

**INTERNAL MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Kent Walrack  
District General Manager

Kate Nelson  
Director of Public Works

Bree Waters  
District Project Manager

**SUBJECT:** Background Information for New Board - Incline Beach House Project

**DATE:** January 15, 2025

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The purpose of this Internal Memorandum is to provide the Board of Trustees (Board) with a historical overview of the Incline Beach House Project.

Attached are Board Memos dating back to July 27, 2022 (Item H.1). The first memo summarized the project's history, which began in 2016 with the award of a design contract to Bull Stockwell Allen (BSA). The 2016 schematic designs, labeled Scheme A and Scheme B, are also attached to this memo.

At the time, the Board rejected the cost estimates provided by two independent consulting firms for the 2016 designs. In 2017, staff presented design options, community survey results, etc. However, due to higher than expected construction costs as well as issues that were arising with the Burnt Cedar Pool, the Board shifted resources to the replacement of the Burnt Cedar Pool (completed in 2022).

In 2019, the Board directed the engineering staff to revise BSA's original designs, specifically removing the scramble area. This modification reduced the building size from 3,400 square feet (SF) (Scheme A) to 2,005 SF (Alternative #1). The engineering department subsequently revised the cost estimate, lowering it to \$3M.

Between 2020 and 2022, the COVID-19 pandemic and staff turnover within the engineering department delayed progress. In January 2022, the Board confirmed the Incline Beach House as a priority project. Subsequently, new engineering staff presented the project's history and design concepts to the Board in July 2022. At that time, staff requested the Board's input on design priorities moving forward.

Prior to the Board meeting on February 8, 2023, GM Winquest, Board Chair Dent, F&B Manager Bill Vandenburg, and District Project Manager Bree Waters convened to discuss the project's status and next steps. During this meeting, staff were directed to update the 2019 cost estimate for Alternative #1 to current construction costs and present it to the Board. Staff developed the memo which included updated SF costs. The previous cost estimate given to the Board in 2019 was only representative of direct costs, i.e. demolition, site improvements and building improvements. This cost estimate did not include soft costs, i.e. design, engineering, permitting, general conditions, bonding, insurance, etc.

At the February 8, 2023, meeting (Item F.8), staff presented an updated total project cost estimate with assistance from outside consultants and contractors. The updated estimates were as follows:

- Direct Costs (demolition, site improvements, and building improvements): \$3,433,050

- Total Project Budget (direct costs plus soft costs such as design, engineering, permitting, general conditions, bonding, insurance, and overhead): \$6,061,050

A significant contingency was included in the estimate due to the conceptual nature of Alternative #1, which lacked 30% design development. Staff recommended engaging an Architect and Engineering (A&E) Team and a Construction Manager at Risk (CMAR) to initiate the design process. However, after Board discussion, it was decided to issue a Request for Qualifications (RFQ) for a Design-Build Team.

At the Special Board Meeting on April 5, 2023 (Item G2 – FY 2023/24 Budget Workshop #3), former GM Winquest informed the Board that, based on discussions of the Board, the placeholder for the budget was reduced for the Beach House from \$6,100,000 to \$4,000,000. There were opportunities for the Board to provide input; however, no comments were provided. The FY 2023/24 Budget was adopted on May 25, 2023, with the \$4,000,000 allocation for the Beach House Project.

Staff returned to the Board on July 26, 2023 (Item H.1), to clarify the project budget and to request specific direction on a number of key design requirements. The Board gave Staff direction to release an RFQ for the Project for a Design-Build team for the 30% schematic design. In order to release the RFQ, Staff requested direction from the Board and the following was given:

1. The design will include sufficient bathroom stalls to minimize the need for portable toilets during peak season (excluding holidays)
2. Maintain the same level of service and menu offerings that is currently provided.
3. Design of an expanded bar area.
4. Utilize the Design-Build Method for project execution.

Staff released an RFQ for the Project for a Design-Build team for the 30% schematic design. The RFQ was a two-step process which was released on November 16, 2023, with a due date of December 19, 2023. Four Design-Build teams responded to the RFQ which were shortlisted by a Selection Committee to three final teams. These three teams were given further Technical Documents and were asked to interview with the Selection Committee on February 1, 2024. The Selection Committee was made up of two members of the Board of Trustees, one member of the District's senior team, one member of the Food & Beverage team, two members of the Public Works staff and one member of the Board-appointed Capital Investment Committee.

The three Design-Build teams were asked to propose on the overall project, encompassing the Incline Beach House Project and the Beach Access Project. Currently the Incline Beach Access Project, per Board direction is to include the following:

1. Provide a way for the entrance to Incline Beach to be gated with a Radio Frequency Identification (RFID) for both pedestrians and vehicles.
2. The lanes should be configured such that there is a turnaround for rejected vehicles.
3. This project will be a part of the FY 2024/25 budgeting process. It is not a part of the \$4M budget associated with the Incline Beach House Project.

At the Feb. 28, 2024 Meeting (Item G.2) based on the results of the Selection Committee evaluation, Staff recommended the award of the 30% Schematic design for both the Incline Beach House and Incline Beach Access Project to the Design-Build team of CORE Construction and the Board approved this action. Subsequently, at a Special Board Meeting on March 28, 2024 (Item E.2), the Board directed staff to include both pedestrian and vehicular electronic gates at the entrance to Incline Beach in the project design.

During the budget process, a figure of \$16M was discussed for the project (beach house and access project). It was explained that this was an extremely high level estimate and that the Design Build Team was working on a more accurate estimate that was to be delivered in April. The high estimate provided the opportunity for additional discussions regarding the proposed funding mechanism of the project; which was extremely useful in establishing the budget for the project.

On April 16, 2024, an internal Board memorandum presented two schematic design options:

- **Option A** (\$10,155,642): Includes the project's original scope with an industrial kitchen, restrooms, expanded bar, and site improvements, including the beach access upgrades.
- **Option B** (\$5,390,277): Aligns more closely with the project's original budget, focusing on restrooms and site improvements, including the beach access upgrades.

While the original design scope did not account for multiple options, the design team deemed it necessary to break down the project to illustrate the costs associated with the desired amenities.

With the 30% project estimates coming in above the approved budget for the project provided by the Design Build Team, on May 8, 2024 (Item G.5) staff returned to the Board to receive further direction on the project. Staff received the following direction:

- The placeholder of \$4,000,000 is not a hard cap and the Board desires to increase funding for the project, then the following Board consensus is needed:
  1. The Board requires the Project to include sufficient bathroom stalls to minimize the need for portable toilets during peak season (excluding holidays); and,
  2. The Board requires the design to maintain the same level of service and menu offerings that is currently provided; and,
  3. The Board requires the design to include an expanded bar area.
  4. Include Ski Beach in the 30% Incline Beach Access Project design.
  5. Combine the Incline Beach House Project and the Incline Beach Access Project into one project in the FY 2024/25 Budget.
- Staff also received feedback from some Trustees that the proposed architecture style should resemble the Burnt Cedar Pool Building. Staff is requesting Board consensus on the type of architecture desired.
  1. The proposed architecture style is a fire hardened structure with the use of block, single sloped roof, limited wood accents, and lower construction and long-term maintenance costs; or,
  2. The other option which is similar to Burnt Cedar Pool Building and previous 2016 design is the use of stucco, steep pitched roof, heavy timber accents, and higher construction and long-term maintenance costs.

The Board also directed staff to obtain a proposal from the Design Build team to amend their contract to include a second design Option B that embodies a "timeless Tahoe" style building, provides a separate storage for liquor, and to remove the overhead showers but retain a foot wash. The Board also directed Staff to have the Design Build team provide a 30% Schematic Design for the Incline Beach/Ski Beach Access Projects that is to encompass circulation options and safety considerations as outlined in the LSC Report, potentially involving encroachment into the Washoe County right-of-way and redesign of sidewalks and crosswalks.

The project will also include a coverage analysis, potential upgrades to drainage, and a new guard shack to match the design intended for Incline Beach.

At the June 12, 2024 (Item G.1), staff brought an Amendment to the Agreement for the 30% Schematic Design Contract to the Board for approval. However, the Board did not approve the amendment and requested Staff provide additional food and beverage data and investigate a food truck option for the Board's review and discussion. The Food and Beverage Department was to present the information at the July 25, 2024 Board Packet (Item G.5) however, the item was deferred to a later date.

At the Oct. 9, 2024 Meeting (Item E.4), the Board was given the Food and Beverage Report for sales of food at the Incline and Burnt Cedar Beaches.

Included in the attached PDF are Consolidated Beach F&B Information based on Board request, as well as Diamond Peak's alcohol sales for the FY 2023/24 season for informational purpose only.

Staff is planning on bringing a general business item to the Board on the January 29, 2025 Meeting. Staff is looking to have a discussion and possible action on the following decision points:

1. Is the Incline Beach House still a Board Priority Project?
2. Is the Incline Beach Access Project a Board Priority?
  - i. Does the Board want to have RFID vehicle and pedestrian gates installed at Incline Beach? This will allow closure of the Beaches year-round which may reduce the need for staffing during the off season.
3. Does the Board want to move forward with the amendment to the Agreement with CORE Construction to develop a second design option?
  - i. If Yes – Staff will request an updated amendment from the Design Build Team
    1. Does the scope of the existing amendment suffice for the Board? For example, providing an additional design with a different architectural style, different building materials, etc?
    2. Is there a function of the building that needs to be revised?
      - a. Kitchen
      - b. Bar
      - c. Outdoor Seating
      - d. Outdoor Showers vs just foot wash
4. Does the Board want flexibility in who operates the concession at the Beach?
  - i. Food & Beverage
    1. Inhouse
    2. Outside Concessionaire
  - ii. Alcohol
    1. Inhouse
    2. Outside Concessionaire
  - iii. Events – Music on the Beach
    1. Inhouse
    2. Outside Concessionaire

# Board Meeting

## July 27, 2022

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Indra Winqest  
District General Manager

**THROUGH:** Brad B. Underwood, P.E.  
Director of Public Works

**FROM:** Kate S. Nelson, P.E.  
Engineering Manager

**SUBJECT:** Review, discuss and provide direction to staff on next steps and the potential scope of an Incline Beach House Project

**DATE:** July 27, 2022

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### **I. RECOMMENDATION**

That the Board of Trustees review, discuss and provide direction to staff on next steps and the potential scope of an Incline Beach House 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**

The Incline Beach House has been identified as a Community Services Master Plan Priority Project (Top Tier Recommendation) by the District Board of Trustees. The Top Tier Recommendation from page 136 from the Community Services Master Plan includes the recommendations and priorities identified in “*The IVGID*”

*Beaches Recreation Enhancement Opportunities Plan,*” prepared for the Incline Village General Improvement District February 2016, and is located on the districts website. The Project was discussed at the following Board Meetings:

- In 2016, the Board of Trustees Authorized a design contract with Bull Stockwell Allen (BSA), an architecture and planning firm from San Francisco, to prepare pre-design concepts for potential Board approval (Attachment A). A project committee was formed and included two IVGID Trustees. BSA developed two options (Attachment D) and had preliminary construction estimates developed for each concept. Additionally, in 2016, the District surveyed the community via FlashVote and held a public outreach workshop.
- IVGID Engineering Staff made a presentation to the Board of Trustees on March 23, 2017 laying out the conceptual design options and schemes, community survey results, preliminary cost estimating, project funding and Staff recommendations (Attachment B). Additionally, in 2017, the District solicited additional public input and completed preliminary cost estimation.
- In 2018, due to higher than expected cost estimates for the project, coupled with the arising issues with the Burnt Cedar Pool, the district had to shift resources to the BC Pool and potential planning for renovation or replacement.
- On November 13, 2019 IVGID Staff brought to the Board of Trustees an agenda item to discuss potential revisiting and possible next steps for the Incline Beach House project. The Board directed Engineering Staff to bring back a revised alternative conceptual design with reduced project scope and square footage to align with expectations at the time for functionality.
- On January 22, 2020, Engineering Staff brought the Board of Trustees an Agenda item providing an alternative to the BSA design concepts with a reduction in scope and square footage (Attachments C and E). Unfortunately, due to resources that were required to be committed to the Burnt Cedar Pool Project, the Incline Beach House Project while remaining as a Board/District Priority Project has been delayed since.

At the January 12, 2022 Board of Trustees Meeting, the members of the Board discussed and provided feedback and direction to Staff related to Board/District Priority Projects within Community Services. It was reconfirmed that the Incline Beach House Project remains a priority for the District.

The purpose of the agenda item for the July 27, 2022 Board of Trustees Meeting is to provide a historical backdrop and reminder of the Incline Beach House Project so that the Board of Trustees can discuss and provide feedback and direction to Staff on next steps for this Board Priority Project.

District Staff is requesting the Board review the existing design concepts (Attachments D and E) and provide Staff with a clear understanding of the priority improvements desired. For example, the design concepts provide variations of an improved kitchen, increased food/beverage storage, food service pick-up area, size of men's and women's restrooms, family restrooms, outdoor showers, size of outdoor deck, and size of outdoor bar. Providing this information will allow PW staff to create an informed request for proposals and begin the selection process for an architecture and engineering design team.

#### **IV. FINANCIAL IMPACT AND BUDGET**

This agenda item seeks Board direction on next steps related to developing a scope, budget and financing plan to replace the Incline Beach House. As such, there is no direct fiscal impact of the recommendation included in this report.

However, funding in the amount of \$100,000 was included in the District's FY2020/21 approved budget to cover project planning efforts, via an appropriation from the Beach Fund. The entirety of this funding was carried-over to the FY2021/22 budget and has been identified as available to carry-over to the FY022/23 budget.

In addition, the District's multi-year capital plan includes \$3,250,000, currently in Year 2 (FY2023/24), consisting of an estimated \$250,000 for design and \$3,000,000 for construction, based on funding estimates included in previous capital plans.

The Board of Trustees has identified the Incline Beach House project as one of several priority Beach capital projects for which consideration should be given to financing all or a portion of the project through a future bond, or other debt financing.

As the project scope, definition and updated cost estimates are developed, Staff will present the Board with alternative financing options available to the District to support the project within the timeframe desired by the Board.

#### **V. ALTERNATIVES**

1. Direct Staff to bring back additional information related to the project.
2. Not proceed with the Incline Beach House Project at this time.



**VI. ATTACHMENTS**

- A. Staff Report from May 18, 2016 – Authorization of design services contract with Bull Stockwell Allen (BSA)
- B. Presentation by IVGID Engineering March 23, 2017
- C. Staff Report from January 22, 2020 with BSA Design Concepts and Alternative Design Concept as developed by IVGID Engineering
- D. Bull Stockwell Allen (BSA) design concepts (2) June 2017
- E. IVGID Engineering Alternative Design Concept January 22, 2020

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Steven J. Pinkerton  
General Manager

**THROUGH:** Sharon G. Heider  
Director of Community Services

**FROM:** Bradley A. Johnson, P.E.  
Director of Asset Management

R. Charles Miller, P.E.  
Principal Engineer

Indra Winqest  
Director of Parks & Recreation

**SUBJECT:** Authorize a Design Services Contract for the Incline Beach House Project – 2015/2016 & 2016/2017 Capital Improvement Program (CIP): Fund: Beach; Division: Beach; Project # 3973LI1302; Vendor: Bull Stockwell Allen (BSA) Architecture in the amount of \$221,891

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

**DATE:** May 6, 2016

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### **I. RECOMMENDATION**

That the Board of Trustees moves to:

1. Authorize a design services contract with Bull Stockwell Allen (BSA) Architecture totaling \$221,891 for architectural and engineering design services and bid period assistance for the design of the Incline Beach House.
2. Authorize Staff to execute the contract documents based on a review by District Counsel and Staff.

## **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.
- The District will conduct planning and design, in advance of undertaking projects or procurement to ensure District assets meet operational requirements and enhance the customer experience.

## **III. BACKGROUND**

At the June 25, 2014 meeting, the Board of Trustees authorized a contract with Design Workshop and BSA Architecture to perform land planning services and develop a Beach facility plan with the purpose of providing a guiding document for any future capital investment made by the District at the Beach properties. This work was performed over the summers of 2014 and 2015 and resulted in the IVGID Beaches Recreation Enhancement Opportunities Plan approved by the Board of Trustees on February 24, 2016.

Community surveys, conducted during the development of the Beach Plan, overwhelmingly identified addressing the existing structure at Incline Beach as the top priority for reinvestment at the Beaches. The existing structure at Incline Beach dates to the early 1970s, is over capacity relative to current use levels, does not meet the operational needs of the property, and has restrooms that cannot be used during the winter months.

The proposed contract before the Board of Trustees is to complete architectural and engineering design associated with replacing the existing Incline Beach structure. The project will design a robust and modern facility that meets the capacity needs of today's operations at Incline Beach and the expectations of Incline Village residents. A new facility will enhance food and beverage operations and customer service by incorporating current industry best practices

for food and beverage concessions and commercial kitchen design in order to increase revenues and decrease wait times. Additionally, a new facility will enhance the quality, size, and number of restrooms available at Incline Beach and will also provide restrooms capable of use during the winter to allow the elimination of the temporary portable toilets during the cold weather months. Finally, a new facility will enhance the customer experience at Incline Beach by including a shaded outdoor seating and bar area, outdoor showers, and improved customer flow from the drop-off area and parking lots to the beachfront.

Three major recommendations contained in the Beach Plan will be addressed by this project:

- Replacement of the restroom/concession building at Incline Beach to create a beachfront hospitality zone.
- Improvement of entries and drop-off areas to expedite the check-in process and enhance pedestrian safety. This project will widen the drop-off lane at Incline Beach to facilitate user ingress and egress.
- Enhancement of beachfront access and pedestrian connectivity. The project contains site improvements to improve circulation as users make their way from the parking areas and entries to the lake.

The new building is envisioned to be located in the same location as the existing Incline Beach facility.

BSA Architecture will be responsible for all architectural, engineering, and landscape architecture design and permitting related to the Incline Beach House Building, the flatscape surrounding the building, and improvements to the vehicular circulation in the drop-off/pick-up area.

Conceptual and schematic design will begin upon authorization of the contract with a tentative finish in September 2016 with the goal of submittal to the Tahoe Regional Planning Agency (TRPA) for permitting review during February of 2017. The Conceptual design process will include extensive community outreach and information sessions as well as opportunities for public comment and feedback.

Final and construction document design would begin in April of 2017 with the goal of submittal to the Washoe County Building Department in June of 2017. This proposed schedule is sufficiently conservative to allow ample Board and

community input and review and will allow incorporation of TRPA and Washoe County permitting comments prior to going out to bid for construction. Assuming future construction budget is approved by the Board of Trustees, the project is anticipated to begin construction after Labor Day 2017 and be completed by the end of spring 2018. This schedule is intended to limit the impacts on the beach use as much as feasibly possible.

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

This item is not subject to competitive bidding within the meaning of Nevada Revised Statute (NRS) 332.115 as described in subsection (b) Professional Services.

Additionally, per NRS 625.530, selection of a professional engineer or registered architect to perform work on public works projects (where the complete project costs exceed \$35,000) is to be made solely on the basis of the competence and qualifications of the engineer or architect and not on the basis of competitive fees.

As part of the design team selection process, Staff publically advertised a request for qualifications for architectural and engineering services in March 2016 for this project and received statements of qualifications from six interested teams. Staff selected two of those respondents for interviews and review of equivalent projects completed in the area. This competitive evaluation of qualifications culminated in the selection of the BSA Architecture team. BSA is a nationally recognized firm that specializes in public, recreation, and hospitality facility design. Projects completed by BSA in the area include the Sand Harbor Visitors Center and the Mount Rose Ski Area Winters Creek Lodge.

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

A total of \$100,000 is included in the 2015/2016 CIP budget under the Incline Beach Facility Replacement Project (see attached data sheet) of which \$75,000 is available. There is an additional \$200,000 included in the proposed 2016/2017 CIP budget under the Incline Beach Facility Replacement Project (see attached data sheet). The total available budget to support completion of this project is \$275,000.

Authorize a Design Services Contract for  
the Incline Beach House Project – 2015/2016  
& 2016/2017 CIP: Fund: Beach; Division: Beach;  
Project # 3973LI1302; Vendor: BSA Architecture  
in the amount of \$221,891

-5-

May 6, 2016

**VI. ALTERNATIVES**

Not authorize the design contract and direct Staff to not move forward with the Incline Beach House Project.

**VII. COMMENTS**

None at this time.

**VIII. 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>    | 3973LI1302                         | <b>Active:</b> | Yes |
| <b>Title:</b>             | Incline Beach Facility Replacement |                |     |
| <b>Asset Class:</b>       |                                    |                |     |
| <b>Division:</b>          | 73 - Beach Food and Beverage       |                |     |
| <b>Budget Year:</b>       | 2016                               |                |     |
| <b>Scenario Name:</b>     |                                    |                |     |
| <b>Budget Status:</b>     | Data Entry                         |                |     |
| <b>Locations:</b>         |                                    |                |     |
| <b>Project Something:</b> | LI - Land Improvements             |                |     |

|   |                      |                        |                      |                             |
|---|----------------------|------------------------|----------------------|-----------------------------|
| <b>Project Description</b>  |                      |                        |                      |                             |
| Based on the outcome of the 2014/2015 Beach Facility Study, this project will replace the existing structure at Incline Beach and will provide substantial site and landscaping enhancements.   |                      |                        |                      |                             |
| <b>Project Internal Staff</b>   |                      |                        |                      |                             |
| Engineering will manage the project with support from Parks, Recreation, and Beaches Staff  |                      |                        |                      |                             |
| <b>Project Justification</b>  |                      |                        |                      |                             |
| Improving the community gathering area at Incline Beach and the associated structure will improve an under-developed area at Incline Beach and will greatly improve the beach use for customers and community events. Currently the area is not landscaped and consists of sand and decomposed granite. Softening the area with landscaping will enhance for community events and recreation activities. The improvements will contribute to having a staging area for July 4th events, the extravaganza and having an inviting area for customers to dine and be catered by our Food & Beverage operation. The existing structure is under-sized relative to current operations as well as customer use and expectations. The facility is not winterized and the structure is unavailable for use by customers during the winter months. |                      |                        |                      |                             |
| <b>Forecast</b>   |                      |                        |                      |                             |
| <b>Budget Year</b>  | <b>Total Expense</b> | <b>Total Revenue</b>   | <b>Difference</b>    |                             |
| 2016  |                      |                        |                      |                             |
| Internal Services   | 25,000               | 0                      | 25,000               |                             |
| Pre-design and Design   | 75,000               | 0                      | 75,000               |                             |
| Year Total  | 100,000              | 0                      | 100,000              |                             |
| 2017  |                      |                        |                      |                             |
| Design and Permitting   | 150,000              | 0                      | 150,000              |                             |
| Internal Services   | 50,000               | 0                      | 50,000               |                             |
| Year Total  | 200,000              | 0                      | 200,000              |                             |
| 2018  |                      |                        |                      |                             |
| Construction  | 1,500,000            | 0                      | 1,500,000            |                             |
| Internal Services   | 100,000              | 0                      | 100,000              |                             |
| Year Total  | 1,600,000            | 0                      | 1,600,000            |                             |
|   | 1,900,000            | 0                      | 1,900,000            |                             |
| <b>Year Identified</b>  | <b>Start Date</b>    | <b>Project Partner</b> | <b>Manager</b>       | <b>Est. Completion Date</b> |
| 2012  | Jul 1, 2013          |                        | Parks Superintendent | Nov 30, 2016                |



## Project Summary

|                           |                                    |                    |
|---------------------------|------------------------------------|--------------------|
| <b>Project Number:</b>    | 3973LI1302                         |                    |
| <b>Title:</b>             | Incline Beach Facility Replacement |                    |
| <b>Asset Class:</b>       |                                    |                    |
| <b>Division:</b>          | 73 - Beach Food and Beverage       |                    |
| <b>Budget Year:</b>       | 2017                               |                    |
| <b>Scenario Name:</b>     |                                    | <b>Active:</b> Yes |
| <b>Budget Status:</b>     | Data Entry                         |                    |
| <b>Locations:</b>         |                                    |                    |
| <b>Project Something:</b> | LI - Land Improvements             |                    |

|   |                      |                        |                    |                             |
|---|----------------------|------------------------|--------------------|-----------------------------|
| <b>Project Description</b>  |                      |                        |                    |                             |
| Based on the outcome of the 2014/2015 Beach Facility Study, this project will replace the existing structure at Incline Beach and will provide substantial site and landscaping enhancements.   |                      |                        |                    |                             |
| <b>Project Internal Staff</b>   |                      |                        |                    |                             |
| Engineering will manage the project with support from Parks, Recreation, and Beaches Staff.   |                      |                        |                    |                             |
| <b>Project Justification</b>  |                      |                        |                    |                             |
| Improving the community gathering area at Incline Beach and the associated structure will improve an under-developed area at Incline Beach and will greatly improve the beach use for customers and community events. Currently the area is not landscaped and consists of sand and decomposed granite. Softening the area with landscaping will enhance for community events and recreation activities. The improvements will contribute to having a staging area for July 4th events, the extravaganza and having an inviting area for customers to dine and be catered by our Food & Beverage operation. The existing structure is under-sized relative to current operations as well as customer use and expectations. The facility is not winterized and the structure is unavailable for use by customers during the winter months. |                      |                        |                    |                             |
| <b>Forecast</b>   |                      |                        |                    |                             |
| <b>Budget Year</b>  | <b>Total Expense</b> | <b>Total Revenue</b>   | <b>Difference</b>  |                             |
| 2017  |                      |                        |                    |                             |
| Design and Permitting   | 200,000              | 0                      | 200,000            |                             |
| Year Total  | 200,000              | 0                      | 200,000            |                             |
| 2018  |                      |                        |                    |                             |
| Construction  | 2,000,000            | 0                      | 2,000,000          |                             |
| Internal Services   | 100,000              | 0                      | 100,000            |                             |
| Year Total  | 2,100,000            | 0                      | 2,100,000          |                             |
|   | <b>2,300,000</b>     | <b>0</b>               | <b>2,300,000</b>   |                             |
| <b>Year Identified</b>  | <b>Start Date</b>    | <b>Project Partner</b> | <b>Manager</b>     | <b>Est. Completion Date</b> |
| 2012  | Jul 1, 2013          |                        | Principal Engineer | Nov 30, 2016                |



# Incline Beach House Project Update

## March 23, 2017

Bradley A. Johnson, P.E. – Director of Asset Management



# District Strategic Plan

## Long Range Principle 5 – Assets & Infrastructure

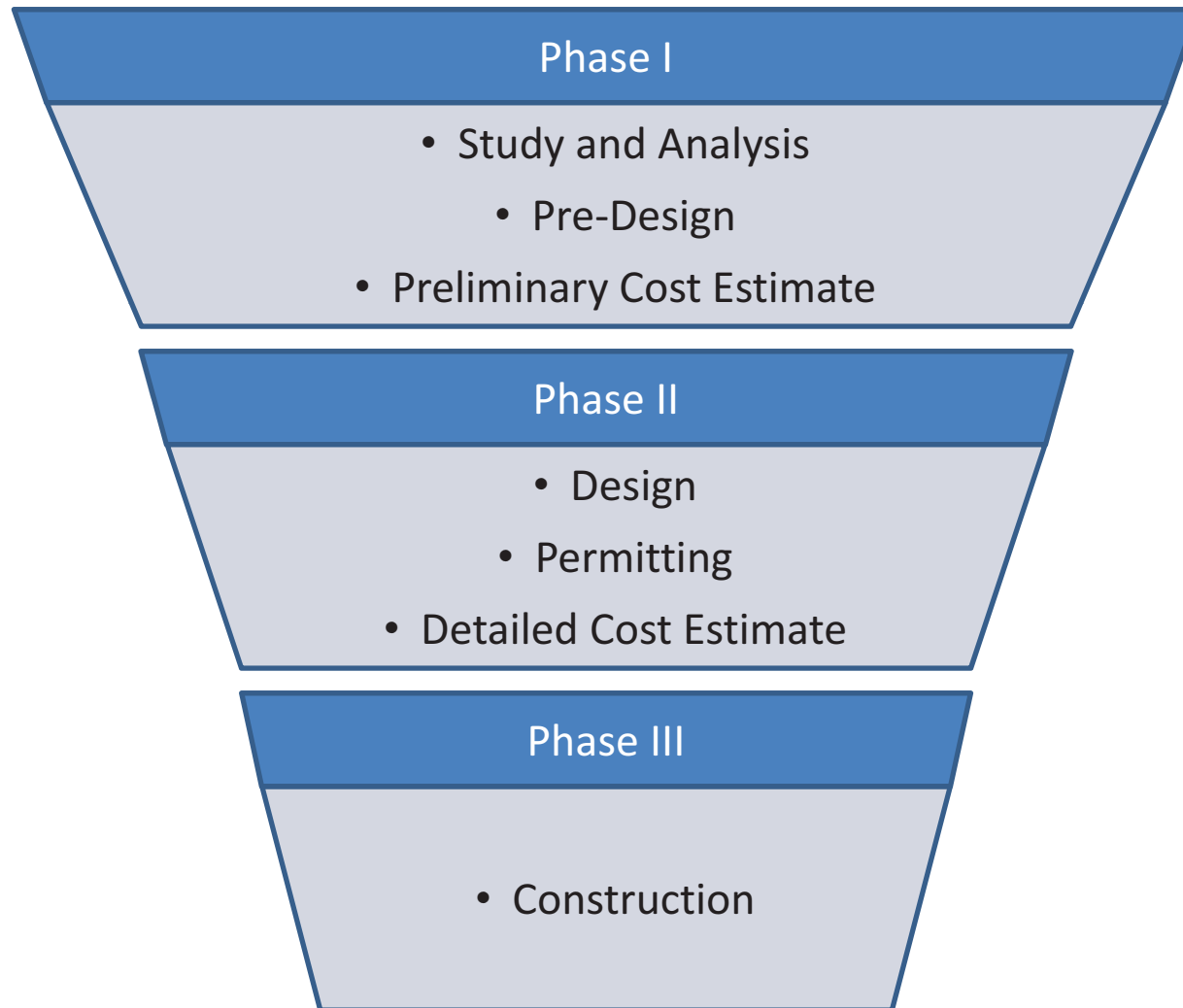
The District will practice perpetual asset renewal, replacement and improvement to provide safe and superior long term utility services and recreation activities.

- Maintain, renew, expand and enhance District infrastructure to meet the capacity needs and desires of the community for future generations.
- Conduct planning and design, in advance of undertaking projects or procurement, to ensure new District assets meet operational requirements and enhance the customer experience.
- 2016-2017 Budgeted Initiative:
  - Set direction on final design of the Incline Beach House Project

# Project Milestones To Date

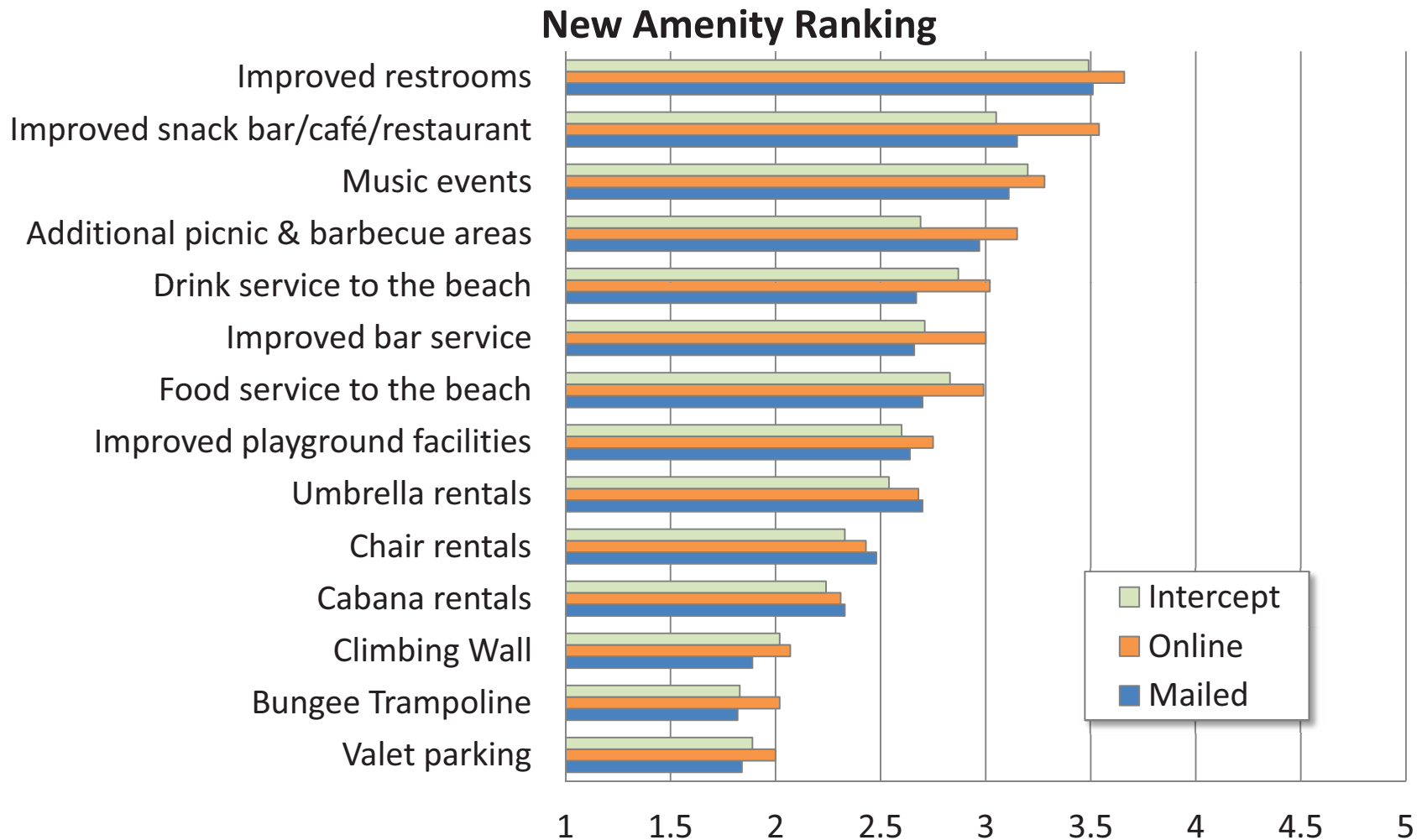
- February 24, 2016 – Beach Facilities Plan Adopted by the Board of Trustees
- May 18, 2016 – Design Contract Awarded by Board of Trustees
- August 5, 2016 – Incline Beach New Facility Flash Vote
- August 18, 2016 – Public Workshop

# Project Sequence



# Importance of New Amenities and Services

(from Beach Study survey)



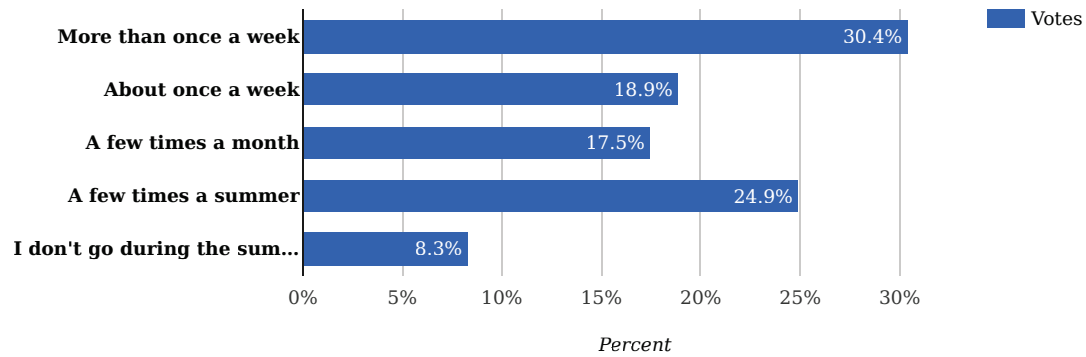
1-5 Scale Average: "1"=Not at all Important to "5"=Absolutely Necessary

Q1

## August 5, 2016 Flash Vote

About how often do you go to Incline Beach in the summer?

(784 responses)

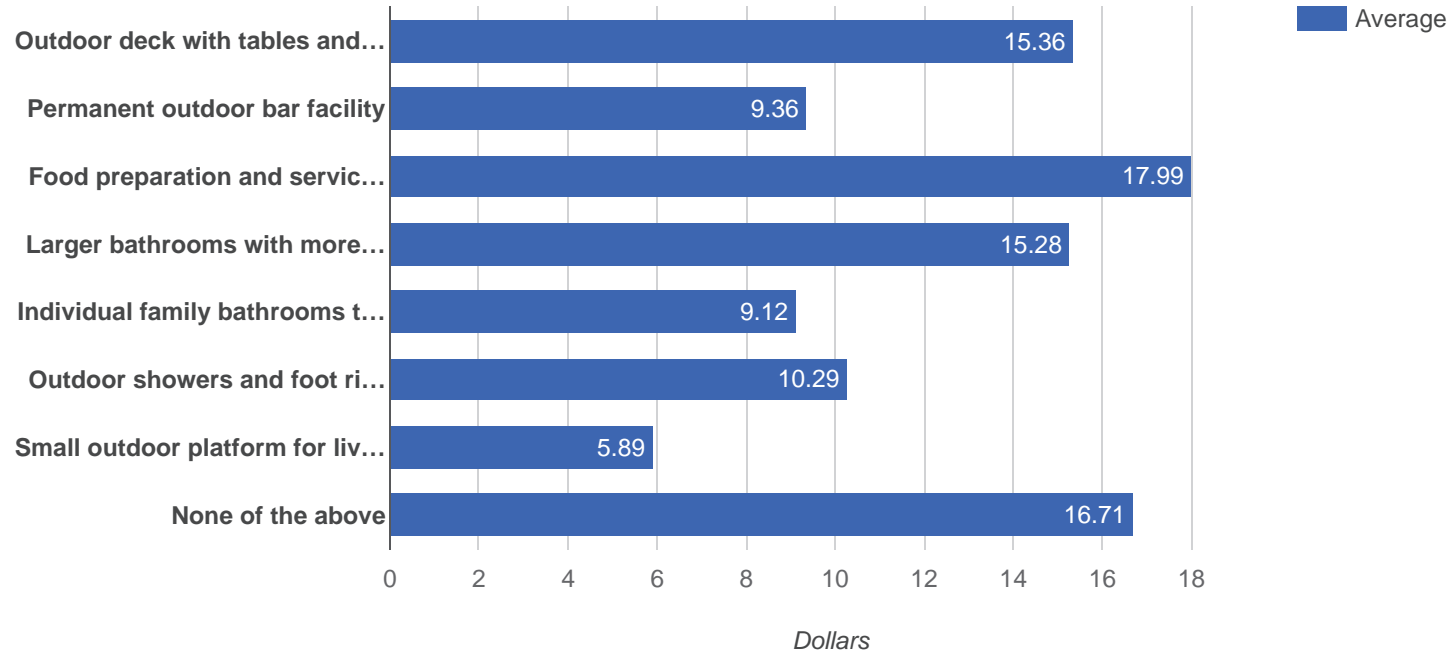


| Options                      | Votes (784) |
|------------------------------|-------------|
| More than once a week        | 30.4% (238) |
| About once a week            | 18.9% (148) |
| A few times a month          | 17.5% (137) |
| A few times a summer         | 24.9% (195) |
| I don't go during the summer | 8.3% (65)   |

# August 5, 2016 Flash Vote

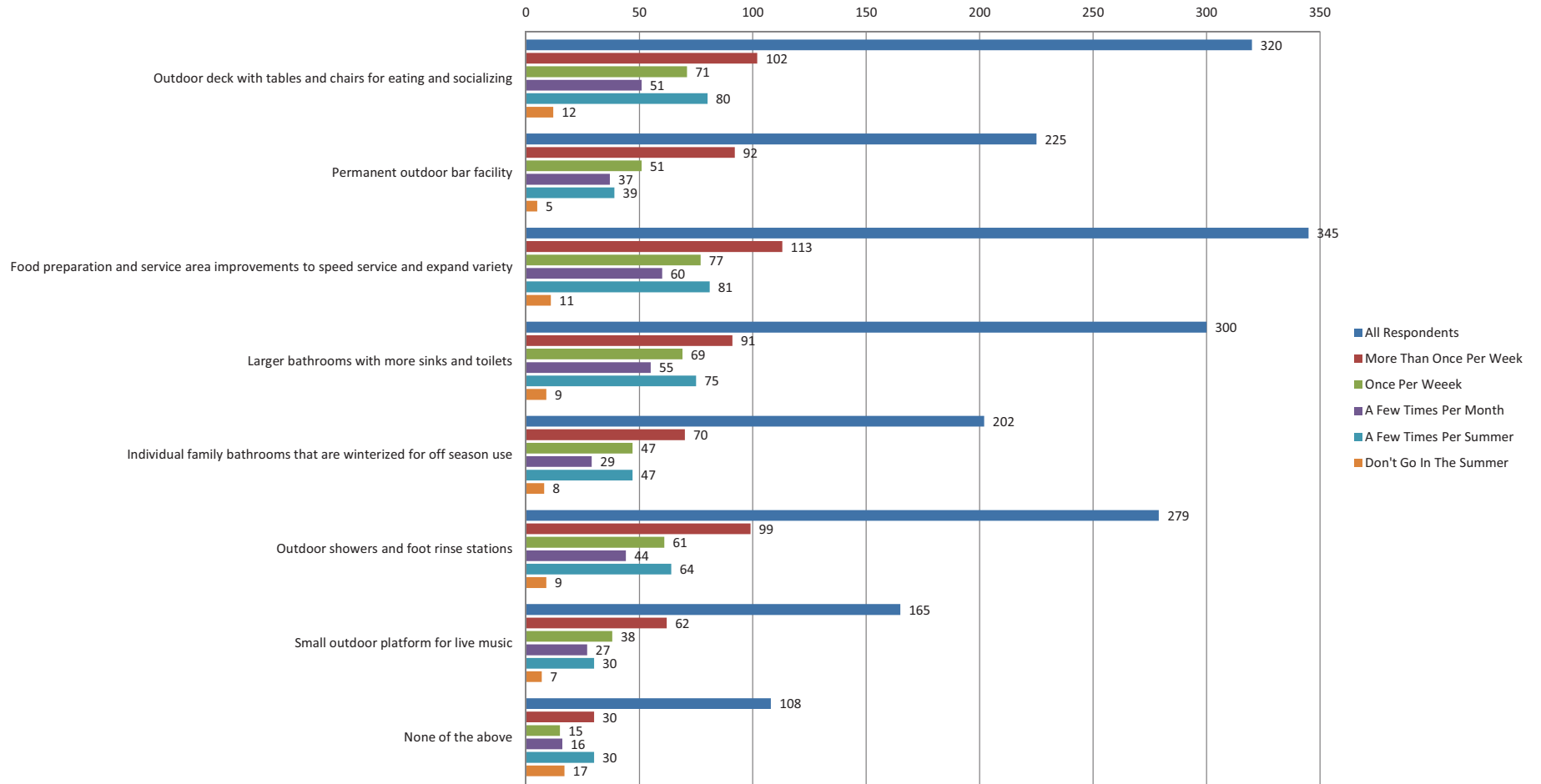
IVGID is considering the construction of a new snack bar and restroom building with several possible upgrades. Please tell us how important these upgrades are to you by allocating \$100 across the following options.

