



To: Prospective Proposers

From: Elisa Rizzo, Procurement and Compliance Administrator

Subject: RFQ-#RTC10-4, Addendum No. 1

Date: February 5, 2010

This constitutes Addendum No. 1 to the Request for Qualifications (RFQ) #RTC10-4 for Planning/Engineering Consulting Services for Virginia Street Transit Corridor Alternatives Analysis Update and Project Development issued by the Regional Transportation Commission of Washoe County (RTC) on January 18, 2010. This addendum becomes part of the original RFP package and shall become part of the contract with the successful Proposer.

Changes/Corrections:

Change: Due to the fact that February 15<sup>th</sup>, President's Day, is a floating holiday for some organizations, the qualifications submittal deadline has been extended one day to **February 16, 2010 at 4:00 PM (PST)**.

Correction to question #Q3 (see meeting minutes): The prime contractor is required to also provide insurance coverage for the subcontractors or the subcontractors need to provide their own insurance. Please see #11 on Attachment "A" for further clarification on RTC insurance requirements.

Correction to question #Q8 and further clarification to #Q11 (see meeting minutes): Please refer to the RFQ and adhere to page limit criteria where specified.

Regarding question #Q13: As requested, a copy of John Hester's slide presentation was emailed to all of those listed on the RFQ Distribution List (Attachment "C"). If you did not receive that email, for whatever reason, and would like a copy, please contact Elisa Rizzo, at (775) 335-1831, fax (775) 348-3229 or email to [erizzo@rtcwashoe.com](mailto:erizzo@rtcwashoe.com).

Correction to the RFQ (also addressed in the response to question #Q18): Regarding the Solicitation Schedule table on page 8 of the RFQ, the "Contract Completion" date. August 3, 2010 should be considered a goal and not a deadline. Please provide a timeline that you believe is reasonable based on your understanding of the project scope.

This addendum provides clarifications and answers. All other information remains unchanged.

**The following questions/requests were submitted in writing by the close of business on February 1<sup>st</sup>. You will find questions that were asked at the pre-proposal conference meeting, Q1-Q14, and their corresponding responses, within the attached minutes that follow.**

**Q15:** We would like to request a copy of the RFQ distribution list to date for use in identifying teaming possibilities.

A: Please see attached list of companies, Attachment "C"

**Q16:** What is the budget for the project?

A: \$300,000 - \$400,000

**Q17:** Do we need a Reno (City) or Nevada (State) business license to properly submit a proposal on the RFQ?

A: Please refer to the City of Reno and the State of Nevada for those requirements.

**Q18:** The schedule calls for only 3 months time to complete the analysis. Is this correct?

A: No, please provide a timeline that you believe is reasonable based on your understanding of the project scope.

**Q19:** All questions must be submitted to the RTC by 4:00 PM on 2/1/10? The Pre-Proposal Meeting is at 1:30 PM that same day (2/1/10) and it may be very difficult to get all questions in by 4:00 PM that day. Can that deliverable time change?

A: No, we need to stay on schedule.

**Q20:** Do you have a Transit Operations Plan for the 4<sup>th</sup> Street Station? Could we have a copy of the most recent traffic study for 4<sup>th</sup> Street Station?

A: All of the available traffic and operational studies that the RTC has to date will be provided to the selected consulting firm.

**Q21:** I attended the pre-proposal meeting and understand that the March 3rd interview date may be flexible. For my team, the proposed project manager will be out of the country at that time. If we are selected for an interview, would that date be flexible, or might the proposed Deputy PM and other staff be able to attend the interview?

A: Yes

**Q22:** We did have one additional question. On page 6, under Item #3, D. What type of information is needed and what if we are not privy to this type of information on behalf of our clients?

A: We are looking for a breakout of Federal, State and local funding. Please provide this information, if known.

Proposers are required to sign and return this page acknowledging receipt of Addendum No. 1 (which is comprised of: this document, the Pre-Proposal Meeting Minutes and Attachments A-C) along with their proposals, prior to **4:00 PM (PST) on February 16, 2010**. Questions regarding the RFQ or Addendum No. 1 should be directed to Elisa Rizzo, at (775) 335-1831, fax (775) 348-3229 or email to [erizzo@rtcwashoe.com](mailto:erizzo@rtcwashoe.com).

