

POST

*** NOTICE OF PUBLIC MEETING ***

BOARD OF EXAMINERS

LOCATION: Capitol Building
The Guinn Room
101 N. Carson Street
Carson City, Nevada 89701

VIDEOCONFERENCE: Grant Sawyer State Office Building
555 E. Washington Avenue, Ste. 5100
Las Vegas, Nevada 89101

DATE AND TIME: March 11, 2014 at 10:00 a.m.

Below is an agenda of all items to be considered. **Action will be taken on items preceded by an asterisk (*)**. Items on the agenda may be taken out of the order presented, items may be combined for consideration by the public body, and items may be pulled or removed from the agenda at any time at the discretion of the Chairperson.

AGENDA

1. PUBLIC COMMENTS

***2. FOR POSSIBLE ACTION – APPROVAL OF THE FEBRUARY 4, 2014 BOARD OF EXAMINERS’ MEETING MINUTES**

***3. FOR POSSIBLE ACTION – VICTIMS OF CRIME PROGRAM (VOCP) APPEAL**

Pursuant to NRS 217.117, Section 3, the Board may review the case and render a decision within 15 days of the Board meeting; or, if they would like to hear the case with the appellant present, they can schedule the case to be heard at their next meeting.

Janice Evans

The issue before the Board is the appeal of a denial for VOCP survivor benefits on behalf of Ms. Evans’ minor child.

Pursuant to NRS 217 and Victims of Crime Policy Section 11 (9), survivor benefits are available for certain qualified dependents of victims of violent crimes. Survivor benefits are intended to provide support to dependents that are wholly or partially dependent on the victim’s income at the time of death.

Ms. Evans acknowledged during the appeal hearing that her child has never been financially dependent on the victim Mr. Holloway.

***4. FOR POSSIBLE ACTION – STATE VEHICLE PURCHASE**

Pursuant to NRS 334.010, no automobile may be purchased by any department, office, bureau, officer or employee of the State without prior written consent of the State Board of Examiners.

AGENCY NAME	# OF VEHICLES	NOT TO EXCEED:
Department of Business and Industry – Industrial Relations Division – Enforcement Industrial Safety	1	\$21,766
Department of Conservation and Natural Resources – Division of Water Resources – Las Vegas Basin Water District	1	\$26,424
Department of Administration – Division of Enterprise IT Services	1	\$36,371
Total:	3	\$84,561

***5. FOR POSSIBLE ACTION – STATE ADMINISTRATIVE MANUAL**

The State Administrative Manual (SAM) is being submitted to the Board of Examiners’ for approval of additions and revisions in the following Chapters:

- A. Department of Administration – Clerk of the Board of Examiners**
 - 1. 0336 – Amendments to Contracts**
- B. Department of Administration – Division of Human Resource Management**
 - 1. 2542 – Position Control**
 - 2. 2544 – Legislative Approval for Changes of Positions**
 - 3. 3708 – Unemployment Compensation Assessment**

C. Department of Administration – Budget Division

- 1. 2525 – Work Programs to augment an approved budget not requiring Approval of the Interim Finance Committee**

D. Department of Administration – Deferred Compensation Program

- 1. 3804 – Deferred Compensation Committee**
- 2. 3811 – FICA Alternative Plan**
- 3. 3814 – Administration**

***6. FOR POSSIBLE ACTION – AUTHORIZATION TO CONTRACT WITH A CURRENT OR FORMER EMPLOYEE**

A. Department of Administration – Division of Human Resource Management

Pursuant to NRS 333.705, subsection 1, DHRM requests authority to contract with a current employee to serve as a subcontractor of Oasis Consulting, a contractor approved by the Board of Examiners to provide services to the Certified Public Manager Program (CPM).

B. Department of Conservation and Natural Resources – Director’s Office

Pursuant to NRS 333.705, subsection 1, The DCNR Director’s Office seeks approval to contract with a former employee, from March 15, 2014 through August 31, 2014 to provide short-term program development support services to the Sagebrush Ecosystem Team and Conservation Districts programs. If approved, the agency will contract with the employee through the state’s Master Services Agreement with Manpower.

C. Department of Health and Human Services – Division of Public and Behavioral Health

Pursuant to NRS Chapter 333.705, subsection 4, the Division of Public and Behavioral Health seeks retroactive approval to contract for the term of February 1, through May 1, 2014 with two former state employees to provide professional psychological services and administrative assistance for the Lake’s Crossing Center.

D. Department of Taxation

Pursuant to NRS 333.705, subsection 1, Taxation seeks retroactive approval to contract with a former employee, for the term of February 24, 2014 until April 30, 2014 through use of temporary employment services to provide desk reviews of net proceeds of mineral tax returns, establishing certified values for net proceeds, defending values if appealed to the State Board of Equalization, and training staff in the net proceeds procedures.

***7. FOR POSSIBLE ACTION – AUTHORIZATION TO APPROVE A PROVIDER AGREEMENT**

A. Department of Employment, Training and Rehabilitation – Rehabilitation Division

The Rehabilitation Division is requesting Board of Examiners' approval to modify the existing services provider agreement and associated procedures for the Vocational Rehabilitation and Bureau of Disability Adjudication programs.

***8. FOR POSSIBLE ACTION – CASH MANAGEMENT IMPROVEMENT ACT**

A. Office of the Controller – Payment to U.S. Treasury not to exceed \$17,162

The State Controller requests approval of payment to the U.S. Treasury not to exceed \$17,162 from the General Fund. This is the highest possible liability for 2013. The U.S. Treasury is reviewing the report and should have a final liability figure by March 16th. Payment to the U.S. Treasury is required by March 31st.

***9. FOR POSSIBLE ACTION – APPROVAL TO PAY A CASH SETTLEMENT**

Pursuant to NRS 41.037, the State Board of Examiners may approve, settle or deny any claim or action against the State, any of its agencies or any of its present or former officers, employees, immune contractors or State Legislators.

A. Department of Transportation – Administration – \$61,500

The department requests settlement approval in the amount of \$61,500 to resolve an eminent domain action that NDOT brought pertaining to a portion of real property necessary for the purpose of reconstructing the I-15 freeway from Blue Diamond north to Tropicana Avenue. The sum of \$63,500 was previously deposited with the Court and released to the property owners as a condition of NDOT acquiring occupancy of the subject property. Approval of this additional amount would bring the total to \$125,000.

***10. FOR POSSIBLE ACTION – VICTIMS OF CRIME FY 2014 1ST QUARTER, AND 2ND QUARTER REPORT AND FY 2014 3RD QUARTER RECOMMENDATION**

NRS 217.260 requires the Board of Examiners to estimate available revenue and anticipated claim costs each quarter. If revenues are insufficient to pay anticipated claims, the statute directs a proportional decrease in claim payments.

The fiscal year 2014, 1st Quarter, Victims of Crime Program report states they satisfied claims totaling \$4,431,120.99 in victim medical bills and claims, with \$1,435,054.79 paid out of the Victims of Crime Program account and \$2,996,066.20 resolved through vendor fee adjustments and cost containment policies.

The fiscal year 2014, 2nd Quarter, Victims of Crime Program report states they satisfied claims totaling \$13,817,152.38 in victim medical bills and claims, with \$3,213,017.53 paid out of the Victims of Crime Program account and \$10,604,134.85 resolved through vendor fee adjustments and cost containment policies.

The program anticipates future reserves at \$7.1 million to help defray crime victims’ medical costs.

Based on the projections the Victims of Crime Program recommends paying Priority One, Two and Three Claims at 100% of the approved amount for the 3rd quarter of FY 2014.

***11. FOR POSSIBLE ACTION – LEASES**

BOE #	LESSEE	LESSOR	AMOUNT
1.	Department of Health and Human Services – Division of Child & Family Services (Carson City)	S&A Freshman Family Properties, LLC. dba Northgate Plaza	\$2,269,740
	Lease Description: This is a new location to house the Department of Health and Human Services – Division of Child and Family Services. Term of Lease: 06/01/2014 – 05/31/2024		
2.	Department of Health and Human Services – Division of Welfare and Supportive Services (Carson City)	HFRM II, Inc.	\$4,571,760
	Lease Description: This is an extension of an existing lease which has been negotiated to house the Department of Health and Human Services – Division of Welfare and Supportive Services. The total savings for the term of the lease is \$424,613. Term of Lease: 03/01/2014 – 02/28/2029		

BOE #	LESSEE	LESSOR	AMOUNT
3.	Department of Tourism and Cultural Affairs – Nevada Arts Council (Carson City)	First Financial Collateral, Inc.	\$220,052
	Lease Description: This is an extension of an existing lease which has been negotiated to house the Department of Tourism and Cultural Affairs – Nevada Arts Council. Term of Lease: 07/01/2014 – 06/30/2019		
4.	Department of Transportation (Carson City)	Nye Lane Properties	\$300,132
	Lease Description: This is an extension of an existing lease and addition of 1,216 sq. ft. to current facilities which has been negotiated to house the Department of Transportation. Term of Lease: 04/01/2014 – 03/31/2019		

***12. FOR POSSIBLE ACTION –CONTRACTS**

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
1.	030	ATTORNEY GENERAL'S OFFICE - CONSUMER ADVOCATE	DIVERSIFIED UTILITY CONSULTANT	OTHER: REGULATORY ASSESSMENTS	\$175,000	PROFESSIONAL SERVICE
	Contract Description:	This is a new contract to provide expert witness and litigation support for depreciation and other issues related to utility company resource acquisition plans and cost recovery including, but not limited to, utility integrated resource plans; energy supply plans; and financing and purchased gas account adjustment dockets; before the Public Utility Commission of Nevada or any board, commission, legislature or court with jurisdiction over Nevada's regulated utilities.				
		Term of Contract:	Upon Approval - 05/09/2018	Contract # 15291		

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
2.	030	ATTORNEY GENERAL'S OFFICE - CONSUMER ADVOCATE	LAWTON LAW FIRM PC, THE	OTHER: REGULATORY ASSESSMENTS	\$199,400	PROFESSIONAL SERVICE
	Contract Description:	This is a new contract to provide ongoing services as an expert witness and provide full litigation support to the Bureau of Consumer Protection (BCP) for cost of capital depreciation and other issues related to utility ratemaking and cost recovery proposals.				
		Term of Contract:	Upon Approval - 05/09/2018	Contract # 15283		
3.	070	DEPARTMENT OF ADMINISTRATION - DIVISION OF HUMAN RESOURCE MANAGEMENT	LAW OFFICE OF CHARLES P. COCKERILL PROF., LLC.	OTHER: PERSONNEL ASSESSMENTS	(\$325,000)	PROFESSIONAL SERVICE
	Contract Description:	This is the first amendment to the original contract, which provides professional services (Nevada licensed attorney) as one of several independent contractors for Hearing Officers, as provided by NRS 284. The contractor is responsible for scheduling and convening hearings as a result of appeals filed by state employees, communicating with all involved parties as necessary, conducting the hearings, issuing decisions, and preparing finalized written copies of their determinations. This amendment extends the termination date from June 30, 2014 to June 30, 2016 and decreases the maximum amount from \$350,000 to \$25,000 due to Hearings and Appeals absorbing the majority of the work that used to be pooled amongst various private attorneys.				
		Term of Contract:	07/01/2012 - 06/30/2016	Contract # 13357		
4.	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION - BUILDINGS AND GROUNDS	XCEL MAINTENANCE SERVICES, INC.	FEE: BUILDING RENT INCOME FEES	\$94,540	
	Contract Description:	This is the third amendment to the original contract, which continues ongoing janitorial services for Welfare Nellis; Department of Motor Vehicles, Decatur; Department of Motor Vehicles, Henderson; and the Campos Building, in the Las Vegas and Henderson areas. This amendment increases the maximum amount from \$1,255,795 to \$1,350,335 to continue needed janitorial services until the RFP process can be completed.				
		Term of Contract:	01/01/2010 - 05/31/2014	Contract # 10094		
5.	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION All Budget Accounts	BUREAU VERITAS NORTH AMERICA	OTHER: VARIES DEPENDING ON PROJECT	\$100,000	PROFESSIONAL SERVICE
	Contract Description:	This is a new contract to provide professional plan checking services as required. Contract No. 74479				
		Term of Contract:	Upon Approval - 06/30/2015	Contract # 15272		
6.	085	DEPARTMENT OF ADMINISTRATION - RISK MANAGEMENT - INSURANCE & LOSS PREVENTION	PUBLIC EMPLOYEES RETIREMENT SYSTEM	OTHER: REVENUE CONTRACT - FEES RECEIVED FROM PERS	\$22,239	EXEMPT
	Contract Description:	This is the first amendment to the original interlocal agreement, which provides workers' compensation insurance for the Public Employees Retirement System employees. This amendment increases the maximum amount from \$45,000 to \$67,238.62 due to revised payroll calculations, which increased the amount of premium due from the agency.				
		Term of Contract:	01/01/2014 - 12/31/2014	Contract # 15251		

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
7.	101	COMMISSION ON TOURISM - TOURISM DEVELOPMENT FUND	BURSON-MARSTELLER	OTHER: LODGING TAX	\$582,864	
	Contract Description:	This is the first amendment to the original contract, which provides public relations, advertising and digital services to assist the department in its marketing efforts to increase tourism in Nevada. This amendment increases the maximum amount from \$3,020,000 to \$3,602,864 to support additional commercial production remix costs, as well as pass-through funding for the Screen Actors Guild (SAG) union talent costs and music publisher costs associated with the television commercial and digital ad campaigns.				
	Term of Contract:	08/23/2012 - 07/31/2014	Contract # 13485			
8.	180	DEPARTMENT OF ADMINISTRATION – ENTERPRISE IT SERVICES	CIT FINANCE, LLC. dba AVAYA FINANCIAL SERVICES	FEES: TELECOM SERVICES FEES	\$4,288,108	
	Contract Description:	This is a new lease to provide financing for upgrades to state telecom equipment.				
	Term of Contract:	Upon Approval - 08/04/2019	Contract # 15373			
9.	403	DEPARTMENT OF HEALTH AND HUMAN SERVICES - HEALTH CARE FINANCING & POLICY - NEVADA MEDICAID, TITLE XIX	WASHOE COUNTY TREASURER	OTHER: COUNTY PROVIDES NON-FEDERAL SHARE	\$11,354,090	
	Contract Description:	This is a new revenue contract that is ongoing and provides the administrative services necessary to operate the Medicaid County Match program for the Division of Health Care Financing and Policy (DHCFP) and the Division of Welfare and Supportive Services. The counties provide the non-federal share to DHCFP for medical and Medicaid administrative services. Pursuant to NRS 428.010, counties are required to provide medical care to indigent persons who reside in the county. The County Match program provides federal matching funds for indigent long-term care costs, when the indigent is Medicaid eligible.				
	Term of Contract:	07/01/2013 - 06/30/2015	Contract # 14181			
10.	406	DEPARTMENT OF HEALTH AND HUMAN SERVICES - PUBLIC AND BEHAVIORAL HEALTH - SOUTHERN NEVADA ADULT MENTAL HEALTH SERVICES	ONTARIO REFRIGERATION	GENERAL	\$220,000	
	Contract Description:	This is a new contract to provide preventative maintenance and repairs on heating, ventilation and air conditioning (HVAC) systems on all eight buildings on the SNAMHS West Charleston campus.				
	Term of Contract:	03/11/2014 - 03/11/2016	Contract # 15319			

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES	
11.	406	DEPARTMENT OF HEALTH AND HUMAN SERVICES - PUBLIC AND BEHAVIORAL HEALTH - HEALTH FACILITIES HOSPITAL LICENSING	AITHENT, INC.	GENERAL 19% FEE: FACILITY FEES FROM SERVICE 81%	\$1,279,000		
		Contract Description: This is a new contract to implement a comprehensive, web-based licensing (licensing, permitting, registration, and certification) and regulatory system (inspections and complaints) for Health Facilities, Clinical Laboratories, Child Care Facilities, Food Handling Establishments, Dietitians, Music Therapists, Emergency Medical Services (EMS), Medical Marijuana Establishments and Users, and other entities within the Division of Public and Behavioral Health.					
		Term of Contract:	03/11/2014 - 03/31/2018	Contract # 15307			
12.	406	DEPARTMENT OF HEALTH AND HUMAN SERVICES - PUBLIC AND BEHAVIORAL HEALTH - BIOSTATISTICS AND EPIDEMIOLOGY	BOARD OF REGENTS-UNLV	FEDERAL	\$150,150		
		Contract Description: This is a new interlocal agreement that continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System. These Nevada specific surveys collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States.					
		Term of Contract:	01/01/2014 - 02/28/2015	Contract # 15195			
13.	406	DEPARTMENT OF HEALTH AND HUMAN SERVICES - PUBLIC AND BEHAVIORAL HEALTH - BIOSTATISTICS AND EPIDEMIOLOGY	BOARD OF REGENTS-UNR	FEDERAL	\$150,150		
		Contract Description: This is a new interlocal agreement that continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System. These Nevada specific surveys collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States.					
		Term of Contract:	01/01/2014 - 02/28/2015	Contract # 15288			
14.	407	DEPARTMENT OF HEALTH AND HUMAN SERVICES - WELFARE AND SUPPORT SERVICES - ADMINISTRATION	CHASE GLOBAL SERVICES	GENERAL 4% FEDERAL 96%	\$2,161,010		
		Contract Description: This is a new contract to provide Correspondence Management Solution related to the Medicaid program, which will integrate all varieties of paper and electronic correspondence into a unified customizable solution to improve quality, reliability and accountability and increase compliance with regulatory requirements.					
		Term of Contract:	Upon Approval - 06/30/2015	Contract # 15320			

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
15.	407	DEPARTMENT OF HEALTH AND HUMAN SERVICES - WELFARE AND SUPPORT SERVICES - FIELD SERVICES	CHANGE AND INNOVATION AGENCY	GENERAL 34% FEDERAL 66%	\$760,000	
	Contract Description:	This is a new contract to provide a lobby management system in Division of Welfare and Supportive Services (DWSS) District Offices in Las Vegas and Reno. The lobby management system will allow for better customer service to DWSS clients by allowing DWSS staff to monitor report and predict workload through the use of a cloud-based queuing system. This contract includes a non-binding, no cost to the state, pilot period of three months.				
		Term of Contract:	Upon Approval - 06/30/2018	Contract # 15298		
16.	440	DEPARTMENT OF CORRECTIONS - PRISON MEDICAL CARE	HOMETOWN HEALTH PROVIDERS INSURANCE COMPANY, INC.	GENERAL	\$1,476,777	
	Contract Description:	This is a new contract to provide ongoing third party administration services to manage the payment of medical and dental claims to providers not employed by the Department of Corrections.				
		Term of Contract:	07/01/2014 - 06/30/2018	Contract # 15308		
17.	610	GAMING CONTROL BOARD - INVESTIGATION FUND	INTERNATIONAL RISK	OTHER: GCB INVESTIGATIVE FUND (APPLICANT PAID)	\$75,000	
	Contract Description:	This is the third amendment to the original contract, which continues ongoing investigative services in foreign countries. This amendment increases the maximum amount from \$149,900 to \$224,900 due to an increased need for the services.				
		Term of Contract:	07/01/2010 - 06/30/2014	Contract # 11122		
18.	611	GAMING CONTROL BOARD	CIBER, INC.	GENERAL	\$1,472,147	
	Contract Description:	This is a new contract to provide assistance in developing custom applications of programming language to replace the Board's current Digital Equipment Corp/Virtual Memory System (DEC/VMS) which is a (Common Business Oriented Language) COBOL based system.				
		Term of Contract:	03/11/2014 - 03/31/2018	Contract # 15317		
19.	902	DEPARTMENT OF EMPLOYMENT, TRAINING & REHABILITATION - EMPLOYMENT SECURITY	BOARD OF REGENTS-SA	OTHER: CAREER ENHANCEMENT PROGRAM	\$75,000	EXEMPT
	Contract Description:	This is a new Interlocal Agreement to provide the required first year matching funds for the administration of the Robert Wood Johnson Foundation grant recently awarded to the Nevada System of Higher Education to implement a nurse residency program in Nevada. This initiative will focus on Associate Degree Nurses and help to encourage them to return to school to obtain at least a baccalaureate degree.				
		Term of Contract:	11/01/2013 - 10/31/2014	Contract # 15106		

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
20.	902	DEPARTMENT OF EMPLOYMENT, TRAINING & REHABILITATION - EMPLOYMENT SECURITY	GOVERNORS OFFICE OF ECONOMIC DEVELOPMENT	OTHER: CAREER ENHANCEMENT PROGRAM	\$133,000	
	Contract Description:	This is the first amendment to the original interlocal agreement which continues to provide ongoing skill upgrade training to potential employees of businesses relocating or expanding into Nevada. The amendment increases the maximum amount from \$600,000 to \$733,000 to provide further skill upgrade training for employers in the State of Nevada.				
		Term of Contract:	09/01/2013 - 06/30/2014	Contract # 14643		
21.	920	DEFERRED COMPENSATION COMMITTEE	CLIFTON, LARSON, ALLEN, LLP.	OTHER: VENDOR REIMBURSEMENTS	\$50,000	
	Contract Description:	This is a new contract to provide an audit of the financial records of the Nevada Public Employees Deferred Compensation Plan.				
		Term of Contract:	Upon Approval - 12/31/2016	Contract # 15280		
22.	950	PUBLIC EMPLOYEES BENEFITS PROGRAM	HOMETOWN HEALTH PROVIDERS	OTHER: 67% STATE SUBSIDY/ 33% PREMIUM REVENUE	\$4,000,000	
	Contract Description:	This is a new contract to provide ongoing service of utilization management and case management for participants of the Public Employees' Benefits Program (PEBP). Utilization management provides pre-certification of hospital stays, organ transplants, chemotherapy, dialysis, certain cardiac procedures and the purchase of durable medical equipment. Case management provides PEBP participants with a case manager nurse who assists the most medically vulnerable with care coordination, navigation, and additional resources for more complex illnesses or longer inpatient stays.				
		Term of Contract:	07/01/2014 - 06/30/2019	Contract # 15306		

***13. FOR POSSIBLE ACTION – MASTER SERVICE AGREEMENTS**

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
MSA 1.	MSA	VARIOUS STATE AGENCIES	FIA CARD SERVICES NA	OTHER: VARIOUS	\$250,000	
	Contract Description:	This is a new contract to provide corporate card services to agencies for use on approved travel expenses and small supply purchases, pursuant to SAM 0300 - Cooperative Agreements and Contracts and 1500 - Purchasing.				
		Term of Contract:	03/11/2014 - 08/27/2016	Contract # 15331		

14. INFORMATIONAL ITEM

Pursuant to AB 41 of the 2013 Legislative Session, the Clerk of the Board may approve all contract transactions for amounts less than \$50,000. Per direction from the August 13, 2013 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$49,999). Below is a list of all applicable approvals for contracts and amendments approved for the month of February.

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
15268	Department of Administration – State Public Works Division	Fred McConahay dba West Coast Truck & Equipment	Contract	\$41,684
Contract Description:	This is a new contract to provide pick up, repair, and return of the generator located at the Grant Sawyer Building, 555 E. Washington Avenue, Las Vegas, Nevada.			
12684	Department of Administration – State Public Works Division	Gen Tech of Nevada, Inc.	Amend	\$24,000
Contract Description:	This is the fourth amendment to the original contract which provides service, inspections, maintenance and as needed repairs to all automatic transfer switches, and to the generators and fire pumps at the Grant Sawyer Building, located at 555 E. Washington Avenue and the Campos Building, located at 215 E. Bonanza in Las Vegas, Nevada. This amendment increases the maximum amount from \$74,755.78 to \$98,755.78 to continue needed maintenance and repair services through the term of the contract.			
12860	Department of Health and Human Services – Division of Child and Family Services	Cornerstone Programs	Amend	\$21,870
Contract Description:	This is the first amendment to the original new contract, which provides necessary facilities, equipment, personnel and staff training that will satisfy the delivery of required services and programs conducive to the rehabilitation needs of either male or female juveniles while maintaining sight and sound separation from adult offender populations. This amendment is to increase the current contract by \$21,870 due to an error in calculating the original contract total amount.			
14708	Governor’s Office of Economic Development	Board of Regents – UNR	Amend	\$35,110
Contract Description:	This is the first amendment to the original interlocal agreement that provides pass-through funding from the Department of Employment, Training, and Rehabilitation to the Governor’s Office of Economic Development for the Nevada System of Higher Education’s Nevada Industry Excellence training programs for Nevada businesses. This amendment increases the value of the agreement by \$35,110 to \$635,110 from \$600,000.			

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
13801	Department of Conservation and Natural Resources – Environmental Protection	McGinley & Associates, Inc.	Amend	\$48,000
Contract Description:	This is the third amendment to the original contract, which provides services to aid the state in conducting investigations of soil, groundwater and surface water contamination resulting from leaking underground storage tanks throughout the state. This amendment increases the maximum amount from \$2,810,885 to \$2,858,885 to implement database improvements to allow access to UST database information during field inspections, improve inspector efficiencies, field-printable compliance reports and improve accuracy of the database per attached proposal.			
15332	Department of Administration – State Public Works Division	Rounds Engineering, Ltd.	Contract	\$28,570
Contract Description:	This is a new contract to provide a feasibility study document with soils report for the HVAC and electrical upgrades at the Washoe County Armory located at the Reno Stead airport. The study shall determine the feasibility of converting the HVAC system to a ground source heat pump system with wellfield. The vendor will also provide a feasibility of adding a photovoltaic system capable of handling 75% to 80% of the building's electrical power consumption; Project No. 14-A020; Contract No. 94193.			
15334	Department of Administration – State Public Works Division	Kelly Mier Architect	Contract	\$16,325
Contract Description:	This is a new contract to provide professional architectural/engineering services for the sidewalk replacement and restroom remodel at the National Guard Recruiting Center at Plumb Lane in Reno, Nevada; Project No. 13-S02-G; Contract No. 94237.			
15245	Department of Conservation and Natural Resources – Environmental Protection	The Nature Conservancy	Contract	\$25,127
Contract Description:	This is a new contract for the Nature Conservancy, a non-profit organization, to develop, implement and assess educational workshops and special events that promote awareness of watershed concerns and non-point source pollution issues at the Whit Hall Interpretive Center located at River Fork Ranch in Douglas County, Nevada.			
15124	Department of Training, Employment and Rehabilitation	Board of Regents - UNR	Contract	\$29,250
Contract Description:	This is a new interlocal agreement to provide Professional Development training for Washoe County School District staff as part of the Customized Employment training for the Vocational Opportunities for the Inclusive Career Education (VOICE) Program.			
15257	Department of Administration – Enterprise IT Services	Solutions II, Inc.	Contract	\$12,740
Contract Description:	This is a new contract to provide data erasure services for two (2) Symmetrix DMX 3 to ensure a secure data migration by rendering data unrecoverable from the source arrays in order to mitigate the risk of information dissemination.			
14127	Department of Administration – Enterprise IT Services	Clark County Treasurer	Amend	\$20,000
Contract Description:	This is the first amendment to the original Revenue Intrastate Interlocal agreement, which provides for rack space at Apex Peak in Clark County. This amendment was provided for Clark County so they could pay the Legislatively approved amounts for FY 2014 and FY 2015. The original contract provided prior 'tentative' amounts for FY 2014 and FY 2015. The overall maximum amount of the contract has not been changed.			
15205	Department of Administration – Enterprise IT Services	Sirius Computer Solutions, Inc.	Contract	\$21,000
Contract Description:	This is a new contract to provide a properly working storage unit for the remaining AIX applications.			
15076	Department of Administration – Enterprise IT Services	Energys Delaware, Inc.	Contract	\$27,600
Contract Description:	This is a new contract to provide installation of 24 each OPzV3000-2V, 3065 amp hour, 2 volt battery for Hickison Summit solar powered microwave communications site near Austin, Nevada, which includes installation in existing racks. Due to battery leakage, haz mat clean up as well as cleaning of the racks and painted is required.			

15. BOARD MEMBERS' COMMENTS/PUBLIC COMMENTS

*16. FOR POSSIBLE ACTION – ADJOURNMENT

Notice of this meeting was posted in the following locations:

Blasdel Building, 209 E. Musser St., Carson City, NV

Capitol Building, 101 N. Carson St., Carson City, NV

Legislative Building, 401 N. Carson St., Carson City, NV

Nevada State Library and Archives, 100 Stewart Street, Carson City, NV

Notice of this meeting was emailed for posting to the following location:

Capitol Police, Grant Sawyer State Office Building, 555 E. Washington Ave, Las Vegas, NV

Brad Carson bcarson@dps.state.nv.us

Notice of this meeting was posted on the following website:

<http://budget.nv.gov/Meetings>

Any questions regarding the agenda or supporting material for the meeting please contact Director Mohlenkamp at (775)684-0222 or you can email us at budget@admin.nv.gov. We are pleased to make reasonable accommodations for members of the public who are disabled and would like to attend the meeting. If special arrangements for the meeting are required, please notify the Department of Administration at least one working day before the meeting at (775)684-0222 or you can fax your request to (775)684-0260.

DETAILED AGENDA

March 11, 2014

1. PUBLIC COMMENTS

Comments:

*2. FOR POSSIBLE ACTION – APPROVAL OF THE FEBRUARY 4, 2014 BOARD OF EXAMINERS’ MEETING MINUTES

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____

Comments:

*3. FOR POSSIBLE ACTION – VICTIMS OF CRIME PROGRAM (VOCP) APPEAL

Pursuant to NRS 217.117, Section 3, the Board may review the case and render a decision within 15 days of the Board meeting; or, if they would like to hear the case with the appellant present, they can schedule the case to be heard at their next meeting.

Janice Evans

The issue before the Board is the appeal of a denial for VOCP survivor benefits on behalf of Ms. Evans’ minor child.

Pursuant to NRS 217 and Victims of Crime Policy Section 11 (9), survivor benefits are available for certain qualified dependents of victims of violent crimes. Survivor benefits are intended to provide support to dependents that are wholly or partially dependent on the victim’s income at the time of death.

Ms. Evans acknowledged during the appeal hearing that her child has never been financially dependent on the victim Mr. Holloway.

Clerk’s Recommendation: I recommend to uphold the denial of this claim.

Motion By: _____ **Seconded By:** _____ **Vote:** _____

Comments:

***4. FOR POSSIBLE ACTION – STATE VEHICLE PURCHASE**

Pursuant to NRS 334.010, no automobile may be purchased by any department, office, bureau, officer or employee of the State without prior written consent of the State Board of Examiners.

AGENCY NAME	# OF VEHICLES	NOT TO EXCEED:
Department of Business and Industry – Industrial Relations Division – Enforcement Industrial Safety	1	\$21,766
Department of Conservation and Natural Resources – Division of Water Resources – Las Vegas Basin Water District	1	\$26,424
Department of Administration – Enterprise IT Services	1	\$36,371
Total:	3	\$84,561

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____

Comments:

***5. FOR POSSIBLE ACTION – STATE ADMINISTRATIVE MANUAL**

The State Administrative Manual (SAM) is being submitted to the Board of Examiners’ for approval of additions and revisions in the following Chapters:

- A. Department of Administration – Clerk of the Board of Examiners**
 - 1. 0336 – Amendments to Contracts**

- B. Department of Administration – Division of Human Resource Management**
 - 1. 2542 – Position Control**
 - 2. 2544 – Legislative Approval for Changes of Positions**
 - 3. 3708 – Unemployment Compensation Assessment**

- C. **Department of Administration – Budget Division**
 - 1. **2525 – Work Programs to augment an approved budget not requiring Approval of the Interim Finance Committee**
- D. **Department of Administration – Deferred Compensation Program**
 - 1. **3804 – Deferred Compensation Committee**
 - 2. **3811 – FICA Alternative Plan**
 - 3. **3814 – Administration**

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____

Comments:

***6. FOR POSSIBLE ACTION – AUTHORIZATION TO CONTRACT WITH A CURRENT OR FORMER EMPLOYEE**

A. Department of Administration – Division of Human Resource Management

Pursuant to NRS 333.705, subsection 1, DHRM requests authority to contract with a current employee to serve as a subcontractor of Oasis Consulting, a contractor approved by the Board of Examiners to provide services to the Certified Public Manager Program (CPM).

B. Department of Conservation and Natural Resources – Director’s Office

Pursuant to NRS 333.705, subsection 1, The DCNR Director’s Office seeks approval to contract with a former employee, from March 15, 2014 through August 31, 2014 to provide short-term program development support services to the Sagebrush Ecosystem Team and Conservation Districts programs. If approved, the agency will contract with the employee through the state’s Master Services Agreement with Manpower.

C. Department of Health and Human Services – Division of Public and Behavioral Health

Pursuant to NRS Chapter 333.705, subsection 4, the Division of Public and Behavioral Health seeks retroactive approval to contract for the term of February 1, through May 1, 2014 with two former state employees to provide professional psychological services and administrative assistance for the Lake’s Crossing Center.

D. Department of Taxation

Pursuant to NRS 333.705, subsection 1, Taxation seeks retroactive approval to contract with a former employee, for the term of February 24, 2014 until April 30, 2014 through use of temporary employment services to provide desk reviews of net proceeds of mineral tax returns, establishing certified values for net proceeds, defending values if appealed to the State Board of Equalization, and training staff in the net proceeds procedures.

Clerk's Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***7. FOR POSSIBLE ACTION – AUTHORIZATION TO APPROVE A PROVIDER AGREEMENT**

A. Department of Employment, Training and Rehabilitation – Rehabilitation Division

The Rehabilitation Division is requesting Board of Examiners' approval to modify the existing services provider agreement and associated procedures for the Vocational Rehabilitation and Bureau of Disability Adjudication programs.

Clerk's Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***8. FOR POSSIBLE ACTION – CASH MANAGEMENT IMPROVEMENT ACT**

A. Office of the Controller – Payment to U.S. Treasury not to exceed \$17,162

The State Controller requests approval of payment to the U.S. Treasury not to exceed \$17,162 from the General Fund. This is the highest possible liability for 2013. The U.S. Treasury is reviewing the report and should have a final liability figure by March 16th. Payment to the U.S. Treasury is required by March 31st.

Clerk's Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***9. FOR POSSIBLE ACTION – APPROVAL TO PAY A CASH SETTLEMENT**

Pursuant to NRS 41.037, the State Board of Examiners may approve, settle or deny any claim or action against the State, any of its agencies or any of its present or former officers, employees, immune contractors or State Legislators.

A. Department of Transportation – Administration – \$61,500

The department requests settlement approval in the amount of \$61,500 to resolve an eminent domain action that NDOT brought pertaining to a portion of real property necessary for the purpose of reconstructing the I-15 freeway from Blue Diamond north to Tropicana Avenue. The sum of \$63,500 was previously deposited with the Court and released to the property owners as a condition of NDOT acquiring occupancy of the subject property. Approval of this additional amount would bring the total to \$125,000.

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***10. FOR POSSIBLE ACTION – VICTIMS OF CRIME FY 2014 1ST QUARTER, AND 2ND QUARTER REPORT AND FY 2014 3RD QUARTER RECOMMENDATION**

NRS 217.260 requires the Board of Examiners to estimate available revenue and anticipated claim costs each quarter. If revenues are insufficient to pay anticipated claims, the statute directs a proportional decrease in claim payments.

The fiscal year 2014, 1st Quarter, Victims of Crime Program report states they satisfied claims totaling \$4,431,120.99 in victim medical bills and claims, with \$1,435,054.79 paid out of the Victims of Crime Program account and \$2,996,066.20 resolved through vendor fee adjustments and cost containment policies.

The fiscal year 2014, 2nd Quarter, Victims of Crime Program report states they satisfied claims totaling \$13,817,152.38 in victim medical bills and claims, with \$3,213,017.53 paid out of the Victims of Crime Program account and \$10,604,134.85 resolved through vendor fee adjustments and cost containment policies.

The program anticipates future reserves at \$7.1 million to help defray crime victims’ medical costs.

Based on the projections the Victims of Crime Program recommends paying Priority One, Two and Three Claims at 100% of the approved amount for the 3rd quarter of FY 2014.

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***11. FOR POSSIBLE ACTION – LEASES**

Four statewide leases were submitted to the Board for review and approval.

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***12. FOR POSSIBLE ACTION –CONTRACTS**

Twenty Two independent contracts were submitted to the Board for review and approval.

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

***13. FOR POSSIBLE ACTION – MASTER SERVICE AGREEMENTS**

One master service agreement was submitted to the Board for review and approval.

Clerk’s Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments:

14. INFORMATIONAL ITEM

Pursuant to AB 41 of the 2013 Legislative Session, the Clerk of the Board may approve all contract transactions for amounts less than \$50,000. Per direction from the August 13, 2013 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$49,999). Below is a list of all applicable approvals for contracts and amendments approved for the month of February.

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
15268	Department of Administration – State Public Works Division	Fred McConahay dba West Coast Truck & Equipment	Contract	\$41,684
Contract Description:	This is a new contract to provide pick up, repair, and return of the generator located at the Grant Sawyer Building, 555 E. Washington Avenue, Las Vegas, Nevada.			