(570 responses)



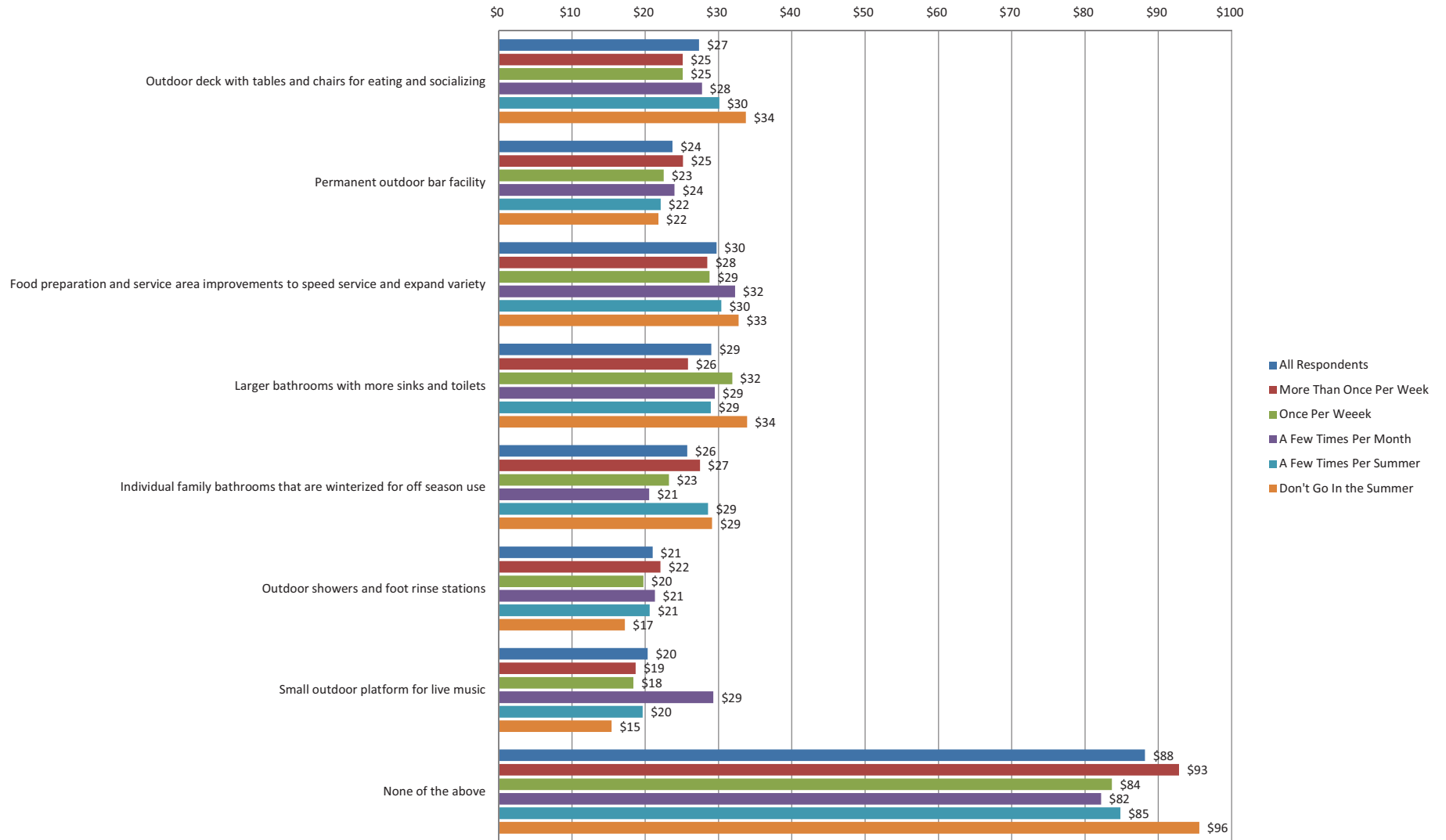
| Options  | Average (570) |
|--|---------------|
| Outdoor deck with tables and chairs for eating and socializing                     | 15.36 (320)   |
| Permanent outdoor bar facility   | 9.36 (225)    |
| Food preparation and service area improvements to speed service and expand variety | 17.99 (345)   |
| Larger bathrooms with more sinks and toilets                                       | 15.28 (300)   |
| Individual family bathrooms that are winterized for off season use                 | 9.12 (202)    |
| Outdoor showers and foot rinse stations  | 10.29 (279)   |
| Small outdoor platform for live music  | 5.89 (165)    |
| None of the above  | 16.71 (108)   |

### Number of Respondents to Each Question 3 Option by Beach Visitation Frequency

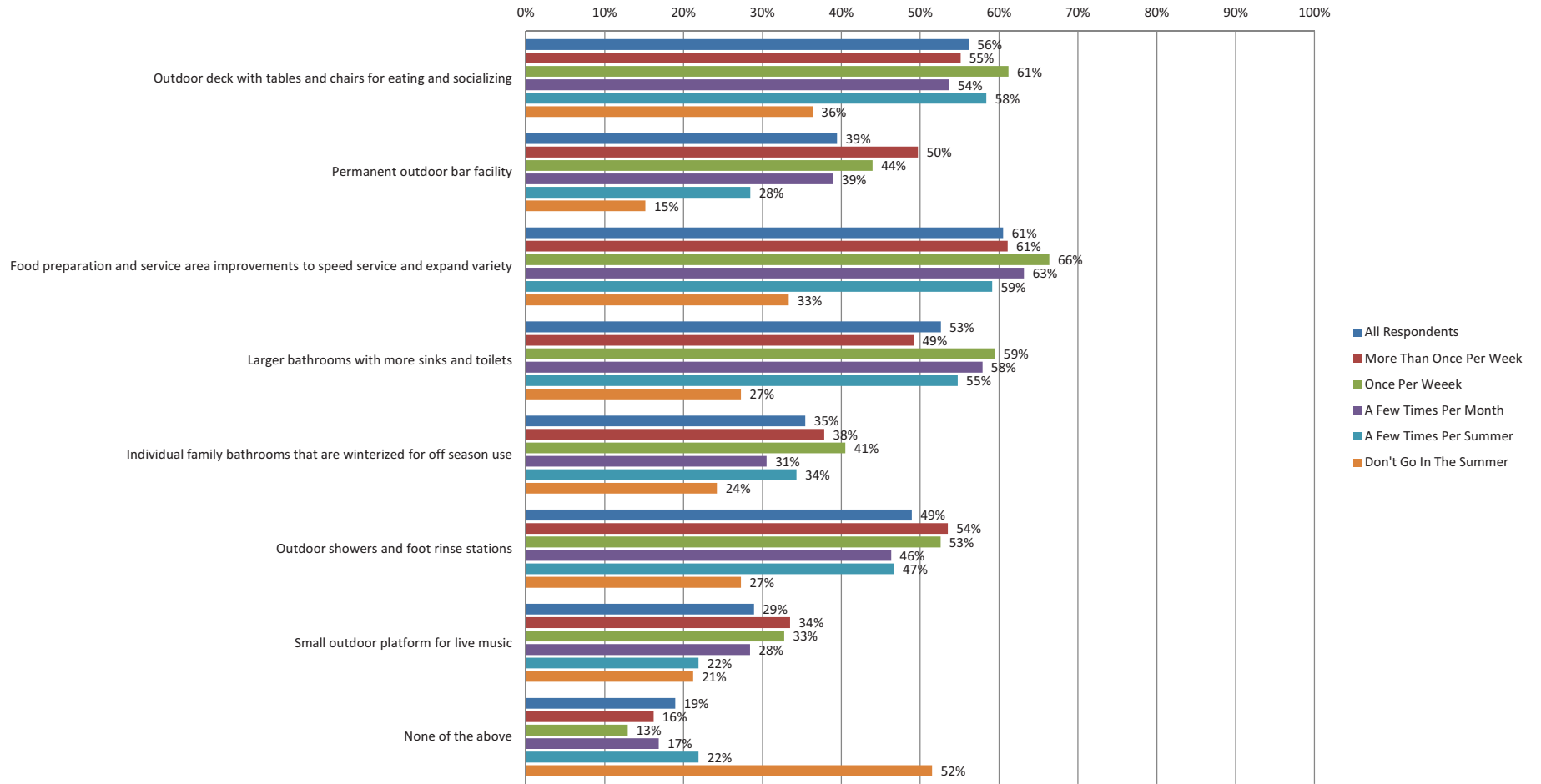




### Average Spend per Respondent to Each Question 3 Option by Beach Visitation Frequency



### Percentage of Respondents to Each Question 3 Option by Beach Visitation Frequency



# Comparable Site Analysis

| Comparable Site             | Peak Season Saturday Visits | Kitchen/et al (Square Feet)    | Scramble (Square Feet) | Bathrooms Stalls | Bar Seats |
|-----------------------------|-----------------------------|--------------------------------|------------------------|------------------|-----------|
| Sand Harbor                 |                             | 1,400                          | 1085                   |                  | -         |
| Diamond Peak Base Lodge     | 2,500                       | 1,990                          | 1000                   | 32               | 24        |
| Burnt Cedar                 | 1,400                       | 775                            | -                      | 16               | 7         |
| Chateau                     | 220                         | 1,875<br>(No catering kitchen) | -                      | 18               | 6         |
| Incline Beach (Current)     | 1,800                       | 470                            | -                      | 8                | 12        |
| Incline Beach House (Draft) | 1,800                       | 768 - 938                      | 949 - 970              | 16               | 18        |

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# INCLINE VILLAGE BEACH HOUSE

DESIGN SCHEMES

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- EXISTING SITE PLAN
- SITE ALTERNATES
- SCHEME A- SITE PLAN
- SCHEME A- SITE PLAN- ALTERNATES
- SCHEME A- FLOOR PLAN
- SCHEME A- DESIGN CONCEPT
- SCHEME B- SITE PLAN
- SCHEME B- SITE PLAN- ALTERNATES
- SCHEME B- FLOOR PLAN
- SCHEME B- DESIGN CONCEPT

**GROSS BUILDING AREAS**

|                  |             |
|------------------|-------------|
| <b>SCHEME A:</b> |             |
| SCRAMBLE:        | ° 1,000 SF  |
| ITCHEN:          | ° 900 SF    |
| BOH:             | ° 390 SF    |
| RESTROOMS:       | /- 1,010 SF |
| IXTURES:         | 1#          |
| <b>SCHEME B:</b> |             |
| SCRAMBLE:        | /- 1,000 SF |
| ITCHEN:          | ° 850 SF    |
| BOH:             | ° 400 SF    |
| RESTROOMS:       | ° 850 SF    |
| IXTURES:         | 1#          |

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**INCLINE VILLAGE BEACH HOUSE**

MARCH 2017



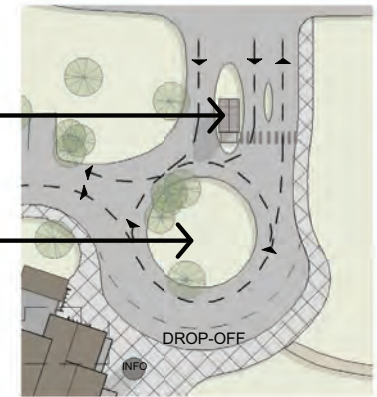
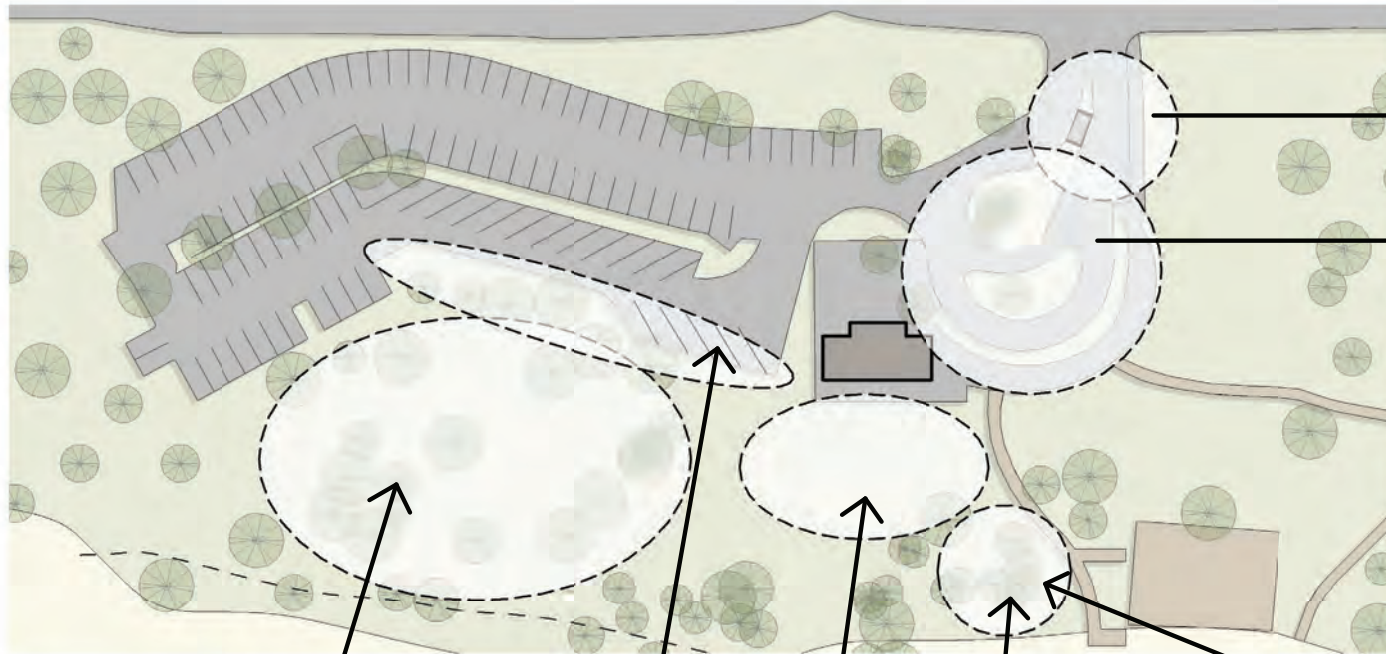
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**EXISTIN SITE PLAN**

**INCLINE VILLAGE BEACH HOUSE**  
 MARCH 2017

The block contains two logos. On the left is the logo for 'INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT', featuring a stylized mountain and water graphic. On the right is the logo for 'bull stockwell allen ARCHITECTURE + PLANNING + INTERIORS', with the company name in a bold, lowercase font and the services listed below it.



**GATEHOUSE AND DROP-OFF IMPROVEMENTS**

- IMPROVEMENT OF THE ARRIVAL PROCESS AT THE GATEHOUSE TO HELP ALLEVIATE BACKUP ON BUSY DAYS AND ADDRESS SAFETY CONCERNS FOR PEDESTRIANS
- MODIFICATIONS TO THE DROP-OFF ZONE TO HELP WITH CONGESTION BY ALLOWING VEHICLES TO BYPASS THE DROP-OFF LANE ONCE THEY ARE DONE UNLOADING



**LANDSCAPING AT WEST SIDE**  
LANDSCAPE ENHANCEMENTS TO PROMOTE USE

- EXPANDED PARKING**
- CONNECTING PATH**  
ADDITION OF 10 SPACES (2 HANDICAP) & A PATH TO IMPROVE CONNECTIVITY BETWEEN PARKING & BEACH
- DINING DECK**  
DECK SPACE TO ACCOMMODATE OUTDOOR SEATING
- COVERED BAR**



**ENLIVENING THE "GROVE"**  
LANDSCAPE IMPROVEMENTS TO FORMALIZE & ENHANCE SOCIALIZATION SPACE AT THE BEACH

**SITE ALTERNATES**

**INCLINE VILLAGE BEACH HOUSE**  
MARCH 2017





SCHEME A- ILLUSTRATIVE SITE PLAN



**INCLINE VILLAGE BEACH HOUSE**  
MARCH 2017



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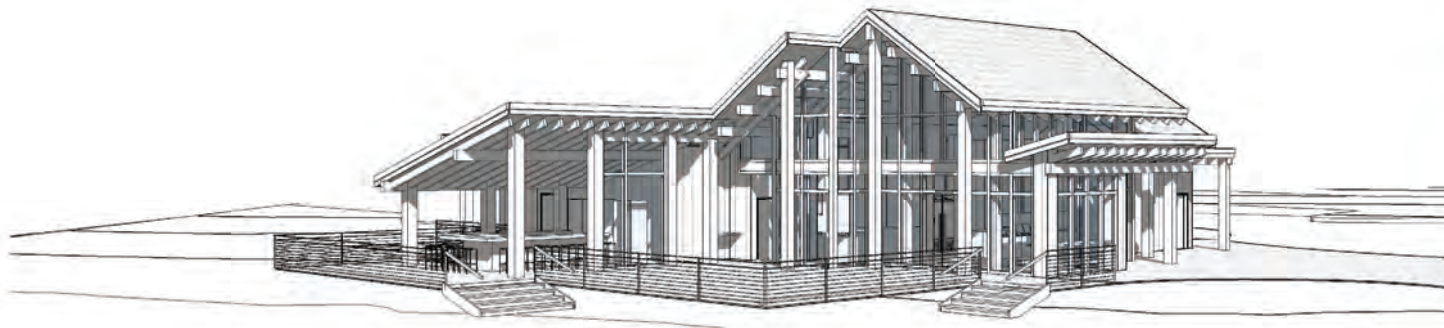
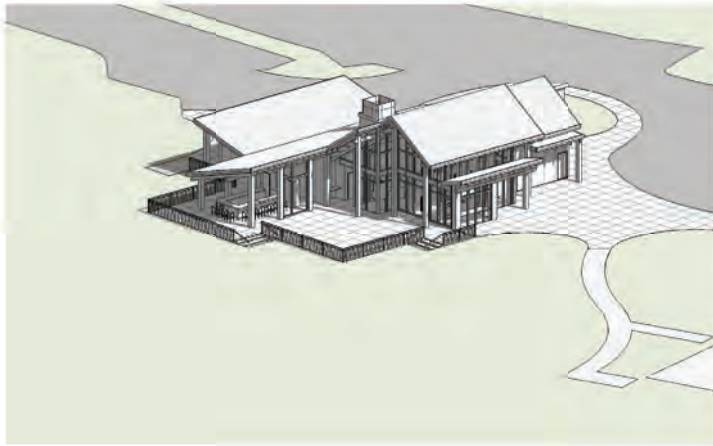


**SCHEME A' SITE PLAN- ALTERNATES**

**INCLINE VILLAGE BEACH HOUSE**  
 MARCH 2017







SCHEME A DESIGN CONCEPT

**INCLINE VILLAGE BEACH HOUSE**  
MARCH 2017



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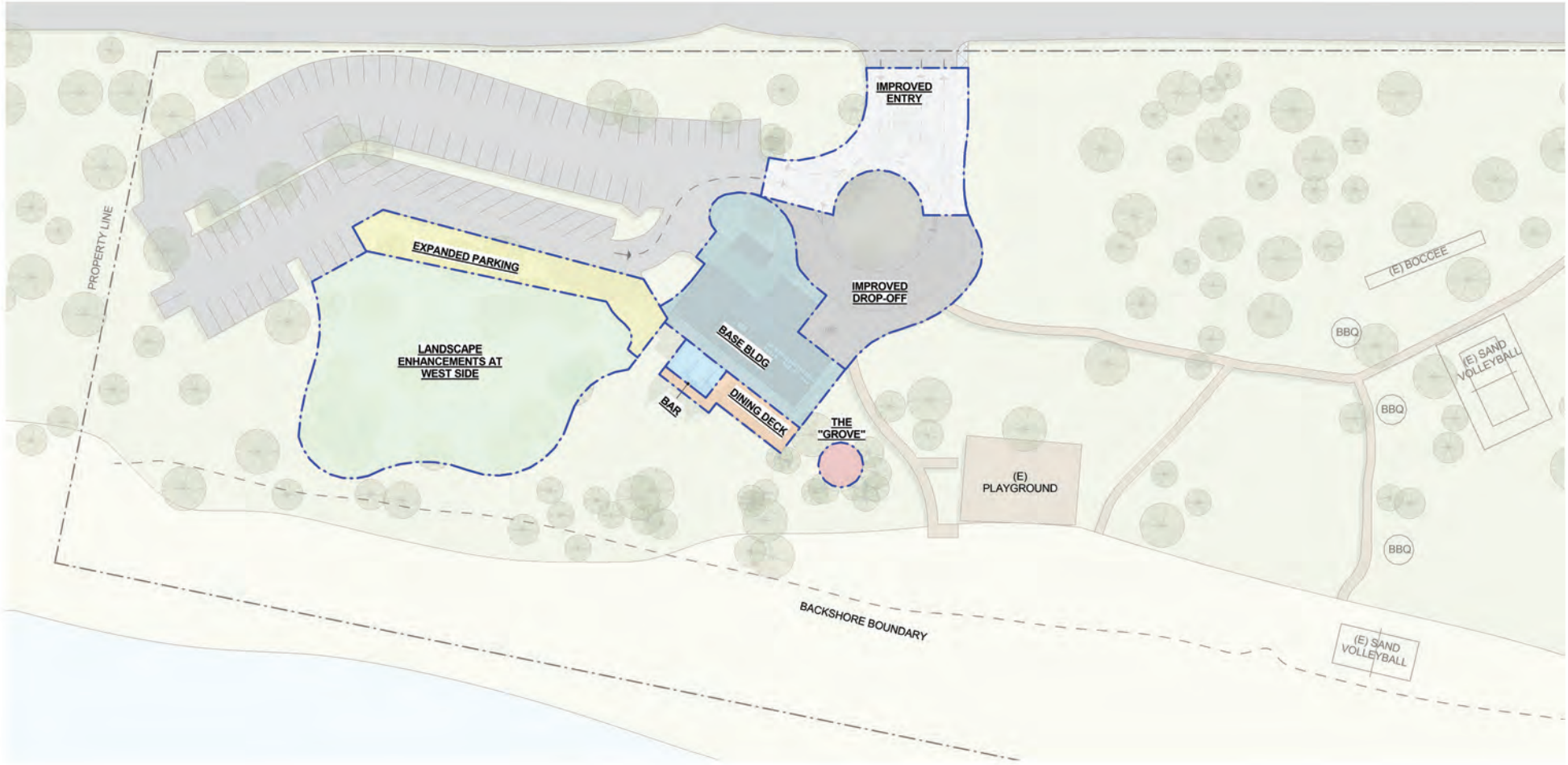


SCHEME B ILLUSTRATED SITE PLAN

**INCLINE VILLAGE BEACH HOUSE**  
MARCH 2017



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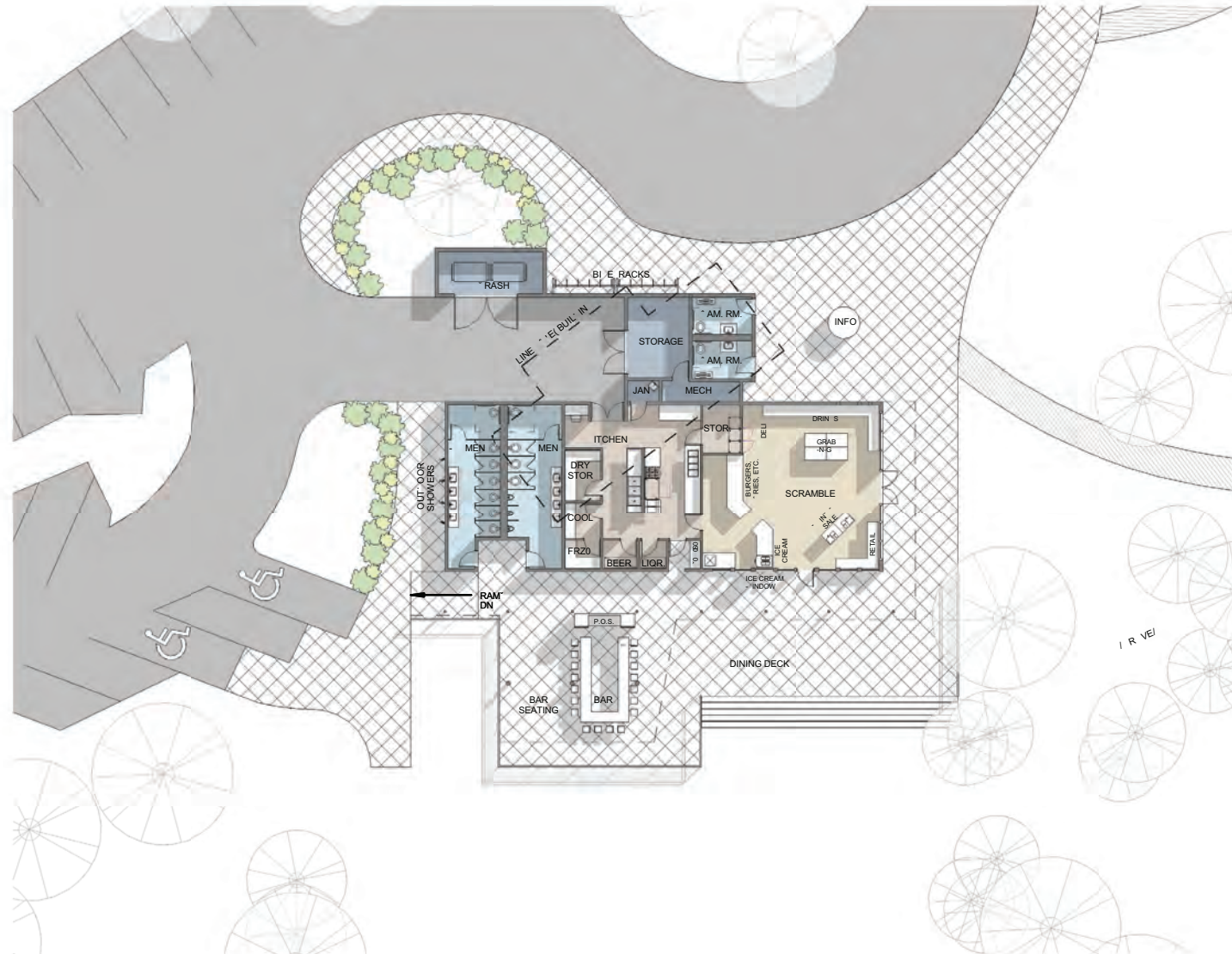


**SCHEME B~ SITE PLAN- ALTERNATES**

**INCLINE VILLAGE BEACH HOUSE**  
 MARCH 2017



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AREA SCHEDULE - SCHEME B

| NAME      | AREA    |
|-----------|---------|
| SCRAMBLE  | 970 SF  |
| SCRAMBLE  | 970 SF  |
| FAM. RM.  | 155 S"  |
| MEN       | 2\$1 SF |
| WOMEN     | 2\$" SF |
| RESTROOMS | 726 SF  |
| BEER      | " %SF   |
| COOL      | 47 S"   |
| DRY STOR  | #4 SF   |
| FRZ.      | 35 SF   |
| ITCHEN    | 8!" SF  |
| LIQR.     | 2# S"   |
| STOR.     | #8 SF   |
| ITCHEN    | 7#S SF  |
| JAN       | 23 SF   |
| MECH      | %&S"    |
| STORAGE   | 170 SF  |
| TRASH     | 157 SF  |
| BOH       | 803 SF  |

**AREA SUMMARY**  
 ENCLOSED BL' G AREA" 3,100 S"  
 BASE BLDG DECK" \$00 SF  
 DINING DECK" 1,350 SF  
 C VERED BAR & ASSOCIATED DECK" \$50  
 TRASH: 180 SF

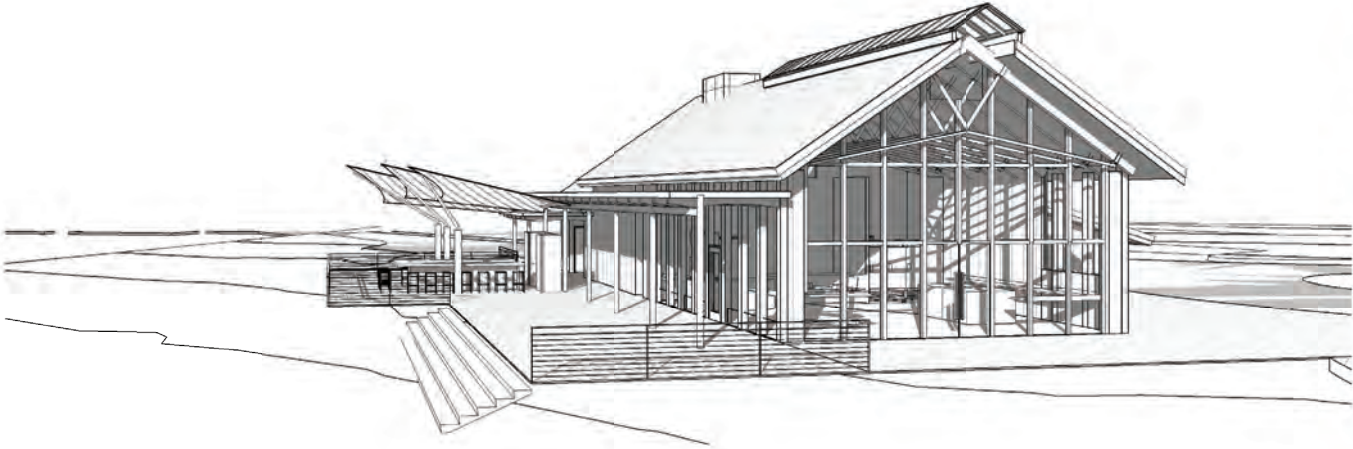


SCHEME B FLOOR PLAN

**INCLINE VILLAGE BEACH HOUSE**  
 MARCH 2017



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S HEME B<sup>~</sup> DESIGN ONCEPT



**INCLINE VILLAGE BEACH HOUSE**

MARCH 2017



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# Cost Estimating

- Preliminary cost estimating is underway
  - Mack5 – Alameda, CA based professional cost estimating firm
  - SierraCon – South Lake Tahoe, CA based construction contractor
    - Principal in charge of numerous hospitality projects completed in the Tahoe Basin including:
      - Zephyr Lodge at Northstar
      - Tamarack Lodge at Heavenly
      - Edgewood Tahoe Lodge
      - Treehouse Clubhouse at Northstar Highlands
      - South Tahoe High School Student Union
      - Sugar Bowl Sporthaus Building
      - Kirkwood Community Association Recreation & Amenity Building



# Cost Estimating

- Conceptual Construction Estimate in Beach Facilities Plan
  - \$1,900,000 - \$2,200,000
  - Developed by Project Consultant
  - Assumed 3,000 square foot building at \$350 - \$450 per square foot
  - Included outdoor bar and dining deck
- Estimating team has indicated Conceptual Estimate is likely as much as \$250 per square foot too low

# Project Funding

- \$350,000 total project budget approved to date by Board of Trustees
  - CIP FY 2014/2015 through FY 2016/2017
  - \$150,000 spent to date including Beach Facility Plan costs
- Draft FY 2017/2018 CIP Budget does not include any project budget in Year 1
- ~\$500,000 in available fund balance to support project construction
- Funding alternatives would need to be assessed to allow project construction

# Incline Beach House Project Recommendations

The Board of Trustees moves to direct Staff to apply the following approach to the Incline Beach House Project:

- Complete pre-design process to further refine design schemes and options but do not start final design or permitting work
- Complete preliminary cost estimating
- Utilize the summer of 2017 to solicit public input on the design schemes and options
- Coordinate next steps with the Community Services Master Plan process

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Indra Winquest  
Interim General Manager

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

**FROM:** Nathan Chorey, P.E.  
Engineering Manager

**SUBJECT:** Review, discuss and possibly select a preferred alternative for the Incline Beach House – A Community Services Master Plan Priority Project to include in the 5-year Capital Improvement Plan Budget.

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

**DATE:** December 30, 2019

---

### **I. RECOMMENDATION**

That the Board of Trustees moves to review, discuss and possibly select a preferred alternative for the Incline Beach House – A Community Services Master Plan Priority Project to include in the 5-year Capital Improvement Plan Budget.

### **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**

The Incline Beach House has been identified as a Community Service Master Plan Priority Project (Top Tier Recommendation) by the District Board of Trustees. The Top Tier Recommendation from page 136 from the Community Services Master Plan includes the recommendations and priorities identified in The IVGID Beaches Recreation Enhancement Opportunities Plan Prepared for Incline Village General Improvement District February 2016 and is located on the website. The Project was last discussed at the November 13, 2019 Board Meeting and the preceding project history was documented in the associated Board Memorandum (Item I.6.General Business).

At the November 13, 2019 meeting, the Board of Trustees directed staff to revise the BSA's proposed Incline Beach House designs and present at a future meeting the revised designs. Specific input included:

- Enlarge the bathrooms over the existing condition but do not overbuild. Portables should still be utilized during the busiest periods.
- Enlarge the bar over the existing condition.
- Focus should be on the outdoor space with an emphasis on the bar with areas to gather, eat, and snack in the shade. Remove scramble area included on BSA's designs.

Based on the above input staff developed IVGID Alternative #1. The table below compares the net square footage of the existing Incline Beach House to BSA's Scheme A & B and IVGID Alternative #1. Net square footage is the actual occupied area not including interior and exterior walls.

| Area Name        | Existing Area (SF) | Proposed BSA Scheme A Area (SF) | Proposed BSA Scheme B Area (SF) | Proposed IVGID Alt. #1 Area (SF) |
|------------------|--------------------|---------------------------------|---------------------------------|----------------------------------|
| Scramble         | -                  | 857                             | 836                             | -                                |
| Janitor Closet   | -                  | 17                              | -                               | -                                |
| Office           | -                  | 70                              | 80                              | -                                |
| Family Restroom  | -                  | 179                             | 143                             | 141                              |
| Men's Restroom   | 240                | 323                             | 270                             | 235                              |
| Women's Restroom | 240                | 323                             | 263                             | 229                              |
| Beer             | -                  | 70                              | 79                              | 80                               |
| Cooler           | -                  | 117                             | 113                             | 115                              |
| Dry Storage      | 90                 | 90                              | 106                             | 109                              |
| Freezer          | -                  | 52                              | 60                              | 82                               |
| Kitchen          | 320                | 546                             | 468                             | 467                              |
| Liquor           | -                  | 88                              | 45                              | 45                               |
| Storage          | 88                 | 117                             | 87                              | 87                               |
| Mechanical       | 46                 | 63                              | 45                              | 43                               |
| Hall             | -                  | 147                             | 147                             | 104                              |
| <b>Total</b>     | <b>1,024</b>       | <b>3,059</b>                    | <b>2,742</b>                    | <b>1,737</b>                     |

#### IV. FINANCIAL IMPACT AND BUDGET

The Incline Beach Facility Study has a budget of \$29,400 in the 2019-20 Capital Improvement Plan. No further funds have been allocated for this project. The following table presents the preliminary project cost estimates for the three alternatives.

| Description of Improvements | BSA Scheme A (GFA <sup>1</sup> = 3,400 SF) | BSA Scheme B (GFA <sup>1</sup> = 3,100 SF) | IVGID Alternative #1 (GFA <sup>1</sup> = 2,005 SF) |
|-----------------------------|--|--|--|
| Building and Site           | \$2,842,000                                | \$2,693,000                                | \$1,709,000  |
| Bar                         | \$227,000                                  | \$340,000                                  | \$340,000  |
| Deck                        | \$174,000                                  | \$188,000                                  | \$220,000  |
| Food Service Equipment      | \$690,000                                  | \$690,000                                  | \$690,000  |
| Site Furnishings            | \$118,000                                  | \$118,000                                  | \$118,000  |
| <b>Total</b>                | <b>\$4,051,000</b>                         | <b>\$4,029,000</b>                         | <b>\$3,077,000</b>                                 |

<sup>1</sup>GFA: Gross Floor Area – Total building square footage as measured between the exterior walls of the structure.

The construction cost estimates are based on Mack5's conceptual Design Cost Plan for Incline Beach House, dated February 2017. The construction budget allocated in a future capital budget should adjust the total cost estimate stated above to account for inflation based on the anticipated start date of construction.

## **V. ALTERNATIVES**

This memo is requesting the Board to provide direction to Staff on the preferred alternative for the Incline Beach House Project.

