

## **AGREEMENT FOR SERVICES**

THIS AGREEMENT is entered into between Northern Nevada Public Health, a political subdivision of the State of Nevada (“NNPH”) and Keep Truckee Meadows Beautiful, (“Contractor”), collectively (the “Parties”).

### **WITNESSETH:**

WHEREAS, NNPH desires to engage Contractor to render certain consulting services in Support of the “Waste Removal, Waste Reduction and Partner Engagement” (the “Project”); and

WHEREAS, NNPH requires certain professional services in connection with the Project, as described in Exhibit “A” Scope of Work (the “Services”); and

WHEREAS, Contractor represents that it is duly qualified, ready, willing and able to provide the Services by virtue of its education, training and experience; and

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

### **ARTICLE 1 - EFFECTIVE DATE**

The effective date of this Agreement shall be July 1, 2025 through June 30, 2027 with no renewals.

CONTRACTOR shall begin performance of services as provided herein upon notice to proceed and shall complete all Services identified in Exhibit A, Scope of Work in accordance with the Standard of Care as set forth in Article 5 herein no later than July 1, 2025, unless this Agreement is terminated sooner in accordance with its terms.

### **ARTICLE 2 - SERVICES TO BE PERFORMED BY CONTRACTOR**

Contractor agrees to perform and complete all Services identified in Exhibit A, Scope of Work under this Agreement, and any amendment thereto in accordance with the Standard of Care as set forth in Article 5 herein. Contractor shall be responsible for the quality, technical accuracy, completeness and coordination of all reports, information, specifications and other items and services furnished under this Agreement and any amendments hereto. NNPH reserves the right to inspect, comment on, and request revision of, all Services identified in Exhibit A and any amendments thereto performed by Contractor prior to acceptance, and Contractor warrants that such Services shall be fit and sufficient for the purposes expressed in, or reasonably inferred from, this Agreement and any amendments hereto.

Failure to provide major deliverables, including, but not limited to, Services identified in Exhibit A, Scope of Work, shall constitute a material breach of this Agreement, unless waived in writing by NNPH.

### **ARTICLE 3 - COMPENSATION**

#### **3.1 Compensation for Services**

For Services defined in Section 1 above, Contractor’s compensation shall be determined on a time and material basis, in accordance with the Fee Schedule described in Exhibit “A”, which is attached hereto and incorporated by reference as part of the Agreement and shall not exceed the

sum of \$300,000. Contractor shall satisfy its obligations hereunder without additional cost or expense to NNPH during the term of this Agreement other than the heretofore stated compensation and the fee schedule described in Exhibit A. The Fee Schedule may be renegotiated at the end of one (1) year upon request by either NNPH or the Contractor. Renegotiated fees are subject to approval by the District Health Officer. The actual costs charged for the work by Contractor in accordance with this provision shall be full compensation to Contractor for all Services and duties required by the Scope of Work, including, but not limited to: costs of supplies, facilities and equipment; costs of labor and services of employees, contractors and sub-contractors engaged by Contractor; travel expenses, telephone charges, typing, duplicating, costs of insurance, and all items of general overhead. Contractor shall submit billings on a monthly basis.

### 3.2 Compensation for Additional Services

If NNPH requests Contractor to perform additional services, other than those required to be performed under Services identified in Exhibit A, Scope of Work, the cost of such additional services shall be determined prior to commencing additional work. All additional services and amount of payment must be authorized in writing by NNPH prior to commencing any work for such services.

### 3.3 Methods and Times of Payment

Contractor shall submit to NNPH monthly progress invoices indicating the number of hours each employee provided services and other allowed direct expenses. Payment to Contractor for work on the Project shall be made within thirty (30) days after receipt and approval of Contractor's invoice, said approval not to be unreasonably withheld. Payment by NNPH of invoices or requests for payment shall not constitute acceptance by NNPH of work performed on the Project by Contractor. No penalty shall be imposed upon NNPH for payment(s) received by Contractor after thirty days.

