

**Recorder's Office Cover Sheet**

**Recording Requested By:**

**Name:** LISA GRANAHAN

**Department:** COUNTY MANAGER



KAREN ELLISON, RECORDER

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

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

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

FILED  
NO. 2022.140  
7/12/22  
DATE  
DOUGLAS COUNTY CLERK  
MINDEN, NV

BY 90 DEPUTY  
**CONTRACT FOR SERVICES BY AN INDEPENDENT CONTRACTOR**

A CONTRACT BETWEEN

**DOUGLAS COUNTY, NEVADA**  
AND  
**NORTHERN NEVADA DEVELOPMENT AUTHORITY**  
**308 NORTH CURRY STREET, SUITE 101**  
**CARSON CITY, NEVADA 89703**

This Contract for Services by an Independent Contractor (the "Contract") is entered into by and between Douglas County, Nevada a political subdivision of the State of Nevada (the "County"), and the Northern Nevada Development Authority, a non-profit IRS Section 501(c)(6) organization ("Contractor"). The County and Contractor are at times collectively referred to hereinafter as the "Parties" or individually as the "Party."

**WHEREAS**, the County, from time to time, requires the services of independent contractors;

**WHEREAS**, the County believes that the professional services of Contractor are necessary, desirable, and in the best interests of Douglas County; and

**WHEREAS**, Contractor represents that it is duly qualified, equipped, competent, ready, willing and able to perform the services required by County as hereinafter described.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants herein made, the County and Contractor mutually agree as follows:

**1. TERM AND EFFECTIVE DATE OF CONTRACT.** Upon approval by the parties, the Contract will be effective from July 1, 2022 to June 30, 2023, unless earlier terminated as provided in Paragraph 6 herein.

**2. INDEPENDENT CONTRACTOR STATUS.** The Parties agree Contractor will have the status of an independent contractor and that the Contract, by explicit agreement of the Parties, incorporates and applies the provisions of NRS 333.700, as necessarily adapted to the Parties, including the express understanding 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 Contractor or the County to the public employee's 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.

### 3. INDUSTRIAL INSURANCE.

A. 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, 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 that, prior to commencing any work under the Contract, Contractor will complete and provide evidence to the County that Contractor has made the following written request to Contractor's insurer:

The Northern Nevada Development Authority has entered into a contract with Douglas County to perform work from July 1, 2022 to June 30, 2023, and requests that an 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 all required workers' compensation coverage throughout the entire term of the Contract. If Contractor does not maintain the required 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, insurance 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.

B. Consultant may, in lieu of furnishing a certificate of an insurer, provide an affidavit indicating that he/she is a sole proprietor and that:

1. In accordance with the provision of NRS 616B.659, has not elected to be included within the terms, conditions and provisions of chapters 616A to 616D, inclusive, of NRS; and

2. Is otherwise in compliance with those terms, conditions and provisions.

**4. SERVICES TO BE PERFORMED.** The Contractor will perform economic development services for the benefit of the County as detailed in the "Scope of Work" document attached hereto as Attachment A.

**5. PAYMENT FOR SERVICES.** Contractor agrees to provide the economic development services set forth in Paragraph 4 for a payment of \$50,000.00 payable in full to Contractor within 45 days after both parties' execution of the Contract.

**6. TERMINATION OF CONTRACT BY COUNTY.** County may terminate the Contract for any reason at any time upon 10 days written notice to Contractor. In the event of termination, the parties shall meet to determine a reasonable and appropriate portion of the Payment for Services referenced in Paragraph 5 to be reimbursed by Contractor to County. If the parties are unable to come to agreement, the dispute resolution procedures under Paragraph 8 herein shall be used.

**7. NONAPPROPRIATION.** Nothing in the Contract will be construed to provide Contractor with a right of payment from any entity other than the County. Any funds budgeted by the County pursuant to the terms of the Contract that are not paid to Contractor will automatically revert to the County's discretionary control upon the completion, termination, or cancellation of the Contract. The County will not have any obligation to re-award or to provide, in any manner, the unexpended funds to Contractor. Contractor will have no claim of any sort to the unexpended funds.

**8. CONSTRUCTION OF CONTRACT.** The Contract will 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, then the Parties agree to mediate any dispute arising from or relating to the Contract before an independent mediator mutually agreed to by the parties. The fee, rate or charge of the mediator will be shared equally by the Parties, who will otherwise be responsible for their own attorney's fees and costs. If mediation is unsuccessful, litigation may only proceed before a department of the Ninth Judicial Court of the State of Nevada in and for the County of Douglas that was not involved in the mediation process and attorney's fees and costs will be awarded to the prevailing party at the discretion of the court. The Parties mutually agree to not seek punitive damages against either Party.

**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 the 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. County will not waive and intends to assert all available NRS chapter 41 liability limitations.

