

**Recorder's Office Cover Sheet**

**Recording Requested By:**

**Name:** Courtney Walker

**Department:** Public Works



KAREN ELLISON, RECORDER

**Type of Document: (please select one)**

- Agreement
- Contract
- Grant
- Change Order
- Easement
- Other

**specify:** \_\_\_\_\_

# INTERLOCAL CONTRACT FOR SERVICES

A CONTRACT BETWEEN DOUGLAS COUNTY  
P.O. BOX 218  
MINDEN, NV 89423

FILED  
NO. 2022.134  
DATE 6/30/22  
DOUGLAS COUNTY CLERK  
MINDEN, NV  
BY AL DEPUTY

AND

**NEVADA TAHOE CONSERVATION DISTRICT**  
**400 DORLA COURT**  
**PO BOX 915**  
**ZEPHYR COVE, NV 89448**

This Interlocal Contract for Services (hereafter "Contract") is entered into by and between Douglas County, a political subdivision of the State of Nevada, (hereafter "County") and the Nevada Tahoe Conservation District (NTCD), a Nevada Conservation District and governmental subdivision of the State (hereafter "Contractor" or "NTCD"). County and Contractor are at times collectively referred to hereinafter as the "Parties" or individually as the "Party".

**WHEREAS**, the Parties are each public agencies pursuant to Nevada Revised Statutes (NRS) 277.100; and

**WHEREAS**, NRS 277.180(1) and (3)(a) allow public agencies to contract with other public agencies to perform any governmental service, activity, or undertaking which any of the contracting agencies is authorized by law to perform; and

**WHEREAS**, the County and NTCD are each authorized by the laws of the State of Nevada to perform or undertake governmental functions and responsibilities as separate legal entities; and

**WHEREAS**, County and NTCD will be able to provide more effective and efficient services by entering into this Contract to provide services for the protection of the health and welfare of the inhabitants of Douglas County.

**NOW, THEREFORE**, in consideration of the agreements herein made, the parties mutually agree as follows:

**1. EFFECTIVE DATE AND TERM OF CONTRACT.** The Contract will become effective on July 1, 2022 and shall continue until June 30, 2023, unless terminated in accordance with Paragraph 6 of the Contract.

**2. INDEPENDENT CONTRACTOR STATUS.** The Parties agree that Contractor shall have the status of an independent contractor and that this Contract, by explicit agreement of the Parties, incorporates and applies the provisions of NRS 333.700 et. al., as necessarily adapted, to the Parties, including that Contractor is not an employee of the County and that

There shall be no:

- (1) Withholding of income taxes by the County;
- (2) Industrial insurance coverage provided by the County;
- (3) Participation in group insurance plans which may be available to employees of the County;
- (4) Participation or contributions by either the independent contractor or the County to the public employees retirement system;
- (5) Accumulation of vacation leave or sick leave; and
- (6) Unemployment compensation coverage provided by the County if the requirements of NRS 612.085 for independent contractors are met.

Contractor and County agree to the following rights and obligations consistent with an independent contractor relationship between the Parties:

- a. Contractor has the right to perform services for others during the term of this Agreement.
- b. Contractor has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed.
- c. Contractor shall not be assigned a work location on County premises.
- d. Contractor, at Contractor's sole expense, will furnish all equipment and materials used to provide the services required by this Agreement.
- e. Contractor, at Contractor's sole expense, has the right to hire assistants as subcontractors, or to use Contractor's employees to provide the services required by this Agreement.
- f. Contractor or Contractor's employees or contract personnel shall perform the services required by this Agreement, and Contractor agrees to the faithful performance and delivery of described services in accordance with the time frames contained herein; County shall not hire, supervise or pay any assistants to help Contractor.
- g. Neither Contractor nor contractor's employees or contract personnel shall receive any training from County in the skills necessary to perform the services required by this Agreement.
- h. County shall not require Contractor or Contractor's employees or contract personnel to devote full time to performing the services required by this Agreement.
- i. Contractor understands that Contractor is solely responsible to pay any federal and state taxes and/or any social security or related payments applicable to money received for services provided under the terms of this contract. Contractor understands that an IRS Form 1099 will be filed by County for all payments County makes to Contractor.

