

**CLARK COUNTY, NEVADA**  
**CBE NO. 607051-24**  
**TRAUMA INFORMED TREATMENT AND RESIDENTIAL**  
**SERVICES TO COMMERCIALY SEXUALLY EXPLOITED**  
**CHILDREN AND AT-RISK YOUTH**

<b>EAGLE QUEST</b>
<b>NAME OF FIRM</b>
Ivan Ray Tippetts Chief Executive Officer
<b>DESIGNATED CONTACT, NAME AND TITLE</b> (Please type or print)
3680 North Rancho Drive Las Vegas, Nevada 89130
<b>ADDRESS OF FIRM</b> <b>INCLUDING CITY, STATE AND ZIP CODE</b>
(702) 646-5437
<b>(AREA CODE) AND TELEPHONE NUMBER</b>
(702) 396-4193
<b>(AREA CODE) AND FAX NUMBER</b>
<u>Admin@eaglequest.us.com</u>
<b>E-MAIL ADDRESS</b>

TRAUMA INFORMED TREATMENT AND RESIDENTIAL SERVICES TO COMMERCIALY SEXUALLY EXPLOITED CHILDREN  
AND AT-RISK YOUTH

This Contract is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2024, by and between CLARK COUNTY, NEVADA (hereinafter referred to as COUNTY), and EAGLE QUEST (hereinafter referred to as PROVIDER), for TRAUMA INFORMED TREATMENT AND RESIDENTIAL SERVICES TO COMMERCIALY SEXUALLY EXPLOITED CHILDREN AND AT-RISK YOUTH (hereinafter referred to as PROJECT).

WITNESSETH:

WHEREAS, PROVIDER has the personnel and resources necessary to accomplish the PROJECT within the required schedule and with a budget allowance including all travel, lodging, meals and miscellaneous expenses; and

WHEREAS, PROVIDER has the required licenses and/or authorizations pursuant to all federal, State of Nevada and local laws in order to conduct business relative to this Contract.

NOW, THEREFORE, COUNTY and PROVIDER agree as follows:

**SECTION I: TERM OF CONTRACT**

COUNTY agrees to retain PROVIDER for the period from February 1, 2024 through September 29, 2024, with the option to extend for 12 months on a month-to-month basis, subject to the provisions of Sections II and VIII herein. During this period, PROVIDER agrees to provide services as required by COUNTY within the scope of this Contract.

**SECTION II: COMPENSATION AND TERMS OF PAYMENT**

A. Compensation

COUNTY agrees to pay PROVIDER for the performance of services described in the Scope of Work (Exhibit A) and Budget Narrative (Attachment B) for the not-to-exceed amount of \$2,938,591. COUNTY'S obligation to pay PROVIDER cannot exceed the not-to-exceed amount. It is expressly understood that the entire work defined in Exhibit A must be completed by PROVIDER.

B. Progress

PROVIDER will be entitled to periodic payments for work completed in accordance with the completion of tasks indicated in the Scope of Work (Exhibit A).

C. Terms of Payments

1. Each invoice received by COUNTY must include a Progress Report based on actual work performed to date in accordance with the completion of tasks indicated in Exhibit A, Scope of Work.
2. Payment of invoices will be made within thirty (30) calendar days after receipt of an accurate invoice that has been reviewed and approved by COUNTY.
3. COUNTY, at its discretion, may not approve or issue payment on invoices if PROVIDER fails to provide the following information required on each invoice:
  - a. The title of the PROJECT as stated in Exhibit A, Scope of Work, COUNTY'S Contract Number, Project Number, Purchase Order Number, Invoice Date, Invoice Period, Invoice Number, and the Payment Remittance Address.
  - b. COUNTY'S representative shall notify PROVIDER in writing within fourteen (14) calendar days of any disputed amount included on the invoice. PROVIDER must submit a new invoice for the undisputed amount which will be paid in accordance with paragraph C.2 above. Upon mutual resolution of the disputed amount PROVIDER will submit a new invoice for the agreed to amount and payment will be made in accordance with paragraph C.2 above.
4. No penalty will be imposed on COUNTY if COUNTY fails to pay PROVIDER within thirty (30) calendar days after receipt of a properly documented invoice, and COUNTY will receive no discount for payment within that period.
5. In the event that legal action is taken by COUNTY or PROVIDER based on a disputed payment, the prevailing party shall be entitled to reasonable attorneys' fees and costs subject to COUNTY'S available unencumbered budgeted appropriations for the PROJECT.

6. COUNTY shall subtract from any payment made to PROVIDER all damages, costs and expenses caused by PROVIDER'S negligence, resulting from or arising out of errors or omissions in PROVIDER'S work products, which have not been previously paid to PROVIDER.
7. COUNTY shall not provide payment on any invoice PROVIDER submits after six (6) months from the date PROVIDER performs services as agreed upon in Exhibit A, Scope of Work.
8. Invoices shall be submitted to Clark County Department of Family Services, Attention: Fiscal Unit, 500 South Grand Central Parkway, 3rd Floor, Las Vegas, NV 89155.
9. COUNTY offers electronic payment to all suppliers. Payments will be deposited directly into your bank account via the Automated Clearing House (ACH) network. PROVIDER will be provided information on how to enroll at time of award.

D. COUNTY'S Fiscal Limitations

1. The content of this section shall apply to the entire Contract and shall take precedence over any conflicting terms and conditions and shall limit COUNTY'S financial responsibility as indicated in Sections 2 and 3 below.
2. Notwithstanding any other provisions of this Contract, this Contract shall terminate and COUNTY'S obligations under it shall be extinguished at the end of the fiscal year in which COUNTY fails to appropriate monies for the ensuing fiscal year sufficient for the payment of all amounts which will then become due.
3. COUNTY'S total liability for all charges for services which may become due under this Contract is limited to the total maximum expenditure(s) authorized in COUNTY'S purchase order(s) to PROVIDER.

**SECTION III: SCOPE OF WORK**

Services to be performed by PROVIDER for the PROJECT shall consist of the work described in the Scope of Work as set forth in Exhibit A of this Contract.

**SECTION IV: CHANGES TO SCOPE OF WORK**

- A. COUNTY may at any time request changes within the general scope of this Contract and in the services or work to be performed. If such changes cause an increase or decrease in PROVIDER'S cost or time required for performance of any services under this Contract, PROVIDER shall notify COUNTY in writing within thirty (30) calendar days from the date of receipt by PROVIDER of notification of change. An equitable adjustment limited to an amount within current unencumbered budgeted appropriations for the PROJECT shall be made and this Contract shall be amended in writing accordingly.
- B. No services for which an additional compensation will be charged by PROVIDER shall be furnished without the written authorization of COUNTY.

**SECTION V: RESPONSIBILITY OF PROVIDER**

- A. It is understood that in the performance of the services herein provided for, PROVIDER shall be, and is, an independent contractor, and is not an agent, representative or employee of COUNTY and shall furnish such services in its own manner and method except as required by this Contract. Further, PROVIDER has and shall retain the right to exercise full control over the employment, direction, compensation and discharge of all persons employed by PROVIDER in the performance of the services hereunder. PROVIDER shall be solely responsible for, and shall indemnify, defend and hold COUNTY harmless from all matters relating to the payment of its employees, including compliance with social security, withholding and all other wages, salaries, benefits, taxes, demands, and regulations of any nature whatsoever.
- B. PROVIDER shall appoint a Manager, upon written acceptance by COUNTY, who will manage the performance of services. All of the services specified by this Contract shall be performed by the Manager, or by PROVIDER'S associates and employees under the personal supervision of the Manager. Should the Manager, or any employee of PROVIDER be unable to complete his or her responsibility for any reason, PROVIDER must obtain written approval by COUNTY prior to replacing him or her with another equally qualified person. If PROVIDER fails to make a required replacement within thirty (30) calendar days, COUNTY may terminate this Contract for default.
- C. PROVIDER has, or will, retain such employees as it may need to perform the services required by this Contract. Such employees shall not be employed by COUNTY.