### 3.4 Dispute of Work

NNPH shall notify Contractor in writing within thirty (30) days of receipt of the work, or portion of work, which is not approved. For work, or portions of the work, which are unapproved, NNPH and Contractor shall develop a mutually acceptable method to resolve the dispute within thirty (30) days of receipt by the Contractor of notice from NNPH. If the NNPH and Contractor cannot reasonably agree to remedy the dispute of unapproved work within the thirty-day period, the work shall be terminated or suspended per Article 12.

## ARTICLE 4 - TIME SCHEDULE FOR COMPLETION

The Services identified in Exhibit A, Scope of Work on the Project shall be diligently performed and be completed no later than June 30, 2025. Contractor shall be granted time extensions for items within the phases of the Project in writing by NNPH if the time schedules cannot be met because of delays beyond Contractor's reasonable control, including, but not limited to, NNPH's failure to furnish information, or to approve or disapprove Contractor's work promptly. Contractor will provide to NNPH a monthly report including a schedule identifying progress or work completed, problems or difficulties being encountered, work to be initiated during the following month and other useful information. This report will be submitted on the first day of each month and will be in a format suitable for submittal to other interested agencies.

Contractor's failure to submit promptly the monthly progress report may cause delay in payment from NNPH.

#### ARTICLE 5 – FORCE MAJEURE

Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases.

#### ARTICLE 6 - OPINIONS OF COST AND SCHEDULE

Since Contractor has no control over the cost of labor, materials, equipment or services furnished by others, including over any other contractors', subcontractors', or vendors' methods of determining prices, or over competitive bidding or market conditions, Contractor's cost estimates shall be made on the basis of qualification and experience.

Since Contractor has no control over the resources provided by others to meet contract schedules, Contractor's forecast schedules for completion of Services shall be established based on generally acceptable schedules for and performance standards of similarly situated professionals qualified and experienced to perform the Services. Contractor cannot and does not guarantee that proposals, bids or actual project costs will not vary from its cost estimates or that actual schedules will not vary from its forecast schedules.

#### ARTICLE 7 - INDEPENDENT CONTRACTOR

Contractor is performing the services and duties required under this Agreement as an independent Contractor and not as an employee, agent, or partner of NNPH.

1. Contractor undertakes performance of the Services as an independent contractor and shall be wholly responsible for the methods of performance.
2. Contractor may retain employees or other personnel to perform the services required by this Agreement. Such employees or other personnel will be the obligation of the Contractor. Contractor's employees or other personnel are not NNPH employees.
3. Unless otherwise provided in Exhibit A, Contractor is responsible for all expenses without reimbursement.
4. Neither Contractor nor any personnel are employees of NNPH and waive any and all claims to benefits otherwise provided to employees of NNPH, including, but not limited to, health insurance, Nevada Public Employees Retirement System (PERS) or other retirement benefits, unemployment benefits, and liability and worker's compensation insurance.
5. Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Agreement, is a current employee of NNPH or was employed by NNPH within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform.

6. NNPH and Contractor agree that this Agreement does not constitute an exclusive relationship. Nothing in this Agreement shall be construed as a limitation upon the right of the Contractor to engage in any other consulting agreement, service contract, business venture or other activity.

#### ARTICLE 8 - PERMITS AND LICENSES

Contractor shall maintain active and in good standing all necessary permits, certificates, and licenses necessary to allow Contractor to perform the Services. Contractor shall not be responsible for procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to Contractor in Exhibit A, Scope of Services.

#### ARTICLE 9 - COUNTY'S RESPONSIBILITY

NNPH shall provide any information authorized by law in its possession that is requested by Contractor and is necessary to complete the Project. NNPH shall assist Contractor in obtaining access to public and private lands so Contractor can perform the Services. NNPH shall examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by Contractor and shall render decisions pertaining thereto within a reasonable time so as not to delay the work of Contractor.

#### ARTICLE 10 – PUBLIC RECORDS

Public Records. Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. NNPH has a legal obligation to disclose such information unless a particular record is made confidential by law. Contractor may label specific parts of an individual document as “trade secret” or “confidential” in accordance with NRS, provided that Contractor thereby agrees to indemnify and defend NNPH for honoring such a designation. The failure to so label any document that is released by NNPH shall constitute a complete waiver of any and all claims for damages caused by any release of records.

