



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: Tuesday, April 23, 2019

**DATE:** Wednesday April 3, 2019

**TO:** Board of County Commissioners

**FROM:** Pamela Mann, Purchasing & Contracts Manager, Comptroller  
775-328-2281, [PMann@WashoeCounty.us](mailto:PMann@WashoeCounty.us)

**THROUGH:** Cathy Hill, Comptroller  
(775) 328-2563, [chill@washoecounty.us](mailto:chill@washoecounty.us)

**SUBJECT:** Recommendation to approve retroactive and future authorization for purchases that have or are likely to exceed [\$100,000] in the aggregate for FY19 and for FY20 with the understanding all such expenses will remain within available adopted budget funding. If approved, all purchases remain subject to compliance and accordance with the provisions of the Local Government Purchasing Act. (All Commission Districts).

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### **SUMMARY**

Recommendation to approve retroactive and future authorization for purchases that have or are likely to exceed [\$100,000] in the aggregate for FY19 and for FY20 with the understanding all such expenses will remain within available adopted budget funding. If approved, all purchases remain subject to compliance and accordance with the provisions of the Local Government Purchasing Act.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

### **PREVIOUS ACTION**

The Board has previously approved requests to authorize purchases for suppliers whose aggregate for total purchases exceeded [\$100,000] per fiscal year.

### **BACKGROUND**

Pursuant to Chapter 15.530 of the Washoe County Code, BCC approval is required when the individual expenditure amount is in excess of [\$100,000] in accordance with the provisions of the Local Government Purchasing Act. This request seeks Board approval only in scenarios

where the cumulative smaller purchases with a supplier will exceed or are likely to exceed [\$100,000] in the aggregate.

The suppliers listed in Exhibit A of this item have or are likely to exceed the [\$100,000] threshold this fiscal year. Each supplier listed has been selected to provide supplies or services which, by individual transaction amounts do not (or did not) exceed the [\$100,000] single transaction threshold that requires independent approval by the Board of County Commissioners. However, collectively the purchase transactions associated to these suppliers have or are likely exceed [\$100,000] annually in the aggregate total in FY19 and are anticipated as likely to exceed [\$100,000.] in the aggregate for FY20. The aggregate spend actually exceeding [\$100,000.] is not certain for every supplier listed, but is instead deemed likely based on previous and current transaction amount trends.

The Purchasing and Contracts Division of the Comptroller's Department is requesting Board approval of these suppliers for purchases that in the aggregate exceed [\$100,000.] If approved, purchases will remain within adopted budget funding for the fiscal year, and remain subject to competitive bidding requirements, including joinder agreements in compliance and accordance with the provisions of the Local Government Purchasing Act.

The retroactive component of this approval request is due to the timing of purchases by individual divisions, which when reconciled collectively exceeded [\$100,000.] in the aggregate.

### **FISCAL IMPACT**

Expenditures with each of the above suppliers have or are expected to exceed [\$100,000] in the aggregate within FY19 and are anticipated to exceed [\$100,000.] in the aggregate for FY20. The maximum fiscal impact would depend upon the results of any purchases in the relevant fiscal year. All purchases will remain within adopted budget funding for FY19 and FY20.

### **RECOMMENDATION**

Recommendation to approve retroactive and future authorization for purchases that have or are likely to exceed [\$100,000] in the aggregate for FY19 and for FY20 with the understanding all such expenses will remain within available adopted budget funding. If approved, all purchases remain subject to compliance and accordance with the provisions of the Local Government Purchasing Act.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:  
"Recommendation to approve retroactive and future authorization for purchases that have or are likely to exceed [\$100,000] in the aggregate for FY19 and for FY20 with the understanding all such expenses will remain within available adopted budget funding; and all purchases remain subject to compliance and accordance with the provisions of the Local Government Purchasing Act."