- D. PROVIDER agrees that its officers and employees will cooperate with COUNTY in the performance of services under this Contract and will be available for consultation with COUNTY at such reasonable times with advance notice as to not conflict with their other responsibilities.
- E. PROVIDER will follow COUNTY'S standard procedures as followed by COUNTY'S staff in regard to programming changes; testing; change control; and other similar activities.
- F. PROVIDER shall be responsible for the professional quality, technical accuracy, timely completion, and coordination of all services furnished by PROVIDER, its subcontractors and its and their principals, officers, employees and agents under this Contract. In performing the specified services, PROVIDER shall follow practices consistent with generally accepted professional and technical standards.
- G. It shall be the duty of PROVIDER to assure that all products of its effort are technically sound and in conformance with all pertinent Federal, State and Local statutes, codes, ordinances, resolutions and other regulations. PROVIDER will not produce a work product which violates or infringes on any copyright or patent rights. PROVIDER shall, without additional compensation, correct or revise any errors or omissions in its work products.
  - 1. Permitted or required approval by COUNTY of any products or services furnished by PROVIDER shall not in any way relieve PROVIDER of responsibility for the professional and technical accuracy and adequacy of its work.
  - 2. COUNTY's review, approval, acceptance, or payment for any of PROVIDER 'S services herein shall not be construed to operate as a waiver of any rights under this Contract or of any cause of action arising out of the performance of this Contract, and PROVIDER shall be and remain liable in accordance with the terms of this Contract and applicable law for all damages to COUNTY caused by PROVIDER'S performance or failures to perform under this Contract.
- H. All materials, information, and documents, whether finished, unfinished, drafted, developed, prepared, completed, or acquired by PROVIDER for COUNTY relating to the services to be performed hereunder and not otherwise used or useful in connection with services previously rendered, or services to be rendered, by PROVIDER to parties other than COUNTY shall become the property of COUNTY and shall be delivered to COUNTY'S representative upon completion or termination of this Contract, whichever comes first. PROVIDER shall not be liable for damages, claims, and losses arising out of any reuse of any work products on any other project conducted by COUNTY. COUNTY shall have the right to reproduce all documentation supplied pursuant to this Contract.
- I. The rights and remedies of COUNTY provided for under this section are in addition to any other rights and remedies provided by law or under other sections of this Contract.

**SECTION VI: SUBCONTRACTS**

- A. Services specified by this Contract shall not be subcontracted by PROVIDER, without prior written approval of COUNTY.
- B. Approval by COUNTY of PROVIDER 'S request to subcontract, or acceptance of, or payment for, subcontracted work by COUNTY shall not in any way relieve PROVIDER of responsibility for the professional and technical accuracy and adequacy of the work. PROVIDER shall be and remain liable for all damages to COUNTY caused by negligent performance or non-performance of work under this Contract by PROVIDER'S subcontractor or its sub-subcontractor.
- C. The compensation due under Section II shall not be affected by COUNTY'S approval of PROVIDER'S request to subcontract.

**SECTION VII: RESPONSIBILITY OF COUNTY**

- A. COUNTY agrees that its officers and employees will cooperate with PROVIDER in the performance of services under this Contract and will be available for consultation with PROVIDER at such reasonable times with advance notice as to not conflict with their other responsibilities.
- B. The services performed by PROVIDER under this Contract shall be subject to review for compliance with the terms of this Contract by COUNTY'S representative, Kara VanMeter, Department of Family Services, telephone number (805) 405-4450 or their designee. COUNTY'S representative may delegate any or all of his responsibilities under this Contract to appropriate staff members and shall so inform PROVIDER by written notice before the effective date of each such delegation.

- C. The review comments of COUNTY'S representative may be reported in writing as needed to PROVIDER. It is understood that COUNTY'S representative's review comments do not relieve PROVIDER from the responsibility for the professional and technical accuracy of all work delivered under this Contract.
- D. COUNTY shall assist PROVIDER in obtaining data on documents from public officers or agencies, and from private citizens and/or business firms, whenever such material is necessary for the completion of the services specified by this Contract.
- E. PROVIDER will not be responsible for accuracy of information or data supplied by COUNTY or other sources to the extent such information or data would be relied upon by a reasonably prudent PROVIDER.

**SECTION VIII: TIME SCHEDULE**

- A. Time is of the essence of this Contract.
- B. In the event that PROVIDER fails to complete the PROJECT within the time specified in the Contract, or with such additional time(s) as may be granted in writing by COUNTY or fails to execute the work, or any separable part thereof, with such diligence as will ensure its completion within the time specified in the Contract or any extensions thereof, PROVIDER shall pay to COUNTY as liquidated damages the sum of \$100.00 calendar OR business day of delay until such reasonable time as may be required for final completion of the work, together with any increased costs incurred by COUNTY in completing the work.

**SECTION IX: SUSPENSION AND TERMINATION**

- A. Suspension  
COUNTY may suspend performance by PROVIDER under this Contract for such period of time as COUNTY, at its sole discretion, may prescribe by providing written notice to PROVIDER at least ten (10) business days prior to the date on which COUNTY wishes to suspend. Upon such suspension, COUNTY shall pay PROVIDER its compensation, based on the percentage of the PROJECT completed and earned until the effective date of suspension, less all previous payments. PROVIDER shall not perform further work under this Contract after the effective date of suspension until receipt of written notice from COUNTY to resume performance. In the event COUNTY suspends performance by PROVIDER for any cause other than the error or omission of the PROVIDER, for an aggregate period in excess of thirty (30) business days, PROVIDER shall be entitled to an equitable adjustment of the compensation payable to PROVIDER under this Contract to reimburse PROVIDER for additional costs occasioned as a result of such suspension of performance by COUNTY based on appropriated funds and approval by COUNTY.
- B. Termination
  - 1. This Contract may be terminated in whole or in part by either party in the event of substantial failure or default of the other party to fulfill its obligations under this Contract through no fault of the terminating party; but only after the other party is given:
    - a. the opportunity to cure;
    - b. not less than ten (10) calendar days written notice of intent to terminate; and
    - c. an opportunity for consultation with the terminating party prior to termination.
  - 2. Termination for Convenience
    - a. This Contract may be terminated in whole or in part by COUNTY for its convenience; but only after PROVIDER is given:
      - i. not less than ten (10) calendar days written notice of intent to terminate; and
      - ii. an opportunity for consultation with COUNTY prior to termination.
    - b. If termination is for COUNTY'S convenience, COUNTY shall pay PROVIDER that portion of the compensation which has been earned as of the effective date of termination but no amount shall be allowed for anticipated profit on performed or unperformed services or other work.
  - 3. Termination for Default
    - a. If termination for substantial failure or default is effected by COUNTY, COUNTY will pay PROVIDER that portion of the compensation which has been earned as of the effective date of termination but:

- i. No amount shall be allowed for anticipated profit on performed or unperformed services or other work; and
  - ii. Any payment due to PROVIDER at the time of termination may be adjusted to the extent of any additional costs occasioned to COUNTY by reason of PROVIDER 'S default.
- b. Upon receipt or delivery by PROVIDER of a termination notice, PROVIDER shall promptly discontinue all services affected (unless the notice directs otherwise) and deliver or otherwise make available to COUNTY'S representative, copies of all deliverables as provided in Section V, paragraph H.
  - c. If after termination for failure of PROVIDER to fulfill contractual obligations it is determined that PROVIDER has not so failed, the termination shall be deemed to have been effected for the convenience of COUNTY.
- 4. Upon termination, COUNTY may take over the work and execute the same to completion by agreement with another party or otherwise. In the event PROVIDER shall cease conducting business, COUNTY shall have the right to make an unsolicited offer of employment to any employees of PROVIDER assigned to the performance of this Contract.
  - 5. The rights and remedies of COUNTY and PROVIDER provided in this section are in addition to any other rights and remedies provided by law or under this Contract.
  - 6. Neither party shall be considered in default in the performance of its obligations hereunder, nor any of them, to the extent that performance of such obligations, nor any of them, is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such party. Delays arising from the actions or inactions of one or more of PROVIDER'S principals, officers, employees, agents, subcontractors, vendors or suppliers are expressly recognized to be within PROVIDER'S control.

**SECTION X: INSURANCE**

- A. PROVIDER shall obtain and maintain the insurance coverage required in Exhibit B incorporated herein by this reference. PROVIDER shall comply with the terms and conditions set forth in Exhibit B and shall include the cost of the insurance coverage in their prices.
- B. If PROVIDER fails to maintain any of the insurance coverage required herein, COUNTY may withhold payment, order PROVIDER to stop the work, declare PROVIDER in breach, suspend or terminate Contract.

**SECTION XI: NOTICES**

Any notice required to be given hereunder shall be deemed to have been given when received by the party to whom it is directed by personal service, hand delivery, certified U.S. mail, return receipt requested or facsimile, at the following addresses:

TO COUNTY:                                    Clark County Department of Family Services  
500 South Grand Central Parkway  
Las Vegas, Nevada 89155  
Attention: Kara VanMeter

TO PROVIDER:                                  Eagle Quest  
3680 North Rancho Drive  
Las Vegas, Nevada 89130  
Attention: Michelle Johnson

**SECTION XII: MISCELLANEOUS**

- A. Independent Contractor  
PROVIDER acknowledges that PROVIDER and any subcontractors, agents or employees employed by PROVIDER shall not, under any circumstances, be considered employees of COUNTY, and that they shall not be entitled to any of the benefits or rights afforded employees of COUNTY, including, but not limited to, sick leave, vacation leave, holiday pay, Public Employees Retirement System benefits, or health, life, dental, long-term disability or workers' compensation insurance benefits. COUNTY will not provide or pay for any liability or medical insurance, retirement contributions or any other benefits for or on behalf of PROVIDER or any of its officers, employees or other agents.

B. Immigration Reform and Control Act

In accordance with the Immigration Reform and Control Act of 1986, PROVIDER agrees that it will verify the identity and employment eligibility of anyone employed under this Contract.