## **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.



AREA SCHEDULE -  
SCHEME A

| NAME       | AREA   |
|------------|--------|
| SCRAMBLE   | 857 SF |
| SCRAMBLE   | 857 SF |
| FAM. RM.   | 179 SF |
| MEN        | 323 SF |
| WOMEN      | 323 SF |
| RESTROOMS  | 825 SF |
| BEER       | 70 SF  |
| COOLER     | 117 SF |
| DRY STOR.  | 90 SF  |
| FREEZ.     | 52 SF  |
| KITCHEN    | 388 SF |
| LIQR.      | 88 SF  |
| OFFICE     | 70 SF  |
| STOR.      | 0 SF   |
| KITCHEN    | 875 SF |
| JAN.       | 17 SF  |
| MECH/ TEL. | 63 SF  |
| STORAGE    | 117 SF |
| TRASH      | 155 SF |
| BOH        | 351 SF |

**AREA SUMMARY**  
 ENCLOSED BLDG AREA: 3,155 SF  
 DINING DECK: 1,500 SF  
 COVERED BAR & ASSOCIATED DECK: 700 SF  
 TRASH: 190 SF



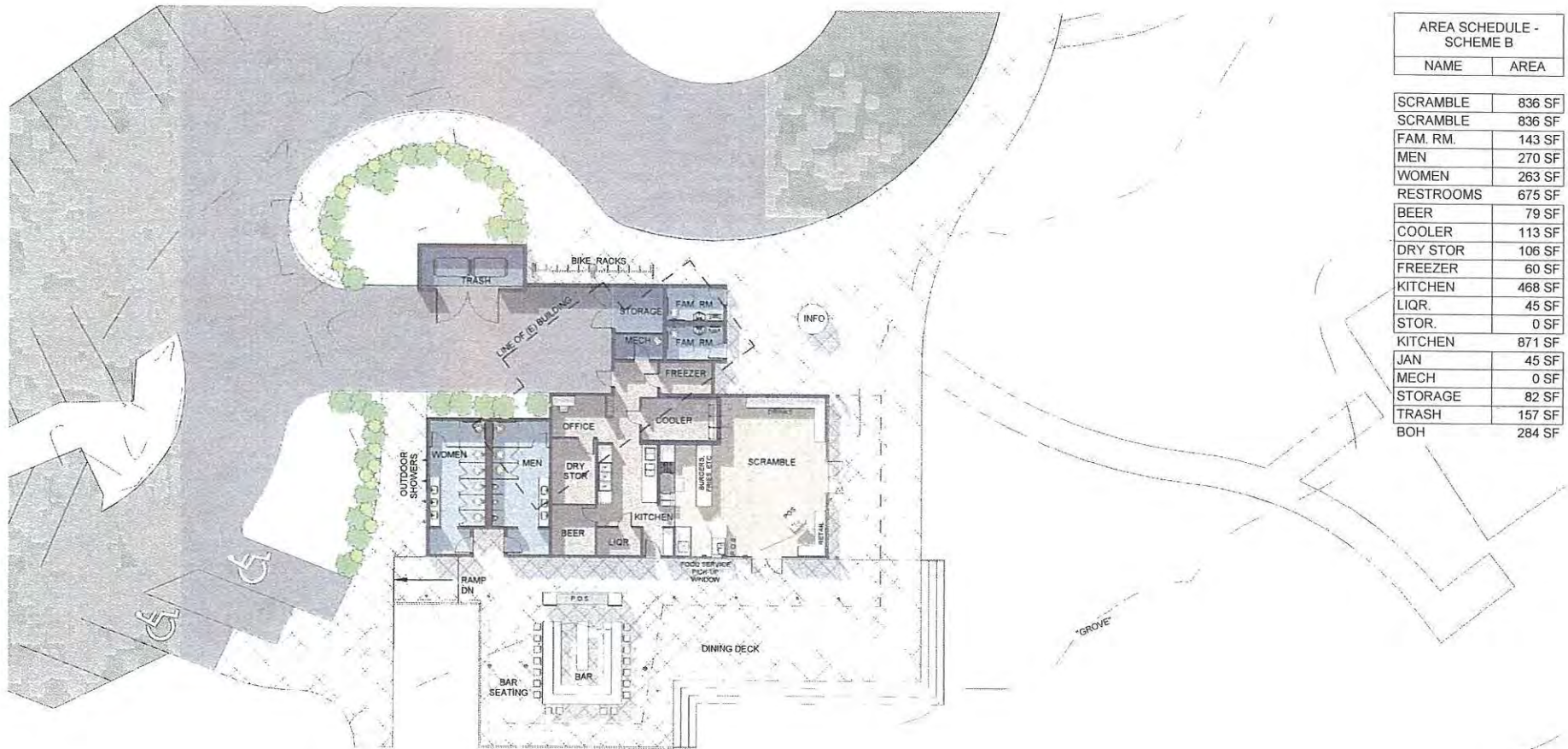
SCHEME A- FLOOR PLAN

**INCLINE VILLAGE BEACH HOUSE**  
 JUNE 2017



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| AREA SCHEDULE - SCHEME B |      |
|--------------------------|------|
| NAME                     | AREA |

|           |        |
|-----------|--------|
| SCRAMBLE  | 836 SF |
| SCRAMBLE  | 836 SF |
| FAM. RM.  | 143 SF |
| MEN       | 270 SF |
| WOMEN     | 263 SF |
| RESTROOMS | 675 SF |
| BEER      | 79 SF  |
| COOLER    | 113 SF |
| DRY STOR  | 106 SF |
| FREEZER   | 60 SF  |
| KITCHEN   | 468 SF |
| LIQR.     | 45 SF  |
| STOR.     | 0 SF   |
| KITCHEN   | 871 SF |
| JAN       | 45 SF  |
| MECH      | 0 SF   |
| STORAGE   | 82 SF  |
| TRASH     | 157 SF |
| BOH       | 284 SF |

**AREA SUMMARY**

|                                |          |
|--------------------------------|----------|
| ENCLOSED BLDG AREA:            | 2,850 SF |
| BASE BLDG DECK:                | 800 SF   |
| DINING DECK:                   | 1,350 SF |
| COVERED BAR & ASSOCIATED DECK: | 850 SF   |
| TRASH:                         | 180 SF   |



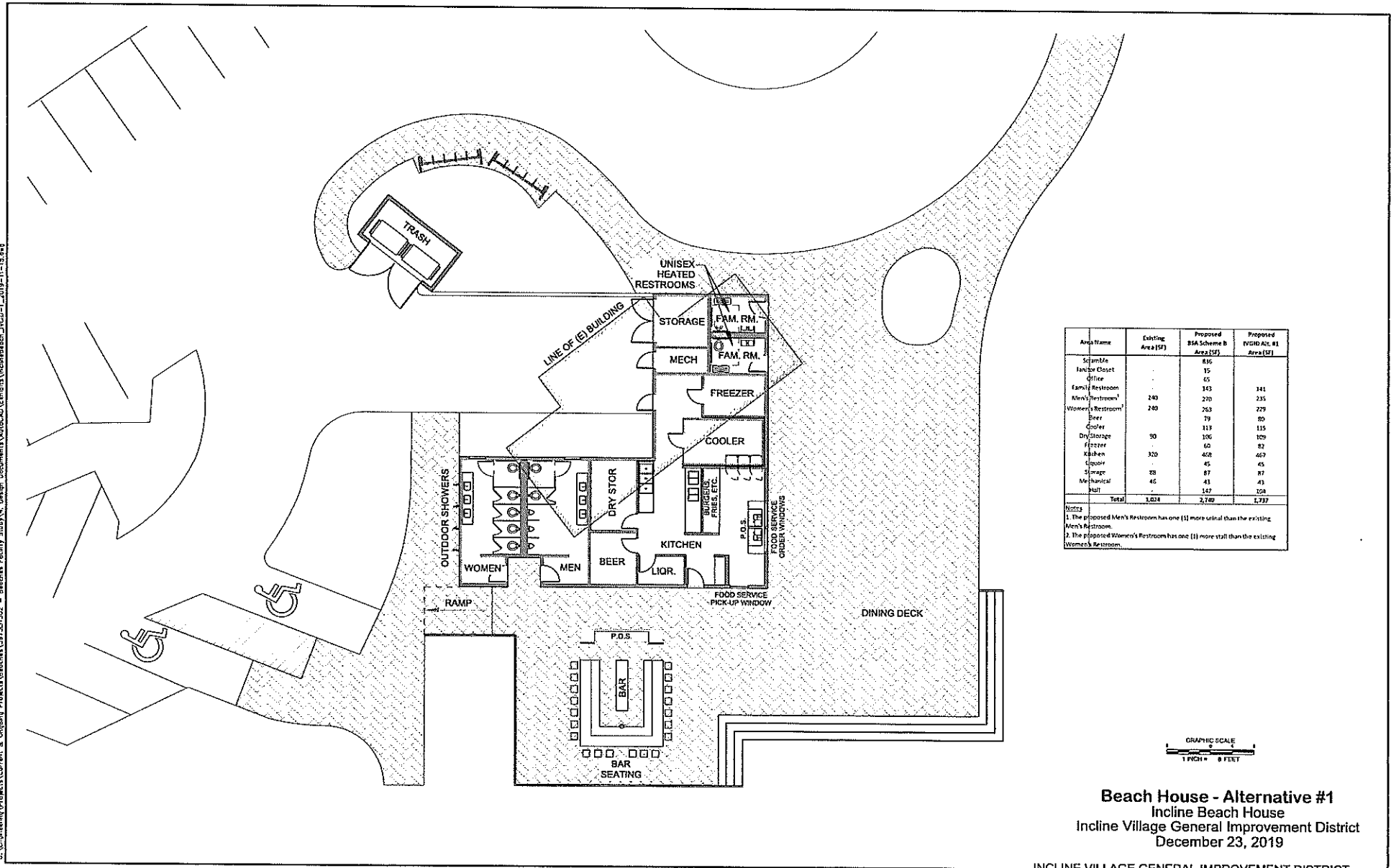
SCHEME B- FLOOR PLAN

**INCLINE VILLAGE BEACH HOUSE**  
JUNE 2017



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| Area Name        | Existing Area (SF) | Proposed BSA Scheme B Area (SF) | Proposed (VGH Act. #1) Area (SF) |
|------------------|--------------------|---------------------------------|----------------------------------|
| Sijmike          | -                  | 836                             | -                                |
| Janitor Closet   | -                  | 15                              | -                                |
| Office           | -                  | 65                              | -                                |
| Family Restroom  | -                  | 143                             | 141                              |
| Men's Restroom   | 240                | 270                             | 235                              |
| Women's Restroom | 240                | 263                             | 229                              |
| Beer             | -                  | 79                              | 80                               |
| Coffee           | -                  | 113                             | 115                              |
| Dry Storage      | 90                 | 106                             | 109                              |
| Freezer          | -                  | 60                              | 82                               |
| Kitchen          | 320                | 408                             | 469                              |
| Liquor           | -                  | 45                              | 45                               |
| Storage          | 88                 | 87                              | 87                               |
| Mechanical       | 45                 | 43                              | 43                               |
| Hall             | -                  | 147                             | 128                              |
| <b>Total</b>     | <b>1,028</b>       | <b>2,240</b>                    | <b>1,797</b>                     |

**Notes**  
 1. The proposed Men's Restroom has one (1) more toilet than the existing Men's Restroom.  
 2. The proposed Women's Restroom has one (1) more stall than the existing Women's Restroom.



**Beach House - Alternative #1**  
 Incline Beach House  
 Incline Village General Improvement District  
 December 23, 2019

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT



AREA SCHEDULE - SCHEME A

| NAME       | AREA   |
|------------|--------|
| SCRAMBLE   | 857 SF |
| SCRAMBLE   | 857 SF |
| FAM. RM.   | 179 SF |
| MEN        | 323 SF |
| WOMEN      | 323 SF |
| RESTROOMS  | 825 SF |
| BEER       | 70 SF  |
| COOLER     | 117 SF |
| DRY STOR.  | 90 SF  |
| FREEZ.     | 52 SF  |
| KITCHEN    | 388 SF |
| LIQR.      | 88 SF  |
| OFFICE     | 70 SF  |
| STOR.      | 0 SF   |
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| MECH/ TEL. | 63 SF  |
| STORAGE    | 117 SF |
| TRASH      | 155 SF |
| BOH        | 351 SF |

**AREA SUMMARY**

|                                |          |
|--------------------------------|----------|
| ENCLOSED BLDG AREA:            | 3,155 SF |
| DINING DECK:                   | 1,500 SF |
| COVERED BAR & ASSOCIATED DECK: | 700 SF   |
| TRASH:                         | 190 SF   |



SCHEME A- FLOOR PLAN

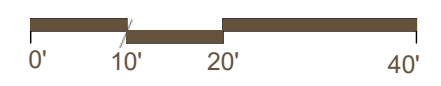


**AREA SCHEDULE -  
SCHEME B**

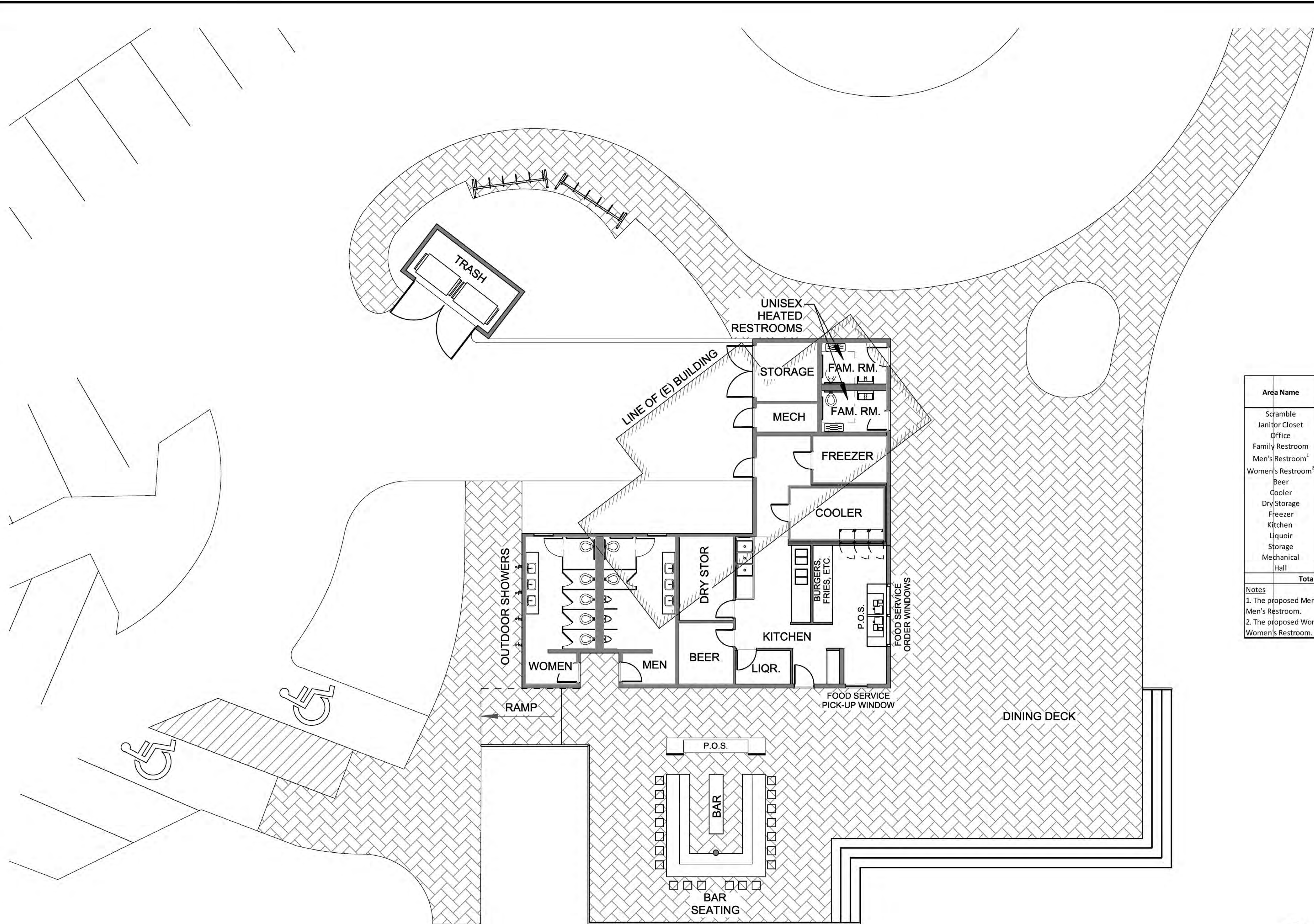
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|                                   |          |
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| DINING DECK:                      | 1,350 SF |
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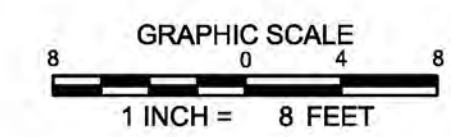


**SCHEME B- FLOOR PLAN**



| Area Name                     | Existing Area (SF) | Proposed BSA Scheme B Area (SF) | Proposed IVGID Alt. #1 Area (SF) |
|-------------------------------|--------------------|---------------------------------|----------------------------------|
| Scramble                      | -                  | 836                             | -                                |
| Janitor Closet                | -                  | 15                              | -                                |
| Office                        | -                  | 65                              | -                                |
| Family Restroom               | -                  | 143                             | 141                              |
| Men's Restroom <sup>1</sup>   | 240                | 270                             | 235                              |
| Women's Restroom <sup>2</sup> | 240                | 263                             | 229                              |
| Beer                          | -                  | 79                              | 80                               |
| Cooler                        | -                  | 113                             | 115                              |
| Dry Storage                   | 90                 | 106                             | 109                              |
| Freezer                       | -                  | 60                              | 82                               |
| Kitchen                       | 320                | 468                             | 467                              |
| Liquor                        | -                  | 45                              | 45                               |
| Storage                       | 88                 | 87                              | 87                               |
| Mechanical                    | 46                 | 43                              | 43                               |
| Hall                          | -                  | 147                             | 104                              |
| <b>Total</b>                  | <b>1,024</b>       | <b>2,740</b>                    | <b>1,737</b>                     |

Notes  
 1. The proposed Men's Restroom has one (1) more urinal than the existing Men's Restroom.  
 2. The proposed Women's Restroom has one (1) more stall than the existing Women's Restroom.



**Beach House - Alternative #1**  
 Incline Beach House  
 Incline Village General Improvement District  
 December 23, 2019

# Board Meeting

## February 8, 2023

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Indra Winqest, District General Manager  
Brad Underwood, Director of Public Works

**FROM:** Bree Waters, District Project Manager

**SUBJECT:** Review, Discuss and Possibly Approve Staff Recommendation to Issue a Request for Proposal (RFP) for Design Services by an Architect and Engineering Team, and for Preconstruction Services by a Construction Manager at Risk for the Incline Beach House Project (Requesting Staff Member: District Project Manager Bree Waters)

**RELATED STRATEGIC PLAN INITIATIVE(S):**

**LONG RANGE PRINCIPLE #1 - SERVICE**

The District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**LONG RANGE PRINCIPLE #5 - ASSETS**

The District will practice perpetual asset renewal, replacement, and improvement to provide safe and superior long term utility services and recreation venues, facilities and services.

**RELATED DISTRICT POLICIES, PRACTICES, RESOLUTIONS OR ORDINANCES:**

Not applicable.

**DATE:** February 8, 2023

---

**I. RECOMMENDATION**

That the Board of Trustees review, discuss and possibly make a motion to approve Staff recommendation to issue a Request for Proposals (RFP) for Design Services by an Architect and Engineering Team, and for Preconstruction Services by a Construction Manager at Risk for the Incline Beach House Project.

**II. BACKGROUND**

The District Board of Trustees (Board) identifies the Incline Beach House Project (Project) as a Community Services Master Plan Priority Project, a Top Tier

Recommendation. The Top Tier Recommendation, from page 136, of the Community Services Master Plan, includes the priorities identified in “The IVGID Beaches Recreation Enhancement Opportunities Plan,” prepared in February 2016 and is located on the Incline Village General Improvement District’s (District) website. The Project was discussed at the following Board Meetings:

- May 6, 2016: The Board authorized a design contract with Bull Stockwell Allen (BSA), to prepare pre-design concepts for potential Board approval. A focus committee was formed which included two (2) Board members and members of the community. BSA developed two (2) options, Options A and B. Schematic drawings and construction estimates were developed. During this time, the District Public Works Engineering Staff (Staff) surveyed the community via FlashVote and held a public outreach workshop.
- March 23, 2017: Staff presented the schematic design options, community survey results, preliminary cost estimate, project funding and Staff recommendations to the Board. During this time, staff also solicited additional public input and completed an initial cost estimate.
- 2018: Due to higher than expected cost estimates for the Project, coupled with arising issues with the Burnt Cedar Pool, the Board shifted resources to the Burnt Cedar Pool for replacement.
- November 13, 2019: Staff brought the Project back in front of the Board as an agenda item to revisit and to discuss the next steps. The Board directed Staff to develop an alternative design with a reduced project scope and reduced square footage to align with the Board’s expectations for functionality.
- January 22, 2020: Staff revised BSA’s design and presented a new schematic design, Alternative #1 (Alt #1), and the associated cost estimate to the Board. This design:
  - Enlarged the bathrooms over existing conditions. Portables will be used during the busiest periods.
  - Enlarged the bar over existing conditions.
  - Focused on outdoor space and removed the scramble area.

The Board discussed having a meeting the following May, with two (2) Board members and the focus group. However, COVID ensued and the staff turned over.

- January 12, 2022: The Board provided feedback and direction to Staff related to Board/District Priority Projects within Community Services. The Board confirmed that the Incline Beach House Project remains a priority for the District.
- July 27, 2022: Staff provided a historical summary of the Project. Staff requested that the Board review the existing design concepts and provide staff with a clear understanding of the priority improvements moving forward.



The schematic design for Alt. #1 is shown in Attachment A. Staff has developed an updated cost estimate for Alt. #1 and is shown in Attachment B. Alt. #1 reduces the overall square footage by removing the scramble area, janitor closet, office, and liquor storage. See Table 1 in Attachment C for a square footage comparison between the original design Options #A and #B and the updated design, Alt #1.

The Alt. #1 layout does not include improvements to the parking lot nor improvements to the circulation at the main entrance and guard shack. Improvements to these aspects of Incline Beach were discussed in the “Beach Access Study” performed by LSC. In reviewing the LSC study the Board asked staff to focus on signage to reflect that the beaches are private, work to revise outside web resources to state that the beaches are private, and limit access through the use of RFID technology for vehicles and pedestrians. Should the Board desire to move forward with circulation improvements, consideration to merge these projects should be discussed.

Staff recommends using the Construction Manager at Risk (CMAR) model for the project. This model is a collaborative process that manages project, cost and scheduling risks. Staff recommends bringing the Architectural and Engineering (A&E) Team and CMAR on at the beginning of the design process. By bringing the team together at the beginning of design, the team can develop a responsible budget and develop alternative designs with the intention of reducing project costs. The A&E and CMAR will also layout the most efficient schedule to complete the Project.

Bringing the team together at the beginning of design, results in design and cost alternatives being reviewed and discussed during the design phase of the project. For instance, large wooden beam members that were a part of the original BCS design may not be necessary or cost effective now. This is an example of an alternative that can be priced accurately and discussed during the design process and will give the District the most effective design at the best value.

### **III. BID RESULTS**

Not applicable.

### **IV. FINANCIAL IMPACT AND BUDGET**

Staff has been working with several contractors and numerous design professionals to develop an updated project cost estimate. With the current cost of construction and escalation projections, the Project estimate is well over the 2020 estimate that was previously presented to the Board. The Direct Cost Total of the Project is \$3,433,050. The Direct Cost Total includes the demolition, site improvements and building improvements. The overall Total Project Budget is estimated to be \$6,061,050. The Total Project Budget includes the Direct Costs plus the design, engineering and permitting costs as well as the contractor's General Conditions, including bonding, insurance, overhead and profit. There is

a construction contingency, which is best practice to include at this stage of Capital Improvement Projects (CIP). The construction contingency at this stage is based on the current conceptual design and is carried by the District for future circumstances that can not be predicted. For instance, the need to replace aged site infrastructure to current standards. This contingency will decrease as the design progresses. The escalation allowance was obtained from consulting with experienced construction companies who are currently using between 10% and 20% escalation percentages over one year because of the volatility of the construction market.

The current budget for the Project between fiscal years (F/Y) 2023 through 2024 is \$3,350,000. Refer to the CIP Data Sheet in Attachment D. If the Board approves proceeding in the current fiscal year with Design Services by an A&E Team and with Preconstruction Services by a CMAR, staff estimates a budget augmentation in the amount of \$635,000 will be required. The budget augmentation for the Project would be recommended at the same time the Board considers the award of contracts for the A&E Team and with Preconstruction Services by a CMAR. The FY 23/24 the project budget would be modified to reflect a total amount of \$5,326,050 within the CIP. At the beginning of the design process, a construction cost range can be established by the Board and design alternatives can then be developed to fall within the instructed cost range.

## **V. ALTERNATIVES**

The alternative to the CMAR model would be to contract with an A&E Team for the design of the Project and put the Project out to bid in the "Low-Bid" process. Once the Low-Bid was awarded, a Construction Manager would be hired to manage the project. The Construction Manager would support the project and report to Staff. The downfall of this process is the loss of construction knowledge during the design process as well as the inability to bring forward meaningful and cost effective design alternatives.

## **VI. COMMENTS**

If the Board makes a motion to approve Staff to issue an RFP for Design Services by an A&E Team as well as for a CMAR, Staff requests that a price range for the Direct Costs is suggested by the Board. Meaning, an estimated range for the cost of the demolition, site improvements and building improvements. This will allow the A&E Team and CMAR to better understand the scope of work and will more efficiently drive the design development. For example, if a price range of \$2.5M and \$3.5M is defined for Direct Costs, the team can develop options and complete value engineering to meet the defined range.

**VII. DISTRICT IMPROVEMENT, COST REDUCTION, RETURN ON INVESTMENT OR PRODUCTIVITY ENHANCEMENT**

The District improvements would be the demolition of the original Incline Beach House built in the late 1960's and the construction of a new building with associated site improvements. Completion of the project will provide an increased level of service and an enhanced user experience for attendees at Incline Beach. The Return on Investment is not part of the engineering review of this project.

**VIII. BUSINESS IMPACT**

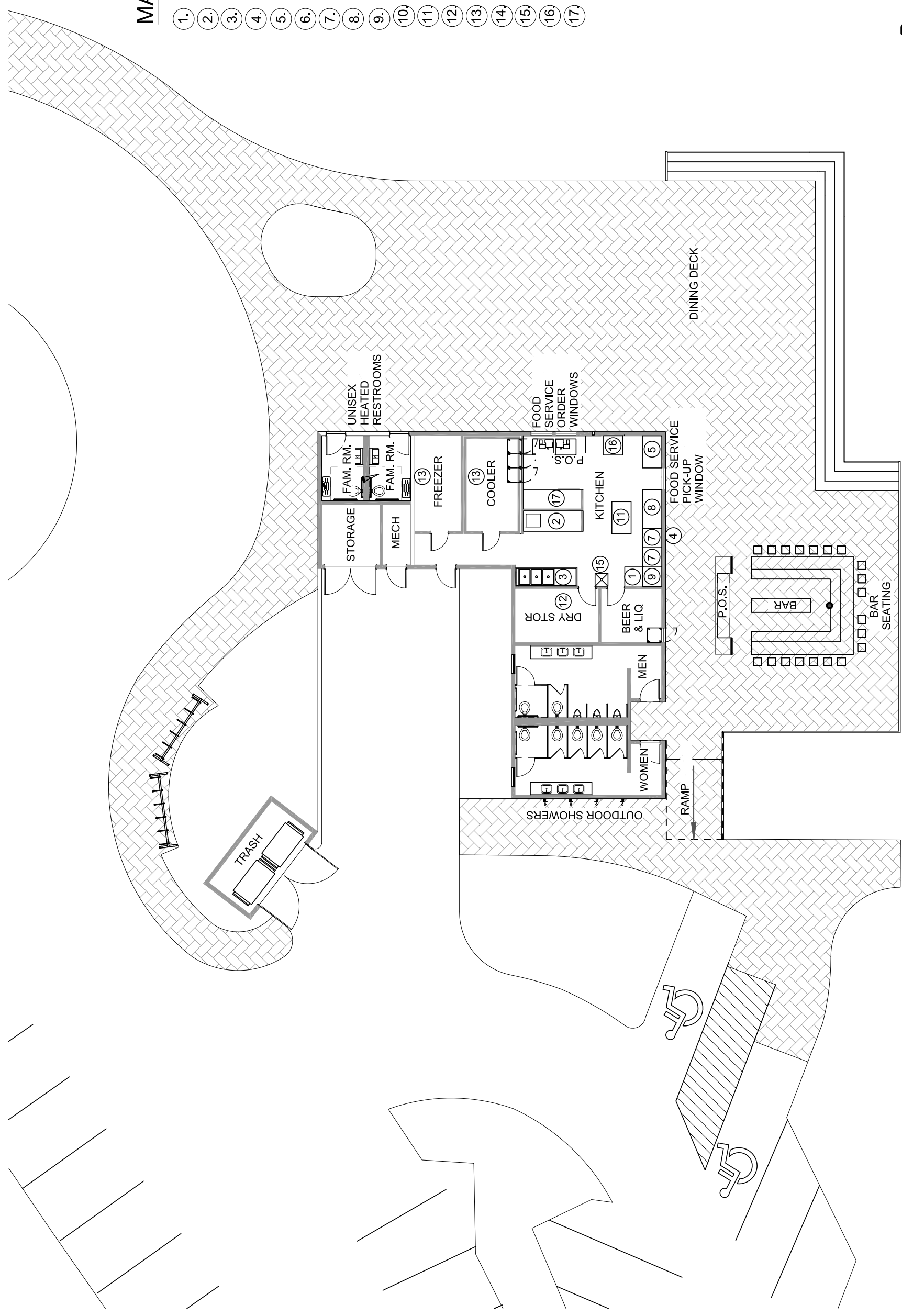
This item is not a "rule" within the Nevada Revised Statute, Chapter 237 and does not require a Business Impact Statement.

**IX. ATTACHMENTS**

1. Attachment A - Exhibit #1 - Alt. #1
2. Attachment B - 2023 Estimate\_24Jan23
3. Attachment C - Square Footage Comparison
4. Attachment D - CIP Datasheet Fiscal Year 2023

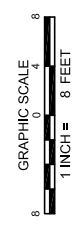
**X. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

Refer to Section I, Recommendations.



**MANDATORY ITEMS:**

1. HAND WASHING SINK
2. PREP SINK - PRODUCE
3. 3 COMPARTMENT SINK - DISHWASHING
4. HOOD SYSTEM
5. 5' PREP TABLE WITH DRAWERS
6. 6' PREP TABLE WITH DRAWERS
7. 2 EA. FRYERS
8. 48" FLAT TOP GRILL
9. TOASTER
10. 4' PREP TABLE WITH DRAWERS
11. 60" PIZZA STYLE PREP TABLE
12. SHELVING FOR STORAGE AREAS
13. SHELVING FOR WALK-IN COOLERS
14. POTS/PANS/ETC.
15. FLOOR DRAIN
16. ICE MACHINE
17. GRID WALL



**Beach House - Alternative #1**  
 Incline Beach House  
 Incline Village General Improvement District  
 Feb. 2, 2023

| <b>Incline Beach House</b>                             |      |                    |               |                    |
|--|------|--------------------|---------------|--------------------|
| <b>Cost Estimate 2023</b>                              |      |                    |               |                    |
| <b>Alternative #1</b>                                  |      |                    |               |                    |
|  | Unit | Qty.               | Unit Cost     | Total              |
| <b>DEMOLITION</b>                                      |      |                    |               |                    |
| Hazardous Material Remediation                         | SF   | 1,500              | \$17.50       | \$26,250           |
| Building Demolition                                    | SF   | 1,500              | \$22.50       | \$33,750           |
| <b>SITE WORK</b>                                       |      |                    |               |                    |
| SWPPP/Winter Site Requirements                         | LS   | 1                  | \$136,000     | \$136,000          |
| Site Clearing, Grubbing, & Subgrade Prep               | SF   | 10,500             | \$8.00        | \$84,000           |
| Site Improvement                                       | SF   | 10,500             | \$12.00       | \$126,000          |
| Outdoor Bar & Deck                                     | SF   | 3,130              | \$295.00      | \$923,350          |
| <b>BUILDING</b>  |      |                    |               |                    |
| Structure Systems (structural concrete, framing, etc.) | SF   | 2,005              | \$250         | \$501,250          |
| Enclosure Systems (roofing, siding, windows, etc.)     | SF   | 2,005              | \$155         | \$310,775          |
| Interiors Systems (doors, finishes, etc. )             | SF   | 2,005              | \$110         | \$220,550          |
| Mechanical Systems (HVAC, plumbing, etc.)              | SF   | 2,005              | \$125         | \$250,625          |
| Electrical Systems                                     | SF   | 2,005              | \$100         | \$200,500          |
| Food Service Equipment                                 | LS   | 1                  | \$620,000     | \$620,000          |
| <b>DIRECT COST TOTAL</b>                               |      |                    |               | <b>\$3,433,050</b> |
| <b>ESCALATION ALLOWANCE <sup>1</sup></b>               |      | <b>\$3,433,050</b> | <b>10.00%</b> | <b>\$343,305</b>   |
| <b>DIRECT COST + ESCALATION ALLOWANCE</b>              |      |                    |               | <b>\$3,776,355</b> |
|  |      | Costs              | Percentage    | Total Costs        |
| Design & Permitting                                    |      | \$3,433,050        | 15.00%        | \$514,958          |
| CMAR Pre-Construction Services <sup>2</sup>            |      | \$3,433,050        | 4.25%         | \$145,905          |
| Construction Contingency <sup>3</sup>                  |      | \$3,433,050        | 25.00%        | \$858,263          |
| IVGID Staff Time <sup>4</sup>                          |      | \$3,433,050        | 8.00%         | \$274,644          |
| <b>GENERAL CONTRACTOR</b>                              |      |                    |               |                    |
| General Conditions & Requirements                      |      | \$3,776,355        | 8.00%         | \$302,108          |
| CMAR Construction Services                             |      | \$3,776,355        | 5.00%         | \$188,818          |
| <b>TOTAL PROJECT ESTIMATED BUDGET</b>                  |      |                    |               | <b>\$6,061,050</b> |

## Notes:

1. The Escalation Allowance accounts for construction cost escalation with construction assumed to begin May 2024.
2. CMAR (Construction Manager at Risk) fee for the pre-construction services prior to the negotiation of the Guaranteed Max Price.
3. A Construction Contingency is based on the current conceptual design and is carried by the District for future circumstances that can not be predicted. For example, old and deteriorated underground utilities that need to be replaced.
4. IVGID Staff Time includes oversight of design, permitting and pre-construction services. This cost also includes construction inspection services.

Square Footage Comparison  
Table 1

| Area Name                     | Existing Area (SF) | Proposed BSA Option A Area (SF) | Proposed BSA Option B Area (SF) | Proposed IVGID Alt. #1 Area (SF) |
|-------------------------------|--------------------|---------------------------------|---------------------------------|----------------------------------|
| Scramble                      | -                  | 857                             | 836                             | -                                |
| Janitor Closet                | -                  | 17                              | -                               | -                                |
| Office                        | -                  | 70                              | 80                              | -                                |
| Family Restroom               | -                  | 179                             | 143                             | 162                              |
| Men's Restroom <sup>1</sup>   | 240                | 323                             | 270                             | 287                              |
| Women's Restroom <sup>2</sup> | 240                | 323                             | 263                             | 287                              |
| Beer                          | -                  | 70                              | 79                              | 90                               |
| Cooler                        | -                  | 117                             | 113                             | 136                              |
| Dry Storage                   | 90                 | 90                              | 106                             | 121                              |
| Freezer                       | -                  | 52                              | 60                              | 96                               |
| Kitchen                       | 320                | 546                             | 468                             | 501                              |
| Liquor                        | -                  | 88                              | 45                              | 54                               |
| Storage                       | 88                 | 117                             | 87                              | 102                              |
| Mechanical                    | 46                 | 63                              | 45                              | 51                               |
| Hall                          | -                  | 147                             | 147                             | 118                              |
| <b>Total</b>                  | <b>1,024</b>       | <b>3,059</b>                    | <b>2,742</b>                    | <b>2,005</b>                     |

Notes:

1. The proposed Men's Restroom has one (1) more urinal than the existing Men's Restroom.
2. The proposed Women's Restroom has one more stall than the existing Woman's Restroom.



## Project Summary

|                         |                                    |
|-------------------------|------------------------------------|
| <b>Project Number:</b>  | 3973LI1302                         |
| <b>Title:</b>           | Incline Beach Facility Replacement |
| <b>Project Type:</b>    |                                    |
| <b>Division:</b>        | 38 - Beach Food and Beverage       |
| <b>Budget Year:</b>     | 2023                               |
| <b>Finance Options:</b> |                                    |
| <b>Asset Type:</b>      | LI - Land Improvements             |
| <b>Active:</b>          | Yes                                |

**Project Description**

This CIP is for the replacement of the Incline Beach House. Based on the outcome of the 2016 Beach Facility Study and the 2019 Community Services Master Plan this project will replace the existing structure at Incline Beach and will provide a covered bar and associated deck along with an open-air dining deck. The preliminary design funds allocated in 2021 are being carried over to the FY22/23 due to the engineering team not being fully staffed for a good portion of FY22. ~~Funds are being allocated in FY24/25 and FY25/26 for final design, permitting and construction.~~

**Project Internal Staff**

Engineering will manage the project with support from Parks, Recreation, and Beaches Staff. This project has been identified as a CMAR project.

**Project Justification**

Improving the community gathering area at Incline Beach and the associated structure will improve an under-developed area at Incline Beach and will greatly improve the beach use for customers and community events. The existing structure is under-sized relative to current operations as well as customer use and expectations. The facility is not winterized and the structure is unavailable for use by customers during the winter months. These enhancements were identified as the highest priority improvements in the 2016 Beach Facility Study, Priority Project in the Community Services Master Plan, and a Board Priority project in 2021.

| Budget Year                         | Total Expense    | Total Revenue | Difference       |
|-------------------------------------|------------------|---------------|------------------|
| <b>2023 - Carryover = \$100,000</b> |                  |               |                  |
| 2024                                |                  |               |                  |
| Final Design                        | 180,000          | 0             | 180,000          |
| Internal Staff                      | 25,000           | 0             | 25,000           |
| Permitting                          | 45,000           | 0             | 45,000           |
| Year Total                          | 250,000          | 0             | 250,000          |
| 2025                                |                  |               |                  |
| Construction                        | 2,825,000        | 0             | 2,825,000        |
| Construction Administration (A&E)   | 80,000           | 0             | 80,000           |
| Internal Staff                      | 45,000           | 0             | 45,000           |
| Material Testing/Special Inspection | 50,000           | 0             | 50,000           |
| Year Total                          | 3,000,000        | 0             | 3,000,000        |
|                                     | <b>3,250,000</b> | <b>0</b>      | <b>3,250,000</b> |

**Current Budget:**  
 Total Budget for FY 22/23 = \$100,000  
 Total Budget for FY 23/24 = \$3,250,000  
 Total Project Budget = \$3,350,000

**Updated Budget from Current Cost Estimate for Project:**  
 Proposed Project Budget = \$6,061,050  
 Proposed FY 22/23 = \$735,000 (Includes Design, Permitting, Pre-Construction CMAR Services and IVGID Staff time through July 1, 2023).  
 Proposed FY 23/24 = \$5,326,050 (includes all estimated Construction, and Construction Phase Services)

**Budget Augmentation:**  
 FY 22/23 \$735,000 - \$100,000 = \$635,000

| Year Identified | Start Date | Est. Completion Date | Manager             | Project Partner |
|-----------------|------------|----------------------|---------------------|-----------------|
| 2012            |            |                      | Engineering Manager |                 |

# Board Meeting

## July 26, 2023



**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Brad Underwood, Director of Public Works

**FROM:** Bree Waters, District Project Manager

**SUBJECT:** Review, discuss and provide direction for the scope of work for the Incline Beach House Project, CIP #3973LI1302 (Requesting Staff Member: Director of Public Works Brad Underwood)

**RELATED STRATEGIC PLAN BUDGET INITIATIVE(S):**

**LONG RANGE PRINCIPLE #1 - SERVICE**

The District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**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 venues, facilities, and services.

**RELATED DISTRICT POLICIES, PRACTICES, RESOLUTIONS OR ORDINANCES**

Board Policy 12.1.0 Multi-Year Capital Planning; 13.2.0 Capital Planning Expenditures; Purchasing Policy for Public Works Contracts

**DATE:** July 26, 2023

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**I. RECOMMENDATION**

Review, discuss and provide direction for the scope of work for the Incline Beach House Project, CIP #3973LI1302.

**II. BACKGROUND**

The District Board of Trustees (Board) identifies the Incline Beach House Project (Project) as a Community Services Master Plan Priority Project, a Top Tier Recommendation. The Top Tier Recommendation, from page 136, of the Community Services Master Plan, includes the priorities identified in “The IVGID Beaches Recreation Enhancement Opportunities Plan,” prepared in February 2016 and is located on the Incline Village General Improvement District’s

(District) website. For the detailed Project background, refer to Attachment 1, the Project Board Memorandum from the February 8, 2023 Board Meeting.

At the February 8, 2023 Board Meeting, the Board determined there was a need for further community input. A Flash Vote survey was released on April 13, 2023. The results were made available April 15, 2023. The results of the Flash Vote are presented in Attachment 2. Public Works Staff (Staff) is requesting that the Board review the Flash Vote results and provide Staff clarity on what the needs of the community are for this project.

Members of the Board had directed Staff to bring Alt. #1 to the Board for consideration along with an updated estimate, as the original had been completed in 2019. Alt. #1 was the downsized version of Options A and B that had been developed by BSA Architecture in 2016. The Board had directed the previous engineering staff to develop Alt. #1, which reduced the overall square footage of previous options by removing the scramble area, janitor closet, office, and liquor storage. Although further programming will be needed, the footprint of Alt. #1 was reviewed by the Director of Food and Beverage and the downsized footprint would be the minimum needed for a kitchen to provide the current level of food service the District provides at Incline Beach.

At the February 8, 2023 Board meeting, Staff presented an updated cost estimate for Alt. #1, which detailed a Direct Project Cost of approximately \$3,800,000 with a Total Project Budget of approximately \$6,000,000, which included a 25% contingency. This contingency was included because the Project is in the conceptual phase of design. As the Project development occurs, the contingencies will be lowered as more is understood about the existing conditions, design and construction of the Project. As stated by Staff at this Board meeting, the previous estimates brought to the Board by the previous engineering staff were Direct Project Costs, meaning, the cost of the building and improvements, but not the Total Project Budget Costs, which include the architecture, engineering, planning, general conditions, and staff time.

As also discussed at this Board meeting, the Alt. #1 layout does not include improvements to the parking lot nor improvements to the circulation at the main entrance and guard shack. Improvements to these aspects of Incline Beach were discussed in the "Beach Access Study" performed by LSC. In reviewing the LSC study, the Board asked staff to focus on signage to reflect that the beaches are private, work to revise outside web resources to state that the beaches are private, and limit access through the use of RFID technology for vehicles and pedestrians.

The next step to move the Project forward, as directed by the Board, is to proceed with a Request for Proposal (RFP) for an Architecture and Engineering (A&E) Team. Staff is asking the Board to provide clear direction on the following:

## **Programming - Level of Service**

The A&E team will need clear direction on what the desired programming needs are for the Incline Beach House. Programming defined as the features and functions of the building. Currently, the programming and level of service of the Incline Beach House is unclear. Staff needs clarification from the Board on the following:

- Are the number of restroom stalls to be increased beyond what is proposed in Alt. #1? The Alt. #1 footprint proposed three (3) urinals in the men's bathroom, which is one more urinal than existing. This design also proposed five (5) stalls in the woman's bathroom, which is one more stall than existing.
- Indoor or Outdoor Kitchen: It was brought to Staff that the Board could consider an outdoor kitchen as opposed to an indoor kitchen. An outdoor kitchen could look similar to the outdoor kitchen that was installed in 2019 at the Lone Eagle Grill.
- Outdoor Bar- is this larger than what is existing, the same size or smaller? The existing temporary outdoor bar seats ten (10) customers. Alt. #1 proposed 20 seats. How many seats should be available at the bar?
- Size of patio and hardscape. Alt. #1 proposes 3,130 square feet (SF) of patio area. How much table seating should be available (# patrons)?
- Beach Entry - revised entry and exits- does the Board desire to move forward with circulation improvements? Does the Board want to consider the merging of the Beach Access and Incline Beach House into one project?

## **Food and Beverage Scope**

Staff has had discussions with several architects, engineers and contractors at the direction of the Board to further understand what is needed to move the Project forward. Members of the Board and Staff have also met with an architect in person to discuss the scope of the Project and it has been conveyed that a clear understanding of the "menu" - what the District intends to serve and how and who is going to serve this menu - needs to be agreed upon. Staff would like clear direction on the following options:

- Will the District's Food and Beverage department be preparing and serving food? And what level of service will this be? Considerations are: current level of service, X% increase in service, X% decrease in service. (Information needed for a kitchen design.)
- Will a 3rd Party Contractor be preparing and serving food? And what level of service will be provided? (Information needed for a kitchen design.)
- Will Grab & Go food be offered which will be prepared offsite? (No

- kitchen design needed, but refrigerated coolers would be necessary.)
- No Food Service but keep Beverage Service (No kitchen design would be needed but a bar design would be necessary.)
  - No food or beverage service.

### **Delievery Method**

In order to prepare an RFP, Staff will need clear direction on the delivery method proposed. For example because this project is budget driven, if a "Low-Bid" delivery method is directed by the Board, the A&E Team would hire an outside estimating firm as the design is developed and add this to their proposal. Options for the delivery method are:

- CMAR
- Design-Build
- Low Bid

### **III. BID RESULTS**

Not applicable.

### **IV. FINANCIAL IMPACT AND BUDGET**

The FY 23/24 approved budget included \$4 Million for the Total Project Budget. This budget includes programming, planning and permitting, design, and construction as well as Staff time.

### **V. ALTERNATIVES**

Not applicable.

### **VI. COMMENTS**

Not applicable.

### **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. Feb 8 Board Memo Incline Beach House
2. Flash Vote Results

### **IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

Clear Direction on:

1. Programming - Level of Service
2. Food and Beverage Scope

### 3. Delivery Method

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Indra Winqest, District General Manager  
Brad Underwood, Director of Public Works

**FROM:** Bree Waters, District Project Manager

**SUBJECT:** Review, Discuss and Possibly Approve Staff Recommendation to Issue a Request for Proposal (RFP) for Design Services by an Architect and Engineering Team, and for Preconstruction Services by a Construction Manager at Risk for the Incline Beach House Project (Requesting Staff Member: District Project Manager Bree Waters)

**RELATED STRATEGIC PLAN INITIATIVE(S):**

**LONG RANGE PRINCIPLE #1 - SERVICE**

The District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**LONG RANGE PRINCIPLE #5 - ASSETS**

The District will practice perpetual asset renewal, replacement, and improvement to provide safe and superior long term utility services and recreation venues, facilities and services.

**RELATED DISTRICT POLICIES, PRACTICES, RESOLUTIONS OR ORDINANCES:**

Not applicable.

**DATE:** February 8, 2023

---

**I. RECOMMENDATION**

That the Board of Trustees review, discuss and possibly make a motion to approve Staff recommendation to issue a Request for Proposals (RFP) for Design Services by an Architect and Engineering Team, and for Preconstruction Services by a Construction Manager at Risk for the Incline Beach House Project.