**3. INDUSTRIAL INSURANCE.** Contractor further agrees that prior to the commencement of any work and as a precondition to any obligation of the County to make any payment under the Contract, the Contractor will provide the County with a work certificate and/or a certificate

issued by a qualified insurer in accordance with NRS 616B.627. Contractor also agrees, prior to commencing any work under the Contract, Contractor will complete and provide evidence to the County that the Contractor has made the following written request to Contractor's insurer:

NTCD has entered into a contract with Douglas County to perform work from July 1, 2021 to June 30, 2022 and requests that the authorized insurer provide to Douglas County: (1) A certificate of coverage issued pursuant to NRS 616B.627 and (2) notice of any lapse in coverage or nonpayment of coverage that the Contractor is required to maintain.

The certificate and notice should be mailed to:

Douglas County  
Post Office Box 218  
Minden, Nevada 89423

Contractor agrees to maintain required workers compensation coverage throughout the entire term of this Contract. If Contractor does not maintain coverage throughout the entire term of the Contract, Contractor agrees that the County may, at any time the coverage is not maintained by Contractor, order the Contractor to stop work, suspend the Contract, or terminate the Contract at the sole discretion of the County. For each six-month period this Contract is in effect, Contractor agrees, prior to the expiration of the six-month period, to provide another written request to the insurer for the provision of a certificate and notice of lapse in or nonpayment of coverage. If Contractor does not make the request or does not provide the certificate before the expiration of the six-month period, Contractor agrees that the County may order the Contractor to stop work, suspend the contract, or terminate the Contract at the sole discretion of the County.

**4. SERVICES TO BE PERFORMED.** The Parties agree the services to be performed are described in the attached Exhibit "A" Nevada Tahoe Conservation District 2021-2022 Work Plan for Douglas County ("Scope"), which is attached hereto and incorporated herein by this reference. To the extent that the services involve the preparation of grant applications or written statements or materials that will be published or presented to third parties, such materials must be provided to the County's Stormwater Program Manager prior to their finalization, submission, publishing or presentation.

**5. PAYMENT FOR SERVICES.** Contractor agrees to provide the services set forth in Paragraph 4 at a total cost not to exceed Fifty Thousand Dollars (\$50,000) (the "Contract Price"). County does not agree to reimburse for per diem allowances or any other expenses. Unless Contractor has received a written exemption from the County, Contractor shall submit requests for payment for services performed under this Contract. Requests for payment by Contractor may only be made for reimbursement of actual cash disbursed by Contractor. Requests for payment must include a detailed summary of the expenditures reported in a form that supports the approved budget. Specifically, Contractor agrees to provide with each request for payment a schedule of actual expenditures for the period, cumulative total expenditures for the entire Contract, and a comparison of cumulative total expenditures to the approved budget.

**6. TERMINATION OF CONTRACT.** Either party may terminate the Contract without cause, provided only that a termination shall not be effective until 30 calendar days after the terminating party has served written notice upon the other party. The notice of termination may provide for the termination of all or only some of the services provided by Contractor to the County. All monies due and owing up to the point of termination shall be paid by Douglas County.

**7. NONAPPROPRIATION.** All payments under this Contract are contingent upon the availability of County funds. In accordance with NRS 354.626 and any other applicable provision of law, the financial obligations under this Contract between the Parties shall not exceed those monies appropriated and approved by the County for this Contract for the then current fiscal year under the Local Government Budget Act. This Contract shall terminate and the County's obligations under it shall be extinguished if the County fails to appropriate the necessary funding.

Nothing in this Contract shall be construed to provide Contractor with a right of payment over any other entity. Any funds obligated by the County under this Contract that are not paid to Contractor shall automatically revert to the County's discretionary control upon the completion, termination, or cancellation of this Contract. The County shall not have any obligation to re-award or to provide, in any manner, the unexpended funds to Contractor. Contractor shall have no claim of any sort to the unexpended funds.

**8. CONSTRUCTION OF CONTRACT & DISPUTE RESOLUTION.** This Contract shall be construed and interpreted according to the laws of the State of Nevada. There will be no presumption for or against the drafter in interpreting or enforcing the Contract. In the event a dispute arises between the Parties, the Parties promise and agree to first meet and confer to resolve any dispute. If such meeting does not resolve the dispute, litigation may only proceed before a federal northern Nevada district court in the State of Nevada. The court will recognize any offers of judgment made by a Party pursuant to Nevada law. The Contract Documents shall include this document and Exhibit A, hereto. The Contract Documents are intended to be complimentary to one another and shall be so construed. To the extent that there is an irreconcilable difference between the Contract Documents, the order of precedence shall be: first, this document, thereafter Exhibit A.

**9. COMPLIANCE WITH APPLICABLE LAWS.** Contractor promises and agrees to fully and completely comply with all applicable local, state and federal laws, regulations, orders, or requirements of any sort in carrying out the obligations of this Contract, including, but not limited to, all federal, state, and local accounting procedures and requirements, all hazardous materials regulations, and all immigration and naturalization laws.

