



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: November 10, 2020

**DATE:** October 9, 2020

**TO:** Board of County Commissioners

**FROM:** Bill Wardell, Project Manager, Engineering & Capital Projects  
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**THROUGH:** Dwayne Smith, P.E., Division Director, Engineering and Capital Projects  
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**SUBJECT:** Recommendation to: (1) award a bid and approve the Agreement to the lowest responsive, responsible bidder for the FY 21 Roof Restoration Project [staff recommends CTR Roofing, LTD., in the amount of \$116,000.00]; and if awarded, (2) approve the purchase of roofing materials from Garland, DBS [in the amount of \$504,228.18] utilizing Racine County, Wisconsin's Contract # PW1925 pursuant to the joinder provision of NRS 332.195; and (3) approve a separate \$30,000 project contingency fund. (Commission District 3.).

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### SUMMARY

This project is generally described as the complete roof restoration at various Washoe County locations associated with three different facilities. Facilities include the Washoe County Regional Animal Shelter (PW920404), the Regional Emergency Operations Center (PW920403) and the Regional Public Safety Training Center (PW920405). Restoration includes foam repair/replacement and complete installation of "LiquiTec" urethane coating roof membrane per contract documents.

Sealed bids for the roof restoration for the FY 2021 Roof Restoration Project were opened on October 6, 2020. The list of bids received for the project is as follows:

FY 21 Roof Restoration Project	
Bidder (Installation labor only)	Amount
Brazos Urethane, Inc.	\$367,179.00
CTR Roofing, LTD.	\$116,000.00
State Roofing Systems	\$157,934.81
Engineer's Estimate (Labor only)	\$350,000.00
Material Cost (Garland/DBS, Inc.)	\$504,228.18

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

The Community Services Department is also seeking approval to purchase all roofing materials necessary for the Project and to join on the Racine County, Wisconsin's bid award to Garland DBS, Inc. (Garland) under Contract # PW1925 which was approved by the Racine County, Wisconsin Commission on October 15, 2019. 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 contract 2019". The term of the agreement is five years (October 15, 2019 thru October 14, 2024) with option to renew for one (1) additional five (5) year period. Following the OMNIA Partners cooperative purchasing program requirements, Racine County acted as a principal procurement agency and competitively selected Garland allowing for a National Cooperative Contract from which other public agencies can benefit. OMNIA Partners was created through the merging of U.S. Communities and National IPA, both national purchasing organizations of which Washoe County has benefited from following Nevada Revised Statute requirements.

The contingency fund in the amount of \$30,000 is requested since the remodel work is being performed within existing facilities and may be needed to address unknown factors and 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 \$38,247.18 which is included within the purchase price of \$504,228.18.

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 July 14, 2020 the Board of County Commissioners (Board) approved the Capital Improvement Plan (CIP) for Fiscal Years 2021-2025.

### **BACKGROUND**

Based on reports of significant roof leaks and age of existing roofs, Washoe County staff, in conjunction with Garland/DBS, Inc., performed a thorough roof analysis of many of our facilities. It was determined that in order to avoid costly repairs in the future some of our existing roofs should be restored with a new watertight roof membrane system that is provided and warranted through Garland/DBS, Inc. It was also determined that in isolated areas the existing roofing materials have failed and bubbled, resulting in saturated insulation. In these areas it is recommended that a complete roof restoration consisting of foam repairs/replacements where required and complete installation of

“LiquiTec” urethane membrane coating for the entire roof surface be performed. This process results in an additional 15 year watertight roof warranty.

### **FISCAL IMPACT**

Restoration of roofs at the Washoe County Regional Animal Shelter, Regional Emergency Operations Center and Regional Public Safety Training Center are approved capital projects for Fiscal Year 2021. Fiscal Year 2021 has sufficient budget authority for the materials, labor and contingency in the Capital Improvement Fund (402) within the following projects:

PW920403	Emergency Operations Ctr Roof Restore	\$207,850
PW920404	Regional Animal Services Roof Restore	\$447,825
PW920405	Regional Public Safety Ctr Roof Restore	\$195,700

The combined cost for the installation agreement plus the purchase of materials is \$620,228.18 and with the contingency authorization is \$650,228.18.

### **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 FY 21 Roof Restoration Project [staff recommends CTR Roofing, LTD., in the amount of \$116,000.00]; and if awarded, (2) approve the purchase of roofing materials from Garland, DBS [in the amount of \$504,228.18] utilizing Racine County, Wisconsin’s Contract # PW1925 pursuant to the joinder provision of NRS 332.195; and (3) approve a separate \$30,000 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 FY 21 Roof Restoration Project [staff recommends CTR Roofing, LTD., in the amount of \$116,000.00]; and if awarded, (2) approve the purchase of roofing materials from Garland, DBS [in the amount of \$504,228.18] utilizing Racine County, Wisconsin’s Contract # PW1925 pursuant to the joinder provision of NRS 332.195; and (3) approve a separate \$30,000 project contingency fund..”