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

THROUGH: Eric Crump, Division Director, Operations, Community Services Department, 328-2182, ecrump@washoecounty.us

SUBJECT: Recommendation to award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Washoe County Trail and Reconstruction Project [staff recommends Sierra Sports Marketing LLC dba Sierra Trail Works, in the amount of $202,051]. (All Commission Districts.)

SUMMARY

The Washoe County Parks Flood Damage Repair project consists of repair and reconstruction of flood damaged trails within twelve Washoe County Parks & Open Space parcels, including Ballardini Ranch Trailhead, Bartley Ranch Regional park, Browns Creek Trail, Crystal Peak Park, Dorostkar Park, Galena Creek Trails at Callahan Ranch Park, Hidden Valley Regional Park, Huffaker Hills Trailhead, Lockwood Trailhead, Lower Thomas Creek Trail, Lower Whites Creek Trail and Rancho San Rafael Regional Park.

Sealed bids for the Washoe County Trail and Reconstruction Project were opened on March 5, 2018. The list of bids received for the project is as follows:

Washoe County Trail and Reconstruction Project	
Bidder	**Amount**
Sierra Trail Works	$202,051
Engineer's Estimate	**$175,000**

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.

AGENDA ITEM # _____

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 $202,051 for FL011702.853 – WASHG11-County Trails and Reconstruction project 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 Washoe County Trail and Reconstruction Project [staff recommends Sierra Sports Marketing LLC dba Sierra Trail Works, in the amount of $202,051].

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 Washoe County Trail and Reconstruction Project [staff recommends Sierra Sports Marketing LLC dba Sierra Trail Works, in the amount of $202,051]."