

# POST

## \*\*\* NOTICE OF PUBLIC MEETING \*\*\*

### BOARD OF EXAMINERS

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**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:** January 13, 2015 at 10:00 a.m.

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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.

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### AGENDA

1. **PUBLIC COMMENTS**
- \*2. **FOR POSSIBLE ACTION – APPROVAL OF THE DECEMBER 9, 2014 BOARD OF EXAMINERS’ MEETING MINUTES**
- \*3. **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.

<b>AGENCY NAME</b>	<b># OF VEHICLES</b>	<b>NOT TO EXCEED:</b>
Department of Administration – Division of Enterprise IT Services	1	\$35,583
Department of Administration – Fleet Services Division	1	\$26,500
Department of Conservation and Natural Resources – Division of Water Resources	1	\$25,084
<b>Total</b>	<b>3</b>	<b>\$87,167</b>

**\*4. FOR POSSIBLE ACTION – REQUEST FOR ALLOCATION FROM THE STATUTORY CONTINGENCY ACCOUNT**

**A. Office of the Secretary of State – \$356,793**

Pursuant to NRS 293.253, the Office of the Secretary of State requests an allocation of \$356,793 from the Statutory Contingency Account to reimburse counties for their ballot question publication costs.

**\*5. FOR POSSIBLE ACTION – AUTHORIZATION TO APPROVE A PROVIDER AGREEMENT**

**A. Department of Health and Human Services – Aging and Disability Services Division**

The Aging and Disability Services Division is requesting Board of Examiners’ approval of the following provider agreement forms to enable them to enter into an agreement with providers.

- A. Autism Treatment Assistance Program**
- B. Nevada Early Intervention Services**

**\*6. FOR POSSIBLE ACTION – LEASES [\(attached as exhibit 1\)](#)**

**\*7. FOR POSSIBLE ACTION – CONTRACTS [\(attached as exhibit 2\)](#)**

**\*8. FOR POSSIBLE ACTION – MASTER SERVICE AGREEMENTS [\(attached as exhibit 3\)](#)**

**9. INFORMATION ITEM**

**A. Department of Transportation – Administration**

Status Report on Washoe County’s Trip Reduction/Rideshare Program – Governor Sandoval requested an update on this program at the November 12, 2014 Board of Examiners’ meeting. The request is associated with the November meeting agenda item #10, contract #29.

**10. INFORMATION ITEM [\(attached as exhibit 4\)](#)**

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). Attached is a list of all applicable approvals for contracts and amendments approved from November 19, 2014 through December 22, 2014.

## 11. BOARD MEMBERS' COMMENTS/PUBLIC COMMENTS

### \*12. FOR POSSIBLE ACTION – ADJOURNMENT

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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](mailto:bcarson@dps.state.nv.us)

Notice of this meeting was posted on the following websites:

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

<https://notice.nv.gov/>

Any questions regarding the agenda or supporting material for the meeting please contact Director Teska at (775) 684-0222 or you can email us at [budget@admin.nv.gov](mailto: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.

# LEASES

BOE #	LESSEE	LESSOR	AMOUNT
1	Board of Osteopathic Medicine	American Nevada Realty Company, LLC	\$466,191
	<b>Lease Description:</b> This is a relocation lease to house the Board of Osteopathic Medicine. Term of Lease: 03/01/2015 - 05/31/2022 Located in Henderson		
2	Department of Administration - Division of Human Resources	The Trust for the Methodist Development of the First United Methodist Church of Carson City, Nevada	\$119,012
	<b>Lease Description:</b> This is a relocation lease to house the Agency Human Resource Services section within the Division of Human Resources. <b>This request is contingent upon Interim Finance Committee's approval of a pending action item.</b> Term of Lease: 01/15/2015 - 02/29/2020 Located in Carson City		
3	Department of Business and Industry - Director's Office Scat-Mine Safety-OSHA	MRP, LLC	\$79,542
	<b>Lease Description:</b> This is a renewal and an extension of an existing lease to house the Scat-Mine Safety-OSHA. Term of Lease: 02/01/2015 - 01/31/2020 Located in Elko Savings of: \$934.80		
4	Department of Business and Industry - Division of Financial Institutions	Reno Airport Plaza, LLC	\$82,728
	<b>Lease Description:</b> This is a relocation lease to house the Division of Financial Institutions. Term of Lease: 03/01/2015 - 02/28/2018 Located in Reno Savings of: \$81,787.44		
5	Department of Employment, Training and Rehabilitation	Hanke Family Trust B	\$344,978
	<b>Lease Description:</b> This is a relocation lease to house the Blind Business Enterprise Program, Vocational Rehabilitation and Rehabilitation Administration. <b>This request is contingent upon Interim Finance Committee's approval of a pending action item.</b> Term of Lease: 02/01/2015 - 03/31/2020 Located in Carson City Savings of: \$100,252.08		
6	Department of Motor Vehicles	Mesquite Center Nevada, LLC	\$261,260
	<b>Lease Description:</b> This is an extension of an existing lease to house the Department of Motor Vehicles. Term of Lease: 02/01/2015 - 01/31/2020 Located in Mesquite		

# CONTRACTS

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
1.	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION - BUILDINGS AND GROUNDS	BOMBARD ELECTRICAL, LLC	FEE: BUILDING RENT INCOME	\$50,000	
	<b>Contract Description:</b>	This is a new contract that provides ongoing electrical services and maintenance and repair of various state buildings in the Las Vegas area. Services are provided on an as needed basis and at the written request and approval of Buildings and Grounds designee.				
		Term of Contract:	01/14/2015 - 12/31/2018	Contract # 16238		
2.	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION - CORRECTIONS CIP PROJECTS- NON-EXEC	FARR WEST ENGINEERING DBA FARR WEST CHILTON ENGINEERING	OTHER: TRANSFER FROM TREASURER	\$83,200	PROFESSIONAL SERVICE
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for the water production well at the Indian Springs Prison Complex, Project No. 13-C04; Contract No. 109068. The scope of work includes preparing technical specifications and bidding-support services for the drilling and testing of the production well; coordinating drilling and construction of the production well; providing consulting services related to test pumping the well; gathering and providing information of the work performed; and providing data collected during the well testing and construction.				
		Term of Contract:	Upon Approval - 06/30/2018	Contract # 16260		
3.	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION - GENERAL 2005 CIP PROJECTS- NON-EXEC	PURCELL KROB ELECTRICAL PROFESSIONAL DBA PK ELECTRICAL, INC.	BONDS 30% OTHER: (68 % REBATE AND 2% TRANSFER FROM TREASURER) 70%	\$69,000	PROFESSIONAL SERVICE
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for an energy retrofit feasibility study, Project No. 13-S08; Contract No. 109071. The scope of work includes evaluating the cost and return on investment of energy efficient replacement projects throughout the State of Nevada along with an executive summary outlining projects that have less than a 12-year payback.				
		Term of Contract:	Upon Approval - 06/30/2018	Contract # 16267		
4.	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION All Budget Accounts	SIKORA ARCHITECTURE, PC	OTHER: AGENCY FUNDED CIP	\$55,378	PROFESSIONAL SERVICE
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for the United States Property and Fiscal Office Facility (USPFO) Day Lighting Project; Project No. 15-A012; Contract No. 109001. The scope of work includes the development of construction documents and the necessary design and engineering services sufficient to provide natural daylighting for the following USPFO buildings/rooms: the warehouse, gymnasium, locker rooms, toilet rooms, conference room, corridor, and the entry lobby. Subcontracted services for structural and electrical engineering services are included.				
		Term of Contract:	Upon Approval - 06/30/2018	Contract # 16202		
5.	300	DEPARTMENT OF EDUCATION - GEAR UP	LEITNER, DAVID DBA PACIFIC RESEARCH ASSOCIATES	FEDERAL	\$450,000	SOLE SOURCE
	<b>Contract Description:</b>	This is a new contract that provides the Nevada Department of Education GEAR UP program with a proprietary database for use in the collection of GEAR UP student data as required by the federal government and for services by Pacific Research Associates regarding the evaluation and reporting of GEAR UP student data to the state and federal departments of education.				
		Term of Contract:	01/13/2015 - 08/31/2018	Contract # 16259		
6.	300	DEPARTMENT OF EDUCATION - INDIVIDUALS WITH DISABILITIES ACT (IDEA)	VICKI HUFFMAN	FEDERAL	\$236,000	
	<b>Contract Description:</b>	This is the first amendment to the original contract that continues assistance to the Nevada Department of Education in the development and submission of special education data required under Section 618 of the Individuals with Disabilities Education Act. This amendment extends the termination date from January 15, 2015, to January 15, 2017, and increases the maximum amount from \$236,000 to \$472,000, due to a continued need for these services.				
		Term of Contract:	01/08/2013 - 01/15/2017	Contract # 13952		
7.	331	TOURISM - MUSEUMS AND HISTORY - NEVADA STATE MUSEUM, LAS VEGAS	LAS VEGAS VALLEY WATER	OTHER: ADMISSION CHARGE REVENUE	\$200,000	
	<b>Contract Description:</b>	This is a new cooperative agreement for ongoing shared revenue and services through combined and coordinated resources at Springs Preserve.				
		Term of Contract:	Upon Approval - 06/30/2016	Contract # 16122		
8.	403	DEPARTMENT OF HEALTH AND HUMAN SERVICES - HEALTH CARE FINANCING & POLICY - INTERGOVERNMENTAL TRANSFER PROGRAM	CLARK COUNTY TREASURER	OTHER: INTERGOVERNMENTAL TRANSFER	\$22,500,000	
	<b>Contract Description:</b>	This is the first amendment to the original contract, which continues ongoing Inter-Governmental Transfers from Clark County to the Division of Health Care Financing and Policy for voluntary contributions. These are calculated on the inpatient, outpatient, and graduate medical education hospital services for the non-state publically owned and operated hospitals. This amendment revises the scope of work percentage of voluntary contributions to include Managed Care Organization (MCO) enhancements and increases the maximum amount from \$25,201,536 to \$47,701,536, due to the addition of MCO enhancements.				
		Term of Contract:	07/01/2013 - 06/30/2015	Contract # 14080		

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
9.	403	DEPARTMENT OF HEALTH AND HUMAN SERVICES - HEALTH CARE FINANCING & POLICY - ADMINISTRATION	BOARD OF REGENTS-UNLV	OTHER: COST CONTAINMENT 32% FEDERAL 68%	\$1,184,000	
	<b>Contract Description:</b>	This is the first amendment to the original contract which provides ongoing services of the Center for Health Information Analysis (CHIA) to collect and analyze financial, utilization and medical data from hospitals that provide services to Nevada Medicaid recipients. This amendment extends the termination date from June 30, 2015, to June 30, 2017, and increases the maximum amount from \$870,000 to \$2,054,000 due to the continued need for existing services. This amendment incorporates an expanded Scope of Work (Attachment A) for the CHIA Transparency Website for fiscal years 2016 and 2017.				
	<b>Term of Contract:</b>	07/01/2013 - 06/30/2017	<b>Contract # 14227</b>			
10.	406	DEPARTMENT OF HEALTH AND HUMAN SERVICES - PUBLIC AND BEHAVIORAL HEALTH - BIOSTATISTICS AND EPIDEMIOLOGY	BOARD OF REGENTS-UNLV	FEDERAL	\$127,250	
	<b>Contract Description:</b>	This is the first amendment to the original contract, which continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System to collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States. This amendment extends the termination date from February 28, 2015, to February 28, 2016, and increases the maximum amount from \$150,150 to \$277,400, due to the continued need for these services.				
	<b>Term of Contract:</b>	01/01/2014 - 02/28/2016	<b>Contract # 15195</b>			
11.	406	DEPARTMENT OF HEALTH AND HUMAN SERVICES - PUBLIC AND BEHAVIORAL HEALTH - BIOSTATISTICS AND EPIDEMIOLOGY	BOARD OF REGENTS-UNR	FEDERAL	\$127,250	
	<b>Contract Description:</b>	This is the first amendment to the original contract, which continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System to collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States. This amendment extends the termination date from February 28, 2015, to February 28, 2016, and increases the maximum amount from \$150,150 to \$277,400, due to the continued need for these services.				
	<b>Term of Contract:</b>	01/01/2014 - 02/28/2016	<b>Contract # 15288</b>			
12.	407	DEPARTMENT OF HEALTH AND HUMAN SERVICES - WELFARE AND SUPPORT SERVICES - CHILD SUPPORT ENFORCEMENT PROGRAM	LABORATORY CORPORATION OF AMERICA HOLDINGS	GENERAL 34% FEDERAL 66%	\$115,335	
	<b>Contract Description:</b>	This is a new contract to continue ongoing genetic testing services to determine paternity for child support enforcement cases.				
	<b>Term of Contract:</b>	02/01/2015 - 01/31/2019	<b>Contract # 16171</b>			
13.	431	ADJUTANT GENERAL AND NATIONAL GUARD - MILITARY	ALL OUT COMMERCIAL STEAM CLEANING	GENERAL 50% FEDERAL 50%	\$99,900	
	<b>Contract Description:</b>	This is a new contract to provide cleaning, repair, and/or maintenance to duct work, exhaust systems, supply air/make up air systems, and hoods in all National Guard locations except Las Vegas, Ely, and Henderson locations.				
	<b>Term of Contract:</b>	Upon Approval - 01/06/2019	<b>Contract # 16261</b>			
14.	431	ADJUTANT GENERAL AND NATIONAL GUARD - MILITARY	AMERICAN CLEANING SERVICES	GENERAL 50% FEDERAL 50%	\$99,900	
	<b>Contract Description:</b>	This is a new contract to provide cleaning, repair, and/or maintenance to duct work, exhaust systems, supply air/make up air systems, and hoods in all National Guard locations except Las Vegas, Ely, and Henderson locations.				
	<b>Term of Contract:</b>	Upon Approval - 01/06/2019	<b>Contract # 16263</b>			
15.	431	ADJUTANT GENERAL AND NATIONAL GUARD - MILITARY	NDI PLUMBING, INC.	GENERAL 50% FEDERAL 50%	\$99,900	
	<b>Contract Description:</b>	This is a new contract to provide service, inspection/certification and repair services to the National Guard underground and above ground petroleum storage tanks.				
	<b>Term of Contract:</b>	Upon Approval - 01/13/2019	<b>Contract # 16258</b>			
16.	440	DEPARTMENT OF CORRECTIONS - ELY STATE PRISON	ARIZONA CONTINENTAL FLOORING COMPANY	GENERAL	\$78,444	
	<b>Contract Description:</b>	This is a new contract to provide vinyl tile flooring and carpet to include installation at various areas within Ely State Prison.				
	<b>Term of Contract:</b>	01/15/2015 - 06/30/2015	<b>Contract # 16251</b>			
17.	580	PUBLIC UTILITIES COMMISSION	SOLIX, INC.	OTHER: FEES FROM LIFELINE UNIVERSAL SERVICES FUND.	\$1,107,462	
	<b>Contract Description:</b>	This is a new contract to provide a Third-Party Lifeline Eligibility Administrator to qualify customers of Eligible Telecommunications Carriers for Lifeline Service.				
	<b>Term of Contract:</b>	Upon Approval - 12/31/2019	<b>Contract # 16216</b>			
18.	700	DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES - Q1 BONDS-NON-EXEC	OVERTON POWER DISTRICT #5	BONDS 50% FEDERAL 50%	\$439,493	SOLE SOURCE
	<b>Contract Description:</b>	This is a new interlocal agreement to replace two dozen power poles that were compromised during a 2014 wind storm. The pole replacements include new power and fiber optics. The new power and fiber optics will be installed underground and adjacent to a 2.2 mile stretch of Valley of Fire Road.				
	<b>Term of Contract:</b>	Upon Approval - 06/12/2015	<b>Contract # 16248</b>			

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
19.	702	DEPARTMENT OF WILDLIFE - WILDLIFE CIP-NON-EXEC	DYER ENGINEERING CONSULTANTS	BONDS 75% FEDERAL 25%	\$83,375	PROFESSIONAL SERVICE
	<b>Contract Description:</b>	This is a new contract for work that relates to proposed improvements at Zunino Reservoir in Elko County, Nevada and involves topographic mapping of the existing campsite improvements and proposed boat launch facility as well as a construction plan set to include a complete boat launch facility, and improvements to the existing campsite area. The vendor will also provide engineer estimates, required technical specifications, and administer the bid process.				
		Term of Contract:	Upon Approval - 01/31/2017	Contract # 16253		
20.	702	DEPARTMENT OF WILDLIFE - HABITAT	DUCKS UNLIMITED, INC.	FEE: DUCK STAMP FUNDS AND CONSERVATION FEES	\$90,004	SOLE SOURCE
	<b>Contract Description:</b>	This is a new contract to provide engineering services and designs for wetland enhancement projects at Carson Lake and Pasture, Overton Wildlife Management Area, and Key Pittman Wildlife Management Area. These projects will focus on drain cleaning, replacement of water control structures, and pond leveling that will improve habitat conditions for migratory birds in the areas specified.				
		Term of Contract:	01/20/2015 - 06/30/2016	Contract # 16252		
21.	704	DEPARTMENT OF CONSERVATION & NATURAL RESOURCES - PARKS - STATE PARKS	CHAR-PIT SAND HARBOR, INC.	OTHER: REVENUE CONTRACT	\$250,000	
	<b>Contract Description:</b>	This is the second amendment to the original revenue contract, which provides a snack bar and grill within the Sand Harbor unit of Lake Tahoe Nevada State Park. The amendment extends the termination date from June 8, 2015, to June 8, 2020, and increases the maximum amount from \$140,000 to \$390,000 which will extend the contract an additional five years in accordance with the original terms.				
		Term of Contract:	06/08/2010 - 06/08/2020	Contract # 11074		
22.	800	DEPARTMENT OF TRANSPORTATION	DEPARTMENT OF PUBLIC SAFETY	HIGHWAY 5% FEDERAL 95%	\$248,000	
	<b>Contract Description:</b>	This is the second amendment to the original cooperative agreement, which provides continued software maintenance, hosting of data servers, necessary enhancements, and program roll-out to additional law enforcement agencies for the electronic crash reporting system. This amendment increases the maximum amount from \$1,800,000 to \$2,048,100 due to the extended termination date approved in amendment one and the continued need for these services.				
		Term of Contract:	01/11/2011 - 12/31/2020	Contract # 11783		
23.	800	DEPARTMENT OF TRANSPORTATION	NEVADA HIGHWAY PATROL	HIGHWAY	\$150,000	EXEMPT
	<b>Contract Description:</b>	This is a new interlocal agreement to provide the department access to Department of Public Safety officers to perform uniformed officer traffic control as needed.				
		Term of Contract:	Upon Approval - 09/30/2018	Contract # 16257		
24.	810	DEPARTMENT OF MOTOR VEHICLES - AUTOMATION	EDEALER SERVICES, LLC	OTHER: EDEALER SERVICES LLC IS PAYING ALL COSTS ASSOCIATED FOR IMPLEMENTATION.	\$15,970,733	
	<b>Contract Description:</b>	This is a new contract to provide and implement an electronic lien system that will process the notification and release of vehicle security interests by way of electronic batch file transfers.				
		Term of Contract:	Upon Approval - 12/31/2020	Contract # 16234		
25.	901	DEPARTMENT OF EMPLOYMENT, TRAINING & REHABILITATION - REHABILITATION - SERVICES TO THE BLIND & VISUALLY IMPAIRED	MARSHALL B KETCHUM UNIVERSITY DBA SO CALIF COLLEGE OF OPTOMETRY	GENERAL 21.3% FEDERAL 78.7%	\$193,924	
	<b>Contract Description:</b>	This is a new contract to provide ongoing service for professional low vision care clinics. The establishment and operation of 10, 3-day clinic sessions provides professional eye care services to help and enable people with low vision, who may be assisted by low vision aides and/or special training, to improve their ability to use their remaining vision so they can be independent and better able to meet demands in an employment environment.				
		Term of Contract:	01/01/2015 - 12/31/2018	Contract # 16064		
26.	902	DEPARTMENT OF EMPLOYMENT, TRAINING & REHABILITATION - EMPLOYMENT SECURITY	GOVERNORS OFFICE OF ECONOMIC DEVELOPMENT	OTHER: REVENUE CONTRACT	\$50,000	EXEMPT
	<b>Contract Description:</b>	This is a new revenue interlocal contract to provide funding for employment opportunities, workforce training, and job creation in water treatment, wastewater purification and treatment systems project.				
		Term of Contract:	02/01/2015 - 06/30/2016	Contract # 16250		
27.	902	DEPARTMENT OF EMPLOYMENT, TRAINING & REHABILITATION - EMPLOYMENT SECURITY	NEVADA CENTER OF EXCELLENCE	OTHER: CAREER ENHANCEMENT PROGRAM	\$150,000	SOLE SOURCE
	<b>Contract Description:</b>	This is new contract to provide employment opportunities, workforce training, and job creation in water treatment, wastewater purification and treatment systems project.				
		Term of Contract:	02/01/2015 - 06/30/2016	Contract # 16225		

# Master Service Agreements

BOE #	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
MSA 1.	MSA	VARIOUS STATE AGENCIES	API NATIONAL SERVICE GROUP	OTHER: VARIOUS	\$2,000,000	
	<b>Contract Description:</b>	This is a new contract to provide statewide inspection services for fire extinguishing systems, fire sprinkler systems, fire alarm/protective signaling systems and burglar alarm monitoring. The contract term aligns with the WSCA good-of-the-state fire suppression services contracts.				
		Term of Contract:	Upon Approval - 12/31/2019	Contract # 16265		
MSA 2.	MSA	VARIOUS STATE AGENCIES	COMMSITE CORP	OTHER: VARIOUS	\$300,000	
	<b>Contract Description:</b>	This is the third amendment to the original contract to provide communications site parts and services to include emergency and general maintenance statewide on an as-needed basis. Services will include scheduled and unscheduled surveys, assessments, installations, replacements, maintenance and repairs to State-owned communications equipment, infrastructure and fixtures. The equipment includes, towers, antennae, transmission lines, AC/DC power systems, generator systems, fiber optics, 2-way radio systems and microwave systems. This amendment increases the maximum amount of the contract from \$800,000 to \$1,100,000 based on the usage of the contract to date and estimates of the amount needed for the term of the contract.				
		Term of Contract:	04/12/2011 - 04/12/2015	Contract # 11972		
MSA 3.	MSA	VARIOUS STATE AGENCIES	KRUEGER INTERNATIONAL, INC.	OTHER: VARIOUS	\$2,000,000	
	<b>Contract Description:</b>	This is a new contract to establish a Participating Addendum for the WSCA-NASPO contract for educational furniture, led by the State of Utah. This participating addendum is for general education furniture, residential furniture, cafeteria furniture and lecture hall/auditorium furniture. The contract term aligns with the master contract.				
		Term of Contract:	01/13/2015 - 06/13/2019	Contract # 16224		
MSA 4.	MSA	VARIOUS STATE AGENCIES	STATEFIRE DC SPECIALTIES	OTHER: VARIOUS	\$2,000,000	
	<b>Contract Description:</b>	This is a new contract to provide statewide inspection services for fire extinguishing systems, fire sprinkler systems, fire alarm/protective signaling systems and burglar alarm monitoring. The contract term aligns with the WSCA good-of-the-state fire suppression services contracts.				
		Term of Contract:	Upon Approval - 12/31/2019	Contract # 16243		



# Information Contracts

#	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
1	030	ATTORNEY GENERAL'S OFFICE	BECKER GALLAGHER LEGAL PUBLISHING, INC.	GENERAL	\$20,000	
	<b>Contract Description:</b>	This is a new contract that provides services to format and file pleadings in the Supreme Court of the United States. These services are provided on an as-needed basis and are being used as Supreme Court briefs are required.				
		Term of Contract:	07/01/2014 - 07/01/2016	Contract # 16075		
2	030	ATTORNEY GENERAL'S OFFICE	FARRIS, VAUGHAN, WILLS & MURPHY, LLP	OTHER: NDEP REIMBURSEMENT	\$20,000	
	<b>Contract Description:</b>	This is a new contract to retain counsel in British Columbia in connection with the bankruptcy proceedings related to Veris Gold Corporation and related entities, namely in the matter of the companies Creditors Arrangement Act, R.S.C. 1985, c. C-36, as amended.				
		Term of Contract:	12/10/2014 - 12/10/2015	Contract # 16249		
3	030	ATTORNEY GENERAL'S OFFICE	HARRYS BUSINESS MACHINES, INC.	GENERAL	\$10,350	
	<b>Contract Description:</b>	This is a new contract for a maintenance agreement for DataCard printer/laminator equipment.				
		Term of Contract:	12/01/2014 - 11/30/2018	Contract # 16212		
4	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION	CIVILWORKS, LLC	OTHER: TRANSFER FROM TREASURER	\$16,250	
	<b>Contract Description:</b>	This is the first amendment to the original contract, which provides professional architectural/engineering services for planning for sanitary sewer upgrades at the Southern Nevada Child and Adolescent Services, Southern Nevada Adult Mental Health Services, and Desert Regional Center locations; Project No. 13-P06, Contract No. 85591. This amendment increases the maximum amount from \$142,560 to \$158,810 to provide for additional professional survey and design services, for Building #4 at the Southern Nevada Adult Mental Health Services Desert Regional Center.				
		Term of Contract:	11/12/2013 - 06/30/2017	Contract # 15018		
5	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION - BUILDINGS AND GROUNDS	DUBE GROUP, INC. DBA THE DUBE GROUP ARCHITECTURE	OTHER: AGENCY FUNDED CIP	\$41,820	
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for the Capitol Fence Historic Structures report; Project No. 15-A025; Contract No. 109055. The scope is to prepare a historic structure report that documents the significance of the resource, evaluates its current condition, and recommends appropriate treatment methods. This will include field investigation, coordination with the State Historic Preservation Office regarding material repair and/or replacement methods, development of measured drawings and details, historical research, treatment approach, phasing and costs, and the final report.				
		Term of Contract:	11/23/2014 - 06/30/2019	Contract # 16219		
6	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION	MCCARTHY BUILDING COMPANIES, INC.	OTHER: UNIVERSITY FUNDS	\$12,480	
	<b>Contract Description:</b>	This is the first amendment to the original contract, which provides owner construction manager at risk pre-construction services for the University of Nevada Las Vegas Hotel College Academic Building, Las Vegas, Nevada; Project No. 13-P05; Contract #95764. This amendment increases the maximum amount from \$180,835 to \$193,315 due to the need for additional services to provide updates to the construction cost estimate during the schematic design phase due to changes to the floor area of the building.				
		Term of Contract:	04/08/2014 - 04/08/2018	Contract # 15392		
7	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION	MENDENHALL SMITH STRUCTURAL ENGINEERS	OTHER: 46% TRANSFER FROM FEDERAL GRANT REVENUE, 54% TRANSFER FROM TREASURER	\$13,000	
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for the Henderson Armory - structural repair design of roof areas with modified truss joint for both L and M type joints Project No. 13-M24(B); Contract No. 109067. The scope includes design development consultation, site visits, structural calculations and drawings along with assistance in the resolution of field related structural issues. The scope also includes construction cost estimate for the project.				
		Term of Contract:	12/15/2014 - 06/30/2018	Contract # 16256		
8	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION	PAUL CAVIN ARCHITECT, LLC	OTHER: AGENCY FUNDED CIP	\$21,300	
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for the capitol elevator modernization; Project No. 15-A027; Contract No. 109057. The scope includes verifying and measuring existing conditions, preparing drawings and a project manual, addressing and incorporating agency review comments, issuing documents for competitive bidding, and bidding assistance. Construction administration will be provided through project completion along with preparing a detailed Opinion of Probable Cost at defined milestones.				
		Term of Contract:	12/2/2014 - 06/30/2019	Contract # 16241		

#	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
9	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION	VAN WOERT BIGOTTI ARCHITECTS	OTHER: TRANSFER FROM TREASURER	\$17,000	
	<b>Contract Description:</b>	This is a new contract to provide professional architectural/engineering services for the Capitol Building - Americans with Disabilities Act Remodel, Project No. 13-S02-8; Contract No. 109025. The contractor will remodel the men's and women's restrooms, modify one drinking fountain on the first floor for wheelchair access, add a vertical grab bar and under sink protection in the second floor unisex restroom, and provide directional and restroom signage for the first and second floor restrooms and drinking fountains.				
		Term of Contract:	11/19/2014 - 06/30/2018	Contract # 16210		
10	082	DEPARTMENT OF ADMINISTRATION - STATE PUBLIC WORKS DIVISION	LUMOS & ASSOCIATES	BONDS	\$17,400	
	<b>Contract Description:</b>	This is the first amendment to the original contract, which provides professional engineering and construction services for the East Slope Catchment facility, serving the Marlette/Hobart water system, located in Carson City, Nevada - Phase1; Project No. 15-1366-001; Contact No. 1666748. This amendment increases the maximum amount from \$128,700 to \$146,100 to provide additional design and survey services for the facility.				
		Term of Contract:	09/09/2014 - 09/08/2018	Contract # 15965		
11	240	DEPARTMENT OF VETERANS SERVICES	ACCELERATED CARE PLUS LEASING, INC.	FEDERAL	\$8,800	
	<b>Contract Description:</b>	This is the first amendment to the original contract to provide physical therapy for residents of the Nevada State Veterans Home. The purpose of this amendment is to continue the contract from December 1, 2014, to November 30, 2015, and to increase the maximum amount from \$8,800 to \$17,600.				
		Term of Contract:	12/10/2013 - 11/30/2015	Contract # 15161		
12	651	DEPARTMENT OF PUBLIC SAFETY - HIGHWAY PATROL	RER ENTERPRISES, INC. DBA FEENEY WIRELESS, LLC	HIGHWAY 50% OTHER: FORFEITURE FUNDS 50%	\$28,000	
	<b>Contract Description:</b>	This is a new contract to provide a turnkey solution to validate the operational merits of the Proof of Concept phase of the Mobile Data Computers project for the Highway Patrol vehicles. The vendor will provide the consulting and expertise to configure the system for the division, which includes Panasonic Toughbooks (tablets), Gamber Johnson mounting equipment, IKEY keyboards, CIRA X rugged cellular modems, Netmotion, and assistance with managing the system post installation.				
		Term of Contract:	12/9/2014 - 10/31/2018	Contract # 16172		
13	704	DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES - PARKS DIVISION	BRUCE MACKAY PUMP & WELL SERVICE, INC.	FEES	\$18,000	
	<b>Contract Description:</b>	This is a new contract to provide ongoing on-call well services at the Sand Harbor, Memorial Point, and Spooner Lake locations. The contract will cover all emergency services to the well pumps, casings, piping, wiring and controls, as well as any required maintenance and retrofitting that cannot be done by division staff.				
		Term of Contract:	11/23/2014 - 11/09/2017	Contract # 16205		
14	704	DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES - PARKS DIVISION	SNYDER SERVICES DBA SNYDER MECHANICAL	FEES	\$40,000	
	<b>Contract Description:</b>	This is a new contract to provide on-call maintenance for equipment at South Fork and Wild Horse state recreational areas.				
		Term of Contract:	12/02/2014 - 12/31/2016	Contract # 16218		
15	704	DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES - PARKS DIVISION	ELLISON, JOHN C DBA ELLISON ELECTRIC	FEES	\$40,000	
	<b>Contract Description:</b>	This is a new contract to provide on-call electrical diagnostics and repair services for the South Fork and Wildhorse State Recreational Areas.				
		Term of Contract:	12/2/2014 - 12/31/2016	Contract # 16217		
16	706	DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES - FORESTRY DIVISION	SIERRA ELECTRONICS	GENERAL	\$20,000	
	<b>Contract Description:</b>	This is a new contract to provide ongoing services for the installation and repair of dash radio mounts in vehicles, remote antenna mounts throughout Northern and Western Nevada, and radio console equipment at division dispatch offices.				
		Term of Contract:	01/01/2015 - 12/31/2018	Contract # 16192		
17	749	DEPARTMENT OF BUSINESS AND INDUSTRY - ATHLETIC COMMISSION	GALVAN, ALDO	GENERAL 95% FEES 5%	\$2,000	
	<b>Contract Description:</b>	This is the first amendment to the original contract to provide unarmed combat inspector services for weigh-ins and events. This amendment increases the dollar amount of the contract to continue utilizing the services of this contractor through the end of the contract term. The number of events are increasing and continued inspector services are needed to meet event requirements.				
		Term of Contract:	08/01/2012 - 06/30/2015	Contract # 13631		

#	DEPT #	STATE AGENCY	CONTRACTOR	FUNDING SOURCE	AMOUNT	EXCEPTIONS FOR SOLICITATIONS AND/OR EMPLOYEES
18	749	DEPARTMENT OF BUSINESS AND INDUSTRY - ATHLETIC COMMISSION	CHARLES ANZALONE	GENERAL 90% OTHER: AMATEUR BOXING PROGRAM 10%	\$4,004	
	<b>Contract Description:</b>	This is the first amendment to the original contract to provide unarmed combat inspector services for weigh-ins and events. This amendment increases the dollar amount of the contract to continue utilizing the services of this contractor through the end of the contract term. The number of events are increasing and continued inspector services are needed to meet event requirements.				
		Term of Contract:	05/01/2011 - 04/30/2015	Contract # 12155		
19	901	DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION - REHABILITATION DIVISION	SAN DIEGO STATE UNIVERSITY RESEARCH FOUNDATION	FEDERAL	\$49,808	
	<b>Contract Description:</b>	This is a new intrastate-interlocal agreement to provide ongoing training and technical assistance to the Vocational Rehabilitation Program. Training for Program staff and the E-Rehab Learning System are needed for continuing education in service areas related to our clients. Vendor will also be providing support and implementation strategies for the Workforce Innovation and Opportunity Act.				
		Term of Contract:	12/01/2014 - 09/30/2015	Contract # 16211		
20	901	DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION - REHABILITATION DIVISION	A HONEY WAGON, INC.	OTHER: BUSINESS ENTERPRISES SET ASIDE	\$10,000	
	<b>Contract Description:</b>	This is a new contract that provides on-going maintenance and repair services, as needed, including but not limited to cleaning, deodorizing and unclogging of grease traps and grease interceptors at Business Enterprises of Nevada locations in Southern Nevada.				
		Term of Contract:	12/01/2014 - 06/30/2016	Contract # 16024		
21	901	DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION - REHABILITATION DIVISION	LAS VEGAS WINDOW TINTING, LLC	OTHER: BUSINESS ENTERPRISES SET ASIDE	\$5,500	
	<b>Contract Description:</b>	This is the first amendment to the original contract which provides on-going services for the maintenance, repair and/or removal, cleaning and replacement of graffiti film and/or bronze tint film at the High Scaler Cafeteria and the Hoover Dam Store. This amendment extends the termination date from March 31, 2015, to September 30, 2016, and increases the maximum amount from \$9,500 to \$15,000, due to the continued need for these services.				
		Term of Contract:	12/20/2012 - 03/30/2016	Contract # 14047		
22	901	DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION - REHABILITATION DIVISION	BOARD OF REGENTS - UNR	FEDERAL	\$20,089	
	<b>Contract Description:</b>	This is the first amendment to the original Intrastate Interlocal contract, which provides new surveys, longitudinal analysis and proposed project innovation to determine customer satisfaction with services provided by the Division and to assess basic needs of individuals with disabilities who seek employment. This amendment extends the termination date from December 31, 2014, to May 31, 2015, and increases the maximum amount from \$154,041.87 to \$174,130.46, to allow for 100% data collection and final report.				
		Term of Contract:	01/11/2011 - 05/31/2015	Contract # 11728		
23	901	DEPARTMENT OF EMPLOYMENT, TRAINING AND REHABILITATION - REHABILITATION DIVISION	PARATRANSIT DBA DESTINATIONS MOBILITY	GENERAL 21.30% FEDERAL 78.70%	\$21,571	
	<b>Contract Description:</b>	This is a new contract to provide vehicle modifications for Vocational Rehabilitation client(s) to enable them in finding and securing gainful employment. The maximum contract amount shall not exceed \$21,571.				
		Term of Contract:	12/09/2014 - 03/31/2015	Contract # 16220		
24	960	SILVER STATE HEALTH INSURANCE EXCHANGE	KPS 3, INC.	FEDERAL 99% FEES 1%	\$37,000	
	<b>Contract Description:</b>	This is the fourth amendment to the original contract, which provides marketing and outreach education about the Exchange to the State of Nevada. This amendment extends the termination date from March 31, 2015, to March 31, 2016, and increases the maximum amount from 11,033,976 to 11,070,976 funded through per member per month fees for continuation of website hosting and ongoing content/forms management.				
		Term of Contract:	01/08/2013 - 03/31/2015	Contract # 13950		

# DETAILED AGENDA

January 13, 2015

## 1. PUBLIC COMMENTS

Comments:

## \*2. FOR POSSIBLE ACTION – APPROVAL OF THE DECEMBER 9, 2014 BOARD OF EXAMINERS’ MEETING MINUTES

**Clerk’s Recommendation:** I recommend approval.

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

Comments:

## \*3. 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 – Division of Enterprise IT Services	1	\$35,583
Department of Administration – Fleet Services Division	1	\$26,500
Department of Conservation and Natural Resources – Division of Water Resources	1	\$25,084
<b>Total</b>	<b>3</b>	<b>\$87,167</b>

**Clerk’s Recommendation:** I recommend approval.

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

Comments:

## \*4. FOR POSSIBLE ACTION – REQUEST FOR ALLOCATION FROM THE STATUTORY CONTINGENCY ACCOUNT

### A. Office of the Secretary of State – \$356,793

Pursuant to NRS 293.253, the Office of the Secretary of State requests an allocation of \$356,793 from the Statutory Contingency Account to reimburse counties for their ballot question publication costs.

**Clerk’s Recommendation:** I recommend approval.

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

Comments:

**\*5. FOR POSSIBLE ACTION – AUTHORIZATION TO APPROVE A PROVIDER AGREEMENT**

**A. Department of Health and Human Services – Aging and Disability Services Division**

The Aging and Disability Services Division is requesting Board of Examiners’ approval of the following provider agreement forms to enable them to enter into an agreement with providers.

- A. Autism Treatment Assistance Program**
- B. Nevada Early Intervention Services**

**Clerk’s Recommendation: I recommend approval.**

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_  
**Comments:**

**\*6. FOR POSSIBLE ACTION – LEASES**

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

**Clerk’s Recommendation: I recommend approval.**

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_  
**Comments:**

**\*7. FOR POSSIBLE ACTION – CONTRACTS**

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

**Clerk’s Recommendation: I recommend approval.**

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_  
**Comments:**

**\*8. FOR POSSIBLE ACTION – MASTER SERVICE AGREEMENTS**

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

**Clerk’s Recommendation: I recommend approval.**

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_  
**Comments:**

**9. INFORMATION ITEM**

**A. Department of Transportation – Administration**

Status Report on Washoe County’s Trip Reduction/Rideshare Program – Governor Sandoval requested an update on this program at the November 12, 2014 Board of Examiners’ meeting. The request is associated with the November meeting agenda item #10, contract #29.

**Comments:**

**10. 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 from April 16, 2014 through May 16, 2014.

Twenty-four independent contracts were submitted to the Board for review.

**Comments:**

**11. BOARD MEMBERS’ COMMENTS/PUBLIC COMMENTS**

**Comments:**

**\*12. FOR POSSIBLE ACTION – ADJOURNMENT**

**Clerk’s Recommendation: I recommend approval.**

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Comments:**

# **MINUTES**

## **MEETING OF THE BOARD OF EXAMINERS**

December 9, 2014

The Board of Examiners met on December 9, 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  
Julia Teska, Clerk

### **Others Present:**

Mike Willden, Department of Health and Human Services  
Mindy Martini, Department of Education  
Steve Canavero, Department of Education  
Patrick Cates, Parks and Wildlife  
Dave Prather, Division of Forestry  
Kimberly Tarter, Purchasing Division  
Jeff Haag, Southwest Airlines  
Marta Adams, Office of the Attorney General  
Scott Sisco, Department of Corrections  
Rick Gimlin, Department of Taxation  
Eric Johnson, Department of Conservation and Natural Resources, State Parks  
Marti Radu, Office of the Attorney General  
Todd Myler, Department of Health and Human Services, Aging and Disability Services  
Julie Kotchevar, Department of Health and Human Services, Aging and Disability Services  
Clark Leslie, Office of the Attorney General  
Ellen Crecelius, Department of Health and Human Services, Welfare and Supportive Services  
Leah Lamborn, Department of Health and Human Services, Health Care, Financing and Policy  
Kelly Lafayette, Department of Administration, Public Works Division, Buildings and Grounds  
Teri Preston, Department of Administration, Public Works Division, Buildings and Grounds  
Kathy Wynands, Department of Employment, Training and Rehabilitation  
Sue Smith, Department of Health and Human Services, Welfare and Supportive Services  
Terry Rubald, Department of Taxation  
Steve Fisher, Department of Health and Human Services, Welfare and Supportive Services

## 1. PUBLIC COMMENTS

### Comments:

**Governor:** Good morning. I'll call the Board of Examiners meeting to order. Can you hear us loud and clear in Las Vegas?

**Unidentified Male:** Yes, Governor, we can. Can you hear us?

**Governor:** Yes. All right. Thank you. We'll begin with Agenda Item No. 1, Public Comment. Is there any member of the public present in Carson City that would like to provide public comment? Is there anyone present in Las Vegas that would like to provide public comment?

**Unidentified Male:** No one here, Governor.

**Governor:** All right. Thank you.

## \*2. FOR POSSIBLE ACTION – APPROVAL OF THE OCTOBER 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

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### Comments:

**Governor:** We'll move to Agenda Items 2 and 3, which are the Approval of the October 14, 2014 BOE Meeting Minutes and the November 12, 2014 Meeting Minutes. Have the members had an opportunity to review the minutes and are there any changes?

**Attorney General:** No, Governor. I move for approval.

**Secretary of State:** Second.

**Governor:** The Attorney General has moved for approval of Agenda Items 2 and 3. The Secretary of State has seconded the motion. Any questions or discussion on the motion? All in favor say aye.

**Attorney General:** Aye.

**Governor:** Aye. Opposed no? The motion passes 3-0. Agenda Items 2 and 3 are approved.

## \*3. FOR POSSIBLE ACTION – APPROVAL OF THE NOVEMBER 12, 2014 BOARD OF EXAMINERS' MEETING MINUTES



**Clerk's Recommendation: I recommend approval.**

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

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**Comments:**

**\*4. FOR POSSIBLE ACTION – UPDATE ON THE FISCAL YEAR 2015 PROJECTED ENDING FUND BALANCE**

Pursuant to subsection 1 of section 67 of Assembly Bill 507 of the 2013 legislative session, if projections of the ending balance of the State General Fund fall below the amount estimated by the 2013 Legislature for Fiscal Year 2015, the Director of the Department of Administration shall report this information to the State Board of Examiners. Subsection 2 states that if the Board of Examiners determines the ending balance of the State General Fund is projected to be less than \$80,000,000, the Governor, pursuant to NRS 353.225, may direct the Director of the Department of Administration to require the State Controller or the head of each department, institution or agency to set aside a reserve of not more than 15 percent of the total amount of operating expenses or other appropriations and money otherwise available to the department, institution or agency.

**Clerk's Recommendation: I recommend approval.**

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

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**Comments:**

**Governor:** We'll move to Agenda Item No. 4, which is an Update on the Fiscal Year 2015 Projected Ending Fund Balance. Ms. Teska and Mr. Willden.

**Clerk:** Mike, do you want to...

**Mike Willden:** Julia...

**Clerk:** ...go ahead and start?

**Mike Willden:** ...you want to just go ahead and launch in and then I'll help if you need?

**Clerk:** All right. Thank you, Governor. And I think we've sort of beat this topic to death a little bit yesterday at the IFC meeting, but for anyone who wasn't there, and to fulfill our requirements of making a report to the Board of Examiners, there's a handout in your packet that's described as the FY 2015 Fund Balance. On the second page, I give a brief history of our fund balance from 2012 to 2015. As you can see, 2012 and '13, those were budgets that were approved during the 2011 session, when we were still in the heart of the recession. And as you can see, we had fairly conservative revenue projections, and what we ended up with were revenues that exceeded our budget projections, and as a result we ended up with pretty healthy ending fund balances on those

years. And that ended up being very fortuitous, as fortunes have been a little bit different in 2014 and '15.

The big driver here, as you notice--we had a legislatively approved ending fund balance of \$181 million in '14. We ended up with an actual of \$183 million despite the fact that we started \$87 million above our legislatively approved amount. Of that \$87 million, \$28 million was transferred to the Rainy Day Fund, and the balance helped us absorb the short falling that proceeds that occurred in 2014. And now, here in 2015, we started out just a little above our legislatively approved amount. Our ending fund balance in the budget as approved was \$174 million. We're currently projecting that number to be just a little bit under \$8 million. Again, that is excluding the \$28 million that's in the Rainy Day Fund.

And we're--if you flip over to the next page, it really discusses why we're in this predicament. There's really three things driving the shortfall. One is gaming revenues. We came in a little bit below forecast in 2014. We're projecting, based on the economic forum from last week, to come in a little over \$41 under the forecast. Then we have net proceeds of minerals, which came in \$69 million below forecast in 2014. And, based on the economic forum, we're looking at about \$72 million below forecast in 2015. So the revenue shortfall together, is about \$190 million for the biennium.

The expenditure pressures really that we're feeling that are driving part of this problem as well, are relating to the Distributive School Account enrollment. 2014 enrollment was about 3,400 students above the projection. That accounts for about \$19 million. There was an additional--we do not budget for the Hold Harmless enrollment. Those are districts--or charter schools that have a lower enrollment in the current year than they had the prior year. Under existing law, we have to pay them the higher of those two, based on the higher of those two figures. In--

**Governor:** So in other words, just to make sure that's clear, if they have more students than we thought, they still get the amount of money on the higher amount of students?

**Clerk:** Exactly. And they get--on their actual enrollment, if they're growing, and if you're in a situation where you have a--and this happens a lot in some of the smaller districts in particular--they can have a little bubble go through the district. And then when those kids leave, if they had, let's say, 500 students last year and they only had 450 students this year, they get paid on the 500 students for the current year, as well. It basically, creates a soft landing, because contracts for education staffing have to be--you have to notice the teachers by about the middle of March. And often times they don't know that they're going to have a shortfall in their enrollment until the following year, and then the staff is under contract. So, that's why that has been in existence, and that's actually in current law.

So we're paying--these figures on the Hold Harmless, we're paying under existing law. As I alluded to yesterday, I think there's some room for us to examine the specifics of this law. I think it's a good policy, but some of the specifics may need to be addressed.

**Attorney General:** So we have no real time tracking of students? We don't know when they come in, when they leave?

**Clerk:** Well, we only pay on--we pay based on count day...

**Governor:** There's only...

**Clerk:** ...which is a single-day enrollment. And so, yes, there's not a lot of--we're not doing a lot of active data collection on the transiency of students throughout the year. And, basically, enrollment projections are something that we're, from a state level, that we're trying to focus some more attention on, because we've been--during the recession, we were overestimating enrollment. Now that we're coming out of the recession, we've been underestimating. So, we're trying to find a way to fine tune that, and there's going to have to be some data collection that goes along with that.

**Attorney General:** Sure. And I--and the only reason I bring that up is because that's why we count the way we do. We don't have real time tracking to make that determination, so we had to come up with some sort of...

**Clerk:** Yes.

**Attorney General:** ...ability to...

**Clerk:** And...

**Attorney General:** ...estimate.

**Clerk:** Yes. And I think that there's--again, I think that there's some room for us to have some further discussions and refinement there.

**Governor:** There will be discussion about more count days, so that we can avoid this issue in the future.

**Clerk:** So anyway, we had about 1,369 students in 2014. That was about \$7.6 million. This year we really saw an increase in enrollment. There was a projected enrollment increase included in the budget and we, based on count-day numbers, were 9,000 students over that number, plus we have about 3,000 students in the Hold Harmless number, as well. So, that accounts for \$53 million for the actual enrollment, and about \$17.5 million for the Hold Harmless.

**Governor:** And, Ms. Teska, will you talk a little bit about if there's any difference between the 9,378 and the 3,092, the students themselves?

**Clerk:** The 9,378 students are actual students enrolled in a school--public school district or charter school in Nevada. The 3,092 students would be accounted--are accounting for an individual district or charter school where the enrollment this year was less than the enrollment

last year. And in particular, what we've noticed is there was a certain amount--I think about 600 of these students are in the rural school districts, and the remainders are differences among the different charter schools. And the way the enrollment system works--the count day system works right now, a charter school--an individual charter school is treated as a district.

So, if you go from charter school A to charter school B, then those are treated as though you went from one school district to another school district. And, I'm getting nods from the folks from the Department of Ed., so...

**Governor:** But all in between '14 and '15, we have 12,500 more students than we thought we were going to have?

**Clerk:** Yes, sir. Yes, this is reflective of the fact that the population of state overall is starting to grow again. During the recession, we had a flattening of not only our state's population, but we also--that was reflected in our enrollment numbers on the K-12 enrollment side. And, as we've been coming out, we went with the projections that had been provided by the districts last time. And it looks like we were just--I don't think any of us anticipated that the growth was going to be--come back as quickly as it has.

**Attorney General:** Is this an anomaly? Have we looked at projections in the past for student growth? Is this unique or is it...

**Clerk:** This is actually a pretty good enrollment growth number. I actually believe that the number for 2015 is about 1.45 percent. And, the numbers that we've been looking at is, if you look at the last three years, we're averaging about 1.3 percent, which is--before the recession, we were having years where we were having 5 and 6 percent growth, which--that's a little bit dangerous growth level as far as that's hard to keep your infrastructure, keeping up with the increases in enrollment.

At 1.25 to 1.5 percent, that's very consistent with projections that I've seen on national--nationally, as far as in particular our region on the country, to be having per population and in particular, student growth in that range. So these numbers, now that we're--we have three years of data points with the growth, these look pretty good as far as--and we are using this as the data that we're building '16 and '17.

So we had \$191 million worth of issues on the revenue side. We have about \$97 million worth of issues on--as far as increases in expenditures related directly to enrollment in the Distributive School Account. So that--if you, you know, quick math, that's almost \$290 million. So I say that because when we get to the next page, our shortfall for meeting our projected 5 percent ending fund balance, we have almost 200--well, we have about \$290 million worth of revenue and expenditure pressures. And fortunately, because of some other revenues that are--you know, sales tax is still holding pretty strong in some areas where we've been able to achieve a little bit of savings, we have \$161 million--\$161.9, so let's say \$162 million short of our goal of the 5 percent ending fund balance right now.

Then we add to the \$8 million that we're projecting. If you go down to the--towards the bottom of that page, the total Unappropriated General Fund balance on June 30<sup>th</sup> is the \$7.9 million figure. If we transfer funds from the Rainy Day Fund, we get ourselves up to \$36 million. And then, if we go over to the last page, we've been trying to put together some proposed solutions. We've looked at doing some--there's some excess reserves in the Public Employees Benefits Program to the point where we could afford to do a couple of premium--or AEGIS holidays there. We also have--we've had some favorable experience on our unemployment insurance. We're proposing to just shut that off for the last half of the fiscal year. Their reserves are sufficient to continue paying claims.

There are some--based on some work that the Department of Health and Human Services has done, we believe that there is--and we're working through these numbers with the agency--but we think this is a pretty good estimate right now. There's going to be some services that they're going to be able to get additional Medicaid billings for that should account from somewhere around \$10 million. There's the revenues we're getting from the private UPL, Upper Payment Limit. That's a Medicaid program as well. That's another \$1.2. We have some unclaimed overpayments from the Department of Taxation.

We are proposing--since we do not have access to the reserve accounts at the System of Higher Education, we are in discussions with them about asking them not to take their salary adjustment funds for this year, so that they can contribute like all the other state agencies are going to be contributing to our solution.

**Governor:** And part of that, just to make the record whole, is didn't they collect \$28 million more than they thought?

**Clerk:** Yes. At the Interim Finance Committee meeting yesterday, they have increased enrollment. And as a result, they have increased fees and tuition, which under the way the funding formula was approved during the last session, with IFC approval they can keep those fees and spend them. And so, that was approved yesterday, and it was about \$28 million worth of increased fees. This is just the money that is the difference between the--what we had originally proposed as far as salaries for 2015, which was, I believe, three furlough days and the 2.5 percent salary reduction, and what was approved by the legislature was six furlough days and restoring the 2.5 percent salary reduction. So, this is the difference between those two totals for the System of Higher Education.

As far as the other state agencies, as you know, you approve--at this body, you approve requests for salary adjustment funds. And as we covered all summer, there were very few requests outside of the System of Higher Education.

**Governor:** Correct.

**Clerk:** There were a few for corrections and a couple of very small agency requests, but we reverted the majority of that money, and that actually accounted for almost 25 percent of our reversions that we had in 2014. General Fund reversions are already included in our projections

for the revenues for 2015, so--and it would be based on getting a similar reversion from that account. So this is not really treating them much differently than we're treating anyone else. I want to make that clear. We're not penalizing the university system.

And then the last item on there, our reserve sweeps. All of you were--got to enjoy the recession with the rest of us during the late 2000s. And during that time, we went through and we looked for any place where we had additional funds, much like we're doing with the AEGIS holidays and the UI, essentially turning off that rate for the rest of the year. Instead of trying to go about this with operating fund reductions from state agencies, since their budgets are still pretty lean, they're still feeling the effects of not getting--of the reductions we made during the recession. We're trying to go and find the places where we have excess cash, where there's reserves in excess of what's needed to cash flow operations and sweep those reserves into the General Fund similar to how we did during the recession.

I will say that that \$36 million figure on there is a conservative number. I learned a few lessons during the recession, and one is that just because it looks like you can sweep a dollar amount, we did not realize 100 percent of those funds during--when we did this previously, so we've discounted that pretty heavily right now. We're going to continue to work on that and, hopefully--I expect that that's going to be the minimum number that we will be able to come up with.

**Governor:** Just a question on that. If you--if that turns into more money, will you just increase the ending fund balance?

**Clerk:** Yes. Since we are not--right now, these solutions do not put us at our 5 percent ending fund balance. If you notice, if we achieve all--execute all of these, we end up at around \$108 million. There's a couple of reasons why I would suggest we do that. One is we're below the 5 percent, still at the \$108 million. The other thing, is that that is assuming that all of the revenues that were projected for 2015 at the December economic forum come in as projected. And I think that if we achieve more than this \$36 million, we need to take those funds into our fund balance so that we have--we leave ourselves as firm a balance as possible in the event that some of those revenues don't come in.

**Governor:** And vice versa. What if it gets better, then that's just beneficial and not...

**Clerk:** Yes.

**Governor:** ...you don't have to sweep as much, I guess would be the...

**Clerk:** Yes.

**Governor:** ...way we put it.

**Clerk:** So that is essentially the presentation that I have for you today. I wish it was better news, but that's where we sit as of the economic forum from last week.

