# NON-MANDATORY PRE-PROPOSAL MEETING & PROJECT SITE WALK AGENDA

**CMAR #26-27-C-10-AA**
**CMAR SELECTION FOR MODERNIZATION OF SPARKS HIGH SCHOOL**

**Sparks High School**
**820 15th St.**
**Sparks, NV 89431**

**November 3, 2026 at 3:00 pm**

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## SPEAKER: PURCHASING REPRESENTATIVE

### WCSD Personnel

Purchasing Department
- Aprile Anderson – Asst. Director of (Construction) Procurement & Contracts

Capital Projects Department
- Teresa Poulson – Director of Planning & Design

Architect
- Peter Grove – Collaborative Design Studio
- Seth Bartlett – Studio W Architects

### Mandatory Pre-Proposal Sign-In-Out Sheet:

- All attendees will be recorded on the Pre-Bid Sign-In Sheet which will then be posted on the Solicitations website.

### Solicitation Document / Exhibits / NEW Required Forms:

- All documents are available on the WCSD's Public Work Solicitations website at http://solicitations.washoeschools.net
  - CMAR Personnel Pay Rate Reference Sheet
  - CMAR Fee Proposal Form
  - SAMPLE Pre-Construction Services Contract
  - SAMPLE Construction Services Contract
  - Owner-CMAR General Conditions of the Contract for Construction Manager at Risk
  - Preferential Bidder Status Affidavit
  - Public Disclosure Form for Vendor/Contractor **(REQUIRED FORM)**
  - CMAR Signature Page **(REQUIRED FORM)**
  - STEAM Focused Educational Engagement
  - Material Price Variance
  - Collaborative Design Studio Conceptual Design Plans

### Scope of Work:

- **PRE-CONSTRUCTIONS SERVICES:**
  Washoe County School District (WCSD) is seeking a qualified Construction Manager at Risk (CMAR) to provide pre-construction services during the design phase of the Sparks High School Modernization Project. The awarded CMAR's duties will include, but are not limited to, the review of the following packages: schematic design; design development, and construction document deliverables provided by Collaborative Design Studio. The CMAR shall provide constructability analysis, phasing and logistics options, construction schedule; and cost estimates

for each drawing deliverable; provide value engineering; and other typical CMAR preconstruction services.

The CMAR shall also provide constructability analysis of the existing building as the CMAR deems necessary for the project, such as third-party constructability review, ground penetrating radar scanning, existing electrical feeder investigation, camera sewer/storm, and laser scanning above ceilings.

The awarded CMAR will also be required to manage subcontractor procurement in accordance with all applicable laws and policies in the development of one (1) or more Guaranteed Maximum Price (GMP) construction contract for consideration by WCSD.

- **PROJECT SCOPE:**
  Sparks High School is an existing two (2) story building, approximately 156,000 SF and was constructed in 1951. The modernization will include expansion space of approximately 34,000 SF attached to the existing school. Spaces include eight (8) classrooms, hub spaces, library, Family Resource Center, Community in Schools. All new construction shall be one (1) story only.

  There is approximately 26,000 SF of existing space planned for remodel, including but not limited to the small gym, culinary classroom, P.E. locker rooms, limited classrooms and limited office areas. In the existing building a new fire sprinkler system will be installed, fire alarm, and security cameras will be replaced and added to the newly constructed areas.

  The scope will also include 12,000 SF for a new grounds building, activity room with storage, athletic field house, press box, artificial turf football field, practice soccer field, baseball and softball fields and dug outs. The parking lot will be expanded and renovated; removal of two (2) portables and three (3) other additional accessory buildings. All site improvements will include associated and required power, lighting and landscaping for a complete project.

  This is intended to be a phased project (most likely 2-3 phases) in an occupied school.

  See EXHIBIT K conceptual design plans.

- **OTHER CMAR REQUIREMENTS:**
  <u>STEAM Engagement</u>
  The CMAR will be responsible for participating in the implementation of STEAM educational engagement. The CMAR, in conjunction with the design team, WCSD Capital Projects, and teaching staff, will develop a program and content for each student engagement activity. These activities could be design or construction oriented. The CMAR is encouraged to include sub-contractor participation and may choose to bring enhancements or outside experts to add further content to each activity. Refer to EXHIBIT I for more detail.

