



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: March 19, 2024

**DATE:** February 16, 2024

**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 award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Senior Services Phase 1 Remodel Project – PWP WA 2024-144, located at 1155 East 9<sup>th</sup> Street, Reno, Nevada [staff recommends Houston Smith Construction, Incorporated, for the base bid plus bid alternates #1a, #2b, and #3, for the total construction cost not to exceed \$840,434.00]. The Senior Services Phase 1 Remodel Project consists of building and site improvements supporting food service operation and production to allow for an increased level of home delivered meals and replacement of the existing kitchen flooring. (Commission District 3.)

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### SUMMARY

The Senior Services Phase 1 Remodel Project consists of building and site improvements for the food services operations to allow for an increased level of home delivered meals production and distribution. Improvements include a remodel and reconfiguration of the primary kitchen area, and replacement of the kitchen floor.

A base bid along with three bid alternatives, #1, #2, and #3, were included in the invitation to bid package. Bid alternative #1 was for wall protection and bid alternative #2 was for the kitchen floor coating. Bid alternative #3 included the replacement of the damaged auditorium. This allowed for the possible selection of construction items based on the bids received and with input from Senior Services staff to address their needs. For this project the base bid and bid alternatives 1a, 2b, and 3 were selected and are included in the project agreement.

Sealed bids for the Senior Services Phase 1 Remodel Project were opened on February 6, 2024. The list of bids received for the project is as follows:

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

Senior Services Phase 1 Remodel Project	
<b>Bidder</b>	<b>Amount</b>
1. Houston Smith Construction, Inc.	
<b>-Base Bid</b>	<b>\$584,278.00</b>
<b>-Bid Alternate 1a (Selected)</b>	<b>\$6,656.00</b>
-Bid Alternate 1b (Not selected)	\$4,100.00
-Bid Alternate 2a (Not Selected)	\$175,466.00
<b>-Bid Alternate 2b (Selected)</b>	<b>\$147,000.00</b>
<b>-Bid Alternate 3 (Selected)</b>	<b>\$102,500.00</b>
<b>Total Bid Award with Alternatives</b>	<b>\$840,434.00</b>
*base bid and selected alternatives are shown in bold	
2. Miller Electric Company, Inc. dba PEC	
-Base Bid	\$777,200.00
-Bid Alternate 1a	\$38,300.00
-Bid Alternate 1b	\$46,600.00
-Bid Alternate 2a	\$76,700.00
-Bid Alternate 2b	\$158,200.00
-Bid Alternate 3	\$114,000.00
<b>Engineer's Estimate (incl. bid alternatives)</b>	<b>\$850,000.00</b>

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:** Fiscal Sustainability:  
Long-term sustainability.

**PREVIOUS ACTION**

On May 16, 2023, the Board of County Commissioners (Board) approved and adopted the County Manager's Capital Improvement Plan (CIP) for Fiscal Years 2024-2028.

**BACKGROUND**

The Senior Services building, located at 1155 East 9<sup>th</sup> Street, has been in operation since 1978 and continues to provide a wide range of daily services to over 85,000 seniors that live within our community, including meals and multiple assistance programs. Over time areas of the building, such as the kitchen, have become too small to serve the growing numbers of seniors who rely on Washoe County services, while other parts of the building have deteriorated. For example, the kitchen floor has deteriorated to the point that there have been several violations issued by the Health Department.

Based on the challenges with the existing facility, a design team was contracted to identify future space requirements for site and building improvements for the food services operations that recommended interior modifications to provide space for Meals on Wheels food packaging and dry goods storage and rearrangement of food services equipment in the kitchen area. To address the Health Department violations, a complete replacement of the kitchen floor is included in this project.

### **FISCAL IMPACT**

Sufficient funds for this bid award are available in the FY24 budget in the Capital Improvement Fund (402) in the Senior Center Building Renovations project (PW920720).

### **RECOMMENDATION**

It is recommended the Board of County Commissioners award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Senior Services Phase 1 Remodel Project – PWP WA 2024-144, located at 1155 East 9<sup>th</sup> Street, Reno, Nevada [staff recommends Houston Smith Construction, Incorporated, for the base bid plus bid alternates #1a, #2b, and #3, for the total construction cost not to exceed \$840,434.00]. The Senior Services Phase 1 Remodel Project consists of building and site improvements supporting food service operation and production to allow for an increased level of home delivered meals and replacement of the existing kitchen flooring.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to award a bid and approve the Agreement to the lowest responsive, responsible bidder for the Senior Services Phase 1 Remodel Project – PWP WA 2024-144, located at 1155 East 9<sup>th</sup> Street, Reno, Nevada [staff recommends Houston Smith Construction, Incorporated, for the base bid plus bid alternates #1a, #2b, and #3, for the total construction cost not to exceed \$840,434.00]. The Senior Services Phase 1 Remodel Project consists of building and site improvements supporting food service operation and production to allow for an increased level of home delivered meals and replacement of the existing kitchen flooring."