C. Non-Discrimination/Public Funds

The Board of County Commissioners (BCC) is committed to promoting full and equal business opportunity for all persons doing business in Clark County. PROVIDER acknowledges that COUNTY has an obligation to ensure that public funds are not used to subsidize private discrimination. PROVIDER recognizes that if they or their subcontractors are found guilty by an appropriate authority of refusing to hire or do business with an individual or company due to reasons of race, color, religion, sex, sexual orientation, gender identity or gender expression, age, disability, national origin, or any other protected status, COUNTY may declare PROVIDER in breach of the Contract, terminate the Contract, and designate PROVIDER as non-responsible.

D. Assignment

Any attempt by PROVIDER to assign or otherwise transfer any interest in this Contract without the prior written consent of COUNTY shall be void.

E. Indemnity

PROVIDER does hereby agree to defend, indemnify, and hold harmless COUNTY and their employees, officers and agents of COUNTY from any liabilities, damages, losses, claims, actions or proceedings, including, without limitation, reasonable attorneys' fees, that are caused by the negligence, errors, omissions, recklessness or intentional misconduct of PROVIDER or the employees or agents of PROVIDER in the performance of this Contract.

F. Governing Law

Nevada law shall govern the interpretation of this Contract.

G. Gratuities

1. COUNTY may, by written notice to PROVIDER, terminate this Contract if it is found after notice and hearing by COUNTY that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by PROVIDER or any agent or representative of PROVIDER to any officer or employee of COUNTY with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or making of any determinations with respect to the performance of this Contract.
2. In the event this Contract is terminated as provided in paragraph 1 hereof, COUNTY shall be entitled:
  - a. to pursue the same remedies against PROVIDER as it could pursue in the event of a breach of this Contract by PROVIDER; and
  - b. as a penalty in addition to any other damages to which it may be entitled by law, to exemplary damages in an amount (as determined by COUNTY) which shall be not less than three (3) nor more than ten (10) times the costs incurred by PROVIDER in providing any such gratuities to any such officer or employee.
3. The rights and remedies of COUNTY provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

H. Audits

The performance of this Contract by PROVIDER is subject to review by COUNTY to ensure contract compliance. PROVIDER agrees to provide COUNTY any and all information requested that relates to the performance of this Contract. All requests for information will be in writing to PROVIDER. Time is of the essence during the audit process. Failure to provide the information requested within the timeline provided in the written information request may be considered a material breach of Contract and be cause for suspension and/or termination of the Contract.

I. Covenant

PROVIDER covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract. PROVIDER further covenants, to its knowledge and ability, that in the performance of said services no person having any such interest shall be employed.

- J. Confidential Treatment of Information  
PROVIDER shall preserve in strict confidence any information obtained, assembled or prepared in connection with the performance of this Contract.
- K. ADA Requirements  
All work performed or services rendered by PROVIDER shall comply with the Americans with Disabilities Act standards adopted by Clark County. All facilities built prior to January 26, 1992 must comply with the Uniform Federal Accessibility Standards; and all facilities completed after January 26, 1992 must comply with the Americans with Disabilities Act Accessibility Guidelines.
- L. Subcontractor Information  
PROVIDER shall provide a list of the Minority-Owned Business Enterprise (MBE), Women-Owned Business Enterprise (WBE), Physically-Challenged Business Enterprise (PBE), Small Business Enterprise (SBE), Veteran Business Enterprise (VET), Disabled Veteran Business Enterprise (DVET), and Emerging Small Business Enterprise (ESB) subcontractors for this Contract utilizing the attached format (Exhibit C). The information provided in Exhibit C by PROVIDER is for COUNTY'S information only.
- M. Disclosure of Ownership Form  
PROVIDER agrees to provide the information on the attached Disclosure of Ownership/Principals form prior to any contract and/or contract amendment to be awarded by the Board of County Commissioners.
- N. Authority  
COUNTY is bound only by COUNTY agents acting within the actual scope of their authority. COUNTY is not bound by actions of one who has apparent authority to act for COUNTY. The acts of COUNTY agents which exceed their contracting authority do not bind COUNTY.
- O. Force Maieure  
PROVIDER shall be excused from performance hereunder during the time and to the extent that it is prevented from obtaining, delivering, or performing, by acts of God, fire, war, loss or shortage of transportation facilities, lockout or commandeering of raw materials, products, plants or facilities by the government. PROVIDER shall provide COUNTY satisfactory evidence that nonperformance is due to cause other than fault or negligence on its part.
- P. Severability  
If any terms or provisions of Contract shall be found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of Contract shall remain in full force and effect.
- Q. Non-Endorsement  
As a result of the selection of PROVIDER to supply goods or services, COUNTY is neither endorsing nor suggesting that PROVIDER'S service is the best or only solution. PROVIDER agrees to make no reference to COUNTY in any literature, promotional material, brochures, sales presentations, or the like, without the express written consent of COUNTY.
- R. Public Records  
COUNTY is a public agency as defined by state law, and as such, is subject to the Nevada Public Records Law (Chapter 239 of the Nevada Revised Statutes). Under the law, all of COUNTY'S records are public records (unless otherwise declared by law to be confidential) and are subject to inspection and copying by any person. All Contract documents are available for review following the award of the Contract.
- S. Companies that Boycott Israel  
PROVIDER certifies that, at the time it signed this Contract, it was not engaged in, and agrees for the duration of the Contract, not to engage in, a boycott of Israel. Boycott of Israel means, refusing to deal or conduct business with, abstaining from dealing or conducting business with, terminating business or business activities with or performing any other action that is intended to limit commercial relations with Israel; or a person or entity doing business in Israel or in territories controlled by Israel, if such an action is taken in a manner that discriminates on the basis of nationality, national origin or religion. It does not include an action which is based on a bona fide business or economic reason; is taken pursuant to a boycott against a public entity of Israel if the boycott is applied in a nondiscriminatory manner; or is taken in compliance with or adherence to calls for a boycott of Israel if that action is authorized in 50 U.S.C. § 4607 or any other federal or state law.



IN WITNESS WHEREOF, the parties have caused this Contract to be executed the day and year first above written.

COUNTY:

CLARK COUNTY, NEVADA

By: \_\_\_\_\_ DATE  
JESSICA COLVIN  
Chief Financial Officer

PROVIDER:  
EAGLE QUEST

By: *Ivan Ray Tippetts* 05/15/2024  
IVAN RAY TIPPETTS  
Chief Executive Officer  
DATE

APPROVED AS TO FORM:  
STEVEN B. WOLFSON  
District Attorney

By: *Jason Patchett* May 20, 2024  
Jason Patchett (May 20, 2024 09:33 PDT)  
JASON B. PATCHETT  
Deputy District Attorney  
DATE

**EXHIBIT A  
TRAUMA INFORMED TREATMENT AND RESIDENTIAL SERVICES  
TO COMMERCIALLY SEXUALLY EXPLOITED CHILDREN AND AT-RISK-YOUTH  
SCOPE OF WORK**

**I. INTENT**

It is the intent of COUNTY to retain experienced and qualified providers to provide trauma informed treatment and residential services to Commercially Sexually Exploited Children and At-Risk Youth ages 11-17 to support SAMHSA Congressional Spending Directive Projects. Services shall include but not limited to working diligently to provide high-quality therapeutic care to children in COUNTY'S custody who require services.

**II. RESPONSIBILITIES OF PROVIDER**

PROVIDER shall:

**A. Intake Standards**

- i. Utilize at least one (1) factor identified on the Nevada Rapid Indicator Tool (NRIT) for consideration of placement or have at least two of the following risk factors:
  - History of sexual or physical abuse or maltreatment
  - System involvement in the juvenile justice and/or child welfare systems
  - Identification as LGBTQ+
  - Substance abuse
- ii. Accept as many youths as possible while maintaining a high-quality therapeutic program.
- iii. Work with the COUNTY Intake Team to be a resource for as many children as possible.
- iv. Special consideration will be given to placement of transgendered youth according to that youth's identified gender.

**B. Crisis Response**

- i. Basic needs, e.g. food, clothing
- ii. Safe, emergency housing

**C. Physical Health**

- i. Ensuring comprehensive medical evaluation and ongoing medical treatment. To include the following:
  - Treatment for acute physical health needs
  - Treatment for acute dental health needs
  - Treatment for acute mental health needs
  - Treatment for substance abuse needs
  - Reproductive and Sexual Health needs

**D. Mental Health and Substance Use**

- i. Mental Health acuity screening and comprehensive assessment
- ii. Development and management of treatment plan
- iii. Counseling - individual, group and family
- iv. Therapeutic services including art therapy, music therapy, trauma informed yoga, and equine therapy.
- v. Clinical case management
- vi. Psychotropic medication assessment management
- vii. Screening and assessment of substance abuse needs and provision of or referral for appropriate substance abuse treatment and intervention.
- viii. Aftercare services

**E. Support Services**

- i. Peer and family support
- ii. Tutoring services
- iii. Employment Support Services
- iv. Assistance with daily living
- v. Case Management and Case Coordination

- F. Placement and Residential Treatment
  - i. Emergency foster care placements for children and youth, to include pregnant teens.
  - ii. Appropriate foster care setting
  - iii. Provide Two (2) Residential Strong Homes with beds for Six (6) youth.
  - iv. Provide One (1) Receiving and Assessment Home with beds for Six (6) youth.
- G. Staffing
  - i. Maintain residential, case management, clinical, and grants management staff in accordance with approved SAMHSA Detailed Budget Narrative and Justification.
  - ii. Includes Program Manager, Program Supervisors, Case Managers, Youth Engagement Specialists, Therapists, Independent Living Specialist, Facilities Supervisor, Facilities Assistant, Nonviolent Crisis Intervention Trainer, and Grants Administrator.
- H. Travel
  - i. PROVIDER will travel locally to attend trainings, meetings, court, transportation of clients for appointments, and between homes. Personal vehicles will only be used when PROVIDER company vehicles are not available or for those employees under age 25 (due to PROVIDER insurance restrictions). Privately-owned vehicle (POV) mileage reimbursement rate is based on the GSA rate and the PROVIDER policies.
- I. Equipment/Vehicles
  - i. Maintain two (2) cars and two (2) minivans for program purposes including taking clients to appointments to support their physical, social and emotional wellbeing.  
  