**II. BACKGROUND**

The District Board of Trustees (Board) identifies the Incline Beach House Project (Project) as a Community Services Master Plan Priority Project, a Top Tier

Recommendation. The Top Tier Recommendation, from page 136, of the Community Services Master Plan, includes the priorities identified in “The IVGID Beaches Recreation Enhancement Opportunities Plan,” prepared in February 2016 and is located on the Incline Village General Improvement District’s (District) website. The Project was discussed at the following Board Meetings:

- May 6, 2016: The Board authorized a design contract with Bull Stockwell Allen (BSA), to prepare pre-design concepts for potential Board approval. A focus committee was formed which included two (2) Board members and members of the community. BSA developed two (2) options, Options A and B. Schematic drawings and construction estimates were developed. During this time, the District Public Works Engineering Staff (Staff) surveyed the community via FlashVote and held a public outreach workshop.
- March 23, 2017: Staff presented the schematic design options, community survey results, preliminary cost estimate, project funding and Staff recommendations to the Board. During this time, staff also solicited additional public input and completed an initial cost estimate.
- 2018: Due to higher than expected cost estimates for the Project, coupled with arising issues with the Burnt Cedar Pool, the Board shifted resources to the Burnt Cedar Pool for replacement.
- November 13, 2019: Staff brought the Project back in front of the Board as an agenda item to revisit and to discuss the next steps. The Board directed Staff to develop an alternative design with a reduced project scope and reduced square footage to align with the Board’s expectations for functionality.
- January 22, 2020: Staff revised BSA’s design and presented a new schematic design, Alternative #1 (Alt #1), and the associated cost estimate to the Board. This design:
  - Enlarged the bathrooms over existing conditions. Portables will be used during the busiest periods.
  - Enlarged the bar over existing conditions.
  - Focused on outdoor space and removed the scramble area.

The Board discussed having a meeting the following May, with two (2) Board members and the focus group. However, COVID ensued and the staff turned over.

- January 12, 2022: The Board provided feedback and direction to Staff related to Board/District Priority Projects within Community Services. The Board confirmed that the Incline Beach House Project remains a priority for the District.
- July 27, 2022: Staff provided a historical summary of the Project. Staff requested that the Board review the existing design concepts and provide staff with a clear understanding of the priority improvements moving forward.

The schematic design for Alt. #1 is shown in Attachment A. Staff has developed an updated cost estimate for Alt. #1 and is shown in Attachment B. Alt. #1 reduces the overall square footage by removing the scramble area, janitor closet, office, and liquor storage. See Table 1 in Attachment C for a square footage comparison between the original design Options #A and #B and the updated design, Alt #1.

The Alt. #1 layout does not include improvements to the parking lot nor improvements to the circulation at the main entrance and guard shack. Improvements to these aspects of Incline Beach were discussed in the “Beach Access Study” performed by LSC. In reviewing the LSC study the Board asked staff to focus on signage to reflect that the beaches are private, work to revise outside web resources to state that the beaches are private, and limit access through the use of RFID technology for vehicles and pedestrians. Should the Board desire to move forward with circulation improvements, consideration to merge these projects should be discussed.

Staff recommends using the Construction Manager at Risk (CMAR) model for the project. This model is a collaborative process that manages project, cost and scheduling risks. Staff recommends bringing the Architectural and Engineering (A&E) Team and CMAR on at the beginning of the design process. By bringing the team together at the beginning of design, the team can develop a responsible budget and develop alternative designs with the intention of reducing project costs. The A&E and CMAR will also layout the most efficient schedule to complete the Project.

Bringing the team together at the beginning of design, results in design and cost alternatives being reviewed and discussed during the design phase of the project. For instance, large wooden beam members that were a part of the original BCS design may not be necessary or cost effective now. This is an example of an alternative that can be priced accurately and discussed during the design process and will give the District the most effective design at the best value.

### **III. BID RESULTS**

Not applicable.

### **IV. FINANCIAL IMPACT AND BUDGET**

Staff has been working with several contractors and numerous design professionals to develop an updated project cost estimate. With the current cost of construction and escalation projections, the Project estimate is well over the 2020 estimate that was previously presented to the Board. The Direct Cost Total of the Project is \$3,433,050. The Direct Cost Total includes the demolition, site improvements and building improvements. The overall Total Project Budget is estimated to be \$6,061,050. The Total Project Budget includes the Direct Costs plus the design, engineering and permitting costs as well as the contractor's General Conditions, including bonding, insurance, overhead and profit. There is



a construction contingency, which is best practice to include at this stage of Capital Improvement Projects (CIP). The construction contingency at this stage is based on the current conceptual design and is carried by the District for future circumstances that can not be predicted. For instance, the need to replace aged site infrastructure to current standards. This contingency will decrease as the design progresses. The escalation allowance was obtained from consulting with experienced construction companies who are currently using between 10% and 20% escalation percentages over one year because of the volatility of the construction market.

The current budget for the Project between fiscal years (F/Y) 2023 through 2024 is \$3,350,000. Refer to the CIP Data Sheet in Attachment D. If the Board approves proceeding in the current fiscal year with Design Services by an A&E Team and with Preconstruction Services by a CMAR, staff estimates a budget augmentation in the amount of \$635,000 will be required. The budget augmentation for the Project would be recommended at the same time the Board considers the award of contracts for the A&E Team and with Preconstruction Services by a CMAR. The FY 23/24 the project budget would be modified to reflect a total amount of \$5,326,050 within the CIP. At the beginning of the design process, a construction cost range can be established by the Board and design alternatives can then be developed to fall within the instructed cost range.

## **V. ALTERNATIVES**

The alternative to the CMAR model would be to contract with an A&E Team for the design of the Project and put the Project out to bid in the "Low-Bid" process. Once the Low-Bid was awarded, a Construction Manager would be hired to manage the project. The Construction Manager would support the project and report to Staff. The downfall of this process is the loss of construction knowledge during the design process as well as the inability to bring forward meaningful and cost effective design alternatives.

## **VI. COMMENTS**

If the Board makes a motion to approve Staff to issue an RFP for Design Services by an A&E Team as well as for a CMAR, Staff requests that a price range for the Direct Costs is suggested by the Board. Meaning, an estimated range for the cost of the demolition, site improvements and building improvements. This will allow the A&E Team and CMAR to better understand the scope of work and will more efficiently drive the design development. For example, if a price range of \$2.5M and \$3.5M is defined for Direct Costs, the team can develop options and complete value engineering to meet the defined range.

**VII. DISTRICT IMPROVEMENT, COST REDUCTION, RETURN ON INVESTMENT OR PRODUCTIVITY ENHANCEMENT**

The District improvements would be the demolition of the original Incline Beach House built in the late 1960's and the construction of a new building with associated site improvements. Completion of the project will provide an increased level of service and an enhanced user experience for attendees at Incline Beach. The Return on Investment is not part of the engineering review of this project.

**VIII. BUSINESS IMPACT**

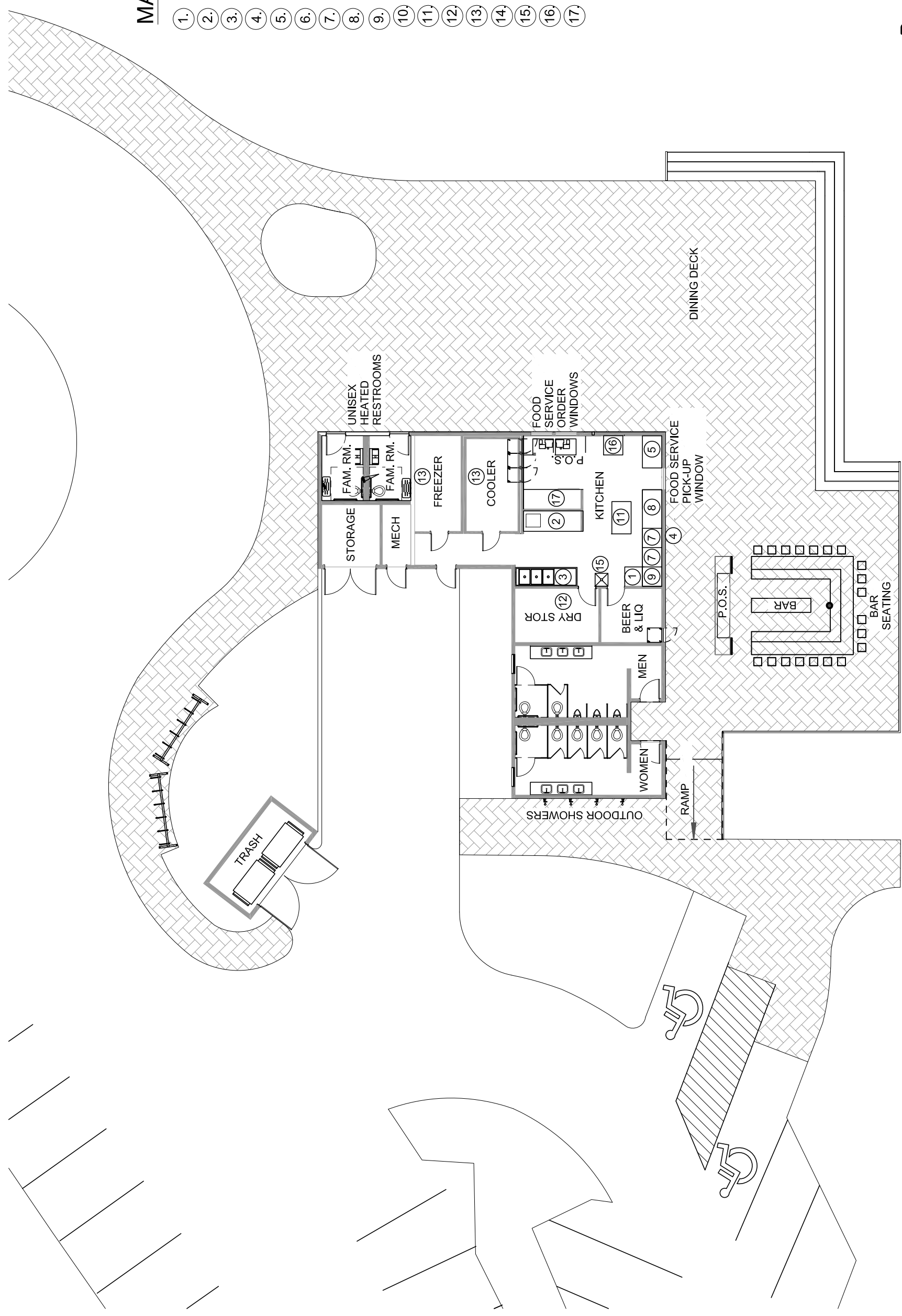
This item is not a "rule" within the Nevada Revised Statute, Chapter 237 and does not require a Business Impact Statement.

**IX. ATTACHMENTS**

1. Attachment A - Exhibit #1 - Alt. #1
2. Attachment B - 2023 Estimate\_24Jan23
3. Attachment C - Square Footage Comparison
4. Attachment D - CIP Datasheet Fiscal Year 2023

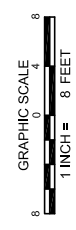
**X. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

Refer to Section I, Recommendations.



**MANDATORY ITEMS:**

1. HAND WASHING SINK
2. PREP SINK - PRODUCE
3. 3 COMPARTMENT SINK - DISHWASHING
4. HOOD SYSTEM
5. 5' PREP TABLE WITH DRAWERS
6. 6' PREP TABLE WITH DRAWERS
7. 2 EA. FRYERS
8. 48" FLAT TOP GRILL
9. TOASTER
10. 4' PREP TABLE WITH DRAWERS
11. 60" PIZZA STYLE PREP TABLE
12. SHELVING FOR STORAGE AREAS
13. SHELVING FOR WALK-IN COOLERS
14. POTS/PANS/ETC.
15. FLOOR DRAIN
16. ICE MACHINE
17. GRID WALL



**Beach House - Alternative #1**  
 Incline Beach House  
 Incline Village General Improvement District  
 Feb. 2, 2023

| <b>Incline Beach House</b>                             |      |                    |               |                    |
|--|------|--------------------|---------------|--------------------|
| <b>Cost Estimate 2023</b>                              |      |                    |               |                    |
| <b>Alternative #1</b>                                  |      |                    |               |                    |
|  | Unit | Qty.               | Unit Cost     | Total              |
| <b>DEMOLITION</b>                                      |      |                    |               |                    |
| Hazardous Material Remediation                         | SF   | 1,500              | \$17.50       | \$26,250           |
| Building Demolition                                    | SF   | 1,500              | \$22.50       | \$33,750           |
| <b>SITE WORK</b>                                       |      |                    |               |                    |
| SWPPP/Winter Site Requirements                         | LS   | 1                  | \$136,000     | \$136,000          |
| Site Clearing, Grubbing, & Subgrade Prep               | SF   | 10,500             | \$8.00        | \$84,000           |
| Site Improvement                                       | SF   | 10,500             | \$12.00       | \$126,000          |
| Outdoor Bar & Deck                                     | SF   | 3,130              | \$295.00      | \$923,350          |
| <b>BUILDING</b>  |      |                    |               |                    |
| Structure Systems (structural concrete, framing, etc.) | SF   | 2,005              | \$250         | \$501,250          |
| Enclosure Systems (roofing, siding, windows, etc.)     | SF   | 2,005              | \$155         | \$310,775          |
| Interiors Systems (doors, finishes, etc. )             | SF   | 2,005              | \$110         | \$220,550          |
| Mechanical Systems (HVAC, plumbing, etc.)              | SF   | 2,005              | \$125         | \$250,625          |
| Electrical Systems                                     | SF   | 2,005              | \$100         | \$200,500          |
| Food Service Equipment                                 | LS   | 1                  | \$620,000     | \$620,000          |
| <b>DIRECT COST TOTAL</b>                               |      |                    |               | <b>\$3,433,050</b> |
| <b>ESCALATION ALLOWANCE <sup>1</sup></b>               |      | <b>\$3,433,050</b> | <b>10.00%</b> | <b>\$343,305</b>   |
| <b>DIRECT COST + ESCALATION ALLOWANCE</b>              |      |                    |               | <b>\$3,776,355</b> |
|  |      | Costs              | Percentage    | Total Costs        |
| Design & Permitting                                    |      | \$3,433,050        | 15.00%        | \$514,958          |
| CMAR Pre-Construction Services <sup>2</sup>            |      | \$3,433,050        | 4.25%         | \$145,905          |
| Construction Contingency <sup>3</sup>                  |      | \$3,433,050        | 25.00%        | \$858,263          |
| IVGID Staff Time <sup>4</sup>                          |      | \$3,433,050        | 8.00%         | \$274,644          |
| <b>GENERAL CONTRACTOR</b>                              |      |                    |               |                    |
| General Conditions & Requirements                      |      | \$3,776,355        | 8.00%         | \$302,108          |
| CMAR Construction Services                             |      | \$3,776,355        | 5.00%         | \$188,818          |
| <b>TOTAL PROJECT ESTIMATED BUDGET</b>                  |      |                    |               | <b>\$6,061,050</b> |

## Notes:

1. The Escalation Allowance accounts for construction cost escalation with construction assumed to begin May 2024.
2. CMAR (Construction Manager at Risk) fee for the pre-construction services prior to the negotiation of the Guaranteed Max Price.
3. A Construction Contingency is based on the current conceptual design and is carried by the District for future circumstances that can not be predicted. For example, old and deteriorated underground utilities that need to be replaced.
4. IVGID Staff Time includes oversight of design, permitting and pre-construction services. This cost also includes construction inspection services.

Square Footage Comparison  
Table 1

| Area Name                     | Existing Area (SF) | Proposed BSA Option A Area (SF) | Proposed BSA Option B Area (SF) | Proposed IVGID Alt. #1 Area (SF) |
|-------------------------------|--------------------|---------------------------------|---------------------------------|----------------------------------|
| Scramble                      | -                  | 857                             | 836                             | -                                |
| Janitor Closet                | -                  | 17                              | -                               | -                                |
| Office                        | -                  | 70                              | 80                              | -                                |
| Family Restroom               | -                  | 179                             | 143                             | 162                              |
| Men's Restroom <sup>1</sup>   | 240                | 323                             | 270                             | 287                              |
| Women's Restroom <sup>2</sup> | 240                | 323                             | 263                             | 287                              |
| Beer                          | -                  | 70                              | 79                              | 90                               |
| Cooler                        | -                  | 117                             | 113                             | 136                              |
| Dry Storage                   | 90                 | 90                              | 106                             | 121                              |
| Freezer                       | -                  | 52                              | 60                              | 96                               |
| Kitchen                       | 320                | 546                             | 468                             | 501                              |
| Liquor                        | -                  | 88                              | 45                              | 54                               |
| Storage                       | 88                 | 117                             | 87                              | 102                              |
| Mechanical                    | 46                 | 63                              | 45                              | 51                               |
| Hall                          | -                  | 147                             | 147                             | 118                              |
| <b>Total</b>                  | <b>1,024</b>       | <b>3,059</b>                    | <b>2,742</b>                    | <b>2,005</b>                     |

Notes:

1. The proposed Men's Restroom has one (1) more urinal than the existing Men's Restroom.
2. The proposed Women's Restroom has one more stall than the existing Woman's Restroom.



## Project Summary

|                         |                                    |
|-------------------------|------------------------------------|
| <b>Project Number:</b>  | 3973LI1302                         |
| <b>Title:</b>           | Incline Beach Facility Replacement |
| <b>Project Type:</b>    |                                    |
| <b>Division:</b>        | 38 - Beach Food and Beverage       |
| <b>Budget Year:</b>     | 2023                               |
| <b>Finance Options:</b> |                                    |
| <b>Asset Type:</b>      | LI - Land Improvements             |
| <b>Active:</b>          | Yes                                |

**Project Description**  
 This CIP is for the replacement of the Incline Beach House. Based on the outcome of the 2016 Beach Facility Study and the 2019 Community Services Master Plan this project will replace the existing structure at Incline Beach and will provide a covered bar and associated deck along with an open-air dining deck. The preliminary design funds allocated in 2021 are being carried over to the FY22/23 due to the engineering team not being fully staffed for a good portion of FY22. ~~Funds are being allocated in FY24/25 and FY25/26 for final design, permitting and construction.~~

**Project Internal Staff** → If the Board approves the Total Project Budget, funds should be allocated for FY 22/23 for \$735,000 (see below)

Engineering will manage the project with support from Parks, Recreation, and Beaches Staff. This project has been identified as a CMAR project.

**Project Justification**  
 Improving the community gathering area at Incline Beach and the associated structure will improve an under-developed area at Incline Beach and will greatly improve the beach use for customers and community events. The existing structure is under-sized relative to current operations as well as customer use and expectations. The facility is not winterized and the structure is unavailable for use by customers during the winter months. These enhancements were identified as the highest priority improvements in the 2016 Beach Facility Study, Priority Project in the Community Services Master Plan, and a Board Priority project in 2021.

| Budget Year  | Total Expense    | Total Revenue | Difference       |
|--|------------------|---------------|------------------|
| <b>Forecast</b> <span style="border: 1px solid red; padding: 2px;">2023 - Carryover = \$100,000</span> |                  |               |                  |
| 2024   |                  |               |                  |
| Final Design   | 180,000          | 0             | 180,000          |
| Internal Staff   | 25,000           | 0             | 25,000           |
| Permitting   | 45,000           | 0             | 45,000           |
| Year Total   | 250,000          | 0             | 250,000          |
| 2025   |                  |               |                  |
| Construction   | 2,825,000        | 0             | 2,825,000        |
| Construction Administration (A&E)  | 80,000           | 0             | 80,000           |
| Internal Staff   | 45,000           | 0             | 45,000           |
| Material Testing/Special Inspection  | 50,000           | 0             | 50,000           |
| Year Total   | 3,000,000        | 0             | 3,000,000        |
|  | <b>3,250,000</b> | <b>0</b>      | <b>3,250,000</b> |

**Current Budget:**  
 Total Budget for FY 22/23 = \$100,000  
 Total Budget for FY 23/24 = \$3,250,000  
 Total Project Budget = \$3,350,000

**Updated Budget from Current Cost Estimate for Project:**  
 Proposed Project Budget = \$6,061,050  
 Proposed FY 22/23 = \$735,000 (Includes Design, Permitting, Pre-Construction CMAR Services and IVGID Staff time through July 1, 2023).  
 Proposed FY 23/24 = \$5,326,050 (includes all estimated Construction, and Construction Phase Services)

**Budget Augmentation:**  
 FY 22/23 \$735,000 - \$100,000 = \$635,000

| Year Identified | Start Date | Est. Completion Date | Manager             | Project Partner |
|-----------------|------------|----------------------|---------------------|-----------------|
| 2012            |            |                      | Engineering Manager |                 |

Q1 Last summer, from June through September 2022, about how often did you go to Incline Beach (including Ski Beach and Hermit Beach)?

| VOTES | POPULATION | SUMMARY                  |   |
|-------|------------|--------------------------|---|
| 343   | 624        | 343 votes of 624 (55.0%) | "About once a week or more"   |
| 198   | 624        | 198 votes of 624 (31.7%) | "About once every few weeks or less, but at least once"                 |
| 72    | 624        | 72 votes of 624 (11.5%)  | "Didn't go to Incline Beach (or Ski Beach or Hermit Beach) last summer" |
| 11    | 624        | 11 votes of 624 (1.8%)   | "Not Sure"  |

Q2 How important is it for you to have food available to buy at Incline Beach?

| VOTES | POPULATION | SUMMARY                  |   |
|-------|------------|--------------------------|---|
| 132   | 625        | 132 votes of 625 (21.1%) | "Not at all"  |
| 104   | 625        | 104 votes of 625 (16.6%) | "Slightly - I've bought food there in a pinch"            |
| 238   | 625        | 238 votes of 625 (38.1%) | "Somewhat - I'll buy food from time to time"              |
| 120   | 625        | 120 votes of 625 (19.2%) | "Very - I usually buy food when I visit"                  |
| 24    | 625        | 24 votes of 625 (3.8%)   | "Extremely - I wouldn't visit if there wasn't food there" |
| 7     | 625        | 7 votes of 625 (1.1%)    | "Not Sure"  |

Q3 IVGID is considering options to improve the Incline Beach building area and the entrance/exit access. Which of the following possible improvements would be most important to you, if any? (You can choose up to FOUR, if any)

| VOTES | POPULATION | SUMMARY                  |   |
|-------|------------|--------------------------|---|
| 142   | 590        | 142 votes of 590 (24.1%) | "Bigger restrooms/changing areas - so bathrooms are less crowded"                                   |
| 276   | 590        | 276 votes of 590 (46.8%) | "Year-round restrooms (open during fall/winter/spring) - so you don't have to use portable toilets" |
| 165   | 590        | 165 votes of 590 (28.0%) | "Bigger/better bar - so its easier to buy drinks there"   |
| 145   | 590        | 145 votes of 590 (24.6%) | "Better/faster food service - so its easier to buy food there"                                      |
| 231   | 590        | 231 votes of 590 (39.2%) | "Outdoor showers/foot wash - so you can wash sand off you before leaving"                           |
| 262   | 590        | 262 votes of 590 (44.4%) | "Fix the single lane exit - so that drop-off parking doesn't block traffic leaving"                 |
| 36    | 590        | 36 votes of 590 (6.1%)   | "Sell concessions (sunblock, hats, toys, etc.) - in case you forget something"                      |
| 344   | 590        | 344 votes of 590 (58.3%) | "More parking spots nearby - so you can park closer to the beach when crowded"                      |
| 77    | 590        | 77 votes of 590 (13.1%)  | "Other:"  |

Q4 Which of the following best describes your overall preference for investments to improve Incline Beach?

| VOTES | POPULATION | SUMMARY                  |  |
|-------|------------|--------------------------|--|
| 134   | 614        | 134 votes of 614 (21.8%) | "Doesn't need anything, completely fine as is"   |
| 230   | 614        | 230 votes of 614 (37.5%) | "Doesn't need much, just fix all the little things for \$500,000 to \$1 million (\$70 to \$140/parcel)"      |
| 115   | 614        | 115 votes of 614 (18.7%) | "Needs some bigger fixes (add access, new bathrooms) for \$2 million to \$4 million (\$280 to \$560/parcel)" |
| 70    | 614        | 70 votes of 614 (11.4%)  | "Needs an overhaul (add new and bigger building) for \$5 million to \$10 million (\$700 to \$1,400/parcel)"  |
| 43    | 614        | 43 votes of 614 (7.0%)   | "Not Sure"   |
| 22    | 614        | 22 votes of 614 (3.6%)   | "Other:"   |



# Board Meeting

## February 28, 2024

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Mike Bandelin, Interim General Manager

**FROM:** Kate Nelson, Interim Public Works Director, Bree Waters, District Project Manager , Shelia Leijon, Director of Parks & Recreation

**SUBJECT:** Review, discuss and possibly approve the Agreement for the 30% Schematic Design contract for Incline Beach House Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3973LI1302; Contractor: CORE West Inc. dba CORE Construction in the amount of \$103,500.00. Review, discuss and possibly approve the Agreement for the 30% Schematic Design for the Incline Beach Access Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3972BD2102; Contractor: CORE West Inc. dba CORE Construction in the amount of \$18,000.00. (Requesting Staff Member: Interim Public Works Director Kate Nelson)

**RELATED STRATEGIC PLAN BUDGET INITIATIVE(S):**

**LONG RANGE PRINCIPLE #1 - SERVICE**

The District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**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 venues, facilities, and services.

**RELATED DISTRICT POLICIES, PRACTICES, RESOLUTIONS OR ORDINANCES**

Board Policy 12.1.0 Multi-Year Capital Planning; 13.2.0 Capital Planning Expenditures; 21.1.0 Purchasing Policy for Public Works Contracts

**DATE:** February 28, 2024

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**I. RECOMMENDATION**

The Board of Trustees makes a motion to:

1. Approve the Agreement for the 30% Schematic Design for the Incline Beach House Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3973LI1302; Contractor: CORE West Inc. dba CORE Construction for the amount of \$103,500.00; and,
2. Approve the Agreement for the 30% Schematic Design for the Beach Access Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3972BD2102; Contractor: CORE West Inc. dba CORE Construction for the amount of \$18,000.00; and,
3. Direct the Chair and Secretary to sign and execute the Agreements.

## **II. BACKGROUND**

The Board identified the Incline Beach House Project (Project) as a Community Services Master Plan Priority project, a Top Tier Recommendation at the January 12, 2022 (Item G4) Board meeting. Staff brought the historical timeline of the Project to the Board on July 27, 2022 (Item H1) and then again on February 8, 2023 (Item F8). At the February 8, 2023, Board meeting, the Board determined there was a need for further community input. After FlashVote surveys were released and the results were made available, staff returned to the Board on July 26, 2023 (Item H1), to clarify these results and requested direction in order to release a Request for Qualification (RFQ). Staff also requested the Board clarify the delivery method to be used in this process, i.e. Design-Bid-Build, CMAR or Design-Build. The Board gave staff direction to release an RFQ for the Project for a Design-Build team for the 30% schematic design.

The RFQ was a two-step process which was released on November 16, 2023, with a due date of December 19, 2023. Four Design-Build teams responded to the RFQ which were shortlisted by a Selection Committee to three final teams. These three teams were given further Technical Documents and were asked to interview with the Selection Committee on February 1, 2024. The Selection Committee was made up of two members of the Board of Trustees, two members of the District's executive team, two members of the Public Works staff and one member of the Capital Investment Committee.

The three Design-Build teams were asked to propose on the overall project, which is currently budgeted as two separate projects; the Incline Beach House Project and the Beach Access Project. These two projects are planned to be combined during the 100% Design Phase contingent upon final estimates and budgeting for FY 2024/25. The Incline Beach Access Project, which will be presented to the Board in its entirety at a future date, at a minimum, will include the following:

1. Provide a way for the entrance to Incline Beach to be gated with a Radio Frequency Identification (RFID) for both pedestrians and vehicles.
2. The lanes should be configured such that there is a turnaround for rejected

vehicles.

3. This project will be a part of the FY 2024/25 budgeting process. It is not a part of the \$4M budget associated with the Incline Beach House Project.

The 30% Schematic Design estimated timeline, including milestones, meeting dates and deliverables is included in Attachment #1.

### **III. BID RESULTS**

The RFQ was released per NRS 338.1711 for Design-Build. Four Design-Build teams submitted Statements of Qualifications for the Project and were shortlisted to three teams. CORE Construction was determined by the Selection Committee to be the most qualified Design-Build team.

### **IV. FINANCIAL IMPACT AND BUDGET**

The FY 2023/24 approved budget included \$4 Million for the total Project Budget for the Incline Beach House Project. This budget includes programming, planning, permitting, design, and construction as well as staff time. The FY 2023/24 approved budget for the Beach Access Project is \$100,000, of which \$18,000 will be used for the 30% Schematic Design of the project. The Agreement for the 30% Schematic Design for the Incline Beach House Project and the Agreement for the 30% Schematic Design for the Incline Beach Access Project CORE Construction are included in Attachments #2 and #3 respectively.

### **V. ALTERNATIVES**

N/A

### **VI. COMMENTS**

The Owner and Design-Builder Preliminary Agreements have been reviewed and approved by Silver State Law and District's Legal Counsel.

### **VII. BUSINESS IMPACT/BENEFIT**

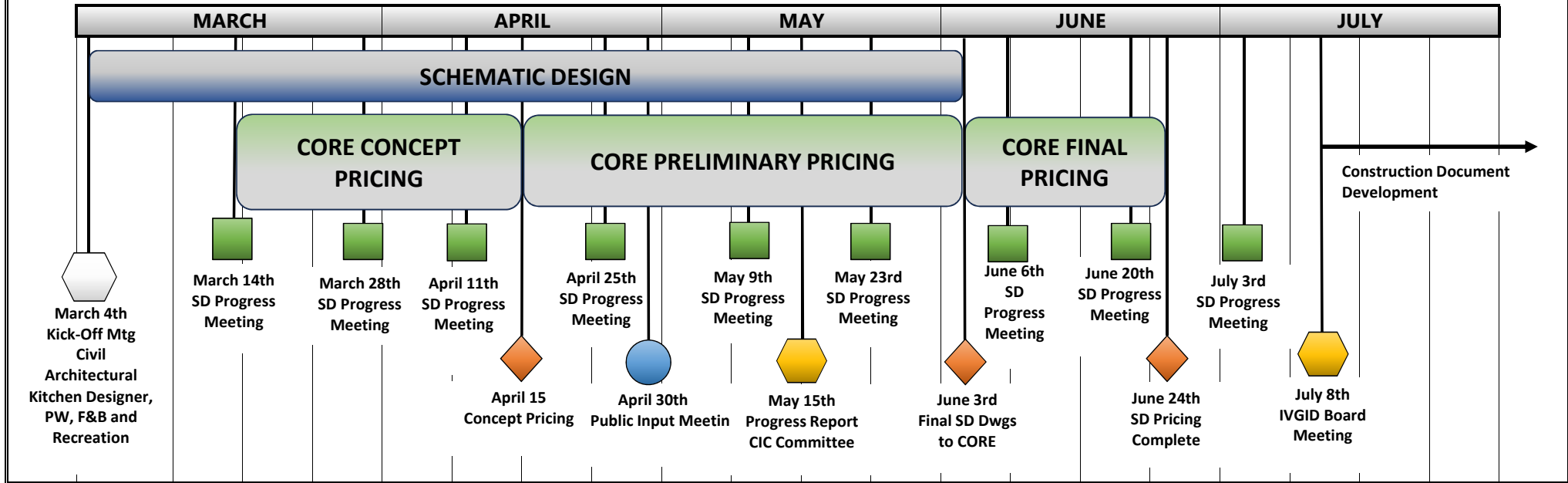
This item is not a "rule" within the Nevada Revised Statute, Chapter 237 and does not require a Business Impact Statement.






### **VIII. ATTACHMENTS**

1. Incline Beach House 30% Timeline
2. Owner and Design-Builder Preliminary Agreement - Incline Beach House Project
3. Owner and Design-Builder Preliminary Agreement - Incline Beach Access Project

### **IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

# IVGID INCLINE BEACH HOUSE & ACCESS PROJECTS | 30% SCHEMATIC DESIGN ESTIMATED TIMELINE



-  Kick-Off Meeting with Design-Build Team, PW, F&B and Dir. of Recreation
-  Board & CIC Meetings (Actual Meeting Date TBD)
-  Progress Meetings: Design-Build Team, PW, F&B, and Recreation.
-  Delivery Dates: Concept and 30% Schematic Design Pricing and Final Schematic Design
-  Schematic Design Public Input Meeting (Location to be Determined)

# ConsensusDocs® 400

## PRELIMINARY DESIGN-BUILD AGREEMENT BETWEEN OWNER AND DESIGN-BUILDER



### TABLE OF ARTICLES

- 1. TEAM RELATIONSHIP
- 2. DESIGN-BUILDER'S RESPONSIBILITIES
- 3. OWNERSHIP OF DOCUMENTS
- 4. OWNER'S RESPONSIBILITIES
- 5. CONTRACT TIME
- 6. COMPENSATION
- 7. INSURANCE

This Agreement is made this 28th day of February in the year 2024, by and between the OWNER, Incline Village General Improvement District, located at 1220 Sweetwater Road, Incline Village, Washoe County Nevada, and the DESIGN-BUILDER, CORE West Inc dba CORE Construction, located at 7150 Cascade Valley Court, Las Vegas Nevada, for preliminary services in connection with the following PROJECT

### 30% Schematic Design of the Incline Beach Access Project

Notice to the Parties shall be given at the above addresses.

### ARTICLE 1 TEAM RELATIONSHIP

1.1 The Owner and the Design-Builder agree to proceed on the basis of trust, good faith and fair dealing, and shall take all actions reasonably necessary to perform this Agreement in an economical and timely



manner. The Owner and the Design-Builders shall perform their obligations with integrity, ensuring at a minimum that: (a) conflicts of interest shall be avoided or disclosed promptly to the other Party; and (b) the Design-Builder and the Owner warrant that they have not and shall not pay nor receive any contingent fees or gratuities to or from the other Party, including their agents, officers and employees, Subcontractors or others for whom they may be liable, to secure preferential treatment.

## **ARTICLE 2 DESIGN-BUILDER'S RESPONSIBILITIES**

2.1 The Design-Builder shall exercise reasonable skill and judgment in the performance of its services. Architectural and engineering services shall be procured from licensed, independent design professionals retained by the Design-Builder or furnished by licensed employees of the Design-Builder, or as permitted by the law of the State in which the Project is located. The person or entity providing architectural and engineering services shall be referred to as the Design Professional. If the Design Professional is an independent design professional, the architectural and engineering services shall be procured pursuant to a separate agreement between the Design-Builder and the Design Professional. The Design Professional for the Project is 30% Schematic Design of the Incline Beach Access (Project).

2.2 The Design-Builder is responsible for the following Preliminary Design-Build Services:

2.2.1 **OWNER'S PROGRAM** If requested by the Owner as an Additional Service, the Design-Builder shall assist the Owner in the development and preparation of the Owner's Program, which is an initial description of the Owner's objectives. The Owner's Program may include budget and time criteria, space requirements and relationships, flexibility and expandability requirements, special equipment and systems, and site requirements.

2.2.2 **PRELIMINARY EVALUATION** The Design-Builder shall review the Owner's Program to ascertain the requirements of the Project and shall verify such requirements with the Owner. The Design-Builder's review shall also provide to the Owner a preliminary evaluation of the site with regard to access, traffic, drainage, parking, building placement and other considerations affecting the building, the environment and energy use, as well as information regarding applicable governmental laws, regulations and requirements. The Design-Builder shall review the Owner's existing test reports but will not undertake any independent testing nor be required to furnish types of information derived from such testing in its preliminary evaluation. The Design-Builder shall also propose alternative architectural, civil, structural, mechanical, electrical and other systems for review by the Owner, in order to determine the most desirable method of achieving the Owner's requirements in terms of cost, technology, quality and speed of delivery. Based upon its review and verification of the Owner's Program and other relevant information, the Design-Builder shall provide a preliminary evaluation of the Project's feasibility for the Owner's acceptance. The Design-Builder's preliminary evaluation shall specifically identify any deviations from the Owner's Program.

2.2.3 **PRELIMINARY SCHEDULE** The Design-Builder shall provide a preliminary schedule for the Owner's written approval. The schedule shall show the activities of the Owner and the Design-Builder necessary to meet the Owner's completion requirements.

2.2.4 **PRELIMINARY ESTIMATE** The Design-Builder shall prepare for the Owner's written approval a preliminary estimate utilizing area, volume, or similar conceptual estimating techniques. The level of detail for the estimate shall reflect the Owner's Program and any additional available information. If the preliminary estimate exceeds the Owner's budget, the Design-Builder shall make written recommendations to the Owner.

2.2.5 **SCHEMATIC DESIGN DOCUMENTS** The Design-Builder shall submit for the Owner's written approval Schematic Design Documents based on the agreed upon Preliminary Evaluation. Schematic Design Documents shall include drawings, outline specifications and other conceptual documents



illustrating the Projects basic elements, scale and their relationship to the Worksite. One set of these Documents shall be furnished to the Owner. When the Design-Builder submits the Schematic Design Documents, the Design-Builder shall identify in writing all material changes and deviations from the Design-Builder's preliminary evaluation, schedule and estimate. The Design-Builder shall update the preliminary schedule and preliminary estimate based on the Schematic Design Documents.

2.2.6 ADDITIONAL SERVICES The Design-Builder shall provide the following Additional Services:

2.2.6.1 OWNER'S PROGRAM The Design-Builder shall assist the Owner in the development and preparation of the Owner's Program, which is an initial description of the Owner's objectives. The Owner's Program will include budget and time criteria, space requirements and relationships, flexibility and expandability requirements, special equipment and systems, and site requirements. The Owner's Program will also include initial strategies and timelines for obtaining all permits required for the Project including but not limited to Washoe County and TRPA.

### ARTICLE 3 OWNERSHIP OF DOCUMENTS

3.1 OWNERSHIP OF TANGIBLE DOCUMENTS Upon the making of final payment to the Design-Builder, the Owner shall receive ownership of the property rights, except for copyrights, of all documents, drawings, specifications, electronic data and information (hereinafter "Documents") prepared, provided or procured by the Design-Builder, its Design Professional, Subcontractors or consultants and distributed to the Owner for this Project.

3.2 COPYRIGHT The Parties agree that Owner shall obtain ownership of the copyright of all Documents. The Owner's acquisition of the copyright for all Documents shall be subject to the making of payments as required by ARTICLE 6 and the payment of the fee reflecting the agreed value of the copyright set forth below:

If the Parties have not made a selection to transfer copyright interests in the Documents, the copyright shall remain with the Design-Builder.

3.3 OWNER'S USE The Owner shall have the right to use, reproduce or make derivative works of the Design-Build Documents for other projects without the written authorization of the Design-Builder, who shall not unreasonably withhold consent. The Owner's use of the Design-Build Documents on other projects or without the Design-Builder's written authorization or involvement is at the Owner's sole risk, and the Owner shall indemnify and hold harmless the Design-Builder, the Design Professional and Subcontractors, and the agents, officers, directors and employees of each of them from and against any and all claims, damages, losses, costs and expenses, including but not limited to attorneys' fees, costs and expenses incurred in connection with any dispute resolution process, arising out of or resulting from such use of the Design-Build Documents.

3.4 DESIGN-BUILDER'S USE Where the Design-Builder has transferred its copyright interest in the Documents, the Design-Builder may reuse Documents prepared by it pursuant to this Agreement in its practice, but only in their separate constituent parts and not as a whole. The Design-Builder shall obtain from its Design Professional, Subcontractors and consultants property rights and rights of use that correspond to the rights given by the Design-Builder to the Owner in this Agreement.

3.5 ELECTRONIC DOCUMENTS If the Owner requires that the Owner and Design-Builder exchange documents and data in electronic or digital form, prior to any such exchange, the Owner and Design-Builder shall agree on a written protocol governing all exchanges in ConsensusDocs 200.2 or a separate Agreement.





## ARTICLE 4 OWNER'S RESPONSIBILITIES

4.1 The Owner shall provide to the Design-Builder all relevant information for the Project, including the Owner's Program, unless the Owner's Program is developed and prepared with the assistance of the Design-Builder as an Additional Service. The Owner shall timely review and approve schedules, estimates, Schematic Design Documents and other documents provided under this Agreement.

4.2 OWNER'S ELECTION TO PROCEED If the Owner elects to proceed with the Project beyond the Preliminary Design-Build Services provided in this Agreement, the Owner and the Design-Builder shall enter into an additional agreement for the completion of the design and the construction of the Project. If the Owner elects not to proceed with the Project, the Owner shall have no further obligation to the Design-Builder other than the payment of compensation as set forth in this Agreement.

## ARTICLE 5 CONTRACT TIME

5.1 The Design-Builder's Services provided under this Agreement shall commence on or about Feb. 28, 2024, and shall be completed on or about July 1, 2024.

## ARTICLE 6 COMPENSATION

6.1 The Owner shall compensate the Design-Builder monthly for Preliminary Design-Build Services performed under the Agreement on the following basis:

A stipulated sum in the amount of **Eighteen Thousand Dollars (\$18,000)** that shall be paid in four equal payments over four months.

If the Owner elects to proceed with the Project beyond the Preliminary Design-Build Services provided in this Agreement, the Owner and the Design-Builder shall enter into additional agreements for the completion of the design and the construction of the Project. For the construction phase of the Project, the Design-Builder agrees to the following fees:

|   |       |
|---|-------|
| Design Build Team's Construction Fee                | %4.75 |
| Design Build Team's General Liability Insurance Fee | %1.15 |
| Design Build Team's Bonding Fee                     | %0.90 |

## ARTICLE 7 INSURANCE

7.1 The Design-Builder shall obtain insurance for claims arising from the negligent performance of professional services under this Agreement, which shall be:

Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) General Liability: \$5,000,000 per occurrence for bodily injury, personal injury and property damage, and shall be endorsed to include contractual liability. Limits can be satisfied by providing Excess Liability coverage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) Automobile Liability: \$2,000,000 combined single limit (each accident) for bodily injury and property damage; and (3) Industrial Insurance: Workers' Compensation limits as required by the Labor Code of the State of Nevada. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease; and (4) Professional Liability/Errors and Omissions: Consultant shall procure and maintain, and



require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Services, professional liability/errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount not less than \$2,000,000 per claim. "Covered Professional Services" as designated in the Professional Liability/Errors and Omissions policy must specifically include work performed under this Agreement.

7.1.1 Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement. Defense costs shall be payable in addition to the limits.

