic is stopped and released. Submit the documentation daily on a suitable form at the end of the shift in conjunction with the reconciliation of flagger hours.

Equip the flaggers at each end of the work zone with two-way communication radios to allow them to be in contact with each other to control public traffic through the work zone as conditions require.

SECTION 625- CONSTRUCTION SIGNS

625.03.05 Contractor Designed Traffic Control Plans: If traffic control is determined to be necessary by the DEPARTMENT, the CONTRACTOR will submit a traffic control plan showing the type of signs, the number of signs, cones, arrow boards, truck mounted impact attenuators, changeable message boards, number of flaggers and flagging locations for acceptance by NDOT District II a minimum of 48 hours prior to commencement of any work.

The CONTRACTOR is responsible for performing all traffic control in accordance with the approved traffic control plans within, the Standard Plans for Road and Bridge Construction, 2010 Edition and the current edition of the Manual on Uniform Traffic Control Devices (MUTCD). All traffic control devices must meet NCHRP 350 criteria.

Traffic control plans submitted shall be prepared and signed by a worksite supervisor certified by the American Traffic Safety Services Association (ATSSA).

METHOD OF MEASUREMENT

625.04.01 Measurement: Traffic Control will be measured by day.

BASIS OF PAYMENT

825.05.01 Payment: The accepted quantities, measured as provided above, will be paid for at the contract price per unit of measurement for the pay items listed below that are shown in the proposal. Payment will be full compensation for the work prescribed in this Section.

Payment will be made under.

Pay Item	Pay Unit
Traffic Control.....-	Day

SECTION 637 - POLLUTION CONTROL

837.05.01 Payment: The fourth and fifth sentences of the third paragraph of this Subsection

of the Standard Specifications are hereby deleted.

The word "original" in four places (two in each paragraph) in the fourth and fifth paragraphs of

this Subsection of the Standard Specifications is hereby deleted.

The CONTRACTOR must use Best Management Practices (BMP's) to eliminate the flow of debris into drainage facilities.

#### BASIS OF PAYMENT

Payment will be made for each location based on the unit costs shown on the Quote bid proposal. The unit costs will include mobilization from the CONTRACTOR place of business to the work sites, all employees' benefits, costs of per diem<sup>1</sup> labor costs for operation of equipment, equipment, material costs for BMP's, any permit fees, costs for water and waste disposal necessary for completion of contracted work. The DEPARTMENT will not reimburse the CONTRACTOR for other than the completed work as proposed on the unit costs of the proposal.

Invoices shall be submitted directly to the DEPARTMENT and shall indicate the location of the work performed, date of the work, and the units completed, in accordance with the unit costs from the proposal and verified inspection reports.

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

**1. Business Entity Type (Please select one)**

- Sole Proprietorship  
 Partnership  
 Limited Liability Company  
 Corporation  
 Trust  
 Non-Profit Organization  
 Other

**2. Are you a publicly-traded corporation?**  Yes  No

**3. Number of Nevada Residents Employed (Do Not Leave Blank):**

3

**4. Corporate/Business Entity Name (Include d.b.a., if applicable):**

Aaron Hess d.b.a. Hess Trash Company

**5. Corporate/Business Entity Street Address:**

<b>Street Address:</b> 6935 Experiment Court	<b>Website:</b>
<b>City, State and Zip Code:</b> Sparks, NV 89436	<b>Point of Contact Name:</b> Aaron Hess
<b>Telephone and Fax No.</b> 775 745-5854	<b>Email:</b> aaronthess@gmail.com

**6. Nevada Local Business Street Address (If different from above):**

<b>Street Address:</b> same as above	<b>Website:</b>
<b>City, State and Zip Code:</b>	<b>Point of Contact Name:</b>
<b>Local Telephone and Fax No.</b>	<b>Email:</b>



## DISCLOSURE OF RELATIONSHIP FORM

\*\*\**This section is not required for publicly-traded corporations*\*\*\*

### Purpose:

1. Disclose any individual members, partners, owners or principals involved in the business entity that is a NDOT full-time employee(s) or appointed/elected official(s).

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as otherwise provided in that statute.

2. Disclose any individual members, partners, owners or principals involved in the business entity with a first or second degree of consanguinity, or affinity relation to a NDOT full-time employee(s) or appointed/elected official(s) (reference the **Definition** section below).

### Definitions:

**Consanguinity** is a relationship by blood.

**Affinity** is a relationship by marriage.

**First and Second degree of consanguinity** applies to the candidate's first and second degree of blood relatives as follows:

- First Degree: Spouse – Registered Domestic Partners – Children – Parents – In-laws
- Second Degree: Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws

### Disclosure of Relationship:

If "YES" is selected for any of the following questions, the Disclosure of Relationship form must be completed (see Page 5).

1. Are any individual members, partners, owners or principals involved in the business entity a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

2. Are any individual members, partners, owners or principals have a first or second degree of consanguinity related to a NDOT full-time employee(s) or appointed/elected official(s)?

Yes  No

**List any disclosures below (mark N/A, if not applicable.):**

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF NDOT EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO NDOT EMPLOYEE/OFFICIAL	NDOT EMPLOYEE'S/OFFICIAL'S DEPARTMENT/DIVISION
N/A			

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that NDOT may not take action on contract and agreement approvals without the completed disclosure form.

DocuSigned by:



C689F2B4A391469...

**Aaron Hess**

Print Name

06/22/2021

**Sole Proprietor**

Title

Date

***For NDOT Use Only:***

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the NDOT employee(s) noted above involved in the contracting/selection process for this particular item?

Yes  No Is the NDOT employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

Signature

Print Name

Authorized NDOT Representative



1263 South Stewart Street  
Carson City, NV 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## MEMORANDUM

June 30, 2021

**TO:** Department of Transportation Board of Directors

**FROM:** Kristina Swallow, P.E., Director

**SUBJECT:** July 12, 2021 | Transportation Board of Directors Meeting

**ITEM #6:** Contracts, Agreements, and Settlements—Pursuant to NRS 408.131 the Board may delegate authority to the Director which the Director may exercise pursuant to NRS 408.205. These items and matters have been delegated to the Director by the Board by resolutions in April 1990 and July 2011.— *Informational item only.*

---

### Summary:

The purpose of this item is to inform the Board of the following:

- Construction contracts under \$5,000,000 awarded May 14, 2021 through June 10, 2021.
- Agreements under \$300,000 executed May 14, 2021 through June 10, 2021.
- Settlements entered into by the Department which were presented for approval to the Board of Examiners May 14, 2021 through June 10, 2021.

Any emergency agreements authorized by statute will be presented here as an informational item.

### Background:

Pursuant to NRS 408.131(5), the Transportation Board has authority to “execute or approve all instruments and documents in the name of the State or Department necessary to carry out the provisions of the chapter”. Additionally, the Director may execute all contracts necessary to carry out the provisions of Chapter 408 of NRS with the approval of the board, except those construction contracts that must be executed by the chairman of the board. Other contracts or agreements not related to the construction, reconstruction, improvement and maintenance of highways must be presented to and approved by the Board of Examiners. This item is intended to inform the Board of various matters relating to the Department of Transportation but which do not require any formal action by the Board.



MEMORANDUM

Department of Transportation Board of Directors

June 30, 2021

Page 2 of 2

The Department contracts for services relating to the construction, operation and maintenance of the State's multi-modal transportation system. Contracts listed in this item are all low-bid per statute and executed by the Governor in his capacity as Board Chairman. The projects are part of the STIP document approved by the Board. In addition, the Department negotiates settlements with contractors, property owners, and other parties to resolve disputes. These proposed settlements are presented to the Board of Examiners, with the support and advisement of the Attorney General's Office, for approval. Other matters included in this item would be any emergency agreements entered into by the Department during the reporting period.

The attached construction contracts constitute all that were awarded for construction from May 14, 2021 through June 10, 2021 and agreements executed by the department from May 14, 2021 through June 10, 2021. There are no settlements during the reporting period.

**Analysis:**

These contracts have been executed following the Code of Federal Regulations, Nevada Revised Statutes, Nevada Administrative Code, State Administrative Manual, and/or Department policies and procedures.

**List of Attachments:**

- A. State of Nevada Department of Transportation Contracts Awarded – Under \$5,000,000, May 14, 2021 through June 10, 2021.
- B. State of Nevada Department of Transportation Executed Agreements – Informational, May 14, 2021 through June 10, 2021.

**Recommendation for Board Action:**

Informational item only

**Prepared by:**

Administrative Services Division

# Attachment

# A

**STATE OF NEVADA DEPARTMENT OF TRANSPORTATION  
CONTRACTS AWARDED - INFORMATIONAL  
May 14, 2021 through June 10, 2021**

1. April 22, 2021 at 1:30 PM the following bids were opened for Contract **3874**, Project No. SPI-080-1(086), on FRWA23, in Washoe County, to slurry seal.

Sierra Nevada Construction, Inc. ....	\$272,007.00
Intermountain Slurry Seal, Inc. ....	\$309,309.00
VSS International, Inc. ....	\$380,120.00

**Engineer's Estimate** .....\$302,950.65

The Director awarded the contract on May 14, 2021 to Sierra Nevada Construction, Inc. in the amount of \$272,007.00.

2. April 29, 2021 at 1:30 PM the following bids were opened for Contract **3876**, Project No. SPSR-0305(009), on SR 305, Battle Mountain, Broad Street at the intersection of Broyles Ranch Road, in Lander County, to install of a rectangular rapid flashing beacon and lighting.

PAR Electrical Contractors, Inc. ....	\$564,974.40
Rowley Contracting, Inc. ....	\$570,569.31
Sierra Nevada Construction, Inc. ....	\$664,007.00

**Engineer's Estimate** .....\$488,978.83

The Director awarded the contract on May 20, 2021 to PAR Electrical Contractors, Inc. in the amount of \$564,974.40.

3. April 29, 2021 at 2:00 PM the following bids were opened for Contract **3877**, Project No. SPF-050-2(033), on US 50, in Carson City County, to chip seal.

Sierra Nevada Construction, Inc. ....	\$334,007.00
VSS International, Inc. ....	\$494,120.00
Intermountain Slurry Seal, Inc. ....	\$523,576.58

**Engineer's Estimate** .....\$469,201.16

The Director awarded the contract on May 19, 2021 to Sierra Nevada Construction, Inc. in the amount of \$334,007.00.

4. May 13, 2021 at 1:30 PM the following bids were opened for Contract **3878**, Project No. SPF-095-3(022), on US 95 and SR 372, in Esmeralda and Nye Counties, to chip seal.

VSS International, Inc. ....	\$3,460,120.00
Intermountain Slurry Seal, Inc. ....	\$3,681,352.00
Sierra Nevada Construction, Inc. ....	\$4,154,007.00

**Engineer's Estimate** .....\$3,690,138.15

The Director awarded the contract on June 1, 2021 to VSS International, Inc. in the amount of \$3,460,120.00.

5. May 13, 2021 at 2:00 PM the following bids were opened for Contract **3879**, Project No. SPSR-0232(001), on SR 232, in Elko County, for cold in-place recycling with double chip seal.

Sierra Nevada Construction Inc. ....	\$1,714,007.00
Road and Highway Builders LLC ....	\$1,979,979.00
MKD Construction, Inc. ....	\$1,987,777.00

**Engineer's Estimate** .....\$1,460,918.08

The Director awarded the contract on May 26, 2021 to Sierra Nevada Construction, Inc. in the amount of \$1,714,007.00.