Maintain supplies for three (3) residential homes including general office supplies, desktop computer and monitors, laptops, printers, scanners, cell phones, and computer accessories.
- J. Training
  - i. PROVIDER will training specific to CSEC outlined in SAMHSA Detailed Budget and Narrative Justification and provide training certificates or evidence of completion to COUNTY.
- K. Provide trauma-informed, LGBTQ and racially sensitive services to Commercially Sexually Exploited Children and Children at-risk of becoming Commercially Sexually Exploited.
- L. Timely review and place into appropriate foster care settings and/or residential care settings.
- M. Provide assessment and services plan for youth within 30 days of referral. Services plan will address identified medical, mental health, and substance abuse needs and will be reevaluated at least every 90 days.
- N. Develop program and provide written documentation detailing services rendered and outcomes measured every 90 days.
- O. At no additional charge, meet with COUNTY no less than monthly to review and report on CDS Monthly Activities, services provided, and conduct qualitative analyses in order to monitor the success of the services and review efficiency of the process to include logistical matters.
- P. Have the appropriate Business License or Certificate of Registration required relative to conducting business or performing work for COUNTY.
- Q. Maintain the confidentiality of any client data and information received or obtained from COUNTY in accordance with local, state, and federal laws and regulations, including NRS 432B.280.
- R. Maintain all books, records, documents, and other evidence of its performance under this Contract as required by local, state, or federal law. COUNTY shall have access to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying at any time during the period such records are required to be maintained.
- S. Adhere to approved SAMHSA Detailed Budget and Narrative Justification budget categories and service deliverables. Notify COUNTY of modifications to any budget category, including but not limited to personnel changes and cost differential for equipment or services.
- T. Provide services to all client referrals made by COUNTY regardless of volume per month.
- U. Discharge Standard
  - i. PROVIDER will work diligently to stabilize, assess, and provide the highest quality of care possible. If a child is discharged, the following standard policy will apply:  
  
For an unplanned discharge within 30 days, PROVIDER will provide COUNTY with a letter from a Program Director documenting that the youth consistently exhibit behaviors that cannot be managed within licensed programmatic services. The youth's treatment team shall determine a written plan of action for moving a child to ensure the safety of self and others, and PROVIDER'S Program Director will sign the written documentation. Youth care staff must follow and document the placement preservation process before a disruption.

- II. PROVIDER will work diligently with COUNTY'S point of contact to describe the case, identify any placement stabilization services available, and plan the discharge as needed. If the youth is displaying violent or dangerous behaviors, local law enforcement may be contacted.
- III. Excessive denials or disruptions of placements will require a review by COUNTY and may result in the termination of this Contract and/or the revocation of the Specialized Foster Care Home license. Reasons for review and subsequent termination or revocation may include, but are not limited to:
  - Three (3) or more placement disruptions within a foster home licensing year
  - Rejection of three (3) or more children presented to them that meet the criteria of their licensed open beds (number of children, age, and gender, SJRC's specialization)
  - Any failure to provide thirty (30) day notice for the removal of a child from the foster home.
  - Failing to provide any assessment tools requested by COUNTY.
  - No placements within the most recent six (6) months.
- V. PROVIDER will notify COUNTY'S Case Manager, Placement Team, and Licensing if any child is moved to another home within the PROVIDER'S network or to another PROVIDER'S Specialized Foster Care Home for any reason, including respite:
  - i. This is to be completed and approved by COUNTY in advance of the move if planned respite than notify within 14 days prior and if an emergency within 24 hours in writing.
  - ii. Failure to do so will result in loss of payment for the days between move and notification.
- W. Every child will have a discharge and transition plan developed as part of their individualized treatment plan.

### III. RESPONSIBILITIES OF COUNTY

- A. Provide a point of contact for PROVIDER to assist with program questions, intake protocols, and general program partnership.
- B. Contact PROVIDER to refer children and/or their caretakers. Provide relevant background information and documentation for each child and/or their caretaker at the time of the referral to the extent the COUNTY has the information and documentation.
- C. Receive from PROVIDER updated treatment and service planning documents every 90 days.
- D. Facilitate at least monthly meetings with PROVIDER.
- E. Continue to provide case oversight on referred cases.

### IV. COMPENSATION AND TERMS OF PAYMENT

- A. COUNTY will not pay PROVIDER for appointments in which the children and/or caretakers did not appear for the appointment.
- B. PROVIDER shall seek prior authorization for any services that are in excess of the regular Contract amount.
- C. PROVIDER shall invoice COUNTY for services provided no later than 30 days of completion of an evaluation; however, COUNTY'S fiscal year ends June 30th of each year, and all invoices completed during the month of June must be submitted no later than seven (7) days after the end of the fiscal year.
- D. COUNTY will pay PROVIDER within thirty (30) calendar days after receipt of accurate invoice that has been reviewed and approved by the COUNTY.
- E. PROVIDER'S invoices not submitted to COUNTY within six months from date of services shall be rejected for payment in accordance with NRS 244.250.
- F. PROVIDER shall be reimbursed by standard foster care rate plus an additional \$37.50 per day paid outside of this contract through UNITY beginning on March 1, 2024 for room/board, food, clothing, immediate needs.

### V. RECORDS/BACKGROUND CHECKS

- A. PROVIDER agrees that the COUNTY shall complete a background check on all employees, volunteers, mentors, or contracted staff engaged in providing services under this SOW within thirty (30) days of the execution of this SOW and prior to any direct contact with children.
- B. A complete background check will include having the individual's information (i.e. demographics, fingerprints) searched through the following databases:
  - i. NCIC (National Crime Information Center),
  - ii. SCOPE II (Shared Computer Operation for Protection and Enforcement), and
  - iii. CANS (Child Abuse and Neglect Registry Search in Nevada and in any state the employee has resided during the last (5) years).

- C. COUNTY requires that a PROVIDER or an employee of a PROVIDER shall not have any of the criminal convictions, charges or pending charges listed below:
- i. Murder, voluntary manslaughter, involuntary manslaughter or mayhem;
  - ii. Any felony involving the use or threatened use of force or violence or the use of a firearm or other deadly weapon;
  - iii. Assault with intent to kill or to commit sexual assault or mayhem;
  - iv. Battery which results in substantial bodily harm to the victim;
  - v. Battery that constitutes domestic violence that is punishable as a felony;
  - vi. Battery that constitutes domestic violence, other than a battery described in subparagraph (e), within the immediately preceding 3 years;
  - vii. Sexual assault, statutory sexual seduction, incest, lewdness, indecent exposure or an offense involving pornography and a minor;
  - viii. A crime involving pandering or prostitution, including, without limitation, a violation of any provision of NRS 201.295 to 201.440, inclusive;
  - ix. Abuse or neglect of a child, including, without limitation, a violation of any provision of NRS 200.508 or 200.5083 or contributory delinquency;
  - x. A violation of any federal or state law regulating the possession, distribution or use of any controlled substance or any dangerous drug as defined in chapter 454 of NRS;
  - xi. A violation of any federal or state law prohibiting driving or being in actual physical control of a vehicle while under the influence of intoxicating liquor or a controlled substance that is punishable as a felony;
  - xii. A violation of any federal or state law prohibiting driving or being in actual physical control of a vehicle while under the influence of intoxicating liquor or a controlled substance, other than a violation described in subparagraph (k), within the immediately preceding 3 years;
  - xiii. Abuse, neglect, exploitation, isolation or abandonment of older persons or vulnerable persons, including, without limitation, a violation of any provision of NRS 200.5091 to 200.50995, inclusive, or a law of any other jurisdiction that prohibits the same or similar conduct; or
  - xiv. Any offense involving arson, fraud, theft, embezzlement, burglary, robbery, fraudulent conversion, misappropriation of property or perjury within the immediately preceding 7 years.

In addition, the COUNTY will check the Nevada Statewide Central Registry as established by NRS 432.100 and any other state's central registry where the provider or provider's employee or agent has resided in the last five (5) years to determine whether there has been a substantiated report of child abuse or neglect made against the provider or the provider's employee or agent within the immediately preceding 5 years.