#### ARTICLE 11 – INSPECTION AND AUDIT

##### 11.1 Books and Records.

Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) full, true and complete records, contracts, books, and documents as are necessary to fully disclose to the County, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all state and federal regulations and statutes.

##### 11.2 Inspection and Audit.

Contractor agrees that the relevant books, records, including, without limitation, relevant accounting procedures and practices of contractor or its subcontractors, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location of contractor for such records may be found with or without notice by NNPH or its representatives. With regard to any federal funding, any relevant federal agency or any of their authorized representatives may inspect or audit as set forth in this Agreement. All subcontracts shall reflect requirements of this section.

##### 11.3 Period of Retention.

All books, records, reports, and statements relevant to this Agreement must be retained a minimum of 3 years, and for 5 years if any federal funds are used pursuant to this Agreement. The retention period runs from the date of payment for the relevant goods or services by NNPH, or from the date of termination of this Agreement, whichever is later. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

## ARTICLE 12 - TERMINATION OR EXTENSION OF CONTRACT

12.1 Termination Without Cause. This Agreement may be terminated for any reason by either party by giving the other party written notice of the intent to terminate. The notice must specify the date upon which the termination will be effective, which date may not be less than 15 calendar days from the date of service of the notice. Only services satisfactorily performed up to the date of receipt of notice shall be compensated by NNPH and such compensation shall be pursuant to the terms of this Agreement. If this agreement is unilaterally terminated by NNPH, Contractor shall use its best efforts to minimize the cost to NNPH and Contractor will not be paid for any cost that Contractor could have avoided.

12.2 Termination by Non-appropriation. NNPH may terminate its participation in this Agreement effective immediately by providing written notice if for any reason the County's funding source is not appropriated or is withdrawn, limited, or impaired. NNPH will make reasonable efforts to ensure payment for services rendered by the Contractor. The Contractor shall agree to hold NNPH free from any charges or penalties except for those already incurred through the date of notice of cancellation.

12.3 Termination with Cause for Breach. A breach may be declared with or without termination. A notice of breach and terminations shall specify the date of termination of the Agreement, which shall not be sooner than the expiration of the Time to Correct, if applicable, allowed under the Agreement. This Agreement may be terminated by either party upon written notice of breach to the other party on the following grounds:

a. If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Agreement within the time requirements specified in this Agreement or within any granted extension of those time requirements; or

b. If any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Agreement is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or

c. If Contractor becomes insolvent, subject to receivership, or becomes in voluntarily or involuntarily subject to the jurisdiction of the Bankruptcy Court; or

d. If NNPH materially breaches any material duty under this Agreement and any such breach impairs the Contractor's ability to perform; or

e. It is found by NNPH that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of NNPH with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such Agreement; or

f. If it is found by NNPH that Contractor has failed to disclose any material conflict of interest relative to the performance of this Agreement.

12.4 Time to Correct. Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in the notice section of this Agreement, and the subsequent failure of the breaching party within 15 calendar days of service of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach shall run concurrently, unless the notice expressly states otherwise.

12.5 Winding Up Affairs Upon Termination. In the event of termination of this Agreement for any reason, the parties agree that the provisions of this section survive termination:

a. The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Agreement. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination;

b. Contractor shall satisfactorily complete work in progress at the agreed rate, or a pro rata basis if necessary, if so requested by NNPH;

c. Contractor shall execute any documents and take any actions necessary to effectuate an assignment of this contract if so requested by NNPH;

d. Contractor shall preserve, protect and promptly deliver into NNPH possession all proprietary information

e. Notwithstanding the above, Contractor shall not be relieved of any liability to NNPH for damages sustained by NNPH by virtue of any breach of this Agreement by the Contractor, and NNPH may withhold any payments to the Contractor for the purposes of set-off until such time as the exact amount of damages due NNPH from the Contractor may be determined.

