

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Indra Winquest  
Interim General Manager

**FROM:** Joseph J. Pomroy, P.E.  
Director of Public Works

**SUBJECT:** Review, Discuss, and Possibly Authorize Multiple Contracts for the Mountain Clubhouse Improvements Project; 2019/2020 Capital Improvement Project: Fund: Community Services; Division: Golf; Project # 3299BD1902; Vendors: Houston Smith Construction Inc. in the amount of \$1,006,000 and Smith Design Group in the amount of \$31,000

**STRATEGIC PLAN:** Long Range Principle 5 – Assets and Infrastructure

**DATE:** August 2, 2019

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### **I. RECOMMENDATION**

That the Board of Trustees moves to:

1. Award a construction contract to Houston Smith Construction Inc. in the amount of \$1,006,000 for the Mountain Clubhouse Improvements Project.
2. Authorize Chair and Secretary to execute the contract with Houston Smith Construction Inc. based on a review by General Counsel and Staff.
3. Authorize Staff to approve change orders to the construction contract for additional work not anticipated at this time of up to 10% of the project bid – \$100,000.
4. Authorize Staff to enter into an Additional Services Addendum with Smith Design Group totaling \$31,000 for services during construction of the project.

## **II. DISTRICT STRATEGIC PLAN**

Long Range Principle #5 – Assets and Infrastructure – The District will practice perpetual asset renewal, replacement, and improvement to provide safe and superior long term utility services and recreation activities.

- The District will maintain, renew, expand, and enhance District infrastructure to meet the capacity needs and desires of the community for future generations.
- The District will maintain, procure, and construct District assets to ensure safe and accessible operations for the public and the District's workforce.

## **III. BACKGROUND**

On August 11, 2018, a fire occurred in the Mountain Course Clubhouse which completely decimated the kitchen area. Smoke damage was incurred throughout the facility, which in turn affects walls, flooring and mechanical systems. The District's insurance coverage is for replacement. However, the evaluation of what is the best solution long term for the operations indicates a revised allocation of floor space, changes to access and substantial change to customer flow requires a makeover of the floor plan. These changes facilitate other objectives including a long standing issue of Americans with Disabilities Act (ADA) accessibility to the lower level for food service. The plans also include construction of a new and expanded deck and the installation of new windows and doors.

At the December 12, 2018 Board of Trustees meeting, the District General Manager presented the conceptual design of the Mountain Course Clubhouse Renovation Project. The discussion included the proposed improvements, status of the insurance claim, and a summary of the meetings with the golf clubs. Following this discussion, the Board approved the conceptual design and Staff proceeded with final design.

At the May 22, 2019 Board of Trustees meeting, the Board accepted the Mountain Course Clubhouse Renovation Project final design and authorized Staff to publically advertise for construction bids the Mountain Course Clubhouse Renovation Project.

The Project advertised for public bidding specified the following work: Renovation to the interior spaces of the District's Mountain Golf Course Clubhouse, including

the pro shop, gathering area, kitchen, kitchen furnishings, windows and doors, accessible lift and other improvements. Work also includes the removal and reconstruction of a new deck, grading and access improvements, as well as the installation of new water service lines. The Mountain Golf Course will close for business on September 16, 2019 and the contractor will then have full access to the building and site after that date. Other contractors will be on site, including roofing demolition and replacement.

In accordance with Board Policy 3.1.0., 0.15 Consent Calendar, this item is included on the Consent Calendar as it is routine business of the District and within the currently approved District Budget.

#### **IV. BID RESULTS**

The District publicly advertised this project for bidding on June 21, 2019 and plan sets were acquired by interested bidders. Two bids were received and opened on July 25, 2019. The bid results are as follows.

<b>Contractor</b>	<b>Bid Amount</b>
Houston Smith Construction Inc.	1,006,000
Bruce Purves Construction Inc.	1,303,490

The lowest responsive bidder is Houston Smith Construction Inc. Staff checked their reference projects listed in the bid submittal and Houston Smith was rated favorably in the areas of schedule, budget, cooperation, and communication. If awarded, the project is scheduled to be substantially complete by April 1, 2020. The objective is to begin construction on September 16, complete the outdoor grading and excavation prior to the October 15, 2019 Tahoe Regional Planning Agency (TRPA) deadline and then perform interior work over the winter months. Final completion date is April 15, 2020.

#### **V. FINANCIAL IMPACT AND BUDGET**

The Mountain Clubhouse Improvements Project as bid is included in the 2019/2020 Capital Improvement Plan under two data sheets. The Mountain Clubhouse Improvements Project has a total budget of \$1,464,000 and the Mountain Course Clubhouse and Maintenance Building Water Service Line Replacement has a budget of \$65,000 for a total budget of \$1,529,000. The total construction phase project budget is estimated at \$1,192,000 and is within the budgeted CIP amount and will be fully funded by the Mountain Clubhouse

Improvements Project CIP. The Mountain Course Clubhouse and Maintenance Building Water Service Line Replacement CIP will not be expended. The waterline portion of the project is included in the bid amount and sufficient funds are available.

