

STAFF REPORT

Date: March 26, 2025

To: Mayor and City Council

Through: Jackie Bryant, City Manager

Subject: Staff Report (For Possible Action): Approval to purchase materials from Garland/DBS Inc. for the Reno Event Center Roof Resealing project in the amount not to exceed \$814,417.19 using the joinder provision in NRS 332.195. (Two-thirds majority voting requirement) (Capital Projects Room Surcharge Fund) [Ward 1]

From: Justin George, Senior Civil Engineer

Department: Public Works

Summary:

The roof membrane of the Reno Event Center is nearly 20 years old and is no longer watertight. This creates risk for damage to the facility after storm events. Resealing of the roof is needed to eliminate damage from leakage and extend the lifespan of the roof. This project was identified as a high priority in the FY25 capital maintenance plan. On March 4, 2025, the Capital Projects Room Surcharge Committee authorized up to \$1,147,142.19 from the Capital Project \$2 Room Surcharge Tax Fund for labor and materials for the Reno Event Center roof repairs.

This item is for the purchase of the roofing materials from Garland/DBS for the amount not to exceed \$814,417.19. This material procurement method is through OMNIA Partners, a co-operative purchasing organization available to government agencies and is pursuant to the purchasing requirements established in Nevada Revised Statute 332.195, joinder.

Also on this agenda as a separate item for the installation of these materials. A cost-effective way to complete roofing projects is to purchase the roofing materials directly from manufacturers using co-operative purchasing agreements and then publicly bidding for the labor to install the roofing materials. This is typical practice for the City and other agencies in the region.

Staff recommends Council approve the purchase from Garland/DBS Inc. for materials on Reno Event Center Roof Resealing project in an amount not to exceed \$814,417.19 and authorize the Finance Director to sign purchase orders.

Consent Review	Yes	No
1. Is this item an annual or standard item that comes before Council for regular approval?		X
2. Is this item an agreement required based on an item previously approved by Council?		X
3. Is this item included in the current budget approved and adopted by Council?	X	
Other Considerations		
What percent of the total City budget does this item represent?	0.09%	

Alignment with Strategic Plan:

Infrastructure, Climate Change, and Environmental Sustainability

Previous Council Action:

January 8, 2025 – Council approved Roofing Services Proposal with Garland/DBS Inc. for roof thermo-graphic assessment at the Reno Event Center in an amount not to exceed \$3,660.

Background:

The Reno Event Center is located at 400 University Way. The Reno Event Center was opened in 2005. The roofing system is experiencing deterioration from normal wear and tear and due to weather and ultraviolet radiation from the sun. Resealing the roof membrane will extend the life of the roofing system allowing upcoming roof replacement projects to be deferred.

Discussion:

The following capital expenditure is necessary to protect this City facility. A capital maintenance expenditure is considered an expense that exceeds \$10,000, is generally rehabilitative in nature, and is required to keep the facility in good operating condition.

The roofing system on the Reno Event Center is original to the building and has not required any major repair up to this point. The typical life span of a roofing system in northern Nevada is 15 to 20 years due to the differing conditions faced season to season. Roofing systems are subject to extreme weather conditions from rain, hail, snow and wind in winter to dry, heat and sun exposure in the summer. The roof on the Reno Event Center has lasted 20 years.

This roof membrane resealing project is required to extend the life of the existing roof membrane on all roof levels and keep water from intruding into the building which meets the qualifications of a capital maintenance expense.

On March 4, 2025, the Capital Projects Room Surcharge Committee authorized up to \$1,143,482.19 from the Capital Project \$2 Room Surcharge Tax Fund for labor and materials for

the Reno Event Center roof repairs.

Staff received a quote for materials through OMNIA Partners, a co-operative purchasing organization available to government agencies. The quote is for roofing materials from Garland/DBS Inc. This method of materials procurement is pursuant to the purchasing requirements established in Nevada Revised Statute 332.195, joinder. Garland/DBS Inc. is a roofing manufacturer that has provided materials for previous successful roofing projects for the City.

The materials provided include seam and penetration sealing tape, roofing sealants for the entire roofing membrane along with other ancillary roofing materials to return the roof system to good condition.

Also on this agenda is an item to award a contract for labor to install the roof resealing materials in the amount of \$329,065. The combined project cost for materials and labor is \$1,143,482.19.

Staff recommends Council approve the purchase from Garland/DBS Inc. for materials on the Reno Event Center Roof Resealing project in the amount not to exceed \$814,417.19 and authorize the Finance Director to sign purchase orders.

The consequences of not approving this purchase include deferring necessary roof repairs which could allow water leaks into the building damaging infrastructure inside the Reno Event Center. This project would also require re-quoting materials and re-bidding labor which could increase the costs due to not completing this project at a favorable time of year for this type of work.

Financial Implications:

Funding for this project comes from the Capital Projects \$2 room tax surcharge.

Legal Implications:

Legal review completed for compliance with City procedures and Nevada law. This purchase was quoted in accordance with Nevada Revised Statute 332.195, joinder. The surcharge of \$2 must be used solely to pay the cost of improving and maintaining publicly owned facilities for tourism and entertainment in the district. A two-thirds majority vote is required for approval.

Recommendation:

Staff recommends Council approve the purchase from Garland/DBS Inc. for materials on the Reno Event Center Roof Resealing project in the amount not to exceed \$814,417.19 and authorize the Finance Director to sign purchase orders.

Proposed Motion:

I move to approve the purchase from Garland/DBS Inc. for materials on the Reno Event Center Roof Resealing project in the amount not to exceed \$814,417.19 and authorize the Finance Director to sign purchase orders.

Attachments:

Reno Event Center-Garland roofing materials quote