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
12684	Department of Administration – State Public Works Division	Gen Tech of Nevada, Inc.	Amend	\$24,000
Contract Description:	This is the fourth amendment to the original contract which provides service, inspections, maintenance and as needed repairs to all automatic transfer switches, and to the generators and fire pumps at the Grant Sawyer Building, located at 555 E. Washington Avenue and the Campos Building, located at 215 E. Bonanza in Las Vegas, Nevada. This amendment increases the maximum amount from \$74,755.78 to \$98,755.78 to continue needed maintenance and repair services through the term of the contract.			
12860	Department of Health and Human Services – Division of Child and Family Services	Cornerstone Programs	Amend	\$21,870
Contract Description:	This is the first amendment to the original new contract, which provides necessary facilities, equipment, personnel and staff training that will satisfy the delivery of required services and programs conducive to the rehabilitation needs of either male or female juveniles while maintaining sight and sound separation from adult offender populations. This amendment is to increase the current contract by \$21,870 due to an error in calculating the original contract total amount.			
14708	Governor’s Office of Economic Development	Board of Regents – UNR	Amend	\$35,110
Contract Description:	This is the first amendment to the original interlocal agreement that provides pass-through funding from the Department of Employment, Training, and Rehabilitation to the Governor’s Office of Economic Development for the Nevada System of Higher Education’s Nevada Industry Excellence training programs for Nevada businesses. This amendment increases the value of the agreement by \$35,110 to \$635,110 from \$600,000.			
13801	Department of Conservation and Natural Resources – Environmental Protection	McGinley & Associates, Inc.	Amend	\$48,000
Contract Description:	This is the third amendment to the original contract, which provides services to aid the state in conducting investigations of soil, groundwater and surface water contamination resulting from leaking underground storage tanks throughout the state. This amendment increases the maximum amount from \$2,810,885 to \$2,858,885 to implement database improvements to allow access to UST database information during field inspections, improve inspector efficiencies, field-printable compliance reports and improve accuracy of the database per attached proposal.			
15332	Department of Administration – State Public Works Division	Rounds Engineering, Ltd.	Contract	\$28,570
Contract Description:	This is a new contract to provide a feasibility study document with soils report for the HVAC and electrical upgrades at the Washoe County Armory located at the Reno Stead airport. The study shall determine the feasibility of converting the HVAC system to a ground source heat pump system with wellfield. The vendor will also provide a feasibility of adding a photovoltaic system capable of handling 75% to 80% of the building’s electrical power consumption; Project No. 14-A020; Contract No. 94193.			
15334	Department of Administration – State Public Works Division	Kelly Mier Architect	Contract	\$16,325
Contract Description:	This is a new contract to provide professional architectural/engineering services for the sidewalk replacement and restroom remodel at the National Guard Recruiting Center at Plumb Lane in Reno, Nevada; Project No. 13-S02-G; Contract No. 94237.			
15245	Department of Conservation and Natural Resources – Environmental Protection	The Nature Conservancy	Contract	\$25,127
Contract Description:	This is a new contract for the Nature Conservancy, a non-profit organization, to develop, implement and assess educational workshops and special events that promote awareness of watershed concerns and non-point source pollution issues at the Whit Hall Interpretive Center located at River Fork Ranch in Douglas County, Nevada.			
15124	Department of Training, Employment and Rehabilitation	Board of Regents - UNR	Contract	\$29,250
Contract Description:	This is a new interlocal agreement to provide Professional Development training for Washoe County School District staff as part of the Customized Employment training for the Vocational Opportunities for the Inclusive Career Education (VOICE) Program.			

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
15257	Department of Administration – Enterprise IT Services	Solutions II, Inc.	Contract	\$12,740
Contract Description:	This is a new contract to provide data erasure services for two (2) Symmetrix DMX 3 to ensure a secure data migration by rendering data unrecoverable from the source arrays in order to mitigate the risk of information dissemination.			
14127	Department of Administration – Enterprise IT Services	Clark County Treasurer	Amend	\$20,000
Contract Description:	This is the first amendment to the original Revenue Intrastate Interlocal agreement, which provides for rack space at Apex Peak in Clark County. This amendment was provided for Clark County so they could pay the Legislatively approved amounts for FY 2014 and FY 2015. The original contract provided prior 'tentative' amounts for FY 2014 and FY 2015. The overall maximum amount of the contract has not been changed.			
15205	Department of Administration – Enterprise IT Services	Sirius Computer Solutions, Inc.	Contract	\$21,000
Contract Description:	This is a new contract to provide a properly working storage unit for the remaining AIX applications.			
15076	Department of Administration – Enterprise IT Services	Energys Delaware, Inc.	Contract	\$27,600
Contract Description:	This is a new contract to provide installation of 24 each OPzV3000-2V, 3065 amp hour, 2 volt battery for Hickison Summit solar powered microwave communications site near Austin, Nevada, which includes installation in existing racks. Due to battery leakage, haz mat clean up as well as cleaning of the racks and painted is required.			

15. BOARD MEMBERS' COMMENTS/PUBLIC COMMENTS

*16. FOR POSSIBLE ACTION – ADJOURNMENT

Clerk's Recommendation: I recommend approval.

Motion By: _____ **Seconded By:** _____ **Vote:** _____
Comments: _____

MINUTES

MEETING OF THE BOARD OF EXAMINERS

February 4, 2014

The Board of Examiners met on Tuesday, February 4, 2014, in the Guinn Room on the second floor of the Capitol Building, 101 N. Carson St., Carson City, Nevada, at 10:00 a.m. Present were:

Members:

Governor Brian Sandoval
Attorney General Catherine Cortez Masto
Secretary of State Ross Miller
Jeff Mohlenkamp, Clerk

Others Present:

Gus Nunez, Public Works Division
Greg Cox, Department of Corrections
Joe Reynolds, Attorney General's Office
Mike Willden, Department of Health and Human Services
Chelsea Szklany, Southern Nevada Adult Mental Health Services
Sue Smith, Division of Welfare and Supportive Services
Danette Kluever, Division of Child and Family Services
Steve McBride, Division of Child and Family Services
Dawn Rosenberg, Corrections
Janet Hardy, Corrections
Robert Pawley, Education
Steve Fisher, Division of Welfare and Supportive Services
Lori Hoover, Division of Internal Audits
Misty Allen, Office of Suicide Prevention
Bruce Beamer, Enterprise IT Services
Katie Armstrong, Attorney General's Office
Jaimarie Dagdagon, Legislative Counsel Bureau
Vicki Radford, Office of the Military
Rob Forderhase, Aging and Disability
Alicia Lerud, Attorney General's Office
Janet Murphy, Aging and Disability
Teri Preston, State Public Works Division
Daniel Thielen, Military Department

1. PUBLIC COMMENTS

Comments:

Governor: Good morning everyone. I will call the Board of Examiners Meeting to order. Can you hear us loud and clear in Las Vegas?

Attorney General: Yes, Governor.

Governor: Okay. We will proceed with Agenda No. 1, Public Comment. Is there any member of the public here in Carson City that would like to provide public comment to the Board? Is there anyone present in Las Vegas that would like to provide public comment to the Board?

Attorney: No, Governor.

Governor: All right.

***2. FOR POSSIBLE ACTION – APPROVAL OF THE JANUARY 14, 2014 BOARD OF EXAMINERS’ MEETING MINUTES**

Clerk’s Recommendation: I recommend approval.

Motion By: Attorney General Seconded By: Secretary of State Vote: 3-0

Comments:

Governor: Next item, Agenda Item 2, Approval of the January 14, 2014 Board of Examiners’ Meeting Minutes. Have the members had an opportunity to review the minutes and are there any changes?

Secretary of State: No, Governor.

Attorney General: No, Governor. I’d move for approval.

Secretary of State: Second.

Governor: The Attorney General has moved for approval of Agenda Item No. 2. The Secretary of State has seconded the motion. Any questions or discussion? All in favor say aye.

Secretary of State: Aye.

Attorney General: Aye.

Governor: Aye. Motion passes 3-0.

***3. FOR POSSIBLE ACTION – VICTIMS OF CRIME PROGRAM (VOCP) APPEAL – REMOVED FROM AGENDA AT THE MEETING**

Pursuant to NRS 217.117, Section 3, the Board may review the case and render a decision within 15 days of the Board meeting; or, if they would like to hear the case with the appellant present, they can schedule the case to be heard at their next meeting.

Janice Evans

The issue before the Board is the appeal of a denial for VOCP survivor benefits on behalf of Ms. Evans' minor child.

Pursuant to NRS 217 and Victims of Crime Policy Section 11 (9), survivor benefits are available for certain qualified dependents of victims of violent crimes. Survivor benefits are intended to provide support to dependents that are wholly or partially dependent on the victim's income at the time of death.

Ms. Evans acknowledged during the appeal hearing that her child has never been financially dependent on the victim Mr. Holloway.

Clerk's Recommendation: I recommend to uphold the denial of this claim.

Motion By: _____ **Seconded By:** _____ **Vote:** _____

Comments:

Governor: Agenda Item No. 3. Mr. Mohlenkamp.

Clerk: Thank you, Governor. Before the Board is a request from the Victims of Crime. It's actually an appeal. Governor, Ms. Janice Evans has requested some additional time to provide written testimony to the Board. And so I would like to have this item pulled and put back on the Agenda next month.

Governor: Is there any objection from Board members having this item removed and put on a future Agenda?

Secretary of State: No, Governor.

***4. FOR POSSIBLE ACTION – STATE VEHICLE PURCHASE**

Pursuant to NRS 334.010, no automobile may be purchased by any department, office, bureau, officer or employee of the State without prior written consent of the State Board of Examiners.

AGENCY NAME	# OF VEHICLES	NOT TO EXCEED:
Department of Administration – State Public Works – Buildings and Grounds	1	\$7,704
Total:	1	\$7,704

Clerk’s Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: Then we’ll move on to Agenda Item No. 4, State Vehicle Purchase.

Clerk: Thank you, Governor. Before the Board is a request for one vehicle purchase. This is a used vehicle for State Public Works. And \$7,700, pretty cheap, so I didn’t have any specific comments on this.

Governor: Is it in good shape?

Clerk: It runs. You know, no, actually they do a good job of being able to find some of these cars. And so they’re doing a replacement, and this one apparently under the information has a lift gate, so they’re doing quite well.

Governor: Yeah, I have no questions. Board members?

Secretary of State: No, Governor.

Governor: The Chair will accept a motion for approval.

Secretary of State: Move for approval.

Attorney General: Move for approval. Second.

Governor: Secretary of State has moved for approval of Agenda Item No. 4. The Attorney General has seconded the motion. All in favor say aye.

Secretary of State: Aye.

Governor: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

***5. FOR POSSIBLE ACTION – REQUEST FOR GENERAL FUND ALLOCATION FROM THE INTERIM FINANCE COMMITTEE CONTINGENCY FUND**

A. Nevada Board of Parole Commissioners – \$76,671

Pursuant to NRS 353.268, the Nevada Board of Parole Commissioners is requesting an allocation of \$39,273 for FY2014 from the Interim Finance Committee’s Contingency Fund to support one new position and associated costs, audio/visual equipment, computer replacements, and transfers email and the network operating system from NDOC to EITS. The board is also requesting an allocation for FY2015 in the amount of \$37,398 for on-going costs related to the FY2014 request.

B. Department of Administration - \$200,000

In accordance with NRS 353.268 an allocation totaling \$200,000 is requested from the IFC Contingency Fund to replenish the Emergency Account established pursuant to NRS 353.263.

Clerk’s Recommendation: I recommend approval.

Motion By: Secretary of State

Seconded By: Attorney General

Vote: 3-0

Comments:

Governor: We will move on to Agenda Item No. 5, Request for General Fund Allocation from the Interim Finance Committee Contingency Fund. Mr. Mohlenkamp.

Clerk: Thank you, Governor. 5A I want to identify that we have some changes in there. Before as agendaed its request for \$76,671. However, we understand that action that the -- what this was about is they were going to not only get computer equipment and update some of their capabilities for video conferencing, you know, that they use for the parole hearings, but they’re also requesting a position, in this case a management analyst position, that would be able to deal with an increased workload related to the Sex Offender Registry. That has been stayed by the Supreme Court, and so they’re no longer requesting that position at this point in time, until that’s become more clear.

We have a revised amount for you to consider. In the first year, fiscal year ’14, \$20,065, and no request in the second year of the biennium. All of the second year was just that position. The request has been revised to a one year only Contingency Fund allocation for fiscal year ’14 of \$20,065.

Governor: And will you cover 5B as well?

Clerk: Absolutely. What we have under 5B is an allocation from the Emergency Account. In this situation the Department of Corrections, and I believe they're here to be able to provide testimony if you need, they had a significant leak in their water tank at the Lovelock Correctional Facility. They have been using one of the other tanks that the City of Lovelock relies on. Again, apparently I think I think there's three tanks out there. One of the other tanks that they're using is used by the city. And the city has had a reduction in their capacity to provide water. And so we've been moving rapidly to get that corrected and to make sure that we can get them back on their main tank.

The under part of the tank was corroded and was actually -- they had to gut it and redo the whole lining on the bottom, put in a new base and all that. And I think we have Mr. Nunez is here to be able to speak to that, as well as Director Cox.

Governor: All right. Mr. Nunez, my understanding was that we did more work than we originally thought because we wanted to do it all at once, rather than splitting up the work. I had heard something about that. But why don't you just -- I see Director Cox here as well.

Gus Nunez: For the record, Gus Nunez, Administrator for the Public Works Division. Basically when the -- Director Cox may be better in giving you some of the background. What we did is once we found out that this is actually construction and it needed to be done in accordance with NRS 338, which is basically our NRS that we're supposed to follow, we took over the project and proceeded with it. Some of the things that when we took over the project that needed to be done was basically go through what, I guess, the best way to describe it, just go through the Building Department process, in other words, plan check, and then get it ready for -- you know, for a permit to be issued and then inspection.

And as Director Mohlenkamp indicated, the project is basically -- the bottom basically is corroded. The bottom has to be completely replaced. And it has to -- and the foundation -- part of the foundation has to be redone and upgraded. It's a 1 million gallon tank, so you want to take good extreme care of that. Failure there on a tank that size can create a lot of damage. The bottom now is based on the current status on the feel, is the new bottom is on, has been pressured tested, in this case was vacuum tested. They put a vacuum on it. And so its seal is ready to go. And the next step will be to basically put the internal coating that the tank will need so that it meets all the sanitation, and does in fact pass the sanitation process for it. So it's ready for -- it'll probably here in the very near future the coating will start going on. And then at that point we can then clean up and get the tank back in use.

In the meantime, what we're doing is the water company is bypassing the tank, and it's delivering water to us directly. So as soon as the tank's available -- they don't like that situation, so as soon as the tank is available, they'll fill up the tank and then we'll get the equalization pressure and fire storage and everything else back online.

Governor: And then it'll be good to go for another 20 years, or do you know what the estimated tank life span?

Gus Nunez: Yes, it should be. Keep in mind that every five to eight -- well, every year you should inspect the tank, and probably within eight years you'll be either doing repairs to the lining or relining the tank again. That's just standard operating procedure maintenance on a water tank of this size.

Governor: Were we not doing that before? Just by surprise?

Greg Cox: Governor, Greg Cox, Director of Department of Corrections. We were inspecting our tanks, and actually the Health Department did. Generally when we've had problems with our tanks, it's been on outside of the tank, not the bottom of the tank. When they did the inspection they found it. You actually just do the usage of water. When they actually drain the tank, you could literally put your finger through the bottom of the tank in that metal. So we've stepped up looking at that specific, not only the tanks at Lovelock, but across the operation. But generally with our capital improvement programs we replace the outside of the tank and deal with that, but not the bottom of the tanks. So with this and Gus' staff and their help, and also I'd certainly like to thank the City of Lovelock for helping us with the water because they helped us.

Governor: That was a big help. I mean, it actually saved the day because I don't know what else we would've done.

Greg Cox: We literally went on their tanks and went off ours, and they had -- and we're really working steadfastly on trying to get this completed and get it done so they can go back to their own tanks.

Governor: Okay. And then if we have other tanks in the system, you're inspecting those as well just to make sure that we don't have any kind of an issue statewide?

Greg Cox: Yes, we're doing that, Governor. And with the acidity of some of the soil in the Lovelock and Persian County area, we think that's probably what caused this. We've had some other issues up there in regards to that, but we are looking at the tanks throughout our operation, and we do have capital improvement programs where we've repaired some of those, especially like in High Desert and other places.

Governor: And when do you expect this to be back online?

Greg Cox: I know I have staff out there today, and they're -- I guess they're in the process of doing the sealant for the roof and other parts of it. And once that's done, then they'll start filling the tank. So looking to see how that process, if there's anything else that goes associated with it, I would say within the next 30 days is what we're looking at.

Governor: What was the out the door cost for this?

Greg Cox: What was your cost, your total cost?

Gus Nunez: Right now, Governor, I'm sorry, I don't have that in front of me. It was 200 plus, you know.

Clerk: Approximately \$240,000.

Gus Nunez: Yeah, it was 200 plus. When we took over the project and so the plan checking and engineering plan checking and inspection from construction, they did -- when we got the project at Public Works, Corrections already had a bid and a contractor going on that tank. So we were able to expedite pretty quickly after that for the plan check and getting the permitting out ASAP and keep the contractor going.

Governor: But hence the Agenda item because it depleted the Emergency Account.

Clerk: Yeah, so just to circle back, Governor, what we have is a request of \$200,000 from the IFC Contingency Fund to replenish the Emergency Account, which is down to about \$16,000 after this is done, after these payments are made. And so we obviously want to have more than that in the account, be able to deal with emergencies. And what happens here is under the statute, there's the ability -- the Board has delegated authority in these emergency type situations for the Clerk to move rapidly to deal with these situations. And so approved it to move forward with this contract to do the repairs, and now the request is to replenish the Emergency Account at this point.

Governor: Any questions from Board members?

Secretary of State: No, Governor.

Governor: Thank you for getting on this so promptly. I mean, that was a really important issue and it'll work out well and perhaps we should all join in some type of formal thank you to the City of Lovelock.

Greg Cox: Thank you, Governor.

Governor: If there are no questions regarding Agenda Item No. 5, the Chair will accept a motion to approve Agenda Item 5A in the sum of \$20,065, and 5B in the sum of \$200,000.

Secretary of State: Move for approval.

Attorney General: Second the motion.

Governor: Secretary of State has moved for approval of Agenda Item No. 5A and B. The Attorney General has seconded the motion. Any questions or discussion? All in favor say aye.

Secretary of State: Aye.

Governor: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

***6. FOR POSSIBLE ACTION – STATE ADMINISTRATIVE MANUAL**

The State Administrative Manual (SAM) is being submitted to the Board of Examiners' for approval of additions and revisions in the following Chapters:

A. 0220 – Department of Administration – Division of Internal Audits

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: We'll move on to Agenda Item No. 6, State Administrative Manual. Mr. Mohlenkamp.

Clerk: Thank you, Governor. So this is the first State Administrative Manual change that we followed the new process. As you recall, the process that went in effect January 1st was to require us to post the change 30 days in advance, allow for commentary. We received no comments with regard to this specific change. It's a pretty narrow change, and I didn't expect a lot of comments. What you have in front of is simply eliminating one of these things that just almost never happens, but it did happen, and so we're trying to tighten it. What you have is a restriction for any employees to submit a travel claim on behalf of another employee. So for someone to pay someone else's travel costs and then submit the expense.

And that did happen. We found it in an audit. And there was nothing to prohibit it in regulation, and so now we're doing that. So if two coworkers were to travel together, for example, and one were to pick up the other's hotel room and pay it like on their credit card or something, we're eliminating that provision. We want it to be very directly, if somebody travels, they pay for their own expenditures, they get reimbursement based on those expenditures. And that's all this is accomplishing.

Governor: All right. Questions from Board members?

Secretary of State: No, Governor.

Governor: The Chair will accept a motion for approval of the change to the State Administrative Manual as described in Agenda Item No. 6.

Secretary of State: Move for approval.

Attorney General: Second the motion.

Governor: Secretary of State has moved for approval of Agenda Item No. 6. The Attorney General has seconded the motion. Any questions or discussion? All in favor say aye.

Secretary of State: Aye.

Governor: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

***7. FOR POSSIBLE ACTION – AUTHORIZATION TO CONTRACT WITH A FORMER EMPLOYEE**

A. Attorney General

Pursuant to NRS 333.705, subsection 1, The Attorney General's Office seeks approval to contract with a former employee, for the term of February 5, 2014 until June 30, 2014 to provide consulting services for the Attorney General's Office Accounting Section.

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State **Seconded By:** Attorney General **Vote:** 3-0

Comments:

Governor: We will move on to Agenda Item No. 7, Authorization to Contract with a Former Employee.

Clerk: Thank you, Governor. The Attorney General's office has requested to be able to contract with a prior employee throughout the time from February 5th through June 30th. So just post just after this Agenda, if this would be approved, they would start it immediately. They're looking at bringing in a prior financial officer to allow them to keep things running and get things back on order as they're doing a recruitment for replacement. And we didn't see any concerns with this. We think it's appropriate.

Governor: Not to suggest that anything's out of order, right, Mr. Mohlenkamp?

Clerk: No, no, it's a matter of -- you know, we want to keep finances running.

Governor: Yeah.

Clerk: I'm pretty much dialed into that, to make sure that -- and with a gap of four or five months could allow them to, you know, have some challenges. And as we're building budgets, it's important to us that they have the right resources available.

Governor: Of course. Of course. I have no questions regarding this Agenda item. Board members?

Secretary of State: No, Governor.

Governor: Okay. The Chair will accept a motion for approval of the Authorization to Contract with a Former Employee as described in Agenda Item No. 7.

Secretary of State: Move for approval.

Attorney General: Second the motion.

Governor: Secretary of State has moved for approval. The Attorney General has seconded the motion. Any questions or discussion? All in favor say aye. Aye.

Secretary of State: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

***8. FOR POSSIBLE ACTION – TORT CLAIM**

**A. American Civil Liberties Union of Nevada and Valerie Nabors – TC 16655
Amount of Claim - \$130,000**

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: We will move on to Agenda Item No. 8, Tort Claim.

Clerk: Governor, before the Board is a consideration of a claim in the amount of \$130,000. And the Agenda item is the Civil Liberties Union versus and Valerie Nabors. We have someone from the Attorney General is here to provide testimony.

Joe Reynolds: Good morning, Governor.

Governor: Good morning.

Joe Reynolds: Good morning, Secretary of State. Good morning, Attorney General Masto. Joe Reynolds, I'm the Chief Deputy with the Nevada Attorney General's Office, represented the Department of Corrections in this case. This case and this settlement arises out of a lawsuit that was filed by the ACLU of Nevada on behalf of Valerie Nabors, alleging that the Department of Corrections and nine other named defendants violated state law and federal constitutional law by shackling and restraining an inmate at Florence McClure Correctional Center during labor and after delivery, as well as alleged that she was denied access to a breast pump to pump breast milk after giving birth.

This case has been in discussions with the ACLU for about a year and a half now. And we have reached a written settlement agreement that has been signed by all parties that disposes of all claims against the state. And the settlement amount of \$130,000.

Governor: And we've implemented new policies and procedures to ensure that this doesn't happen again, correct?

Joe Reynolds: Yes, Governor. And there's two pieces to this settlement. First is the financial piece that's before the Board today. The second part of that settlement agreement will be presented in front of the Board of Prison Commissioners in March, and involves a new use of restraints policy that provides for more transparency and accountability by the Department of Corrections anytime restraints are used on a pregnant inmate, and also establishes a breast pumping program by the Department of Corrections. And both of those ARs will be presented to the Board of Prison Commissioners.

Governor: And this amount that you're recommending is less than what the original demand was, correct?

Joe Reynolds: That's correct. A part of the initial discussion in this was the financial settlement would've been significantly -- or the demand at least would've been significantly greater, but for the negotiation and implementation of the policies. But even with those policies in place, the ACLU is still demanding over \$200,000. We settled for \$130,000, and a good portion of that is related to attorneys' fees and costs.

Governor: And you also factored in that the chances of successfully defending this case were probably slim and none, and slim left town.

Joe Reynolds: While there's no formal admission of liability or fault, we believed it was in the best interest of the state and the people of the state to settle this matter, as opposed to proceed to a jury trial.

Governor: And perhaps you can't answer this question, but I was struck that out of the \$130,000 that the ACLU is keeping \$50,000 for attorneys' fees.

Joe Reynolds: Yes, Governor. Attorneys' fees and costs are expensive, and that was a part of the settlement demand. Given the costs of going to trial and defending this, and going through even further discovery and investigation and the expert witnesses that would be involved preceding to trial, had we been unsuccessful at trial, that cost could've been much higher.

Governor: And I get that. I'm just saying between the client, the plaintiff and the attorney, it just seemed like a lot of money going to the attorney versus the client. And I guess you don't have to answer that question. That's more of a comment, but it is what it is. Questions from Board members on this matter?

Secretary of State: No, Governor.

Governor: If there are no further questions, the Chair will accept a motion to approve the Tort Claim described in Agenda Item No. 8 in the sum of \$130,000.

Secretary of State: Move for approval.

Attorney General: Second the motion.

Governor: Secretary of State has moved for approval of Agenda Item No. 8. The Attorney General has seconded the motion. Any questions or discussion? All in favor say aye. Aye.

Secretary of State: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0. Thank you, Mr. Reynolds.

Joe Reynolds: Thank you.

***9. FOR POSSIBLE ACTION – LEASES**

Two statewide leases were submitted to the Board for review and approval.

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: Mr. Mohlenkamp, we'll move on to Agenda Item No. 9, Leases.

Clerk: Thank you, Governor. Before the Board are two leases for consideration. The first is Health and Human Services. This is to house the Suicide Prevention Program. And the second is to house four new helicopters that the Nevada Army National Guard is receiving. And I think those are -- that's basically to provide for basically indoor space for those, hangers if you will, for those helicopters which are coming a little bit earlier than we initially anticipated.

Governor: Will that be permanent, Mr. Mohlenkamp?

Clerk: You know, I understand this is a temporary contract.

Governor: Okay.

Clerk: This is a short-term contract you see before you. It's about three months. But I think they're working to negotiate a longer term contract to be able to put those -- keep them in a storage so that they're not sitting out and exposed to the elements.

Governor: I just didn't know that the state had hangers like that available.

Clerk: Well, these are being leased from this revocable trust, so we had to go out and find something.

Governor: Okay.

Clerk: And so I think long-term, you know, the military probably could speak to that more directly, but I think long-term they're going to look at whether they continue this arrangement or what to secure, you know, state owned facilities or, you know...

Governor: All right. I think this is pretty straight forward. Any questions from Board members on this matter?

Secretary of State: No, Governor. I'll move for approval.

Governor: The Secretary of State has moved for approval of Lease 1 and 2 in Agenda Item No. 9. Second?

Attorney General: I'll second the motion.

Governor: The Attorney General has seconded the motion. Any questions or discussion? All in favor say aye.

Secretary of State: Aye.

Governor: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

***10. FOR POSSIBLE ACTION – CONTRACTS**

Sixteen independent contracts were submitted to the Board for review and approval.

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: We'll move on to Agenda Item No. 10, Contracts. Mr. Mohlenkamp.

Clerk: Thank you, Governor. This is the lightest I've seen. We have 16 contracts for consideration. And actually when you look at the Informational Item under No. 12, we have very few contracts there, so I expect it will get a lot more next time around.

Governor: All right. I've asked for Contracts 3, 5, 6 and 11 to be held out. Board members, any other contracts...

Secretary of State: No, Governor.

Governor: ...you'd like to hold out?

Attorney General: No, Governor.

Governor: Let's proceed with Contract No. 3, which is Public Works. Good morning, Mr. Nunez. I called this not to question the contract, only that I think it's important, although this seems like a routine matter, this is the beginning of the construction for the UNLV Hotel College.

Gus Nunez: That's correct, Governor.

Governor: So will you kind of take us through what the schedule is for that?

Gus Nunez: You bet. For the record, Gus Nunez, Administrator of Public Works. Just a little bit of background, this project was originally approved in the '09 session of the legislature. At that time it was at a different location than currently. It is approved by the -- in the 13th session of the legislature. And the '09 session was going to be a 50/50 split. Right now in the 13th CIP, which is Project 13-P05, it's a 60/40 split between the state and UNLV. Currently we're funding -- we're funded for construction documents and plan checking. We'll anticipate, assuming funding is available, that construction will follow through next biennium. That's where we're at today.

The project is a 95,000 square feet facility. It will include classrooms, offices, conference areas, hospitality research laboratory space, food and beverage service, storage spaces, auditorium, teaching labs and support areas. Again, the project is currently funded at UNLV at \$1.7 million and state at 3.2. Again, 60/40 split between the state and UNLV. The architect on this project is Carpenter Sellers Del Gatto. And the CMR will be McCarthy. They were formally selected back in '09, and we've -- both UNLV and Public Works are pleased with their work so far, so we're going to retain them to finish the project out. And at the same time, it allows us the -- both of these firms are already familiar with the initial program, which now has to be sort of like modified for the new site. But we won't lose that knowledge and that work so we can move forward with these folks.

The design period will take about -- it's estimate to take about 10 to 14 months. If it -- with funding next biennium, the construction budget for this project is approximately 33 million. That would most likely take probably 15 to 18 months to construct. It is in -- the location of the building, if we gave you some visual aids in here, if you see the location of the building before, it was toward the -- located over by Flamingo, by the Fulton building. It was sort of like to the side of the campus. The new location is right in the middle of campus. So staging and construction and delivery materials, it just makes the whole project a bit more complex. And I think you'll see there on there, we're sort of like kitty-corner from the Lied Library, if you're familiar with the campus. The Lied Library is there kitty-corner, and we're just right across the way there from them.

The university has, in their master plan, has plans for creating another mall, pedestrian mall in that area, sort of like a quad I guess you might call it, for part of the campus in that area, and have some future plans to modernize and beautify that area in there. That concludes my -- if you have any questions...

Governor: No, I'm just trying to do the quick math. So doors open, considering all things go well, would be fall of '17; is that...

Gus Nunez: Yep, yes.

Governor: Okay.

Gus Nunez: Yep. And the total project cost by the time it's all said and done, total project cost with FFNE will probably come in right around \$50 million. Design, construction and FFNE.

Governor: Yeah, and I appreciate your providing the description of where it'll go on campus because, you know, I don't know what's going to happen with the stadium, but I wanted to make sure that there was -- the two weren't going to interfere with one another, because I had seen one plan where the hotel college was going to be near where the stadium was going to be constructed.

Gus Nunez: Gotcha. Yes, no conflict here.

Governor: Okay. Questions from Board members?

Secretary of State: No, Governor.

Governor: All right. Thank you, Mr. Nunez.

Gus Nunez: Thank you. Did you want me to go on to the next one, because the next one's also mine. If you pull the No. 5.

Governor: Yes, yes, yeah.

Gus Nunez: Okay. Would you like me to proceed, Governor?

Governor: Yes, please proceed with five, and that's the Caliente Youth Center.

Gus Nunez: Sure. Again, this is a -- Public Works applied for a Homeland Security Federal Emergency Management Grant. This assistant is being -- and basically is the financial systems to reduce the risk of life and property by mitigating flood in the City of Caliente. The assistance would be provided through the Pre-disaster Mitigation Program currently with FEMA. The project will include the removal of the existing undersized culvert and construction of a new clear span bridge structure at Youth Center Drive at the -- which is at the confluence of Clover Creek and Meadow Valley Wash in Lincoln County in the City of Caliente. The new bridge

structure will allow sufficient flows in Clover Creek to pass during flood event and maintain access to the north side of the creek during high water.

The proposed project also includes the construction of a Riprap grade control structure in Clover Creek approximately 200 feet upstream. The purpose of this grade control is to protect the channel from the upstream head cut that could happen once the bridge is built, which could result in mobilizing all of the sediments that have been deposited there on downstream creating a huge problem downstream for the property owners downstream. To date, we've spent about \$108,000 in the FEMA application grant and the public meetings, preliminary drawings in total. This is in... brought it over with us today in accordance with NEPA process.

So also the -- during the last session the legislature approved Project 13-C01. This is in the amount of approximately \$2.5 million; 500,000, 600,000 from the state and almost \$2 million in federal grants. Currently the environmental assessment, the draft is completed. The final has been completed. And we file what we call it's a FONSI, finding of no significant impact. That's a typo there on the first one. Instead of F-O-N-S-A, it should be F-O-N-S-I on my report. I apologize for that. I put this thing together pretty quickly.

We're waiting for a number from FEMA. And at that point they'll post it -- once they give it a number, they'll post it in their website for public view. We will then advertise in a newspaper, which would then -- we'll receive comments for 15 days. If no comments are received during those 15 days, they'll provide us -- at that point FEMA will process the grant. I just received notice this morning that the NEPA environmental assessment, it's posted. It's been given a number and is posted in the FEMA website. We then now can advertise in a newspaper. And from the date of that advertisement in 15 days, if we receive no comments, then FEMA will process the grant and we'll get started with construction. With approval of the contract today, we'll be able to then give notice to proceed to the -- engineer to proceed with the design of the bridge.

So our hope is probably in the next two or three weeks we'll be given -- if you approve this contract today, we'll be given the engineer notice to proceed on this contract to go ahead and get started on the design of the bridge and other structures around it. I did give you some -- the second page is a schedule that we're planning right now on. And then on the visual aids that we sent over, I can -- I have some extra copies.

Governor: No, it's okay. You don't have to...

Gus Nunez: You sure?

Governor: Yeah. I just -- it's just interesting to me, I mean, this -- how much we have to do to replace a bridge.

Gus Nunez: Yes, I know.

Governor: How long has the existing bridge been in use?

Gus Nunez: The culvert was put in -- and I have a date in here, let me go to that, in '78. And you can see what it looked like in '78 when it was installed, and you can actually see what it looks like there now. And some of those pictures in the background, you can see the...

Governor: But what's this flood picture?

Gus Nunez: That was a flood -- that what happens when it floods. And basically that was in '05. And the National Guard had to helicopter the children out of the camp, you know, because that's the only access into the youth camp. They had to helicopter the kids out of that facility in '05 as a result of that flood. That's already happened twice since I've been here with the state in the last...

Governor: So will this replacement help that situation...

Gus Nunez: Oh, yes.

Governor: ...in terms of drainage and...

Gus Nunez: Absolutely. Absolutely.

Governor: All right.

Gus Nunez: The environmental assessment took a little longer than expected. There was a bird that nests in this area that is in the endangered species, and we had to wait to see if there was any birds nesting in the area, so that took a little bit...

Governor: What bird is that, do you know?

Gus Nunez: I can't remember his name, but it's fairly small little bird. And I can't remember the name of the bird.

Governor: I thought you were going to say...

Gus Nunez: It's in here if you'd like me to look it up.

Governor: No, that's okay. I thought you going to say Sage Grouse, but...

Gus Nunez: No, no, it was not the -- no.

Governor: This one's already endangered. Okay.

Gus Nunez: But it will remedy the -- and you can see in the last picture the kind of debris that comes down. And what happens is it's coming out of the canyon at a fairly good velocity, because it's fairly steep coming out of the canyon. And then it hits this area and it's fairly flat. So the ability of the water to carry sediments is quite a bit more coming out of the canyon and all of a sudden it hits this flat area and slows down, and then this culvert slows it down even more,

and then all the sediments come down. So he can clean up that culvert all the time, but it's going to happen every time you have a flood. It just can't get away from it, so you need something that will allow the historical flow to continue through the channel unobstructed in order to prevent this from happening.

Governor: Okay. All right. I have no further questions. Board members?

Secretary of State: No, Governor.

Governor: We'll move on to Agenda Item No. 6, which is construction manager at risk services to renovate building 3A at Southern Nevada Adult Mental Health Services. And I see Director Willden is here and perhaps you can provide us some perspective for that.

Gus Nunez: Governor, Gus Nunez, again for record. I can give you with respect to our design and construction efforts this project that we're doing for Mental Health. This will provide for 21 mental health beds. With respect to where we're at today, the current facility, by the way, was being used -- being converted to administrative offices, plus an outpatient clinic. Now we're converting it back to a hospital. Some upgrades that were needed as outlined by the Bureau of Health Care Facilities and Compliance, we're going through that. That's what the construction is all about. And we are 35 percent complete as of this date. As of actually 1-31-14 we were 35 percent complete. And substantial completion is anticipated in March 17th of this year. And that Mr. Willden can...

Governor: With the entire project?

Gus Nunez: Yes, for 3A.

Governor: We're six weeks away from adding 21 beds?

Gus Nunez: Exactly.

Governor: Thank you, Mr. Nunez. Good morning, Mr. Willden or Director Willden. If you'd provide some more background and perspective, please.

Mike Willden: Thank you, Governor. And also in Las Vegas there's staff from the Southern Nevada Mental Health Services if there's more detailed questions. But this project is actually part of a series of capital improvement projects that we embarked on after this last legislative session. The three projects are this building 3A, adding 21 beds. We also have a CIP underway to remodel the old Stein Hospital, which was the hospital before we opened Rawson-Neal adding more than 50 beds there. And then we've been remodeling the Dini-Townsend hospital up north to add additional beds. We just finished the remodel of Dini-Townsend adding 10 more forensic beds as part of that effort to add additional forensic beds. I think we're now running 86 forensic beds, 56 in the old Lake's Crossing, and then we've remodeled a couple times to get more beds.

The critical need down south is the Rawson-Neal Hospital can operate 190 beds. And as you know and read in the paper probably every week, we have a significant number of people,

mentally ill individuals, on hold in the emergency rooms. Today's count, we had 119 this morning. And so this is an effort to make more hospital beds available, at least 21 additional will be added to the 190 at Rawson-Neal increasing our ability to serve more people. And then in 2014 the Stein Hospital will be done, the summer of 2015, and we'll add additional beds at that point in time also.

Governor: Do you have an estimate of how many beds will be added in that Stein project?