**Attorney General:** (Inaudible), I've got a couple questions...

**Clerk:** Okay.

**Attorney General:** ...if it's all right.

**Governor:** Okay. Let me ask a couple and then I'll go to you. Again, I just want to make sure it's clear that this is attributable to, first, gaming. The...

**Clerk:** Yes.

**Governor:** ...\$50 million less than we thought was going to come in. Mining, what's that, \$141 million?

**Clerk:** Yes.

**Governor:** And how do you attribute what--I guess let's get--pardon the pun--but let's build a better foundation for that. I mean the price of gold dropped, and why did it come in so much further below than we thought?

**Clerk:** And this is actually an interesting dynamic, is that before the recession our net proceeds and minerals collections were very close to where they were projecting them to be now. But then during the recession, the price of gold went way up and so our--the revenue went up. A couple of things are also contributing to the shortfall that we're experiencing right now. One, is the impact of the prepayment that we approved during the recession, is the mining companies have to prepay their taxes. Essentially, I believe they're paying--and I know Terry Rubald's here, and she'll correct me if I'm wrong on this--but I believe they have to prepay in March, for what they believe they're going to do in this calendar year. So, they paid in March of 2014 for calendar year 2014, then they true up.

And during the time that they were making prepayments in the prior years was when gold was falling. And so they had overestimated their payments. We had a buildup of credit and we had to apply those, so it's kind of a double--we're getting a double hit on the net proceeds right now, because it's not just that their actual taxes that they owe are lower because of the decline in the price of gold, but then they're applying credits on top of that. So, that's how come we have a dramatic impact in these two years.

**Governor:** And then we've covered the student--we just have more students than...

**Clerk:** Yes.

**Governor:** ...we thought, I mean...

**Clerk:** Population is growing.

**Governor:** Okay. Madam Attorney General.

**Attorney General:** So, looking at the projected fund balance, it looked like the supplemental appropriations are one of the things that really hit us hard. That's what we've been talking about.

**Clerk:** Mm-hmm.

**Attorney General:** And I actually had wanted a breakdown of it, but I found it because you gave it to IFC.

**Clerk:** Yes.

**Attorney General:** So I appreciate that. The one question I have, though, is the DSA account on this is about \$81 million, and here, it's a little bit more than that that you've given us. Is that-- I'm missing some number, I'm sure.

**Clerk:** Okay.

**Attorney General:** So what's going on there?

**Clerk:** Okay. We have had a couple of things that have happened favorably. As I said, there's about \$97 million worth of increased costs Distributive School Account. One of our revenues that is doing a little bit better than we expected, is the room tax. And there is--during this biennium, we are taking into the Distributive School Account a portion of the room tax. And so, that has come in, in excess of what was budgeted and is helping offset some of those increased expenditures.

**Attorney General:** Okay. Is that, again, something that's unique or just--been an increase in room tax or it's something--because I would imagine we anticipate that (inaudible)...

**Clerk:** Well, visitor volume has been increasing...

**Attorney General:** Uh-huh.

**Clerk:** ...and so that's--this is directly--that directly drives that room tax.

**Attorney General:** Okay. And then you have here disaster relief, which I would imagine--because I know there's still some on the drawing board that we have to pay out. Do we have concerns about having to pay out more in the Disaster Relief Fund in this fiscal year?

**Clerk:** That's actually a requirement that we make that transfer from the General Fund...

**Attorney General:** Okay.



**Clerk:** ...based on the fact that we have funds in the Rainy Day Fund.

**Attorney General:** Okay.

**Clerk:** So that's...

**Attorney General:** Because I know there's pending out there some concerns with respect to the flooding and...

**Clerk:** Yes, and we've actually got a pretty good balance ending (inaudible).

**Attorney General:** So we're safe on that. We don't have to worry about that impacting our balance here. And then the last question I have, I think many states do--many cities do, which is the reserve sweep.

**Clerk:** Mm-hmm.

**Attorney General:** Have you looked particularly at my office yet, with respect to the settlement funds that have come in related to the mortgage litigation? Does that include that, do you think?

**Governor:** Are you offering that?

**Attorney General:** It's--listen, I don't think I have to offer it. You can sweep it. That's my question. It is for the legislature and all of you to take a look at. So I'm just curious if that's included or not, because I know...

**Clerk:** That is currently not in the dollar figure that you have, but that will be...

**Attorney General:** Okay. Then we need to talk, because there is some money that has come in that I think we need to talk about that might be available for the General Fund, and we need to figure all of that out.

**Clerk:** Okay. I appreciate that.

**Governor:** You're generous. But it--I mean, it may...

**Attorney General:** I'm trying to cover the gap here, the hole. But there's...

**Governor:** No, I understand that. But...

**Attorney General:** ...but there's stuff that we should talk about.

**Clerk:** No, and you're--and the analysts have been--based on the fact that we're at this stage of the game, our analysts are interacting with the agencies to try and get--and, again, that \$36 million number again is intentionally conservative. And we are--we have a list that we're

working from, but we're also engaging the agencies for any other items, like you've suggested here, that we have not yet identified.

**Attorney General:** Okay. And then finally, going back to this one figure, the supplemental appropriations, you have a breakdown. And other than the DSA, I remember a lot of these other costs came before the Board of Examiners.

**Clerk:** Yes.

**Attorney General:** And are these--again, is it something that is a one time or is it something that you're going to have to budget for in the future like Department of Corrections? It was dealing with their salaries, revenue and medical needs.

**Clerk:** Okay. I'll deal with theirs specifically because the others, I do believe, are one-time issues. In relationship to the Department of Corrections, the portion in there that is for salaries, we are changing how we are proposing to budget their salaries in 2016 and '17. So I believe that when you--when the budgets are--if they're approved as we present them or close to that, I do not believe that they're going to need to come and get additional funds next biennium.

The medical piece is related to the--there was an adjustment. We were a little overly aggressive in making the adjustments for the Affordable Care Act, and funds were taken out at 100 percent General Fund when a portion of those funds actually came from a different funding source and it left them short in General Fund in the medical account. And, lastly, on there is revenue...

**Governor:** So in other words, that was a one-time experience?

**Clerk:** That should be--yes. And we believe...

**Attorney General:** Okay.

**Clerk:** ...we have much better data as far as projecting that going forward. We just had a meeting on that a couple weeks ago. We feel much better about where we're putting their medical budget going forward. And then on the revenue side, there is a grant that we receive from the federal government that is for the--for our costs of incarcerating illegal immigrants. And that is just budgeted as part of their operating revenues. And when that money--in the past, when we received more than what we had originally budgeted, they reverted those funds. In this case, you know, adding insult to injury, we're getting less this year, and so that is--that created a hole in their operating revenues and so we're having to fill that.

**Governor:** But again, that's because we have less undocumented individuals.

**Clerk:** Well, and they're just--yes, and the feds are just not funding (inaudible).

**Governor:** Giving as much.

**Clerk:** But the rest of these are--with the exception of the Distributive School Account, which that's--we go back and forth with whether they're reverting money to the General Fund. And in 2013, they reverted \$70 plus million to the General Fund. This time they need \$80 million. That's simply trying to get better at dialing in at where we think the enrollment growth is going.

**Attorney General:** And then finally, just looking at your brief history from 2012 to 2015, and the actual projected revenues, other than 2012--and believe me, two or three years does not make a trend, but it is trending down.

**Clerk:** Yes. And part of that was that we were--in 2012 and '13, again, those were budgets constructed during the recession when we were still trying to figure out were we at the bottom or not. And so, revenue projections were, I think, much more conservative, as well as we were being very conservative with expenditures. And then in 2013, things were starting to look up and I think we just were a little bit--in just a couple of areas, because if you notice it's really just three things that are driving this, is we missed the mark on enrollment, and then we had a couple of revenues that didn't meet forecast.

And if you look at that they're really not--when you think about the fact that we have about \$6 billion in General Fund revenues over the course of a biennium, and we missed by less than \$200 million, yes, that creates a problem for us, but we really weren't missing by that much.

**Attorney General:** Thank you. I appreciate that.

**Governor:** Thank you. Mr. Secretary, any questions? Mr. Willden, I thought I saw you--did you have anything that you wanted to add?

**Mike Willden:** Governor, I just would note that I have spent the morning talking with Director Breslow on the mortgage settlement opportunity to help with the ending fund balance. And, he believes there is a possibility for sweep there, so we've scheduled some meetings later this week and we will drill down on that and then have a number to add to the sheet.

**Governor:** And (inaudible) the optimal number is 160, correct, or...

**Clerk:** It is 169.

**Governor:** 169. And you're at 109...

**Clerk:** Yes.

**Governor:** ...now with at least with what you're presenting today. Is there a benefit to getting as close to that 169 figure as we can?

**Clerk:** Absolutely. There are two things, really, on the ending fund balance--well, actually three. One is by statute, we're required to present a budget that has a 5 percent ending fund balance. So anything that we can do to improve '15 creates more room in '16 and '17, because we

have to ensure that our '16 and '17 executive budget that we present has a 5 percent--a minimum of a 5 percent ending fund balance in both years. The second piece is that we do need to have a certain amount of cash reserves to just cash flow state expenditures. And the last item is that, you know, bond rating agencies look at what are your reserves. And so, having the 5 percent reserve is one of the key things that they look at. It's interesting, since that's actually not where our bond repayment comes from, but it's one of the key elements that they use in evaluating and rating us. And so, getting as close to that number as we possibly can is definitely our goal.

**Governor:** And in terms of triggers, we are here because of a statute.

**Clerk:** Mm-hmm.

**Governor:** And so let's talk a little bit that.

**Clerk:** It's actually in the Appropriations Act that was approved in the 2013 session. States that essentially, if we're going to have a--if we're projecting our ending fund balance to be lower than what was legislatively approved, we have to make that report to this body, as we have done. And then what we need is--the second piece of that, (2) of Section 67, requires that if the ending fund balance is projected to be less than \$80 million, this body needs to make that determination and then we would proceed with the corrective action plan at the direction of the Governor.

**Governor:** And then that also, requires that we report to IFC...

**Clerk:** Yes.

**Governor:** ...which we actually have kind of...

**Clerk:** Done a little bit in reverse.

**Governor:** Early.

**Clerk:** Yes.

**Governor:** But the purpose of that was IFC was scheduled yesterday, and there wasn't another one for six weeks. And so the--obviously, it's better to report to the legislature and make sure it is aware...

**Clerk:** Yes.

**Governor:** ...of the situation rather than waiting six more weeks.

**Clerk:** Exactly. And, I believe we'll be reporting back to them in the January IFC, because that'll be after we release the budget, and we anticipate--because most of these solutions that we've presented will require some legislative action. You know, even doing something as simple as the AEGIS sweep, the bill that funds the Public Employees Benefits Program requires that we

put X amount per employee per month; that we pay that into this account. And so, we're going to have to do a bill that suspends that for two months. So, there is definitely legislative action that will need to take place. And so what we--what the plan is right now is we will have, essentially, those bills ready to roll out with the budget when we present it next month.

**Governor:** When will we have a better idea of the--I don't know if this is an accounting term, but the firmness of these sweeps?

**Clerk:** Our office is working on firming these up, if you will, with the agencies right now, to where we would have that ready for presentation with the budget. So we're trying to wrap it up in the next couple of weeks.

**Governor:** Okay. And having done all this hard work and research, et cetera, if we don't do the things that you have presented today, it's your opinion that the ending fund balance will be below \$80 million.

**Clerk:** Absolutely.

**Governor:** Okay. Any other questions?

**Secretary of State:** No, Governor.

**Governor:** Anything else, Ms. Teska?

**Clerk:** I think that covers it.

**Governor:** All right. No--and I know how hard you've been working on this, and I really appreciate everything that you've done. As you said, this is not an optimal exercise and none of us want to be in this situation, but there's just some realities that we have to deal with which is, again, revenue is down. The mining revenue is down. And then, as you said, you have the double whammy of the prepayment.

**Clerk:** Mm-hmm.

**Governor:** And then, you know, this is good news/bad news. The good news is we're growing. We have almost 10,000 more students than we thought we were going to have. That means the...

**Clerk:** Mm-hmm.

**Governor:** ...economy is improving, et cetera. But at the same time, we underestimated the number of students were going to be there, but we have to cover that as well as that Hold Harmless...

**Clerk:** Mm-hmm.

**Governor:** ...as well. So that brings us to why we are here. And I think it's pretty straightforward why we're here. I mean, it's a lot more difficult, as you say, to make up that shortfall in this ending fund balance. But as I said, I know that it's been very challenging to do that and, you know, you've also had to work with many state agencies with regard to those sweeps. And, I want to thank the state agencies that were involved as well and helped contributing to a solution for this.

So if there are no other questions or comments, I will accept a motion that the Board of Examiners accept the report of the projected ending fund balance as presented, and further that in accordance with Section 67 of Assembly Bill 507 the Board of Examiners has determined that the projected ending fund balance will be below \$80 million.

**Attorney General:** I move for approval.

**Secretary of State:** Second.

**Governor:** The Attorney General has moved for approval. The Secretary of State has seconded the motion. Are there any questions or discussion on the motion? If there are none, all those in favor say aye.

**Attorney General:** Aye.

**Secretary of State:** Aye.

**Governor:** Aye. Motion passes 3-0. Ms. Teska, I'm directing you to proceed with the proposed corrective action plan as presented today and to report back in February on the solutions presented to the 2015 legislature.

**Clerk:** Yes, sir.

**\*5. 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.

<b>AGENCY NAME</b>	<b># OF VEHICLES</b>	<b>NOT TO EXCEED:</b>
Department of Conservation and Natural Resources – Division of Forestry	3	\$13,983
<b>Total</b>	<b>3</b>	<b>\$13,983</b>

**Clerk’s Recommendation: I recommend approval.**

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

**Comments:**

**Governor:** All right. That brings us to Agenda Item No. 5, State Vehicle Purchase. Ms. Teska.

**Clerk:** Thank you, Governor. Just one agency's request on the Agenda today, is for the Department of Conservation and Natural Resources, Forestry Division. They're requesting permission to purchase three vehicles. These are used NHP vehicles that they'll be using to replace some vehicles they have that are in pretty bad shape. And they've got--while these were not necessarily included in their legislatively approved budget, they're going to be using Fire Assistance Grant funds to pay for these.

**Governor:** No, and I--hopefully, we can do this more often. I mean this is one agency buying...

**Clerk:** Mm-hmm.

**Governor:** ...vehicles from another agency, buying them from Nevada Highway Patrol and...

**Clerk:** Recycling.

**Governor:** Yes, getting more out of them. And, although they may not be secure enough for NHP, they can be useful for forestry. And it's \$13,982 [sic] and get three vehicles out of that, so I think that works out well. Any questions from Board members? If there are none, the Chair will accept a motion for approval of the state vehicle purchase as described in Agenda Item No. 5.

**Attorney General:** I move for approval.

**Secretary of State:** Second.

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

**Attorney General:** Aye.

**Secretary of State:** Aye.

**Governor:** Aye. The motion passes 3-0.

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

**A. Department of Conservation and Natural Resources – Division of State Parks**

Pursuant to NRS 333.705, the Division of State Parks requests authorization to contract with Ellison Electric, which is owned and operated by current Assemblyman John Ellison, to provide on-site electrical repair services to various state parks sites on an on-call basis.

**Clerk's Recommendation:** I recommend approval.

**Motion By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Comments:**

**Governor:** We will move on to Agenda Item No. 6, Authorization to Contract with a Current or Former Employee. Ms. Teska.

**Clerk:** Thank you, Governor. We have two requests on the Agenda today, and I will begin by saying that Item A is put on here. It's unclear as to whether this is technically required. However, in the interest of full transparency, we decided to put this item on the Agenda. It's essentially, the Division of State Parks is contracting with an electric company that is owned by Assemblyman Ellison. And this was a result of an RFP, and this was the RFP that was most responsive in terms of providing the services necessary in the geographic areas necessary.

**Governor:** And there were two bidders and Mr. Ellison's company had the more favorable bid, correct?

**Clerk:** Yes. And, in fact, I believe, based on the agency's response that the other bidder did not cover the entire--all the services necessary for the full area, so...

**B. Department of Taxation**

Pursuant to NRS 333.705, the Department of Taxation requests authority to contract with a former employee to provide training on the preparation of the yearly cost of capital/discount rate studies on the utility, airlines, railroad and alternative energy industries, review the current studies, and expert witness services in contested cases concerning cost of capital and discount disputes. The contract period is upon approval to June 30, 2015.



**Clerk's Recommendation: I recommend approval.**

**Motion By: Attorney General**

**Seconded By: Secretary of State**

**Vote: 3-0**

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**Comments:**

**Clerk:** The second item is from the Department of Taxation to request to contract with a former employee to provide training on the preparation of yearly cost of capital discount rate studies on utilities, airlines, railroad, and alternative energy industries. These are very specialized areas, and so they're asking for the ability to conduct this training, and also for expert witness services with a former employee.

**Governor:** Any questions from Board members? If there are no questions, the Chair will accept a motion to approve--or to authorize the contracts with a current or former employee as described in Agenda Item 6-A and B.

**Attorney General:** Move for approval.

**Secretary of State:** Second.

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

**Secretary of State:** Aye.

**Governor:** Aye. The motion passes 3-0.

**\*7. FOR POSSIBLE ACTION – LEASES**

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

**Clerk's Recommendation: I recommend approval.**

**Motion By: Attorney General**

**Seconded By: Secretary of State**

**Vote: 3-0**

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**Comments:**

**Governor:** We'll move to Agenda Item No. 7, Leases. Ms. Teska.

**Clerk:** Thank you, Governor. There are four leases for your consideration on the Agenda today, and we'll be happy to answer any questions if you have any.

**Governor:** I have no questions. Board members? The Chair will accept a motion to approve Leases 1 through 4, as described in Agenda Item No. 7.

**Attorney General:** Move for approval.

**Secretary of State:** Second.

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

**Attorney General:** Aye.

**Secretary of State:** Aye.

**Governor:** Aye. The motion passes 3-0.

**\*8. FOR POSSIBLE ACTION – CONTRACTS**

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

**Clerk's Recommendation:** I recommend approval.

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

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**Comments:**

**Governor:** We will move to Agenda Item No. 8, Contracts. Ms. Teska.

**Clerk:** Thank you, Governor. There are 25 contracts for approval by the Board today. I believe we would like to hear testimony on Contract No. 10, which is the Department of Education; Contract No. 22, which is Department of Wildlife, Game Management, and then Contract No. 24, which is Conservation Natural Resources Forestry, the Wild Land Fire Prevention Program.

**Governor:** Board members, do you have any other contracts you'd like to hold out? All right.

**Clerk:** Okay.

**Governor:** There's someone here from the Department of Education. So, Marta, if you want to come up, you can. No? You're okay? Okay. Good morning.

**Mindy Martini:** Good morning. Thank you. I'm Mindy Martini, the deputy superintendent for business and support services at the Department of Ed. This particular item requests authority to contract with the regents of the University of California to obtain access to the Smarter Balance Assessment items. And this would be in English and mathematics. This assessment, the plan is to replace our current criteria and reference testing system, CRTs. The contract is over three years, \$3.9 million, \$1.3 per year, and it's all in federal assessment money. I do have our deputy superintendent for student achievement, Steve Canavero, who has some more specific information about this contract.

**Governor:** And let me just give you a bit of background why I asked you to come up. And, I'm not questioning the contract in any way, but this is a pretty monumental shift with regard to education policy in the state of Nevada. So, I was hoping that you could give a little bit more background on the importance of this contract.

**Steve Canavero:** Absolutely. And thank you, Governor and members of the Board. Steve Canavero. And you're absolutely correct. And a few meetings ago, we--this body approved our sort of master assessment contract with a nationally recognized testing vendor, which is required in law. And sort of underneath that contract it covers our grades 3 through 8, as well as our high school assessments. And the need for that--those adjustments were due to legislative action last session, AB 288, where we--the state instituted end-of-course assessments in lieu of the high school proficiency exam and a capstone, a career and college readiness assessment in 11<sup>th</sup> grade. And, the State Board selected ACT to perform that duty.

This contract hangs underneath that umbrella to provide our 3 through 8 assessment system. That measures our standards that we adopted in 2010, which are our current college readiness standards. And, the assessment system itself is part of, geez, four to five years of work--the Smarter Balance Assessment Consortium to which Nevada has been a governing state, a voting member of this entity for the last four years to develop, really, the next generation assessment system, which measures career and college readiness really on a trajectory for students in English, language arts, mathematics, and I'm going to add writing to that as well.

So our writing component is also addressed here. And rather than just 5 and 8, which is their current practice, it'll be across 3 through 8, as well, under the Smarter Consortium. So this is sort of the end of one relationship that Nevada has had with the Smarter Balance Assessment Consortium in terms of its development activities. And it's the beginning of our contracting with the UC regents, which is where this work and intellectual capital is now housed, in order to provide our students in grades 3 through 8, 200-plus thousand students in the state, sort of an assessment on current college readiness standards in English, language arts, mathematics and writing.

The only other thing I'll mention is this is a computer adaptive assessment. So historically, our students have sat and taken sort of the, you know, Scantron or handwritten performance activity in writing, let's say, or some in science I believe, as well. This transitions our assessments to online, where students and their interactions with the items, whether they get correct or incorrect, the questions, adjust themselves accordingly, so that now students can access content either below grade level standard, should that be where the student is performing or beyond grade level standard as well, which we think will give not only the system but also teachers and families additional information.

And then there's a performance task, as well, attached to the assessment, so it's a different way or assessing learning. And, I think it's an exciting time but obviously, you know, it's also a challenging time for just the logistics of trying to stand up a fully online operational assessment for our state.

**Governor:** And that leads to my first question, which is do we have the infrastructure to accommodate this new test?

**Steve Canavero:** Governor, that's a wonderful question and something that we've been actively engaged on, understanding the challenge and then where we can provide solutions. So, there are two issues when we talk about access. There's access to devices, so the devices that are compliant to deliver this particular assessment. And, in that area we're doing fairly well. We had a meeting last week hosted at the Switch facility down in Las Vegas, with all of our districts, and we have a Nevada assessment readiness team that's sort of studying this question. And, we have a list of schools that failed to meet the 4 to 1 ratio of students to devices, and to understand what can we do in this particular area. It looks like we're making great headway there and that'll probably be the least of our concern right out of the gate on devices.

Then there's the broadband connectivity issue, so is the pipe or the delivery system within schools--and I'm just learning this right now, but hopefully I'm explaining it in a way that makes sense--is the pipe to the Internet or is the pipe around the school system big enough to accommodate the use for the computer adaptive assessment. And, we're finding that there are some unique challenges, especially in some of our rural communities, but also some urban core areas within the state. There are ways to manage your way around that, and then there are ways that are much more long-term, where you have to supply broadband to some of our communities. The superintendent, Monie Byers in Esmeralda County, for example, has some unique concerns there which we're working.

So the short-term solution is that the SBAC Consortium will provide paper and pencil assessments to students at schools where, either through access of devices or broadband, we can gain a couple of years of time in order to then deliver the solution. But, we're active conversations with the group and we're getting wonderful sort of technical guidance from Switch to really help us understand and appreciate what the private industry, how they would approach these solutions. Our superintendent went to the private industry and said, well, here's our problem; how could you help us sort of think our way through this. And, they've been wonderful partners to describe what they're working on and potentially how microwave towers and things of that nature can support the infrastructure for some of our school districts that are in the sort of dark, if you will, and broadband issue access.

**Governor:** Now is this like a one-day test or a two-day test like the CRTs?

**Steve Canavero:** That's a good question. So the time of the assessment is slightly longer than the traditional CRT assessments. As you can imagine, the computer adaptive nature will, you know, allow students to test a little bit longer, so it's approximately three and a half to four hours per subject area. So the way that we're--the State Board is having conversations around, you know, narrowing sort of the testing window so that students across the state in 3<sup>rd</sup> grade have, you know, within two weeks would have the--would be taking the assessment.

Right now, we're working with the school districts and working with the State Board for this first year to maintain our broad testing window which would allow students to test over the course of a few weeks, if you will. Not on the same subject, but just to logistically manage the computer labs, and make sure we have the ebb and flow of the students and the computers taking care of. But historically, it would be a one subject per day and then they would schedule, let's say,

English, language arts, and then they would schedule mathematics to follow within, you know, a day or two days depending on how the school district manages their resources.

**Governor:** And part of the reason I asked that question is at least for a short-term solution until the infrastructure is there, for example, in Goldfield could the students go to Tonopah...

**Steve Canavero:** Mm-hmm.

**Governor:** ...or Beatty and take the test there if that infrastructure is there?

**Steve Canavero:** They certainly could. Absolutely.

**Governor:** And is that something that the superintendents would consider?

**Steve Canavero:** I believe that's been a conversation.

**Governor:** Share resources?

**Steve Canavero:** Share resources and to move students to a location that is, you know, lit up with sufficient broadband. That's absolutely been part of the conversation.

**Governor:** Okay. Any questions, Board members? Thank you. I...

**Steve Canavero:** Thank you.

**Governor:** ...and when will those tests be first implemented or given?

**Steve Canavero:** I believe the window opens in April and it goes through June.

**Governor:** Okay. Good luck with...

**Steve Canavero:** Of this year. Yeah, right, of this year. Yeah.

**Governor:** Thank you.

**Steve Canavero:** Thank you.

**Governor:** I believe that takes us to 22, Wildlife.

**Patrick Cates:** Good morning.

**Governor:** Morning.

**Patrick Cates:** For the record, Patrick Cates, Deputy Director, Parks and Wildlife.

**Governor:** And, Mr. Cates, I don't have any issues with the contract. I just--always are looking--am looking for opportunities for us to consider the use of UAVs or the drones. Is that something that you're looking at in terms of these types of contracts--the wildlife survey contracts?

**Patrick Cates:** Yes. This particular contract is for a fixed-wing aircraft for wildlife surveys, both with pilots and biologists, and both--and telemetry equipment. We have been looking at drones as a possible alternative for the last couple of years. The Western Association of Fish and Wildlife Agencies has drone technologies, an ongoing topic. Colorado Fish and Game is actually conducting some preliminary experiments right now with the use of drones. You know, we use a lot of aircraft. This is just one contract. We have others. We have our own helicopters and fixed-wing aircraft.

I think what they're finding so far, is that the industry is maybe not quite mature enough for our applications. I know Owyhee Air themselves have looked at using drones and what they've found is that commercially available drone aircraft can't stay aloft as long as a regular plane; can't necessarily fly at the same low elevations; can't do some of the performance that we would need from an aircraft. Certainly military grade drones could, but that's not available to us and cost prohibitive.

**Governor:** Right.

**Patrick Cates:** So I think it's something we're very interested in. We've had a lot of conversations about it, and WAFWA is working with all the western states to develop techniques. I mean, these are really scientific surveys, and if you start changing methodologies that could create issues with modeling, so they want to be very consistent across the western states. And, I think it's something that's going to come to fruition over the next few years, but as of right now this is all we have.

**Governor:** No, and I understand that. I just want make sure that we're looking at the possibility.

**Patrick Cates:** Absolutely.

**Governor:** And given the state's unique position of being a UAV center of excellence that perhaps there are some opportunities there to showcase some uses for UAVs for that type of practical solution.

**Patrick Cates:** Absolutely. I think there is in the future, definitely.

**Governor:** Okay. That's all I had. Thank you.

**Patrick Cates:** Thank you.

**Governor:** Questions? All right. Thank you, sir.

**Patrick Cates:** Thank you.

**Governor:** And last is Contract 24, which is Conversation and Natural Resources.

**Dave Prather:** Good morning, Governor...

**Governor:** Good morning, sir.

**Dave Prather:** ...and members of the Board. For the record, I'm Dave Prather. I'm with the Nevada Division of Forestry.

**Governor:** And just talk a little bit about this contract if you would.

**Dave Prather:** This contract represents Elko County joining the Wildland Fire Protection Program. They're scheduled--and so that also transitions away from their current 473 district set in motion by the legislature four years ago. And, they're choosing to transition in January to stay ahead of fire season. And it's also going to be a little more difficult if you were trying to do this July 1, if things were already active.

**Governor:** So what will be the difference? What will it look like there in Elko County because of this contract?

**Dave Prather:** It shouldn't look much different at all. We're still going to be providing what we do best, which is wild land fire protection. The difference for Elko County is that they will be assuming the all-risk services, so--all-risk services being medical responses, accident responses, things of that nature in town, that are typically county responsibilities statewide that we have maintained as a division for, geez, I'm not even sure, I think since the 1950s out there. So, as they assume that from the separation, we've been working with them very well forever. And, I don't really see any difference in the services provided to the citizens of Elko County.

**Governor:** And they'll be ready to handle it when the time comes.

**Dave Prather:** Yeah, they've already went through the hiring process. They've made all their decisions. So from the boots on the ground perspective, if you will, they're completely ready to start January 1<sup>st</sup>. The only thing that they're not quite ready for, is to take over the dispatching and they're working on that as we speak, to include the all-risk in with the central dispatch in Elko County.

**Governor:** Yeah, and I...

**Dave Prather:** You'll have to talk with them more about their particular dispatching issues. So basically, what we're going to do for them is we're going to continue dispatching as we currently are until they're fully ready to take that over. And, they're anticipating that to be sometime in March.

**Governor:** That's all I have. Thank you. Board members, any other questions or issues that you wanted to consider with regard to Agenda Item No. 8? If there are none, the Chair will accept a motion for approval of Contracts 1 through 25 as described in Agenda Item 8.

**Attorney General:** Move for approval.

**Secretary of State:** Second.

**Governor:** Attorney General has moved for approval. 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. The motion passes 3-0.

**\*9. FOR POSSIBLE ACTION – MASTER SERVICE AGREEMENTS**

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

**Clerk's Recommendation: I recommend approval.**

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

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**Comments:**

**Governor:** We will move to Agenda Item 9, Master Service Agreements. Ms. Teska.

**Clerk:** Thank you, Governor. There are six master service agreements--a little bit lighter Agenda this time than we had last month--for your consideration. And, I believe we'd like to hear a little bit about Item 5, which is the agreement with Southwest Airlines.

**Governor:** All right. Sorry. And, I'm the one who asked for this, because obviously, when we all fly we see a lot of state employees on Southwest Airlines. And, in fact, I had called the head person at SWA, because I saw how much money we were spending and was there something that we could do to save the state a little bit more money. And, I was told that we could get a 15 percent across the board discount, but that would actually cost us more money because state agencies are more efficient and we book in advance, so we save more than that 15 percent. But, I still asked if--is there's anything else that we can do to try to save us some more money. So, I think that's what the genesis of this was. So, if you would just tell us how much further this master service agreement has taken us.

**Kimberly Tarter:** I'd be happy to. For the record, Kimberly Tarter with the State of Nevada Purchasing Division. And, we also have Mr. Jeff Haag with Southwest Airlines here, who can address some more specifics regarding the master service agreement before you. The Purchasing Division actually worked with the State of Oregon, and the State of Oregon led a Western States



Contracting Alliance solicitation for airline services. And, Southwest Airlines was the only airline that came to the table for that solicitation.

And, we participated not only in the development of the specifications, but in the evaluation, and were able to put together a participating addendum with the help of Jeff and Southwest Airlines. And quite honestly, we're really excited that we're able to tell you we have two different discounts on the table. And, they're important because state employees and agencies travel differently. So, we do have for those agencies who have more fluid schedules the refundable fares that are available through Southwest Airlines, get a 5 percent discount. And then, for those agencies that don't have the need for the refundable fare, those agencies that can take advantage of the Wanna Get Away fare--because as you're well aware, Southwest has three different tiers--if they can use the Wanna Get Away and they book it within a certain window, they'll get an additional 3 percent savings.

So, those savings across the board, I think, as we track them, are going to become very meaningful. We spend with Southwest Airlines, depending on the year and whether we're coming into legislative session, anywhere from \$3 to \$5 million. And, the other thing that was important, as Jeff and I were working on this agreement, for us we were really trying to get it put together and before this body, prior to going into legislative session. We felt that was also very important.

The information has been disseminated to the local governments, directly to the legislative body, as well as to the Supreme Court. So they're aware of the generality of this agreement and we let them know that subject to approval we would then be releasing a secondary memo with specifics on how to use it, where they access the information. And, of course, we'll be updating our website with that, as well, once we know that the agreement has been approved.

**Governor:** Why wouldn't they use it; the legislature and the Supreme Court or any other government agency?

**Kimberly Tarter:** I don't think there would be any roadblocks for any of them to use it. It helps us in a couple of different ways, because in order to access the discounts, to ensure that those that are accessing the discounts are, in fact, entitled to it you have to use SWABIZ, which is Southwest Airlines' corporate booking tool. So, the only change that may have to occur--and this is just for the legislature. For state agencies, it's currently in our policy. We're currently using it. And a couple of the values that it provides to the state.

Through SWABIZ, if somebody has to cancel a ticket, we can go back out to SWABIZ and we can look and we can search, make sure we don't miss something that was cancelled and ensure that we actually use that credit. We can run reports. That's part of the reason we know how frequently we're using Southwest, where we're traveling with Southwest, because this is not just for the Reno to Las Vegas segment. This is anywhere someone takes Southwest going out of Reno to a location out of Vegas to another location. So it's broader than just our standard travel patterns which, granted, are the bulk of our travel.

So SWABIZ is the key. It has a lot of value. For the legislature, the only thing that might be a bit of a challenge--and it's on their side, it's an education piece. I don't know how our individual legislators book their travel. So, I don't know if they're booking it on their own personal card or if they have a liaison within the legislative offices that books it for them. So, if they did have a liaison, that person would then be using the SWABIZ tool in order to get the discounts. That's the only ambiguity for me. I'm not sure how they do their business, but obviously we're there to help them set it up to get the access. Mr. Haag with Southwest Airlines is a fantastic resource, and would be there every step of the way.

**Governor:** No, I would just ask and encourage you to chat with Mr. Combs, who is the head of the LCB and just make him aware that this is available, because I don't know what the legislative budget for flying, but I would imagine during session it's pretty big. And so, every little bit counts.

**Kimberly Tarter:** And Deputy Director Ann Wilkinson, I believe she actually reached out directly to him to begin that discussion for us.

**Governor:** Wonderful. And, Mr. Haag, I want to just--you don't need to come up, but I want to thank you for your hard work on this because, I mean, it's just another benefit that provides cost savings to the state. And, given our discussion earlier on the Agenda, it's appreciated. And, I also wanted to publicly thank (inaudible) written privately for Southwest's participation in the sesquicentennial celebration and making sure that Nevada 1 airplane was available and just the reception at each of the gates. It really made it special. And, I want to compliment you and your staff that were there, because the other passengers on the plane just loved it and it just made a great day that much better.

**Jeff Haag:** Thank you, sir. I really appreciate that. The partnership with Nevada is important to Southwest. We were thrilled to be able to participate at the 150<sup>th</sup> anniversary last month. And I think to Kimberly's point, this agreement just kind of takes it to the next level, solidifies our commitment to the state, and provides some (inaudible) as well, so thank you.

**Governor:** Thank you very much. Any questions?

**Attorney General:** No.

**Governor:** All right. Ms. Teska, does that complete Agenda Item No. 9?

**Clerk:** Yes, sir.

**Governor:** The Chair will accept a motion to approve Master Service Agreements 1 through 6, as described in Agenda Item No. 9.

**Attorney General:** Move for approval.

**Secretary of State:** Second.

**Governor:** The Attorney General has moved for approval. The Secretary of State has seconded the motion. All in favor say aye.

**Attorney General:** Aye.

**Secretary of State:** Aye.

**Governor:** Aye. The motion passes 3-0.

## 10. 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 from April 16, 2014 through May 16, 2014.

Twenty independent contracts were submitted to the Board for review.

### Comments:

**Governor:** We'll move to Information Item, Agenda Item No. 10. Ms. Teska.

**Clerk:** Thank you, Governor. Under Information Item No. 10, again, this is the contracts that were formerly contracts or amendments to existing contracts that were formerly, prior to the 2013 session, brought to the Board of Examiners. These are ones that fall between the \$10,000 and \$49,999 level. There are 35 items for your review today, and we'll answer any questions if you have any.

**Governor:** I have none. Do any of the board members have any questions?

**Secretary of State:** No.

**Governor:** So since it's an information item, we will not be taking a motion or taking action, so which that completes Agenda item.

## 11. BOARD MEMBERS' COMMENTS/PUBLIC COMMENTS

### Comments:

**Governor:** And moves us to Agenda Item No. 11, which are Board member comments and public comments. Before I go to public comment, I want to thank the Attorney General and the Secretary of State. I think this is your last Board of Examiners meeting. I don't know if that's relief or what. But, it's been a privilege to serve with each of you, and I really thank you for your

participation and hard work to the people of the state of Nevada. And, it's just been a real honor to be able to be a constitutional officer with the both of you. So thank you very much.

**Secretary of State:** It's been a privilege.

**Attorney General:** Thank you. It has been a privilege. And let me just say to the staff--the fantastic staff of the Board of Examiners. You guys do an incredible job and thank you for all of the support and what you've done for us over the eight years that I've been on the Board of Examiners. So appreciate it.

**Secretary of State:** Thank you.

**Governor:** Yeah. Public comment, is there anybody here in Carson City that would like to give public comment to the Board? Is there anyone present in Las Vegas that would like to provide public comment?

**Mike Willden:** No one here, Governor.

## **\*12. FOR POSSIBLE ACTION – ADJOURNMENT**

**Clerk's Recommendation:** I recommend approval.

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

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**Comments:**

**Governor:** Then the Chair will take a motion for adjournment.

**Attorney General:** Move for adjournment.

**Secretary of State:** Second.

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

**Attorney General:** Aye.

**Secretary of State:** Aye.

**Governor:** Aye. The motion passes 3-0. This meeting is adjourned.

**Respectfully submitted,**

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JULIA TESKA, CLERK

**APPROVED:**

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GOVERNOR BRIAN SANDOVAL, CHAIRMAN

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ATTORNEY GENERAL ADAM PAUL LAXALT

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SECRETARY OF STATE BARBARA K. CEGAVSKE

Brian Sandoval  
Governor



Julia Teska  
State Budget Director

Janet Murphy  
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](http://www.budget.nv.gov) | Fax: (775) 684-0260

Date: December 13, 2014

To: Julia Teska, Clerk of the Board  
Department of Administration

From: Scott Ewart, Budget Analyst *SE*  
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 2015 in the amount of \$35,582.25.

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 2015.

Statutory Authority:

BOE approval required pursuant to NRS 334.010.

REVIEWED: *JTB*  
ACTION ITEM: 3

State Fiscal Year 2014

DU	Catg	GL	Equipment Type	Yr 1 Count	Yr 1 Rate	Yr 1 Total	Purchase Transaction Date	RXQ #	PV #	Purchase Price	BOE Date
E713	05	8280	RAM 4500 SERVICEBODY	1	\$13,125	\$13,125	6/4/14	180 00001271158	083 AV000049354	\$9,744	
E713	05	8280	UTILITY SHELL	1	\$3,055	\$3,055	3/26/14	N/A	180 NTS00000694	\$2,925	
E713	05	8280	DODGE RAM 4500 DIESEL 4X4 TRUCK	1	\$39,671	\$39,671	6/4/14	180 00001285200	083 AV000049354	\$36,254	12/03/13
E713	05	8280	DODGE RAM 2500 CREW CAB 4X4 DIESEL	1	\$34,681	\$34,681	7/11/14	180 00001467423	083 AV000049604	\$35,342	03/11/14
<b>Total</b>						<b>90,532.00</b>				<b>84,265.25</b>	

State Fiscal Year 2015

Yr 2 Count	Yr 2 Rate	Yr 2 Total	Purchase Transaction Date	RXQ #	PV #	Purchase Price	BOE Date
1	\$13,125	\$13,125					
1	\$3,055	\$3,055					
1	\$39,671	\$39,671					
1 *	\$34,681	\$34,681	TBD	TBD	TBD	\$35,582	01/13/15
		<b>90,532.00</b>				<b>\$35,582</b>	

\* Vehicle request represents pending submission on the January 13, 2015 BOE.

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

**RECEIVED**

<b>Agency Name:</b> Enterprise IT Services	<b>Budget Account #:</b> 1388
<b>Contact Name:</b> Pat Sheehan	<b>Telephone Number:</b> 775-684-4323
DEC 11 2014	
<p>Pursuant to NRS 334.010, agencies must receive prior written consent to purchase State vehicles. <small>DEPARTMENT OF ADMINISTRATION OFFICE OF THE COMPTROLLER BUDGET DIVISION</small> <b>This applies to all new and used vehicles. Please provide the following information:</b></p>	
<b>Number of vehicles requested:</b> 1	<b>Amount of the request:</b> \$35582.25
<b>Is the requested vehicle(s) new or used:</b> <u>New</u>	
<b>Type of vehicle(s) purchasing e.g. compact sedan, intermediate sedan, SUV, pick up, etc.:</b> <u>Pick Up Truck</u>	
<b>Mission of the requested vehicle(s):</b> <u>To Transport staff and equipment to remote mountain site to repair the radio system</u>	
<b>Were funds legislatively approved for the request?</b>  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>If yes, please provide the decision unit number:</b> E713 8280 <b>If no, please explain how the vehicles will be funded?</b>
<b>Is the requested vehicle(s) an addition to an existing fleet or replacement vehicle(s):</b>  <input type="checkbox"/> Addition(s) <input checked="" type="checkbox"/> Replacement(s)	
<b>Does the requested vehicle(s) comply with "Smart Way" or "Smart Way Elite" requirements pursuant to SAM 1308? If not, please explain.</b>  <u>Yes</u>	
<b>Please Complete for Replacement Vehicles Only:</b> (For type of vehicle, i.e., compact sedan, intermediate sedan, SUV, pick up, etc.)  <b>Current Vehicle Information:</b> Vehicle #1 Model Year: 2009 Odometer Reading: 111,000 Type of Vehicle: Pickup Truck	<b>Does this request meet the replacement schedule criteria pursuant to SAM 1309? If no, explain why the vehicle is being replaced.</b>  <u>Yes</u>
Vehicle #2 Model Year: Odometer Reading: Type of Vehicle:	<b>If the replacement vehicle is an upgrade to the existing vehicle, explain the need for the upgrade.</b>  <u>Now</u>
<i>Please attach an additional sheet if necessary</i>	
<b>APPOINTING AUTHORITY APPROVAL:</b>	
	<u>CTO</u>
<b>Agency Appointing Authority</b>	<b>Title</b>
	<u>10/23/14</u>
	<b>Date</b>
<b>BOARD OF EXAMINERS' APPROVAL:</b>	
<input type="checkbox"/> Approved for Purchase <input type="checkbox"/> Not Approved for Purchase	
_____	_____
<b>Board of Examiners</b>	<b>Date</b>



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

Agency Enterprise IT Services RX No. \_\_\_\_\_

Contact Patrick Sheehan Phone No. 775-684-5854

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  
Vehicle is used for maintaining remote mountaintop  
communications sites and maintaining public safety  
infrastructure.

\_\_\_\_ Other justification  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_ Approved \_\_\_\_ Disapproved by \_\_\_\_\_ date \_\_\_\_\_

If disapproved awarded dealer \_\_\_\_\_

Reason \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Registered Owner:</b>	Agency Name & Address: Department of Administration Enterprise Information Technology Services 100 N. Stewart Street, Suite 100 Carson City, NV 89701-4211
<b>Legal Owner:</b>	Agency Name & Address: Same
<b>County Vehicle Based In:</b>	Clark
<b>Name &amp; Phone of Person to contact when vehicle is ready for delivery:</b>	Ken Ballew 775-720-0814

## 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.

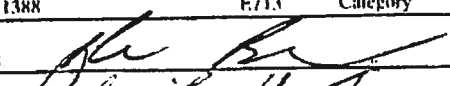
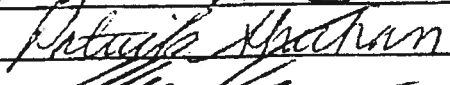

<b>Vehicle Item No., Make, Model &amp; No.:</b>	2.12A Ram 2500 Regular Cab 4x2-4x4 Diesel		
<b>Dealer Name:</b>	Carson Dodge, Chrysler, Jeep		
<b>Delivery Location:</b>	Carson City, Nevada		
<b>Vehicle Colors:</b>	Exterior: White	Interior: Dark Slate Gray	x Cloth  Vinyl
	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
<b>BASE PRICE</b> (Reno, Carson City or Las Vegas delivery)	1	\$ 33,200.00	\$ 33,220.00
<b>SPECIFY OPTIONS: (description)</b>			\$ 2,334.00
Four Wheel Drive (4X4)		\$ 1,500.00	
Integrated Trailer Brake		\$ 196.00	
Limited Slip Differential		\$ 276.00	
CD Player		\$ 166.00	
Skid Plate		\$ 43.00	
Trailer Tow Mirrors		\$ 153.00	
		\$	
		\$	
<b>DELIVERY COST:</b> (If other than Reno\Carson or Las Vegas)		\$	\$
<b>Total purchase price with options</b>			\$ 35,554.00
<b>DMV Title and DRS Fee's</b>		\$28.25	\$ 28.25
<b>GRAND TOTAL:</b>			\$ 35,582.25

1388-130

## Department of Administration Administrative Services Division Purchase Order Requisition

Requested by: <b>Ken Ballew</b>	Date: <b>10/14/2014</b>
Requesting Agency Number and Name: <b>180 - Enterprise I.T. Services - Network Transport Services</b>	
Vendor/Supplier:	Ship To: <b>State of Nevada</b>
Name: <b>Carson Dodge Chrysler Jeep</b>	Address: <b>12 Industrial Parkway</b>
Address:	Address:
Address:	City, State, Zip: <b>Moundhouse, NV 89706</b>
City, State, Zip: <b>Carson City, NV 89701</b>	Attention: <b>Ken Ballew</b>
Vendor Contact Person: <b>Joel Cryer</b>	
Vendor Phone No:	
Vendor E-Mail:	
Vendor Fax No.:	

QTY	DESCRIPTION	UNIT COST	AMOUNT
1	2.12A Ram 2500 Regular Cab 4x2-4x4 Diesel	\$35,582.25	\$35,582.25
	Please see the attach worksheet	\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
	Subtotal:		\$35,582.25
	Shipping and Handling:		\$0.00
	<b>TOTAL:</b>		<b>\$35,582.25</b>

Note: Materials purchased by the State of Nevada are exempt from sales tax (per Nevada Revised Statutes Section 372.325).			
Purchase is Pursuant to Good-Of-The-State Contract:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, Good-Of-The-State Contract Number	
Vendor/Supplier Quote Attached:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Approved Purchase in Agency Budget	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Other Justification (specify): <b>This vehicle is needed to replace a 2009 Ram 2500 pickup truck with 130,250 miles, EX59732, Vin 3DKS26LX9G3529325. This is beyond its useful life. The vehicle is used for maintaining remote mountaintop communications sites and maintaining public safety infrastructure.</b>			
Budget Account	1388	F713	Category 5 GL 8280 Org 8890 Function
Requestor Signature:			Date: <b>10/14/2014</b>
Division Supervisor:			Date: <b>10/14/14</b>
Division Deputy Chief:			Date: <b>10/14/14</b>
NIPAS Obligation Number.(ASD use only):			Date:
State Purchasing RXQ No.(ASD use only):			Date:

Published on *ASD Business Site* (<http://adminsvs-ads1.admin-ad.state.nv.us>)

[Home](#) > [Printer-friendly](#) > Printer-friendly

## 2500 Dodge Ram Regular Cab 4x2-4x4

Tue, 10/28/2014 - 10:49am — [aalfrey](#) [1]

**Vendor:** Carson Dodge Chrysler Jeep

**PO Manager:** Sue Sands

**Agency:** 180 Information Tech

**Vendor Selection:** >= \$5,000, RXQ required


**Budget Account:** 1388 DoIT Network Trans Services

**Account Coding:** B/A 1388 Cat 05 GL 8280 Org 8890 Amount \$35,582.25

**Amount:** \$35,582.25

**Budget Approval:** Approved

**Status:** BOE

**Attachment(s):**  [1388-730 Carson Dodge.pdf](#) [2]

**Budget Approval Date:**

Tuesday, October 28, 2014 - 11:00am

**Approving Analyst:**

Darlene Baughn

**Source URL:** <http://adminsvs-ads1.admin-ad.state.nv.us/node/1756194>

**Links:**

[1] <http://adminsvs-ads1.admin-ad.state.nv.us/user/276>

[2] <http://adminsvs-ads1.admin-ad.state.nv.us/sites/default/files/1388-730%20Carson%20Dodge.pdf>

Brian Sandoval  
Governor



Julia Teska  
State Budget Director

Janet Murphy  
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](http://www.budget.nv.gov) | Fax: (775) 684-0260

Date: December 4, 2014

To: Julia Teska, Clerk of the Board  
Department of Administration

From: John Borrowman, Budget Analyst *JBB*  
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, FLEET SERVICES DIVISION**

Agenda Item Write-up:

Replacement Vehicle Request: Pursuant to NRS 334.010 the Department of Administration, Fleet Services Division requests approval to replace one vehicle not to exceed \$26,500 due to a vehicle accident resulting in a total loss of the vehicle.

Additional Information:

This authorization will be funded with accident recovery funds and from the agency's reserves.

Statutory Authority:

BOE approval required pursuant to NRS 334.010.

REVIEWED: *JBB*  
ACTION ITEM: \_\_\_\_\_





State of Nevada  
**VEHICLE ACCIDENT REPORT**  
**Agency Form**

For State Use Only:	
State Claim No.	_____
Budget Acct. No.	_____
Coverage	_____
Adjuster	_____

**INSTRUCTIONS:** (If you need more space, attach a separate sheet of paper)

- Complete as much information as possible at the scene.
- REPORT all accidents involving third parties**, whether or not there is damage or injury.
- Cooperate with investigating officer(s) and the State's adjuster(s).
- Notify Attorney General's Office ASAP if there is an injury. Tel.: (775) 684-1263; Fax: (775) 684-1275

- Sent original to AG's Office WITHIN 48 HOURS**      Claims Manager, Office of the Attorney General, 100 N. Carson Street, Carson City, NV 89701
- Sent copy to Risk Management WITHIN 48 HOURS**      Risk Management, 201 S. Roop Street, Suite 201, Carson City, NV 89701

Date of Accident 10/27/2014 Time 8:00 P.M. Location of Accident Mound house

**OUR INFORMATION:**

Driver's Name Robin McGahvey Agency DPS - Parole + Probation  
 Office Address 119 E. Long St. Bus. phone (775) 684-2400  
 Driver's Lic. No. 0201104414 State NV Expiration Date 08/16/16  
 Contact Person David Helgerman Title Lieutenant Phone 684-2433  
 Is this a MOTOR POOL vehicle?  Yes  No Vehicle ID No. (VIN) 1GNDT135662272830  
 Plate No. 107SAB Year 2006 Make Chevrolet Model Trailblazer  
 Location of Vehicle Carson City Towing - 5060 Hwy 50, Carson  
 Describe damage to State vehicle:  Windshield damage only; no other party involved  
Severe damage to front drivers side, photo attached

THEIR INFORMATION: Self-insurance card provided to driver/owner?  Yes  No  
 TC-1 Claim form provided to driver/owner?  Yes  No (<http://ag.state.nv.us>)

OWNER'S NAME Dave Scott Adams Daytime Phone \_\_\_\_\_  
 Address 102 Quartz Way City/State/Zip Mound house, NV 89706  
 Insurance Company State Farm Policy No. 0883579E3028A City/State \_\_\_\_\_  
 Insurance Agent \_\_\_\_\_ Phone No. 800-782-8332  
 Plate No. 593 YWM State NV Year 2002 Make Kia Model Sportage  
 DRIVER'S NAME Dave Scott Adams Daytime Phone \_\_\_\_\_  
 Address same as above City/State/Zip \_\_\_\_\_  
 Driver's Lic. No. 0201082996 State NV Expiration Date \_\_\_\_\_  
 Describe damage to other vehicle and any injuries reported \_\_\_\_\_  
Severe front, photo attached



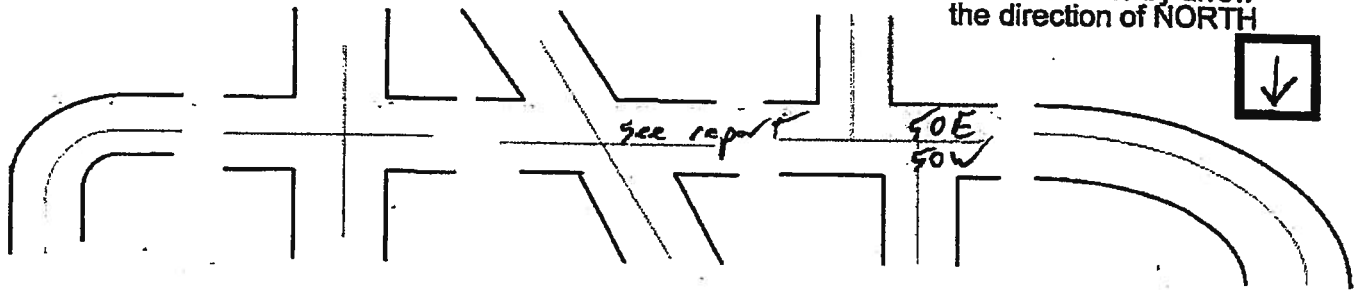
**EXPLAIN WHAT HAPPENED:** Employee R. McGahuey was driving alone on Hwy 50 west. Driver of Kia crossed center and struck McGahuey. NHP accident report number 141002216 completed and will be forwarded as soon as available. Both drivers were injured and taken to hospital on 2nd Street, Reno.

Accident Reported to (NHP, Metro, Reno P.D., etc.) NHP Report # 141002216

Citations Issued?  No  Yes If "Yes," explain DUI arrest of driver of Kia

Complete the following diagram showing direction and positions of automobiles involved. Clearly designate point of contact.

Indicate by arrow the direction of NORTH



\_\_\_\_\_ path before accident    - - - - path after accident    + + + + Railroad    ◆ Stop Sign    ○ Stop Light    ⊕ Pedestrian

WITNESSES:  Witness card given/statement taken

Name	Address	Phone

PERSONS INJURED: (If injured person is a State Employee, complete a Worker's Compensation Claim Form.)