## EXHIBIT A SUPPLIERS LIST FOR AGGREGATE APPROVALS IN FY19 and FY20

|                                    |
|------------------------------------|
| A&K EARTH MOVERS INC               |
| ACCELA INC                         |
| ACCESS TO HEALTHCARE NETWORK, INC. |
| ADAPCO INC                         |
| ADVANCED COMMUNICATION             |
| ADVANCED INTERPRETING &            |
| AFFINITY SOLUTIONS GROUP, LLC      |
| ALLIED UNIVERSAL SECURITY SVCS.    |
| ALLSTREAM BUSINESS US, INC.        |
| ALPHA ANALYTICAL INC               |
| ALPINE HELICOPTER SERVICE INC      |
| ALTA VISTA MENTAL HEALTH LLC       |
| AMERCARE PRODUCTS INC              |
| AMERICAN COMP. COUNSELING          |
| AMERICAN FIDELITY ASSURANCE CO     |
| AMERICAN TOWER CORPORATION         |
| ANDCO CONSULTING, LLC              |
| ARC HEALTH & WELLNESS LLC          |
| AT & T                             |
| AT & T WIRELESS SERVICES           |
| BAKER & TAYLOR BOOKS               |
| BELL CONFLICT GROUP                |
| BOARD OF REGENTS UNR               |
| BOARD OF REGENTS, NSHE, obo UNR    |
| BOARD OF REGENTS DESERT RESEARCH   |
| BOARD OF REGENTS-UNR MED SCHOOL    |
| BOB BARKER COMPANY INC             |
| BONANZA PRODUCE CO                 |
| BOUND TREE MEDICAL, LLC            |
| BRISTLECONE FAMILY RESOURCES       |
| BROADBENT & ASSOCIATES INC         |
| BROWN AND CALDWELL, INC            |

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| BUTLER ANIMAL HEALTH SUPPLY LLC     |
| BYWATER SOLUTIONS LLC               |
| CALL TO COMPASSION                  |
| CARDINAL HEALTH INC                 |
| CAROLLO ENGINEERS P.C.              |
| CARSON DODGE CHRYSLER PLYMOUTH      |
| CASHMAN EQUIPMENT COMPANY INC       |
| CASTLE FOODS                        |
| CATERPILLAR FINANCIAL SVCS. CORP.   |
| CATHOLIC CHARITIES OF NO NEVADA     |
| CATHOLIC CHARITIES OF NORTHERN NV   |
| CCMSI                               |
| CDS GROUP HEALTH                    |
| CDW GOVERNMENT INC                  |
| CENTRAL SANITARY SUPPLY             |
| CENTURYLINK COMMUNICATIONS LCC      |
| CHAMPION CHEVROLET GEO              |
| CHARTER COMMUNICATIONS HOLDINGS, LL |
| CHILDREN'S CABINET INC              |
| CLARKE MOSQUITO CONTROL PRODUCTS    |
| COMEAX, DIANE J.                    |
| COMPLETE DOC. MGMT. SOLUTIONS, INC  |
| CONSTRUCTION SEALANTS SUPPLY INC    |
| CONVERGEONE, INC.                   |
| CORE DYNAMICS, LLC                  |
| CRISIS CALL CENTER                  |
| DAILEY & WELLS COMMUNICATIONS INC   |
| DATAWORKS PLUS LLC                  |
| DELL MARKETING LP                   |
| DIVDAT                              |
| DJR FORENSICS                       |
| DOLAN, PATRICK D                    |

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| DOMINION VOTING SYSTEMS INC       |
| ECOLOGY AND ENVIRONMENT, INC.     |
| EIDE BAILLY LLP                   |
| ENNIS PAINT INC                   |
| ENOVEN INDUSTRIES, LLC            |
| ENTERPRISE FLEET MANAGEMENT INC   |
| EPI-USE AMERICA INC               |
| ESRI INC.                         |
| ESSVR, LLC                        |
| F & F INDUSTRIES INC              |
| FACILITIES MANAGEMENT INC         |
| FAMILY COUNSELING SERVICE OF      |
| FARR WEST ENGINEERING             |
| FIS                               |
| FLYERS ENERGY, LLC                |
| FORTNET SECURITY                  |
| FREEDOM HOME HEALTH LLC           |
| FUNG, JANICE                      |
| GARDNER ENGINEERING               |
| GARTNER INC.                      |
| GE HEALTHCARE BIO-SCIENCES CORP.  |
| GERHARDT & BERRY CONSTRUCTION INC |
| GLAXOSMITHKLINE                   |
| GLOBAL FOODS INC                  |
| GOOD SOURCE SOLUTIONS INC         |
| GRANICUS, INC.                    |
| GRANITE CONSTRUCTION CO INC       |
| GUARDIAN LIFE INSURANCE CO        |
| HAND UP HOMES FOR YOUTH INC.      |
| HARRIS CORP. PUBLIC SAFETY AND    |
| HAVE LIGHTS WILL TRAVEL           |
| HAYCOCK PETROLEUM                 |
| HDR ENGINEERING INC               |
| HENRIKSEN BUTLER NEVADA           |