Mike Willden: In the Stein project, Chelsea, you might have to help me, I think it's 42 or 46 forensic beds and 16 more civil beds.

Chelsea Szklany: You are correct.

Governor: Sorry, Chelsea.

Chelsea Szklany: I'm sorry, this is Chelsea Szklany. Good morning, Governor. This is Chelsea Szklany and the hospital administrator at Southern Nevada Adult Mental Health Services. And Director Willden is correct.

Governor: Okay. And just a question, if the forensic census, do you have the ability to use those beds for other patient treatment?

Mike Willden: Yes, Governor. So maybe a little bit of background. So we run civil beds. Those are for people that are brought in to our hospital on a 2000 generally. And then the forensic beds are what we call the people that need to be -- that are sent to us by the courts to -- either us to evaluate their competency or restore competency so we can send them back to stand trial. So the way we're working these CIPs, particularly it started up north with Dini-Townsend Hospital, to turn Dini-Townsend into -- some of the beds into forensic beds, you sort of have to harden the facility. You have to add some more security. So if we don't need the forensic beds, we can turn them back into civil beds up north. The same thing is true down south. The Stein Hospital, about three-quarters of it is being hardened, if you will, for forensic capacity. But if we didn't need that forensic capacity, we could use that as civil capacity.

We're also planning for flexibility. As you know, there was a lawsuit by the Clark County Public Defenders that we just settled. And it was to get additional bed capacity. And so building 3A will give us some more flexibility if we need some additional forensic beds down the road, if our remodel work at the Dini-Townsend Hospital doesn't handle the volume that we need, then we can use part of these beds at building 3A, or retool some of the Rawson-Neal beds for forensic beds also. So we're trying to have flexibility, forensic or civil beds.

Governor: And we've talked about the construction piece. Are we adding staff contemporaneously so that we will be able to have them ready to go on March 17th at least when this first project is done?

Mike Willden: As soon as this project is done we will open it. We have added staff both north and south. I think we added roughly 22 new staff down at the Rawson-Neal Hospital, both state

employees and contractors. There's a blend of new staff that we have brought onboard. So the existing number of resources we have will be used or redeployed to reopen -- or to open building 3A as soon as it is ready. And then we brought on additional staff for the Lake's Crossing rollout that we also just rolled out through CIPN and using Public Works there.

Governor: And, Mr. Nunez, on the Stein Hospital remodel I'll call it, are we pushing that as forward as quickly as possible, and is there a way to expedite it even more?

Gus Nunez: We've been expediting, Governor, up to date, and we will do our -- do as best as, you know, the best we can to make sure it moves along as quickly as possible. One of the things that we've done to expedite is actually to go through the CM at risk process on this project to expedite the design. And we can -- while the project obviously is being plan checked, we also can go ahead and start getting bids on the work. And then we avoid then the advertising for what we would have to advertise and then award and then wait for bonds and insurance, all that time which takes about two months would also be eliminated because you can plan ahead for all of that and to it concurrently with the other work. So then from there on out it'll just be, you know, the contractor knows he has a tight schedule, he will have to move right along, and we'll be watching that.

Mike Willden: And, Governor, we get weekly reports from the project manager on the Stein Hospital, and so if we see concerns, then we meet with Gus' staff and our staff and our regulators, our licensed health care quality and compliance regulators to see what we need to do to adjust.

Governor: All right. Thank you very much. Any other questions from Board members? Appreciate it. Thank you. Mr. Willden, why don't you stay for Item No. 11, please.

Mike Willden: Okay.

Governor: Thank you, Mr. Nunez. So I asked for this because it was a little bit complicated in how it relates to the Silver State Exchange, so if you'd kind of take us through it I'd appreciate it, Director Willden.

Mike Willden: I'll start at a very high level. Again, Mike Willden, for the record, Director of Health and Human Services. And with me at the table today are staff from the Welfare Division that manage the project, and they can chime in here in a minute. But overall how it works is this way, when we started out with implementing the Affordable Care Act in the State of Nevada, two systems needed to be either built or overhauled. At the Welfare Division, we were overhauling our traditional, what was called the Nomad system, which is what produced eligibility for public assistance. On the Silver State Health Insurance side, they contracted with Xerox and are developing a product that they call the Boss. Our product we contracted with Deloitte Consulting, and we call it the Eligibility Engine. And so the Eligibility Engine and the Boss work together daily, passing information back and forth, creating people's eligibility to buy qualified health plans on the Boss side of the house, and to make them Medicaid eligibility on our side of the house. So, again Deloitte is doing our work.

This is an amendment, I think Amendment No. 7 to that contract, to do about eight or nine more fixes or additional tools to the Eligibility Engine, our side of the house. And so that's in basic terms what it is. We've been happy with Deloitte's performance here to date. I could give you some statistics about how the performance works on our side of the house if you'd like to, Governor.

Governor: Yes, please, yeah.

Mike Willden: So, again, the Eligibility Engine on our side of the house is responsible for determining eligibility. What happens is every day we get transactions from Nevada Health Link. Applications come across the bridge, an electronic bridge. In the month of January we received 34,298 successful transactions. To date, we have received over 68,000 successful transactions from the Health Link. When I call successful transactions...

Governor: Yeah, would you define that?

Mike Willden: A successful transaction is when they pitch something to us and we can successfully catch it and turning it into a Medicaid application. I think I read the wrong statistic. We got 29,299 successful transactions. Transactions are successful 97 percent of the time. Every once in a while there's a data corruption or something that doesn't make it so we can successfully catch that record. So then the next day they'll be recycled. It may take them a day or two to recycle those. So 97 percent of the time we catch the transaction and we can start the Medicaid determination process.

So that is working very well in the month of January. We had some difficulties in the early part of October. November we picked up steam. December we picked up more steam. And January has quite frankly been gangbusters. We are actually seeing between 1,500 and 3,500 transactions a night over the last 10 days, so we are getting a lot of transactions through.

The Eligibility Engine, the Deloitte product, is also the one responsible for interfacing with the federal hub. The federal hub is not to be confused with healthcare.gov. Healthcare.gov is where you go in in states that are using the federal web portal to apply for the Affordable Care Act. The federal hub is where we go out and confirm household income, citizenship, those type of things. And so the Eligibility Engine goes out and does that every night, every day, we are bouncing against the federal hub. And in the month of January, that's the statistic, we had 34,298 successful hub transactions for checking household income. We had 6,000 -- about 6,100 successful citizenship verifications. And we had over 71,000 insurance verification transactions. So the hub works quite well. We have a small percentage of unsuccessful transactions, again, in the two or three percent range, and we simply have to reprocess and rerun those transactions.

So the Eligibility Engine works quite well from our perspective. We do have a significant application processing backlog because it has been so successful in getting new applications in. And we are doing an all faces forward exercise for the last several weeks trying to speed up those applications as quickly as we can. I would...

Governor: Wait, what's that backlog right now?

Mike Willden: We're at about 50,000 backlogged applications right now. To put that in context, before the Affordable Care Act, we would be backlogged maybe 9,000 to 10,000, sometimes 12,000 applications backlogged. We're at 50,000 backlogged. In the month of December we processed 51 percent of the applications that we took in less than 15 days. The other 49 percent were over 15 days. Applications take different lengths of time depending on the complexity of the application, whether we have to evaluate trusts, different kinds of things. But processing is speeding up.

I would note that we just got the statistics for the Medicaid enrollment. For the month of January, we just completed the Medicaid enrollment. And what we will report out is 377,363 Medicaid eligibles for the month of January. That's about 4,000 higher than we had projected in the legislative approved budget. So we're on track.

Governor: And that number, would that be even higher if not for the backlog?

Mike Willden: Yes. Once the backlog is processed, we will go back and -- when we approve their eligibility, for example, if we approve it in February, they will get January eligibility, and they will get February and ongoing eligibility, so that count will go up.

Governor: Will that be an exponential bump up, if you're 4,000 ahead and there's 50,000 in the queue?

Mike Willden: Yes. Actually that 377,000 has a factor in it that we call a retro factor. We try to calculate how many will be retroactively eligible. It's about a four and a half, five percent retro factor. But I can tell you that will be low because a bulk of the 50,000 applications are what we call new eligibles.

Governor: And I was just going to ask you that question, if you know the difference between...

Mike Willden: Yes, new eligibles. We don't know the actual percentage, but we know -- because we didn't run that this morning. But I can tell you most of them are the new eligibles applying. Governor, I also would want the committee to know, the 50,000 applications doesn't mean that is 50,000 different families. We have run statistics. There is a duplication factor in that 50,000 because of difficulties in applying. Some people have applied up to ten times, and we have caught ten applications.

Governor: Now, how does that happen?

Mike Willden: They go in and they submit an application. They go in using a different ID, submit another application. A navigator helps them. A county social service agency helps them. An ER helps them. We have run statistics and some people have ten applications. When we catch an application at Welfare, the first thing we have to do is what we call a person resolution. How many times do we have Brian Sandoval? And we have to go through and figure that out and then process the right application. And so it won't be 50,000 families. It'll be something less than that.

Governor: And so what -- I don't know if there's a wild guess here about, you know, what you think the number -- the real number is in that 50,000.

Mike Willden: I don't. We could run that and get that to you. I mean, you probably can eliminate 10 percent of those, that'd be my guess, just judging from what I've seen in dupes in the past and stuff like that. But it's a substantial number of applications. And we're on track to enroll 500,000 people by the end of the year. Medicaid will grow to 500,000 recipients.

Governor: So you said historically 9,000 to 10,000 is your standard...

Mike Willden: Application.

Governor: ...application queue. When do you expect to get back to that?

Mike Willden: I don't know that I could say that. My guess is that we will stay pretty frantic until the end of March, because the end of March is the -- if you haven't purchased insurance or got enrolled in a qualified health plan or onto Medicaid, you could face tax consequences. So we will stay pretty frantic, I think, until the end of March, and then I think it will taper off from there and give us a chance to catch our breath and catch up.

Governor: Yeah. So you used me as an example, if I go on and they determine that I'm eligible to go to you, first I have to go through the Boss, and then it sends me over to the Eligibility Engine.

Mike Willden: Mm-hmm.

Governor: And then once I get through that, then you have to send me to the hub...

Mike Willden: Right.

Governor: ...to make sure that all that works.

Mike Willden: Checking.

Governor: And the hub bounces it back to you.

Mike Willden: Correct.

Governor: So in a perfect world, all the technology is working there, and there are hiccups that are beyond your control; is that right?

Mike Willden: That's correct.

Governor: I mean, my recollection, my understanding is one of those was if somebody came through the Boss and then to you, but didn't select a health provider, it didn't have a default for that, so they just kind of sat there. And that's been corrected?

Mike Willden: Yes, Governor. And that's why if you look -- or I could provide you copies. If you look at the statistics over the last 10 days, there were a number of applications as high as 17,000 at one point in time where the individual who had applied through the Nevada Health Link didn't complete the application process, which is the final thing you have to do if you're Medicaid eligible is select a managed care organization. And if they didn't select a managed care organization, they couldn't send them to us. So we've worked out processed to send them to us anyway, and we will work with them on our side of the house to help them select a managed care organization. So that's why you've seen the tremendous volume increase the last 10 days. We've tried a lot of things over the last 90 days between us and the Boss, the Health Exchange, to send those transactions, and it hasn't worked as well as it should have until the last 10 days, and now the floodgates are open.

Governor: Okay. And that was a Boss issue, not a Health Exchange issue?

Mike Willden: That was a Boss issue.

Governor: Mm-hmm. Okay.

Mike Willden: There probably were some issues with us, but it was primarily a Boss issue.

Governor: All right. So we're at, as you said, 377,363...

Mike Willden: Medicaid enrollees.

Governor: And you're thinking we have 120,000 more to add through the end of '14?

Mike Willden: Yes.

Governor: And the great majority of those will come by March 31, 2014.

Mike Willden: Yes. Or it will take us probably into April to finish processing the bulk of that stuff, and then hopefully we'll get back to some standard flow.

Governor: Okay. Questions from Board members?

Secretary of State: No, Governor. And then that -- I see that four percent is General Fund. Does that come out of your budget?

Sue Smith: For the record, Sue Smith, Division of Welfare and Supportive Services. Yes, that has been in -- that is in our budget.

Governor: Okay. All right. I have nothing else. Thank you.

Mike Willden: Thank you.

Governor: That's very helpful. All right. I have no further questions with regard to Agenda Item No. 10. If there are no questions from Board members, the Chair will accept a motion for approval of Contracts 1 through 16 in Agenda Item No. 10.

Secretary of State: Move for approval.

Attorney General: Second the motion.

Governor: Secretary of State has moved for approval of Contracts 1 through 16 of Agenda Item No. 10. The Attorney General has seconded the motion. Any questions or discussion on the motion? All in favor say aye. Aye.

Secretary of State: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

***11. FOR POSSIBLE ACTION – MASTER SERVICE AGREEMENTS**

One master service agreement was submitted to the Board for review and approval.

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: We'll move on to Master Service Agreements. Mr. Mohlenkamp.

Clerk: Thank you, Governor. There's one master service agreement for consideration by the Board. This is the centralization of our state telephone system and the replacement of the primary system that we use in the executive branch. We still have not -- everybody is on this, but this brings some other players in to the centralized telephone system that weren't currently -- weren't on it before. And as you recall, those that have been on the state system, we've had more than a couple of times where we had voicemail outages and things of nature. We have a very old, antiquated system. Didn't have the ability to move data nearly as effectively, and we were constrained. Now this is going to upgrade us significantly and allow us to do a lot more of the data over the phone lines that we wanted to do. And so that's what you have before you for consideration.

Governor: All right. I have no questions. Board members? The Chair will accept a motion for approval of Master Service Agreement No. 1 in Agenda Item No. 11.

Secretary of State: Move for approval.

Attorney General: Second the motion.

Governor: Secretary of State has moved for approval. The Attorney General has seconded the motion. Any questions or discussion? All in favor say aye.

Secretary of State: Aye.

Governor: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0.

12. INFORMATIONAL ITEM

Pursuant to AB 41 of the 2013 Legislative Session, the Clerk of the Board may approve all contract transactions for amounts less than \$50,000. Per direction from the August 13, 2013 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$49,999). Below is a list of all applicable approvals for contracts and amendments approved for the month of January.

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
15151	Department of Corrections	DPL Enterprise	Contract	\$19,960
Contract Description:	This is a new contract to provide assessment, cleaning and restoration of the HVAC system at Florence McClure's Women's Correctional Center.			
15237	Department of Conservation and Natural Resources – Forestry Division	Bison Construction Company	Contract	\$21,348
Contract Description:	This is a new contract to provide emergency building repairs at the Nevada Division of Forestry's Northern Region mechanics' shop in Elko Nevada. The vendor will make repairs to the Nevada Division of Forestry's (NDF) Northern Region mechanic's shop in Elko that sustained significant damage to the building.			
15265	Department of Wildlife	Sierra Geosynthetic Services, Inc.	Contract	\$18,248
Contract Description:	This is a new contract to supply and install 60 mil single sided textured HDPE liner on (2) settling ponds 75x75x10 utilizing 304 stainless steel batten concrete attachment 4 to 8 boots.			
15190	Department of Corrections	YoEleven Vending, LLC.	Contract	\$38,333
Contract Description:	This is a new contract to continue ongoing vending machine services for Ely State Prison, Ely Conservation Camp and Pioche Conservation Camp.			

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
15281	State Public Works Division	Ray Crook dba Roof Consulting Services	Contract	\$14,700
Contract Description:	This is a new contract to provide professional architectural/engineering services for the roof replacement at the Northern Nevada Correctional Center Housing Unit 7; Project No. 13-S01(7); Contract No. 92122.			
15276	Department of Health and Human Services – Department of Child and Family Services	Gen-Tech of Nevada, Inc.	Contract	\$10,307
Contract Description:	This is a new contract to provide annual generator service for the two generators at Desert Willow Treatment Center as well as additional funds as needed for emergency repairs.			
15242	Department of Conservation and Natural Resources – Environmental Protection	Sierra Nevada Journeys	Contract	\$35,822
Contract Description:	This is a new contract to provide engaging watershed education programs to 1,200 students and 60 educators in Northern Nevada. The programs will include education and activities such as in-class lessons, afterschool programs, residential experiences, one-day field experiences, marketing and outreach programs, and professional development opportunities to promote and sustain student educational experiences. An overall program assessment/evaluation will also be conducted to determine the impact the program(s) has on students and educators learning about watershed concepts and developing stewardship behavior on the program participants.			
14305	Department of Employment, Training and Rehabilitation	Restoration Services	Contract Amend #1	\$12,350
Contract Description:	This is the first amendment to the original contract, which continues ongoing mold remediation in the west stair well; mop room, kitchen, and employee break room at the High Scaler Cafe located at the Hoover Dam. This amendment extends the termination date from December 31, 2013 to December 31, 2014, increases the maximum amount from \$17,650 to \$30,000 and modifies the Scope of Work to include all Business Enterprises of Nevada sites in southern Nevada.			
15294	State Public Works Division	Harris Consulting Engineers, LLC.	Contract	\$27,000
Contract Description:	This is a new contract to provide professional architectural/engineering services for chilled and hot water piping replacement for Phase I (Grant Sawyer Building); Project No. 13-m27; contract No. 93376.			
15285	Department of Conservation and Natural Resources – Division of State Parks	Lincoln County Power District	Contract	\$24,912
Contract Description:	This is a new interlocal agreement to provide power to campsites at Cathedral Gorge State Park.			
15289	Business and Industry – Real Estate Division	Iron Data Solutions, Inc.	Contract	\$40,800
Contract Description:	This is a new contract to modify the Real Estate Division licensing application software and database to incorporate additional data fields and tracking for licensee compliance with new education and trust account filing requirements.			

Governor: We'll move on to Agenda Item No. 12, Information Item. Mr. Mohlenkamp.

Clerk: Thank you, Governor. As we've been doing the last several months now, these are contracts under the \$50,000 threshold or where an amendment doesn't take a previous contract over the \$50,000 threshold. And you have -- I didn't add the number. We should number these. Several contracts that are listed there so you can have a feel for those that are being approved by the Clerk and the Board.

Governor: Now, I've reviewed these and have no questions. Board members? No questions.

13. INFORMATIONAL ITEM

A. Department Of Conservation and Natural Resources – Division of State Lands

Pursuant to NRS Chapters 111, Statutes of the Nevada, 1989 at page 263, the Division of State Lands is required to provide the Board of Examiners quarterly reports regarding lands or interests in lands transferred, sold, exchanged, or leased under the Tahoe Basin Act program. Also, pursuant to Chapter 355, Statutes of Nevada, 1993, at page 1153, the agency is to report quarterly on the status of real property or interests in real property transferred under the Lake Tahoe Mitigation Program. This submittal reports on program activities for the fiscal quarter ending December 31, 2013 (reference NRS 321.5954).

- **1989 Tahoe Basin Act**

- The agency reports there were no transfers of lands or interests in lands during the quarter
- There were no acquisitions of lands or interests in lands during the quarter.

- **Lake Tahoe Mitigation Program**

There was one transfer of an interest in real property. On October 30, 2013 the state acquired over 37,000 square feet of environmentally sensitive land coverage from a private homeowner in the Cave Rock area of Douglas County. The land coverage was purchased using funds collected under the excess coverage mitigation program administered by the Tahoe Regional Planning Agency (TRPA). The division indicates that a significant portion of this land coverage will be retired as part of the TRPA's threshold attainment goal with a portion being made available to the general public for project needs in the area.

Governor: Then we'll move on to Agenda Item No. 13. Mr. Mohlenkamp.

Clerk: Thank you, Governor. First of all, there's no agency report regarding the Tahoe Basin Act. And there is the acquisition of 37,000 square feet for the Lake Tahoe Mitigation Program. And you have in your materials the circumstances surrounding that acquisition.

Governor: I have no questions. Board members?

Secretary of State: No, Governor.

Governor: All right. That completes that portion of the Agenda.

14. BOARD MEMBERS' COMMENTS/PUBLIC COMMENTS

Governor: Agenda Item No. 14, are there any Board member comments? Is there any public comment from here in Carson City? Public comment from Las Vegas?

Attorney General: Nope.

***15. FOR POSSIBLE ACTION – ADJOURNMENT**

Clerk's Recommendation: I recommend approval.

Motion By: Secretary of State Seconded By: Attorney General Vote: 3-0

Comments:

Governor: Agenda Item No. 15. Is there a motion for adjournment?

Secretary of State: Move for adjournment.

Attorney General: Second the motion.

Governor: Secretary of State has moved to adjourn. The Attorney General has seconded the motion. All in favor say aye. Aye.

Secretary of State: Aye.

Attorney General: Aye.

Governor: Motion passes 3-0. The meeting is adjourned. Thank you, ladies and gentlemen. Have a great day.

Respectfully submitted,

JEFF MOHLENKAMP, CLERK

APPROVED:

GOVERNOR BRIAN SANDOVAL, CHAIRMAN

ATTORNEY GENERAL CATHERINE CORTEZ MASTO

SECRETARY OF STATE ROSS MILLER

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director


Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 12, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Stacey Johnson, Budget Analyst IV 
Budget Division

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting.

DEPARTMENT OF BUSINESS & INDUSTRY, INDUSTRIAL RELATIONS
DIVISION/ENFORCEMENT INDUSTRIAL SAFETY

Agenda Item Write-up:


Replacement Vehicle Request: Pursuant to NRS 334.010 the Department of Business & Industry, Industrial Relations Division, requests approval to purchase one vehicle to replace a vehicle that was totaled in an accident in the amount of \$21,766.

Additional Information:

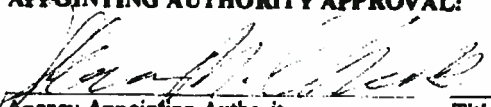
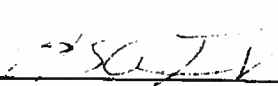
The department seeks approval to replace a vehicle that was involved in an accident, resulting in the vehicle being totaled. This vehicle is used by compliance/enforcement officers to conduct inspections and training.

Statutory Authority:

BOE approval required pursuant to NRS 334.010.

REVIEWED: <u>  </u>
ACTION ITEM: _____

**Board of Examiners Request for Approval to Purchase a
State Vehicle Pursuant to NRS 334.010**

Agency Name: NEVADA OSHA	Budget Account #: 4682
Contact Name: RESTY MALICDEM OR KIM TOLEDO	Telephone Number: 702-488-8045 / 702-488-8188
<p>Pursuant to NRS 334.010, agencies must receive prior written consent to purchase State vehicles. This applies to all new and used vehicles. Please provide the following information:</p> <p>Number of vehicles requested: 1 Amount of the request: \$21,737.00</p> <p>Is the requested vehicle(s) new or used: NEW</p> <p>Type of vehicle(s) purchasing e.g. compact sedan, intermediate sedan, SUV, pick up, etc.: INTERMEDIATE SEDAN, 4 DOOR</p> <p>Mission of the requested vehicle(s): Transportation of compliance officers and trainers to work sites to conduct inspections/investigations.</p>	
<p>Were funds legislatively approved for the request?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>If yes, please provide the decision unit number:</p> <p>If no, please explain how the vehicles will be funded? Vehicle totaled in an accident</p>
<p>Is the requested vehicle(s) an addition to an existing fleet or replacement vehicle(s):</p> <p><input type="checkbox"/> Addition(s) <input checked="" type="checkbox"/> 1 Replacement(s)</p>	
<p>Does the requested vehicle(s) comply with "Smart Way" or "Smart Way Elite" requirements pursuant to SAM 1308? If not, please explain.</p> <p>Requested vehicle is designated "Smart Way" per Nevada State Purchasing website.</p>	
<p>Please Complete for Replacement Vehicles Only: (For type of vehicle, i.e., compact sedan, intermediate sedan, SUV, pick up, etc.)</p> <p>Current Vehicle Information: Vehicle #1 Model Year: 2005 Odometer Reading: 39,254 Type of Vehicle: Ford Taurus</p>	<p>Does this request meet the replacement schedule criteria pursuant to SAM 1309? If no, explain why the vehicle is being replaced.</p> <p>Vehicle was totaled in an accident.</p>
<p>Vehicle #2 Model Year: Odometer Reading: Type of Vehicle:</p>	
<p><i>Please attach an additional sheet if necessary</i></p>	
<p>APPOINTING AUTHORITY APPROVAL:</p> <p>  2-12-14</p> <p>Agency Appointing Authority Title Date</p>	
<p>BOARD OF EXAMINERS' APPROVAL:</p> <p><input type="checkbox"/> Approved for Purchase <input type="checkbox"/> Not Approved for Purchase</p> <p>_____ Board of Examiners _____ Date</p>	

~ STATE AGENCIES ONLY ~
VEHICLE ORDER JUSTIFICATION SHEET
(This form must accompany requisition)

Agency NV OSHA 742-4682 RX No. _____

Contact Resty Malicdem or Phone No. 702-486-9045
Kim Toledo 702-486-9168

Pursuant to NRS 333.340 if an agency is not purchasing from the lowest responsible dealer, the Purchasing Division must notify the dealer with the lowest price for the vehicle type you have requested of the reasons for this purchase.

Please check all that apply below:

Dealer is located in close proximity to the area of vehicle deployment for service, parts and warranty support to the agency

Dealer has historically provided favorable service to the agency concerning cost of ownership issues

Vehicle is compatible with other agency vehicles providing for standardized operation and maintenance including parts management

Vehicle requested is best suited for the purpose to be used

Vehicles of this make have a good cost of ownership record within the agency

If this vehicle does not meet "Smart Way or Smart Way Elite" requirements, agency must provide detailed justification

Other justification

-----State Purchasing use only-----

Approved Disapproved by _____ date _____

If disapproved awarded dealer _____

Reason _____

Vehicle Order Information Form

Does this vehicle meet "Smart Way or Smart Way Elite" requirements? If not, agency must fill out Vehicle Order Justification Sheet.

Please print out this page and complete all fields.

Vehicle Item No., Make, Model & No.:	1.1 Sedan: Full Size, 4 door, 5 passenger Ford, Taurus 2014		
Dealer Name:	Ford Country		
Delivery Location:	Will pick up at Dealer.		
Vehicle Colors:	Exterior:	Interior:	<input checked="" type="checkbox"/> Cloth
	Oxford White	Dune	<input type="checkbox"/> Vinyl
	Quantity	Unit Cost	Total Cost
BASE PRICE (Reno, Carson City or Las Vegas delivery)	1	\$21,737.00	\$21,737.00
SPECIFY OPTIONS: (description)	0	0	\$0
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
DELIVERY COST: (If other than Reno\Carson or Las Vegas)		\$0	\$0
Total purchase price with options			\$21,737.00
DMV Title and DRS Fee's		\$28.25	\$28.25
GRAND TOTAL:			\$21,765.25

Registered Owner:	Agency Name & Address:
Legal Owner:	Agency Name & Address:
County Vehicle Based In:	Clark
Name & Phone of Person to contact when vehicle is ready for delivery:	Resty Malicdem – 702.486.9045 or Kim Toledo – 702.486.9168

STANDARD PAGE ~ BID# 8036 FLEET VEHICLES

fleet@fordcountrylv.com

DEALER NAME: Ford Country		Tom Craddock	702- 558- 8064
Specify State's Vehicle Item Number: 1.1 Sedan: Full Size; 4 door; 5 passenger (page 1)			
Specify MANUFACTURER, MODEL NAME, YEAR & BODY MODEL CODE:		Base Price for RENO/CARSON CITY	Base Price for LAS VEGAS
Ford, Taurus, 2014, (P2D/P2E/P2H)		\$22,137.00	\$21,737.00
State vehicle miles per gallon (MPG) 18/28			
State manufactures warranty: 3 year/36k bumper to bumper - 5 year/60k powertrain			
Specify engine size and emission rating: 3.5L Ti-VCT V6 E85 FLEX FUEL			
Includes Minimum Standard Equipment Listed: X Yes No If no, state exceptions:			
Exterior Color: List available colors:			
Kodiak Brown, Tuxedo Black Metallic, Ingot Silver Metallic, Sterling Gray Metallic, Deep Impact Blue, Dark Side Metallic, Oxford White, Sunset Metallic			
Seats, Cloth: List available colors:			
Dune			
GWV:		WHEELBASE:113"	
(When Applicable)		(When Applicable)	

DEPARTMENT OF BUSINESS & INDUSTRY

B/A 742-4682 - OCCUPATIONAL SAFETY 7 HEALTH ENFORCEMENT

Cost of new car	\$ 21,737.00
DMV Title and DRS Fee's	28.50
Sale of Totaled Car	<u>7,780.72</u>
Allocation of Fund	<u><u>\$ 13,984.78</u></u>

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 13, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Jim Rodriguez, Budget Analyst IV
Budget Division

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting.

**DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES -
DIVISION OF WATER RESOURCES – LAS VEGAS BASIN WATER DISTRICT**

Agenda Item Write-up:

New Vehicle Request: Pursuant to NRS 334.010 the Department of Conservation and Natural Resources, Division of Water Resources requests approval to purchase a new vehicle in for a total of \$26,423.25.

Additional Information:

Funding for this vehicle purchase is provided by a federal Bureau of Reclamation grant awarded to the agency. The grant provides funding for four new Water Commission positions and associated costs. Work Program #C28585 providing the authority for the agency to hire the Water Commissioners, was approved at the February 6, 2014 Interim Finance Committee meeting. The new vehicle will be dedicated to the four new mapping positions within the Truckee Carson Irrigation District. This will allow the field personnel to use the vehicle for their specific field investigation. This also will avoid scheduling conflicts with the other field personnel and vehicles.

REVIEWED: _____
ACTION ITEM: _____

STATE VEHICLE PURCHASE

Pursuant to NRS 334.010, no automobile may be purchased by any department, office, bureau, officer or employee of the State without prior written consent of the State Board of Examiners.

AGENCY NAME	# OF VEHICLES	NOT TO EXCEED:
DCNR - Division of Water Resources - Las Vegas Basin Water District	1	\$26,423.25
Total:	1	\$26,423.25

**Board of Examiners Request for Approval to Purchase a
State Vehicle Pursuant to NRS 334.010**

Agency Name: Division of Water Resources	Budget Account #: 4211
Contact Name: Bonnie Kordonowy	Telephone Number: 775-684-2863

Pursuant to NRS 334.010, agencies must receive prior written consent to purchase State vehicles. This applies to all new and used vehicles. Please provide the following information:

Number of vehicles requested: 1 **Amount of the request:** 26,423.25

Is the requested vehicle(s) new or used: New

Type of vehicle(s) purchasing e.g. compact sedan, intermediate sedan, SUV, pick up, etc.:

Four Wheel Drive Pickup Truck

Mission of the requested vehicle(s):

To provide transportation for field investigations within the Truckee Carson Irrigation District located in Churchill and Lyon Counties.

Were funds legislatively approved for the request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, please provide the decision unit number: If no, please explain how the vehicles will be funded? B/A 4211 is a non executive budget account and this request is for a Federal grant through the U.S. Bureau of Reclamation
--	---

Is the requested vehicle(s) an addition to an existing fleet or replacement vehicle(s):

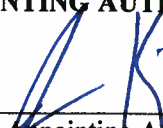
1 Addition(s) Replacement(s)

Does the requested vehicle(s) comply with "Smart Way" or "Smart Way Elite" requirements pursuant to SAM 1308? If not, please explain.

Yes

<p>Please Complete for Replacement Vehicles Only: (For type of vehicle, i.e., compact sedan, intermediate sedan, SUV, pick up, etc.)</p> <p>Current Vehicle Information: Vehicle #1 Model Year: _____ Odometer Reading: _____ Type of Vehicle: _____</p> <p>Vehicle #2 Model Year: _____ Odometer Reading: _____ Type of Vehicle: _____</p> <p><i>Please attach an additional sheet if necessary</i></p>	<p>Does this request meet the replacement schedule criteria pursuant to SAM 1309? If no, explain why the vehicle is being replaced.</p> <hr/> <p>If the replacement vehicle is an upgrade to the existing vehicle, explain the need for the upgrade.</p>
---	--

APPOINTING AUTHORITY APPROVAL:

	<u>STATE ENGINEER</u>	<u>2/10/14</u>
Agency Appointing Authority	Title	Date

BOARD OF EXAMINERS' APPROVAL:

Approved for Purchase Not Approved for Purchase

RECEIVED

Board of Examiners _____ Date _____ **FEB 10 2014**

State of Nevada Work Program

WP Number: C28585

FY 2014

<input type="checkbox"/> Add Original Work Program	<input checked="" type="checkbox"/> XXX Modify Work Program	BUDGET DIVISION USE ONLY DATE <u>02/06/14</u> APPROVED ON BEHALF OF THE GOVERNOR BY <p align="right">sday</p>		
DATE	FUND	AGENCY	BUDGET	DEPT/DIV/BUDGET NAME
12/05/13	101	705	4211	CNR L.V. BASIN WATER DIST-Non-Exec

Funds Available							
Budgetary GLs (2501 - 2599)	Description	WP Amount	Revenue GLs (3000 - 4999)	Description	WP Amount	Current Authority	Revised Authority
			4669	TRANS FROM OTHER B/A SAME FUND	600,000	754,736	1,354,736
Subtotal Budgetary General Ledgers		0	Subtotal Revenue General Ledgers(RB)		600,000	1,354,736	
Total Budgetary & Revenue GLs					600,000		

Expenditures			
CAT	Amount	CAT	Amount
01	385,000		
10	235,000		
Sub Total Category Expenditures		600,000	

Remarks

The purpose of this work program is to establish additional revenue and expenditure authority for a new Bureau of Reclamation grant #R13AP20030, which authorizes the establishment of four new positions.

Total Budgetary General Ledgers and Category Expenditures (AP) 600,000

abrook1
Authorized Signature

12/05/13
Date

Controller's Office Approval

Requires Interim Finance approval since Per NRS 353.335, subsection 5, paragraph (b)
 Approved by Interim Finance Committee on 02/06/14

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 18, 2014
To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration
From: Eric H. King, Budget Analyst IV *EAK*
Budget Division
Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting.

DEPARTMENT OF ADMINISTRATION, DIVISION OF ENTERPRISE IT SERVICES

Agenda Item Write-up:

New Vehicle Request: Pursuant to NRS 334.010 the Department of Administration, Division of Enterprise IT Services, requests approval to purchase one vehicle in FY 2014.

Additional Information:

The department seeks approval to purchase one new vehicle that will be used to access mountain top communication sites for repair and preventative maintenance of the equipment and other improvements at these sites. The vehicle purchase was legislatively approved in the 2013-15 Biennium's budget for purchase during FY 2014.

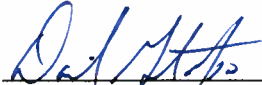
Statutory Authority:

BOE approval required pursuant to NRS 334.010.

REVIEWED: <i>AS</i>
ACTION ITEM: _____

**Board of Examiners Request for Approval to Purchase a
State Vehicle Pursuant to NRS 334.010**

RECEIVED
FEB 14 2014
DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUDGET DIVISION

Agency Name: Enterprise IT Services	Budget Account #: 1388
Contact Name: Patrick Sheehan	Telephone Number: 775-684-5854
Pursuant to NRS 334.010, agencies must receive prior written consent to purchase State vehicles. This applies to all new and used vehicles. Please provide the following information:	
Number of vehicles requested: <u>1</u> Amount of the request: <u>35,370.25</u> Is the requested vehicle(s) new or used: <u>NEW</u> Type of vehicle(s) purchasing e.g. compact sedan, intermediate sedan, SUV, pick up, etc.: DODGE RAM 2500 REGULAR CAB 4X2-4X4 DIESEL Mission of the requested vehicle(s): To replace EX47046, VIN 3D7KU26CX4G207819 beyond useful life.	
Were funds legislatively approved for the request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please provide the decision unit number: E713 ✓ If no, please explain how the vehicles will be funded?
Is the requested vehicle(s) an addition to an existing fleet or replacement vehicle(s): <input type="checkbox"/> Addition(s) <input checked="" type="checkbox"/> <u>1</u> Replacement(s)	
Does the requested vehicle(s) comply with "Smart Way" or "Smart Way Elite" requirements pursuant to SAM 1308? If not, please explain. N/A This is a 4WD service truck used to access mountain top communications sites.	
Please Complete for Replacement Vehicles Only: (For type of vehicle, i.e., compact sedan, intermediate sedan, SUV, pick up, etc.) Current Vehicle Information: Vehicle #1 Model Year: 2004 Ram 2500 P/U Truck Odometer Reading: 125,350 Type of Vehicle: 4WD Service Truck Vehicle #2 Model Year: Odometer Reading: Type of Vehicle:	Does this request meet the replacement schedule criteria pursuant to SAM 1309? If no, explain why the vehicle is being replaced. Yes <hr/> If the replacement vehicle is an upgrade to the existing vehicle, explain the need for the upgrade. N/A
<i>Please attach an additional sheet if necessary</i>	
APPOINTING AUTHORITY APPROVAL:	
 _____ Agency Appointing Authority	_____ Title
	_____ Date
BOARD OF EXAMINERS' APPROVAL:	
<input type="checkbox"/> Approved for Purchase <input type="checkbox"/> Not Approved for Purchase	
_____ Board of Examiners	_____ Date

2

REQUEST FOR CHANGES TO THE STATE ADMINISTRATIVE MANUAL (SAM)

A.

Agency Code: 080

Department: Administration

Division (if applicable): Budget

Appointing authority: Jeff Mohlenkamp

Agency contact: Carla Watson, 684-0214, clwatson@admin.nv.gov

Proposed BOE date: 3/11/14

1. Reason/purpose for requested change:

SAM 0336 - Update the dollar amount of a contract amendment required to be submitted to the Board of Examiners for approval to be consistent with original contract limits.