**10. ASSIGNMENT.** Contractor will neither assign, transfer nor delegate, any rights, obligations or duties under this Contract without the prior written consent of the County.

**11. COUNTY INSPECTION.** The books, records, documents and accounting procedures and practices of Contractor related to this Contract shall be subject to inspection, examination and audit by the County, including, but not limited to, the contracting agency, the County

Manager, the District Attorney, and, if applicable, the Comptroller General of the United States, or any authorized representative of those entities.

**12. DISPOSITION OF CONTRACT MATERIALS.** All professional and technical information developed under this Contract and all work sheets, reports, and related data shall remain the property of the Contractor, provided that County shall receive a non-exclusive license to use and reuse the professional and technical information. Contractor further agrees to deliver reproducible copies of such documents to County on completion of the services hereunder. The County agrees to indemnify and hold Contractor harmless from any claim arising out of reuse of the information for uses other than this project.

**13. PUBLIC RECORDS LAW.** Contractor expressly agrees that all documents ever submitted, filed, or deposited with the County by Contractor, unless designated as confidential by a specific statute of the State of Nevada, shall be treated as public records pursuant to NRS chapter 239 and shall be available for inspection and copying by any person, as defined in NRS 0.039, or any governmental entity. Contractor expressly and indefinitely waives all of its rights to bring, including but not limited to, by way of complaint, interpleader, intervention, or any third party practice, any claims, demands, suits, actions, judgments, or executions, for damages or any other relief, in any administrative or judicial forum, against the County or any of its officers or employees, in either their official or individual capacity, for violations of or infringement of the copyright laws of the United States or of any other nation.

**14. INDEMNIFICATION.** Contractor agrees to indemnify and save and hold the County, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Contract by Contractor or Contractor's agents or employees.

**15. MODIFICATION OF CONTRACT.** This Contract and the attached Exhibit "A" constitute the entire Contract and understanding between the Parties and may only be modified by a written amendment signed by both Parties.

**16. AUTHORITY.** The Parties represent and warrant that they have the authority to enter into this agreement.

**17. STANDARD OF CARE.** Contractor will perform all services in a manner consistent with that level of care and skill ordinarily exercised by other members of Contractor's profession currently practicing in the same locality under similar conditions.

**18. WAIVER OF LIEN.** Contractor understands and agrees that the services it will render to the County are not intended for the improvement of real property or to otherwise grant any rights to Contractor pursuant to NRS chapter 108.

**19. THIRD PARTY BENEFICIARY.** Nothing contained in this agreement is intended to convey any rights or to create a contractual relationship with any third party or to otherwise allow a third party to assert a cause of action against either Contractor or County.

**20. NOTICES.** All notices, requests, demands and other communications hereunder must be in writing and will be deemed delivered when sent via certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):

**To County:** Douglas County  
Attn: Stormwater Program Manager  
1120 Airport Road Building F-2  
Post Office Box 218  
Minden, Nevada 89423  
Telephone: (775) 782-6480

**To Contractor:** Meghan Kelly  
Nevada Tahoe Conservation District  
440 Dorla Court  
PO Box 915  
Zephyr Cove, NV 89448

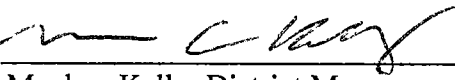
**22. LICENSING.** Contractor agrees to maintain any required licenses to perform any services for County. The failure to maintain any required license will result in immediate termination of this Contract.

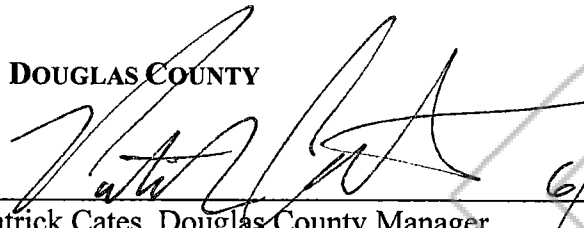
**23. GENERAL LIABILITY INSURANCE.** Douglas County's liability coverage will not extend to the Contractor and Contractor is required to acquire and maintain general liability insurance in the minimum amount of \$1,000,000 during the term of this Contract at Contractor's sole expense. Proof of insurance must be sent to the Douglas County Manager. Such proof of insurance must be provided at least annually throughout the term of this Contract and Douglas County must be notified at least 30 days in advance of any cancellation or nonrenewal of such insurance.

