



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE: August 19, 2025**

**DATE:** August 6, 2025

**TO:** Board of County Commissioners

**FROM:** Dwayne Smith, Division Director, Engineering & Capital Projects  
Community Services, 775-328-2043, [Desmith@washoecounty.gov](mailto:Desmith@washoecounty.gov)

**THROUGH:** Eric Crump, Director,  
Community Services, 775-328-3625, [ecrump@washoecounty.gov](mailto:ecrump@washoecounty.gov)

**SUBJECT:** Recommendation to: (1) award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Our Place - River House Remodel Project, PWP-WA-2025-398 [staff recommends Apex Construction, Inc., in the amount of \$2,467,245.00]; (2) approve a project contingency in the amount of \$100,000.00, for a total project cost not to exceed \$2,567,245.00; and (3) direct finance to make the necessary net-zero cross-fund budget appropriation transfers. This capital project will remodel buildings 14 and 15, leased from the State of Nevada at the Our Place Campus located at 480 Galletti Way, Sparks with new finishes and infrastructure and with a new connector structure to create a single integrated building. (Commission District 3.) FOR POSSIBLE ACTION

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### **SUMMARY**

Staff recommends that the Board of County Commissioners (Board) award a bid and approve the associated Agreement to the lowest responsive, responsible bidder for the Our Place - River House Remodel Project. This action will enable the County to proceed with the capital project to remodel Buildings 14 and 15, which are leased from the State of Nevada at the Our Place Campus, 480 Galletti Way, Sparks, Nevada.

The project will consist of remodel work to provide new finishes, upgraded infrastructure, and a new connector structure to create a single, integrated building, supporting the Women's Crossroads program and enhancing transitional housing and supportive services for women in the community, aligning with Washoe County's goals of modernizing infrastructure and improving operational efficiency.

The project was advertised on June 2, 2025, and sealed bids were opened on June 26, 2025. Six bids were received, with Apex Construction, Inc. submitting the lowest responsive, responsible bid.

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

<b>Our Place – River House Remodel Project</b>	
<b>Bidder</b>	<b>Amount</b>
<b>1. Apex Construction, Inc. (Apparent Low Bidder)</b>	<b>\$2,467,245.00</b>
<b>2. Houston Smith Construction, Inc.</b>	<b>\$2,504,250.00</b>
<b>3. K7 Construction, Inc.</b>	<b>\$2,784,495.00</b>
<b>4. Facilities Management, Inc.</b>	<b>\$3,058,440.00</b>
<b>5. Sentinel Builders, Inc.</b>	<b>\$3,260,360.25</b>
<b>6. Pavillion Construction, Inc</b>	<b>\$3,302,487.00</b>
<b>Engineer's Estimate</b>	<b>\$2,450,000.00</b>

The inclusion of a \$100,000.00 contingency is a standard practice for remodeling projects, particularly those involving existing facilities. This contingency provides financial flexibility to address unforeseen conditions that may arise during construction, such as structural or infrastructure challenges, without delaying project timelines or exceeding budgetary limits. Any unused contingency will remain within the Capital Improvement Fund, preserving fiscal accountability.

Staff have 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:** Fiscal Sustainability:  
Long-term sustainability.

### **PREVIOUS ACTION**

On October 22, 2024, the Board approved an Agreement for Professional Consulting Services with Sparkflight Studios, LLC for the River House Remodel project in the amount of \$338,000.00. The scope of work included architecture and interior design, civil, mechanical, electrical, and structural engineering design, as well as engineering support during construction. This action was taken to support the design and delivery of the project, which provides transitional housing and services to women in the Crossroads program. The Board's approval also referenced the existing lease agreement with the State of Nevada for the Our Place Campus, including Buildings 14 and 15, which had been previously approved on October 13, 2020. Additionally, on July 1, 2024, the Purchasing and Contracts Manager approved a programming agreement with Sparkflight Studios in the amount of \$84,765 for programming and engineering feasibility work.

On May 20, 2025, the Board adopted the Washoe County Final budget for Fiscal Year 2026 as well as adopting the Capital Improvement Plan (CIP) for Fiscal Years 2026-2030.

On February 15, 2022, the Board accepted a donation from the Grace Community Church of Reno, a non-profit religious organization, to the Washoe County Human Services Agency in the amount of \$701,579.09 in support of exterior and interior property

improvements including furniture, fixtures and equipment of the River House at 480 Galletti Way, Sparks NV 89431, Building 14 and Building 15, on the Our Place Campus.