2. Existing and recommended language in SAM (*bold italics* is new language being proposed and ~~strikethrough~~ is deleted language being proposed).

3. Proposed effective date:

Upon approval

0336 Amendments to Contracts

All contracts requiring Board of Examiners' review may be amended if such an amendment is deemed to be in the best interest of the State. Amendments include, but are not limited to, additional money or time required to complete the scope of work of the of the contract, any change in the basis of payment for the contract or any substantive change to the scope of work which would affect the anticipated results of the contract.

Except for those contracts waived under [SAM 0326](#), all amendments to contracts require Board review and approval. Such review may determine that it is in the best interest of the State to have a new contract with another contractor rather than amend the contract with the current contractor. The Clerk or his designee may, on behalf of the Board, approve amendments that which extend the time of the contract with no additional money and amendments that increase the contract by less than ~~\$10,000~~ **\$50,000**. Amendments increasing the total amount of the contract above \$50,000 will need to be submitted to the Board of Examiners. The Clerk may also approve contract amendments that change the scope of work if such a change is deemed to not adversely affect the State's interest.

All amendments must include language that clearly identifies the applicable change/revision; i.e., amount of monetary increase and new maximum amount, change of effective/termination date from 00/00/00 to 00/00/00, etc.

Amendments should be submitted in the following format: one copy of the amendment with a copy of the original contract, complete with any prior amendments to the contract and all attachments (e.g. the State's solicitation, contractor's response, etc.) attached as Exhibit A. All remaining copies of the amendment should be submitted with a copy of the original contract and any prior amendments attached as Exhibit A.

Three copies of the amendment must be submitted for Board of Examiners' approval. Each copy must have the original signatures of the Attorney General or representative, the responsible agency representative and the contractor. Contract distribution is as follows: One copy for the Fiscal Analysis Division of the Legislative Counsel Bureau; one copy to be returned to the agency; and one copy for the independent contractor.

A Contract Summary Form must accompany ~~all~~ *each copy of the* contract amendments submitted for review and approval.

B.

Agency Code: 070

Department: Administration

Division (if applicable): Human Resource Management

Appointing authority: Lee-Ann Easton

Agency contact: Shelley Blotter, 684-0105, sblotter@admin.nv.gov

Budget Analyst: Julie Strandberg

Proposed BOE date: 3/11/14

1. Reason/purpose for requested change:

The purposes are to correct references to the “Department” of Human Resource Management to the “Division” of Human Resource Management and correct the listing of occupational groups.

2. Existing and recommended language in SAM (*bold italics* is new language being proposed and ~~strikethrough~~ is deleted language being proposed).

2542 Position Control

1. The Budget Division is responsible for updating the ~~Department~~*Division* of Human Resource Management Integrated Financial System for Human Resources by entering any legislative approved new positions or reclassifications or other changes on an ongoing basis as the changes occur. The ~~Department~~*Division* of Human Resource Management shall not honor a request nor approve the payroll for an unauthorized position. Establishment of a position and issuance of a position control number by the Budget Division does not determine the classification of the position. This is the responsibility of the ~~Department~~*Division* of Human Resource Management and requests for establishment or change of classification should be directed to the ~~Department~~*Division* of Human Resource Management. When contacting either the ~~Department~~*Division* of Human Resource Management or the Budget Division concerning an existing position, identify the position by number and budget account.
2. The ~~Department~~*Division* of Human Resource Management, through [Nevada Administrative Code 284.126](#), requires that:
 - a. If an agency makes or anticipates making a significant change in the duties for a position or the agency anticipates a reorganization that will require the reclassification of an existing position, the reallocation of an existing class or the creation of a new class, it shall advise the Budget Division. The proposed change may not be required of an employee nor be submitted to the ~~Department~~*Division* of Human Resource Management until funding for it is approved. If the ~~Department~~*Division* of Human Resource Management approves the change, the Budget Division will determine the effective date if the change does not require a new class or reallocation of an existing class.

- b. When advising the Budget Division of requests for reclassification, reallocations, establishment of new classes or new positions, the following information must be included where applicable:
 - i. The new responsibilities added to existing organization mission/purpose and assigned to the position and how the organization is benefited;
 - ii. The responsibilities reassigned/changed with no substantial change in overall organization mission/purpose;
 - iii. The identity of all other positions affected by this reassignment, change or new position;
 - iv. The cost associated with the reassignment, change or new position;
 - v. The source of funding for additional cost, both in the current biennium and in future biennium's;
 - vi. The reasons for requesting a specific effective date and funding available on that specific date.
3. A new class, or reallocation of a class or class series based on an occupational study conducted by the ~~Department~~ *Division* of Human Resource Management, becomes effective when the funding is provided by the Legislature in the biennial operating budget that are impacted by the changes.

2544 Legislative Approval for Changes of Positions

A State agency, other than the Nevada System of Higher Education and occupational licensing boards, may not change a position for which money has been appropriated or authorized from one occupational class to another, as defined by the index developed pursuant to [NRS 284.171](#), without the approval of the Legislature or of the Interim Finance Committee.

The occupational class index consists of occupations in the fields of:

OCCUPATIONAL GROUPS

- 1.000 Agriculture and Conservation
- 2.000 Clerical and Related Services
- 3.000 Domestic Services
- 4.000 Library and Archives
- 5.000 Education
- 6.000 Engineering and Allied
- 7.000 Fiscal Management and Staff Services
- ~~8.000 Occupational Group no longer used~~
- ~~8~~ **9.000** Mechanical and Constitutional Trades
- ~~9-10.000~~ **10.000** Medical, Health and Related Services
- ~~10-11.000~~ **11.000** Regulatory and Public Safety
- ~~11-12.000~~ **12.000** Social Services and Rehabilitation
- **13.000 Sworn Law Enforcement**

All proposed changes of positions from one occupational class to another must be submitted to the Interim Finance Committee upon the approval of the Governor, or his designee, the Budget Director. The Interim Finance Committee has 45 days after a proposal is submitted to its secretary within which to consider it. Any proposed change, which is not considered within the 45-day period, shall be deemed approved.

3708 Unemployment Compensation Assessment

~~State law provides that State agencies may reimburse the Unemployment Compensation Fund for all benefits paid on behalf of the State for former employees in lieu of making quarterly contributions. The State has chosen the reimbursement method.~~

~~In order to provide enough money to reimburse the Unemployment Compensation Fund, each agency will be assessed a percentage of projected gross salaries each year.~~

~~The Department *Division* of Human Resource Management will collect the assessment for all agencies paid by Central Payroll. The assessment rate is .0015 *.0011* of projected gross salaries effective January 1, 2006, *for calendar year 2014* and .0018 *.0013* of projected gross salaries effective January 1, 2007 *for calendar year 2015*. Rates are subject to change on the basis of funding levels.~~

C.

Agency Code: 080

Department: Administration

Division (if applicable): Budget Division

Appointing authority: Jeff Mohlenkamp

Agency contact: Jim Rodriguez. 684-0211 rodriguez@admin.nv.gov

Proposed BOE date: 3/11/14

1. Reason/purpose for requested change:

SAM 2525 - Update the dollar amount of associated with the agency's authority to receive grants and gifts without requiring IFC approval in accordance with NRS 353.335.

2. Existing and recommended language in SAM (*blue bold italics* is new language being proposed and ~~red strikethrough~~ is deleted language being proposed).
3. Explain how the recommended change(s) will benefit agencies or create consistencies or efficiencies, etc. (provide examples if applicable):

This clarification makes the submittal of work program requesting authority to receive gifts and grants consistent with revised Nevada statutes (NRS 353.335).

4. Will recommended change have a fiscal impact (if yes, explain): NO
5. Proposed effective date: Upon approval of the Board of Examiners

~~2525 Work Programs to Augment an Approved Budget Not Requiring Approval of the Interim Finance Committee Authority to Accept Gifts and Grants Not Requiring Interim Finance Approval, or by Expeditious Action~~ (Note: Title changed to reflect topic of discussion specific to the acceptance of gifts or grants. If this section was intended to address all Work Programs conditions not requiring IFC approval then this section must be expanded to address that wider scope of action)

*The general provisions of ~~General Provisions~~ (NRS 353.335) provide that ~~A State~~ a state agency may accept, with the approval of the Governor or his delegate the Budget Director, any gift or grant of property or services from any source ~~ONLY~~ *if the gift or grant was already included in the agency's legislatively approved budget or authorized by any other act of the Legislature authorizing the receipt and/or expenditure.**

NRS 353.335 also provides the authority for agencies, with the approval of the Governor or his delegate, to accept gifts and grants outside the legislative or Interim Finance approval process under the following conditions:

- ~~1. It is included in the Executive Budget and approved by the Legislature;~~
- ~~2. The gift or non-governmental grant does not exceed \$10,000 \$20,000 in value;~~
- ~~23. The government grant does not exceed \$100,000 \$150,000 in value and does not involve the hiring of new employees. Any grant associated with the hiring of new employees would require Interim Finance approval, regardless of the amount and source of the grant; and~~
- ~~4. The gifts or grants do not involve the hiring of new employees;,-~~
- 3. The gift or grant is necessary because of an emergency as defined in NRS 353.263 or for the protection or preservation of life or property. Acceptance of the gift or grant under this condition requires reporting the action to Interim Finance as an information item indicating the acceptance and reason for the “emergency” action taken. These types of work programs rarely occur due to their nature, and require the advance approval of the Director of Administration and/or the Deputy Budget Director; or*
- 4. The gift or grant would be forfeited if the State failed to accept it before Interim Finance Committee can take action on the request (45 days from the time of submittal to the committee secretary as provided in NRS 353.335(c).) Under this condition the Governor can submit an expeditious request to the Interim Finance committee to approve the acceptance of the grant. Any proposed acceptance, which is not considered within the 15-day period, shall be deemed approved.*

This chapter does not apply to:

- 1. The Department of Health and Human Services while acting as the state health planning and development agency pursuant to paragraph (d) of subsection 2 of NRS 439A.081; or*
- 2. The Nevada System of Higher Education; or*
- 3. For donations, gifts or grants to be disbursed pursuant to NRS 433.395 or 435.490; or*
- 4. For artifacts donated to the Department of Tourism and Cultural Affairs.*

~~**Emergency Provisions**—A State agency with the approval of the Governor or his delegate, the Budget Director, may accept any gift or governmental grant if:~~

- ~~1. The gift or grant is necessary for the protection or preservation of life or property; the Governor shall accept it and report the action and his reasons for determining that immediate action was necessary to the Interim Finance Committee; or~~
- ~~2. The Governor determines the gift or grant would be forfeited if the State failed to accept it within a 45-day period; the Governor may declare that the proposed acceptance requires expeditious action by the Interim Finance Committee. The Committee then has 15 days after receipt of the proposal by the Secretary of the Committee within which to approve or deny the acceptance.~~

D.

Agency Code: 920

Department: Administration

Division (if applicable): Nevada Public Employees' Deferred Compensation Program

Appointing authority: Chairman, Nevada Public Employees' Deferred Compensation Committee

Agency contact: Robert R. Boehmer, 684-3397, rboehmer@defcomp.nv.gov

Budget Analyst: Eric King

Proposed BOE date: 3/11/14

1. Reason/purpose for requested change:

To bring the State Administrative Manual in line with changes made in the Nevada Administrative Code (NAC).

2. Existing and recommended language in SAM (*blue bold italics* is new language being proposed and ~~red strikethrough~~ is deleted language being proposed).

3. Explain how the recommended change(s) will benefit agencies or create consistencies or efficiencies, etc. (provide examples if applicable):

The changes will correct inconsistencies that we previously had between Nevada Administrative Code (NAC), Nevada Revised Statute (NRS), State Administrative Manual (SAM), and to bring in-line with changes already made to NAC.

4. Will recommended change have a fiscal impact (if yes, explain):

No

5. Proposed effective date:

Upon BOE Approval

3800 DEFERRED COMPENSATION

3804 Deferred Compensation Committee

The Governor is authorized to appoint a committee to administer the Deferred Compensation Program. The committee's responsibilities include:

1. Creation of an appropriate fund for administration of money and other assets resulting from compensation deferred under the program;
2. With the approval of the Governor, delegation to one or more State agencies or institutions of the Nevada System of Higher Education, the responsibility for administering the program for their respective employees including:
 - a. Collection of deferred compensation;
 - b. Transmittal of money collected to depositories within the State designated by the Committee;
 - c. Payment of deferred compensation to participating employees;
3. Contracting with a private person, incorporation, institution or other entity directly or through a State agency or institution of the Nevada System of Higher Education, for services necessary to the administration of the plan including without limitation:
 - a. Consolidated billing;
 - b. The keeping of records for each participating employee in the program;
 - c. The purchase, control and safeguarding of assets;
 - d. Programs for communication with employees; and
 - e. Administration coordination for the program.

The Committee and individual members are not liable for any decision relating to investments if the Committee has:

1. Obtained the advice of qualified counsel in investments;
2. Established proper objectives and policies relating to investments; and
3. Discharged its duties regarding the decision:
 - a. Solely in the interest of the participants in the program; and
 - b. With the care, skill, prudence and diligence test that, under the circumstances existing at the time of the decision, a prudent person who is familiar with similar investments would use while acting in a similar capacity in conducting an enterprise of similar character and purpose.
4. Selected at least ~~two~~ **one Record Keeper that will provide record keeping services for the program** ~~plans from separate and distinct providers from which the participants in the program may choose.~~
5. Solicited proposals from qualified ~~providers of plans in~~ **Record Keepers** at least once every five years.

3811 FICA Alternative Plan

All State of Nevada employees hired after December 31, 2003 who are ineligible for participation in the Public Employees' Retirement System must participate in the plan sponsored FICA Alternative Plan. Each affected employee upon employment must select a ~~provider~~ **Record Keeper** to administer his sponsored FICA Alternative Plan *if the program contracts with more than one Record Keeper.*

All State of Nevada employees hired before January 1, 2004 who are ineligible for participation in the Public Employees' Retirement System may participate in the plan sponsored FICA Alternative Plan. Each affected employee must select a ~~provider~~ **Record Keeper** to administer his sponsored FICA Alternative Plan prior to participation *if the program contracts with more than one Record Keeper.*

3814 Administration

The Committee on Deferred Compensation has selected ~~contract administrators~~ **Record Keepers** for the program. Further information can be obtained from each payroll center.

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director


Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: January 23, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Julie Strandberg, Budget Analyst 
Budget Division

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

**DEPARTMENT OF ADMINISTRATION – DIVISION OF HUMAN RESOURCE
MANAGEMENT (DHRM)**

Agenda Item Write-up:

Pursuant to NRS 333.705, subsection 1, DHRM requests authority to contract with a current employee to serve as a subcontractor of Oasis Consulting, a contractor approved by the Board of Examiners to provide services to the Certified Public Manager Program (CPM).

Additional Information:

The current employee is in a part-time job share arrangement working 18 hours per week. The work performed is instructional design and development of curriculum, and some consulting with customers. Her current instructional design and development work provides primary support to the new Mid-Level Manager Academy and a future front-line Supervisor Academy.

The subcontractor work is with Oasis Consulting, as a Capstone Project Evaluator. In this role, the employee will do project-based work to serve as an evaluator and mentor for CPM Program participants to assist them through the Capstone Quality Improvement project. The current agreement expires December 31, 2014 and the maximum amount is \$348,278.

Statutory Authority:

NRS 333.705

REVIEWED: <u> <i>AW</i> </u>
ACTION ITEM: <u> </u>



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
100 N. Stewart Street, Suite 200 | Carson City, Nevada 89701
Phone: (775) 684-0150 | www.hr.nv.gov | Fax: (775) 684-0124

MEMORANDUM

January 16, 2014

TO: Jeff Mohlenkamp, Director
Department of Administration

FROM: Lee-Ann Easton, Administrator *Lee-Ann Easton*
Division of Human Resource Management

SUBJECT: JUSTIFICATION TO REQUEST AUTHORIZATION TO CONTRACT
WITH A CURRENT EMPLOYEE

Approved J. M.

The Division of Human Resource Management is requesting approval to submit a request to the Board Examiners' to have a current State employee serve as a subcontractor to an already approved contractor of the Division's.

Background

Rebecca Kennard was recently hired as a Training Officer II in our Office of Employee Development. Prior to her employment with the State of Nevada, Ms. Kennard had entered into negotiations to become a subcontractor of Oasis Consulting, a contractor approved by the Board of Examiners to provide services to our Certified Public Manager Program (CPM). When offering employment to Mrs. Kennard, she was advised that the Board of Examiners (BOE) would have to approve her subcontracting arrangement with Oasis Consulting prior to her accepting any work that related to the State of Nevada. Additionally, no guarantee was given to Mrs. Kennard regarding BOE approval.

Mrs. Kennard is in a part-time job share arrangement working 18 hours per week. Work performed is instructional design and development of curriculum, and some consulting with customers. Her current instructional design and development work provides primary support to the new Mid-Level Manager Academy and a future front-line Supervisor Academy.

The subcontractor work would be with Oasis Consulting, as a Capstone Project Evaluator. In this role, Mrs. Kennard would do project-based work to serve as an evaluator and mentor for CPM Program participants to assist them through the Capstone Quality Improvement project. Because a CPM evaluator is assigned a specific number of program participants to work with during an 8-month long period, this work does not require a set number of hours per day or per week, nor does it require coming into an office, per se. The types of activities completed as part of this role include initial contact with advisees, setting up a communication plan based on the participant's request, reviewing and approving the project document package submitted by the participant, being available over the project period to the participant, and completing review and approval of final project report submittals.

We do not see there being any conflict of interest in this role and the part-time employment with the Office of Employee Development; nor do we see the work as a subcontractor interfering with the Training Officer position. Mrs. Kennard and her manager, Patricia Hoppe, have already had extensive discussions regarding this potential opportunity. The two roles will be deemed separate and the Training Officer position will be given top priority. The employee's boss would be included in all subcontracting correspondence and consulted regarding work load. Mrs. Kennard has completed and signed Work Performance Standards with specific assignments and deadlines and is already successfully meeting and exceeding these. As the CPM Program is under the purview of the Office of Employee Development, we see this opportunity as a natural fit and a win-win for all.

Authorization to Contract with a Current Employee

Employee Name:	<u>Rebecca Kennard</u>
Employee ID number:	<u>53210</u>
Job Title:	<u>Training Officer II</u>
Current Agency:	<u>DOA – Human Resource Management</u>
Current class and grade:	<u>7.524, Grade 36</u>
Employment Dates:	<u>December 2, 2013</u>
Contracting Agency:	<u>Office of Employee Development</u>

Please check which of the following applies:

- Contract is with a current State employee (contractor) or a temporary employment agency providing a current employee. Please complete steps a-l below.
- Contract is with an entity (contractor) other than a temporary employment agency that employs a current State employee who will be performing any or all of the contracted services. Please complete all steps except f-h below.

a. Summarize scope of contract work.	Employee will do project-based work for contractor, Oasis Consulting, to the NV Certified Public Manager (NVCPM) Program. Work will include serving as an evaluator to a specific number of program participants to coach them through the Capstone Quality Improvement Project process and evaluate their final report. Work hours will be project-based and sporadic, based on when needed with participant communication and work submittals.
b. Document the employee's current job description.	Employee is a part-time training officer in a job share arrangement working 18 hours per week. Work performed is instructional design and development of curriculum and some consulting with customers.
c. Explain how this differs from current State duties.	Contract work is providing coaching, mentoring, review, and evaluation services to specific program participants on a project basis. There are not set hours of daily or weekly work nor is there a need to come into an office. The work for the Office of Employee Development has set hours and outcomes based on specific curriculum projects with milestones to meet.
d. Explain why existing State employees within your agency cannot perform this function.	This contract is provided by the same vendor that teaches and facilitates multiple levels of classroom instruction for the NVCPM Program. Extensive knowledge of leadership development programs and quality improvement projects and mentoring is necessary to provide quality service to our participants and ensure their success in the program.
e. Document if the individual overseeing or establishing the contract is related to the contractor – if so; explain relationship and why this would not violate NAC 284.750.	No relation.

f. List contractor's hourly rate.	
g. List the range of comparable State employee rates.	
h. Justify contract rate if it exceeds the maximum employee/employer rate paid for a comparable State position by more than 10 percent.	
i. Identify the date and time the contract work will be performed.	The contract work would potentially commence starting in mid-February. As stated above, the work is project-based and participant-based, so there are no set hours, dates, days, or times necessary as the work is based on results and completions. This will make it very easy for the state employee to complete their part-time schedule for OED.
j. Identify the State employee's work schedule.	18 hours weekly worked Tuesday - Thursdays
k. Document the controls that will be in place to ensure contract work will not occur during State work or sick time.	Extensive discussions have taken place with both the employee and the contractor; this has included policy and procedure reviews and discussions. Employee's boss will be copied on all email and other correspondence for contract work with Oasis Consulting for the NVCPM Program. Employee will complete timesheet for state work time. Employee has specific assignments and deadlines for State work documented on Work Performance Standards and will have weekly meetings with supervisor.
l. Document the justification for hiring contractor.	See "d" above. Additionally, this current employee has extensive experience with these types of leadership development programs and prior experience evaluating and advising participants on quality improvement projects. The programs this employee will be involved are under the purview of the same work unit and it is a natural fit for our functional area of expertise.

Comments:

 1-17-14
 Contracting Agency Head's Signature and Date

 1/16/14
 Current Employee's Agency Head's Signature and Date


 Budget Analyst

Clerk of the Board of Examiners

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **10332** Amendment Number: **2**

Agency Name: **DIVISION OF HUMAN RESOURCE MANAGEMENT** Legal Entity Name: **OASIS CONSULTING SERVICES**

Agency Code: **070** Contractor Name: **OASIS CONSULTING SERVICES**

Appropriation Unit: **1363-09** Address: **1008 SABLE MIST CT**

Is budget authority available?: **Yes** City/State/Zip: **LAS VEGAS, NV 89144**

If "No" please explain: **Not Applicable** Contact/Phone: **Ruth Hallenbeck 702/562-3694**

Vendor No.: **T27008798**

NV Business ID: **NV20031145339**

To what State Fiscal Year(s) will the contract be charged? **2010-2015**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Personnel Assessments

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/12/2010**

Anticipated BOE meeting date **06/2013**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **06/30/2013**

Contract term: **4 years and 354 days**

4. Type of contract: **Contract**

Contract description: **NVCPM contract**

5. Purpose of contract:

This is the second amendment to the original contract, which continues ongoing delivery of classroom instruction for the Nevada Certified Public Manager Program for Levels I-IV including Capstone Project Coaching and Evaluation. This amendment extends the termination date from June 30, 2013 to December 31, 2014 and increases the maximum amount from \$231,660 to \$345,278 due to the continued need for these services.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$92,030.00
2. Total amount of any previous contract amendments:	\$139,630.00
3. Amount of current contract amendment:	\$116,618.00
4. New maximum contract amount:	\$348,278.00
and/or the termination date of the original contract has changed to:	12/31/2014

II. JUSTIFICATION

7. What conditions require that this work be done?

The NVCPM Program was designed and developed in direct response to the need to systematically develop the leadership skills of the State of Nevada's current and future leaders. The commitment of the Governor of the State of Nevada, and the State Agency Directors, to leadership development is reflected in the direct involvement of these leaders in many components of the NVCPM Program.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The State does not have the expertise or the staff to perform these services.

- 9. Were quotes or proposals solicited? No
- Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Sole Source Contract (As Approved by Chief of Purchasing)**
Approval #: 091204B
Approval Date: 04/18/2013

c. Why was this contractor chosen in preference to other?

Oasis is recognizable across multiple states for their extensive work and focus on improving organizational effectiveness and the delivery of public services through its leadership training, employee development and other project and consulting services. Oasis has a long history teaching in other state's CPM Programs and has taught in the State of Nevada program since its inception in July 2004.

d. Last bid date: Anticipated re-bid date: 08/31/2013

- 10. Does the contract contain any IT components? No

III. OTHER INFORMATION

- 11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

- 12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Contractor has provided these services with the Department of Personnel from 2004 to 2013. The Department of Personnel is very satisfied with their service.

- 13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

- 14. The contractor is registered with the Nevada Secretary of State's Office as a:
LLC

- 15. a. Is the Contractor Name the same as the legal Entity Name?
Yes

- 16. a. Does the contractor have a current Nevada State Business License (SBL)?
Yes

- 17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?
Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	wsalisp1	05/07/2013 14:20:11 PM
Division Approval	wsalisp1	05/07/2013 14:20:15 PM
Department Approval	wsalisp1	05/07/2013 14:20:19 PM
Contract Manager Approval	csweeney	05/07/2013 14:24:05 PM
Budget Analyst Approval	jstrandb	05/09/2013 10:07:30 AM
BOE Agenda Approval	cwatson	05/16/2013 11:22:58 AM
BOE Final Approval	awilli10	06/18/2013 10:47:49 AM

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 14, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Jim Rodriguez, Budget Analyst IV

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

**DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES (DCNR) –
DIRECTOR'S OFFICE**

Agenda Item Write-up:

Pursuant to NRS 333.705, subsection 1, The DCNR Director's Office seeks approval to contract with a former employee, from March 15, 2014 through August 31, 2014 to provide short-term program development support services to the Sagebrush Ecosystem Team and Conservation Districts programs. If approved, the agency will contract with the employee through the state's Master Services Agreement with Manpower.

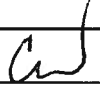
Additional Information:

This temporary position will assist with establishing the processes, procedures and operating guidelines for these programs; develop a public outreach plan, including needed and materials and resources; create templates of statutorily required annual and semi-annual reports; and assist in the compilation data input and systems information coming into the programs. The agency has indicated that the current and projected workload for these programs is significantly in excess of what was anticipated at time the programs were originally conceived, proposed and ultimately approved. As a result, the current workload is more than existing staffing can effectively accommodate within the established program timeframes and deadlines.

Statutory Authority:

NRS 333.705

REVIEWED: _____



ACTION ITEM: _____

Authorization to Contract with a Former Employee

Former Employee Name: Kimberly Elliott
Former Employee ID number: _____
Former Job Title: Chief of Grants
Former Employing Agency: Dept of Administration
Former Class and Grade: Unclassified
Employment Dates: Retiring 2-24-2014
Contracting Agency: Manpower

Please check which of the following applies:

Contract is with a former State employee (contractor) or a temporary employment agency providing a former employee. Please complete steps a-i below.

Contract is with an entity (contractor) other than a temporary employment agency that employs a former State employee who will be performing any or all of the contracted services. Please complete all steps except f-h below.

a. Summarize scope of contract work.	
a. Summarize scope of contract work.	Provide high-level, short-term office organizational skills to two programs (Sagebrush Ecosystem and Conservation Districts) that do not have management analyst or administrative support. Set up the office "systems," develop a public outreach plan and materials, create templates for statutorily-required annual and semi-annual reports, and assist in compilation of a high volume of input and information coming into the programs.
b. Document former job description.	Managed grant program for the State
c. Is the former employee being hired because of their specialized knowledge of the agency's operations? Is there a clause in the contract for transfer of the specialized knowledge of the contracting agency and a time frame for the transfer?	NO. No, this is a temporary placement.
d. Explain why existing State employees within your agency cannot perform this function.	Workload and type is more than existing employees are able to accomplish in the time frame needed.
e. Document if the individual overseeing or establishing the contract is related to the contractor – if so,	No, they are not.


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FEB 14 2014

DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUDGET DIVISION

explain the relationship and why this would not affect independence and why this would not violate NAC 284.750.	
f. List contractor's hourly rate.	\$18.00/hr Contract expected to be \$8,000. Not to exceed \$10,000.
g. List the range of comparable State employee rates.	Unknown since the job detailed is a combination of elements from various state jobs and does not have a like category in the State system.
h. Justify contract rate if it exceeds the maximum employee/employer rate paid for a comparable State position by more than 10 percent. Additionally, has the contract term been limited as a result?	N/A, as the proposed hourly rate is lower than either a Management Analyst 2 or a Public Information Officer 1.
i. Document justification for hiring contractor.	The Sagebrush Ecosystem Technical Team and the Conservation Districts Program need significant assistance as described in (a.) above. Additionally, Sagebrush Ecosystem Council packet preparation, and other office management duties as assigned, are needed.

Comments: DCNR acknowledges and commits that this temporary Manpower position will not be hired until the retirement date of 2/24/14 has passed.

 DCNR Director 2-12-14
 Contracting Agency Head's Signature and Date

 2-11-14
 Budget Analyst

Clerk of the Board of Examiners

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION

Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 7, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Brenda Berry, Budget Analyst *BB*

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH

Agenda Item Write-up:

Pursuant to NRS Chapter 333.705, subsection 4, the Division of Public and Behavioral Health seeks retroactive approval to contract for the term of February 1, through May 1, 2014 with two former state employees to provide professional psychological services and administrative assistance for the Lake's Crossing Center (LLC).

Additional Information:

The division indicates LLC had to hire the following positions due to the following emergencies:

Licensed Psychologist 1: LLC has difficulty hiring professional mental health professionals to provide coverage at its facility. The gap in coverage is a critical issue given the necessity for mental health professionals to serve the needs of the mentally disordered offenders. This staffing difficulty has caused higher than average delays for competency-to-proceed evaluations, criminal responsibility, and risk assessments. It is intended this contracted staff member remain at LLC through the recruitment, and training of a permanent state employee and until the wait list is resolved; estimated time frame is one year.

Administrative Assistant 4 (AA4): Administrative staff at LLC is required to be knowledgeable of court processes and medical record retention, processing and distribution. The AA4 hired to

fill the state position resigned after five months. This position is responsible for processing court documents, and coordinating services to the court for outpatient evaluations. The division indicates the gap in coverage will cause LLC to lack the personnel and expertise needed to meet court demands. It is intended this contracted staff member remain at LLC through the recruitment, and training of a permanent state employee and until the wait list is resolved; estimated time frame is six months.

Statutory Authority:

NRS 333.708

<p>REVIEWED: <u> </u></p> <p>ACTION ITEM: <u> </u></p>
--

STATE OF NEVADA

BRIAN SANDOVAL
Governor

MICHAEL J. WILLDEN
Director



RICHARD WHITLEY, MS
Administrator

TRACEY D. GREEN, MD
Chief Medical Officer

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH

4150 Technology Way, #300
Carson City, NV 89706

Telephone: (775) 684-4200 · Fax: (775) 684-4211
www.health.nv.gov

DATE: January 15, 2014

TO: Board of Examiners

THROUGH: Jeff Mohlenkamp, Clerk
Board of Examiners

THROUGH: Mike Willden, Director
Department of Health and Human Services

FROM: Richard Whitley, MS, Administrator
Division of Public and Behavioral Health

RE: AUTHORIZATION TO CONTRACT WITH FORMER EMPLOYEES

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FEB 07 2014

DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUDGET DIVISION

Pursuant to NRS Chapter 333.705, Subsection 4, the Division of Public and Behavioral Health requests to contract with two former employees on an emergency basis to provide professional psychological services and administrative assistance for the Lake's Crossing Center (LLC) for the Mentally Disabled. The request covers February 1, 2014 through May 1, 2014.

Additional Information:

LCC has difficulty hiring professional mental health professionals to provide coverage at its facility. The gap in coverage is a critical issue given necessity for mental health professionals to serve the needs of mentally disordered offenders. Consequences of this staffing have already resulted in higher than average delays for competency-to-proceed evaluations, criminal responsibility and risk assessments.

Additionally, administrative personnel at LCC are required to be knowledgeable of court processes and medical record retention, processing and distribution. The Administrative Assistant hired to fill the position pertaining to this contract resigned after five months. It is estimated to take one year to hire and train a new Administrative Assistant IV in proper processing of court documents and coordinating services to the court for outpatient evaluations. The gap in coverage will cause LCC to lack the personnel and expertise needed to meet court demands.

The applications to contract with former employees Dr. Robert E. Hiller and Lorraine Pelosi are attached for review and consideration. Should you have any questions, please contact Clayton Bussiere, Contract Manager, Division of Public and Behavioral Health at (775) 684-5975.

cc. Elizabeth Neighbors, Ph. D.
Brenda Berry

Authorization to Contract with a Former Employee

Former Employee Name: Robert E. Hiller
Former Employee ID number: 019373
Former Job Title: Licensed Psychologist 1
Former Employing Agency: DHHS/DPBH/Lake's Crossing Center
Former Class and Grade: 10.170 grade 44/10
Employment Dates: 8/9/1999 – 6/2/2012
Contracting Agency: DHHS/DPBH/Lake's Crossing Center

<p>Please check which of the following applies:</p> <p><input checked="" type="checkbox"/> Contract is with a former State employee (contractor) or a temporary employment agency providing a former employee. Please complete steps a-i below.</p> <p><input type="checkbox"/> Contract is with an entity (contractor) other than a temporary employment agency that employs a former State employee who will be performing any or all of the contracted services. Please complete all steps except f-h below.</p>	
<p>a. Summarize scope of contract work.</p>	<p>Will perform competency to proceed evaluations, criminal responsibility and risk assessments.</p>
<p>b. Document former job description.</p>	<p>Same as above plus therapy as well as training, education and minimum qualification for a Licensed Psychologist 1 Position. (One year of post-doctoral experience in providing psychological services in an inpatient, outpatient or residential setting. Incumbent must possess current licensure as a Psychologist issued by the State of Nevada Board of Psychological Examiners at the time of appointment and maintain licensure as a condition of continuing employment)</p>
<p>c. Is the former employee being hired because of their specialized knowledge of the agency's operations? Is there a clause in the contract for transfer of the specialized knowledge of the contracting agency and a time frame for the transfer?</p>	<p>Yes. Contract is to continue until staff has been recruited, trained, and waiting list is resolved. Estimated time frame would be 1 year.</p>
<p>d. Explain why existing State employees within your agency cannot perform this function.</p>	<p>All staff psychologists have completely full caseloads and there are 1.5 open positions.</p>
<p>e. Document if the individual overseeing or establishing the contract is related to</p>	<p>n/a</p>

the contractor – if so, explain the relationship and why this would not affect independence and why this would not violate NAC 284.750.	
f. List contractor's hourly rate.	\$65.00
g. List the range of comparable State employee rates.	n/a
h. Justify contract rate if it exceeds the maximum employee/employer rate paid for a comparable State position by more than 10 percent. Additionally, has the contract term been limited as a result?	This rate is considerably less than the hourly rate a private practitioner would make. Rates for forensic experts run as much as \$250.00/hr. for testimony.
i. Document justification for hiring contractor.	No other contractors have responded to recruitment.

Comments:

The evaluations for the courts performed by Lake's Crossing require special training and certification. The evaluators must qualify to be expert witnesses. At the present time LCC has a waiting list which is causing clients to wait in jail for services, a violation of their rights.

Elizabeth Neighbors, PhD

 Agency Director

[Signature] 120 by E. Neighbors

 Contracting Agency Head's Signature and Date

 Budget Analyst

 Clerk of the Board of Examiners

Authorization to Contract with a Former Employee

Former Employee Name: Lorraine Pelosi
Former Employee ID number: 011725
Former Job Title: Administrative Assistant IV
Former Employing Agency: DHHS/DPBH/Lake's Crossing Center
Former Class and Grade: 02.210 grade 29
Employment Dates: 04/25/2005 – 12/22/12
Contracting Agency: DHHS/DPBH/Lake's Crossing Center

<p>Please check which of the following applies:</p> <p><input checked="" type="checkbox"/> Contract is with a former State employee (contractor) or a temporary employment agency providing a former employee. Please complete steps a-i below.</p> <p><input type="checkbox"/> Contract is with an entity (contractor) other than a temporary employment agency that employs a former State employee who will be performing any or all of the contracted services. Please complete all steps except f-h below.</p>	
<p>a. Summarize scope of contract work.</p>	<p>Assist Medical Records in processing court documents, co-ordinate services to the court for outpatient evaluations.</p>
<p>b. Document former job description.</p>	<p>Same as above plus all support services for Agency Director and general clerical/administrative support: (support to professional staff and management performing secretarial duties such as coordinating communications between managers, staff and program clientele, supervising subordinate staff, researching information from internal and external sources, action as an agency liaison, etc.)</p>
<p>c. Is the former employee being hired because of their specialized knowledge of the agency's operations? Is there a clause in the contract for transfer of the specialized knowledge of the contracting agency and a time frame for the transfer?</p>	<p>Yes. Approximately 6 months to recruit and hire new AA IV and train. An additional 6 months to assist medical records to meet credentialing requirements and speed up processing reports so waiting list is resolved.</p>
<p>d. Explain why existing State employees within your agency cannot perform this function.</p>	<p>Limited staff are insufficient to meet court demands. No one on hiring list has specialized knowledge.</p>
<p>e. Document if the individual overseeing or establishing the contract is related to</p>	<p>n/a</p>

the contractor – if so, explain the relationship and why this would not affect independence and why this would not violate NAC 284.750.	
f. List contractor's hourly rate.	\$24.84
g. List the range of comparable State employee rates.	AA IV, grade 29 step 10
h. Justify contract rate if it exceeds the maximum employee/employer rate paid for a comparable State position by more than 10 percent. Additionally, has the contract term been limited as a result?	n/a
i. Document justification for hiring contractor.	Have attempted to hire but incumbent quit in 5 months. Protracted training needed. PCN 0230 / vacant since 9/28/13

Comments:

This position requires legal knowledge to deal with courts and paperwork. Incumbent must also be able to deal with clinical paperwork and terminology.

