



**DEPARTMENT OF ADMINISTRATION**

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**ALL AGENCY MEMORANDUM #2010-37**

September 16, 2010

TO: All Agencies

FROM: Andrew K. Clinger, Director  
Department of Administration

SUBJECT: Consultants and/or Temporary Employment Services

Pursuant to NRS 353.210 agencies are required to submit any existing contracts the department, institution or agency has with consultants or temporary employment services, the proposed expenditures for such contracts in the next two fiscal years, and the reasons for the use of the consultant or services on or before September 1st of each even-numbered year to the Budget Office and LCB. Assembly Bill 463 was passed during the 2009 legislative session, which amended this language.

Please use the attached worksheet to submit the requested information to the Budget Office and LCB by September 24, 2010.

If you have questions please contact your assigned budget analyst.

Thank you.

  
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Andrew K. Clinger

[Consultants and Temporary Employee Services worksheet - NRS 353.210](#)