**10. ASSIGNMENT.** Contractor will neither assign, transfer nor delegate any rights, obligations or duties under the 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 the Contract will 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.** Any books, reports, studies, photographs, negatives or other documents, data, drawings or other materials prepared by or supplied to Contractor in the performance of its obligations under the Contract (the "Materials") will be the exclusive property of the County and all such materials will be remitted and delivered, at Contractor's expense, to the County by Contractor upon the completion, termination or cancellation of the contract. Alternatively, if the County provides its written approval to Contractor, the Materials must be retained by Contractor for a minimum of six years after Contractor's receipt of the final payment from County and all other pending matters are closed. If, at any time during the retention period, the County, in writing, requests any or all of the Materials, then Contractor will promptly remit and deliver the materials, at Contractor's expense, to the County. Unless the County has requested the remittance and delivery by Contractor of the Materials, Contractor will not use, willingly allow or cause to have such Materials used for any purpose other than the performance of Contractor's obligations under the terms of the Contract without the prior written consent of the County.

**13. PUBLIC RECORDS LAW.** Contractor expressly understands and agrees that all documents submitted, filed, or deposited with the County by Contractor, unless designated as confidential by a specific statute of the State of Nevada, will 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 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 OF COUNTY.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend County from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents. Contractor will defend, hold harmless and/or indemnify County against such claims. Notwithstanding the obligation of Contractor to defend County as set forth in this paragraph, County may elect to participate in the defense of any claim brought against County because of the conduct of Contractor, its officers, employees and agents. Such participation shall be at County's own expense and County shall be responsible for the payment of its own attorney's fees it incurs in participating in its own defense.

**15. MODIFICATION OF CONTRACT.** The Contract and any attached exhibits constitute the entire agreement and understanding between the Parties, supersede all prior agreements, and may only be modified by a written amendment signed by both of the Parties.

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

**17. STANDARD OF CARE.** Contractor will perform all services in a manner consistent with that level of care and skill ordinarily exercised by others with Contractor's skill and training.

**18. WAIVER OF LIEN.** Contractor understands and agrees that the services she 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  
c/o Lisa Granahan  
Post Office Box 218  
Minden, Nevada 89423

**To Contractor:**

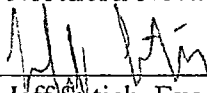
Northern Nevada Development Authority  
c/o Jeff Sutich, Executive Director  
308 North Curry Street, Suite 101  
Carson, City, Nevada 89703

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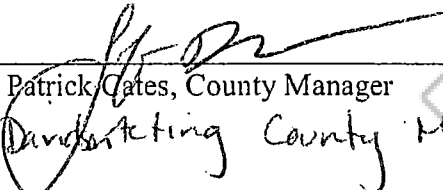
**21. CONFLICT OF INTEREST.** By signing the Contract, Contractor agrees that any information obtained from Douglas County, in whatever form, will not be divulged to third parties without the permission of the County Manager. In the event of a breach of this provision, Douglas County may immediately withdraw, without penalty or any payment, from the Contract

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

**Northern Nevada Development Authority**

By:  6/9/22  
Jeff Sutich, Executive Director (Date)

**Douglas County, Nevada**

By:  7/7/22  
Patrick Gates, County Manager (Date)  
*Jennifer Davenport* County Manager

**EXHIBIT A**  
**[SCOPE OF WORK]**

COPY



## Attachment A SCOPE OF WORK

Northern Nevada Development Authority (NNDA), as the State of Nevada's contracted Regional Economic Development Authority will include Douglas County in all its regional economic development programs. NNDA will provide to Douglas County, at a minimum but not limited to, the following services:

**1. Business Attraction** - NNDA will promote and market County with the purpose of attracting both domestic and foreign business and investment, and will provide strategic counsel and feedback regarding industry sectors and investment opportunities aligned with the County's objectives and available resources.

**2. Market and Process State Incentives** - As per its contract with the Governor's Office of Economic Development (GOED), NNDA will market and process available State tax incentives for qualified new and existing businesses in Douglas County, in the manner required by GOED. NNDA will notify the Economic Vitality Manager of each pending application as soon as is practicable to schedule the item for an upcoming County Board of Commissioners meeting. NNDA will prepare and submit applications and accompanying information in a timely manner to meet submittal deadlines for County Board of Commissioners consideration.

**3. Business Retention** - NNDA will assist resident County businesses with growth and expansion. This includes marketing and processing available State tax incentives as per Section 2 above.

**4. EPA Brownfield Grant** - NNDA, as the federal grantee and program manager, will provide strategic counsel and guidance to the County regarding eligible properties for Phase 1 and 2 assessments, in compliance with federal grant requirements. NNDA will report annually and/or upon request, to the County Board of Commissioners about grant progress related to the County.

**5. Annual Update to the Douglas County Board of Commissioners** - NNDA will provide the County with copies of its quarterly reports to the Governor's Office of Economic Development. NNDA will report annually to the County Board of Commissioners, during a County Board of Commissioners meeting, regarding its work and accomplishments on behalf of Douglas County and the Sierra Region as a whole. The report will be accompanied by performance metrics for Douglas County and the region.

**6. Economic Development Initiatives** - NNDA will support opportunities for implementation of initiatives as identified in local and regional plans that benefit Douglas County and fit with NNDA's mission.

NNDA will complete the services listed in an amount not to exceed \$50,000 as budgeted in FY 2022-23.

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

12<sup>th</sup> day of July, 20 22

By *Jacqueline [Signature]* Deputy