



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: July 10, 2018

DATE: Tuesday, July 03, 2018
TO: Board of County Commissioners
FROM: Jennifer Pierce, Fiscal Compliance Officer, Health District
775-328-2418, jpierce@washoecounty.us
THROUGH: Anna Heenan, Washoe County Health District
Administrative Health Services Officer, 775-328-2417,
aheenan@washoecounty.us
SUBJECT: Approve an amendment to the Independent Contractor Agreement for Litter Control between Washoe County Health District and Keep Truckee Meadows Beautiful to increase the amount associated with the Agreement [From \$100,000.00 to \$111,111.00] and to update the period retroactively to March 1, 2018 through December 31, 2018. Health District. (All Commission Districts)

SUMMARY

The Washoe Board of County Commissioners must approve purchase orders greater than \$100,000.00.

Department Strategic Objective supported by this item:

1. **Healthy Environment:** Create a healthier environment that allows people to safely enjoy everything Washoe County has to offer.

PREVIOUS ACTION

On May 8, 2018 the Board of County commissioners approved 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. Keep Truckee Meadows Beautiful was included with this approval.

On February 22, 2018 the District Board of Health approved a Purchase Requisition issued to Keep Truckee Meadows Beautiful in the amount of \$100,000 in support of the Recycling and Solid Waste Management Plan program activities for the period April 1, 2018 through December 31, 2018.

BACKGROUND

The Washoe County Health District proposes to partner with KTMB a 501 (c)(3) organization that specializes in waste reduction, illegal dumping, open space clean ups

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and public outreach. They have conducted these activities in Washoe County since 1989 as the only organization dedicated solely to helping keep our community clean and free of garbage, trash and litter while promoting recycling and proper waste management practices.

In October 2017, KTMB received \$50,000 to complete a project that consisted of public outreach regarding illegal dumping activities and recycling efforts and outlets within Washoe County. They used this funding for actual tools and dumpsters to facilitate cleanups within Washoe County and the Health District utilizing KTMB's network of over 3,000 local volunteers.

When the original contract encompassed calendar year 2018, the February 22, 2018 DBOH item had an attached Purchase Order effective April 1, 2018 to December 31, 2018. KTMB understood the contract to begin when approved and therefore completed the terms of the contract for March 2018. Since the previous DBOH item and the purchase order stated a begin date of April 1st, this Board item requests an amendment to the contract to provide payment for the month of March at the additional cost of \$11,111.10.

Should the Board of County Commissioners approve this contract amendment, Purchase Order #6500002469 will be increased to \$111,111 as the Board of County Commissioners has already approved KTMB as a vendor exceeding \$100,000.

FISCAL IMPACT

Should the Board approve this amendment; the purchase order will be increased from \$100,000 to \$111,111 and the dated adjusted to March 1, 2018 through December 31, 2018. There is sufficient budget authority in the Solid Waste Management Program in IO20269 for FY19.

RECOMMENDATION

Staff recommends that the Board of County Commissioners approve this amendment to the Independent Contractor Agreement for Litter Control between Washoe County Health District and Keep Truckee Meadows Beautiful to increase the amount associated with the Agreement [From \$100,000 to \$111,111] and to update the period retroactively to March 1, 2018 through December 31, 2018.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be to approve this amendment to the Independent Contractor Agreement for Litter Control between Washoe County Health District and Keep Truckee Meadows Beautiful by increasing the amount from \$100,000 to \$111,111 and to update the period retroactively to March 1, 2018 through December 31, 2018.