



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE: September 24, 2019**

**DATE:** August 9, 2019

**TO:** Board of County Commissioners

**FROM:** Bill Wardell, Project Manager,  
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**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: (1) award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Historic Huffaker Schoolhouse Re-roof Project [staff recommends Alpine Roofing Co., Inc., in the amount of \$99,178]; and if awarded, (2) approve the purchase of roofing materials from Garland, DBS [in the amount of \$32,885.03] utilizing Cobb County Georgia Bid No. 14-5903 pursuant to the joinder provision of NRS 332.195; and (3) approve a separate \$5,000 project contingency fund. (Commission District 2.)

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### **SUMMARY**

This project is generally described as the removal of the existing wood shake roofing from the Historic Huffaker Schoolhouse Roof and upgrade of the existing structural sheathing and installation of a new membrane and metal roofing to match the historic character of the structure.

Sealed bids for the installation of new roofing material for the Historic Huffaker Schoolhouse Re-roof Project were opened on June 20, 2019. No bids were received for the project. As a result, an informal request was sent out to four roofing contractors and one proposal was received from Alpine Roofing Co, Inc. in the amount of \$99,178.00. The other three proposers sent formal response via email of their intent to not propose on the project.

The Community Services Department is also seeking approval to purchase all roofing materials necessary for the Project and to join on the Cobb County, Georgia's bid award to Garland DBS, Inc. (Garland) under Contract # 14-5903 which was approved by the Cobb County Georgia Commission on July 22, 2014. Through a competitive public process, Garland was selected as the lowest, responsible and responsive bidder for the advertised "Roofing Supplies and Services, Waterproofing and Related Products and Services Bid" (#14-5903), bids opened on March 27, 2014. The term of the agreement is three years (January 1, 2015 thru December 31, 2017) with options to renew for two (2) additional one (1) year periods which has been extended through December 31, 2019.

The contingency fund in the amount of \$5,000 is requested since the remodel work is being performed on a Historic Structure and may be required to address unknown factors

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

and conditions related to the roof structures conditions. A contingency fund allows for quick responses to unforeseen circumstances during construction which, if not addressed quickly, may result in project delays with greater project costs. Any remaining funds will remain with the funding source after project close-out.

AB332 legislation passed in 2015 amending NRS 338 requires the County to pay sales tax on materials purchased for installation by a contractor. The procurement of roofing materials from Garland, DBS for use on this project will be in compliance with NRS 332 and 338 and requires Washoe County to pay sales tax of \$2,415.03 which is included within the purchase price of \$32,885.03.

Staff has verified in the System for Award Management Exclusions that no bidder is excluded from receiving federal government contracts as a result of being debarred; thus, none of the bidders is prohibited by NRS 338.017(2) from being awarded a public works contract.

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

### **PREVIOUS ACTION**

On May 21, 2019 the Board of County Commissioners approved the County Manager's recommended Capital Improvement Plan (CIP) for Fiscal Years 2020-2024.

### **BACKGROUND**

The Historic Huffaker Schoolhouse (HHS) was built in 1867. Granville Huffaker deeded one acre of his 500 acre ranch to the Washoe County School District for Huffaker School to operate. Children of the ranch families surrounding his ranch attended the school and it operated as a one room schoolhouse until 1951, when it was moved from the Huffaker Ranch to the Neil Road Fish Hatchery.

The Huffaker Restoration Committee was formed and raised funds to move the building to Bartley Ranch Park in 1992. With the help of the Friends of Old Huffaker School, the one room schoolhouse was restored and re-opened to the public in 1997 as a reservable facility.

The condition of the existing wood shake roof has deteriorated over the 20 years since the classroom was relocated and restored. This has led to multiple roof leaks including an identified leak from the bell tower. The structure of the existing roof is inadequate to withstand the loading required by current code and needs to be upgraded with new plywood sheathing to withstand these loads. The new roof will carry a 30 year roofing warranty from the manufacturer.

Many community members reserve the Historic Huffaker School House for weddings, baby showers, and other social gatherings each year. The roofing project will preserve this unique and historic facility for future generations.

### **FISCAL IMPACT**

FY20 has sufficient budget authority in the in the amount of \$176,000 in the Capital Improvement Fund (402) in Historic Huffaker School House (PW920853). The combined cost for the installation agreement plus the purchase of materials is \$132,063.03 and with the contingency authorization is \$137,063.03.

### **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 Historic Huffaker Schoolhouse Re-roof Project [staff recommends Alpine Roofing Co., Inc., in the amount of \$99,178]; and if awarded, (2) approve the purchase of roofing materials from Garland, DBS [in the amount of \$32,885.03] utilizing Cobb County Georgia Bid No. 14-5903 pursuant to the joinder provision of NRS 332.195; and (3) approve a separate \$5,000 project contingency fund.

### **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 Historic Huffaker Schoolhouse Re-roof Project [staff recommends Alpine Roofing Co., Inc., in the amount of \$99,178]; and if awarded, (2) approve the purchase of roofing materials from Garland, DBS [in the amount of \$32,885.03] utilizing Cobb County Georgia Bid No. 14-5903 pursuant to the joinder provision of NRS 332.195; and (3) approve a separate \$5,000 project contingency fund."