Elizabeth Neighbors, PhD

 Agency Director

Mally Nicks 120 days Emergency

 Contracting Agency Head's Signature and Date

 Budget Analyst

 Clerk of the Board of Examiners

Brian Sandoval
Governor




Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION

Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 21, 2014
To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration
From: Melanie Young, Budget Analyst 
Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

TAXATION

Agenda Item Write-up:

Pursuant to NRS 333.705, subsection 1, Taxation seeks retroactive approval to contract with a former employee, for the term of February 24, 2014 until April 30, 2014 through use of temporary employment services to provide desk reviews of net proceeds of mineral tax returns, establishing certified values for net proceeds, defending values if appealed to the State Board of Equalization, and training staff in the net proceeds procedures

Additional Information:

This contractor has specialized knowledge of the net proceeds of mineral tax certification process, pursuant to NRS 362.130 which requires the Department of Taxation to certify the net proceeds of mineral tax by April 30th, and staff vacancies Taxation requests to hire the temporary contract employee on an emergency basis.

Statutory Authority:

NRS 333.705

REVIEWED: 
ACTION ITEM: _____



STATE OF NEVADA
DEPARTMENT OF TAXATION

Web Site: <http://tax.state.nv.us>
1550 College Parkway, Suite 115
Carson City, Nevada 89706-7937
Phone: (775) 684-2000 Fax: (775) 684-2020


RENO OFFICE
4600 Kletzke Lane
Building L, Suite 235
Reno, Nevada 89502
Phone: (775) 687-9999
Fax: (775) 688-1303

BRIAN SANDOVAL
Governor
ROBERT R. BARENGO
Chair, Nevada Tax Commission
CHRISTOPHER G. NIELSEN
Executive Director

LAS VEGAS OFFICE
Grant Sawyer Office Building, Suite 1300
555 E. Washington Avenue
Las Vegas, Nevada 89101
Phone: (702) 486-2300 Fax: (702) 486-2373

HENDERSON OFFICE
2550 Paseo Verde Parkway, Suite 180
Henderson, Nevada 89074
Phone: (702) 486-2300
Fax: (702) 486-3377

MEMORANDUM

Date: February 21, 2014
To: Melanie Young, Budget Analyst
Department of Administration
From: Rick Gimlin, Administrative Services Officer 
Subject: Contract with Former State Employee, Emergency Request

Under the provision of section 0323 of the State Administrative Manual, the Department of Taxation respectfully requests approval to employ a former employee, Mr. Tom Gransbery, to assist with certification and billing of the Net Proceeds of Minerals Tax. Mr. Gransbery would be employed through one of the four state authorized temporary employment services, and would work through April 30, 2014.

NRS 362.130 requires the Department of Taxation to certify the Net Proceeds of Minerals Tax by April 30th. The Division of Local Government Services is responsible for this certification and billing. Specialized knowledge required to complete the certification is not available in other Divisions. Due to the deadline of completion by April 30th, and the lack of staff due to vacancies, there is insufficient staff to handle the volume in the timeframe required.

The Department considers this an emergency request, as failure to complete certification and billing as required by NRS 362.130 would have a significant financial impact upon the General Fund. Revenue to the State Debt Fund generated by Net Proceeds of Minerals Tax in 2012-13 was \$8,715,444 and for the State General Fund, \$119,656,553.

Two mining appraisers are assigned the duties related to desk review and certification of the tax. One of the appraisers, Erin McMurtrey, left state service on February 14. While the supervisor and the remaining appraiser will do all they can to cover the work, a contractor experienced in the process will ensure we can certify, bill, and collect the proper amount in a timely and accurate manner.

Mr. Gransbery would perform desk reviews of net proceeds of minerals tax returns, establish certified values for net proceeds taxes, defend said values if appealed to the State Board of Equalization, and train staff in net proceeds procedures.

Please contact me at 775-684-2071 or gimlin@tax.state.nv.us if you have any questions or need additional information.

C: Terry Rubald, Deputy Executive Director, Local Government Services

Authorization to Contract with a Former Employee

Former Employee Name: Tom Gransbery
Former Employee ID number: 004626
Former Job Title: Budget Analyst 3
Former Employing Agency: Taxation
Former Class and Grade: 7.620, grade 38, step 10
Employment Dates: 10/30/89 to 7/6/13
Contracting Agency: Taxation

Please check which of the following applies:

- Contract is with a former State employee (contractor) or a temporary employment agency providing a former employee. Please complete steps a-i below.
- Contract is with an entity (contractor) other than a temporary employment agency that employs a former State employee who will be performing any or all of the contracted services. Please complete all steps except f-h below.

a. Summarize scope of contract work.	The contract work consists of performing desk reviews of net proceeds of minerals tax returns, establishing certified values for net proceeds taxes, defending said values if appealed to the State Board of Equalization, and training staff in net proceeds procedures.
b. Document former job description.	Supervisor, Local Government Finance Section – Directed the workflow of the Section, and supervised the review, analysis and appraisal of tentative budgets and other financial documentation of local governments, oversaw revenue projections, published property tax rates, reviewed and approved medium-term financing requests, worked with local governments in financial difficulty. Mr. Gransbery was in Local Government Finance from about 2004-2013. Prior to that, he worked in the Centrally-Assessed Section as a mining appraiser from about 1993 to 2004.
c. Is the former employee being hired because of their specialized knowledge of the agency's operations? Is there a clause in the contract for transfer of the specialized knowledge of the contracting agency and a time frame for the transfer?	Yes, he has specialized knowledge of the net proceeds of minerals tax certification process. No, there is no contract clause.
d. Explain why existing State employees within your agency cannot perform this function.	NRS 362.130 requires the Department of Taxation to certify the Net proceeds of minerals tax by April 30 th . The Division of Local Government Services is responsible for this certification and billing. Specialized knowledge required to complete the certification is not available in other Divisions. Due to the deadline of completion by April 30 th , and the lack of staff due to vacancies, there is insufficient staff to handle the volume in the timeframe required
e. Document if the individual overseeing or establishing the contract is related to	There is no familial relationship and there will be no violation of NAC 284.750.

the contractor – if so, explain the relationship and why this would not affect independence and why this would not violate NAC 284.750.	
f. List contractor's hourly rate.	\$30.00 per hour plus temporary agency fee.
g. List the range of comparable State employee rates.	Hourly wage for a grade 34, employee/employer paid retirement, ranges from \$20.90 per hour for a step 1 to \$30.99 per hour for a step 10.
h. Justify contract rate if it exceeds the maximum employee/employer rate paid for a comparable State position by more than 10 percent. Additionally, has the contract term been limited as a result?	The rate charged by the individual does not exceed the range for Appraiser II, Mining Appraiser. The contract has not been limited as a result.
i. Document justification for hiring contractor.	Revenue to the State Debt Fund generated by Net proceeds of minerals tax in 2012-13 was \$8,715,444 and for the State General Fund, \$119,656,553. Two mining appraisers are assigned the duties related to desk review and certification of the tax. One of the appraisers, Erin McMurtrey, left state service on February 14. While the supervisor and the remaining appraiser will do all they can to cover the work, a contractor experienced in the process will ensure we can certify, bill, and collect the proper amount in a timely and accurate manner. Certification must be completed by April 30 th , so the time is extremely short to do all the steps required in the process.

Comments:

The Department anticipates Mr. Gransbery will be employed by one of the four state authorized temporary employment services. He would begin work after the approved authorization and would work through April 30, 2014. Using February 24, 2014 as the start date, the Division estimates requiring Mr. Gransbery's services for a maximum of 48 workdays or 384 labor hours.



2.20.14

Contracting Agency Head's Signature and Date



2/21/14

Budget Analyst

Clerk of the Board of Examiners

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
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Date: February 12, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Katrina Nielsen, Budget Analyst
Budget Division

A handwritten signature in blue ink that reads "Katrina Nielsen".

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

**DEPARTMENT OF EMPLOYMENT, TRAINING & REHABILITATION –
REHABILITATION DIVISION**

Agenda Item Write-up:

The Rehabilitation Division is requesting Board of Examiners' approval to modify the existing services provider agreement and associated procedures for the Vocational Rehabilitation and Bureau of Disability Adjudication programs.

Additional Information:

Per the agency's memo dated February 10, 2014, the attached revised Provider Agreements and Procedures have been reviewed and approved by Deputy Attorney General Kimberly Okezie. The primary change is a request to increase DETR's Provider Agreement authorized dollar limit from \$100,000 to \$200,000. An increase in the authorized limit reduces the estimated number of Provider Agreements reviewed and approved by the Board of Examiners from 24 to 7.


A summary of additional changes include:

- Updates the types of services to be acquired through Provider Agreements.
- Adds five additional protective legal clauses to each Provider Agreement (See items 22 – 26 on page 4 of the Provider Agreements).

- Provides for an annual report due on July 31st of each year that is based upon information captured in the tracking database for the prior state fiscal year.
- Makes clarifying language changes to the Provider Agreement Procedures.

Statutory Authority:

N/A

REVIEWED: 
ACTION ITEM: _____

BRIAN SANDOVAL
GOVERNOR



FRANK R. WOODBECK
DIRECTOR

OFFICE OF THE DIRECTOR

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FEB 11 2014

DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUDGET DIVISION

MEMORANDUM

DATE: February 10, 2014

TO: Jeff Mohlenkamp, Director
Department of Administration

FROM: Frank R. Woodbeck, Director
Department of Employment, Training and Rehabilitation

Mark Cota, ASOTT

Subject: DETR Provider Agreement Revisions

The Department of Employment, Training and Rehabilitation (DETR) is requesting that an action item be placed on the agenda for the March Board of Examiners' meeting to increase the amount authorized in the Provider Agreements. The following is some background information on how this request has evolved.

A standard Provider Agreement for the Rehabilitation Division (Division) and the Bureau of Disability Adjudication (BDA), each with a \$100,000 limit, was approved by the Board of Examiners (BOE) on August 14, 2012.

Effective July 1, 2013, the Rehabilitation Division implemented the Provider Agreement process in accordance with the procedures, also approved by the BOE on August 14, 2012. It is anticipated that the BDA Provider Agreement Process will be fully implemented in early 2014. An annual report covering the first state fiscal year of the provider agreements' operation will be submitted not later than July 31, 2014.

Many of the vendors utilized by the Division elected not to complete the Provider Agreement due to the State of Nevada's insurance and business license requirements. This resulted in an increase in the use by the vendors who have completed the Provider Agreement, currently 144 versus approximately 440 prior to the requirement, thus making the original requested Provider Agreement limit of \$100,000 not sufficient for some vendors to continue providing client services for the entire state fiscal year. The fact is many vendors do not want to meet the requirements to contract with the state, such as maintaining a state business license, whether the instrument is a contract or a provider agreement. The positive development of 144 vendors, who have valid licenses demonstrating competency and sufficient investment in their product to maintain appropriate insurance as determined by Risk Management, provides opportunity for client choice in treatment but creates the need for limits over \$100K due to multiple uses.

Attempts to revise the provider agreements to increase their use by vendors and thereby improve services to clients were extensive. Correspondence was begun with the Kimberly Okezie, Deputy Attorney General, to ensure the necessary provisions safeguarding the State of Nevada and clients were included. Over the course of a week provisions suggested by the Attorney General's Office were incorporated. The Rehab Division has worked with the Risk Management on a case by case basis throughout the implementation period in determining the appropriate insurance requirements. The Rehab Division also reached out to State Purchasing regarding input for this revision but not having received any decided to continue with the original philosophy of encouraging all providers, who met necessary competency licensing and insurance requirements, to participate. This "all comers' philosophy is the best hope to provide clients with the most extensive choice possible.

Based on current monitoring reports/projections DETR is requesting to increase the limit of the Provider Agreement to \$200,000 with the ability to bring individual Provider Agreements to the Board of Examiners for approval that are projected to exceed the \$200,000 in a state fiscal year.

Through the implementation of this process the Division has determined that the Request for Proposal (RFP) process is very limiting when providing client services due to the time and effort required, limiting the amount of vendors that can be accepted all the while reaching the same outcome sought through the Provider Agreement process. The requested changes will allow for all vendors who meet the requirements as well as agree to the fee structure established by the Division thus providing as many vendor choices as possible.

Approving the increased amount will reduce the number of Provider Agreements brought before the Board of Examiners as indicated below;

	\$1 - \$100,000	\$101,000 - \$200,000	\$200,000
Division	132	10	2
BDA	76	7	5

This request aligns with the purpose of the Provider Agreement to provide clients with as many vendor choices as possible for the receipt of timely services while complying with the State of Nevada's purchasing and contract regulations.

Attached is the Provider Agreements for Vocational Rehabilitation, the Bureau of Adjudication, and the revised Policy and Procedures.

Should you require any additional information on this issue, please contact Kathleen Wynands, Contract Manager at 775-684-3883.

Department of Employment, Training and Rehabilitation
PROVIDER AGREEMENT PROCEDURE

Effective Date: August 14, 2012

Revision Date: *March 11, 2014*

DESCRIPTION

The Provider Agreement is an approved contract form utilized to procure services for clients/participants within Department of Employment, Training and Rehabilitation (DETR) Programs. Programs that utilize a Provider Agreement are Vocational Rehabilitation (VR) and Bureau of Disability Adjudication (BDA). The purpose of the Provider Agreement is to provide clients with as many vendor choices as possible while complying with State purchasing and contract regulations.

The DETR Provider Agreement procedures and form are approved by the Board of Examiners (BOE) and do not require further BOE approval when contracting with applicable vendors for the types of services identified within this procedure *under \$200,000 per state fiscal year*. If the terms of the Provider Agreement are not sufficient to continue providing client services, such as the ~~\$100,000~~ *\$200,000* per state fiscal year limit is exceeded, the Department will ~~comply with SAM 0338 wherein a Request for Proposal (RFP) process will be followed to procure the service~~ *submit the individual Provider Agreement to BOE for approval*.

Informed Choice is an integral process as well as a highly valued policy in the VR Program. In order to preserve a client's Informed Choice as prescribed in the Code of Federal Regulations (CFR) and the Vocational Rehabilitation Division State Participant Services Policies and Procedures Manual, the Provider Agreement bridges the State Purchasing and Contracting requirements with the need to serve our clients *without excluding qualified vendors*.

Informed Choice is contained in the Vocational Rehabilitation Division State Participant Services Policies and Procedures Manual, Section 4, Title: Informed Choice AND 34 CFR 361.5(b)(15) To receive services, an individual must be disabled and require VR services to prepare for, secure, retain or regain employment. Employment outcomes may include full or part-time competitive employment, supported employment or other employment consistent with the individual's strengths, abilities, interests and informed choice. Self-employment, telecommuting and business ownership are also considered as successful employment outcomes.

DEFINITIONS

Services: In accordance with SAM 0320 "An independent contractor is a natural person, firm or corporation who agrees to perform services for a fixed price according to his/her or its own methods and without subjection to the supervision or control of the other contracting party, except as to the results of the work, and not as to the means by which the services are accomplished." See section TYPES OF SERVICES BY PROGRAM on page 3 of this procedure for a list of applicable services by program.

Goods

NRS 104.2105 Definitions: Transferability; “goods”; “future” goods; “lot”; “commercial unit.”

1. “Goods” means all things (including specially manufactured goods) which are movable at the time of identification to the contract for sale other than the money in which the price is to be paid, investment securities (Article 8) and things in action. “Goods” also includes the unborn young of animals and growing crops and other identified things attached to realty as described in the section on goods to be severed from realty ([NRS 104.2107](#)).

2. Goods must be both existing and identified before any interest in them can pass. Goods which are not both existing and identified are “future” goods. A purported present sale of future goods or of any interest therein operates as a contract to sell.

3. There may be a sale of a part interest in existing identified goods.

4. An undivided share in an identified bulk of fungible goods is sufficiently identified to be sold although the quantity of the bulk is not determined. Any agreed proportion of such a bulk or any quantity thereof agreed upon by number, weight or other measure may to the extent of the seller’s interest in the bulk be sold to the buyer who then becomes an owner in common.

5. “Lot” means a parcel or a single Article which is the subject matter of a separate sale or delivery, whether or not it is sufficient to perform the contract.

6. “Commercial unit” means such a unit of goods as by commercial usage is a single whole for purposes of sale and division of which materially impairs its character or value on the market or in use. A commercial unit may be a single Article (as a machine) or a set of Articles (as a suite of furniture or an assortment of sizes) or a quantity (as a bale, gross or carload) or any other unit treated in use or in the relevant market as a single whole.

(Added to NRS by 1965, 785)

REQUIREMENTS TO USE THE PROVIDER AGREEMENT

The Provider Agreement will be used in accordance with the terms of the Provider Agreement and SAM. Particular attention to SAM Chapters 0300-Cooperative Agreements and Contracts and 1500-Purchasing are incorporated within the process. ***The Provider Agreement fulfills the contract requirements in SAM 0322.***

~~In the event a Provider will not sign the agreement, services cannot be authorized. The Provider Agreement fulfills the contract requirements in SAM 0322.~~

The Provider Agreement is to ONLY be used in providing client services and within the terms as stated in the Provider Agreement and this procedure. Vendors that provide client services up to ~~\$100,000~~ **\$200,000** per *state* fiscal year may enter into a ~~contract~~ ***Provider Agreement*** with DETR to provide client services. The Provider Agreement must be fully executed PRIOR to providing services. ***In the event a Provider will not sign the agreement, services cannot be authorized.*** If the services with any vendor *may* exceed the ~~\$100,000~~ **\$200,000 per state** fiscal year limit, the Department ***will submit the individual Provider Agreement in conjunction with State Purchasing will issue a Request for Quote (RFQ)*** containing the scope of work to be performed and the ~~allowed~~ ***approved***

~~*standardized fee schedule to the BOE for approval* structure. All vendors submitting a proposal in compliance with the RFQ will be contracted with to provide the service.~~

Goods and services may be procured through “Good of the State” contracts, known as Master Service Agreements (MSAs), in accordance with SAM 1516-Direct Purchase Utilizing State Contracts. Applicable examples of these contracts are Avysion, Manpower, and transcription services. Provider agreements are not to be used for goods and services for which a MSA exists, ***without prior authorization from State Purchasing.***

In the event the Good of the State Contract is not in effect OR the vendor(s) contained in the Good of the State Contract are unable to provide the service, a Provider Agreement will be utilized to provide the necessary client services. This will provide the timely and necessary services to the client, as well as reducing the number of client service contracts sent to the BOE.

Staff will be held to SAM 1546-Circumventing. Direct purchases shall not be made contrary to the requirements included in SAM, nor shall they be made in such a manner as to circumvent the intent of this chapter, nor shall related or similar items be purchased separately (by splitting purchases or by a series of smaller purchases) as a device to avoid these requirements.

Direct purchases, when authorized, shall be subject to competitive considerations, i.e., best value, cost to the state, all factors considered.

Any purchase and any contract for the purchase of any supplies, materials or equipment, made or entered into by any State officer, department, institution, board, commission or agency contrary to the provisions of the Nevada Revised Statutes, the State Administrative Manual and the rules and regulations of the Purchasing Administrator shall be void. The agency head and the employee who actually made such purchase or entered into such contract shall be personally liable for the cost of any supplies, materials or equipment delivered pursuant to such purchase or contract. Any contract made with any person, firm or corporation shall be void if any member, officer or employee of any using agency taking part in the making of such contract is also an officer or employee or owner of a substantial part of interest in such firm or corporation. (NRS 333.810)

SCOPE OF WORK

The scope of work is an attachment to the Provider Agreement identifying the type of service to be provided. DETR staff is responsible for the creation of this document when seeking to enter into a contract for client services. This document is developed through collaboration among the Operations unit and the Program unit. The Scope of Work is ***will be included as Attachment AA. If applicable, the Provider may submit additional information regarding services provided which will be included with Attachment AA.***

TYPES OF CLIENT SERVICES BY PROGRAM

In the event a service is not listed below, the service will be provided to the client. The Department will submit a request to the Board of Examiners for retroactive approval to

provide the service utilizing the approved Provider Agreement. This procedure will be updated with the type of services approved through the Board of Examiners.

Vocational Rehabilitation:

- Interpreter Services *
- Translation *
- Counseling
- Drug Testing *
- Job Development
- Job Coaching
- Functional Capacity Evaluation
- Resume development
- Personal Attendant services
- Jobsite Analysis
- Transferable skills assessment
- Client Testing
- Child care
- Elder care
- Medical/Dental/Vision/ Hearing exam/consultation
- Medical/Dental/Vision/ Hearing diagnosis
- Medical/Dental/Vision/ Hearing treatment
- Medical/Dental/Vision/ Hearing assessments/evaluations
- Therapy
- Anesthesia
- **Radiology**
- Laboratory Services *
- Client Training

~~* Only for services not provided through an existing Master Services Agreement.~~

Bureau of Disability Adjudication:

- Medical exam
- Medical **assessment determination**
- **Clinical Testing**
- **Radiology**
- Psychological evaluation
- **Interpreter Services ***
- **Translation ***
- ~~Psychological determination~~

*** Only for services not provided through an existing Master Services Agreement.**

FEE/RATE Schedule

The Department's *Fee Schedules are based on* ~~utilizes~~ the current NV Medicaid Fee Schedules posted on the Department of Health Care Finance and Policy website <https://dhcfnv.gov/RatesUnit.htm?Act>

Fees for services that are not contained in the NV Medicaid Fee Schedules *or are specialized* will be *negotiated with the vendor to provide the best value for the state's resources and will be included as Attachment CC. All services will be pre-authorized by the Division according to a standardized fee schedule or best negotiated price.* ~~contained in the scope of work. Services that are specialized, thus unable to uphold a competitive bidding element, will be negotiated with the vendor to provide the best value for the state's resources. An explanation will be provided in the scope of work explaining the specialization and the lack of competitive nature in providing the service.~~

The competitive bidding element may not always be warranted in providing client services, thus utilizing a Scope of Work and a standardized fee schedule will provide clients with as many vendor choices as possible.

Fees for services that offer the opportunity for competitive bidding will be subject to the informal solicitation (or quote) process as prescribed in SAM 0338. Solicitation for services contained in this category will be solicited every two (2) fiscal years to determine the market value when providing the service. The Operation's Unit will maintain a list of services, solicitation dates, and the received responses used to determine the current market rate.

STATE BUSINESS LICENSE

All Provider Agreements must include satisfactory proof from the Secretary of State's Office (SoS) that the providers have a current Nevada State Business License (SBL), *or proof of exemption therefrom*, and if they are a Nevada corporation, LLC, LP, LLP, or LLLP, or non-profit corporation, that their corporation is active and in good standing. Satisfactory proof may include one of the following: from the provider; a copy of the certificate of good standing or of an unexpired business license or a print-out from the SoS free Business Entity Search showing active status. Additionally, if they are a *sole proprietor*, corporation, LLC, LP, LLP, or LLLP, or non-profit corporation based out of state, they must be registered as a foreign equivalent in Nevada, in active status and in good standing. ~~Any business, except~~ **Non**-profit organizations organized pursuant to NRS Chapters 82 Non Profit Corporations and Chapter 84 Corporations Sole that ~~qualifies~~ for an exemption from the business license requirement, must file a notice of exemption which will be on record with the SoS's Office.

INSURANCE REQUIREMENTS

The Operations Unit in conjunction with the Nevada State Risk Management Division, will use the Scope of Work in determining the type and amount of insurance required. *If multiple Scopes of Work are included, the Insurance Schedule may default to that which contains the most appropriate limits of liability as determined by the Risk Management Division.* A copy of the required insurance will be *included as Attachment BB* ~~to the Provider Agreement.~~

The Department has an existing list of provider types and insurance requirements **developed** relative to known/existing vendors providing client services, *developed in cooperation with the Risk Management Division. Changes to existing insurance schedules or if a new client service necessitates the need for a new insurance schedule, will be submitted to the Risk Management Division for review and approval.* This list will be added to as vendors and services are identified. The Operations Unit will maintain the list, as well as submit to the Risk Management Division on an annual basis for review.

PROCEDURE

The DETR staff member having direct contact in the Program working with the participant, will initiate the process with the vendor. The Provider Agreement form will be given to the vendor for completion.

Program staff will also check the Data Warehouse System (DAWN) to **ensure verify** current vendor registration *and active Electronic Funds Transfer (EFT) status.* If the vendor is not currently registered with the Controller's Office, the form will be given to the vendor to complete the process. http://intra.ktl.nv.gov/Vendor_Services.htm

Once the Provider Agreement is completed and the required attachments are received (insurance, licensure), the Provider Agreement will be submitted to the Operations Unit for final processing and entry into the tracking data base.

The Division Administrator will conduct a review of the agreement and attachments. Once fully executed by the Administrator, the Program staff will be notified.

In the Rehabilitation Division, the **Process Management** Analyst Unit will activate the vendor in the Rehabilitation Automated Information System of Nevada (RAISON). Once this step is complete, staff can authorize services utilizing the vendor.

Programs, other than RAISON, will develop the process to notify staff of an approved vendor.

TRACKING DATA BASE

The Operations Unit will maintain a data base by SFY for each program. At a minimum, the required information will contain:

Service Type

Vendor Name

Contract Amount Paid

Contract Amount Remaining

Renewal date of insurances (worker's comp, auto, liability)

Renewal date of NV business license

Expiration date

The contract amount paid/remaining will be updated monthly *to identify any Provider Agreements that may exceed the \$200,000 per state fiscal year limit which will be submitted to BOE for individual approval.*

An annual report will be generated, based on the information captured in the tracking data base, for each state fiscal year and will be submitted to the Department of Administration no later than July 31st following the end of the state fiscal year.

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 7, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Katrina Nielsen, Budget Analyst *Katrina Nielsen*

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

OFFICE OF THE STATE CONTROLLER

Agenda Item Write-up:

CASH MANAGEMENT IMPROVEMENT ACT

A. Office of the Controller – Payment to U.S. Treasury not to exceed \$17,162

The State Controller requests approval of payment to the U.S. Treasury not to exceed \$17,162 from the General Fund. This is the highest possible payable liability for 2013. The U.S. Treasury is reviewing the report and should have a final liability figure by March 16th. Payment to the U.S. Treasury is required by March 31st.

Additional Information:

Section 63, Chapter 371 of the 2011 Legislative Session, (AB 580-General Fund Appropriation Act) states that "If the State of Nevada is required to make payment to the United States Treasury under the provisions of Public Law 101-453, the Cash Management Improvement Act of 1990, the State Controller, upon approval of the State Board of Examiners, may make such payments from the interest earnings of the State General Fund or interest earnings in other funds when interest on federal money has been deposited in those funds."

It appears funding will not be needed as the attached estimates indicate a federal liability of \$5,166 to the State; however, this information should not impact approval of this request.

REVIEWED: <u>SB</u>
ACTION ITEM: _____



**OFFICE OF THE
STATE CONTROLLER**

MEMORANDUM

RECEIVED

FEB 05 2014

DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUDGET DIVISION

To: State Board of Examiners

From: State Controller Kim R. Wallin *KRW*

Date: 4 February 2014

Subject: FY 2013 Interest Liability under the Cash Management Improvement Act

The purpose of the Cash Management Improvement Act (P.L. 101-453) is to ensure greater efficiency, effectiveness and equity in the exchange of funds between the Federal Government and the States. The State incurs an interest liability when Federal funds are deposited in a State account prior to the day the State pays out funds for program purposes. Conversely, the Federal Government may incur an interest liability when the State pays out its own funds for program purposes.

If there is a net State interest liability, Chapter 570, Section 59 of the 2001 Statutes of Nevada (General Appropriations Act) authorizes the Controller, upon approval of the State Board of Examiners, to make such payments from the interest earnings of the State General Fund, or interest earnings from other funds when interest on Federal money has been deposited into those funds.

I am hereby requesting the approval of payment to the U.S. Treasury in the amount of **\$17,162** from the General Fund. This is the highest possible payable liability for 2013. That amount will be paid only if all Federal interest and State calculation costs are denied. The U.S. Treasury is reviewing the report and should have a final liability figure by March 16th. Payment to the U.S. Treasury is required by March 31st. The Federal government paid the State a net liability of \$5,296.00 for fiscal year 2012. If the 2013 calculations are accepted, the Federal government will owe the State \$5,166.00.

A schedule showing the highest liability payable for FY 2013, and a copy of the State's annual report to the U.S. Treasury, are attached to this memorandum.

State Capitol
101 N. Carson Street, Suite 5
Carson City, Nevada 89701-4786
(775) 684-5750
Fax (775) 684-5696

www.controller.nv.gov

Grant Sawyer State Office Building
555 E. Washington Avenue, Suite 4300
Las Vegas, Nevada 89101-1071
(702) 486-3895
Fax (702) 486-3896

State of Nevada
CMIA 2013
Liability by CFDA Number

CFDA #	Total Expenditures	State			Reportable			Comments	
		Liability	Federal Liability	Net Liability	State Liability	Federal Liability	Net Liability		
10.551	532,490,225	0	0	0	0	0	0	FY 2013 Annual Interest Rate = .03%	
10.555	73,303,794	1,468	547	921	1,468	547	921		
10.557	48,116,548	3,392	3,066	326	3,392	3,066	326		
17.225S	43,506,416	0	295	(295)	0	295	(295)		
17.225F	See above	744	0	744	744	0	744		Based on info provided by DETR
20.205	342,674,532	0	0	0	0	0	0		
84.010	112,016,164	191	329	(138)	191	329	(138)		
84.027	74,259,727	144	180	(35)	144	180	(36)		
93.558	44,558,571	2,198	88	2,110	2,198	88	2,110		
93.563	35,753,100	857	18	839	857	18	839		
93.658	37,703,134	1,072	314	758	1,072	314	758		
93.778	1,129,860,764	7,096	4,521	2,575	7,096	4,521	2,575		
	2,474,242,972	17,162	9,359	7,803	17,162	9,358	7,804		

Net Interest Liability	7,804
Direct Costs	12,970
Amount due	<u>(5,166)</u>

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**Cash Management Improvement Act - 2013 Annual Report
State of Nevada**

Annualized Interest Rate: 0.08%

Nevada State Contact

Karen Jaquez
515 East Musser Street
Suite 200
Carson City, NV 89701
775-684-5652
kjaquez@controller.state.nv.us

Annual Report Claims

Current State Interest Liability	\$17,162
State Interest Adjustment	\$0
Interest Calculation Costs	\$12,970
Current Federal Interest Liability	\$9,358
Federal Interest Adjustment	\$0
Net Federal Interest Liability	\$5,166

Certification

"I certify to the best of my knowledge that all information in this report, including the interest claims and interest calculation costs claim, is true and accurate in all respects and that all calculations have been made in accordance with 31 CFR Part 205 and the Treasury State Agreement."

Signature of Authorized State Official: Deborah L. Cook
Name of Authorized State Official: Deborah L. Cook
Title of Authorized State Official: Chief Deputy Controller
Date Signed: 12/30/13

**Cash Management Improvement Act - 2013 Annual Report
State of Nevada - Interest Claims Report**

CFDA	Program Name	INTEREST CLAIMED				Net State Liability
		Current State Liability	State Adjustment	Current Federal Liability	Federal Adjustment	
10.551	Supplemental Nutrition Assistance Program	0	0	0	0	0
10.555	National School Lunch Program	1,468	0	547	0	921
10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	3,392	0	3,066	0	326
17.225F	Unemployment Insurance -- Federal Benefit Account and Administrative Costs	744	0	0	0	744
17.225S	Unemployment Insurance -- State Benefit Account	0	0	295	0	-295
20.205	Highway Planning and Construction	0	0	0	0	0
84.010	Title I Grants to Local Educational Agencies	191	0	329	0	-138
84.027	Special Education -- Grants to States	144	0	180	0	-36
93.558	Temporary Assistance for Needy Families	2,198	0	88	0	2,110
93.563	Child Support Enforcement	857	0	18	0	839
93.658	Foster Care -- Title IV-E	1,072	0	314	0	758
93.778	Medical Assistance Program	7,096	0	4,521	0	2,575
Total Liability		17,162	0	9,358	0	7,804

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Cash Management Improvement Act - 2013 Annual Report
State of Nevada - Interest Calculation Costs Certification

I. State Costs - Internal

Clearance Pattern Development and Maintenance		Interest Calculation	
State Personnel Cost:	8,125	State Personnel Cost:	4,845
State Non-Personnel Cost:	0	State Non-Personnel Cost:	0
Other Costs:	0	Other Costs:	0

II. State Costs - External

Clearance Pattern Development and Maintenance		Interest Calculation	
Personnel Cost:	0	Personnel Cost:	0
Non-Personnel Cost:	0	Non-Personnel Cost:	0
Other Costs:	0	Other Costs:	0

III. Adjusted Interest Calculation Costs

Interest calculation costs incurred prior to the current state fiscal year are not eligible for reimbursement pursuant to 31 CFR 205.27(d)(3). In the event that interest calculation costs reimbursed in a prior state fiscal year are disallowed as the result of a subsequent audit, the disallowed amount must be included in this section.

Adjusted Interest Calculation Costs: 0

IV. Total Interest Calculation Costs

Total Interest Calculation Costs: 12,970

V. Certification

"I hereby certify that this Interest Calculation Costs Claim Report is accurate to the best of my knowledge. Interest calculation costs recovered via this mechanism shall not be included in our State's cost allocation plan as described in OMB Circular A-87. The State shall maintain documentation to substantiate this cost claim and make this information available upon request."

Signature of Authorized State Official: Deborah J. Cook

Name of Authorized State Official: Deb Cook

Title of Authorized State Official: Chief Deputy Controller

Date Signed: 12/30/13

Add & Modify

View Interest Calculation Costs

Interest Claims **denotes required field*

[Click for Instructions](#)

Interest Calculation Costs

I. State Costs - Internal

Clearance Pattern Development and Maintenance

*State Personnel Cost:

*State Non-Personnel Cost:

*Other Costs:

Interest Calculation

*State Personnel Cost:

*State Non-Personnel Cost:

*Other Costs:

II. State Costs - External

Clearance Pattern Development and Maintenance

*Personnel Cost:

*Non-Personnel Cost:

*Other Costs:

Interest Calculation

*Personnel Cost:

*Non-Personnel Cost:

*Other Costs:

III. Adjusted Interest Calculation Costs

Interest calculation costs incurred prior to the current state fiscal year are not eligible for reimbursement pursuant to 31 CFR 205.27(d)(3). In the event that interest calculation costs reimbursed in a prior state fiscal year are disallowed as the result of a subsequent audit, the disallowed amount must be included in this section.

*Adjusted Interest Calculation Costs:

IV. Total Interest Calculation Costs

Please provide an explanation for total costs in excess of \$50,000.

Total Interest Calculation Costs: 12,970

V. Authorized State Official Certification

"I hereby certify that this Interest Calculation Costs Report is accurate to the best of my knowledge. Interest calculation costs recovered via this mechanism shall not be included in our State's cost allocation plan as described in OMB Circular A-87. The State shall maintain documentation to substantiate this report and make this information available upon request."

