



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: Tuesday May 8, 2018

DATE: Wednesday, May 02, 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: Recommendation to approve retroactive and future authorization for purchases as needed for supplies, materials, equipment and contractual services from suppliers that have or will exceed in the aggregate [\$100,000] for FY18 and for FY19; 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).

SUMMARY

Recommendation to approve retroactive and future authorization for purchases as needed for supplies, materials, equipment and contractual services from suppliers that have or will exceed in the aggregate [\$100,000] for FY18 and for FY19; 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 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. Prior legal opinion held that Board

AGENDA ITEM # _____

approval is also needed for cumulative purchases with a supplier throughout a year, which in aggregate will exceed [\$100,000].

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 by individual transaction do not/did not exceed the [\$100,000] threshold that requires independent approval by the Board of County Commissioners. However, collectively the transactions associated to these purchases have or will exceed an aggregate total of [\$100,000] annually.

Purchases made with the suppliers identified herein have cumulatively exceeded or will exceed [\$100,000] for fiscal year 2018 and anticipated to exceed [\$100,000.] in the aggregate for FY19. As such, the Purchasing Division of the Comptroller's Department is requesting purchase approval for these suppliers. 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 approval request is due to the timing of purchases by individual agencies, which when reconciled exceeded the collective threshold.

ACCELA INC	MICHAEL CAPELLO AND ASSOCIATES, INC
ACCESS TO HEALTHCARE NETWORK, INC.	MILLER'S SCHOOL JACKETS
ADAPCO INC	MODEL DAIRY LLC
ADVANCE INSTALLATIONS INC	MUNICIPAL EMERG. SERV.
ADVANCED COMMUNICATION TECH. SERV.	MY NEXT CAREER PATH STAFFING LLC
ADVANCED INTERPRETING &	NAPA AUTO PARTS
AFFINITY SOLUTIONS GROUP, LLC	NAPHCARE INC
ALERT SECURITY ASSET PROTECTION	NATIONAL CENTER FOR STATE COURT
ALEXANDER & BALDWIN, INC.	NATIONAL LANDSCAPE
ALLIED UNIVERSAL SECURITY SVCS.	NATIONAL MEDICAL SERVICES INC
ALLSTREAM BUSINESS US, INC.	NATIONAL SHERIFFS' ASSOCIATION
ALPHA ANALYTICAL INC	NEIGHBORHOOD MEDIATION CTR INC
ALPINE HELICOPTER SERVICE INC	NELSON ELECTRIC COMPANY, INC
ALTA VISTA MENTAL HEALTH LLC	NETSMART NEW YORK, INC
AMERICAN COMP. COUNSELING	NEVADA ASSOCIATION OF COUNTIES
AMERICAN FIDELITY ASSURANCE CO	NEVADA DEPT OF HEALTH & HUMAN SVCS
APPLIED MECHANICAL INC	NEVADA DEPT OF PUBLIC SAFETY
ARC HEALTH & WELLNESS LLC	NEVADA DEPT PUBLIC SAFETY-OCJA 1122
AT & T	NEVADA DIV OF CHILD & FAMILY SVCS
AT & T WIRELESS SERVICES	NEVADA DIVISION OF FORESTRY
BAKER & TAYLOR BOOKS	NEVADA EMPLOYMENT TRAINING &
BCT CONSULTING INC	NEVADA HUMANE SOCIETY
BELL CONFLICT GROUP	NEVADA LAND LLC
BIBLIOTHECA, LLC	NEVADA LAND TRUST
BOARD OF REGENTS UNR	NEVADA OFFICE MACHINES INC
BOARD OF REGENTS, NSHE, obo UNR	NEVADA PREF HEALTHCARE PROV. LLC
BOARD OF REGENTS/DESERT RESEARCH	NEVADA PRESORT & MAIL MARKETING INC

