



WASHOE COUNTY

Integrity Communication Service

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DA _____
Risk Mgt _____
HR _____
Other _____

STAFF REPORT

BOARD MEETING DATE: February 13, 2018

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 # _____

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
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

CATERPILLAR FINANCIAL SVCS. CORP.	RFI ENTERPRISE INC
CATHOLIC CHARITIES OF NO NEVADA	RHODES LAW OFFICES LTD
CATHOLIC CHARITIES OF NORTHERN NV	ROCKY MOUNTAIN OFFENDER MGMT. SYS.
CHILDREN'S CABINET INC	ROTER INVESTMENTS OF NEVADA
COMMUNITY HEALTH ALLIANCE	SHAW CONSTRUCTION COMPANY
CONSTRUCTION MATERIALS ENGIN. INC	SIDWELL COMPANY, THE
CONSTRUCTION SEALANTS SUPPLY INC	SIERRA CONTROLS, LLC
CORE CONSTRUCTION SVCS. OF NV, INC.	SIERRA OFFICE SOLUTIONS
CORE DYNAMICS, LLC	SIERRA TRAIL WORKS
DAILEY & WELLS COMMUNICATIONS INC	SONG PROPERTIES LLC
DATA INFORMATION MANAGEMENT	SORENSEN FORENSICS LLC
DOMESTIC VIOLENCE RESOURCE CENTER	SOSUTV CORP
ECOLOGY AND ENVIRONMENT, INC.	SPB UTILITY SERVICES INC
ELECTRO-HYDRAULICS LLC	STAGE NINE INC
ENTERPRISE FLEET MANAGEMENT INC	STANDARD INSURANCE CO.
ESRI INC.	SULLIVAN STRUCTURES LLC
EXTREME NETWORKS, INC.	SUMMIT ROOFING LLC
F & F INDUSTRIES INC	SUN VALLEY GENERAL IMPROVEMENT
FAMILY COUNSELING SERVICE OF	SUNSHINE LITIGATION SERVICES, LLC
FREEDOM HOME HEALTH LLC	SYSCO
GARDEN SHOP NURSERY LANDSCAPING	TAHOE HOUSE FAMILY SVC. LLC
GERHARDT & BERRY CONSTRUCTION INC	TATE SNYDER KIMSEY ARCHITECTS LTD
HAYCOCK PETROLEUM	THATCHER CO OF NEVADA
HENRY STEWART PUBLICATIONS	THERACOM LLC
HIGH SIERRA COMMUNICATIONS INC	TRUCKEE MEADOWS CONSTRUCTION INC
HOUSTON SMITH CONSTRUCTION, INC.	TURF STAR INC
INCLINE VILLAGE GENERAL	UNIFORMITY, INC
IT'S MY COMMUNITY STORE, LLC	VALENT BIOSCIENCES CORPORATION
JPE HEALTHCARE STAFFING INC	VIETNAM VETERANS OF CALIFORNIA
JUSTICE AV SOLUTIONS INC.	WASHOE LEGAL SERVICES
KG WALTERS CONSTRUCTION CO INC	WELLDYNERX, INC.
KONE INC	WEST SAFETY SERVICES, INC.
KORN FERRY HAY GROUP, INC	WESTERN ENVIRONMENTAL TEST. LAB
LAS VEGAS TACTICAL, LLC	WODACO INC.
LES FIELDS/CCHI INSURANCE SERVICES	XEROX CORPORATION
LEVADA HOUSE LLC	XYLEM WATER SOLUTIONS USA, INC.
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	
METRO PRINT & MAIL SOLUTIONS	

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."