## ARTICLE 13 - NONDISCLOSURE OF PROPRIETARY INFORMATION

Contractor shall consider all information provided by NNPH to be proprietary unless such information is available from public sources, was known to Contractor prior to the execution of this Agreement, was received by Contractor from a third-party source not under any obligation of confidentiality to NNPH or is required by law or ordered to be disclosed in a regulatory or judicial proceeding. Contractor shall not publish or disclose proprietary information for any purpose other

than the performance of the Services without the prior written authorization of NNPH or in response to legal process or as required by the regulations of public entities.

#### ARTICLE 14 - NOTICE

Notices and other communications in connection with this Agreement shall be in writing and directed to the parties at the addresses stated in this Agreement. Email or facsimile shall be used to provide notice and shall be considered given on the date the notice is sent to the recipient's address as stated in this Agreement.

To NNPH:

David Kelly, Supervisor  
Northern Nevada Public Health  
1001 East 9<sup>th</sup> Street  
Reno, NV 89512

To Contractor:

Darcy Phillips, Executive Director  
Keep Truckee Meadows Beautiful  
2601 Plumas Street  
Reno, NV 89509

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and NNPH.

#### ARTICLE 15 - UNCONTROLLABLE FORCES

Neither NNPH nor Contractor shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to uncontrollable forces the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid and is not reasonably foreseeable at the time of entering into this Agreement. The term "uncontrollable forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the control of the non-performing party. It includes, but is not limited to, fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, inability to procure permits, licenses, or authorizations from any state, local, or federal agency or person for any of the supplies, materials, accesses, or services required to be provided by either NNPH or Contractor under this Agreement, strikes, work slowdowns or other labor disturbances, and judicial restraint. Contractor shall be paid for services performed prior to the delay plus related costs incurred attributable to the delay.

Neither Party shall, however, be excused from performance if nonperformance is due to uncontrollable forces which are removable or remediable nor which the non-performing Party could have, with reasonable dispatch removed or remedied. The provisions of this Article shall not be interpreted or construed to require Contractor or NNPH to prevent, settle, or otherwise avoid a strike, work slowdown, or other labor action. The non-performing Party shall upon being prevented or delayed from performance by an uncontrollable force, immediately give written notice to the other Party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

#### ARTICLE 16 - GOVERNING LAW-VENUE

Nevada law governs this Agreement and all adversarial proceedings arising out of this Agreement or arising out of planning or constructing the Project outlined in Article 2 – Services to be Performed by Contractor. Venue for all adversarial proceedings arising out of this Agreement

or arising out of planning or constructing the Project outlined in Article 2 – Services to be Performed by Contractor shall be in state district court in Washoe County, Nevada.

## ARTICLE 17 - MISCELLANEOUS

### 17.1 Nonwaiver

A waiver by either NNPH or Contractor of any breach of this Agreement shall not be binding upon the waiving Party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

### 17.2 Severability

If any provision of this Agreement is held to be unenforceable, then that provision is to be construed either by modifying it to the minimum extent necessary to make it enforceable or disregarding it. If an unenforceable provision is modified or disregarded in accordance with this Article 17, the rest of the Agreement is to remain in effect as written, and the unenforceable provision is to remain as written in any circumstances other than those in which the provision is held to be unenforceable.

### 17.3 Attorney Fees

The prevailing party in any dispute arising out this Agreement or Contractor's work described in Exhibit A – Scope of Work, is entitled to reasonable costs and attorneys' fees.

## ARTICLE 18 - INTEGRATION AND MODIFICATION

This Agreement represents the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by each of the Parties. Unless otherwise specified in writing, if there is any inconsistency between the terms of this Agreement and any other agreement between the Parties, the terms of this Agreement shall control.

**In the event of any conflict between the documents that make up this Agreement, the documents will prevail in the following order: the Agreement for Professional Consulting Services Agreement, Insurance Exhibit "B" and then any other agreement / exhibits.**

## ARTICLE 19 - SUCCESSORS AND ASSIGNS

NNPH and Contractor each binds itself and its directors, officers, partners, successors, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other party, in respect to all covenants, agreements, and obligations of this Agreement.

