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SHAWNYNE GARREN, RECORDER

Recorder's Office Cover Sheet

Recording Requested By:

Name: Andrea Pawling

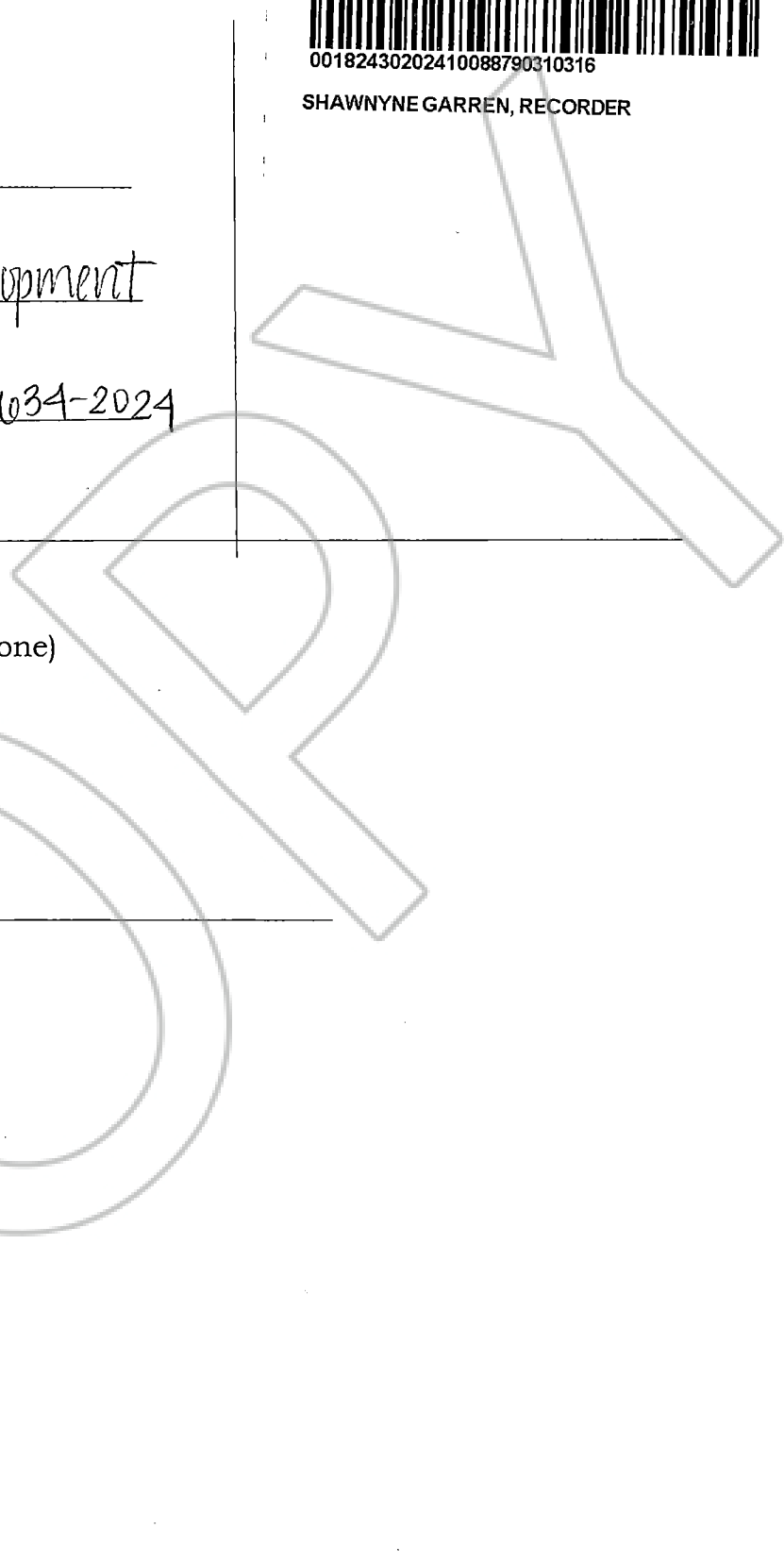
Department: Community Development

Item ID/Agreement #: DC-034-2024

Type of Document: (please select one)

