



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: April 24, 2018

**DATE:** March 6, 2018  
**TO:** Board of County Commissioners  
**FROM:** Colleen Wallace-Barnum, Parks Operations Superintendent,  
Community Services Department, 328-2181, [cwallace@washoecounty.us](mailto:cwallace@washoecounty.us)  
**THROUGH:** Eric Crump, Division Director, Operations,  
Community Services Department, 328-2182, [ecrump@washoecounty.us](mailto:ecrump@washoecounty.us)  
**SUBJECT:** Award a bid and approve the Agreement to the lowest responsive,  
responsible bidder for the Swan Lake Nature Study Area Rehabilitation  
Project [staff recommends Aspen Developers Corp., in the amount of  
\$115,679.99]. (Commission District 5.)

### SUMMARY

The Swan Lake Nature Study Area Rehabilitation Project consists of repair and reconstruction of the flood damaged trail network within the Swan Lake Nature Study Area and replacement of five sections of flood damaged floating dock and hardware.

Sealed bids for the Swan Lake Nature Study Area Rehabilitation Project were opened on March 5, 2018. The list of bids received for the project is as follows:

Washoe County Swan Lake Nature Study Area Rehabilitation Project	
Bidder	Amount
West Coast Paving, Inc.	\$264,005.00
Power House Construction Inc.	\$143,555.00
Earthworm Excavation, LLC	\$118,950.00
<b>Aspen Developers Corp.</b>	<b>\$115,679.99</b>
<b>Engineer's Estimate</b>	<b>\$120,000-\$140,000</b>

Staff has verified in the System for Award Management Exclusions that no bidder is excluded from receiving federal government contracts as a result of being debarred; thus, none of the bidders is prohibited by NRS 338.017(2) from being awarded a public works contract.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

### **PREVIOUS ACTION**

On June 27, 2017, the Board of County Commissioners (Board) approved the commitment of proceeds received from the sale of water rights in Fiscal Year 2016-17 totaling \$2,895,600 in the Capital Improvements Fund to be used for costs associated with the January and February 2017 flooding events.

On April 24, 2018, the Board is being asked to approve a resolution to augment the Capital Improvements Fund in the amount of \$484,017 to increase expenditure authority for capital projects from the January and February 2017 flood events for fiscal year 2017-18.

### **BACKGROUND**

Washoe County experienced two federally declared disasters in January and February of 2017. Both disasters were floods and many of Washoe County's parks, trails, and facilities were affected. Staff began a rapid assessment of damage immediately after the floods to determine if there was enough damage to be declared a federal disaster. Once the federal disasters were declared (January was 4303 and February was 4307), Washoe County officials began working with the Federal Emergency Management Agency (FEMA). FEMA representatives were assigned to specific project areas. Once assigned, Washoe County staff provided tours for FEMA representatives of the damaged areas to further assess and create project work orders for the specific areas. Once a project work order is assigned, Washoe County has the ability to receive 75% reimbursement from FEMA for the total cost of repairs.

FEMA has a standardized form, and each damaged area must apply to a specific category: A. debris removal, B. emergency protective measures, C. roads and bridges, D. water control facility, E. buildings and equipment, F. utilities, and G. parks, recreational facilities, other. There were two projects that were under the building and equipment category during the January flood (WASHE03 and WASHE13), and three parks/trails related projects (WASHG10, WASHG11, WASHG12). There was one park project from the February flood (4307) that was WASHG57.

Washoe County has 18 months from the time the disaster was declared to completion. For the January flood (4303), all work must be completed by August 17, 2018. For the February flood (4307), all work must be completed by September 27, 2018. Depending on the circumstances, Washoe County can apply for extensions on the completion date.

### **FISCAL IMPACT**

Funding for this project is available from the \$2,895,600 in proceeds from the water rights sale in FY 16-17 that was committed by the Board of County Commissioners for the costs associated with the January and February 2017 flooding events. This project is contingent upon the Board of County Commissioners approving an augmentation to the Capital Improvement Fund (402) utilizing sources from undesignated fund balance and increasing expenditure appropriation in the amount of \$115,679.99 for FL011702.870 – WASHG57-Swan Lake Nature Area Trails/Dock on April 24, 2018.

Upon completion of the work, the County will apply for reimbursement from FEMA, which will reimburse up to 75% of the project costs.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Swan Lake Nature Study Area Rehabilitation Project [staff recommends Aspen Developers Corporation, in the amount of \$115,679.99].

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be. "Move to award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Swan Lake Nature Study Area Rehabilitation Project [staff recommends Aspen Developers Corporation, in the amount of \$115,679.99]."