Name	Address	Phone
<u>Robin McGahuey</u>	<u>119 E. Long St., Carson City</u>	<u>775 684-2400</u>
<u>Dave Scott Adams</u>	<u>102 Quarte Way, Mountbouse NV</u>	<u>89706</u>

Agency Information:  Damage estimates attached  Estimates will follow

State Driver's Signature For R. McGahuey [Signature] Date 10/28/14

Reviewed by Safety Coordinator \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by Department Head \_\_\_\_\_ Date \_\_\_\_\_

Event Number: 141002216		<b>STATE OF NEVADA TRAFFIC ACCIDENT REPORT SCENE INFORMATION SHEET</b> <small>Revised 12/04/04</small>			Accident Number: NHP141002216			
Code Revision: 01/01/2011					<input type="checkbox"/> 1) Property <input checked="" type="checkbox"/> 2) Injury <input type="checkbox"/> 3) Fatal			
<input type="checkbox"/> 1) Urban <input type="checkbox"/> 1) Emergency Use <input type="checkbox"/> 1) Preliminary Report <input type="checkbox"/> 3) Documentation <input type="checkbox"/> 1) Hit and Run <input checked="" type="checkbox"/> 2) Rural <input type="checkbox"/> 2) Office Report <input checked="" type="checkbox"/> 2) Initial Report <input type="checkbox"/> 4) Supplement Report <input type="checkbox"/> 2) Private Property		Agency Name: NEVADA HIGHWAY PATROL						
Collision Date: 10 / 27 / 2014		Time: 1958	Day: MON	Beat / Sector: HRC10	<input checked="" type="checkbox"/> 1) County <input type="checkbox"/> 2) City	Surface: <input checked="" type="checkbox"/> 1) Asphalt <input type="checkbox"/> 2) Concrete <input type="checkbox"/> 3) Gravel <input type="checkbox"/> 4) Dirt <input type="checkbox"/> 5) Other <input type="checkbox"/> 1) Four Way <input type="checkbox"/> 2) T-Intersection <input type="checkbox"/> 3) Y-Intersection <input type="checkbox"/> 4) Roundabout <input type="checkbox"/> 5) Other		
Mile Marker: 1		# Vehicles: 2	# Non Motorists: 0	# Occupants: 2	# Fatalities: 0	# Injured: 2	# Restrained: 2	
Occurred On: (Highway # or Street Name) <input type="checkbox"/> 1) Parking Lot <input type="checkbox"/> 2) Driveway <input type="checkbox"/> 3) Street <input type="checkbox"/> 4) Alley <input type="checkbox"/> 5) Approach <input type="checkbox"/> 6) Other								
Access Control: <input checked="" type="checkbox"/> 1) None <input type="checkbox"/> 2) Ball <input type="checkbox"/> 3) Portal								
<input type="checkbox"/> 1) At Intersection With: <input checked="" type="checkbox"/> 2) Dr 120 <input checked="" type="checkbox"/> 3) East <input type="checkbox"/> 4) West <input type="checkbox"/> 5) Approach <input type="checkbox"/> 6) Other								
<b>Roadway Character</b> <input type="checkbox"/> 1) Curve & Grade <input type="checkbox"/> 2) Curve & Biscuit <input type="checkbox"/> 3) Curve & Level <input checked="" type="checkbox"/> 4) Straight & Grade <input type="checkbox"/> 5) Straight & Hill/Crest <input type="checkbox"/> 6) Straight & Level <input type="checkbox"/> 7) Unknown <input type="checkbox"/> 8) Other		<b>Roadway Conditions</b> <input checked="" type="checkbox"/> 1) Dry <input type="checkbox"/> 2) Ice <input type="checkbox"/> 3) Snow <input type="checkbox"/> 4) Sand / Mud / Oil / Dirt / Gravel <input type="checkbox"/> 5) Other <input type="checkbox"/> 6) Standing Water <input type="checkbox"/> 7) Moving Water <input type="checkbox"/> 8) Unknown		<b>Total Thru Lanes</b> Main Road: <input type="checkbox"/> 1) One <input type="checkbox"/> 2) Two <input type="checkbox"/> 3) Three <input checked="" type="checkbox"/> 4) Four <input type="checkbox"/> 5) Five <input type="checkbox"/> 6) > 5 Total All Lanes: 5	<b>Average Roadway Widths</b> Travel Lane: 12 Ft Storage / Turn Lane: 14 Ft Median: 0 Ft <b>Paved Shoulder</b> Inside: 0    Outside: 8		<b>Roadway Grade</b> <input checked="" type="checkbox"/> 1) Not Determined <input type="checkbox"/> 2) Relatively Level Roadway <input type="checkbox"/> 3) Up Slope (+) <input type="checkbox"/> 4) Down Slope (-)	
<b>Pavement Markings and Type</b> _____ 1) Centerline, Broken Yellow    _____ 6) No Marking, Either Direction <input type="checkbox"/> 12) None _____ 2) Centerline, Solid Yellow    _____ 7) Diamond Symbols <input type="checkbox"/> 13) Unknown _____ 3) Centerline, Double Yellow    _____ 8) Center Turn Lane Line _____ 4) Lane Line, Broken White    _____ 9) Edge Line, Left, Yellow _____ 5) Lane Line, Solid White    _____ 10) Edge Line, Right, White <input type="checkbox"/> 11) Other			<b>Highway Description</b> <input checked="" type="checkbox"/> 1) Two-Way, Not Divided <input type="checkbox"/> 2) Two-Way, Divided, Unpro. Median <input type="checkbox"/> 3) Two-Way, Divided, Median Barrier <input type="checkbox"/> 4) One-Way, Not Divided <input type="checkbox"/> 5) Unknown <input type="checkbox"/> 6) Off Road		<b>Weather Conditions</b> <input checked="" type="checkbox"/> 1) Clear <input type="checkbox"/> 2) Cloudy <input type="checkbox"/> 3) Snow <input type="checkbox"/> 4) Rain <input type="checkbox"/> 5) Blowing Sand, Dirt, Soil, Snow <input type="checkbox"/> 6) Fog, Mist, Smoke, Ash <input type="checkbox"/> 7) Severe Crosswinds <input type="checkbox"/> 8) Sleet/Hail <input type="checkbox"/> 9) Unknown <input type="checkbox"/> 10) Other			
<b>Light Conditions</b> <input type="checkbox"/> 1) Dark <input checked="" type="checkbox"/> 2) Daytime <input type="checkbox"/> 3) Dusk <input type="checkbox"/> 4) Dawn <input type="checkbox"/> 5) Unknown <input type="checkbox"/> 6) Other <input checked="" type="checkbox"/> 7) Dark - No Roadway Lighting <input type="checkbox"/> 8) Dark - Spot Roadway Lighting <input type="checkbox"/> 9) Dark - Continuous Roadway Lighting <input type="checkbox"/> 10) Dark - Unknown Roadway Lighting		<b>Vehicle Collision Type</b> <input type="checkbox"/> 1) Head On <input type="checkbox"/> 2) Rear to Rear <input type="checkbox"/> 3) Rear End <input type="checkbox"/> 4) Side Impact <input type="checkbox"/> 5) Unknown <input type="checkbox"/> 6) Head to Head <input type="checkbox"/> 7) Head to Side <input type="checkbox"/> 8) Side to Side <input type="checkbox"/> 9) Side to Rear <input type="checkbox"/> 10) Unknown		<b>Location of First Event</b> <input checked="" type="checkbox"/> 1) Travel Lane 2 <input type="checkbox"/> 2) Turn Lane <input type="checkbox"/> 3) Drive <input type="checkbox"/> 4) Median <input type="checkbox"/> 5) Inside Shoulder <input type="checkbox"/> 6) Outside Shoulder <input type="checkbox"/> 7) Intersection <input type="checkbox"/> 8) Private Property <input type="checkbox"/> 9) Roadside <input type="checkbox"/> 10) Other				
<b>Highway / Environment Factors</b> <input type="checkbox"/> 1) None <input type="checkbox"/> 2) Weather <input type="checkbox"/> 3) Debris <input type="checkbox"/> 4) Signs <input type="checkbox"/> 5) Other Highway <input type="checkbox"/> 6) Other Environmental <input type="checkbox"/> 7) Shoulders <input type="checkbox"/> 8) Road Obstruction <input type="checkbox"/> 9) Worn Traffic Surfaces <input type="checkbox"/> 10) Wet, Ice, Snow, Slush <input type="checkbox"/> 11) Ruts, Holes, Bumps <input type="checkbox"/> 12) Active Work Zone <input checked="" type="checkbox"/> 13) Inactive Work Zone <input type="checkbox"/> 14) Animal in Roadway <input type="checkbox"/> 15) Unknown			<b>Property Damage To Other Than Vehicle</b> Describe Property Damage: Owner's Name: <input type="checkbox"/> 1) Owner Notified Owner's Address (Street Address City, State Zip): NV					
<b>First Harmful Event</b> Code #: 214    Description: MOTOR VEHICLE IN TRANSPORT								
<b>Description of Accident / Narrative</b> V-1 WAS TRAVELING EASTBOUND IN THE CENTER TURN LANE OF US50 ATTEMPTING TO MAKE A LEFT TURN. V-2 WAS TRAVELING IN THE #1 LANE OF US50 APPROACHING THE INTERSECTION WITH HIGHLANDS. FOR AN UNKNOWN REASON, D-1 FAILED TO YIELD THE RIGHT OF WAY WHEN ATTEMPTING TO MAKE A LEFT TURN (NO STREET OR DRIVEWAY PRESENT) AND TURNED DIRECTLY IN FRONT OF V-2 CAUSING THE RIGHT FRONT OF V-								
Investigation Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Photos Taken: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Scene Diagram: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Statements: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    # 1	Date Notified: 10 / 27 / 2014	Time Notified: 1958	Arrival Date: 10 / 27 / 2014	Arrival Time: 2009
Investigator(s): Gordon		ID Number: H8328	Date: 10 / 27 / 2014	Reviewed By: Todd Hartline	Date Reviewed: 11 / 5 / 2014	Page: 1	of 7	

Event Number:  
141002216

STATE OF NEVADA  
TRAFFIC ACCIDENT REPORT  
SCENE INFORMATION SHEET  
Revised 1/14/84

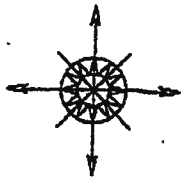
Accident Number:  
NHP141002216

Agency Name:  
NEVADA HIGHWAY PATROL

Description of Accident / Narrative Continuation

V-1 TO STRIKE THE FRONT OF V-2. V-1 CAME TO REST IN THE #2 LANE OF WESTBOUND US50 FACING WEST.  
V-2 CAME TO REST PARTIALLY IN THE #1 AND #2 LANES OF WESTBOUND US50 FACING SOUTHWEST.

OFFICER NOTES : AOI WAS DETERMINED BY MARKS AND DEBRIS IN THE ROADWAY. D-1 SUSPECTED  
IMPAIRMENT ALCOHOL/DRUGS. BLOOD RESULTS PENDING



Indicate North

A.I.C.: \_\_\_\_\_

Scene Information

Page  
2 of 7

Event Number:  
141002216

Vehicle # 1  
# Occupants 1  
 1) At Fault  
 2) Non Contact Vehicle

**STATE OF NEVADA  
TRAFFIC ACCIDENT REPORT  
VEHICLE INFORMATION SHEET**  
Revised 01/2014

Accident Number:  
NHP141002216

Agency Name:  
NEVADA HIGHWAY PATROL

Direction  1) North  2) East  3) Unknown  
of Travel:  3) South  4) West

Highway / Street Name:  
US50

Travel Lane #: CL

Vehicle  1) Straight  2) Left Turn  3) U-Turn  4) Wrong Way  5) Passing  6) Leaving Parked  7) Leaving Lane  8) Enter Parked  9) Lane Change  10) Unknown  
Action:  1) Backing  2) Right Turn  3) Parked  4) Stopped  5) 10) Backing  6) Entering Lane  7) Other Turning  8) Driverless Vehicle  9) Other

Driver: (Last Name, First Name, Middle Name, Suffix)  
ADAMS, DAVE SCOTT

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other CAREFLIGHT

Street Address:  
102 QUARTZ CIR

Transported To:  
RENEW REG. MEDICAL CENTER

City: MOUND HOUSE State / Country: NV NV Zip Code: 89706

Person Type: 1 Seating Position: 1 Occupant Restraints: 7

DOB: 7 / 27 / 1958 Phone Number:

Injury Severity: 8 Injury Location: 2 1

OLN: 0201082996 State: NV NV Class: C License Status: 0

Airbags: 3 Airbag Switch: Ejected: 0 Trapped: 0

Compliance:  1) Restric  2) Endorse  
Alcohol/Drug Involvement:  1) Not Involved  2) Suspected Impairment  3) Alcohol  4) Drugs  5) Unknown  
Method of Determination (check up to 2):  1) Field Sobriety Test  2) Urine Test  3) Preliminary Breath  4) Speed Test  5) Driver Admission  6) Preliminary Breath Test

Driver Factors:  1) Apparently Normal  5) Driver Ill / Injured  2) Had Been Drinking  6) Other Improper Driving  3) Drug Involvement  7) Driver Intoxication / Distracted  4) Apparently Fatigued / Asleep  8) Physical Impairment  9) Obstructed View  10) Unknown

Vehicle Year: 2002 Vehicle Make: KIA MOTORS CORP Vehicle Model: SPORTAGE Vehicle Type: SUV/CARRY-ALL

Vehicle Factors:  1) Failed To Yield Right Of Way  2) Failed To Maintain Lane  3) Driverless Vehicle  4) Disregard Control Device  5) Following Too Close  6) Unsafe Backing  7) Too Fast For Conditions  8) Unsafe Lane Change  9) Run Off Road  10) Exceeding Speed Limit  11) Made Improper Turn  12) Stop and Run  13) Wrong Way / Direction  14) Over Correct/Steering  15) Road Defect  16) Mechanical Defects  17) Other Improper Driving  18) Object Avoidance  19) Drove Left Of Center  20) Aggressive / Reckless / Careless  21) Other  22) Unknown

Plate / Permit No.: 583YWM State: NV NV Expiration Date: 8 / 4 / 2015 Vehicle Color: BLU

Vehicle Identification Number: KNDJA723825120135

Registered Owner Name:  1) Same As Driver ADAMS, DAVE SCOTT

Registered Owner Address: 102 QUARTZ CIR, MOUND HOUSE, NV NV

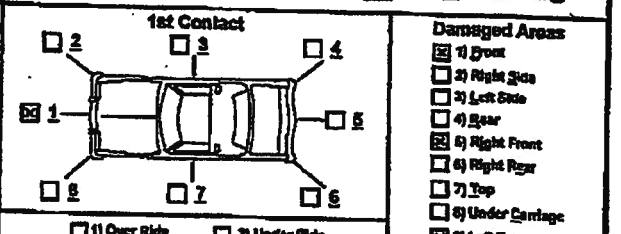
Insurance Company Name:  1) Insured STATE FARM

Policy Number: 0883579E3028A Effective: 5 / 30 / 2014 To: 11 / 30 / 2014

Insurance Company Address or Phone Number: 1-800-782-8332

1) Vehicle Towed Towed By: CARSON TOWING

Removed To: TOW YARD



Traffic Control:  1) Speed Zone  11) Stop Sign  2) Signal Light  12) Yield Sign  3) Flashing Light  13) R. R. Sign  4) School Zone  14) R. R. Gates  5) 2nd. Signal  15) R. R. Signal  6) No Passing  16) Marked Lanes  7) No Controls  17) Tire Chain/Snow Req.  8) Warning Sign  18) Permissive Green  9) Turn Signal  19) Unknown  10) Other

Distance Traveled After Impact: 15 FEET

Speed Estimate: From 10 To 15 Limit 45

Extent Of Damage:  1) Minor  2) Total  3) Moderate  4) Near  5) Major  6) Unknown

Code #	Description	Collision With Fixed Object	Most Serious Event
1st 214	MOTOR VEHICLE IN TRANSPORT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2nd		<input type="checkbox"/>	<input type="checkbox"/>
3rd		<input type="checkbox"/>	<input type="checkbox"/>
4th		<input type="checkbox"/>	<input type="checkbox"/>
5th		<input type="checkbox"/>	<input type="checkbox"/>

Investigator(s): Gordon ID Number: H6328 Date: 10 / 27 / 2014 Reviewed By: Todd Hartline Date Reviewed: 11 / 5 / 2014 Page 3 of 7

**Vehicle Information**

Event Number:  
141002216

STATE OF NEVADA  
TRAFFIC ACCIDENT REPORT  
VEHICLE INFORMATION SHEET  
Revised 1/1/04

Accident Number:  
NHP141002216  
Agency Name:  
NEVADA HIGHWAY PATROL

Names: (Last Name, First Name, Middle Name Suffix)

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other

Street Address:

Transported To:

City: State / Country  1) NV Zip Code:

Person Type: Seating Position: Occupant Restraints:

1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Injury Severity: Injury Location:

[Redacted]

Airbags: Airbag Switch: Ejected: Trapped:

Names: (Last Name, First Name, Middle Name Suffix)

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other

Street Address:

Transported To:

City: State / Country  1) NV Zip Code:

Person Type: Seating Position: Occupant Restraints:

1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Injury Severity: Injury Location:

[Redacted]

Airbags: Airbag Switch: Ejected: Trapped:

Names: (Last Name, First Name, Middle Name Suffix)

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other

Street Address:

Transported To:

City: State / Country  1) NV Zip Code:

Person Type: Seating Position: Occupant Restraints:

1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Injury Severity: Injury Location:

[Redacted]

Airbags: Airbag Switch: Ejected: Trapped:

1) Trailing Unit 1 VIN:

Plate: State:  1) NV Type:

1) Trailing Unit 2 VIN:

Plate: State:  1) NV Type:

1) Trailing Unit 3 VIN:

Plate: State:  1) NV Type:

Commercial Vehicle Configuration

1) Commercial Vehicle  2) Special Bus

- 1) Bus, 8 - 16 Occupants
- 2) Bus, > 16 Occupants
- 3) Single 2 Axle and 6 Tire
- 4) Single > 3 Axle
- 5) Any 4 Tire Vehicle
- 6) Tractor Only
- 7) Tractor / Trailer
- 8) Tractor / Doubles
- 9) Tractor / Types
- 10) Tractor with Trailer
- 11) Tractor / Semi Trailer
- 12) Passenger Vehicle, (Bus-Max)
- 13) Light Truck, (Max-Max)
- 14) Other Heavy Vehicle

- Source
- 1) Driver
  - 2) Log Book
  - 3) Shipping Papers / Trip Manifest
  - 4) State Reg.
  - 5) Side of Vehicle
  - 6) Other

Carrier Name:

Power Unit GVWR  
 1) ≤ 10,000 Lbs  2) 10,000 - 25,000 Lbs  3) ≥ 25,000 Lbs  
 1) Rec-Max  2) Released

Carrier Street Address:

City: State:  1) NV Zip:

Cargo Body Type

- 1) Box
- 2) Tank
- 3) Flatbed
- 4) Dump
- 5) Unknown
- 6) Van / Box
- 7) Concrete Mixer
- 8) Auto Caster
- 9) Garbage/Refuse
- 10) Not Applicable
- 11) Grain, Gravel Chpts
- 12) Bus, 8 - 16 Occupants
- 13) Bus, > 16 Occupants
- 14) Other

Haz-Mat ID #:

Hazard Classification #:

Type of Carrier

- 1) Single State
- 2) USDOT
- 3) Canada
- 4) Mexico
- 5) None

NAS Safety Report #:

Carrier Number:

Page 4 of 7

Vehicle Information

Event Number:  
141002218

Vehicles: 1  
# Occupants: 1  
 1) & Fault  
 2) Non Contact Vehicle

**STATE OF NEVADA  
TRAFFIC ACCIDENT REPORT  
VEHICLE INFORMATION SHEET**  
Revised 1/14/04

Accident Number:  
NHP141002218

Agency Name:  
NEVADA HIGHWAY PATROL

Direction:  1) North  2) East  3) Unknown  
of Travel:  4) South  5) West

Highway / Street Name:  
US50

Travel Lane #: 1

Vehicle:  1) Straight  2) Left Turn  3) U-Turn  4) Wrong Way  5) Passing  6) Leaving Parked  7) Leaving Lane  8) Enter Parked  9) Lane Change  10) Unknown

Action:  1) Backing  2) Right Turn  3) Parked  4) Stopped  5) 10) Backing  6) Entering Lane  7) Other Turning  8) Driverless Vehicle  9) Other

Driver: (Last Name, First Name, Middle Name, Suffix)  
MCGAHUEY, ROBIN LYNN

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other

Transported To:  
RENOVN REG. MEDICAL CENTER

Street Address:  
118 E LONG STREET

City: CARSON CITY

State / Country:  NV

Zip Code: 89706

Person Type: 1

Seating Position: 1

Occupant Restraints: 7

DOB: 8 / 16 / 1955

Phone Number: 7766842400

Injury Severity: 8

Injury Location: 1 3

OLN: 0201104414

State:  NV

Class:  1) GPL  2) B 0

License Status:

Airbags: 2

Airbag Switch:

Ejected: 0

Trapped: 0

Compliance:  1) Restric  2) Endorse

Enorsements: \_\_\_\_\_

Restrictions: \_\_\_\_\_

Alcohol/Drug Involvement:  1) Not Involved

Method of Determination (check up to 3):

1) Field Sobriety Test  2) Urine Test  3) Breathalyzer Test

4) Eyewitness Inveh  5) Blood Test  6) Driver Admission  7) Preliminary Breath Test

Test Results: \_\_\_\_\_

Driver Factors:

1) Apparently Normal  2) Driver Ill / Injured

3) Had Been Drinking  4) Driver Inattention / Distracted

5) Drug Involvement  6) Driver Impairment

7) Apparently Fatigued / Asleep  8) Physical Impairment

9) Obstructed View  10) Unknown

Vehicle Year: 2006

Vehicle Make: CHEV

Vehicle Model: TRAIL BLAZER LS/LT

Vehicle Type: SUV/CARRY-ALL

Vehicle Factors:

1) Failed To Yield Right Of Way  2) Failed To Maintain Lane

3) Neglected Control Device  4) Following Too Close

5) Too Fast For Conditions  6) Unsafe Backing

7) Exceeding Speed Limit  8) Unsign Lane Change

9) Wrong Way / Direction  10) Made Improper Turn

11) Mechanical Defects  12) Over Correct/Steering

13) Drove Lot Of Center  14) Other Improper Driving

15) Aggressive / Reckless / Careless  16) Object Avoidance

17) Unknown

Plate / Permit No.: 107SAB

State:  NV

Expiration Date: 3 / 31 / 2015

Vehicle Color: BLU

Vehicle Identification Number:  
1GNDT13S662272830

Registered Owner Name:  
PAROLE AND PROBATION

Registered Owner Address:  
1445 HOT SPRINGS ROAD, S104W, CARSON CITY, NV NV

Insurance Company Name:  
SELF INSURED

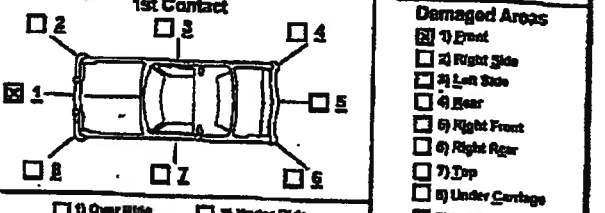
Policy Number: \_\_\_\_\_

Effective: \_\_\_\_\_ To: \_\_\_\_\_

Insurance Company Address or Phone Number: \_\_\_\_\_

1) Vehicle Towed Towed By: CARSON TOWING

Removed To: TOW YARD



Damaged Areas:

1) Front  2) Right Side

3) Left Side  4) Rear

5) Right Front  6) Right Rear

7) Top  8) Under Carriage

9) Left Front  10) Left Rear

11) Unknown  12) Other

Traffic Control:

F \_\_\_\_\_ 1) Speed Zone \_\_\_\_\_ 11) Stop Sign

\_\_\_\_\_ 2) Signal Light \_\_\_\_\_ 12) Yield Sign

\_\_\_\_\_ 3) Fighting Light \_\_\_\_\_ 13) B. R. Sign

\_\_\_\_\_ 4) School Zone \_\_\_\_\_ 14) R. R. Gauge

\_\_\_\_\_ 5) Ped. Signal \_\_\_\_\_ 15) R. R. Signal

\_\_\_\_\_ 6) No Parking \_\_\_\_\_ 16) Parked Lanes

\_\_\_\_\_ 7) No Controls \_\_\_\_\_ 17) The Chains/Snow Req.

\_\_\_\_\_ 8) Warning Sign \_\_\_\_\_ 18) Permissign Green

\_\_\_\_\_ 9) Turn Signal \_\_\_\_\_ 19) Unknown

\_\_\_\_\_ 10) Other

Distance Traveled After Impact: 20 FEET

Speed Estimate: From 45 To 50 Limit 45

Extent Of Damage:  1) Minor  2) Moderate  3) Major  4) Total  5) None  6) Unknown

Sequence Of Events			
Code #	Description	Collision With Fixed Object	Most Hazardous Event
1st 214	MOTOR VEHICLE IN TRANSPORT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2nd		<input type="checkbox"/>	<input type="checkbox"/>
3rd		<input type="checkbox"/>	<input type="checkbox"/>
4th		<input type="checkbox"/>	<input type="checkbox"/>
5th		<input type="checkbox"/>	<input type="checkbox"/>

Violation: \_\_\_\_\_ NOC: \_\_\_\_\_ Citation Number: \_\_\_\_\_

Violation: \_\_\_\_\_ NOC: \_\_\_\_\_ Citation Number: \_\_\_\_\_

Investigator(s): Gordon

ID Number: H6328

Date: 10 / 27 / 2014

Reviewed By: Todd Hartline

Date Reviewed: 11 / 5 / 2014

Page 5 of 7

**Vehicle Information**

Event Number:  
141002218

STATE OF NEVADA  
TRAFFIC ACCIDENT REPORT  
VEHICLE INFORMATION SHEET  
Revised 1/14/04

Accident Number:  
NHP141002218  
Agency Name:  
NEVADA HIGHWAY PATROL

Name: (Last Name, First Name, Middle Name, Suffix)  
Street Address:

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other \_\_\_\_\_  
Transported To: \_\_\_\_\_

City: State / Country  1) NV Zip Code:  
 1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Person Type: Seating Position: Occupant Restraints:  
Injury Severity: Injury Location:

Name: (Last Name, First Name, Middle Name, Suffix)  
Street Address:

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other \_\_\_\_\_  
Transported To: \_\_\_\_\_

City: State / Country  1) NV Zip Code:  
 1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Person Type: Seating Position: Occupant Restraints:  
Injury Severity: Injury Location:

Name: (Last Name, First Name, Middle Name, Suffix)  
Street Address:

Transported By:  1) Not Transported  2) EMS  3) Police  4) Unknown  
 5) Other \_\_\_\_\_  
Transported To: \_\_\_\_\_

City: State / Country  1) NV Zip Code:  
 1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Person Type: Seating Position: Occupant Restraints:  
Injury Severity: Injury Location:

City: State / Country  1) NV Zip Code:  
 1) Male  2) Unknown  3) Female DOB: / / Phone Number:

Person Type: Seating Position: Occupant Restraints:  
Injury Severity: Injury Location:

1) Trailing Unit 1 VIN: \_\_\_\_\_  
 1) Trailing Unit 2 VIN: \_\_\_\_\_  
 1) Trailing Unit 3 VIN: \_\_\_\_\_

Airbags: Airbag Switch: Ejected: Trapped:  
Plate: State:  1) NV Type: \_\_\_\_\_

Commercial Vehicle Configuration

1) Commercial Vehicle  2) School Bus

- 1) Bus, 9 - 15 Occupants  6) Tractor Only  11) Tractor / Semi Tractor
- 2) Bus, > 15 Occupants  7) Tractor / Trailer  12) Passenger Vehicle, (Haz-Mat)
- 3) Single 2-Axis and 6 Tire  8) Tractor / Doubles  13) Light Truck, (Haz-Mat)
- 4) Single > 3 Axle  9) Tractor / Triples  14) Other Heavy Vehicle
- 5) Any 4 Tire Vehicle  10) Truck with Trailer

- Source
- 1) Driver  4) State Reg.
  - 2) Log Book  5) Side of Vehicle
  - 3) Shipping Papers / Trip Manifest  6) Other

Carrier Name: \_\_\_\_\_  
Carrier Street Address: \_\_\_\_\_

Power Unit GVWR  
 1) ≤ 10,000 Lbs  2) 10,000 - 25,000 Lbs  3) ≥ 25,000 Lbs  1) Haz-Mat  
 2) Released  
City: State:  1) NV Zip: \_\_\_\_\_

- Cargo Body Type
- 1) Bulk  6) Van / Box  11) Gravel Chips
  - 2) Tank  7) Concrete Mixer  12) Bus, 9 - 15 Occupants
  - 3) Enclosed  8) Auto Carrier  13) Bus, > 15 Occupants
  - 4) Dump  9) Garbage/Refuse  14) Other
  - 5) Unknown  10) Not Applicable

Haz-Mat ID #: \_\_\_\_\_  
Hazard Classification #: \_\_\_\_\_  
Type of Carrier  
 1) Single State  
 2) ISOOT  
 3) Canada  
 4) Mexico  
 5) None

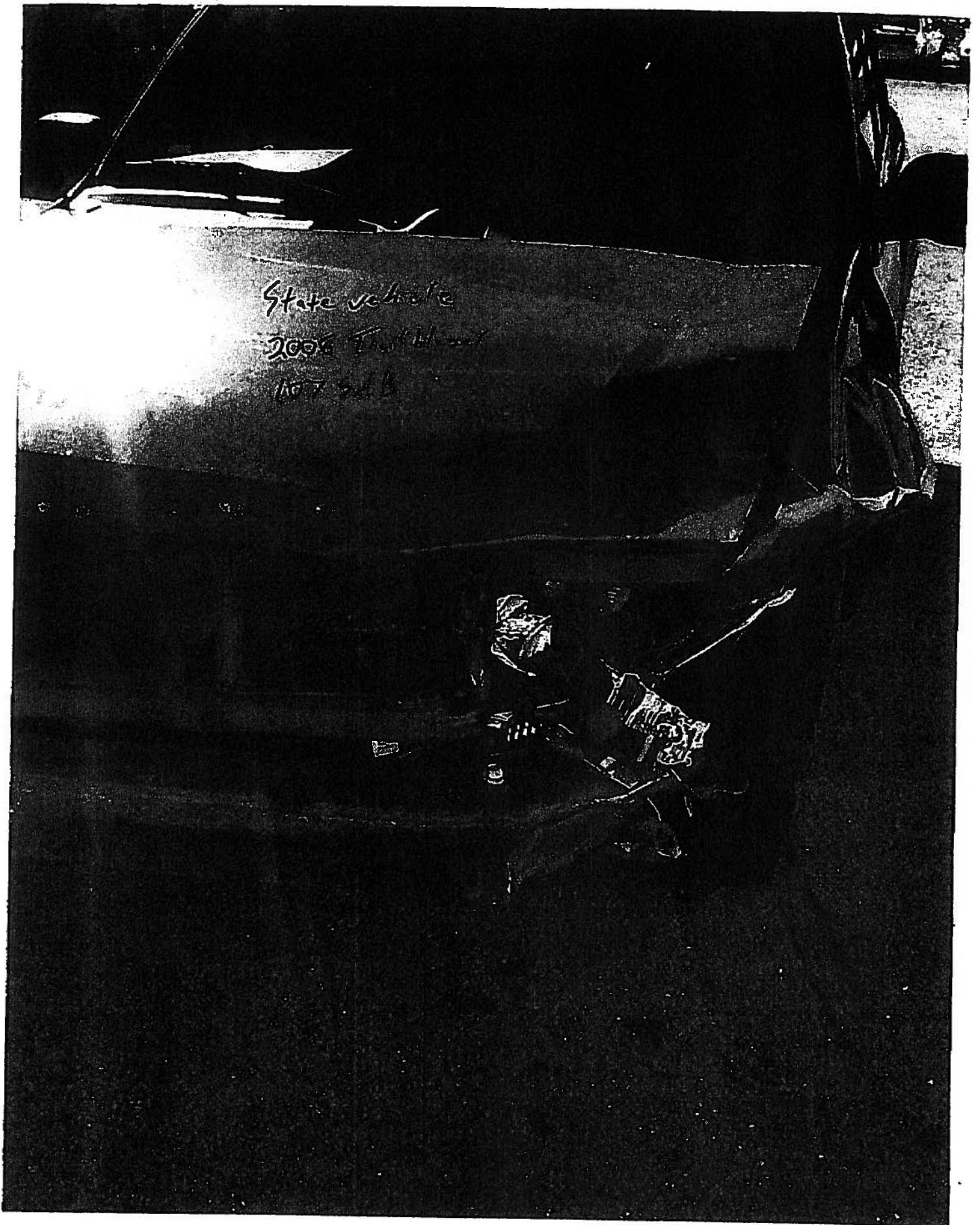
NAS Safety Report #: \_\_\_\_\_  
Carrier Number: \_\_\_\_\_  
Page 5 of 7

Vehicle Information

Event Number: 141002216		<b>STATE OF NEVADA TRAFFIC ACCIDENT REPORT</b> Occupant / Witness Supplement <small>Revised 1/16/04</small>			Accident Number: NHP141002216		
Name: (Last Name, First Name, Middle Name Initial) CURTIS, TIFFANI M		Transported By: <input type="checkbox"/> 1) Not Transported <input type="checkbox"/> 2) EMS <input type="checkbox"/> 3) Police <input type="checkbox"/> 4) Unknown <input type="checkbox"/> 5) Other _____					
Street Address: 45 SOUTH I ST		Transported To:					
City: VIRGINIA CITY		State / Country <input checked="" type="checkbox"/> NV	Zip Code: 89440	Person Type:	Seating Position:	Occupant Restraints:	
<input type="checkbox"/> 1) Male <input type="checkbox"/> 3) Unknown	DOB: 5 / 18 / 1986	Phone Number: 7753546630	Injury Severity:	Injury Location:			
<input checked="" type="checkbox"/> 2) Female				Airbags:	Airbag Switch:	Ejected:	Trapped:
V#		Name: (Last Name, First Name, Middle Name Initial)					
Street Address:		Transported By: <input type="checkbox"/> 1) Not Transported <input type="checkbox"/> 2) EMS <input type="checkbox"/> 3) Police <input type="checkbox"/> 4) Unknown <input type="checkbox"/> 5) Other _____					
City:		Transported To:					
State / Country <input type="checkbox"/> NV		Zip Code:	Person Type:	Seating Position:	Occupant Restraints:		
<input type="checkbox"/> 1) Male <input type="checkbox"/> 3) Unknown	DOB:	Phone Number:	Injury Severity:	Injury Location:			
<input type="checkbox"/> 2) Female				Airbags:	Airbag Switch:	Ejected:	Trapped:
V#		Name: (Last Name, First Name, Middle Name Initial)					
Street Address:		Transported By: <input type="checkbox"/> 1) Not Transported <input type="checkbox"/> 2) EMS <input type="checkbox"/> 3) Police <input type="checkbox"/> 4) Unknown <input type="checkbox"/> 5) Other _____					
City:		Transported To:					
State / Country <input type="checkbox"/> NV		Zip Code:	Person Type:	Seating Position:	Occupant Restraints:		
<input type="checkbox"/> 1) Male <input type="checkbox"/> 3) Unknown	DOB:	Phone Number:	Injury Severity:	Injury Location:			
<input type="checkbox"/> 2) Female				Airbags:	Airbag Switch:	Ejected:	Trapped:
V#		Name: (Last Name, First Name, Middle Name Initial)					
Street Address:		Transported By: <input type="checkbox"/> 1) Not Transported <input type="checkbox"/> 2) EMS <input type="checkbox"/> 3) Police <input type="checkbox"/> 4) Unknown <input type="checkbox"/> 5) Other _____					
City:		Transported To:					
State / Country <input type="checkbox"/> NV		Zip Code:	Person Type:	Seating Position:	Occupant Restraints:		
<input type="checkbox"/> 1) Male <input type="checkbox"/> 3) Unknown	DOB:	Phone Number:	Injury Severity:	Injury Location:			
<input type="checkbox"/> 2) Female				Airbags:	Airbag Switch:	Ejected:	Trapped:
V#		Name: (Last Name, First Name, Middle Name Initial)					
Street Address:		Transported By: <input type="checkbox"/> 1) Not Transported <input type="checkbox"/> 2) EMS <input type="checkbox"/> 3) Police <input type="checkbox"/> 4) Unknown <input type="checkbox"/> 5) Other _____					
City:		Transported To:					
State / Country <input type="checkbox"/> NV		Zip Code:	Person Type:	Seating Position:	Occupant Restraints:		
<input type="checkbox"/> 1) Male <input type="checkbox"/> 3) Unknown	DOB:	Phone Number:	Injury Severity:	Injury Location:			
<input type="checkbox"/> 2) Female				Airbags:	Airbag Switch:	Ejected:	Trapped:
Investigator(s) Gordon		ID Number H6328	Date 10 / 27 / 2014	Reviewed By Todd Hartline	Date Reviewed 11 / 5 / 2014	Page 7 of 7	

**Occupant / Witness Supplement**

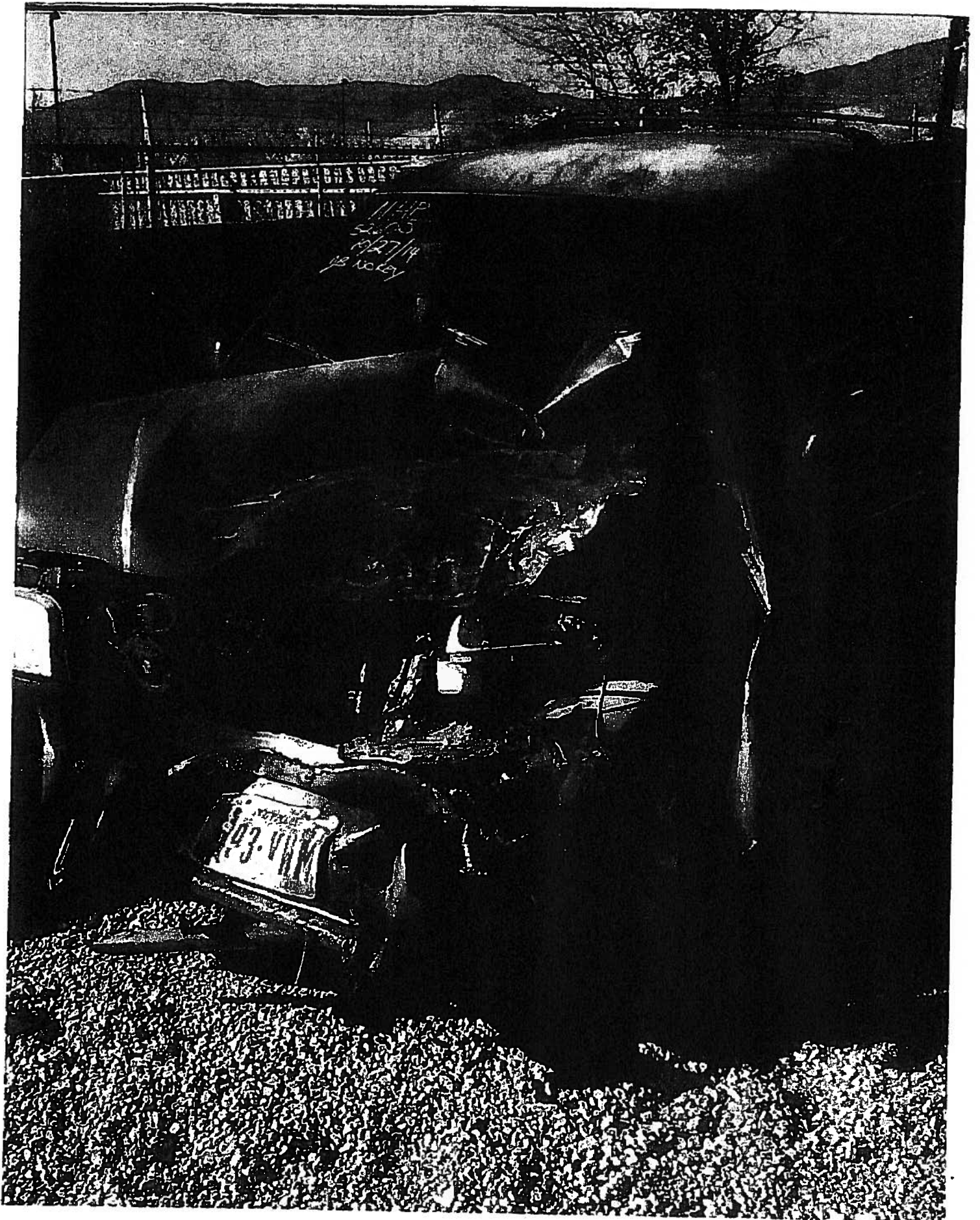




State vehicle

2006 Ford

107



November 24, 2014

Fleet Services Division  
750 E King St  
Carson City NV 89701-4768

State Farm Claims  
P.O. Box 339401  
Greeley CO 80633

RE: Claim Number: 28-548X-397  
Date of Loss: October 27, 2014  
Our Insured: Dave Adams  
Vehicle Owner: Fleet Services Division  
Vehicle: 2006 Chevrolet TRAILBLAZER

To Whom It May Concern:

We are sending the paperwork needed to finalize the settlement of your total loss. Once all properly executed documents are received, we will send your settlement to you.

**All documents** need to be signed **EXACTLY** as the name(s) appear on the title, Nevada State Motor Pool, and returned to us in the enclosed postage paid envelope.

**Nevada Secure Power of Attorney:** Sign the highlighted Transferor section **EXACTLY** as your name appears above and fill in the date, unless already completed. We have written the odometer reading on the form. **Please do not make any other marks on the form.**

Thank you for completing the enclosed power of attorney form. Please send back the completed form along with your unsigned original title, in the provided return envelope

If you have any questions or concerns, please contact our office at (844) 696-0477. Our hours of operation are 8:00 a.m. to 5:00 p.m., Monday through Friday. Any representative answering the phone will be happy to assist you.

Sincerely,

Kim Euresti  
Claim Associate  
(844) 696-0477

State Farm Fire and Casualty Company

November 24, 2014

Fleet Services Division  
750 E King St  
Carson City NV 89701-4768

State Farm Claims  
P.O. Box 339401  
Greeley CO 80633

RE: Claim Number: 28-548X-397  
Date of Loss: October 27, 2014  
Yr/Make/Mdl: 2006 Chevrolet TRAILBLAZER  
VIN: 1GNDT13S662272830

To Whom It May Concern:

As discussed earlier, this amount is based on the actual cash value (ACV) or base price of your vehicle, less any comparative negligence, if applicable. The ACV/base price is determined by the market value, age, and condition of your vehicle at the time the loss occurred.

To assist us in determining ACV/base price, we consider information obtained by our claim associates, information provided by you, vehicle evaluation services, and other sources.

The amount payable to you was determined as follows:

Actual cash value/base price:		\$8,453.00
Plus: Taxes	+	\$642.43
License and title fees	+	\$35.25
<b>SUB TOTAL</b>		<b>\$9,130.68</b>
Less: Retained Salvage Value (if applicable)	-	\$0.00
Payment to Lienholder (if applicable)	-	\$0.00
Comparative negligence (if applicable)	-	\$0.00
 Net amount payable to you:		 \$9,130.68

You can enjoy the benefits of online registration. Benefits include checking the status of your claim online and staying connected to State Farm®. Just go to [statefarm.com](http://statefarm.com)® and select Check the Status of a Claim to get registered. All you need to complete the process is your State Farm claim number, your email address, and about five minutes. If you are already registered, thank you!

If you have questions concerning this total loss settlement or any other aspect of your claim, please contact us.

Brian Sandoval  
Governor



Julia Teska  
State Budget Director

Janet Murphy  
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](http://www.budget.nv.gov) | Fax: (775) 684-0260

Date: December 14, 2014  
To: Julia Teska, Clerk of the Board  
Department of Administration  
From: Jim Rodriguez, 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.

**DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES – DIVISION OF WATER RESOURCES (DWR)**

Agenda Item Write-up:

Replacement Vehicle Request: Pursuant to NRS 334.010 the Department of Conservation and Natural Resources, Division of Water Resources requests approval to purchase a replacement vehicle at a cost of \$25,083.25.

Additional Information:

The agency is requesting authority to replace an aging, and failing, 1996 GMC ½ Ton pickup with 128,702 miles on it. While funding for this item was not provided in the agency's legislatively approved budget, funding for the purchase is provided through a Federal Emergency Management Agency (FEMA) grant. The truck is needed for conducting field investigations and dam inspections. Fleet Services was contacted regarding this request and indicated that, at this time, the request is appropriate, but that Water Resources should explore the viability of transitioning their vehicles to Fleet Services with the next budget cycle.

Statutory Authority:

BOE approval required pursuant to NRS 334.010.

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:
DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES – DIVISION OF WATER RESOURCES	1	\$25,083.25
Total:	1	\$25,083.25

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

<b>Agency Name:</b> Division of Water Resource	<b>Budget Account #:</b> 4171
<b>Contact Name:</b> Bonnie Kordonowy	<b>Telephone Number:</b> 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:** \$25,083.25

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

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

Pick up Truck

**Mission of the requested vehicle(s):**

Provide transportation throughout the State for conducting field investigations and dam inspections

**Were funds legislatively approved for the request?**

Yes  No

**If yes, please provide the decision unit number:**

**If no, please explain how the vehicles will be funded?**  
The funds are from a Federal FEMA Grant

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

Addition(s)  1 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

**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: 1996  
Odometer Reading: 128,702  
Type of Vehicle: GMC 1/2 Ton Pick up

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

**If the replacement vehicle is an upgrade to the existing vehicle, explain the need for the upgrade.**

*Please attach an additional sheet if necessary*

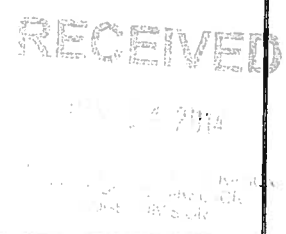
**APPOINTING AUTHORITY APPROVAL:**

K.P. Hall Deputy Administrator 11/24/14  
Agency Appointing Authority Title Date

**BOARD OF EXAMINERS' APPROVAL:**

Approved for Purchase  Not Approved for Purchase

Board of Examiners \_\_\_\_\_ Date \_\_\_\_\_





Brian Sandoval  
Governor



Julia Teska  
State Budget Director

Janet Murphy  
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](http://www.budget.nv.gov) | Fax: (775) 684-0260

Date: December 12, 2014  
To: Julia Teska, 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. An analysis of the action item and recommendation is also provided.

**OFFICE OF THE SECRETARY OF STATE**

Agenda Item Write-up:

Pursuant to NRS 293.253, the Office of the Secretary of State requests an allocation of \$356,793 from the Statutory Contingency Account to reimburse counties for their ballot question publication costs.

Additional Information:

Section 5 of NRS 293.253 provides 'the portion of the cost of publication which is attributable to publishing the questions, explanations, arguments, rebuttals and fiscal notes of proposed constitutions, constitutional amendments or statewide measures is a charge against the State and must be paid from the Reserve for Statutory Contingency Account upon recommendation by the Secretary of State and approval by the State Board of Examiners'.

Statutory Authority:

NRS 293.253

REVIEWED: <u>7H</u>
ACTION ITEM: <u>5A</u>



**NRS 293.253 Publication: Duties of Secretary of State and county clerk; costs.**

1. The Secretary of State shall provide each county clerk with copies of any proposed constitution, constitutional amendment or statewide measure which will appear on the general election ballot, together with the copies of the condensations, explanations, arguments, rebuttals and fiscal notes prepared pursuant to NRS 218D.810, 293.250 and 293.252.

2. Whenever feasible, the Secretary of State shall provide those copies on or before the first Monday in August of the year in which the proposals will appear on the ballot. Copies of any additional proposals must be provided as soon after their filing as feasible.

3. Each county clerk shall cause a copy of the full text of any such constitution, amendment or measure and its condensation, explanation, arguments, rebuttals and fiscal note to be published, in conspicuous display advertising format of not less than 10 column inches, in a newspaper of general circulation in the county three times at intervals of not less than 7 days, the first publication to be on or before the first Monday in October. If no such newspaper is published in the county, the publication may be made in a newspaper of general circulation published in the nearest Nevada county.

4. If a copy is furnished by the Secretary of State too late to be published at 7-day intervals, it must be published three times at the longest intervals feasible in each county.

5. The portion of the cost of publication which is attributable to publishing the questions, explanations, arguments, rebuttals and fiscal notes of proposed constitutions, constitutional amendments or statewide measures is a charge against the State and must be paid from the Reserve for Statutory Contingency Account upon recommendation by the Secretary of State and approval by the State Board of Examiners.

(Added to NRS by 1960, 250; A 1967, 846; 1975, 938; 1977, 1010; 1981, 752; 1987, 111; 1991, 1760; 1997, 3065; 2003, 1691)

## 2014 GENERAL ELECTION COSTS BY COUNTY

County	Received	Stock		Publication Costs	Total
		Primary Ballot	General Ballot		
	County Clerk to submit by 6/30 and 12/31 (w/ 30 day grace) (NAC 293.200, 293.071)	SOS to reimburse counties for basic ballot stock (NAC 293.010; 293.200; NRS 293B.210)	SOS to reimburse counties for basic ballot stock (NAC 293.010; 293.200; NRS 293B.210)	Charge against state to be paid from reserves (NRS 293.253(5) NAC 293.071)	
Carson City	10/16/14			\$11,000.00	
Churchill	10/25/14			\$6,160.00	
Clark	11/13/14			\$104,648.72	
Douglas	10/24/14			\$7,700.00	
Elko	10/27/14			\$10,800.40	
Esmeralda	10/29/14			\$19,048.50	
Eureka	10/27/14			\$682.71	
Humboldt	10/21/14			\$15,552.00	
Lander	11/17/14			\$18,144.00	
Lincoln	11/13/14			\$6,030.00	
Lyon	10/27/14			\$12,771.00	
Mineral	10/27/14			\$1,800.00	
Nye	10/22/14			\$25,758.00	
Pershing	10/23/14			\$12,960.00	
Storey	10/27/14			\$25,740.00	
Washoe	11/13/14			\$77,350.00	
White Pine	11/18/14			\$648.00	

TOTAL BALLOT STOCK COSTS

**\$356,793.33**

**TOTAL PUBLICATION COSTS**

Brian Sandoval  
Governor



Julia Teska  
State Budget Director

Janet Murphy  
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](http://www.budget.nv.gov) | Fax: (775) 684-0260

Date: December 17, 2014  
To: Julia Teska, Clerk of the Board  
Department of Administration  
From: Katrina Nielsen, 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. An analysis of the action item and recommendation is also provided.

**DEPARTMENT HEALTH AND HUMAN SERVICES –  
AGING AND DISABILITY SERVICES DIVISION (ADSD) –  
PROVIDER AGREEMENT FORMS**

Agenda Item Write-up:

The Aging and Disability Services Division is requesting Board of Examiners' approval of the following provider agreement form to enable them to enter into an agreement with providers to provide services for individuals with intellectual disabilities and related conditions:

- A. Autism Treatment Assistance Program
- B. Nevada Early Intervention Services

Statutory Authority:

NRS 433.354

REVIEWED: <u>          <i>MT</i>          </u>
ACTION ITEM: <u>          <i>le</i>          </u>



STATE OF NEVADA  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
AGING AND DISABILITY SERVICES DIVISION



Administrative Office  
3416 Goni Road, D-132  
Carson City, NV 89706

(775) 687-4210 • Fax (775) 687-0574  
[adsd@adsd.nv.gov](mailto:adsd@adsd.nv.gov)

ROMAINE GILLILAND  
*Director*

JANE GRUNER  
*Administrator*

BRIAN SANDOVAL  
*Governor*

DATE: November 10, 2014  
TO: Nikki Hovden, Budget Analyst V  
Department of Administration  
FROM: Julie Kotchevar, Deputy Administrator   
Aging and Disability Services Division  
THROUGH: Ellen Crecelius, Deputy Director   
Department of Health and Human Services

REGARDING: Nevada Early Intervention Services (NEIS) and Autism Treatment Assistance Program (ATAP) revised Provider Agreement.

The Aging and Disability Services Division requests approval of the enclosed provider agreement. It has been revised to include the ATAP program with the NEIS program. This revised provider agreement will continue to allow our Division, NEIS and ATAP the ability to provide necessary services for the children we serve. These agreements will be used for procuring contracted providers for: comprehensive early intervention services, audiology, occupational therapy, physical therapy, psychological assessment services, language interpretation, speech pathology, medical transcription, and applied behavioral analysis.

The proposed services provider agreement and application has been reviewed and approved by the Deputy Attorney general that serves our division.

Please contact me if you have any questions regarding this request.

RECEIVED

NOV 24 2014

DEPARTMENT OF HEALTH AND HUMAN SERVICES

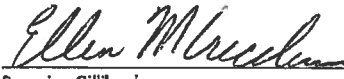
Aging and Disability Services Division  
Administrative Office  
3416 Goni Road, D-132  
Carson City, NV 89706  
(775) 687-4210 ~ (775) 687-0574

IN WITNESS WHEREOF, the parties hereto have caused this amendment to the original contract to be signed and intend to be legally bound thereby.

Department of Health and Human Services  
Aging and Disability Services Division

 11/18/14  
\_\_\_\_\_  
Jane Gruner Date

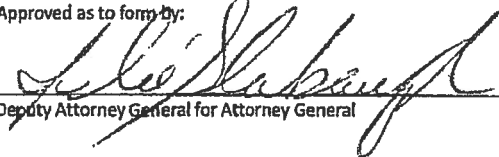
Administrator, Aging and Disability Services Division  
\_\_\_\_\_  
Title

for  11/24/14  
\_\_\_\_\_  
Romaine Gilliland Date

Director, Department of Health and Human Services  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature - Board of Examiners

APPROVED BY BOARD OF EXAMINERS  
On \_\_\_\_\_  
(Date)

Approved as to form by:  
  
\_\_\_\_\_  
Deputy Attorney General for Attorney General

On 11/14/14  
\_\_\_\_\_  
(Date)

**Master Services Provider Agreement**  
**State of Nevada Department of Health and Human Services**  
**Aging and Disability Services Division**  
**Autism Treatment Assistance Program / Early Intervention Services Program**  
**&**

Provider Name	
Business Name	
Business Address	
Telephone Number	Fax Number
Tax Identification Number	Vendor Number

**T**his Agreement between State of Nevada, Department of Health and Human Services, Aging and Disability Services Division, Autism Treatment Assistance Program (ATAP), and/or Nevada Early Intervention Services (NEIS) Program, (hereinafter called “State” or “Division” or “Program”) and the undersigned Provider, or Provider group, and its members (hereinafter called “Provider”) is dated as set forth below and is made pursuant to Nevada Revised Statutes, Chapter 427A there under and PL 108-446 (IDEA, 2004), respectively, to provide appropriate and timely services authorized for reimbursement by the particular Program (hereinafter called “Services”) to eligible Division Recipients (hereinafter called “Recipients”). State of Nevada, Aging and Disability Services Division, ATAP and EIS, are authorized to contract for and Provider is ready, willing and able to provide such services. Therefore, in consideration of the mutual promises and other valuable consideration exchanged by the parties hereto:

**I. Provider Agrees:**

1. To adhere to standards of practice, professional standards and levels of Service as set forth in all applicable local, state and federal laws, statutes, rules and regulations as well as administrative policies and procedures set forth by the Division relating to the Provider’s performance under this Agreement.
2. To operate and provide Services to qualified Recipients without regard to age, sex, race, color, religion, national origin, sexual orientation, disability or type of illness or condition. To provide Services in accordance with the terms of Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794).
3. To operate and provide Services to qualified Recipients in compliance with the requirements of the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offer for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).
4. To provide Services and seek claims reimbursement in accordance with the terms, conditions and requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996 contained in 45 CFR 160 and 164 and the Americans with Disabilities Act of 1990 (P.L. 101-336), 42 U.S.C. 12101, and regulations adopted hereunder contained in 28 CFR. §§ 36.101 through 36.999, inclusive.
5. To obtain and maintain all licenses, permits, certification, registration and authority necessary to do business and render service under this Agreement. Where applicable, the provider shall comply with all laws regarding safety, unemployment insurance and workers compensation. Copies of applicable licensure/certification must be submitted at the time of each license/certification renewal.
6. Provider shall be knowledgeable of and abide by all applicable federal and state laws, rules, regulations and policies related to Autism Spectrum Disorder and/or early intervention services including but not limited to 34 CFR Part 303 of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), 34 CFR Part 99 (Family Education Rights and Privacy Act (FERPA), and Nevada IDEA Part C Office-Early Intervention Services Policies.