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

specify: _____



CONTRACT FOR PROFESSIONAL SERVICES

FILED

A CONTRACT BETWEEN

NO. DC-1034-2024

DOUGLAS COUNTY, NEVADA

6/7/24
DATE

AND

DOUGLAS COUNTY CLERK
MINDEN, NV

TRUEPOINT SOLUTIONS (DIGEPLAN)

BY AL DEPUTY

THIS CONTRACT FOR PROFESSIONAL SERVICES (THE "CONTRACT") IS ENTERED INTO BY AND BETWEEN DOUGLAS COUNTY, NEVADA, A POLITICAL SUBDIVISION OF THE STATE OF NEVADA ("COUNTY"), AND TRUEPOINT SOLUTIONS ("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 services of Contractor are necessary, desirable, and in the best interests of Douglas County; and

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

WHEREAS, Contractor represents that Contractor possess all required licenses and permits to perform the services required by County;

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

1. **EFFECTIVE DATE OF CONTRACT.** Upon execution by all parties, this Contract shall be effective April 1, 2024 and will terminate on June 30, 2024, unless the Contract is terminated earlier in accordance with Paragraph 7.
2. **SERVICES TO BE PERFORMED.** The Parties agree that the services to be performed by Contractor are as follows:
 - a. [Services as described in the attached Exhibit A.]
3. **PAYMENT FOR SERVICES.** Contractor agrees to provide the services described set out in Section 2 above for \$165.00 per hour with an amount not to exceed Ten Thousand Dollars \$10,000.00. County will pay invoices it receives within a reasonable time. Contractor shall be responsible for all costs and expenses incurred while performing any services under this Contract, including without limitation licenses fees, memberships and dues; automobile and other travel expenses; and all salary, expenses and other compensation paid to Contractor's employees or contract personnel Contractor hires to perform the services described by this Agreement.
4. **INDEPENDENT CONTRACTOR STATUS.** The Parties agree that Contractor, his associates and employees shall have the status of an independent contractors and that this contract, by explicit agreement of the parties, incorporates and applies the provisions of NRS 333.700, as necessarily adapted to the parties, including that Contractor is not a

Douglas County employee and that there shall be no:

- a. Withholding of income taxes by the County;
- b. Industrial insurance coverage provided by the County;
- c. Participation in group insurance plans which may be available to employees of the County;
- d. Participation or contributions by either the independent contractor or the County to the public employees' retirement system;
- e. Accumulation of vacation leave or sick leave;
- f. 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.

5. INSURANCE REQUIREMENTS.

- a. **INDUSTRIAL INSURANCE.** Contractor shall, as a precondition to the performance of any work under this Contract and as a precondition to any obligation of the County to make any payment under this Contract, provide the County with a work certificate and/or a certificate issued by a qualified insurer in accordance with NRS 616B.627. Contractor also shall, prior to commencing any work under the contract, complete and provide the following written request to a qualified insurer:

Truepoint Solutions has entered into a contract with Douglas County to perform work from April 1, 2024 to June 30, 2024, and requests that the 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 Manager
Post Office Box 218
Minden, Nevada 89423

Contractor agrees to maintain required workers compensation coverage throughout the entire term of the Contract. If Contractor does not maintain coverage throughout the entire term of the Contract, Contractor agrees that 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. 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 a qualified 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 County may order the Contractor to stop work, suspend the Contract, or terminate the Contract.

Contractor may, in lieu of furnishing a certificate of an insurer, provide an affidavit indicating that he is a sole proprietor and that:

1. In accordance with the provisions 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
- b. **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.
- c. **AUTOMOBILE INSURANCE.** Contractor shall provide proof of commercial Automobile Liability. Insurance shall be written on a per accident/occurrence basis with a single limit of liability of at least \$1,000,000 for bodily injury and property damage. Said policy shall include coverage for any auto, owned, non-owned, leased and hired cars.
- d. **PROFESSIONAL LIABILITY / ERRORS AND OMISSION INSURANCE.** Contractor shall provide proof of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000) that covers errors and omissions by the Contractor for the professional services offered.

6. **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.

7. **TERMINATION OF CONTRACT.** This Contract may be revoked without cause by either Party prior to the date set forth in Paragraph 1, provided that a revocation shall not be effective until 30 days after a party has served written notice upon the other party. The Contractor shall submit billings for work performed up to the effective date of

termination.

