



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: November 13, 2018

DATE: Tuesday, November 06, 2018

TO: Board of County Commissioners

FROM: Jennifer Pierce, Fiscal Compliance Officer, Washoe County Health District, 775-328-2418, jpierce@washoecounty.us

THROUGH: Anna Heenan, Administrative Health Services Officer, Washoe County Health District, 775-328-2417, aheenan@washoecounty.us

SUBJECT: Approve staff submitting a purchase requisition to County Purchasing for the Professional Services Agreement between the Washoe County Health District (WCHD) and Keep Truckee Meadows Beautiful (KTMB) in the amount of [\$100,000.00] for the period January 1, 2019 through December 31, 2019 in support of the Recycling and Solid Waste Management Plan program activities and recommend approval for the County Purchasing and Contracts Manager to sign and execute the Professional Services Agreement and purchase requisition. (All Commission Districts).

SUMMARY

The Washoe Board of County Commissioners must approve purchase orders greater than \$100,000.00. The Health District currently has an agreement with KTMB with a balance of \$66,666.70 to be paid by December 31, 2018. With the approval of this requisition for \$100,000.00 for the 2019 calendar year the cumulative total for Fiscal Year 2019 will be \$116,666.70 and requires the Board of County Commissioners approval.

Washoe County Strategic Objective supported by this item:

Safe, Secure and Healthy Communities creating a healthier environment that allows people to safely enjoy everything Washoe County has to offer.

PREVIOUS ACTION

On July 10, 2018, item #6C, the Board of County Commissioners approved an amendment to the Independent Contractor Agreement for Litter Control between Washoe County Health District and Keep Truckee Meadows Beautiful in 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.

On May 8, 2018, item #14, 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.

AGENDA ITEM # _____

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 continue to partner with Keep Truckee Meadows Beautiful (KTMB) a 501 (c)(3) organization that specializes in waste reduction, illegal dumping, open space clean ups 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 this calendar year, KTMB has facilitated 30 Adopt-A-Spot cleanups, engaging over 300 volunteers to remove over 270 bags of trash, secured seven new adopters for the Adopt-A-Spot program since securing Washoe County Health District funds for the program, KTMB has coordinated 70 cleanups which engaged over 1,600 volunteers that collected over 2,200 bags of trash to include their Great Community Cleanup 2018, collecting over 48 tons of trash. It is the desire of staff and KTMB to continue this service into 2019.

FISCAL IMPACT

This project was included in the Fiscal Year 2019 budget for the Solid Waste Management program's restricted funds in account IN20269 Tire fee revenues general ledger 710400 payments to other agencies.

RECOMMENDATION

Staff recommends that the Board of County Commissioners approve staff submitting a purchase requisition to County Purchasing for the Professional Services Agreement between the Washoe County Health District (WCHD) and Keep Truckee Meadows Beautiful (KTMB) in the amount of [\$100,000.00] for the period January 1, 2019 through December 31, 2019 in support of the Recycling and Solid Waste Management Plan program activities and recommend approval for the County Purchasing and Contracts Manager to sign and execute the Professional Services Agreement and purchase requisition.

POSSIBLE MOTION

Move to approve staff submitting a purchase requisition to County Purchasing for the Professional Services Agreement between the Washoe County Health District (WCHD) and Keep Truckee Meadows Beautiful (KTMB) in the amount of [\$100,000.00] for the period January 1, 2019 through December 31, 2019 in support of the Recycling and Solid Waste Management Plan program activities and recommend approval for the County Purchasing and Contracts Manager to sign and execute the Professional Services Agreement and purchase requisition.