# Attachment B

State of Nevada Department of Transportation  
Executed Agreements - Informational  
May 14, 2021 through June 10, 2021

Line No.	Agreement No.	Amend No.	Contractor	Purpose	Fed	Original Agreement Amount	Total of Prior Amendments	Amendment Amount	Payable Amount	Receivable Amount	Start Date	End Date	Amend Date	Agree Type	Division	Director's Office	Division Head	Notes
1	18521	00	CITY OF CALIENTE	LINE EXTENSION	N	\$6,029.56	-	-	\$6,029.56	-	06/07/2021	06/30/2026	-	Facility	Right-of-Way	Darin	Craig	06-07-21: NEW ELECTRIC SERVICE AND INSTALLATION OF UNDERGROUND CONDUIT FROM A NEW TRANSFORMER TO A NEW METER PEDESTAL FOR A TYPE SEVEN (7) LUMINAIRE ON US-93 FROM 0.01 MILES SOUTH OF MINNIE STREET AT B 220 TO 1.03 MILES NORTH OF STATE ROUTE 319 FROM MILEPOST 94.098 TO MILEPOST LN 109.00, LINCOLN COUNTY. NV B/L#: EXEMPT
2	17321	00	NV ENERGY	DESIGN INITIATION	N	\$1,000.00	-	-	\$1,000.00	-	05/13/2021	05/30/2026	-	Facility	Right-of-Way	Darin	Craig	05-13-21: PROVIDE THE DEPARTMENT AN ELECTRIC SERVICE UPGRADE, CONSISTING OF FIVE (5) NEW LUMINARIES, A NEW SPEED FEEDBACK SIGN, AND NEW RECEPTACLE FOR IMPROVEMENTS ON US-395, MILEPOST DO8.85, DISTRICT II STOCKPILE YARD AT LEVIATHAN MINE ROAD, DOUGLAS COUNTY. NV B/L#: NVD19831015840
3	17621	00	NV ENERGY	DESIGN INITIATION	N	\$1,000.00	-	-	\$1,000.00	-	05/18/2021	05/30/2026	-	Facility	Right-of-Way	Darin	Craig	05-18-21: PROVIDE THE DEPARTMENT A NEW ELECTRIC SERVICE TO POWER FOUR (4) NEW LUMINARIES AND A CHAIN-UP SIGN ALONG THE WEST SIDE OF US-395, JUST NORTH OF THE NEVADA/CALIFORNIA STATE LINE, DOUGLAS COUNTY. NV B/L#: NVD19831015840
4	17721	00	NV ENERGY	DESIGN INITIATION	N	\$1,000.00	-	-	\$1,000.00	-	05/17/2021	05/31/2026	-	Facility	Right-of-Way	Darin	Craig	05-17-21: PROVIDE THE DEPARTMENT A NEW 200-AMP ELECTRIC SERVICE TO POWER ONE (1) POLE-MOUNTED CAMERA AND ONE (1) DIGITAL MESSAGE SIGN PROVIDING MOTORISTS ROADWAY UPDATES ON US 395, AT APPROXIMATE MILEPOST DO 1.8, DOUGLAS COUNTY. NV B/L#: NVD19831015840
5	18021	00	NV ENERGY	DESIGN INITIATION	N	\$1,000.00	-	-	\$1,000.00	-	05/19/2021	05/31/2026	-	Facility	Right-of-Way	Darin	Craig	05-19-21: INSTALLATION OF A NEW 200-AMP, 120/240 VOLT SERVICE PEDESTAL TO POWER A SPEED FEEDBACK SIGN WHICH WILL FLASH WHEN MOTORISTS EXCEED THE POSTED SPEED LIMIT ON US-395, MILEPOST DO6.30, DOUGLAS COUNTY. NV B/L#: NVD19831015840
6	18121	00	NV ENERGY	LINE EXTENSION	N	\$10,521.00	-	-	\$10,521.00	-	05/19/2021	05/31/2026	-	Facility	Right-of-Way	Darin	Craig	05-19-21: INSTALLATION OF A NEW 200A POWER SERVICE FOR NEW LIGHTING AT THE END OF HORSE FENCING BEING INSTALLED AS PART OF A PROJECT THAT WILL LEAD TO AN INCREASED AMOUNT OF HORSES CROSSING US-50 AT 10260 HIGHWAY 50, MILEPOST LY 2.4, EAST OF STATE ROUTE 341, LYON COUNTY. NV B/L#:NVD19831015840
7	18721	00	NV ENERGY	DESIGN INITIATION	N	\$1,000.00	-	-	\$1,000.00	-	06/07/2021	06/30/2026	-	Facility	Right-of-Way	Darin	Craig	06-07-21: PROVIDE THE DEPARTMENT A NEW ELECTRIC SERVICE TO POWER NEW LUMINARIES AND CHAIN UP SIGN FOR THE DEPARTMENT'S PROJECT IMPROVEMENT ON US-395 MILEPOST DO12.0, DOUGLAS COUNTY. NV B/L#: NVD19831015840
8	17821	00	UNION PACIFIC RAILROAD COMPANY	PRELIMINARY ENGINEERING	N	\$25,000.00	-	-	\$25,000.00	-	05/20/2021	05/31/2026	-	Facility	Right-of-Way	Darin	Craig	05-20-21: PRELIMINARY ENGINEERING (PE) AGREEMENT TO REIMBURSE COSTS ASSOCIATED WITH PLAN REVIEW OF THE DEPARTMENT'S PROJECT IMPACTING BRIDGE G-1463, CROSSING THE RAILROAD TRACKS AT I-515 FROM THE LAKE MEAD DRIVE INTERCHANGE TO WYOMING AVENUE, CLARK COUNTY. NV B/L#: NVF19691003146
9	12521	00	REGIONAL TRANSPORTATION COMMISSION OF SOUTHERN NEVADA	FUNDING FOR FREEWAY ARTERIAL SYSTEM OF TRANSPORTATION (FAST)	N	\$5,357,860.00	-	-	\$5,357,860.00	-	05/28/2021	06/30/2023	-	Interlocal	Traffic Operations	Jenica	Rod	05-28-21: CONTINUE PROVIDING THE NECESSARY FUNDING FOR THE FREEWAY ARTERIAL SYSTEM OF TRANSPORTATION TRAFFIC MANAGEMENT CENTER (TMC) AS WELL AS THE NECESSARY FUNDING FOR THE OPERATIONS, MAINTENANCE, STAFFING, AND RESOURCES OF THE FREEWAY MANAGEMENT SYSTEM (FMS), CLARK COUNTY. NV B/L#: EXEMPT
10	22821	00	REGIONAL TRANSPORTATION COMMISSION OF SOUTHERN NEVADA	WAYCARE PLATFORM SYSTEM	N	\$2,329,508.00	-	-	\$2,329,508.00	-	05/27/2021	06/30/2026	-	Interlocal	Traffic Operations	Jenica	Rod	05-27-21: ENABLE THE DEPARTMENT TO UTILIZE THE WAYCARE PREDICTIVE ANALYSIS PLATFORM SYSTEM, WHICH WILL AID IN REDUCING INCIDENT RESPONSE TIMES, IMPROVE TRAFFIC SAFETY, AND PREVENT OVERLAPPING OF RESPONSIBILITIES AND DUTIES ALREADY COVERED IN THE REGIONAL TRANSPORTATION COMMISSION(RTC) OF SOUTHERN NEVADA'S CONTRACT WITH WAYCARE, CLARK COUNTY. NV B/L#: EXEMPT
11	22721	00	UNIVERSITY OF NEVADA, RENO	RESEARCH STUDY ANALYSIS	Y	\$101,478.00	-	-	\$101,478.00	-	06/01/2021	12/31/2022	-	Interlocal	Research	Sondra	Bob	06-01-21: DEVELOP A STUDY TO EVALUATE AND QUANTIFY STRUCTURAL BENEFITS FROM USE OF GEOSYNTHETICS PLACED WITHIN OR AT THE BOTTOM OF AGGREGATE BASE LAYERS. TASKS WILL INCLUDE LITERATURE REVIEW, EXPERIMENTAL DESIGN, DEVELOPMENT OF A TESTING PLAN, CREATION OF SPECIFICATIONS AND CONSTRUCTION GUIDELINES, AND A FINAL REPORT, STATEWIDE. NV B/L#: EXEMPT
12	23521	00	A & B SECURITY GROUP, INC.	RE-KEYING FACILITY LOCKS	N	\$5,164.40	-	-	\$5,164.40	-	06/02/2021	05/31/2022	-	Service Provider	District I	Jeff	Mario	06-02-21: RE-KEYING OF THE FACILITY LOCKS TO MAINTAIN SECURE ACCESS AT THE LAS VEGAS SOUTH MAINTENANCE STATION, CLARK COUNTY. NV B/L#: NVD19951043013-SQ
13	08321	00	AGGREGATE INDUSTRIES-SWR, INC.	ROADWAY REPAIR ON I-11	N	\$171,998.00	-	-	\$171,998.00	-	06/08/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-08-21: ROADWAY PAVEMENT REPAIR TO ADDRESS BASE FAILURE AND FATIGUE CRACKING ON I-11 BETWEEN MILEPOST 0.45 AND MILEPOST 0.7, CLARK COUNTY. NV B/L#: NVD19701000737-Q PROPOSERS: AGGREGATE INDUSTRIES-SWR INC., GALT DEVELOPMENT, AND LAS VEGAS PAVING CORPORATION
14	22121	00	AGGREGATE INDUSTRIES-SWR, INC.	COLDMILL AND OVERLAY NORTHBOUND I-15	N	\$239,000.00	-	-	\$239,000.00	-	06/08/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-08-21: ROADWAY PAVEMENT REPAIR WITH A COLDMILL AND OVERLAY OF A SECTION OF THE ROADWAY TO REMOVE HAZARDS AND IMPROVE PUBLIC SAFETY ON I-15 FROM MILEPOST 70 TO MILEPOST 74, CLARK COUNTY. NV B/L#: NVD19701000737-Q PROPOSERS: AGGREGATE INDUSTRIES-SWR, INC., GALT DEVELOPMENT, AND ROWLEY CONTRACTING
15	23621	00	BATTLE BORN TREE SERVICE, LLC	DEPARTMENT GROUNDS MAINTENANCE	N	\$47,800.00	-	-	\$47,800.00	-	05/12/2021	06/30/2021	-	Service Provider	Buildings and Grounds	Felicia	James	05-12-21: REMOVAL AND REPLACEMENT OF DEAD AND DISEASED TREES, REPLANTING NEW TREES, AND REMOVAL OF DEAD WOOD THROUGHOUT THE DEPARTMENT HEADQUARTERS CAMPUS TO IMPROVE PROPERTY GROUNDS, CARSON CITY. NV B/L#: NVD20131580674-Q PROPOSERS: BATTLE BORN TREE SERVICE LLC, HEALTH TREES, AND JOE BENIGNO'S TREE SERVICE
16	28921	00	CARRIER CORPORATION	REPLACE HEATERS AT GLENDALE BOOSTER STATION	N	\$11,242.54	-	-	\$11,242.54	-	06/09/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-09-21: REPLACEMENT OF THE HEATERS TO MAINTAIN LAB SAFETY AND FUNCTIONALITY AT THE GLENDALE BOOSTER STATION ON I-15 AT MILEPOST 93, CLARK COUNTY. NV B/L#: NVF19791006562-SQ
17	28221	00	JBP, LLC DBA SILVER STATE INTERNATIONAL	REPAIR FAILED ENGINE UNIT	N	\$21,826.38	-	-	\$21,826.38	-	05/27/2021	09/01/2021	-	Service Provider	Equipment	Jenica	Wayne	05-27-21: REPAIR OF THE FAILED ENGINE IN UNIT 2777 TO BRING THE UNIT UP TO OPERATIONAL CONDITIONS TO MAINTAIN NEVADA'S ROADS AND HIGHWAYS, WASHOE COUNTY. NV B/L#: NVD20041232923-S

