



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: May 10, 2022

**DATE:** April 7, 2022

**TO:** Board of County Commissioners

**FROM:** Brett Steinhardt, Project Manager, Engineering and Capital Projects,  
Community Services Dept., 775-328-2049, [bsteinhardt@washoecounty.gov](mailto:bsteinhardt@washoecounty.gov)

**THROUGH:** Dwayne Smith, P.E., Division Director, Engineering and Capital Projects,  
Community Services Department, 328-2043, [desmith@washoecounty.gov](mailto:desmith@washoecounty.gov)

**SUBJECT:** Recommendation to approve a Professional Consulting Services Agreement between Farr West Engineering and Washoe County for the Safe Camp Facility to provide Project Engineering Services including Design, Bidding and Permitting, Construction Surveying, Construction Observation, Materials Testing Subconsultants and Value Engineering Services [in the amount of \$193,132.00] commencing on May 10, 2022. (All Commission Districts.)

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### SUMMARY

This project is for the development of a Safe Camp in the Governors Bowl located at 1498 East 7<sup>th</sup> Street, Reno. The existing Governors Bowl was partially filled to increase acreage and provide safer accessibility for unsheltered people, construct a multi-purpose building, restroom facilities, shade structures, a dog kennel area, required landscaping and all associated underground utilities infrastructure.

The subject Professional Services Agreement will provide the following scope of work for a successful completion of the Safe Camp Facility Project: Project Engineering Support, Bidding and Permitting Support, Construction Surveying, Construction Support Services, Construction Observation, Materials Testing Subconsultants, Project Closeout and Value Engineering Services. All purchases and contracts in excess of \$100,000 per year require approval by the Board of County Commissioners (Board).

In accordance with Federal regulations 2 CFR 200.320(b)(2)(iv), the non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated, and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. This method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

This Request for Qualifications (RFQ) followed 2 CFR 200.320. Sealed Statements of Qualifications were received on March 8, 2022, and were evaluated, scored and ranked for appropriate selection. Farr West Engineering was selected as the most qualified firm for the Safe Camp Facility Project. Farr West's scope of work and proposal was also

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determined to be necessary and reasonable per Section 4 of the Procurement Procedures for ARPA - Federal Procurement Standards by Method.

Staff has verified in the System for Award Management Exclusions that Farr West Engineering is not excluded from receiving federal government contracts as a result of being debarred.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability: Long-term sustainability.

### **PREVIOUS ACTION**

On May 10, 2022, the Board of County Commissioners (Board) approved amended allocations of American Rescue Plan Act (ARPA) funds through the Coronavirus State Recovery Fund and Coronavirus Local Fiscal Recover Fund (SLFRF) for the Safe Camp Capital Project, Our Place Enhancements project, and the Our Place Community Garden Fencing project.

On April 12, 2022, the Board rejected the single bid opened on December 14, 2021, for the Safe Camp Capital Improvement Project pursuant to NRS 338.1385(6)(d).

On April 12, 2022, the Board approved an Agreement to the lowest responsive, responsible bidder for the Safe Camp Facility Project to construct a sanctioned camping location for unsheltered people to temporarily live. Awarded bid to Facilities Management, Inc., in the amount of \$3,279,000]; and approve bid alternate #1 CMU Block Main Building in the amount of \$368,000 and approve a separate \$150,000.00 contingency fund for a total project amount of \$3,797,000.

On December 14, 2021, the Board approved allocation of American Rescue Plan Act funds through the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund in a total amount of \$40,201,764.00, and directed the Comptroller's Office to make the necessary net zero cross-fund and cross-functional budget appropriation transfers, and authorize Human Resources, per Job Evaluation Committee (JEC) evaluation as applicable, to create necessary positions for 23 proposed projects identified in the supporting staff report.