8. CONSTRUCTION OF CONTRACT. This Contract shall be construed and interpreted according to the laws of the State of Nevada. Any dispute regarding this Contract shall be resolved by binding arbitration, with an arbiter jointly selected from a list maintained by the Nevada Supreme Court of senior/retired judges, with both parties to pay their own attorney fees. There shall be no presumption for or against the drafter in interpreting or enforcing this Contract.

9. COMPLIANCE WITH APPLICABLE LAWS. Contractor shall 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 and all immigration and naturalization laws.

10. ASSIGNMENT. Contractor shall 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.

12. DISPOSITION OF CONTRACT MATERIALS. Any books, reports, studies, photographs, negatives or other documents, data, or other materials prepared by or supplied to Contractor in the performance of its obligations under this Contract shall be the exclusive property of the County and all such materials shall be remitted and delivered, at Contractor's expense, by Contractor to the County upon completion of the project, or termination or cancellation of this Contract.

13. PUBLIC RECORDS LAW. Contractor expressly 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 or a court of competent jurisdiction, 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.

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 constitutes the entire agreement between the Parties and may only be modified by a written amendment signed by the Parties.

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

17. INCORPORATED DOCUMENTS. The Parties agree that this Contract references or incorporates no other documents or exhibits.

18. SEVERABILITY. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement and this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of the Agreement unenforceable.

19. No APPROPRIATION OF FUNDS. All payments and services provided under this agreement are contingent upon the availability of the necessary public funding. In the event that Douglas County does not receive the funding necessary to perform in accordance

with the terms of this Agreement, this Agreement shall automatically terminate and all fees due and owing shall be paid.

20. **NOTICES.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given three business days after mailing by United States, postage prepaid, first class mail addressed to the other party at the addresses set forth below:

FOR DOUGLAS COUNTY:

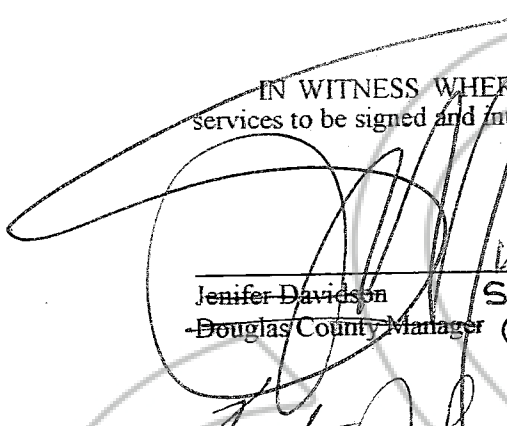
Community Development
Attn: Tom Dallaire
P.O. Box 218
Minden, Nevada 89423
Ph: (775) 782-6001

FOR CONTRACTOR:

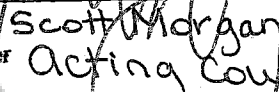
Truepoint Solutions
Attn: Kent Johnson
774 Mays Blvd. 10-377
Incline Village, NV
89451
[Ph: 916-256-1975]

21. **Suspension or Debarment Certification.** As federal funding may be used for the project, the Contractor certifies that the firm, business or person signing the Contract has not been debarred, suspended or otherwise lawfully precluded from participating in any public procurement activity with any federal, state or local government. Failure to disclose all pertinent information about a debarment or suspension shall result in the Contract being cancelled.

IN WITNESS WHEREOF, the parties hereto have caused this contract for professional services to be signed and intend to be legally bound thereby.



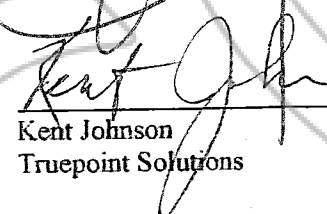
Jenifer Davidson
Douglas County Manager



Scott Morgan
Acting County Manager

6.6.2024

Date



Kent Johnson
Truepoint Solutions

5-17-2024

Date



Douglas County, Nevada

On-Going Service support for DigEplan

April 1, 2024, through June 30, 2024

4/1/2024

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DRAFT

I. Vendor Background & Qualifications

TruePoint Company History

TruePoint Solutions, LLC is a privately held software and solutions company based in the Sacramento region. We bring an unparalleled level of experience designing, developing, implementing, and supporting complex government IT solutions. Our team has an average of 16+ years of public sector IT experience.

