



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: October 22, 2024

**DATE:** September 13, 2024

**TO:** Board of County Commissioners

**FROM:** Dwayne Smith, P.E., Division Director, Engineering and Capital Projects  
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**THROUGH:** Eric Crump, Director,  
Community Services Dept., 775-328-3625, [ecrump@washoecounty.gov](mailto:ecrump@washoecounty.gov)

**SUBJECT:** Recommendation to reject the single bid received for the Washoe County Shade Structure Improvements for Fitness Courts Project, pursuant to Nevada Revised Statute 338.1385(6)(b), since the lowest bid received was deemed non-responsible, the single bid did not include the required bid proposal, prime contractor form, bid bond, prime contractors 5% list, disclosure of lobbying activities, or contract provisions for Washoe County contracts under federal awards and the 2-hour 1% list. The project was developed for the South Valleys and Rancho San Rafael Regional Parks to provide fitness courts with shade structures. (Commission Districts 2 and 3.)

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### SUMMARY

The Community Service Department, Engineering and Capital Projects Division advertised a capital project identified as the Shade Structure Improvements for Fitness Courts Project to be located at the existing fitness courts at the Rancho San Rafael Regional Park and the South Valleys Regional Park. The project scope included installing concrete footings and installation of the shade structures to cover each fitness court.

A single sealed bid was received and opened on June 12, 2024. After review, the bid was determined to be incomplete and deemed non-responsible and could not be accepted per NRS 338.1385 (6)(b). The single bid did not include the required bid proposal, prime contractor form, bid bond, prime contractors 5% list, disclosure of lobbying activities, contract provisions for Washoe County contracts under federal awards and the 2-hour 1% list. Upon approval of the rejection of bid, staff will immediately re-bid this project in conformance with NRS 338.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability: Long-term sustainability

### PREVIOUS ACTION

On April 25, 2023, the Board of County Commissioners (Board) amended allocation of American Rescue Plan Act (ARPA) funds through the Coronavirus State Fiscal Recovery

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

Fund and Coronavirus Local Fiscal Recovery Fund (SLFRF) for the National Fitness Courts project in a total amount of \$499,568 (an increase of \$187,568 over the \$312,000 allocated and approved by the Board on October 11, 2022) and directed the Comptroller's Office to make necessary net zero cross-fund and cross-functional budget appropriation transfers. Under this project, two fitness courts would be installed at Washoe County parks – one at Rancho San Rafael Regional Park and one at South Valleys Regional Park. Part of this amendment also included adding shade structures to each of the fitness court sites.

On October 11, 2022, the Board approved allocation of ARPA funds through the Coronavirus SLFRF in a total amount of \$312,000 to support installment of Project #40, National Fitness Courts at Rancho San Rafael and South Valleys Regional Park.

On October 11, 2022, the Board: 1) Accepted two National Fitness 2022 Renown Campaign Grants of \$50,000 each totaling [\$100,000; \$312,000 county match] for the purchase and installation of two fitness courts with a performance period from November 1, 2022 through September 30, 2023; and 2) Approved the purchase of two National Fitness Courts in the amount of \$307,000 to be located at Rancho San Rafael and South Valleys regional parks, as required by the grant terms and conditions.

For all Board of County Commissioner actions related to the American Rescue Plan Act Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds between July 20, 2021, and through June 2024, visit the Washoe ARPA webpage.

### **BACKGROUND**

The purpose of the project was to provide shade structures at Washoe County's Rancho San Rafael and South Valleys Regional Parks. These fitness courts support efforts to provide County residents with easily accessible state-of-the-art outdoor fitness courts. Local art is planned to be displayed on each of the two fitness courts.

### **FISCAL IMPACT**

There is no fiscal impact with the recommendation to reject the current bid as allowed under NRS 338.1385(6)(b).

### **RECOMMENDATION**

It is recommended the Board of County Commissioners reject the single bid received for the Washoe County Shade Structure Improvements for Fitness Courts Project, pursuant to Nevada Revised Statute 338.1385(6)(b), since the lowest bid received was deemed non-responsible, the single bid did not include the required bid proposal, prime contractor form, bid bond, prime contractors 5% list, disclosure of lobbying activities, or contract provisions for Washoe County contracts under federal awards and the 2-hour 1% list. The project was developed for the South Valleys and Rancho San Rafael Regional Parks to provide fitness courts with shade structures.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to reject the single bid received for the Washoe County Shade Structure Improvements for Fitness Courts Project, pursuant to Nevada Revised Statute 338.1385(6)(b), since the

lowest bid received was deemed non-responsible, the single bid did not include the required bid proposal, prime contractor form, bid bond, prime contractors 5% list, disclosure of lobbying activities, or contract provisions for Washoe County contracts under federal awards and the 2-hour 1% list. The project was developed for the South Valleys and Rancho San Rafael Regional Parks to provide fitness courts with shade structures.”