*Name:

*Title:

STATE OF NEVADA
 CASH MANAGEMENT IMPROVEMENT ACT
 FY 12 SCHEDULE OF DIRECT COSTS OF IMPLEMENTATION
 FY 12 clearance pattern calculations for FY 13
 and interest liability calculations for FY 13

Development and Maintenance of Clearance Patterns:		
Statewide Clearance Patterns:		
Welfare (type WF)		555.76
Payroll (type PR)		555.76
Accounts Payable (type AD & EF)		555.76
NDOT (type AD2)		555.76
Set-up		2,778.82
Total costs to calculate statewide clearance patterns		
Program Specific Clearance Patterns:		
10.555 - National School Lunch Program		486.01
10.557 - Special Supplemental Nutrition Program for Women, Infants, and Children		486.01
17.225 - Unemployment Insurance		486.01
84.010 - Title I Grants to Local Educational Agencies		486.01
84.027 - Special Education - Grants to States		486.01
93.558 - Temporary Assistance for Needy Families (TANF)		486.01
93.563 - Child Support Enforcement (Districts Attorney component)		486.01
93.596 - Child Care Mandatory and Matching Funds		486.01
93.658 - Foster Care Title IV-E		486.01
93.767 - State Children's Insurance Program		486.01
93.778 - Medical Assistance Program		486.01
Total costs to calculate program specific clearance patterns		5,346.16
Calculation of Interest Liabilities:		
10.551	Food Stamps	96.90
10.555	National School Lunch Program	484.52
10.557	Special Supplemental Food Program for Women, Infants, and Children (WIC)	484.52
17.225	Unemployment Insurance	290.71
20.205	Highway Planning and Construction	193.81
84.010	Title I Grants to Local Educational Agencies	484.52
84.027	Special Education - Grants to States	484.52
93.558	Temporary Aid to Needy Families	484.52
93.563	Child Support Enforcement	484.52
93.658	Foster Care Title IV-E	484.52
93.778	Medical Assistance Program	484.52
N/A	Set-up	193.81
N/A	Preparation of Direct Costs and Annual Report	193.81
Total costs to calculate interest liabilities		4,845.22
Total Direct Costs of Implementation		12,970.20

**State of Nevada
Statewide Clearance Patterns
For the TSA Year Ended June 30, 2011**

Development and Maintenance of Statewide Clearance Patterns							Hours	Cost	Rate		
									69.75	Hart	
									48.45	Hollingsworth	
									33.76	Jaquez	
Development of type WF clearance patterns											
						7.00	488.24	Hart			
						2.00	67.53	Jacquez			
							555.76				
Development of type PR clearance patterns											
						7.00	488.24	Hart			
						2.00	67.53	Jacquez			
							555.76				
Development of type AD, EF & MW clearance patterns											
						7.00	488.24	Hart			
						2.00	67.53	Jacquez			
							555.76				
Development of NDOT type AD, EF & MW clearance patterns											
						7.00	488.24	Hart			
						2.00	67.53	Jacquez			
							555.76				
Setup of workpapers for FY 13											
						7.00	488.24	Hart			
						2.00	67.53	Jacquez			
							555.76				
Total:								2,778.82			

State of Nevada
 Program Specific Patterns
 For the TSA Year Ended June 30, 2013

Development and Maintenance of Program Specific Clearance Patterns:									
			Rate	Hours	Cost	Employee	Hours	Cost	Total Cost
10.555 - National School Lunch Program				6.00	418.49	Hart	2.00	67.53	486.01
10.557 - Special Supplemental Nutrition Program for Women, Infants, and Childr				6.00	418.49	Hart	2.00	67.53	486.01
17.225 - Unemployment Insurance				6.00	418.49	Hart	2.00	67.53	486.01
84.010 - Title I Grants to Local Educational Agencies				6.00	418.49	Hart	2.00	67.53	486.01
84.027 - Special Education - Grants to States				6.00	418.49	Hart	2.00	67.53	486.01
93.558 - Temporary Assistance for Needy Families (TANF)				6.00	418.49	Hart	2.00	67.53	486.01
93.563 - Child Support Enforcement (Districts Attorney component)				6.00	418.49	Hart	2.00	67.53	486.01
93.596 - Child Care Mandatory and Matching Funds				6.00	418.49	Hart	2.00	67.53	486.01
93.658 - Foster Care_Tile IV-E				6.00	418.49	Hart	2.00	67.53	486.01
93.767 - State Children's Insurance Program				6.00	418.49	Hart	2.00	67.53	486.01
93.778 - Medical Assistance Program				6.00	418.49	Hart	2.00	67.53	486.01
					4,603.38			742.79	5,346.16

State of Nevada
Interest Liability Calculations
For the Year Ended June 30, 2013

Interest Liability Calculation Cost:				Rate	Hours	Total Expenses	TOTAL
		Hart		69.75			
		Hollingsworth		48.45			
		Jaquez		33.76			
					Hollingsworth		
10.551	Food Stamps						
10.555	National School Lunch Program				2.00	96.90	96.90
10.557	Special Supplemental Food Program for Women, Infants, and Children (WIC)				10.00	484.52	484.52
17.225	Unemployment Insurance				10.00	484.52	484.52
20.205	Highway Planning and Construction				6.00	290.71	290.71
84.010	Title I Grants to Local Educational Agencies				4.00	193.81	193.81
84.027	Special Education - Grants to States				10.00	484.52	484.52
93.558	Temporary Aid to Needy Families (TANF)				10.00	484.52	484.52
93.563	Child Support Enforcement				10.00	484.52	484.52
93.658	Foster Care Title IV-E				10.00	484.52	484.52
93.778	Medical Assistance Program				10.00	484.52	484.52
N/A	Set-up				4.00	193.81	193.81
N/A	Preparation of Direct Costs and Annual Report				4.00	193.81	193.81
					100.00	4,845.22	4,845.22

**State of Nevada
 Calculation of Cost Rates by Employee
 For the Year Ended June 30, 2013**

Lee Ann Hollingsworth Emp hourly	Susan Hart Emp hourly	Karen Jaquez Emp hourly							
33.870	50.180	22.620	gross wages						
8.044	11.918	5.372	retirement	12.25%	Emplyr/Emplyee paid	23.75%	Employer paid		
0.491	0.728	0.328	1.45%medicare						
4.216	4.216	4.216	insurance (paid monthly)						
0.0001	0.0001	0.0001	\$2.81/yr employee bond insurance						
0.0051	0.0051	0.0051	\$128.79/yr tort						
0.0046	0.0046	0.0046	\$115.84 EITS infrastructure						
0.0019	0.0019	0.0019	\$48.17 EITS security						
0.129	0.191	0.086	.38% unemployment						
0.911	1.350	0.608	2.69% REGI						
0.254	0.376	0.170	.75% personnel/payroll assessments						
0.525	0.778	0.351	1.55% Worker's Comp						
48.45	69.75	33.76							
0.699	0.719	0.670	gross wages as % of total						
0.301	0.281	0.330	fringe benefits as % of total						

STATE OF NEVADA

**SCHEDULE OF MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

	CFDA #	Expenditures	Notes	Agency
Supplemental Nutrition Assistance Program (SNAP)	10.551	483,036,279		407
National School Lunch Program	10.555	85,113,771		305
Special Supplemental Food Program for Women, Infants, and Children (WIC)	10.557	45,182,712		406
Unemployment Insurance	17.225	1,810,780,221	includes U.I. Trust	900
Highway Planning and Construction	20.205	364,847,933		800
Title I Grants to Local Educational Agencies	84.010	97,384,031		300
Title I Grants to Local Educational Agencies	84.027	62,802,624		300
Special Education_Grants to States	84.389	34,152,567		300
ARRA - Title I Grants to Local Educational Agencies, Recovery Act	84.410	38,613,427		300
ARRA - Education Jobs Fund	93.268	33,203,209		406
Immunization Grants	93.558	54,096,115		407
Temporary Assistance for Needy Families	93.563	40,605,585		407
Child Support Enforcement	93.658	35,898,709		409
Foster Care_Title IV-E	93.778	1,029,337,594		403
Medical Assistance Program				

Total Federal Financial Assistance of Programs Above Threshold

4,215,054,777

Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director

Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 14, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Carla Watson, Budget Analyst
Budget Division

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

APPROVAL TO PAY A CASH SETTLEMENT

Pursuant to NRS 41.037, the State Board of Examiners may approve, settle or deny any claim or action against the State, any of its agencies or any of its present or former officers, employees, immune contractors or State Legislators.

Agenda Item Write-up:

Department of Transportation (NDOT) – Administration - \$61,500

The department requests settlement approval in the amount of \$61,500 to resolve an eminent domain action that NDOT brought pertaining to a portion of real property necessary for the purpose of reconstructing the I-15 freeway from Blue Diamond north to Tropicana Avenue. The sum of \$63,500 was previously deposited with the Court and released to the property owners as a condition of NDOT acquiring occupancy of the subject property. Approval of this additional amount would bring the total to \$125,000.

Additional Information:

Clark County has a no-Cut Ordinance that prohibits roads to be excavated for any reason for a period of five years. The landowner was concerned about having utilities (particularly sewer) extended to his property. Appraisals for reasonable costs and expenses as part of just compensation were conducted by both parties and negotiations resulted in the cash settlement amount of \$61,500. There will be no subrogation or any other attempt to offset the settlement amount. NDOT will seek reimbursement from the Federal Highway Administration.

Statutory Authority:

NRS 41.037

REVIEWED: _____
ACTION ITEM: _____



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL

Transportation Division
555 E. Washington Avenue, Suite 3900
Las Vegas, Nevada 89101

CATHERINE CORTEZ MASTO
Attorney General

KEITH G. MUNRO
Assistant Attorney General

GREGORY M. SMITH
Chief of Staff

MEMORANDUM

RECEIVED

FEB 04 2014

DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUDGET DIVISION

DATE: February 4, 2014

TO: Board of Examiners
Governor Brian Sandoval
Attorney General Catherine Cortez Masto
Secretary of State Ross Miller

FROM: Rudy Malfabon, Director, Nevada Department of Transportation
Dennis Gallagher, Chief Deputy Attorney General
Ruth Miller, Senior Deputy Attorney General

SUBJ: Proposed Settlement of an Eminent Domain Lawsuit Filed By NDOT
State of Nevada v. Woodcock; Case No. A-12-664399-C

SUMMARY

NDOT requests settlement approval in the amount of \$125,000.00 (ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS). The sum of \$63,500.00 was previously deposited with the Court and released to the property owners as a condition of NDOT acquiring occupancy of the subject property. **The additional amount requested in this settlement proposal is \$61,500.00** to resolve an eminent domain action that NDOT brought pertaining to a portion of real property owned by Jack Woodcock ("Landowner") and located on the northwest corner of Warm Springs Road and Windy Street in Las Vegas, Nevada. NDOT needs to acquire a portion of the subject property in fee for the purpose of reconstructing the I-15 freeway from Blue Diamond north to Tropicana Avenue.

BACKGROUND OF THE SUBJECT PROPERTY

The property is approximately 2.5 acres of vacant land of which NDOT required 7,465 square feet in fee and 1,522 square feet as a temporary easement. The property is bounded on the east by Windy Street, on the south by Warm Springs Road and on the north and west by other parcels of property. The subject property is depicted in pink borders on Attachment 1.

NDOT obtained an appraisal of the subject property that valued the fee take and temporary easement at \$63,500.00 (SIXTY THREE THOUSAND FIVE HUNDRED DOLLARS) with no damages. NDOT offered that amount to Landowner in an attempt to acquire the land through negotiation. Landowner declined the offer. Essentially, Landowner was concerned about having utilities (particularly sewer) extended to his property. Clark County has a No-Cut Ordinance that prohibits roads to be excavated for any reason for a period of five years.

In June of 2012, NDOT filed a condemnation action against Landowner in the Eighth Judicial District Court, case no. A-12-664399-C. NDOT sought immediate occupancy of the subject property and deposited the amount of the appraised value of \$63,500.00 with the clerk of court to obtain immediate occupancy.

In October of 2012, Landowner filed an answer. NDOT paid for Landowner's appraiser as NRS 37.120(3) obligates NDOT to pay for reasonable costs and expenses as part of just compensation in a direct condemnation action. Landowner's appraiser concluded just compensation to be \$153,000.00.

NDOT hired appraiser Timothy Morse to review Landowner's appraisal. Mr. Morse concluded that there are approximately \$95,995.00 in severance damages due to the No-Cut Ordinance. Mr. Morse further concluded that Landowner's property received special benefits from the project which offset the calculation of damages. He suggested that the redesign caused a change in grade at the boundary of the property which resulted in the property being at grade along the entire Warm Springs Road frontage.

POINTS THAT FAVOR SETTLEMENT

NDOT has a potential liability for damages resulting from the complications of the five year No-Cut Ordinance and its effect on the Landowner's ability to extend the sewer line to his property. Landowner's appraiser found \$84,000.00 in damages, while NDOT's own appraiser valued the damages even higher at \$95,995.00 in the appraisal review. While NDOT's appraiser offset the damages with special benefits in the amount of \$123,602.00, there is still a possibility that the court may find that there are no special benefits, and that NDOT is responsible for up to \$95,995.00 in damages in addition to the \$63,500.00 for the value of the fee take and permanent easement.

Furthermore, litigation to determine the existence of special benefits will be costly, especially in light of the statutory mandate that NDOT pay the reasonable cost and expenses incurred by the landowner in litigating a direct action.

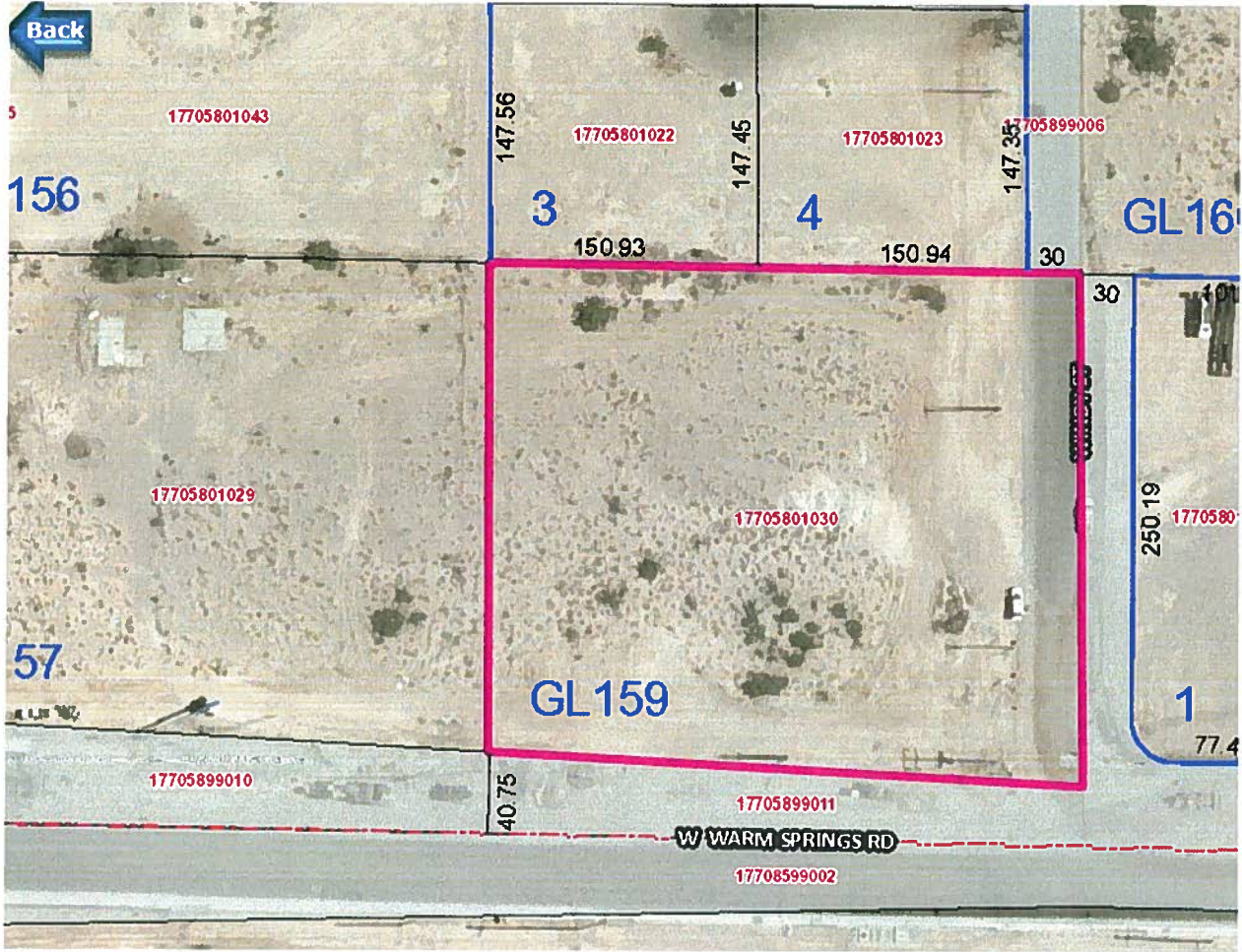
RECOMMENDATION

NDOT has considered the benefits of settlement and has made the decision that settlement is reasonable, prudent, and in the public interest. NDOT requests the authority to settle the claim for the total sum of \$125,000.00, less the amount of \$63,500.00 previously deposited with the court, which amounts to \$61,500.00.

FISCAL NOTE STATEMENT

NDOT will seek reimbursement from the Federal Highway Administration.

ATTACHMENT 1



Brian Sandoval
Governor



Jeff Mohlenkamp
State Budget Director


Stephanie Day
Deputy State Budget Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Budget Division

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | www.budget.nv.gov | Fax: (775) 684-0260

Date: February 27, 2014

To: Jeff Mohlenkamp, Clerk of the Board
Department of Administration

From: Melanie Young, Budget Analyst 

Subject: BOARD OF EXAMINERS **ACTION** ITEM

The following describes an action item submitted for placement on the agenda of the next Board of Examiners' meeting. An analysis of the action item and recommendation is also provided.

DEPARTMENT OF ADMINISTRATION- VICTIMS OF CRIME

Agenda Item Write-up:

NRS 217.260 requires the Board of Examiners to estimate available revenue and anticipated claim costs each quarter. If revenues are insufficient to pay anticipated claims, the statute directs a proportional decrease in claim payments.

The fiscal year 2014, 1st Quarter, Victims of Crime Program report states they satisfied claims totaling \$4,431,120.99 in victim medical bills and claims, with \$1,435,054.79 paid out of the Victims of Crime Program account and \$2,996,066.20 resolved through vendor fee adjustments and cost containment policies.

The fiscal year 2014, 2nd Quarter, Victims of Crime Program report states they satisfied claims totaling \$13,817,152.38 in victim medical bills and claims, with \$3,213,017.53 paid out of the Victims of Crime Program account and \$10,604,134.85 resolved through vendor fee adjustments and cost containment policies.

The program anticipates future reserves at \$7.1 million to help defray crime victims' medical costs.

Based on the projections the Victims of Crime Program recommends paying Priority One, Two and Three Claims at 100% of the approved amount for the 3rd quarter of FY 2014.

Additional Information:

Statutory Authority:

NRS 217.260.

REVIEWED: _____

ACTION ITEM: _____

Brian Sandoval
Governor



Jeff Mohlenkamp
Director

Bryan Nix, Esq.
VOCP Coordinator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Victims of Crime Program

P.O. Box 94525 | Las Vegas, Nevada 89193-4525
Southern Nevada: (702) 486-2740 | www.voc.nv.gov | Northern Nevada: (775) 688-2900

January 27, 2014

To: Jeff Mohlenkamp, Clerk, Board of Examiners
From: Bryan Nix, Coordinator, Victims of Crime Program
Re: VOCP 2nd Quarter FY 2014 Report, and 3rd Quarter FY 2014 Recommendation

NRS 217.260 requires the Board of Examiners to estimate available revenue and anticipated claim costs each quarter. The VOCP pays claims in accordance with the policies adopted by the Board pursuant to NRS 217.130. When a vendor accepts a payment reduced pursuant to these policies, NRS 217.245 provides that the claim is deemed paid in full. Claims are categorized as to their priority; and Claims categorized as the highest priority are paid, in whole or in part, before other claims.

Priority One and Two claims are paid weekly during the quarter, and accrued Priority Three claims are paid at the end of each quarter. Priority One and Two claims are bills for current medical treatment, lost wages, funeral expenses, counseling, etc. Priority Three claims are bills the applicant owed prior to claim acceptance such as hospital emergency room and related bills. The VOCP pays the "approved" amount, which is the amount approved for payment after bill review and application of fee schedules or other payment adjustments pursuant to Board policies.

Claim Payments

The following chart shows claim payments made in FY 2014, by benefit type. As this chart shows the VOCP satisfied **\$13,817,152.38** in victim medical bills and claims for **\$3,213,017.53** of available funding. After bill review and application of Board Policies we have had a total savings of **\$10,604,134.85** over the billed amount in fiscal year 2014.

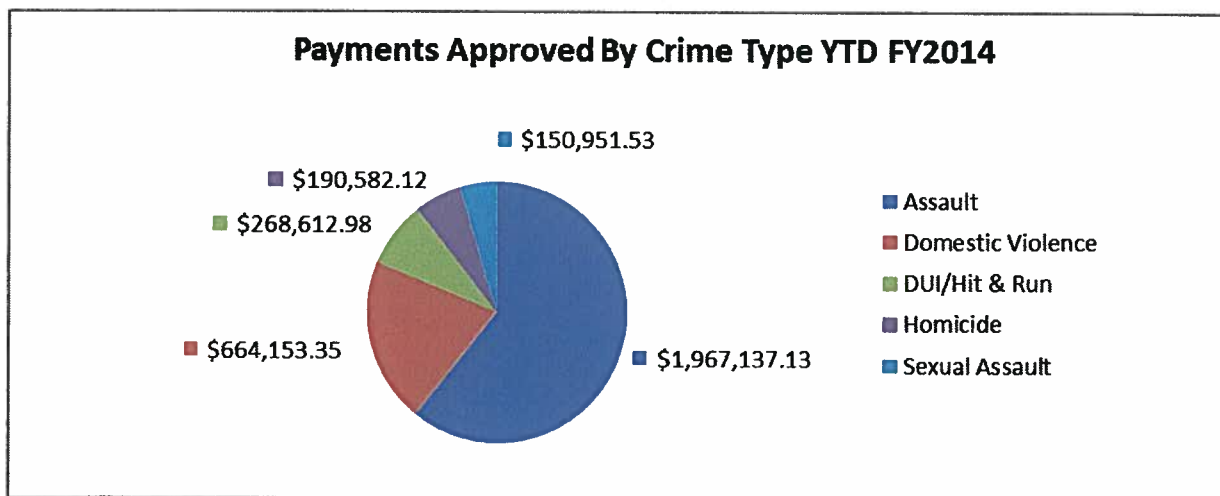
Payment Amounts by Type Fiscal Year 2014				
Type of Expense	Number of Bills	Total Victim Bills Submitted	Amount Saved by Bill Review	Amount Paid to Providers
Chiropractic	176	97,300.87	25,727.63	71,573.24
Counseling	1207	407,748.04	185,992.23	221,755.81
Survivor Benefits	7	10,432.94	0.00	10,432.94
Dental	107	287,235.28	64,168.11	223,067.17
Discretionary*	293	229,602.90	244.96	229,357.94
Funeral Expense	71	155,844.74	974.71	154,870.03
Lost Wages	109	133,381.09	0.00	133,381.09
Medical - Hospital	350	3,429,399.42	3,010,984.55	418,414.87
Medical - Other	1261	1,145,342.97	417,650.11	727,692.86
Prescription	267	49,149.00	2,897.54	46,251.46
Physical Therapy	57	47,113.26	15,267.31	31,845.95
Vision	59	30,528.71	5,756.88	24,771.83
Pending Priority Three Payments 2nd Quarter 2014	566	7,794,073.16	6,874,470.82	919,602.34
Total Payments YTD FY2014	4530	\$13,817,152.38	\$10,604,134.85	\$3,213,017.53

*Discretionary payments include: Relocations, Temporary Housing, Crime Scene Clean-up, etc.

** There are **\$7,794,073.16** in pending Priority Three Claims (hospital bills, etc), which will be paid **\$919,602.34**, which is 100% of the approved amount.

Victim Payments by Crime Type

The following pie chart shows amounts approved for payment by crime type, during Fiscal Year 2014.



Financial Review

The chart on the next page shows projected revenues and fund balances, including reserves for FY 2014, and recommendations for 3rd quarter FY 2014 based on projections. These projections of revenue and anticipated expenses are used for purposes of determining compliance with NRS 217.260 and policies of the Board.

Financial Position and Third Quarter 2014 Projections	
Projected Funds Available for Payments FY14 Less 45 Day Reserves	\$12,446,005.90
Less: 1st Quarter Payments	\$1,435,054.79
2nd Quarter Priority 1 & 2 Payments	\$858,360.40
2nd Quarter Priority 3 Payments	\$919,602.34
Total 2nd Quarter 2014 Payments	\$1,777,962.74
Projected Funds Available for Remainder of FY14 Less 45 Day Reserves	\$9,232,988.37
Projected Funds Available for 3rd Quarter FY14	\$4,616,494.19
Projected Payments 3rd Quarter FY14*	\$1,526,563.46
Projected Quarterly Funds Remaining After Payments - Add to Reserves	\$3,089,930.73
Projected Funds Available for FY14 Less 45 Day Reserves	\$7,706,424.91
Recommended Priority 3 Payment Percentage 3rd Quarter FY14	100%
*Average of last 6 quarters	

As required, a 45 day operating expense reserve of \$974,549.10 is maintained to cover up to 45 days of victim's claims and administrative expenses.

The increased level of claims paid in FY 2010 resulted in a 52.8% increase in the Federal Grant awarded to Nevada in FY 2012. This allowed us to increase our reserves to an amount sufficient to see us through the current economic downturn. Our reserves for future claims stand at \$7.1 million. We expect to use these reserves over the next five years as the amount of our Federal Grant decreases.

Our current financial review shows that we have sufficient funding to cover remaining 2nd quarter Priority Three payments at 100%, and we are projecting sufficient funds to continue paying all claims at 100% in the third quarter of fiscal year 2014.

Recommendation

We are projecting Priority One and Two payments totaling **\$817,989.38** and projected Priority Three payments totaling **\$708,574.08**, for a total expense of **\$1,526,563.46** for the 3rd quarter.

After reserving **\$974,549.10** for 45 days operating expenses, our budget shows VOCP revenues available for 3rd quarter total **\$4,616,494.19**.

Based on these projections the VOCP recommends paying Priority One and Two and Three claims at **100%** of the approved amount for the 3rd quarter of FY 2014.

Brian Sandoval
Governor



Jeff Mohlenkamp
Director

Bryan Nix, Esq.
VOCP Coordinator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Victims of Crime Program

P.O. Box 94525 | Las Vegas, Nevada 89193-4525
Southern Nevada: (702) 486-2740 | www.voc.nv.gov | Northern Nevada: (775) 688-2900

October 11, 2013

To: Jeff Mohlenkamp, Clerk, Board of Examiners
From: Bryan Nix, Coordinator, Victims of Crime Program
Re: VOCP 1st Quarter FY 2014 Report, and 2nd Quarter FY 2014 Recommendation

NRS 217.260 requires the Board of Examiners to estimate available revenue and anticipated claim costs each quarter. The VOCP pays claims in accordance with the policies adopted by the Board pursuant to NRS 217.130. When a vendor accepts a payment reduced pursuant to these policies, NRS 217.245 provides that the claim is deemed paid in full. Claims are categorized as to their priority; and Claims categorized as the highest priority are paid, in whole or in part, before other claims.

Priority One and Two claims are paid weekly during the quarter, and accrued Priority Three claims are paid at the end of each quarter. Priority One and Two claims are bills for current medical treatment, lost wages, funeral expenses, counseling, etc. Priority Three claims are bills the applicant owed prior to claim acceptance such as hospital emergency room and related bills. The VOCP pays the "approved" amount, which is the amount approved for payment after bill review and application of fee schedules or other payment adjustments pursuant to Board policies.

Claim Payments

The following chart shows claim payments made in FY 2014, by benefit type. As this chart shows the VOCP satisfied **\$4,431,120.99** in victim medical bills and claims for **\$1,435,054.79** of available funding. After bill review and application of Board Policies we have had a total savings of **\$2,996,066.20** over the billed amount in fiscal year 2014.

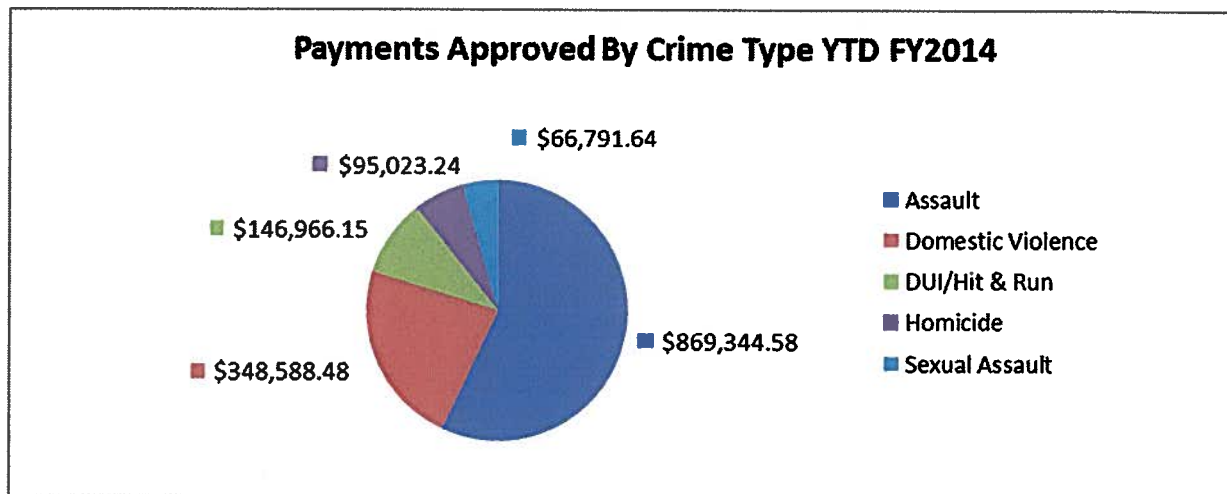
Payment Amounts by Type Fiscal Year 2014				
Type of Expense	Number of Bills	Total Victim Bills Submitted	Amount Saved by Bill Review	Amount Paid to Providers
Chiropractic	95	48,039.37	14,611.07	33,428.30
Counseling	643	192,741.58	79,091.31	113,650.27
Survivor Benefits	0	0.00	0.00	0.00
Dental	59	170,545.95	47,510.29	123,035.66
Discretionary*	167	123,728.35	190.00	123,538.35
Funeral Expense	32	87,973.53	944.71	87,028.82
Lost Wages	53	62,688.95	0.00	62,688.95
Medical - Hospital	101	638,119.00	572,358.61	65,760.39
Medical - Other	525	418,425.22	151,906.19	266,519.03
Prescription	144	23,303.51	0.00	23,303.51
Physical Therapy	46	38,044.19	12,278.97	25,765.22
Vision	22	7,281.72	534.33	6,747.39
Pending Priority Three Payments 1st Quarter 2014	415	2,620,229.62	2,116,640.72	503,588.90
Total Payments YTD FY2014	2302	\$4,431,120.99	\$2,996,066.20	\$1,435,054.79

*Discretionary payments include: Relocations, Temporary Housing, Crime Scene Clean-up, etc.

** There are **\$2,620,229.62** in pending Priority Three Claims (hospital bills, etc), which will be paid **\$503,588.90**, which is 100% of the approved amount.

Victim Payments by Crime Type

The following pie chart shows amounts approved for payment by crime type, during Fiscal Year 2014.



Financial Review

The chart on the next page shows projected revenues and fund balances, including reserves for FY 2014, and recommendations for 2nd quarter FY 2014 based on projections. These projections of revenue and anticipated expenses are used for purposes of determining compliance with NRS 217.260 and policies of the Board.

Financial Position and First Quarter 2014 Projections	
Projected Funds Available for Payments FY14 Less 45 Day Reserves	\$13,817,048.46
1st Quarter Priority 1 & 2 Payments	\$931,465.89
1st Quarter Priority 3 Payments	\$503,588.90
Total 1st Quarter 2014 Payments	\$1,435,054.79
Projected Funds Available for Remainder of FY14 Less 45 Day Reserves	\$12,381,993.67
Projected Funds Available for 2nd Quarter FY14	\$4,127,331.22
Projected Payments 2nd Quarter FY14*	\$1,474,272.70
Projected Quarterly Funds Remaining After Payments - Add to Reserves	\$2,653,058.52
Projected Funds Available for FY14 Less 45 Day Reserves	\$10,907,720.97
Recommended Priority 3 Payment Percentage 2nd Quarter FY14	100%
*Average of last 6 quarters	

As required, a 45 day operating expense reserve of \$952,249.54 is maintained to cover up to 45 days of victim's claims and administrative expenses.

The increased level of claims paid in FY 2010 resulted in a 52.8% increase in the Federal Grant awarded to Nevada in FY 2012. This allowed us to increase our reserves to an amount sufficient to see us through the current economic downturn. Our reserves for future claims stand at \$7.1 million. We expect to use these reserves over the next five years as the amount of our Federal Grant decreases.

Our current financial review shows that we have sufficient funding to cover remaining 1st quarter Priority Three payments at 100%, and we are projecting sufficient funds to continue paying all claims at 100% in the second quarter of fiscal year 2014.

Recommendation

We are projecting Priority One and Two payments totaling **\$822,729.24** and projected Priority Three payments totaling **\$651,543.46**, for a total expense of **\$1,474,272.70** for the 2nd quarter.

After reserving **\$952,249.54** for 45 days operating expenses, our budget shows VOCP revenues available for 2nd quarter total **\$4,127,331.22**.

Based on these projections the VOCP recommends paying Priority One and Two and Three claims at **100%** of the approved amount for the 2nd quarter of FY 2014.

For Budget Division Use Only	
Reviewed by:	LD 2-5-14
Reviewed by:	
Reviewed by:	

STATEWIDE LEASE INFORMATION

1. Agency: Department of Health & Human Services, Division of Child & Family Services
4126 Technology Way
Carson City, Nevada 89706
Contact: Imran Hyman phone 775.684.4413 fax 775.684.4455 email ihyman@dcfs.nv.gov

2. Name of Landlord (Lessor): S&A Freshman Family Properties, LLC
dba Northgate Plaza
phone 209.523.6473 fax 209.523.1282 email: rfleischer@standardmanagement.com

3. Address of Landlord: 1700 McHenry Avenue, Suite 25
Modesto, California 95350

4. Property contact: Standard Management Company
6151 West Century Boulevard, Suite 300
Los Angeles, California 90045
Contact: Robert Fleicher phone 310.410.2300 x325 fax 310.410.2919

5. Address of Lease property: 2533 North Carson Street, Suite 100
Carson City, Nevada 89701

a. Square Footage: Rentable
 Usable 11,000

b. Cost:

cost per month	months	cost per year	time frame	cost per square foot
\$16,500.00	12	\$198,000.00	Months 1 - 12 Anticipated to commence June 1, 2014	\$1.500
3% \$16,995.00	12	\$203,940.00	Months 13 - 24	\$1.545
3% \$17,501.00	12	\$210,012.00	Months 25 - 36	\$1.591
3% \$18,029.00	12	\$216,348.00	Months 37 - 48	\$1.639
3% \$18,568.00	12	\$222,816.00	Months 49 - 60	\$1.688
3% \$19,129.00	12	\$229,548.00	Months 61 - 72	\$1.739
3% \$19,701.00	12	\$236,412.00	Months 73 - 84	\$1.791
3% \$20,295.00	12	\$243,540.00	Months 85 - 96	\$1.845
3% \$20,900.00	12	\$250,800.00	Months 97 - 108	\$1.900
3% \$21,527.00	12	\$258,324.00	Months 109 - 120 Anticipated to terminate May 31, 2024	\$1.957

Increase %

c. Total Lease Consideration: 120 \$2,269,740.00

d. Option to renew: Yes No 90 Renewal terms: One identical term

e. Holdover notice: # of Days required 30 Holdover terms: 5%/90

f. Term: Ten (10) Years

g. Pass-thrus & CAMS: None

h. Utilities: Landlord Tenant

i. Janitorial: Landlord Tenant 3 day 5 day Rural 3 day Rural 5 day Other (see remarks)

j. Major repairs: Landlord Tenant

k. Minor repairs: Landlord Tenant

l. Taxes: Landlord Tenant

m. Comparable Market Rate: \$1.30 - \$1.50

n. Specific termination clause in lease: Breach/Default lack of funding

o. Lease will be paid for by Agency Budget Account Number: 3229

RECEIVED
FEB 04 2014
DEPARTMENT OF ADMINISTRATION
OFFICE OF THE DIRECTOR
BUBBET JARRIS

6. Purpose of the lease: To house the Division of Child and Family Services

7. This lease constitutes:

- An extension of an existing lease
- An addition to current facilities (requires a remark)
- A relocation (requires a remark)
- A new location (requires a remark)
- Remodeling only
- Other

a. Estimated moving expenses: \$12,604.84 Furnishings: \$0.00 Data/Phones: \$104,445.09

Remarks: This relocation with tenant improvements increases the Agency's square footage by 3,500 sq ft or 52.78% to provide adequate space for current needs as well as future growth.