  <u>Procore Construction Project Management Software (Procore)</u>
  WCSD has standardized Procore as its project management software. All pre-construction and construction activities shall be initiated and coordinated by the

Architect and CMAR through the Procore platform provided by WCSD [refer to EXHIBIT E (Division One (1) Requirements: Section 01041 Project Management Software)].

**Budgets & Liquidated Damages (LDs)**:

- Estimated PROJECT Budget: $70,000,000
- LDs: $5,000 per phase

**Request for Information (RFI) / Questions**

- Send all questions and proposal clarifications/RFIs to WCSD's Purchasing Department via email to: solicitations@washoeschools.net or directly on WCSD's Public Works Solicitations website at https://solicitations.washoeschools.net/ no later than **November 17, 2026.** Late questions may not be accepted/answered.
- During this ACTIVE solicitation there shall be no personal contact with any WCSD employees or other parties associated with this project directly. All inquiries shall be done in writing as stated above.

**Addendums**

- WCSD's Purchasing Department will prepare any applicable addendums, which will be accessible and distributed via WCSD's Public Works Solicitation website at: https://solicitations.washoeschools.net/

**Proposal Due Date & Time**

- **Proposal Submission:** Proposals are to be delivered in a sealed envelope to the Purchasing Department located at 14101 Old Virginia Rd, Reno, NV 89521, Room 0, **no later than 2:00 pm on December 3, 2026.**
- **Proposal Opening:** Proposals will be opened publicly via a TEAMS Meeting at **2:30 pm (local time) on December 3, 2026.** The Meeting ID and Password will be posted via Addendum and are also provided below:

Join: https://teams.microsoft.com/meet/281188294602634?p=SE81OlKonlU5GcRPp3
Meeting ID: 281 188 294 602 634
Passcode: WP772XC3

**Proposal Evaluation & Short-List Applicants Selection Criteria/Weights**

- Refer to Article 9 of SOLICITATION DOCUMENT for complete list and other requirements, including all "PASS/FAIL" criteria. If a Proposer is found to FAIL on any of the listed "PASS/FAIL" criteria, then the Proposer's submission will be rejected in its entirety.
- Preferential Bidder Status Affidavit AND Certificate of Eligibility for Preferential Bidders Status (both required with submission for 5-point consideration).

**Notice of Short-List Applicants & Formal Interviews/Presentations**

- Anticipated announcement of Short-List Applicants is **January 7, 2027** which accessible and distribute via WCSD's Public Works Solicitation website at: https://solicitations.washoeschools.net
- Interviews and Presentations are tentatively scheduled on **January 19, 2027.**

**Final CMAR Selection Criteria/Weights**

- Refer to Article 10 of SOLICITATION DOCUMENT for complete list and other requirements.

- Preferential Bidder Status Affidavit AND Certificate of Eligibility for Preferential Bidders Status (both required with submission for 5-point consideration).
- CMAR Fee Proposal (Exhibits A & B) will be required only from Short-List Applicants and are to be submitted at the time of their formal interview and presentation.

**Award of CMAR Date**

- Anticipated award of the recommended CMAR for this project by WCSD's Board of Trustees on **February 9, 2027.**

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**SPEAKER: ARCHITECT & CAPITAL PROJECTS REPRESENTATIVES**

**Architect:** Technical or considerable issues, findings, or other things to be aware of for this project.

**Capital Projects:** Tentative Project Schedule & Milestones

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| Design/Pre-Construction Initial Team Meeting: | February 2027 |
| Permit Submittal: | May 2027 |
| Design Complete: | May 2027 |
| CMAR Construction Request for Bids Publish (GMP1): | July 2027 |
| CMAR Construction Bid Opening and Bidscrub (GMP1): | August 2027 |
| Submission of Final Construction GMP1 by CMAR to | August/September 2027 |
| Award Date (Approval GMP1 by WCSD Board of Trustees): | September 2027 |
| Construction Begins for GMP 1: | October 2027 |
| Additional GMPs: | TBD |
| Construction Completion: | TBD |