



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: December 16, 2025

DATE: December 07, 2025

TO: Board of County Commissioners

FROM: Cadence Matijevich, Government Affairs Liaison, 775-328-2077,
cmatijevich@washocounty.gov

THROUGH: Kate Thomas, Washoe County Manager

SUBJECT: Recommendation to approve the award of a contract resulting from Request for Proposal (RFP) 3285-26 for Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study to the most responsive and responsible bidder, Emergent Global Solutions, Inc. The contract will be awarded for a one-year term period of January 1, 2026, to December 31, 2026, in an amount not to exceed [\$380,935.54], with the cost of the contract to be shared equally between Washoe County, the City of Reno, and the City of Sparks total estimated cost to Washoe County of [\$126,978.52], and recommendation to approve the use of General Fund Contingency in the amount of [\$380,935.54] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for the Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study; and if approved, authorize the Washoe County Manager or her designee to proceed with contract negotiations with Emergent Global Solutions, Inc. consistent with the terms of the RFP and Emergent Global Solutions, Inc.'s proposal, and to authorize the Washoe County Purchasing and Contracts Manager to execute the resulting Professional Services Agreement and related documents; and to direct Finance to make the appropriate budget appropriation transfers. [Total Fiscal Year impact \$380,935.54; net fiscal impact \$-0-] (All Commission Districts.) FOR POSSIBLE ACTION

SUMMARY

At the September 4, 2025, meeting of the Regional Fire Services Study Board (RFSSB), the RFSSB directed the release of a Request for Proposal (RFP) to solicit one or more consultants to assist the Board in carrying out its duties required under Senate Bill 319 of the 83rd Session of the Nevada Legislature.

On September 15, 2025, the Washoe County Purchasing Division released RFP 3285-26, Regional Fire and EMS Feasibility, Efficiency, and Service Enhancement Study. Nine (9)

AGENDA ITEM # _____

proposals were received from the following firms: AP Triton Consulting LLC, Baker Tilly, Beyond Lucid Technologies Inc., Black Swan Consulting Inc., Citygate Associates, Emergent Global Solutions Inc., Jensen Hughes, Mission Critical Partners LLC, and Rand Corporation.

Proposals were opened in the offices of the Washoe County Comptroller on October 27, 2025, and subsequently evaluated by a panel of nine (9) subject matter experts in accordance with the criteria set forth in the RFP.

Upon completion of the evaluation process, Emergent Global Solutions, Inc. was determined to have met the requirements and achieved the highest overall score. Their proposal, submitted in partnership with Ardenis Solutions, LLC, demonstrated strong qualifications, relevant experience, and a detailed methodology aligned with the Regional Fire Services Study Board's objectives as established in the RFP.

It is recommended that the Board approve the award of a contract resulting from RFP 3285-26 for Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study to the most responsive and responsible bidder, Emergent Global Solutions, Inc. in an amount not to exceed \$380,935.54, and to approve the use of General Fund Contingency in the amount of [\$380,935.54] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for the Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study; and to authorize the Washoe County Manager or her designee to proceed with contract negotiations with Emergent Global Solutions, Inc. consistent with the terms of the RFP and Emergent Global Solutions, Inc.'s proposal, and authorize the Washoe County Purchasing and Contracts Manager to execute the resulting Professional Services Agreement and related documents; and direct Finance to make the appropriate budget appropriation transfers..

PREVIOUS ACTION

On July 15, 2025, the Board approved the Interlocal Agreement between Washoe County, the City of Reno, and the City of Sparks to establish the RFSSB as required by Senate Bill 319 (SB319) of the 83rd Session of the Nevada Legislature. The Interlocal Agreement establishes Washoe County as the administrative lead for the RFSSB, including managing contracts or consultant support. Additionally, the interlocal agreement establishes that the parties shall share equally in the cost of the study, including consultant fees, materials and administrative expenses, unless the Board recommends and the Parties agree to an alternative cost-sharing formula.