7. To adhere to standards of practice, professional standards and levels of Service and to comply with all applicable local, state and federal laws, statutes, rules and regulations as well as any applicable administrative policies and procedures set forth by the Division relating to the Provider's provision of Services and submitting reimbursement claims pursuant to the Program and this Agreement, and any changes thereto during the term of this Agreement.
  - a. All relevant Program statutes, regulations, administrative policies and procedures, Scope(s) of Work, and rates for services are hereby incorporated into this Agreement as ATTACHMENT AA, "Scope of Work".
  - b. Any changes to the requirements outlined in ATTACHMENT AA during the term of this Agreement shall automatically be incorporated into this Agreement.
8. To provide for insurance coverage for any business liability and/or professional acts or omissions pursuant to this Agreement. To the fullest extent permitted by law, provider shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expense, including, without limitation, reasonable attorneys' fees and cost, arising out of any alleged negligent or willful acts or omissions of Provider, its officers, employees and agents.
  - a. Any waiver to any particular Insurance Requirement must be requested and justified in writing by the Provider, and approved by the Division.
  - b. All relevant Insurance coverage requirements, waivers of requirements, insurance schedules, Program statutes, regulations, administrative policies and procedures are hereby incorporated into this Agreement as ATTACHMENT BB.
  - c. Any changes to the requirements outlined in ATTACHMENT BB during the term of this Agreement shall automatically be incorporated into this Agreement.
9. All prospective providers must read and adhere to the Billing and Provider Services Manual for the specific Program applied for.
  - a. All relevant Program statutes, regulations, administrative policies and procedures, reimbursement and billing guidelines constitute the "Billing and Provider Services Manual" and are hereby incorporated into this Agreement as ATTACHMENT CC.
  - b. Any changes to the requirements outlined in ATTACHMENT CC during the term of this Agreement shall automatically be incorporated into this Agreement.
10. No Services may be provided to a Recipient, nor reimbursement claimed, prior to Provider's (and any of the Provider's applicable subcontractors) separate execution and delivery of the Division's Business Associate Agreement or otherwise receipt of the Division's concurrence in writing that Provider's (or applicable subcontractor's) Services fall within an exception from the HIPAA business associate requirements recognized by the federal Office of Civil Rights (HIPAA Privacy). Provider will have a duty to disclose to the Division any of its subcontractors that are providing business associate functions or activities (having access to Protected Health Information) including without limitation: claims processing or administration, data analysis, utilization review, quality assurance, billing, benefit management, practice management, repricing, legal services, accounting services, consulting services, data aggregation, and office management.
  - a. The Division's Business Associate Agreement shall be incorporated into this Agreement as ATTACHMENT DD.
  - b. Any changes to the requirements outlined in ATTACHMENT DD during the term of this Agreement shall automatically be incorporated into this Agreement.
11. The "Provider Enrollment Application" submitted and signed by the Provider shall be incorporated into this Agreement as ATTACHMENT EE.
12. To exhaust all Administrative remedies prior to initiating any litigation against the Division.
13. That the Provider's books, records (written, electronic, computer related or otherwise), including, without limitation, relevant accounting procedures and practices of Provider or its subcontractors, financial statements and supporting documentation, and documentation related to the Services and reimbursement claims under this Agreement shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location of Provider where such records may be found, with or without notice by the Division or its designee. All subcontracts shall reflect requirements of this paragraph.

14. That the Division reserves the right to use appropriate enforcement actions to correct substantial non-compliance related to ATAP, NEIS, and/or IDEA Part C Office provider certification, or auditing. ATAP, NEIS, and/or IDEA Part C Office will notify the State Aging and Disability Services Division of impending enforcement actions. Enforcement actions agreed upon by the ATAP, NEIS, and/or IDEA Part C Office and State Aging and Disability Services Division may include: a) denying payment for services for which noncompliance is documented; b) delaying reimbursement until correction(s) is made of substantial noncompliance; c) halting all new referrals until the deficiency is corrected; d) delaying payment if all required data or corrective action reports are not submitted by timeline required; e) amending the provider agreement to revise the ending date; f) requiring mandatory training or technical assistance from either ATAP, NEIS, and/or IDEA Part C Office staff related to noncompliance or g) terminating or non-renewal of the service provider agreement.
15. The Provider will have the opportunity to meet with ATAP, NEIS, and/or IDEA Part C Office and State Aging and Disability Services Division to review the available data, explain what will be necessary to achieve compliance and determine what evidence must be provided to review the enforcement actions.
16. Attend and participate in all trainings that are made mandatory by the State, Aging and Disability Services Division, ATAP, NEIS, and/or IDEA Part C Office.
17. That by signing this Agreement, Provider certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR. pt. 67 § 67.510, as published as pt. VII of May 26, 1988, Federal Register (pp.19150-19211). This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.
18. That the Provider is associated with the State only for the purposes and to the extent specified in this Agreement, and in respect to performance of the agreed services pursuant to this Agreement, Provider is and shall be an independent contractor and, subject only to the terms of this Agreement, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for the State whatsoever with respect to the indebtedness, liabilities, and obligations of Provider or any other party. Provider shall be solely responsible for, and the State shall have no obligation with respect to: (1) withholding of income taxes, FICA or any other taxes or fees; (2) industrial insurance coverage; (3) participation in any group insurance plans available to employees of the State; (4) participation or contributions by either Provider or the State to the Public Employees Retirement System; (5) accumulation of vacation leave or sick leave; or (6) unemployment compensation coverage provided by the State. Provider shall indemnify and hold State harmless from, and defend State against, any and all losses, damages, claims, costs, penalties, liabilities, and expenses arising or incurred because of, incident to, or otherwise with respect to any such taxes or fees.
19. All notices must be in writing and shall be deemed received when delivered in person; by email; or, if sent to address on file by first-class United States mail, proper postage prepaid. Provider shall notify the Division and/or Fiscal Agent within five (5) working days of any of the following:
  - a. Any action which may result in the suspension, revocation, condition, limitation, qualification or other material restriction on a Provider's licenses, certifications, permits or staff privileges by any entity under which a Provider is authorized to provide Services including indictment, arrest or felony conviction or any criminal charge.
  - b. Change in corporate entity, servicing locations, mailing address or addition to or removal of practitioners or any other information pertinent to the receipt of Division Funds.
  - c. When there is a change in ownership, the terms and agreements of the original Agreement is assumed by the new owner, and the new owner shall, as a condition of participation, assume liability, jointly and severally with the prior owner for any and all amounts that may be due, or become due to the Division, and such amounts may be withheld from the payment of claims submitted when determined. Change in ownership requires full disclosure of the terms of the sale agreement.
20. Ensure provider's staff is respectful and professional while providing services with families.



## **II. Division Agrees:**

1. To check the List of Excluded Individuals/Entities on the Office of Inspector General (OIG) website prior to hiring or contracting with individuals or entities and periodically check the OIG website to determine the participation/exclusion status of current employees and contractors.
2. To make available all templates of program forms, preferably electronically, relevant training notices, policy documents and other necessary information that may be required for use by the service provider.

## **III. Both Parties Agree:**

1. That this Agreement may be terminated as follows:
  - a. Termination without Cause. Any discretionary or vested right of renewal notwithstanding, this Agreement may be terminated upon written 30-day notice by mutual consent of both parties or unilaterally by either party without cause.
  - b. State Termination for No appropriation. The continuation of this Agreement beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Agreement upon 30-day notice, and Provider waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the Division's funding from State and/or Federal sources is not appropriated or is withdrawn, limited, or impaired.
  - c. Cause Termination for Default or Breach. A default or breach may be declared with or without termination. This Agreement may be terminated by either party upon 30-day written notice of default or breach to the other party.
  - d. Winding Up Affairs upon Termination. In the event of termination of this Agreement for any reason, the parties agree that the provisions of this paragraph survive termination:
    - i. The parties shall account for and properly present to each other all claims for fees and expenses and pay those, which are undisputed and otherwise not subject to set off under this Agreement or the Program;
    - ii. Provider shall preserve, protect and promptly deliver into State possession all proprietary information owned by the State, if any.
2. The State will not waive and intends to assert available NRS chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of outstanding unreimbursed claims submitted pursuant to the Program.
3. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.
4. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-interest that would require the application of the law of any other jurisdiction. Provider consents to the jurisdiction of the Nevada district courts for enforcement of this Agreement.
5. This Agreement and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Office of the Attorney General and the State Board of Examiners.

6. **Contract Closeout:** When a provider agreement expires and there is not intent to renew or extend the agreement or the agreement is terminated, contract close-out procedures must be completed to ensure that the terms of the agreement have been accomplished. Aging and Disability Services Division will appoint a fiscal and a program staff employee to serve as the official close-out team. The primary responsibility of the close-out team will be to coordinate with the community provider to develop a plan for reaching a settlement with payment deadlines. The close-out team will review all documents and begin discussions to resolve any outstanding claims and/or issues with the provider. The community provider will assist in the orderly cessation of operations as specified by a termination letter or electronic correspondence which will be developed and signed by both parties, giving consideration to these and any additional issues:
  - A listing of the provider's obligations;
  - A schedule for resolving any provider performance issues;
  - A schedule for the provider to submit outstanding invoices and payments, inventory schedules and other necessary accounting/fiscal documents;
  - Arrangements to return any state-owned equipment, resources or assistive technology devices to Aging and Disability Services Division;
  - Arrangements to cancel any supplies, equipment, and/or services ordered but not delivered;
  - The provider will cancel any subcontracts and settle any outstanding billing claims; and
  - Notification to the provider that all debts are past due after 60 days of the payment date and any past due debts will be assigned to the State Controller for collection.
  
7. **Transfer of Children's Caseloads and Records:** If the Aging and Disability Services Division does not renew or terminates a provider agreement, the provider will assist in the orderly transfer of children served under this agreement. The provider must complete documentation and any necessary follow-up on all currently enrolled children and will develop a plan to transfer all children receiving services to another provider, as directed by the Program. Arrangements for transferring children caseloads and records to the new community provider or Nevada Early Intervention Services. Failure to fulfil this requirement may result in the final payment being decreased by Aging and Disability Services Division. Aging and Disability Services Division will notify the IDEA Part C Office that all referrals will be discontinued to the community provider.
  
8. **Contract Closure:** By the due date established by the Aging and Disability Services Division's close-out term, the community provider is required to submit final financial reports. To close out the contract, Aging and Disability Services Division must be certain that all terms of the termination agreement have been accomplished before any final payment to the provider is approved. Pursuant to chapter 353C of Nevada Administrative Code, Aging and Disability Services Division will send a certified letter to the provider with notification that any unpaid debt will be turned over to the State Controller for collection with 60 days after the debt becomes past due, unless the provider requests an administrative hearing to contest the existence or amount of the debt.
  
9. Aging and Disability Services Division may refuse to transact business with a provider who owes a debt to the State of Nevada or any of its agencies. Aging and Disability Services Division will provide written notification to the community provider when the provider agreement is closed.

**IV. Reimbursement:**

1. The Program will provide reimbursement payment for authorized and timely claimed Services provided to qualified Recipients by the enrolled Provider, for any such Services actually and properly rendered by the Provider in accordance with Program statutes, regulations, administrative policies and procedures. The Program's reimbursement rates may vary over the term of this Agreement and must conform to the established reimbursement rates in force with respect to the Program's receipt of each Provider claim.
  
2. The Provider is responsible for the validity and accuracy of claims whether submitted on paper, electronically or through a billing service.
  
3. Provider shall immediately repay the Program in full for any claims where the Provider received payment from another party or the Recipient after being paid by the Program. Provider agrees excess payments beyond authorized reimbursement to a Provider may be deducted from future Program payments at the discretion of the Program.
  
4. Provider agrees to be responsible for federal or state sanctions or remedies including but not limited to reimbursement, withholding, recovery, suspension, termination or exclusion on any claims submitted or payments received. Any false

claims, statements or documents concealment or omission of any material facts may be prosecuted under applicable federal or state laws.

5. Provider shall submit billing invoices no later than the 10th day of the following month. Invoices should be routed to the regional office for verification, who in turn will forward to Aging and Disability Services Division for payment approval.
6. Provider shall bill/invoice the Program according to the most currently established Rates List, and include a signed dated invoice with required supporting documentation, reflecting actual services provided and delivered to eligible recipients and their families as set forth in the "Service Plan". These rates current as of the signing of this agreement, are located in the "Scope of Work" (ATTACHMENT AA), and are subject to change according to the policies of the Division.
7. Provider shall use the billing forms and process that the state program provides for proper reimbursement as specified in the "Billing and Provider Services Manual" (ATTACHMENT CC). Provider shall ensure that the invoices submitted for reimbursement are accurate and timely. Incomplete bills and backup documentation will be returned by the Program to the Provider for correction which will delay reimbursement.
8. Provider shall provide data and other pertinent information as requested to ATAP, NEIS, and/or IDEA Part C Office and Aging and Disability Services Division.
9. Provider shall promptly refund the Aging and Disability Services Division for any duplicate or erroneous payments received.
10. Provider shall assume responsibility and liability for any damage or loss, of any kind or nature whatsoever to any person or property, caused by or resulting from any error or omission of the Provider, or negligent act of the Provider, arising from the performance of the services contained in this Agreement. Provider shall assume responsibility and liability for any remedies ordered by ATAP, NEIS, and/or IDEA Part C Office and associated expenses incurred from a complaint investigation, mediation, and/or due process hearing.
11. Provider shall ensure effective implementation of procedural safeguards for each eligible child and family, pursuant to federal ATAP, NEIS, and/or IDEA Part C Office regulations including FERPA and HIPAA.

**V. Term of Agreement**

This Agreement shall commence on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_. This Agreement will automatically renew for successive one-year terms unless terminated upon notice by either party.

The Division may terminate this agreement immediately when the Division receives notification that the Provider no longer meets any applicable professional credential/licensing/insurance requirements required as part of this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and intend to be legally bound thereby.

State of Nevada  
Department of Health and Human Services  
Aging and Disability Services Division  
3416 Goni Road D-132  
Carson City, NV 89706  
Phone: 775-687-4210  
Fax: 775-687-4264

\_\_\_\_\_  
Provider Name

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Date

For Budget Division Use Only	
Reviewed by:	<i>12/15/14</i>
Reviewed by:	
Reviewed by:	

**STATEWIDE LEASE INFORMATION**

1. Agency: Board of Osteopathic Medicine  
 2275 Corporate Circle, Suite 210  
 Henderson, Nevada 89074  
 Barbara Longo 702.732.2147 fax: 702.732.2079 blongo@bom.nv.gov

2. Name of Landlord (Lessor): 2275 Corporate Circle, LLC

3. Address of Landlord: American Nevada Realty Company, LLC  
 2275 Corporate Circle, Suite 300  
 Henderson, Nevada 89074

4. Property contact: Alicia Halferty  
 702.896.6353 fax: 702.435.6605 alicia.halferty@anclv.com

5. Address of Lease property: 2275 Corporate Circle, Suite 210  
 Henderson, Nevada 89074

a. Square Footage:  Rentable  Usable 2,244

b. Cost:

cost per month	# of months in time frame	cost per year	time frame	cost per square foot
\$0.00	3	\$0.00	Months 1 - 3 <i>Mar 1 2015 -</i>	\$0.00
\$4,712.40	9	\$42,411.60	Months 4 - 12	\$2.10
5% \$4,959.24	12	\$59,510.88	Months 13 - 24	\$2.21
5% \$5,206.08	12	\$62,472.96	Months 25 - 36	\$2.32
5% \$5,452.92	12	\$65,435.04	Months 37 - 48	\$2.43
5% \$5,722.20	12	\$68,666.40	Months 49 - 60	\$2.55
5% \$6,013.92	12	\$72,167.04	Months 61 - 72	\$2.68
5% \$6,305.64	12	\$75,667.68	Months 73 - 84	\$2.81
5% \$6,619.80	3	\$19,859.40	Months 85 - 87 <i>May 31, 2022</i>	\$2.95

Increase %

c. Total Lease Consideration: 87 \$466,191.00

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: Seven (7) Years, Three (3) Months

g. Pass-thrus/CAM/Taxes:  Landlord  Tenant

h. Utilities:  Landlord  Tenant

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

j. Repairs: Major:  Landlord  Tenant Minor:  Landlord  Tenant

k. Comparable Market Rate: \$1.84 - \$2.44

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

m. Lease will be paid for by Agency Budget Account Number: B026

6. Purpose of the lease: To house the Board of Osteopathic Medicine

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 relocation was negotiated for better accessibility to accommodate potential licensees. This lease includes an increase of 194 square feet, 3 months of abated rent, and tenant improvements.

Exceptions/Special notes:

**RECEIVED**  
 DEC 09 2014  
 DEPARTMENT OF ADMINISTRATION  
 OFFICE OF THE DIRECTOR  
 BUDGET DIVISION

*LEASE #1*

**STATEWIDE LEASE INFORMATION**

IF THIS LEASE IS FOR A NEW SPACE, RELOCATION, ADDITION TO EXISTING OR REMODEL OF EXISTING SPACE - PLEASE CONFIRM THAT ALL ASSOCIATED COSTS ARE INCLUDE IN YOUR LEGISLATIVELY APPROVED BUDGET.

Yes  No  Dec Unit \_\_\_\_\_

IF NO, PLEASE PROVIDE THE APPROVED WORK PROGRAM NUMBER ADDING THE EXPENSE TO YOUR BUDGET \_\_\_\_\_

 \_\_\_\_\_  
Authorized Agency Signature Date 11-26-14


For Public Works Information:

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	<u>NV19991074025</u> ✓	<u>11/30/2014</u>	5
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			
Is the Legal Entity active and in good standing with the Nevada Secretary of States	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
f. Office?			
g. State of Nevada Vendor number:	<u>N/A - Board Paid</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 Date 12.9.14  
Public Works Division

II For Board of Examiners  YES  NO

Lease #1

For Budget Division Use Only	
Reviewed by: <i>Eric</i>	11/25/14
Reviewed by:	12/18/14
Reviewed by:	

**STATEWIDE LEASE INFORMATION**

1. Agency: Department of Administration, Division of Human Resources  
100 North Stewart Street, Suite 200  
Carson City, Nevada 89701-4213  
Shelley Blotter (775) 684-0105; Fax: (775) 687-1150; sblotter@admin.nv.gov  
Lee-Ann Easton, (775) 684-0101; leaston@admin.nv.gov

2. Name of Landlord (Lessor): The Trust For The Methodist Development of The First United Methodist Church of Carson City, Nevada

3. Address of Landlord: c/o Carson Properties  
187 Sonoma Street  
Carson City, Nevada 89701

4. Property contact: Terry Yeager (775) 882-3211  
TerryYeager@carsoncommercial.com

5. Address of Lease property: 400 West King Street, Suite 406  
Carson City, Nevada 89703-4256

a. Square Footage:  Rentable  
 Usable 1,610

b. Cost:

cost per month	# of months in time frame	cost per year	time frame	cost per square foot
\$0.00	1 mo 17 days	\$0.00	January 15, 2015 - February 28, 2015	\$0.00
\$1,932.00	12	\$23,184.00	March 1, 2015 - February 29, 2016	\$1.20
0% \$1,932.00	12	\$23,184.00	March 1, 2016 - February 28, 2017	\$1.20
3% \$1,996.40	12	\$23,956.80	March 1, 2017 - February 28, 2018	\$1.24
0% \$1,996.40	12	\$23,956.80	March 1, 2018 - February 28, 2019	\$1.24
3% \$2,060.80	12	\$24,729.60	March 1, 2019 - February 29, 2020	\$1.28

Increase %

c. Total Lease Consideration: 61 mo, and 17 days \$119,011.20

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: Five years 1 months and 17 days

g. Pass-thrus/CAM/Taxes  Landlord  Tenant

h. Utilities:  Landlord  Tenant

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

j. Repairs: Major:  Landlord  Tenant Minor:  Landlord  Tenant

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

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

m. Lease will be paid for by Agency Budget Account Number: 1363

6. Purpose of the lease:  
7. This lease constitutes:

To house the Department of Administration, Division of Human Resources

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

NOV 18 2014

DEPARTMENT OF ADMINISTRATION  
OFFICE OF THE DIRECTOR  
BUDGET DIVISION

a. Estimated Moving Expenses: \$1,827.00 Furnishings: \$24,364.00 Data/Phones: \$2,435.00

Remarks: The current State office located in the NSLA building does not provide the appropriate level of privacy necessary to conduct highly confidential personnel related business. This newly negotiated full service lease is an increase of 510 square feet of office space.

Exceptions/ Special notes: A one time security installation cost for cameras is \$2,662.00

Lease #2

**STATEWIDE LEASE INFORMATION**

IF THIS LEASE IS FOR A NEW SPACE, RELOCATION, ADDITION TO EXISTING OR REMODEL of EXISTING SPACE - PLEASE CONFIRM THAT ALL ASSOCIATED COSTS ARE INCLUDE IN YOUR LEGISLATIVELY APPROVED BUDGET.

Yes \_\_\_\_\_ No XB Dec Unit 1263/10

IF NO, PLEASE PROVIDE THE APPROVED WORK PROGRAM NUMBER ADDING THE EXPENSE TO YOUR BUDGET C31639

ABlanton for L. Easton 11/4/14  
Authorized Agency Signature Date

For Public Works Information:

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	<u>NV19861025336</u>	Expiration date:	<u>N/A</u>	
b. The Contractor is registered with the Nevada Secretary of State's office as a:	LLC <input 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:	<u>T29000736</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

[Signature]  
Authorized Signature  
Public Works Division  
Date 11.18.14  
 YES  NO  
For Board of Examiners

Lease #2



For Budget Division Use Only	
Reviewed by:	82 12-11-14
Reviewed by:	85 12/13/14
Reviewed by:	

**STATEWIDE LEASE INFORMATION**

1. Agency: Department of Business and Industry  
Directors Office  
Scat-Mine Safety-OSHA  
1830 College Parkway Suite 100  
Carson City, Nevada 89706  
Jan Rosenberg, (702) 486-9159; jrosenberg@business.nv.gov

2. Name of Landlord: MRP, LLC

3. Address of Landlord: PO Box 2730, Elko, Nevada 89803  
245 10th Street, Elko, Nevada 89801

4. Property contact: Jon Uriarte (775) 738-9533; (775) 778-5895  
uriartejon@yahoo.com

5. Address of Lease property: 350 West Silver Street  
Elko, Nevada 89801

a. Square Footage:  Rentable

970 usable square feet of space consisting of:

<input checked="" type="checkbox"/> Usable	790	sf of Office space
<input checked="" type="checkbox"/> Usable	180	sf of Storage space

b. Cost:

	cost per month	# of months in time frame	cost per year	time frame	Cost per square foot per month
790 sf of office space	\$1,192.90	12	\$14,314.80	February 1, 2015 - January 31, 2016	\$1.51
Increase %	0%			February 1, 2016 - January 31, 2017	\$1.51
	0%			February 1, 2017 - January 31, 2018	\$1.51
	3%			February 1, 2018 - January 31, 2019	\$1.56
	0%			February 1, 2019 - January 31, 2020	\$1.56
			\$72,522.00		
180 sf of storage space	\$117.00	12	\$1,404.00	February 1, 2015 - January 31, 2016	\$0.65
Increase %	0%			February 1, 2016 - January 31, 2017	\$0.65
	0%			February 1, 2017 - January 31, 2018	\$0.65
	0%			February 1, 2018 - January 31, 2019	\$0.65
	0%			February 1, 2019 - January 31, 2020	\$0.65
			\$7,020.00		
c. Total Lease Consideration:		60	\$79,542.00		

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: Five (5) Years

g. Pass-thrus/CAM/Taxes:  Landlord | | Tenant

h. Utilities:  Landlord  Tenant

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

j. Repairs: Major:  Landlord  Tenant Minor:  Landlord  Tenant

k. Comparable Market Rate: \$1.43 - \$1.78

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

m. Lease will be paid for by Agency Budget Account Number: 4682, 4685, 4686

6. Purpose of the lease: Department of Business and Industry, Scat-Mine Safety-OSHA

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DEC 09 2014  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF THE DIRECTOR  
BUDGET DIVISION

Lease #3



For Budget Division Use Only	
Reviewed by: <i>SS</i>	12/22/14
Reviewed by: <i>SS</i>	12/22/14
Reviewed by:	

**STATEWIDE LEASE INFORMATION**

1. Agency: Department of Business & Industry  
Division of Financial Institutions  
1830 College Parkway, Suite 100  
Carson City, Nevada 89706  
Chris Schneider 775.687.5522 x225 fax: 775.684.2977 cschneider@fid.state.nv.us

2. Name of Landlord (Lessor): Reno Airport Plaza, LLC

3. Address of Landlord: 300 Montgomery Street, Suite 800  
San Francisco, California 94104  
Brian Muller 415.434.3600 fax: 415.434.3603

4. Property contact: Nevada Commercial Services, Inc  
5455 Kietzke Lane  
Reno, Nevada 89511  
Jeff Gomm 775.851.3666 fax: 775.851.3667 jgomm@ncsreno.com

5. Address of Lease property: 1755 East Plumb Lane, Suite 243  
Reno, Nevada 89502

a. Square Footage:  Rentable  Usable 1,786

b. Cost:

	cost per month	# of months in time frame	cost per year	time frame	Approximate cost per square foot
Increase %	\$2,232.50	12	\$26,790.00	Months 1 - 12	\$1.25
2%	\$2,286.08	12	\$27,432.96	Months 13 - 24	\$1.28
4%	\$2,375.38	12	\$28,504.56	Months 25 - 36	\$1.33
c. Total Lease Consideration:		36	\$82,727.52		

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: Three (3) Years

g. Pass-thrus/CAM/Taxes  Landlord  Tenant

h. Utilities:  Landlord  Tenant

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

j. Repairs: Major:  Landlord  Tenant Minor:  Landlord  Tenant

k. Comparable Market Rate: \$1.50 - \$1.70

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

m. Lease will be paid for by Agency Budget Account Number: 3835, 3882

6. Purpose of the lease: To house the Division of Financial Institutions

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: \$3,000.00      Furnishings: \$0.00      Data/Phones: \$2,000.00

Remarks: This relocation was negotiated to reduce the square footage by 1,507 square feet for a weighted savings of \$0.10 per square foot, including Tenant Improvements. **\$81,787.44 savings**

Exceptions/ Special notes: This relocation was per the approval of the 2014-2015 Legislature.

**RECEIVED**

**DEC 22 2014**

DEPARTMENT OF ADMINISTRATION  
OFFICE OF THE DIRECTOR  
BUDGET DIVISION

*Lease # 4*

**STATEWIDE LEASE INFORMATION**

IF THIS LEASE IS FOR A NEW SPACE, RELOCATION, ADDITION TO EXISTING OR REMODEL OF EXISTING SPACE - PLEASE CONFIRM THAT ALL ASSOCIATED COSTS ARE INCLUDE IN YOUR LEGISLATIVELY APPROVED BUDGET.

Yes \_\_\_\_\_ No X Dec Unit To be created

IF NO, PLEASE PROVIDE THE APPROVED WORK PROGRAM NUMBER ADDING THE EXPENSE TO YOUR BUDGET 3835 04 To be created

[Signature] \_\_\_\_\_ 12-17-14  
Authorized Agency Signature Date

For Public Works Information:

**8. State of Nevada Business License Information:**

a. Nevada Business ID Number:	<u>NV20111466267</u>	<u>7/31/2015</u>	
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: *If yes, please explain in exceptions section	<input type="checkbox"/> YES		<input checked="" type="checkbox"/> NO
d. Is the Contractors Name the same as the Legal Entity Name? *If no, please explain in exceptions section	<input checked="" type="checkbox"/> YES		<input type="checkbox"/> NO
e. Does the Contractor have a current Nevada State Business License (SBL)? *If no, please explain in exceptions section	<input checked="" type="checkbox"/> YES		<input type="checkbox"/> NO
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>T29013695</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

[Signature] \_\_\_\_\_ 12-22-14  
Authorized Signature Date  
Public Works Division

II  
For Board of Examiners  YES  NO

Lease #4

For Budget Division Use Only	
Reviewed by: <i>JS</i>	<i>11/10/14</i>
Reviewed by:	
Reviewed by:	

**STATEWIDE LEASE INFORMATION**

1. Agency: Department of Employment, Training and Rehabilitation  
500 East Third Street  
Carson City, Nevada 89701  
Brandon Taylor 775.684.3901 fax 775.684.3848 bataylor@nvdetr.org

2. Name of Landlord (Lessor): Hanke Family Trust B

3. Address of Landlord: 1008 North Curry Street  
Carson City, Nevada 89703

4. Property contact: Nevada Premier Commercial  
1817 North Stewart Street, Suite 35  
Carson City, Nevada 89706  
Keith Howell 775.883.2290 keith@nevadapremierproperties.com

5. Address of Lease property: 751 Basque Way ✓  
Carson City, Nevada 89706

a. Square Footage:  Rentable  Usable 3,864

b. Cost:

cost per month	# of months in time frame	cost per year	time frame	cost per square foot
\$0.00	2	\$0.00	February 1, 2015 - March 31, 2015	\$0.00
\$5,409.60	12	\$64,915.20	April 1, 2015 - March 31, 2016	\$1.40
3% \$5,564.16	12	\$66,769.92	April 1, 2016 - March 31, 2017	\$1.44
3% \$5,757.36	12	\$69,088.32	April 1, 2017 - March 31, 2018	\$1.49
3% \$5,911.92	12	\$70,943.04	April 1, 2018 - March 31, 2019	\$1.53
3% \$6,105.12	12	\$73,261.44	April 1, 2019 - March 31, 2020	\$1.58

Increase %

c. Total Lease Consideration: 62 \$344,977.92

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: Five (5) Years Two (2) Months

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: 3253-3216-3218

**RECEIVED**

6. Purpose of the lease: To house the Department of Employment, Training and Rehabilitation

7. This lease constitutes: *See below*

- 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

NOV 04 2014

DEPARTMENT OF ADMINISTRATION  
OFFICE OF THE DIRECTOR  
BUDGET DIVISION

a. Estimated moving expenses: \$5,000.00 Furnishings: \$5,000.00 Data/Phones: \$20,000.00

**Remarks:** This relocation was negotiated to accommodate the needs of the Rehabilitation Division, creating a savings of \$100,252.08 or 22.52% before estimated moving expenses. This lease includes extensive tenant improvements, 2 months of abated rent and the conference room table at no extra charge to the agency.

**Exceptions/ Special notes:** This lease is for the 1st floor of this building ONLY. The 2nd floor area is not to be used for storage or occupied.

*Purpose: This is a relocation lease to house the Department of Employment, Training and Rehabilitation - Blind Business Enterprise program, Vocational Rehabilitation and Rehabilitation Administration.*

Page 1 of 3

*Lease #5*



**STATEWIDE LEASE INFORMATION**

IF THIS SPACE IS NEW, A RELOCATION, ADDITIONAL OR A REMODEL OF EXISTING SPACE - IS THE LEASE CHANGE INCLUDED IN YOUR LEGISLATIVELY APPROVED BUDGET. Yes \_\_\_ No \_\_\_ Dec Unit \_\_\_\_\_

IF NO, PLEASE PROVIDE THE WORK PROGRAM NUMBER ADDING THE EXPENSE TO YOUR BUDGET OR PROVIDE AN EXPLANATION \_\_\_\_\_

*Shelly Henderson* 11-4-14  
 Authorized Agency Signature Date

For Public Works Information:

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	<u>NV20141498594</u>	<u>8/31/2015</u>	14	
b. The Contractor is registered with the Nevada Secretary of State's Office as a:	LLC <input 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 Contractor's 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 State Office?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		
g. State of Nevada Vendor number:	<u>TBD</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

*[Signature]* 11-4-14  
 Authorized Signature Date  
 Public Works Division

For Board of Examiners  YES  NO

*Lease #5*

**STATEWIDE LEASE INFORMATION**

1. Agency: Department of Motor Vehicles  
555 Wright Way  
Carson City, Nevada 89711  
Randy Hobdy 775.684.4804 fax: 775.684.4389 rhobdy@dmv.nv.gov

2. Name of Landlord (Lessor): Mesquite Center Nevada, LLC

3. Address of Landlord: 16130 Ventura Boulevard, Suite 590  
Encino, California 91436  
Simon Saberi 818.906.9575 fax: 818.906.9574

4. Property contact: c/o Optim Property Solutions  
400 North Stephanie Street, Suite 205  
Las Vegas, Nevada 89014  
Delia Domiguez 702.938.6588 fax: 702.938.4388

5. Address of Lease property: 550 West Pioneer Boulevard, Unit 120  
Mesquite, Nevada 89027

a. Square Footage:  Rentable  
 Usable 1,482 plus 150'x50' motorcycle testing area

b. Cost:

cost per month	# of months in time frame	cost per year	time frame	Approximate cost per square foot
\$4,154.26	12	\$49,851.12	February 1, 2015 - January 31, 2016	\$2.80
2% \$4,251.34	12	\$51,016.08	February 1, 2016 - January 31, 2017	\$2.87
2% \$4,351.34	12	\$52,216.08	February 1, 2017 - January 31, 2018	\$2.94
2% \$4,454.34	12	\$53,452.08	February 1, 2018 - January 31, 2019	\$3.01
2% \$4,560.34	12	\$54,724.08	February 1, 2019 - January 31, 2020	\$3.08

Increase %

c. Total Lease Consideration: 60 \$261,259.44

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: Five (5) Years

g. Pass-thrus/CAM/Taxes:  Landlord  Tenant

h. Utilities:  Landlord  Tenant

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

j. Repairs: Major:  Landlord  Tenant Minor:  Landlord  Tenant

k. Comparable Market Rate: After every effort to obtain this information, the Market Rate is not available for this rural area

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

m. Lease will be paid for by Agency Budget Account Number: 4735

6. Purpose of the lease: To house the Department of Motor Vehicles

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: Upon renewal Leasing Services negotiated a full service and 1,482 square feet of office space plus 150'x50' designated, asphalt and stripped, motorcycle testing area, located in the southwest corner of the property.

Exceptions/ Special notes:

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DEPARTMENT OF ADMINISTRATION  
OFFICE OF THE DIRECTOR  
BUDGET DIVISION

Lease # 6

**STATEWIDE LEASE INFORMATION**

**IF THIS LEASE IS FOR A NEW SPACE, RELOCATION, ADDITION TO EXISTING OR REMODEL OF EXISTING SPACE - PLEASE CONFIRM THAT ALL ASSOCIATED COSTS ARE INCLUDE IN YOUR LEGISLATIVELY APPROVED BUDGET.**

Yes \_\_\_\_\_ No  Dec Unit \_\_\_\_\_

**IF NO, PLEASE PROVIDE THE APPROVED WORK PROGRAM NUMBER ADDING THE EXPENSE TO YOUR BUDGET \_\_\_\_\_**

  
Authorized Agency Signature

12-9-14  
Date

For Public Works Information:

8. State of Nevada Business License Information:

a. Nevada Business ID Number:	<u>NV20121654997</u>	<u>10/31/2015</u>	6
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: *If yes, please explain in exceptions section	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
d. Is the Contractors Name the same as the Legal Entity Name? *If no, please explain in exceptions section	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
e. Does the Contractor have a current Nevada State Business License (SBL)? *If no, please explain in exceptions section	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
Is the Legal Entity active and in good standing with the Nevada Secretary of States	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
f. Office?			
g. State of Nevada Vendor number:	<u>T29034583</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

12-11-14  
Date

II  
For Board of Examiners  YES  NO

Lease #6



### 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: **16238**

Agency Name: <b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name: <b>BOMBARD ELECTRICAL, LLC</b>
Agency Code: <b>082</b>	Contractor Name: <b>BOMBARD ELECTRICAL, LLC</b>
Appropriation Unit: <b>1349-12</b>	Address: <b>3570 W POST RD</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>LAS VEGAS, NV 89118-3866</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null702/263-3570</b>
	Vendor No.: <b>T27020126</b>
	NV Business ID: <b>NV20051306419</b>

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 %	<b>X</b>	Fees	<b>100.00 % BUILDING RENT INCOME</b>
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 **01/14/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2018**

Contract term: **3 years and 352 days**

4. Type of contract: **Contract**

Contract description: **Electrical Contract**

5. Purpose of contract:

**This is a new contract that provides ongoing electrical services and maintenance and repair of various state buildings in the Las Vegas area. Services are provided on an as needed basis and at the written request and approval of Buildings and Grounds designee.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$50,000.00**

Other basis for payment: Journeyman rates: \$96.43 Regular ; \$144.65 Overtime; \$192.86 Doubletime; \$182.86 Weekends & Holidays; Foreman rates: \$104.40 Regular; \$156.60 Overtime; Doubletime \$208.80; Weekend & Holidays \$208.80; Regular hours are 6am-2:30pm Monday through Friday; Materials are charged at cost plus 10% overhead & 5% profit.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**State buildings require their electrical systems to be in first-class working condition.**

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

**Lack of manpower and knowledge or capability to perform high voltage electrical work.**

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?

Bombard Electric will be one of three (3) electrical contractors for bidding out of large projects or for emergency repairs. Per SAM 0338, each contractor will be contacted to submit bids for available jobs.

d. Last bid date: 10/31/2014 Anticipated re-bid date: 10/31/2018

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?

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:

2009-2014, Buildings and Grounds, 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:

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	12/01/2014 14:11:11 PM
Division Approval	csweeney	12/01/2014 14:11:14 PM
Department Approval	csweeney	12/01/2014 14:11:17 PM
Contract Manager Approval	ssands	12/01/2014 14:24:34 PM
Budget Analyst Approval	jrodrig9	12/14/2014 20:56:16 PM
BOE Agenda Approval	cwatson	12/18/2014 12:24:39 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: **16260**

Agency Name: <b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name: <b>FARR WEST ENGINEERING DBA FARR WEST CHILTON ENGINEERING</b>
Agency Code: <b>082</b>	Contractor Name: <b>FARR WEST ENGINEERING DBA FARR WEST CHILTON ENGINEERING</b>
Appropriation Unit: <b>1550-24</b>	Address: <b>5442 LONGLEY LN STE A</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>RENO, NV 89511-3297</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null775/851-4788</b>
	Vendor No.: <b>T81102795</b>
	NV Business ID: <b>NV20011242988</b>

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.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<b>X</b> Other funding	<b>100.00 % transfer from Treasurer</b>

Agency Reference #: 109068

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2018**

Contract term: **3 years and 180 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is a new contract to provide professional architectural/engineering services for the water production well at the Indian Springs Prison Complex, Project No. 13-C04; Contract No. 109068. The scope of work includes preparing technical specifications and bidding-support services for the drilling and testing of the production well; coordinating drilling and construction of the production well; providing consulting services related to test pumping the well; gathering and providing information of the work performed; and providing data collected during the well testing and construction.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$83,200.00**

Other basis for payment: monthly progress payments based on services provided

#### II. JUSTIFICATION

7. What conditions require that this work be done?

2013 CIP

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

Professional Services are provided by SPWB 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:

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	dgrimm	12/09/2014 11:36:26 AM
Division Approval	dgrimm	12/09/2014 11:36:28 AM
Department Approval	dgrimm	12/09/2014 11:36:32 AM
Contract Manager Approval	dgrimm	12/09/2014 16:16:30 PM
Budget Analyst Approval	jrodrig9	12/14/2014 21:23:38 PM
BOE Agenda Approval	cwatson	12/18/2014 12:25:53 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: **16267**

Agency Name:	<b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name:	<b>PURCELL KROB ELECTRICAL PROFESSIONAL DBA PK ELECTRICAL, INC.</b>
Agency Code:	<b>082</b>	Contractor Name:	<b>PURCELL KROB ELECTRICAL PROFESSIONAL DBA PK ELECTRICAL, INC.</b>
Appropriation Unit:	<b>1558-54</b>	Address:	<b>681 SIERRA ROSE DR STE B</b>
Is budget authority available?:	<b>Yes</b>	City/State/Zip:	<b>RENO, NV 89511</b>
If "No" please explain:	Not Applicable	Contact/Phone:	null775/826-9010
		Vendor No.:	T81016802
		NV Business ID:	NV19961128650

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.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	<b>X</b> Bonds	<b>30.00 %</b>
Highway Funds	0.00 %	<b>X</b> Other funding	<b>70.00 % (68 % rebate and 2% transfer from Treasurer)</b>

Agency Reference #: 109071

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2018**

Contract term: **3 years and 180 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is a new contract to provide professional architectural/engineering services for an energy retrofit feasibility study, Project No. 13-S08; Contract No. 109071. The scope of work includes evaluating the cost and return on investment of energy efficient replacement projects throughout the State of Nevada along with an executive summary outlining projects that have less than a 12-year payback.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$69,000.00**

Other basis for payment: monthly progress payments based on services provided

**II. JUSTIFICATION**

7. What conditions require that this work be done?

2013 CIP

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

Professional Services are provided by SPWB 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:

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	dgrimm	12/11/2014 14:21:16 PM
Division Approval	dgrimm	12/11/2014 14:21:19 PM
Department Approval	dgrimm	12/11/2014 14:21:25 PM
Contract Manager Approval	dgrimm	12/11/2014 14:26:20 PM
Budget Analyst Approval	jrodrig9	12/14/2014 18:45:21 PM
BOE Agenda Approval	cwatson	12/18/2014 12:54:49 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: **16202**

Agency Name:	<b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name:	SIKORA ARCHITECTURE, PC
Agency Code:	<b>082</b>	Contractor Name:	<b>SIKORA ARCHITECTURE, PC</b>
Appropriation Unit:	<b>All Appropriations</b>	Address:	<b>SIKORA ARCHITECTURE 489 CORVALLIS CT</b>
Is budget authority available?:	<b>No</b>	City/State/Zip:	<b>RENO, NV 89511-6061</b>
If "No" please explain: This is an agency funded CIP where the project will be managed by the SPWD, but all funding and contractor payment responsibilities will remain with the initiating agency. For this contract the funding and expenditure authority will be the Account 3650, Military; Expenditure Category 10, Army Facilities.		Contact/Phone:	null775/852-5800
		Vendor No.:	T29027121
		NV Business ID:	NV20031561376

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.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<b>X Other funding</b>	<b>100.00 % Agency funded CIP</b>

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2018**

Contract term: **3 years and 180 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is a new contract to provide professional architectural/engineering services for the United States Property and Fiscal Office Facility (USPFO) Day Lighting Project; Project No. 15-A012; Contract No. 109001. The scope of work includes the development of construction documents and the necessary design and engineering services sufficient to provide natural daylighting for the following USPFO buildings/rooms: the warehouse, gymnasium, locker rooms, toilet rooms, conference room, corridor, and the entry lobby. Subcontracted services for structural and electrical engineering services are included.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$55,377.50**

Other basis for payment: monthly progress payments based on services provided

#### II. JUSTIFICATION

7. What conditions require that this work be done?

Agency 2015 CIP

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

Professional 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:  
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	dgrimm	12/09/2014 11:47:26 AM
Division Approval	dgrimm	12/09/2014 11:47:29 AM
Department Approval	dgrimm	12/09/2014 11:47:33 AM
Contract Manager Approval	dgrimm	12/09/2014 16:15:38 PM
Budget Analyst Approval	jrodrig9	12/15/2014 13:59:57 PM
BOE Agenda Approval	cwatson	12/18/2014 13:02:43 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: **16259**

Agency Name:	<b>NDE - DEPARTMENT OF EDUCATION</b>	Legal Entity Name:	<b>LEITNER, DAVID DBA PACIFIC RESEARCH ASSOCIATES</b>
Agency Code:	<b>300</b>	Contractor Name:	<b>LEITNER, DAVID DBA PACIFIC RESEARCH ASSOCIATES</b>
Appropriation Unit:	<b>2678-04</b>	Address:	<b>5201 SW WESTGATE DR STE 228</b>
Is budget authority available?:	<b>Yes</b>	City/State/Zip:	<b>PORTLAND, OR 97221-2427</b>
If "No" please explain:	Not Applicable	Contact/Phone:	David Leitner 503/297-5300
		Vendor No.:	T27019822
		NV Business ID:	NV20101560126

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 %
<b>X</b> Federal Funds	<b>100.00 %</b>	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 **01/13/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**3. Termination Date: **08/31/2018**Contract term: **3 years and 230 days**4. Type of contract: **Contract**Contract description: **GEAR UP student data**

5. Purpose of contract:

**This is a new contract that provides the Nevada Department of Education GEAR UP program with a proprietary database for use in the collection of GEAR UP student data as required by the federal government and for services by Pacific Research Associates regarding the evaluation and reporting of GEAR UP student data to the state and federal departments of education. The term of this contract is 4 years, 7 months and 18 days and is effective from January 13, 2015 to August 31, 2018. The total amount of this contract is \$450,000.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$450,000.00****II. JUSTIFICATION**

7. What conditions require that this work be done?

Data collection and evaluation are required for the GEAR UP grant by the US Department of Education and the Nevada Department of Education

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

It is a requirement of the GEAR UP grant to have an outside evaluator conduct the program evaluation. Pacific Research Associates (PRA) and Dr. David Leitner, Senior Researcher with PRA have been approved as the researchers and evaluators for the GEAR UP program by the USD OE. PRA possesses the specific knowledge base required for evaluation of federal programs, specifically for GEAR UP.

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 #: 140605**

**Approval Date: 06/25/2014**

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

This vendor is the only vendor approved by the US Department of Education to perform these duties.

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:

State of Nevada Department of Education. The quality of service provided 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:

Sole Proprietor

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. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mburto1	12/08/2014 15:30:47 PM
Division Approval	mburto1	12/10/2014 11:30:45 AM
Department Approval	lyoun7	12/10/2014 11:40:40 AM
Contract Manager Approval	mburto1	12/10/2014 11:44:57 AM
Budget Analyst Approval	sbrown	12/15/2014 11:34:03 AM
BOE Agenda Approval	sbrown	12/15/2014 11:35:52 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: <b>13952</b>	Amendment Number: <b>1</b>
Agency Name: <b>DEPARTMENT OF EDUCATION</b>	Legal Entity Name: <b>Vicki Huffman</b>
Agency Code: <b>300</b>	Contractor Name: <b>Vicki Huffman</b>
Appropriation Unit: <b>2715-14</b>	Address: <b>5416 67th Street NE</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Marysville , WA 98270</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null3606581506</b>
	Vendor No.: <b>T29015163</b>
	NV Business ID: <b>NV20111651497</b>

To what State Fiscal Year(s) will the contract be charged? **2013-2017**

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 %
<b>X</b> Federal Funds	<b>100.00 %</b>	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 **01/08/2013**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **01/15/2015**

Contract term: **4 years and 8 days**

4. Type of contract: **Contract**

Contract description: **Special Ed Data**

5. Purpose of contract:

**This is the first amendment to the original contract that continues assistance to the Nevada Department of Education in the development and submission of special education data required under Section 618 of the Individuals with Disabilities Education Act. This amendment extends the termination date from January 15, 2015, to January 15, 2017, and increases the maximum amount from \$236,000 to \$472,000, due to a continued need for these services.**

#### 6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$236,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$236,000.00
4. New maximum contract amount:	\$472,000.00
and/or the termination date of the original contract has changed to:	01/15/2017

#### II. JUSTIFICATION

7. What conditions require that this work be done?

Federal law requires the development of submission of special education data as articulated in section 618 of the Individuals with Disabilities Education Act in order to access federal funding and support.

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

The scope of work and the qualifications require specialized expertise and a non-employee status that cannot be met within the agency or other state agency.

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?

There were no other potential vendors with similar qualifications and experience. The individuals with similar qualifications lack the comprehensive experience of the contractor.

See RFP 2012-60

d. Last bid date: 10/19/2012 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:

Department of Education, current contract and the quality of service has been excellent.

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:

Sole Proprietor

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. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mburto1	12/05/2014 13:42:22 PM
Division Approval	mburto1	12/05/2014 13:42:25 PM
Department Approval	lyoun7	12/05/2014 14:11:48 PM
Contract Manager Approval	mburto1	12/08/2014 15:32:01 PM
Budget Analyst Approval	sbrown	12/13/2014 11:45:37 AM
BOE Agenda Approval	sbrown	12/13/2014 11:45:41 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: **16122**

Agency Name: <b>DTCA - MUSEUMS AND HISTORY DIVISION</b>	Legal Entity Name: <b>LAS VEGAS VALLEY WATER</b>
Agency Code: <b>331</b>	Contractor Name: <b>LAS VEGAS VALLEY WATER</b>
Appropriation Unit: <b>2943-00</b>	Address: <b>DISTRICT</b>
Is budget authority available?: <b>Yes</b>	<b>1001 S VALLEY VIEW BLVD</b>
If "No" please explain: <b>Not Applicable</b>	<b>LAS VEGAS, NV 89153-0001</b>
	Contact/Phone: <b>null702/258-8270</b>
	Vendor No.: <b>T11944800</b>
	NV Business ID: <b>Governmental Entity</b>

To what State Fiscal Year(s) will the contract be charged? **2015-2016**

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 %	<b>X Other funding</b>	<b>100.00 % Admission Charge Revenue</b>

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2016**

Contract term: **1 year and 180 days**

4. Type of contract: **Cooperative Agreement**

Contract description: **LVVWD Interlocal**

5. Purpose of contract:

**This is a new cooperative agreement for ongoing shared revenue and services through combined and coordinated resources at Springs Preserve.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$200,000.00**

Other basis for payment: \$53,172 payment due July 31 of each fiscal year with remaining amount of 10% of revenue received from general admissions, excluding children under the age of 18 due no later than August 31 of each fiscal year.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

The combining of State and Las Vegas Valley Water District (LVVWD) resources at the Springs Preserve is a historic partnership which benefits both the State Museum and LVVWD "eco-island" and enhances the success of both entities.

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

State employees are participating in this partnership but the LVVWD will contribute additional resources above what the State contributes.

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?

[Empty text box]

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

[Empty text box]

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	cedlefse	12/03/2014 09:21:39 AM
Division Approval	cedlefse	12/03/2014 09:21:42 AM
Department Approval	amathies	12/04/2014 11:46:10 AM
Contract Manager Approval	cedlefse	12/09/2014 15:40:55 PM
Budget Analyst Approval	tgreenam	12/16/2014 10:43:30 AM
BOE Agenda Approval	myoun3	12/16/2014 11:14:21 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: <b>14080</b>	Amendment Number: <b>1</b>
Agency Name: <b>HEALTH CARE FINANCING &amp; POLICY</b>	Legal Entity Name: <b>CLARK COUNTY TREASURER</b>
Agency Code: <b>403</b>	Contractor Name: <b>CLARK COUNTY TREASURER</b>
Appropriation Unit: <b>3157-00</b>	Address: <b>500 S GRAND CENTRAL PKWY</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>LAS VEGAS, NV 89155-1220</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null702/455-4326</b>
	Vendor No.: <b>T40087800</b>
	NV Business ID: <b>Governmental Entity</b>
To what State Fiscal Year(s) will the contract be charged?	<b>2014-2015</b>

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 %	<b>X Other funding</b>	<b>100.00 % Intergovernmental Transfer</b>

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 **02/2015**

Retroactive? **Yes**

If "Yes", please explain

**This amendment requires a retroactive date of January 1, 2014 due to the addition of Managed Care Organization (MCO) Enhancement Program.**

3. Previously Approved Termination Date: **06/30/2015**  
 Contract term: **1 year and 364 days**

4. Type of contract: **Revenue Contract**  
 Contract description: **Voluntary Cont.**

5. Purpose of contract:

**This is the first amendment to the original contract, which continues ongoing Inter-Governmental Transfers from Clark County to the Division of Health Care Financing and Policy for voluntary contributions. These are calculated on the inpatient, outpatient, and graduate medical education hospital services for the non-state publically owned and operated hospitals. This amendment revises the scope of work percentage of voluntary contributions to include Managed Care Organization (MCO) enhancements and increases the maximum amount from \$25,201,536 to \$47,701,536, due to the addition of MCO enhancements.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$25,201,536.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$22,500,000.00
4. New maximum contract amount:	\$47,701,536.00

#### II. JUSTIFICATION

7. What conditions require that this work be done?

The Medicaid State Plan allows for payment of supplemental payments to non-state, government owned or operated hospitals. This agreement provides for the receipt of voluntary contributions from Clark County to pay the nonfederal share of funds in order to secure federal funding for this program.

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

This is a revenue contract between Clark County and the Division.

- 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 during 2012-13 biennium. 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 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	lkoehler	08/12/2014 09:10:48 AM
Division Approval	trooker	12/17/2014 14:11:30 PM
Department Approval	ecrecli	12/19/2014 09:17:16 AM
Contract Manager Approval	lkoehler	12/19/2014 09:35:40 AM
Budget Analyst Approval	nhovden	12/22/2014 11:54:42 AM
BOE Agenda Approval	nhovden	12/22/2014 11:54:48 AM





BRIAN SANDOVAL  
*Governor*

STATE OF NEVADA  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
**DIVISION OF HEALTH CARE FINANCING AND POLICY**  
1100 E. William Street, Suite 101  
Carson City, Nevada 89701  
(775) 684-3600

ROMAINE GILLILAND  
*Director*

LURIE SQUARTSOFF  
*Administrator*

## MEMORANDUM

**Date:** August 12, 2014  
**TO:** Nikki Hovden, Budget Analyst IV  
**FROM:** Lisa Koehler, Certified Contract Manager DHCFP  
**RE:** Clark County

---

This memorandum requests that the above subject contract amendment be approved with a retroactive date of January 1, 2014 due to the addition of the Managed Care Organization (MCO) Enhancement Program, which allows DHCFP to collect IGT funds as of January 1, 2014.