## ARTICLE 20 - ASSIGNMENT

Neither NNPH nor Contractor shall assign, sublet, or transfer any rights under or interest in (including, but without limitation, monies that may become due or monies that are due) this Agreement without the written consent of the other, except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Contractor



from employing such independent contractors, associates, and subcontractors, as he may deem appropriate to assist him in the performance of the Services hereunder.

#### ARTICLE 21 - OWNERSHIP OF DOCUMENTS AND PRODUCTS

Unless otherwise specified in Exhibit A, Contractor assigns to NNPH all rights to all products, reports, documents, photographs, videos, data, and drawings produced by Contractor as a result of its services to NNPH during the term of this Agreement. All such materials shall be delivered into NNPH possession by Contractor upon completion, termination, or cancellation of this Agreement.

#### ARTICLE 22 - THIRD PARTY RIGHTS

Nothing herein shall be construed to give any rights or benefits to anyone other than NNPH and Contractor.

#### ARTICLE 23 – INDEMNIFICATION AND INSURANCE

Washoe County has established specific indemnification and insurance requirements for agreements/contracts with contractors, engineers, and architects to help assure that reasonable insurance coverage is maintained. Indemnification and hold harmless clauses are intended to assure that contractors accept and are able to pay for the loss or liability related to their activities. Exhibit “B” Insurance Specifications is included by reference. All conditions and requirements identified in this exhibit shall be completed prior to the commencement of any work under this Agreement.

#### ARTICLE 24 – LIMITED LIABILITY

NNPH will not waive and intends to assert available defenses and limitations contained in Chapter 41 of the Nevada Revised Statutes. Contract liability of both parties shall not be subject to punitive damages. Actual damages for the County’s breach of this Agreement shall never exceed the amount of funds that have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

#### ARTICLE 25 – LOBBYING

Contractor agrees, whether expressly prohibited by federal law, or otherwise, that no funding associated with this Agreement will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influencing for any purpose the following:

23.1 Any federal, state, county or local agency, legislature, commission, counsel or board:

23.2 Any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or

23.3 Any officer or employee of any federal, state, county or local agency, legislature, commission, counsel or board.

Contractor agrees to conform to the regarding influence lobbying requirements as set forth in the Byrd Anti-lobbying Amendment, 31 U.S.C. 1352.

#### ARTICLE 26 - ORGANIZATION’S CERTIFICATION

Contractor, its principals and agents, to the best of its knowledge and belief:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or state department or agency;
- b) Have not within a three year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in (ii) above;
- d) Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default; and
- e) Understand that a false statement on this certification may be grounds for rejection or termination of this Agreement. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

IN WITNESS WHEREOF, the parties have executed this Agreement.

NORTHERN NEVADA PUBLIC HEALTH      CONTRACTOR:

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023      Dated this \_\_\_\_ day of \_\_\_\_\_, 2023

By \_\_\_\_\_  
Devon Reese, Chair  
District Board of Health

By \_\_\_\_\_  
Darcy Phillips  
KTMB, Executive Director

## Exhibit A – Scope of Work

### Agreement for Waste Removal, Waste Reduction and Partner Engagement

Total contract shall not exceed \$300,000 (\$12,500 per month) for the Term

July 1, 2025 - June 30, 2027

The following contract outlines current Keep Truckee Meadows Beautiful (KTMB) projects and programs that aid in Waste Removal and Waste Reduction activities aligned with the Solid Waste Management Program of the Environmental Health Services Division:

#### Waste Removal

##### *KTMB volunteer and community engagement waste removal programs*

1. KTMB will maintain and grow their Community Cleanups Program to engage local citizen groups, businesses, and organizations in waste removal volunteer activities around the community throughout the year. This includes KTMB's Adopt-A-Spot program, Community Cleanups, and Open Space Cleanups.
  - a. Continue to support local organizations that organize local community cleanup and collection events (4.6.A)
  - b. Provide more support to KTMB for their local recycling and diversion efforts whether or not they are required to be permitted by the WMP (3.6.C)
2. KTMB will continue coordination and management of major seasonal cleanup related programs throughout our community. These community programs engage a large and diverse group of partners and stakeholders to improve the health and cleanliness of the Truckee Meadows. These major annual programs include KTMB's Litter Index Survey, KTMB's Great Community Cleanup, KTMB's Truckee River Cleanup and KTMB's Christmas Tree Recycling.