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| HENRY STEWART PUBLICATIONS          |
| HOME DEPOT                          |
| HOMETOWN HEALTH PLAN INC            |
| ICARUS FIRE & EQUIPMENT CO. LLC     |
| INCLINE VILLAGE GENERAL             |
| INLAND BUSINESS SYSTEM              |
| INTERSTATE OIL COMPANY              |
| IT'S MY COMMUNITY STORE, LLC        |
| JOHNSON CONTROLS FIRE PROTECTION LP |
| JPE HEALTHCARE STAFFING INC         |
| JUSTICE AV SOLUTIONS INC.           |
| K & H PRINTERS-LITHOGRAPHERS        |
| K7 CONSTRUCTION INC                 |
| KAHL COMMERCIAL INTERIORS INC       |
| KEEP TRUCKEE MEADOWS BEAUTIFUL      |
| KG WALTERS CONSTRUCTION CO INC      |
| KONE INC                            |
| KORN FERRY HAY GROUP, INC           |
| KRONOS INCORPORATED                 |
| KRUEGER INTERNATIONAL, INC.         |
| LABSOURCE INC                       |
| LAKES CROSSING                      |
| LAS VEGAS METRO POLICE DEPT         |
| LAS VEGAS TACTICAL, LLC             |
| LAST CHANCE IRRIGATION CO.,INC.     |
| LEHR AUTO ELECTRIC INC              |
| LES FIELDS/CCHI INSURANCE SERVICES  |
| LEVADA HOUSE LLC                    |
| LEWIS ROCA ROTHGERBER LLP           |
| LEXIS NEXIS                         |
| LG STRATEGIES, LLC                  |
| LIFE TECHNOLOGIES                   |
| LITTLER MENDELSON PC                |
| LN CURTIS & SONS                    |

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| LP INSURANCE SERVICES               |
| M3 PLANNING INC                     |
| MACHABEE OFFICE ENVIRONMENTS        |
| MAHAFFEY, MARTHA B                  |
| MANATRON INC                        |
| MANHARD CONSULTING LTD              |
| MANPOWER TEMPORARY SERVICES         |
| MARTIN-ROSS & ASSOCIATES            |
| MCKENZIE PROPERTIES                 |
| MCKESSON GENERAL MEDICAL CORP       |
| MEDSCHOOL ASSOCIATES NORTH INC      |
| MERCEY SPRINGS 152 PARTNERS LLC     |
| MERCK SHARP & DOHME CORP            |
| MERCURY AIR CENTER                  |
| METRO PRINT & MAIL SOLUTIONS        |
| MICHAEL CAPELLO AND ASSOCIATES, INC |
| MILLER'S SCHOOL JACKETS             |
| MILLIMAN INC                        |
| MODEL DAIRY LLC                     |
| MUNICIPAL EMERG. SERV.              |
| MY NEXT CAREER PATH STAFFING LLC    |
| NAPA AUTO PARTS                     |
| NAPHCARE INC                        |
| NATIONAL MEDICAL SERVICES INC       |
| NEIGHBORHOOD MEDIATION CTR INC      |
| NETSMART NEW YORK, INC              |
| NEVADA ASSOCIATION OF COUNTIES      |
| NEVADA CANCER COALITION             |
| NEVADA DEPT OF HEALTH & HUMAN SVCS  |
| NEVADA DEPT PUBLIC SAFETY-OCJA      |
| NEVADA DIV OF CHILD & FAMILY SVCS   |
| NEVADA DIVISION OF FORESTRY         |
| NEVADA EMPLOYMENT TRAINING &        |
| NEVADA ENERGY SYSTEMS INC           |

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| NEVADA HUMANE SOCIETY               |
| NEVADA LAND LLC                     |
| NEVADA OFFICE MACHINES INC          |
| NEVADA PREF HEALTHCARE PROV. LLC    |
| NEVADA PRESORT & MAIL MARKETING INC |
| NEVADA SEAL & PUMP                  |
| NEVADA STATE DEPT OF ADMINISTRATION |
| NEVADA STATE TREASURER              |
| NEVADA, STATE OF                    |
| NEWFIELDS COMPANIES, LLC            |
| NICHOLS CONSULTING ENGINEERS        |
| NORMAN S. WRIGHT MECHANICAL         |
| NORTHERN NEVADA HOPES               |
| NORTHWESTERN MUTUAL LIFE INS        |
| NV ENERGY                           |
| OFFICE DEPOT                        |
| OLIVER PACKAGING AND EQUIPMENT      |
| O'REILLY AUTOMOTIVE INC             |
| OUTLIER TECHNOLOGIES INC            |
| OVERDRIVE INC                       |
| OWEN EQUIPMENT SALES                |
| PALOMINO VALLEY GENERAL IMPROVEMENT |
| PAPE MACHINERY                      |
| PATAGONIA HEALTH INC                |
| PAUL CAVIN ARCHITECT LLC            |
| PFM ASSET MANAGEMENT LLC            |
| POGGEMEYER DESIGN GROUP INC.        |
| POLYDYNE INC                        |
| PORTER LEE CORPORATION              |
| POWERCOMM SOLUTIONS INC             |
| PRISM SYSTEMS CORPORATION           |
| PURCELL TIRE & RUBBER               |
| Q A GROUP LLC                       |
| Q&D CONSTRUCTION INC                |