**24. CONFORMITY WITH COUNTY POLICIES.** The Contractor is entering into a Contract with the County and will comply with the policies and requirements of Douglas County Public Works Department and Douglas County Code that have been provided to the Contractor in writing prior to the Effective Date.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

**Nevada Tahoe Conservation District**  
A Nevada Conservation District

By:  6/13/22  
Meghan Kelly, District Manager (Date)  
Nevada Tahoe Conservation District

**DOUGLAS COUNTY**  
By:  6/23/22  
Patrick Cates, Douglas County Manager  
As authorized by the BOCC in a public meeting on \_\_\_\_\_





PO Box 915  
400 Dorla Court  
Zephyr Cove, NV 89448  
Phone (775) 586-1610  
Fax (775) 586-1612  
www.ntcd.org

## **Exhibit A: Nevada Tahoe Conservation District 2022-23 Work Plan for Douglas County**

With funding provided by Douglas County during 2022-23, the Nevada Tahoe Conservation District will work to advance the enactment of area-wide stormwater planning and treatment within the Douglas County portion of the Lake Tahoe Basin. NTCD will assist the County in meeting their Lake Tahoe TMDL milestones by pursuing the following objectives:

1. Technical assistance concerning stormwater and drainage to private property owners, County staff, and General Improvement Districts (GIDs);
2. Partnership and coalition building with public and private entities to advance project implementation;
3. Grant writing and procurement to implement public projects;
4. Creation of area-wide stormwater treatment plans for the lower Kingsbury, Lakeside Inn/Oliver Park, and the Marla Bay Watershed;
5. Advancement and construction of the Minden Stormwater Decant Facility and investigation of construction of a Tahoe Basin Stormwater Decant Facility;
6. Advancement of Kahle Complete Street to improve stormwater treatment at Kahle Drive; and
7. Outreach and education to private landowners about conservation issues.

Through each of these objectives, our work can be leveraged into additional conservation implementation since this work will lay the foundation to pursue additional private, local, state, and federal funding. Each objective is described in greater detail below.

### **Objective 1**

NTCD will provide technical assistance to private property owners, County staff, and GIDs including providing area or parcel specific landscape, conservation, and stormwater engineering plans and/or guidance with meeting local erosion control requirements. NTCD staff will conduct outreach to inform the public of NTCD services and expertise, provide technical assistance to private property owners, and seek out additional funding to create project sustainability. This task includes sharing equipment and NTCD staff expertise with Douglas County staff.

### **Objective 2**

NTCD will build partnerships throughout the Tahoe Basin with public and private entities in order to increase the implementation of conservation and stormwater treatment projects. NTCD staff will attend and contribute to important multi-jurisdictional meetings that impact landowners within the areas of soil, water, air, flora and fauna and report back on these meetings as necessary to Douglas County. Participation in these meetings and development of these partnerships leads to the development of grant applications for funding through local, state, and federal agencies as necessary to move collaborative conservation projects forward.

### **Objective 3**

Mission Statement: To promote the conservation and improvement of the Lake Tahoe Basin's natural resources by providing leadership, education and technical assistance to all basin users.

NTCD will continue seeking grant funding for projects in Douglas County, Lake Tahoe to address stormwater treatment and TMDL compliance. During each pertinent grant cycle, NTCD will reach out to the County and GIDs to discuss potential projects and submit appropriate proposals.

Objective 4

NTCD will work with the County and TRPA to support area-wide stormwater treatment projects that include runoff from multiple public and private entities around Lower Kingsbury, near Lakeside Inn, and in the Marla Bay Watershed. Deliverables will be upon request but may include hydrology and hydraulics, design plans for the area-wide stormwater treatment system, and memorandums that outline paths forward for full implementation.

Objective 5

NTCD will serve as lead design engineer and will provide construction oversight for the Minden Stormwater Decant Facility. NTCD will assist the County in permitting, bidding, and coordination as needed. NTCD will also continue discussions with public entities in the Tahoe Basin to find a suitable location for a Stormwater Decant Facility.

Objective 6

NTCD will continue as the project proponent for the Kahle Drive Complete Street Project – a project that will reconstruct Kahle Drive to improve drainage, mobility, recreation access, and aesthetic. NTCD will seek out funding through various sources and manage the current funds to move the Project closer to completion.

Objective 7

NTCD will conduct educational outreach to inform private landowners about conservation issues in the Tahoe Basin, including but not limited to stormwater and forest health in the Tahoe Basin. During this process, NTCD will collaborate with basin agencies to prioritize current conservation issues and key talking points.

Douglas County State of Nevada

**CERTIFIED COPY**

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

30 day of June, 2022

By *Amber Deane* Deputy