- a. Continue to support local organizations that organize local community cleanup and collection events (4.6.A)
- b. Provide more support to KTMB for their local recycling and diversion efforts whether or not they are required to be permitted by the WMP (3.6.C)

## Waste Reduction

### *Waste Reduction, Diversion, and Illegal Dumping Education*

1. KTMB will continue to leverage their position in the community to be a voice for education through the reach of their digital and traditional outreach mediums. This outreach will raise awareness for proper waste disposal, ways to reduce waste, as well as information on decreasing and reporting illegal dumping.
  - a. Work with nonprofits and other SWMAs to build a more comprehensive public education program regarding waste generation and how to possibly reduce it in WC and Nevada (2.3.A)
  - b. Provide more support to KTMB for their local recycling and diversion efforts whether or not they are required to be permitted by the WMP (3.6.C)
2. KTMB will expand efforts to reach community members in a variety of settings through in-person outreach and education on Waste Reduction topics including proper disposal, alternatives to illegal dumping, and reporting abilities to eliminate illegal dumping in our community. KTMB will manage the recycling guide on their website to reflect local options for diversion from the landfill.
  - a. Develop educational materials to reduce wastes prior to generation; i.e., reduced packaging purchasing, reusing products, sending wastes back to the generators (3.6.A)
  - b. Provide more support to KTMB for their local recycling and diversion efforts whether or not they are required to be permitted by the WMP (3.6.C)

3. KTMB will continue to expand their waste focused education program to reach local youth with information on waste reduction and diversion, including “refuse, reduce, reuse, recycle, rot.” KTMB will include service-learning opportunities for youth groups, classes, and clubs incorporating education into a work project in the community.
  - a. Provide more support to KTMB for their local recycling and diversion efforts whether or not they are required to be permitted by the WMP (3.6.C)

#### *Partner Engagement*

1. KTMB will continue to collaborate with partners on the issues surrounding illegal dumping in our community via the Illegal Dumping Force framework.
  - a. Continue to monetarily support Keep Truckee Meadows Beautiful (for work surrounding illegal dumping and waste removal issues) (3.6.D)
  - b. Continue communicating with members of the Illegal Dumping Task Force to evaluate future projects and work. (3.6.D)
2. KTMB will begin a tracking system to identify illegal dumpsites to monitor as well as for future cleanup opportunities. As part of this, KTMB will review current illegal dumping reporting mechanisms (such as the 329-DUMP hotline) for functionality and recommend or establish new mechanisms as needed.
  - a. Continue to monetarily support Keep Truckee Meadows Beautiful (for work surrounding illegal dumping and waste removal issues) (3.6.D)
  - b. Continue communicating with members of the Illegal Dumping Task Force to evaluate future projects and work. (3.6.D)
3. KTMB will grow our outreach and engagement efforts with local businesses and partner organizations to encourage and enable sustainability practices, especially regarding waste reduction and diversion rates. KTMB will also provide recognition to businesses engaging in such efforts. KTMB will work to determine barriers to commercial and industrial businesses to reduce waste generation or utilize waste reduction practices.

