



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: September 24, 2019

**DATE:** September 4, 2019

**TO:** Board of County Commissioners

**FROM:** Brett Steinhardt, Project Manager, Engineering and Capital Projects  
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**THROUGH:** Dwayne Smith, P.E., Division Director, Engineering and Capital Projects  
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**SUBJECT:** Recommendation to acknowledge receipt of the Washoe County Administration Complex Masterplan Update prepared by Collaborative Design Studio and the Washoe County Sheriff's Office Master Plan prepared by Arrington Watkins Architects, LLC, (1) as professional recommendations for the long-term needs of these County facilities; and (2) provide direction to staff to explore financing and implementation strategies for the future needs identified within each Master Plan. (All Commission Districts.)

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### SUMMARY

The Community Services Department (CSD) Engineering and Capital Projects Division has completed two master plan updates for the two subject areas of the County. The Washoe County Administrative Complex Master Plan Update focused on the function and projected needs for the various services provided for the public and other portions of the County. The Washoe County Sheriff's Master Plan focused on the 911 Parr facility and the various services and needs provided to the public and other regional agencies from this facility. Executive summaries of each master plan update are attached to this staff report. Complete copies can be obtained from the Community Services Department, 1001 E. 9<sup>th</sup> Street, Reno, Nevada, and are also located on the CSD Engineering and Capital Projects website: [https://www.washoecounty.us/csd/engineering\\_capitalprojects/index.php](https://www.washoecounty.us/csd/engineering_capitalprojects/index.php)

With a focus on near-term and future needs, safety and work-place efficiency, the master plan studies outline options for a long-term strategy's capital investment needs to meet the demands placed on Washoe County for services provided at the Administration Complex and Sheriff's Office. The master plan reports analyzed existing information, future population growth, workspace needs and opportunities and subsequently developed comprehensive recommendations over a 20-year period with a focus on the next five-year capital improvement plan (CIP).

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

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

## **PREVIOUS ACTION**

On June 19, 2018, the Board approved an Agreement for Professional Consulting Services between Washoe County and Collaborative Design Studio for the Washoe County 9<sup>th</sup> Street Administration Complex Master Plan Update in the amount of \$270,590.

On July 25, 2000, the Board approved an agreement for Professional Consulting Services to Ganther Melby, LLC for the County Wide Facilities Master Plan Update.

On April 25, 2017, the Board approved an Agreement for Professional Consulting Services between Washoe County and Arrington Watkins for the Washoe County Sheriff's Office Master Plan in the amount of \$361,156, with a separate contingency fund in the amount of \$50,000, for the project.

In 2001, Washoe County performed a complete Facilities Master Plan which included the facilities located at 911 Parr Boulevard, with the exception of the Detention Center. The report provided a long-range strategy for the development and use of County facilities. The strategy considered the changing needs of the County government operations and the logical and cost-effective use of existing facilities to meet those needs. In 2008, the County commissioned a firm to prepare a Space Study Utilization report which studied the future development of the Washoe County Jail facilities at 911 Parr Blvd. Facilities included the three story Sheriff's Administration Building and the Jail.

## **BACKGROUND**

The Washoe County Administration Complex consists of five buildings, four of which are connected together plus the Senior Center, totaling 275,000 square feet of space from which customer services are provided. The existing buildings were constructed in the 1970's and 1980's. The Washoe County Administration Complex Master Plan Update is an important update to establish a 20 year strategic plan for capital investments and operations in response to changing service levels and increased population growth.

The Washoe County Sheriff's Office Detention Center was constructed in 1988 with a capacity of 448 beds. The facility was expanded in 1999 and included an additional housing unit with 256 beds. Portions of the facility were expanded in 2008 which included the addition of three housing units, a medical triage center, E-Kitchen, and Laundry Facility. The 2008 expansion doubled the inmate capacity to a total bed count of 1301. The Washoe County Sheriff's Office Master Plan is also a strategic plan that addresses long term needs for the existing facility by evaluating anticipated changes as our area grows and service areas increase. With these increases operation needs and requirements also grow and require the County to proactively respond. In addition, the master plans create the framework for a 20-year Capital Improvement Plan (CIP) by providing capital investment recommendations. Ultimately master plans assist the County in identifying future infrastructure needs and improvements allowing for decisions to be made in the most cost-effective and timely manner.

**FISCAL IMPACT**

The master planning work defines anticipated capital investment needs. Any fiscal impact derived from the planning process will be identified through a vetted and prioritized capital improvements program that is reviewed and directed by the Board.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners acknowledge receipt of the Washoe County Administration Complex Masterplan Update prepared by Collaborative Design Studio and the Washoe County Sheriff's Office Master Plan prepared by Arrington Watkins Architects, LLC, (1) as professional recommendations for the long-term needs of these County facilities; and (2) provide direction to staff to explore financing and implementation strategies for the future needs identified within each Master Plan.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be "Move to acknowledge receipt of the Washoe County Administration Complex Masterplan Update prepared by Collaborative Design Studio and the Washoe County Sheriff's Office Master Plan prepared by Arrington Watkins Architects, LLC, (1) as professional recommendations for the long-term needs of these County facilities; and (2) provide direction to staff to explore financing and implementation strategies for the future needs identified within each Master Plan."