



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: February 12, 2019

**DATE:** January 11, 2019

**TO:** Board of County Commissioners

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**SUBJECT:** Recommendation to approve interfund appropriation transfers for a higher than anticipated bid for the construction of the roof screen structure at the Human Services Family Engagement Center (aka Visitation Center) [\$58,410]; and, if approved, direct the Comptroller's Office to make the appropriate appropriation transfers [net impact to County Budget is zero]. (Commission District 4.)

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### SUMMARY

The Human Services Family Engagement Center (aka Visitation Center) Renovation project consisted of the complete renovation of the nearly 6,200 square foot building and adjacent site located at 905 E. Prater Way in Sparks, Nevada. Scope of renovation included a complete new roof system. During construction it was identified that the wood materials of the previously existing roof screen which surrounded the mechanical well had deteriorated to a point that it could not be salvaged. As a result, the screen wall was demolished with the anticipation that permitting agency (City of Sparks) would require the County to reconstruct per their Building Code.

The scope of work for this request includes construction of a roof screen wall around the perimeter of the mechanical well.

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

### PREVIOUS ACTION

On June 26, 2018, the Board of County Commissioners (Board) approved interfund appropriation transfers to track certain grant and capital funds for unanticipated structural reinforcement and furniture, fixtures, and equipment related to the Human Services Visitation Center Renovation Project in the amount of \$64,398.41.

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

On May 22, 2018, the Board approved the Capital Improvements Plan for Fiscal Years 2019-2023, which includes the subject project identified as CPS Visitation Center for a total of \$50,000.

On May 23, 2017, the Board awarded and approved a bid to Reyman Brothers Construction, Inc. in the amount of \$1,100,000.00 along with approving and directing the Comptroller to make interfund appropriation transfers to track certain grant and capital funds.

On March 14, 2017, the Board approved interfund appropriation transfers to track certain grant and capital funds (net impact to County Budget is zero). A total of \$594,539.07 (\$504,000.00 from FY VOCA and \$90,539.07 from Fund 221-Indigent Levy) transferred to the Capital Improvement Fund for the Visitation Center project.

On February 24, 2017, the Community Services Department Director executed a Construction Agreement to the lowest responsive, responsible bidder to perform demolition services for the WCSS Visitation Center Renovation Project. Agreement for services was between Washoe County and Quality Demolition Co. in the amount of \$28,865.00.

On February 24, 2017, the Community Services Department Director executed a Construction Agreement to the lowest responsive, responsible bidder to perform asbestos abatement services for the WCSS Visitation Center Renovation Project. Agreement for services was between Washoe County and Advanced Installations, Inc. in the amount of \$32,500.00.

On January 10, 2017, the Board approved an agreement for Professional Consulting Services between Washoe County and MBA Architecture & Interior Design to provide design and engineering services in the amount of \$116,610 for the visitation center.

On October 25, 2016, the Board approved the terms of purchase for the property located at 905 E. Prater Way, Sparks, Nevada for use by the Child Protective Services as a family visitation center in the amount of \$535,000; and authorized the Chair to act on behalf of Washoe County to execute and deliver any and all instruments and funds, including without limitation, contracts, agreements, notices, escrow instructions, closing documents and all other documents as may be necessary or appropriate to accomplish the acquisition of the property located at 905 E. Prater Way, Sparks, Nevada.

On July 26, 2016, the Board approved staff to proceed with the selection of a building for use by the Child Protective Services as a family visitation center and authorized the Director of Social Services, Director of Community Services, and the District Attorney's Office to negotiate a potential acquisition; approved up to \$20,000 for a refundable earnest deposit for the building of interest; and authorized the Director of Social Services to approve any due diligence needed, including a Phase I environmental study, appraisals, and inspections necessary, up to \$21,000, (for a total cost not to exceed \$41,000); and if the acquisition was acceptable, directed staff to return to the Board for review of the terms and final approval of the acquisition.

## **BACKGROUND**

The goal of the family visitation center is to facilitate a more family friendly environment, where families can visit with their children in foster care. Washoe County Human Services Agency's (WCHSA) goal is to preserve families whenever possible. The visitation center will allow for families and staff to work together in a non-office setting, creating a safe, family friendly, home-like environment for families to grow and learn, while they transition through their child's safety plan.

The concept for scheduling visitation at the center includes family visits that would be facilitated, monitored and supervised by trained foster parent facilitators and volunteers. The Department practices a visitation model that engages both the child's natural family caregivers (biological parents) and their substitute caregivers - often foster parents or relatives. This practice is based on a model developed by the University of Delaware known as Attachment and Bio-behavioral Catch-Up for Visitation or ABC-V. This visitation practice has been studied and implemented through the Youth Law Center at the Department with very positive results such as reducing the number of placements and decreasing the time to reunification. As required, the first five visits for the ABC-V cases would remain at the current 350 S. Center Child Welfare location so that the assigned Social Worker, Human Support Specialist and Foster Parent could still assess safety, provide the information and parent training for ABC-V and to ensure appropriate observation and open communication. The first five visits generally take place within two-three weeks of removal of the child from the home, at which time, if deemed appropriate, the visits could be transitioned to the visitation center as an offsite option for families and foster parents.

NRS 354.598005(5) provides that "budget appropriations may be transferred between functions, funds or contingency accounts . . . if such a transfer does not increase the total appropriation for any fiscal year and is not in conflict with other statutory provisions". Thus, transfers of appropriations between functions or programs within a fund (cross-functional transfers) or between funds (interfund transfers) or from a contingency account require approval of the governing body.

## **FISCAL IMPACT**

Resources are needed to cover a higher than anticipated bid for the roof screen structure at the Human Services Family Engagement Center (aka Visitation Center). The bid came in \$8,410 higher than the approved FY19 project budget at \$58,410. The following transfers are required to be added to the current project budget. All adjustments are within the existing FY19 approved budget for Washoe County:

<b>Fund/Function</b>	<b>Department/Expenditure</b>	<b>Budget Change</b>
Indigent Fund (Fund 221)	CC 210100-710585 Undesignated Budget	\$(8,410.00)
Indigent Fund (Fund 221)	CC 210100-814092 Transfer to PW Construction	\$ 8,410.00
Capital Impr Fund (Fund 402)	PW920708-622021 Transfers from Indigent	\$8,410.00
Capital Impr Fund (Fund 402)	PW920708-781002 Bldg and Impr Capital	\$8,410.00

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve interfund appropriation transfers for a higher than anticipated bid for the construction of the roof screen structure at the Human Services Family Engagement Center (aka Visitation Center) [\$58,410]; and, if approved, direct the Comptroller's Office to make the appropriate appropriation transfers (net impact to County Budget is zero).

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve interfund appropriation transfers for a higher than anticipated bid for the construction of the roof screen structure at the Human Services Family Engagement Center (aka Visitation Center) [\$58,410]; and, if approved, direct the Comptroller's Office to make the appropriate appropriation transfers (net impact to County Budget is zero)."