



# WASHOE COUNTY

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Finance LC  
DA KM  
Risk Mgt. DE  
HR N/A  
Comptroller MS

## STAFF REPORT

BOARD MEETING DATE: April 12, 2016

**DATE:** March 15, 2016  
**TO:** Board of County Commissioners  
**FROM:** Pat Lee, Captain  
(775) 328-2893; [plee@washoecounty.us](mailto:plee@washoecounty.us)

**THROUGH:** Chuck Allen, Sheriff

A handwritten signature in black ink, appearing to read "Chuck Allen", is written over the "THROUGH:" line.

**SUBJECT:** Authorization to utilize the Western States Contracting Alliance (WSCA) contract resultant from RFP No. AL7081, administered by the State of Nevada, awarded to Herman Miller Office Furniture (manufacturer) and purchased through Henriksen Butler (vendor) to cover several projects in the Detention Facility for an aggregated amount [not to exceed \$130,000.00 in FY 15/16]. (All Commission Districts)

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### SUMMARY

The Washoe County Sheriff's Office designated State Criminal Alien Assistance Program (SCAAP) funding for a remodel project in the 2011/2012 SCAAP grant year to improve efficiencies and upgrade old and dilapidated furniture in the intake and booking area of the Detention Facility. Delays in beginning this project pushed the start of the remodel to FY 15/16.

Several other Detention Facility projects were initiated in fiscal 15/16, utilizing SCAAP funding, where the same furniture manufacturer/vendor, Herman Miller/Henriksen Butler, was used at the Sheriff's Office. This pushes the total amount of payment to one vendor to over \$100,000.00 in the same FY.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

### PREVIOUS ACTION

None for this action, but the Board of County Commissioners approved grant funding from SCAAP on 12/9/14.

### BACKGROUND

The Washoe County Sheriff's Office Detention Facility is the only jail in the Reno/Sparks Washoe County area and serves approximately 40 different law enforcement agencies to include local, state and federal partners. 15,000 to 20,000 people

AGENDA ITEM # 5.D.

are booked into the Detention Facility every year, and each one must go through the Intake/Booking area.

In 2011/2012 WCSO personnel identified the need to improve and upgrade the Booking/Intake area. The work area for the civilian booking clerks, to include desks, drawers, and filing cabinets started to deteriorate. SCAAP funding was designated for the project at the time.

This project will improve efficiencies for officers on the street, Deputies assigned to the Intake area, and civilian personnel in the Intake/Booking area.

### **FISCAL IMPACT**

There is no direct fiscal impact to the County for this purchase. The Board previously accepted SCAAP funds that were designated to be utilized for this remodel project. All charges will be charged to grant IO 11193 (2014 SCAAP).

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve authorization to utilize the Western States Contracting Alliance (WSCA) contract resultant from RFP No. AL7081, administered by the State of Nevada, awarded to Herman Miller Office Furniture (manufacturer) and purchased through Henriksen Butler (vendor) to cover several projects in the Detention Facility for an aggregated amount [not to exceed \$130,000.00 in FY 15/16].

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: Move to approve authorization to utilize the Western States Contracting Alliance (WSCA) contract resultant from RFP No. AL7081, administered by the State of Nevada, awarded to Herman Miller Office Furniture (manufacturer) and purchased through Henriksen Butler (vendor) to cover several projects in the Detention Facility for an aggregated amount [not to exceed \$130,000.00 in FY 15/16].