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Company Name

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Authorized Signature

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Name Printed

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Title

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Date



**REGIONAL TRANSPORTATION COMMISSION**

*Public Transportation • Streets and Highways • Planning*

**REQUEST FOR QUALIFICATIONS # RTC10-4 FOR  
PLANNING/ENGINEERING CONSULTING  
SERVICES**

**VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES  
ANALYSIS UPDATE AND PROJECT DEVELOPMENT**

**PRE-PROPOSAL CONFERENCE AGENDA**

**February 1, 2010 1:30 – 3:30 PM**

1. **INTRODUCTIONS**
2. **WELCOMING REMARKS – LEE GIBSON, RTC**
3. **STREET CAR UPDATE – JOHN HESTER, CITY OF RENO**
4. **RTC RAPID STATION PROJECT UPDATE – HOWARD RIEDL, RTC**
5. **RTC RAPID RIDERSHIP TRENDS – ROGER HANSEN, RTC**
6. **BUS LIVABILITY GRANT – TINA WU, RTC**
7. **SCOPE OF WORK – DAVID JICKLING**
8. **QUESTIONS AND ANSWER SESSION – ELISA RIZZO, RTC**
9. **FEDERAL REQUIREMENTS – ELISA RIZZO, RTC**



**PLANNING/ENGINEERING CONSULTING SERVICES FOR  
VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES ANALYSIS UPDATE AND  
PROJECT DEVELOPMENT  
REQUEST FOR QUALIFICATIONS  
# RTC10-4  
Pre-Proposal Conference  
Monday, February 1, 2010**

A non-mandatory pre-proposal conference regarding Request for Qualifications (RFQ) #RTC10-4 for Virginia Street Transit Corridor Alternatives Analysis Update and Project Development was held on Monday, February 1, 2010, at 1:30 PM in the RTC Boardroom, 2050 Villanova Drive, Reno, NV 89502.

Attendees:

Andy Durling, Wood Rodgers  
Steve Harris, Project Manager, Overland, Pacific & Cutler, Inc.  
Audra Miller, Planning, Lumos & Associates  
Jim Hecht, HDR Engineering, Inc.  
Charles Hales, HDR Engineering, Inc.  
Tony Parent (proxy for John Dyer), AMEC Earth & Environmental  
Brent Moore, Principal, TRC Solutions  
Marc Porter, Vice President-West Region, Iteris, Inc.  
Michael Meyer, Vice President- Principal, Iteris, Inc.  
Lawrence Meeker, HNTB Corporation  
Steve Noll, Principal, Design Workshop  
Joy Gaston, Project Development Manager, V&A Engineering  
John Welsh, Managing Principal, Stantec  
Catherine LaFata, Principal Planner, Louis Berger Group, Inc.  
Heath Hildebrandt, Civil Engineer, Kimley-Horn & Associates, Inc.  
Cindy Potter, Project Manager, CH2M Hill  
Loren Chilson, Fehr & Peers  
Ruedy Edgington, HDR Engineering, Inc.  
Kevin Phelps, Project Manager, Kimley-Horn & Associates  
Amy Cummings, Nevada Planning Manager, Parsons Brinckerhoff  
Toni Bates, Senior. Planning Manager,  
Jay Clark, Planning & Grants, TRC Solutions  
Matthew Taunton, Senior Transit Planner, HDR Engineering, Inc.

Lee Gibson, RTC Executive Director  
David Jickling, RTC Public Transportation Director

Elisa Rizzo, RTC Procurement & Compliance Administrator  
John Hester, Community Development Director, City of Reno  
Howard Riedl, RTC Senior Engineer  
Roger Hanson, RTC Senior Transit Planner  
Tina Wu, RTC Senior Transit Planner  
Linda Settas, RTC Administrative Assistant

A meeting agenda is attached as Exhibit A. Responses to all questions submitted through February 1, 2010 (in writing or at this meeting) will be issued by C.O.B., February 8, 2010. Qualification proposals will be accepted until 3:00 PM (PST), Monday, February 15, 2010, 2010 at: RTC Finance Department Office, Procurement; 1105 Terminal Way, Suite 300; Reno, Nevada 89502.

Elisa Rizzo, RTC Procurement & Compliance Administrator, opened the meeting at approximately 1:34 PM. She asked all visitors to add their contact information to the sign in sheet and then asked all in attendance to introduce themselves.