BOARD OF REGENTS-UNR SCHOOL OF MED.	NEVADA STATE OFFICE OF VITAL
BODE TECHNOLOGY GROUP INC	NEVADA STATE TREASURER
BONANZA PRODUCE CO	NEVADA STATE TREASURER
BRISTLECONE FAMILY RESOURCES	NEVADA, STATE OF
BROADBENT & ASSOCIATES INC	NICHOLS CONSULTING ENGINEERS
BROWN AND CALDWELL, INC	NORTHERN NEVADA HOPES
BUDGET BLINDS	NORTHWESTERN MUTUAL LIFE INS
BULLEX, INC	NV ENERGY
BURDICK EXCAVATING CO, INC	OFFICE DEPOT
BUZBY.COM INC	OLIVER PACKAGING AND EQUIPMENT
CALIFORNIA COMMERCIAL POOLS, INC.	O'REILLY AUTOMOTIVE INC
CALL TO COMPASSION	OUTLIER TECHNOLOGIES INC
CANON FINANCIAL SERVICES INC	OVERDRIVE INC
CARDINAL HEALTH INC	PALOMINO VALLEY GENERAL IMPROVEMENT
CAROLLO ENGINEERS P.C.	PAPE MACHINERY
CARSON DODGE CHRYSLER PLYMOUTH	PATTERSON VETERINARY SUPPLY INC
CASHMAN EQUIPMENT COMPANY INC	PFM ASSET MANAGEMENT LLC
CASTLE FOODS	PICTOMETRY INTERNATIONAL CORP
CATERPILLAR FINANCIAL SVCS. CORP.	POLYDYNE INC
CATHOLIC CHARITIES OF NO NEVADA	PORTER LEE CORPORATION
CATHOLIC CHARITIES OF NORTHERN NV	POWERCOMM SOLUTIONS INC
CCMSI	PURCELL TIRE & RUBBER
CDM Smith	Q A GROUP LLC
CDS GROUP HEALTH	QUAL ECON USA INC
CDW GOVERNMENT INC	QUEST COUNSELING & CONSULTING
CENTRAL SANITARY SUPPLY	R CONSTRUCTION
CH2M HILL, INC	RAY MORGAN COMPANY
CHAMPION CHEVROLET GEO	REAGAN, STEPHEN T
CHARTER COMMUNICATIONS HOLDINGS, LL	REDWOOD TOXICOLOGY LABORATORY
CHILDREN'S CABINET INC	REGIONAL TRANSPORTATION COMMISSION
COMEAX, DIANE J.	REGIONAL TRANSPORTATION COMMISSION
COMMUNITY HEALTH ALLIANCE	RENO BUSINESS INTERIORS INC
COMPLETE DOC. MGMT. SOLUTIONS, INC	RENO CYCLES LLC.
CONSTRUCTION MATERIALS ENGIN. INC	RENO NEWSPAPERS INC
CONSTRUCTION SEALANTS SUPPLY INC	RENO, CITY OF
CONVERGEONE, INC.	RENO, CITY OF SEWER USE FEES
CORE CONSTRUCTION SVCS. OF NV, INC.	RENOWN REGIONAL MEDICAL CENTER
CORE DYNAMICS, LLC	RENOWN SKILLED NURSING
D & D ROOFING & SHEET METAL INC	REYMAN BROTHERS CONSTRUCTION
DAILEY & WELLS COMMUNICATIONS INC	RFI ENTERPRISE INC
DATA INFORMATION MANAGEMENT	RHODES LAW OFFICES LTD
DATAWORKS PLUS LLC	ROCKY MOUNTAIN OFFENDER MGMT. SYS.
DELL MARKETING LP	RON SMITH AND ASSOCIATES INC

DIVDAT	ROTER INVESTMENTS OF NEVADA
DJR FORENSICS	SAP PUBLIC SERVICES INC
DOLAN, PATRICK D	SHAW CONSTRUCTION COMPANY
DOMESTIC VIOLENCE RESOURCE CENTER	SHI INTERNATIONAL CORP
DOMINION VOTING SYSTEMS INC	SIDWELL COMPANY, THE
ECOLOGY AND ENVIRONMENT, INC.	SIERRA ASSOCIATION OF FOSTER
EIDE BAILLY LLP	SIERRA CONTROLS, LLC
ELECTRO-HYDRAULICS LLC	SIERRA FREIGHTLINER STERLING
ENTERPRISE FLEET MANAGEMENT INC	SIERRA NEVADA CONSTRUCTION INC
EPI-USE AMERICA INC	SIERRA OFFICE SOLUTIONS
ESRI INC.	SIERRA TRAIL WORKS
EXTREME NETWORKS, INC.	SILVER STATE INTERNATIONAL INC
F & F INDUSTRIES INC	SIMPLEXGRINNELL LP
FAMILY COUNSELING SERVICE OF	SNOQUIP INC
FARR CONSTRUCTION CORP	SOCIAL SECURITY ADMINISTRATION
FIS	SONG PROPERTIES LLC
FLYERS ENERGY, LLC	SORENSEN FORENSICS LLC
FREEDOM HOME HEALTH LLC	SOSUTV CORP
FUNG, JANICE	SPARKS, CITY OF
GARDEN SHOP NURSERY LANDSCAPING	SPARKS, CITY OF
GARLAND/DBS, INC	SPB UTILITY SERVICES INC
GERHARDT & BERRY CONSTRUCTION INC	STAGE NINE INC
GOOD SOURCE SOLUTIONS INC	STANDARD INSURANCE CO.
GRADEX CONSTRUCTION COMPANY	STATE BAR OF NEVADA
GRANITE CONSTRUCTION CO INC	STEP 2 INC
GUARDIAN LIFE INSURANCE CO	STRYKER CONSTRUCTION
HAND UP HOMES FOR YOUTH INC.	SULLIVAN STRUCTURES LLC
HARRIS CORP. PUBLIC SAFETY AND	SUMMIT ENGINEERING CORP
HAYCOCK PETROLEUM	SUMMIT ROOFING LLC
HDR ENGINEERING INC	SUN VALLEY GENERAL IMPROVEMENT
HENRIKSEN BUTLER NEVADA	SUNSHINE LITIGATION SERVICES, LLC
HENRY STEWART PUBLICATIONS	SYSCO
HIGH CALIBER GLASS, LLC	TAHOE HOUSE FAMILY SVC. LLC
HIGH SIERRA COMMUNICATIONS INC	TAHOE REGIONAL PLANNING AGENCY
HOME DEPOT	TAHOE TRANSPORTATION DISTRICT
HOMETOWN HEALTH PLAN INC	TATE SNYDER KIMSEY ARCHITECTS LTD
HOUSTON SMITH CONSTRUCTION, INC.	THATCHER COMPANY, INC.
HUCK SALT CO	THERACOM LLC
INCLINE VILLAGE GENERAL	THOLL FENCE INC
INFINITI DIVING SERVICE, LLC	TRUCKEE MEADOWS CONSTRUCTION INC
IT'S MY COMMUNITY STORE, LLC	TRUCKEE MEADOWS REG PLAN AGENCY
JBP, LLC	TRUCKEE MEADOWS WATER AUTHORITY
JOURNAL TECHNOLOGIES INC	TURF STAR INC