### **Total Construction Phase Project Budget**

<b>Construction Phase</b>	<b>Cost</b>
Construction Contract	\$1,006,000
10% Construction Contingency	\$100,000
Design Consultant Services During Construction	\$31,000
District Construction Management and Inspection	\$55,000
<b>Subtotal</b>	<b>\$1,192,000</b>

#### **VI. ALTERNATIVES**

None proposed.

#### **VII. BUSINESS IMPACT**

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.



## Project Summary

<b>Project Number:</b>	3241GC1802
<b>Title:</b>	Mountain Course Clubhouse and Maintenance Building Water Service Line Replacement
<b>Project Type:</b>	D - Capital Improvement - Existing Facilities
<b>Division:</b>	41 - Mountain Operations
<b>Budget Year:</b>	2020
<b>Finance Option:</b>	
<b>Asset Type:</b>	GC - Golf Course Improvements
<b>Active:</b>	Yes

<b>Project Description</b>				
Replace failing PVC service lines from the utility watermain point of connection to both the Clubhouse and Maintenance Building				
<b>Project Internal Staff</b>				
Engineering will perform Design, Engineering, Bidding, Contract Administration and Inspection tasks. Outside contractor to perform the underground work. IVGID buildings dept. to reconnect plumbing under clubhouse. IVGID Pipeline dept. resources remain available for ongoing maintenance activities and emergency response.				
<b>Project Justification</b>				
In November 2017 the service line serving both buildings experience a catastrophic failure and was temporarily repaired. Investigations revealed substandard glued PVC pipe serving both buildings and proximity beneath cell tower facilities. This pipe is known known to fail without warning and full replacement is recommended. Reconnection is required under the Clubhouse with work to be performed by IVGID Buildings				
<b>Forecast</b>				
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	
2020				
Construction	55,000	0	55,000	
Internal Services	10,000	0	10,000	
Year Total	65,000	0	65,000	
	<b>65,000</b>	<b>0</b>	<b>65,000</b>	
<b>Year Identified</b>	<b>Start Date</b>	<b>Est. Completion Date</b>	<b>Manager</b>	<b>Project Partner</b>
2018			Senior Engineer	



## Project Summary

<b>Project Number:</b>	3299BD1902
<b>Title:</b>	Mountain Clubhouse Improvements Project
<b>Project Type:</b>	B - Major Projects - Existing Facilities
<b>Division:</b>	41 - Mountain Operations
<b>Budget Year:</b>	2020
<b>Finance Option:</b>	
<b>Asset Type:</b>	BD - Buildings & Structures
<b>Active:</b>	Yes

<b>Project Description</b>				
Rebuild and rehabilitate the Mountain Golf Course Clubhouse resulting from the August 11, 2018 kitchen fire. The objective is to have a facility that provides good customer experiences for golf check-in, presentation of merchandise, supports a food and beverage service area, and has a social setting in support of both golf and non-golf users. Ancillary to these capacities, the facility also has to accommodate the administration and supervision of the operation for Management and front line staff through good sight lines and accessible storage. This project will also allow the District to address accessibility of the lower level.				
<b>Project Internal Staff</b>				
The Project will be managed by the Engineering staff with substantial cooperation and involvement by the District General Manager, Director of Finance, the Director of Golf, the Mountain Course Head Professional.				
<b>Project Justification</b>				
The August 11, 2018 fire rendered the kitchen area unusable. Smoke damage was incurred throughout the facility, which in turn affects walls, flooring and mechanical systems. The District's insurance coverage is for replacement. However, the evaluation of what is the best solution long term for the operations indicates a revised allocation of floor space, changes to access and ultimate serves food. A combination of insurance proceeds and District resources would be required to accomplish the full scope of the rehabilitation project. A design for the renovation of the mountain golf clubhouse has been completed to meet the objectives of future operation while staying within the existing footprint of the building.				
<b>Forecast</b>				
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	
2020				
Construction Contingency for renovation/remodel @ 15%	178,000	0	178,000	
Construction Cost Estimate per architect	1,186,000	0	1,186,000	
Construction Management and Construction Engineering	100,000	0	100,000	
Year Total	1,464,000	0	1,464,000	
	<b>1,464,000</b>	<b>0</b>	<b>1,464,000</b>	
<b>Year Identified</b>	<b>Start Date</b>	<b>Est. Completion Date</b>	<b>Manager</b>	<b>Project Partner</b>
2019	Nov 1, 2018	Mar 31, 2020	Engineering Manager	