Lee Gibson, stated that a number of background presentations would take place to put a context around the Virginia St Corridor Alternatives Analysis Project and outline influencing factors. The intention is to familiarize everyone with what is currently going on with the RTC (i.e. the current RTC RAPID service) and to discuss alternatives for the future. Presentation topics include a "Bus Liveability" initiative (grant application) that is underway, a detailed description of the scope, a questions and answers session and a discussion regarding Federal requirements. This is an effort by the RTC to improve transit alternatives along the Virginia Street corridor, the community's main corridor, and the primary corridor for bus liveability and economic development.

John Hester, Community Development Director for the City of Reno, spoke regarding corridor transit options shared a slide presentation. Current/proposed options include: 1) BRT, currently deployed with the implementation of RTC RAPID, 2) a proposed street car system that would operate along Virginia Street, starting at UNR and continuing south to California Street, 3) a proposed street car system that would operate along Virginia Street from California Street, south to the Reno Convention Center and 4) a light rail system. Ideally, the BRT stations and the street car systems would be combined and ,in the future, the corridor would likely be extended south to the Meadowood Mall.

Mr. Hester displayed photos of Portland, Oregon's streetcar transit system and graphs depicting subsequent congestion relief and growth in areas adjacent to the transit line after implementing this system.

Mr. Hester's plan proposes to eliminate street parking on Virginia Street, to utilize existing right-of way easements already obtained by the RTC, create "park and ride" options, to set aside space to accommodate a future light rail system, and to widen traffic lanes. Proposed funding options include initiating a July 2010 ballot measure to raise Reno property taxes and to seek Federal grant opportunities. Selected consultant will update cost estimates.

Howard Reidl introduced himself as the Project Engineer for the RTC RAPID stations project. He stated that an Alternative Analysis was previously conducted in 2003 that was specifically focused on transit, not redevelopment, from which the RTC RAPID project was

created. The RTC also applied for a “Very Small Start” Grant from the FTA but when a public transit ballot initiative that was defeated, the RTC did not have the matching funds required to move forward. Although, RTC was forced to withdraw their application, the FTA considered it to be an ideal “Small Starts” project. With the infusion of ARRA funds, some of RTC’s funding has been freed up; therefore, the proposal is being revisited.

Howard brought RTC RAPID project summary handouts and stated that the same information is also available on the RTC website. Also in progress are signal priority project and queue jump project (involving special bus only lanes) to give busses traffic priority.

Roger Hanson spoke about RTC RAPID ridership trends. RAPID’s ridership comprises of 20% of our total ridership and uses 12% of our resources. Just putting more busses on the route would gridlock after factoring in the loading/unloading of riders and having only 10 minutes between stops. A rider survey indicated that 20% of riders wanted to go to Meadowood Mall, but 60% wanted to go further south, to the Convention Center area, and didn’t want frequent stops in between. We are averaging 4,500 riders per day though, at our peak, and before the service cuts, we were averaging 5,000. He expects that number to rebound when the economy improves; the goal is to assure that our resources are dedicated properly.

Tina Wu stated that the RTC is applying for a new grant, the Bus Liveability Grant, implemented by the FTA, which is due next week. It is a nationally competitive grant for \$150 million overall. This grant has an emphasis on revitalization of transit corridor surroundings for issues such as rider accessibility. For example, some of our sidewalks are currently substandard per ADA requirements. Also proposed is the eliminating street parking in favor of utilizing “park and ride” options, improving ambient lighting, etc.

David Jickling, RTC Public Transportation Director, referring to the Scope of Work section of the RFQ, highlighted the important aspects. He stated that there have been many projects proposed for this corridor-some brought forth by the City of Reno and some by the RTC. The idea is to coalesce these efforts while trying to keep up with various grant and stimulus package deadlines to assure that we are taking advantage of all funding opportunities available.

The qualified consultant chosen will be reviewing all past proposals, bringing them up to today’s standards, with the goal of putting together a meaningful and viable application for Small Starts funding. In your response that is due in two weeks, you need to be aware of what is expected. At this stage, we are not asking you to outline how you are going to approach these scope tasks but to illustrate that you have the resources and the expertise to perform these tasks. The primary task is to review everything we have done in that corridor to date. We provide all of the necessary background documents to the selected firm, though many are already available through internet or other sources. We don’t want to “reinvent the wheel” any more than we have to but old assumptions and figures will need to be updated.

