



WASHOE COUNTY
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CM/ACM JOH
Budget MM
DA DR
Comptroller CH
HR NA

STAFF REPORT
BOARD MEETING DATE: April 26, 2016

DATE: March 30, 2016

TO: Board of County Commissioners

FROM: Michael Sullens, Purchasing and Contracts Manager
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THROUGH: Cathy Hill, Comptroller
Washoe County Comptroller's Department
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SUBJECT: Approve sole source purchase of equipment and services in the amount of \$82,398.60 from Jefferson Audio Video Systems, Inc., 13020 Middletown Industrial Blvd., Louisville KY 40223 for audio and video upgrades at Reno Justice Court and approve retroactive and continued purchases of audio and video equipment and services from Jefferson Audio Video Systems that aggregate to exceed \$100,000 annually but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to compliance with Local Government Purchasing Act requirements. (All Commission Districts.)

SUMMARY

Approve sole source purchase of equipment and services in the amount of \$82,398.60 from Jefferson Audio Video Systems, Inc., 13020 Middletown Industrial Blvd., Louisville KY 40223 for audio and video upgrades at Reno Justice Court and approve retroactive and continued purchases of audio and video equipment and services from Jefferson Audio Video Systems that aggregate to exceed \$100,000 annually, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to compliance with Local Government Purchasing Act requirements.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

AGENDA ITEM NO. 5H2

PREVIOUS ACTION

On March 8, 2016 Board of County Commissioners acknowledged a Trial Court Improvement (TCI) grant award from the Administrative Office of the Courts, to upgrade courtroom audio and video recording equipment, [\$25,200 / \$52,247.60 total match], retroactive from February 12, 2016 to June 30, 2016.

BACKGROUND

Pursuant to NRS 332.115 1. (q) the design of, and equipment and services associated with, systems of communication, are not subject to the requirements of this chapter for competitive bidding, as determined by the governing body or its authorized representative.

Jefferson Audio Video System has already been awarded multiple sole source bids for equipment and services for Reno Justice Court, Sparks Justice Court and the Second Judicial Court within fiscal year 2015 – 2016 which individually did not exceed the \$100,000 threshold which would require approval of those purchases by the Board of County Commissioners. Cumulatively, these purchases and other purchases do exceed \$100,000. Pursuant to County Code 15.530, Board of County Commissioners must approve all purchases of supplies, materials, equipment and contractual services in annual amounts which exceed \$100,000 or which aggregate to exceed \$100,000.

Since Washoe County purchases with Jefferson Audio Video Systems have cumulatively exceeded \$100,000 for fiscal year 2015-2016, the Purchasing Division of the Comptroller's Department is asking for retroactive purchase approval with Jefferson Audio Video Systems to exceed \$100,000 in awarded purchases for 2015 – 2016, and to allow continued awarded purchases from Jefferson Audio Video Systems through the remainder of the fiscal year. Such additional purchases will remain within available adopted budget funding for the year, and all purchases will still be subject to compliance with Local Government Purchasing Act requirements.

The Purchasing Division would also like to request preapproval of Jefferson Audio Video Systems for fiscal year 2016 – 2017, in anticipation of the company providing equipment and services which may exceed \$100,000 in the aggregate. All purchases made with Jefferson Audio Video Systems during fiscal year 2016 – 2017 will remain within available adopted budget funding for the year, and be subject to compliance with Local Government Purchasing Act requirements.

FISCAL IMPACT

Expenditures will exceed [\$100,000] within Fiscal Year 2015 – 2016. The maximum fiscal impact will depend on the results of any remaining purchases in the current fiscal year. All purchases will remain within available adopted budget funding for Fiscal Year 2015 – 2016.

It is anticipated that expenditures within Fiscal Year 2016 – 2017 may again exceed [\$100,000]. All purchases will remain within available adopted budget funding for Fiscal Year 2016 – 2017 and be in compliance with the Local Government Purchasing Act.

RECOMMENDATION

It is recommended that the Board of County Commissioner approve sole source purchase of equipment and services in the amount of \$82,398.60 from Jefferson Audio Video Systems, Inc., 13020 Middletown Industrial Blvd., Louisville KY 40223 for audio and video upgrades at Reno Justice Court and approve retroactive and continued purchases of audio and video equipment and services from Jefferson Audio Video Systems that aggregate to exceed \$100,000 annually, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to compliance with Local Government Purchasing Act requirements.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to approve sole source purchase of equipment and services in the amount of \$82,398.60 from Jefferson Audio Video Systems, Inc., 13020 Middletown Industrial Blvd., Louisville KY 40223 for audio and video upgrades at Reno Justice Court and approve retroactive and continued purchases of audio and video equipment and services from Jefferson Audio Video Systems that aggregate to exceed \$100,000 annually, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to compliance with Local Government Purchasing Act requirements.