



Date: June 9, 2026

Honorable Mayor and Council Members:

Author and title: Alfred Knotts, Assistant Public Works Director

Title: **Railyard Mobility Hub Phase 2B – Contract Approval with JKAE for Bidding Support Services**

Jen Callaway, Town Manager

Recommended Action: That Town Council approve a contract with JKAE for bidding support services for the construction phase of the Truckee Railyard Mobility Hub Project – Phase 2B (Project) for a not-to-exceed amount of \$12,550.

Discussion: At the April 28th Town Council meeting, Council approved a contract amendment to complete final design and construction documents for the Mobility Hub Phase 2B Project. This will complete the project’s design phase, after which the design contract with JKAE will be closed. The Project will then proceed to the Construction Phase, which includes bidding and contract award.

Once the final Construction Documents are completed by JKAE, staff expects a quick turnaround to advertise the Project. In anticipation of this quick turnaround, staff is recommending approval of a new contract with JKAE for a not-to-exceed amount of \$12,550 for “Bid Support Services.”

To complete the bid and award milestone, staff is recommending approval of a new contract with JKAE for “Bid Support Services” for a not-to-exceed amount of \$12,550 to provide support for pre-bid meetings, assist with contractor bid questions, and preparation of addendums, as necessary.

Detailed breakdowns for these services are outlined below:

JKAE Cost Breakdown

JKAE Hourly Rate by Title	Partner (\$255)	Principal (\$240)	Sr. Project Manager (\$200)	Architect/Engineer (\$175)	Designer (\$125)	Studio Assistant (\$95)	Total
Hours	3	1	5	32	7	6	54
Total Cost	\$765	\$240	\$1,000	\$5,600	\$875	\$570	\$9,050

Total Contract Cost by Task/Discipline	JKAE - Architect	JKAE - Structural	JKAE -Civil	JKAE Subtotal	Design Workshop - Landscape Subconsultant	Sugarpine – Mechanical/ Electrical Engineer Subconsultant	Subconsultant -Subtotal	Total
Total Cost	\$5500	\$1550	\$2,000	\$9,050	\$2,000	\$1,500	\$3,500	\$12,550

It is anticipated this new contract would be amended in the future to include Construction Administration services. Authorization for Construction Administration services would be requested by staff at a future Council meeting to coincide with the award of the construction contract in summer 2026.

Priority:

<input type="checkbox"/>	Enhanced Communication	<input checked="" type="checkbox"/>	Climate and Greenhouse Gas Reduction	<input type="checkbox"/>	Housing
<input checked="" type="checkbox"/>	Infrastructure Investment	<input type="checkbox"/>	Emergency and Wildfire Preparedness	<input checked="" type="checkbox"/>	Core Service

Fiscal Impact: The fiscal impact associated with this recommended action would result in a \$12,550 expenditure to C2508, for which the current adopted CIP budget has adequate funding.

Public Communication: The Mobility Hub Project has been discussed in various community forums beginning with the “Transit Center Relocation Feasibility Study” completed in 2020, which included a formal community engagement process including stakeholder committee.

Additional public communication has occurred at Council meetings as part of the annual budgeting processes and contract awards for Phase 1 and Phase 2A design and construction.

The Phase 2B Final Design RFP solicitation was posted on the Town website in September 2024 and JKAE contract awarded by Town Council at the December 10, 2024 Council meeting.

A project update was provided to Council at the October 14, 2025 Council meeting.

A contract amendment to complete final design was approved by Council at the April 28, 2026 Council meeting.

Attachments:

None