



WASHOE COUNTY

Integrity Communication Service
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HR _____
Other _____

STAFF REPORT BOARD MEETING DATE: March 14, 2017

DATE: Tuesday, February 28, 2017

TO: Board of County Commissioners

FROM: Melanie Lever, Purchasing and Contracts Manager, Comptroller
775.328.2281, mlever@washoecounty.us

THROUGH: Cathy Hill, Comptroller

SUBJECT: Approve retroactive and continued 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 the provisions of the Local Government Purchasing Act. (All Commission Districts).

SUMMARY

Approve retroactive and continued 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

No previous action.

BACKGROUND

Pursuant to Chapter 15.530 of the Washoe County Code, Board 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.

All of the below listed suppliers have exceeded and/or will 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

AGENDA ITEM # 5.A

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 2016-2017, 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.

RECOMMENDED SUPPLIERS:

ACS Government Systems	Peterbilt TPE
Advanced Communication Technology Services	Powercomm Solutions, Inc
Alpha Analytical	Quantum Analytics
B.T. Mancini	Redwood Toxicology Laboratory
Bound Tree Medical	Reno Buick GMC Cadillac
D&D Roofing & Sheet Metal	SAP Public Services
Dataworks Plus LLC	SHI International
H&E Equipment	Sierra Freightliner Sterling
Henriksen Butler	Sierra Window Fashions & Tint
Home Depot	SimplexGrinnel
Huck Salt Co	Snoquip Inc
Kahl Commerical Interiors	Teksystems
Lehr Auto Electric	Welcome Aboard, Inc.
Life Technologies	Western Nevada Supply
Napa Auto Parts	WW Grainger
O'Reilly Automotive	

FISCAL IMPACT

Expenditures with each of the above suppliers are expected to exceed \$100,000 within fiscal year 2016-2017. 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 2016-2017.

RECOMMENDATION

Approve retroactive and continued purchases for needed supplies, materials, equipment and contractual services from various suppliers that have or will exceed in the aggregate \$100,000 during the fiscal year, but will remain within adopted budget funding for fiscal year 2016-2017. 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 retroactive and continued purchases for needed supplies, materials, equipment and contractual services from various suppliers that have or will exceed in the aggregate \$100,000 during the fiscal year, but will remain within adopted budget funding for fiscal year 2016-2017. All such purchases will continue to be subject to and in accordance with the provisions of the Local Government Purchasing Act."