



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 23, 2026

DATE: May 22, 2026

TO: Board of County Commissioners

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

THROUGH: Eric Crump, Director, Community Services Dept., 775-328-3625, ecrump@washoecounty.gov

SUBJECT: Recommendation to authorize the Guaranteed Maximum Price 1 (GMP1) Agreement for the Washoe County Register of Voters (ROV) Longley Lane Remodel-GMP1 Project with Clark/Sullivan Constructors, Inc., doing business as Clark Sullivan Construction, the Construction-Manager-At-Risk (CMAR), [in the amount of \$3,180,760.00]; effective on July 1, 2026, and approve the installation of tenant improvements which includes demolition, concrete and fencing, carpentry, roofing, insulation, metal framing, drywall, doors and hardware, finishes, FRP, lockers, signage, metal racking, fire protection, plumbing, HVAC, and electrical systems. (Commission District 2.) FOR POSSIBLE ACTION

SUMMARY

The Community Services Department is requesting authorization for the Guaranteed Maximum Price 1 (GMP 1) Agreement, in support of the Washoe County Register of Voters (ROV) Longley Lane Remodel-GMP1 (Project). Authorization of the GMP1 Agreement will direct Clark Sullivan Construction (Clark Sullivan), the Construction Manager at Risk (CMAR), to install the tenant improvements which includes demolition, concrete and fencing, carpentry, roofing, insulation, metal framing, drywall, doors and hardware, finishes, FRP, lockers, signage, metal racking, fire protection, plumbing, HVAC, and electrical systems for the Project.

On May 11, 2026, the CMAR received sub-contractor bids for all sub-contractor work packages drawn from a list of pre-approved sub-contractors and vendors. The CMAR provided transparent access to all bids and is awarding the various work packages to the appropriate responsive and responsible bidders. GMP1 represents the maximum price the County can expect to pay for the construction of this phase of work that supports the overall Washoe County Register of Voters (ROV) Tenant Improvement Project. The following table breaks out the various cost items for GMP1, including both Washoe County's and the CMAR's contingencies and allowances.

Washoe County Registrar of Voters (ROV) Longley Lane Remodel-GMP1	
Cost of the Work (<i>excluding General Conditions</i>)	\$2,401,059.00
CMAR's General Conditions Cost	\$447,860.00

AGENDA ITEM # _____

CMAR fee w/overhead & profit 3.25%	\$92,590.00
General Liability	\$19,942.00
P & P Bond NV	\$21,367.00
Builders Risk w/Earthquake & Flood	\$7,096.00
Contingency 3%	\$95,423.00
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Total Guaranteed Maximum Price (GMP)	\$3,180,760.00

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

PREVIOUS ACTION

On May 19, 2026 the BCC adopted the Final budget for Fiscal Year 2027 that included the capital funds.

On April 28, 2026, Washoe County approved Clark Sullivan Construction as the Construction-Manager-At-Risk (CMAR) for the Washoe County Register of Voters (ROV) Tenant Improvement Project, located at 6550 Longley Lane, Suite 145, Reno, Nevada.

Washoe County entered into a professional service agreement for preconstruction services with Clark Sullivan Construction approved by Washoe County Purchasing Manager on April 3, 2026.

Washoe County entered into a lease agreement approved on December 16, 2025 for office space at 6550 Longley Lane, Suite 145, Reno, Nevada.

BACKGROUND

The Washoe County Registrar of Voters (ROV) currently operates from two locations: 9,020 square feet of office space at 1001 E. 9th Street and 12,913 square feet of leased warehouse space at 250 S. Rock Blvd. This split-facility model has resulted in logistical inefficiencies, increased operational costs, and insufficient space to support current and future election requirements. The existing warehouse could not accommodate the new ballot-processing equipment required for expanded mail ballot operations, nor could the warehouse accommodate the new in-person approved ballot marking devices and cannot meet the increased statutory and security expectations governing election administration. Subsequently Washoe County Commission authorized a lease agreement for a 49,500 square foot warehouse and office space at 6550 Longley Lane, Suite 145, in Reno Nevada. The new warehouse has available space to allow the Registrar of Voters to perform their required duties in support of elections in Washoe County. Washoe County Capital Projects will deliver the project using the CMAR project delivery method to modify the space to conform with the ROV requirements.

FISCAL IMPACT

Sufficient budget authority for this bid award and contingency is available in the FY27 budget in the Capital Improvement Fund (402), General Government Projects (402-12), Construction Contracts (781080), Project Number PW# TBD. Contract to be effective on July 1, 2026.

RECOMMENDATION

It is recommended that the Board approve Guaranteed Maximum Price 1 (GMP1) Agreement for the Washoe County Register of Voters (ROV) Longley Lane Remodel-GMP1 Project with Clark/Sullivan Constructors, Inc., doing business as Clark Sullivan Construction, the Construction-Manager-At-Risk (CMAR) to construct the installation of tenant improvements which includes demolition, concrete and fencing, carpentry, roofing, insulation, metal framing, drywall, doors and hardware, finishes, FRP, lockers, signage, metal racking, fire protection, plumbing, HVAC, and electrical systems [in the amount of \$3,180,760.00]; effective on July 1, 2026.

POSSIBLE MOTION

Should the Board agree with Staff's recommendation, a possible motion would be: "Move to approve Guaranteed Maximum Price 1 (GMP1) Agreement for the Washoe County Register of Voters (ROV) Longley Lane Remodel-GMP1 Project with Clark/Sullivan Constructors, Inc., doing business as Clark Sullivan Construction, the Construction-Manager-At-Risk (CMAR) to construct the installation of tenant improvements which includes demolition, concrete and fencing, carpentry, roofing, insulation, metal framing, drywall, doors and hardware, finishes, FRP, lockers, signage, metal racking, fire protection, plumbing, HVAC, and electrical systems [in the amount of \$3,180,760.00]; effective on July 1, 2026."