



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: January 22, 2019

DATE: Wednesday, February 06, 2019

TO: Board of County Commissioners

FROM: Jackie Bryant, District Court Administrator and Clerk of the Court

SUBJECT: Recommendation to acknowledge GSD Nevada LLC, hereafter GSD, as an ongoing professional services provider for the Washoe County District Court Courthouse Project. The contract rate annualized is \$90,000, plus \$18,000 in costs for a total of \$108,000. Currently, the GSD contract is being paid out of District Court IO 20326. We will continue to pay for the GSD contract under this IO through June 30, 2019. For the period July 01, 2019 through June 30, 2024, the GSD contract should be paid under Capital Expansion Account IO 920301, Fund 402-0. District Court (All Commission Districts.)

SUMMARY

Washoe County and the Second Judicial District Court (Court) have been studying the long-term Court facility needs in Washoe County. GSD is providing professional services in support of this project. GSD's contract will be on-going and is exempt from the competitive bidding process under NRS 332.115(1)(b).

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

No previous action.

BACKGROUND

Washoe County and the Court have been studying the long-term Court facility needs in Washoe County. GSD was initially hired as an independent professional services contractor on July 01, 2017, (contract attached) to provide pre-development management services including public/private financing options and analysis, as well as project and infrastructure planning. The initial term of the contract was four months at a rate of \$7,500 per month, plus costs not to exceed 20% of cumulative engagement fees. GSD's contract was renewed on February 01, 2018, (contract attached) for a term not to exceed nine months with exact payment terms.

AGENDA ITEM # _____

The Washoe County District Court Courthouse Project is anticipated to continue for the next several years. As such, services provided by GSD will also be required. GSD's contract is not adapted to award by competitive bid due to the nature of the professional services provided. The services provided are exempt under NRS 332.115(1)(b).

FISCAL IMPACT

GSD's contract rate is \$7,500 per month, plus costs not to exceed 20% of the cumulative engagement. The contract rate annualized is \$90,000, plus \$18,000 in costs for a total of \$108,000. Currently, the GSD contract is being paid out of District Court IO 20326. We will continue to pay for the GSD contract under this IO through June 30, 2019. For the period July 01, 2019 through June 30, 2024, the GSD contract should be paid under Capital Expansion Account IO 920301, Fund 402-0. We request the spending authority in this account be increased by \$108,000 for each fiscal year to pay for this contract.

RECOMMENDATION

It is recommended that the Board of County Commissioners acknowledge GSD Nevada LLC, hereafter GSD, as an ongoing professional services provider for the Washoe County District Court Courthouse Project. The contract rate annualized is \$90,000, plus \$18,000 in costs for a total of \$108,000. Currently, the GSD contract is being paid out of District Court IO 20326. We will continue to pay for the GSD contract under this IO through June 30, 2019. For the period July 01, 2019 through June 30, 2024, the GSD contract should be paid under Capital Expansion Account IO 920301, Fund 402-0. (All Commission Districts.).

POSSIBLE MOTION

Should the Board agree with this recommendation, a possible motion would be: Move to acknowledge GSD Nevada LLC as an ongoing professional services provider for the Washoe County District Court Courthouse Project. The contract rate annualized is \$90,000, plus \$18,000 in costs for a total of \$108,000. Currently, the GSD contract is being paid out of District Court IO 20326. We will continue to pay for the GSD contract under this IO through June 30, 2019. For the period July 01, 2019 through June 30, 2024, the GSD contract should be paid under Capital Expansion Account IO 920301, Fund 402-0. (All Commission Districts.)