Line No.	Agreement No.	Amend No.	Contractor	Purpose	Fed	Original Agreement Amount	Total of Prior Amendments	Amendment Amount	Payable Amount	Receivable Amount	Start Date	End Date	Amend Date	Agree Type	Division	Director's Office	Division Head	Notes
18	24321	00	LAS VEGAS PAVING CORPORATION	ROADWAY PAVEMENT REPAIR	N	\$105,000.00	-	-	\$105,000.00	-	06/07/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-07-21: ROADWAY PAVEMENT REPAIR ON I-15 AND STATE ROUTE 160 FOR THE SAFETY OF THE TRAVELING PUBLIC, CLARK COUNTY. NV B/L#: NVD19581000650-Q PROPOSERS: LAS VEGAS PAVING CORPORATION, GALT DEVELOPMENT, AND AGGREGATE INDUSTRIES-SWR INC.
19	26021	00	LAS VEGAS PAVING CORPORATION	MILL AND FILL EXISTING PAVEMENT	N	\$247,700.00	-	-	\$247,700.00	-	06/07/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-07-21: MILL AND FILL (2 3/4") OF EXISTING PAVEMENT ON THE US-95 SOUTHBOUND ON-RAMP FROM LAKE MEAD BOULEVARD, CLARK COUNTY. NV B/L#: NVD19581000650-Q PROPOSERS: LAS VEGAS PAVING CORPORATION, AGGREGATE INDUSTRIES-SWR INC., AND GALT DEVELOPMENT
20	51520	01	LAS VEGAS PAVING CORPORATION	BRIDGE CONCRETE OVERLAY	N	\$189,000.00	-	\$544.67	\$189,544.67	-	12/30/2020	06/30/2021	05/25/2021	Service Provider	District I	Jeff	Mario	AMD 1 05-25-21: INCREASE AUTHORITY BY \$544.67 FROM \$189,000.00 TO \$189,544.67 DUE TO IN-FIELD MEASUREMENTS BEING GREATER THAN THE PLAN MEASUREMENTS AND THE REPLACEMENT OF A DAMAGED SECTION OF THE BARRIER RAIL.  12-30-20: PLACE THIN-BONDED POLYESTER POLYMER CONCRETE OVERLAY AT BRIDGE STRUCTURE I-2140 ON US-95 SOUTHBOUND TO I-15 NORTHBOUND RAMP AT MILEPOST 75.76, CLARK COUNTY. NV B/L#: NVD19581000650-SQ
21	52920	01	LAS VEGAS PAVING CORPORATION	ROADWAY PAVEMENT REPAIR	N	\$179,800.00	-	\$19,681.27	\$199,481.27	-	03/05/2021	01/31/2022	05/22/2021	Service Provider	District I	Jeff	Mario	AMD 1 05-22-21: INCREASE AUTHORITY BY \$19,681.27 FROM \$179,800.00 TO \$199,481.27 DUE TO ADDITIONAL ROADWAY REPAIR REQUIRED FOR RUTTING AND POTHOLE CRACKS THAT EXTENDED BEYOND THE LIMITS OF THE ORIGINAL CONTRACT STATIONING FOR THE TOWN CENTER OFF RAMP.  03-05-21: ROADWAY PAVEMENT REPAIR ON STATE ROUTE 613 SUMMERLIN PARKWAY WEST OF ANASAZI DRIVE TO TOWN CENTER DRIVE, CLARK COUNTY. NV B/L#: NVD19581000650-Q
22	12321	00	MARSHALL'S SANITATION SERVICES DBA MARSHALL'S SEPTIC CARE	JANITORIAL SERVICES	N	\$233,850.00	-	-	\$233,850.00	-	05/27/2021	12/31/2023	-	Service Provider	District II	Jeff	Mike	05-27-21: JANITORIAL SERVICES AT THE TRINITY REST AREA ON I-80, THIRTY (30) MILES EAST OF FERNLEY, CHURCHILL COUNTY. NV B/L#: NVD20201931310-Q PROPOSERS: MARSHALL'S SANITATION SERVICES DBA MARSHALL'S SEPTIC CARE AND MCNEIL'S CLEANING SERVICE
23	09121	00	MARSHALL'S SANITATION SERVICES, LLC DBA MARSHALL'S SEPTIC CARE	SEPTIC PUMPING SERVICES IN ELKO	N	\$124,960.00	-	-	\$124,960.00	-	05/27/2021	08/31/2023	-	Service Provider	District III	Jeff	Boyd	05-27-21: PROVIDE SEPTIC PUMPING SERVICES OF SEPTIC TANK SYSTEMS AND VAULT TOILETS AT VARIOUS LOCATIONS IN ELKO AND EUREKA COUNTIES. NV B/L#: NVD20201931310-Q PROPOSERS: MARSHALL'S SANITATION SERVICES, LLC DBA MARSHALL'S SEPTIC CARE, AND REDI SERVICES, LLC
24	09221	00	MARSHALL'S SANITATION SERVICES, LLC DBA MARSHALL'S SEPTIC CARE	SEPTIC PUMPING SERVICES IN WINNEMUCCA	N	\$55,880.00	-	-	\$55,880.00	-	05/27/2021	08/31/2023	-	Service Provider	District III	Jeff	Boyd	05-27-21: SEPTIC PUMPING SERVICES OF SEPTIC TANK SYSTEMS AND VAULT TOILETS AT VARIOUS LOCATIONS THROUGHOUT ELKO AND EUREKA COUNTIES. NV B/L#: NVD20201931310-Q PROPOSERS: MARSHALL'S SANITATION SERVICES, LLC DBA MARSHALL'S SEPTIC CARE, AND REDI SERVICES, LLC
25	21821	00	MISSION LINEN SUPPLY	LAUNDRY SERVICES	N	\$74,144.94	-	-	\$74,144.94	-	06/07/2021	07/31/2025	-	Service Provider	District I	Jeff	Mario	06-07-21: LAUNDRY SERVICES AT THE TONOPAH AND OUTLYING MAINTENANCE STATIONS TO FURNISH, LAUNDER, PICKUP AND DELIVER PROTECTIVE CLOTHING FOR DEPARTMENT PERSONNEL THROUGHOUT DISTRICT I, NYE COUNTY. NV B/L#: NVF20121451751-SQ
26	26221	00	MMC, INC.	PAINT BARRIER RAILS ON I-15 AND I-515	N	\$243,695.00	-	-	\$243,695.00	-	06/09/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-09-21: PAINT THE CENTER BARRIER RAILS TO MAINTAIN THE STATE'S INFRASTRUCTURE ON I-15 FROM MILEPOST 33.5 TO MILEPOST 37.0 AND ON I-515 FROM MILEPOST 73.35 TO MILEPOST 75.3, CLARK COUNTY. NV B/L#: NVD19691001928-Q PROPOSERS: MMC, INC.
27	24121	00	NARWHAL MET, LLC DBA THE NARWHAL GROUP	REMOVE AND REPLACE HIGH PRESSURE SODIUM (HPS) FIXTURES	N	\$284,791.00	-	-	\$284,791.00	-	06/04/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-04-21: REMOVE AND REPLACE THE EXISTING HIGH PRESSURE SODIUM (HPS) FIXTURES WITH TYPE A LIGHT EMITTING DIODE (LED) FIXTURES ON STATE ROUTE 160 FROM MILEPOST 1.06 TO MILEPOST 5.33 TO REDUCE ENERGY USE AND MAINTENANCE ON THE CORRIDOR, CLARK COUNTY. NV B/L#: NVD20131182395-Q PROPOSERS: NARWHAL MET, LLC DBA THE NARWHAL GROUP, MMC, INC., AND LAS VEGAS ELECTRIC
28	20721	00	PRECISION CRANE AND HOIST SERVICES, INC.	CRANE AND HOIST MAINTENANCE	N	\$34,000.00	-	-	\$34,000.00	-	05/17/2021	05/31/2023	-	Service Provider	District I	Jeff	Mario	05-17-21: CRANE AND HOIST MAINTENANCE, INSPECTIONS AND SERVICES AT MULTIPLE LOCATIONS THROUGHOUT CLARK, NYE, LINCOLN, MINERAL AND ESMERALDA COUNTIES. NV B/L#: NVD20051280421-Q PROPOSERS: PRECISION CRANE AND HOIST SERVICES, INC., AND AMERICAN EQUIPMENT, INC.
29	11321	00	SIERRA NEVADA CONSTRUCTION, INC.	ROADWAY REPAIRS	N	\$218,007.00	-	-	\$218,007.00	-	05/13/2021	08/31/2021	-	Service Provider	District II	Jeff	Mike	05-13-21: CHIP, SEAL AND REPAIR DAMAGED ROADWAYS AND PAVEMENT MARKINGS AT WASHOE LAKE STATE PARK, WASHOE COUNTY. NV B/L#: NVD19881009372-Q PROPOSERS: SIERRA NEVADA CONSTRUCTION, INC., AND VALLEY SLURRY SEAL, INC.
30	23121	00	SMITH POWER PRODUCTS, INC.	PREVENTATIVE GENERATOR MAINTENANCE	N	\$11,790.00	-	-	\$11,790.00	-	05/12/2021	05/31/2023	-	Service Provider	Buildings and Grounds	Felicia	James	05-12-21: PROVIDE PREVENTIVE MAINTENANCE SERVICES FOR DEPARTMENT GENERATORS AT DEPARTMENT HEADQUARTERS, HANGER, AND HOT SPRINGS FACILITY TO ENSURE THE PROPER OPERATION AND LONGEVITY OF DEPARTMENT EMERGENCY POWER EQUIPMENT, CARSON CITY. NV B/L#: NVF1981100588-SQ
31	26621	00	THE TIBERTI FENCE COMPANY	REPLACE FENCE AND GATE AT WAGON WHEEL STATION	N	\$22,833.00	-	-	\$22,833.00	-	06/07/2021	05/31/2022	-	Service Provider	District I	Jeff	Mario	06-07-21: REPLACEMENT OF THE FENCE AND AUTOMATED CANTILEVER GATE SYSTEM IN ORDER TO MAINTAIN SECURE ACCESS AT THE WAGON WHEEL MAINTENANCE STATION, CLARK COUNTY. NV B/L#: NVD20161005304-SQ
32	28721	00	THE TIBERTI FENCE COMPANY	REPLACE GATES AT PANACA YARD	N	\$7,989.00	-	-	\$7,989.00	-	06/07/2021	06/30/2022	-	Service Provider	District I	Jeff	Mario	06-07-21: REPLACEMENT OF THE GATES IN ORDER TO MAINTAIN SECURE ACCESS AT THE PANACA YARD, LINCOLN COUNTY. NV B/L#: NVD20161005304-SQ
33	15419	03	THYSSENKRUPP ELEVATOR CORPORATION	ELEVATOR PREVENTATIVE MAINTENANCE	N	\$24,880.00	\$27,430.00	\$36,160.00	\$88,470.00	-	04/04/2019	05/31/2023	05/24/2021	Service Provider	Buildings and Grounds	Felicia	James	AMD 3 05-24-21: INCREASE AUTHORITY BY \$36,160.00 FROM \$52,310.00 TO \$88,470.00 AND EXTEND TERMINATION DATE FROM 05-30-21 TO 05-31-23 FOR CONTINUATION OF PREVENTATIVE MAINTENANCE AND REPAIR.  AMD 2 09-17-20: INCREASE AUTHORITY BY \$27,430.00 FROM \$24,880.00 TO \$52,310.00 DUE TO THE NEED FOR MAINTENANCE TASKING ON THE FREIGHT ELEVATOR NOT INCLUDED IN THE EXISTING SCOPE OF WORK.  AMD 1 04-23-19: EXTEND TERMINATION DATE FROM 05-30-19 TO 05-31-21 DUE TO AN ERROR IN THE ORIGINAL AGREEMENT.  04-04-19: PREVENTATIVE MAINTENANCE FOR TWO GEARLESS TRACTION AND ONE HYDRAULIC ELEVATOR AT THE DEPARTMENT HEADQUARTERS BUILDING, CARSON CITY. NV B/L#: NVF19841018200-Q

