



C I T Y O F
RENO
Memorandum

DATE: December 3, 2024

TO: Mayor and City Council

THROUGH: Jackie Bryant, Interim City Manager

FROM: Kerrie Koski, Public Works Director
Brynna Nichols, Senior Management Analyst
Bryan McArdle, Revitalization Manager

DEPT: Public Works and City Manager's Office

SUBJECT: Virginia Street Placemaking – Phase One Implementation
Locomotion Plaza Update (ARPA-Funded)

A handwritten signature in black ink, appearing to read 'Jackie Bryant'.

The purpose of this memo is to provide an update on the elements Council approved using \$2 million in State and Local Fiscal Recovery Funds (SLFRF) funds for the Virginia Street Placemaking project. The Locomotion Plaza project is the Phase One Implementation project that encompasses design work, long-term infrastructure improvements, placemaking amenities, a seasonal shade solution, and a pilot program for activation and maintenance.

All elements approved by the Council on April 10, 2024, are on schedule to be contracted by December 31, 2024. The total allocated amount will be fully spent by December 31, 2026, and no additional funds will be available for reallocation.

Below is a summary and status for each element, and a table is included on the last page of this memo.

Design & Construction Administration Contract

- The contract is fully executed. Locomotion Plaza design work started in April 2024 and is complete.
- The remainder of the fees will be utilized for Locomotion Plaza construction administration support and Virginia Street streetscape design and will be complete by December 2025.

Infrastructure Package

- This package includes the necessary infrastructure to make the plaza functional for events. It is divided into the following elements:

Construction Contract:

- Includes electrical improvements, lighting and fence upgrades, foundations for the containers, and minor associated work.
- Construction contract awarded and work is anticipated to start in January 2025.

Containers:

- Multi-functional containers that can be used for event activation and storage when not in use.
- Containers have been purchased and are due to arrive early Spring 2025.

Furniture:

- Includes up to fifteen professional-grade shade umbrellas, and various movable chairs and tables.
- Procurement will be completed by December 2024.
- Installation is scheduled after the containers have been placed in Spring 2025.

Art:

- Includes decommissioning the mural on the surface of Locomotion Plaza, contracting with an artist, and painting the containers after installation.
- Contracts will be executed by December 2024 with completion by April 2025.

Event Activation

- One to two city-sponsored events will be held each week, along with one to two monthly events, during the event seasons of May to October in 2025 and 2026.
- Contracts will be finalized in December 2024.

Maintenance

- The peak season is anticipated to run from May to October, during which cleaning will occur up to three times a week, and pressure washing will be done once a month.
- The off-season is expected to run from November to April, during which cleaning and pressure washing will be performed as needed.
- The maintenance contract will be finalized by December 2024.

Table 1. Virginia Street Placemaking – Phase 1 Implementation

Locomotion Plaza Allocation & Target Completion

Locomotion Plaza Element	Budget Amount	Target Completion Date
Design and Permitting Submission	\$ 377,202	August 2024
Infrastructure Package: Construction Contract Advertise bids Construction Containers Procurement Installation Furniture Procurement Delivery and Installation Art Contract with Artist Installation of new murals	\$ 974,968	*September 2024 Spring 2025 *September 2024 Spring 2025 *December 2024 Spring 2025 December 2024 April 2025
Event Activation Procurement	\$ 585,000	Summer 2025 & 2026 December 2024
Maintenance/Custodial Services Procurement	\$ 62,380	Summer 2025 & 2026 December 2024
Total SLFRF Project Budget	\$ 2,000,000	

Asterisk (*) means the element task is complete.