### 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: <b>14227</b>	Amendment Number: <b>1</b>
Agency Name: <b>HEALTH CARE FINANCING &amp; POLICY</b>	Legal Entity Name: <b>BOARD OF REGENTS-UNLV</b>
Agency Code: <b>403</b>	Contractor Name: <b>BOARD OF REGENTS-UNLV</b>
Appropriation Unit: <b>3158-04</b>	Address: <b>UNLV OFFICE OF CONTROLLER 4505 MARYLAND PKWY MS 1005</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>LAS VEGAS, NV 89154-1005</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null702/895-1142</b>
	Vendor No.: <b>D35000813</b>
	NV Business ID: <b>D35000813</b>

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 %
<b>X</b> Federal Funds	<b>68.00 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	<b>X</b> Other funding	<b>32.00 % Cost Containment</b>

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 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **06/30/2015**

Contract term: **4 years**

4. Type of contract: **Interlocal Agreement**

Contract description: **CHIA**

5. Purpose of contract:

**This is the first amendment to the original contract which provides ongoing services of the Center for Health Information Analysis (CHIA) to collect and analyze financial, utilization and medical data from hospitals that provide services to Nevada Medicaid recipients. This amendment extends the termination date from June 30, 2015, to June 30, 2017, and increases the maximum amount of the contract from \$870,000 to \$2,054,000 due to the continued need for existing services. This amendment incorporates an expanded Scope of Work (Attachment A) for the CHIA Transparency Website for fiscal years 2016 and 2017.**

#### 6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$870,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$1,184,000.00
4. New maximum contract amount:	\$2,054,000.00
and/or the termination date of the original contract has changed to:	06/30/2017

#### II. JUSTIFICATION

7. What conditions require that this work be done?

State mandates (SB264/NRS439.840 and SB340/NRS439A.220) require specific reports to be created and posted to the public health data transparency website.

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

State employees are doing this work.

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?

Indirect rate of 8%

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 contractor is currently contracted with the Division and 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 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	trooker	11/20/2014 11:32:28 AM
Division Approval	llamborn	12/04/2014 13:20:47 PM
Department Approval	ecrecli	12/04/2014 13:21:56 PM
Contract Manager Approval	lkoehler	12/05/2014 12:12:28 PM
Budget Analyst Approval	nhovden	12/12/2014 11:30:49 AM
BOE Agenda Approval	nhovden	12/12/2014 11:30:54 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: **15195** Amendment Number: **1**

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? **2014-2016**

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 %
<b>X</b> Federal Funds	<b>100.00 %</b>	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 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **02/28/2015**

Contract term: **2 years and 58 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Telephone Surveys**

5. Purpose of contract:

**This is the first amendment to the original contract, which continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System to collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States. This amendment extends the termination date from February 28, 2015, to February 28, 2016, and increases the maximum amount of the contract from \$150,150 to \$277,400, due to the continued need for these services.**

**6. CONTRACT AMENDMENT**

1. The maximum amount of the original contract:	\$150,150.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$127,250.00
4. New maximum contract amount:	\$277,400.00
and/or the termination date of the original contract has changed to:	02/28/2016

**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?

Indirect rate of 8.6%

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	alaw1	11/17/2014 09:12:31 AM
Division Approval	alaw1	11/17/2014 09:12:35 AM
Department Approval	ecreceli	11/17/2014 13:57:18 PM
Contract Manager Approval	rmorse	11/18/2014 11:20:51 AM
Budget Analyst Approval	bberry	12/17/2014 06:41:46 AM
BOE Agenda Approval	nhovden	12/17/2014 18:59:45 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: **15288** Amendment Number: **1**

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**

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? **2014-2016**

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 %
<b>X</b> Federal Funds	<b>100.00 %</b>	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 **01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **02/28/2015**

Contract term: **2 years and 58 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **BRFSS Surveys**

5. Purpose of contract:

**This is the first amendment to the original contract, which continues ongoing state-based telephone surveys for the Behavioral Risk Factor Surveillance System to collect data on individual risk behaviors and preventable health practices related to the leading causes of mortality and morbidity in the United States. This amendment extends the termination date from February 28, 2015, to February 28, 2016, and increases the maximum amount of the contract from \$150,150 to \$277,400, due to the continued need for these services.**

**6. CONTRACT AMENDMENT**

1. The maximum amount of the original contract:	\$150,150.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$127,250.00
4. New maximum contract amount:	\$277,400.00
and/or the termination date of the original contract has changed to:	02/28/2016

**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

Indirect rate of 8.6%

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 since 1/1/2014 - Satisfactory performance

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	alaw1	12/02/2014 09:26:27 AM
Division Approval	alaw1	12/02/2014 09:28:06 AM
Department Approval	ecrecli	12/05/2014 08:34:14 AM
Contract Manager Approval	rmorse	12/05/2014 12:59:16 PM
Budget Analyst Approval	bberry	12/17/2014 06:41:23 AM
BOE Agenda Approval	nhovden	12/17/2014 18:58:51 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: **16171**

Agency Name: <b>DHHS - WELFARE AND SUPPORT SERVICES</b>	Legal Entity Name: <b>LABORATORY CORPORATION OF AMERICA HOLDINGS</b>
Agency Code: <b>407</b>	Contractor Name: <b>LABORATORY CORPORATION OF AMERICA HOLDINGS</b>
Appropriation Unit: <b>3238-32</b>	Address: <b>PO BOX 2270</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>BURLINGTON, NC 27216-2240</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null800/452-9452</b>
	Vendor No.: <b>T80994616D</b>
	NV Business ID: <b>NV19951102974</b>

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.

<input checked="" type="checkbox"/> General Funds	<b>34.00 %</b>	Fees	0.00 %
<input checked="" type="checkbox"/> Federal Funds	<b>66.00 %</b>	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 **02/01/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **01/31/2019**

Contract term: **4 years**

4. Type of contract: **Contract**

Contract description: **Genetic Testing**

5. Purpose of contract:

**This is a new contract to continue ongoing genetic testing services to determine paternity for child support enforcement cases.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$115,335.00**

Other basis for payment: \$32.00 per specimen collected at vendor location with no travel or \$25.00 per specimen collected by division or case manager and shipped to vendor.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

To determine paternity for child support enforcement.

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

State staff do not have the resources or expertise to perform genetic testing and interpret the lab results.

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?



Vendor was chosen based on a weighted average of evaluation criteria as determined by an evaluation committee of three (3).

d. Last bid date: 08/15/2014 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:

Currently under contract with DWSS and performing 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:  
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	11/05/2014 17:34:56 PM
Division Approval	msmit5	11/26/2014 07:22:43 AM
Department Approval	ecreceli	12/04/2014 14:05:46 PM
Contract Manager Approval	sjon23	12/05/2014 09:14:34 AM
Budget Analyst Approval	ekin4	12/15/2014 05:21:51 AM
BOE Agenda Approval	nhovden	12/15/2014 11:32:30 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: **16261**

Agency Name:	<b>ADJUTANT GENERAL &amp; NATIONAL GUARD</b>	Legal Entity Name:	<b>ALL OUT COMMERCIAL STEAM CLEANING</b>
Agency Code:	<b>431</b>	Contractor Name:	<b>ALL OUT COMMERCIAL STEAM CLEANING</b>
Appropriation Unit:	<b>3650-07</b>	Address:	<b>225 MAGNOLIA WAY</b>
Is budget authority available?:	<b>Yes</b>	City/State/Zip:	<b>RENO, NV 89506</b>
If "No" please explain:	Not Applicable	Contact/Phone:	null775-842-6195
		Vendor No.:	T27027773
		NV Business ID:	20071298080

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.

<input checked="" type="checkbox"/>	General Funds	<b>50.00 %</b>	Fees	0.00 %
<input checked="" type="checkbox"/>	Federal Funds	<b>50.00 %</b>	Bonds	0.00 %
	Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **01/06/2019**

Contract term: **4 years and 6 days**

4. Type of contract: **Contract**

Contract description: **Duct exhaust air sys**

5. Purpose of contract:

**This is a new contract to provide cleaning, repair, and/or maintenance to duct work, exhaust systems, supply air/make up air systems, and hoods in all National Guard locations except Las Vegas, Ely, and Henderson locations.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$99,900.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

State and federal regulations require this work to be done.

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 required equipment and certifications to do this work.

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?

This vendor was one of two to respond to the Invitation to Bid.

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 has previously contracted with the Office of the Military and 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 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	vradford	12/09/2014 15:29:32 PM
Division Approval	ctyle1	12/09/2014 16:11:43 PM
Department Approval	ctyle1	12/09/2014 16:11:45 PM
Contract Manager Approval	vradford	12/09/2014 16:13:01 PM
Budget Analyst Approval	jborrowm	12/13/2014 09:47:48 AM
BOE Agenda Approval	jborrowm	12/13/2014 09:47:55 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: **16263**

Agency Name: <b>ADJUTANT GENERAL &amp; NATIONAL GUARD</b>	Legal Entity Name: <b>AMERICAN CLEANING SERVICE, LLC</b>
Agency Code: <b>431</b>	Contractor Name: <b>AMERICAN CLEANING SERVICES</b>
Appropriation Unit: <b>3650-07</b>	Address: <b>1870 SAN LORENZO</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>RENO, NV 89521</b>
If "No" please explain: Not Applicable	Contact/Phone: null775-750-0877
	Vendor No.:
	NV Business ID: 20071541898

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.

<input checked="" type="checkbox"/> General Funds	<b>50.00 %</b>	Fees	0.00 %
<input checked="" type="checkbox"/> Federal Funds	<b>50.00 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **01/06/2019**

Contract term: **4 years and 6 days**

4. Type of contract: **Contract**

Contract description: **Duct exhaust air sys**

5. Purpose of contract:

**This is a new contract to provide cleaning, repair, and/or maintenance to duct work, exhaust systems, supply air/make up air systems, and hoods in all National Guard locations except Las Vegas, Ely, and Henderson locations.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$99,900.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

State and federal regulations require this work to be done.

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 required equipment and certifications to do this work.

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?

This vendor was one of two to respond to the Invitation to Bid.

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 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?

No b. If "No", please explain:

Contract was written using a shortened version of the vendor's legal entity name. Legal entity is an LLC.

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	vradford	12/09/2014 15:57:23 PM
Division Approval	ctyle1	12/09/2014 16:12:47 PM
Department Approval	ctyle1	12/09/2014 16:12:50 PM
Contract Manager Approval	vradford	12/09/2014 16:13:13 PM
Budget Analyst Approval	jborrowm	12/13/2014 09:53:43 AM
BOE Agenda Approval	jborrowm	12/13/2014 09:53:48 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 CONTRACT

1. Contract Number: **16258**

Agency Name: <b>ADJUTANT GENERAL &amp; NATIONAL GUARD</b>	Legal Entity Name: <b>NDI PLUMBING, INC.</b>
Agency Code: <b>431</b>	Contractor Name: <b>NDI PLUMBING, INC.</b>
Appropriation Unit: <b>3650-04</b>	Address: <b>39 GLEN CARRAN CIR</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>SPARKS, NV 89431</b>
If "No" please explain: Not Applicable	Contact/Phone: null775-745-8791
	Vendor No.: T32001385
	NV Business ID: 20041568607

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.

<input checked="" type="checkbox"/> General Funds	<b>50.00 %</b>	Fees	0.00 %
<input checked="" type="checkbox"/> Federal Funds	<b>50.00 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **01/13/2019**

Contract term: **4 years and 13 days**

4. Type of contract: **Contract**

Contract description: **Storage Tank Svcs.**

5. Purpose of contract:

**This is a new contract to provide service, inspection/certification and repair services to the National Guard underground and above ground petroleum storage tanks.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$99,900.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

State and federal regulations require inspections and certifications for storage tanks.

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

Special licensing is required to do this type of work and we have no employees with this licensing.

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?

This vendor responded to our invitation to bid. They were the only respondent.

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:

Office of the Military has contracted with this vendor in the past and found services to be 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	vradford	12/08/2014 14:26:27 PM
Division Approval	ctyle1	12/08/2014 15:01:43 PM
Department Approval	ctyle1	12/08/2014 15:01:45 PM
Contract Manager Approval	vradford	12/08/2014 15:02:34 PM
Budget Analyst Approval	jborrowm	12/13/2014 10:21:24 AM
BOE Agenda Approval	jborrowm	12/13/2014 10:21:29 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: **16251**

Agency Name: <b>DEPARTMENT OF CORRECTIONS</b>	Legal Entity Name: Arizona Continental Flooring Company
Agency Code: <b>440</b>	Contractor Name: <b>Arizona Continental Flooring Company</b>
Appropriation Unit: <b>3751-95</b>	Address: <b>9319 North 94th St, Ste 1000</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Scottsdale, AZ 85258</b>
If "No" please explain: Not Applicable	Contact/Phone: Peter Coleman 480/949-8509
	Vendor No.: PUR0001696
	NV Business ID: NV19921045223

To what State Fiscal Year(s) will the contract be charged? **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	<b>100.00 %</b>	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: RFP #3150

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/15/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2015**

Contract term: **165 days**

4. Type of contract: **Contract**

Contract description: **Remove/install floor**

5. Purpose of contract:

**This is a new contract to provide vinyl tile flooring and carpet to include installation at various areas within Ely State Prison.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$78,444.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

New flooring is needed for various areas within Ely State Prison. The original flooring was installed in 1989 and is showing extreme signs of wear and is tearing apart in many areas. The condition of the existing floor is creating a safety issue for NDOC staff and offenders and needs to be replaced.

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

Historically the Department has outsourced specialized service of this nature to a vendor with the qualification and expertise to perform the service. The Department does not have the manpower or the staff to perform a project of this size in-house and no other state agency can perform 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 #3150, 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: 09/22/2014 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 has provided and installed carpet for several locations within the State of Nevada for the Division of Public Works and Buildings and Grounds.

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	carnol1	12/04/2014 15:46:32 PM
Division Approval	dmartine	12/05/2014 07:44:23 AM
Department Approval	bfarris	12/05/2014 14:34:36 PM
Contract Manager Approval	jhardy	12/05/2014 14:39:20 PM
Budget Analyst Approval	cmurph3	12/10/2014 14:43:37 PM
BOE Agenda Approval	sbrown	12/13/2014 12:11:54 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: **16216**Agency Name: **PUBLIC UTILITIES COMMISSION**Agency Code: **580**Appropriation Unit: **3920-04**Is budget authority available?: **No**

If "No" please explain: Fees for services under this contract are paid directly from the Lifeline Universal Services Fund. No fiscal impact to the agency.

Legal Entity Name: **SOLIX, INC.**Contractor Name: **SOLIX, INC.**Address: **30 LANIDEX PLZ W**City/State/Zip: **PARSIPPANY, NJ 07054-2717**Contact/Phone: **James McCarthy 973/581-6700**Vendor No.: **PUR0005590**NV Business ID: **NV20051804228**To what State Fiscal Year(s) will the contract be charged? **2015-2020**

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 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<b>X</b> Other funding	<b>100.00 % Fees from Lifeline Universal Services Fund.</b>

Agency Reference #: **RFP # 3141**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**Anticipated BOE meeting date: **01/2015**Retroactive? **No**

If "Yes", please explain

**Not Applicable**3. Termination Date: **12/31/2019**Contract term: **5 years**4. Type of contract: **Contract**Contract description: **Lifeline Eligibility**

5. Purpose of contract:

**This is a new contract to provide a Third-Party Lifeline Eligibility Administrator to qualify customers of Eligible Telecommunications Carriers for Lifeline Service.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$1,107,462.00****II. JUSTIFICATION**

7. What conditions require that this work be done?

**NRS 704.040 states that an independent administrator shall administer the Lifeline Universal Service Fund.**

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

**NRS 704.040 states that an independent administrator shall administer the Lifeline Universal Service Fund.**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 #3141, 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: 08/01/2014 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 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	nshafer	11/19/2014 10:08:53 AM
Division Approval	nshafer	11/19/2014 10:08:57 AM
Department Approval	dskau	11/20/2014 08:55:07 AM
Contract Manager Approval	nshafer	12/10/2014 08:24:40 AM
Budget Analyst Approval	bberry	12/15/2014 11:44:54 AM
BOE Agenda Approval	nhovden	12/15/2014 12:30:56 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: **16248**

Agency Name: <b>DCNR - CONSERVATION &amp; NATURAL RESOURCES</b>	Legal Entity Name: <b>OVERTON POWER DISTRICT #5</b>
Agency Code: <b>700</b>	Contractor Name: <b>OVERTON POWER DISTRICT #5</b>
Appropriation Unit: <b>4144-50</b>	Address: <b>PO BOX 395</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>OVERTON, NV 89040-0395</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null702/397-2512</b>
	Vendor No.: <b>T80720450</b>
	NV Business ID: <b>NA</b>

To what State Fiscal Year(s) will the contract be charged? **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 %
<b>X</b> Federal Funds	<b>50.00 %</b>	<b>X</b> Bonds	<b>50.00 %</b>
Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date: 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/12/2015**

Contract term: **161 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **underground power**

5. Purpose of contract:

**This is a new interlocal agreement to replace two dozen power poles that were compromised during a 2014 wind storm. The pole replacements include new power and fiber optics. The new power and fiber optics will be installed underground and adjacent to a 2.2 mile stretch of Valley of Fire Road.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$439,493.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

Structural integrity of power poles are compromised by sever weather conditions and need to be replaced.

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 expertise or specialized equipment to perform work.

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 #: 141101**

**Approval Date: 11/06/2014**

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

Primary utility company.

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 State Parks currently has a contract for maintenance at Valley of Fire and Spring Valley State Park. We have also had contracts with Overton Power in May 2014 and October 2012 with satisfactory performance.

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	sdecrona	12/03/2014 14:11:12 PM
Division Approval	sdecrona	12/03/2014 14:48:16 PM
Department Approval	sdecrona	12/03/2014 14:48:20 PM
Contract Manager Approval	sdecrona	12/05/2014 10:25:03 AM
Budget Analyst Approval	jrodrig9	12/17/2014 10:11:24 AM
BOE Agenda Approval	cwatson	12/18/2014 12:29:19 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: **16253**

Agency Name: **DEPARTMENT OF WILDLIFE**  
Agency Code: **702**  
Appropriation Unit: **1511-91**  
Is budget authority available?: **Yes**  
If "No" please explain: **Not Applicable**

Legal Entity Name: **DYER ENGINEERING CONSULTANTS**  
Contractor Name: **DYER ENGINEERING CONSULTANTS INC**  
Address: **9160 Double Diamond Prk Ste A**  
City/State/Zip: **RENO, NV 89512**  
Contact/Phone: **null775/852-1440**  
Vendor No.: **T27000546**  
NV Business ID: **NV19981192874**

To what State Fiscal Year(s) will the contract be charged? **2015-2017**

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 %
<b>X</b> Federal Funds	<b>25.00 %</b>	<b>X</b> Bonds	<b>75.00 %</b>
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **15-17**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **01/31/2017**

Contract term: **2 years and 31 days**

4. Type of contract: **Contract**

Contract description: **Zunino Reservoir**

5. Purpose of contract:

**This is a new contract for work that relates to proposed improvements at Zunino Reservoir in Elko County, Nevada and involves topographic mapping of the existing campsite improvements and proposed boat launch facility as well as a construction plan set to include a complete boat launch facility, and improvements to the existing campsite area. The vendor will also provide engineer estimates, required technical specifications, and administer the bid process.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$83,375.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**Professional Engineering and construction of a boat launch facility.**

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

**Construction and professional expertise that the state employees do not have.**

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?

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 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)?

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	kdailey	12/05/2014 11:43:29 AM
Division Approval	kdailey	12/05/2014 11:43:32 AM
Department Approval	eobrien	12/05/2014 12:23:32 PM
Contract Manager Approval	kdailey	12/05/2014 12:24:52 PM
Budget Analyst Approval	sbarkdul	12/10/2014 11:21:42 AM
BOE Agenda Approval	cwatson	12/18/2014 12:49:20 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: **16252**

Agency Name: **DEPARTMENT OF WILDLIFE**  
Agency Code: **702**  
Appropriation Unit: **4467-18**

Is budget authority available?: **Yes**  
If "No" please explain: Not Applicable

Legal Entity Name: **Ducks Unlimited, Inc.**  
Contractor Name: **Ducks Unlimited, Inc.**  
Address: **3074 Gold Canal Drive**  
City/State/Zip: **Rancho Cordova, CA 95670**  
Contact/Phone: **James R. Well 919-852-2000**  
Vendor No.:  
NV Business ID: **NV19851010941**

To what State Fiscal Year(s) will the contract be charged? **2015-2016**

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 %	<b>X</b>	Fees	<b>100.00 % Duck Stamp Funds and Conservation Fees</b>
Federal Funds	0.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

Agency Reference #: 15-07

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/20/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2016**

Contract term: **1 year and 161 days**

4. Type of contract: **Contract**

Contract description: **Wetland Enhancement**

5. Purpose of contract:

**This is a new contract to provide engineering services and designs for wetland enhancement projects at Carson Lake and Pasture, Overton Wildlife Management Area, and Key Pittman Wildlife Management Area. These projects will focus on drain cleaning, replacement of water control structures, and pond leveling that will improve habitat conditions for migratory birds in the areas specified.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$90,004.00**

Payment for services will be made at the rate of \$900.00 per Day

#### II. JUSTIFICATION

7. What conditions require that this work be done?

Enhancement projects for lands are needed and key to wildlife management. This project will improve habitat conditions for migratory birds.

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

The work requires specialized professional expertise to do land restoration that state employees are unable to do.

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 #: 141004**

**Approval Date: 10/07/2014**

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?

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	kdailey	12/05/2014 11:11:58 AM
Division Approval	kdailey	12/05/2014 11:12:01 AM
Department Approval	eobrien	12/05/2014 12:23:50 PM
Contract Manager Approval	kdailey	12/05/2014 12:24:43 PM
Budget Analyst Approval	sbarkdul	12/10/2014 11:18:10 AM
BOE Agenda Approval	cwatson	12/18/2014 12:23:12 PM
BOE Final Approval	Pending	

State of Nevada  
Department of Administration

Purchasing Division

515 E. Musser Street, Suite 300  
Carson City, NV 89701



Brian Sandoval  
Governor

Julia Teska  
Director

Greg Smith  
Administrator

<b>Purchasing Use Only:</b>	
Approval#:	141004

## SOLICITATION WAIVER JUSTIFICATION AND REQUEST FORM

ALL FIELDS ARE REQUIRED – INCOMPLETE REQUESTS WILL BE RETURNED TO THE AGENCY

<b>1a</b>	<b>Agency Contact Information - Note: Approved copy will be sent to only the contact(s) listed below:</b>		
	State Agency: <i>WildLife</i>		
	<i>Contact Name and Title</i>	<i>Phone Number</i>	<i>Email Address</i>
	<i>Mike Zahradka, Habitat Staff Specialist</i>	<i>775-688-1563</i>	<i>mzahradka@ndow.org</i>

<b>1b</b>	<b>Vendor Information:</b>	
	Identify Vendor:	<i>Ducks Unlimited</i>
	Contact Name:	<i>John Ranlett, Regional Biologist-Intermountain West</i>
	Address:	<i>3074 Gold Canal Drive, Rancho Cordova, CA 95670</i>
	Telephone Number:	<i>916-852-2000 (office) 916-717-1430 (cell)</i>
	Email Address:	<i>jranelt@ducks.org</i>

<b>1c</b>	<b>Type of Waiver Requested – Check the appropriate type:</b>	
	Sole or Single Source:	
	Professional Service Exemption:	<input checked="" type="checkbox"/>

<b>1d</b>	<b>Contract Information:</b>			
	Is this a new Contract?	Yes	<input checked="" type="checkbox"/>	No
	Amendment:	#		
	CETS:	#		

<b>1e</b>	<b>Term:</b>			
	One (1) Time Purchase:			
	Contract: <i>X</i>	Start Date:	<i>01/01/2015</i>	End Date: <i>06/30/2016</i>

<b>1f</b>	<b>Funding:</b>	
	State Appropriated:	<input checked="" type="checkbox"/> <i>Duck Stamp Funds and Habitat Conservation Fee</i>
	Federal Funds:	
	Grant Funds:	
	Other (Explain):	

<b>1g</b>	<b>Total Estimated Value of this Service Contract, Amendment or Purchase:</b>
	<i>\$90,004</i>



6	<b>Has the agency purchased this service or commodity in the past? Check One. Note: If your previous purchase(s) was made via solicitation waiver(s), a copy or copies of ALL previous waivers must accompany this request.</b>			Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>
	a. <i>If yes, starting with the most recent contract and working backward, for the entire relationship with this vendor, or any other vendor for this service or commodity, please provide the following information:</i>						
	Term Start and End Dates		Value	Short Description	Type of Procurement (RFP, RFQ, Waiver)		
		05/17/2014	\$197,000	Pond leveling at Steptoe Valley WMA	Waiver		
			\$				
			\$				
			\$				

7	<b>What are the potential consequences to the State if the waiver request is denied and the service or good is competitively bid?</b>
	<i>Once engineering work has been completed and the project design is finished, Ducks Unlimited has the ability to assist in the construction costs by applying for grants such as; Intermountain West Joint Venture, NAWCA and other possible funding sources available at that time. Ducks Unlimited is viewed as the world's leader in wetlands and waterfowl conservation. Having another entity perform the work would likely result in a project with lower quality habitat for Nevada's wildlife and decreased public recreation opportunities on these properties.</i>

8	<b>What efforts were made or conducted to substantiate there is no competition for the service or good and to ensure the price for this purchase is fair and reasonable?</b>
	<i>Ducks Unlimited is a nonprofit organization and viewed as the world's leader in wetlands and waterfowl conservation. No other entity could assist NDOW and provide a quality wetland enhancement project that contains all the habitat features that migratory birds would benefit from.</i>

9	<b>Will this purchase obligate the State to this vendor for future purchases? Check One.</b>			Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>
	a. <i>If yes, please provide details regarding future obligations or needs.</i>						
<i>Once the engineering requirements are performed, Ducks Unlimited and NDOW will partner on the construction of the wetland enhancement project. Ducks Unlimited will be able to utilize other funding sources they have secured such as Intermountain West Joint Venture and NAWCA grants to assist NDOW with construction costs.</i>							

By signing below, I know and understand the contents of this Solicitation Waiver Request and Justification and attest that all statements are true and correct.

*Mike Zahradka*

Agency Representative Initiating Request

Mike Zahradka

Print Name of Agency Representative Initiating Request

9-24-14

Date

*[Signature]*

Signature of Agency Head Authorizing Request

Patrick Cates

Print Name of Agency Head Authorizing Request

9/24/14

Date

PLEASE NOTE: In an effort to avoid possible conflict with any equipment, system or process already installed or in place by the State of Nevada or to assist in our due diligence, State Purchasing may solicit a review of your request from another agency or entity. The signature below indicates another agency or entity has reviewed the information you provided. **This signature does not exempt your agency from any other processes that may be required.**

Name of agency or entity who provided information or review:

Representative Providing Review

Print Name of Representative Providing Review

Date

Please consider this memo as my approval of your request. This exemption is granted pursuant to NAC 333.150(2)(a)(b)(c), NRS 333.400. This exemption may be rescinded in the event reliable information becomes available upon which the Purchasing Administrator determines that the service or good sought may in fact be contracted for in a more effective manner. Pursuant to NRS 284.173(6), contracts for services do not become effective without the prior approval of the State Board of Examiners (BOE).

If you have any questions or concerns please contact the Purchasing Division at 775-684-0170.

Signed:

*Aug Smith*

Administrator, Purchasing Division or Designee

10-7-14

Date

### 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: **11074**

Amendment Number: **2**

Agency Name: **PARKS DIVISION**

Legal Entity Name: Char-Pit Sand Harbor, Inc.

Agency Code: **704**

Contractor Name: **Char-Pit Sand Harbor, Inc.**

Appropriation Unit: **4162-00**

Address: **PO Box 694**

Is budget authority available?: **Yes**

City/State/Zip: **Crystal Bay, NV 89402**

If "No" please explain: Not Applicable

Contact/Phone: Robert Starbard 530-414-4197

Vendor No.:

NV Business ID: NV20101318619

To what State Fiscal Year(s) will the contract be charged? **2010-2020**

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 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<b>X</b> Other funding	<b>100.00 % Revenue Contract</b>

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **06/08/2010**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **06/08/2015**

Contract term: **10 years and 3 days**

4. Type of contract: **Revenue Contract**

Contract description: **Snack bar & grill**

5. Purpose of contract:

**This is the second amendment to the original revenue contract, which provides a snack bar and grill within the Sand Harbor unit of Lake Tahoe Nevada State Park. The amendment extends the termination date from June 8, 2015, to June 8, 2020, and increases the maximum amount of the contract from \$140,000 to \$390,000 which will extend the contract an additional five years in accordance with the original terms.**

#### 6. CONTRACT AMENDMENT

- 1. The maximum amount of the original contract: \$140,000.00
  - 2. Total amount of any previous contract amendments: \$0.00
  - 3. Amount of current contract amendment: \$250,000.00
  - 4. New maximum contract amount: \$390,000.00
- and/or the termination date of the original contract has changed to: 06/08/2020

#### II. JUSTIFICATION

7. What conditions require that this work be done?

There is a need for a snack bar and grill in the park - per results of State Parks visitor surveys.

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

The operation of this concession is beyond the scope and capability of the State Park system.

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):

[Empty text box]

b. Solicitation Waiver: **Not Applicable**

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

This contractor was chosen by the Evaluation Committee as the most qualified provider both financially and professionally of the two submitted RFP's.

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:

Charpit is currently a vendor of Nevada State Parks with satisfactory performance

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	sdecrona	11/12/2014 08:48:15 AM
Division Approval	sdecrona	11/12/2014 08:48:18 AM
Department Approval	sdecrona	11/21/2014 10:16:40 AM
Contract Manager Approval	sdecrona	11/24/2014 07:40:44 AM
Budget Analyst Approval	jrodrig9	12/02/2014 20:07:22 PM
BOE Agenda Approval	cwatson	12/18/2014 12:34:39 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: **11783** Amendment Number: **2**

Agency Name: **DEPARTMENT OF TRANSPORTATION** Legal Entity Name: **DEPARTMENT OF PUBLIC SAFETY**

Agency Code: **800** Contractor Name: **DEPARTMENT OF PUBLIC SAFETY**

Appropriation Unit: **4660-16** Address: **OFFICE OF TRAFFIC SAFETY  
107 JACOBSEN WAY**

Is budget authority available?: **Yes** City/State/Zip: **CARSON CITY, NV 89711**

If "No" please explain: **Not Applicable** Contact/Phone: **Jennifer Bauer 775/684-7476**

Vendor No.: **D65800000**

NV Business ID: **Exempt**

To what State Fiscal Year(s) will the contract be charged? **2011-2021**

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 %
<b>X</b> Federal Funds	<b>95.00 %</b>	Bonds	0.00 %
<b>X</b> Highway Funds	<b>5.00 %</b>	Other funding	0.00 %

Agency Reference #: **P338-10-016**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/11/2011**

Anticipated BOE meeting date **01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **12/31/2020**

Contract term: **9 years and 357 days**

4. Type of contract: **Cooperative Agreement**

Contract description: **NCATS Mod Project**

5. Purpose of contract:

**This is the second amendment to the original cooperative agreement, which provides continued software maintenance, hosting of data servers, necessary enhancements, and program roll-out to additional law enforcement agencies for the electronic crash reporting system. This amendment increases the maximum amount from \$1,800,000 to \$2,048,100 due to the extended termination date approved in amendment one and the continued need for these services.**

#### 6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$1,800,000.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$248,000.00
4. New maximum contract amount:	\$2,048,000.00

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**In support of the Nevada Strategic Highway Safety Plan to reduce highway fatalities and serious injuries on Nevada highways, NDOT and DPS will upgrade/replace the outdated electronic crash reporting system used by law enforcement. the new system will allow for improved ability to perform crash data analysis acrossed agencies.**

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



Proprietary software can only be installed by the company providing the software and upgrade of the current system.

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?

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	lkoury	12/17/2014 11:23:06 AM
Division Approval	lkoury	12/17/2014 11:23:08 AM
Department Approval	lkoury	12/17/2014 11:23:10 AM
Contract Manager Approval	lkoury	12/17/2014 11:23:13 AM
Budget Analyst Approval	cwatson	12/19/2014 07:33:41 AM
BOE Agenda Approval	cwatson	12/19/2014 07:33:46 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: **16257**

Agency Name: <b>DEPARTMENT OF TRANSPORTATION</b>	Legal Entity Name: <b>NEVADA HIGHWAY PATROL</b>
Agency Code: <b>800</b>	Contractor Name: <b>NEVADA HIGHWAY PATROL</b>
Appropriation Unit: <b>4660-04</b>	Address: <b>CHNG FUND %PRISCILLA COLEGROVE</b>
Is budget authority available?: <b>Yes</b>	<b>555 WRIGHT WAY</b>
If "No" please explain: <b>Not Applicable</b>	City/State/Zip: <b>CARSON CITY, NV 89711</b>
	Contact/Phone: <b>Jennifer Bauer 775/684-4898</b>
	Vendor No.: <b>D65000000</b>
	NV Business ID: <b>DPS NHP</b>

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 %
<b>X Highway Funds</b>	<b>100.00 %</b>	Other funding	0.00 %

Agency Reference #: **P474-14-050**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **09/30/2018**

Contract term: **3 years and 272 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Traffic Control**

5. Purpose of contract:

**This is a new interlocal agreement to provide the department access to Department of Public Safety officers to perform uniformed officer traffic control as needed.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$150,000.00**

Other basis for payment: Payment of \$65.49 per hour per trooper, and \$82.52 per hour per lieutenant, not to exceed a total of \$150,000.00.

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**During various roadway projects the need for uniformed officers to assist with traffic control is necessary to ensure the public, as well as contractors and State employees, are safe.**

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

**Department of Public Safety is handling this work.**

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?

NRS 277.180

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	lkoury	12/10/2014 08:06:54 AM
Division Approval	lkoury	12/10/2014 08:06:56 AM
Department Approval	lkoury	12/10/2014 08:06:59 AM
Contract Manager Approval	lkoury	12/10/2014 08:07:02 AM
Budget Analyst Approval	cwatson	12/18/2014 12:39:06 PM
BOE Agenda Approval	cwatson	12/18/2014 12:39:10 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: **16234**

Agency Name: <b>DEPARTMENT OF MOTOR VEHICLES</b>	Legal Entity Name: <b>eDealer Services, LLC</b>
Agency Code: <b>810</b>	Contractor Name: <b>eDealer Services, LLC</b>
Appropriation Unit: <b>4715-00</b>	Address: <b>4701 N. 24th Street Suite C8</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Phoenix, AZ 85016</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>Tom Fullington 602-468-0888</b>
	Vendor No.:
	NV Business ID: <b>NV20141450411</b>
To what State Fiscal Year(s) will the contract be charged? <b>2015-2021</b>	
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 %	<b>X Other funding 100.00 %</b>
	<b>eDealer Services LLC is paying all costs associated for implementation.</b>

Agency Reference #: **RFP #3127**

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**  
Anticipated BOE meeting date **01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2020**

Contract term: **6 years and 1 day**

4. Type of contract: **Contract**

Contract description: **eDealer Services LLC**

5. Purpose of contract:

**This is a new contract to provide and implement an electronic lien system that will process the notification and release of vehicle security interests by way of electronic batch file transfers.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$15,970,733.00**

Other basis for payment: Per NRS 482.4285, the parties agree that the Contractor will provide the services and must reimburse the State for all development, system implementation, environments, maintenance, and any other associated costs as specified in the contract.

**II. JUSTIFICATION**

7. What conditions require that this work be done?

During the 77th Legislative session, AB309 (NRS482.4285)-Expedited Title Processing/Shipping and Electronic Lien and Titling (ELT) implementation was passed. This bill directs the Department of Motor Vehicles to enter into one or more contracts to establish and implement an "electronic lien system" to process the notification and release of vehicle security interest by way of electronic batch file transfers.

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

State employees or the State does not have the means to provide and implement this type of system.

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]

b. Solicitation Waiver: **Not Applicable**

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

Pursuant to RFP #3127, 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: 06/01/2014 Anticipated re-bid date: 01/01/2021

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	bmacke1	11/26/2014 08:40:45 AM
Division Approval	bmacke1	11/26/2014 08:40:49 AM
Department Approval	akeillor	11/26/2014 09:00:34 AM
Contract Manager Approval	hazevedo	12/08/2014 14:01:08 PM
DoIT Approval	bbohm	12/10/2014 10:13:06 AM
Budget Analyst Approval	cwatson	12/18/2014 12:36:36 PM
BOE Agenda Approval	cwatson	12/18/2014 12:36:40 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: **16064**

Agency Name: <b>DETR - REHABILITATION DIVISION</b>	Legal Entity Name: Marshall B Ketchum University dba So Calif College of Optometry
Agency Code: <b>901</b>	Contractor Name: <b>Marshall B Ketchum University dba So Calif College of Optometry</b>
Appropriation Unit: <b>3254-09</b>	Address: <b>So. Calif College of Optometry 2575 Yorba Linda Boulevard Fullerton, CA 92831-1615</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Fullerton, CA 92831-1615</b>
If "No" please explain: Not Applicable	Contact/Phone: Pat Yoshinaga OD 714-992-7823
	Vendor No.: T81032817
	NV Business ID: NV20101614325

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.

<input checked="" type="checkbox"/> General Funds	<b>21.30 %</b>	Fees	0.00 %
<input checked="" type="checkbox"/> Federal Funds	<b>78.70 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: #1941-19-REHAB

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/01/2015**

Anticipated BOE meeting date 12/2014

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2018**

Contract term: **4 years**

4. Type of contract: **Contract**

Contract description: **Low Vision Clinics**

5. Purpose of contract:

**This is a new contract to provide ongoing service for professional low vision care clinics. The establishment and operation of 10, 3-day clinic sessions provides professional eye care services to help and enable people with low vision, who may be assisted by low vision aides and/or special training, to improve their ability to use their remaining vision so they can be independent and better able to meet demands in an employment environment.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$193,924.20**

Other basis for payment: Contractor will provide 30 3-day low vision clinic sessions at 10 sessions per year. Contactor will bill an amount of \$4,775.99 per clinic session for calendar year 2015; \$4,823.75 per clinic session for calendar year 2016; \$4,871.98 per clinic session for calendar year 2017 and \$4,920.70 per clinic session for calendar year 2018. Payment will be made upon receipt and approval of invoice. The total amount of this contract is not to exceed \$193,924.20 for the term of the contract.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

NRS 426.550, NRS 426.600

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

State employees do not possess the time or the experience to provide this service, nor the proper licensing and certification in Optometry with special training in low vision.

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?  
This vendor was the only respondent to the RFP and is the current contractor performing satisfactory service.

d. Last bid date: 07/22/2014 Anticipated re-bid date: 06/01/2018

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:

Contractor been performing satisfactory services for the Division since 1999.

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	khawkin1	10/14/2014 09:19:45 AM
Division Approval	shendren	10/15/2014 08:46:53 AM
Department Approval	mcost1	10/17/2014 09:14:36 AM
Contract Manager Approval	mcost1	10/17/2014 09:14:42 AM
Budget Analyst Approval	tgreenam	12/09/2014 09:09:08 AM
BOE Agenda Approval	myoun3	12/09/2014 09:14:34 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: **16250**

Agency Name: <b>DETR - EMPLOYMENT SECURITY DIVISION</b>	Legal Entity Name: <b>GOVERNORS OFFICE OF ECONOMIC DEVELOPMENT</b>
Agency Code: <b>902</b>	Contractor Name: <b>GOVERNORS OFFICE OF ECONOMIC DEVELOPMENT</b>
Appropriation Unit: <b>4770-00</b>	Address: <b>808 W NYE LN</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>CARSON CITY, NV 89703-1544</b>
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? **2015-2016**

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 %	<b>X</b> Other funding	<b>100.00 % Revenue Contract</b>

Agency Reference #: 1949-16-DETR/GOED

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **02/01/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2016**

Contract term: **1 year and 149 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Economic Development**

5. Purpose of contract:

**This is a new revenue interlocal contract to provide funding for employment opportunities, workforce training, and job creation in water treatment, wastewater purification and treatment systems project.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$50,000.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

The State has committed to providing assistance and training to improve outcomes for public education and improve work opportunities.

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: **Exempt (Per statute)**



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

Interlocal Agreement with another public agency.

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	mcost1	12/08/2014 13:10:49 PM
Division Approval	mcost1	12/08/2014 13:10:54 PM
Department Approval	mcost1	12/08/2014 13:10:59 PM
Contract Manager Approval	kwynands	12/08/2014 13:37:57 PM
Budget Analyst Approval	tgreenam	12/10/2014 12:27:31 PM
BOE Agenda Approval	myoun3	12/15/2014 11:31:06 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: **16225**

Agency Name:	<b>DETR - EMPLOYMENT SECURITY DIVISION</b>	Legal Entity Name:	NEVADA CENTER OF EXCELLENCE
Agency Code:	<b>902</b>	Contractor Name:	<b>NEVADA CENTER OF EXCELLENCE</b>
Appropriation Unit:	<b>4770-12</b>	Address:	<b>755 E FLAMINGO RD</b>
Is budget authority available?:	<b>Yes</b>	City/State/Zip:	<b>LAS VEGAS, NV 89119-7363</b>
If "No" please explain:	Not Applicable	Contact/Phone:	Nathan Allen, Executive Director 702/862-5312
		Vendor No.:	T29034641
		NV Business ID:	NV20131554806

To what State Fiscal Year(s) will the contract be charged? **2015-2016**

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 %	<b>X</b> Other funding	<b>100.00 % Career Enhancement Program</b>

Agency Reference #: 1949-16-DETR

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **02/01/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2016**

Contract term: **1 year and 149 days**

4. Type of contract: **Contract**

Contract description: **Training**

5. Purpose of contract:

**This is new contract to provide employment opportunities, workforce training, and job creation in water treatment, wastewater purification and treatment systems project.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$150,000.00**

Other basis for payment: Payment of \$30,000.00 for the Phase 1 prior to commencing Phase 1, Phase 2 fee of \$70,000.00 prior to ordering the Solve H2O tm pilot study device components, and Phase 3 fee of \$50,000.00 prior to the installation of the Solve H2Otm pilot study device.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

The State has committed to providing assistance and training to improve outcomes for public education and improve work opportunities.

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 knowledge to perform these tasks.

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 #: 140804**

**Approval Date: 11/17/2014**

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?

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	mcost1	12/08/2014 13:11:20 PM
Division Approval	mcost1	12/08/2014 13:11:24 PM
Department Approval	mcost1	12/08/2014 13:11:29 PM
Contract Manager Approval	kwynands	12/08/2014 14:02:39 PM
Budget Analyst Approval	tgreenam	12/10/2014 12:22:57 PM
BOE Agenda Approval	myoun3	12/15/2014 08:40:30 AM
BOE Final Approval	Pending	

State of Nevada  
Department of Administration  
  
Purchasing Division  
  
515 E. Musser Street, Suite 300  
Carson City, NV 89701



Brian Sandoval  
Governor

Julia Teska  
Director

Greg Smith  
Administrator

<b>Purchasing Use Only:</b>	
<b>Approval#:</b>	<b>REVISED 140804</b>

## SOLICITATION WAIVER JUSTIFICATION AND REQUEST FORM

**ALL FIELDS ARE REQUIRED – INCOMPLETE REQUESTS WILL BE RETURNED TO THE AGENCY**

<b>1a</b>	<b>Agency Contact Information - Note: Approved copy will be sent to only the contact(s) listed below:</b>		
	State Agency:		
	<i>Contact Name and Title</i>	<i>Phone Number</i>	<i>Email Address</i>
	Dennis A. Perea	702-486-6637	daperea@nvdetr.org

<b>Vendor Information:</b>	
<b>1b</b>	Identify Vendor: Nevada Center of Excellence (NV COE)
	Contact Name: Nathan Allen, Executive Director
	Address: 755 E. Flamingo Road, Las Vegas, NV 89119
	Telephone Number: (702)862-5312
	Email Address: nathan.allen@nevadacoe.org

<b>1c</b>		<b>Type of Waiver Requested – Check the appropriate type:</b>	
	Sole or Single Source:	<input checked="" type="checkbox"/>	
	Professional Service Exemption:	<input type="checkbox"/>	

<b>Contract Information:</b>			
<b>1d</b>	Is this a new Contract?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Amendment:	#	
	CETS:	#	

<b>1e</b>				<b>Term: SFY15 - SFY16</b>	
	One (1) Time Purchase:	This is a one-time purchase/agreement.			
	Contract:	Start Date:	February 1, 2015	End Date:	June 30, 2016

<b>1f</b>		<b>Funding:</b>	
	State Appropriated:		
	Federal Funds:		
	Grant Funds:		
	Other (Explain):	Career Enhancement Program (CEP) Funds	

<b>1g</b>	<b>Total Estimated Value of this Service Contract, Amendment or Purchase:</b>
	\$150,000

2	<p><b>Provide a description of work/services to be performed or commodity/good to be purchased:</b></p> <p>This is a request to fund the Nevada Center of Excellence (NV COE), a not-for-profit organization, which has formed a public/private joint venture with Acqua, Inc. for the development of employment opportunities and workforce training objectives that result in experiential learning and employment in the field in <b>Solve H<sub>2</sub>O™ Treatment Systems</b>. The purpose of NV COE is to bring together resources of academia, the public and the private sectors to create a mechanism to accelerate the economic development cycle. (SEE ATTACHMENT D – NV COE Fact Sheet)</p> <p>This public/private joint venture also includes the collaboration of: the Nevada Department of <i>Employment, Training and Rehabilitation</i> (DETR); the Nevada System of Higher Education (NSHE)/Desert Research Institute (DRI); the Southern Nevada Water Authority (SNWA); and IBM for the purpose of driving Nevada’s economy through this innovative resource industry development for ultimate training and job creations in the industry in Nevada.</p> <p>The Department of Employment, Training and Rehabilitation proposes the attached Scope of Work (ATTACHMENT A), wherein outcomes and deliverables for the \$150,000 source funding is delineated. The NV COE agrees to coordinate the efforts between NV COE, the Southern Nevada Water Authority (SNWA) and Acqua, Inc. as outlined in the Statement of Work (SEE ATTACHMENT B – <i>Statement of Work: Field Pilot Testing and Removal of THM from Drinking Water Study</i>); and, the Letter of Understanding (SEE ATTACHMENT C – Letter of Understanding from Acqua, Inc. to NV COE). DETR will provide the NV COE \$150,000 of source funding to enable SNWA and Acqua, Inc. to undertake the project outlined in ATTACHMENT B. Facets of the project will result in employment opportunities and workforce training objectives that result in experiential learning and employment in the field in <b>Solve H<sub>2</sub>O™ Treatment Systems</b>.</p>
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3	<p><b>What are the unique features/qualifications required for this service or good that are not available from any other vendor:</b></p> <p>This proposed program provides very distinct and unique education, training and job opportunities to help meet the rapidly evolving workforce needs of Nevada’s economy.</p> <p>The NV COE is an inimitable public-private, not-for-profit joint venture that was created in conjunction with key economic development stakeholders to drive economic advancement in the State of Nevada. The NV COE exists on the Nevada System of Higher Education, Desert Research Institute’s (DRI) campus, and there is no other entity that exists in the state, nor another entity that serves economic development in Nevada, in the manner that COE does in conjunction with the State’s priorities.</p>
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4	<p><b>Explain why this service or good cannot be competitively bid and why this purchase is economically only available from a single source:</b></p> <p>No other such public-private collaboration exists. The cohesive efforts that exist between GOED, NSHE/DRI, DETR, NV COE, SNWA, and Acqua, Inc. are a unique partnership with extensive expertise and experience in the water systems project described herein.</p> <p>DETR, in conjunction with the NV COE, NSHE/DRI, SNWA, and Acqua, Inc. have embarked on a plan to provide education and training, which will ultimately result in job opportunities for Nevadans in an emerging, in demand industry. There are no other known collaborates with this unique delivery schema.</p>
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<b>5</b>	<b>Were alternative services or commodities evaluated? Check One.</b>	Yes:	<input type="checkbox"/>	No:	<input checked="" type="checkbox"/>
	<b>a. If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility.</b>				
<b>b. If not, why were alternatives not evaluated?</b>					
No other such public-private collaboration exists.					

<b>6</b>	<b>Has the agency purchased this service or commodity in the past? Check One. Note: If your previous purchase(s) was made via solicitation waiver(s), a copy or copies of ALL previous waivers must accompany this request.</b>				Yes:	<input type="checkbox"/>	No:	<input checked="" type="checkbox"/>
	<b>a. If yes, starting with the most recent contract and working backward, for the entire relationship with this vendor, or any other vendor for this service or commodity, please provide the following information:</b>							
	<i>Term Start and End Dates</i>		<i>Value</i>	<i>Short Description</i>			<i>Type of Procurement (RFP, RFQ, Waiver)</i>	
			\$					
			\$					
			\$					

<b>7</b>	<b>What are the potential consequences to the State if the waiver request is denied and the service or good is competitively bid?</b>
	The NV COE will not be able to contribute to economic development in the State, nor deliver workforce training and employment opportunities to Nevada's citizens in the field in <b>Solve H<sub>2</sub>O™ Treatment Systems</b> .

<b>8</b>	<b>What efforts were made or conducted to substantiate there is no competition for the service or good and to ensure the price for this purchase is fair and reasonable?</b>
	The efforts to identify competitive service provider(s) as outlined ATTACHMENTS A - D are unique and not available through any other methods.

<b>9</b>	<b>Will this purchase obligate the State to this vendor for future purchases? Check One.</b>	Yes:	<input type="checkbox"/>	No:	<input checked="" type="checkbox"/>
	<b>a. If yes, please provide details regarding future obligations or needs.</b>				

By signing below, I know and understand the contents of this Solicitation Waiver Request and Justification and attest that all statements are true and correct.



Signature of Agency Representative Initiating Request

**Dennis A. Perea, Deputy Director**

Print Name of Agency Representative Initiating Request

11/17/2014

Date



Signature of Agency Head Authorizing Request

**Dennis A. Perea, Deputy Director**

Print Name of Agency Head Authorizing Request

11/17/2014

Date

PLEASE NOTE: In an effort to avoid possible conflict with any equipment, system or process already installed or in place by the State of Nevada or to assist in our due diligence, State Purchasing may solicit a review of your request from another agency or entity. The signature below indicates another agency or entity has reviewed the information you provided. **This signature does not exempt your agency from any other processes that may be required.**

Name of agency or entity who provided information or review:

Representative Providing Review

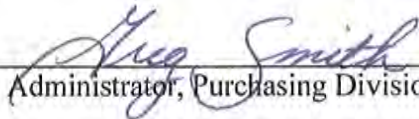
Print Name of Representative Providing Review

Date

Please consider this memo as my approval of your request. This exemption is granted pursuant to NAC 333.150(2)(a)(b)(c), NRS 333.400. This exemption may be rescinded in the event reliable information becomes available upon which the Purchasing Administrator determines that the service or good sought may in fact be contracted for in a more effective manner. Pursuant to NRS 284.173(6), contracts for services do not become effective without the prior approval of the State Board of Examiners (BOE).

If you have any questions or concerns please contact the Purchasing Division at 775-684-0170.

Signed:



Administrator, Purchasing Division or Designee

11-17-14

Date

### 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: **16265**

Agency Name: <b>MSA MASTER SERVICE AGREEMENTS</b>	Legal Entity Name: <b>API National Service Group</b>
Agency Code: <b>MSA</b>	Contractor Name: <b>API National Service Group</b>
Appropriation Unit: <b>9999 - All Categories</b>	Address: <b>1100 Old Highway 8 NW</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>New Brighton , MN 55112</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>Josiah Snyder 651-925-8518</b>
	Vendor No.: <b>T2933833</b>
	NV Business ID: <b>NV20091617767</b>

To what State Fiscal Year(s) will the contract be charged? **2015-2020**

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 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<b>X</b> Other funding	<b>100.00 % various</b>

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **02/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2019**

Contract term: **4 years and 334 days**

4. Type of contract: **MSA**

Contract description: **Inspection Services**

5. Purpose of contract:

**This is a new contract to provide statewide inspection services for fire extinguishing systems, fire sprinkler systems, fire alarm/protective signaling systems and burglar alarm monitoring. The contract term aligns with the WSCA good-of-the-state fire suppression services contracts.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$2,000,000.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

All state agencies have fire suppression equipment. It is necessary to inspect all this equipment to insure proper working order.

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

This is a specialized service that requires specially trained and certified individuals to perform these tests.

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 #3130 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: 07/30/2014 Anticipated re-bid date: 07/15/2019

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:

Current vendor for the WSCA-NASPO Statewide Fire Protection Services contract. 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	kperondi	12/12/2014 11:14:16 AM
Division Approval	kperondi	12/12/2014 11:14:19 AM
Department Approval	kperondi	12/12/2014 11:14:21 AM
Contract Manager Approval	rmille8	12/12/2014 11:38:07 AM
Budget Analyst Approval	sjohnso9	12/16/2014 12:41:57 PM
BOE Agenda Approval	sbrown	12/17/2014 18:32:06 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: **11972** Amendment Number: **3**  
 Agency Name: **MASTER SERVICE AGREEMENTS** Legal Entity Name: **COMMSITE CORP**  
 Agency Code: **MSA** Contractor Name: **COMMSITE CORP**  
 Appropriation Unit: **9999 - All Categories** Address: **35 N EDISON WAY STE 27**  
 Is budget authority available?: **Yes** City/State/Zip: **RENO, NV 89502-2352**  
 If "No" please explain: Not Applicable Contact/Phone: **Dan Rehkop 775/856-3663**  
 Vendor No.: **T27025579**  
 NV Business ID: **NV20081240874**

To what State Fiscal Year(s) will the contract be charged? **2011-2015**

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 %	<b>X</b> Other funding	<b>100.00 % Various</b>

Agency Reference #: **RFP 1877**

2. Contract start date:  
 a. Effective upon Board of Examiner's approval? **No** or b. other effective date **04/12/2011**  
 Anticipated BOE meeting date **01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **04/12/2015**  
 Contract term: **4 years and 1 day**

4. Type of contract: **MSA**  
 Contract description: **Communications**

5. Purpose of contract:  
**This is the third amendment to the original contract to provide communications site parts and services to include emergency and general maintenance statewide on an as-needed basis. Services will include scheduled and unscheduled surveys, assessments, installations, replacements, maintenance and repairs to State-owned communications equipment, infrastructure and fixtures. The equipment includes, towers, antennae, transmission lines, AC/DC power systems, generator systems, fiber optics, 2-way radio systems and microwave systems. This amendment increases the maximum amount of the contract from \$800,000 to \$1,100,000 based on the usage of the contract to date and estimates of the amount needed for the term of the contract.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$300,000.00
2. Total amount of any previous contract amendments:	\$500,000.00
3. Amount of current contract amendment:	\$300,000.00
4. New maximum contract amount:	\$1,100,000.00

#### II. JUSTIFICATION

7. What conditions require that this work be done?  
State agencies do not have the expertise to perform the array of communication site maintenances.