**NO COST AGREEMENTS AND/OR AMENDMENTS**

Line No.	Agreement No.	Amend No.	Contractor	Purpose	Fed	Original Agreement Amount	Total of Prior Amendments	Amendment Amount	Payable Amount	Receivable Amount	Start Date	End Date	Amend Date	Agree Type	Division	Director's Office	Division Head	Notes
34	18421	00	BEEHIVE TELEPHONE COMPANY, INC	OCCUPANCY PERMIT	N	-	-	-	-	-	06/03/2021	06/30/2046	-	Facility	Right-of-Way	Darin	Craig	06-03-21: <b>NO COST AGREEMENT</b> OCCUPANCY PERMIT UNDER PERMIT NUMBER 213461, ON ROUTE I-80 AT MILEPOST 120.76, ELKO COUNTY. NV B/L#: EXEMPT
35	18221	00	CHURCHILL COUNTY TELEPHONE DBA CC COMMUNICATIONS	OCCUPANCY PERMIT	N	-	-	-	-	-	06/01/2021	05/31/2046	-	Facility	Right-of-Way	Darin	Craig	06-01-21: <b>NO COST AGREEMENT</b> OCCUPANCY PERMIT UNDER PERMIT NUMBER 213686 ON STATE ROUTE 227 FROM MILEPOST 1.31 TO MILEPOST 4.15, ELKO COUNTY. NV B/L#: EXEMPT
36	17521	00	COX COMMUNICATIONS LAS VEGAS, INC.	OCCUPANCY PERMIT	N	-	-	-	-	-	05/18/2021	05/30/2046	-	Facility	Right-of-Way	Darin	Craig	05-18-21: <b>NO COST AGREEMENT</b> OCCUPANCY PERMIT UNDER PERMIT NUMBER 213624 ON STATE ROUTE 604 FROM MILEPOST 47.14 TO MILEPOST 47.18, CLARK COUNTY. NV B/L#: EXEMPT
37	17921	00	COX COMMUNICATIONS LAS VEGAS, INC.	OCCUPANCY PERMIT	N	-	-	-	-	-	05/18/2021	05/31/2046	-	Facility	Right-of-Way	Darin	Craig	05-18-21: <b>NO COST AGREEMENT</b> OCCUPANCY PERMIT UNDER PERMIT NUMBER 213631, ON STATE ROUTE 610 FROM MILEPOST 1.89 TO MILEPOST 2.00, CLARK COUNTY. NV B/L#: EXEMPT
38	19021	00	COX COMMUNICATIONS LAS VEGAS, INC.	OCCUPANCY PERMIT	N	-	-	-	-	-	06/09/2021	06/30/2046	-	Facility	Right-of-Way	Darin	Craig	06-09-21: <b>NO COST AGREEMENT</b> OCCUPANCY PERMIT UNDER PERMIT NUMBER 213731 ON STATE ROUTE 604 AT MILEPOST 35.11, CLARK COUNTY. NV B/L#: EXEMPT
39	17421	00	SOUTHWEST GAS CORPORATION	MANHOLE AND VALVE COVERS	N	-	-	-	-	-	05/19/2021	05/30/2026	-	Facility	Right-of-Way	Darin	Craig	05-19-21: <b>NO COST AGREEMENT</b> MANHOLE/VALVE COVER ADJUSTMENT TO SOUTHWEST GAS COMPENSABLE OR NON-COMPENSABLE FACILITIES IN CONFLICT WITH THE DEPARTMENT'S PROJECT ON US 50 IN DOWNTOWN FALLOON FROM 0.01 MILES EAST OF ALLEN ROAD TO RIO VISTA ROAD, MILEPOST CH 19.35 TO MILEPOST CH 21.71, CHURCHILL COUNTY. NV B/L#: NVF1957100091
40	18321	00	ZAYO GROUP	OCCUPANCY PERMIT	N	-	-	-	-	-	06/03/2021	06/30/2046	-	Facility	Right-of-Way	Darin	Craig	06-03-21: <b>NO COST AGREEMENT</b> OCCUPANCY PERMIT UNDER PERMIT NUMBER 213656, ON STATE ROUTE 579 FROM MILEPOST 2.70 TO MILEPOST 3.37, CLARK COUNTY. NV B/L#: EXEMPT
41	65318	00	SWITCH BUSINESS SOLUTIONS, LLC	RIGHT-OF-WAY ACCESS	N	-	-	-	-	-	10/10/2018	10/10/2038	-	License	Traffic Operations	Jenica	Rod	10-10-18: <b>NO COST AGREEMENT</b> RIGHT-OF-WAY ACCESS OR WIRELESS ACCESS FOR THE INSTALLATION, OPERATION, AND MAINTENANCE OF A TELECOMMUNICATIONS FACILITY FOR THE SHARING OF CONDUIT FACILITIES ALONG STATE ROUTE 439, LYON AND WASHOE COUNTIES. NV B/L#: NVD20051392937
42	73219	01	MICHIGAN STATE UNIVERSITY	RESEARCH STUDY ANALYSIS	Y	\$200,000.00	-	-	\$200,000.00	-	11/12/2019	07/31/2022	05/27/2021	Interlocal	Research	Sondra	Bob	AMD 1 05-27-21: <b>NO COST AMENDMENT</b> TO EXTEND TERMINATION DATE FROM 01-31-22 TO 07-31-22 DUE TO PROJECT DELAYS CAUSED BY THE COVID-19 PANDEMIC.  11-12-19: PERFORM RESEARCH STUDY TITLED "TRAVELER EXPECTATIONS AND FUTURE USE OF HIGHWAY REST AREAS IN THE WESTERN UNITED STATES", STATEWIDE. NV B/L#: EXEMPT
43	60817	01	UNIVERSITY OF NEVADA, RENO	RESEARCH STUDY ANALYSIS	Y	\$295,891.00	-	-	\$295,891.00	-	12/07/2017	07/31/2022	06/01/2021	Interlocal	Research	Sondra	Bob	AMD 1 06-01-21: <b>NO COST AMENDMENT</b> TO EXTEND TERMINATION DATE FROM 08-31-21 TO 07-31-22 DUE TO PROJECT DELAYS CAUSED BY THE COVID-19 PANDEMIC.  12-07-17: CONDUCT RESEARCH STUDY TITLED, "LATERAL ANALYSIS GUIDELINES FOR DRILLED SHAFTS IN NEVADA BASED ON LOAD AND RESISTANCE FACTOR DESIGN (LRF) FRAMEWORK", STATEWIDE. NV B/L#: EXEMPT
44	20521	01	TUCKER CARTER	EMPLOYEE HOUSE LEASE	N	-	-	-	-	-	05/05/2021	04/19/2025	05/17/2021	Lease	District I	Jeff	Mario	05-17-21: <b>NO COST AMENDMENT</b> TO EXTEND THE TERMINATION DATE FROM 04-05-25 TO 04-19-25 DUE TO A TYPOGRAPHICAL ERROR.  05-05-21: EMPLOYEE LEASE OF HOUSE #1, AN UNFURNISHED DWELLING AT THE BLUE JAY MAINTENANCE STATION, NYE COUNTY. NV B/L#: EXEMPT
45	67118	02	CA GROUP, INC.	ENVIRONMENTAL RE-EVALUATION ASSESSMENT	N	\$1,920,413.00	\$832,304.00	-	\$2,752,717.00	-	03/12/2019	12/31/2022	06/07/2021	Service Provider	Project Management	Darin	Nick	AMD 2 06-07-21: <b>NO COST AMENDMENT</b> TO EXTEND THE TERMINATION DATE FROM 06-30-21 TO 12-31-22 DUE TO LOCAL AGENCY COORDINATION AND TIMING OF ADJACENT PROJECTS TO COMPLETE THE PRELIMINARY NEW INTERCHANGE DESIGN.  AMD 1 03-09-20: EXTEND THE TERMINATION DATE FROM 03-31-20 TO 06-30-21 AND INCREASE AUTHORITY BY \$832,304.00 FROM \$1,920,413.00 TO \$2,752,717.00 DUE TO ADDITIONAL ENGINEERING AND PRELIMINARY DESIGN OF A NEW SERVICE INTERCHANGE ON I-15 SOUTH BETWEEN THE SLOAN ROAD AND SAINT ROSE PARKWAY INTERCHANGES.  03-12-19: RE-EVALUATE A NEPA ANALYSIS THAT WAS COMPLETED IN 2008 AND COORDINATE WITH THE BRIGHTLINE CORPORATION, WHO INTENDS TO CONSTRUCT HIGH SPEED RAIL FACILITIES WITHIN THE I-15 CORRIDOR BEGINNING NEXT YEAR. THE PROJECT SCOPE WILL INCLUDE THE RE-EVALUATION OF ALTERNATIVES PREVIOUSLY DEVELOPED AT EACH POTENTIAL INTERCHANGE AND IDENTIFYING I-15 RIGHT-OF-WAY NEEDS ALONG THE I-15 CORRIDOR TO PRESERVE FOR FUTURE I-15 IMPROVEMENTS. IN ADDITION, TECHNICAL HIGH-SPEED RAIL EXPERTISE WILL BE REQUIRED AND COORDINATION WITH BRIGHTLINE'S PLANNED DEVELOPMENT WILL BE REQUIRED, CLARK COUNTY. NV B/L#: NVD20081407877-R
46	38320	02	GENESIS RESOURCE, INC.	INSTALL KEYWATCHER SOFTWARE	N	\$40,423.68	-	-	\$40,423.68	-	10/27/2020	12/31/2021	05/21/2021	Service Provider	District II	Jeff	Mike	AMD 2 05-21-21: <b>NO COST AMENDMENT</b> TO CHANGE BILLING CODE FROM C298 TO C250 AFTER IT WAS DETERMINED THAT BETTERMENT DIVISION COULD NOT PAY VENDOR FROM BETTERMENT FUNDS.  AMD 1 04-05-21: NO COST AMENDMENT TO UPDATE AGREEMENT NUMBER FROM BILLING DIVISION C201 TO C298 ALLOWING BETTERMENT FUNDS TO PAY FOR THE INSTALLATION OF SOFTWARE AND RELATED SERVICES.  10-27-20: INSTALLATION OF THE KEYWATCHER AND PROPRIETARY SOFTWARE PROGRAM AT THE GALENA MAINTENANCE STATION, THE MT. ROSE MAINTENANCE STATION, AND THE VIRGINIA CITY MAINTENANCE STATION, WASHOE AND STOREY COUNTIES. NV B/L#: NVF20201929838-SQ



