



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: December 10, 2019

DATE: November 7, 2019

TO: Board of County Commissioners

FROM: Dwayne Smith, P.E., Division Director, Engineering and Capital Projects
Community Services Department, 328-2043, desmith@washoecounty.us

THROUGH: Dave Solaro, Assistant County Manager

SUBJECT: Recommendation to approve a funding increase for the Agreement for Professional Consulting Services between Washoe County and NCE, Inc., [increasing the contract amount by \$70,200.00 for a total contract amount of \$170,192.00] to continue the Washoe County 2019 Inspection and Support Services Project. (All Commission Districts.)

SUMMARY

This item requests approval for an increase of funding for inspection and support services provided to Washoe County by NCE, Inc. (NCE). Funding this increase to the current contract by \$70,200 will meet the additional need for inspection services through June 30, 2020. There is no change to the scope, terms, unit rates or duration of the original agreement. This request recognizes Washoe County policy requiring approval by the Board of County Commissioners (Board) of contracts in excess of \$100,000.

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

PREVIOUS ACTION

On July 1, 2019, the Washoe County Purchasing and Contracts Manager issued a purchase order for the Agreement for Professional Consulting Services between Washoe County Community Services Department (CSD) and NCE, Inc., for the Washoe County 2019 Inspection and Support Services Project in the amount of \$99,992.00 with an agreement date through June 30, 2020.

On November 14, 2017, the Board approved Amendment No. 1 to the Agreement for Professional Consulting Services between Washoe County and NCE to continue the Washoe County 2017 Inspection and Support Services Project [\$62,400.00] through June 30, 2018.

AGENDA ITEM # _____

BACKGROUND

NCE professional consulting services for inspection and support from NCE provided to Washoe County include:

- Part-time (20 hours a week) Field Support for Encroachment/Excavation construction inspection for street cuts throughout the Truckee Meadows and Incline Village areas.
- Part-time (20 hours a week) Field Support for subdivision construction inspection. Inspections for subdivisions included: Blackstone Estates, Eagle Canyon Ranch Units 6, 7, and 8, Ladera Ranch Phase 1, Pebble Creek Estates Phase 2, Pyramid Ranch Annex Village 2, and Woodland Village Phase 22.
- Part-time (5 hours a month) Office Support for subdivision review plan reviews. Plan reviews for subdivisions included: Donovan Ranch Phase 7, Sun Mesa Phase 3, Golden Mesa South, Blackstone Estates Phase 2, and Woodland Village Phase 23.

NCE has elected to maintain the unit rates for all services as identified in the July 1, 2019 agreement.

Reasonable efforts were made by both NCE and Washoe County to reduce inspection costs to these projects. However, due to the activity of the multiple subdivisions being constructed at the same time throughout Washoe County, additional inspection services are recommended for the safety and oversight of these projects to verify that all potentially dedicated County infrastructure is constructed to County standards.

FISCAL IMPACT

Budget authority for this amendment exists in the Roads Special Revenue Fund (216) in Roads Capital (216003), Professional Services (710100).

RECOMMENDATION

It is recommended the Board of County Commissioners approve a funding increase for the Agreement for Professional Consulting Services between Washoe County and NCE, Inc., [increasing the contract amount by \$70,200.00 for a total contract amount of \$170,192.00] to continue the Washoe County 2019 Inspection and Support Services Project.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a funding increase for the Agreement for Professional Consulting Services between Washoe County and NCE, Inc., [increasing the contract amount by \$70,200.00 for a total contact amount of \$170,192.00] to continue the Washoe County 2019 Inspection and Support Services Project."