7.1.2 Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

7.1.2.1 Commercial General Liability. The commercial general liability policy shall be endorsed to provide the following: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds; (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way; and (3) the insurance coverage shall contain or be endorsed to provide waiver of subrogation in favor of the District, its directors, officials, officers, employees, agents and volunteers or shall specifically allow Consultant to waive its right of recovery prior to a loss. Consultant hereby waives its own right of recovery against District, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

7.1.2.2 Automobile Liability. The automobile liability policy shall be endorsed to provide the following: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way; and (3) the insurance coverage shall contain or be endorsed to provide waiver of subrogation in favor of the District, its directors, officials, officers, employees, agents and volunteers or shall specifically allow Consultant to waive its right of recovery prior to a loss. Consultant hereby waives its own right of recovery against District, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

7.1.2.3 Industrial (Workers' Compensation and Employers Liability) Insurance. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

7.1.2.4 All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (B) any failure to comply with reporting



or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its directors, officials, officers, employees, agents and volunteers.

7.1.3 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.

7.1.4 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District. Consultant shall guarantee that, at the option of the District, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its directors, officials, officers, employees, agents and volunteers; or (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

7.1.5 Acceptability of Insurers. Insurance is to be placed with insurers duly licensed or authorized to do business in the state of Nevada and with an "A.M. Best" rating of not less than A-VII. The District in no way warrants that the above-required minimum insurer rating is sufficient to protect the Consultant from potential insurer insolvency.

7.1.6 Verification of Coverage. Consultant shall furnish the District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the District if requested. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.

7.1.7 3.2.10.8 Subconsultants. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the District that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the District as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, District may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

7.1.8 Compliance With Coverage Requirements. If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, District has the right but not the duty to obtain the insurance it deems necessary and any premium paid by District will be promptly reimbursed by Consultant or District will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, District may terminate this Agreement for cause.

7.1.9 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed.



**OWNER:**  
**INCLINE VILLAGE G. I. D.**  
**Agreed to:**

\_\_\_\_\_  
Trustee Sara Schmitz, Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee Michaela Tonking, Secretary

\_\_\_\_\_  
Date

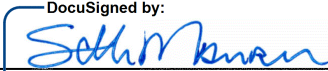
**Reviewed as to Form:**

\_\_\_\_\_  
Sergio Rudin  
District Legal Counsel

\_\_\_\_\_  
Date

**CONTRACTOR:**  
**CORE West Inc dba CORE Construction**  
**Agreed to:**

By:

DocuSigned by:  
  
Signature of Authorized Agent

Seth Maurer President

Print or Type Name and Title

2/22/2024 | 1:55 PM CST

Date

If CONTRACTOR is a Corporation, attach evidence of authority to sign.



# ConsensusDocs® 400

## PRELIMINARY DESIGN-BUILD AGREEMENT BETWEEN OWNER AND DESIGN-BUILDER



### TABLE OF ARTICLES

1. TEAM RELATIONSHIP
2. DESIGN-BUILDER'S RESPONSIBILITIES
3. OWNERSHIP OF DOCUMENTS
4. OWNER'S RESPONSIBILITIES
5. CONTRACT TIME
6. COMPENSATION
7. INSURANCE

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Notice to the Parties shall be given at the above addresses.

### ARTICLE 1 TEAM RELATIONSHIP

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manner. The Owner and the Design-Builders shall perform their obligations with integrity, ensuring at a minimum that: (a) conflicts of interest shall be avoided or disclosed promptly to the other Party; and (b) the Design-Builder and the Owner warrant that they have not and shall not pay nor receive any contingent fees or gratuities to or from the other Party, including their agents, officers and employees, Subcontractors or others for whom they may be liable, to secure preferential treatment.

## **ARTICLE 2 DESIGN-BUILDER'S RESPONSIBILITIES**

2.1 The Design-Builder shall exercise reasonable skill and judgment in the performance of its services. Architectural and engineering services shall be procured from licensed, independent design professionals retained by the Design-Builder or furnished by licensed employees of the Design-Builder, or as permitted by the law of the State in which the Project is located. The person or entity providing architectural and engineering services shall be referred to as the Design Professional. If the Design Professional is an independent design professional, the architectural and engineering services shall be procured pursuant to a separate agreement between the Design-Builder and the Design Professional. The Design Professional for the Project is 30% Schematic Design of the Incline Beach Access (Project).

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2.2.1 **OWNER'S PROGRAM** If requested by the Owner as an Additional Service, the Design-Builder shall assist the Owner in the development and preparation of the Owner's Program, which is an initial description of the Owner's objectives. The Owner's Program may include budget and time criteria, space requirements and relationships, flexibility and expandability requirements, special equipment and systems, and site requirements.

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3.4 DESIGN-BUILDER'S USE Where the Design-Builder has transferred its copyright interest in the Documents, the Design-Builder may reuse Documents prepared by it pursuant to this Agreement in its practice, but only in their separate constituent parts and not as a whole. The Design-Builder shall obtain from its Design Professional, Subcontractors and consultants property rights and rights of use that correspond to the rights given by the Design-Builder to the Owner in this Agreement.

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|   |       |
|---|-------|
| Design Build Team's Construction Fee                | %4.75 |
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| Design Build Team's Bonding Fee                     | %0.90 |

## ARTICLE 7 INSURANCE

7.1 The Design-Builder shall obtain insurance for claims arising from the negligent performance of professional services under this Agreement, which shall be:

Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) General Liability: \$5,000,000 per occurrence for bodily injury, personal injury and property damage, and shall be endorsed to include contractual liability. Limits can be satisfied by providing Excess Liability coverage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) Automobile Liability: \$2,000,000 combined single limit (each accident) for bodily injury and property damage; and (3) Industrial Insurance: Workers' Compensation limits as required by the Labor Code of the State of Nevada. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease; and (4) Professional Liability/Errors and Omissions: Consultant shall procure and maintain, and





require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Services, professional liability/errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount not less than \$2,000,000 per claim. "Covered Professional Services" as designated in the Professional Liability/Errors and Omissions policy must specifically include work performed under this Agreement.

7.1.1 Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement. Defense costs shall be payable in addition to the limits.

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7.1.2.4 All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (B) any failure to comply with reporting



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7.1.3 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.

7.1.4 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District. Consultant shall guarantee that, at the option of the District, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its directors, officials, officers, employees, agents and volunteers; or (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

7.1.5 Acceptability of Insurers. Insurance is to be placed with insurers duly licensed or authorized to do business in the state of Nevada and with an "A.M. Best" rating of not less than A-VII. The District in no way warrants that the above-required minimum insurer rating is sufficient to protect the Consultant from potential insurer insolvency.

7.1.6 Verification of Coverage. Consultant shall furnish the District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the District if requested. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.

7.1.7 3.2.10.8 Subconsultants. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the District that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the District as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, District may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

7.1.8 Compliance With Coverage Requirements. If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, District has the right but not the duty to obtain the insurance it deems necessary and any premium paid by District will be promptly reimbursed by Consultant or District will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, District may terminate this Agreement for cause.

7.1.9 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed.



**OWNER:**  
**INCLINE VILLAGE G. I. D.**  
**Agreed to:**

\_\_\_\_\_  
Trustee Sara Schmitz, Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trustee Michaela Tonking, Secretary

\_\_\_\_\_  
Date

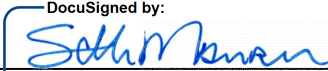
**Reviewed as to Form:**

\_\_\_\_\_  
Sergio Rudin  
District Legal Counsel

\_\_\_\_\_  
Date

**CONTRACTOR:**  
**CORE West Inc dba CORE Construction**  
**Agreed to:**

By:

DocuSigned by:  
  
\_\_\_\_\_  
Signature of Authorized Agent

Seth Maurer President

\_\_\_\_\_  
Print or Type Name and Title

2/22/2024 | 1:55 PM CST

\_\_\_\_\_  
Date

If CONTRACTOR is a Corporation, attach evidence of authority to sign.



Internal Board  
Memo  
April 16, 2024

## INTERNAL MEMORANDUM

**TO:** Board of Trustees

**FROM:** Bobby Magee  
District General Manager

Kate Nelson  
Interim Director of Public Work

Bree Waters  
District Project Manager

**SUBJECT:** Update: Incline Beach House Project

**DATE:** April 16, 2024

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The Board approved the 30% Schematic Design of the Incline Beach House and Incline Beach Access Projects contracts at the BOT on Feb 28, 2024 (Item G.2) with CORE Construction awarded the Design-Build contract. Per the contract, the “Concept Pricing” deliverable for both projects were presented by the Design-Build team at the Progress Meeting held on Monday, April 15.

Staff has included the 30% Schematic Design and renderings for both projects as well as the Concept Pricing from CORE Construction. The concept pricing has been broken down by project as well as into Bid Alternates.

Option A: developed per the Project’s original scope, an industrial kitchen, restrooms, bar and site improvements including the beach access upgrades.

Option A Cost Estimate: \$10,155,642

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Option B: developed per the Project’s original budget, which includes restrooms and site improvements, including the beach access project.

Option B Cost Estimate: \$5,390,277

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See attached Conceptual Pricing as well as the attached 30% Design Schematics and rendering for Option A and Option B.



**Beach House & Beach Access**

IVGID  
CONCEPT ESTIMATE

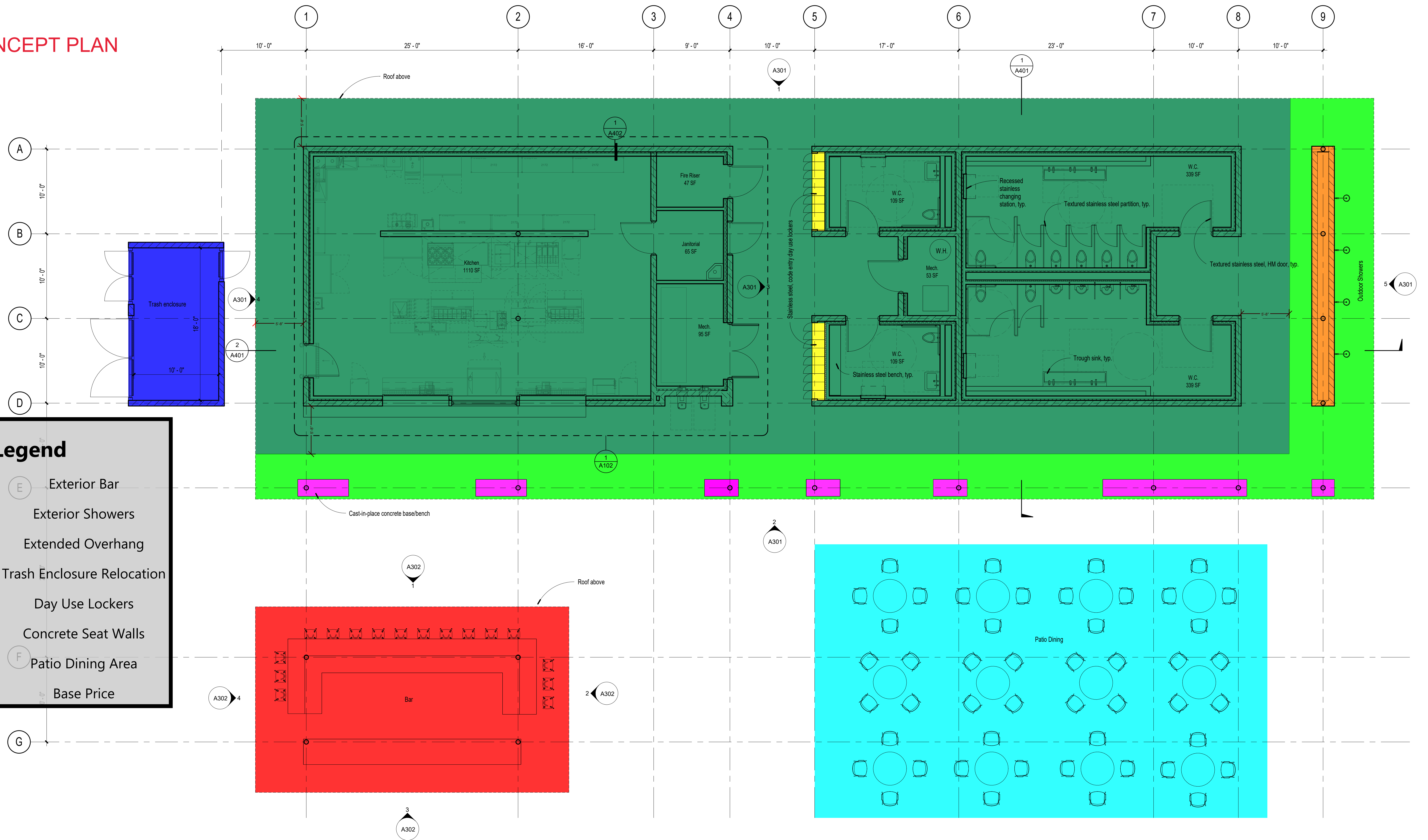
Incline Village, NV  
Prepared On: April 15, 2024

| #  | Description  | Base Price         | BREAKOUTS                |             |                    |                           | ALTERNATES (NOT INCLUDED IN BASE BID) |                         |                          |                                   |                        |                            |                          |     |     |
|--|--|--------------------|--------------------------|-------------|--------------------|---------------------------|---------------------------------------|-------------------------|--------------------------|-----------------------------------|------------------------|----------------------------|--------------------------|-----|-----|
|  |  |                    | Beach House Site         | Restrooms   | Kitchen            | Beach Access              | ALT #1 Exterior Bar                   | ALT #2 Exterior Showers | ALT #3 Extended Overhang | ALT #4 Trash Enclosure Relocation | ALT #5 Day Use Lockers | ALT #6 Concrete Seat Walls | ALT #7 Patio Dining Area |     |     |
| <b>GENERAL</b>                                   |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| TSR  | Temporary Site Requirements                          | \$358,314          | \$56,384                 | \$117,762   | \$117,762          | \$66,407                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| TBR  | Temporary Building Requirements                      | \$100,230          | \$45,104                 | \$0         | \$0                | \$55,127                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| CWM  | Waste Management & Cleaning Requirements             | \$145,284          | \$0                      | \$72,642    | \$72,642           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| <b>DEMOLITION / OFF-SITE INFRASTRUCTURE</b>      |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 4  | Building Wrecking                                    | \$112,800          | \$11,280                 | \$45,120    | \$45,120           | \$11,280                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| <b>SITE WORK (ROUGH)</b>                         |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 7  | Horizontal Survey & Staking                          | \$14,600           | \$14,600                 | \$0         | \$0                | \$0                       | \$2,131                               | \$696                   | \$4,263                  | \$652                             | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 8  | Earthwork  | \$1,016,121        | \$574,546                | \$0         | \$0                | \$441,575                 | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 9  | Utilities  | \$18,153           | \$8,412                  | \$0         | \$0                | \$9,741                   | \$2,131                               | \$696                   | \$4,263                  | \$652                             | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 11   | Dust Control   | \$355,140          | \$251,416                | \$0         | \$0                | \$103,724                 | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 12   | Storm Water Management                               | \$497,320          | \$243,040                | \$0         | \$0                | \$254,280                 | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| <b>SITE WORK (FINISH)</b>                        |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 14   | Asphalt Paving                                       | \$97,427           | \$49,794                 | \$0         | \$0                | \$47,633                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 15   | Site Signage, Striping, & Parking Accessories        | \$48,081           | \$21,884                 | \$0         | \$0                | \$26,198                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 16   | Landscaping & Irrigation                             | \$427,630          | \$27,950                 | \$0         | \$0                | \$399,680                 | \$0                                   | \$0                     | \$12,050                 | \$41,450                          | \$0                    | \$12,963                   | \$99,690                 | \$0 | \$0 |
| 17   | Unit Pavers  | \$39,716           | \$0                      | \$0         | \$0                | \$39,716                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 23   | Fencing & Gates                                      | \$2,734            | \$0                      | \$0         | \$0                | \$2,734                   | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 24   | Site Concrete  | \$78,890           | \$14,440                 | \$0         | \$0                | \$64,451                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 25   | Site Masonry   | \$92,910           | \$0                      | \$0         | \$0                | \$92,910                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$99,690                 | \$0 | \$0 |
| 26   | Site Metals  | \$136,880          | \$0                      | \$0         | \$0                | \$136,880                 | \$0                                   | \$0                     | \$21,750                 | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 27   | Structural Layout & Coordination                     | \$51,525           | \$13,510                 | \$0         | \$0                | \$38,015                  | \$0                                   | \$0                     | \$12,050                 | \$0                               | \$0                    | \$12,963                   | \$0                      | \$0 | \$0 |
| 30   | Building Concrete                                    | \$19,975           | \$0                      | \$0         | \$0                | \$19,975                  | \$0                                   | \$0                     | \$19,700                 | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 31   | Structural Masonry                                   | \$5,000            | \$0                      | \$0         | \$0                | \$5,000                   | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 33   | Structural Steel                                     | \$901,806          | \$0                      | \$566,887   | \$334,919          | \$0                       | \$111,012                             | \$27,323                | \$154,817                | \$13,593                          | \$945                  | \$0                        | \$0                      | \$0 | \$0 |
| 36   | Rough Carpentry                                      | \$22,812           | \$2,913                  | \$19,899    | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 38   | Weather Barriers and Waterproofing                   | \$106,517          | \$0                      | \$63,855    | \$42,662           | \$0                       | \$10,655                              | \$9,481                 | \$19,310                 | \$13,593                          | \$945                  | \$0                        | \$0                      | \$0 | \$0 |
| 40   | Caulking & Sealants                                  | \$311,210          | \$0                      | \$233,626   | \$77,585           | \$0                       | \$0                                   | \$17,842                | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 44   | Thermal Insulation                                   | \$205,468          | \$0                      | \$108,393   | \$97,074           | \$0                       | \$59,908                              | \$0                     | \$87,808                 | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 45   | Metal Roofing  | \$255,886          | \$0                      | \$158,100   | \$97,700           | \$0                       | \$40,450                              | \$0                     | \$47,700                 | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 52   | Exterior Aluminum, Glass, & Glazing                  | \$403,595          | \$0                      | \$232,268   | \$171,327          | \$0                       | \$45,216                              | \$990                   | \$45,560                 | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 54   | Overhead Doors                                       | \$11,318           | \$0                      | \$7,541     | \$3,778            | \$0                       | \$0                                   | \$0                     | \$1,130                  | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 55   | Temporary Requirements for Phasing / Quality Control | \$11,980           | \$0                      | \$5,990     | \$5,990            | \$0                       | \$2,106                               | \$990                   | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 59   | Casework & Finished Carpentry                        | \$20,501           | \$0                      | \$14,526    | \$5,975            | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 60   | Framing & Drywall                                    | \$255,886          | \$0                      | \$157,152   | \$98,734           | \$0                       | \$43,110                              | \$0                     | \$44,430                 | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 61   | Paint & High Performance Coatings                    | \$65,520           | \$0                      | \$30,000    | \$35,520           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 64   | Tile   | \$10,080           | \$0                      | \$10,080    | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 65   | Carpet & Resilient Flooring                          | \$379,488          | \$0                      | \$259,049   | \$96,920           | \$23,520                  | \$0                                   | \$23,310                | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 66   | Fluid-Applied Finishes                               | \$23,520           | \$0                      | \$0         | \$0                | \$23,520                  | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 67   | Concrete Finishing                                   | \$40,100           | \$0                      | \$32,600    | \$7,500            | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 70   | Progressive & Final Clean Requirements               | \$9,900            | \$0                      | \$9,900     | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 71   | Visual Display Boards                                | \$70,126           | \$0                      | \$53,054    | \$17,072           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 72   | Building Signage                                     | \$43,692           | \$0                      | \$31,342    | \$12,350           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 73   | Wall & Door Protection                               | \$0                | \$0                      | \$0         | \$0                | \$0                       | \$0                                   | \$23,310                | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 74   | Toilet, Bath, & Laundry Accessories                  | \$800              | \$0                      | \$800       | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 75   | Fire Protection Specialties                          | \$159,833          | \$0                      | \$124,924   | \$34,909           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 77   | Lockers  | \$700              | \$0                      | \$700       | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 85   | Food Service Equipment                               | \$30,817           | \$0                      | \$15,629    | \$15,189           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 97   | Fire Suppression System                              | \$44,574           | \$0                      | \$41,486    | \$3,088            | \$0                       | \$0                                   | \$0                     | \$0                      | \$14,400                          | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 98   | Plumbing Systems                                     | \$1,000            | \$0                      | \$1,000     | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 100  | HVAC Systems   | \$3,654            | \$0                      | \$2,066     | \$1,588            | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 101  | Building Controls                                    | \$250              | \$0                      | \$250       | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 102  | Test & Balance                                       | \$38,670           | \$0                      | \$38,670    | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 103  | Electrical Systems                                   | \$1,000            | \$0                      | \$500       | \$500              | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 115  | Guard Shack Replacement                              | \$0                | \$0                      | \$0         | \$0                | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| <b>EQUIPMENT</b>                                 |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 85   | Food Service Equipment                               | \$530,650          | \$0                      | \$0         | \$530,650          | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 97   | Fire Suppression System                              | \$1,394,333        | \$0                      | \$583,640   | \$795,693          | \$15,000                  | \$193,595                             | \$53,904                | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 98   | Plumbing Systems                                     | \$26,307           | \$0                      | \$14,877    | \$11,430           | \$0                       | \$0                                   | \$9,540                 | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 100  | HVAC Systems   | \$617,736          | \$0                      | \$338,336   | \$279,400          | \$0                       | \$149,100                             | \$44,364                | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 101  | Building Controls                                    | \$350,907          | \$0                      | \$79,400    | \$271,507          | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 102  | Test & Balance                                       | \$43,317           | \$0                      | \$16,500    | \$26,817           | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| 103  | Electrical Systems                                   | \$5,626            | \$0                      | \$2,287     | \$3,339            | \$0                       | \$0                                   | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| <b>UNIQUE FEATURES OF WORK</b>                   |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 115  | Guard Shack Replacement                              | \$88,000           | \$0                      | \$0         | \$0                | \$88,000                  | \$44,495                              | \$0                     | \$0                      | \$0                               | \$0                    | \$0                        | \$0                      | \$0 | \$0 |
| <b>Subtotal</b>                                  |  |                    | \$673,479                | \$1,801,092 | \$2,050,358        | \$1,034,182               | \$351,955                             | \$106,224               | \$216,690                | \$55,696                          | \$15,345               | \$12,963                   | \$99,690                 |     |     |
| <b>CONTINGENCIES &amp; ALLOWANCES</b>            |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| SUB TOTAL  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 12.0%  | Design & Estimating Contingency                      | \$667,094          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 5.3%   | Market & Escalation Contingency                      | \$296,486          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 3.0%   | Contractor Construction Contingency                  | \$166,774          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 0.0%   | Owner Contingency                                    | \$0                |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>Subtotal</b>                                  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
|  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>GENERAL CONDITIONS</b>                        |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| SUB TOTAL  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | General Conditions                                   | \$618,186          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | Warranty Service                                     | \$31,397           |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>Subtotal</b>                                  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
|  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>SOFT COSTS</b>                                |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| SUB TOTAL  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | Architectural / Engineering Services - Phase 1       | \$118,860          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | 3rd Party Testing, Inspections, & Commissioning      | \$0                |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | Plan Review, Permits, & Utility Fees                 | \$0                |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | Architectural / Engineering Services - Phase 2       | \$799,395          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>Subtotal</b>                                  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
|  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>INSURANCE, BONDS, AND BUILDERS RISK</b>       |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| SUB TOTAL  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 1.15%  | General Liability                                    | \$103,162          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 1.50%  | Subcontractor Bonds/SDI                              | \$100,342          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 0.90%  | Payment and Performance Bond                         | \$80,736           |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| LS   | Builders Risk Insurance                              | \$22,248           |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>Subtotal</b>                                  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
|  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>CONTRACTOR'S FEE</b>                          |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| SUB TOTAL  |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| 4.75%  | Construction Manager At Risk Fee                     | \$406,781          |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
| <b>Subtotals</b>                                 |  |                    |                          |             |                    |                           |                                       |                         |                          |                                   |                        |                            |                          |     |     |
|  |  | \$8,970,572        | \$1,086,773              | \$2,906,369 | \$3,308,602        | \$1,668,829               | \$485,802                             | \$146,620               | \$299,096                | \$76,877                          | \$21,181               | \$17,893                   | \$137,602                |     |     |
| <b>Beach House + Beach Access Estimate Total</b> |  | <b>\$8,970,572</b> | <b>Beach House Total</b> |             | <b>\$7,301,743</b> | <b>Beach Access Total</b> | <b>Alternates Total</b>               |                         |                          |                                   |                        |                            |                          |     |     |
|  |  |                    |                          |             |                    |                           | <b>\$1,185,070</b>                    |                         |                          |                                   |                        |                            |                          |     |     |
| <b>Alternate Program Options</b>                 |  |                    | <b>Restroom Only</b>     |             | <b>\$3,721,448</b> | <b>Kitchen Only</b>       |                                       | <b>\$4,123,681</b>      |                          |                                   |                        |                            |                          |     |     |

**OPTION A =**  
Beach House + Beach Access +  
Alternates #1-#7 = **\$10,155,642**

**OPTION B =**  
Restrooms Only + Beach Access =  
**\$5,390,277**

# FULL CONCEPT PLAN



**Legend**

- ALT#1 Exterior Bar
- ALT#2 Exterior Showers
- ALT#3 Extended Overhang
- ALT#4 Trash Enclosure Relocation
- ALT#5 Day Use Lockers
- ALT#6 Concrete Seat Walls
- ALT#7 Patio Dining Area
- Beach House Base Price

1 Floor Plan

3/16" = 1'-0"

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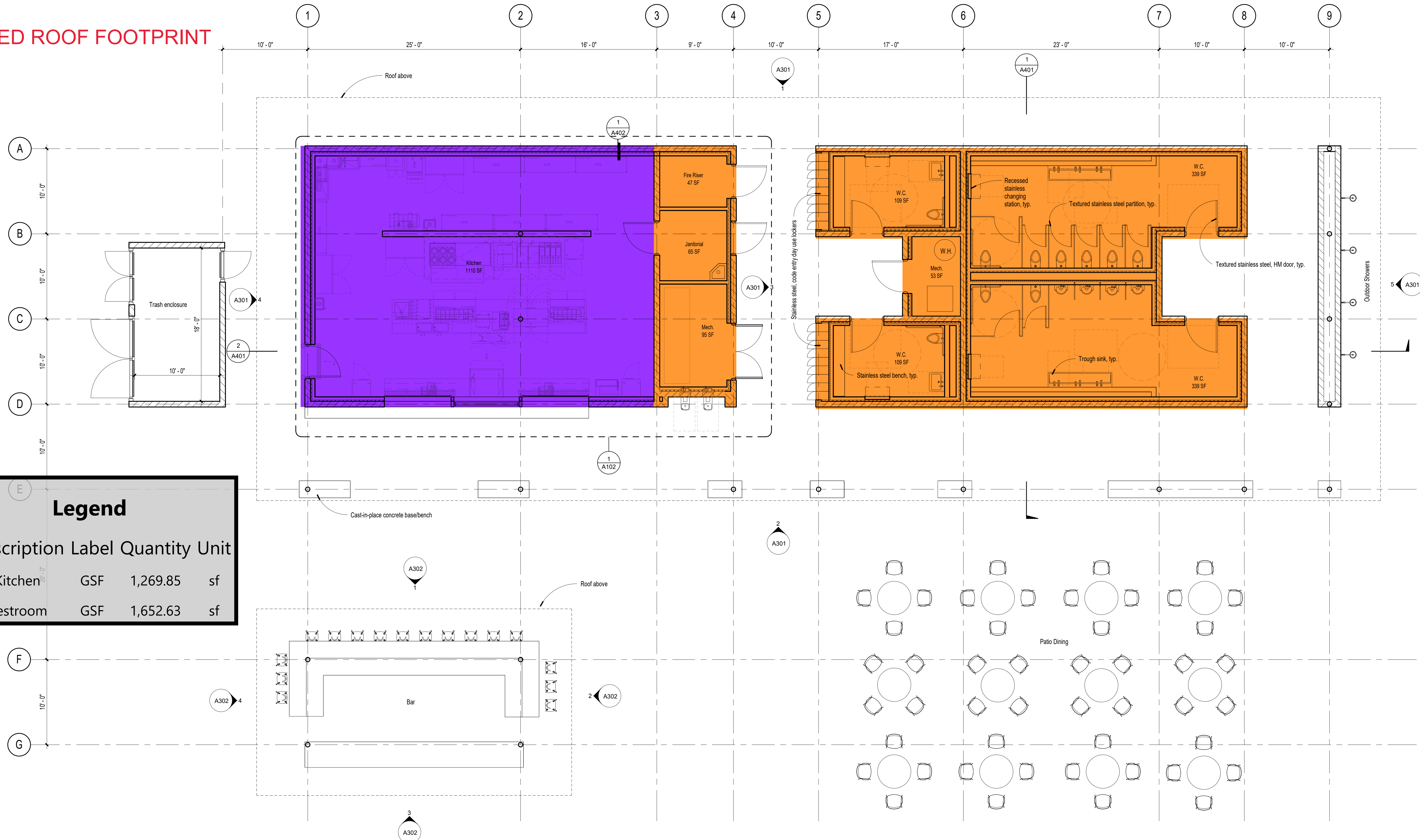
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951 Lakeshore Blvd  
Incline Village, NV  
89451

Floor Plan  
Issue Date  
H+K Project No: 0000  
**A101**



# REDUCED ROOF FOOTPRINT



| Legend      |       |          |      |  |
|-------------|-------|----------|------|--|
| Description | Label | Quantity | Unit |  |
| Kitchen     | GSF   | 1,269.85 | sf   |  |
| Restroom    | GSF   | 1,652.63 | sf   |  |

1 Floor Plan

3/16" = 1'-0"

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|-------------------|------|----------|
|                   |      |          |

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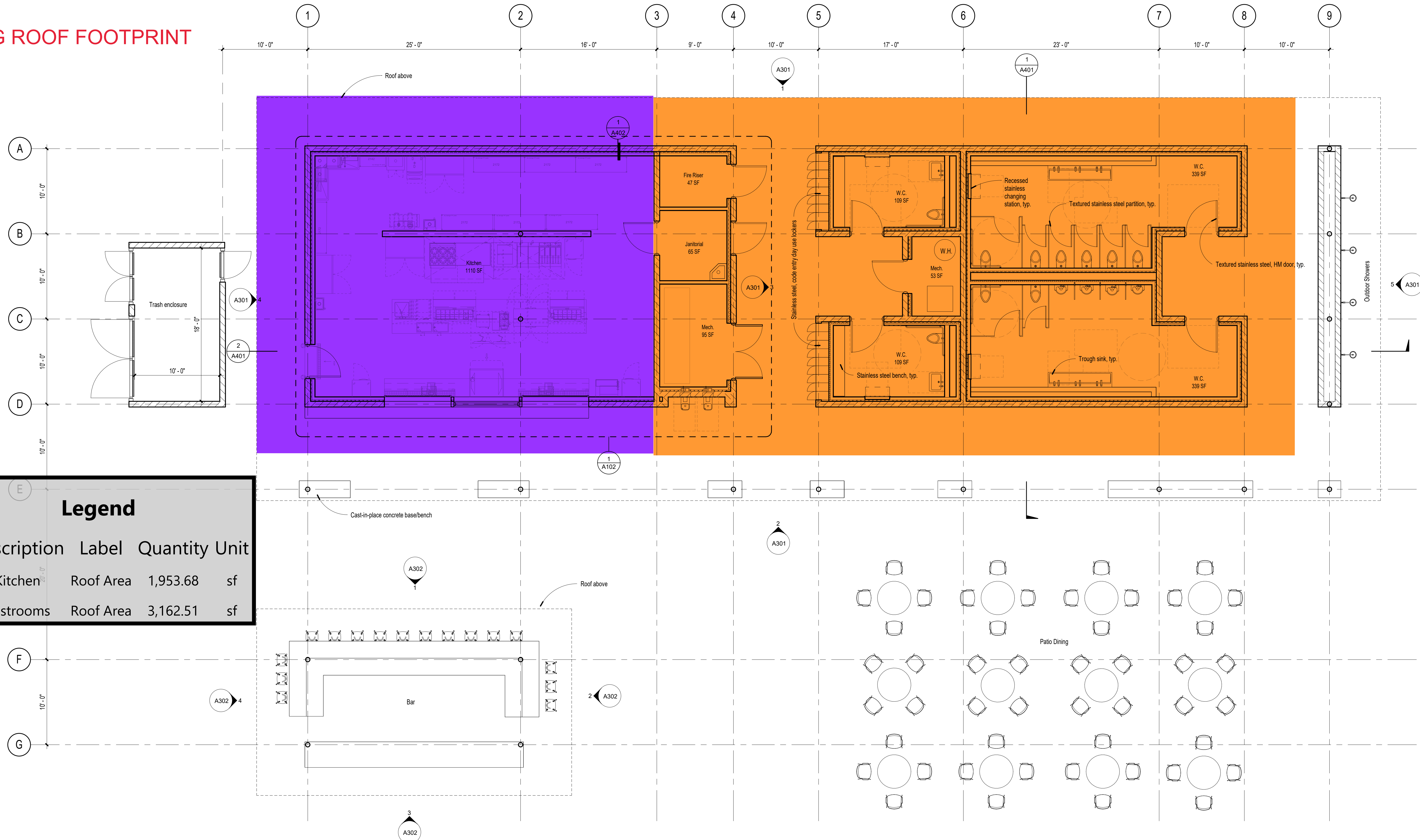
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 89451

Floor Plan  
 Issue Date  
 H+K Project No: 0000  
**A101**



# OVERHANG ROOF FOOTPRINT



| Legend  |           |          |      |  |
|---|-----------|----------|------|--|
| Description   | Label     | Quantity | Unit |  |
| <span style="display:inline-block; width:10px; height:10px; background-color:purple;"></span> Kitchen   | Roof Area | 1,953.68 | sf   |  |
| <span style="display:inline-block; width:10px; height:10px; background-color:orange;"></span> Restrooms | Roof Area | 3,162.51 | sf   |  |

1 Floor Plan

3/16" = 1'-0"

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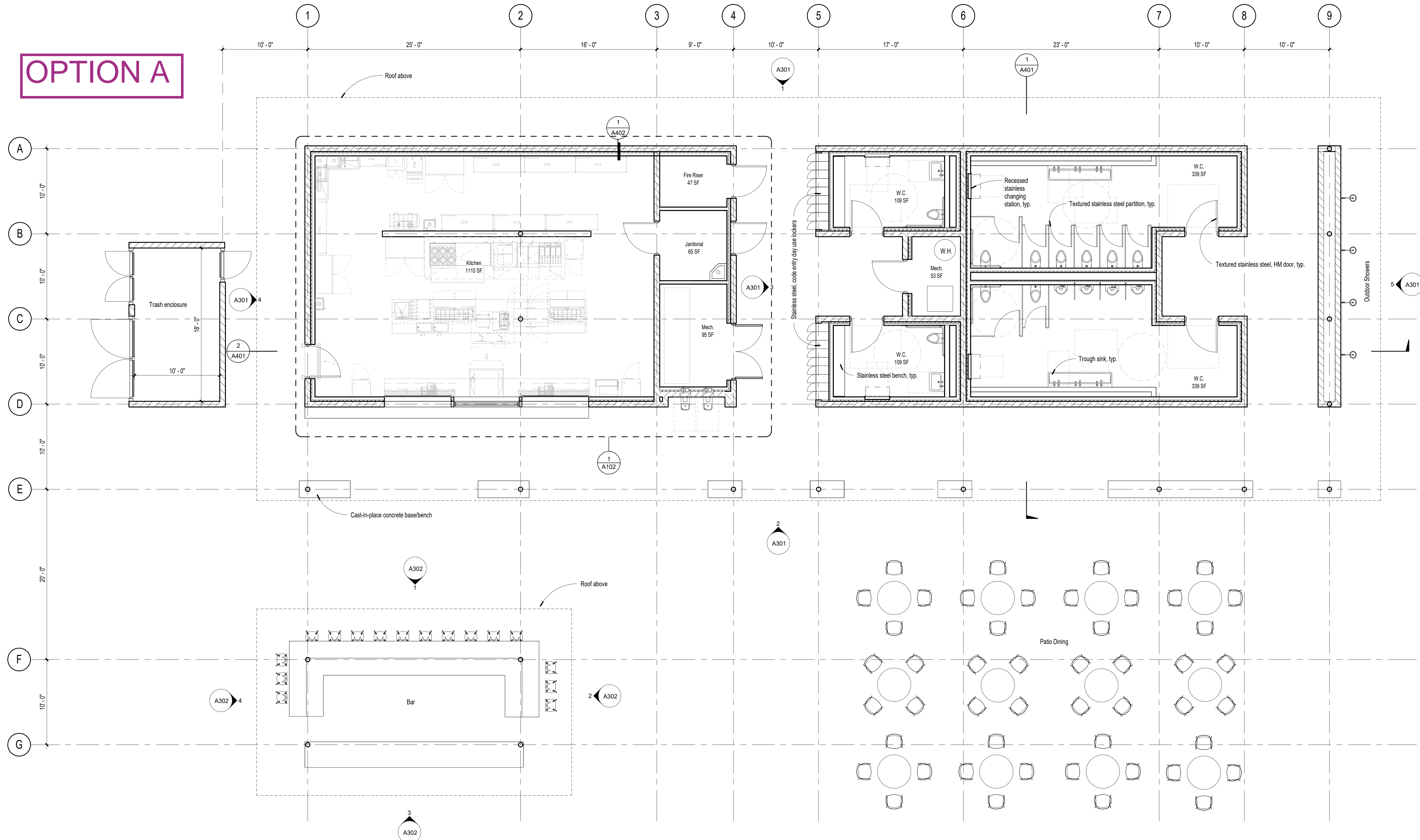
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Floor Plan  
Issue Date  
H+K Project No: 0000  
**A101**



# OPTION A



1 Floor Plan

3/16" = 1'-0"

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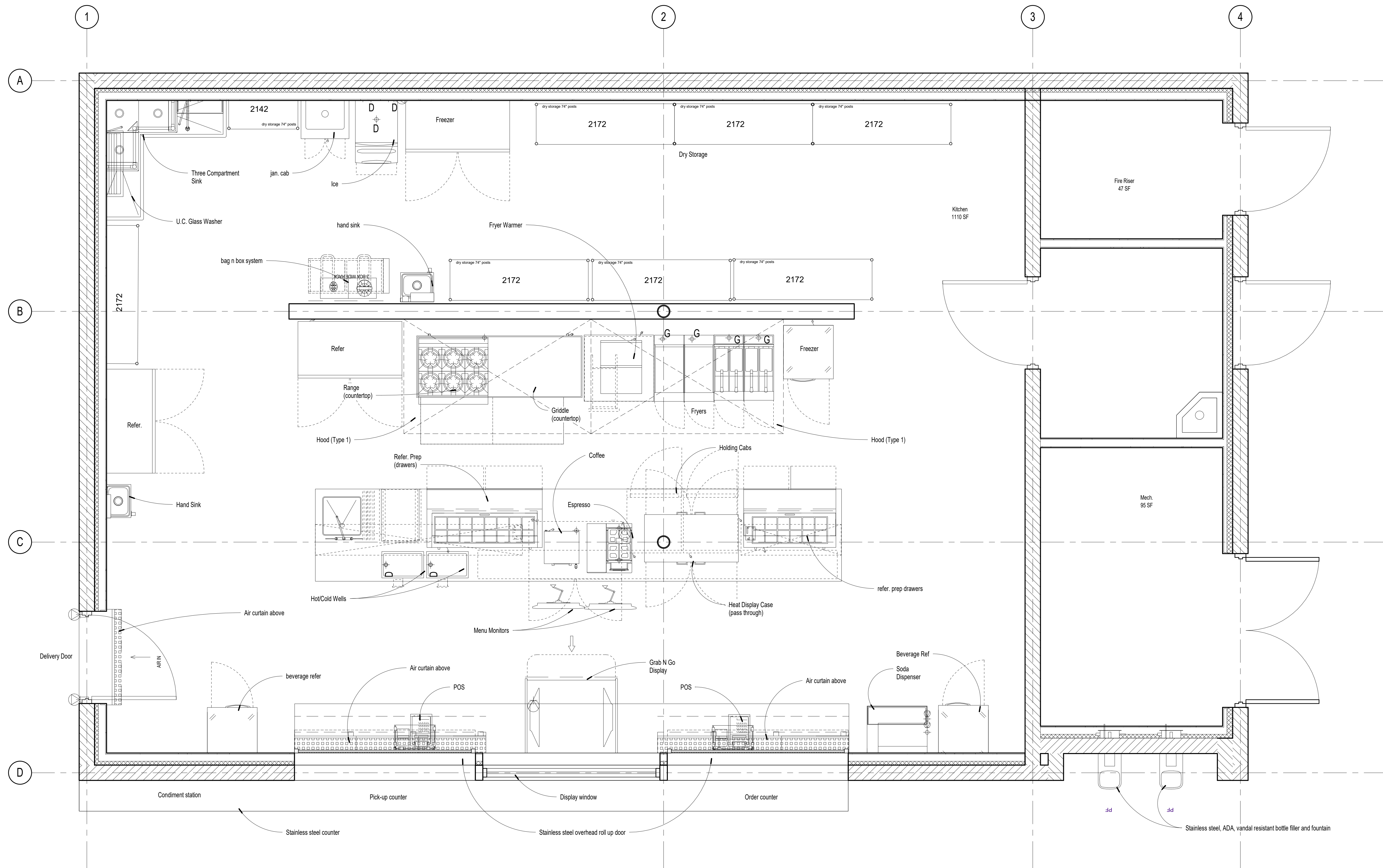
951 Lakeshore Blvd  
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Floor Plan

Issue Date  
H+K Project No: 0000

**A101**





1 Enlarged Kitchen Plan

1/2" = 1'-0"