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 staffing capacity, technical expertise or resources to fulfill this work requirement.

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):

[Empty text box]

b. Solicitation Waiver: **Not Applicable**

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

This vendor was one of the nine highest ranked vendors selected from eleven proposers.

d. Last bid date: 10/25/2010 Anticipated re-bid date: 12/01/2014

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:

NDOT has contracted with Commsite on 6/23/10 and 10/11/10; rating 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:  
 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	Ideloach	11/24/2014 16:26:37 PM
Division Approval	Ideloach	11/24/2014 16:26:39 PM
Department Approval	Ideloach	11/24/2014 16:26:42 PM
Contract Manager Approval	gburchet	11/24/2014 16:59:37 PM
DoIT Approval	bbohm	11/25/2014 13:56:15 PM
Budget Analyst Approval	sjohnso9	11/30/2014 09:29:48 AM
BOE Agenda Approval	sbrown	12/03/2014 15:39:35 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: **16224**

Agency Name: <b>MSA MASTER SERVICE AGREEMENTS</b>	Legal Entity Name: <b>KRUEGER INTERNATIONAL, INC.</b>
Agency Code: <b>MSA</b>	Contractor Name: <b>KRUEGER INTERNATIONAL, INC.</b>
Appropriation Unit: <b>9999 - All Categories</b>	Address: <b>PO BOX 204576</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>DALLAS, TX 75320</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>null920-468-8100</b>
	Vendor No.: <b>PUR0000930</b>
	NV Business ID: <b>NV2014169079</b>

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 %	<b>X</b> Other funding	<b>100.00 % VARIOUS</b>

Agency Reference #: 3146

2. Contract start date:

a. Effective upon Board of Examiner's approval? **No** or b. other effective date **01/13/2015**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/13/2019**

Contract term: **4 years and 151 days**

4. Type of contract: **MSA**

Contract description: **Educational Furnitur**

5. Purpose of contract:

**This is a new contract to establish a Participating Addendum for the WSCA-NASPO contract for educational furniture, led by the State of Utah. This participating addendum is for general education furniture, residential furniture, cafeteria furniture and lecture hall/auditorium furniture. The contract term aligns with the master contract.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$2,000,000.00**

Other basis for payment: Per invoice for furniture when needed.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**STATE AGENCIES, SCHOOLS AND UNIVERSITIES REQUIRE VARIOUS TYPES OF FURNITURE**

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

**THIS IS A SPECIALIZED FURNITURE AND SERVICE**

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?

THIS VENDOR WAS SELECTED BY AN EVALUATION COMMITTEE BASED ON SCORED CRITERIA

d. Last bid date: 06/12/2014 Anticipated re-bid date: 01/01/2019

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	ktarter	11/24/2014 16:40:45 PM
Division Approval	ktarter	11/24/2014 16:40:48 PM
Department Approval	ktarter	11/24/2014 16:40:51 PM
Contract Manager Approval	gburchet	11/24/2014 16:59:12 PM
Budget Analyst Approval	sjohnso9	11/30/2014 09:47:03 AM
BOE Agenda Approval	sbrown	12/03/2014 15:37:43 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: **16243**

Agency Name: <b>MSA MASTER SERVICE AGREEMENTS</b>	Legal Entity Name: StateFire DC Specialties
Agency Code: <b>MSA</b>	Contractor Name: <b>StateFire DC Specialties</b>
Appropriation Unit: <b>9999 - All Categories</b>	Address: <b>5370 E. Idaho Street</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Elko, NV 89801</b>
If "No" please explain: Not Applicable	Contact/Phone: Kenny Maynard 775-685-3596
	Vendor No.: T80891510
	NV Business ID: NV20071104106

To what State Fiscal Year(s) will the contract be charged? **2015-2020**

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 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<b>X</b> Other funding	<b>100.00 % Various</b>

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date 01/2015

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2019**

Contract term: **5 years**

4. Type of contract: **MSA**

Contract description: **Inspection Services**

5. Purpose of contract:

**This is a new contract to provide statewide inspection services for fire extinguishing systems; fire sprinkler systems; fire alarm/protective signaling systems and burglar alarm monitoring. The contract term aligns with the WSCA good-of-the-state fire suppression services contracts.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$2,000,000.00**

**II. JUSTIFICATION**

7. What conditions require that this work be done?

All state agencies have fire suppression equipment. It is necessary to inspect all this equipment to insure proper working order.

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

This is a specialized service that requires specially trained and certified individuals to perform these tests.

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):

b. Solicitation Waiver: **Not Applicable**

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

Pursuant to RFP #3130 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: 07/30/2014 Anticipated re-bid date: 07/15/2019

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	ldeloach	12/05/2014 10:26:52 AM
Division Approval	ldeloach	12/05/2014 10:26:54 AM
Department Approval	ldeloach	12/05/2014 10:26:57 AM
Contract Manager Approval	rmille8	12/05/2014 10:45:26 AM
Budget Analyst Approval	sjohnso9	12/09/2014 07:07:05 AM
BOE Agenda Approval	sbrown	12/13/2014 12:14:41 PM
BOE Final Approval	Pending	

Brian Sandoval  
Governor



Julia Teska  
State Budget Director

Janet Murphy  
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](http://www.budget.nv.gov) | Fax: (775) 684-0260

Date: December 1, 2014  
To: Julia Teska, Clerk of the Board  
Department of Administration  
From: Carla Watson, Budget Analyst  
Budget and Planning Division  
Subject: BOARD OF EXAMINERS **INFORMATION** ITEM

The following describes an information item submitted for placement on the agenda of the next Board of Examiners meeting:

DEPARTMENT OF TRANSPORTATION - ADMINISTRATION


Agenda Item Write-up:

Status Report on Washoe County's Trip Reduction/Rideshare Program – Governor Sandoval requested an update on this program at the November 12, 2014 Board of Examiners' meeting. The request is associated with the November meeting agenda item #10, contract #29.

Additional Information:

The department has provided an overview of the program as well as a copy of the annual report that is required when accepting federal funding. The data included in the packet reflects calendar year 2013 information. The Washoe County Regional Transportation Commission will have calendar year 2014 data and reports available in January. If the board would like 2014 information, the department will be happy to provide it when it becomes available.

Statutory Authority: Not applicable.

REVIEWED:	
INFO ITEM:	10





1263 South Stewart Street  
Carson City, NV 89712  
Phone: (775) 888-7440  
Fax: (775) 888-7201

## MEMORANDUM

November 25, 2014

**TO:** Carla Watson, State Budget  
**FROM:** Bill Hoffman, Deputy Director  
**SUBJECT:** Follow Up to November 12, 2014 Board of Examiners Meeting

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At the November 12<sup>th</sup>, 2014 Board of Examiners Meeting, Governor Sandoval asked for an update and status report on Washoe County's Trip Reduction/Rideshare Program. The request is associated with November BOE Meeting Agenda Item #10, Contract # 29.

Below is a very brief status report of the program. Also, Attachment A gives an overview of the program and Attachment B is a copy of the annual report that's required when accepting federal funding.

The data included in all the materials presented in this packet reflect calendar year 2013 information. Washoe County RTC will have 2014 data and reports available in January. If the Board would like 2014 information, I would happy to provide it when it becomes available.

### 2013 RTC SMART TRIPS Highlights

#### **RTC VANPOOL**

- The average number of vanpools increased 38%, from 26 in FY 2012 to 36 in FY 2013.
- 110,525 single occupant trips were eliminated, up from 79,984 in FY 2012, a 38% increase.
- 5,861,774 vehicle miles (VMT) were eliminated, up 35% from 2012.
- RTC's subsidy increased 36%, from \$208,792 in FY 2012 to \$284,610 in FY 2013. The subsidy expense was more than offset by approximately \$334,000 in \$5307 grant funds received by the RTC during FY 2013 as a result of including vanpool data in the RTC's FY 2011 National Transit Database (NTD) report. NTD data is used to determine federal allocations of \$5307 grant funds; there is a lag of approximately two reporting cycles before the funds are received. Reporting the FY 2012 vanpool ridership data is projected to generate over \$460,000 in grant funds during FY 2014. It is estimated over \$527,000 will be received during FY 2015 from reporting the FY 2013 vanpool data.

#### **RTC TRIP MATCH**

- Registered users on RTC TRIP MATCH, a web-based carpool matching service, increased 15.5% to 1,220.
- Overall, web traffic numbers were lower than in 2012, but remained higher than 2011. During FY 2013 the website had 1,852 visits by 1,122 unique visitors. There were 9,689 page views with an average of over five pages viewed each visit. New visitors accounted for 59.8% of the visits.

- A Guaranteed Ride Home Program was introduced in the fall of 2007 as an added incentive to encourage ridesharing. No reimbursement requests have been received to date.

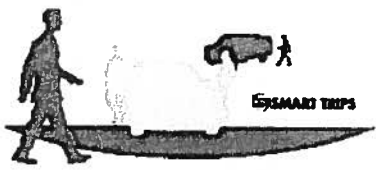
**Bus Pass Subsidy Program**

- Truckee Meadows Community College and the City of Reno withdrew from the program bringing the employer total to 20.
- The number of 31-day passes invoiced through the program decreased 2.5%.
- Five employers had an employee participation rate of over 6% with a high of 9.1% at Harrah's Reno.
- Pass sales revenue decreased 4.0%, from \$495,015 in FY 2012 to \$475,342 in FY 2013.

If the Board has any further questions, please contact me.

**RTC SMART TRIPS**

**RTC SMART TRIPS**  
Annual Report Federal FY 2013




**SMART TRIPS**

**RTC SMART TRIPS**


**Value to Businesses**

- Reduces parking costs
- Introduces new employee benefit improving recruitment, retention and productivity.



**Value to Employees**



- Reduces transportation costs
- Provides tax savings



**RTC SMART TRIPS**

**Value to the Community**

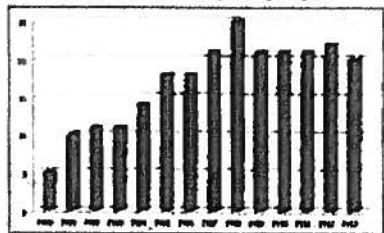
- Decreases traffic congestion and increases mobility
- Improves air quality and reduces the carbon footprint



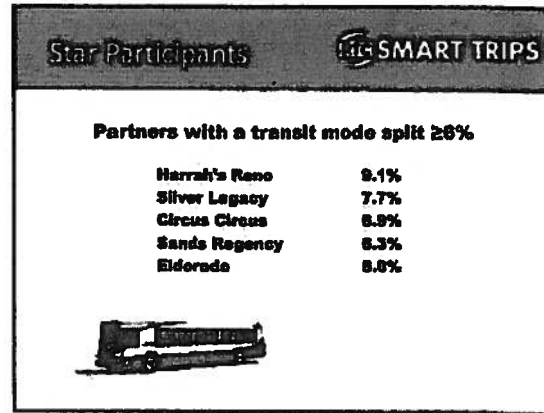
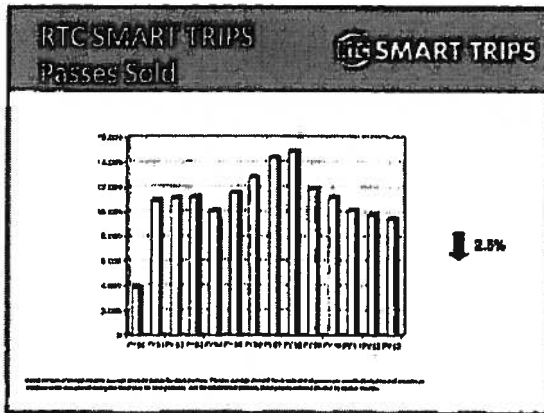
**Bus Pass Subsidy Business Partners**

**RTC SMART TRIPS**

**Employ over 24,460 people**

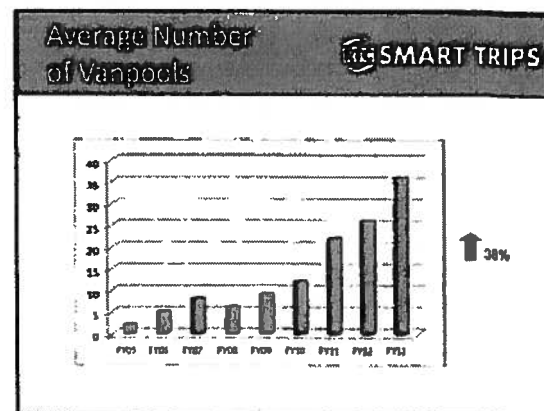


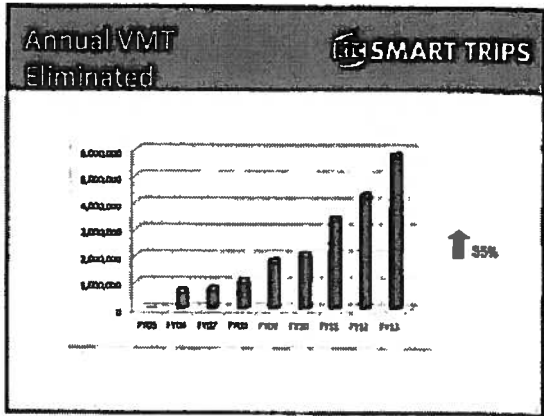
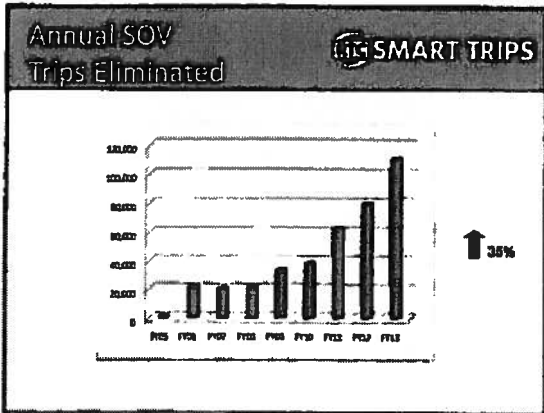
Year	Employment (Approximate)
2000	10,000
2001	15,000
2002	18,000
2003	20,000
2004	25,000
2005	30,000
2006	35,000
2007	40,000
2008	45,000
2009	50,000
2010	55,000
2011	60,000
2012	65,000
2013	60,000



### RTC VANPOOL

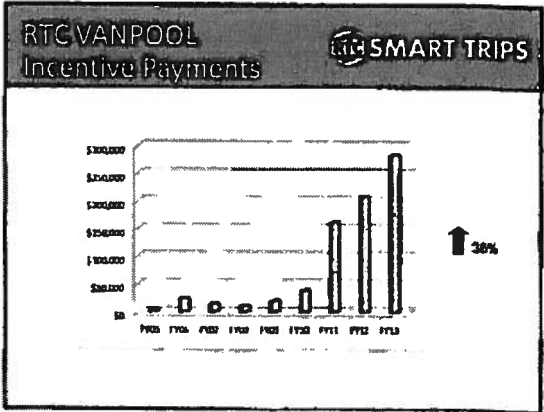
- Ride pays for the vehicle maintenance and insurance.
- Participants split the cost of the vehicle lease and gas expenses.
- RTC provides a subsidy to help lower participant costs.






### Vanpool Air Pollution Reductions

RTC VANPOOL Air Pollution Reductions	
Volatle organic compounds (VOC)	18,492 lbs
Nitrogen Oxide (NOx)	10,338 lbs
Carbon Monoxide (CO)	136,963 lbs
Particulate Matter (PM <sub>10</sub> )	74 lbs
Particulate Matter (PM <sub>2.5</sub> )	64 lbs
Carbon Dioxide (CO <sub>2</sub> )	5,528,121 lbs




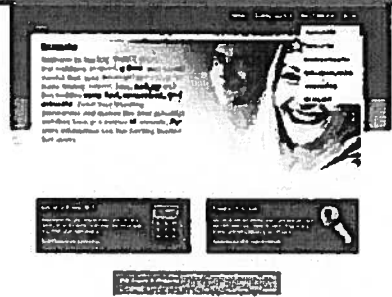
**\$5307 Funding** 

**FY 2013 YTD Apportionment based on FY 2011 Transit Data \$4,845,130**


Formula Apportionment Factors	Funds		
	Vanpool	Route	Paratransit
Population	\$1,037,597		
Population x Density	\$1,138,815		
Vehicle Revenue Miles	\$175,413	\$1,548,073	\$475,673
Passenger Miles Squared/Operating Costs	\$58,784	\$171,473	\$25,350
	\$134,397	\$1,820,546	\$701,023

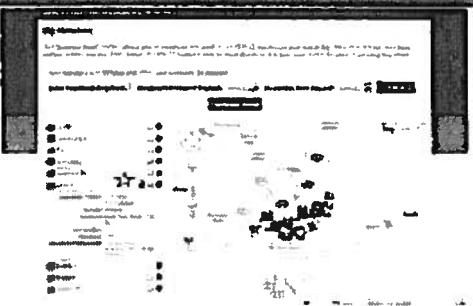
FY 2011 vanpool subsidy payments - \$166,847

**Trip matching program** 




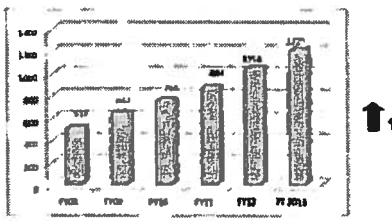
The screenshot shows a web interface for the Trip Matching Program. It features a map of the service area with several location markers. To the right of the map, there is a profile for a user named 'John Doe' with a photo and some personal details. Below the map, there are search filters and a search button. The interface is designed to help users find other people with similar travel needs to match with.

**Fast, convenient Trip matching** 



This screenshot shows another view of the Trip Matching Program interface. It displays a map with various search filters on the left side, such as 'Distance', 'Time', and 'Mode'. The map shows several location markers, and there is a search bar at the top. The interface is user-friendly and allows for easy navigation and filtering of search results.

**Total Active Trip Match Users** 



The bar chart illustrates the growth of Total Active Trip Match Users over time. The Y-axis represents the number of users, ranging from 0 to 1,400. The X-axis shows the fiscal years from FY08 to FY 2013. The number of users shows a steady increase each year, with a significant jump in FY 2013. An arrow points to the FY 2013 bar, indicating a 45.5% increase from the previous year.

Fiscal Year	Total Active Trip Match Users
FY08	~400
FY09	~500
FY10	~600
FY11	~700
FY12	~1,000
FY 2013	~1,450

↑ 45.5%

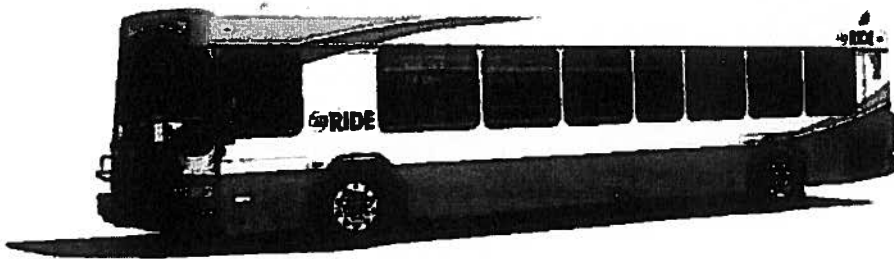






# RTC SMART TRIPS

## RTC SMART TRIPS Trip Reduction Program Annual Report FY 2013



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## **Introduction**

An Employee Trip Reduction (ETR) Program was developed and implemented by the Regional Transportation Commission of Washoe County (RTC) in 1996 to reduce the number of vehicle trips to and from the workplace. The program is offered throughout the Truckee Meadows and its surrounding areas. The reduction in vehicle trips is a critical step toward improving and maintaining air quality in the Truckee Meadows. In the spring of 2006, the title of the program was amended from Employee Trip Reduction to Trip Reduction to reflect the aim of reducing single occupancy vehicle (SOV) trips in general, not just trips by employees to work.

The original marketing name for the trip reduction program was Smart Commute Options. Near the end of FY 2007, the program was rebranded to RTC SMART TRIPS. The new name is in keeping with the aim of reducing many types of trips as well as the agency's general efforts to brand all of the RTC services with the RTC logo. The program's shorter name footprint also enables a larger font size to be used in the logo which increases text visibility and recognition.

The purpose of the program is to encourage the use of alternate modes of transportation and trip reduction strategies, such as:

- Public transit
- Bicycling
- Telecommuting
- Carpooling
- Vanpooling
- Walking
- Flexible work schedules

The RTC has a full time position, the RTC Trip Reduction Specialist (TRS), dedicated exclusively to promoting the program and administering the program elements. The program is funded through an agreement with the Nevada Department of Transportation. In FY 2013, administrative costs were funded using Surface Transportation Program (STP) local funds (95% Federal with a 5% local match). Costs associated with the vanpool program were funded using Surface Transportation Program (STP) local funds (95% Federal with a 5% local match) along with Job Access Reverse Commute (JARC) funds (50% Federal with a 50% local match). All other components of the program were funded with Congestion Mitigation Air Quality (CMAQ) funds (95% Federal with a 5% local match).

Within this report, references to a given fiscal year, such as FY 2013, refer to the Federal fiscal year period (October 2012 through September 2012). In cases in which data comparisons are only available based on RTC's fiscal year records (July 2012 through June 2013), the time periods under consideration are clearly outlined.



## **Overall Program Partnership Development**

The RTC's trip reduction program offers a free consulting service to local businesses to assist them in encouraging their employees to use alternate modes of travel and trip reductions strategies. The program has grown substantially since its inception in 1996; however, due to the depressed economy, FY 2013 was marked by mixed growth of the program. During the year, the total number of business partners increased slightly from 30 to 31. However, a sign of the depressed economy was a 2.5% decrease in 31-day transit pass sales through the bus pass subsidy program in comparison with the previous year. Still, other aspects of the program experienced very positive growth -- for example, shared rides through the vanpool program, RTC VANPOOL, eliminated almost 5.9 million vehicle miles of travel, a 35% increase from the previous year. Additionally, the number of registered users on the web-based rideshare matching service, RTC TRIP MATCH, increased 15.5% to 1,220.

Overall, public awareness and interest in the RTC SMART TRIPS program continues due to:

- The additional program elements added in recent years.
- A growing desire in the community for more transportation options.
- Concern over fluctuations in fuel prices.
- A variety of advertising and public relations approaches.
- A push from employees who participated in the program through a previous employer.

The administrative focus includes customer relations, one-on-one sales, and employee marketing and communications efforts on the part of the trip reduction partners along with efforts to reach the public at large. All of the departments at the RTC who support the RTC SMART TRIPS program played a major part in the achievement of our goals, including Finance, Administration, Planning, Public Transportation and Operations, and RTC RIDE personnel. We look forward to FY 2014 and achieving the sustainable growth goals we have set for the program.



## **Bus Pass Subsidy Program**

### **Partnership Growth**

The Bus Pass Subsidy program has provided the cornerstone for the program during most of its history. The RTC matches each employer's subsidy of its employees' 31-day bus passes in 5% increments up to 20% of the retail value of the passes. Over the years, the RTC has formed partnerships with many of the largest local employers. The number of partners decreased by two during FY 2013. Truckee Meadows Community College (TMCC) withdrew when there did not prove to be sufficient staff interest to sustain it and the City of Reno also withdrew due to budget issues. Combined, partners in the bus pass subsidy program employ over 24,461 employees in the Truckee Meadows.

### **Bus Pass Subsidy Partners at the End of FY 2012**

ALS Chemex	Kohl's Department Store - Reno
Atlantis Casino Resort Spa	Manpower
Circus Circus Hotel & Casino	Peppermill Hotel Casino
Eldorado Hotel Casino	Renown Health
Frontier Financial Credit Union	Sands Regency Casino & Hotel
Gold Dust West Casino	Silver Legacy Resort Casino
Grand Sierra Resort & Casino	Tamarack Junction Casino
Harrah's Reno	Wal-Mart #3254 (Mae Anne/McCarran)
IGT	Wal-Mart #3729 (Pyramid Way)
John Ascuaga's Nugget	Western Village Inn & Casino

Here is a comment by one of our partners about the program.

*As a local business partner in Reno, we truly appreciate and value the bus pass subsidy program. Without this program we could not send many of our employees out to work. You guys keep our local businesses running and employees happy. Thanks RTC!" -- Pat Harrigan, Business Development Specialist/Payroll Manager, Manpower*

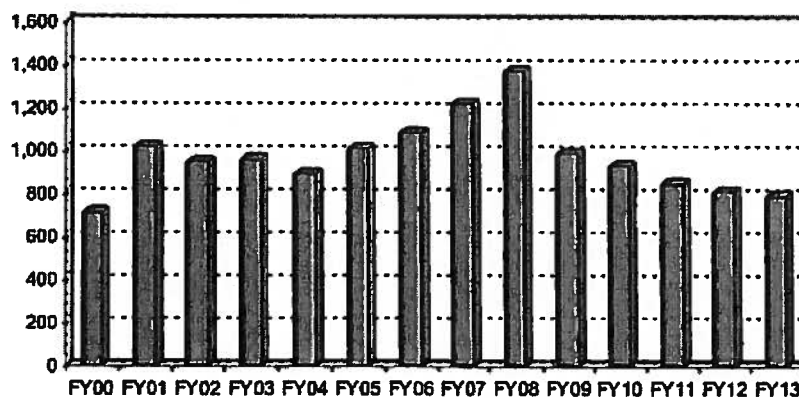
### **Employee Participation**

Employee participation in the Bus Pass Subsidy Program has still not yet rebounded from the steep decline following transit service cuts in FY 2009 tied to the economic impacts of the recession. While passenger fares account for approximately 24% of the cost of service, the majority is funded by local sales tax. The recession severely impacted sales tax, with projected revenue off more than 30%, requiring the major reduction in service in FY 2009.

FY 2013 saw a significant upswing in sales tax, rising 5.9% over the previous year. While this marked the third consecutive year of growth, the impact of the Great Recession has compromised the ability of the existing level of sales tax to fund the growing transit needs of the Truckee Meadows region. The \$14.3 million collected in FY 2013 is still more than 20% lower than the \$17.9 million collected in FY 2006. An additional factor in the continued decline in employee participation in the bus pass subsidy program may be the result of reduced staff time devoted to this aspect as other elements have been added to the trip reduction program coupled with less available marketing and administrative assistance due to staff downsizing at the agency.

Employee participation is measured by the annual monthly average in the number of invoiced passes for each partner. For new partners, the average is derived from the sum of the number of passes invoiced each month divided by the number of months left in the year following their official program launch. For established partners, the total number of invoiced passes is divided by twelve. Employee participation decreased to 792 in FY 2013, down from 812 in FY 2012, a reduction of 2.5%.

**Employees Participating in the Bus Pass Subsidy Program**



Nonetheless, employees participating in the program remain very grateful for it as shown by the following comments by two employees at one of the partners, ALS Chemex.

*In these hard economical times the bus pass program has been an enormous benefit for me financially. At first it was a little difficult getting the schedules right but now I find myself looking forward each morning to the friendly, courteous smiles of the drivers. – Dennis Bacorn*

*The bus pass has been very convenient for me for obvious reasons and the fact that it is easily attainable through [the ALS] office. It saves me money and the hassle of looking for change, and besides, I don't have to worry about missing work for transportation reasons due to being broke in those rainy days! Thanks. – Makwach Bol*

## **RTC SMART TRIPS**

The average participation rate among all eligible employees in FY 2013 was 3.2%, a slight drop from 3.3% in FY 2012. However, we are pleased to report that five of our established partners had over 6% of their employees as participants in the bus pass subsidy program during FY 2013 with Harrah's achieving a mode split of 9.1%.

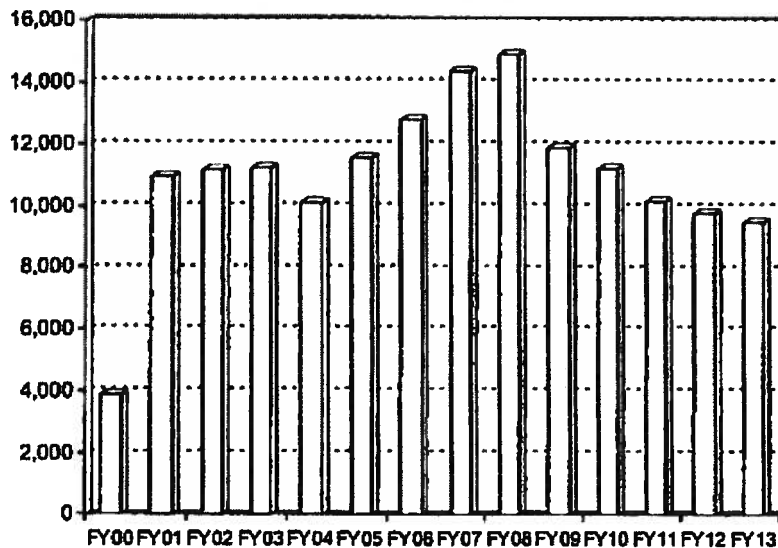
Harrah's Reno Hotel & Casino	9.1%
Silver Legacy Resort Casino	7.7%
Circus Circus Reno Hotel & Casino	6.9%
Sands Regency Casino Hotel	6.3%
Eldorado Hotel & Casino	6.0%

### **Passes Sold**

During FY 2013, the total number of passes invoiced through the ETR Program was 9,498, a 2.5% decrease from the FY 2012 total of 9,742.

The program pass sales represented 26.3% of the total 31-day pass sales by the agency during RTC's FY 2013 (July 2011 through June 2012). This is a small decrease from 27.5% of the total 31-day pass sales during RTC's FY 2012.

**Total Number of Program Passes Invoiced**





## RTC INTERCITY

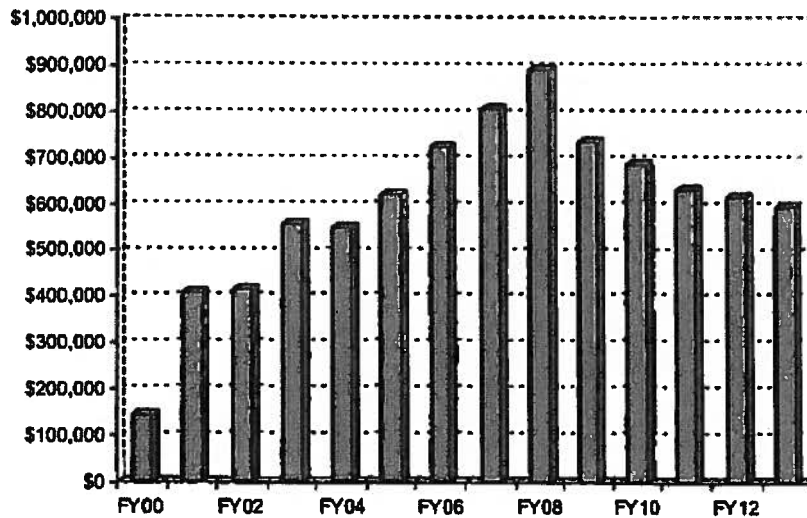
Partners are able to also provide their employees with subsidized passes for the RTC-managed Reno/Carson City/Douglas County service, RTC INTERCITY. To date, there has been little demand for these passes.

### Program Impact on the RTC

In supporting the subsidy program, the RTC has contributed to its success both philosophically and financially. The RTC bears the entire cost of the transit pass subsidy employer match since federal funds cannot be used in lieu of regular revenue sources.

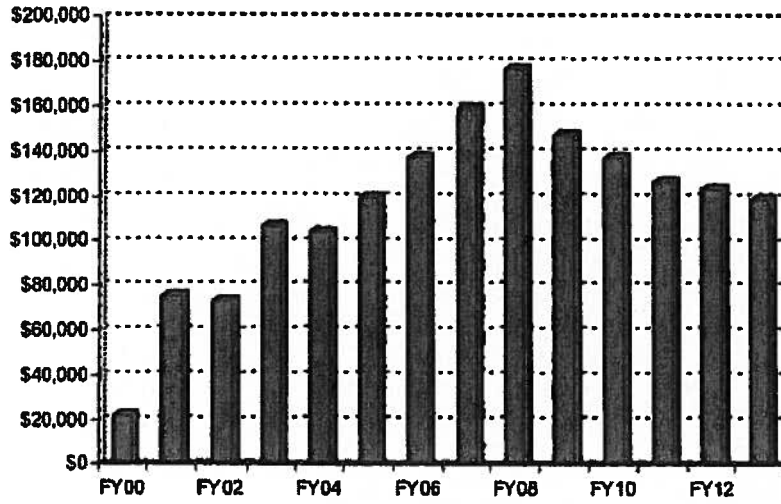
- The total retail value of passes sold through the ETR Program decreased 4.0%, from \$618,769 in FY 2012 to \$594,177 in FY 2013.
- The total subsidy match from the RTC decreased 4.0%, from \$123,754 in FY 2012 to \$118,835 in FY 2013.
- The total net retail value decreased 4.0%, from \$495,015 in FY 2012 to \$475,342 in FY 2013.

RTC Total Pass Normal Retail Value

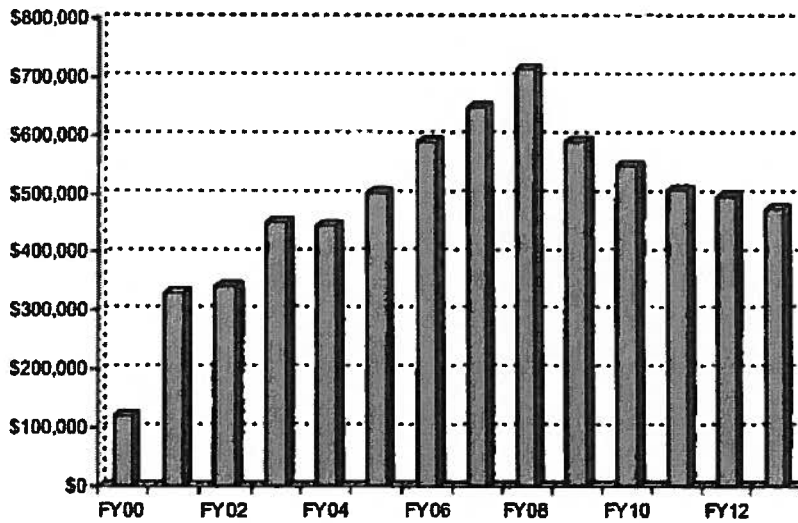




**RTC Total Subsidy Match**



**RTC Total Net Sales**



For detailed bus pass subsidy program statistics, please see Attachment 1.

## **SMART TRIPS**

### **RTC VANPOOL**

In July 2005, the RTC added a major new component to the trip reduction program with the introduction of vanpooling. The RTC had been interested in vanpools for many years because of their success elsewhere in reducing traffic congestion and air pollution while augmenting traditional transit services. To operate the vanpool program, the RTC partnered with one of the nation's leading vanpool companies, VPSI Inc. Based in California, VPSI has been leasing vans for over 30 years. VPSI maintains a fleet of over 5,000 vans distributed across the United States and in many other countries. During FY 2013, VPSI changed the company's marketing name to vRide.



vRide provides the vans for program participants and covers the vehicles' insurance and maintenance costs. Each vanpool maintains a separate agreement with vRide as well as RTC. Vanpool participants split the van lease and gas expenses. To encourage participation in the program, RTC provides vanpool participants with a subsidy. Subsidy calculations are based on 40% of the vRide lease amount (including taxes). The RTC VANPOOL subsidy is paid directly to vRide and then credited to each vanpool coordinator's account to offset operating expenses. Individual vanpools are funded based on a combination of the RTC subsidy, participant payments, and in some cases an employer subsidy. Depending on how the vanpool is structured and funded, employers and employees can be eligible for a pretax benefit.

During FY 2013, the number of employers participating in the program increased from two to five. By the end of the year there were 44 vanpools in the program, a 69% increase from 26 the previous year. Thirty-five vanpools traveled from the Reno-Sparks area north to two employers, the Federal Correction Institute (FCI) and the Sierra Army Depot (SAD), in Herlong, California. Three vanpools also traveled north to the High Desert Prison in Susanville, California. Additionally, three vanpools traveled east to GSI Commerce in the Tahoe-Reno Industrial Center and three more south to the Army National Guard in Carson City. The accomplishments of the vanpool program during FY 2013 were extremely positive as highlighted below.

## **SMART TRIPS**

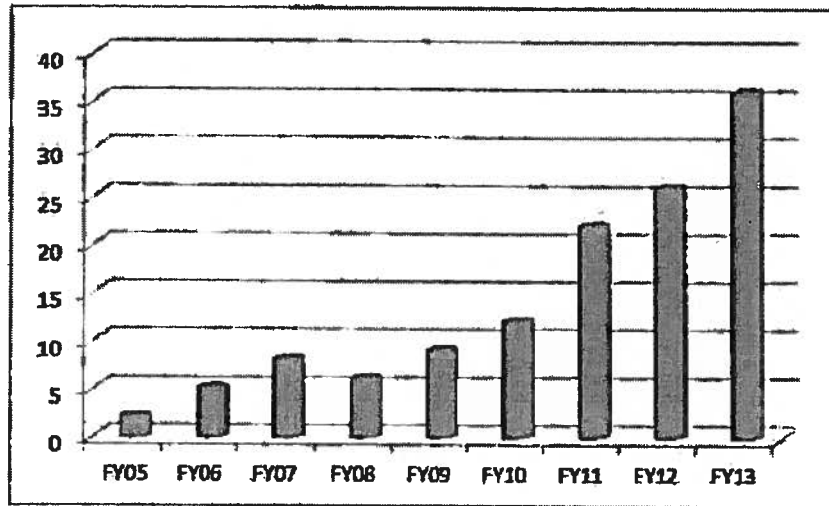
- The average number of vanpools in the program increased 38%, from 26 in FY 2012 to 36 in FY 2013.
- As a result of shared rides through the RTC VANPOOL program, 110,525 single occupant trips were eliminated in FY 2013, up from 79,984 in FY 2012, a 38% increase.
- The shared rides also eliminated 5,861,774 vehicle miles of travel (VMT) in FY 2013, up from 4,334,459 in FY 2012, a 35% increase.
- Subsidies to participants to encourage vanpooling increased 36%, from \$208,792 in FY 2011 to \$284,610 in FY 2013.
- The cost per passenger trip (compared to subsidy payments) was \$2.25. The cost per passenger mile was \$0.32. This is roughly the same as the cost per trip of \$2.25 and cost per mile of \$0.31 in FY 2012.

Through the reduced vehicle travel miles, the shared trips also contributed impressively in air pollution reductions as shown in the table below.

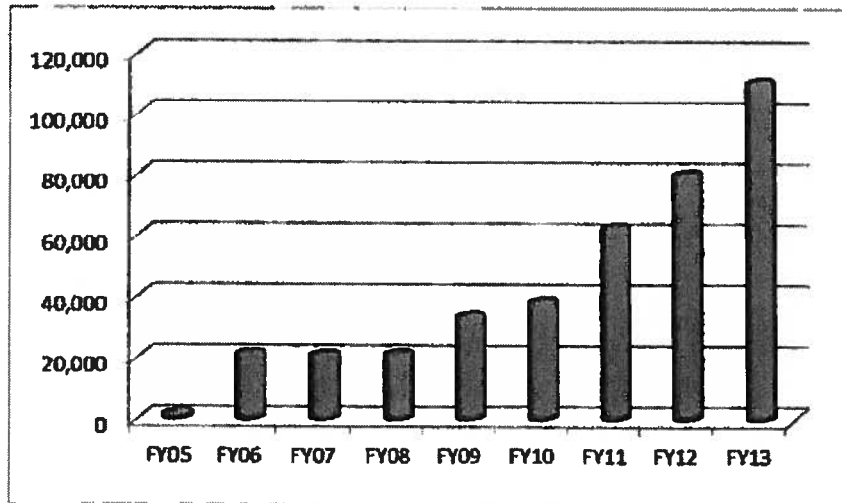
<b>RTC VANPOOL Program Air Pollution Reductions</b>		
Volatile Organic Compounds (VOC)	18,402	lbs
Nitrogen Oxide (NO <sub>x</sub> )	10,338	lbs
Carbon Monoxide (CO)	136,983	lbs
Particulate Matter (PM <sub>10</sub> )	74	lbs
Particulate Matter (PM <sub>25</sub> )	68	lbs
Carbon Dioxide (CO <sub>2</sub> )	5,518,121	lbs

The vanpool program is marketed under the name RTC VANPOOL. The charts below illustrate the historical growth of the program.

**Average Number of Vanpools in Program**

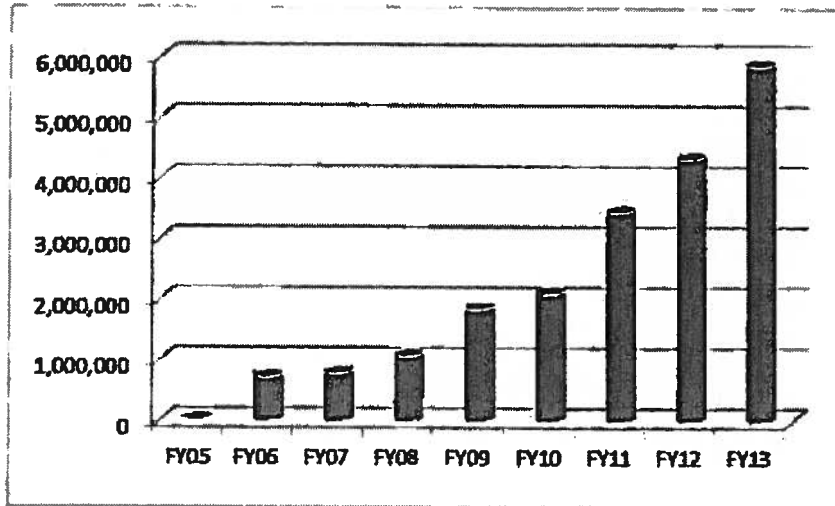


**Single Occupancy Trips Eliminated**

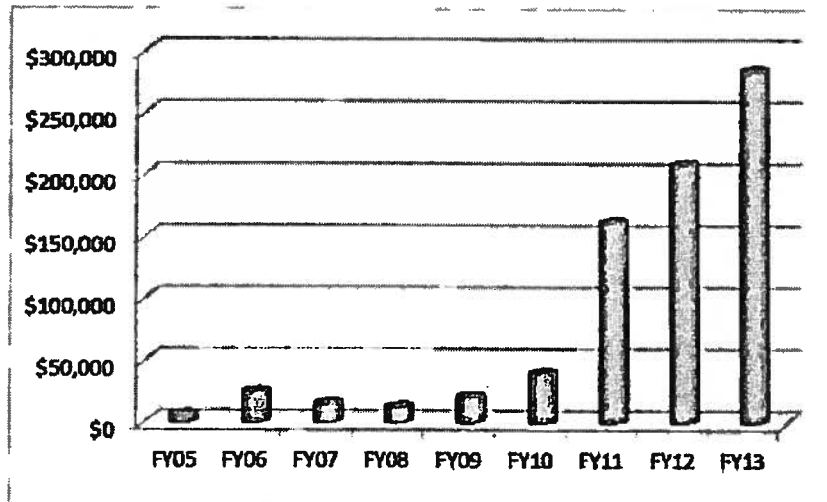




**Vehicle Miles of Travel Saved**



**RTC Vanpool Incentive Payments**



Vanpool incentive payments declined during FY 2007 and FY 2008 despite marked growth of the program because the subsidy initially did not have an adjustment for miles traveled outside of Washoe County. Additionally, other refinements were made to the subsidy calculation including adding performance measures. The large growth in subsidy payments in FY 2011 was due both to substantial program growth and a new way of calculating subsidy payments. Previously, the RTC subsidy was based on passenger trips and was roughly equivalent to the average subsidy

## **SMART TRIPS**

per regular transit passenger when the program was developed. If all miles traveled were within Washoe County, the subsidy was \$1.80 per person per trip. If travel extended outside of Washoe County, the subsidy was prorated based on the ratio of miles traveled within Washoe County compared with the total miles traveled, with a maximum threshold of \$1.44 (80% of \$1.80).

The subsidy calculation process was found to be confusing to potential customers and difficult to administer. Additionally, the calculation favored vanpools working 5-day weeks over 4-day weeks. While this makes sense if the trip reduction program's only objective was to reduce vehicle miles of travel, RTC SMART TRIPS also encourages businesses to incorporate reduced work weeks into their business models.

During FY 2010, the RTC Trip Reduction Specialist (TRS) interviewed prospective and current vanpool participants, researched the Federal Transit Administration's Capital Cost of Contracting guidelines, and analyzed alternate subsidy structures. In April 2010, the RTC Board approved staff's recommendation to change the vanpool subsidy to a fixed amount per vanpool. Preparations were made for implementation to take place during the RTC's next fiscal year. Beginning in August 2010, subsidy calculations were based on 40% of the vehicle lease amount (including taxes).

In March 2010, the RTC began including vanpool data as part of its mandatory report to the National Transit Database (NTD) as a federal grant recipient. vRide collects and compiles the data and forwards it to the RTC where staff reviews the data before it is submitted. NTD data is used to determine federal allocations of §5307 funds. It takes one to two reporting cycles before the funds are received. It is estimated that vanpool program data reported for FY 2013 will increase the agency's future §5307 apportionment in FY 2015 by over \$527,000.<sup>1</sup> The additional grant funds could be used as an alternate funding source for the vanpool program and could also be directed to other transit funding needs.

For detailed FY 2011 vanpool information, please see Attachment 2.

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<sup>1</sup> Only a rough estimate is possible at this time since final apportionment data unit values will not be published until 2015 and the Federal Transit Administration has not completed their review and approval of the agency's FY 2013 transit data.



## **RTC TRIP MATCH**

When people have access to good carpool matches, ridesharing is a popular commuting option. In the 2012 American Community Survey by the United States Census Bureau, it was the most frequently reported mode of traveling to work by Washoe County residents other than driving alone. Unlike public transportation, it does not require proximity to a transit route; unlike bicycling and walking, it does not lose appeal with the distance to be traveled; and unlike telecommuting and flexible work schedules, it does not require an employer's cooperation. It does, however, require finding a partner with similar travel patterns. Research shows that the easier it is for people to find carpool matches, the more likely it is they will make the behavioral change away from riding alone to sharing rides.

The RTC has offered a carpool matching service to its trip reduction business partners since 1997. Road signs advertising a telephone hotline (348-POOL) the general public can use to enlist RTC staff assistance in finding carpool partners were installed by NDOT at that time. However, the hotline generated few inquiries per month, and the database the RTC maintained of people actively interested in finding carpool partners remained extremely limited in size. Few riders were matched due to a variety of reasons, including incongruent needs in terms of origin, destination, and/or travel times. Since the process of ride matching was not automated, it was a cumbersome and lengthy process for staff to perform. This constituted a significant drawback to more active promotion of ridesharing to existing partners and the general public.

During the early part of FY 2007, RTC staff researched web-based ridesharing software services since this would enable people to make rideshare matches with the greatest amount of ease and independence. A general preliminary review of some of the available options uncovered an extremely broad range of products/services both in price and in scope. An RFP for hosted web-based rideshare matching services was issued in January 2007. The RFP specified that the hosted software would reside offsite and be maintained by the vendor. Important requirements were that the service be designed to be extremely user friendly (easy navigation, rapid response time, visually uncluttered and appealing, etc.); guard client confidentiality; require minimal or no intervention by agency staff if the user has convenient access to the Internet; provide detailed map information to the user; provide customizable reporting functions to the agency; and be easily understood and customized by partnering organizations.

In April 2007, a contract was awarded to Ecology and Environment, Inc. (E & E). The marketing name for E & E's ride matching software services is GreenRide. GreenRide has been selected by metropolitan planning organizations, transit agencies, and universities in twenty-two states as well as Australia, Canada, and New Zealand and offers rideshare and related services to over 39 million people. RTC staff worked with E & E on the development of a customized modular service package for the agency. Users can modify parameters (such as miles, times, start/mid/end point) and have the option to select a park-and-ride lot, employer work site, or a community landmark or facility as a commute point. They are able to search all available applicants or just within their employer's group if it has been registered. Pre-drafted email correspondence that can be personalized, if desired, is provided to further increase the ease of finding a match. Use of all modes of alternative transportation can be logged on a personal

## **SMART TRIPS**

Commute Calendar and summary reports of the subsequent cost savings and pollution reductions are available to the RTC, program partners, and individual users. The client must acknowledge reading disclaimers and safety warnings prior to registering and finding matches. The website is also available with Spanish text by selecting that language as an Internet browser setting. The web-based service at ([www.rtcwashoe.greenride.com](http://www.rtcwashoe.greenride.com)) was officially launched on October 24, 2007. All RTC SMART TRIPS' partners, the media, and potential new partners were invited to a demonstration of the program.

In the fall of 2009, E & E announced the development of an enhanced rideshare matching platform, GreenRide Connect which would include improved services and new functionality. In February 2010, the TRS and RTC Marketing Administrator attended a web demonstration of the upcoming software platform and were positively impressed. Funding for the upgrades was provided by the Nevada Department of Public Safety Office of Traffic Safety as part of a pedestrian safety grant. Along with the importance of safety awareness and education, evidence suggests that as the number of people who walk increases, the safer streets become for pedestrians. It's also been found that people are more likely to adopt and stick to a walking program if they have a walking companion.

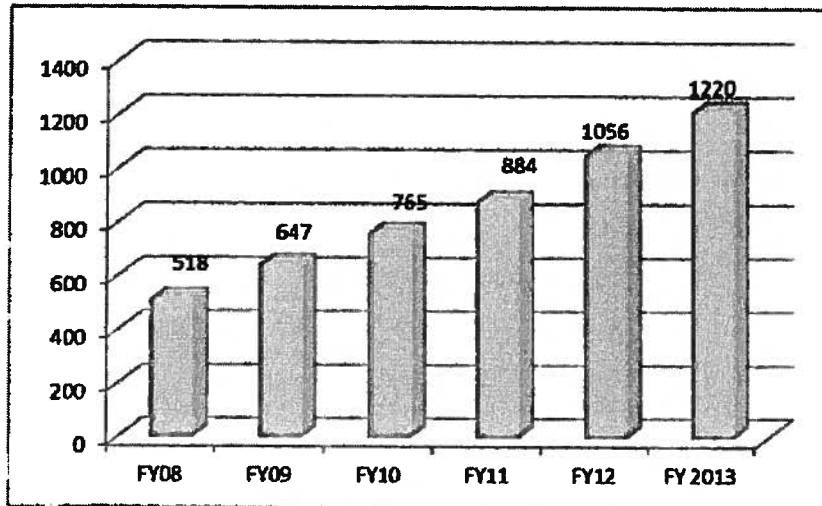
The new trip matching platform was launched in December 2010. Through the upgraded platform, users gained the ability to search for walking companions and also bus buddies. Users now also have the ability to create multiple trip profiles with different parameters for each trip enabling practical matching for special events and one-time trips. Additional enhancements include advanced calendar functions that allow users to record all modes used for trips during the day as well as the mileage traveled for each trip.

During FY 2012, Ecology and Environment, Inc. released additional service modules. Quickflow Mobile Calendar and Alerts provides a simple, intuitive interface users can utilize to update their Commute Calendars on small form factor devices such as smart phones. It also offers the display of weather and traffic alerts along a route. The Quickflow Quick Ridematching feature gives users who have opted in the ability to request instant ride matches from others who have also opted into the program. The feature is designed to accommodate users with last minute changes to their commute plans. Quick ridematching allows a user to send messages to other commuters in the event that an unplanned schedule change prevents them from sharing their regular ride. School Pool is an add-on module available for the GreenRide Connect platform that functions similarly to the Employer Module. It should facilitate the formation of carpools among parents driving their children to school and even parental leadership of bike trains and walking school buses. These three modules were added to the website services at the end of FY 2012.

Despite very limited staff time available to promote the program, the trip matching service has continued to be an important element of the trip reduction program during its sixth year. The database of active users grew to 1220 active users in FY 2013, a 15.5% increase from the end of FY 2012. One hundred twenty-nine employers are listed on the website.



**Total Active Users**



While the number of active users increased during FY 2013, website traffic data was not as strong as in FY 2012. The website had 1,852 visits, down from 2,334 in FY 2012, a 20.7% decrease. Unique visitors decreased 23.1% from 1,459 in FY 2012 to 1,122 in FY 2013. Pageviews decreased 34.2% from 14,729 in FY 2012 to 9,689 in FY 2013. There was an average of 5.2 pages viewed each visit, a 17.1% drop from 6.3 last year. The average visitor stay length was 3 minutes and 32 seconds, down 25% from 4 minutes and 42 seconds last year. New visitors accounted for 59.8% of the visits, a slight decrease of 1.7% from 60.9 % in FY 2012. Nonetheless, almost all of those interest indicators were higher than the FY 2011 numbers.

Users can register carpool partners on the website; but because of potential privacy issues, they are not required to provide the RTC with this information. Consequently, the number of people who have found carpool partners via the website is not known. However, the viability of the site in enhancing the formation of new carpools can be seen through the following testimonial:

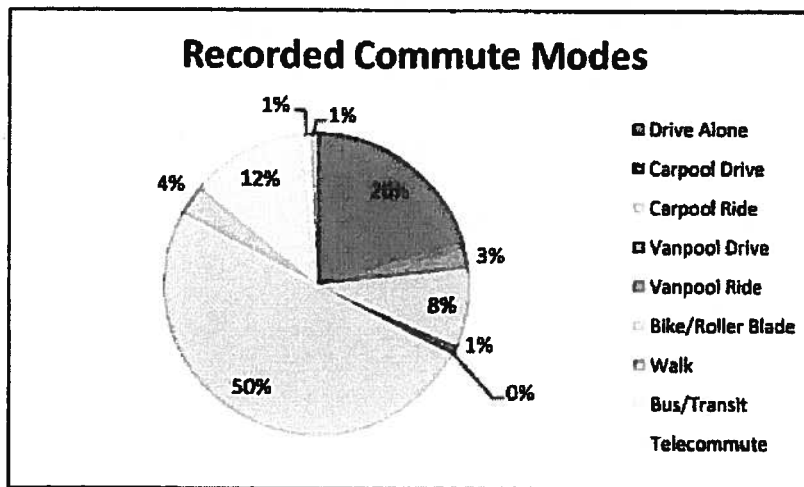
*We shared a ride initially to conserve gas money expenditures. To my total surprise and due to the shared time, we have added immensely to each other's lives. I cook better. My medical knowledge has increased. Politics and advances in technology are open game. Did you know that one plus one makes more than two when appreciating a really spellbinding sunrise?" —Susan Kuznar*

Registered users also have the option of reporting on their personal Commute Calendar on the website the days they used any alternative mode of travel or teleworked at home. This enables them to access a personal report that keeps a running total of the dollars they have saved and the pollutants they have reduced. There were 1,774 recorded trips by users on their Commute Calendars in FY 2013. While that is a 15.7% decrease from the 2,105 trips recorded in FY 2012,

## RTC SMART TRIPS

it is substantially more than the 1,200 trips recorded in FY 2011. The most commonly reported trip mode was bike/roller blade followed by bus. Approximately half of the trips were recorded during the months of June and July reflecting the influence of a prize drawing held in conjunction with a Dump the Pump! marketing campaign between June 20 and July 31, 2013. More information on the campaign is outlined in the Advertising Section of this report.