For the federal grant itself, we must prove that our project is worthy of funding and identify alternative plans within this corridor. Previous studies focused on increasing ridership with the fewest dollars but this time we want to economically develop the corridor using some form of transit as the impetus. We will need to screen and define all these alternatives

through a public process and then we will develop that modal alternative. We had expected to finish this in 3 months but were revisiting that timeline. We now want to move forward quickly with this analysis to enable the City to decide whether to pursue a ballot initiative for November 2010. The proposal process required to apply for the grant will take considerably longer.

In conclusion, the consultant will also revisit our operations and maintenance plan including a possible new facility and vehicle options, coordinate with RTC Marketing to develop a public outreach program, assure NEPA compliance and assist with FTA document submission.

Regarding the scope, Lee Gibson stated that the modeling exercise is designed to ascertain that we can get into the ballpark". Under a controlled set of circumstances, we will release our travel demand model to the selected consultant, especially to determine whether our ridership volume can support this. One the financial analysis, you will be working very closely with RTC and City of Reno staff. We are both currently working on leveraging existing funding sources. Regarding FTA submission, the consultant's will be that of a record keeper and document preparer. We will be the point of contact with the exception of questions regarding modeling methodology. We will be working with the existing modeling resources and parameters; we do not anticipate making substantial modeling revisions.

Elisa opened the discussion up for questions:

**Q1:** Is there an actual preliminary engineering element to this contract?

A: It is a conceptual level of planning at this time (Lee). Currently, especially as it would relate to a fixed guideway technology, we do not have that incorporated into our RTP or TIP right now. Part of it will have to happen in a design concept and the scope will have to be amended into the plan and the TIP.

**Q2:** You tentatively plan to hold the interviews on March 3<sup>rd</sup>, how firm is that date?

A: It is a tentative date at this time. (Elisa) We make our best effort to resolve this as soon as possible. We understand that time and expenses are involved and we will try to make this process as painless as possible. (Lee)

**Q3:** The insurance requirements only apply to the primary consultant, correct? It will not extend down to subconsultants?

A: ~~Correct. (Elisa)~~ Addendum #1 Correction: The prime contractor is required to also provide insurance coverage for the subcontractors or the subcontractors need to provide their own insurance. Please see #11 on Attachment "A" for further clarification on RTC insurance requirements.

**Q4:** Is it correct to say that you do not have any DBE goals set for this contract?

A: That is correct. We do have a race neutral DBE program here at the RTC and we encourage DBE participation but we do not have an actual goal for this project. (Elisa)



**Q5:** Are you willing to disclose an order of magnitude budget amount for this work?

A: We have an order of magnitude budget of \$300,000 – \$400,000. (Lee)

**Q6:** You talk about the travel demand model, is that based on the currently adopted 2030 plan or this new conceptual forecast?

A: It is depends on how quickly we get through this selection.

**Q7:** Will the numbers be official at the time (of selection)?

A: We will use the best available information. (Lee)

**Q8:** In regard to the format, is there a specific page limit or page limit recommendation?

A: ~~No. (Elisa)~~ Addendum #1 Correction: Please refer to the instructions in the RFQ and follow any criteria outlined regarding page limits.

**Q9:** Are you looking for full resumes or something more concise?

A: Full resumes. (Elisa)

The RFQ are due on February 15, 2010. If you have any other questions, please submit them in writing by the close of business today. Anything you ask we will respond to as long as you have provided your contact information on the sign-in sheet.

Elisa stated that per federal requirements, Exhibits A, B,C & D must be completed returned along with your submitted proposal.

**Q10:** Do you need those forms filled out by just the prime consultant or by the subconsultants as well?

A: Just the prime consultant. (Elisa)

**Q11:** It does say in the RFQ to provide 3-5 pages regarding “understanding of the scope”, is that firm?

A: Please refer to/follow the instructions in the RFQ. (Elisa)

**Q12:** Could we have a copy of the sign in sheet?

A: Yes, we will make copies for each firm in attendance and we will include it with the minutes from this meeting and questions and answers. (Elisa)

**Q13:** Could we get a copy of John Hester’s slide presentation and a copy of the sign-in sheet before February 8<sup>th</sup>?

