



## STAFF REPORT

**Report To:** Board of Supervisors      **Meeting Date:** June 18, 2026

**Staff Contact:** Carol Akers, Purchasing & Contracts Administrator and Darren Schulz, Public Works Director

**Agenda Title:** For Possible Action: Discussion and possible action regarding Contract No. 27300073 (“Contract”) with FormGrey Studio, LLC (“FormGrey”) to provide design services for the Department of Alternative Sentencing Annex Building Tenant Improvement Project for a not-to-exceed amount of \$165,442. (Carol Akers, cakers@carsoncity.gov and Darren Anderson, danderson@carsoncity.gov)

**Agenda Action:** Formal Action / Motion      **Time Requested:** Consent

### **Proposed Motion**

I move to approve the Contract as presented.

### **Board's Strategic Goal**

Efficient Government

### **Previous Action**

September 4, 2025 (Item 15.A) – The Board of Supervisors approved revisions to the Carson City Courthouse Renovation Project, including relocation of the Department of Alternative Sentencing (“DAS”) to the Carson City Health and Human Services (“HHS”) annex.

### **Background/Issues & Analysis**

DAS is to move into the HHS Annex Building on the corner of Roop and Beverly as part of various divisions and services relocating in coordination with the Carson City Courthouse Renovation Project. The Annex building will need to be renovated so DAS can continue providing services to the public at the new location. The facility is anticipated to undergo interior renovations to accommodate a variety of operational and public-facing functions. Exterior modifications to the parking area may also be considered to improve access and security. FormGrey is on the list of pre-qualified firms for Architectural Services, which was established through a formally advertised request for qualifications.

### **Applicable Statute, Code, Policy, Rule or Regulation**

NRS 332.115

### **Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** Extraordinary Maintenance Fund, Capital Improvements Account 3403034-507010, P301226004 Dept. of Alternative Sentencing Annex Building

**Is it currently budgeted?** Yes

**Explanation of Fiscal Impact:** If approved, account 3403034-507010, P301226004 will be reduced by a not-to-exceed total of \$165,442; the available balance is \$197,685.

**Alternatives**

Do not approve the Contract and/or provide alternative direction to staff.

**Attachment(s):**

[27300073 DRAFT Contract.pdf](#)

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

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(Vote Recorded By)