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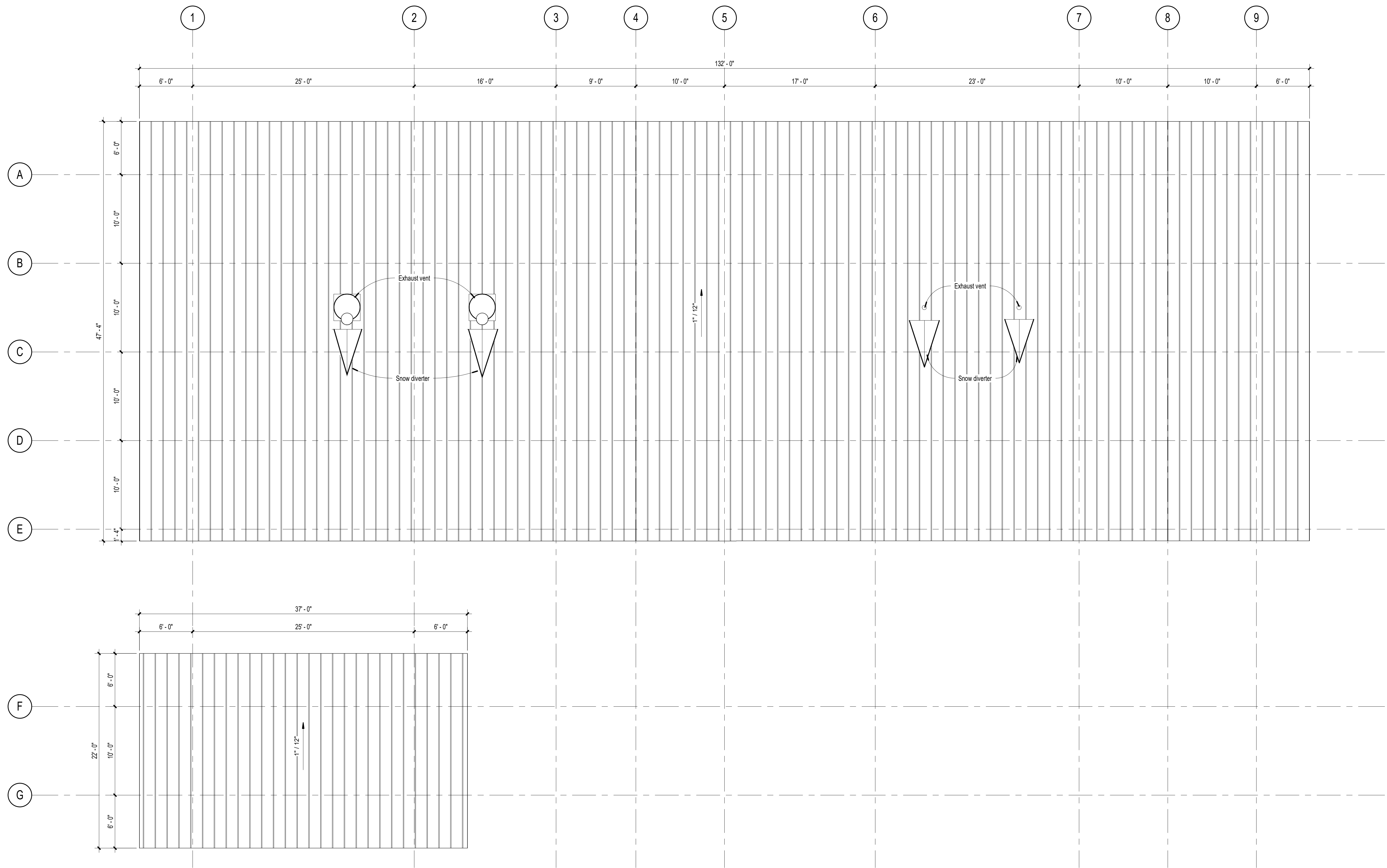
951 Lakeshore Blvd  
Incline Village, NV  
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Enlarged Kitchen Plan

Issue Date  
H+K Project No: 0000

**A102**





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1 Roof Plan  
3/16" = 1'-0"

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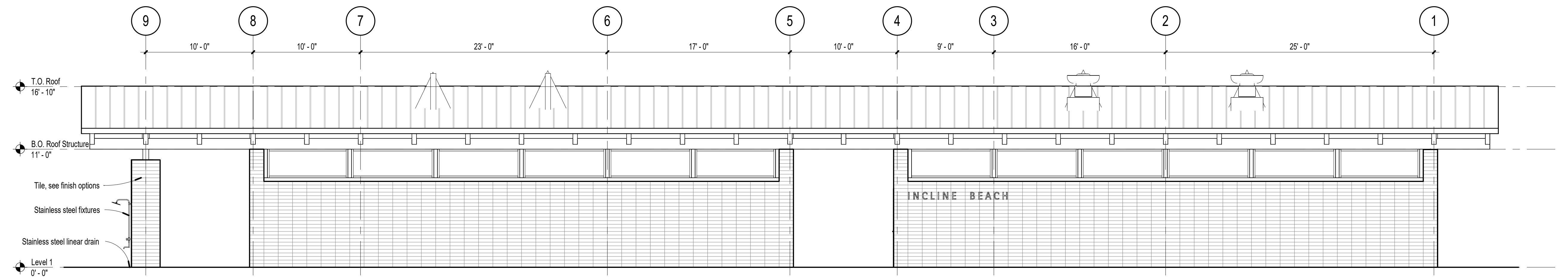
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Roof Plan

Issue Date  
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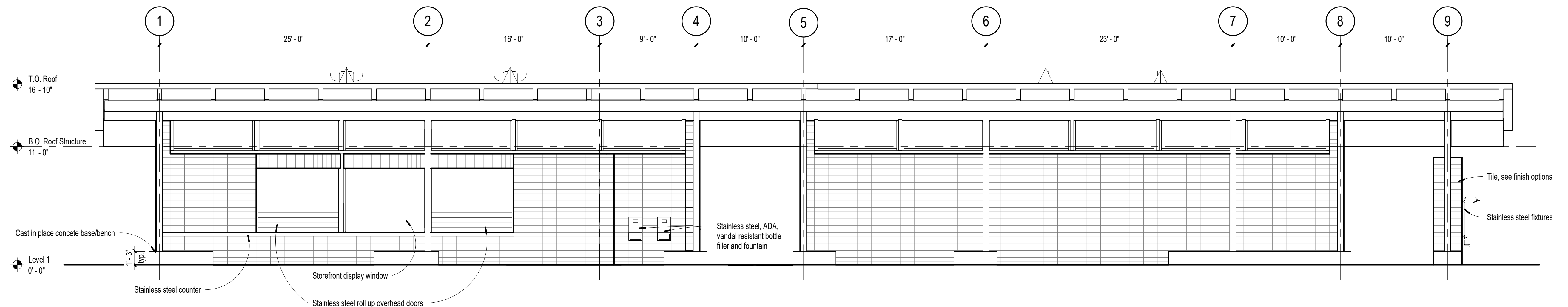
**A201**





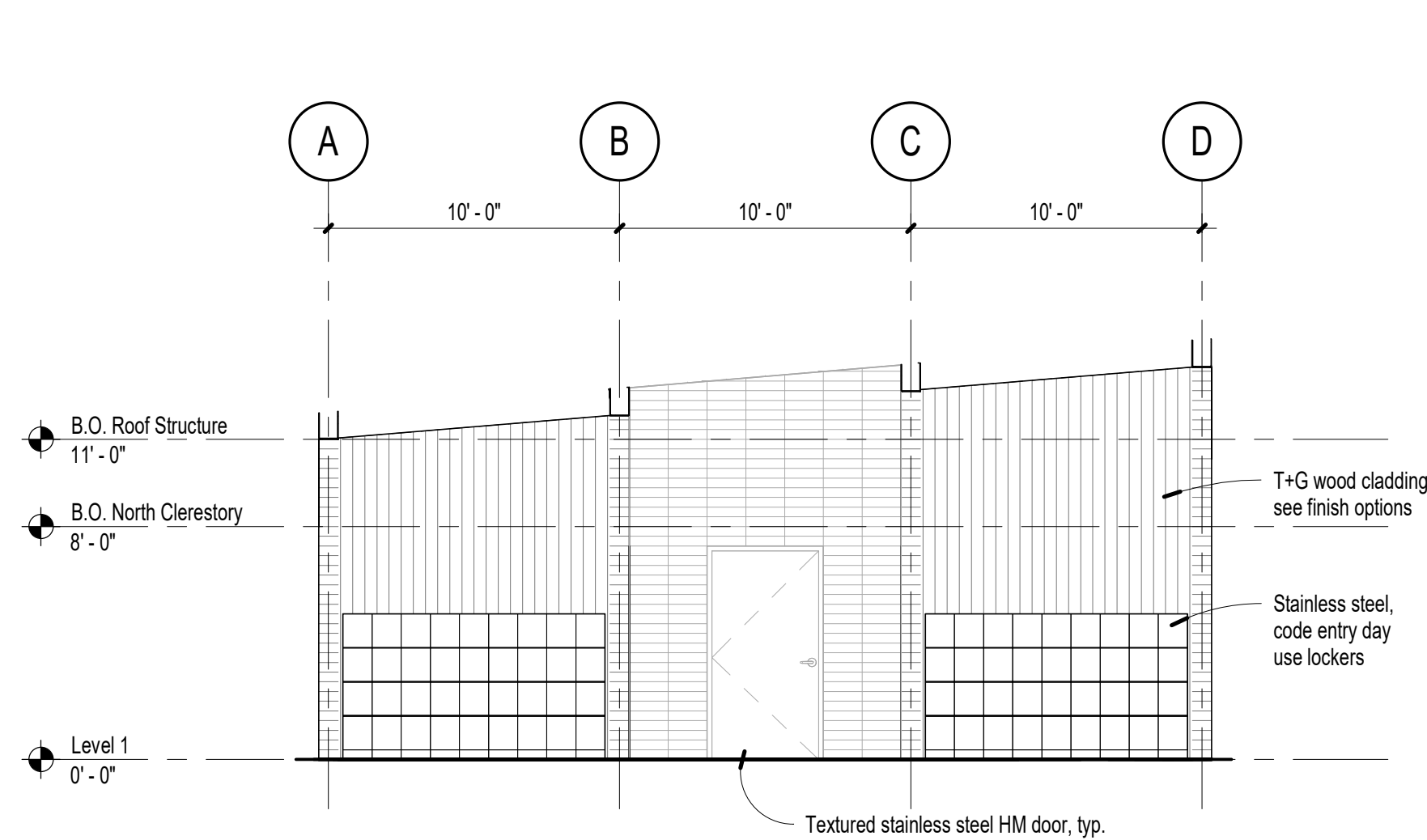
1 North Elevation

3/16" = 1'-0"



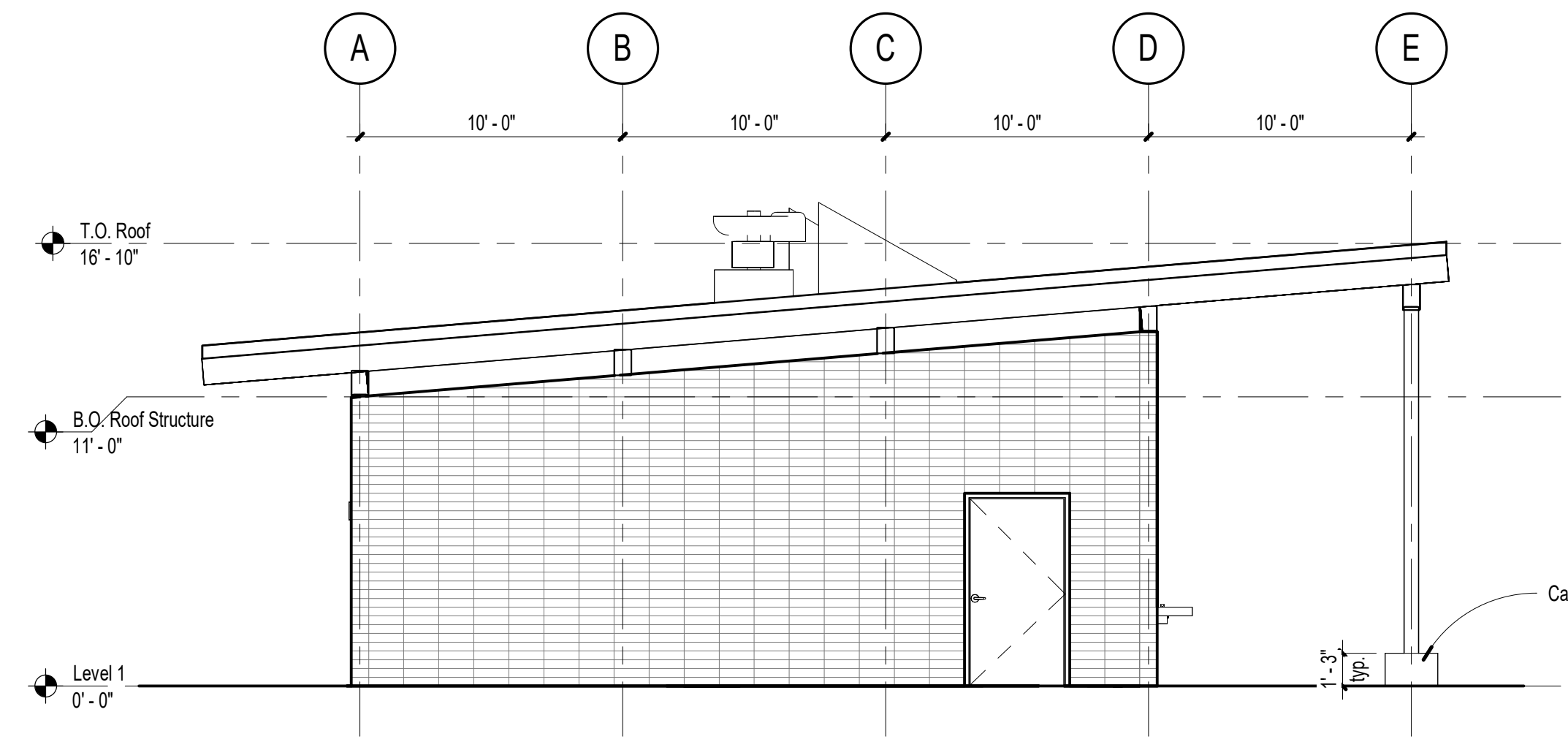
2 South Elevation

3/16" = 1'-0"



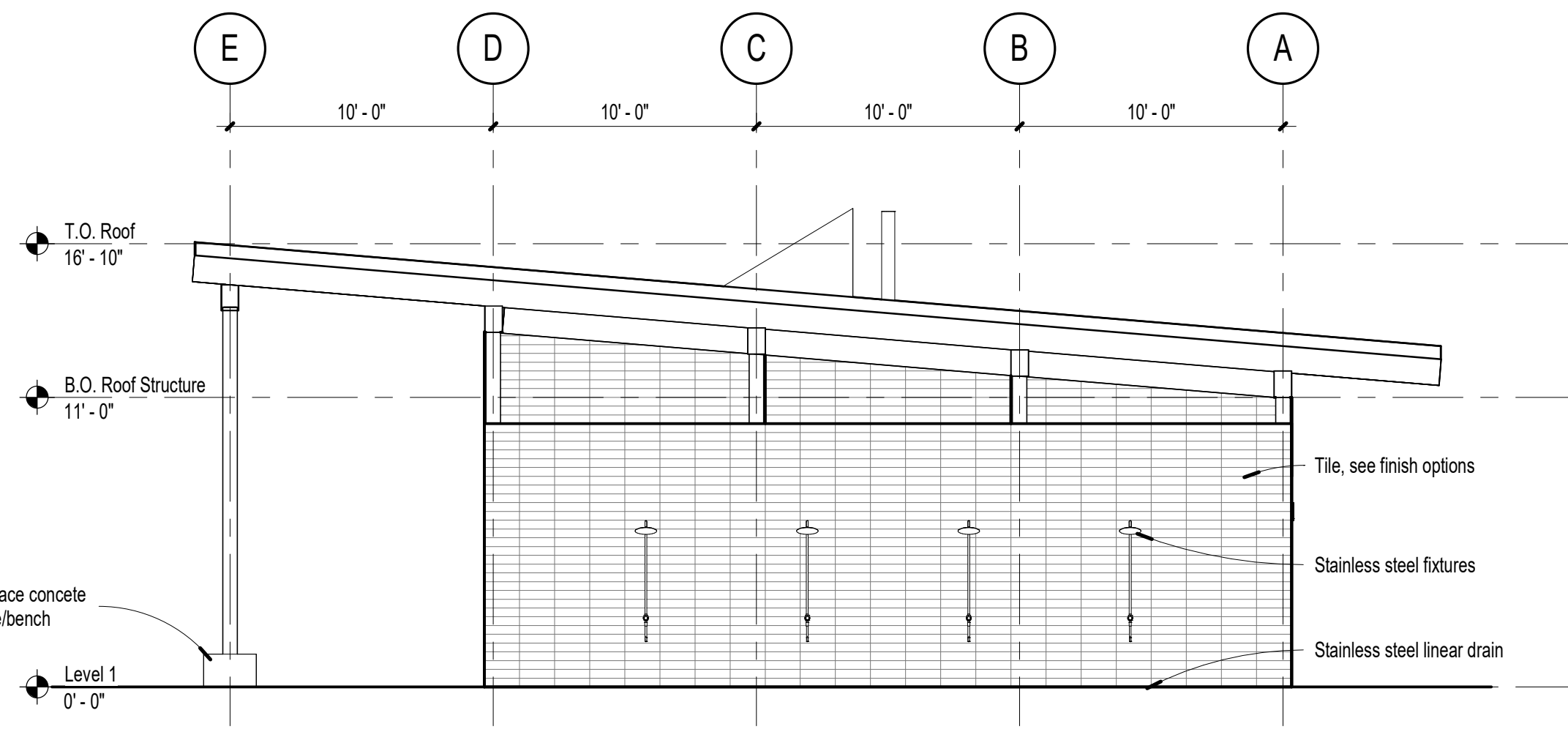
3 Main Corridor - East Elevation

3/16" = 1'-0"



4 West Elevation

3/16" = 1'-0"



5 East Elevation

3/16" = 1'-0"

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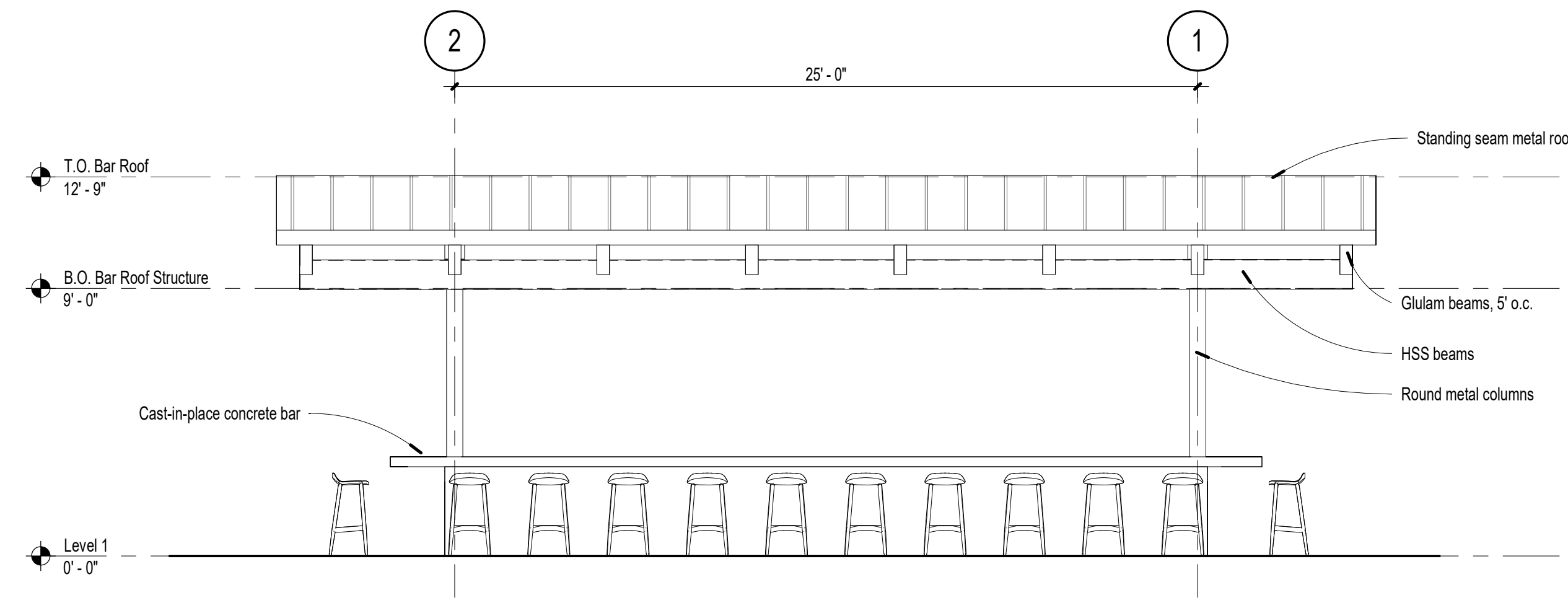
Exterior Elevations

Issue Date  
H+K Project No: 0000

**A301**

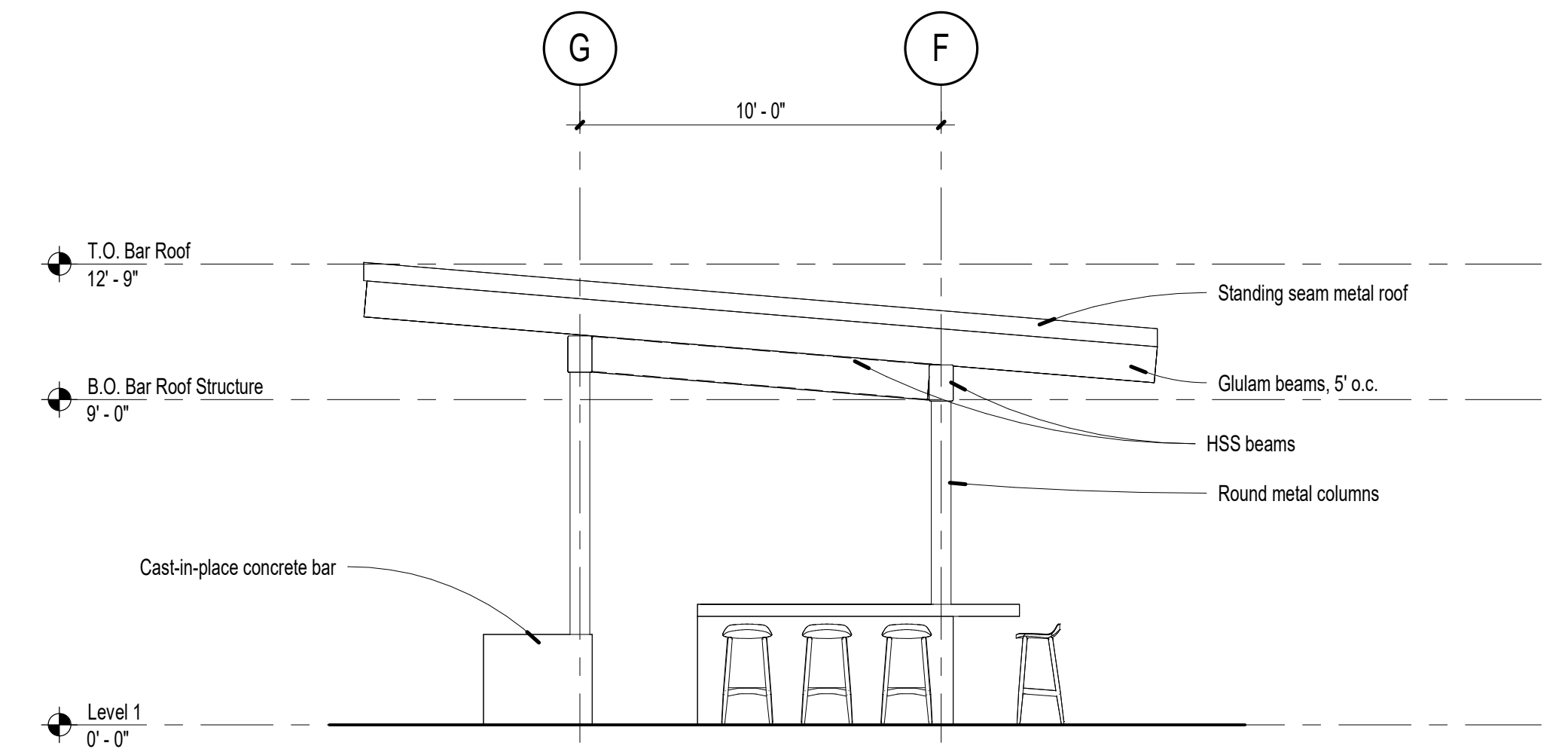


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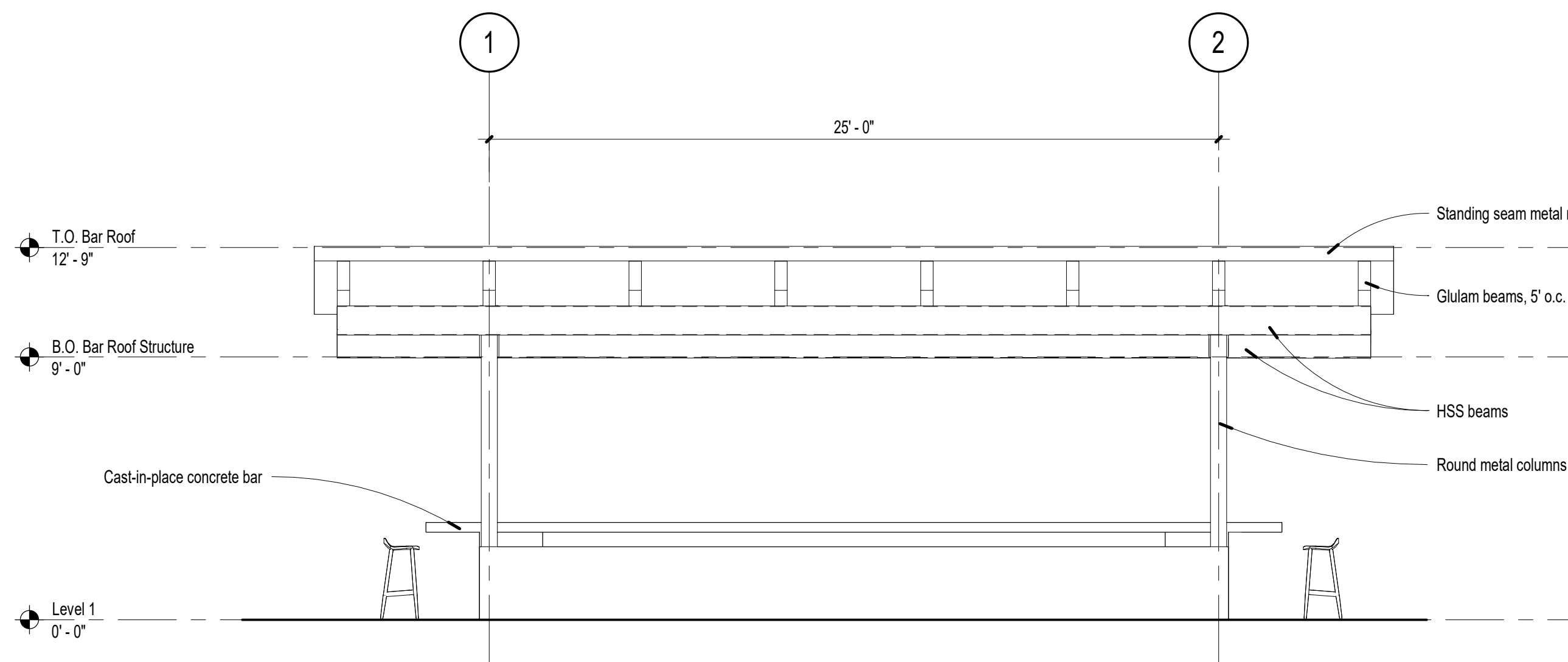
1 Bar North Elevation

1/4" = 1'-0"



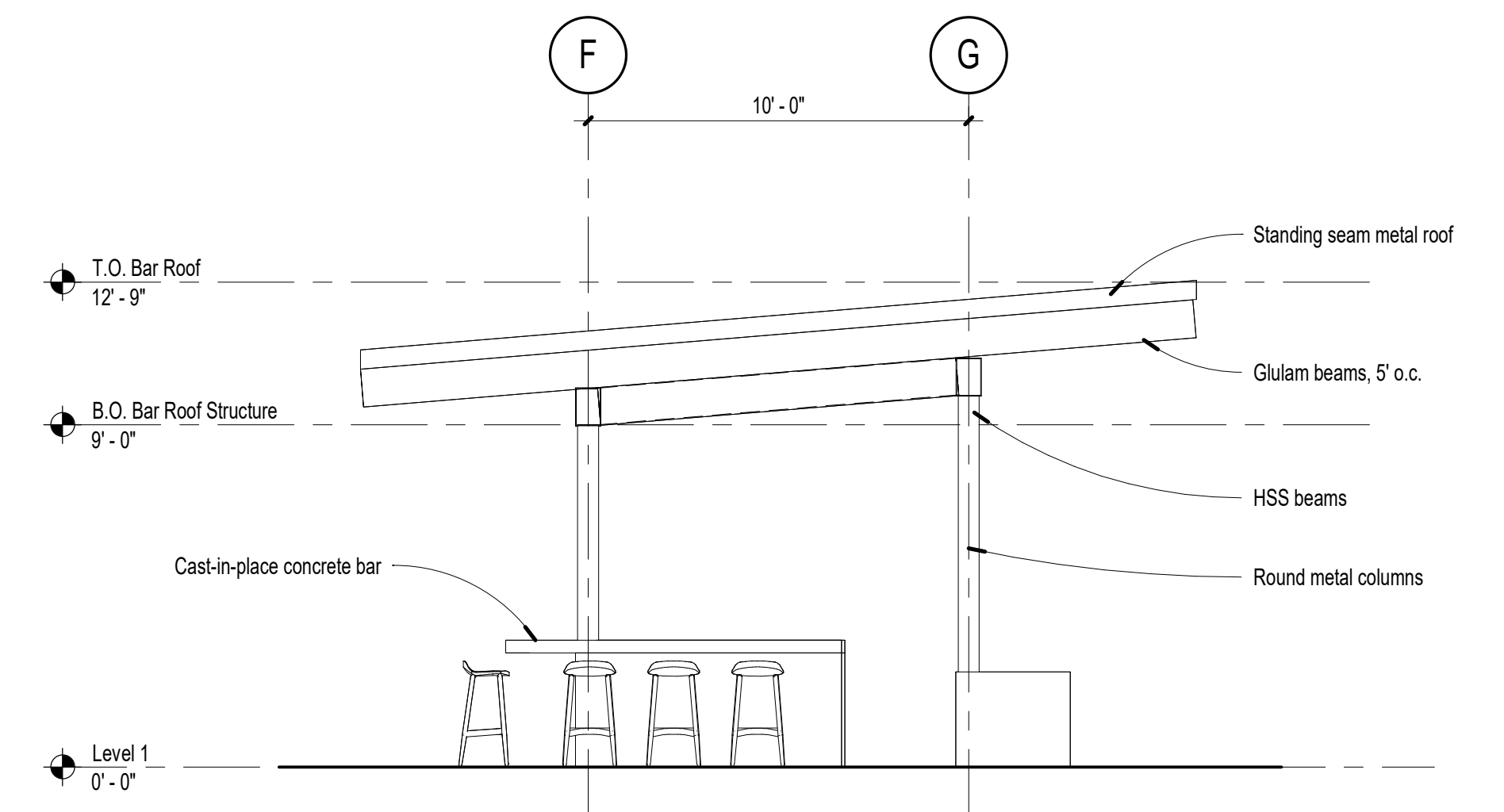
2 Bar East Elevation

1/4" = 1'-0"



3 Bar South Elevation

1/4" = 1'-0"



4 Bar West Elevation

1/4" = 1'-0"

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Exterior Elevations

Issue Date  
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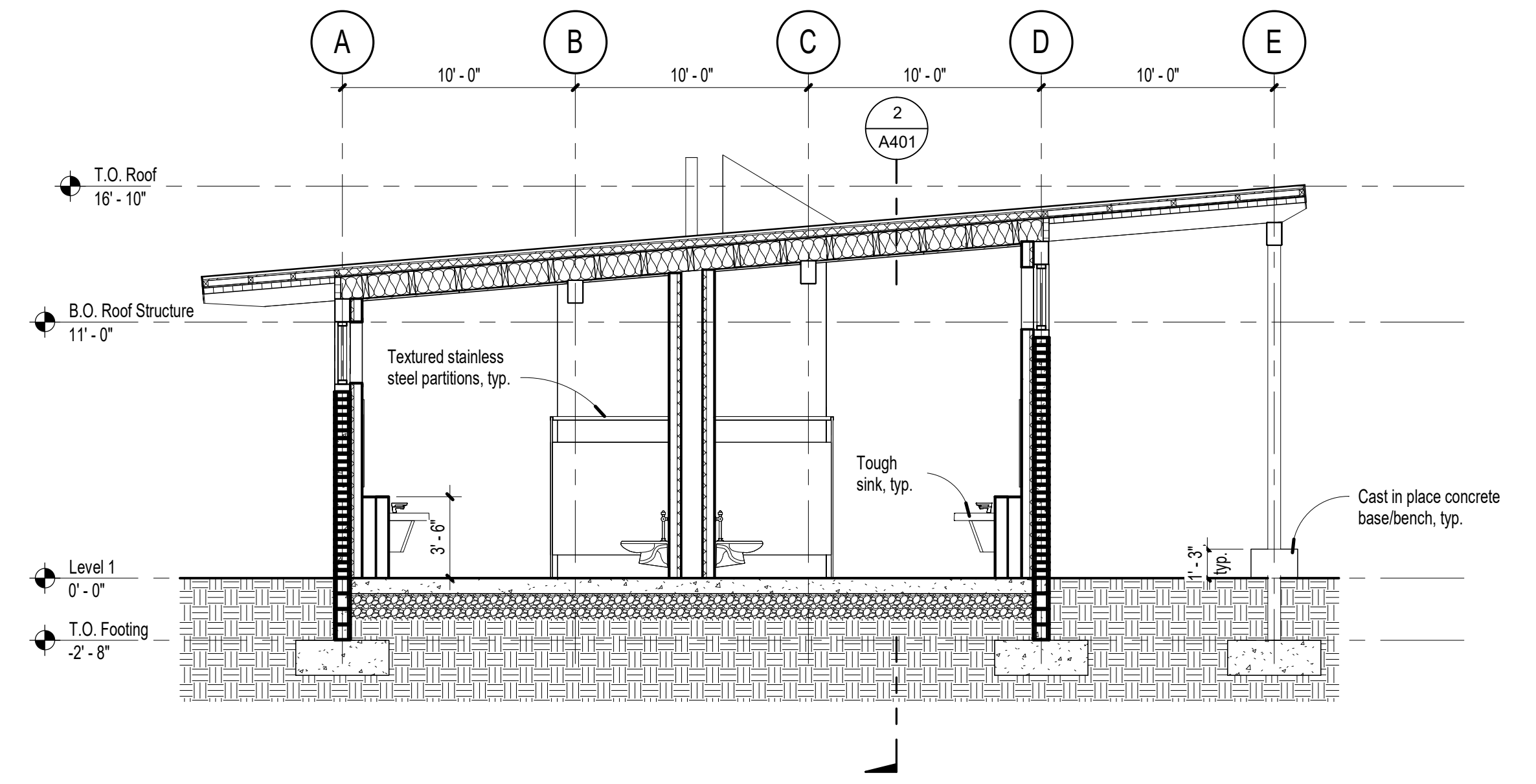
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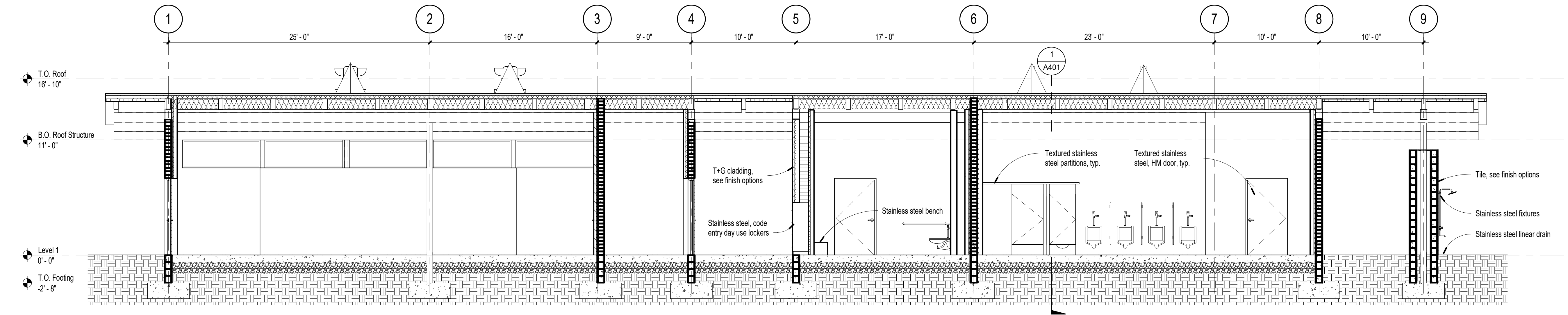
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1 Building Section - Transverse  
3/16" = 1'-0"



2 Building Section - Longitudinal  
3/16" = 1'-0"

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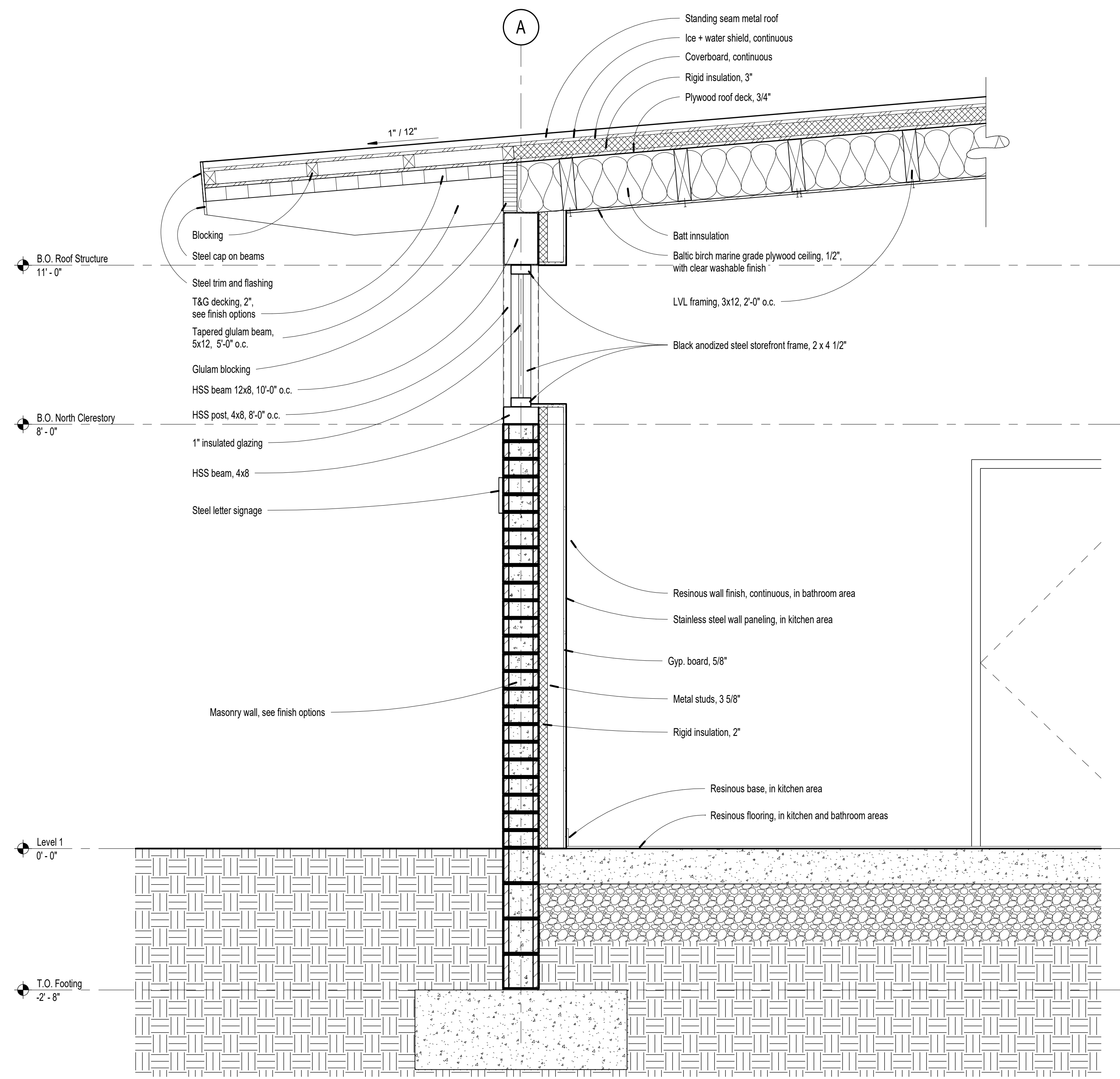
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Building Sections

Issue Date  
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**A401**





1 Exterior Wall at North Clerestory  
3/4" = 1'-0"

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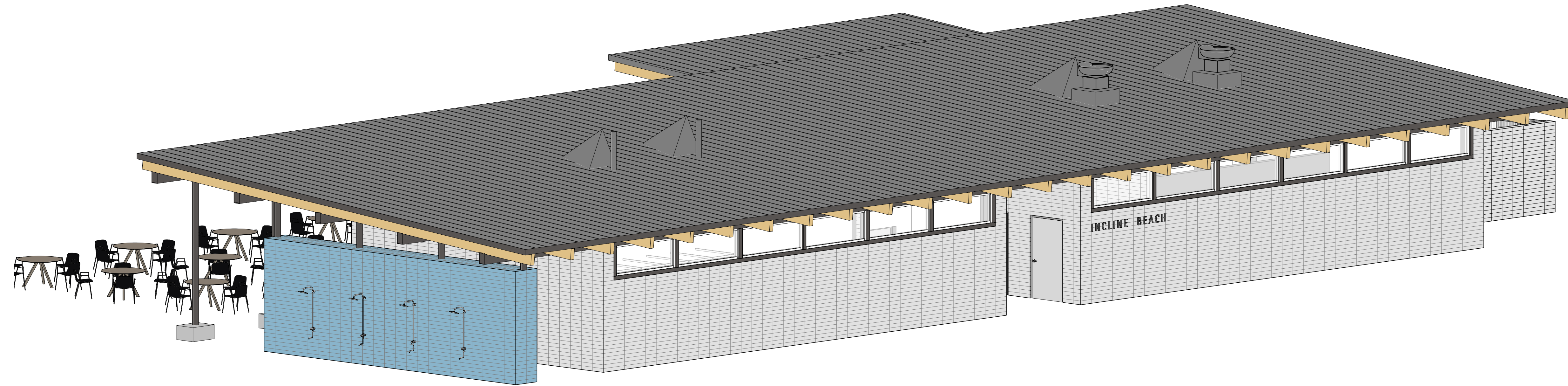
Wall Sections