The annual mode distribution of the reported trips on the Commute Calendar is illustrated in the chart below followed by a table of related annual statistics.



<b>Commute Calendar Statistics Summary</b>	
Logged Commutes	1,774
Miles Saved	21,136
Money Saved	\$ 4,439
Calories Saved	411,959
<b>Air Pollution Reductions (lbs)</b>	
Volatile Organic Compounds (VOC)	66.7
Nitrogen Oxide (NO <sub>x</sub> )	37.5
Carbon Monoxide (CO)	496.3
Particulate Matter (PM <sub>10</sub> )	0.3
Particulate Matter (PM <sub>25</sub> )	0.2
Carbon Dioxide (CO <sub>2</sub> )	19,991.0

## **SMART TRIPS**

The rideshare matching service was originally marketed under the name **RTC RIDESHARE**. Because of the expanded trip matching services – participants can also look for bike, bus and walk buddies as well as carpool and vanpool partners, a new marketing name **RTC TRIP MATCH** is being phased in.

In addition to the rideshare website, the carpool hotline 348-POOL continues to be used in general advertising and carpooling is promoted on the trip reduction program portion of the main RTC web site.

See Attachment 3 for **RTC RIDESHARE** website screenshots, more information on website usage, and a more detailed outline of GreenRide Connect's enhanced features and newest service modules.



## **Guaranteed Ride Home**

One of the most common concerns people have about ridesharing is the fear of being “stranded.” To provide peace of mind and as an added incentive, a guaranteed ride home (GRH) demonstration program was launched in conjunction with the RTC’s trip matching program. The purpose of the program is to remove the psychological barriers to leaving personal vehicles at home. Survey results show that offering GRH consistently decreases drive-alone commuting. For example, a program evaluation conducted in 2004 for the Alameda County Congestion Management Agency found that 47% of those surveyed would not use alternate modes of transportation without a GRH program. In a following 2005 survey, 63% of all respondents reported that the GRH program encouraged them to use alternate modes more days than they would otherwise.

The RTC’s demonstration program was launched in conjunction with the trip matching service launch on October 24, 2007. It is modeled after successful GRH programs across the county. The program is for unexpected/unscheduled trips home from work for personal or family illness, unexpected overtime, emergencies or other urgent needs to travel outside of the arranged return trip time. To be eligible, participants must register for the GRH program on the RTC TRIP MATCH website and have either carpooled or vanpooled to work on the day they need the ride home. The commuter must call and pay for a taxi and will be reimbursed for the full cost of the trip after submitting an online reimbursement form on the RTC TRIP MATCH website and mailing a copy of it along with the receipt for the taxi ride to the RTC. The GRH benefit may be used up to four times per person per year.

Research conducted during FY 2007 on nationwide experience with GRH programs indicated that they generally require minimal funding and staff time to operate. For example, a 2005 survey conducted on behalf of the Federal Transit Administration (FTA) by the Mineta Transportation Institute of 47 transit agencies with GRH programs found the mean cost per registrant was \$1.69 and the median was \$0.35. The RTC budgeted \$3,000 in FY 2013 for GRH subsidies. No requests for reimbursements were received.

See Attachment 4 for screen shot examples of the GRH section of the RTC TRIP MATCH website.



## **Bicycle/Pedestrian Promotion**

Throughout FY 2013, the TRS continued to promote bicycling and walking as important alternative modes of transportation. Along with RTC promotional material consisting of updated bicycle facility maps, "Bike on Buses" brochures, and the safety information highlighted below, staff distributed additional safety information from the Nevada Department of Transportation (NDOT) and by the Nevada Bicycle Coalition at public events. The TRS also continued to develop and deepen relationships with other bicycle advocates in the area. Further information on major activities promoting bicycling during the year follows.

### **Bike to Work, School, and Fun Week**

The Truckee Meadows Bicycle Alliance (TMBA) is comprised of representatives from businesses, government, non-profit organizations, and citizen advocates who have joined together to educate the community about the benefits of bicycling for transportation purposes, encourage people to try bicycle commuting, and improve safety practices by both bicyclists and motorists. Staff from the Reno Bike Project chaired the FY 2013 campaign with primary support from the Nevada Bicycle Coalition, RTC SMART TRIPS, Safe Routes to School, University of Nevada, Reno (UNR) Environmental Health and Safety Department, UNR School of Community Health Sciences and Washoe County District Health Department Air Quality Management Division. ClustrMedia volunteered maintenance of the independent website they developed and launched last year [www.bikenevada.org](http://www.bikenevada.org). The Nevada Department of Transportation assisted the campaign with a financial contribution towards the advertising.

Historically, the primary focus of TMBA has been to encourage community awareness and participation in Bike to Work Day on the third Friday in May. In FY 2010, the promotion was successfully expanded to also encompass the six preceding days, thus expanding the promotion to a week culminating in Bike to Work Day. As in past years, many different incentives to foster participation were used during the FY 2013 campaign including:

- On-line registration that entered participants into a raffle for \$500 towards a bicycle or bicycle gear. Every person registering received a certificate for 10% off commuting items (other than a bicycle) at participating local bike shops.
- Commuter Challenge – a competition among local employers to see who can get the highest percentage of their employees to participate in Bike to Work Week.
- Commuter coffee locations where local coffee shops provide free coffee to participants on Bike to Work Day.
- Bicycle safety checks provided free of charge by participating local bike shops.
- Promotion at community public events – Banff Film Festival and Earth Day events.
- Opportunity to find riding companions via RTC TRIP MATCH Bike Buddy matching
- Ability to calculate pollution reductions, financial savings and calories burned through a link to the RTC TRIP MATCH website.

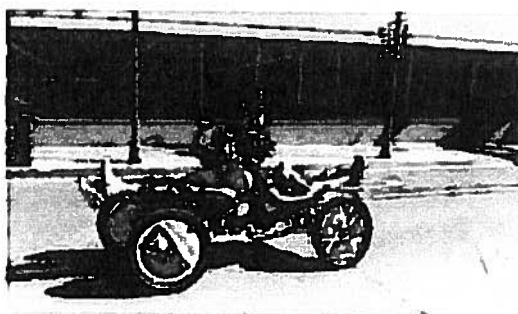
Media campaigns are held each year to publicize the event and to educate both bicyclists and motorist regarding important safety issues. The FY 2013 campaign included print ads, radio,

## **RTC SMART TRIPS**

television, interviews, posters, save-the-date cards, and bus advertising. Bike to Work Week T-shirts incorporating the campaign artwork were also distributed to raise awareness about the campaign. The T-shirts were purchased through a grant from the Nevada Bicycle and Pedestrian Advisory Board. The distribution of safety information is also a key component of the TMBA website and the Bike to Work campaign. The safety message "Same Road, Same Rules" was printed in large type on the back of the Bike to Work Week T-shirts as a reminder to both bicyclists and motorists to share the road and obey all traffic laws.

Special events leading up to and during the week also helped to promote safe cycling and participation in Bike to Work, School and Fun Week:

- The Reno Bike Project hosted a safe cycling seminar at Idlewild Park on May 4, 2013, led by an instructor certified by the League of American Bicyclists. Following a discussion on how to safely navigate city streets by bicycle, participants were led on a short ride.
- TMBA teamed up with The Aces Stadium for "Bike to the Ballpark" Day on May 12, 2013. Thirty-five people rode to the stadium and had their bikes valeted by the Reno Bike Project. TMBA members, including the RTC SMART TRIPS program, had tables inside the stadium and distributed information about the event, safe and cycling practices. They also discussed why their organizations promote bicycling.
- The TRS assisted City of Reno staff in organizing a ride on May 14, 2013, led by Reno Mayor Bob Cashell, City Council Members, and City Manager Andrew Clinger from Reno City Hall to Jack's Café where they joined Sparks Mayor Gino Martini for breakfast. The Reno Mayor and City Manager rode in a moonbuggy designed and built by students from the Washoe County School District's Academy of Arts, Careers, and Technology (pictured below). The student team had recently won the Neil Armstrong Award for best design along with an 8<sup>th</sup> Place finish in the NASA 2013 Moonbuggy Race. Approximately 100 bicyclists took part in the ride.



Website registration for participation in Bike to Work, School and Fun Week 2013 was 22% lower than the previous year, but still impressive. 623 riders registered for the event. Despite some confusion over the new ability to log miles on the campaign website, 142 riders recorded an average of 42 miles by bicycle during the campaign week, May 11-17. Estimated positive impacts to the community from the recorded trips include the elimination of 22 lbs. of nitrous oxide, 99 lbs. of carbon monoxide, and 7,214 lbs. of carbon dioxide.

## **SMART TRIPS**

Forty-six employers ranging in size between 3 and 2,500 employees and representing various disciplines (government, non-profit, manufacturing, engineering, law, etc.) registered on the website and helped promote the event. Employer promotion is crucial to the event. When asked how they heard about the event, 59% of the participants who registered on the website mentioned hearing about the event at work. That was more than twice as large as the next response, word of mouth/social media. The following businesses were crowned Bicycle Commuter Challenge Champions for 2013: Rubik Environmental; Lumos and Associates, Inc.; Regional Transportation Commission; Sierra Nevada Corporation; Bally Technologies, Inc.; and International Game Technology (IGT). Honorable mention went to the following runners up: Reno Bike Project; REI (Recreation Equipment, Inc.); Reno Collective; Reno Orthopedic Clinic; Hamilton Company; Grand Sierra Resort; and NV Energy. Studies indicate that employees with active life styles are more productive and have lower health care costs and fewer absences from work. Thus, employers benefit when their employees commute to work by bicycle.

The 2013 promotion also included the promotion of Bike to School Week. Bicycle events were held at ten local schools with an estimate of over 500 students participating. Biking to school is a great way to introduce children to the joys of bicycling and its practical use as a commute mode.

The RTC trip reduction program was a founding sponsor of this event in 2006 and has continued as a major sponsor each year. During FY 2013, the program supported the campaign in many ways. The TRS played a lead role in outreach to area employers both in developing the promotional material and funding the distribution. The TRS and TMBA Chair were interviewed during RTC's May 7 "The Road Ahead" segment on KOLO Channel 8 featuring BTWW. Display ad space on the back of ten buses from April through the event was also donated by the RTC.



To help inspire on-going bicycle commute trips to work following the Bike to Work, School, and Fun event, the RTC SMART TRIPS program also distributed ten \$50-prize certificates to individual participants in a random drawing. The certificates were valid at participating bike shops toward the purchase of bicycle commuter merchandise.

### **Bike Buddy Module on the RTC TRIP MATCH Website**

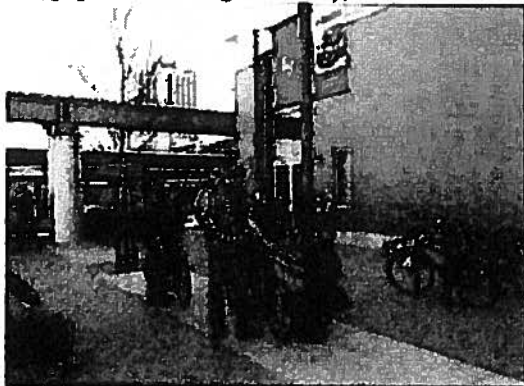
While bicycling has a high natural appeal, most people are intimidated by the idea of riding alongside or sharing a lane with auto traffic. This greatly reduces the number and types of trips people make by bicycle since shared-use paths that are completely separate from auto travel are very limited in number. Also there is a perceived and often real truth to the idea of safety in numbers because of enhanced visibility and shared experience. Further, the TRS had observed that RTC employees who had not previously bicycled to work were more likely to participate in Bike to Work events and continue riding afterwards if they could find someone to ride along with them on their commute to work at least initially.

All these factors prompted the TRS to apply for a \$1,400 grant from the Department of Public Safety Office of Traffic Safety (OTS) to add a bicycle matching module to the RTC TRIP MATCH web services to provide the community with an easy, fast, and efficient method for people to find bicycle riding companions, "Bike Buddies." The grant was approved and the new module was added to the website on May 1, 2008. The expanded matching services continue to be very popular. At the end of FY 2013, 19% of the trip profiles created on the website indicated an interest in Bike Buddy matching. Through this project we are identifying bicyclists and some of their bicycle travel patterns. At the same time, we are collecting valuable contact information.

### **Bright Reno Nights**

The Bicycle Law Enforcement Committee including members from the RTC (including the TRS), the RTC Bicycle/Pedestrian Advisory Committee, Reno Bike Project, UNR Campus Cycling Coalition, UNR Police Department and the Nevada Bicycle Coalition implemented a new outreach program during FY 2013 entitled "Bright Reno Lights" (BRL). The program's goal is to improve the nighttime safety of urban cyclists and pedestrians in Reno and Sparks who are commuting using bicycles, public transit and on foot. Using community volunteers, law enforcement officers, and local university students, a volunteer team educated cyclists and pedestrians about proper bicycle lighting at night and in low-light conditions.

BRL team members distributed 320 light sets, (the Planet Bike Beamer Combo and the BRT Strap pedestrian light bands), at the RTC 4TH STREET and CENTENNIAL PLAZA transit



stations in Reno and Sparks; the University of Nevada, Reno; Atlantis Casino and the Fisherman's Park 2 on Galletti Way. A total of nine outreach events were conducted during the first six months of the year. Teams of 2-5 volunteers identified cyclists and pedestrians in need of lights during twilight and nighttime hours. Team members were able to assist the cyclists by personally installing the light sets on the bikes. This ensured that only people who had bicycles received bicycle light sets and that the lights were properly installed, and not given





away or sold. The time required for installation allowed the participant to answer a short transportation survey to examine demographics, bicycling frequency, and helmet usage. (Survey results are included in Attachment 5). Additional light sets were given to law enforcement officers for distribution in the field during patrol. Helmets were also available for distribution. Additionally, participants were offered packets of safety information.

Funding for the BRL project was received from the Nevada Department of Transportation and the City of Reno Neighborhood Advisory Boards. The project was also sponsored by the Nevada Bicycle Coalition and Planet Bike who delivered the light sets at a sharply reduced cost. The budget totaled \$3,000 for the first year of the project.

The Bright Reno Lights outreach program was successful during its debut year as demonstrated by the diverse bicycling community members who participated in the program and their appreciation of the light sets and safety information the BRL Team distributed. The data collected from the survey will increase understanding of the urban bicycling and walking population that use of these sustainable transportation modes can be encouraged more effectively and ensure that people are able to commute to work and recreation safely and happily in Reno/Sparks.

### **Education Flyer – “Triggering Traffic Lights with Bicycles”**

The TRS often hears from area cyclists who express frustration over waiting for long periods at traffic lights that don't switch from red to green. After consulting with an RTC Engineer who is expert in traffic signal operation, she compiled his tips on how cyclists can trigger traffic lights into an educational flyer. It contains a hotline number that people can call to report any type of problem with a signal. The flyer is distributed at public events.

### **Safety Flyer – “Riding Bicycles on Sidewalks”**

In 2010, the TRS developed a flyer educating the public that riding bicycles on sidewalks can be dangerous and is illegal in many places. Bicycling on sidewalks seems safer than riding in the street to many people, but because of conflicts when crossing driveways and intersections it is generally much riskier, particularly when riding against the street traffic flow. Also, bicyclists on sidewalks may be hidden from a driver's view by things such as parked cars, buildings, fences, and trees. The bicyclist's path is also more likely to be blocked by objects (signposts, fire hydrants, mail boxes, benches, etc.) and people (pedestrians, joggers, and people in wheel chairs). The flyer includes information about local and state prohibitions against bicycling on sidewalks. Because some adults are likely to persist in riding on sidewalks and young children generally begin riding there, the flyer includes precautions to lower the risk to themselves and other sidewalk travelers. It is available in both English and Spanish and is distributed at all public events.



### **“Be Smart, Be Seen” Safety Pamphlet**

While only 3% of bicycle trips take place at night, they account for over half of all bicycle fatalities. To help combat this, in 2007, the TRS developed a pamphlet on safe cycling practices when riding at night and in low-light conditions entitled “Be Smart, Be Seen.” The brochure contains information on Nevada’s legal requirements, high visibility equipment and clothing, and tips on defensive riding. It is available in both English and Spanish and is distributed at all public events.

### **Bicycle and Pedestrian Advisory Committee**

During FY 2008, the RTC reinstated the Bicycle and Pedestrian Advisory Committee (BPAC). The committee provides input to the RTC on bicycle and pedestrian issues. The committee also performed a street review of existing bicycle facilities that along with public input provided the data for an updated local bicycle map that was produced in conjunction with the RTC SMART TRIPS program and published in 2010.

Since the map was developed in-house, it can be easily updated. The TRS has worked with BPAC members and other RTC staff on four updates since the initial printing. In addition to capturing the bicycle facilities that were added since the 2012 map was published, the 2013 Reno/Sparks Bike Map includes the League of American Bicyclists’ ABC Quick Check pre-ride safety check guidelines that replace a discussion on road conversions. Also, because a picture can indeed often be more effective than words alone, a photo of a cyclist which illustrates the correct way to wear a bicycle helmet was added. Further, since the map is made of material that should be recycled with plastic rather than paper, the recycling symbol and instructions were moved to a location that would serve as a more effective reminder.

An online version of the current map is available as part of a page on the RTC SMART TRIPS’ portion of the RTC website. The TRS attends BPAC meetings as a program liaison and has had a leadership role in the bicycle map development.

### **Bicycle Friendly Community Designation**

With the BPAC’s encouragement and input, during FY 2011, RTC staff including the TRS worked with a consultant firm, Fehr and Peers, on writing and submitting an application to the League of American Bicyclists for the area to be designated a Bicycle Friendly Community (BFC). The BFC award recognizes a community’s commitment to improving conditions for bicycling through investment in bicycling promotion, education programs, infrastructure and pro-bicycling policies. The application to become a BFC is rigorous and an educational tool in itself; currently only 190 out of 490 total applicants have received a BFC four-year designation. The renewal process and four levels of the award – bronze, silver, gold, and platinum – provide a clear incentive for communities to continuously improve.

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On September 14, 2011, the League announced that the Reno-Sparks area was being recognized as a bronze level Bicycle Friendly Community. The award is presented only to communities with remarkable commitments to bicycling. The league will give the agency feedback on other steps to make the area more bicycle-friendly. The BFC designation will be due for renewal in July 2015. At that point, the community's progress will be reevaluated.

### **Pedestrian Safety Grant, "Street Smart" Campaign**

All transportation trips by every mode include a pedestrian component, whether it's walking through the parking lot of the grocer, walking to a bus stop, or walking to the nearest pharmacy. Nonetheless, walking is often a transportation mode that receives a disproportionately small amount of attention, and both pedestrians and drivers are often unknowledgeable of important safety practices regarding pedestrians. Along with the importance of pedestrian safety awareness and education, evidence suggests that as the number of people who walk increases, the safer streets become for pedestrians.

During spring 2009, the RTC Trip Reduction Specialist, working with staff from the Washoe County Health Department, applied for a 3-year grant from the Department of Public Safety Office of Traffic Safety (OTS) to form a partnership with other organizations to conduct a concentrated effort to promote and increase safe walking. The program aims to:

- Encourage safe walking by Reno/Sparks area residents through the promotion of the benefits and making it fast, easy, and efficient for people to locate walking companions.
- Increase pedestrian safety awareness and education within the community.
- Reduce the number of pedestrian injuries and fatalities within Washoe County.

The campaign's logo is illustrated below.



A key project aim was creating educational elements during the course of the project that could be utilized beyond the grant timeline. This has been successfully achieved in many different ways. One crucial example is the pedestrian safety website, [www.StreetSmartNV.com](http://www.StreetSmartNV.com), which has been maintained by the RTC SMART TRIPS program following the grant cycle. The website encourages pedestrian safety and aims to increase the number of walking trips. Campaign material is available via the website.

Other important campaign efforts included finalizing an update of the "Walking Program Toolkit for the Workplace" developed by Get Healthy Washoe. The toolkit now includes safety information and refers people to the Street Smart website for additional safety information. It also refers people to the RTC SMART TRIPS trip matching website to look for walking

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companions and to record their walking trips. It can also be downloaded from the Get Healthy Washoe website and will be added to the RTC SMART TRIPS website.

Because many local pedestrian fatalities have occurred at night and in low-light conditions, the project manager worked with RTC graphics staff on the creation of marketing collateral to educate pedestrians on how different colors and reflective materials influence pedestrians' visibility by motorists (with white not being enough in many instances) while at the same time alerting both pedestrians and motorists to the distances required for vehicles to stop at various speeds. That piece was added to the back cover of the RTC Bus Book, which outlines the schedules for all of the transit routes. The Bus Book also contains a ½ page interior advertisement with pedestrian safety information.

The Street Smart logo and web address were incorporated into the RTC 2013 Reno/Sparks Bike Map with the suggestion that bicyclists visit the website for pedestrian safety tips since they walk too!

See Attachment 5 for bicycle and pedestrian related promotional material.



## **City of Reno and City of Sparks Conditioned Projects**

Conditioned projects are another avenue the RTC uses to increase the RTC SMART TRIPS client base. The RTC has well established partnerships with the Cities of Reno and Sparks and city officials understand the need for trip reduction programs at large companies that will have a substantial effect on vehicle miles of travel (VMT) and local congestion. As part of the agency's development review process, the RTC sends letters to the appropriate government entity requesting a trip reduction program be included through conditions in their permitting processes when any business in a new development is anticipated to employ 100 or more people. The standard request format follows:

The applicant shall be required to develop and implement a Trip Reduction Program (hereinafter "Program") that is satisfactory to the RTC and the City/County Community Development Departments at least 30 days prior to the issuance of a Certificate of Occupancy (COO). The applicant shall work with the RTC Trip Reduction Specialist to develop and implement an appropriate Program to mitigate traffic implications from the project. The Program must address a combination of transportation modalities including, but not limited to, transit use, bicycling, walking, carpooling, vanpooling, parking management, flexible work schedules, telecommuting and park and ride. The Program shall identify an onsite Trip Reduction Coordinator. The applicant or successor shall continuously maintain and operate the Program. The Program will be subject to annual review for effectiveness and be subject to reasonable amendments at the discretion of the RTC. Please contact Carol Perry, Trip Reduction Specialist, at 775.348.0400 for further information on the Program.

Due to the continued distressed economy, new development and business expansion has been very slow. During the early years of the program, conditioned businesses were required to participate in the bus pass subsidy program. This approach only worked well for large businesses with good transit service levels. In recent years, a new agreement was developed with the goal of offering businesses more flexibility in achieving trip reduction goals. Because staff hours have been severely limited due to the growth of other aspects of the program combined with downsizing at the agency that has removed or lessened previous levels of marketing and administrative support, customized programs at more recently conditioned businesses have not been fully developed yet.

## Special Events

### International Walk to School Day



Eighteen schools in Washoe County welcomed fall by participating in local International Walk to School Day events on October 3, 2012. Parents, teachers, and community leaders led walking school buses and bike trains. The Trip Reduction Specialist (TRS) helped lead the group walking and rolling to Diedrichsen Elementary. The RTC SMART TRIPS program provided participants at all of the schools with "Let's Go" activity books that promote active transportation choices..

### Halloween Werewolf Ride

The 1<sup>st</sup> Annual Halloween Werewolf Ride on October 31, 2012, was organized by the UNR Campus Cycling Coalition to provide a fun way for students to become more bicycle savvy by making them comfortable with the bike riding experience. Bicyclists were led on a ride through parts of the university then downtown to RTC 4TH STREET STATION where the TRS demonstrated how to mount a bike on a bus. Afterwards the ride included a stop at the Reno Bike Project for a demonstration on routine bicycle maintenance. Approximately 12 students took part in the ride. Participants received head and tail lights.



### 2013 Bike Summit

On the evening of January 17, 2013, the second Reno/Tahoe Regional Bike Summit was held at the University of Nevada, Reno hosted by the UNR Cycling Team, UNR Bicycle Coalition, and Tour de Nez Outreach. The gathering provided the opportunity for participants from bike clubs, groups, and teams to join bicycle advocates from numerous organizations to briefly share information about their individual programs and discuss how to work together and support each other better. The Trip Reduction Specialist was one of the presenters briefly describing RTC SMART TRIPS program's efforts to promote and support bicycling

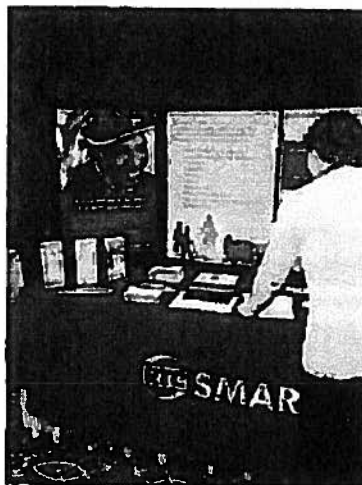
## **RTC SMART TRIPS**

### **BANFF Film Festival**

For a third year, the TRS arranged for a table display at the BANFF Mountain Film and Book Festival which was held at John Ascuaga's Nugget on March 26, 2013. The annual event is well attended by people interested in the environment and active pursuits. Thus, it is a great audience with which to discuss sustainable transportation choices. The TRS distributed information on safe cycling, the RTC TRIP MATCH Bike and Walk Buddy matching services, and upcoming Bike to Work, School, and Fun Week. Transit information was available upon request.

### **25<sup>th</sup> Golden Pinecone Awards**

The RTC SMART TRIPS program helped to sponsor the 25<sup>th</sup> Golden Pinecone Environmental Awards on March 28, 2013, at the Peppermill Resort Spa Casino. The annual Golden Pinecone Awards celebrate the good work of citizens, agencies, non-profits, and businesses to preserve and enhance the northern Nevada environment. The Golden Pinecones are the only group of awards dedicated solely to environmental achievements. The 2013 awards event was organized by greenUP!, a local organization that seeks to spread the word about the power of sustainability to benefit the business sector and community as a whole.



Along with manning a table at the awards ceremony, the TRS gave a short description between the award presentations of the many ways that the RTC SMART TRIPS program makes it easier for people to reduce their drive-alone trips. Janet Philips, Tahoe-Pyramid Bikeway President wrote to the RTC afterwards commenting, "I heard Carol Perry speak last week at the annual environmental awards banquet about the great programs RTC has to make it easier for people to give up their cars--guaranteed ride home, bicycle buddy matching, carpool matching, etc. Everyone at my table reacted with: 'wow--that's cool--I had no idea!' There should be a MAJOR effort to get the word out on these programs."

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### **Earth Day**

Public outreach was extensive throughout April. The highlight of the month was the Earth Day event at Idlewild Park on Sunday, April 21, 2013. At the event organizers' request, in addition to manning a tent an articulated bus was used as another exhibit. Tours through the RTC RAPID vehicle were very popular. Display boards were staged throughout the bus that highlighted RTC SMART TRIPS program benefits along with RTC's other sustainability efforts. Information about the trip reduction program was also distributed at additional Earth Day events at the University of Nevada, Reno (UNR) on April 16; Intuit on April 18; Western Nevada College on April 23.



### **Three Spheres Leadership Academy**

The Trip Reduction Specialist gave a presentation highlighting the RTC SMART TRIPS program and other RTC sustainability efforts to youth attending the Three Spheres Leadership Academy (TSLA) on June 12 and July 10, 2013. The overall goal of the academy is to prepare local youth to be the sustainable business and community leaders of the region's future, while simultaneously empowering them to make positive contributions to the community right now. The four-week program sessions include a combination of classroom training and hands-on field experience centered on sustainability, the green economy, and effective business and project skills. The academy was developed by Envirolution in partnership with the Boys & Girls Club of Truckee Meadows. Additional partners include AmeriCorps VISTA and Junior achievement. RTC staff joined over 30 other local green businesses and non-profits contributing their time and expertise to the program.

### **Employee Benefit Fairs**

Employee benefits fairs held by RTC SMART TRIPS business partners provide excellent opportunities to promote alternative transportation and educate employees about the RTC SMART TRIPS program. During FY 2013 the Trip Reduction Specialist manned booths at benefits fairs held by the following partners:



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- Peppermill Hotel Casino – October 2, 2012
- Renown Health System – November 14, 2012.
- John Ascuaga’s Nugget – March 11-14, 2013



**Peppermill 2013 Benefits Fair**

### **Other Events**

Program outreach brochures and information about alternative transportation options and trip reduction strategies were also distributed during the year at other events including:

- UNR Bicycle and Pedestrian Safety Forum, April 24, 2013.
- Senior Fest, the largest-attended senior event of the year, September 3, 2013.
- Truckee Meadows Community College Resource Fair, September 11, 2013.
- “Business Advantages of Sustainability” event hosted by EDawn, September 12, 2013.
- Washoe County Obesity Forum at the University of Nevada, Reno, September 19, 2013.
- Safe Kids Washoe County “Have a Ball mini-golf tournament, September 28, 2013.



**Business Advantages to Sustainability Luncheon**

See Attachment 6 for special event material.

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### **Publicity**

- Interviewed by Garrett Valenzuela of the Sparks Tribune for an article on pedestrian safety that was published as the lead story on October 2, 2012, "County getting street smart." [http://dailysparktribune.com/view/full\\_story/20339188/article-County-getting-street-smart?instance=news\\_lead\\_story](http://dailysparktribune.com/view/full_story/20339188/article-County-getting-street-smart?instance=news_lead_story).
- Television coverage on the RTC VANPOOL program on KOLO Channel 8 on the "The Road Ahead with RTC" segment that aired October 24, 2012, on the Daybreak segment and October 26, 2012, on the Midday segment (<http://www.kolotv.com/rtc>).
- Along with Kelli Seals of the Washoe County Health District Chronic Disease Prevention Program, the TRS taped a radio interview on the benefits of walking and how to do so safely with host Connie Wray for the Reno Media Group (RMG). The interview aired on most of the radio's member stations on October 7, 2012. Delivered a Street Smart press kit to Connie.
- Press conference for Washoe County Health District Air Quality Management Division's "Keep it Clean" campaign launch on October 30 included acknowledgements of the RTC SMART TRIPS program efforts to improve air quality.
- Association for Commuter Transportation Valley of the Sun Fall 2012 newsletter published on November 7, 2012, included an article on the Street Smart pedestrian safety campaign.
- Presentation on the RTC SMART TRIPS program to the RTC Technical Advisory Committee and the Citizens Advisory Committee on February 6, 2013.
- Presentation on the program highlighting the trip matching service and vanpool program to Department of Employment, Training and Rehabilitation staff on February 13, 2013.
- Interviewed by Anne Knowles for an article on the vanpool program for the Northern Nevada Business Weekly. An article entitled, "Van pools, not buses for TRIC, RTC decides," was published on March 11, 2013.
- Posted top ten health benefits of walking to the Street Smart pedestrian safety website.
- Developed PowerPoint slides on the vanpool program for inclusion in the Public Transportation Department's presentation at an RTC Board retreat.
- Gave a presentation on the program to the Sparks Kiwanis, April 3, 2013.
- Bike to Work, School, and Fun Campaign, May 11-17
  - Proclamation by RTC Board on April 19, 2013, Board meeting.
  - Thirty-minute interview on May 3, 2013, of the TRS and Jeff Mitchell, the program director of the Reno Bike Project, by Paul Cashin, Program Director and Afternoon Host at KUNR radio station.
  - Set up a series of short live KOLO Channel 8 interviews for the morning of May 7, 2013.
  - Composed and distributed notice to law enforcement.
  - Interviewed by KRNK Channel 4 on May 13.
  - Participated in media interviews in conjunction with the "Mayor's Ride" <http://www.youtube.com/watch?v=aPH1prwMe-E&feature=youtu.be&a>.

## **SMART TRIPS**

- “The Road Ahead with RTC” KOLO Channel 8 segment dedicated to promoting Bike to Work, School, and Fun Week. The segment featured the TRS and Jeff Mitchell, the program director of the Reno Bike Project. It aired on May 14 during the morning news and on May 16 during the midday news.
- KRVN Channel 4 – “Cycling safety seminar preps for bike to work week” on May 5, 2013; “Ride your bike and get free food during Bike to Work Day Pancake Feed” on May 7, 2013; “ Washoe County kicks off National Bike Month” on May 3, 2013; and “Students participate in Bike to School Week” on May 15, 2013.
- KTVN Channel 2 – “Students Learn Life Lessons While Earning Bikes” on May 10, 2013; “Reno Employees Participate in ‘Bike to Work Week’” on May 14, 2013; “Warm Weather Brings Out the Bikes” posted May 13, 2013; WCCSD Racks UP “Bike to School Week” on May 9, 2013; and “Washoe County Health District Racks Up Bike Month” on May 13, 2013.
- Worked with Dan Inouye at the Washoe County Air Quality Management Division regarding posting alternate mode options (links to transit information and the trip matching website) on the county’s intranet in conjunction with the employee parking challenges caused by the Reno Rodeo.
- **Dump the Pump! Campaign**
  - Thirty-minute radio interview on June 13, 2013 at Reno Media Group with Connie Wray promoting the Dump the Pump! Campaign, how transit benefits the community, businesses and individuals, and the RTC SMART TRIPS program.
  - Promotional commercial played 38 times on KTVN.
  - Promotional article included in the RTC e-News email blast.
  - Promotional flier distributed to Washoe County employees and posted on the county’s home page.
  - Promotional email sent to RTC TRIP MATCH users.
  - Notice placed on the RTC website under “Hot Topics.”
- Article on the Dump the Pump! Campaign published in the newsletter of the Association for Commuter Transportation Valley of the Sun Chapter newsletter on July 18, 2013.
- Demonstration of the program’s trip matching services given by TRS to staff at the Sierra Canyon Del Webb Community at Somerset on August 9, 2013.
- Article promoting vanpooling, “Nevada Guard, vRide pool resources to decrease commuter costs,” published in the Battle Born Newsletter by the Nevada Guard Domestic Operations Public Affairs Office. The article featured a picture of a van with the RTC VANPOOL logo.
- Reno Gazette Journal article, “Nevada has few teen drivers,” including quotes by the TRS was published on September 23, 2013.
- Both the RTC SMART TRIPS and Truckee Meadows Bicycle Alliance were listed on the “Made in Reno” website app. The app is a collection of local shops and services.
- Links to the RTC SMART TRIPS program included in the City of Reno’s Green Pages on bicycling.

## **SMART TRIPS**

- Links to program RTC SMART TRIPS information posted on Renown Health's intranet.
- Hotlinks to RTC TRIP MATCH website posted on various websites including the Alternative Transportation Club and Electric Auto Association of Northern Nevada [www.electricnevada.org](http://www.electricnevada.org).

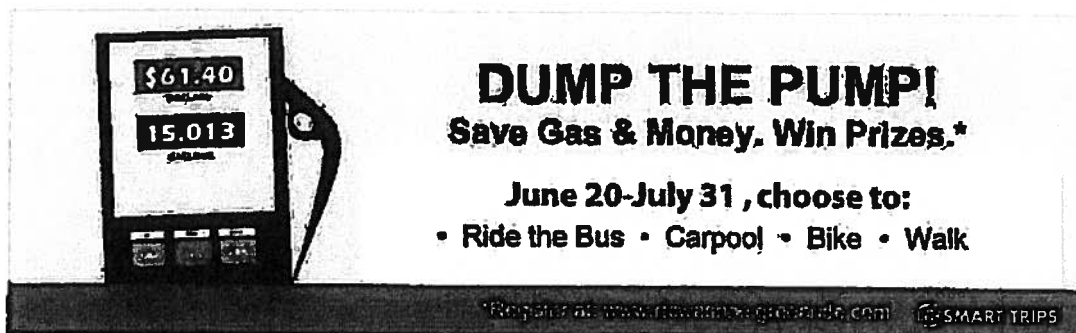
For publicity examples, please see Attachment 7 and also Attachments 5 & 6.

## Trip Reduction Program Advertising

Advertising efforts during the year continued to be impacted by staff downsizing followed by the dissolution of a separate RTC Marketing and Communications Department within the RTC agency. In the past, staff from that department has either created or coordinated the program's advertising. However, direct program advertising increased in FY 2013 compared to FY 2012. Additionally, there continued to be some indirect advertising for the program that occurred through advertising efforts in conjunction with the Street Smart pedestrian safety project. Further, the effects of less paid advertising than in some past years were also offset by continued presence at many special events and numerous earned media opportunities as noted in the Special Events and Publicity sections of this report.

The major advertising efforts for the year were in conjunction with a second campaign to promote the use of all alternate modes of travel through a "Dump the Pump!" Campaign. A national Dump the Pump Day was established in 2006 by the American Public Transportation Association (APTA) to encourage people to ride public transportation to save money, protect the environment, reduce dependence on foreign oil, and improve the quality of life for all Americans. Locally, the RTC Board proclaimed Thursday, June 20, 2013, as Dump the Pump! Day.

In celebration of the event, the public was invited to ride RTC transit services free all day on June 20. People were also encouraged to Dump the Pump using other sustainable modes and to record their green trips on the RTC SMART TRIPS Commute Calendar. The TRS worked with other RTC staff developing a multi-media promotional campaign that included TV spots and interviews, print ads, freeway message signs, a rotating banner ad on the RTC website (shown below) and bus advertising. To encourage on-going behavior changes, everyone recording a trip between June 20 and July 31, 2012, was sent a small gift and was entered into a prize drawing for more valuable items.



The Dump the Pump! Campaign was very successful. In addition to the opportunities it provided to remind the public of the benefits transit provides, actual rides increased. Ridership on Dump the Pump Day, Thursday, June 20, was 33,256, an increase of 33% over average weekday ridership in June. Ridership also exceeded last year's Dump the Pump! ridership of 32,794.



This year's ridership was the second highest single day behind the Presidential Election Day 2012 free ridership of 34,339.

The campaign was also successful in increasing awareness of the RTC's trip reduction program. Three hundred and fifty-six people visited the RTC SMART TRIPS trip matching website [www.rtcwashoe.greenride.com/](http://www.rtcwashoe.greenride.com/). Seventy-one percent were new visitors. Page views increased 330% during June in contrast to May: 2,898 views versus 674. Of greatest impact, 90 new user accounts were created on the website in June compared to 22 accounts during May.

Recorded sustainable commute trips in June increased 239% from May. The top modes recorded were bicycle/roller blade trips (37%) and bus trips (26%). The next highest mode recorded was walking trips which accounted for 20% of the entries. The trips eliminated 8,513 single-occupancy vehicle miles of travel resulting in the following pollution reductions: 8,014 lbs. of carbon dioxide; 199 lbs. of carbon monoxide; 240 oz. of nitrogen oxides; 428 oz. of volatile organic chemicals. Additionally, over 130,511 calories and 37 pounds of fat were burned during the campaign.

### **Print**

- Two quarter-page color advertisements promoting the RTC SMART TRIPS program were published on Page 12 of the Washoe County Air Quality supplement in the Reno News and Review, on November 1, 2012.
- A half-page advertisement promoting the trip matching program was published in the UNR 2013-2014 Visitor's Guide. The guide is distributed free of charge to students and their parents, faculty and staff, alumni, general visitors, and tourists. It is a four-color, glossy publication embellished with a map and building directory, information about current programs and activities, and features highlights of the University campus and the Reno-Tahoe area. The Guide is distributed across the campus throughout the year with an annual circulation of 15,000 copies with an estimated readership of 4 persons per copy.
- Collaborated with staff at the University Nevada, Reno regarding the development of a campus bicycle map which contains references to the RTC SMART TRIPS and Street Smart programs.
- Bike to Work, School, and Fun Campaign, May 11-17
  - Mailed posters, save-the-date cards and cover letter to the employers that participated last year, the RTC SMART TRIPS partners, and a selection of other area employers.
  - Outreach emails sent to past individual participants.
  - Sent thank-you letters and information on "Getting Your Employees Involved" to registering businesses.
- Distributed new customized marketing material and administrative forms to each partner in the bus pass subsidy program prior to the 31-day pass fare reduction that took place on July 1, 2013.

## **SMART TRIPS**

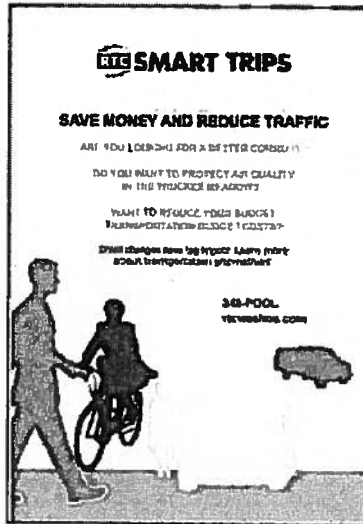
- The new RTC Bus Book effective August 11, 2013, contains a full-page ad promoting the RTC SMART TRIPS program. A one third-page full color ad on the back cover promotes pedestrian safety and directs readers to the Street Smart website which included references on RTC TRIP MATCH.
- Two brochures promoting the RTC SMART TRIPS program were updated during FY 2013. One is directed to the general public; the other to employers.
- Arranged for the delivery of approximately 5,000 copies of the Reno-Sparks 2012 Fall Bicycle Map to distribution points throughout the community. Later distributed over 8,000 copies of the Reno-Sparks 2013 Bicycle Map. The maps incorporate information about the RTC SMART TRIPS and Street Smart programs.
- Activity books for children promoting alternative transportation customized to reflect the RTC SMART TRIPS program were distributed throughout the year at special events. Along with pictures to color, the activity books include different types of educational activities such as puzzles, quizzes, and word games. The books are a great public outreach tool used by the program to educate young people about the benefits of alternative travel modes. They are also very useful in attracting adults to booths and promotional displays which gives the TRS an opportunity to share information about the RTC SMART TRIPS program.
- The RTC SMART TRIPS program was acknowledged as a major sponsor in the Bike to Work, School, and Fun thank-you advertisement in the Reno, News and Review, June 2013.
- RTC VANPOOL logo decals (shown below) used in the vanpool program.



### **Outdoor Advertising**

Backlit bus shelter ad panels promoting the trip reduction program were displayed throughout the year at Bus Stop #543 at Western Village and at Bus Stop #1646 at South Virginia and South Meadows. The view area of the panels is 46 by 67 inches.

## **RTC SMART TRIPS**



See Attachment 8 for additional advertising examples.

### **Video**

A three-minute custom video, “Small Changes, Big Impact,” promoting the community and personal benefits resulting from the use of alternative transportation is available as a general promotional tool for the trip reduction program. The video showcases RTC transit services, the RTC SMART TRIPS program including RTC VANPOOL, RTC RIDESHARE, and bicycling and walking. Chuck Alvey, President and CEO of the Economic Development Authority of Western Nevada gives a personal testimonial and challenges citizens to join him in being part of the solution. The video is posted on the RTC website at <http://www.rtcwashoe.com/public-transportation-22>.

### **Web Site**

During FY 2013, RTC staff updated the RTC SMART TRIPS portion of the RTC website with pertinent information regarding the trip reduction program, mass transit and other modes of transportation. The RTC website underwent a major redesign. The site has more visual prominence with large icons, graphics and buttons. There are icons for Transportation Choices and Safety that link to information about the RTC SMART TRIPS and Street Smart programs. Bicycle and pedestrian safety information along with a link to the Street Smart website were added to the Safety Page. Google Transit Trip Planner is now on the homepage.

The website continues to be an important marketing and educational forum. Additionally, the RTC SMART TRIPS program is recognized as a major sponsor on the Truckee Meadows Bicycle Alliance and Street Smart websites along with descriptions of some of its services.



# RTC SMART TRIPS

In Attachment 9, you will find the FY 2013 web-based information for the trip reduction program.

## Public Transit Advertising

In addition to the advertising specific to the trip reduction program listed above, because the program encourages public transit as a key alternate mode of travel, it benefits greatly from marketing efforts by the agency to promote all RTC transit services.

For example, for the tenth year, RTC promoted transit as a safe ride home on St. Patrick's Day. Generous sponsorships fully underwrote the free service on RTC RIDE, RTC RAPID, and RTC CONNECT on St. Patrick's Day from 4 pm until 2:00 am. Service was extended on RTC SIERRA SPIRIT until midnight. Several groups came together to fund the event. The Northern Nevada DUI Task Force, a grant from the Zero Fatalities Drive Safe Nevada, Ceol Irish Pub, KOLO-TV Channel 8, and radio stations Magic 95.5, Wild 102.9, K-Bull 98.1, and KOH am 780 made the transit service possible with the goal of helping to reduce drunk driving and the tragic consequences of one bad decision.

Please note that the funding for the advertisements noted below came from sources outside the trip reduction program budget.

**Everyone is Irish on St. Patrick's Day.**  
**On Sunday, March 17, RIDE free after 4 pm and enjoy a safe celebration.**  
 Sunday schedules in effect for:  
 - RTC RIDE, RTC RAPID and RTC CONNECT  
 - RTC SIERRA SPIRIT will be extended until midnight.

Try Transit **FREE** on Election Day  
 Use any of these RTC RIDE, RTC RAPID, RTC CONNECT and RTC INTERCITY!

**RTC RIDE. That's our ride!**  
 Love your money. Help the environment and get your vote out. Switch to an RTC ride.

**RTC RIDE**  
 STEAM RIDE  
 RTC.RIDE.COM

**Stop bumming rides from your roommate. Take RTC.**

**Save Money!**  
 New research for parking. Reduce pollution. Help the environment.

**On the go & need to know?**  
 Check out the RTC app! Download the app from the App Store or Google Play. Show drivers and see when your next bus is arriving!

**20th Anniversary**  
**Food for Fare** December 13 and 14

People who do not use public transit services can also donate food. Bus drivers will accept non-perishable food at any bus stop. Please be sure to check expiration dates on food items.

Thank you!



## **Communications - ETR Partners and Prospects**

### **General**

We communicated several key messages to our partners this year:

- Dec 2012 Notified partners of free New Year's Eve transit service along with a flyer with details on route and schedule information.
- Feb 2013 Distributed information along with a flyer on an RTC Open House to present proposed transit service changes and fare concepts.
- Mar 2013 Composed and distributed the Winter 2013 newsletter including articles on free bus rides on Saint Patrick's Day, a public hearing regarding proposed RTC RIDE transit service changes, public art and history ideas for the 4<sup>th</sup> Street/Prater Way Corridor, and the 2<sup>nd</sup> Regional Transportation Plan roundtable on senior and Americans with Disabilities Act (ADA) transportation issues.
- Apr 2013 Mailed Bike to Work Week, School, and Fun information and posters.
- May 2013 Notified all the partners regarding 31-day pass fare decreases that will take effect on July 1.
- Jun 2013 Sent reminder notice regarding the upcoming fare adjustment. Solicited requests for new customized marketing and administrative forms that each partner would like to receive.  
Distributed Summer 2013 newsletter with information on the Dump the Pump! Campaign and a summary of the community impacts from Bike to Work, School, and Fun Week.
- Jul 2013 Explained why it was not possible to issue credits for passes that had dropped in price. Sent an updated electronic order form that includes additional automatic calculations.  
Sent notice to RTC TRIP MATCH users that there was still time to record their sustainable trips on the Commute Calendar as part of the Dump the Pump! Campaign.
- Aug 2013 Sent new bus pass order forms that reflect the new fares that took effect on RTC INTERCITY 10-Ride passes on August 11.
- As needed Responded to partners' and prospects' requests for information, marketing materials, and problem resolution.

### **E-mail System**

We have ensured our databases include current contact information for our ETR Partner contacts, as well as prospects, and have updated our ETR resources e-mail list for program support, including the City of Reno, City of Sparks, Washoe County Air Quality, and sponsors.

See Attachment 10 for examples of partner communications.



## **Future Growth**

### **Future Partners**

The development goals for the RTC SMART TRIPS program include increasing both the number of participating companies and their diversity as well as extending awareness and participation by the general public. The effects of the general economic recession were experienced by the trip reduction program as shown by the mixed growth of different program elements. Nonetheless, all components of the program continued to play an important role in the community, and the future need for the program's expansion is as strong, if not stronger, than ever.

The RTC plans to continue to target companies with 100 or more employees as business partners since it has been found that this size is conducive to meeting minimum administrative thresholds. In addition to targeting non-gaming industries in terms of size, companies in geographically-concentrated areas of transit service (e.g., South Meadows (Route 56), Damonte Ranch Parkway (Route 57)) and areas with dense employment will also be targeted. Other outreach activities that will be implemented to further program goals include:

- Continued presentations to local employers. During FY 2013 staff gave presentations or discussed the program with the following businesses: Arvato, Bally Technologies; Arrow Electronics; Community Chest; Department of Corrections - High Desert Prison; GSI Commerce, Inc.; Fallon Naval Air Base; Food Bank of Northern Nevada; Intellisource; Legacy Supply Chain Services; Nevada Department of Transportation; Port of Subs; REMSA; Sienna Reno; Tahoe-Reno Industrial Center employers; The Services Company; Tahoe Players; Toys R Us; US Ordnance; Walmart at Sparks Legends; and Washoe County.
- Speaking engagements with various community organizations and professional associations.
- Continuing to develop and deepen partnerships with agencies and organizations that support our trip reduction goals, such as the Air Quality Management Division; the City of Reno; City of Sparks; EDAWN; Washoe County; NDOT; Department of Public Safety Office of Traffic Safety; Truckee-North Tahoe Transportation Management Association; greenUP!; Kiwanis Bike Program; Procrastinating Peddlers; Reno Bike Project; University of Nevada, Reno School of Community Health Sciences and Environmental Health and Safety Department; Safe Routes to School; State Bicycle Advisory Board; and Reno-Sparks Convention and Visitors Authority
- Add information to the RTC SMART TRIPS section of the RTC website to provide employers and the public with more information on alternative modes, trip reduction strategies, and the RTC SMART TRIPS program.

### **RTC VANPOOL**

The RTC plans to market vanpooling to three targeted population segments: private groups, corporations, and staffing agencies. With the vans distributed into these categories, the RTC will be able to develop a comprehensive picture of how vanpooling works in this region. The RTC

## **SMART TRIPS**

also plans to market vanpools to citizens in specific geographic locations, such the Tahoe-Reno Industrial Center (TRIC), Carson City, Spanish Springs, the north valleys, and south Reno. All these locations have large populations of commuters who travel congested roadways.

### **RTC TRIP MATCH**

Continuing to implement and expand the use of the RTC SMART TRIPS web-based trip matching services is a major program goal for FY 2014. In addition to increasing active registered users, objectives include increasing the number of registered users who use of the Commute Calendar to record trips made by alternative modes – or avoided through teleworking. More community landmarks will continue to be added to the destination address list. A park-and-ride program to compliment the rideshare program will be developed. Because the matching services now also include searching for walk, bike, and bus buddies, the marketing name RTC RIDESHARE will continue to be phased out and replaced with the more inclusive RTC TRIP MATCH name.

Through marketing of the trip matching services, we will also be creating awareness for the entire RTC SMART TRIPS program. The formation of vanpools requires locating large groups of people with similar travels patterns. This has proved to be a large hindrance to the expansion of the vanpool program on both the corporate and citizen levels. While the vanpool program experienced tremendous growth during FY 2013, its potential has still hardly been tapped. It is still hoped that the RTC TRIP MATCH will help facilitate the growth of vanpooling through facilitating the identification of new potential vanpool groups throughout the Truckee Meadows area and surrounding communities.

### **Guaranteed Ride Home (GRH)**

Continuing to implement, promote, and monitor the guaranteed ride home program is also a continuing program goal. Since one of the most common concerns people have about leaving their personal vehicle at home is the fear of being stranded without easy mobility, it is hoped the GRH program will increase both carpooling and vanpooling. Research has shown that GRH programs generally require minimal funding and staff time to operate and this has been the case during the first six years of operation. If this continues to be true, in future years, the program may be expanded to include uses of other alternate travel modes, such as public transit, bicycling and walking.

### **Bicycle/Pedestrian Promotion**

The Trip Reduction Specialist will continue the promotion of both bicycling and walking as sustainable, health-enhancing travel choices. The Bike to Work, School, and Fun Week event has proven to develop new bicycle commuters and to encourage increased bicycle trips in general. A new bicycle map that will include the most recent additional facilities will be introduced in the spring of 2014. The map has served as a great promotional piece for the trip reduction program.

## **SMART TRIPS**

FY 2014 activities will also include promotion of pedestrian safety and walking as a healthy, sustainable travel mode through the “Street Smart” pedestrian safety website and marketing collateral. Educational material on both safe cycling and walking practices will be distributed at special events throughout FY 2014. The program will continue to also support the Bright Reno Lights program by helping provide the education material.

### **Trip Reduction Ordinance (TRO)**

The RTC will also further explore the possibility of implementing a future regional trip reduction ordinance (TRO). TRO's are regulatory mechanisms that require or provide incentives or disincentives to promote the use of various transportation control measures. A TRO is defined as a municipal, county, regional, or state regulation that usually requires the participation of developers and/or employers in trip demand management. The current RTC SMART TRIPS agreement template for businesses that have been conditioned to implement employee trip reduction programs was developed with the possibility of a future TRO in mind. The results of the application of the new, more flexible agreements will be studied with the hope that guidelines for when and which trip reduction components should be used in various situations will emerge. This will streamline the trip reduction program planning and implementation processes, making them more timely and effective. A TRO will also establish clear enforcement procedures.



## Summary

The RTC SMART TRIPS program will continue to grow and meet its goals in FY 2014 and in the years ahead:

- Preserve the quality of life in the Truckee Meadows by contributing to improved air quality and enhanced travel mobility through the reduction of single-occupied vehicle trips.
- Convert non-riders, as well as occasional riders, to become more frequent riders of RTC RIDE, RTC RAPID, RTC CONNECT, RTC INTERCITY and RTC SIERRA SPIRIT.
- Target program growth in non-gaming sectors through creative partnerships.
- Expand both carpooling and RTC VANPOOL through continued promotion of the web-based rideshare matching program, RTC TRIP MATCH, and guaranteed ride home programs.
- Contribute to improved public health through encouraging active transportation modes via the expanded promotion of bicycling and walking.
- Assist area businesses in developing broad trip reduction programs incorporating telework, reduced work weeks, and off-peak travel elements.
- Explore the potential for a Trip Education Ordinance for the City of Reno, the City of Sparks, and Washoe County to support ETR program efforts.
- Explore the potential for Transportation Management Associations (TMAs).
- Use innovative marketing including the internet.
- Look for funding possibilities outside CMAQ/RTC/STP Local funds to replace and/or augment these current funding sources.