A: We can copy to sign in before you leave and I’ll get the presentation to all of you. (Elisa)

**Q14:** If we go the streetcar route, will it stay streetcar indefinitely or would it possibly transition over to light rail even after purchasing the streetcars?

A: I think phasing options for changing technologies is something that is “on the table”.  
(Lee) Just like with BRT being able to move somewhere else, there’s no reason the streetcars couldn’t be moved, perhaps to one of the other corridors. (John Hester)

Lee stated that the phasing plan that John Hester presented is not sacred, we would be willing to entertain other phasing options. We really want brainstorming and new ideas. John stated that we need people to look outside the box especially in regard to local match funding ideas.

Lee thanked everyone for attending and wished the group good luck.

**ATTACHMENT "A"**  
**INSURANCE REQUIREMENTS**

**1. INTRODUCTION**

RTC has established specific indemnification, insurance, and safety requirements for public works construction contracts to help assure that reasonable insurance coverage is purchased and safe working conditions are maintained. Indemnification and hold harmless clauses are intended to assure that Contractor accepts and is able to pay for the loss or liability related to its activities.

ANY PROPOSED BIDDER IS DIRECTED TO THE INSURANCE REQUIREMENTS BELOW. IT IS HIGHLY RECOMMENDED THAT BIDDERS CONFER WITH THEIR RESPECTIVE INSURANCE CARRIERS OR BROKERS TO DETERMINE IN ADVANCE OF BID SUBMISSION THE AVAILABILITY OF INSURANCE CERTIFICATES AND ENDORSEMENTS AS PRESCRIBED AND PROVIDED HEREIN. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT THE RTC FINANCE DIRECTOR DIRECTLY AT (775) 348-0400 EXT. 4308. IF AN APPARENT LOW BIDDER FAILS TO COMPLY STRICTLY WITH THE INSURANCE REQUIREMENTS, THAT BIDDER MAY BE DISQUALIFIED FROM AWARD OF THE CONTRACT.

**2. INDEMNIFICATION AGREEMENT**

Contractor agrees to hold harmless, indemnify, and defend RTC, including all officers, agents, employees and volunteers for any loss or liability, financial or otherwise resulting from any claim, demand, suit, action, or cause of action based on theft, bodily injury including death or property damage, including damage to Contractor's property or injury to Contractor's employee, caused by any action, either direct or passive, the omission, failure to act, or negligence on the part of Contractor, his employees, agents, representatives, or subcontractors arising out of the performance of work under this Agreement by Contractor, or by others under the direction or supervision of Contractor.

Contractor must either defend RTC or, upon determination that the work performed by Contractor was negligent in any manner or that Contractor failed to perform any duty set forth in this Agreement, pay RTC's costs related to the investigation and defense of any claim, demand, action, or cause of action.

If RTC's personnel and/or agents are involved in defending such actions, Contractor shall reimburse RTC for the time spent by such personnel at the rate charged RTC for such services by private professionals.

In determining the nature of the claim against RTC, the incident underlying the claim shall determine the nature of the claim, notwithstanding the form of the allegations against RTC.

## **ATTACHMENT A (cont'd.)**

### **3. GENERAL REQUIREMENTS**

Contractor shall purchase Industrial Insurance, General Liability, Automobile Liability, Property Insurance and Professional Insurance as described below. The cost of such insurance shall be absorbed in the Contractor's bid.

### **4. INDUSTRIAL INSURANCE**

It is understood and agreed that there shall be no Industrial Insurance coverage provided for Contractor or any subcontractor by RTC. Contractor agrees, as a precondition to the performance of any work under this Agreement and a precondition to any obligation of the RTC to make any payment under this Agreement to provide RTC with certificates issued by an insurer or the Employers Insurance Company of Nevada (formerly SIIS) that shows compliance with NRS 616B.627 and NRS 617.210, respectively.

Upon completion of the project, Contractor shall provide RTC with a Final Certificate prepared by the State of Nevada Industrial Insurance System for itself and each subcontractor. If Contractor or subcontractor is a sole proprietor, coverage for the sole proprietor must be purchased and evidence of coverage must appear on the Certificate of Insurance and Final Certificate.

It is further understood and agreed by and between RTC and Contractor that Contractor shall procure, pay for, and maintain the above-mentioned industrial insurance coverage at Contractor's sole cost and expense.

