

MEMORANDUM

TO: Board of Trustees

THROUGH: Robert Harrison, District General Manager

FROM: Bree Waters, District Project Manager

SUBJECT: (For Possible Action) — Review, Discuss and Possibly Reaffirm and/or Amend the Prior Approval of the Added Alternates #1: Fire Pits and #2: Band Stand, for the Incline Beach House Project, CIP #3973L1302. (Requesting Staff Member: Project Manager Bree Waters)

DATE: September 17, 2025

I. RECOMMENDATION

That the Board of Trustees reaffirm and/or amend the prior approval of the Added Alternates #1: Fire Pits and #2: Band Stand for the Incline Beach House Project.

II. BACKGROUND

At the March 13, 2025 Board Meeting, the Board of Trustees approved a contract with CORE Construction for the development of 100% Construction Documents for the Incline Beach House (Item G.2). The Design-Build contract includes continued project design development, preparation of 100% Construction Documents, project permitting, subcontractor bidding, and negotiation of the Guaranteed Maximum Price (GMP) for construction.

For a full project history, refer to Supplemental Item G.4 from the January 29, 2025 Board Meeting:

[Incline Beach House Project | Incline Village General Improvement District](#)

A summary of prior Board Memos related to the Incline Beach House project is provided below for background reference:

- July 27, 2022 (Item H.1)
- February 8, 2023 (Item F.8)
- April 5, 2023 (Item G.2 – FY 2023/24 Budget Workshop #3)
- July 26, 2023 (Item H.1)
- February 28, 2024 (Item G.2)
- March 28, 2024 (Item E.2)
- April 16, 2024 (Internal Board Memo)

- May 8, 2024 (Item G.5)
- June 12, 2024 (Item G.1)
- October 9, 2024 (Item E.4)
- January 29, 2025 (Item G.4)
- March 13, 2025 (Item G.2)
- June 26, 2025 (Item F.1)
- July 30, 2025 (Item H.5)

At the June 26, 2025, Board Meeting (Item F.1), staff presented a project update, including the current contract schedule:

1. RFQ: 30% Schematic Design – November 2023
2. 30% Schematic Design Contract Award – February 2024
3. 30% Schematic Design Submittal – June 2024
4. 100% Construction Documents Contract Award – March 12, 2025
 - A. 100% Design Development Estimate – May 16, 2025
 - B. 100% Design Development Drawings – May 30, 2025
 - C. Board Update – June 26, 2025
 - D. Board Action – Review and possible approval of Added Alternates – July 30, 2025
 - E. 100% Construction Documents – Final Submittal – September 26, 2025
 - F. Permit Submittal – September 29, 2025
 - G. Bid Project – October 2025
 - H. GMP Negotiation – January 2026
 - I. TRPA/County Approval – April 2026
 - J. Construction Start – May 1, 2026

The project is currently in the 100% Construction Documents phase. The following steps have been completed:

1. Submittal of Design Development Drawings – May 30, 2025
2. Internal review meetings with District Managers (Beaches, F&B, Parks, and IT)
3. Coordination meetings with sub-consultants and District staff
4. Compilation and submission of comments to CORE and the Design- Build Team
5. Board of Trustees Update – June 26, 2025
6. Community Open House – July 23, 2025, at the Chateau from 3:00–6:00 PM
7. Board Meeting – July 30, 2025: Discussion approval of Added Alt #2: Band Stand and Alt. #3: Privacy Wall. The Board did not approve Alt #1: Fire Pits, Alt #4: Day Use Lockers, Alt. #5: RFID Predestrian Gate and Alt. #6: Showers. However, the Board did request that the infrastructure be placed such that, in the future, an RFID Gate could be installed.

The next phase is the preparation of 100% Construction Documents. Upcoming steps include:

1. The District received 95% Construction Drawings and Specification for final comment - August 28, 2025. The District has reviewed the plans and given comments back to the design team.
2. Final Construction Documents Submittal – September 26, 2025
3. Submission to Permitting Agencies – September 30, 2025
4. Once the documents are finalized and submitted, the project will be put out to bid in October 2025. CORE will then receive contractor bids, and GMP negotiations will begin, with the final GMP scheduled to be submitted to the District in January 2026. Construction is scheduled to begin on May 1, 2026, with substantial completion expected by June 26, 2027. A general project timeline is included as Attachment 1.

III. BID RESULTS

Not applicable.

IV. FINANCIAL IMPACT AND BUDGET

At the Board meeting on July 30, 2025, the Added Alternates for the project were presented for consideration. These alternates represented specific additions to the original design that were discussed throughout the Design Development process. At the Board's direction, these items were priced separately to allow for individual discussion and decision-making. A description of each alternate is provided below.

Alternates:

- Alt. #1: Fire Pits - \$53,283. This included two hardscape fire pits including gas conduit from the building. (NOT APPROVED — however, the Board requested that the gas lines be installed in fire pits were desired in the future)
- Alt. #2: Band Stand - \$54,273. This included the concrete footing and pad, prefabricated steel shade sail structure and sails, as well as the electrical and data pedestals. (APPROVED)
- Alt. #3: Privacy Wall - \$148,368. This included a privacy wall shown on the east side of the bathrooms. This price was for the wall only, not including the plumbing. (APPROVED)
- Alt. #4: Day Use Lockers: \$16,026 (NOT APPROVED)
- Alt #5: RFID Pedestrian Gate: \$22,943 (NOT APPROVED — however, the Board requested that the infrastructure be installed if an RFID gate is desired in the future)
- Alt. #6: Showers: \$60,268. This cost was for the plumbing and fixtures for the showers in the privacy wall. (NOT APPROVED)

Attachment 2 shows the location of all the added alternates within the project area. The current total estimated cost of the project, based on the Design Development plan submittal, is \$10,182,525.

The total cost estimate for Alt #2 and Alt#3 is \$202,641, which brings the current cost estimate for the project to \$10,385,166.

The Board has appropriated \$11,000,000 in the FY 2025/26 Budget for this project.

V. ALTERNATIVES

Not applicable.

VI. COMMENTS

The Board of Trustees has requested that staff bring back Added Alternates #1: Fire Pits and #2: Band Stand for the Incline Beach House Project for further discussion.

VII. BUSINESS IMPACT/BENEFIT

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

VIII. ATTACHMENTS

1. Attachment 1: Timeline
2. Attachment 2: Alternates