TruePoint Solutions was established in 2004 and became an Accela certified implementation partner in early 2005. Accela customers TruePoint has worked with:

Cities	Cities	Cities	Counties	Counties
Albany, OR	Menlo Park Fire, CA	Tigard, OR	Adams County, CO	San Mateo County, CA
Alameda, CA	Mesa, AZ	Torrance, CA	Arapahoe County, CO	Santa Barbara County, CA
Atlanta, GA	Meridian, ID	Virginia Beach, VA	Bexar County, TX	Santa Clara County, CA
Asheville, NC	Missoula, MT	Vicalia, CA	Boulder County, CO	Shelby County/Memphis, TN
Aurora, CO	Moreno Valley, CA	Walnut Creek, CA	Buncombe County, NC	Solano County, CA
Benicia, CA	New York City, NY	Watertown, WI	Clackamas County, OR	Stanislaus County, CA
Berkeley, CA	Oakland, CA	West Sacramento, CA	Carroll County, MD	Weld County, CO
Boise, ID	Oklahoma City, OK	Westminster, CO	Chesterfield County, VA	Washoe County, NV
Brookhaven, NV	Omaha, NE	Whistler, BC	Cobb County, GA	Yakima County, WA
Ceres, CA	Ontario, CA	Yorba Linda, CA	Contra Costa County, CA	
Chesapeake, VA	Palmdale, CA	Yuba City, CA	Douglas County, NV	
Chula Vista, CA	Paso Robles, CA		Guilford County, NC	Other State Agencies
Clearwater, FL	Papillion, NE		Gwinnett County, GA	Boston Public Health Commission
Cleveland, OH	Pleasant Hill, CA		Hillsborough County, FL	CA Coastal Commission
Colorado Springs, CO	Reno, NV		Humboldt County, CA	CA Dept. of Water Resources
Concord, CA	Rochester, MN		Jackson County, OR	CA - HCAI
Corte Madera, CA	Roseville, CA		King County, WA	DC - OSSE
Corvallis, OR	Palmdale, CA		Lake County, CA	State of Oregon
Eastvale, CA	Palo Alto, CA		Lane County, OR	State of Michigan
El Paso, TX	Peoria, AZ		Leon County, FL	State of Montana
Fort Collins, CO	Pleasanton, CA		Martinez County, CA	State of Nevada, Taxicab Auth
Frederick, CO	Rancho Cucamonga, CA		Maricopa County, AZ	State of New York
Fresno, CA	Ridgefield, WA		Marion County, IN	TRPA-Tahoe Regional Plan. Auth.
Fremont, CA	Roseville, CA		Martin County, FL	CA State Lands Commission
Goodyear, AZ	Sacramento, CA		Monterey County, CA	City & County of Denver
Grand Rapids, MI	Saint Helens, OR		Multnomah County, OR	City & County of San Francisco
Grass Valley, CA	Salt Lake City, UT		Napa County, CA	University of Minnesota
Indianapolis, IN	San Antonio, TX		Nevada County, CA	Unified Government, KC and Wyandotte
Lincoln, CA	San Diego, CA		Olmsted County, MN	Towns and Villages
Lincoln, NE	Santa Clara, CA		Osceola County, FL	Elk Grove Village, IL
Livermore, CA	Santa Monica, CA		Pasco County, FL	Town of Los Gatos, CA
Madison, WI	Seattle, WA		Placer County, CA	Town of Paradise, CA
Martinez, CA	Spokane, WA		Pima County, AZ	Town of Paradise Valley, AZ
Maryland Heights, MO	Socorro, TX		Pinal County, AZ	Town of Queen Creek, AZ
McAllen, TX	Stockton, CA		Polk County, FL	Town of Sahuarita, AZ
Menlo Park, CA	Sunnyvale, CA		Sacramento County, CA	
	Tacoma, WA		San Benito County, CA	
			San Diego County, CA	

II. TruePoint Staff

TruePoint will assign talented staff that have in-depth knowledge of your current implementation. Below is a summary of team members and Accela experience.