JPE HEALTHCARE STAFFING INC	TYLER TECHNOLOGIES
JUSTICE AV SOLUTIONS INC.	U S POSTAL SERVICE
KAHL COMMERCIAL INTERIORS INC	U S POSTMASTER RENO-BMEU
KEEP TRUCKEE MEADOWS BEAUTIFUL	UNIFORMITY, INC
KG WALTERS CONSTRUCTION CO INC	US DEPT OF INTERIOR GEOLOGIC SERV
KONE INC	VALENT BIOSCIENCES CORPORATION
KORN FERRY HAY GROUP, INC	VERIZON WIRELESS SERVICES LLC
LAKES CROSSING	VERTIV SERVICES, INC.
LAS VEGAS TACTICAL, LLC	VIETNAM VETERANS OF CALIFORNIA
LAST CHANCE IRRIGATION CO.,INC.	VISION CONTROL ASSOC. OF NV, INC.
LEHR AUTO ELECTRIC INC	VISION SERVICE PLAN -(NV)
LES FIELDS/CCHI INSURANCE SERVICES	VOLUNTEERS OF AMERICA
LEVADA HOUSE LLC	WASHOE COUNTY SCHOOL DIST
LEWIS ROCA ROTHGERBER LLP	WASHOE COUNTY SCHOOL DISTRICT
LIFE TECHNOLOGIES	WASHOE LEGAL SERVICES
LIFESTYLE HOMES, INC.	WASTE MANAGEMENT
LITTLER MENDELSON PC	WEIHER, RICHARD G., PH.D.
LN CURTIS & SONS	WELCOME ABOARD INC
LP INSURANCE SERVICES	WELLDYNERX, INC.
LUMOS AND ASSOCIATES INC	WELLS FARGO INS SERV OF NV INC
M3 PLANNING INC	WEST GROUP
MANATRON INC	WEST SAFETY SERVICES, INC.
MANPOWER TEMPORARY SERVICES	WESTERN ENVIRONMENTAL TEST. LAB
MAPLE STAR NEVADA INC	WESTERN NEVADA SUPPLY CO
MARTIN-ROSS & ASSOCIATES	WODACO INC.
MCKENZIE PROPERTIES	WOLF PACK SPORTS PROPERTIES
MEDSCHOOL ASSOCIATES NORTH INC	WOOD RODGERS INC
MEISER ENTERPRISES INC	WW GRAINGER INC
MERCEY SPRINGS 152 PARTNERS LLC	XEROX CORPORATION
MERCK SHARP & DOHME CORP	XYLEM WATER SOLUTIONS USA, INC.
MERCURY AIR CENTER	ZONES INC
METRO PRINT & MAIL SOLUTIONS	MACHABEE OFFICE

FISCAL IMPACT

Expenditures with each of the above suppliers have or are expected to exceed [\$100,000] in the aggregate within fiscal year 2018 and are anticipated to exceed [\$100,000.] in the aggregate for FY19. 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 FY18 and FY19.

RECOMMENDATION

Recommendation to approve retroactive and future authorization for purchases as needed for supplies, materials, equipment and contractual services from suppliers that have or will exceed in the aggregate [\$100,000] for FY18 and for FY19; 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 as needed for supplies, materials, equipment and contractual services from suppliers that have or will exceed in the aggregate [\$100,000] for FY18 and for FY19; 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."