Issue Date  
H+K Project No: 0000

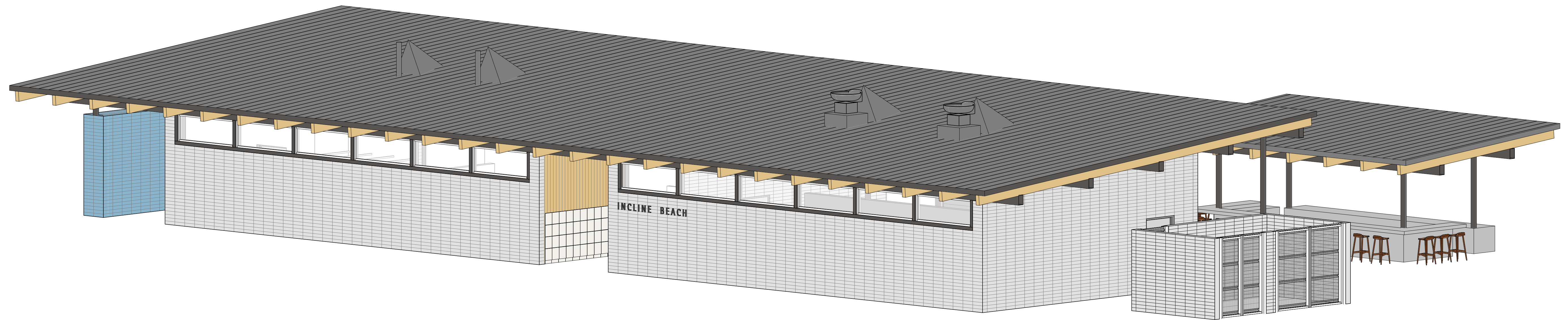
**A402**







1 | NE View



2 | NW View

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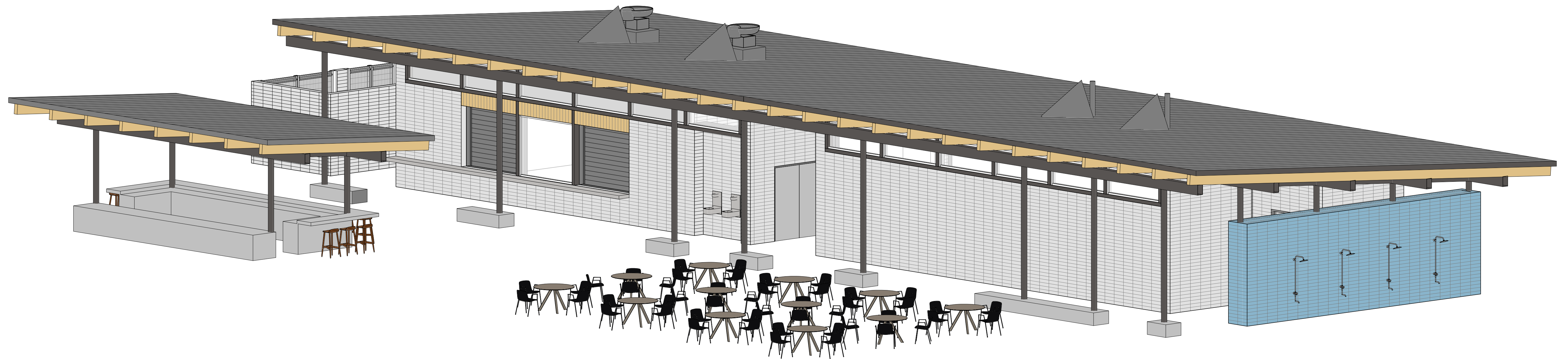
951 Lakeshore Blvd  
Incline Village, NV  
89451

3D Views

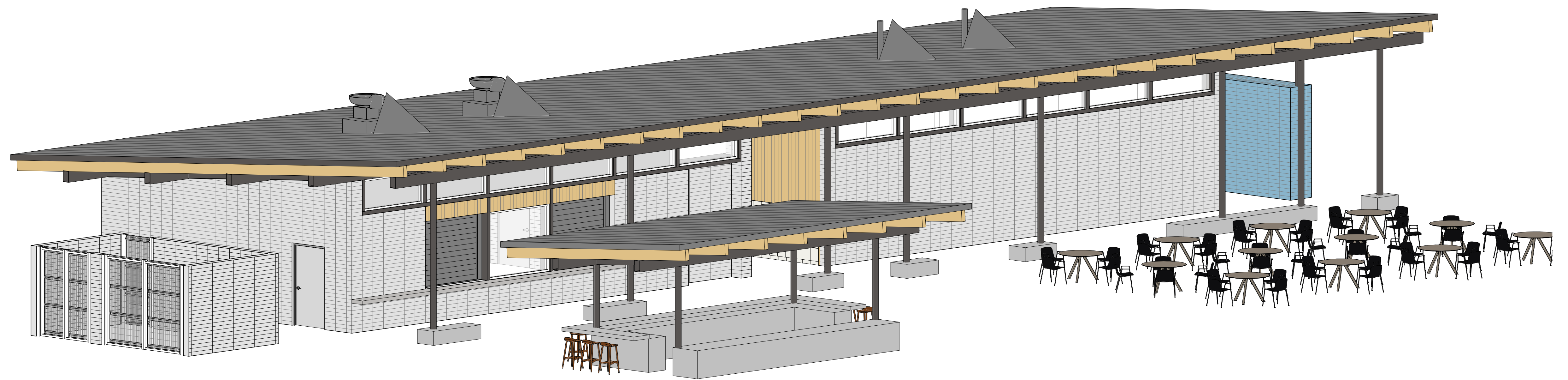
Issue Date  
H+K Project No: 0000

**A901**





1 SE View



2 SW View

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3D Views

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**A902**





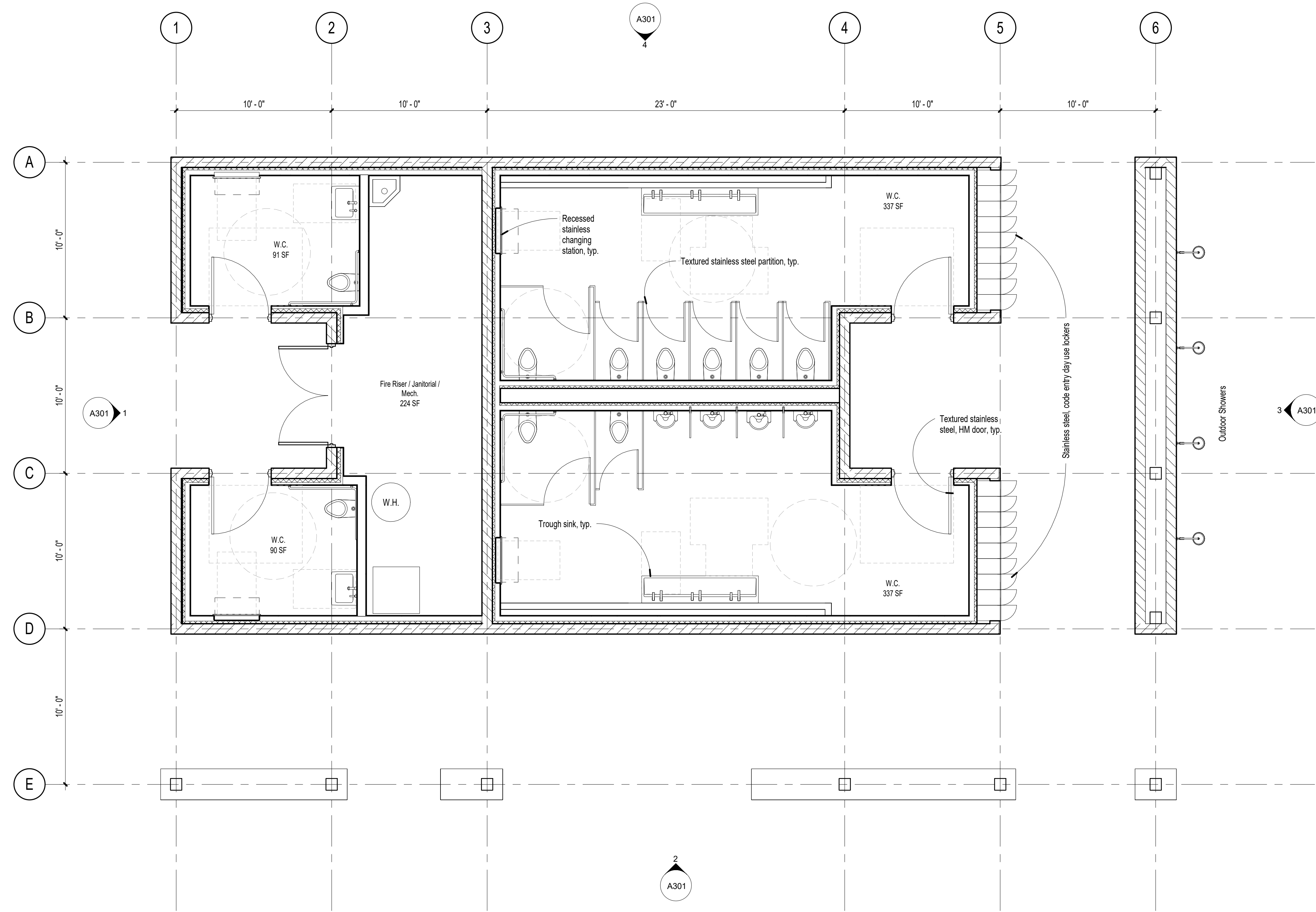
INCLINE BEACH







# OPTION B



1 Floor Plan

1/4" = 1'-0"

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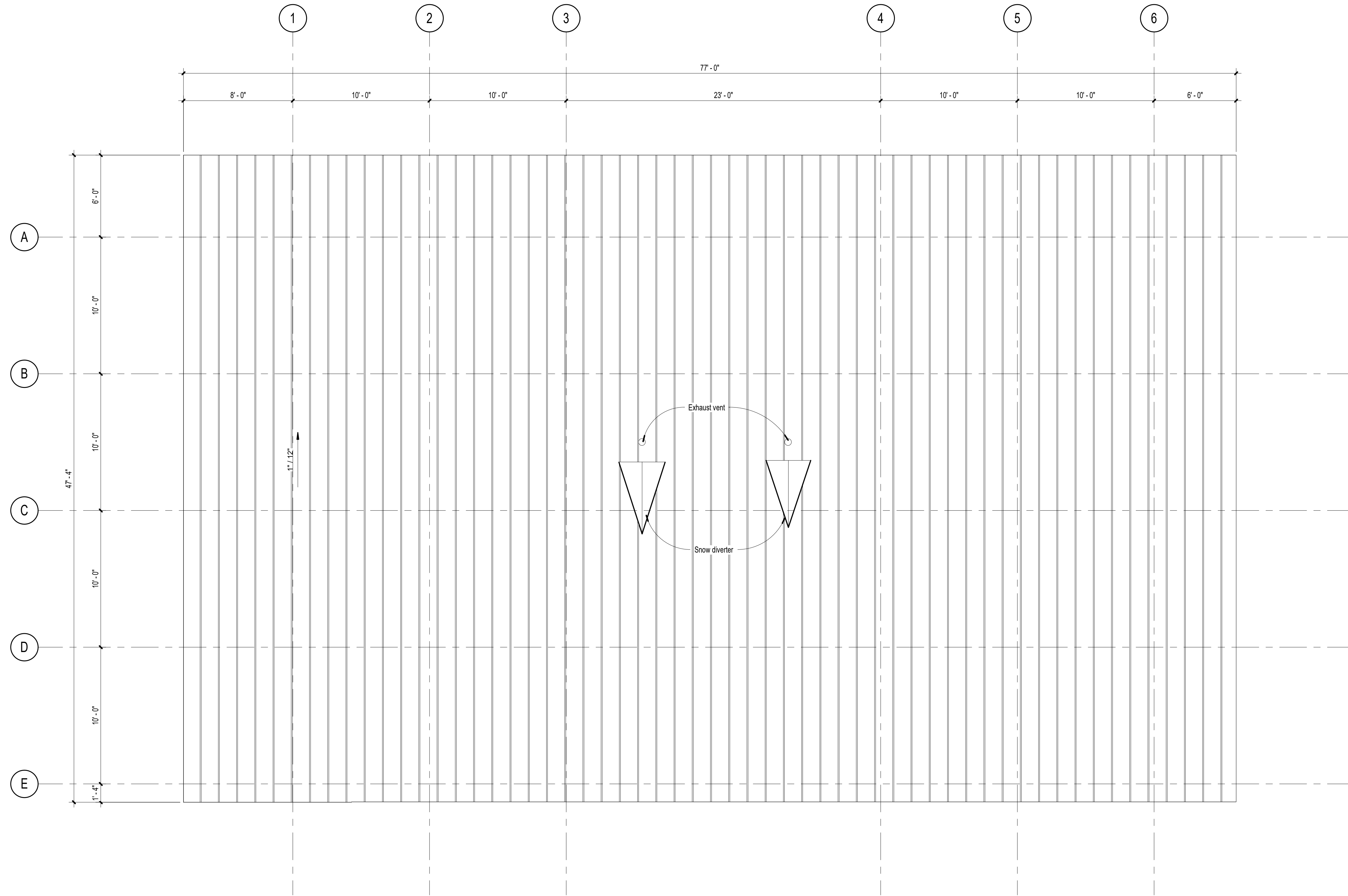
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Floor Plan

Issue Date  
H+K Project No: 0000

**A101**





1 | Roof Plan

1/4" = 1'-0"

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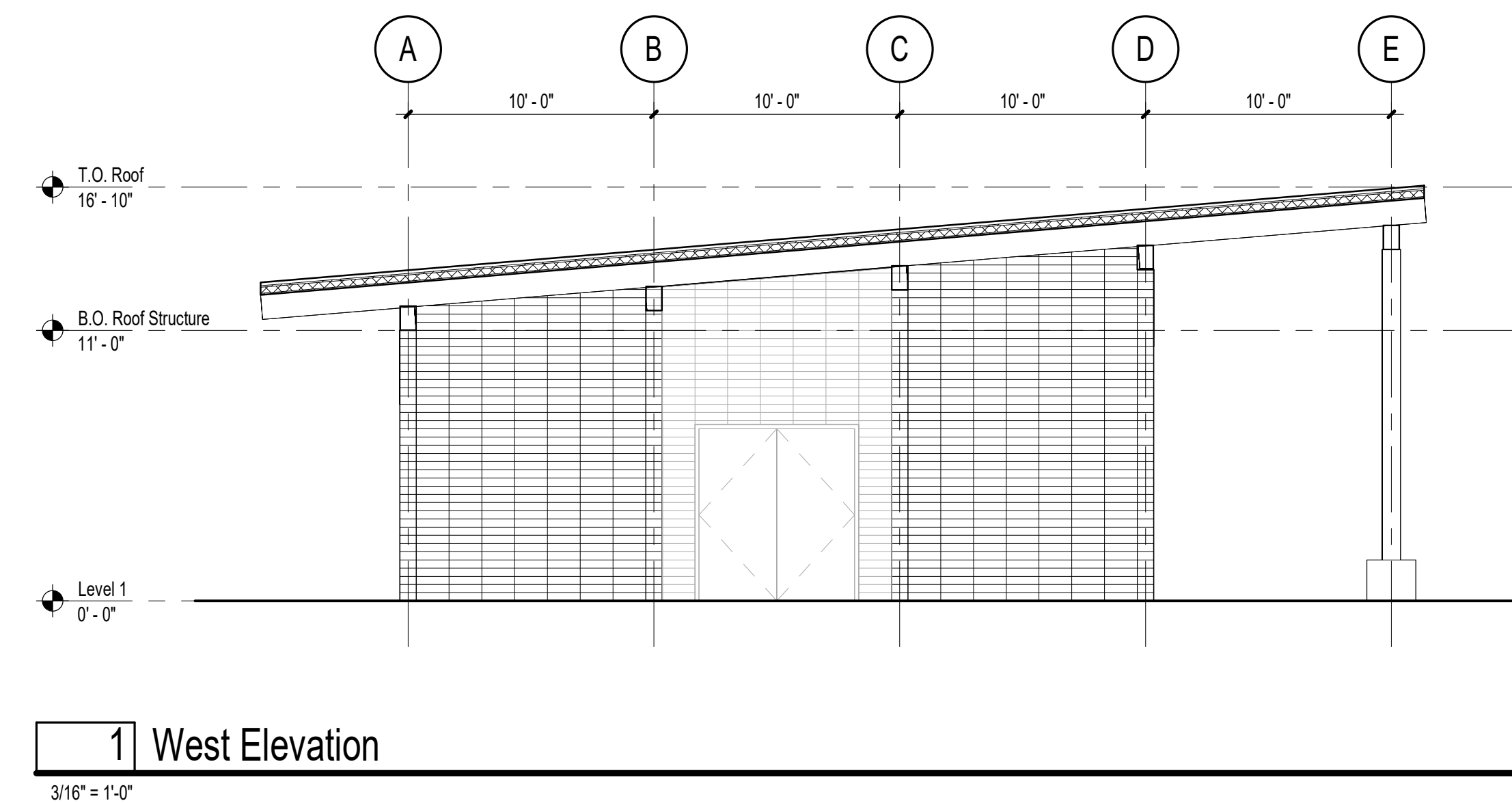
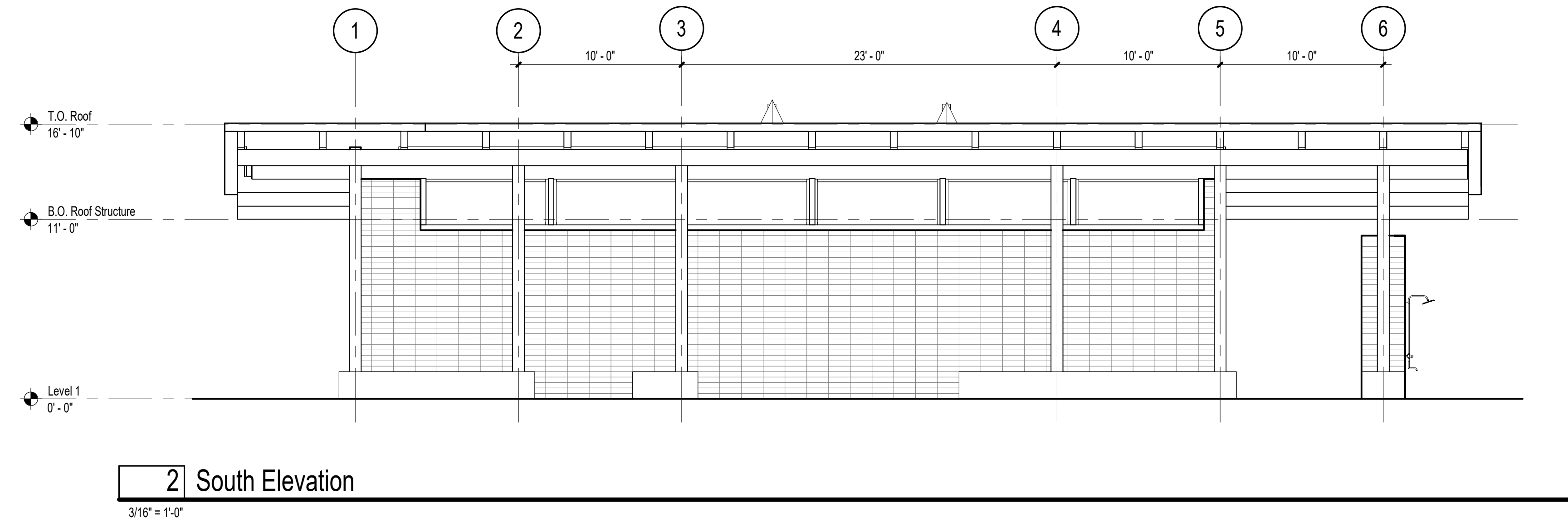
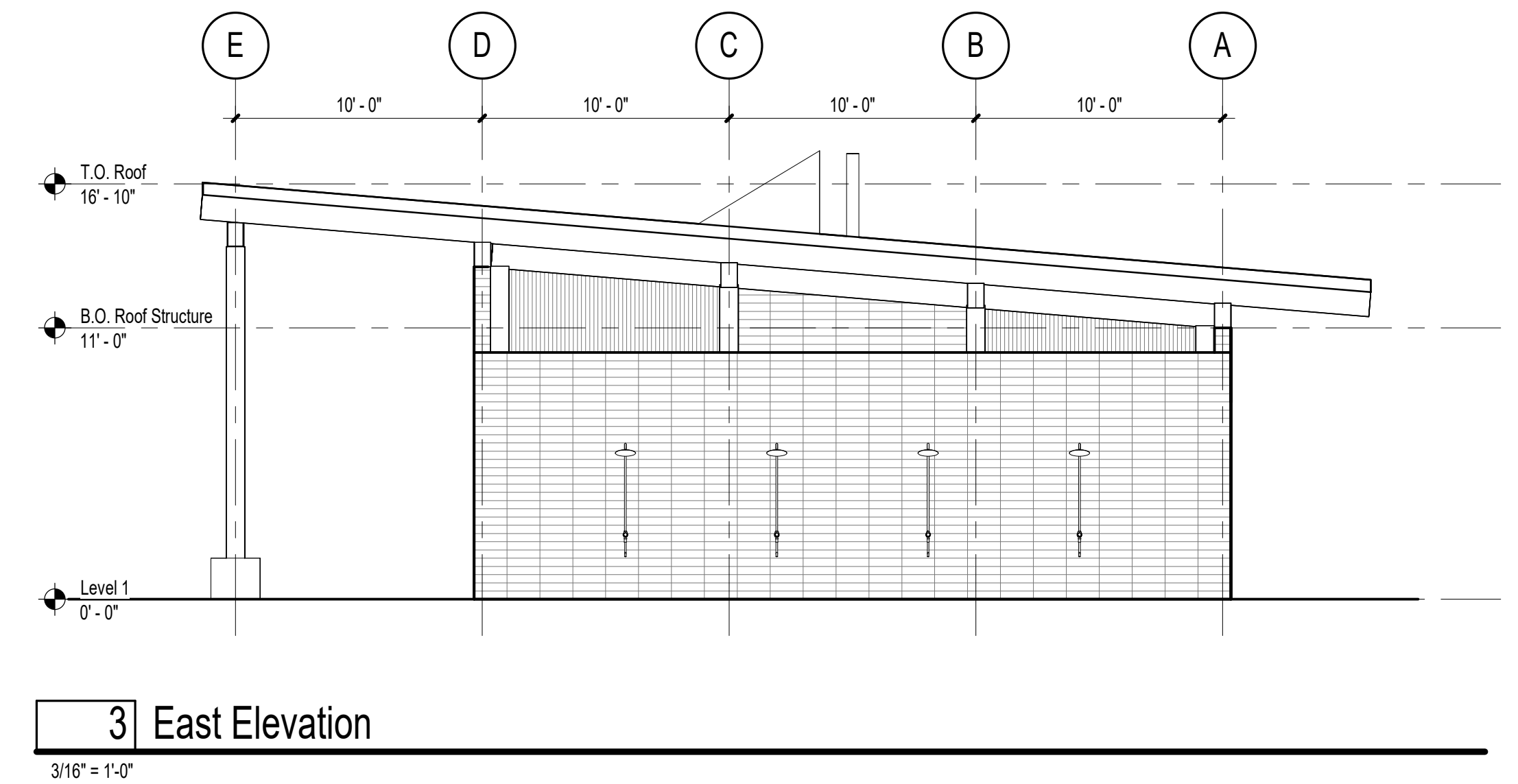
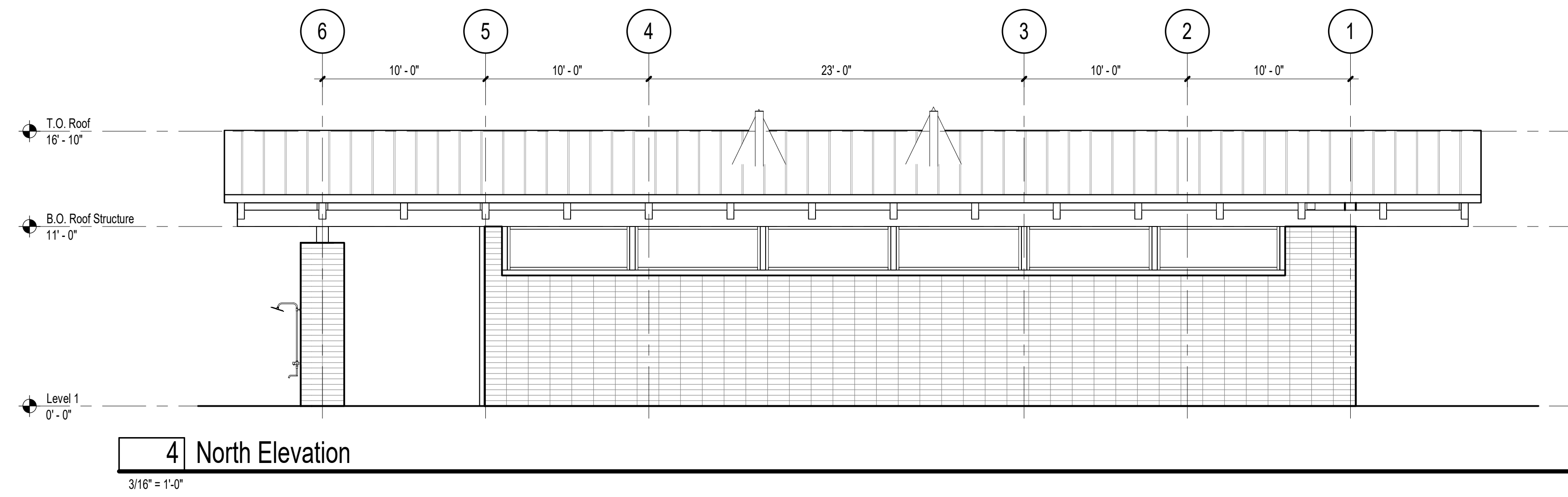
Roof Plan

Issue Date  
H+K Project No: 0000

**A201**







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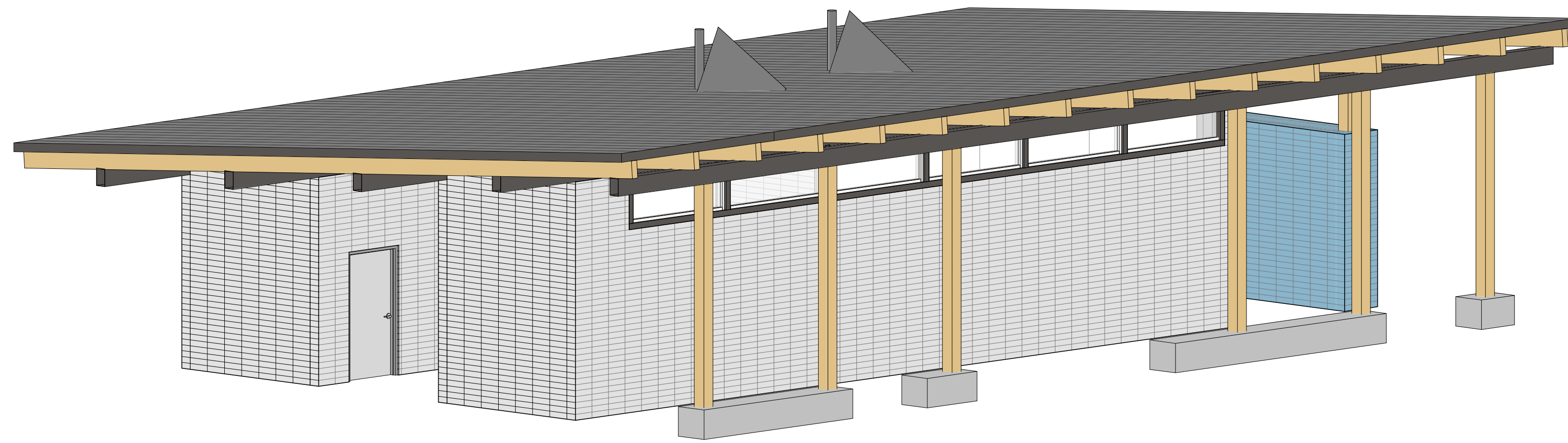
951 Lakeshore Blvd  
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Exterior Elevations

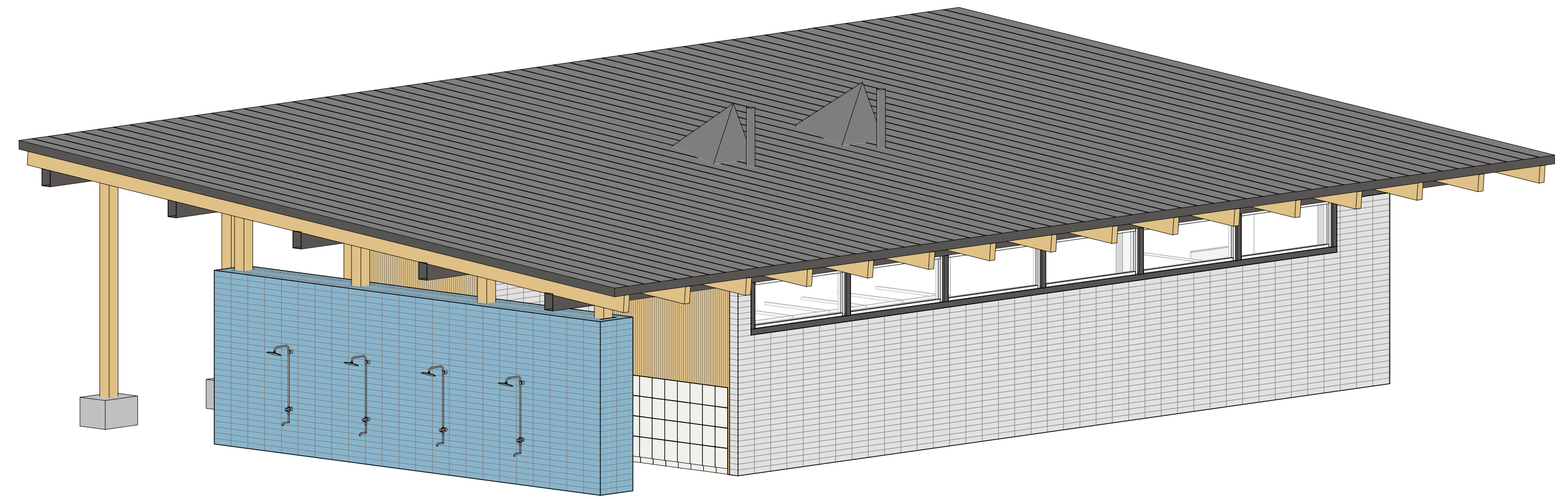
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**A301**

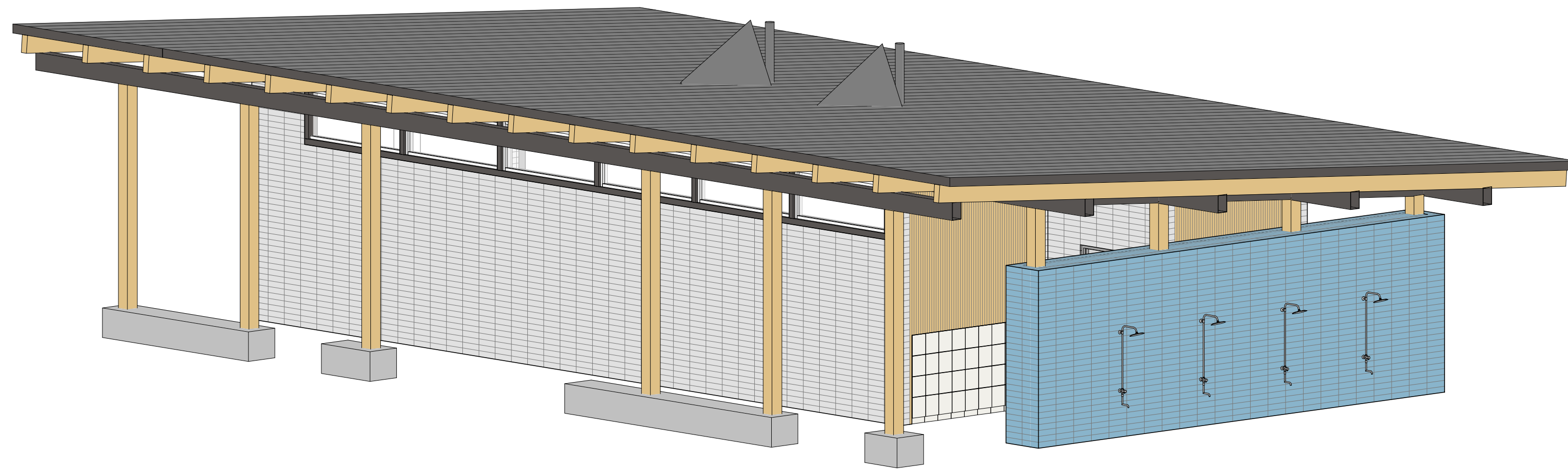




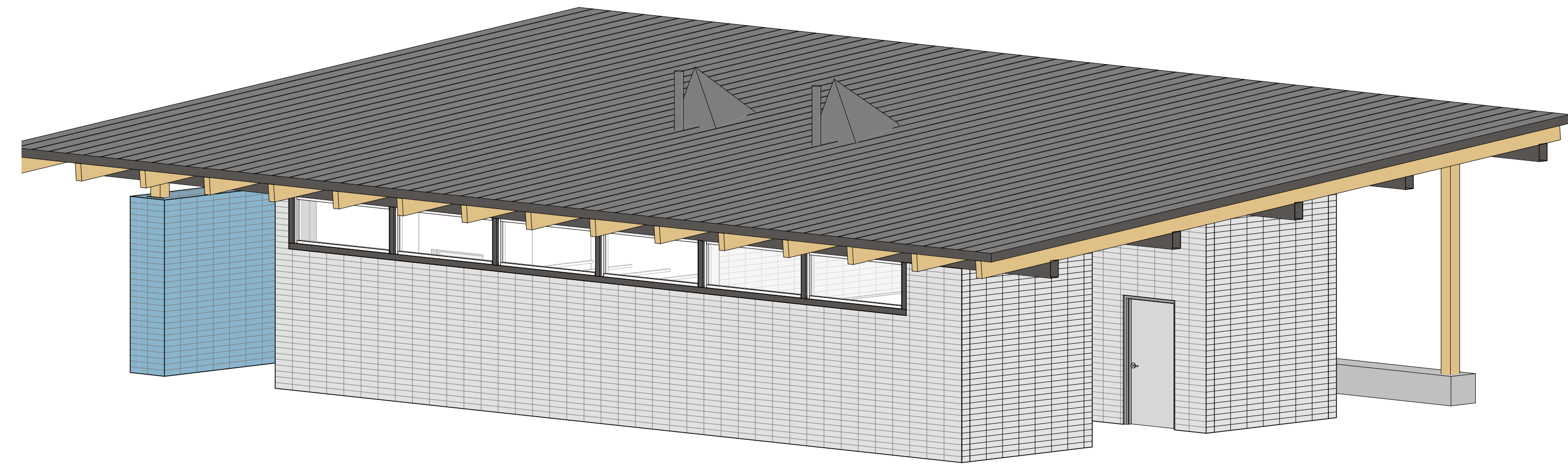
4 | SW View



1 | NE View



3 | SE View



2 | NW View

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Issue Date  
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**A901**



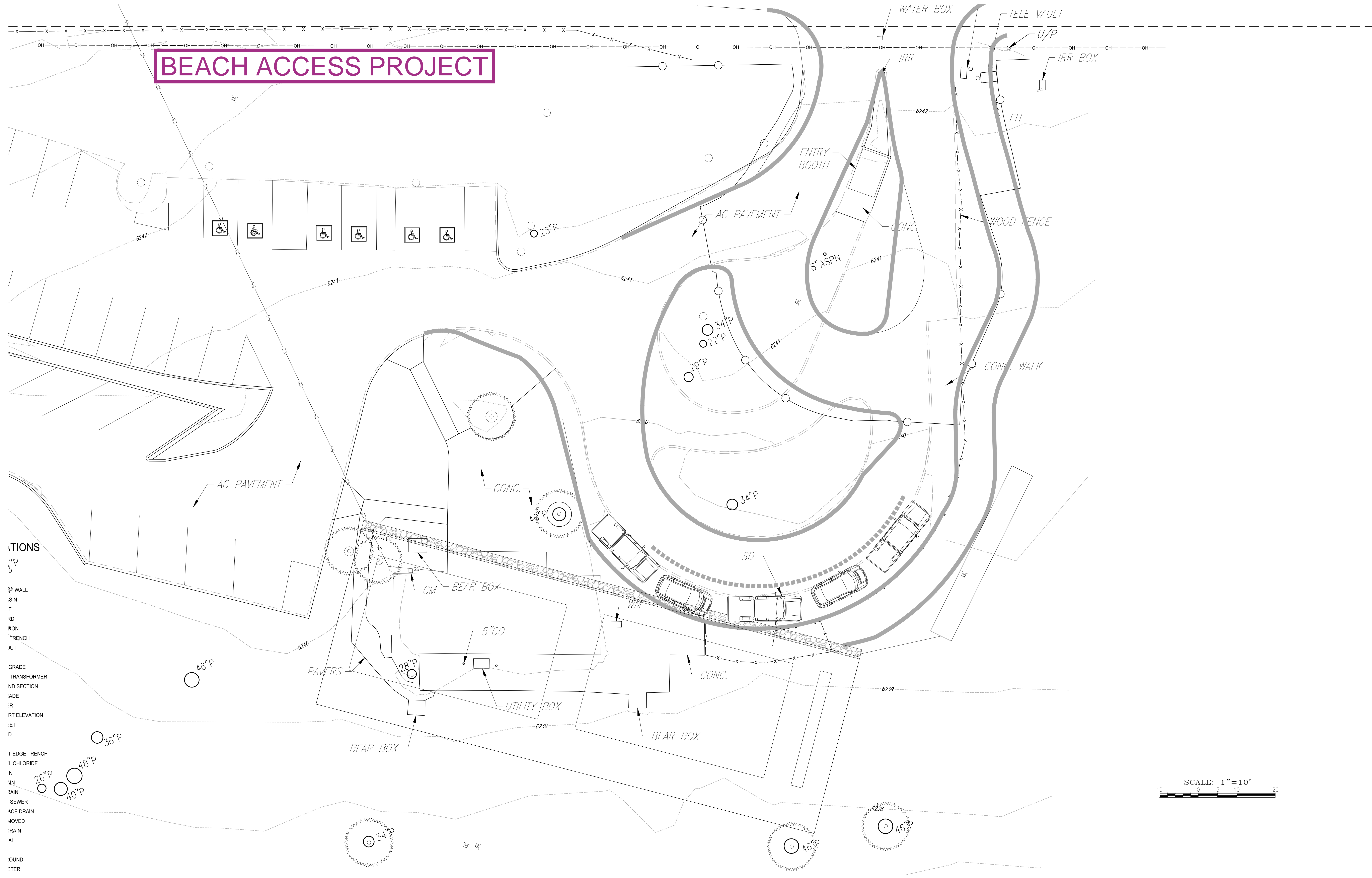




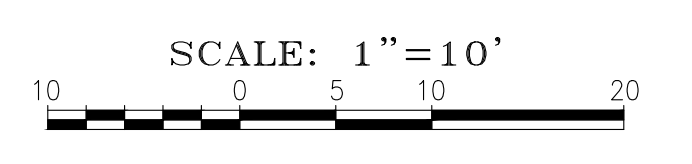




# BEACH ACCESS PROJECT



- NOTATIONS**
- 1" P
  - 5"
  - 6"
  - 8"
  - 10"
  - 12"
  - 15"
  - 18"
  - 20"
  - 24"
  - 28"
  - 30"
  - 36"
  - 40"
  - 42"
  - 44"
  - 46"
  - 48"
  - 54"
  - 6"
  - 8"
  - 10"
  - 12"
  - 15"
  - 18"
  - 20"
  - 24"
  - 28"
  - 30"
  - 36"
  - 40"
  - 42"
  - 44"
  - 46"
  - 48"
  - 54"
- WALL  
 SIGN  
 E  
 ROAD  
 CON  
 TRENCH  
 CUT  
 GRADE  
 TRANSFORMER  
 END SECTION  
 PADE  
 IR  
 RT ELEVATION  
 DET  
 D  
 T EDGE TRENCH  
 L CHLORIDE  
 N  
 UN  
 RAIN  
 SEWER  
 ACE DRAIN  
 MOVED  
 RAIN  
 ALL  
 OUND  
 ETER



# Board Meeting

## May 8, 2024



**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Bobby Magee, District General Manager

**FROM:** Kate Nelson, Interim Director of Public Works

**SUBJECT:** Review, Discuss, and Receive Direction for the Incline Beach House and Incline Beach Access Projects Budget and Building Programming (Requesting Staff Member: Interim Director of Public Works Kate Nelson).

**RELATED FY 2023  
STRATEGIC PLAN  
BUDGET INITIATIVE(S):**

**LONG RANGE PRINCIPLE #1 - SERVICE**

The District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**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 venues, facilities, and services.

**RELATED DISTRICT  
POLICIES, PRACTICES,  
RESOLUTIONS OR  
ORDINANCES**

Board Policy 12.1.0 Multi-Year Capital Planning;  
13.2.0 Capital Planning Expenditures

**DATE:** May 8, 2024

**I. RECOMMENDATION**

The Board of Trustees make a motion to:

1. Direct Staff to combine the Incline Beach House and Incline Beach Access Projects into one Capital Improvement Project; and,
2. Consider the available options based on previous Board directives and provide direction to Staff on how to proceed forward.

## **II. BACKGROUND**

The Board of Trustees (Board) identified the Incline Beach House Project (Project) in the Community Services Master Plan, as a Priority project and a Top Tier Recommendation at the January 12, 2022 (Item G.4) Board meeting. Staff brought the historical timeline of the Project to the Board on July 27, 2022 (Item H.1) and then again on February 8, 2023 (Item F.8). At the February 8, 2023, Board meeting, the Board determined there was a need for further community input.