Exceptions/ Special notes: This full service lease is above comparable rates for Carson City for State facilities & includes 3% increases every year; the location of the facility & amortized tenant improvements are the primary reasons for the higher than normal rate. This lease was negotiated for a 10 year term to spread tenant improvement costs over the longest time frame possible. \$94,608. (or 10.77%) of the increased cost is due to increased rent rate; \$784,092. (or 89.23%) is due to increase in square footage occupied

1000#


STATEWIDE LEASE INFORMATION

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	NV19991099231	12/31/2014
b. The Contractor is registered with the Nevada Secretary of State's Office as a:	LLC <input checked="" type="checkbox"/> INC <input type="checkbox"/> CORP <input type="checkbox"/> LLP <input type="checkbox"/>	
c. Is the Contractor Exempt from obtaining a Business License:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
*If yes, please explain in exceptions section		
d. Is the Contractors Name the same as the Legal Entity Name?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
*If no, please explain in exceptions section		
e. Does the Contractor have a current Nevada State Business License (SBL)?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
*If no, please explain in exceptions section		
f. Is the Legal Entity active and in good standing with the Nevada Secretary of States Office?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
g. State of Nevada Vendor number:	T27027378	

9. Compliance with NRS 331.110, Section 1, Paragraph 2:

a. I/we have considered the reasonableness of the terms of this lease, including cost	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
b. I/we have considered other state leased or owned space available for use by this agency	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO



 Authorized Signature
 Public Works Division, Buildings and Grounds Section
 Date 2-9-14



 Authorized Signature - Agency
 JON AMBER HOWELL
 Date

II
 For Board of Examiners YES NO

STATEWIDE LEASE INFORMATION

1. Agency: Department of Health and Human Services
 Division of Welfare and Supportive Services
 Don Coston (775) 684-0652; Fax (775) 684-0681; dxcoston@dwss.nv.gov
 Elizabeth Watson (775) 684-0514; EWATSON@dwss.nv.gov

2. Name of Landlord (Lessor): HFRM II, Inc.

3. Address of Landlord: 2051 Hilltop Drive #A-18
 Redding, CA 96002-0124

4. Property contact: Rod Colvin
 (530) 242-2010; fax: (530) 221-7363

5. Address of Lease property: 1470 College Parkway
 Carson City, NV 89706

a. Square Footage: Rentable 43,000
 Usable

b. Cost:	Tenant Improvement cost per month	cost per month	TOTAL cost per month including Tenant Improvements	# of months in time frame	cost per year	time frame	cost per square foot per month
Increase %	\$76.67	\$60,200.00	\$60,276.67	12	\$723,320.04	March 1, 2014 - February 28, 2015	\$1.40
4%		\$62,780.00		12	\$753,360.00	March 1, 2015 - February 29, 2016	\$1.46
0%		\$62,780.00		12	\$753,360.00	March 1, 2016 - February 28, 2017	\$1.46
4%		\$65,360.00		12	\$784,320.00	March 1, 2017 - February 28, 2018	\$1.52
0%		\$65,360.00		12	\$784,320.00	March 1, 2018 - February 28, 2019	\$1.52

c. Total Lease Consideration:	Increase %	cost per month	# of months	cost per year	time frame	cost per square foot per month
			60	\$3,798,680.04		
2%		\$66,650.00	12	\$799,800.00	March 1, 2019 - February 29, 2020	\$1.55
4%		\$69,230.00	12	\$830,760.00	March 1, 2020 - February 28, 2021	\$1.61
0%		\$69,230.00	12	\$830,760.00	March 1, 2021 - February 28, 2022	\$1.61
4%		\$71,810.00	12	\$861,720.00	March 1, 2022 - February 28, 2023	\$1.67
0%		\$71,810.00	12	\$861,720.00	March 1, 2023 - February 29, 2024	\$1.67

c. Option Period 1 Consideration:	Increase %	cost per month	# of months	cost per year	time frame	cost per square foot per month
			60	\$4,184,760.00		
2%		\$73,100.00	12	\$877,200.00	March 1, 2024 - February 28, 2025	\$1.70
3%		\$75,680.00	12	\$908,160.00	March 1, 2025 - February 28, 2026	\$1.76
0%		\$75,680.00	12	\$908,160.00	March 1, 2026 - February 28, 2027	\$1.76
3%		\$78,260.00	12	\$939,120.00	March 1, 2027 - February 29, 2028	\$1.82
0%		\$78,260.00	12	\$939,120.00	March 1, 2028 - February 28, 2029	\$1.82

c. Option Period 2 Consideration: 60 \$4,571,760.00

d. Option to renew: Yes No Renewal terms: Two (2) Pre-negotiated Options to

e. Holdover notice: Yes 180 days Holdover terms: 5%/90

f. Term: Sixty (60) months

g. Pass-thrus & CAMS: No

h. Utilities: Landlord Tenant

45 Janitorial: Landlord Tenant \$ day \$5 day Rural 3 day Rural 5 day Other (see remarks)

j. Major repairs: Landlord Tenant

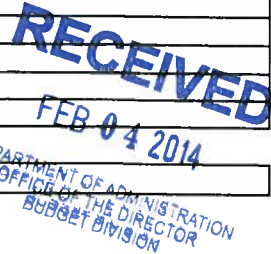
k. Minor repairs: Landlord Tenant

l. Taxes: Landlord Tenant

m. Comparable Market Rate: \$1.30 - \$1.50

n. Specific termination clause in lease: Breach/Default lack of funding

o. Lease will be paid for by Agency Budget Account Number: 3228



6. Purpose of the lease: To house the Division of Welfare and Supportive Services.

7. This lease constitutes:

- An extension of an existing lease
- An addition to current facilities (requires a remark)
- A relocation (requires a remark)
- A new location (requires a remark)
- Remodeling only
- Other

a. Estimated moving expenses: NA Furnishings: NA Data/Phones: NA

Remarks: This lease renewal results in a savings of \$424,613.76 or 10.05% in the first option period. The new lease contains 2 option provisions at 5 year intervals, for a total of 15 years. In addition, \$25,955.00 of Tenant improvements is included, \$25,053.00 at no cost to the Tenant Agency. The agency responsibility is \$920.04. Weighted average cost per square foot was previously \$1.64 per square foot, and is \$1.47 as a result of this renewal.

Exceptions/ Special notes: This lease contains 2 option provisions requiring 6 month notices to exercise.

10 and #2

STATEWIDE LEASE INFORMATION

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	<u>NV20081316592</u>		
b. The Contractor is registered with the Nevada Secretary of State's Office as a:		LLC <input type="checkbox"/> INC <input checked="" type="checkbox"/> CORP <input type="checkbox"/> LLP <input type="checkbox"/>	
c. Is the Contractor Exempt from obtaining a Business License:		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
*If yes, please explain in exceptions section			
d. Is the Contractors Name the same as the Legal Entity Name?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
*If no, please explain in exceptions section			
e. Does the Contractor have a current Nevada State Business License (SBL)?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
*If no, please explain in exceptions section			
f. Is the Legal Entity active and in good standing with the Nevada Secretary of States Office?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
g. State of Nevada Vendor number:	<u>T27021729</u>		

9. Compliance with NRS 331.110, Section 1, Paragraph 2:

a. I/we have considered the reasonableness of the terms of this lease, including cost	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
b. I/we have considered other state leased or owned space available for use by this agency	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO



 _____ Date 2-4-14

 Authorized Signature

 Public Works Division, Buildings and Grounds Section

 do



 _____ Date 1/30/14

 Authorized Signature - Agency

For Board of Examiners YES NO

For Budget Division Use Only	
Reviewed by: <i>K. Nelson</i>	<i>2/5/14</i>
Reviewed by: <i>Slon</i>	<i>2/4/14</i>
Reviewed by:	

STATEWIDE LEASE INFORMATION

1. Agency: Department of Tourism and Cultural Affairs, Nevada Arts Council
 716 North Carson Street, Suite A
 Carson City, Nevada 89701
 Linda Ficklin phone 775.687.6680 fax 775.684.5446 email lficklin@nevadaculture.org

2. Name of Landlord (Lessor): First Financial Collateral, Inc

3. Address of Landlord: 751 City Center Drive
 Carmel, Indiana 46032
 Brian Giffin phone 317.581.7544

4. Property contact: c/o Avison Young
 6151 Lakeside Drive, Suite 1000
 Reno, Nevada 89511
 Property manager: Jamie Nelson phone 775.332.7303 fax 775.332.2810
 email jamie.nelson@avisonyoung.com
 Leasing agent: Reed Simmons 332-7310, 843-2519; reed.simons@avisonyoung.com

5. Address of Lease property: 716 North Carson Street, Suite A
 Carson City, Nevada 89701

a. Square Footage: Rentable
 Usable 3,046

b. Cost:

cost per month	# of months in time frame	cost per year	time frame	Approximate cost per square foot
\$3,595.00	12	\$43,140.00	July 1, 2014 - June 30, 2015 <i>FY15</i>	\$1.18
2% \$3,655.20	12	\$43,862.40	July 1, 2015 - June 30, 2016 <i>FY16</i>	\$1.20
0% \$3,655.20	12	\$43,862.40	July 1, 2016 - June 30, 2017 <i>FY17</i>	\$1.20
2% \$3,716.12	12	\$44,593.44	July 1, 2017 - June 30, 2018 <i>FY18</i>	\$1.22
0% \$3,716.12	12	\$44,593.44	July 1, 2018 - June 30, 2019 <i>FY19</i>	\$1.22

Increase %

c. Total Lease Consideration: 60 \$220,051.68

d. Option to renew: Yes No Renewal terms: One identical term / 90

e. Holdover notice: # of Days required 30 Holdover terms: 5%/90

f. Term: Five (5) Years

g. Pass-thrus & CAMS: None

h. Utilities: Landlord Tenant

i. Janitorial: Landlord Tenant 3 day 5 day Rural 3 day Rural 5 day Other (see remarks)

j. Major repairs: Landlord Tenant

k. Minor repairs: Landlord Tenant

l. Taxes: Landlord Tenant

m. Comparable Market Rate: \$1.30 - \$1.50

n. Specific termination clause in lease: Breach/Default lack of funding

o. Lease will be paid for by Agency Budget Account Number: 2979

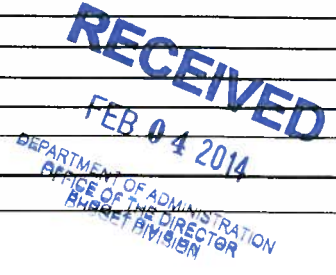
6. Purpose of the lease: To house the Nevada Arts Council

7. This lease constitutes:
- An extension of an existing lease
 - An addition to current facilities (requires a remark)
 - A relocation (requires a remark)
 - A new location (requires a remark)
 - Remodeling only
 - Other

a. Estimated moving expenses: \$0.00 Furnishings: \$0.00 Data/Phones: \$0.00

Remarks: This renewal was negotiated at minimal increases, resulting in a 2.04% increase over the entire term.

Exceptions/ Special notes:



(none) #3

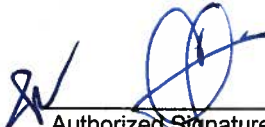
STATEWIDE LEASE INFORMATION

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	<u>NV20121569009</u>	<u>9/30/2014</u>
b. The Contractor is registered with the Nevada Secretary of State's Office as a:	LLC <input type="checkbox"/> INC <input checked="" type="checkbox"/> CORP <input type="checkbox"/> LLP <input type="checkbox"/>	
c. Is the Contractor Exempt from obtaining a Business License:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
*If yes, please explain in exceptions section		
d. Is the Contractors Name the same as the Legal Entity Name?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
*If no, please explain in exceptions section		
e. Does the Contractor have a current Nevada State Business License (SBL)?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
*If no, please explain in exceptions section		
Is the Legal Entity active and in good standing with the Nevada Secretary of States		
f. Office?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
g. State of Nevada Vendor number:	<u>T32001912</u>	

9. Compliance with NRS 331.110, Section 1, Paragraph 2:

a. I/we have considered the reasonableness of the terms of this lease, including cost	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
b. I/we have considered other state leased or owned space available for use by this agency	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO



Authorized Signature
Public Works Division, Buildings and Grounds Section
Date 2-7-14



Authorized Signature - Agency
Date 1/28/14

II
For Board of Examiners YES NO

For Budget Division Use Only	
Reviewed by: <i>[Signature]</i>	2/14/14
Reviewed by:	
Reviewed by:	

STATEWIDE LEASE INFORMATION

1. Agency: Department of Transportation
123 West Nye Lane, Suite 102
Carson City, Nevada 89706
Contacts: Stephan Lani, C907 (775) 687-3367; slani@dot.state.nv.us
John Angel, C911, (775) 687-3376, jangel@dot.state.nv.us
Marlene Revera (775) 834-8380; mrevera@dot.state.nv.us

2. Name of Landlord (Lessor): Nye Lane Properties

3. Address of Landlord: c/o Mallard Investment Management, Inc
3490 Southampton drive
Reno, Nevada 89509-8911

And a copy to:

4. Property contact: Paul Deane, Manager 775-742-3509; fax: 775-786-0984; paul.deane@yahoo.com

5. Address of Lease property: 123 West Nye Lane, Suite 102 and 105
Carson City, Nevada 89706

a. Square Footage: Rentable Usable 4,825

b. Cost:

cost per month	month-to-month	cost per year	time frame	Approximate cost per square foot
\$4,825.00	12	\$57,900.00	April 1, 2014 - March 31, 2015	\$1.00
\$4,825.00	12	\$57,900.00	April 1, 2015 - March 31, 2016	\$1.00
\$4,969.75	12	\$59,637.00	April 1, 2016 - March 31, 2017	\$1.03
\$5,118.84	12	\$61,426.08	April 1, 2017 - March 31, 2018	\$1.06
\$5,272.41	12	\$63,268.92	April 1, 2018 - March 31, 2019	\$1.09

c. Total Lease Consideration: 60 \$300,132.00

d. Option to renew: Yes No Renewal terms: 90 days

e. Holdover notice: Yes Holdover terms: 90/5%

f. Term: Five (5) years

g. Pass-thrus & CAMS: None

h. Utilities: Landlord Tenant

i. Janitorial: Landlord Tenant 3 day 5 day Rural 3 day Rural 5 day Other (see remarks)

j. Major repairs: Landlord Tenant

k. Minor repairs: Landlord Tenant

l. Taxes: Landlord Tenant

m. Comparable Market Rate: \$1.30-\$1.50

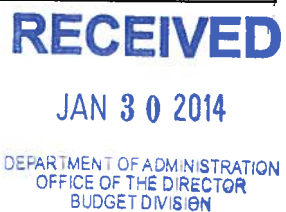
n. Specific termination clause in lease: Breach/Default lack of funding

o. Lease will be paid for by Agency Budget Account Number: 9110 and 7110

6. Purpose of the lease: To house the Department of Transportation, Highway Crews 907 and 911

7. This lease constitutes:

- An extension of an existing lease
- An addition to current facilities (requires a remark)
- A relocation (requires a remark)
- A new location (requires a remark)
- Remodeling only
- Other



a. Estimated moving expenses: N/A Furnishings: N/A Data/Phones: N/A

Remarks: A renewal of an existing lease and addition of 1,216 square feet for storage and conference rooms at no rent increase for two years and +3% for years 3 thru 5.

Exceptions/Special notes:

1000 114

STATEWIDE LEASE INFORMATION

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	NV19941064933		
b. The Contractor is registered with the Nevada Secretary of State's Office as a:	<input type="checkbox"/> LLC	<input checked="" type="checkbox"/> INC	<input type="checkbox"/> CORP <input type="checkbox"/> LLP
c. Is the Contractor Exempt from obtaining a Business License: *If yes, please explain in exceptions section	YES <input type="checkbox"/>		NO <input checked="" type="checkbox"/>
d. Is the Contractors Name the same as the Legal Entity Name? *If no, please explain in exceptions section	YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>
e. Does the Contractor have a current Nevada State Business License (SBL)? *If no, please explain in exceptions section	YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>
f. Is the Legal Entity active and in good standing with the Nevada Secretary of States Office?	YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>
g. State of Nevada Vendor number:	T27011156		

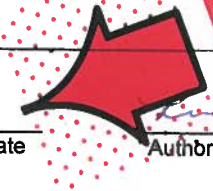
9. Compliance with NRS 331.110, Section 1, Paragraph 2:

a. I/we have considered the reasonableness of the terms of this lease, including cost	YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>
b. I/we have considered other state leased or owned space available for use by this Agency	YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>

[Handwritten signature]

1-29-14

Date



[Handwritten signature] 1-29-14

Authorized Signature - Agency

Date

Authorized Signature
Public Works Division, Buildings and Grounds Section

do

For Board of Examiners YES NO

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15291**

Agency Name: ATTORNEY GENERAL'S OFFICE	Legal Entity Name: DIVERSIFIED UTILITY CONSULTANT
Agency Code: 030	Contractor Name: DIVERSIFIED UTILITY CONSULTANT
Appropriation Unit: 1038-10	Address: 1912 W ANDERSON LN STE 202
Is budget authority available?: Yes	City/State/Zip: AUSTIN, TX 78757
If "No" please explain: Not Applicable	Contact/Phone: null512/257-2600
	Vendor No.: T27007397
	NV Business ID: NV20101251725

To what State Fiscal Year(s) will the contract be charged? **2014-2018**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Regulatory Assessments

Agency Reference #: 10962

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **05/09/2018**

Contract term: **4 years and 69 days**

4. Type of contract: **Contract**

Contract description: **Professional Service**

5. Purpose of contract:

This is a new contract to provide expert witness and litigation support for depreciation and other issues related to utility company resource acquisition plans and cost recovery including, but not limited to, utility integrated resource plans; energy supply plans; and financing and purchased gas account adjustment dockets; before the Public Utility Commission of Nevada or any board, commission, legislature or court with jurisdiction over Nevada's regulated utilities.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$175,000.00**

Payment for services will be made at the rate of \$175.00 per hour

Other basis for payment: Invoices must be submitted monthly; and work performed itemized by time and date.

II. JUSTIFICATION

7. What conditions require that this work be done?

Statutory requirement for the Bureau of Consumer Protection (the BCP) to represent consumers' interests in matters before the Public Utilities Commission.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Expert assistance and advice is required by the BCP to adequately protect the public interests.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Professional Service (As defined in NAC 333.150)**

c. Why was this contractor chosen in preference to other?

This vendor was chosen in preference to others for their experience, expertise, availability, and reasonable rates.

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

1989, 1993, 1999, 2003, 2005, 2006 through current with the Bureau of Consumer Protection and all work performed have been satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Foreign Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	hrobinso	01/30/2014 16:12:31 PM
Division Approval	hrobinso	01/30/2014 16:12:36 PM
Department Approval	hrobinso	01/30/2014 16:12:40 PM
Contract Manager Approval	hrobinso	01/30/2014 16:12:44 PM
Budget Analyst Approval	myoun3	02/04/2014 13:44:11 PM
BOE Agenda Approval	sbrown	02/11/2014 12:26:54 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15283**

Agency Name: ATTORNEY GENERAL'S OFFICE	Legal Entity Name: LAWTON LAW FIRM PC, THE
Agency Code: 030	Contractor Name: LAWTON LAW FIRM PC, THE
Appropriation Unit: 1038-10	Address: 12600 HILL COUNTRY BL STE R275
Is budget authority available?: Yes	City/State/Zip: AUSTIN, TX 78738-6768
If "No" please explain: Not Applicable	Contact/Phone: DANIEL LAWTON 512/322-0019
	Vendor No.: T27025088
	NV Business ID: NV20101246795
To what State Fiscal Year(s) will the contract be charged? 2014-2018	

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Regulatory Assessments

Agency Reference #: 10961

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **05/09/2018**

Contract term: **4 years and 69 days**

4. Type of contract: **Contract**

Contract description: **Professional Service**

5. Purpose of contract:

This is a new contract to provide ongoing services as an expert witness and provide full litigation support to the Bureau of Consumer Protection (BCP) for cost of capital depreciation and other issues related to utility ratemaking and cost recovery proposals.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$199,400.00**

Payment for services will be made at the rate of \$175.00 per hour

Other basis for payment: Invoices must be submitted monthly; and work performed itemized by time and date.

II. JUSTIFICATION

7. What conditions require that this work be done?

Specialized knowledge and testimony of an expert witness is required by the Bureau of Consumer Protection (the BCP) to assist in evaluating the filings, as well as, the particular requirements to represent consumers' interests.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Specialized knowledge and credentials of an experienced expert in the field which is not available in a State agency is needed in complex contested matters before the NV Public Utilities Commission.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Professional Service (As defined in NAC 333.150)**

c. Why was this contractor chosen in preference to other?

This vendor was chosen for their specialized expertise, availability and reasonable rates.

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Since 2010 with the Bureau of Consumer Protection and all work performed have been satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Foreign Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	hrobinso	01/30/2014 15:41:05 PM
Division Approval	hrobinso	01/30/2014 15:41:11 PM
Department Approval	hrobinso	01/30/2014 15:41:15 PM
Contract Manager Approval	hrobinso	01/30/2014 15:41:23 PM
Budget Analyst Approval	myoun3	02/04/2014 13:38:08 PM
BOE Agenda Approval	sbrown	02/11/2014 12:25:35 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: 13357	Amendment Number: 1
Agency Name: DIVISION OF HUMAN RESOURCE MANAGEMENT	Legal Entity Name: Law Office of Charles P.
Agency Code: 070	Contractor Name: Law Office of Charles P.
Appropriation Unit: 1363-11	Address: 415 West 2nd Street
Is budget authority available?: Yes	City/State/Zip: Carson City, NV 89703
If "No" please explain: Not Applicable	Contact/Phone: Charles Cockerill, Esq 775/884-4300
	Vendor No.: T29029075
	NV Business ID: NV20111621979

To what State Fiscal Year(s) will the contract be charged? **2013-2016**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Personnel Assessments

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **07/01/2012**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **06/30/2014**

Contract term: **4 years**

4. Type of contract: **Contract**

Contract description: **Hearing Officer**

5. Purpose of contract:

This is the first amendment to the original contract, which provides professional services (Nevada licensed attorney) as one of several independent contractors for Hearing Officers, as provided by NRS 284, responsible for scheduling and convening hearings as a result of appeals filed by state employees, communicating with all involved parties as necessary, conducting the hearings, issuing decisions, and preparing finalized written copies of their determinations. This amendment extends the termination date from June 30, 2014 to June 30, 2016 and decreases the maximum amount from \$350,000 to \$25,000 due to Hearings and Appeals absorbing the majority of the work that used to be pooled amongst various private attorneys.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$350,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	-\$325,000.00
4. New maximum contract amount:	\$25,000.00
and/or the termination date of the original contract has changed to:	06/30/2016

II. JUSTIFICATION

7. What conditions require that this work be done?

Independent third party resolution of employee appeals NRS 284.091.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Necessary to have neutral fact-finder and decision-maker in employee appeals.

9. Were quotes or proposals solicited? No

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Professional Service (As defined in NAC 333.150)**

c. Why was this contractor chosen in preference to other?

Based on selection criteria published in the contract announcement, the candidate was rated highly by a review committee appointed by Human Resource Management and was recommended for selection to the Personnel Commission. The Personnel Commission interviewed candidates at their regular meeting and determined that the individual had the necessary knowledge, skills, and abilities to be a Hearing Officer. The Commission voted to offer this individual a contract.

d. Last bid date: 11/08/2011 Anticipated re-bid date: 11/20/2013

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

07/01/2010 to 06/30/2012; Division of Human Resource Management, Hearing Officer, satisfactory service.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a:

Other **Professional LLC**

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	csweeney	02/10/2014 13:03:38 PM
Division Approval	csweeney	02/10/2014 13:03:41 PM
Department Approval	csweeney	02/10/2014 13:03:45 PM
Contract Manager Approval	csweeney	02/10/2014 13:03:50 PM
Budget Analyst Approval	cwatson	02/19/2014 10:39:35 AM
BOE Agenda Approval	cwatson	02/19/2014 10:39:39 AM

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **10094** Amendment Number: **3**
 Agency Name: **BUILDINGS AND GROUNDS DIVISION** Legal Entity Name: **XCEL MAINTENANCE SERVICES INC**
 Agency Code: **082** Contractor Name: **XCEL MAINTENANCE SERVICES INC**
 Appropriation Unit: **1349-12** Address: **8920 COLORFUL PINES AVE**
 Is budget authority available?: **Yes** City/State/Zip: **LAS VEGAS, NV 89143-4403**
 If "No" please explain: **Not Applicable** Contact/Phone: **Kathia Winchell 702/341-9235**
 Vendor No.: **T81103343**
 NV Business ID: **NV20021426879**

To what State Fiscal Year(s) will the contract be charged? **2010-2014**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	X	Fees	100.00 % Building Rent Income Fees
Federal Funds	0.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/01/2010**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **05/31/2014**

Contract term: **4 years and 150 days**

4. Type of contract: **Contract**

Contract description: **Janitorial services**

5. Purpose of contract:

This is the third amendment to the original contract, which continues ongoing janitorial services for Welfare Nellis; Department of Motor Vehicles, Decatur; Department of Motor Vehicles, Henderson; and the Campos Building, in the Las Vegas and Henderson areas. This amendment increases the maximum amount from \$1,255,795 to \$1,350,335 to continue needed janitorial services until the RFP process can be completed.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$1,349,040.00
2. Total amount of any previous contract amendments:	-\$93,245.00
3. Amount of current contract amendment:	\$94,540.00
4. New maximum contract amount:	\$1,350,335.00

II. JUSTIFICATION

7. What conditions require that this work be done?

State Buildings must be kept clean.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Lack of manpower.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?
Xcel received the highest weighted average score from the evaluation committee for RFP #1065 .

d. Last bid date: 09/28/2009 Anticipated re-bid date: 03/01/2014

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

2006-2014, Buildings and Grounds is satisfied with the quality of work.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Nevada Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	wsalisp1	01/24/2014 07:03:36 AM
Division Approval	wsalisp1	01/24/2014 07:03:38 AM
Department Approval	wsalisp1	01/24/2014 07:03:41 AM
Contract Manager Approval	wsalisp1	01/24/2014 07:03:49 AM
Budget Analyst Approval	jrodrig9	01/28/2014 14:45:36 PM
BOE Agenda Approval	cwatson	02/19/2014 10:11:37 AM

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15272**

Agency Name: ADMIN - STATE PUBLIC WORKS DIVISION	Legal Entity Name: BUREAU VERITAS NORTH AMERICA
Agency Code: 082	Contractor Name: BUREAU VERITAS NORTH AMERICA
Appropriation Unit: All Appropriations	Address: STE 400
Is budget authority available?: Yes	1601 SAWGRASS CORPORATE PKWY
If "No" please explain: Not Applicable	SUNRISE, FL 33323-2827
	Contact/Phone: null954/236-8100
	Vendor No.: T27026537
	NV Business ID: NV20061131022

To what State Fiscal Year(s) will the contract be charged? **2014-2015**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Varies depending on project

Agency Reference #: **74479**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **06/30/2015**

Contract term: **1 year and 120 days**

4. Type of contract: **Open Term**

Contract description: **PI Chk Serv**

5. Purpose of contract:

This is a new contract to provide professional plan checking services as required. Contract No. 74479

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$100,000.00**

Other basis for payment: **progress payments based on services provided**

II. JUSTIFICATION

7. What conditions require that this work be done?

Code Plan checking required to ensure building safety and code compliance.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Professional Plan Checking Services are provided by SPWD to support the State Capital Improvement Program. Consultants are selected based on their ability to provide design and engineering services to meet the goals established by the Legislature.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Professional Service (As defined in NAC 333.150)**

c. Why was this contractor chosen in preference to other?

Demonstrated the required expertise for work on this project

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

SPWD, currently and/or in the past for various amounts with satisfactory results.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a: Foreign Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	dgrimm	01/07/2014 16:11:06 PM
Division Approval	dgrimm	01/10/2014 15:37:28 PM
Department Approval	dgrimm	01/10/2014 15:37:32 PM
Contract Manager Approval	dgrimm	01/10/2014 15:43:02 PM
Budget Analyst Approval	jrodrig9	01/14/2014 14:26:29 PM
BOE Agenda Approval	cwatson	02/14/2014 08:25:36 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: 15251	Amendment Number: 1
Agency Name: ADMIN - RISK MANAGEMENT DIVISION	Legal Entity Name: Public Employees Retirement System
Agency Code: 085	Contractor Name: Public Employees Retirement System
Appropriation Unit: 1352-00	Address: 693 West Nye Lane
Is budget authority available?: Yes	City/State/Zip: Carson City, NV 87903
If "No" please explain: Not Applicable	Contact/Phone: null775-687-4200
	Vendor No.:
	NV Business ID: not applicable
To what State Fiscal Year(s) will the contract be charged?	2014-2015

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Revenue Contract - fees received from PERS

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/01/2014**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **12/31/2014**

Contract term: **364 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Insurance Services**

5. Purpose of contract:

This is the first amendment to the original interlocal agreement, which provides workers' compensation insurance for the Public Employees Retirement System employees. This amendment increases the maximum amount from \$45,000 to \$67,238.62 due to revised payroll calculations, which increased the amount of premium due from the agency.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$45,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$22,238.62
4. New maximum contract amount:	\$67,238.62

II. JUSTIFICATION

7. What conditions require that this work be done?
PERS has requested to be covered under the State's Workers' Compensation Program.

8. Explain why State employees in your agency or other State agencies are not able to do this work:
This is an interlocal agreement between Risk Management Division and PERS, a political subdivision of the State.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Exempt (Per statute)**

c. Why was this contractor chosen in preference to other?

Interlocal agreement to provide insurance services, per NRS 331.184(10) Perform any of the services described in subsections 2, 3 and 4 for any political subdivision of the State at the request of its managing officer or governing body.

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a: Governmental Entity

15. Not Applicable

16. Not Applicable

17. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mmarti10	01/31/2014 10:18:50 AM
Division Approval	mmarti10	01/31/2014 10:18:54 AM
Department Approval	aandrew2	01/31/2014 11:21:21 AM
Contract Manager Approval	mmarti10	01/31/2014 11:33:02 AM
Budget Analyst Approval	jstrandb	02/06/2014 11:25:18 AM
BOE Agenda Approval	cwatson	02/14/2014 08:26:39 AM

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: 13485	Amendment Number: 1
Agency Name: COMMISSION ON TOURISM	Legal Entity Name: BURSON-MARSTELLER
Agency Code: 101	Contractor Name: BURSON-MARSTELLER
Appropriation Unit: 1522-31	Address: 230 PARK AVENUE SOUTH
Is budget authority available?: Yes	City/State/Zip: NEW YORK, NY 10003
If "No" please explain: Not Applicable	Contact/Phone: Maury Lane (901) 818-53
	Vendor No.:
	NV Business ID: NV20121336154

To what State Fiscal Year(s) will the contract be charged? **2013-2015**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Lodging Tax

Agency Reference #: **RFP # 2022**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **08/23/2012**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **07/31/2014**

Contract term: **1 year and 342 days**

4. Type of contract: **Contract**

Contract description: **Integrated Marketing**

5. Purpose of contract:

This is the first amendment to the original contract, which provides public relations, advertising and digital services to assist the department in its marketing efforts to increase tourism in Nevada. This amendment increases the maximum amount from \$3,020,000 to \$3,602,864 to support additional commercial production remix costs, as well as pass-through funding for the Screen Actors Guild (SAG) union talent costs and music publisher costs associated with the television commercial and digital ad campaigns.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$3,020,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$582,864.00
4. New maximum contract amount:	\$3,602,864.00

II. JUSTIFICATION

7. What conditions require that this work be done?

The Nevada Department of Tourism and Cultural Affairs exists to drive revenue to the state through marketing to travelers and outreach to program participants (e.g. grants). The Nevada Commission on Tourism has employed an external marketing agency that allows NCOT and its sister DTCA agencies to strategically and creatively develop and execute programs that promote the State to its key constituents, ultimately driving revenue.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The employees of the Nevada Commission on Tourism know Nevada. The value of having a partnership with an agency housed outside Nevada is that they know our visitors - the key economic development drivers for this agency. Burson-Marsteller has tremendous national contacts as well as affiliate agencies in each of NCOT's primary and secondary target markets, allowing Nevada to benefit from this on-the-ground intelligence, media contacts and human resources for activities and events NCOT staffers could not do.

Partnering with an external agency has brought significant resources that neither NCOT staff nor any other State agency staff can offer:

a. Intellectual resources. Promoting tourism is a specialized discipline. The agency selected has solid experience promoting tourism for states and countries. This industry insight has helped augment the experience of NCOT staffers. No staff positions will be cut because of bringing on the agency.

b. Human resources. Currently NCOT doesn't have the manpower to fully maximize the very labor intensive work that's involved with marketing a brand as complex as a state.

9. Were quotes or proposals solicited? Yes

Was the solicitation (RFP) done by the Purchasing Division? Yes

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

The vendor has the experience and ranked among the top four scores for their technical and cost proposals and they were the highest scoring vendor selected by the evaluation committee based on their presentation.

d. Last bid date: 03/14/2012 Anticipated re-bid date: 05/01/2014

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

This is the first amendment to the current contract with this vendor that expires on June 30, 2014. Work completed for this contract has been satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
LLC

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level

User

Signature Date

Budget Account Approval	kwilliam	02/07/2014 13:26:04 PM
Division Approval	kwilliam	02/07/2014 13:26:07 PM
Department Approval	kwilliam	02/07/2014 13:26:09 PM
Contract Manager Approval	kwilliam	02/11/2014 09:23:59 AM
Budget Analyst Approval	knielsen	02/11/2014 09:35:03 AM
BOE Agenda Approval	sbrown	02/25/2014 09:12:24 AM

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15373**

Agency Name: ADMIN - ENTERPRISE IT SERVICES	Legal Entity Name: CIT FINANCE LLC
Agency Code: 180	Contractor Name: CIT FINANCE LLC
Appropriation Unit: 1387-22	Address: DBA AVAYA FINANCIAL SERVICES 10201 CENTURION PKWY N #100
Is budget authority available?: Yes	City/State/Zip: JACKSONVILLE, FL 32256
If "No" please explain: Not Applicable	Contact/Phone: null949-306-4015
	Vendor No.: T81077517
	NV Business ID: NV19951152752
To what State Fiscal Year(s) will the contract be charged?	2014-2020

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	X	Fees	100.00 % Telecom services fees
Federal Funds	0.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

Agency Reference #: **RFP #3067**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **08/04/2019**

Contract term: **5 years and 156 days**

4. Type of contract: **Lease/Purchase Agreement**

Contract description: **Telecom**

5. Purpose of contract:

This is a new lease to provide financing for equipment required to upgrade the state telecom system.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$4,288,108.03**

Payment for services will be made at the rate of \$74,698.84 per month

II. JUSTIFICATION

7. What conditions require that this work be done?

Telecom systems must be kept up to date to provide continuous support to customers.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Lack of manpower and expertise.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3067, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee. Financing through Avaya Financial Services was included in the bid for service.

d. Last bid date: 02/01/2014 Anticipated re-bid date: 12/31/2018

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Foreign Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	wsalisp1	02/27/2014 11:50:47 AM
Division Approval	wsalisp1	02/27/2014 11:50:49 AM
Department Approval	wsalisp1	02/27/2014 11:50:51 AM
Contract Manager Approval	wsalisp1	02/27/2014 14:57:32 PM
Budget Analyst Approval	jborrowm	02/27/2014 15:05:29 PM
BOE Agenda Approval	jborrowm	02/27/2014 15:05:35 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **14181**

Agency Name: HEALTH CARE FINANCING & POLICY	Legal Entity Name: WASHOE COUNTY TREASURER
Agency Code: 403	Contractor Name: WASHOE COUNTY TREASURER
Appropriation Unit: 3243-00	Address: PO BOX 11130
Is budget authority available?: Yes	City/State/Zip: RENO, NV 89520
If "No" please explain: Not Applicable	Contact/Phone: null7023282500
	Vendor No.: T40126300
	NV Business ID: Governmental Entity

To what State Fiscal Year(s) will the contract be charged? **2014-2015**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % County provides non-federal share

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **07/01/2013**

Anticipated BOE meeting date 03/2014

Retroactive? **Yes**

If "Yes", please explain

Contract negotiations took longer than anticipated.

