

WASHOE COUNTY

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STAFF REPORT BOARD MEETING DATE: February 13, 2018

| CM/ACM | |
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| Finance | |
| DA | |
| Risk Mgt | |
| HR | |
| Other | |
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DATE: Tuesday, January 30, 2018

TO: Board of County Commissioners

FROM: Pamela Mann, Purchasing & Contracts Manager, Comptroller

775-328-2281, PMann@WashoeCounty.us

THROUGH: Cathy Hill, Comptroller

(775) 328-2563, chill@washoecounty.us

SUBJECT: Approval to authorize purchases for needed supplies, materials,

equipment and contractual services from suppliers that have or will exceed in the aggregate [\$100,000] for FY18, but will remain within available adopted budget funding. All such purchases will continue to be

subject to and in accordance with the provisions of the Local Government Purchasing Act. (All Commission Districts).

SUMMARY

Approval to authorize purchases for needed supplies, materials, equipment and contractual services from various suppliers that have or will exceed in the aggregate [\$100,000] during this fiscal year, but will remain within available adopted budget funding. All such purchases will continue to be subject to, and in accordance with, provisions of the Local Government Purchasing Act.

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

PREVIOUS ACTION

Approval to authorize purchases for suppliers whose purchases exceeded [\$100,000] per fiscal year was previously sought and approved on July 25, 2017 item 10; on March 14, 2017, item 5.A; and May 10, 2016, item 5.F.3.

BACKGROUND

Pursuant to Chapter 15.530 of the Washoe County Code, BCC approval is required for the purchase of all supplies, materials, equipment and contractual services in annual amounts or estimated annual amounts in excess of [\$100,000] in accordance with the provisions of the Local Government Purchasing Act.

| AGENDA ITEM# | |
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The suppliers listed below have or are likely to exceed the [\$100,000] threshold this fiscal year. Each supplier listed has been contracted for supplies and/or services which individually did not exceed the [\$100,000] threshold that would require approval of these purchases by the Board of County Commissioners. Cumulatively, these purchases will exceed \$100,000. Prior legal opinion held that Board approval is also needed for cumulative purchases with a supplier throughout a year, which in aggregate will exceed [\$100,000].

Since Washoe County purchases with the below listed suppliers have cumulatively exceeded or will exceed [\$100,000] for fiscal year 2018, the Purchasing Division of the Comptroller's Department is requesting purchase approval for these suppliers. Such additional purchases will remain within adopted budget funding for the fiscal year, and all purchases will still be subject to competitive bidding or purchased in joinder to existing contracts, as applicable. The retroactive approval request is due to the timing of purchases by individual agencies, which in the aggregate exceed the approval threshold.

| ACCELA INC | MICHAEL CAPELLO AND ASSOCIATES, INC |
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| ACCESS TO HEALTHCARE NETWORK, INC. | MODEL DAIRY LLC |
| ADAPCO INC | MUNICIPAL EMERG. SERV. |
| ADVANCE INSTALLATIONS INC | MY NEXT CAREER PATH STAFFING LLC |
| ADVANCED INTERPRETING & | NAPHCARE INC |
| AFFINITY SOLUTIONS GROUP, LLC | NATIONAL SHERIFFS' ASSOCIATION |
| ALERT SECURITY ASSET PROTECTION | NELSON ELECTRIC COMPANY, INC |
| ALEXANDER & BALDWIN, INC. | NETSMART NEW YORK, INC |
| ALLIED UNIVERSAL SECURITY SVCS. | NEVADA ASSOCIATION OF COUNTIES |
| ALPINE HELICOPTER SERVICE INC | NEVADA HUMANE SOCIETY |
| AMERICAN FIDELITY ASSURANCE CO | NEVADA OFFICE MACHINES INC |
| ANDCO CONSULTING, LLC | NEVADA PREF HEALTHCARE PROV. LLC |
| APPLIED MECHANICAL INC | NEVADA PRESORT & MAIL MARKETING INC |
| ARC HEALTH & WELLNESS LLC | NEVADA STATE OFFICE OF VITAL |
| BAKER & TAYLOR BOOKS | NICHOLS CONSULTING ENGINEERS |
| BELL CONFLICT GROUP | NORTHWESTERN MUTUAL LIFE INS |
| BIBLIOTHECA, LLC | OLIVER PACKAGING AND EQUIPMENT |
| BOARD OF REGENTS, NSHE, obo UNR | OUTLIER TECHNOLOGIES INC |
| BOARD OF REGENTS/DESERT RESEARCH | OVERDRIVE INC |
| BOARD OF REGENTS-UNR SCHOOL OF MED. | PALOMINO VALLEY GENERAL IMPROVEMENT |
| BODE TECHNOLOGY GROUP INC | PAPE MACHINERY |
| BONANZA PRODUCE CO | PATTERSON VETERINARY SUPPLY INC |
| BROWN AND CALDWELL, INC | PFM ASSET MANAGEMENT LLC |
| BUDGET BLINDS | PICTOMETRY INTERNATIONAL CORP |
| BULLEX, INC | POLYDYNE INC |
| BURDICK EXCAVATING CO, INC | PORTER LEE CORPORATION |
| BUZBY.COM INC | PURCELL TIRE & RUBBER |
| CALIFORNIA COMMERCIAL POOLS, INC. | Q A GROUP LLC |
| CALL TO COMPASSION | QUAL ECON USA INC |
| CANON FINANCIAL SERVICES INC | R CONSTRUCTION |
| CARDINAL HEALTH INC | RAY MORGAN COMPANY |
| CAROLLO ENGINEERS P.C. | RENO CYCLES LLC. |
| CASTLE FOODS | REYMAN BROTHERS CONSTRUCTION |