TruePoint Solutions Services Team

Consultant	Primary Role	Public Sector	Proj. Mgr.	AA Imp. Methodology		Reporting	Scripting	Interfaces	Data Copy
				Business Analysis	Configuration				
Consultant	Primary Role	Public Sector	Proj. Manager	Business Analysis	Configuration	Oracle/MS SQL	Scripting	Interfaces	Data Copy
Keith Hobday	Implementation Consultant	28 yrs.							
Terry Duns	Implementation Consultant	20 yrs.							
Cory Probasco	Implementation Consultant	23 yrs.							
David Brown	Implementation Consultant	17 yrs.							
Thomas Hornick	Technical Consultant	21 yrs.							
Joe Cipriano	Technical Consultant	22 yrs.							
Caleb Harzbarger	Technical Consultant	12 yrs.							
Richard Holland	Technical Consultant	12 yrs.							
Michele Nicore	Implementation Consultant	12 yrs.							
Shauna Minor	Implementation Consultant	8 yrs.							
Lo Steele	Technical Consultant	7 yrs.							
McKenzie Helrick	Implementation Consultant	7 yrs.							
Mike Cox	Technical Consultant	12 yrs.							
Jay Lum	Technical Consultant	29 yrs.							
Suzy Sante	Implementation Consultant	22 yrs.							
Deborah Herman	Implementation Consultant	22 yrs.							
Johnny Cuesta	Implementation Consultant	14 yrs.							
Erin Griffith	Technical Consultant	14 yrs.							
Maureen McAleer	Implementation Consultant	32 yrs.							
Jackie Ramirez	Implementation Consultant	10 yrs.							
Tyler Suarez	Implementation Consultant	4 yrs.							
Ray Schuh	Implementation Consultant	26 yrs.							
Erica Rodriguez	Implementation Consultant	14 yrs.							
Nick Graf	Implementation Consultant	10 yrs.							
Greg Lamy	Implementation Consultant	2 yr.							
Michael Becker	Implementation Consultant	5 yr.							

Keith Hobday will be the main point of contact for this engagement and ultimately responsible for all members of the TruePoint team.

III. Project Scope

Project Understanding

TruePoint Solutions appreciates the opportunity to work with the County to enhance the utilization of your Accela Civic Platform products and support the day to day needs of your end users. The Accela Civic Platform is very feature rich and can be continually enhanced to better support your business needs. As we support your needs, we will also focus on knowledge transfer of the Accela Civic Platform features.

TruePoint Solutions proposes a blanket as needed support agreement to work with County staff to support and enhance the Accela Automation functionality. TruePoint can advise, configure, support and train all aspects of the Accela Civic platform and currently works with over 50 hosted Accela customers on the Accela East, West and Canadian hosted sites.

Proposed Services

As Needed Expert Support and General Maintenance

This service will provide day-to-day as need or on call support above and beyond what is provided by Accela Customer Resource Center. It will also provide a budget to continually enhance and expand the County's Accela configuration.


- Training for any aspect of DigEplan. Training can be done on-site or remotely.
- Miscellaneous configuration changes as requested.
- Accela Electronic Plan Review support for DigEplan

Services Costs

Services will be delivered at a rate of \$165 per hour with an amount not to exceed \$10,000
 Services under this agreement will be from April 1st, 2024, thru June 30, 2024
 Services will be billed monthly on a T@M hourly basis as work is requested by the County.

SIGNATURE

Agency acknowledges that it has read this SOW, understands it and agrees to be bound by its terms and conditions. The parties agree that this Agreement cannot be altered, amended or modified, except in writing that is signed by an authorized representative of both parties.

Accepted Douglas County, NV.	Accepted TruePoint Solutions
By: 	By: <i>Keith Hobday</i>
Print Name: <i>Tom Dallaire</i>	Print Name: Keith Hobday
Title: <i>DIRECTOR, Com. Dev</i>	Title: Partner
Date: <i>5/1/2024</i>	Date: 4/1/2024

Recorder's Office Cover Sheet

Recording Requested By:

Name: Ann Reno

Department: Community Development



SHAWNYNE GARREN, RECORDER

Type of Document: (please select one)

- Agreement
- Contract
- Grant
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- Other

specify: _____

EXHIBIT #3

CONTRACT FOR PROFESSIONAL SERVICES

A CONTRACT BETWEEN

DOUGLAS COUNTY, NEVADA

AND

TRUEPOINT SOLUTIONS (DIGEPLAN)

FILED
NO. 2023.095
6/2/23
DATE
DOUGLAS COUNTY CLERK
MINDEN, NV
BY AL DEPUTY

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Douglas County employee and that there shall be no:

- a. Withholding of income taxes by the County;
- b. Industrial insurance coverage provided by the County;
- c. Participation in group insurance plans which may be available to employees of the County;
- d. Participation or contributions by either the independent contractor or the County to the public employees' retirement system;
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10. ASSIGNMENT. Contractor shall 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.