On October 13, 2020, the Board approved a lease agreement with the State of Nevada for the Our Place Campus, which includes Buildings 14 and 15. This lease agreement established the County's authority to proceed with capital improvements on the site, including the River House Remodel Project.

## **BACKGROUND**

The Our Place - River House Remodel Project is situated within the broader context of Washoe County's ongoing efforts to address the needs of vulnerable populations, particularly women experiencing homelessness or in need of transitional housing. The Our Place Campus, located at 480 Galletti Way in Sparks, Nevada, was established as a result of a strategic shift away from the downtown Community Assistance Center, with the intent to provide a safer, more supportive environment for women, children, and families. The campus is operated under a lease agreement with the State of Nevada, which grants Washoe County the authority to implement capital improvements and programmatic enhancements on the site. This project has been approved by the State of Nevada for the scope of work proposed.

Buildings 14 and 15, known as "River House" and "Serenity House," were originally constructed in 1952 and are recognized as contributing resources to the Nevada State Hospital Historic District. Over time, these buildings have served as the primary facilities for the Women's CrossRoads program, offering temporary supportive housing and case management services for up to 25 women. The need for modernization and expansion of these facilities was identified through a combination of facility assessments, program growth, and evolving best practices in supportive housing.

A comprehensive feasibility study was conducted in 2024 to evaluate the condition of the existing structures, assess programming needs, and identify opportunities for renovation and new construction. The study involved multiple stakeholder meetings, site analyses, and code reviews, resulting in a phased approach to the remodel. The preferred concept includes remodeling both buildings, constructing a new connector structure to unify the facilities, and upgrading infrastructure to meet current standards for safety, accessibility, and energy efficiency. The project also aims to preserve the historic character of the buildings while accommodating future program growth.

In addition, Grace Community Church of Reno has played a pivotal role in supporting Washoe County's efforts to address homelessness and provide supportive housing for vulnerable families. In early 2022, Grace Church made a donation of \$701,579.09 to the Washoe County Human Services Agency (HSA) specifically to fund exterior and interior property improvements—including furniture, fixtures, and equipment—at the River House. This gift enabled critical upgrades to the living environment for families and individuals experiencing homelessness, directly enhancing the comfort, safety, and dignity of those served by the Human Services Agency.

### **FISCAL IMPACT**

If the Board approves the bid and Agreement for Our Place – River House Project, the FY26 Budget for the Homelessness Fund (223) and Capital Improvements Fund (402) will need to be adjusted with the following cross-fund net-zero appropriation transfers:

<b>Fund</b>	<b>Cost Center/Project</b>	<b>G/L Account</b>	<b>Budget Change</b>
Homelessness Fund (223)/Homelessness	IO20503 – Grace-Riverhouse	711502 – Building Improvement nonCapital	(\$501,579.09)
Homelessness Fund (223)/Homelessness	IO20503 – Grace-Riverhouse	711504 – Equipment nonCapital	(\$21,420.91)
Homelessness Fund (223)/Homelessness	IO20503 – Grace-Riverhouse	814092-Transfer to Public Works	\$523,000
Capital Improvements Fund (402) Welfare Projects	PW920723- Our Place – River House	781080-Construction Contracts	\$523,000
Capital Improvements Fund (402) Welfare Projects	PW920723- Our Place – River House	622023-Transfer from Homelessness	\$523,000

### **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 Our Place - River House Remodel Project, PWP-WA-2025-398 [staff recommends Apex Construction, Inc., in the amount of \$2,467,245.00]; (2) approve a project contingency in the amount of \$100,000.00, for a total project cost not to exceed \$2,567,245.00; and (3) direct finance to make the necessary net-zero cross-fund budget appropriation transfers. This capital project will remodel buildings 14 and 15, leased from the State of Nevada at the Our Place Campus located at 480 Galletti Way, Sparks with new finishes and infrastructure and with a new connector structure to create a single integrated building.

### **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 Our Place - River House Remodel Project, PWP-WA-2025-398 [staff recommends Apex Construction, Inc., in the amount of \$2,467,245.00]; (2) approve a project contingency in the amount of \$100,000.00, for a total project cost not to exceed \$2,567,245.00; and (3) direct finance to make the necessary net-zero cross-fund budget appropriation transfers. This capital project will remodel buildings 14 and 15, leased from the State of Nevada at the Our Place Campus located at 480 Galletti Way, Sparks with new finishes and infrastructure and with a new connector structure to create a single integrated building."