Should Contractor be self-funded for Industrial Insurance, Contractor shall so notify RTC in writing prior to the signing of this Agreement. RTC reserves the right to approved said retention and may request additional documentation, financial or otherwise, for review prior to the signing of this Agreement.

### **5. MINIMUM SCOPE OF LIABILITY INSURANCE**

Coverage shall be at least as broad as:

Insurance Services Office Commercial General Liability Coverage "occurrence" form CG0001 11/88 or Insurance Service Office Comprehensive General Liability form GL0002 Ed 01/73 with the Broad Form Comprehensive General Liability Endorsement GL0404. Insurance Services Offices CG00010196 edition 1994 with updates or equivalent forms may be used. However, coverage must include, but not be limited to, Operations and Premises Liability, Blanket Contractual Liability, Broad Form Property Damage Liability, Broad Form Property Damage Liability, Products and Completed Operations Liability, Personal Injury and Advertising Liability, Stop Gap or Employers Liability.

- A. Insurance Services Office Business Auto Coverage form CA00 01 12/90 covering Automobile Liability code 1 any "auto" with changes in Business Auto and Trucker's Coverage forms- Insured Contract Endorsement form CA00 29 12/88. Auto form CA00010797 1996 edition with any updates or

equivalent forms may be used.

## **6. MINIMUM LIMITS OF INSURANCE**

Contractor shall maintain limits no less than:

- A. General Liability: \$1,000,000 minimum or the amount customarily carried, whichever is greater, combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be increased to equal twice the required occurrence limit or revised to apply separately to this project or location.
- B. Automobile Liability: \$300,000 minimum or the amount customarily carried, whichever is greater, combined single limit per accident for bodily injury and property damage. No aggregate limit may apply. Non-owned and hired automobile liability must be included.

## **7. DEDUCTIBLES AND SELF-INSURED RETENTION**

Any deductibles of self-insured retention must be declared to and approved by the RTC Engineering Director. RTC reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles and self-insured retention and prior to executing the underlying agreement. Any changes to the deductibles or self-insured retention made during the term of this Agreement or during the term of any policy must be approved by the RTC Engineering Director prior to the change taking effect.

## **8. OTHER INSURANCE PROVISIONS**

The policies (General Contractor's and subcontractors' - refer to section 11 of Attachment A) shall be endorsed to include provisions 8.A.1. through 8.B, using the exact wording as underlined below:

### A. General Liability Coverages

RTC, including all officers, agents, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of Contractor, including the insured's general supervision of Contractor; products and completed operations of Contractor; or premises owned, occupied or used by Contractor. Note: the coverage shall contain no special limitations on the scope of protection afforded to RTC, its officers, agents, employees or volunteers.

1. Contractor's insurance coverage shall be primary insurance as respects RTC, its officers, agents, employees or volunteers shall be excess of Contractor's insurance and shall not contribute with it in any way.
2. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to RTC, its officers, agents, employees or volunteers.

3. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

4. All Coverages

Each insurance policy required by this clause will be endorsed to state:

Coverage shall not be suspended, voided, canceled, or reduced in coverage or in limits by either Contractor or by the insurer, nor non-renewed by the insurer, except after thirty (30) days prior written notice, has been given to RTC.

Furthermore, Contractor shall provide the RTC thirty (30) days prior notice, in writing by certified mail, return receipt requested, coverage.

### **9. ACCEPTABILITY OF INSURERS**

Insurance is to be placed with insurers with a Best's rating of no less than A-: VII. RTC may accept coverage with carriers having lower Best's ratings upon review of financial information concerning Contractor and insurance carrier. RTC reserves the right to require that the Contractor's insurer be a licensed and admitted insurer in the State of Nevada, or on the Insurance Commissioner's approved but not admitted list.

### **10. VERIFICATION OF COVERAGE**

Contractor shall furnish RTC with certificates of insurance and with original endorsements affecting coverage required by this exhibit. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates are to be on forms acceptable to RTC. All certificates and endorsements are to be addressed to the engineering department and be received and approved by RTC before work commences. RTC reserves the right to require complete, certified copies of all required insurance policies, at any time.