**NO COST AGREEMENTS AND/OR AMENDMENTS**

Line No.	Agreement No.	Amend No.	Contractor	Purpose	Fed	Original Agreement Amount	Total of Prior Amendments	Amendment Amount	Payable Amount	Receivable Amount	Start Date	End Date	Amend Date	Agree Type	Division	Director's Office	Division Head	Notes
47	50120	01	GRANITE CONSTRUCTION	CONSTRUCT NEW SIDEWALK	N	\$48,750.00	-	-	\$48,750.00	-	12/23/2020	12/31/2021	05/27/2021	Service Provider	District III	Jeff	Boyd	AMD 1 05-27-21: <b>NO COST AMENDMENT</b> TO EXTEND TERMINATION DATE FROM 05-31-21 TO 12-31-21 TO ALLOW MORE TIME TO COMPLETE SIDEWALK CONSTRUCTION AND ENSURE THE AMERICAN'S DISABILITY ACT (ADA) COMPLIANCE.  12-23-20: CONSTRUCT NEW SIDEWALK FOR THE AMERICAN'S DISABILITY ACT (ADA) IMPROVEMENTS AT THE DEPARTMENT'S HEADQUARTERS OFFICE, ELKO COUNTY. NV B/L#: NVF19631001612-Q.
48	23320	01	HDR ENGINEERING, INC.	BIOLOGICAL OPINION AND MANUAL	N	\$77,410.00	-	-	\$77,410.00	-	11/16/2020	08/31/2021	05/27/2021	Service Provider	Environmental	Darin	My-Linh	AMD 1 05-27-21: <b>NO COST AMENDMENT</b> TO EXTEND THE TERMINATION DATE FROM 06-30-21 TO 08-31-21 IN ORDER TO COMPLETE ALL SERVICES.  11-16-20: FINALIZATION OF THE PROGRAMMATIC BIOLOGICAL OPINION, BIOLOGICAL ASSESSMENT AND TWO DESERT TORTOISE MANUALS, INCLUDING THE FIELD MANUAL AND THE PROCESS AND PROCEDURES MANUAL, CLARK, ESMERALDA, LINCOLN AND NYE COUNTIES. NV B/L#: NVF19851010291-R
49	16719	02	OTIS ELEVATOR COMPANY	ELEVATOR MAINTENANCE	N	\$34,920.00	-	-	\$34,920.00	-	06/10/2019	05/31/2022	06/08/2021	Service Provider	District II	Jeff	Mike	AMD 2 06-08-21: <b>NO COST AMENDMENT</b> TO EXTEND TERMINATION DATE FROM 05-31-21 TO 05-31-22 TO PROVIDE AN ADDITIONAL YEAR OF UNINTERRUPTED PREVENTATIVE SERVICES AND MAINTENANCE NECESSARY TO ENSURE THE ELEVATOR IS CONTINUOUSLY IN WORKING ORDER FOR THE SAFETY OF DEPARTMENT PERSONNEL AND TO ADHERE TO OSHA REQUIREMENTS.  AMD 1 02-27-20: NO COST AMENDMENT TO ADD TO THE EXISTING SCOPE OF SERVICES REQUIRED TO OBTAIN THE ELEVATOR RELATED EQUIPMENT OPERATING PERMIT.  06-10-2019: ELEVATOR MAINTENANCE AT THE DEPARTMENT ADMINISTRATION BUILDING TO PROVIDE UNINTERRUPTED OPERATION AND SAFETY FOR ALL USERS AND PREPARATION OF ALL REQUIRED DOCUMENTATION FOR ANNUAL OPERATING PERMITS, WASHOE COUNTY. NV B/L#: NVF19441000038-Q



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## MEMORANDUM

June 30, 2021

**TO:** Department of Transportation Board of Directors

**FROM:** Kristina Swallow, P.E., Director

**SUBJECT:** July 12, 2021 | Transportation Board of Directors Meeting

**ITEM #7 :** Consideration of Approval of Legislature-Approved Fiscal Year 2022 Vehicle Replacement and Procurement of Vehicles and Non-Rental Equipment in Accordance with NRS 408.389.  
*- For possible action.*

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### Summary:

NDOT has Legislative approval to procure new vehicles as described below for vehicle replacement, new additions to the fleet, and non-rental equipment. In addition to Legislative approval, NDOT Transportation Board approval is required for the procurement of vehicles and equipment that exceed \$50,000 in cost.

### Background:

NRS 408.389 states that the Department shall not purchase any equipment which exceeds \$50,000, unless the purchase is first approved by the Board. The Legislature approved new, replacement, and additional equipment for purchase, and NDOT seeks the Board's consideration and approval for the equipment purchases.

The replacement criteria for fleet vehicles is based on age and/or mileage. Each class of vehicle has specific replacement criteria; however, the Department has discretion in identifying vehicles to be replaced. For example, if a vehicle remains serviceable with acceptable maintenance costs, it will remain in service even though it exceeds replacement criteria. If a vehicle is experiencing excessive repair or maintenance costs, it may be replaced before the criteria is met in order to achieve our mission objectives.

### Analysis:

The 86 vehicles, 3 construction trailers, and 5 pieces of non-rental equipment for which the Department is requesting approval to purchase are listed in Attachment A.

MEMORANDUM

Department of Transportation Board of Directors

June 30, 2021

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An analysis of the fiscal impact of the options for obtaining vehicles including purchasing, leasing, or contracting out the work has been done. The details of that analysis are included in Attachment B. As a result of the analysis, the Department has concluded that purchase of necessary vehicles is the most appropriate use of tax-payer dollars.

**List of Attachment(s):**

- A. List of Vehicles and Equipment greater than \$50,000 in cost.
- B. Cost Analysis for vehicles greater than \$50,000 in cost.

**Recommendation for Board Action:**

Approval to purchase the vehicles, trailers, and equipment listed in Attachment A.

**Prepared by:**

District Engineer of District 2  
Assistant Director Operations  
Deputy Director Operations and Maintenance

# **Attachment A**

List of Replacement Vehicles Over \$50,000  
Specialty Requests Over \$50,000  
Non Rent Over \$50,000

# FY 22 Reconciliation

Old Unit #	MCC	Description	*Budgetary \$
<b>E710 Replacement Over \$50,000</b>			
<b>Board Approval Required</b>			
3158	06	Dodge 3500, Crew Cab, Pick Up, Diesel, 4X4,	\$ 53,000
2733	10	3/4 Ton Survey Wagon, Unleaded, 4X4, Standard Service Body, Crew Cab, V8 Gas, 4X4, DMI, Strobe and	\$ 58,000
2167	10	Dodge 3500 Cab & Chassis, Diesel, 4X4, with Utility Box	\$ 65,000
0288	11E	F450 Crew Cab & Chassis, Diesel, 4X4, Dump Bed, Retractable Tarp	\$ 72,000
2239	11E	F450 Crew Cab & Chassis, Diesel, 4X4, Dump Bed, Retractable Tarp	\$ 72,000
3184	11E	F450 Crew Cab & Chassis, Diesel, 4X4, Dump Bed, Retractable Tarp	\$ 72,000
1265	11H	F450 Crew Cab and Chassis, Diesel, 4X4, 12' Flat Bed with 4' Side Stakes, Lift Gate	\$ 76,000
1235	11H	Dodge 4500 Crew Cab & Chassis, Diesel, 4X4, Extra Key Fob, 9' Flat Rack with 4' Side Stakes	\$ 78,000
0425	11E	1 Ton Crew Cab & Chassis, Unleaded, 4X4, Dump Bed, Pass Thru Lift Gate	\$ 80,000
0558	11E	Dodge 4500 Crew Cab & Chassis, Diesel, 4X4, Dump Bed, Pass Thru Lift Gate	\$ 80,000
1221	11E	Dodge 4500 Crew Cab and Chassis, Diesel, 4X4, Extra Key Fob, Dump Bed, Pass Thru Lift Gate	\$ 80,000
2231	11E	Dodge 4500 Crew Cab & Chassis, Diesel, 4X4, Dump Bed, Pass Thru Lift Gate	\$ 80,000
2496	11E	1 Ton Crew Cab & Chassis, Unleaded, 4X4, Dump Bed, Pass Thru Lift Gate	\$ 80,000
3231	11E	Dodge 4500 Crew Cab & Chassis, Diesel, 4X4, Dump Bed, Pass Thru Lift Gate	\$ 80,000
0378	40	Cimeline M2 Asphalt crack filler	\$ 81,000
1030	40	Cimeline M2 Asphalt crack filler	\$ 81,000
2523	40	Cimeline M2 Ashalt crack filler	\$ 81,000
2493	11J	1 Ton, Crew Cab and Chassis, Diesel, 4X4, with Utility Bed, and Crane	\$ 85,000
3196	11H	1 Ton Crew Cab and Chassis, Diesel, 4X4, 10' Flat Rack with 4' Stake Sides, Liftgate	\$ 95,000
0224	11S	1 Ton Crew Cab and Chassis, Diesel, 4X4, 10' Flat Rack , 4' Stakes	\$ 97,000
2996	11S	1 ton Crew Cab & Chassis, Diesel, 4X4, Hook Lift Model SL75 SL105 Subframe Dump Bed, Retractable Tarp	\$ 102,000

\*The actual purchase price of individual items may vary from the estimates provided; however, the total budget noted will not be exceeded.

# FY 22 Reconciliation

Old Unit #	MCC	Description	*Budgetary \$
0435	54A	Remote Controlled Culvert Track Steer, Hardline Model ASLP301-MOD2 with Counter Weight Assy, Rear	\$ 110,000
0572	54	JD6120E Agg Tractor	\$ 110,000
2040	54B	John Deere Backhoe 510E with Extenda Hoe, Std Bucket	\$ 110,000
2345	54	John Deere 6120E Agg Tractor	\$ 110,000
2111	47	Pnuematic Roller	\$ 111,000
0188	11F	5500/F550 Ext Cab and Chassis, Diesel, 4X4, KTM1-11 Service Body with Stellar Crane	\$ 125,000
2249	11F	5500/F550 Ext Cab and Chassis, Diesel, 4X4, KTM1-11 Service Body with Stellar Crane	\$ 125,000
1779	55A	Cat 308 Mini Ex, with Thumb, 12" Rock Bucket, 24" Rock Bucket, and 42" Ditch Bucket	\$ 130,000
2991	11F	Dodge 5500 Std Cab and Chassis, Diesel, 4X4, with Service Body	\$ 135,000
1247	35	Front End Loader, 2.5 Yd GP Bucket	\$ 175,000
2112	35	John Deere 544L Loader, with Engine Block Heater, 3 Yd Bucket	\$ 175,000
2209	11	Cone Truck with Arrow Board, Lift Gate	\$ 185,000
0797	25	Water Truck, Manual Trans, with 3500 Gallon Stainless Tank (due to Brine use), with Spray Bar for Brine	\$ 239,000
1315	70A	Guardrail Truck	\$ 250,000
1847	24	Elgin Eagle Mechanical Street Sweeper	\$ 320,000
2172	31	Motor Grader AWD, Lever Controls, Steering Wheel, 14' Blade	\$ 323,000
0256	13	Tandem Axle Dump Truck, Allison, Sander, with Leg Stands, One Way Plow (No MB Cuts), Wing Plow	\$ 325,000
0594	13	Tandem Axle Dump Truck, Allison, Sander, Reversible Plow RH MB Cuts	\$ 325,000
1217	13	Tandem Axle Dump Truck, Allison, Sander, One Way Plow (No MB Cuts), Wing Plow	\$ 325,000
1434	13	Tandem Axle Dump Truck, Allison, Sander, Reversible Plow R&L MB Cuts	\$ 325,000
2764	13	Tandem Axle Dump Truck, Allison, Sander, Reversible Plow R&L MB Cuts	\$ 325,000
		Subtotal	\$ 6,006,000

\*The actual purchase price of individual items may vary from the estimates provided; however, the total budget noted will not be exceeded.