BACKGROUND

SB319, passed during the 83rd Session of the Nevada Legislature and approved by Governor Lombardo on June 9, 2025, requires Washoe County, the City of Reno, and the City of Sparks to jointly establish a board by interlocal agreement to study regional fire and emergency services options. The RFSSB is the board resulting from the required interlocal agreement. The bill requires that not later than December 31, 2026, the board prepare a written report for transmission to the Washoe County Board of County

Commissioners, Reno City Council and Sparks City Council with the results and recommendations of the board and any recommendation for legislation.

FISCAL IMPACT

Emergent Global Solutions, Inc. submitted a cost proposal totaling \$380,935.54.

- Total Hours: 1,880
- Total Direct Costs: \$368,729
- Total Indirect Costs: \$12,206
- Total Cost: \$380,935.54

The contract amount will be established not to exceed \$380,935.54. In accordance with Article 5 of the Interlocal Agreement between Washoe County, the City of Reno, and the City of Sparks establishing the RFSSB, the cost of this contract will be shared equally by Washoe County, the City of Reno, and the City of Sparks. Washoe County's share of the cost of the contract will be \$126,978.52.

Fiscal impact of this action is limited to a one-time transfer from the General Fund Contingency to the Office of the County Manager for Fiscal Year 26, in accordance with the procedures and restrictions set forth in Nevada Revised Statute (NRS) 354.598005. The requested transfer is designed to augment expenditure authority for the specific purpose initiating the legislative mandate for the feasibility, efficiency and service enhancement study, thereby enabling the County to address the need without exceeding the total appropriations for the fiscal year. This approach is consistent with established County practice for managing unforeseen but essential expenditure and ensures that the County remains in compliance with statutory budgetary requirements. The Finance Department will process the necessary budget appropriation transfers to effectuate this action, and all adjustments will be made within the existing approved budget for Washoe County.

If approved, the use of General Fund contingency in account 101820-710100 and the associated budget appropriation transfers are anticipated to bring the budget into alignment with actual and/or anticipated expenditures for Fiscal Year 2026 (FY26) for the items outlined above. All adjustments are within the existing approved budget for Washoe County and are summarized in the following table.

General Fund Contingency Transfer:

Fund/Function	Department/ Expenditure/Transfer	Cost Object(s)/ G-L Account(s)	Budget Change
General Fund (F100)	Contingency Funds		
General Government	Contingency	189000- 820000	(\$380,935.54)
General Government	Office of the County Manager – Government	101820- 710100	\$380,935.54

	Affairs		
<i>NET TOTAL</i>			<i>-\$0.00-</i>
Contract costs to be billed to City of Reno/City of Sparks			\$253,957.02
<i>Net Total Washoe County Contract Cost</i>			<i>\$126,978.52</i>

*Upon approval, Finance will need to process all budget appropriation transfers as outlined above, prior to June 30, 2026.

RECOMMENDATION

It is recommended that the Board approve the award of a contract resulting from Request for Proposal (RFP) 3285-26 for Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study to the most responsive and responsible bidder, Emergent Global Solutions, Inc. in an amount not to exceed \$380,935.54, and to approve the use of General Fund Contingency in the amount of [\$380,935.54] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for the Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study; and authorize the Washoe County Manager or her designee to proceed with contract negotiations with Emergent Global Solutions, Inc. consistent with the terms of the RFP and Emergent Global Solutions, Inc.'s proposal; and authorize the Washoe County Purchasing and Contracts Manager to execute the resulting Professional Services Agreement and related documents; and direct Finance to make the appropriate budget appropriation transfers.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be "Move to approve the award of a contract resulting from Request for Proposal (RFP) 3285-26 for Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study to the most responsive and responsible bidder, Emergent Global Solutions, Inc. in an amount not to exceed \$380,935.54, and to approve the use of General Fund Contingency in the amount of [\$380,935.54] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for the Regional Fire and EMS Feasibility, Efficiency and Service Enhancement Study; and authorize the Washoe County Manager or her designee to proceed with contract negotiations with Emergent Global Solutions, Inc. consistent with the terms of the RFP and Emergent Global Solutions, Inc.'s proposal; and authorize the Washoe County Purchasing and Contracts Manager to execute the resulting Professional Services Agreement and related documents; and direct Finance to make the appropriate budget appropriation transfers."