12. DISPOSITION OF CONTRACT MATERIALS. Any books, reports, studies, photographs, negatives or other documents, data, or other materials prepared by or supplied to Contractor in the performance of its obligations under this Contract shall be the exclusive property of the County and all such materials shall be remitted and delivered, at Contractor's expense, by Contractor to the County upon completion of the project, or termination or cancellation of this Contract.

13. PUBLIC RECORDS LAW. Contractor expressly 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 or a court of competent jurisdiction, 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.

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 constitutes the entire agreement between the Parties and may only be modified by a written amendment signed by the Parties.

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

17. INCORPORATED DOCUMENTS. The Parties agree that this Contract references or incorporates no other documents or exhibits.

18. SEVERABILITY. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement and this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of the Agreement unenforceable.

19. NO APPROPRIATION OF FUNDS. All payments and services provided under this agreement are contingent upon the availability of the necessary public funding. In the event that Douglas County does not receive the funding necessary to perform in accordance

with the terms of this Agreement, this Agreement shall automatically terminate and all fees due and owing shall be paid.

20. **NOTICES.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given three business days after mailing by United States, postage prepaid, first class mail addressed to the other party at the addresses set forth below:

FOR DOUGLAS COUNTY:

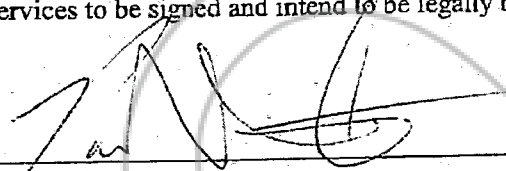
Community Development
Attn: Tom Dallaire
P.O. Box 218
Minden, Nevada 89423
Ph: (775) 782-6001

FOR CONTRACTOR:

TruePoint Solutions
Attn: Kent Johnson
774 Mays Blvd 10-377
Incline Village, CA 89451
Ph: 916-256-1975]

21. **Suspension or Debarment Certification.** As federal funding may be used for the project, the Contractor certifies that the firm, business or person signing the Contract has not been debarred, suspended or otherwise lawfully precluded from participating in any public procurement activity with any federal, state or local government. Failure to disclose all pertinent information about a debarment or suspension shall result in the Contract being cancelled.


IN WITNESS WHEREOF, the parties hereto have caused this contract for professional services to be signed and intend to be legally bound thereby.



Patrick Cates
Douglas County Manager

5/31/23

Date



Kent Johnson
TruePoint Solutions, CEO

05/15/2023

Date



Douglas County, Nevada

On-Going Service support for DigEplan

5/10/2023

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COOPER

I. Vendor Background & Qualifications

TruePoint Company History

TruePoint Solutions, LLC is a privately held software and solutions company based in the Sacramento region. We bring an unparalleled level of experience designing, developing, implementing, and supporting complex government IT solutions. Our team has an average of 16+ years of public sector IT experience.

TruePoint Solutions was established in 2004 and became an Accela certified implementation partner in early 2005. Accela customers TruePoint has worked with:

Cities	Cities	Cities	Counties	Counties
Albany, OR	Meado Park Fire, CA	Tigard, OR	Adams County, CO	San Mateo County, CA
● Alameda, CA	Mesa, AZ	Torrance, CA	Arapahoe County, CO	Santa Barbara County, CA
● Atlanta, GA	Meridian, ID	Virginia Beach, VA	Bexar County, TX	Santa Clara County, CA
Asheville, NC	Missoula, MT	● Visalia, CA	Boulder County, CO	Shelby County/Memphis, TN
Aurora, CO	● Moreno Valley, CA	● Walnut Creek, CA	Buncombe County, NC	Solano County, CA
Benicia, CA	New York City, NY	● West Sacramento, CA	Clackamas County, OR	Stanislaus County, CA
Berkeley, CA	Oakland, CA	● Westminster, CO	● Carroll County, MD	Weld County, CO
Boise, ID	● Oklahoma City, OK	Whistler, BC	Chesterfield County, VA	Washoe County, NV
Brookhaven, NY	Omaha, NE	● Yorba Linda, CA	Cobb County, GA	Yakima County, WA
Ceres, CA	● Ontario, CA	● Yuba City, CA	Contra Costa County, CA	
Chesapeake, VA	● Palmdale, CA		Douglas County, NV	
Chula Vista, CA	● Paso Robles, CA		Gallford County, NC	
Clearwater, FL	● Pahrump, NE		Gwinnett County, GA	
Cleveland, OH	Pleasant Hill, CA		Hillsborough County, FL	
Colorado Springs, CO	Reno, NV		Humboldt County, CA	
Concord, CA	Rochester, MN		Jackson County, OR	
Corte Madera, CA	Roseville, CA		King County, WA	
Corvallis, OR	● Palmdale, CA		● Lake County, CA	
Eastvale, CA	● Peoria, AZ		Lane County, OR	
El Paso, TX	● Pleasanton, CA		Leon County, FL	
Fort Collins, CO	Rancho Cucamonga, CA		Maricopa County, AZ	
Frederick, CO	Ridgefield, WA		● Marion County, TN	
Fresno, CA	● Roseville, CA		Martin County, FL	
Fremont, CA	● Sacramento, CA		Monterey County, CA	
Goodyear, AZ	● Saint Helens, OR		● Multnomah County, OR	
Grand Rapids, MI	● Salt Lake City, UT		Napa County, CA	
Grass Valley, CA	San Antonio, TX		Nevada County, CA	
Indianapolis, IN	San Diego, CA		Olmsted County, MN	
Lincoln, CA	Santa Clara, CA		Osceola County, FL	
Lincoln, NE	● Santa Monica, CA		Pasco County, FL	
Livermore, CA	Seattle, WA		● Placer County, CA	
Madison, WI	Spokane, WA		Pima County, AZ	
Martinez, CA	Socorro, TX		Pinal County, AZ	
● Maryland Heights, MO	Stockton, CA		Polk County, FL	
McAllen, TX	Sunnyvale, CA		Sacramento County, CA	
Menlo Park, CA	Tacoma, WA		San Benito County, CA	
			San Diego County, CA	

Other State Agencies
Boston Public Health Commission
CA, Coastal Commission
CA, Dept. of Water Resources
CA - HCAJ
DC - OSSE
State of Oregon
State of Michigan
State of Montana
State of Nevada, Taxicab Auth
State of New York
TRPA-Tahoe Regional Plan. Auth.
CA State Lands Commission
City & County of Denver
City & County of San Francisco
University of Minnesota
Unified Government, KC and Wyandotte
Towns and Villages
Elk Grove Village, IL
Town of Los Gatos, CA
Town of Paradise, CA
Town of Paradise Valley, AZ
Town of Queen Creek, AZ
Town of Saburta, AZ

II. TruePoint Staff

TruePoint will assign talented staff that have in-depth knowledge of your current implementation. Below is a summary of team members and Accela experience.



TruePoint Solutions
Services Team

Consultant	Primary Title	Public Sector	Accela Experience																	
			Part. Mgmt.	Legal/Compliance	AA Inv. Methodology	Reporting	Scripting	Integrations	Data Conn.	Doc. Management	Case Management	Case Reporting	Case Search	Case Workflow	Case Automation	Case Analytics	Case Collaboration	Case Integration	Case Migration	
Keith Hobday	Implementation Consultant	28 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Terry Dore	Implementation Consultant	20 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Cory Probst	Implementation Consultant	23 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
David Brown	Implementation Consultant	17 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Thomas Harpick	Technical Consultant	21 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Joe Cipriano	Technical Consultant	22 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Caleb Harshbarger	Technical Consultant	12 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Richard Haidan	Technical Consultant	12 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Michelle Hickey	Implementation Consultant	12 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Shauna Minor	Implementation Consultant	8 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Lo Stelce	Technical Consultant	7 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
McNeese Helrick	Implementation Consultant	7 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Mike Cox	Technical Consultant	12 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Jay Lum	Technical Consultant	29 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Suzi Sasto	Implementation Consultant	22 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Deborah Herman	Implementation Consultant	21 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Johnny Guest	Implementation Consultant	14 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Eric Grubb	Technical Consultant	14 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Maureen McAleer	Implementation Consultant	32 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Jacqui Ramirez	Implementation Consultant	10 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Tyler Seavey	Implementation Consultant	4 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Ray Schug	Implementation Consultant	26 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Eric Rodriguez	Implementation Consultant	14 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Nick Graf	Implementation Consultant	10 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Greg Lutz	Implementation Consultant	23 yr.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Michael Becker	Implementation Consultant	5 yrs.	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	