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| QUAL ECON USA INC                   |
| QUEST COUNSELING & CONSULTING       |
| RAIL CITY GARDEN CENTER, INC.       |
| RAVEN, KATHERINE                    |
| RAY MORGAN COMPANY                  |
| REAGAN, STEPHEN T                   |
| REDWOOD TOXICOLOGY LABORATORY       |
| REGIONAL EMERGENCY MEDICAL SERVICES |
| REGIONAL TRANSPORTATION COMMISSION  |
| REGIONAL TRANSPORTATION COMMISSION  |
| RENO BUSINESS INTERIORS INC         |
| RENO NEWSPAPERS INC                 |
| RENO, CITY OF                       |
| RENO, CITY OF SEWER                 |
| RENOWN REGIONAL MEDICAL CENTER      |
| RF MACDONALD COMPANY                |
| RFI ENTERPRISE INC                  |
| RHODES LAW OFFICES LTD              |
| ROCKY MOUNTAIN OFFENDER MGMT. SYS.  |
| ROTER INVESTMENTS OF NEVADA         |
| SALT LAKE WHOLESALE SPORTS          |
| SERVPRO OF RENO E/C SPARKS          |
| SHARP REPORTING SERVICES            |
| SHI INTERNATIONAL CORP              |
| SIERRA CONTROLS, LLC                |
| SIERRA ELECTRONICS INC              |
| SIERRA NEVADA CONSTRUCTION INC      |
| SIERRA SENIOR SERVICES              |
| SMITH MECHANICAL INC                |
| SONG PROPERTIES LLC                 |
| SOSUTV CORP                         |
| SOUTHERN FOLGER DET. EQ. CO., LLC   |
| SOUTHWEST AIRLINES                  |
| SPARKS, CITY OF                     |

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| SPB UTILITY SERVICES INC          |
| SPHERION CORPORATION              |
| STAGE NINE INC                    |
| STANDARD INSURANCE CO.            |
| STANTEC CONSULTING SERVICES INC   |
| STATE BAR OF NEVADA               |
| STEP 2 INC                        |
| SULLIVAN STRUCTURES LLC           |
| SUMMIT ROOFING LLC                |
| SUN VALLEY GENERAL IMPROVEMENT    |
| SUNSHINE LITIGATION SERVICES, LLC |
| SUPER 8 MEADOW WOOD CO            |
| SYSCO                             |
| TAHOE HOUSE FAMILY SVC. LLC       |
| TAHOE REGIONAL PLANNING AGENCY    |
| TAX MANAGEMENT ASSOCIATES, INC.   |
| THATCHER COMPANY, INC.            |
| THE VERTICAL DIMENSION, INC.      |
| THERMO SCIENTIFIC P. A. I. INC.   |
| TODD VINGER & ASSOCIATES LLC      |
| TRUCKEE MEADOWS REG PLAN AGENCY   |
| TRUCKEE MEADOWS WATER AUTHORITY   |
| TURF STAR INC                     |
| TYBERA DEVELOPMENT GROUP, INC.    |
| TYLER TECHNOLOGIES                |
| U S POSTMASTER RENO-BMEU          |
| UNIFORMITY, INC                   |
| USDA FOREST SERVICE               |
| VERIZON WIRELESS SERVICES LLC     |
| VICTORY SUPPLY, LLC               |
| VIETNAM VETERANS OF CALIFORNIA    |
| VISION CONTROL ASSOC. OF NV, INC. |
| VISION SERVICE PLAN -(NV)         |
| WAL-MART #2106                    |

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| WASHOE COUNTY SCHOOL DISTRICT   |
| WASHOE LEGAL SERVICES           |
| WASTE MANAGEMENT                |
| WEIHER, RICHARD G., PH.D.       |
| WELCOME ABOARD INC              |
| WELLDYNERX, INC.                |
| WEST GROUP                      |
| WEST SAFETY SERVICES, INC.      |
| WESTERN ENVIRONMENTAL TEST. LAB |

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| WESTERN NEVADA SUPPLY CO        |
| WESTERN NEVADA TRANSPORT, LLC   |
| WODACO INC.                     |
| WOLF PACK SPORTS PROPERTIES LLC |
| WOOD RODGERS INC                |
| WW GRAINGER INC                 |
| XEROX CORPORATION               |
| XYLEM WATER SOLUTIONS USA, INC. |
| ZONES INC                       |