- a. Partner with local businesses to bring more green initiatives and opportunities to local events and community programs (2.3.C)
  - b. Coordinate with local agencies and non-profit groups to address potential recycling and diversion strategies in the community to include commercial and industrial businesses outreach programs (3.6.C)
- 4. KTMB will pilot a waste reduction and diversion program for businesses and organizations to evaluate its usefulness to the community. KTMB will work to determine barriers to commercial and industrial businesses to reduce waste generation or utilize waste reduction practices.
  - a. Partner with local businesses to bring more green initiatives and opportunities to local events and community programs (2.3.C)
  - b. Coordinate with local agencies and non-profit groups to address potential recycling and diversion strategies in the community to include commercial and industrial businesses outreach programs (3.6.C)
- 5. KTMB will continue to coordinate with Sustainability Partners in Northern Nevada (SPINN), and NNPH on waste reduction efforts and issues in our community.
  - a. Partner with other organizations and entities to compile resources and for consistent messaging regarding how to manage wastes, organize cleanups, and eliminate illegal dumping and waste storage prior to it becoming an issue in WC (4.6.A)
- 6. KTMB will continue providing education to local decision-makers on waste-related issues facing our community.
  - a. Work with nonprofits and other SWMAs to build a more comprehensive public education program regarding waste generation and how to possibly reduce it in WC and Nevada (2.3.A)

- b. Provide more support to KTMB for their local recycling and diversion efforts  
whether or not they are required to be permitted by the WMP (3.6.C)
- 7. KTMB, with input from NNPH, will work throughout the 2025-2027 contract to formulate SMART goals and strategies of what we are aiming to accomplish with the NNPH contract funds. We will also outline metrics to accompany the new goals and strategies that will allow us to demonstrate and track tangible progress towards our new objectives.
  - a. In service of this work area, KTMB and NNPH staff will meet as needed throughout the 2025-2027 contract to discuss progress and direction of KTMB's efforts.

**EXHIBIT B****INSURANCE, HOLD HARMLESS AND INDEMNIFICATION REQUIREMENTS FOR  
NONPROFIT AGENCY  
WASTE REMOVAL, WASTE REDUCTION AND PARTNER ENGAGEMENT****INTRODUCTION**

Washoe County has established specific insurance and indemnification requirements for nonprofit organizations contracting with the County to provide services, use County facilities and property, or receive funding. Indemnification and hold harmless clauses and insurance requirements are intended to assure that a nonprofit organization accepts and is able to pay for a loss or liability related to its activities.

ATTENTION IS DIRECTED TO THE INSURANCE REQUIREMENTS BELOW. IT IS HIGHLY RECOMMENDED THAT ORGANIZATIONS CONFER WITH THEIR RESPECTIVE INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF INSURANCE CERTIFICATES AND ENDORSEMENTS AS PRESCRIBED AND PROVIDED HEREIN. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT THE COUNTY'S RISK MANAGEMENT DEPARTMENT DIRECTLY AT (775) 328-2665.

**INDEMNIFICATION AGREEMENT**

ORGANIZATION agrees to hold harmless, indemnify, and defend COUNTY, its officers, agents, employees, and volunteers from any loss or liability, financial or otherwise resulting from any claim, demand, suit, action, or cause of action based on bodily injury including death or property damage, including damage to ORGANIZATION'S property, caused by the omission, failure to act, or negligence on the part of ORGANIZATION, its employees, agents, representatives, or Subcontractors arising out of the performance of work under this Agreement by ORGANIZATION, or by others under the direction or supervision of ORGANIZATION.

In the event of a lawsuit against the COUNTY arising out of the activities of ORGANIZATION, should ORGANIZATION be unable to defend COUNTY due to the nature of the allegations involved, ORGANIZATION shall reimburse COUNTY, its officers, agents, and employees for cost of COUNTY personnel in defending such actions at its conclusion should it be determined that the basis for the action was in fact the negligent acts, errors or omissions of ORGANIZATION.

**GENERAL REQUIREMENTS**

ORGANIZATION shall purchase Industrial Insurance, General Liability, and Automobile Liability as described below. The cost of such insurance shall be borne by ORGANIZATION. ORGANIZATION may be required to purchase Professional Liability coverage based upon the nature of the service agreement.