# FY 22 Reconciliation

Old Unit #	MCC	Description	*Budgetary \$
<b>Specialty Replacement Over \$50,000</b>			
<b>Board Approval Required</b>			
	72	Construction Lab Trailer District 1	\$ 285,000
	72	Construction Lab Trailer District 2	\$ 285,000
	72	Construction Lab Trailer District 3	\$ 285,000
		Subtotal	\$ 855,000
<div style="text-align: center;"><b>Non Rent Over \$50,000</b></div> <div style="text-align: center;"><b>Board Approval Required</b></div>			
	08T	Trailer Mounted Attenuator TMA	\$ 55,400
	54A	Case TR310B Compact Track Loader with 72" Low Profile Bucket	\$ 58,394
		Torchmate 5X10-CNC Plasma Water Table	\$ 63,323
		Dynamic Image Analysis Particle Size And Shape Analyzer	\$ 88,000
	54A	Skid steer w/ attachments	\$ 88,000
	54A	LP401 Low-Profile Remote Control Skid Steer	\$ 113,000
		Subtotal	\$ 466,117
		Total	\$ 7,327,117

\*The actual purchase price of individual items may vary from the estimates provided; however, the total budget noted will not be exceeded.

# **Attachment B**

Cost Analysis for Vehicles greater than \$50,000

















**ATTACHMENT B**  
**NDOT MOBILE EQUIPMENT REQUEST - COSTS AND BENEFITS ANALYSIS**

Date:

6/23/2021

Equipment	Quantity	Price	Total Costs
Class 11S F-450 with Hook Lift Crew Cab Diesel 4x4	1 Units	\$102,000.00	\$102,000.00

**FUNDING: FY 2022 Equipment - Category 05**

**(1) Costs for Purchasing Equipment, Operating and Maintaining**

NDOT EQUIPMENT COSTS - STRAIGHT-LINE DEPRECIATION FOR 8 YEARS AND ESTIMATED MAINTENANCE COSTS:

Task: Operate Class 11S

Item	Description	Quantity	Rate	Total Costs
1	Class 11S	800 Estimated Hours	\$15.94	\$12,750.00
2	Labor related to the Task (Hwy Maintenance Worker III 29-05)	800 Estimated Hours	\$19.72	\$15,776.00
3	Department Labor Overhead		62.88%	\$9,919.95
	Estimated Average yearly Maintenance Cost of Class 11S			\$12,244.30
	Estimated Average yearly fuel cost (12,000 mi / 12 mpg)			\$3,000.00
<b>Total</b>				\$53,690.25

Note: Unit Hourly Rate calculated by dividing purchase price by 8 years worth of annual hour:

Average Cost per Hour = \$67.11

**(2) Costs for Leasing, Operating and Maintaining**

COSTS FOR LEASING THE EQUIPMENT TO DO THE SAME TASK PLUS NDOT MAINTENANCE COST:

Item	Description	Quantity	Rate	Total Costs
1	Class 11S	800 Estimated Hours	\$29.96	\$23,970.00
2	Labor related to the Task (Hwy Maintenance Worker III 29-05)	800 Estimated Hours	\$19.72	\$15,776.00
3	Department Labor Overhead		62.88%	\$9,919.95
	Estimated Average yearly Maintenance Cost of Class 11S			\$12,244.30
	Estimated Average yearly fuel cost (12,000 mi / 12 mpg)			\$3,000.00
<b>Total</b>				\$64,910.25

Note:

Average Cost per Hour = \$81.14

**(3) Costs for CONTRACTING for the performance of the work which would have been performed using the mobile equipment**

COSTS FOR CONTRACTING OUT THE TASK:

Item	Description	Quantity	Rate	Total Costs
1	Equipment Blue Book Rental Rate for Unit	800 Equipment Hours	\$32.96	\$26,368.00
2	Equipment Operator w/ all benefits (Operating Engineer 1A PW)	800 Man Hours	\$58.30	\$46,640.00
3	Department Contract Administration			
	Procurement and Contract Management	40 Man Hours	\$40.00	\$1,600.00
	Quality Management	40 Man Hours	\$40.00	\$1,600.00
<b>Total</b>				\$76,208.00

Note: Without longterm contract to cover intitial equipment costs, equipment rate user may be too low.

Average Cost per Hour = \$95.26































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## MEMORANDUM

June 15, 2021

**TO:** Department of Transportation Board of Directors

**FROM:** Kristina Swallow, P.E., Director

**SUBJECT:** July 12, 2021 | Transportation Board of Directors Meeting

**ITEM #8:** Consideration of Approval for Disposal of a Vacant Parcel at the NW corner of IR-580 and Fairview Drive , Carson City, State of Nevada, SUR 18-05 - *For possible action.*

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### Summary:

- This item asks the Board to approve the disposal of the Department's fee interest in a portion of a vacant parcel at the NW corner of IR-580 and Fairview Drive , Carson City, State of Nevada.
- The parcel of land is designated as Parcel U-050-CC-010.726 XS1 and consists of approximately 233,757 sq. ft. or 5.14 Acres of vacant land, as depicted on the attached sketch map labeled Exhibit "B".

### Background:

The State acquired the larger parcel containing 9.57 Acres of property on April 6<sup>th</sup>, 1993 from Martha Lompa Keating for highway purposes as part of Project MG-39501(006), E.A.: 71366 in the amount of \$499,600.00.

A letter dated April 19, 2018 from Mr. Samuel Lompa Jr. inquiring about purchasing surplus land from the Nevada Department of Transportation initiated this surplus request included as Attachment F. Mr. Samuel Lompa Jr. stated in his letter that he is the owner the property directly north of and abutting the subject surplus property.

On April 30, 2019, the Surplus Property Committee met and determined the property could be sold through a Public Auction in accordance with NAC 408.533. The Department has completed an appraisal of the surplus property, to obtain fair market value, as required by N.R.S. 408.533. The value of Parcel U-050-CC-010.726 XS1 containing 5.14 Acres or 223,757 sq. ft has been set at \$380,000.00.

MEMORANDUM

Department of Transportation Board of Directors

June 15, 2021

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**Analysis:**

Our research indicates that the parcel has access through more than one adjoining parcels and may have value to either adjoining property owner. The sale of this parcel does not sever or deny access to any property which would work an undue hardship.

The Surplus Property Committee reviewed the surplus request, relevant factors, appropriate provisions of NAC 408, future needs and our research indicates that the disposal is in the best interest of the State.

The 2015 FHWA and NDOT Stewardship and Oversight Agreement requires any surplus property disposals along the interstate system be approved by FHWA. This surplus property request has been reviewed and approved by the Federal Highway Administration and included as Attachment D.

*NRS 408.533 Disposal of property.*

1. *Except as otherwise provided in [NRS 37.270](#), all real property, interests therein or improvements thereon and personal property acquired before, on or after April 1, 1957, in accordance with the provisions of [NRS 408.487](#) and [408.489](#) must, after approval by the Board and if no longer needed for highway purposes, be disposed of by the Director in accordance with the provisions of subsection 2, except that:*

*(a) When the property was originally donated to the State, no charge may be made if it is returned to the original owner or to the holder of the reversionary right.*

*(b) When the property has been wholly or partially paid for by towns, cities or counties, disposal of the property and of money received therefor must be agreed upon by the governing bodies of the towns, cities and counties and the Department.*

*(c) When the title to the real property has been acquired in fee pursuant to [NRS 408.487](#) and [408.489](#) and, in the opinion of the Board, a sale by means of a public auction or sealed bids is uneconomical or impractical because:*

*(1) There is no access to the property;*

*(2) The property has value or an increased value only to a single adjoining property owner; or*

*(3) Such a sale would work an undue hardship upon a property owner as a result of a severance of the property of that owner or a denial of access to a public highway, the Board may enter into a direct sale of the property with such an owner or any other person for its fair market value.*

The sale of the Department's fee interest in this parcel will be made in accordance with NRS 408.533, pertinent portions are below (entire statute attached).

*NRS 408.533 Disposal of Property*

2. *All property, interests or improvements not included within the provisions of subsection 1 must first be offered for sale by the Department singly or in combination at public auction or by sealed bids. If the highest bid received is 90 percent or more of the Department's appraisal of the fair market value of the property, the property may be sold to the highest bidder. The notice and the terms of the sale must be published in a newspaper of general circulation in the county where the property is situated. The auctions and openings of bids must be conducted by the Department. If the property cannot be sold for 90 percent or more of its fair market value, the Department may enter into a written listing agreement with a person licensed pursuant to [chapter 645](#) of NRS to sell or lease the property for 90 percent or more of its fair market value.*

MEMORANDUM

Department of Transportation Board of Directors

June 15, 2021

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**List of Attachment(s):**

- A. Location Map designated as Exhibit "A"
- B. Sketch Map designated as Exhibit "B"
- C. Environmental Approval
- D. FHWA Approval Letter
- E. NRS 408.533
- F. Mr. Lompa's Surplus Request

**Recommendation for Board Action:**

- Approve Parcel U-050-CC-010.726 XS1 for disposal.