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| FAMILY COUNSELING SERVICE OF FREEDOM HOME HEALTH LLC GARDEN SHOP NURSERY LANDSCAPING GERHARDT & BERRY CONSTRUCTION INC HAYCOCK PETROLEUM HENRY STEWART PUBLICATIONS HIGH SIERRA COMMUNICATIONS INC INCLINE VILLAGE GENERAL JUNIFORMITY, INC IT'S MY COMMUNITY STORE, LLC WASHOE LEGAL SERVICES KG WALTERS CONSTRUCTION CO INC KORN INC KORN FERRY HAY GROUP, INC LES FIELDS/CCHI INSURANCE SERVICES LEVADA HOUSE LLC LITTLER MENDELSON PC LIN CURTIS & SONS M3 PLANNING INC MCKENZIE PROPERTIES MEISER ENTERPRISES INC MERCEY SPRINGS 152 PARTNERS LLC MARACK SHARP & DOHME CORP | EXTREME NETWORKS, INC. | SUMMIT ROOFING LLC |
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| HENRY STEWART PUBLICATIONS HIGH SIERRA COMMUNICATIONS INC HOUSTON SMITH CONSTRUCTION, INC. INCLINE VILLAGE GENERAL IT'S MY COMMUNITY STORE, LLC JPE HEALTHCARE STAFFING INC JUSTICE AV SOLUTIONS INC. KONE INC KONE INC KORN FERRY HAY GROUP, INC LES FIELDS/CCHI INSURANCE SERVICES LEVADA HOUSE LLC LITTLER MENDELSON PC LIN CURTIS & SONS M3 PLANNING INC MERCEY SPRINGS 152 PARTNERS LLC MERCK SHARP & DOHME CORP | GERHARDT & BERRY CONSTRUCTION INC | TATE SNYDER KIMSEY ARCHITECTS LTD |
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| LEWIS ROCA ROTHGERBER LLP LIFESTYLE HOMES, INC. LITTLER MENDELSON PC LN CURTIS & SONS M3 PLANNING INC MANATRON INC MCKENZIE PROPERTIES MEISER ENTERPRISES INC MERCEY SPRINGS 152 PARTNERS LLC MERCK SHARP & DOHME CORP | LES FIELDS/CCHI INSURANCE SERVICES | XEROX CORPORATION |
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| MERCK SHARP & DOHME CORP | MEISER ENTERPRISES INC | |
| | MERCEY SPRINGS 152 PARTNERS LLC | |
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FISCAL IMPACT

Expenditures with each of the above suppliers have or are expected to exceed [\$100,000] within fiscal year 2018. The maximum fiscal impact would depend upon the results of any remaining purchases in the current fiscal year. All purchases will remain within adopted budget funding for fiscal year 2018.

RECOMMENDATION

Approve request to authorize purchases for needed supplies, materials, equipment and contractual services from suppliers that have or will exceed in the aggregate [\$100,000] for FY17 and FY18, but will remain within adopted budget funding for fiscal year 2017-2018. All such purchases will continue to be subject to and in 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: "Move to approve purchases for needed supplies, materials, equipment and contractual services from various suppliers that have or will exceed in the aggregate [\$100,000] for FY17 and FY18, but will remain within adopted budget funding for fiscal year 2018. All such purchases will continue to be subject to and in accordance with the provisions of the Local Government Purchasing Act."