**INDUSTRIAL INSURANCE**

It is understood and agreed that there shall be no Industrial Insurance coverage provided for ORGANIZATION or any Sub-consultant by COUNTY. ORGANIZATION agrees, as a precondition to the performance of any work under this Agreement and as a precondition to any obligation of the COUNTY to make any payment under this Agreement to provide COUNTY with a certificate issued by an insurer in accordance with NRS 616B.627 and with a certificate of an insurer showing coverage pursuant to NRS 617.210 for ORGANIZATION and any sub-consultants used pursuant to this Agreement.



Should ORGANIZATION be self-funded for Industrial Insurance, ORGANIZATION shall so notify COUNTY in writing prior to the signing of this Agreement. COUNTY reserves the right to approve said retentions and may request additional documentation financial or otherwise for review prior to the signing of this Agreement.

It is further understood and agreed by and between COUNTY and ORGANIZATION that ORGANIZATION shall procure, pay for, and maintain the above-mentioned industrial insurance coverage at ORGANIZATION'S sole cost and expense.

### **MINIMUM LIMITS OF INSURANCE**

ORGANIZATION shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be increased to equal twice the required occurrence limit or revised to apply separately to each project or location.
2. Automobile Liability: \$N/A combined single limit per accident for bodily injury and property damage. No aggregate limits may apply.
3. Professional Liability: \$N/A per occurrence and as an annual aggregate.

### **DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY Risk Management Division. COUNTY reserves the right to request additional documentation, financial or otherwise, prior to giving its approval of the deductibles and self-insured retention and prior to executing the underlying agreement. Any changes to the deductibles or self-insured retentions made during the term of this Agreement or during the term of any policy, must be approved by the COUNTY Risk Manager prior to the change taking effect.

### **OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain, the following provisions:

1. COUNTY, its officers, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of ORGANIZATION, including COUNTY'S general supervision of ORGANIZATION; products and completed operations of ORGANIZATION; premises owned, occupied or used by ORGANIZATION; or automobiles owned, leased, hired, or borrowed by ORGANIZATION. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY, its officers, employees or volunteers.
2. ORGANIZATION'S insurance coverage shall be primary insurance as respects COUNTY, its officers, employees and volunteers. Any insurance or self-insurance maintained by COUNTY, its officers, employees or volunteers shall be excess of ORGANIZATION'S insurance and shall not contribute with it in any way.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to COUNTY, its officers, employees or volunteers.
4. ORGANIZATION'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after thirty (30)

days' prior written notice by certified mail, return receipt requested, has been given to COUNTY except for nonpayment of premium.

### ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a Best's rating of no less than A-: VII. COUNTY, with the approval of the Risk Manager, may accept coverage with carriers having lower Best's Ratings upon review of financial information concerning ORGANIZATION and insurance carrier. COUNTY reserves the right to require that ORGANIZATION'S insurer be a licensed and admitted insurer in the State of Nevada, or on the Insurance Commissioner's approved but not admitted list.

### VERIFICATION OF COVERAGE

ORGANIZATION shall furnish COUNTY with certificates of insurance and with original endorsements affecting coverage required by this exhibit. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. **All certificates and endorsements are to be addressed to the specific COUNTY contracting department and be received and approved by the COUNTY before work commences.** COUNTY reserves the right to require complete, certified copies of all required insurance policies, at any time.

### SUBCONTRACTORS

ORGANIZATION shall include all Subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each Subcontractor. All coverages for Subcontractors shall be subject to all of the requirements stated herein.

### MISCELLANEOUS CONDITIONS

1. ORGANIZATION shall be responsible for and remedy all damage or loss to any property, including property of COUNTY, caused in whole or in part by ORGANIZATION, any Subcontractor, or anyone employed, directed or supervised by ORGANIZATION.
2. Nothing herein contained shall be construed as limiting in any way the extent to which the ORGANIZATION may be held responsible for payment of damages to persons or property resulting from its operations or the operations of any Subcontractor under it.
3. In addition to any other remedies COUNTY may have if ORGANIZATION fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, COUNTY may, at its sole option:
  - a. Order ORGANIZATION to stop work under this Agreement and/or withhold any payments which become due ORGANIZATION hereunder until ORGANIZATION demonstrates compliance with the requirements hereof;
  - b. Terminate the Agreement.