**Prepared by:**

Craig Reynoldson, Chief Right-of-Way Agent

# LOCATION MAP

U-050-CC-010.726  
APN 010-051-45



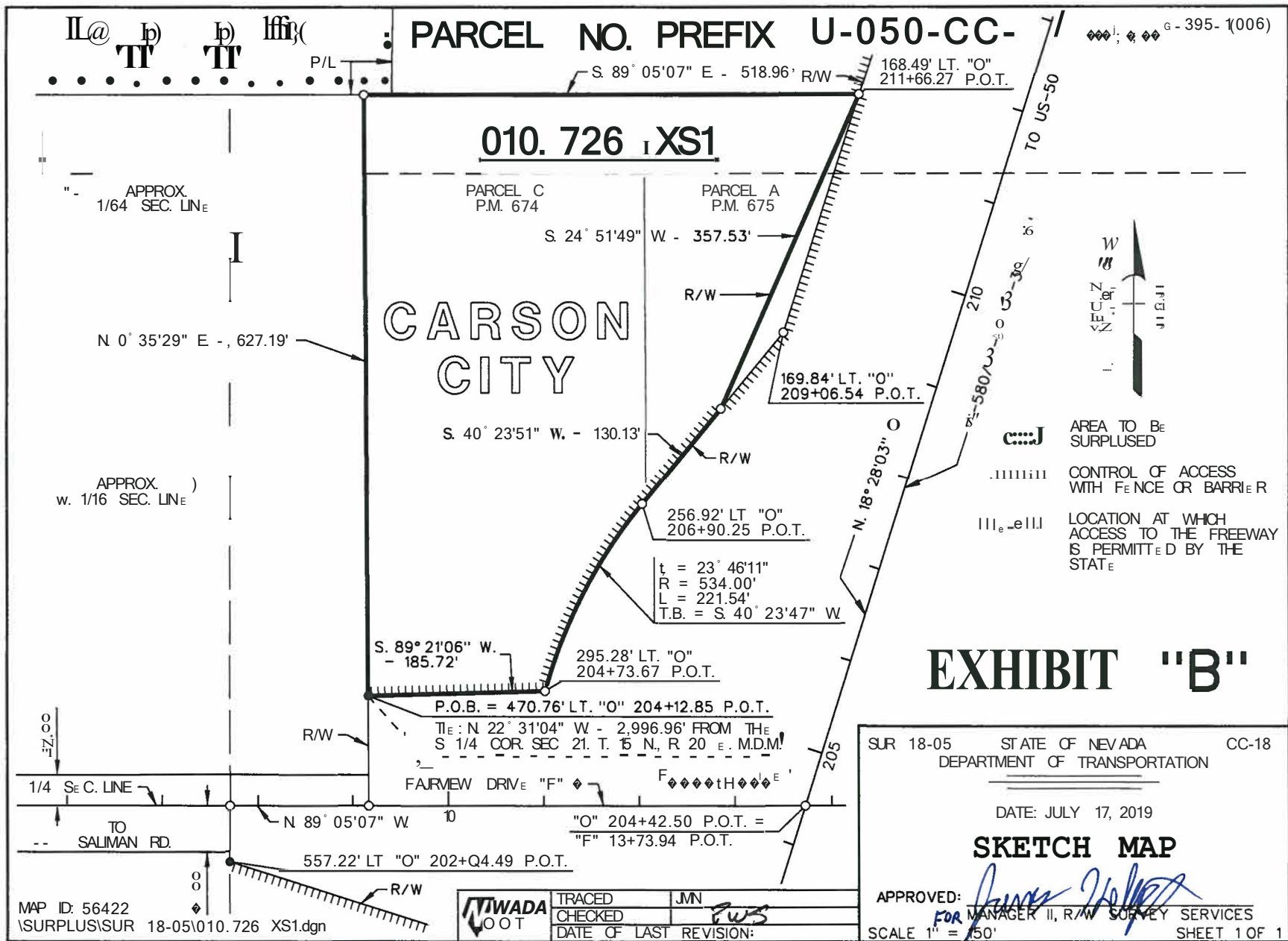
## SUR 18-05

**DESCRIPTION: A parcel of land located east of IR-580 with an area of 5.1 acres in the City of Carson City, State of Nevada**

**Exhibit "A"**

**Attachment A**





PARCEL NO. PREFIX U-050-CC-

G-395-1(006)

010.726 XS1

CARSON CITY

EXHIBIT "B"

SUR 18-05 STATE OF NEVADA CC-18  
DEPARTMENT OF TRANSPORTATION

DATE: JULY 17, 2019

SKETCH MAP

APPROVED: *[Signature]*  
FOR MANAGER II, R/W SURVEY SERVICES  
SCALE 1" = 150' SHEET 1 OF 1

MAP ID: 56422  
SURPLUS SUR 18-05\010.726 XS1.dgn

	TRACED	JMN
	CHECKED	PWS
	DATE OF LAST REVISION:	

Attachment B



1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7013  
Fax: (775) 888-7104

## MEMORANDUM

### Environmental Division

November 3, 2020

**To:** Diana Callahan, Staff Specialist, Acquisitions  
**From:** My-Linh Nguyen, Ph.D., P.E., Chief Environmental Division *CCJ for*  
**Subject:** Environmental Certification  
APN 010-051-48  
Project: MG-395-1(006)  
Surplus Parcel No.: U-050-CC-010.726 XS1  
Surplus No.: SUR 18-05  
Description: Vacant parcel at the NW corner of IR-580 and Fairview Dr.  
Disposal by Public Action

---

The Environmental Division reviewed the requested action as presented in your memo dated July 22, 2019 and found to clear of any documented environmental concern for disposal. A Programmatic Categorical Exclusion (PCE) was completed on November 3, 2020 in accordance with the Programmatic Agreement (PA) completed between the Nevada Department of Transportation (NDOT) and the Federal Highway Administration (FHWA), effective February 15, 2017.

**Note:**

The National Historic Preservation Act, as amended, Section 106 consultation has been completed by the Federal Highway Administration, the lead Federal Agency. The project area is within the I-580 corridor denoted within the green box on the attached map. The area within the green box was previously mitigated as an Adverse Effect for the construction of the Carson Bypass (NDOT CC09-018R). As a result of that effect determination, a Memorandum of Agreement (MOA) was consulted and agreed to, to treat those adverse effects. The treatment has been completed and reviewed by the State Historic Preservation Office (letter in e-file).

EC: Project E-File





# Fairview Interchange Carson City, NV

N  
1:10,000



## Legend

0 500 1,000 Feet

-  I-580 Parcels cleared as part of the Carson Bypass project (NDOT CC09-018R)
-  Cultural resources avoidance areas



STEVE SISOLAK  
Governor

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION

Right-of-Way Division  
1263 S Stewart ST  
Carson City, NV 89712

KRISTINA SWALLOW, P.E., Director  
In Reply Refer to:

May 11, 2021

SUSAN KLEKAR DIVISION ADMINISRATOR  
ATTN TAWANA KELLY R/W PROGRAM MGR  
FEDERAL HIGHWAY ADMINISTRATION  
705 NORTH PLAZA STREET SUITE 220  
CARSON CITY NV 89701

**Disposal by Auction**

Surplus No.: 18-05  
Parcel: U-050-CC-010.726 XS1  
E.A.: 71366  
Description: Disposal of NDOT parcel  
along IR-580 in Carson City, NV

Dear Ms. Klekar:

Enclosed are a sketch map, a location map, environmental clearance, acquisition public highway agreement and surplus request associated with an area of NDOT surplus property proposed for disposal by public auction, pursuant to Nevada Revised Statues 408.533 (2).

The property is located in Carson City, Nevada, along the Interstate 580 off ramp at Fairview Drive.

The public auction proposal has been reviewed by the pertinent NDOT Divisions and the District in which the property is located. It has been determined that:

1. The subject property will not be needed for future Federal-Aid Highway purposes.
2. The property being retained is adequate under present day standards for future facilities.
3. The release of the Surplus property will not adversely affect the Federal-Aid Highway facility or the traffic thereon.
4. The parcel to be sold has been cleared through the NDOT Environmental Division in accordance with the applicable sections of the Code of Federal Regulations.

NDOT acquired the parcel on April 6, 1993 through negotiation. Federal funding was used to acquire the parcel, in the amount of \$499,600.00.




SUSAN KLEKAR DIVISION ADMINISRATOR  
ATTN TAWANA KELLY R/W PROGRAM MGR  
FEDERAL HIGHWAY ADMINSTRATION  
May 11, 2021

On April 30, 2019, the Surplus Property Committee met and determined the property could be sold through a Public Auction. This disposal request will be submitted for approval to an upcoming NDOT Transportation Board.

Your concurrence to this proposal is requested.

Sincerely,

DocuSigned by:  
  
E543F34A4B714A2  
Craig Reynoldson  
Chief Right-of-Way Agent

CONCUR:

DocuSigned by:  
  
15496EE780EA420  
\_\_\_\_\_  
Tawana Kelly, Right-of-Way Program Manager

05/11/2021

\_\_\_\_\_  
Date

bt/cr/jm

Enclosures

cc: E. Quick, Deputy Chief Right-of-Way Agent  
G. Bigby, Vice-Chairman, Surplus Property Committee  
B. Tucker, Staff Specialist

**NRS 408.533 Disposal of property.**

1. Except as otherwise provided in [NRS 37.270](#), all real property, interests therein or improvements thereon and personal property acquired before, on or after April 1, 1957, in accordance with the provisions of [NRS 408.487](#) and [408.489](#) must, after approval by the Board and if no longer needed for highway purposes, be disposed of by the Director in accordance with the provisions of subsection 2, except that:

(a) When the property was originally donated to the State, no charge may be made if it is returned to the original owner or to the holder of the reversionary right.

(b) When the property has been wholly or partially paid for by towns, cities or counties, disposal of the property and of money received therefor must be agreed upon by the governing bodies of the towns, cities and counties and the Department.

(c) When the title to the real property has been acquired in fee pursuant to [NRS 408.487](#) and [408.489](#) and, in the opinion of the Board, a sale by means of a public auction or sealed bids is uneconomical or impractical because:

(1) There is no access to the property;

(2) The property has value or an increased value only to a single adjoining property owner; or

(3) Such a sale would work an undue hardship upon a property owner as a result of a severance of the property of that owner or a denial of access to a public highway,

↳ the Board may enter into a direct sale of the property with such an owner or any other person for its fair market value.

(d) When the property has been acquired and the property or any portion of the property is no longer needed for highway purposes, the Department shall give notice of its intention to dispose of the property by publication in a newspaper of general circulation in the county where the property is situated. The notice must include the Department's appraisal of the fair market value of the property. Any person from whom the property was purchased or the person's heir or grantee may purchase the property at its fair market value by direct sale from the Department within 60 days after the notice is published. If more than one person qualified to purchase the property by direct sale pursuant to this paragraph so requests, the person with the superior claim, as determined by the Department in its sole discretion, is entitled to purchase the property by direct sale. If a person who is entitled to purchase the property by direct sale pursuant to this paragraph reasonably believes that the Department's appraisal of the property is greater than the fair market value of the property, the person may file an objection to the appraisal with the Department. The Department shall set forth the procedure for filing an objection and the process under which a final determination will be made of the fair market value of the property for which an objection is filed. The Department shall sell the property in the manner provided in subsection 2 if:

(1) No person requests to purchase the property by direct sale within 60 days after the notice is published pursuant to this paragraph; or

(2) A person who files an objection pursuant to this paragraph fails, within 10 business days after receipt of a written notice of the final determination of the fair market value of the property, to notify the Department in writing that he or she wishes to purchase the property at the fair market value set forth in the notice.

(e) When the property is sought by another public agency for a reasonable public use, the Department may first offer the property to the public agency at its fair market value.

2. All property, interests or improvements not included within the provisions of subsection 1 must first be offered for sale by the Department singly or in combination at public auction or by sealed bids. If the highest bid received is 90 percent or more of the Department's appraisal of the fair market value of the property, the property may be sold to the highest bidder. The notice and the terms of the sale must be published in a newspaper of general circulation in the county where the property is situated. The auctions and openings of bids must be conducted by the Department. If the property cannot be sold for 90 percent or more of its fair market value, the Department may enter into a written listing agreement with a person licensed pursuant to [chapter 645](#) of NRS to sell or lease the property for 90 percent or more of its fair market value.

3. It is conclusively presumed in favor of the Department and any purchaser for value that the Department acted within its lawful authority in acquiring and disposing of the property, and that the Director acted within his or her lawful authority in executing any conveyance vesting title in the purchaser. All such conveyances must be quitclaim in nature and the Department shall not warrant title, furnish title insurance or pay the tax on transfer of real property.

4. No person has a right of action against the Department or its employees for a violation of this section. This subsection does not prevent an action by the Attorney General on behalf of the State of Nevada or any aggrieved person.