- D. PROVIDER will provide COUNTY with a list of Employee(s) assigned to perform the task outlined in this SOW within fourteen (14) calendar days from written notice of award. This list shall be e-mailed and scheduled with the COUNTY's Human Resources at DFShumanresources@clarkcountynv.gov.
- E. PROVIDER is fiscally responsible for the costs of processing the Background Check at the rate stated in Attachment A, Out of State Child Abuse and Neglect Search Fees & Requirements. The fee rates may vary and are subject to change without notice.
- F. Should there be a negative result of unsatisfactory outcome of the criminal records check, COUNTY reserves the right to either waiver that person, or not allow that person to interact with the children, nor provide services to COUNTY.

Failure to complete background checks on all employees engaged in providing services under this agreement will result in suspension of services and or termination of agreement.

## VI. GRANT ASSURANCES

PROVIDER shall:

- A. Comply with the requirements of the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).

- B. Comply with the Americans with Disability Act of 1990, P.L. 101-136, 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 C.F.R. 26.101-36.999 inclusive and any relevant program-specific regulations.
- C. Agree to notify County if any employee performing services under this contract are Current or Former State employees.
- D. Provide information regarding COUNTY's youth provided to UNLV for the purpose of fulfilling this agreement is confidential in nature and shall be protected.
- E. Recognize that this agreement is grant funded and if such funding becomes unavailable, this agreement may be cancelled within 30 days advance notice. Expenses incurred before the termination date shall be paid if Vendor provides appropriate invoice and documentation before any given termination date.

VII. **Federal Laws and Authorities**

PROVIDER is required to comply with the list of Federal Laws and Authorities below, as applicable:

- A. Archeological and Historic Preservation Act of 1974, PL 93-291
- B. Clean Air Act. 42 U.S.C. 7506(c)
- C. Endangered Species Act 16 U.S.C. 1531, ET seq.
- D. Executive Order 11593, Protection and Enhancement of the Cultural Environment
- E. Executive Order 11988, Floodplain Management
- F. Executive Order 11990, Protection of Wetlands
- G. Farmland Protection Policy Act, 7 U.S.C. 4201 ET seq.
- H. Fish and Wildlife Coordination Act, PL 85-624, as amended
- I. National Historic Preservation Act of 1966, PL 89-665, as amended
- J. Safe Drinking Water Act, Section 1424(e), PL 92-523, as amended
- K. Demonstration Cities and Metropolitan Development Act of 1966, PL 89-754, as amended
- L. Section 306 of the Clean Air Act & Section 508 of the Clean Water Act, including Executive Order 11738, Administration of the Clean Air Act and the Federal Water Pollution Control Act with Respect to Federal Contracts, Grants or Loans
- M. Age Discrimination Act, PL 94-135
- N. Civil Rights Act of 1964, PL 88-352
- O. Section 13 of PL 92-500; Prohibition against sex discrimination under the Federal Water Pollution Control Act
- P. Executive Order 11246, Equal Employment Opportunity
- Q. Executive Orders 11625 and 12138, Women's and Minority Business Enterprise
- R. Rehabilitation Act of 1973, PL 93, 112
- S. Uniform Relocation and Real Property Acquisition Policies Act of 1970, PL 91-646
- T. Executive Order 12549 – Debarment and Suspension
- U. Davis-Bacon Act 40 U.S.C. 3141-3148
- V. Contract Work Hours and Safety Standards Act 40 U.S.C. 3701-3708
- W. Rights to Inventions Made Under A Contract or Agreement 37 CFR §401.2(a)
- X. Byrd Anti-Lobbying Amendment 31 U.S.C. 1352

**ATTACHMENT A**

Out of State Child Abuse and Neglect Search Fees & Requirements  
The cost of Background Check processed by Clark County is \$45 plus any applicable fees below.

Rates may vary and are subject to change.

**OOS CANS Fees & Requirements**

**FEES:**

California	\$15	Colorado	\$35
Delaware	\$14	Idaho	\$20
Minnesota	\$20	Nebraska	\$2.50
Pennsylvania	\$13	Rhode Island	\$10
South Carolina	\$8	Virginia	\$10
Washington	\$20	Missouri	\$14

**NOTARIZE:**

Arkansas	District Of Columbia	Idaho	Maryland	Massachusetts
Montana	Nebraska	New Hampshire	New York	South Carolina
South Dakota	Texas	Vermont	Virginia	

**TYPE – ALL CAPS:**

California	North Dakota
Colorado	Ohio
Georgia	Oregon
Maryland	Tennessee
Mississippi	Washington
New Mexico	Wisconsin
New York	

**WITNESS REQUIRED:**

Alabama
Kentucky
Mississippi
Rhode Island

**2<sup>nd</sup> ID (Must be SSN CARD)**

Ohio	Missouri
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Revised 04/04/2022

**ATTACHMENT B**

**BUDGET NARRATIVE**

	Hourly Rate	Hours	# of Persons	Annual Salary	% LOE	Approved Budget
Program Manager			1	\$80,000	70%	\$56,000
Program Supervisor (Home 1)			1	\$60,000	100%	\$60,000
Program Supervisor (Home 2)			1	\$60,000	100%	\$60,000
Program Supervisor (Float)			1	\$55,000	80%	\$44,000
Program Supervisor (Home 3)			1	\$60,000	67%	\$40,200
Case Manager (Home 1) (Home 2)			1	\$45,000	80%	\$36,000
Youth Engagement Specialist (Home 1) (Home 2)	\$20	2080	7		100%	\$291,200
Youth Engagement Specialist (Home 1)	\$19	1664	1		80%	\$31,616
Youth Engagement Specialist (Home 1)	\$19	1248	1		60%	\$23,712
Youth Engagement Specialist (Home 1) (Home 2)	\$19	2080	15		100%	\$592,800
Youth Engagement Specialist (Home 1)	\$20	1664	1		80%	\$33,280
Youth Engagement Specialist (Home 1)	\$20	1248	1		60%	\$24,960
Youth Engagement Specialist (Home 2)	\$19	1560	1		75%	\$29,640
Youth Engagement Specialist (per diem)	\$19	288	5		13.85%	\$27,360
Youth Engagement Specialist (per diem)	\$20	288	1		13.85%	\$5,760
Youth Engagement Specialist (per diem)	\$20	1152	4		55.38%	\$92,160
Youth Specialist (Home 3)	\$19	1206	4		57.98%	\$91,656
Youth Specialist (Home 3)	\$19	604	3		29.04%	\$34,428
Therapist (Home 1) (Home 2)			1	\$80,000	63%	\$50,400
Therapist (Home 3)			1	\$60,000	30%	\$18,000
Independent Living Specialist	\$19	1560	1		75%	\$29,640
Facilities Supervisor	\$30	337	1		16.20%	\$10,110
Facilities Assistant	\$17	337	1		16.20%	\$5,729
Non-Violent Crisis Intervention Trainer	\$20	200	1		9.62%	\$4,000
Youth Specialist (Home 3)	\$20	1387	4		66.68%	\$110,960
Grants Administrator	\$50	640	1		30.77%	\$32,000
<b>FRINGE BENEFITS</b>						
Program Manager				Duration	Approved Budget	\$9,380
Program Supervisor (Home 1)						\$10,020



Program Supervisor (Home 2)						\$10,020
Program Supervisor (Float)						\$4,578
Program Supervisor (Home 3)						\$4,219
Case Manager (Home 1) (Home 2)						\$6,180
Youth Engagement Specialist (Home 1) (Home 2)						\$47,012
Youth Engagement Specialist (Home 1)						\$3,408
Youth Engagement Specialist (Home 1)						\$2,661
Youth Engagement Specialist (Home 1) (Home 2)						\$95,268
Youth Engagement Specialist (Home 1)						\$3,565
Youth Engagement Specialist (Home 1)						\$2,779
Youth Engagement Specialist (Home 2)						\$3,221
Youth Engagement Specialist (per diem)						\$2,880
Youth Engagement Specialist (per diem)						\$871
Youth Engagement Specialist (per diem)						\$9,953
Youth Specialist (Home 3)						\$10,341
Youth Specialist (Home 3)						\$4,513
Therapist (Home 1) (Home 2)						\$5,183
Therapist (Home 3)						\$1,827
Independent Living Specialist						\$3,221
Facilities Supervisor						\$1,023
Facilities Assistant						\$609
Non-Violent Crisis Intervention Trainer						\$378
Youth Specialist (Home 3)						\$10,486
Grants Administrator						\$3,024
Local Travel - Employee Personal Vehicle (Home 1)		3,000		18		\$35,370
Local Travel - Employee Personal Vehicle (Home 2)		3,000		18		\$35,370
Local Travel - Management (Manager and Supervisors)		2,200		5		\$7,205
Vehicle (Minivan) - (Home 1)		1		1		\$50,000
Vehicle (Minivan) - (Home 2)		1		1		\$50,000
Vehicle (Sedan) - (Home 1)		1		1		\$28,000
Vehicle (Sedan) - (Home 2)		1		1		\$28,000
General Office Supplies - (Home1) (Home 2)		1		12		\$4,200
General Office Supplies - (Home3)		1		8		\$1,400
2 Desktop Computers - (Home 1) (Home 2) (Home 3)		6		1		\$1,800