### 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: **16075**

Agency Name: <b>ATTORNEY GENERAL'S OFFICE</b>	Legal Entity Name: <b>BECKER GALLAGHER LEGAL</b>
Agency Code: <b>030</b>	Contractor Name: <b>BECKER GALLAGHER LEGAL PUBLISHING INC</b>
Appropriation Unit: <b>1031-10</b>	Address: <b>8790 GOVERNORS HILL DR STE 102</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>CINCINNATI, OH 45249</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>513/677-5044</b>
	Vendor No.: <b>T29007123</b>
	NV Business ID: <b>nv20101495766</b>

To what State Fiscal Year(s) will the contract be charged? **2015-2017**

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.

<b>X</b> General Funds	<b>100.00 %</b>	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **07/01/2014**

Retroactive? **Yes**

If "Yes", please explain

**The original contract was for two years and expired prior to us being aware of the termination. Becker Gallagher Legal Publishing, Inc. is a vendor that is used consistently though out the Offices of the Attorney General, therefore, we are needing to retroactively establish two additional years for a total of four years to continue using their services.**

3. Termination Date: **07/01/2016**

Contract term: **2 years and 1 day**

4. Type of contract: **Contract**

Contract description: **Publishing Services**

5. Purpose of contract:

**This is a new contract that provides services to format and file pleadings in the Supreme Court of the United States. These services are provided on an as-needed basis and are being used as Supreme Court briefs are required.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$20,000.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**Formatting and file pleadings in the Supreme Court of the United States**

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

**The complexity of the work that needs to be done requires more expertise than employees in our agency are qualified to perform.**

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?

This is an extension of the original contract that expired. The Attorney General's Office has had a successful experience in the past.

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 Office of the Attorney General has used this vendor since 07/01/2012 and has had a successful experience.

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:

Vicki Beavers, Supervising Legal Secretary Ph: 775-684-1212

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mradu	09/12/2014 11:17:04 AM
Division Approval	chowle	09/12/2014 11:33:02 AM
Department Approval	chowle	09/12/2014 11:33:09 AM
Contract Manager Approval	Iramire7	09/16/2014 12:09:04 PM
Budget Analyst Approval	ekin4	11/19/2014 14:51:48 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: **16249**

Agency Name: <b>ATTORNEY GENERAL'S OFFICE</b>	Legal Entity Name: <b>FARRIS, VAUGHAN, WILLS &amp; MURPHY LLP</b>
Agency Code: <b>030</b>	Contractor Name: <b>FARRIS, VAUGHAN, WILLS &amp; MURPHY LLP</b>
Appropriation Unit: <b>1031-10</b>	Address: <b>700 W. GEORGIA ST 25TH FLOOR</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>VANCOUVER, BC V7Y1B3</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>604-661-1712</b>
	Vendor No.: <b>PENDING</b>
	NV Business ID: <b>00000000</b>

To what State Fiscal Year(s) will the contract be charged? **2015-2016**

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 %	<input checked="" type="checkbox"/> Other funding	<b>100.00 % NDEP reimbursement</b>

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/10/2014**Retroactive? **No**

If "Yes", please explain

**Not Applicable**3. Termination Date: **12/10/2015**Contract term: **1 year**4. Type of contract: **Contract**Contract description: **Litigation**

5. Purpose of contract:

**This is a new contract to retain counsel in British Columbia in connection with the bankruptcy proceedings related to Veris Gold Corporation and related entities, namely in the matter of the companies Creditors Arrangement Act, R.S.C. 1985, c. C-36, as amended.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$20,000.00****II. JUSTIFICATION**

7. What conditions require that this work be done?

**Litigation will be in British Columbia, Canada.**

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

**State employees are not eligible to practice law outside the United States.**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?

**We need local counsel who is admitted to the Canadian Bar to appear in court for this bankruptcy matter pending in Supreme Court of British Columbia.**

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 as a: Foreign Corporation

The law firm will be representing NDEP in British Columbia Canada and will not be working in the State of Nevada.

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.

It has been confirmed with the Secretary of State that because this law firm will solely be working in British Columbia Canada that a Nevada Business License is not required.

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 company is not registered with the Secretary of State.

18. Agency Field Contract Monitor:

Cassandra Joseph, Senior Deputy Attorney General Ph: 775-684-1216

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mradu	12/04/2014 15:18:32 PM
Division Approval	clesli1	12/05/2014 15:54:17 PM
Department Approval	chowle	12/05/2014 16:11:18 PM
Contract Manager Approval	iramire7	12/05/2014 16:22:17 PM
Budget Analyst Approval	ekin4	12/10/2014 09:58:45 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: **16212**

Agency Name: **ATTORNEY GENERAL'S OFFICE**  
Agency Code: **030**  
Appropriation Unit: **1032-26**  
Is budget authority available?: **Yes**  
If "No" please explain: **Not Applicable**

Legal Entity Name: **HARRYS BUSINESS MACHINES INC**  
Contractor Name: **HARRYS BUSINESS MACHINES INC**  
Address: **323 WEST ST**  
City/State/Zip: **RENO, NV 89501**  
Contact/Phone: **Jim Hoff 775/322-4559**  
Vendor No.: **PUR0000812**  
NV Business ID: **NV19291000037**

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.

<input checked="" type="checkbox"/>	General Funds	<b>100.00 %</b>	Fees	0.00 %
	Federal Funds	0.00 %	Bonds	0.00 %
	Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/01/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **11/30/2018**

Contract term: **4 years**

4. Type of contract: **Contract**

Contract description: **MAINTENANCE SERVICES**

5. Purpose of contract:

**This is a new contract for a maintenance agreement for DataCard printer/laminator equipment.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$10,350.00**

Other basis for payment: **10350.00, PAYABLE IN ADVANCE FOR 4 YEAR TERM**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**Purchase of new equipment requiring yearly maintenance and service, as well as emergency repairs.**

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

**Maintenance of DataCard machines is a specialized service only available from the vendor.**

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):

**DELL  
Harry's Business Machines, INC.  
CDWG**

b. Solicitation Waiver: **Not Applicable**

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

**Due to the Security features required for Law Enforcement, CDWG and DELL were unable to meet the requirements needed and no other vendors are available in our area.**

d. Last bid date: 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:

Harrys Business Machines has been used by multiple agencies for the past several years and 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: 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:

BLOCK, SUZIE, IT MANAGER Ph: 775-684-1104

, Ph:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	mradu	11/18/2014 17:48:55 PM
Division Approval	clesli1	11/19/2014 13:19:28 PM
Department Approval	chowle	11/19/2014 13:29:26 PM
Contract Manager Approval	lgallow1	11/19/2014 14:24:25 PM
DoIT Approval	bbohm	11/20/2014 10:23:03 AM
Budget Analyst Approval	ekin4	11/21/2014 08:15:44 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: **15018** Amendment Number: **1**

Agency Name: **ADMIN - STATE PUBLIC WORKS DIVISION** Legal Entity Name: **CIVILWORKS LLC**

Agency Code: **082** Contractor Name: **CIVILWORKS LLC**

Appropriation Unit: **1590-58** Address: **4945 W PATRICK LN**

Is budget authority available?: **Yes** City/State/Zip: **LAS VEGAS, NV 89118-2858**

If "No" please explain: **Not Applicable** Contact/Phone: **702/876-3474**

Vendor No.: **T29009288**

NV Business ID: **NV19981075781**

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 %	X Bonds	<b>17.00 %</b>
Highway Funds	0.00 %	X Other funding	<b>83.00 % Transfer from Treasurer</b>

Agency Reference #: **85591**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **11/12/2013**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved **06/30/2017**

Termination Date:

Contract term: **3 years and 230 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is the first amendment to the original contract, which provides professional architectural/engineering services for planning for sanitary sewer upgrades at the Southern Nevada Child and Adolescent Services, Southern Nevada Adult Mental Health Services, Desert Regional Center; Project No. 13-P06, Contract No. 85591. This amendment increases the contract maximum amount from \$142,560 to \$158,810 to provide for additional professional survey, and design services, for Building #4 at the Southern Nevada Adult Mental Health Services Desert Regional Center.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$142,560.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$16,250.00
4. New maximum contract amount:	\$158,810.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**2013 CIP**

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

**Professional 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:  
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	dgrimm	11/20/2014 11:15:41 AM
Division Approval	dgrimm	11/20/2014 11:15:44 AM
Department Approval	dgrimm	11/20/2014 16:16:06 PM
Contract Manager Approval	dgrimm	11/20/2014 16:16:10 PM
Budget Analyst Approval	jrodrig9	11/23/2014 11:53:43 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: **16219**

Agency Name: <b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name: <b>DUBE GROUP INC, THE DBA</b>
Agency Code: <b>082</b>	Contractor Name: <b>DUBE GROUP INC, THE DBA</b>
Appropriation Unit: <b>1349-14</b>	Address: <b>DUBE GROUP ARCHITECTURE 458 COURT ST</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>RENO, NV 89501-1709</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>775/323-1001</b>
	Vendor No.: <b>T81026981</b>
	NV Business ID: <b>NV19991421705</b>

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 %	<b>X</b> Other funding	<b>100.00 % Agency funded CIP</b>

Agency Reference #: **109055**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **11/23/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2019**

Contract term: **4 years and 219 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is a new contract to provide professional architectural/engineering services for the Capitol fence historic structures report; Project No. 15-A025; Contract No. 109055. The scope is to prepare a historic structure report that documents the significance of the resource, evaluates its current condition and recommends appropriate treatment methods. This will include field investigation, coordination with the State Historic Preservation Office regarding material repair and/or replacement methods, development of measured drawings and details, historical research, treatment approach, phasing and costs, and the final report.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$41,820.00**

Other basis for payment: **monthly progress payments based on services provided**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**2015 CIP**

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

**Professional Services are provided by SPWB 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:

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:

Robbie Oxoby, project manager Ph: 775-684-4141

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	dgrimm	11/21/2014 09:40:38 AM
Division Approval	dgrimm	11/21/2014 09:40:42 AM
Department Approval	dgrimm	11/21/2014 10:52:46 AM
Contract Manager Approval	dgrimm	11/21/2014 11:47:54 AM
Budget Analyst Approval	jrodrig9	11/23/2014 12:32:37 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: **15392** Amendment Number: **1**

Agency Name: **ADMIN - STATE PUBLIC WORKS DIVISION** Legal Entity Name: **MCCARTHY BUILDING COMPANIES**

Agency Code: **082** Contractor Name: **MCCARTHY BUILDING COMPANIES**

Appropriation Unit: **1510-63** Address: **INC**

Is budget authority available?: **Yes** City/State/Zip: **HENDERSON, NV 89074**

If "No" please explain: **Not Applicable** Contact/Phone: **702/990-6707**

Vendor No.: **T29016037**

NV Business ID: **NV19731000534**

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	<b>2.00 %</b>	Fees	<b>0.00 %</b>
Federal Funds	<b>0.00 %</b>	<input checked="" type="checkbox"/> Bonds	<b>63.00 %</b>
Highway Funds	<b>0.00 %</b>	<input checked="" type="checkbox"/> Other funding	<b>35.00 % University Funds</b>

Agency Reference #: **95764**

2. Contract start date:  
a. Effective upon final approval? **No** or b. other effective date **04/08/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **04/08/2018**

Contract term: **4 years and 1 day**

4. Type of contract: **Contract**

Contract description: **Owner CMAR AGR**

5. Purpose of contract:

**This is the first amendment to the original contract, which provides owner construction manager at risk pre-construction services for the University of Nevada Las Vegas Hotel College Academic Building, Las Vegas, Nevada; SPWD Project No. 13-P05; SPWD Contract #95764. This amendment increases the maximum amount from \$180,835 to \$193,315 due to the need for additional services to provide updates to the construction cost estimate during the schematic design phase due to changes to the floor area of the building.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$180,835.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$12,480.00
4. New maximum contract amount:	\$193,315.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
**2013 CIP**

8. Explain why State employees in your agency or other State agencies are not able to do this work:  
**Professional 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	11/19/2014 15:14:50 PM
Division Approval	dgrimm	11/19/2014 15:14:53 PM
Department Approval	dgrimm	11/19/2014 15:14:56 PM
Contract Manager Approval	dgrimm	11/19/2014 16:03:16 PM
Budget Analyst Approval	jrodrig9	11/23/2014 12:48:22 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: **16256**

Agency Name:	<b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name:	<b>MENDENHALL SMITH STRUCTURAL</b>
Agency Code:	<b>082</b>	Contractor Name:	<b>MENDENHALL SMITH STRUCTURAL ENGINEERS</b>
Appropriation Unit:	<b>1577-18</b>	Address:	<b>2580 Montessouri St. Suite 107</b>
Is budget authority available?:	<b>Yes</b>	City/State/Zip	<b>LAS VEGAS, NV 89117</b>
If "No" please explain:	<b>Not Applicable</b>		

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.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<input checked="" type="checkbox"/> Other funding	<b>100.00 % 46% transfer from Federal Grant Revenue, 54% transfer from Treasurer</b>

Agency Reference #: 109067

2. Contract start date:  
a. Effective upon final approval? **No** or b. other effective date **12/15/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2018**  
Contract term: **3 years and 197 days**

4. Type of contract: **Contract**  
Contract description: **Arch/Eng Serv**

5. Purpose of contract:  
**This is a new contract to provide professional architectural/engineering services for the Henderson Armory - structural repair design of roof areas with modified Truss Joint for both L and M type joints. The scope includes design development consultation, site visits, structural calculations and drawings along with assistance in the resolution of field related structural issues. The scope also includes construction cost estimate for the project. Project No. 13-M24(B); Contract No. 109067.**

6. NEW CONTRACT  
The maximum amount of the contract for the term of the contract is: **\$13,000.00**  
Other basis for payment: monthly progress payments based on services provided

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
**2013 CIP**

8. Explain why State employees in your agency or other State agencies are not able to do this work:  
**Professional Services are provided by SPWB 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:

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:

Chandra Bandi, project manager Ph: 702-426-5115

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	dgrimm	12/08/2014 13:40:55 PM
Division Approval	dgrimm	12/08/2014 13:40:58 PM
Department Approval	dgrimm	12/08/2014 13:53:26 PM
Contract Manager Approval	dgrimm	12/08/2014 16:00:46 PM
Budget Analyst Approval	jrodrig9	12/15/2014 13:57:23 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: **16241**

Agency Name: <b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name: <b>PAUL CAVIN ARCHITECT LLC</b>
Agency Code: <b>082</b>	Contractor Name: <b>PAUL CAVIN ARCHITECT LLC</b>
Appropriation Unit: <b>1349-14</b>	Address: <b>51 MARILYN MAE DR</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>SPARKS, NV 89441-6236</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>775/842-0261</b>
	Vendor No.: <b>T29033842</b>
	NV Business ID: <b>NV20131182382</b>

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	<b>100.00 % agency funded CIP</b>

Agency Reference #: **109057**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/02/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2019**

Contract term: **4 years and 210 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is a new contract to provide professional architectural/engineering services for the Capitol elevator modernization; Project No. 15-A027; Contract No. 109057. The scope includes verifying and measuring existing conditions, preparing drawings and a project manual, addressing and incorporating agency review comments, issuing documents for competitive bidding and bidding assistance. Construction administration will be provided through project completion along with preparing a detailed Opinion of Probable Cost at defined milestones.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$21,300.00**

Other basis for payment: **monthly progress payments based on services provided**

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**2015 CIP**

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

**Professional Services are provided by SPWB 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:  
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:

Robbie Oxoby, project manager Ph: 775-684-4141

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	dgrimm	12/01/2014 15:36:01 PM
Division Approval	dgrimm	12/01/2014 15:36:06 PM
Department Approval	dgrimm	12/01/2014 15:43:28 PM
Contract Manager Approval	dgrimm	12/02/2014 09:29:07 AM
Budget Analyst Approval	jrodrig9	12/02/2014 20:06:58 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: **16210**

Agency Name: <b>ADMIN - STATE PUBLIC WORKS DIVISION</b>	Legal Entity Name: <b>VAN WOERT BIGOTTI ARCHITECTS</b>
Agency Code: <b>082</b>	Contractor Name: <b>VAN WOERT BIGOTTI ARCHITECTS</b>
Appropriation Unit: <b>1558-58</b>	Address: <b>1400 S VIRGINIA ST STE C</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>RENO, NV 89502-2836</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>775/328-1010</b>
	Vendor No.: <b>T60080600</b>
	NV Business ID: <b>NV19781005709</b>

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	<b>9.00 %</b>	Fees	<b>0.00 %</b>
Federal Funds	<b>0.00 %</b>	<input checked="" type="checkbox"/> Bonds	<b>69.00 %</b>
Highway Funds	<b>0.00 %</b>	<input checked="" type="checkbox"/> Other funding	<b>22.00 % Transfer from treasurer</b>

Agency Reference #: **109025**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **11/19/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2018**

Contract term: **3 years and 223 days**

4. Type of contract: **Contract**

Contract description: **Arch/Eng Serv**

5. Purpose of contract:

**This is a new contract to provide professional architectural/engineering services for the Capitol Building Americans with Disabilities Act Remodel, Project No. 13-S02-8; Contract No. 109025. The Consultant will remodel the Men's and Women's restroom, install one power door opener on the men's restroom door and design an accessible counter for the first floor. They will also modify one drinking fountain on the first floor for wheelchair access and add a vertical grab bar and under sink protection in the second floor unisex restroom. VanWoert Bigotti will also provide directional and restroom signage for the first and second floor restrooms and drinking fountains. The Architects will retain and coordinate all engineering consultants, including mechanical, plumbing, electrical and miscellaneous structural engineering.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$17,000.00**

Other basis for payment: **monthly progress payments based on services provided**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**2013 CIP**

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

**Professional 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:  
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:

Steve Barron, project manager Ph: 775-684-4141

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	dgrimm	11/12/2014 16:07:30 PM
Division Approval	dgrimm	11/12/2014 16:07:32 PM
Department Approval	dgrimm	11/12/2014 16:07:37 PM
Contract Manager Approval	dgrimm	11/12/2014 16:11:25 PM
Budget Analyst Approval	jrodrig9	11/19/2014 21:54:01 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: **15965** Amendment Number: **1**  
 Agency Name: **ADMIN - STATE PUBLIC WORKS DIVISION** Legal Entity Name: **LUMOS & ASSOCIATES**  
 Agency Code: **082** Contractor Name: **LUMOS & ASSOCIATES**  
 Appropriation Unit: **1351-10** Address: **800 E COLLEGE PKWY**  
 Is budget authority available?: **Yes** City/State/Zip: **CARSON CITY, NV 89706**  
 If "No" please explain: **Not Applicable** Contact/Phone: **775/883-7077**  
 Vendor No.: **T80912843**  
 NV Business ID: **NV19791006982**  
 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 %	<b>X</b> Bonds	<b>100.00 %</b>
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: 1666748

2. Contract start date:  
 a. Effective upon final approval? **No** or b. other effective date **09/09/2014**  
 Retroactive? **No**  
 If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **09/08/2018**  
 Contract term: **4 years**

4. Type of contract: **Contract**  
 Contract description: **Engineering Services**

5. Purpose of contract:  
**This is the first amendment to the original contract, which provides professional engineering and construction services for the East Slope Catchment facility, serving the Marlette/Hobart water system, located in Carson City, Nevada - Phase1; Project No. 15-1366-001; Contact No. 1666748. This amendment increases the maximum from \$128,700.00 to \$146,100.00 to provide additional design and survey services for the East Slope Catchment facilities.**

**6. CONTRACT AMENDMENT**

1. The maximum amount of the original contract:	\$128,700.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$17,400.00
4. New maximum contract amount:	\$146,100.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
**2013 CIP**

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

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:  
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	csweeney	11/26/2014 09:33:58 AM
Division Approval	csweeney	11/26/2014 09:34:01 AM
Department Approval	csweeney	11/26/2014 09:34:04 AM
Contract Manager Approval	ssands	11/26/2014 09:41:21 AM
Budget Analyst Approval	jrodrig9	12/02/2014 18:57:06 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: **15161** Amendment Number: **1**

Agency Name: **OFFICE OF VETERANS SERVICES** Legal Entity Name: **Accelerated Care Plus**

Agency Code: **240** Contractor Name: **Accelerated Care Plus**

Appropriation Unit: **2561-04** Address: **4850 Joule Street**

Is budget authority available?: **Yes** City/State/Zip: **Reno, NV 89502**

If "No" please explain: **Not Applicable** Contact/Phone: **Harold Peterson 800-350-1100**

Vendor No.: **T29032695A**

NV Business ID: **NV20131000955**

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.

General Funds	0.00 %	Fees	0.00 %
<b>X</b> Federal Funds	<b>100.00 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/10/2013**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **11/30/2015**

Contract term: **1 year and 355 days**

4. Type of contract: **Contract**

Contract description: **Specialized therapy**

5. Purpose of contract:

**This is the 1st amendment to the original contract to provide physical therapy for residents of the Nevada State Veterans Home. The purpose of this amendment is to continue the contract from December 1, 2014, to November 30, 2015, and to increase the maximum amount of the contact from \$8,800.00 to \$17,600.00.**

**6. CONTRACT AMENDMENT**

1. The maximum amount of the original contract:	\$8,800.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$8,800.00
4. New maximum contract amount:	\$17,600.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?

A skilled nursing facility is required by CMS and the VA to provide physical, occupational, and speech therapy to residents who could benefit from them. This adjunct therapy will provide more residents with the benefits of physical therapy with less pain than they might otherwise endure.

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

The actual physical therapy work is being carried out by Functional Pathways through their contract with NSVH. They are applying the new therapy to their current regimen.

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):

[Redacted]

b. Solicitation Waiver: **Not Applicable**

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

Lease price for equipment, training bundled with the equipment.

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 contractor has been providing the specialized equipment for use by the therapy department for the last year.

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	agarland	11/29/2014 10:23:51 AM
Division Approval	agarland	11/29/2014 10:23:56 AM
Department Approval	agarland	11/29/2014 10:24:01 AM
Contract Manager Approval	mnobles	12/01/2014 08:25:05 AM
Budget Analyst Approval	ekin4	12/01/2014 11:09:55 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: **16172**

Agency Name: <b>DPS-HIGHWAY PATROL</b>	Legal Entity Name: <b>Feeney Wireless, LLC</b>
Agency Code: <b>651</b>	Contractor Name: <b>RER Enterprises Inc</b>
Appropriation Unit: <b>4713-43</b>	Address: <b>1505 Westec Drive</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Eugene, OR 97402</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>Ethan Ralston 5416859045</b>
	Vendor No.: <b>PUR0002115</b>
	NV Business ID: <b>NV20141182474</b>
To what State Fiscal Year(s) will the contract be charged?	<b>2015-2019</b>

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 %
<b>X Highway Funds</b>	<b>50.00 %</b>	<b>X Other funding</b>	<b>50.00 % Forfeiture funds</b>

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/11/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **10/31/2018**

Contract term: **3 years and 324 days**

4. Type of contract: **Contract**

Contract description: **Mobile Data Computer**

5. Purpose of contract:

**This is a new contract to provide a turnkey solution to validate the operational merits of the Proof of Concept phase of the Highway Patrol's Mobile Data Computers project for the Highway Patrol vehicles. Feeney Wireless will provide the consulting and expertise to configure the system for NHP which includes Panasonic Toughbooks (tablets), Gamber Johnson mounting equipment, IKEY keyboards, CIRA X rugged cellular modems, Netmotion, and will assist with managing the system post install.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$28,000.00**

Other basis for payment: \$250 per hour for the Network Planning and Design Phase; \$4,000 per day for the Training Phase; and \$8,000 per day for the Deployment Phase.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**Highway Patrol advocates equipping field personnel with mobile data computers to increase organizational efficiency. Table PCs will be deployed with anticipated benefits in the form of reduced radio transmissions; improved officer and public safety; more accurate reporting of incidents; and consolidation of technical capabilities and devices.**

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

**There are no employees in the State with the background and experience necessary.**

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):

**Feeney Wireless  
AT&T**

b. Solicitation Waiver: **Not Applicable**

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

Other vendors did not meet or exceed required specifications for the project.

d. Last bid date: 10/01/2014 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?

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:

LLC

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

No b. If "No", please explain:

Feeney Wireless, LLC is a subsidiary of RER Enterprises, Inc.

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:

Becki Martin, Management Analyst Ph: 775-684-4909  
Charlie Powell, Lieutenant Ph: 775-684-7394

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	cmacall	10/29/2014 11:31:00 AM
Division Approval	shoh1	12/02/2014 15:21:23 PM
Department Approval	jbauer	12/02/2014 17:03:22 PM
Contract Manager Approval	jbauer	12/02/2014 17:03:24 PM
DoIT Approval	bbohm	12/09/2014 14:19:35 PM
Budget Analyst Approval	jstrandb	12/23/2014 07:11:32 AM

11/23/14

**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: **16205**

Agency Name: **DCNR - PARKS DIVISION**  
 Agency Code: **704**  
 Appropriation Unit: **4605-45**  
 Is budget authority available?: **Yes**  
 If "No" please explain: **Not Applicable**

Legal Entity Name: **BRUCE MACKAY PUMP & WELL**  
 Contractor Name: **BRUCE MACKAY PUMP & WELL SERVICE INC**  
 Address: **1600 MOUNT ROSE HWY**  
 City/State/Zip: **RENO, NV 89511**  
 Contact/Phone: **775/851-1600**  
 Vendor No.: **T81027622**  
 NV Business ID: **NV19851008304**

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.

General Funds	0.00 %	<b>X</b>	Fees	<b>100.00 % Utility Surcharge</b>
Federal Funds	0.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/30/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **11/09/2017**

Contract term: **2 years and 315 days**

4. Type of contract: **Contract**

Contract description: **On-call Well service**

5. Purpose of contract:

**This is a new contract to provide ongoing on-call well services at the following Lake Tahoe Nevada State Park: Sand Harbor, Memorial Point & Spooner Lake. The contract will cover all emergency services to the well pumps, casings, piping, wiring and controls, as well as any required maintenance and retrofitting that cannot be done by parks staff.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$18,000.00**

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**Well pump has failed in the past and we have needed immediate service to protect potable water supplies and ensure public health & sanitation.**

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

**We lack the proper equipment and expertise to perform the work.**

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):

**Capital City Well Drilling  
 Aqua Drilling  
 On-Call Well Services**

b. Solicitation Waiver: **Not Applicable**

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

**This was the only response from the bid request.**

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:

Services were provided in 2004, 2006 and 2013 at Lake Tahoe Nevada State Parks with satisfactory completion.

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:

Joe Fontaine, Facilities Supervisor Ph: 775-831-0494 ext227

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	sdecrona	11/12/2014 08:04:45 AM
Division Approval	sdecrona	11/12/2014 08:04:49 AM
Department Approval	sdecrona	11/12/2014 08:21:24 AM
Contract Manager Approval	sdecrona	11/20/2014 07:55:11 AM
Budget Analyst Approval	cwatson	12/30/2014 13:18:59 PM

11/23/14



### 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: **16218**

Agency Name: **DCNR - PARKS DIVISION**  
Agency Code: **704**  
Appropriation Unit: **4605-06**  
Is budget authority available?: **Yes**  
If "No" please explain: **Not Applicable**

Legal Entity Name: **SNYDER SERVICES DBA**  
Contractor Name: **SNYDER SERVICES DBA**  
Address: **SNYDER MECHANICAL  
PO BOX 2775  
ELKO, NV 89803**  
City/State/Zip: **ELKO, NV 89803**  
Contact/Phone: **775/738-5616**  
Vendor No.: **T80925991**  
NV Business ID: **NV20011319542**

To what State Fiscal Year(s) will the contract be charged? **2015-2017**

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 %	<b>X</b>	Fees	<b>100.00 % fee overage</b>
Federal Funds	0.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/02/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2016**

Contract term: **2 years and 30 days**

4. Type of contract: **Contract**

Contract description: **Equipment maint.**

5. Purpose of contract:

**This is a new contract to provide on-call maintenance to equipment at South Fork and Wild Horse State Recreational Area.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$40,000.00**

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**Service required for equipment.**

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

**State Parks does not have the equipment or 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):

**Plumblin mechanical  
Sheen Plumbing**

b. Solicitation Waiver: **Not Applicable**

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

**Lowest bid for services.**

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 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:

Robert Misiti, Park Supervisor Ph: 775-744-4346

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	sdecrona	11/20/2014 14:51:15 PM
Division Approval	sdecrona	11/20/2014 14:51:21 PM
Department Approval	sdecrona	11/21/2014 09:38:05 AM
Contract Manager Approval	sdecrona	11/25/2014 08:12:28 AM
Budget Analyst Approval	jrodrig9	12/02/2014 19:38:36 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: **16217**

Agency Name: **DCNR - PARKS DIVISION**  
 Agency Code: **704**  
 Appropriation Unit: **4605-06**  
 Is budget authority available?: **Yes**  
 If "No" please explain: **Not Applicable**

Legal Entity Name: **ELLISON, JOHN C DBA**  
 Contractor Name: **ELLISON, JOHN C DBA**  
 Address: **ELLISON ELECTRIC  
 438 S 5TH ST**  
 City/State/Zip: **ELKO, NV 89801-4276**  
 Contact/Phone: **775/738-6284**  
 Vendor No.: **T32002202**  
 NV Business ID: **NV20091346996**

To what State Fiscal Year(s) will the contract be charged? **2015-2017**

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 %	<b>X</b>	Fees	<b>100.00 % Fee coverage</b>
Federal Funds	0.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/03/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2016**

Contract term: **2 years and 29 days**

4. Type of contract: **Contract**

Contract description: **On Call Electrical**

5. Purpose of contract:

**This is a new contract to provide on-call electrical diagnostics and repair services for the South Fork and Wildhorse State Recreational Areas.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$40,000.00**

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**Aging electrical systems and extreme cold temperatures during winter time requires an on call maintenance contract for emergency services.**

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

**State Parks does not have the equipment to do the job.**

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):

**I & E Electrical Inc  
 Quantum Electric**

b. Solicitation Waiver: **Not Applicable**

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

**Lower bid.**

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?

Yes

See the attached Authorization to Contract form for details.

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?

Yes

See the attached Authorization to Contract form for details.

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

Yes If "Yes", please explain

State Assemblyman, John Ellison.

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:

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:

Robert Misiti, Park Supervisor Ph: 775-744-4346

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	sdecrona	11/20/2014 09:30:48 AM
Division Approval	sdecrona	11/25/2014 08:37:15 AM
Department Approval	sdecrona	11/25/2014 08:49:32 AM
Contract Manager Approval	sdecrona	11/25/2014 08:49:37 AM
Budget Analyst Approval	jrodrig9	12/02/2014 19:48:03 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: **16192**

Agency Name: <b>DCNR - FORESTRY DIVISION</b>	Legal Entity Name: <b>SIERRA ELECTRONICS</b>
Agency Code: <b>706</b>	Contractor Name: <b>SIERRA ELECTRONICS</b>
Appropriation Unit: <b>4195-49</b>	Address: <b>690 E GLENDALE AVE 9B</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>SPARKS, NV 89432-1545</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>7023591121</b>
	Vendor No.: <b>T81019363</b>
	NV Business ID: <b>TN00280861</b>

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.

<input checked="" type="checkbox"/> General Funds	<b>100.00 %</b>	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **NDF15-002**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **01/01/2015**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **12/31/2018**

Contract term: **4 years**

4. Type of contract: **Contract**

Contract description: **Radio Repairs**

5. Purpose of contract:

**This is a new contract to provide ongoing services for the installation and repair of dash radio mounts in vehicles, remote antenna mounts throughout Northern and Western Nevada, and radio console equipment at NDF Dispatch offices.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$20,000.00**

Payment for services will be made at the rate of \$65.00 per hour, installation labor rate;

Other basis for payment: \$96/hr technician labor rate; dash mount installation @\$165/hr (within 30 miles); remote mount installation @ \$225 plus travel (within 30 miles). The following rates apply to service beyond 30 miles: Dispatch service/repair and mountaintop repeater/infrastructure repair @ \$96/hr plus travel; Installer travel time @\$65/hr; Technician travel time @ \$96/hr; parts @ 10% off MSRP. After hours labor rate to be billed at time and a half; normal business hours are Monday-Friday, 8am - 5pm.

**II. JUSTIFICATION**

7. What conditions require that this work be done?

The Nevada Division of Forestry (NDF) has only one radio technician in the agency and that person cannot cover the entire state when there are multiple problems. This contract will continue to ensure that NDF's radios are always operational.

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

This vendor will work in conjunction with the NDF's communications manager.

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):

Sierra Electronics  
Eagle Communications

b. Solicitation Waiver: **Not Applicable**

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

This vendor was chosen as the best value to the Division of Forestry. Additionally, this vendor has been utilized under contract in the past and service was deemed to be satisfactory.

d. Last bid date: 10/15/2014 Anticipated re-bid date: 10/15/2018

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:

Previous contract with the Division of Forestry in Fiscal Year 2011-2014. Service was deemed 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:

Rob Levine, Communications Manager Ph: 775-849-2500

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	jkidd	11/05/2014 14:45:36 PM
Division Approval	dprather	11/12/2014 11:13:10 AM
Department Approval	dprather	11/12/2014 11:13:15 AM
Contract Manager Approval	ldunn	11/12/2014 11:53:01 AM
Budget Analyst Approval	jrodrig9	11/19/2014 21:39:13 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: <b>13631</b>	Amendment Number: <b>1</b>
Agency Name: <b>ATHLETIC COMMISSION</b>	Legal Entity Name: <b>GALVAN, ALDO</b>
Agency Code: <b>749</b>	Contractor Name: <b>GALVAN, ALDO</b>
Appropriation Unit: <b>3952-04</b>	Address: <b>GALVAN, ALDO</b>
Is budget authority available?: <b>Yes</b>	<b>1555 BRASSWOOD ST.</b>
If "No" please explain: <b>Not Applicable</b>	City/State/Zip: <b>LAS VEGAS, NV 89110-5916</b>
	Contact/Phone: <b>702-224-4257</b>
	Vendor No.: <b>T29030755</b>
	NV Business ID: <b>NV20141666028</b>

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.

<input checked="" type="checkbox"/> General Funds	<b>95.00 %</b>	<input checked="" type="checkbox"/> Fees	<b>5.00 % Ticket Surcharge</b>
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **08/01/2012**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **06/30/2015**

Contract term: **2 years and 333 days**

4. Type of contract: **Contract**

Contract description: **Speciality Services**

5. Purpose of contract:

**This is the first amendment to the original contract to provide unarmed combat inspector services for weigh-ins and events. This amendment increases the dollar amount of the contract to continue utilizing the services of this contractor through the end of the contract term. The number of events are increasing and continued inspector services are needed to meet event requirements.**

**6. CONTRACT AMENDMENT**

1. The maximum amount of the original contract:	\$9,479.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$2,000.00
4. New maximum contract amount:	\$11,479.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**NRS 467.050 allows the Commission to utilize and employ inspectors as independent contractors.**

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

**Weigh-ins and events occur on evenings, weekends, and holidays. The Commission has a limited staff and other agencies would incur overtime in trying to fulfill these obligations.**

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):

[Redacted]

b. Solicitation Waiver: **Not Applicable**

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

The vendor has knowledge of the rules and regulations of the unarmed combat sports, and serves as inspector trainee to the Athletic Commission without pay for over six months now. Performance is satisfactory.

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:

Sole Proprietor

[Redacted]

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. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	bbel1	11/25/2014 12:53:16 PM
Division Approval	bbel1	11/25/2014 12:53:19 PM
Department Approval	sanders7	12/01/2014 16:21:09 PM
Contract Manager Approval	bbel1	12/02/2014 08:38:24 AM
Budget Analyst Approval	sjohnso9	12/12/2014 05:44:58 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: **12155** Amendment Number: **1**  
 Agency Name: **ATHLETIC COMMISSION** Legal Entity Name: **Charles Anzalone**  
 Agency Code: **749** Contractor Name: **Charles Anzalone**  
 Appropriation Unit: **3952-04** Address: **7450 S. Eastern Avenue #2008**  
 Is budget authority available?: **Yes** City/State/Zip: **Las Vegas, NV 89123**  
 If "No" please explain: **Not Applicable** Contact/Phone: **702-459-8528**  
 Vendor No.: **T29000161**  
 NV Business ID: **NV20111042333**

To what State Fiscal Year(s) will the contract be charged? **2011-2015**

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	<b>90.00 %</b>	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<input checked="" type="checkbox"/> Other funding	<b>10.00 % Amateur Boxing Program</b>

2. Contract start date:  
 a. Effective upon final approval? **No** or b. other effective date **05/01/2011**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **04/30/2015**

Contract term: **4 years**

4. Type of contract: **Contract**  
 Contract description: **Speciality Services**

5. Purpose of contract:  
**This is the first amendment to the original contract to provide unarmed combat inspector services for weigh-ins and events. This amendment increases the dollar amount of the contract to continue utilizing the services of this contractor thru the end of the contract term. The number of events are increasing and continued inspector services are needed to meet event requirements.**

**6. CONTRACT AMENDMENT**

1. The maximum amount of the original contract:	\$9,996.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$4,004.00
4. New maximum contract amount:	\$14,000.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
NRS467.050 allows the Commission to utilize and employ inspectors as independent contractors.

8. Explain why State employees in your agency or other State agencies are not able to do this work:  
Weigh-ins and events occur on evenings, weekends, and holidays. The Commission has a limited staff and other agencies would incur overtime in trying to fulfill these obligations.

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?

The inspector has knowledge of rules and regulations and serves as inspector to the Commission since 2003.

d. Last bid date: 04/18/2011 Anticipated re-bid date: 01/15/2015

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?

Yes If "Yes", please explain

The contractor is currently working as contract inspector to the Commission. Performance is satisfactory.

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:

Sole Proprietor

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. Not Applicable

18. Agency Field Contract Monitor:

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	bbel1	11/20/2014 15:28:22 PM
Division Approval	bbel1	11/20/2014 15:28:25 PM
Department Approval	sanders7	11/25/2014 13:22:35 PM
Contract Manager Approval	bbel1	11/25/2014 13:28:57 PM
Budget Analyst Approval	sjohnso9	12/10/2014 14:11:08 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: **16211**

Agency Name: <b>DETR - REHABILITATION DIVISION</b>	Legal Entity Name: <b>San Diego State University</b>
Agency Code: <b>901</b>	Contractor Name: <b>San Diego State University</b>
Appropriation Unit: <b>3265-32</b>	Address: <b>Research Foundation</b>
Is budget authority available?: <b>Yes</b>	<b>5250 Campanile Drive</b>
If "No" please explain: <b>Not Applicable</b>	City/State/Zip: <b>San Diego, CA 92182-1901</b>
	Contact/Phone: <b>619.594.5731</b>
	Vendor No.: <b>T81037053B</b>
	NV Business ID: <b>Government Entity</b>

To what State Fiscal Year(s) will the contract be charged? **2015-2016**

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 %
<b>X</b> Federal Funds	<b>100.00 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **#1947-16-REHAB**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/01/2014**

Retroactive? **Yes**

If "Yes", please explain

**The scope of work was previously performed under the Technical Assistance and Continuing Education (TACE) grant which was not funded by the Rehabilitation Services Administration (RSA). A need exists to continue with technical assistance and training which can be met with a contract. It is imperative SDSU begin work on December 1, 2014 in order to participate in an intensive 2-day workshop regarding the Workforce Innovation and Opportunity (WIOA) implementation strategies and compliance.**

3. Termination Date: **09/30/2015**

Contract term: **302 days**

4. Type of contract: **Interlocal Agreement**

Contract description: **Training/Tech. Asst.**

5. Purpose of contract:

**This is a new intrastate-interlocal agreement to provide ongoing training and technical assistance to the Vocational Rehabilitation Program. Training for Program staff and the E-Rehab Learning System are needed for continuing education in service areas related to our clients. Vendor will also be providing support and implementation strategies for the Workforce Innovation and Opportunity Act (WIOA).**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$49,808.00**

Other basis for payment: Costs shall be paid and invoiced in accordance with Attachment B - Budget Plan for 2015.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**The scope of work was previously performed under the Technical Assistance and Continuing Education (TACE) grants which was not funded by the Rehabilitation Services Administration (RSA). On-going support needs to be managed with a contract due to the loss of the TACE grant.**

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 training and education background for the services needed.**

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 Cooperation Act (NRS Per 277.080-277.180).

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 vendor has been performing satisfactory service for the Division since 1999.

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:

Janice John, Dep. Admin. - Programs Ph: 702.486.5232

Melissa Costa, Management Analyst Ph: 775.684.4075

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	khawkin1	11/24/2014 15:10:41 PM
Division Approval	shendren	11/24/2014 18:41:43 PM
Department Approval	mcost1	11/25/2014 14:33:33 PM
Contract Manager Approval	mcost1	11/25/2014 14:33:36 PM
Budget Analyst Approval	tgreenam	12/01/2014 17:36:53 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: **16024**

Agency Name: <b>DETR - REHABILITATION DIVISION</b>	Legal Entity Name: <b>A Honey Wagon, Inc.</b>
Agency Code: <b>901</b>	Contractor Name: <b>A Honey Wagon, Inc.</b>
Appropriation Unit: <b>3253-10</b>	Address: <b>7100 Trading Post Lane</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Las Vegas, NV 89128</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>702.366.1401</b>
	Vendor No.: <b>T29019909</b>
	NV Business ID: <b>NV20021479241</b>

To what State Fiscal Year(s) will the contract be charged? **2015-2016**

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 %	<input checked="" type="checkbox"/> Other funding	<b>100.00 % Business Enterprises Set Aside</b>

Agency Reference #: **#1916-16-BEN**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/01/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **06/30/2016**

Contract term: **1 year and 211 days**

4. Type of contract: **Contract**

Contract description: **Grease Trap Pumping**

5. Purpose of contract:

**This is a new contract that provides on-going maintenance and repair services, as needed, including but not limited to cleaning, deodorizing and unclogging of grease traps and grease interceptors at Business Enterprises of Nevada (BEN) locations in Southern Nevada.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$10,000.00**

Other basis for payment: \$0.30 per gallon for pumping; \$0.10 per gallon for pick-up and disposal at the Hoover Dam; \$245.00 per hour for jetting service during standard working hours: Monday through Friday 6:00am to 3:00pm; \$345.00 per hour for holiday, emergencies and non-standard work hours; costs for parking at the Hoover Dam will be reimbursed upon approval of submitted original parking receipts.

**II. JUSTIFICATION**

7. What conditions require that this work be done?

**Pumping and jetting of grease traps are necessary to meet City, County and State health code requirements.**

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

**State employees are not trained in the expertise needed for maintenance and repair of grease traps and/or grease trap interceptors.**

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):

Desert Oil  
American Pumping  
Chief Septic and Sewer  
A Honey Wagon

b. Solicitation Waiver: **Not Applicable**

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

The solicitation was to obtain a pool of vendors for this service. Of the 4 vendors solicited, only 2 vendors responded and the Agency will enter into contracts with both vendors.

d. Last bid date: 04/24/2014 Anticipated re-bid date: 04/01/2016

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 vendor has been performing satisfactory services for the Department of Employment, Training and Rehabilitation, Rehabilitation Division, Bureau of Services to the Blind and Visually Impaired/Business Enterprises of Nevada since August, 2010.

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:

Melissa Costa, Management Analyst Ph: 775.684.4075

19. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	khawkin1	08/28/2014 08:13:05 AM
Division Approval	shendren	10/08/2014 09:07:38 AM
Department Approval	mcost1	11/18/2014 14:32:49 PM
Contract Manager Approval	mcost1	11/25/2014 09:53:25 AM
Budget Analyst Approval	tgreenam	12/01/2014 12:44:31 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: **14047** Amendment Number: **1**  
 Agency Name: **REHABILITATION DIVISION** Legal Entity Name: **Las Vegas Window Tinting LLC**  
 Agency Code: **901** Contractor Name: **Las Vegas Window Tinting LLC**  
 Appropriation Unit: **3253-10** Address: **5615 South Cameron Street #2**  
 Is budget authority available?: **Yes** City/State/Zip: **Las Vegas, NV 89118**  
 If "No" please explain: **Not Applicable** Contact/Phone: **Frank Friedlander 702.222.1710**  
 Vendor No.: **T29017056**  
 NV Business ID: **NV20111789715**

To what State Fiscal Year(s) will the contract be charged? **2013-2017**  
 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 %	<b>X</b> Other funding	<b>100.00 % Business Enterprise Set Aside</b>

2. Contract start date:  
 a. Effective upon final approval? **No** or b. other effective date **12/20/2012**  
 Retroactive? **No**  
 If "Yes", please explain

**Not Applicable**

3. Previously Approved **09/30/2016**  
 Termination Date:  
 Contract term: **3 years and 284 days**

4. Type of contract: **Contract**  
 Contract description: **Window Tinting**

5. Purpose of contract:  
**This a the first amendment to the original contract which provide on-going services for the maintenance, repair and/or removal, cleaning and replacement of graffiti film and/or bronze tint film at the High Scaler Cafeteria and the Hoover Dam Store. This amendment extends the termination date from March 31, 2015 to September 30, 2016 and increases the maximum amount from \$9,500.00 to \$15,000.00 due to the continued need for these services.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$9,500.00
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$5,500.00
4. New maximum contract amount:	\$15,000.00

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
**This is a requirement of the Department of the Interior/Bureau of Reclamation because of heat temperatures reaching 120 degrees through these windows.**

8. Explain why State employees in your agency or other State agencies are not able to do this work:  
**State employees are not trained and do not have the expertise to perform these services.**

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):

Tint Pros  
Nevada Tint  
Las Vegas Window Tinting

b. Solicitation Waiver: **Not Applicable**

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

This vendor provided a better product for comparable value and out fo the three vendors that submitted proposals, it was determined to be in the best interest of the State to award this contract to Las Vegas Window Tinting.

d. Last bid date: 10/17/2012 Anticipated re-bid date: 10/17/2016

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:

Department of Employment, Training and Rehabilitation, Rehabilitation Division, BSBVI, BEN Program, September 2010, services provided 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 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	khawkin1	11/24/2014 15:09:13 PM
Division Approval	shendren	11/25/2014 10:14:47 AM
Department Approval	mcost1	11/26/2014 13:42:07 PM
Contract Manager Approval	kwynands	11/26/2014 14:28:10 PM
Budget Analyst Approval	tgreenam	12/03/2014 10:42:05 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: **11728** Amendment Number: **1**  
 Agency Name: **REHABILITATION DIVISION** Legal Entity Name: **BOARD OF REGENTS-UNR**  
 Agency Code: **901** Contractor Name: **BOARD OF REGENTS-UNR**  
 Appropriation Unit: **3265-32** Address: **UNR CONTROLLERS OFFICE**  
 Is budget authority available?: **Yes** City/State/Zip: **RENO, NV 89557-0025**  
 If "No" please explain: **Not Applicable** Contact/Phone: **Jennifer Booth 775/784-4062**  
 Vendor No.: **D35000816**  
 NV Business ID: **Government Entity**

To what State Fiscal Year(s) will the contract be charged? **2011-2015**

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 %
<b>X</b> Federal Funds	<b>100.00 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **1597-15-Rehab**

2. Contract start date:  
 a. Effective upon final approval? **No** or b. other effective date **01/11/2011**  
 Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **05/31/2015**  
 Contract term: **4 years and 140 days**

4. Type of contract: **Interlocal Agreement**  
 Contract description: **Customer Surveys**

5. Purpose of contract:  
**This is the first amendment to the original Intrastate Interlocal contract, which provides new surveys, longitudinal analysis and proposed project innovation to determine customer satisfaction with services provided by the Division and to assess basic needs of individuals with disabilities who seek employment. This amendment extends the termination date from December 31, 2014 to May 31, 2015 and increases the maximum amount from \$154,041.87 to \$174,130.46 to allow for 100% data collection and final report.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$154,041.87
2. Total amount of any previous contract amendments:	\$0.00
3. Amount of current contract amendment:	\$20,088.59
4. New maximum contract amount:	\$174,130.46

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
 Pursuant to 34CFR 361.17 (h)(4), 361.16 (C)(v), the Rehabilitation Act of 1973, as Amended, Section 105 (c)(2)(B)(4) and the Nevada State Rehabilitation Council (NSRC).

8. Explain why State employees in your agency or other State agencies are not able to do this work:  
 State employees do not possess the expertise to perform these services.

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):

Utah State University  
University of Nevada-Las Vegas  
University of Nevada-Reno  
San Diego State University

b. Solicitation Waiver: **Not Applicable**

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

The RFP was completed by the Rehabilitation Division. After careful deliberation, this vendor was chosen by the evaluation committee.

d. Last bid date: 08/04/2010 Anticipated re-bid date: 06/01/2014

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 contractor is currently under contract with the Nevada Department of Employment, Training and Rehabilitation, Rehabilitation Division, and has been performing satisfactorily since 2006.

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	khawkin1	11/12/2014 08:36:31 AM
Division Approval	mmason	11/13/2014 15:50:47 PM
Department Approval	mcost1	11/20/2014 15:23:58 PM
Contract Manager Approval	kwynands	12/02/2014 09:27:43 AM
Budget Analyst Approval	tgreenam	12/09/2014 13:44:26 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: **16220**

Agency Name: <b>DETR - REHABILITATION DIVISION</b>	Legal Entity Name: <b>Paratransit</b>
Agency Code: <b>901</b>	Contractor Name: <b>Paratransit</b>
Appropriation Unit: <b>3265-09</b>	Address: <b>dba Destinations Mobility 2501 Florin Road</b>
Is budget authority available?: <b>Yes</b>	City/State/Zip: <b>Sacramento, CA 95823</b>
If "No" please explain: <b>Not Applicable</b>	Contact/Phone: <b>Steve Estes 916.868.6797</b>
	Vendor No.: <b>PUR0005575</b>
	NV Business ID: <b>NV20141713357</b>
To what State Fiscal Year(s) will the contract be charged?	<b>2015</b>

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	<b>21.30 %</b>	Fees	0.00 %
<input checked="" type="checkbox"/> Federal Funds	<b>78.70 %</b>	Bonds	0.00 %
Highway Funds	0.00 %	Other funding	0.00 %

Agency Reference #: **1943-15-REHAB**

2. Contract start date:

a. Effective upon final approval? **No** or b. other effective date **12/09/2014**

Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Termination Date: **03/31/2015**

Contract term: **111 days**

4. Type of contract: **Contract**

Contract description: **Vehicle Modification**

5. Purpose of contract:

**This is a new contract to provide vehicle modifications for Vocational Rehabilitation client(s) to enable them in finding and securing gainful employment. The maximum contract amount shall not exceed \$21,571.00.**

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$21,571.00**

Other basis for payment: Vehicle modifications shall not exceed \$21,571.00; payable upon completion and upon acceptance by Vocational Rehabilitation.

#### II. JUSTIFICATION

7. What conditions require that this work be done?

**Vehicle modifications are needed to allow the client to enter/exit and operate the vehicle with a power wheelchair.**

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

**State employees are not trained in this area.**

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?

Client is being serviced by another community partner who referred the client to this vendor. This vendor allows for the purchase and vehicle modifications to be done at the same location.

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:

Vendor has provided satisfactory services for Aging and Disability Services since January 2014.

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:

Melissa Costa, Management Analyst Ph: 775.684.4075
Kevin Leak, Rehabilitation Counselor 3 Ph: 775.823.8142

19. Contract Status:

Contract Approvals:

Table with 3 columns: Approval Level, User, Signature Date. Rows include Budget Account Approval, Division Approval, Department Approval, Contract Manager Approval, and Budget Analyst Approval.

12/1/14 mt

**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: **13950** Amendment Number: **4**  
 Agency Name: **SILVER STATE HEALTH INSURANCE EXCHANGE** Legal Entity Name: **KPS 3 INC**  
 Agency Code: **960** Contractor Name: **KPS 3 INC**  
 Appropriation Unit: **1400-70** Address: **50 W LIBERTY ST STE 640**  
 Is budget authority available?: **Yes** City/State/Zip: **RENO, NV 89501-1946**  
 If "No" please explain: **Not Applicable** Contact/Phone: **775/686-7439**  
 Vendor No.: **PUR0004720**  
 NV Business ID: **NV19941094961**  
 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 %	<input checked="" type="checkbox"/>	Fees	1.00 %
<input checked="" type="checkbox"/> Federal Funds	99.00 %		Bonds	0.00 %
Highway Funds	0.00 %		Other funding	0.00 %

2. Contract start date:  
 a. Effective upon final approval? **No** or b. other effective date **01/08/2013**  
 Retroactive? **No**

If "Yes", please explain

**Not Applicable**

3. Previously Approved Termination Date: **03/31/2015**  
 Contract term: **3 years and 82 days**

4. Type of contract: **Contract**  
 Contract description: **KPS3 Inc.**

5. Purpose of contract:  
**This is the fourth amendment to the original contract, which provides marketing and outreach education about the Exchange to the State of Nevada. This amendment extends the termination date from March 31,2015 to March 31, 2016 and increases the maximum amount from 11,033,976 to 11,070,976 funded through per member per month fees for continuation of website hosting and ongoing content/forms management.**

6. CONTRACT AMENDMENT

1. The maximum amount of the original contract:	\$6,000,000.00
2. Total amount of any previous contract amendments:	\$5,033,976.00
3. Amount of current contract amendment:	\$37,000.00
4. New maximum contract amount:	\$11,070,976.00
and/or the termination date of the original contract has changed to:	03/31/2016

**II. JUSTIFICATION**

7. What conditions require that this work be done?  
**Marketing and outreach is a key component to the success of the Exchange. A vast amount of research and planning is required to ensure that the marketing and outreach is completed to the appropriate target audience emphasizing the most relevant content. There are tight deadlines for each phase of this project to ensure that the expected outcome is reached.**

8. Explain why State employees in your agency or other State agencies are not able to do this work:  
**The scope of this project has a strict deadline and is too large and time consuming for the work load of state employees to handle.**

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):

[Redacted]

b. Solicitation Waiver: **Not Applicable**

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

Vendor received the highest score from the evaluation team.

d. Last bid date: 11/01/2012 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 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	ceaton	11/07/2014 09:57:20 AM
Division Approval	sderouss	11/07/2014 09:59:34 AM
Department Approval	sderouss	11/07/2014 09:59:39 AM
Contract Manager Approval	sderouss	11/07/2014 09:59:41 AM
Budget Analyst Approval	nhovden	12/30/2014 11:59:12 AM

*12/30/14*