



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: December 9, 2025

DATE: November 7, 2025

TO: Board of County Commissioners

FROM: Dwayne Smith, Division Director, Engineering & Capital Projects
Community Services, 775-328-2043, desmith@washoecounty.gov

THROUGH: Eric Crump, Director, Community Services Dept., 775-328-3625,
ecrump@washoecounty.gov

SUBJECT: Recommendation to: (1) award a bid and approve the Agreement to the lowest responsive, responsible bidder for the 350 South Center 1, 3-6 Floor LED Retrofit Project, PWP-WA-2026-044 [staff recommends Electrical Solutions LLC., in the amount of \$516,250.00]; which includes all three of the Bid Alternates; and (2) [approve a project contingency fund in the amount of \$51,625.00, for a total project cost not to exceed \$567,875.00]. This capital project is the Washoe County Liberty Building, encompassing the 1st, 3rd, 4th, 5th, and 6th floors, as well as the penthouse/roof level, and stairwells with the goal of modernizing lighting systems, improving energy efficiency, and enhancing the quality of the workspace environment. The project will replace outdated lighting fixtures with high-efficiency LED alternatives and install a wireless control system, targeting a minimum 50% reduction in lighting energy consumption and compliance with current code requirements. (Commission District 3.) FOR POSSIBLE ACTION

SUMMARY

The staff is requesting that the Board of County Commissioners (Board) approve the 350 S Center 1, 3-6 Floor LED Retrofit Project. This project is a comprehensive lighting retrofit for the Washoe County Liberty Building, encompassing the 1st, 3rd, 4th, 5th, and 6th floors, as well as the penthouse/roof level, with the goal of modernizing lighting systems, improving energy efficiency, and enhancing the quality of the workspace environment. The project will replace outdated lighting fixtures with high-efficiency LED alternatives and install a wireless control system, targeting a minimum 50% reduction in lighting energy consumption and compliance with current code requirements. The scope of work also includes demolition of existing equipment, installation of new fixtures and controls, and quality testing throughout the process. Bid alternates include penthouse and stairwell lighting replacements, as well as Cat-6a cabling installation for IT infrastructure upgrades. The project will be executed floor by floor to minimize disruption to building occupants, with coordination and communication plans required for each phase. The project was advertised on October 7, 2025, with bids

AGENDA ITEM # _____

reviewed and opened on November 6, 2025. The following bids were received and are summarized in the chart below:

350 S Center 1, 3-6 Floor LED Retrofit Project – Bid Summary

Company Name	Total Amount of Bid
Electrical Solutions, LLC	\$516,250.00 (low bid)
Triumph Electrical, LLC	\$557,300.00
Engineer’s Estimate	\$550,000.00

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

PREVIOUS ACTION

On May 20, 2025, the Board adopted the Washoe County Final budget for Fiscal Year 2026 as well as adopting the Capital Improvement Plan (CIP) for Fiscal Years 2026-2030.

BACKGROUND

The 350 S Center 1, 3-6 Floor LED Retrofit Project is a major facilities improvement initiative undertaken by Washoe County to modernize and enhance the lighting systems within the Liberty Building, located at 350 South Center Street in Reno, Nevada. The project is part of a broader, multi-year effort to address aging infrastructure, improve energy efficiency, and support the County’s long-term operational and sustainability goals.

Washoe County previously completed a 2nd floor VAV (HVAC) replacement and LED lighting retrofits on the 2nd floor and a portion of the 1st floor at the Liberty Building, 350 S. Center Street. These upgrades resulted in an estimated 35–40 percent reduction in electrical costs, providing measurable energy savings and improved system performance. The successful completion of these projects established a proven foundation for the County’s ongoing energy-efficiency and facility modernization initiatives at this location.

Historical Summary and Project Intent

The Liberty Building, constructed in the 1970s, serves as a central hub for various County departments, including Human Services, Public Defender, and Alternate Public Defender, among others. Over the decades, the building has experienced increasing maintenance costs and operational inefficiencies, particularly related to outdated lighting systems and controls. The need for a comprehensive lighting retrofit was identified through ongoing facilities assessments and was prioritized in the County’s Capital Improvement Plan (CIP) as a means to reduce energy consumption, lower utility costs, and provide a safer, more comfortable environment for staff and visitors.

The intent of the LED retrofit project is to replace legacy lighting fixtures and controls with modern, high-efficiency LED systems and advanced wireless controls. This approach is designed to achieve significant reductions in energy use, extend the useful life of building systems, and ensure compliance with current building codes and standards. The project also aims to minimize disruption to building occupants by sequencing work floor-by-floor and coordinating closely with department stakeholders throughout construction.

FISCAL IMPACT

Sufficient budget authority for this bid award and contingency is available in the FY26 budget in the Capital Improvement Fund (402), in the 350 S Center LED Retrofit project (PW925000), Construction Contracts (781080).

RECOMMENDATION

It is recommended the Board of County Commissioners: (1) award a bid and approve the Agreement to the lowest responsive, responsible bidder for the 350 South Center 1, 3-6 Floor LED Retrofit Project, PWP-WA-2026-044 [staff recommends Electrical Solutions LLC., in the amount of \$516,250.00]; which includes all three of the Bid Alternates; and (2) [approve a project contingency fund in the amount of \$51,625.00, for a total project cost not to exceed \$567,875.00]. This capital project is the Washoe County Liberty Building, encompassing the 1st, 3rd, 4th, 5th, and 6th floors, as well as the penthouse/roof level, and stairwells with the goal of modernizing lighting systems, improving energy efficiency, and enhancing the quality of the workspace environment. The project will replace outdated lighting fixtures with high-efficiency LED alternatives and install a wireless control system, targeting a minimum 50% reduction in lighting energy consumption and compliance with current code requirements.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to: (1) award a bid and approve the Agreement to the lowest responsive, responsible bidder for the 350 South Center 1, 3-6 Floor LED Retrofit Project, PWP-WA-2026-044 [staff recommends Electrical Solutions LLC., in the amount of \$516,250.00]; which includes all three of the Bid Alternates; and (2) [approve a project contingency fund in the amount of \$51,625.00, for a total project cost not to exceed \$567,875.00]."