2 Monitors per Computer - (Home 1) (Home 2) (Home 3)	6	1	\$150	\$900
2 Laptop Computers - (Home 1) (Home 2) (Home 3)	6	1	\$400	\$2,400
Laptop - (Manager) (4 Supervisors) (Case Manager)	6	1	\$400	\$2,400
Computer Items (cases, mouse, keyboard)	1	1	\$500	\$500
2 Printers - (Home 1) (Home 2) (Home 3)	6	1	\$400	\$2,400
Scanner - (Home 1) (Home 2) (Home 3)	3	1	\$400	\$1,200
Cell Phone - Supervisors	4	1	\$480	\$1,920
Cell Phone - Case Manager	1	1	\$477	\$477
Girls Circle Training for Staff (in person)	1	1	\$14,225	\$14,225
Girls Circle Training for Staff (virtual)	20	1	\$450	\$9,000
Girls Circle Curriculum	1	1	\$2,285	\$2,285
CSEC Specific Training and Mentoring	1	1	\$28,105	\$28,105
CSEC Specific Training	1	1	\$44,307	\$44,307
Additional Therapeutic Services for Clients	1	1	\$90,000	\$90,000
Tutoring Services for Clients	15	1	\$5,716	\$85,740
Cell Phone Service	8	12	\$29	\$2,784
Cell Phone Service (Home 3)	2	8	\$29	\$464
Cell Phone Service (Supervisor - Home 3)	1	8	\$29	\$232
Security Camera System (Home 1) (Home 2) (Home 3)	3	1	\$2,950	\$8,850
Non-Violent Crisis Intervention Training (Trainer)	1	1	\$4,839	\$4,839
Non-Violent Crisis Intervention Training (All Staff)	50	1	\$40	\$2,000
Vehicle Insurance 1 (Home 1)	1	1	\$5,300	\$5,300
Vehicle Insurance 2 (Home 1)	1	1	\$5,100	\$5,100
Vehicle Insurance 1 (Home 2)	1	1	\$5,300	\$5,300
Vehicle Insurance 2 (Home 2)	1	1	\$5,100	\$5,100
Routine Vehicle Maintenance (all vehicles)	5	1	\$1,500	\$7,500
Fuel for Vehicles (Home 1) (Home2)	2	10	\$434	\$8,680
Indirect Cost Rate - 10% MIC				\$263,007
<b>TOTAL YEAR ONE BUDGET</b>				<b>\$2,938,591</b>

**PERSONNEL-Effective Date 3/1/24**

Employees are hired to provide assessment and services to include and address medical, mental health, and substance abuse needs with 30-day re-evaluations. Eagle Quest has beds in three homes that are immediately available to house and treat these youth while the County builds a local system of care for the CSEC and at risk of CSEC youth in the care of the Department of Family Services of Clark County. Eagle Quest is already serving high needs youth with wraparound services and with this CDS award, it would enhance and strengthen their capacity to meet the needs of Clark County's CSEC vulnerable and at-risk population in a family- friendly and community-based setting.

**FRINGE BENEFITS Effective Date 3/1/24**

The fixed lump sum amount is for FUTA - Federal Employment Tax Act is calculated at 6% of the first \$7,000 of an employee's wages so it cannot go above \$420 per year. Additionally, the \$420 has been adjusted for those employees with adjusted earnings less than \$7,000 or who may be working in more than one program. For those employees who receive Medical/Health Insurance Benefits through Eagle Quest, the company benefit is approximately 6.55% (total of 16%). This has been adjusted for those employees with current benefits and projected for a percentage of staff who will become eligible. Not all employees have health insurance through the agency so it will not be factored in for all employees.

**TRAVEL**

Local travel for staff to attend trainings, meetings, court, transportation of clients, and for travel between homes (as needed). Personal Vehicles will only be used when company vehicles are not available or for those employees under age 25 (due to insurance restrictions). Company vehicles should be used first for transportation of clients, however if the vehicles are not available, then client transportation would include: bringing the clients to school, work, medical, dental, therapy, and other appointments. Local client related travel is also needed to bring clients to different activities to support their physical, social and emotional wellbeing. Privately-owned vehicle (POV) mileage reimbursement rate is based on the GSA rate and the organization policies.

**EQUIPMENT**

A minivan type vehicle is needed for Home 1 to be able to accommodate the 6 girls in the home and 2 staff (for supervision). This allows the whole home to travel as a unit for different activities and events. It also provides for girls that attend the same school (or other activity) to be able to be transported together. The requested vehicle will be used in lieu of utilizing employee cars for client transportation (except as a last resort) for several reasons. This additional vehicle for Home 1 is essential especially during peak times (school drop off, school pick-up, after school activities, and evenings). The girls in the home do not all attend the same school nor work at the same place or have appointments with the same professionals in the same parts of town. To ensure the girls can get to their school on time (and not disrupt the house routine) without having to be driven all over town for drop-offs at different schools, having this second vehicle is vital. Further, this allows for times when a youth has an appointment that conflicts with a group/home activity, the rest of the group can still go to the activity and not have to wait during the appointment (or be unable to go at all). We are requesting this vehicle in lieu of utilizing employee cars for client transportation (except as a last resort) for several reasons.

**SUPPLIES**

This category includes basics such as paper, labels, tape, printer toner, folders, staplers, pens, highlighters, paperclips, etc. Employees need computers to complete progress notes, treatment plans, service notes. They also need computers to communicate with other team members, receive agency information, and complete trainings. They can utilize the computers to assist the clients as well to search for resources, activities and interventions (including monitors). Budget include two small printers for each home. Staff members need to be contacted when off site, which requires regular communication with different team members.

**OTHER COSTS**

Other contractual items that include training, vehicle insurance, fuel for vehicles, and other various budget line items for program needs.

**INDIRECT CHARGES**

The Indirect Cost Rate (%) is 10.00% of \$2,630,074

**EXHIBIT B**  
**TRAUMA INFORMED TREATMENT AND RESIDENTIAL SERVICES TO COMMERCIALLY SEXUALLY EXPLOITED**  
**CHILDREN AND AT-RISK YOUTH**  
**INSURANCE REQUIREMENTS**

**TO ENSURE COMPLIANCE WITH THE CONTRACT DOCUMENT, PROVIDER SHOULD FORWARD THE FOLLOWING INSURANCE CLAUSE AND SAMPLE INSURANCE FORM TO THEIR INSURANCE AGENT PRIOR TO PROPOSAL SUBMITTAL.**

- A. **Format/Time:** PROVIDER shall provide COUNTY with Certificates of Insurance, per the sample format (page B-3), for coverage as listed below, and endorsements affecting coverage required by this Contract within **ten (10) business days** after COUNTY'S written request for insurance. All policy certificates and endorsements shall be signed by a person authorized by that insurer and who is licensed by the State of Nevada in accordance with NRS 680A.300. All required aggregate limits shall be disclosed and amounts entered on the Certificate of Insurance and shall be maintained for the duration of the Contract and any renewal periods.
- B. **Best Key Rating:** COUNTY requires insurance carriers to maintain during the Contract term, a Best Key Rating of A.VII or higher, which shall be fully disclosed and entered on the Certificate of Insurance.
- C. **Owner Coverage:** COUNTY, its officers and employees must be expressly covered as additional insured's except on Workers' Compensation or Professional Liability. PROVIDER'S insurance shall be primary with respect to COUNTY, its officers and employees.
- D. **Endorsement/Cancellation:** PROVIDER'S general liability and automobile liability insurance policy shall be endorsed to recognize specifically PROVIDER'S contractual obligation of additional insured to COUNTY and must note that COUNTY will be given thirty (30) calendar days advance notice by certified mail "return receipt requested" of any policy changes, cancellations, or any erosion of insurance limits. Either a copy of the additional insured endorsement, or a copy of the policy language that gives COUNTY automatic additional insured status must be attached to any certificate of insurance. **Policy number must be referenced on endorsement or the form number must be referenced on certificate.**
- E. **Deductibles:** All deductibles and self-insured retentions shall be fully disclosed in the Certificates of Insurance and may not exceed \$25,000. *If the deductible is "zero" it must still be referenced on the certificate.*
- F. **Aggregate Limits:** If aggregate limits are imposed on bodily injury and property damage, then the amount of such limits must not be less than \$2,000,000.
- G. **Commercial General Liability:** Subject to Paragraph F of this Exhibit, PROVIDER shall maintain limits of no less than \$1,000,000 combined single limit per occurrence for bodily injury (including death), personal injury and property damages. Commercial general liability coverage shall be on a "per occurrence" basis only, not "claims made," and be provided either on a Commercial General Liability or a Broad Form Comprehensive General Liability (including a Broad Form CGL endorsement) insurance form. Policies must contain a primary and non-contributory clause and must contain a waiver of subrogation endorsement. **A separate copy of the waiver of subrogation endorsement must be provided. A separate copy of the additional insured endorsement is required and must be provided for Commercial General Liability. Policy number must be referenced on endorsement or the form number must be referenced on certificate.**
- H. **Automobile Liability:** Subject to Paragraph F of this Exhibit, PROVIDER shall maintain limits of no less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage to include, but not be limited to, coverage against all insurance claims for injuries to persons or damages to property which may arise from services rendered by PROVIDER and **any auto** used for the performance of services under this Contract. **A separate copy of the additional insured endorsement is required and must be provided for Automobile Liability policies. Policy number must be referenced on endorsement or the form number must be referenced on certificate.**
- I. **Professional Liability:** PROVIDER shall maintain limits of no less than \$1,000,000 aggregate. If the professional liability insurance provided is on a Claims Made Form, then the insurance coverage required must continue for a period of two (2) years beyond the completion or termination of this Contract. Any retroactive date must coincide with or predate the beginning of this and may not be advanced without the consent of COUNTY.
- J. **Workers' Compensation:** PROVIDER shall obtain and maintain for the duration of this Contract, a work certificate and/or a certificate issued by an insurer qualified to underwrite workers' compensation insurance in the State of Nevada, in accordance with Nevada Revised Statutes Chapters 616A-616D, inclusive, provided, however, a PROVIDER that is a Sole Proprietor shall be required to submit an affidavit (Attachment 1) indicating that PROVIDER has elected not to be included in the terms, conditions and provisions of Chapters 616A-616D, inclusive, and is otherwise in compliance with those terms, conditions and provisions.
- K. **Failure to Maintain Coverage:** If PROVIDER fails to maintain any of the insurance coverage required herein, COUNTY may withhold payment, order PROVIDER to stop the work, declare PROVIDER in breach, suspend or terminate the Contract.