At the Special Board Meeting on April 5, 2023 (Item G2 – Fiscal Year 2023/24 Budget Workshop #3), the then General Manager Winquest informed the Board that, based on discussions of the Board, the placeholder for the budget was reduced for the Beach House from \$6,100,000 to \$4,000,000. There were opportunities for the Board to provide input; however, no comments were provided. The FY 2023/24 Budget was adopted on May 25, 2023, with the \$4,000,000 allocation for the Beach House Project.

Staff returned to the Board on July 26, 2023 (Item H.1), to clarify these results and to request specific direction. The Board gave Staff direction to release a request for qualifications (RFQ) for the Project for a Design-Build team for the 30% schematic design.

In order to release the RFQ, Staff requested direction from the Board and the following was given:

1. The design will include sufficient bathroom stalls to minimize the need for portable toilets during peak season (excluding holidays)
2. Maintain the same level of service and menu offerings that is currently provided.
3. Design of an expanded bar area.
4. Utilize the Design-Build Method for project execution.

The Board approved the Design-Build Contract with CORE Construction for the Incline Beach House and the Incline Beach Access Improvement Projects at the February 28, 2024 (Item G.2). At the Special Board meeting on March 28, 2024 (Item E.2) the Board gave direction to Staff to design and provide both a pedestrian and vehicular electronic gates at the entrance to Incline Beach.

On April 15, 2024 a Project milestone was to provide preliminary concept pricing. This milestone was established to facilitate the inclusion of the Beach Access Project budget in the Beach Capital Plan for FY 2024/25. Based on the information known at this time, additional direction is needed by the Board.

At the Fiscal Year 2023/24 Budget Workshop #3 held on April 5, 2023 (Item G.2), a placeholder of \$4,000,000 was approved for the Incline Beach House. Staff needs Board consensus that the \$4,000,000 placeholder budget is the hard cap budget for the Project. If the placeholder of \$4,000,000 is the hard cap budget

for the project, which of the following amenities does the Board wish to provide: increased restroom facility or kitchen facility? If the placeholder of \$4,000,000 is not a hard cap budget and the Board desires to increase funding for the project, then the following Board consensus is needed:

1. The Board still desires the Project to include sufficient bathroom stalls to minimize the need for portable toilets during peak season (excluding holidays); and,
2. The Board still desires to maintain the same level of service and menu offerings that is currently provided; and,
3. The Board still desires to include an expanded bar area.

Staff has also received feedback from some Trustees that the proposed architecture style should resemble the Burnt Cedar Pool Building. Staff is requesting Board consensus on the type of architecture desired.

1. The proposed architecture style is a fire hardened structure with the use of block, single sloped roof, limited wood accents, and lower construction and long-term maintenance costs; or,
2. The other option which is similar to Burnt Cedar Pool Building and previous 2016 design is the use of stucco, steep pitched roof, heavy timber accents, and higher construction and long-term maintenance costs.

**III. BID RESULTS**

Not applicable.

**IV. FINANCIAL IMPACT AND BUDGET**

At this time, Staff recommends that the Incline Beach House and Beach Access Project be combined into one capital project. The FY 2024/25 budget will be presented to the Board for consideration on May 20, 2024 and final approval on May 29, 2024.

Based on the Board direction received at this meeting, Staff will present the appropriate budget and proposed funding mechanism for the combined project at the upcoming budget hearing.

**V. ALTERNATIVES**

**VI. COMMENTS**

**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**

None

**IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

1. Is the \$4,000,000 a hard cap Project budget?
2. If yes, then which amenity would the Board provide: Restroom Facility or Kitchen Facility?
3. If no, then which of the following amenities shall be included in the Project:
  - a. Sufficient bathroom stalls to minimize the need for portable toilets during peak season (excluding holidays) - Yes/No
  - b. Maintain the same level of service and menu offerings that is currently provided - Yes/No
  - c. Include an expanded bar area - Yes/No
4. Which architecture style does the Board want the Project to reflect:
  - a. Proposed Design
  - b. Similar to Burnt Cedar/2016 Design

# Board Meeting

## June 12, 2024

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Bobby Magee, District General Manager

**FROM:** Kate Nelson, Interim Director of Public Works

**SUBJECT:** Review, Discuss, and Approve the Amendment to the Agreement for the 30% Schematic Design Contract for Incline Beach House Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3973LI1302; Contractor: CORE West Inc. dba CORE Construction in the Amount of \$50,000, and the Amendment to the Agreement for the 30% Schematic Design for the Incline Beach Access Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3972BD2102; Contractor: CORE West Inc. dba CORE Construction in the Amount of \$37,500. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)

**RELATED FY 2023  
STRATEGIC PLAN  
BUDGET INITIATIVE(S):**

**LONG RANGE PRINCIPLE #1 - SERVICE**

The District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**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 venues, facilities, and services.

**RELATED DISTRICT  
POLICIES, PRACTICES,  
RESOLUTIONS OR  
ORDINANCES**

Board Policy 12.1.0 Multi-Year Capital Planning;  
13.2.0 Capital Planning Expenditures

**DATE:** June 12, 2024

## **I. RECOMMENDATION**

The Board of Trustees make a motion to:

1. Approve the Amendment for the 30% Schematic Design for the Incline Beach House Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3973LI1302; Contractor: CORE West Inc. dba CORE Construction for the amount of \$50,000; and,
2. Approve the Amendment for the 30% Schematic Design for the Beach Access Project - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Beaches; Project #3972BD2102; Contractor: CORE West Inc. dba CORE Construction for the amount of \$37,500; and,
3. Direct the Chair and Secretary to sign and execute the Amendments.

## **II. BACKGROUND**

The Board of Trustees (Board) identified the Incline Beach House Project (Project) in the Community Services Master Plan, as a Priority project and a Top Tier Recommendation at the January 12, 2022 (Item G.4) Board meeting. Staff brought the historical timeline of the Project to the Board on July 27, 2022 (Item H.1) and then again on February 8, 2023 (Item F.8). At the February 8, 2023, Board meeting, the Board determined there was a need for further community input.

Staff returned to the Board on July 26, 2023 (Item H.1), to clarify these results and to request specific direction. The Board gave Staff direction to release a request for qualifications (RFQ) for the Project for a Design-Build team for the 30% schematic design. After the selection process was complete, the Board approved the Design-Build Contract with CORE Construction for the Incline Beach House and the Incline Beach Access Improvement Projects at the February 28, 2024 (Item G.2). At the Special Board meeting on March 28, 2024 (Item E.2) the Board gave direction to Staff to design and provide both a pedestrian and vehicular electronic gates at the entrance to Incline Beach.

On April 15, 2024 a Project milestone was to provide preliminary concept pricing. This milestone was established to facilitate the inclusion of the Beach Access Project budget in the Beach Capital Plan for FY 2024/25. Staff returned to the Board on May 8, 2024 (Item G.5) for further clarification on the placeholder in the budget and whether the \$4,000,000 was a hard cap. At this meeting, the Board gave direction to Staff on the following items:

1. There is not a hard cap on the project budget.
2. Include Ski Beach in the 30% Incline Beach Access Project design.
3. Combine the Incline Beach House Project and the Incline Beach Access Project into one project in the FY 2024/25 Budget.
4. Obtain a proposal from the Design Build team to amend their contract to include the following:

- a. Provide a 30% Schematic Design for the Beach House, a second design, Option B that:
  - i. Embodies a "timeless Tahoe" style building
  - ii. Provides a separate storage for liquor, considering potential future hiring of concessionaires to sell liquor and/or food at the beach, possibly from different companies.
  - iii. The kitchen size will remain the same.
  - iv. Remove the overhead showers but retain a foot wash.
- b. Provide a 30% Schematic Design for the Incline Beach/Ski Beach Access Projects:
  - i. The design will encompass circulation options and safety considerations as outlined in the LSC Report, potentially involving encroachment into the Washoe County ROW and redesign of sidewalks and crosswalks.
  - ii. This will also include a coverage analysis, potential upgrades to drainage, and a new guard shack to match the design intended for Incline Beach.

### **III. BID RESULTS**

N/A

### **IV. FINANCIAL IMPACT AND BUDGET**

The FY 2023/24 approved budget included \$4,000,000 for the total Project Budget for the Incline Beach House Project, of which \$103,500 plus an additional \$50,000 will be used for the 30% Schematic Design. The FY 2023/24 approved budget for the Beach Access Project is \$100,000, of which \$18,000 plus an additional \$37,500 will be used for the 30% Schematic Design, which includes Incline Beach and Ski Beach accesses. The Amendment for the 30% Schematic Design for the Incline Beach House Project and the Amendment for the 30% Schematic Design for the Incline Beach Access Project with CORE Construction are included in Attachments #1 and #2 respectively.

### **V. ALTERNATIVES**

N/A

### **VI. COMMENTS**

The Owner and Design-Builder Amendments have been reviewed and approved by Silver State Law and District's Legal Counsel.

### **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. Amendment - Incline Beach House
2. Amendment - Incline Beach Access

**IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

**AMENDMENT 1  
to the  
PRELIMINARY DESIGN-BUILD AGREEMENT BETWEEN OWNER  
AND DESIGN-BUILDER**

**INCLINE BEACH HOUSE PROJECT  
CIP 3973LI1302**

This Amendment, dated June 13th 2024, is to incorporate a design change to the 30% Schematic Design of the Incline Beach House (the Project), as defined in the Agreement dated February 28, 2024, between the Owner, Incline Village General Improvement District (IVGID), and the Design-Builder, CORE West Inc., dba CORE Construction.

At their meeting on May 8, 2024, IVGID's Board of Trustees directed Staff to have the design team deliver a new 30% schematic design.

The 30% Schematic Design Scope of Work includes;

- Revise design to include more wood and natural stone that embodies a "timeless Tahoe" style.
- Provide separate storage for liquor/beer kegs accessible from the bar area.
- Revise overhead showers to foot wash only.
- Include site plan, floor plans, roof plan, structural member sizes/quantities, exterior elevations, building sections, three-dimensional exterior views.
- Updated cost estimate.

Additional compensation as a result of this change will increase the original stipulated contract sum of One Hundred Three Thousand Five Hundred Dollars (\$103,500) to One Hundred Fifty-Three Thousand Five Hundred Dollars (\$153,500).

The Contract Time, Article 5 of the original contract, is amended to be September 1, 2024.

**SIGNATURES ON FOLLOWING PAGE.**

**OWNER:**  
**INCLINE VILLAGE G. I. D.**  
**Agreed to:**

\_\_\_\_\_  
Trustee Sara Schmitz, Chairperson

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
Trustee Michaela Tonking, Secretary

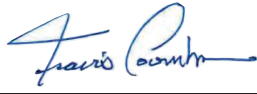
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*Date*

**Reviewed as to Form:**

\_\_\_\_\_  
Sergio Rudin, District Legal Counsel

\_\_\_\_\_  
*Date*

**CONTRACTOR:**  
**CORE Construction**  
**Agreed to:**

By:   
\_\_\_\_\_  
*Signature of Authorized Agent*

Travis Coombs, Vice President  
\_\_\_\_\_  
*Print or Type Name and Title*

June 5, 2024  
\_\_\_\_\_  
*Date*



## ADDITIONAL SERVICES PROPOSAL # 1 – Beach House Architectural Option B

CONTRACT: 24-10-003-001 IVGID Beach House Project

DATE: 05/23/2024

OWNER: Incline Village General Improvements District  
 1220 Sweetwater Rd.  
 Incline Village, NV 89451

### ADDITIONAL SERVICE INFORMATION

Please Review the following change request(s) to this Contract:  
 Incline Beach House Project: Provide additional architectural design option up to schematic design targeted towards “timeless Tahoe” style of building. Original base design scope includes Option A, this proposal introduced Option B. Option B will provide separate storage for liquor, considering potential future hiring of concessionaires to sell liquor and/or foot at the beach. The Kitchen size will remain the same. Overhead showers will be removed, retain foot wash.

| ITEM # | DESCRIPTION                               | CONTRACT CHANGE |
|--------|---|-----------------|
| 1      | Beach House – Architectural Design Option | \$50,000.00     |

|               |             |
|---------------|-------------|
| <b>Total:</b> | \$50,000.00 |
|---------------|-------------|

Not valid until signed by both the Owner. Signature of the Contractor indicates the Contractor’s agreement herewith, including any adjustment in the Contract Sum.

|   |              |
|---|--------------|
| The original Contract Sum was .....   | \$103,500.00 |
| The net change by previously authorized was .....                           | \$0.00       |
| The Contract Sum prior to this Change Order Request as .....                | \$103,500.00 |
| The Contract Sum will be increased by this Additional Services Request..... | \$50,000.00  |
| The new Contract Sum will be .....  | \$153,500.00 |

**AMENDMENT 1  
to the  
PRELIMINARY DESIGN-BUILD AGREEMENT BETWEEN OWNER  
AND DESIGN-BUILDER**

**INCLINE BEACH ACCESS PROJECT  
CIP 3973LI1302**

This Amendment, dated June 13th 2024, is to incorporate a design change to the 30% Schematic Design of the Incline Beach Access Project (the Project), as defined in the Agreement dated February 28, 2024, between the Owner, Incline Village General Improvement District (IVGID), and the Design-BUILDER, CORE West Inc., dba CORE Construction.

At their meeting on May 8, 2024, IVGID's Board of Trustees indicated a desire to provide additional design, up to 30% schematic design, specific to Ski Beach.

The 30% Schematic Design Scope of Work includes:

- Base map refinements/updates.
- Pedestrian ADA access from Lakeshore Blvd.
- Minor intersection upgrades on Lakeshore Blvd.
- New entry fencing.
- Reconfiguration of unloading parking areas.
- Reconfiguration of pedestrian access to a new entry kiosk (Kiosk to be similar to Incline Beach).
- Preliminary locations for stormwater management/best management practices (BMP's) will be shown, in accordance with TRPA requirements.
- Patron drop-off, security protocol, delivery, and emergency vehicle access will be evaluated.
- Locate and provide the civil design for the entry kiosk building.
- Site: Prepare site access accommodation list and preferred space and/or vehicle movement requirements for each.
- Include site design criteria, space and vehicle movement requirements summary, pedestrian/vehicle circulation concept, schematic site plan, drawings and narrative related to civil and electrical etc.

Additional compensation as a result of this change will increase the original stipulated contract sum of Eighteen Thousand Dollars (\$18,000) to Fifty-Five Thousand Five Hundred Dollars (\$55,500).

The Contract Time, Article 5 of the original contract, is amended to be September 1, 2024.

**SIGNATURES ON FOLLOWING PAGE.**

**OWNER:**  
**INCLINE VILLAGE G. I. D.**  
**Agreed to:**

\_\_\_\_\_  
Trustee Sara Schmitz, Chairperson

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
Trustee Michaela Tonking, Secretary

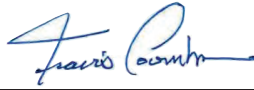
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**Reviewed as to Form:**

\_\_\_\_\_  
Sergio Rudin, District Legal Counsel

\_\_\_\_\_  
*Date*

**CONTRACTOR:**  
**CORE Construction**  
**Agreed to:**

By:   
\_\_\_\_\_  
*Signature of Authorized Agent*

Travis Coombs, Vice President

\_\_\_\_\_  
*Print or Type Name and Title*

June 5, 2024

\_\_\_\_\_  
*Date*



## ADDITIONAL SERVICES PROPOSAL # 1 – Ski Beach Access Control

CONTRACT: 24-10-003-002 IVGID Beach Access Project

DATE: 05/23/2024

OWNER: Incline Village General Improvements District  
 1220 Sweetwater Rd.  
 Incline Village, NV 89451

### ADDITIONAL SERVICE INFORMATION

Please Review the following change request(s) to this Contract:  
 Incline Beach/Ski Beach Access Project: Provide additional design up to schematic design specific to Ski Beach. This will encompass circulation options and safety considerations as outlined in the LSC Report provided. The project will potentially involve encroachment into the Washoe County ROW and redesign of sidewalks and crosswalks. The project will also include a coverage analysis, potential upgrades to drainage, and a new guard shack to match the design intended for Incline Beach.

| ITEM # | DESCRIPTION                              | CONTRACT CHANGE |
|--------|--|-----------------|
| 1      | Beach Entry – Design of Ski Beach Access | \$37,500.00     |

|               |             |
|---------------|-------------|
| <b>Total:</b> | \$37,500.00 |
|---------------|-------------|

Not valid until signed by both the Owner. Signature of the Contractor indicates the Contractor's agreement herewith, including any adjustment in the Contract Sum.

|   |             |
|---|-------------|
| The original Contract Sum was .....   | \$18,000.00 |
| The net change by previously authorized was .....                           | \$0.00      |
| The Contract Sum prior to this Change Order Request as .....                | \$18,000.00 |
| The Contract Sum will be increased by this Additional Services Request..... | \$37,500.00 |
| The new Contract Sum will be .....  | \$55,500.00 |

Board Meeting  
July 25, 2024  
Information  
included in  
packet but item  
deferred to later  
date



**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Bobby Magee  
District General Manager

**FROM:** Tim Sands, General Manager of Golf Operations

**SUBJECT:** Incline Beach Food & Beverage Discussion

**LONG RANGE PRINCIPLE #1: SERVICE** the District will provide superior quality service through responsible stewardship of District resources and assets with an emphasis on the parcel owner and customer experience.

**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 venues, facilities, and services.

**DATE:** July 25, 2024

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**I. RECOMMENDATION**

That the Board of Trustees discuss and provide direction to staff regarding the Incline Beach project.

**II. BACKGROUND**

On April 15, 2024, a Project milestone was to provide preliminary concept pricing. This milestone was established to facilitate the inclusion of the Beach Access Project budget in the Beach Capital Plan for FY 2024/25.

Staff returned to the Board on May 8, 2024 (Item G.5) for further clarification. Based on Board direction on May 8th, Staff returned to the Board on June 12, Page 740 of 7542024 (Item G.1) for the approval of the Amendments to the 30% Schematic Design Contracts for the Incline Beach House and Incline Beach Access Projects.

The Amendments were to provide an increase in scope and design team funding to facilitate one additional design option as well as to include Ski Beach in the access project. However, the Board did not approve the amendments and requested Staff provide additional food and beverage data and investigate a food truck option for the Board's review and discussion. The Food and Beverage Department will present historical data to the Board at the July 10, 2024, meeting as well as discuss food truck costs.

**III. DECISION POINTS NEEDED BY THE BOARD OF TRUSTEES**

**IV. ATTACHMENT**

**INCLINE BEACH FOOD & BEVERAGE PRESENTION  
W/ TACO TRUCK BREAKDOWN**

## INCLINE BEACH FOOD & BEVERAGE PRESENTION

### Building Value within the Community

- Servicing the Community at a high level (peak summer and holidays)
- Cutting expenses overtime through an efficient operation
  - Labor, food cost, and operational expense (building repairs **\$29,628** over three years)
  - Storage availability in operation to cut down delivery cost of staff (current product stored off site and creates expense throughout the season)
  - New operation would create a smoother operation daily being able to service more Residents and guests throughout the day turning into stronger revenue with less cost
- Provide better process for food safety (storage)
- Creating a community benefit through updating aesthetics (current is original IVGID construction)
- Overall footprint from current design equates to just over what we currently utilize from both Beach restaurants in order to operate (storage and preparation of goods)
- Opportunities for growth by providing new services to the Residents and their guest (potential for resident events)
- Staff morale boost via safer working conditions (average temperature inside building while operating peak season is over 100\* F)
- Improvement for Lightning Protocols for Beach Staff (guard shacks are not approved locations)
- Improved operations for the Community Restrooms (plumbing is an ongoing issue for food service and restrooms – backup/clogs and at time non-operational)

BY THE NUMBERS

**2018:**

Total Sales - \$153,500.84

Days of Operation – 84

Daily Average - \$1,827.39

**2019:**

Total Sales - \$150,212.60

Days of Operations - 75

Daily Average - \$2,002.83

**2020:**

Total Sales - \$127,602.80

Days of Operation – 71

Daily Average - \$1,797.22

**2021:** (poor summer conditions – fire)

Total Sales - \$127,126.70

Days of Operation – 63

Daily Average - \$2,017.88

**2022:** (no data available contracted services used)

**2023:**

Total Sales - \$106,396.80

Days of Operation – 65

Daily Average - \$1,636.87

**2024:** (May – July 22<sup>nd</sup>)

Total Sales - \$104,812.80

Days of Operation – 45

Daily Average - \$2,329.17

**Daily Operating Cost when fully staffed F&B only:**

Hourly Labor - \$575/\$650 (approx. changes through the season)

Daily Food Cost Average - \$698.75

Beer, Wine, & Liquor – (no data contracted services)

**Picture Pass Holder Guest In:**

June 1<sup>st</sup> through July 19<sup>th</sup>, 2024 – 29,153

**Guest of PPH Check In:**

June 1<sup>st</sup> through July 19<sup>th</sup>, 2024 – 12,202

Fees Collected at Guard Shack - \$359,008

**2023 Picture Pass Holder & Guest Check In:**

Total – 87,163

Adult Credit Card – 7,892

Adult Punch Card – 12,604

Youth Credit Card – 2,441

Youth Punch Card – 2,646

We are continuing to see an UPWARD trend of visits from all categories allowed on Incline Beach. This influx of Residents and Guest has put a severe strain on how IVGID staff can perform the highest level of customer service. For example, on the 4<sup>th</sup> of July Residents could have waited upwards of 45 minutes to an hour to place and receive an order of food. This was due to the sheer volume of Residents and guests attending the Beach that day. We have many days of operation like this throughout the season. Additionally, if the seasonal weather is of a high quality the amount of days we service the community could increase with the expectation we review and understand the expenses. In closing by creating more efficient operations through new construction we could service the community in the way IVGID would want too.

The recommendation would be to continue this project as it is slated and or receive new direction in order to complete and finish a Master Plan concept.

**Taco Truck Breakdown:**

Cost to Purchase - \$200,000/\$250,000 (not including equipment)

Permits to operate and Drive (nnpf.org reference guidelines):

- Hot and cold running water under pressure from an approved source
- Dedicated handwashing sink
- Potable water tank
- Waste water tank (15% larger capacity than potable tank)
- Durable and cleanable floor, walls, ceiling, and food preparation surfaces
- Mechanical ventilation where cooking is conducted

Service Area Requirements:

- Obtaining potable water
  - Disposal of waste water
  - Disposal of garbage
  - Grease interceptor (IVGID requirement)
  - Storage of food and other items
  - Backup refrigeration
  - Food preparation
  - Utensil cleaning and dishwashing
- (Most servicing area are located at existing permitted food establishments – i.e., restaurant, commercial kitchens, etc.)

Potential repairs (estimated).

Water heater failure costs up to \$5,000

Deep fryer failure costs up to \$6,000

Refrigeration and freezer unit failure costs up to \$10,000

Engine, transmission, and drivetrain failure can rack up expenses to the tune of \$25,000 and higher.

Inverted Generator cost up to \$20,000-45,000

Annual maintenance and storage (fleet at PW) - \$35,000/45,000 plus labor cost

Cost of garage storage – unknown (new construction)

Refrigeration truck for storage - \$75,000 plus annual maintenance

# Board Meeting

## Oct. 9, 2024



**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Karen M. Crocker  
Interim District General Manager

**SUBJECT:** Food and Beverage Report on Sales of Food at the Incline Beach and Burnt Cedar Beach for the Period of May 2024 through and including August 30, 2024.

**DATE:** October 9, 2024

---

**I. RECOMMENDATION**

That the Board of Trustees, receive and file.

**II. BACKGROUND**

The Incline Village General Improvement District (IVGID) operates two (2) separate food and non-alcoholic beverage snack bars at Incline and Burnt Cedar Beaches. The report identifies the type and number of items sold along with revenue and expenses from opening day in May 2024 through August 2024. Attached is a spread sheet that identifies number of items sold and the revenues of each item sold.

In summary, the net revenue from Incline Beach Snack Bar was \$48,971.80. The net revenue from Burnt Cedar Beach was \$54,099.10. Below is the break down:

Incline Beach:

RTP Revenue: \$170,948.20  
Expenses: \$121,976.40 - Includes cost of goods and salaries.  
Net Revenue: \$ 48,971.80

Burnt Cedar Beach:

RTP Revenue: \$185,959.10  
Expenses: \$131,860.00 - Includes cost of goods and salaries.  
Net Revenue: \$54,099.10

The highest sellers were the chicken tenders, Avocado Chicken Sandwich, Cheeseburgers, Hotdogs, French fries and Ice cream bars.

**III. FINANCIAL IMPACT AND BUDGET**

The two (2) snack bars are showing net revenues.

**IV. BUSINESS IMPACT**

None

**VII. ATTACHMENT**

Food and Beverage Breakdowns

**Incline Beach**

|                              |       |             |            |        |             |
|------------------------------|-------|-------------|------------|--------|-------------|
| Chicken Tenders              | 3,680 | \$51,520.00 | \$1,300.60 | \$0.00 | \$50,219.40 |
| Avocado Chicken Sandwich     | 1,176 | \$21,168.00 | \$531.00   | \$0.00 | \$20,637.00 |
| Hot Dog                      | 1,509 | \$18,108.00 | \$237.60   | \$0.00 | \$17,870.40 |
| Cheeseburger                 | 933   | \$17,727.00 | \$609.90   | \$0.00 | \$17,117.10 |
| French Fries                 | 1,774 | \$14,184.00 | \$205.60   | \$0.00 | \$13,978.40 |
| Tip/Gratuity                 | 3,726 | \$0.00      | \$0.00     | \$0.00 | \$0.00      |
| ICE CREAM BAR                | 1,871 | \$7,484.00  | \$80.00    | \$0.00 | \$7,404.00  |
| Sandwiches                   | 542   | \$6,492.00  | \$147.60   | \$0.00 | \$6,344.40  |
| Kids Meal                    | 452   | \$5,863.00  | \$70.20    | \$0.00 | \$5,792.80  |
| Bottled Soda                 | 1,361 | \$5,432.00  | \$225.60   | \$0.00 | \$5,206.40  |
| Burger                       | 274   | \$4,932.00  | \$156.60   | \$0.00 | \$4,775.40  |
| Bacon Cheeseburger           | 223   | \$4,683.00  | \$207.90   | \$0.00 | \$4,475.10  |
| Powerade                     | 520   | \$2,600.00  | \$135.00   | \$0.00 | \$2,465.00  |
| Water                        | 574   | \$2,296.00  | \$51.60    | \$0.00 | \$2,244.40  |
| Summer Greens Salad          | 191   | \$2,292.00  | \$74.40    | \$0.00 | \$2,217.60  |
| Chefs Salad                  | 143   | \$1,716.00  | \$34.80    | \$0.00 | \$1,681.20  |
| Candy                        | 315   | \$1,260.00  | \$15.60    | \$0.00 | \$1,244.40  |
| Bacon Burger                 | 58    | \$1,160.00  | \$50.00    | \$0.00 | \$1,110.00  |
| Kettle Chips                 | 348   | \$1,044.00  | \$12.30    | \$0.00 | \$1,031.70  |
| Capri Sun                    | 331   | \$993.00    | \$7.80     | \$0.00 | \$985.20    |
| ADD CHICKEN                  | 97    | \$776.00    | \$21.60    | \$0.00 | \$754.40    |
| Double Cheeseburger          | 30    | \$750.00    | \$15.00    | \$0.00 | \$735.00    |
| Yerba                        | 106   | \$636.00    | \$109.80   | \$0.00 | \$526.20    |
| Zoa                          | 72    | \$432.00    | \$50.40    | \$0.00 | \$381.60    |
| Double Bacon Cheeseburger    | 14    | \$378.00    | \$0.00     | \$0.00 | \$378.00    |
| Veggie Burger                | 19    | \$285.00    | \$4.50     | \$0.00 | \$280.50    |
| Double Bacon Burger          | 10    | \$260.00    | \$0.00     | \$0.00 | \$260.00    |
| Double Burger                | 10    | \$240.00    | \$2.40     | \$0.00 | \$237.60    |
| Beef Jerky                   | 47    | \$235.00    | \$10.00    | \$0.00 | \$225.00    |
| Tahoe Trail Bar              | 33    | \$165.00    | \$7.50     | \$0.00 | \$157.50    |
| Planters Nuts                | 44    | \$132.00    | \$16.50    | \$0.00 | \$115.50    |
| \$12 Lunch Special (Beaches) | 6     | \$72.00     | \$24.00    | \$0.00 | \$48.00     |
| Coffee                       | 15    | \$45.00     | \$0.00     | \$0.00 | \$45.00     |
| Whole Fruit                  | 2     | \$4.00      | \$0.00     | \$0.00 | \$4.00      |

**TOTAL \$170,948.20**

**RTP Combined Beach Revenue \$356,907.30**

**Tyler Adjusted Combined Beach Revenue \$368,332.60** \*Includes parcel allowance

**Burnt Cedar Beach**

|                              |       |             |            |        |             |
|------------------------------|-------|-------------|------------|--------|-------------|
| Chicken Tenders              | 3,630 | \$50,820.00 | \$1,208.20 | \$0.00 | \$49,611.80 |
| Avocado Chicken Sandwich     | 1,148 | \$20,664.00 | \$279.00   | \$0.00 | \$20,385.00 |
| Cheeseburger                 | 959   | \$18,202.00 | \$399.00   | \$0.00 | \$17,803.00 |
| Hot Dog                      | 1,402 | \$16,812.00 | \$216.00   | \$0.00 | \$16,596.00 |
| Tip/Gratuity                 | 3,334 | \$0.00      | \$0.00     | \$0.00 | \$0.00      |
| French Fries                 | 1,434 | \$11,464.00 | \$235.20   | \$0.00 | \$11,228.80 |
| Kids Meal                    | 878   | \$11,401.00 | \$106.60   | \$0.00 | \$11,294.40 |
| ICE CREAM BAR                | 2,229 | \$8,916.00  | \$142.80   | \$0.00 | \$8,773.20  |
| Sandwiches                   | 715   | \$8,580.00  | \$99.60    | \$0.00 | \$8,480.40  |
| Bottled Soda                 | 2,127 | \$8,500.00  | \$139.20   | \$0.00 | \$8,360.80  |
| Burger                       | 382   | \$6,786.00  | \$253.80   | \$0.00 | \$6,532.20  |
| Summer Greens Salad          | 362   | \$4,344.00  | \$120.00   | \$0.00 | \$4,224.00  |
| Bacon Cheeseburger           | 201   | \$4,221.00  | \$75.60    | \$0.00 | \$4,145.40  |
| Chefs Salad                  | 229   | \$2,748.00  | \$15.60    | \$0.00 | \$2,732.40  |
| Water                        | 675   | \$2,700.00  | \$34.80    | \$0.00 | \$2,665.20  |
| Powerade                     | 518   | \$2,590.00  | \$68.00    | \$0.00 | \$2,522.00  |
| Candy                        | 472   | \$1,884.00  | \$44.40    | \$0.00 | \$1,839.60  |
| Kettle Chips                 | 409   | \$1,227.00  | \$14.10    | \$0.00 | \$1,212.90  |
| ADD CHICKEN                  | 136   | \$1,088.00  | \$14.40    | \$0.00 | \$1,073.60  |
| Bacon Burger                 | 55    | \$1,080.00  | \$12.00    | \$0.00 | \$1,068.00  |
| Capri Sun                    | 336   | \$1,008.00  | \$15.90    | \$0.00 | \$992.10    |
| Yerba                        | 125   | \$750.00    | \$54.60    | \$0.00 | \$695.40    |
| Double Cheeseburger          | 24    | \$600.00    | \$42.50    | \$0.00 | \$557.50    |
| Zoa                          | 64    | \$384.00    | \$35.40    | \$0.00 | \$348.60    |
| All Sunscreen                | 20    | \$360.00    | \$0.00     | \$0.00 | \$360.00    |
| All Face Stick               | 27    | \$351.00    | \$0.00     | \$0.00 | \$351.00    |
| Double Bacon Cheeseburger    | 12    | \$324.00    | \$5.40     | \$0.00 | \$318.60    |
| \$15 Lunch Special (Beaches) | 16    | \$240.00    | \$0.00     | \$0.00 | \$240.00    |
| Double Burger                | 9     | \$216.00    | \$0.00     | \$0.00 | \$216.00    |
| Beef Jerky                   | 39    | \$195.00    | \$7.50     | \$0.00 | \$187.50    |
| Sunglasses                   | 4     | \$180.00    | \$0.00     | \$0.00 | \$180.00    |
| \$16 Lunch Special (Beaches) | 10    | \$160.00    | \$19.20    | \$0.00 | \$140.80    |
| Tahoe Trail Bar              | 31    | \$155.00    | \$5.00     | \$0.00 | \$150.00    |
| Puddle Jumpers               | 4     | \$120.00    | \$0.00     | \$0.00 | \$120.00    |
| Towels                       | 4     | \$120.00    | \$0.00     | \$0.00 | \$120.00    |
| Football                     | 6     | \$108.00    | \$1.80     | \$0.00 | \$106.20    |
| Soccer Ball                  | 3     | \$90.00     | \$0.00     | \$0.00 | \$90.00     |
| Double Bacon Burger          | 3     | \$78.00     | \$2.60     | \$0.00 | \$75.40     |
| Planters Nuts                | 23    | \$69.00     | \$0.30     | \$0.00 | \$68.70     |
| Coffee                       | 12    | \$36.00     | \$0.00     | \$0.00 | \$36.00     |
| \$12 Lunch Special (Beaches) | 2     | \$24.00     | \$2.40     | \$0.00 | \$21.60     |
| Whole Fruit                  | 10    | \$20.00     | \$0.00     | \$0.00 | \$20.00     |
| Veggie Burger                | 1     | \$15.00     | \$0.00     | \$0.00 | \$15.00     |

**TOTAL \$185,959.10**



Consolidated  
Beach F&B  
Information  
based on Board  
Request

\* Sale of Alcohol

Outsourced - IVGID  
paid a flate rate

### INCLINE BEACH LABOR

| DESC               | FY25 7.1 - 9.15     | FY24 5.1-6.30       |
|--------------------|---------------------|---------------------|
| Hourly             | \$ 40,671.27        | \$ 15,133.93        |
| Other Earnings     | \$ 906.31           |                     |
| Taxes              | \$ 2,619.39         | \$ 1,022.85         |
| Unemployment Fring | \$ 523.86           | \$ 204.58           |
| Work Comp Fringe B | \$ 3,190.45         | \$ 1,141.10         |
| <b>TOTAL</b>       | <b>\$ 47,911.28</b> | <b>\$ 17,502.46</b> |

### INCLINE BEACH EXPENSES

| DESC                      | FY25 7.1 - 9.15     | FY24 5.1-6.30       |
|---------------------------|---------------------|---------------------|
| Banking Fees & Processing | \$ 3,426.72         | \$ 1,233.88         |
| Operating                 | \$ 3,879.92         | \$ 1,909.71         |
| Permits & Fees            | \$ 454.00           |                     |
| Over & (Short)            | \$ (18.30)          |                     |
| Janitorial                | \$ -                | \$ 86.46            |
| BLDGS Maintenance Servi   | \$ 2,569.21         | \$ 2,969.73         |
| Security                  | \$ -                | \$ 99.00            |
| Food                      | \$ 36,310.78        | \$ 13,040.91        |
| <b>FY25 TOTAL</b>         | <b>\$ 46,622.33</b> | <b>\$ 19,339.69</b> |

|                       |               |
|-----------------------|---------------|
| <b>TOTAL LABOR</b>    | \$ 65,413.74  |
| <b>TOTAL EXPENSES</b> | \$ 65,962.02  |
| <b>TOTAL COST</b>     | \$ 131,375.76 |

|                                  |                     |
|----------------------------------|---------------------|
| FY25 7.1 THRU SEPT 2024 REVENUE  | \$ 147,895.00       |
| FY24 5.1 THRU JUNE 30TH 2024     | \$ 37,353.00        |
| TOTAL SUMMER 2024 GROSS REVENUE  | \$ 185,248.00       |
| LESS OPERATIONAL COST            | \$ 131,375.00       |
| <b>INCLINE BEACH NET REVENUE</b> | <b>\$ 53,873.00</b> |

**RTP REPORT MAY 2024 THRU SEPT 2024**

| Product  | Quantity |
|--|----------|
| <b>Incline Beach</b>   |          |
| Chicken Tenders  | 3,706    |
| Avocado Chicken Sandwich   | 1,182    |
| Hot Dog  | 1,523    |
| Burger (regular, cheese, bacon, veggie, etc)                         | 1,311    |
| French Fries   | 1,790    |
| ICE CREAM BAR  | 1,879    |
| Sandwiches   | 542      |
| Kids Meal  | 452      |
| Drinks (Soda, Water, Powerage, Water, Capri Sun, Yerba, Zoa, Coffee) | 2,989    |
| Salad (Summer, Chefs,etc)  | 615      |
| ADD CHICKEN  | 98       |
| Candy, Chips, Jerky, Nuts, etc                                       | 792      |
| \$12 Lunch Special (Beaches)   | 6        |
| Whole Fruit  | 2        |

## BURNT CEDAR LABOR

| DESC                    | FY25 7.1 - 9.15     | FY24 5.1-6.30       |
|-------------------------|---------------------|---------------------|
| Hourly                  | \$ 37,710.53        | \$ 20,820.59        |
| Other Earnings          | \$ 297.94           |                     |
| Taxes                   | \$ 2,227.42         | \$ 1,096.64         |
| Unemployment Fringe Ben | \$ 445.48           | \$ 219.31           |
| Work Comp Fringe Ben    | \$ 2,865.86         | \$ 1,203.30         |
| <b>TOTAL</b>            | <b>\$ 43,547.23</b> | <b>\$ 23,339.84</b> |

## BURNT CEDAR EXPENSES

| DESC                      | FY25 7.1 - 9.15     | FY24 5.1-6.30       |
|---------------------------|---------------------|---------------------|
| Banking Fees & Processing | \$ 3,608.22         | \$ 1,088.94         |
| Employee Recruit & Retain | \$ -                | \$ 14.37            |
| Operating                 | \$ 3,440.86         | \$ 3,463.14         |
| Permits & Fees            | \$ 908.00           |                     |
| Over & (Short)            | \$ 126.40           |                     |
| R& M General              | \$ -                | \$ 328.19           |
| Janitorial                | \$ -                | \$ 343.73           |
| BLDGS Maintenance Service | \$ 4,706.57         | \$ 6,678.50         |
| Security                  | \$ -                | \$ 72.00            |
| Electricity               | \$ -                | \$ 1,335.61         |
| Heating                   | \$ 4,036.01         | \$ 4,335.46         |
| Food                      | \$ 34,531.16        | \$ 13,543.53        |
| <b>EXPENSE TOTAL</b>      | <b>\$ 51,357.22</b> | <b>\$ 31,203.47</b> |

|                       |               |
|-----------------------|---------------|
| <b>TOTAL LABOR</b>    | \$ 66,887.07  |
| <b>TOTAL EXPENSES</b> | \$ 82,560.69  |
| <b>TOTAL COST</b>     | \$ 149,447.76 |

|                                      |                     |
|--------------------------------------|---------------------|
| FY25 7.1 THRU SEPT 2024 REVENUE      | \$ 140,645.00       |
| FY24 5.1 THRU JUNE 30TH 2024 REVENUE | \$ 40,067.00        |
| TOTAL SUMMER 2024 GROSS REVENUE      | \$ 180,712.00       |
| LESS OPERATIONAL COST                | \$ 149,447.76       |
| <b>BURNT CEDAR NET REVENUE</b>       | <b>\$ 31,264.24</b> |



**RTP REPORT MAY 2024 THRU SEPT 2024**

| Product  | Quantity |
|--|----------|
| <b>Burnt Cedar Beach</b>   |          |
| Chicken Tenders  | 3,643    |
| Avocado Chicken Sandwich   | 1,153    |
| Hot Dog  | 1,405    |
| Burger (regular, cheese, bacon, veggie, etc)                         | 1,654    |
| French Fries   | 1,439    |
| ICE CREAM BAR  | 2,233    |
| Sandwiches   | 722      |
| Kids Meal  | 882      |
| Drinks (Soda, Water, Powerage, Water, Capri Sun, Yerba, Zoa, Coffee) | 3,880    |
| Salad (Summer, Chefs,etc)  | 591      |
| ADD CHICKEN  | 136      |
| Candy, Chips, Jerky, Nuts, etc                                       | 974      |
| \$12/\$15/\$16 Lunch Special (Beaches)                               | 36       |
| Whole Fruit  | 10       |
| Non-Food (sunscreen, towels, balls, etc)                             | 68       |

New  
Information -  
Diamond  
Peak Alcohol  
Sales  
(2023/2024  
Season)

## Diamond Peak Alcohol Sales 2023/2024 Season

### Diamond Peak Main Lodge

|                    |                      |
|--------------------|----------------------|
| Loft Bar - Revenue | (143 operating days) |
| Beer \$            | 173,628.00           |
| Wine \$            | 16,024.00            |
| Liquor \$          | 130,562.00           |
| <b>\$</b>          | <b>320,214.00</b>    |

|                      |                      |
|----------------------|----------------------|
| Food Court - Revenue | (143 operating days) |
| Beer \$              | 41,885.00            |
| Wine                 |                      |
| Liquor \$            | 3,505.00             |
| <b>\$</b>            | <b>45,390.00</b>     |

|                 |                      |
|-----------------|----------------------|
| Snowflake Lodge | (136 operating days) |
| Beer \$         | 79,948.00            |
| Wine \$         | 5,145.00             |
| Liquor \$       | 44,202.00            |
| <b>\$</b>       | <b>129,295.00</b>    |

### Outdoor BBQ Bars

|                              |                     |
|------------------------------|---------------------|
| Diamond Peak Lower Snack Bar | (50 operating days) |
| Beer \$                      | 19,759.00           |
| Wine \$                      | 1,503.00            |
| Liquor \$                    | 11,152.00           |
| <b>\$</b>                    | <b>32,414.00</b>    |

|                |                     |
|----------------|---------------------|
| Main Lodge BBQ | (52 operating days) |
| Beer \$        | 16,012.00           |
| Wine \$        | 1,159.00            |
| Liquor \$      | 10,248.00           |
| <b>\$</b>      | <b>27,419.00</b>    |

|               |                  |
|---------------|------------------|
| Snowflake BBQ |                  |
| Beer \$       | 17,164.00        |
| Wine \$       | 1,574.00         |
| Liquor \$     | 6,743.00         |
| <b>\$</b>     | <b>25,481.00</b> |

|                           |                      |
|---------------------------|----------------------|
| Diamond Peak Season Total | <b>\$ 580,213.00</b> |
|---------------------------|----------------------|