



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: May 22, 2018

**DATE:** April 23, 2018

**TO:** Board of County Commissioners

**FROM:** Dennis Troy, Park Planner, Engineering and Capital Projects,  
Community Services Department, 328-2059, [dtroy@washoecounty.us](mailto:dtroy@washoecounty.us)

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

**SUBJECT:** Recommendation to approve a contract amendment, Amendment No. 1 that expands the services Wood Rodgers, Inc. will perform and correspondingly increases Wood Rodgers, Inc. compensation [in the amount of \$84,940, from \$99,910 to \$184,820] under the agreement between Washoe County and Wood Rodgers, Inc. to prepare the Washoe County Regional Parks Master Plan. (All Commission Districts.)

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### SUMMARY

In June of 2012, Washoe County entered into a professional services contract with Wood Rodgers, Inc. to prepare the Washoe County Parks Master Plan. Shortly thereafter, discussions at the State began regarding amendments to NRS 278.4983 (Residential Construction Tax). The Washoe County Master Planning efforts shifted towards facility inventory and data collection. Any amendment of NRS 278 was likely to change the content of the Master Plan. Efforts moved forward to collect baseline data for all Washoe County Park Facilities. Other tasks within the original scope of work were placed on hold while the legislature discussed possible changes.

In 2015, NRS 278.4983 was amended. Once the amendments were adopted and implemented, Washoe County reassessed the original scope of work and determined that amendments would be needed in order to complete the Master Plan. A portion of the original funding had been exhausted preparing the inventory of park facilities. Additional funds were needed to finish the Master Planning process. In 2017, the Master Plan process was restarted and the public process commenced. A new revised scope of work was requested from Wood Rodgers, Inc. to complete the Master Plan process.

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

### PREVIOUS ACTION

On June 25, 2012, the Washoe County Purchasing Manager executed an Agreement for professional services in the amount of \$99,910 with the consultant, Wood Rodgers, Inc., for master planning services and preparation of the Washoe County Parks Master Plan.

AGENDA ITEM # \_\_\_\_\_

## **BACKGROUND**

The Washoe County Regional Parks Master Planning project consists of professional planning services to: analyze residential buildout trends and park levels of service standards, create a framework for improvements to existing facilities, identify an investment strategy for improvements in new and existing facilities and identify and recommend limitations in the current Residential Construction Tax structure.

The previous Washoe County Regional Parks Master Plan was prepared in 1988. The development of this new master plan will help guide the future development and investment within parks throughout Washoe County for years to come.

## **FISCAL IMPACT**

Funding for the increase in the Washoe County Regional Parks Districts Master Planning services contract will come from collected and available residential construction tax in the Parks Capital Fund 404. Expenditure by sub district is broken down as follows:

| <b>District</b> | <b>Amount</b>      | <b>Cost Center</b> | <b>Account</b> |
|-----------------|--------------------|--------------------|----------------|
| 1A              | \$ 5,336.13        | C900110            | 710100         |
| 1B              | 5,336.13           | C900120            | 710100         |
| 1C              | 5,336.13           | C900130            | 710100         |
| 1D              | 5,336.13           | C900140            | 710100         |
| 2A1             | 5,336.13           | C900200            | 710100         |
| 2A2             | 5,336.13           | C900210            | 710100         |
| 2A3             | 4,674.49           | C900220            | 710100         |
| 2A4             | 5,336.14           | C900230            | 710100         |
| 2A5             | 5,336.14           | C900240            | 710100         |
| 2A6             | 5,336.14           | C900250            | 710100         |
| 2A7             | 5,336.14           | C900260            | 710100         |
| 2A8             | 5,336.14           | C900268            | 710100         |
| 2B              | 5,336.14           | C900270            | 710100         |
| 2C              | 5,336.14           | C900280            | 710100         |
| 3A              | 193.47             | C900310            | 710100         |
| 3B              | 5,336.14           | C900320            | 710100         |
| 3C              | 5,336.14           | C900330            | 710100         |
| <b>Total</b>    | <b>\$84,910.00</b> |                    |                |

The additional services costs are accounted for in the FY2019 Budget.

## **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a contract amendment, Amendment No. 1 that expands the services Wood Rodgers, Inc. will perform and correspondingly increases Wood Rodgers, Inc. compensation [in the amount of \$84,940, from \$99,910 to \$184,820] under the agreement between Washoe County and Wood Rodgers, Inc. to prepare the Washoe County Regional Parks Master Plan.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be. "Move to approve a contract amendment, Amendment No. 1 that expands the services Wood Rodgers, Inc. will perform and correspondingly increases Wood Rodgers, Inc. compensation [in the amount of \$84,940, from \$99,910 to \$184,820] under the agreement between Washoe County and Wood Rodgers, Inc. to prepare the Washoe County Regional Parks Master Plan."