- L. **Additional Insurance:** PROVIDER is encouraged to purchase any such additional insurance as it deems necessary.
- M. **Damages:** PROVIDER is required to remedy all injuries to persons and damage or loss to any property of COUNTY, caused in whole or in part by PROVIDER, their subcontractors or anyone employed, directed or supervised by PROVIDER.
- N. **Cost:** PROVIDER shall pay all associated costs for the specified insurance. The cost shall be included in the price(s).
- O. **Insurance Submittal Address:** All Insurance Certificates requested shall be sent to the Clark County Purchasing and Contracts Division, Attention: Insurance Coordinator at 500 South Grand Central Parkway, 4<sup>th</sup> Floor, Las Vegas, Nevada 89155
- P. **Insurance Form Instructions:** The following information must be filled in by PROVIDER'S Insurance Company representative:
1. Insurance Broker's name, complete address, phone and fax numbers.
  2. PROVIDER'S name, complete address, phone and fax numbers.
  3. Insurance Company's Best Key Rating
  4. Commercial General Liability (Per Occurrence)
    - (A) Policy Number
    - (B) Policy Effective Date
    - (C) Policy Expiration Date
    - (D) Each Occurrence (\$1,000,000)
    - (E) Personal & Advertising Injury (\$1,000,000)
    - (F) General Aggregate (\$2,000,000)
  5. Automobile Liability (Any Auto)
    - (G) Policy Number
    - (H) Policy Effective Date
    - (I) Policy Expiration Date
    - (J) Combined Single Limit (\$1,000,000)
  6. Worker's Compensation
  7. Professional Liability
    - (K) Policy Number
    - (L) Policy Effective Date
    - (M) Policy Expiration Date
    - (N) Aggregate (\$1,000,000)
  8. Description: CBE Number 607051-24 Trauma Informed Treatment and Residential Services to Commercially Sexually Exploited Children and At-Risk
  9. Certificate Holder:
 

Clark County, Nevada  
 c/o Purchasing and Contracts Division  
 Government Center, Fourth Floor  
 500 South Grand Central Parkway  
 P.O. Box 551217  
 Las Vegas, Nevada 89155-1217
  10. Appointed Agent Signature to include license number and issuing state.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> 1. INSURANCE BROKER'S NAME ADDRESS	CONTACT NAME:	
	PHONE (A/C No. Ext): BROKER'S PHONE NUMBER	FAX (A/C No.) BROKER'S FAX NUMBER
	E-MAIL ADDRESS: BROKER'S EMAIL ADDRESS	
	INSURER(S) AFFORDING COVERAGE	
<b>INSURED</b> 2. PROVIDER'S NAME ADDRESS PHONE & FAX NUMBERS	INSURER A:	<b>3.</b> Company's Best Key Rating
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YY)	POLICY EXP (MM/DD/YY)	LIMITS	
4.	GENERAL LIABILITY			(A)	(B)	(C)	EACH OCCURRENCE	\$(D) 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X						
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR.							
GEN'L AGGREGATE LIMIT APPLIES PER:								
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC							
							PERSONAL & ADV INJURY	\$(E) 1,000,000
							GENERAL AGGREGATE	\$(F) 2,000,000
							DEDUCTIBLE MAXIMUM	\$ 25,000
5.	AUTOMOBILE LIABILITY			(G)	(H)	(I)	COMBINED SINGLE LIMIT (Ea accident)	\$(J) 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO	X					BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS						DEDUCTIBLE MAXIMUM	\$ 25,000
6.	WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY	Y/N					WC STATUTORY LIMITS	OTHER \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A				E.L. EACH ACCIDENT	\$
	describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - E.A. EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
7.	PROFESSIONAL LIABILITY			(K)	(L)	(M)	AGGREGATE	\$(N) 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

8. CBE NO.607051-24; Trauma Informed Treatment and Residential Services to Commercially Sexually Exploited Children and At-Risk Youth

9. CERTIFICATE HOLDER

CANCELLATION

CLARK COUNTY, NEVADA  
C/O PURCHASING AND CONTRACTS DIVISION  
GOVERNMENT CENTER, FOURTH FLOOR  
500 S. GRAND CENTRAL PARKWAY  
P.O. BOX 551217  
LAS VEGAS, NV 89155-1217

SHOULD ANY OF THE ABOVE-DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

10. AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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POLICY NUMBER: \_\_\_\_\_

COMMERCIAL GENERAL AND AUTOMOBILE LIABILITY

CBE NUMBER AND CONTRACT NAME: CBE 607051-24 Trauma Informed Treatment and Residential Services to Commercially Sexually Exploited Children and At-Risk Youth

**THIS ENDORSEMENT CHANGED THE POLICY. PLEASE READ IT CAREFULLY**

**ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY AND AUTOMOBILE LIABILITY COVERAGE PART.

**SCHEDULE**

Name of Person or Organization:

CLARK COUNTY, NEVADA  
C/O PURCHASING & CONTRACTS DIVISION  
500 S. GRAND CENTRAL PKWY 4<sup>TH</sup> FL  
PO BOX 551217  
LAS VEGAS, NEVADA 89155-1217

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule as an insured but only with respect to liability arising out of your operations or premises owned by or rented to you.

CLARK COUNTY, NEVADA, ITS OFFICERS, EMPLOYEES AND VOLUNTEERS ARE INSURED WITH RESPECT TO LIABILITY ARISING OUT OF THE ACTIVITIES BY OR ON BEHALF OF THE NAMED INSURED IN CONNECTION WITH THIS PROJECT.





**EXHIBIT C  
SUBCONTRACTOR INFORMATION**

**DEFINITIONS:**

- **MINORITY OWNED BUSINESS ENTERPRISE (MBE):** An independent and continuing **Nevada** business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more minority persons of Black American, Hispanic American, Asian-Pacific American or Native American ethnicity.
- **WOMEN OWNED BUSINESS ENTERPRISE (WBE):** An independent and continuing **Nevada** business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more women.
- **PHYSICALLY CHALLENGED BUSINESS ENTERPRISE (PBE):** An independent and continuing **Nevada** business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.
- **SMALL BUSINESS ENTERPRISE (SBE):** An independent and continuing **Nevada** business for profit which performs a commercially useful function, is **not** owned and controlled by individuals designated as minority, women, or physically challenged, and where gross annual sales does not exceed \$2,000,000.
- **VETERAN OWNED ENTERPRISE (VET):** A Nevada business at least 51% owned/controlled by a veteran.
- **DISABLED VETERAN OWNED ENTERPRISE (DVET):** A Nevada business at least 51% owned/controlled by a disabled veteran.
- **EMERGING SMALL BUSINESS (ESB):** Certified by the Nevada Governor's Office of Economic Development effective January, 2014. Approved into Nevada law during the 77<sup>th</sup> Legislative session as a result of AB294.