3. Termination Date: **06/30/2015**

Contract term: **1 year and 364 days**

4. Type of contract: **Revenue Contract**

Contract description: **County match**

5. Purpose of contract:

This is a new revenue contract that is ongoing and provides the administrative services necessary to operate the Medicaid County Match program for the Division of Health Care Financing and Policy (DHCFP) and the Division of Welfare and Supportive Services. The counties provide the non-federal share to DHCFP for medical and Medicaid administrative services. Pursuant to NS 428.010, counties are required to provide medical care to indigent persons who reside in the county. The County Match program provides federal matching funds for indigent long-term care costs, when the indigent is Medicaid eligible.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$11,354,090.00**

II. JUSTIFICATION

7. What conditions require that this work be done?

Pursuant to NRS 428.010 counties are required to provide care, support and relief to the poor, indigent and incapacitated persons who lawfully reside in the County and are not supported by other means. The County match program proves fiscal relief to the counties for indigent long-term care costs for these individuals.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

State employees operate the County match program. DHCFP pays providers and the counties reimburse the State for the non-federal share.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

With DHCFP - service was satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a:

Governmental Entity

15. Not Applicable

16. Not Applicable

17. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	cmoriart	06/04/2013 08:23:16 AM
Division Approval	trooker	01/22/2014 08:54:18 AM
Department Approval	ecreceli	02/03/2014 15:09:38 PM
Contract Manager Approval	cmoriart	02/03/2014 15:53:11 PM
Budget Analyst Approval	nhovden	02/05/2014 11:55:25 AM
BOE Agenda Approval	nhovden	02/05/2014 11:55:30 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15319**

Agency Name: DHHS - PUBLIC AND BEHAVIORAL HEALTH	Legal Entity Name: ONTARIO REFRIGERATION
Agency Code: 406	Contractor Name: ONTARIO REFRIGERATION
Appropriation Unit: 3161-07	Address: SERVICE INC
Is budget authority available?: Yes	635 S MOUNTAIN AVE
If "No" please explain: Not Applicable	ONTARIO, CA 91762-4114
	Contact/Phone: Darrel Barnes 909/984-2771
	Vendor No.: T27019162
	NV Business ID: NV20091392436

To what State Fiscal Year(s) will the contract be charged? **2014-2016**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

X General Funds	100.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **RFP 3099**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **03/11/2014**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **03/11/2016**

Contract term: **2 years and 1 day**

4. Type of contract: **Contract**

Contract description: **HVAC Maint./Repair**

5. Purpose of contract:

This is a new contract to provide preventative maintenance and repairs on heating, ventilation and air conditioning (HVAC) systems on all eight building on the SNAMHS West Charleston campus

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$220,000.00**

II. JUSTIFICATION

7. What conditions require that this work be done?

Controlled HVAC systems must be properly operated and maintained for the health and safety of clients, staff and visitors of the SNAMHS campus.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Current maintenance staff do not have the equipment, time or the expertise to maintain the HVAC systems.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3099, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by and independently appointed evaluation committee.

d. Last bid date: Anticipated re-bid date: 10/01/2017

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

SNAMHS - 2009-Present - Satisfactory

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Nevada Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mwinebar	02/04/2014 14:12:45 PM
Division Approval	mwinebar	02/04/2014 14:12:51 PM
Department Approval	ecreceli	02/04/2014 14:48:02 PM
Contract Manager Approval	cbussie1	02/04/2014 14:59:04 PM
Budget Analyst Approval	bberry	02/07/2014 11:54:50 AM
BOE Agenda Approval	nhovden	02/07/2014 14:24:14 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15307**

Agency Name: DHHS - PUBLIC AND BEHAVIORAL HEALTH	Legal Entity Name: Aithent, Inc.
Agency Code: 406	Contractor Name: Aithent, Inc.
Appropriation Unit: 3216-19	Address: 19 Fulton St. Ste. 408
Is budget authority available?: Yes	City/State/Zip: New York, NY 10038-2123
If "No" please explain: Not Applicable	Contact/Phone: ayu@aithent.com 212-725-7646
	Vendor No.: T32002745
	NV Business ID: NV20141059063

To what State Fiscal Year(s) will the contract be charged? **2014-2018**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

<input checked="" type="checkbox"/> General Funds	19.00 %	<input checked="" type="checkbox"/> Fees	81.00 % Facility fees from service
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **14294**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **03/11/2014**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **03/31/2018**

Contract term: **4 years and 21 days**

4. Type of contract: **Contract**

Contract description: **One-Stop System**

5. Purpose of contract:

This is a new contract to implement a comprehensive, web-based licensing (licensing, permitting, registration, certification) and regulatory system (inspections and complaints) for Health Facilities, Clinical Laboratories, Child Care Facilities, Food Handling Establishments, Dietitians, Music Therapists, Emergency Medical Services (EMS), Medical Marijuana Establishments and Users, and other entities within the Division of Public and Behavioral Health.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$1,279,000.00**

Other basis for payment: as specified in Section 5, Incorporated Documents

II. JUSTIFICATION

7. What conditions require that this work be done?

Current, manual licensing system does not meet the new law which requires the Division to make available the ability for individuals to submit forms electronically in a secure manner. Antiquated manual systems lead to inefficiencies, poor customer service, back log in work and inefficient revenue collection. The goal of the Health Division is to create a single-point of licensing access for Health Facilities, Clinical Laboratories, Child Care Facilities, Food Handling Establishments, Dietitians, Music Therapists, Emergency Medical Services (EMS) and other entities within the Health Division.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

State employees lack the expertise and resources to perform the work.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? Yes

a. List the names of vendors that were solicited to submit proposals (include at least three):

[Empty text box for vendor names]

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3079, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee.

d. Last bid date: Anticipated re-bid date: 09/01/2017

10. Does the contract contain any IT components? Yes

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a: Nevada Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mwinebar	01/30/2014 10:33:55 AM
Division Approval	mwinebar	01/30/2014 10:33:59 AM
Department Approval	ecreceli	02/03/2014 10:32:41 AM
Contract Manager Approval	cbussie1	02/04/2014 14:58:53 PM
DoIT Approval	bbohm	02/11/2014 08:41:44 AM
Budget Analyst Approval	bberry	02/12/2014 07:46:07 AM
BOE Agenda Approval	nhovden	02/14/2014 09:06:03 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT1. Contract Number: **15195**

Agency Name:	DHHS - PUBLIC AND BEHAVIORAL HEALTH	Legal Entity Name:	BOARD OF REGENTS-UNLV
Agency Code:	406	Contractor Name:	BOARD OF REGENTS-UNLV
Appropriation Unit:	3219-08	Address:	UNLV OFFICE OF CONTROLLER 4505 MARYLAND PKWY MS 1005
Is budget authority available?:	Yes	City/State/Zip:	LAS VEGAS, NV 89154-1005
If "No" please explain:	Not Applicable	Contact/Phone:	null702/895-1142
		Vendor No.:	D35000813
		NV Business ID:	GOVERNMENTAL ENTITY
To what State Fiscal Year(s) will the contract be charged?	2014-2015		

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
X Federal Funds	100.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: 14254

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/01/2014**

Anticipated BOE meeting date 02/2014

Retroactive? **Yes**

If "Yes", please explain

This contract was not able to meet the deadline for the December 2013 Board of Examiners because of processing time.3. Termination Date: **02/28/2015**Contract term: **1 year and 58 days**4. Type of contract: **Interlocal Agreement**Contract description: **Telephone Surveys**

5. Purpose of contract:

This is a new interlocal agreement that continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System (BRFSS). These Nevada specific surveys collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$150,150.00**

Payment for services will be made at the rate of \$37,537.50 per Quarterly

II. JUSTIFICATION

7. What conditions require that this work be done?

Nevada is one of 50 states conducting the Behavioral Risk Factor Surveillance System (BRFSS) survey. This state-based telephone surveillance system is designed to collect data on individual risk behaviors and preventive health practices related to the leading causes of mortality and morbidity in the United States. BRFSS respondents must specifically represent Nevada's population. Information from the survey will be used for health planning, program evaluation, and monitoring health objectives. Information provided by the BRFSS is not available from other sources in the state. In addition, because it is part of a nationwide surveillance system, the BRFSS provides the Centers for Disease Control with comparisons to other states.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The State does not have the resources to conduct these surveys.

9. Were quotes or proposals solicited?

No

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Contractor has been under contract with the Agency for a number of years with satisfactory results.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a: Governmental Entity

15. Not Applicable

16. Not Applicable

17. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mwinebar	01/24/2014 13:53:10 PM
Division Approval	mwinebar	01/24/2014 13:53:13 PM
Department Approval	ecreceli	01/24/2014 14:49:34 PM
Contract Manager Approval	cbussie1	01/30/2014 10:41:16 AM
Budget Analyst Approval	bberry	01/30/2014 14:50:55 PM
BOE Agenda Approval	nhovden	02/03/2014 11:03:48 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT1. Contract Number: **15288**

Agency Name:	DHHS - PUBLIC AND BEHAVIORAL HEALTH	Legal Entity Name:	BOARD OF REGENTS-UNR
Agency Code:	406	Contractor Name:	BOARD OF REGENTS-UNR
Appropriation Unit:	3219-08	Address:	UNR CONTROLLERS OFFICE 1664 N. VIRGINIA ST. M/S 325 RENO, NV 89557-0240
Is budget authority available?:	Yes	City/State/Zip:	RENO, NV 89557-0240
If "No" please explain:	Not Applicable	Contact/Phone:	null775/784-4040
		Vendor No.:	D35000816
		NV Business ID:	GOVERNMENTAL ENTITY
To what State Fiscal Year(s) will the contract be charged?	2014-2015		

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
X Federal Funds	100.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: C14291

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/01/2014**

Anticipated BOE meeting date 03/2014

Retroactive? **Yes**

If "Yes", please explain

This contract was not able to meet the deadline for the December 2013 Board of Examiners because of processing 14291 time.3. Termination Date: **02/28/2015**Contract term: **1 year and 58 days**4. Type of contract: **Interlocal Agreement**Contract description: **BRFSS Surveys**

5. Purpose of contract:

This is a new interlocal agreement that continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System (BRFSS). These Nevada-Specific surveys collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$150,150.00**

Payment for services will be made at the rate of \$37,537.50 per Quarter

II. JUSTIFICATION

7. What conditions require that this work be done?

Nevada is one of the 50 states conducting the Behavioral Risk Factor Surveillance System (BRFSS) survey. This statebased telephone surveillance system is designed to collect data on individual risk behaviors and preventive health practices related to the leading causes of mortality and morbidity in the United States. BRFSS respondents must specifically represent Nevada's population. Information from the survey will be used for health planning, program evaluation, and Monitoring health objectives. Information provided by the BRFSS is not available from other sources in the state. In addition, because it is part of a nationwide surveillance system, the BRFSS provides the Centers for disease Control with comparisons to other states.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The state does not have the resources to conduct these surveys.

9. Were quotes or proposals solicited?

No

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Not applicable

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a: Governmental Entity

15. Not Applicable

16. Not Applicable

17. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mwinebar	01/24/2014 13:53:40 PM
Division Approval	mwinebar	01/24/2014 13:53:43 PM
Department Approval	ecreceli	01/24/2014 14:51:48 PM
Contract Manager Approval	cbussie1	01/30/2014 10:42:10 AM
Budget Analyst Approval	bberry	01/30/2014 14:51:21 PM
BOE Agenda Approval	nhovden	02/03/2014 11:04:52 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15320**

Agency Name: DHHS - WELFARE AND SUPPORT SERVICES	Legal Entity Name: CHASE GLOBAL SERVICES
Agency Code: 407	Contractor Name: CHASE GLOBAL SERVICES
Appropriation Unit: 3228-50	Address: 321 CHENEY ST
Is budget authority available?: Yes	City/State/Zip: RENO, NV 89502
If "No" please explain: Not Applicable	Contact/Phone: null775/287-9120
	Vendor No.: T29028922
	NV Business ID: NV20031499292

To what State Fiscal Year(s) will the contract be charged? **2014-2015**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

<input checked="" type="checkbox"/> General Funds	4.00 %	Fees	0.00 %
<input checked="" type="checkbox"/> Federal Funds	96.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **RFP #3068**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **06/30/2015**

Contract term: **1 year and 120 days**

4. Type of contract: **Contract**

Contract description: **Correspondence Manag**

5. Purpose of contract:

This is a new contract to provide Correspondence Management Solution related to the Medicaid program, which will integrate all varieties of paper and electronic correspondence into a unified customizable solution to improve quality, reliability and accountability and increase compliance with regulatory requirements.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$2,161,009.90**

Other basis for payment: As specified in Attachment AA: Deliverable Payment Schedule.

II. JUSTIFICATION

7. What conditions require that this work be done?

The workflow processes currently used to generate outbound correspondence need to be redesigned.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

State employees do not have the resources or expertise to provide this service.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3068, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee.

d. Last bid date: 09/12/2013 Anticipated re-bid date:

10. Does the contract contain any IT components? Yes

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Currently under contract with DWSS and providing satisfactory service.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a: Nevada Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	tdufresn	02/06/2014 08:14:06 AM
Division Approval	msmit5	02/11/2014 07:58:00 AM
Department Approval	ecreceli	02/11/2014 11:28:25 AM
Contract Manager Approval	ewatson	02/11/2014 16:04:46 PM
DoIT Approval	bbohm	02/12/2014 09:30:28 AM
Budget Analyst Approval	sjohnso9	02/12/2014 15:56:28 PM
BOE Agenda Approval	nhovden	02/13/2014 10:46:01 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15298**

Agency Name:	DHHS - WELFARE AND SUPPORT SERVICES	Legal Entity Name:	CHANGE AND INNOVATION AGENCY
Agency Code:	407	Contractor Name:	CHANGE AND INNOVATION AGENCY
Appropriation Unit:	3233-26	Address:	LLC 8908 N GLENWOOD AVE
Is budget authority available?:	Yes	City/State/Zip:	KANSAS CITY, MO 64157-7889
If "No" please explain:	Not Applicable	Contact/Phone:	null573/230-7470
		Vendor No.:	T32002127
		NV Business ID:	NV20121733603

To what State Fiscal Year(s) will the contract be charged? **2014-2018**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

<input checked="" type="checkbox"/>	General Funds	34.00 %	Fees	0.00 %
<input checked="" type="checkbox"/>	Federal Funds	66.00 %	Bonds	0.00 %
	Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: RFP#3038

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **06/30/2018**

Contract term: **4 years and 121 days**

4. Type of contract: **Contract**

Contract description: **Lobby Management**

5. Purpose of contract:

This is a new contract to provide a lobby management system in Division of Welfare and Supportive Services (DWSS) District Offices in Las Vegas and Reno. The lobby management system will allow for better customer service to DWSS clients by allowing DWSS staff to monitor, report and predict workload through the use of a cloud-based queuing system. This contract includes a non-binding, no cost to the state, pilot period of three months.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$760,000.00**

Other basis for payment: Upon invoices submitted by the vendor, subject to agency approval.

II. JUSTIFICATION

7. What conditions require that this work be done?

The implementation of a lobby management system is essential for streamlining service process, increasing client satisfaction, and enhancing the productivity of DWSS District Office employees.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

State employees do not have the resources or expertise to provide this service.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3038, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee.

d. Last bid date: 06/26/2013 Anticipated re-bid date: 06/01/2017

10. Does the contract contain any IT components? Yes

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

This vendor is currently under contract with DWSS. Quality of Service has been satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:

Foreign Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	tdufresn	01/28/2014 08:42:06 AM
Division Approval	msmit5	02/04/2014 09:16:33 AM
Department Approval	ecreceli	02/04/2014 14:07:00 PM
Contract Manager Approval	ewatson	02/06/2014 11:21:42 AM
DoIT Approval	bbohm	02/13/2014 14:41:55 PM
Budget Analyst Approval	sjohnso9	02/13/2014 15:17:12 PM
BOE Agenda Approval	nhovden	02/19/2014 09:52:37 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT1. Contract Number: **15308**

Agency Name: DEPARTMENT OF CORRECTIONS	Legal Entity Name: Hometown Health Providers Insurance Company, Inc.
Agency Code: 440	Contractor Name: Hometown Health Providers Insurance Company, Inc.
Appropriation Unit: 3706-50	Address: 830 Harvard Way
Is budget authority available?: Yes	City/State/Zip: Reno, NV 89502
If "No" please explain: Not Applicable	Contact/Phone: Ty Windfeldt, Vice President 775/982-3105
	Vendor No.: T29003541
	NV Business ID: NV19811015672

To what State Fiscal Year(s) will the contract be charged? **2015-2018**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

<input checked="" type="checkbox"/> General Funds	100.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **RFP #3086**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **07/01/2014**Anticipated BOE meeting date **03/2014**Retroactive? **No**

If "Yes", please explain

Not Applicable3. Termination Date: **06/30/2018**Contract term: **4 years**4. Type of contract: **Contract**Contract description: **Third Party Admin.**

5. Purpose of contract:

This is a new contract to provide ongoing third party administration services to manage the payment of medical and dental claims to providers not employed by the Department of Corrections.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$1,476,776.64**

Other basis for payment: Per Inmate Per Month Cost: FY15 = \$2.20, FY16 = \$2.27, FY17 = \$2.33, FY18 = \$2.40

II. JUSTIFICATION

7. What conditions require that this work be done?

Nevada Department of Corrections (NDOC) provides federally mandated medical care to incarcerated individuals within the correctional system. NDOC requires third party administration services to manage the payment of claims to the medical providers not employed by the Department

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Historically the Department has outsourced the third party administrator services to ensure prompt and accurate processing of inmate medical claims. No other State agency provides these services.9. Were quotes or proposals solicited? **Yes**Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3086, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee.

d. Last bid date: 02/26/2010 Anticipated re-bid date: 09/12/2017

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Non-profit Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?
Yes

16. Not Applicable

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?
Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	dmartine	01/31/2014 08:17:14 AM
Division Approval	dmartine	01/31/2014 08:19:20 AM
Department Approval	bfarris	01/31/2014 09:13:22 AM
Contract Manager Approval	jhardy	02/05/2014 12:03:44 PM
Budget Analyst Approval	cmurph3	02/07/2014 11:29:46 AM
BOE Agenda Approval	sbrown	02/18/2014 13:21:55 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **11122** Amendment Number: **3**

Agency Name: **GAMING CONTROL BOARD** Legal Entity Name: **International Risk**

Agency Code: **610** Contractor Name: **International Risk**

Appropriation Unit: **4063-10** Address: **1009-18 Shui On Centre
6-8 Harbour Road**

Is budget authority available?: **Yes** City/State/Zip: **Hong Kong, CH 1009-18**

If "No" please explain: **Not Applicable** Contact/Phone: **Stuart Witchell +85225015233**

Vendor No.: NV Business ID: **exempt**

To what State Fiscal Year(s) will the contract be charged? **2011-2014**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % GCB Investigative Fund (applicant paid)

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **07/01/2010**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **06/30/2014**

Contract term: **4 years**

4. Type of contract: **Contract**

Contract description: **Speciality services**

5. Purpose of contract:

This is the third amendment to the original contract, which continues ongoing investigative services in foreign countries. This amendment increases the maximum amount from \$149,900 to \$224,900 due to an increased need for the services.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$100,000.00
2. Total amount of any previous contract amendments:	\$49,900.00
3. Amount of current contract amendment:	\$75,000.00
4. New maximum contract amount:	\$224,900.00

II. JUSTIFICATION

7. What conditions require that this work be done?

The Gaming Control Board must conduct thorough investigations of foreign-based applicants. Difficulty in performing research in large, foreign records facilities characterized by poor indices mandates use of outside contractors to perform some of this work.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

On-site appearances at records locations or contractual relationships with data providers are required. In many cases, it is not economically feasible for gaming agents alone to physically search all available databases.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Contractor provides a unique combination of investigative support services and products.

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Contractor has provided services to the Nevada State Gaming Control Board since March 22, 2006. Services have been satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a:

Other **The state business license requirement for this vendor is pending legal guidance from the Secretary of State.**

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

No b. If "No", is an exemption on file with the Nevada Secretary of State's Office?

No If "No", to a. AND b., please explain why the contractor does not have an SBL or an exemption.

The state business license requirement for this vendor is pending legal guidance from the Secretary of State.

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

No b. If "NO", please explain.

The state business license requirement for this vendor is pending legal guidance from the Secretary of State.

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	bbrow9	02/04/2014 10:42:09 AM
Division Approval	bbrow9	02/04/2014 10:42:22 AM
Department Approval	bbrow9	02/04/2014 10:44:54 AM
Contract Manager Approval	bbrow9	02/04/2014 11:10:17 AM
Budget Analyst Approval	eobrien	02/04/2014 12:52:51 PM
BOE Agenda Approval	nhovden	02/05/2014 14:28:22 PM

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15317**

Agency Name: GCB - GAMING CONTROL BOARD	Legal Entity Name: CIBER INC
Agency Code: 611	Contractor Name: CIBER INC
Appropriation Unit: 4061-50	Address: STE 1400
Is budget authority available?: Yes	6363 S FIDDLERS GREEN CIR
If "No" please explain: Not Applicable	City/State/Zip: GREENWOOD VILLAGE, CO 80111-5024
	Contact/Phone: Katie Reed 303/963-2189
	Vendor No.: T81099339
	NV Business ID: NV19991278894
To what State Fiscal Year(s) will the contract be charged?	2014-2018

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

X General Funds	100.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **RFP #3081**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **03/11/2014**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **03/31/2018**

Contract term: **4 years and 21 days**

4. Type of contract: **Contract**

Contract description: **Application Develop**

5. Purpose of contract:

This is a new contract to provide assistance in developing custom applications of programming language to replace the Boards current Digital Equipment Corp/Virtual Memory System (DEC/VMS) which is a (Common Business Oriented Language) COBOL based system.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$1,472,147.00**

Other basis for payment: cost of fees as stated in Negotiated Cost Summary, attachment AA, as billed for services ordered

II. JUSTIFICATION

7. What conditions require that this work be done?

The Boards existing DEC/VMS COBOL based system is out-dated as it was initially developed in 1982. The Boards system is in need of updating to a SQL Server or similar database platform in order to effectively manage the data and applications used by the Board to carry out its functions.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The Board does not have enough staff or resources to undertake a project of this magnitude.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3081, and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee.

d. Last bid date: 10/23/2013 Anticipated re-bid date: 10/01/2017

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Foreign Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	bbrow9	02/04/2014 10:46:50 AM
Division Approval	bbrow9	02/04/2014 10:46:56 AM
Department Approval	bbrow9	02/04/2014 10:47:02 AM
Contract Manager Approval	bbrow9	02/04/2014 10:47:12 AM
Budget Analyst Approval	eobrien	02/06/2014 06:57:15 AM
BOE Agenda Approval	nhovden	02/07/2014 17:41:15 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15106**

Agency Name: DETR - EMPLOYMENT SECURITY DIVISION	Legal Entity Name: BOARD OF REGENTS-SA
Agency Code: 902	Contractor Name: BOARD OF REGENTS-SA
Appropriation Unit: 4770-12	Address: NSHE
Is budget authority available?: Yes	City/State/Zip: RENO, NV 89512
If "No" please explain: Not Applicable	Contact/Phone: null775/784-3412
	Vendor No.: D35000808
	NV Business ID: Governmental Entity

To what State Fiscal Year(s) will the contract be charged? **2014-2015**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Career Enhancement Program

Agency Reference #: **FY14-CEP-NSHEJohnson**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **11/01/2013**

Anticipated BOE meeting date **03/2014**

Retroactive? **Yes**

If "Yes", please explain

The Department of Employment, Training and Rehabilitation did not receive the official notification of the grant award until mid October, 2013. The contract could not be prepared and submitted for approval without that official notification and the contract was not signed in time to meet the December Board of Examiners' deadline.

3. Termination Date: **10/31/2014**

Contract term: **364 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Nursing Program**

5. Purpose of contract:

This is a new Interlocal Agreement to provide the required first year matching funds for the administration of the Robert Wood Johnson Foundation grant recently awarded to the Nevada System of Higher Education to implement a nurse residency program in Nevada. This initiative will focus on Associate Degree Nurses and help to encourage them to return to school to obtain at least a baccalaureate degree.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$75,000.00**

Other basis for payment: The state will reimburse NSHE, a maximum of \$75,000 for the first year of the grant (November 1, 2013 - October 31, 2014). Reimbursements will be processed on a monthly basis, upon receipt of an approved Request for Funds form from NSHE. The maximum amount of this contract shall not exceed \$75,000 for the term of the contract.

II. JUSTIFICATION

7. What conditions require that this work be done?

In order for Nevada to receive this grant, the Nevada System of Higher Education was required to secure appropriate matching funds from DETR.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

DETR employees are not qualified to provide the administrative services required for this project.

9. Were quotes or proposals solicited? **No**

Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Exempt (Per statute)**

c. Why was this contractor chosen in preference to other?

Interlocal Agreement with another public entity.

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

The Nevada System of Higher Education has had many contracts with the Department of Employment, Training and Rehabilitation over the past ten years and has performed satisfactorily.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a: Governmental Entity

15. Not Applicable

16. Not Applicable

17. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mcost1	01/22/2014 09:14:12 AM
Division Approval	mcost1	01/22/2014 09:14:16 AM
Department Approval	mcost1	01/22/2014 09:14:21 AM
Contract Manager Approval	mcost1	01/22/2014 09:14:27 AM
Budget Analyst Approval	knielsen	01/22/2014 10:03:12 AM
BOE Agenda Approval	sbrown	01/27/2014 16:06:52 PM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: 14643	Amendment Number: 1
Agency Name: EMPLOYMENT SECURITY DIVISION	Legal Entity Name: GOVERNORS OFFICE OF ECONOMIC DEVELOPMENT
Agency Code: 902	Contractor Name: GOVERNORS OFFICE OF ECONOMIC DEVELOPMENT
Appropriation Unit: 4770-12	Address: 808 W NYE LN
Is budget authority available?: Yes	City/State/Zip: CARSON CITY, NV 89703-1544
If "No" please explain: Not Applicable	Contact/Phone: null775/687-9900
	Vendor No.: D10200000
	NV Business ID: Governmental Entity

To what State Fiscal Year(s) will the contract be charged? **2014**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Career Enhancement Program

Agency Reference #: **FY14-CEP-GOED**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **09/01/2013**

Anticipated BOE meeting date **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Previously Approved Termination Date: **06/30/2014**

Contract term: **302 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Economic Development**

5. Purpose of contract:

This is the first amendment to the original interlocal agreement which continues to provide ongoing skill upgrade training to potential employees of businesses relocating or expanding into Nevada. The amendment increases the maximum amount from \$600,000 to \$733,000 to provide further skill upgrade training for employers in the State of Nevada.

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$600,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$133,000.00
4. New maximum contract amount:	\$733,000.00

II. JUSTIFICATION

7. What conditions require that this work be done?

Nevada Revised Statutes 231.068 grants for programs for occupational education; accounting of money appropriated for awarding grants.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The division does not employ staff whose responsibility is to provide training, only to connect workers to training opportunities.

9. Were quotes or proposals solicited? No
 Was the solicitation (RFP) done by the Purchasing Division? No

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Governmental entitiy - Interlocal contract

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

The Governor's Office of Economic Development has been under contract with the Department of Employment, Training, and Rehabilitation since 1999 with satisfactory service.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a:

Governmental Entity

15. Not Applicable

16. Not Applicable

17. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	tmyler	01/30/2014 11:56:44 AM
Division Approval	mcost1	01/30/2014 11:57:19 AM
Department Approval	mcost1	01/30/2014 11:57:24 AM
Contract Manager Approval	mcost1	01/31/2014 15:11:52 PM
Budget Analyst Approval	knielsen	02/07/2014 14:22:59 PM
BOE Agenda Approval	sbrown	02/11/2014 12:23:16 PM

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **15280**

Agency Name: DEFERRED COMPENSATION	Legal Entity Name: CLIFTONLARSONALLEN LLP
Agency Code: 920	Contractor Name: CLIFTONLARSONALLEN LLP
Appropriation Unit: 1017-04	Address: 9515 DEERECO RD STE 500
Is budget authority available?: Yes	City/State/Zip: TIMONIUM, MD 21093-2184
If "No" please explain: Not Applicable	Contact/Phone: null410/453-0900
	Vendor No.: T29029873
	NV Business ID: NV20121001313
To what State Fiscal Year(s) will the contract be charged?	2014-2017

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Vendor Reimbursements

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date: **03/2014**

Retroactive? **No**

If "Yes", please explain

Not Applicable

3. Termination Date: **12/31/2016**

Contract term: **2 years and 306 days**

4. Type of contract: **Contract**

Contract description: **Audit**

5. Purpose of contract:

This in a new contract to provide an audit of the financial records of the Nevada Public Employees Deferred Compensation Plan.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$50,000.00**

Other basis for payment: Not to exceed \$25,000 per year; Payable in the amount of \$8,333.33 at the opening of the audit each year; \$16,667.67 to be paid upon receipt and approval by the Committee of the completed audit

II. JUSTIFICATION

7. What conditions require that this work be done?

Best practice in Deferred Compensation programs.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Lack of manpower and expertise.

9. Were quotes or proposals solicited? **Yes**

Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Lowest Bidder.

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Nevada Deferred Compensation, Service Satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:

LLP

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	wsalisp1	01/13/2014 11:08:39 AM
Division Approval	wsalisp1	01/13/2014 11:08:41 AM
Department Approval	wsalisp1	01/13/2014 11:08:44 AM
Contract Manager Approval	wsalisp1	01/13/2014 11:08:47 AM
Budget Analyst Approval	ekin4	01/22/2014 09:01:29 AM
BOE Agenda Approval	jborrowm	02/11/2014 11:04:19 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT1. Contract Number: **15306**Agency Name: **PUBLIC EMPLOYEES' BENEFITS**Agency Code: **950**Appropriation Unit: **1338-12**Is budget authority available?: **Yes**

If "No" please explain: Not Applicable

Legal Entity Name: **HOMETOWN HEALTH PROVIDERS**Contractor Name: **HOMETOWN HEALTH PROVIDERS**Address: **INSURANCE CO INC - PPO PREMIUM
830 HARVARD WAY**City/State/Zip: **RENO, NV 89502-2055**

Contact/Phone: null775/982-3181

Vendor No.: T29003541

NV Business ID: NV19871019956

To what State Fiscal Year(s) will the contract be charged? **2015-2019**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<input checked="" type="checkbox"/> Other funding	100.00 % 67% State Subsidy/ 33% Premium Revenue

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **07/01/2014**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable3. Termination Date: **06/30/2019**Contract term: **5 years**4. Type of contract: **Contract**Contract description: **UM/ CM**

5. Purpose of contract:

This is a new contract to provide ongoing service of utilization management and case management for participants of the Public Employees' Benefits Program (PEBP). Utilization management provides pre-certification of hospital stays, organ transplants, chemotherapy, dialysis, certain cardiac procedures and the purchase of durable medical equipment. Case management provides PEBP participants with a case manager nurse who assists the most medically vulnerable with care coordination, navigation, and additional resources for more complex illnesses or longer inpatient stays.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$4,000,000.00**

Other basis for payment: PY15- \$728,000/ PY16- \$749,000/ PY17- \$769,000/ PY18- \$789,000/ PY19- \$811,000

II. JUSTIFICATION

7. What conditions require that this work be done?

The Public Employees' Benefits Program (PEBP) oversees the administration of the self-funded medical and dental plans. The medical plan requires a vendor to provide pre-certification for certain medical services/ procedures. Case management provides assistance during large or high dollar claim events.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

State employees are not licensed to provide this service.

9. Were quotes or proposals solicited? **Yes**Was the solicitation (RFP) done by the Purchasing Division? **Yes**

a. List the names of vendors that were solicited to submit proposals (include at least three):

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Pursuant to RFP #3084 and in accordance with NRS 333, the selected vendor was the highest scoring proposer as determined by an independently appointed evaluation committee.

d. Last bid date: 09/01/2010 Anticipated re-bid date: 09/01/2018

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Hometown Health currently provides PEBP's northern Nevada HMO benefit plan and is the PPO network provider for northern Nevada. PEBP is satisfied by the services provided by Hometown Health.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is registered with the Nevada Secretary of State's Office as a:
Nevada Corporation

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mstron1	01/28/2014 13:18:19 PM
Division Approval	mstron1	01/28/2014 13:18:21 PM
Department Approval	mstron1	01/28/2014 13:18:24 PM
Contract Manager Approval	mstron1	01/30/2014 13:54:48 PM
Budget Analyst Approval	jstrandb	02/06/2014 07:25:52 AM
BOE Agenda Approval	cwatson	02/14/2014 08:27:07 AM
BOE Final Approval	Pending	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT1. Contract Number: **15331**

Agency Name:	MSA MASTER SERVICE AGREEMENTS	Legal Entity Name:	FIA CARD SERVICES NA
Agency Code:	MSA	Contractor Name:	FIA CARD SERVICES NA
Appropriation Unit:	9999 - All Categories	Address:	BANK OF AMERICA 401 SOUTH VIRGINIA ST RENO, NV 89701
Is budget authority available?:	Yes	City/State/Zip:	RENO, NV 89701
If "No" please explain:	Not Applicable	Contact/Phone:	Greg Titus 775-325-9015
		Vendor No.:	
		NV Business ID:	NV79299

To what State Fiscal Year(s) will the contract be charged? **2014-2017**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	X Other funding	100.00 % Various

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **03/11/2014**

Anticipated BOE meeting date 03/2014

Retroactive? **No**

If "Yes", please explain

Not Applicable3. Termination Date: **08/27/2016**Contract term: **2 years and 170 days**4. Type of contract: **MSA**Contract description: **Corporate Card Svcs**

5. Purpose of contract:

This is a new contract to provide corporate card services to agencies for use on approved travel expenses and small supply purchases, pursuant to SAM 0300 - Cooperative Agreements and Contracts and 1500 - Purchasing.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$250,000.00**

Other basis for payment: The program offers an annual rebate incentive based on volume and speed of pay. Rebates will be paid to each agency on a prorated basis.

II. JUSTIFICATION

7. What conditions require that this work be done?

The State of Nevada has determined it is more cost effective to provide corporate cards for procurement and travel purposes. The corporate travel program provides employees a corporate card to assist in paying official State travel expenses, which provides better oversight and is more cost effective than managing travel advances; procurement cards are more secure and cost effective than the use of local purchase orders, as well as more widely accepted by vendors.

8. Explain why State employees in your agency or other State agencies are not able to do this work:

Corporate credit cards are issued by a bank.9. Were quotes or proposals solicited? **No**Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

Not Applicable

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

d. Last bid date: Anticipated re-bid date:

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

12. Has the contractor ever been engaged under contract by any State agency?

Yes If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

This vendor was under contract with the Treasurer's Office for banking services in the past. Services were satisfactory.

13. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

14. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a:

Other **Federally Chartered Bank**

As a federally chartered bank, Bank of America is exempt from registration with SOS.

15. a. Is the Contractor Name the same as the legal Entity Name?

Yes

16. a. Does the contractor have a current Nevada State Business License (SBL)?

No b. If "No", is an exemption on file with the Nevada Secretary of State's Office?

Yes

17. a. Is the legal entity active and in good standing with the Nevada Secretary of State's Office?

Yes

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	kperondi	02/07/2014 12:08:10 PM
Division Approval	kperondi	02/07/2014 12:08:14 PM
Department Approval	kperondi	02/07/2014 12:08:22 PM
Contract Manager Approval	kperondi	02/07/2014 12:08:25 PM
Budget Analyst Approval	sjohnso9	02/18/2014 13:06:58 PM
BOE Agenda Approval	sbrown	02/18/2014 13:31:25 PM
BOE Final Approval	Pending	

14. INFORMATIONAL ITEM

Pursuant to AB 41 of the 2013 Legislative Session, the Clerk of the Board may approve all contract transactions for amounts less than \$50,000. Per direction from the August 13, 2013 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$49,999). Below is a list of all applicable approvals for contracts and amendments approved for the month of February.

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
15268	Department of Administration – State Public Works Division	Fred McConahay dba West Coast Truck & Equipment	Contract	\$41,684
Contract Description:	This is a new contract to provide pick up, repair, and return of the generator located at the Grant Sawyer Building, 555 E. Washington Avenue, Las Vegas, Nevada.			
12684	Department of Administration – State Public Works Division	Gen Tech of Nevada, Inc.	Amend	\$24,000
Contract Description:	This is the fourth amendment to the original contract which provides service, inspections, maintenance and as needed repairs to all automatic transfer switches, and to the generators and fire pumps at the Grant Sawyer Building, located at 555 E. Washington Avenue and the Campos Building, located at 215 E. Bonanza in Las Vegas, Nevada. This amendment increases the maximum amount from \$74,755.78 to \$98,755.78 to continue needed maintenance and repair services through the term of the contract.			
12860	Department of Health and Human Services – Division of Child and Family Services	Cornerstone Programs	Amend	\$21,870
Contract Description:	This is the first amendment to the original new contract, which provides necessary facilities, equipment, personnel and staff training that will satisfy the delivery of required services and programs conducive to the rehabilitation needs of either male or female juveniles while maintaining sight and sound separation from adult offender populations. This amendment is to increase the current contract by \$21,870 due to an error in calculating the original contract total amount.			
14708	Governor’s Office of Economic Development	Board of Regents – UNR	Amend	\$35,110
Contract Description:	This is the first amendment to the original interlocal agreement that provides pass-through funding from the Department of Employment, Training, and Rehabilitation to the Governor’s Office of Economic Development for the Nevada System of Higher Education’s Nevada Industry Excellence training programs for Nevada businesses. This amendment increases the value of the agreement by \$35,110 to \$635,110 from \$600,000.			

CONTRACT #	STATE AGENCY	CONTRACTOR	CONTRACT/ AMENDMENT	AMOUNT
13801	Department of Conservation and Natural Resources – Environmental Protection	McGinley & Associates, Inc.	Amend	\$48,000
Contract Description:	This is the third amendment to the original contract, which provides services to aid the state in conducting investigations of soil, groundwater and surface water contamination resulting from leaking underground storage tanks throughout the state. This amendment increases the maximum amount from \$2,810,885 to \$2,858,885 to implement database improvements to allow access to UST database information during field inspections, improve inspector efficiencies, field-printable compliance reports and improve accuracy of the database per attached proposal.			
15332	Department of Administration – State Public Works Division	Rounds Engineering, Ltd.	Contract	\$28,570
Contract Description:	This is a new contract to provide a feasibility study document with soils report for the HVAC and electrical upgrades at the Washoe County Armory located at the Reno Stead airport. The study shall determine the feasibility of converting the HVAC system to a ground source heat pump system with wellfield. The vendor will also provide a feasibility of adding a photovoltaic system capable of handling 75% to 80% of the building's electrical power consumption; Project No. 14-A020; Contract No. 94193.			
15334	Department of Administration – State Public Works Division	Kelly Mier Architect	Contract	\$16,325
Contract Description:	This is a new contract to provide professional architectural/engineering services for the sidewalk replacement and restroom remodel at the National Guard Recruiting Center at Plumb Lane in Reno, Nevada; Project No. 13-S02-G; Contract No. 94237.			
15245	Department of Conservation and Natural Resources – Environmental Protection	The Nature Conservancy	Contract	\$25,127
Contract Description:	This is a new contract for the Nature Conservancy, a non-profit organization, to develop, implement and assess educational workshops and special events that promote awareness of watershed concerns and non-point source pollution issues at the Whit Hall Interpretive Center located at River Fork Ranch in Douglas County, Nevada.			
15124	Department of Training, Employment and Rehabilitation	Board of Regents - UNR	Contract	\$29,250
Contract Description:	This is a new interlocal agreement to provide Professional Development training for Washoe County School District staff as part of the Customized Employment training for the Vocational Opportunities for the Inclusive Career Education (VOICE) Program.			
15257	Department of Administration – Enterprise IT Services	Solutions II, Inc.	Contract	\$12,740
Contract Description:	This is a new contract to provide data erasure services for two (2) Symmetrix DMX 3 to ensure a secure data migration by rendering data unrecoverable from the source arrays in order to mitigate the risk of information dissemination.			
14127	Department of Administration – Enterprise IT Services	Clark County Treasurer	Amend	\$20,000
Contract Description:	This is the first amendment to the original Revenue Intrastate Interlocal agreement, which provides for rack space at Apex Peak in Clark County. This amendment was provided for Clark County so they could pay the Legislatively approved amounts for FY 2014 and FY 2015. The original contract provided prior 'tentative' amounts for FY 2014 and FY 2015. The overall maximum amount of the contract has not been changed.			
15205	Department of Administration – Enterprise IT Services	Sirius Computer Solutions, Inc.	Contract	\$21,000
Contract Description:	This is a new contract to provide a properly working storage unit for the remaining AIX applications.			
15076	Department of Administration – Enterprise IT Services	Energys Delaware, Inc.	Contract	\$27,600
Contract Description:	This is a new contract to provide installation of 24 each OPzV3000-2V, 3065 amp hour, 2 volt battery for Hickison Summit solar powered microwave communications site near Austin, Nevada, which includes installation in existing racks. Due to battery leakage, haz mat clean up as well as cleaning of the racks and painted is required.			