

STAFF REPORT

Date: July 31, 2024

To: Mayor and City Council

Through: Jackie Bryant, Interim City Manager

Subject: Staff Report (For Possible Action): Award of Contract to Western Single Ply for the National Bowling Stadium (NBS) Roof Resealing Project in an amount not to exceed \$208,499. (Two-thirds majority voting requirement) (Room Surcharge Capital Projects Fund)

From: Justin George, Senior Civil Engineer

Department: Public Works

Summary:

The roof membrane of the National Bowling Stadium (NBS) is showing wear at the seams and is exhibiting signs of no longer being watertight. This increases the potential for water leaking into the facility during and after storm events. A capital maintenance project is required to reseal the membrane seams and equipment caulking to extend the lifespan of the roof.

On December 19, 2023, the Capital Projects Room Surcharge Advisory Committee authorized up to \$500,000 from the \$2 Room Surcharge Tax Capital Project Fund for labor and materials for NBS roof repairs. On January 17, 2024, a \$181,550 contract was awarded for the repair of roof levels 3, 4, and 5 from this same funding allocation leaving \$318,450 remaining in the allocation.

Staff conducted a public bid for this project. Four bids were received and opened on June 28, 2024. Western Single Ply submitted the lowest responsive and responsible bid pursuant to the requirements established in Chapter 338 of the Nevada Revised Statutes (NRS).

Staff recommends Council award the contract to Western Single Ply for the NBS Roof Resealing Project in an amount not to exceed \$208,499 which includes \$19,000 in contingency.

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?	0.02%	

Alignment with Strategic Plan:

Infrastructure, Climate Change, and Environmental Sustainability

Previous Council Action:

January 17, 2024 – Council awarded CTR Roofing Ltd. \$181,550 for the NBS Roof Levels 3, 4, and 5 Repair Project.

May 25, 2023 – The City of Reno (City), the Reno-Sparks Convention and Visitors Authority (RSCVA), and the United States Bowling Congress (USBC) executed the sixth amendment to the agreement to move the USBC 2025 Women’s Tournament event from 2025 to 2028 and the 2030 Women’s Tournament to 2033.

January 31, 2023 – The City, the RSCVA, and the USBC executed the fifth amendment to the agreement to add a Women’s Tournament at the NBS in 2024.

May 19, 2022 – The City, the RSCVA, and the USBC executed the fourth amendment to the agreement to include bowling tournaments at the NBS until 2032 and remove and replace the bowling lanes by 2029.

November 6, 2020 – The City, the RSCVA, and USBC executed the third amendment to the agreement.

January 7, 2015 – The City, the RSCVA, and the USBC executed the second amendment to the agreement.

February 11, 2014 – The City, the RSCVA, and the USBC executed the first amendment to the agreement.

June 13, 2012 – The City, the RSCVA, and the USBC entered into the agreement.

Background:

The NBS was opened in 1995. There are five levels of roof at the NBS. The roofing membrane on the top three levels (3, 4, and 5) were replaced in 2008. The roofing membrane on the bottom two levels (1 and 2) were replaced in 2013. The seams on the roofing system are experiencing deterioration from normal wear and tear, and due to ultraviolet (UV) radiation from the sun. Resealing of the seams will extend the life of the roofing system, allowing upcoming roof replacement projects to be deferred.

Discussion:

The following capital expenditures are 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.

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

Roof repairs were recently completed in 2023 on the bottom two levels (1 and 2) and in early 2024 on the top three levels (3, 4, and 5). These repairs consisted of membrane repairs around the parapet walls and the installation of a new metal coping cap system. These repairs were required prior to resealing the membrane system to stop water from actively leaking into the facility.

On December 19, 2023, the Capital Projects Room Surcharge Advisory Committee authorized up to \$500,000 from the \$2 room tax surcharge fund for NBS roof labor and materials. On January 17, 2024, a \$181,550 contract was awarded for the repair of roof levels 3, 4, and 5 from this same funding allocation leaving \$318,450 remaining in the allocation.

Staff conducted a public bid for this project. Four bids were received and opened for the NBS Roof Resealing Project on June 28, 2024. Western Single Ply submitted the lowest responsive and responsible bid pursuant to the requirements established in NRS Chapter 338. Western Single Ply is a local contractor licensed in Nevada and has successfully completed previous roofing projects for the City.

The scope of work includes coating the seams on all five levels of the existing single-ply roof system with a roofing membrane sealant, removal of all old penetration and equipment caulking followed by installation of new caulking, and cleaning and cabling of all roof drains. The engineer's estimate for this project was \$225,000.

Table 1 - Bid Summary

	Contractor	Amount
1	Western Single Ply	\$ 189,499
2	State Roofing Systems	\$ 189,632
3	D&D Roofing	\$ 201,670
4	CTR Roofing	\$ 213,500

Staff recommends awarding the contract to Western Single Ply for the NBS Roof Resealing Project for \$208,499 which includes a \$19,000 contingency for unforeseen items encountered during construction.

Table 2 - Recommended Bid Award

Western Single Ply	\$ 189,499
contingency	\$19,000
Bid Award	\$208,499

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 contract was competitively bid in accordance with Chapter 338 of the NRS. Western Single Ply submitted the lowest responsive and responsible bid and maintains the proper license to perform the project. 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 award the contract to Western Single Ply for the National Bowling Stadium Roof Resealing Project in an amount not to exceed \$208,499 and authorize the Mayor to sign the contract.

Proposed Motion:

I move to approve staff recommendation.

Attachments:

Contract