5. All sums of money received by the Department for the sale of real and personal property must be deposited with the State Treasurer to be credited to the State Highway Fund, unless the Federal Highway Administration

participated in acquisition of the property, in which case a pro rata share of the money obtained by disposal of the property must be paid to the Federal Highway Administration.

6. The Department may reserve and except easements, rights or interests from the conveyance of any real property disposed of in accordance with this section or exchanged pursuant to subsection 5 of [NRS 408.489](#). The easements, rights or interests include, but are not limited to:

(a) Abutter's rights of light, view or air.

(b) Easements of access to and from abutting land.

(c) Covenants prohibiting the use of signs, structures or devices advertising activities not conducted, services not rendered or goods not produced or available on the real property.

(Added to NRS by [1957, 693](#); A [1959, 599](#); [1963, 978](#); [1967, 1743](#); [1971, 140](#); [1979, 1781](#); [1985, 707](#); [1987, 1812](#); [1989, 1308](#); [1991, 1691](#); [1995, 1140](#); [2001, 2132](#); [2005, 1790](#))

ATTACHEMENTS

D & S L V, LLC  
1840 E. Fifth St.  
Carson City, NV 89701  
(775) 882-6048  
[Lcranch36@yahoo.com](mailto:Lcranch36@yahoo.com)

April 19, 2018

Mr. Rudy Malfabon, P.E., Director  
Nevada Department of Transportation  
1263 S. Stewart Street  
Carson City, NV 89701

RE: Acquisition of Surplus  
Land – Parcel # 010-051-48  
in Carson City, NV

ATTN: Mr. Louis Dietrich, Deputy Chief – Right Of Way, Surplus Property Committee Chairman

Dear Sir,

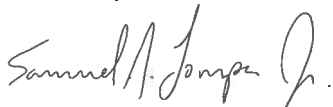
I am inquiring about the purchase of surplus land from the Nevada Department of Transportation. I have attached a map indicating Parcel #010-051-48, (1888 Fairview Dr.), which is located in Carson City, Nevada and owned by the Nevada Department of Transportation. I have also attached a map indicating our Parcel #010-051-44 and the Assessor's parcel map, showing both parcels. I am interested in purchasing the entire Parcel #010-051-48.

This parcel was once part of the original Lompa Ranch and my Aunt, Ms. Martha Boland, before being condemned for the I580 freeway. We are the adjacent land owner of Parcel #010-051-44, which is located to the North of the above mentioned parcel.

Please feel free to contact me at any time through the information provided above. The email [Lcranch36@yahoo.com](mailto:Lcranch36@yahoo.com) is the best way to communicate. Please let me know if I need to provide any further information or if you need any clarification.

I appreciate your time in the consideration of this request.

Sincerely,



Samuel A. Lompa Jr.  
D & S L V, LLC  
Registered Agent

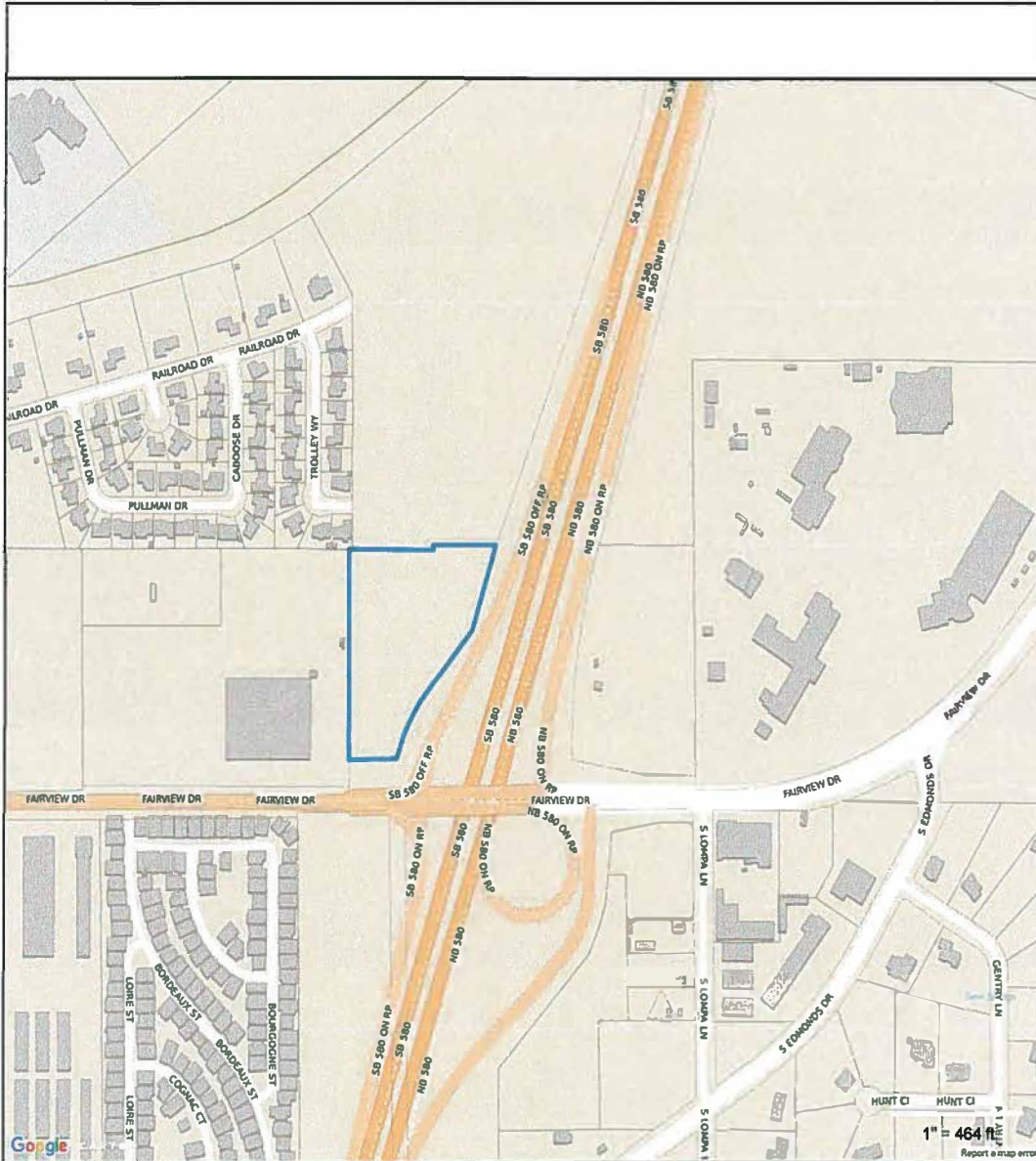
Attachments: Parcel #010-051-48, Parcel #010-051-44, Assessor Parcel Map



ATTACHEMENTS

Carson City , NV

April 20, 2018



**Property Information**  
 Property ID 01005148  
 Location 1888 FAIRVIEW DR  
 Owner STATE OF NEVADA DEPT OF TRAN



**MAP FOR REFERENCE ONLY  
 NOT A LEGAL DOCUMENT**

Carson City , NV makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

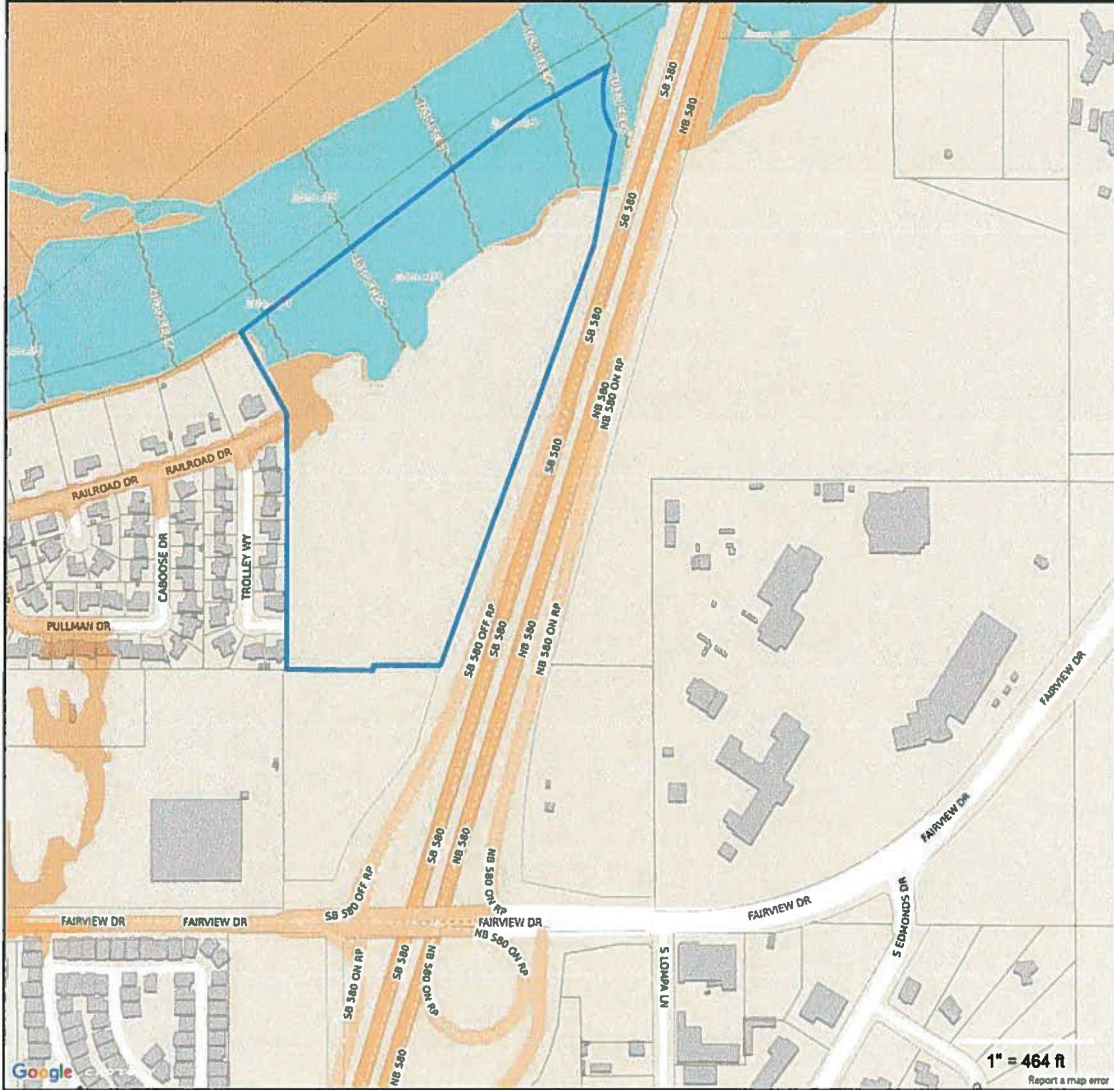
Parcels updated 04/19/2018  
 Properties updated 04/19/2018

ATTACHEMENTS

Carson City , NV

April 20, 2018

Parcel 010-051-44



Google

1" = 464 ft

Report a map error

Property Information

Property ID 01005144  
 Location SEC 21 15/20 N2  
 Owner D & SL V LLC



MAP FOR REFERENCE ONLY  
 NOT A LEGAL DOCUMENT

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Parcels updated 04/19/2018  
 Properties updated 04/19/2018