### **11. Subcontractors**

Contractor shall include all subcontractors as insureds under its policies or shall require and maintain separate certificates and endorsements for each subcontractor, naming RTC, as additional insureds. All coverages for subcontractors shall be subject to all of the requirements stated herein.

### **12. MISCELLANEOUS CONDITIONS**

- A. Contractor shall be responsible for and remedy all damage or loss to any property. Including property of RTC, caused in whole or in part by Contractor, any subcontractor, or anyone employed, directed or

supervised by Contractor.

- B. Nothing herein contained shall be construed as limiting in any way the extent to which Contractor may be held responsible for payment of damages to persons or property resulting from its operations or the operations of any subcontractors under it.
- C. In addition to any other remedies RTC may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, RTC may, at its sole option:
  - 1) Order Contractor to stop work under this Agreement and/or withhold any payments which become due Contractor hereunder until Contractor demonstrates compliance with the requirements hereof;
  - 2) Purchase such insurance to cover any risk for which RTC may be liable through the operations of Contractor under this Agreement and deduct or retain the amount of the premiums for such insurance from any sums due under the Agreement;
  - 3) Terminate the Agreement.

RTC VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES RFQ  
 Pre-Proposal Conference  
 Monday, February 1, 2010

Name and Title	Company Name	Mailing Address	Telephone No.	Email Address
Lee Gibson Executive Director	RTC	PO Box 30002 Reno NV 89520-3002		lgibson@rtcwashoe.com
David Jickling Public Transportation Director	RTC	PO Box 30002 Reno NV 89520-3002	(775) 335-1902	djickling@rtcwashoe.com
Elisa Rizzo Procurement & Compliance Administrator	RTC	PO Box 30002 Reno NV 89520-3002	(775) 335-1831	erizzo@rtcwashoe.com
Howard Riedl Engineer	RTC	PO Box 30002 Reno NV 89520-3002	(775) 335-1872	hriedl@rtcwashoe.com
Roger Hansen Public Transportation	RTC	PO Box 30002 Reno NV 89520-3002	(775) 335-1901	rhansen@rtcwashoe.com
Tinu Wu Senior Planner	RTC	PO Box 30002 Reno NV 89520-3002	(775) 335-1908	twu@rtcwashoe.com
John Hester City of Reno	City of Reno			
Kyle West City of Reno	City of Reno			
ARMY DURLING	WOOD RODGERS	5440 RENO CORPORATE RENO, NV 89511	775-823- 5211	adurling@ woodrogers.com
PATRICIA ECKHOLD RTC PLANNING				



RTC VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES RFQ

Pre-Proposal Conference

Monday, February 1, 2010

Name and Title	Company Name	Mailing Address	Telephone No.	Email Address
Steven Harris Project Manager	Overland, Pacific & Cutler INC.	8950 Cal Center Dr Suite #22 Sacramento, CA 95826	916.857.1520	sharris@overland.com
Audra Miller Planner	Lumos + Assoc.	5401 Lonsley Lane #85 Reno, NV 89511	775-827-6111	amiller@lumosengr.com
Jim Hecht	HDR Engineering	8090 Palomar Suite 200 San Diego, CA 92123	619.602.1515	jim.hechte@hdrinc.com
CHARLIE HACES	HDR	1001 SW 5th Ave Suite 1800 Portland, OR 97202	503-257-4063	Charles.haces@hdrinc.com
Tony Parenti Proxy for John Dyer	AMEC Earth and Environmental	780 Vista Blvd. Ste 100 Sparks, NV 89709	(775) 331-2375	John.Dyer@amec.com

**RTC VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES RFQ**  
**Pre-Proposal Conference**  
**Monday, February 1, 2010**

Name and Title	Company Name	Mailing Address	Telephone No.	Email Address
BRENT MOORE PRINCIPAL	TRC	11080 WHITE ROCK RANCHO CALICO, CA 95670	916, 366, 0632	bmoore@trcsolutions.com
MARC FORSTER UP- EAST REGION	ITRIS, Inc	1700 CARNegie AVE SUITE 100 SANTA ANA, CA 92705	949-270-9661	MAP@ITRIS.COM
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RTC VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES RFQ

Pre-Proposal Conference

Monday, February 1, 2010

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**RTC VIRGINIA STREET TRANSIT CORRIDOR ALTERNATIVES RFQ**  
**Pre-Proposal Conference**  
**Monday, February 1, 2010**

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