

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra S. Winquest
Interim General Manager

FROM: Gerald W. Eick, CPA CGMA
Director of Finance

FROM: Darren Howard
Director of Golf/Community Services

SUBJECT: Review, discuss, and possibly authorize a new Capital Improvement Project 3241LI1903 for the Mountain Golf Cart Path Replacement for 2019-2020 fiscal year, Pre-Design Phase for an amount not to exceed \$161,500 by reallocation of \$161,500 from CIP Project 3242LV1899 Mountain Course Cart Fleet

STRATEGIC PLAN: Long Range Principle #2 – Finance
Long Range Principle #4 - Service
Long Range Principle #5 – Assets and Infrastructure

DATE: November 18, 2019

I. RECOMMENDATION

Staff recommends the Board of Trustees authorize establishing a new Capital Improvement Project 3241LI1903 Mountain Golf Cart Path Replacement – Pre-Design Phase for an amount not to exceed \$161,500, by reallocation of \$161,500 from CIP Project 3242LV1899 Mountain Course Cart Fleet.

II. DISTRICT STRATEGIC PLAN

Long Range Principle #2 – Finance – Prepare Annual Budgets that demonstrate the balance of allocated resources, with service expectations, and the capability to deliver.

- Comply with Nevada Revised Statutes and Administrative Code requirement for the budget process, indebtedness reporting, and the annual audit.

Long Range Principle #4 – Service – The District will provide superior quality service and value to its customers considering responsible use of District resources and assets.

- Provide well defined customer centric service levels consistent with community expectations.

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.

- Maintain, renew, expand, and enhance District infrastructure to meet the capacity needs and desires of the community for future generations.

III. BACKGROUND

The Board of Trustees has recently made a decision to lease a fifty-eight (58) gas-powered cart fleet for the Mountain Golf Course. As part of those deliberations, considerable discussion included the identification for a comprehensive project to replace the asphalt paved cart paths at the Mountain Golf Course. The discussion requested Staff to return with an outline of the project. Following is the outline of this project:

PROJECT OUTLINE

The Mountain Golf Course has approximately 14,150 linear feet of cart pathways which equates to 110,000 square feet of pavement. In addition, there is approximately 5,000 linear feet of asphalt curb. The last major path project was over 15 years ago. The District has performed replacements at various points each year based on areas of greatest need and within the allotted budget. Due to issues of base material, overgrowth of sod, and intrusion by tree roots and other material, the current assessment of the condition of the paths suggests substantial remediation and reconstruction is needed. At a minimum, this should be approached in a multi-phase and probably multi-year manner to plan, design and construct the necessary improvement. A potential Project schedule, if authorized by the Board, would perform design and permitting in 2020. A TRPA Permit for a project of this type has an approximate 180-day turnaround. Construction would occur

over a two or three-year period as IVGID staff considers impacts to the operation of the golf course and weather conditions. Traditionally, excavation, paving and exterior work at the Mountain Course is infeasible in May because of the high elevation and snow pack. Course opening is typically late May. Construction is more favorable in September and must be completed by October 15 in the Tahoe Basin.

The Board of Trustees will have at least two other chances to review the project as it progresses through the phases.

PROJECT OUTLINE COST ESTIMATION

In order to estimate design costs, Staff has assembled a placeholder budget for the project. Pre-design and design are generally estimated at 10% of the base construction cost. **However, to put the entire project in perspective, a placeholder is presented for all items, even though the initial authorization is only for pre-design.** A final project would also need permitting and inspection.

Base Construction Cost Estimate as Placeholder:

• Demolition, Misc. treatments, and General Conditions	\$ 770,000
• 110,000 square feet - new base material	440,000
- new asphalt	330,000
• 5,000 linear feet of curbing	<u>75,000</u>
Total Base Construction Estimate	<u>\$1,615,000</u>

Pre-design & Design Placeholder at 10% of Base Total \$ 161,500

V. FINANCIAL IMPACT AND BUDGET

The Mountain Course Cart Fleet project was budgeted at \$288,000. The future minimum lease payments total \$121,605, leaving an excess budget of \$166,395. The Board discussion to establish a comprehensive project of the Mountain Course Cart Paths included applying any savings from the cart lease.

Staff has made a suggestion, in a separate business item under Popular Reporting, on how reallocation be defined by the Board of Trustees as a method

of funding. Since the project exceeds the General Manage authority, this action is for the Board of Trustees to determine.

If the project is authorized, the District's Engineering Division would manage the pre-design, design, bidding and construction phases of the project. The Engineering Division would evaluate total workload and make the determination on whether to perform the design in-house or issue a Request for Qualifications to Engineering Design Consultants. The project would require surveying, base map development, design details, retaining wall design, asphalt section design and TRPA permitting that could be extensive if land coverage is increased. The Golf team would also be a part of the project team working very closely to define project objectives, alignment of paths and integration of paths into existing fairways.

As a first step, pre-design would include preparation of a preliminary design report to define the full scope of the proposed project and provide a preliminary engineer's estimate of construction costs. This document will be presented to the Board prior to proceeding with final design.

VI. 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.