On August 17, 2021, the Board approved Amendment #1 to the Agreement between Washoe County and Well Care Services Reno to support the pilot program for supportive housing of persons with intellectual or developmental disabilities or mental health conditions that impede their ability to live with complete independence retroactive August 1, 2021 through July 31, 2022 for [\$612,000] to be funded with Coronavirus State and Local Fiscal Recovery Funds as allowable; and if approved, authorize the Purchasing and Contracts Manager to execute Amendment #1; direct the Comptroller's Office to make the necessary cross-fund, cross-function budget appropriation transfers.

On July 20, 2021, the Board accepted Coronavirus State and Local Fiscal Recovery Funds allocation from the United States Department of the Treasury in the amount of [\$91,587,038; no county match], authorized the County Manager to sign award documents and direct the Comptroller's Office to make the necessary budget amendments.

On July 20, 2021, the Board authorized Washoe County Manager Eric Brown to enter all necessary professional services agreements and construction contracts in support of the Nevada Cares Campus, Safe Camp and Homeless Housing Sprung Facility

Improvements in an amount not to exceed \$8,500,000, inclusive of \$3,500,000 in previous authority granted May 25, 2021, to be funded with Coronavirus State and Local Fiscal Recovery Funds as allowable; directing the Manager to provide periodic updates to the Washoe County Board of Commissioners regarding project status and project costs and budget Nevada Cares Campus; directing that all such agreements and contracts shall conform and be let in compliance with Nevada law as applicable.

On June 22, 2021, the Board: (1) approved the use of General Fund Contingency in the amount of [\$240,000] needed to support the Safe Camp Facility project, and (2) approved unbudgeted transfers of \$50,000 from the adopted Fiscal Year 2021 Manager's Office to support the Safe Camp Facility project.

On April 13, 2021, the Board retroactively accepted a grant award from Truckee Meadows Water Authority in the amount of [\$200,000, no county match]; and approved the use of General Fund Contingency in the amount of [\$250,000] for unbudgeted expenditures for Fiscal Year 2021 for the Safe Camp program.

### **BACKGROUND**

Amid growing community concerns over the safety, public health and environmental concerns for the region, at a concurrent meeting held on November 18, 2020, the Washoe County Board of Commissioners and the City of Reno and Sparks City Councils voted to acquire and cost share three parcels on East 4<sup>th</sup> Street for the purpose of expanding shelter capacity in the region to assist people experiencing homelessness. The number of individuals experiencing homelessness has increased significantly due to the COVID-19 pandemic and subsequent unemployment spurring housing insecurity and concerns of people living in encampments.

One of the purchased parcels included the Governor's Bowl Park which was discussed to be a safe camping location. The location would serve as a safe space, where encampments along the Truckee River could relocate, providing access to restrooms, meal service, and will be a more secure location for individuals not wishing to move into shelters.

The purpose for the Safe Camp is to:

- Provide a sanctioned location for people currently living outside that reduces the environmental, public health and safety concerns of unregulated encampments.
- Provide a sanctioned camping location to reduce the negative impacts of unsheltered people being forcibly removed from a location.
- Engage sheltered residents in housing focused conversations, service referrals and housing placements from this stable location.

### **FISCAL IMPACT**

The Safe Camp project is funded through the American Rescue Plan Act funds through the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund. Sufficient funding is available in the FY22 budget in the Capital Improvement Fund (402) in the Safe Camp Facility-SLFRF- project (PW920716).

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a Professional Consulting Services Agreement between Farr West Engineering and Washoe County for the Safe Camp Facility to provide Project Engineering Services including Design, Bidding and Permitting, Construction Surveying, Construction Observation, Materials Testing Subconsultants and Value Engineering Services [in the amount of \$193,132.00] commencing on May 10, 2022.

**POSSIBLE MOTION**

Should the Board agree with Staff's recommendation, a possible motion would be "Move to approve a Professional Consulting Services Agreement between Farr West Engineering and Washoe County for the Safe Camp Facility to provide Project Engineering Services including Design, Bidding and Permitting, Construction Surveying, Construction Observation, Materials Testing Subconsultants and Value Engineering Services [in the amount of \$193,132.00] commencing on May 10, 2022]".