It is our intent to utilize the following MBE, WBE, PBE, SBE, VET, DVET and ESB subcontractors in association with CONTRACT:

1. Subcontractor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
Description of Work: \_\_\_\_\_  
Estimated Percentage of Total Dollars: \_\_\_\_\_  
Business Type:     MBE             WBE             PBE             SBE             VET  
                           DVET             ESB

2. Subcontractor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
Description of Work: \_\_\_\_\_  
Estimated Percentage of Total Dollars: \_\_\_\_\_  
Business Type:     MBE             WBE             PBE             SBE             VET  
                           DVET             ESB

3. Subcontractor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
Description of Work: \_\_\_\_\_  
Estimated Percentage of Total Dollars: \_\_\_\_\_  
Business Type:     MBE             WBE             PBE             SBE             VET  
                           DVET             ESB

No MBE, WBE, PBE, SBE, VET, DVET, or ESB subcontractors will be used.

**INSTRUCTIONS FOR COMPLETING THE  
DISCLOSURE OF OWNERSHIP/PRINCIPALS FORM**

**Purpose of the Form**

The purpose of the Disclosure of Ownership/Principals Form is to gather ownership information pertaining to the business entity for use by the Board of County Commissioners ("BCC") in determining whether members of the BCC should exclude themselves from voting on agenda items where they have, or may be perceived as having a conflict of interest, and to determine compliance with Nevada Revised Statute 281A.430, contracts in which a public officer or employee has interest is prohibited.

**General Instructions**

Completion and submission of this Form is a condition of approval or renewal of a contract or lease and/or release of monetary funding between the disclosing entity and the appropriate Clark County government entity. Failure to submit the requested information may result in a refusal by the BCC to enter into an agreement/contract and/or release monetary funding to such disclosing entity.

**Detailed Instructions**

All sections of the Disclosure of Ownership form must be completed. If not applicable, write in N/A.

**Business Entity Type** – Indicate if the entity is an Individual, Partnership, Limited Liability Company, Corporation, Trust, Non-profit Organization, or Other. When selecting 'Other', provide a description of the legal entity.

**Non-Profit Organization (NPO)** - Any non-profit corporation, group, association, or corporation duly filed and registered as required by state law.

**Business Designation Group** – Indicate if the entity is a Minority Owned Business Enterprise (MBE), Women-Owned Business Enterprise (WBE), Small Business Enterprise (SBE), Physically-Challenged Business Enterprise (PBE), Veteran Owned Business (VET), Disabled Veteran Owned Business (DVET), or Emerging Small Business (ESB). This is needed in order to provide utilization statistics to the Legislative Council Bureau and will be used only for such purpose.

- **Minority Owned Business Enterprise (MBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more minority persons of Black American, Hispanic American, Asian-Pacific American or Native American ethnicity.
- **Women Owned Business Enterprise (WBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more women.
- **Physically Challenged Business Enterprise (PBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.
- **Small Business Enterprise (SBE):** An independent and continuing business for profit which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, or physically challenged, and where gross annual sales does not exceed \$2,000,000.
- **Veteran Owned Business Enterprise (VET):** An independent and continuing Nevada business for profit which performs a commercially useful function and is at least 51 percent owned and controlled by one or more U.S. Veterans.
- **Disabled Veteran Owned Business Enterprise (DVET):** A Nevada business at least 51 percent owned/controlled by a disabled veteran.
- **Emerging Small Business (ESB):** Certified by the Nevada Governor's Office of Economic Development effective January, 2014. Approved into Nevada law during the 77th Legislative session as a result of AB294.

**Business Name (include d.b.a., if applicable)** – Enter the legal name of the business entity and enter the "Doing Business As" (d.b.a.) name, if applicable.

**Corporate/Business Address, Business Telephone, Business Fax, and Email** – Enter the street address, telephone and fax numbers, and email of the named business entity.

**Nevada Local Business Address, Local Business Telephone, Local Business Fax, and Email** – If business entity is out-of-state, but operates the business from a location in Nevada, enter the Nevada street address, telephone and fax numbers, point of contact and email of the local office. Please note that the local address must be an address from which the business is operating from that location. Please do not include a P.O. Box number, unless required by the U.S. Postal Service, or a business license hanging address.

**Number of Clark County Nevada Residents employed by this firm. (Do not leave blank. If none or zero, put the number 0 in the space provided.)**

**List of Owners/Officers** – Include the full name, title and percentage of ownership of each person who has ownership or financial interest in the business entity. If the business is a publicly-traded corporation or non-profit organization, list all Corporate Officers and Directors only.

**For All Contracts – (Not required for publicly-traded corporations)**

- 1) Indicate if any individual members, partners, owners or principals involved in the business entity are a Clark County full-time employee(s), or appointed/elected official(s). If yes, the following paragraph applies.

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as provided for in subsections 2, 3, and 4.

- 2) Indicate if any individual members, partners, owners or principals involved in the business entity have a second degree of consanguinity or affinity relation to a Clark County full-time employee(s), or appointed/elected official(s) (reference form on Page 2 for definition). If YES, complete the Disclosure of Relationship Form. Clark County is comprised of the following government entities: Clark County, Department of Aviation (McCarran Airport), and Clark County Water Reclamation District. Note: The Department of Aviation includes all of the General Aviation Airports (Henderson, North Las Vegas, and Jean). **This will also include Clark County Detention Center.**

A professional service is defined as a business entity that offers business/financial consulting, legal, physician, architect, engineer or other professional services.

**Signature and Print Name** – Requires signature of an authorized representative and the date signed.

**Disclosure of Relationship Form** – If any individual members, partners, owners or principals of the business entity is presently a Clark County employee, public officer or official, or has a second degree of consanguinity or affinity relationship to a Clark County employee, public officer or official, this section must be completed in its entirety.

## DISCLOSURE OF OWNERSHIP/PRINCIPALS

<b>Business Entity Type (Please select one)</b>						
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Corporation	<input type="checkbox"/> Trust	<input type="checkbox"/> Non-Profit Organization	<input type="checkbox"/> Other
<b>Business Designation Group (Please select all that apply)</b>						
<input type="checkbox"/> MBE	<input type="checkbox"/> WBE	<input type="checkbox"/> SBE	<input type="checkbox"/> PBE	<input type="checkbox"/> VET	<input type="checkbox"/> DVET	<input type="checkbox"/> ESB
Minority Business Enterprise	Women-Owned Business Enterprise	Small Business Enterprise	Physically Challenged Business Enterprise	Veteran Owned Business	Disabled Veteran Owned Business	Emerging Small Business
<b>Number of Clark County Nevada Residents Employed:</b>						
<b>Corporate/Business Entity Name:</b>						
<i>(Include d.b.a., if applicable)</i>						
<b>Street Address:</b>				<b>Website:</b>		
<b>City, State and Zip Code:</b>				<b>POC Name:</b>		
<b>Telephone No:</b>				<b>Email:</b>		
<b>Nevada Local Street Address:</b> <i>(If different from above)</i>				<b>Fax No:</b>		
<b>City, State and Zip Code:</b>				<b>Website:</b>		
<b>Local Telephone No:</b>				<b>Local Fax No:</b>		
				<b>Local POC Name:</b>		
				<b>Email:</b>		

All entities, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity appearing before the Board.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest. The disclosure requirement, as applied to land-use applications, extends to the applicant and the landowner(s).

Entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

Full Name	Title	% Owned (Not required for Publicly Traded Corporations/Non-profit organizations)

**This section is not required for publicly-traded corporations. Are you a publicly-traded corporation?**     Yes     No

1. Are any individual members, partners, owners or principals, involved in the business entity, a Clark County, Department of Aviation, Clark County Detention Center or Clark County Water Reclamation District full-time employee(s), or appointed/elected official(s)?
  - Yes     No    (If yes, please note that County employee(s), or appointed/elected official(s) may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)
  
2. Do any individual members, partners, owners or principals have a spouse, registered domestic partner, child, parent, in-law or brother/sister, half-brother/half-sister, grandchild, grandparent, related to a Clark County, Department of Aviation, Clark County Detention Center or Clark County Water Reclamation District full-time employee(s), or appointed/elected official(s)?
  - Yes     No    (If yes, please complete the Disclosure of Relationship form on Page 2. If no, please print N/A on Page 2.)

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that the Board will not take action on land-use approvals, contract approvals, land sales, leases or exchanges without the completed disclosure form.

Signature	Print Name
Title	Date

## DISCLOSURE OF RELATIONSHIP

List any disclosures below:  
(Mark N/A, if not applicable.)

NAME OF BUSINESS OWNER/PRINCIPAL	NAME OF COUNTY* EMPLOYEE/OFFICIAL AND JOB TITLE	RELATIONSHIP TO COUNTY* EMPLOYEE/OFFICIAL	COUNTY* EMPLOYEE'S/OFFICIAL'S DEPARTMENT

\* County employee means Clark County, Department of Aviation, Clark County Detention Center or Clark County Water Reclamation District.

"Consanguinity" is a relationship by blood. "Affinity" is a relationship by marriage.

"To the second degree of consanguinity" applies to the candidate's first and second degree of blood relatives as follows:

- Spouse – Registered Domestic Partners – Children – Parents – In-laws (first degree)
- Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws (second degree)

***For County Use Only:***

If any Disclosure of Relationship is noted above, please complete the following:

Yes  No Is the County employee(s) noted above involved in the contracting/selection process for this particular agenda item?

Yes  No Is the County employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized Department Representative