Keith Hobday will be the main point of contact for this engagement and ultimately responsible for all members of the TruePoint team.

III. Project Scope

Project Understanding

TruePoint Solutions appreciates the opportunity to work with the County to enhance the utilization of your Accela Civic Platform products and support the day to day needs of your end users. The Accela Civic Platform is very feature rich and can be continually enhanced to better support your business needs. As we support your needs, we will also focus on knowledge transfer of the Accela Civic Platform features.

TruePoint Solutions proposes a blanket as needed support agreement to work with County staff to support and enhance the Accela Automation functionality. TruePoint can advise, configure, support and train all aspects of the Accela Civic platform and currently works with over 50 hosted Accela customers on the Accela East, West and Canadian hosted sites.

Proposed Services

As Needed Expert Support and General Maintenance

This service will provide day-to-day as need or on call support above and beyond what is provided by Accela Customer Resource Center. It will also provide a budget to continually enhance and expand the County's Accela configuration.

- Training for any aspect of DigEplan. Training can be done on-site or remotely.
- Miscellaneous configuration changes as requested.
- Accela Electronic Plan Review support for DigEplan



Services Costs

Services will be delivered at a rate of \$165 per hour with an amount not to exceed \$7,500
Services under this agreement will be from July 1st, 2023, thru June 30, 2024
Services will be billed monthly on a T@M hourly basis as work is requested by the County.

SIGNATURE

Agency acknowledges that it has read this SOW, understands it and agrees to be bound by its terms and conditions. The parties agree that this Agreement cannot be altered, amended or modified, except in writing that is signed by an authorized representative of both parties.

Accepted Douglas County, NV.	Accepted TruePoint Solutions
By:	By:
Print Name:	Print Name: Keith Hobday
Title:	Title: Partner
Date:	Date:

RESOLUTION NUMBER 2024R-015
 RESOLUTION AUGMENTING VARIOUS FUNDS*
 2023-24 FISCAL YEAR BUDGET

WHEREAS, there is a need to revise the budget to reflect revised revenues and expenditures to the County as follows:

Revenue		
101-000 301.000	Opening Fund Balance	4,662,436
211-000 301.000	Opening Fund Balance	3,100
216-000 301.000	Opening Fund Balance	730
224-000 301.000	Opening Fund Balance	93,980
232-000 301.000	Opening Fund Balance	280,000
234-000 301.000	Opening Fund Balance	425,682
245-000 301.000	Opening Fund Balance	385,383
255-000 301.000	Opening Fund Balance	80,000
256-000 301.000	Opening Fund Balance	109,527
260-000 301.000	Opening Fund Balance	40,000
309-000 301.200	Operating Reserves - Beginning	337,492
310-000 301.200	Operating Reserves - Beginning	850
324-000 301.200	Operating Reserves - Beginning	750
	TOTAL REVENUES	<u><u>6,419,930</u></u>
Expenditures/Uses of Funds		
101-000 311.100	Ad Valorem - Current - decrease revenue	461,456
101-211 511.182	Workers Comp	15,103
101-212 511.182	Workers Comp	10,069
101-215 511.182	Workers Comp	199,718
101-217 511.182	Workers Comp	60,413
101-222 511.182	Workers Comp	20,138
101-226 511.182	Workers Comp	235,995
101-246 511.182	Workers Comp	5,034
101-331 511.182	Workers Comp	25,172
101-341 511.182	Workers Comp	5,034
	Total Workers Comp	<u>576,676</u>
101-124 511.167	Vacation Payout	3,800
101-124 511.178	Sick Leave Payout	30,700
101-125 511.167	Vacation Payout	952
101-125 511.169	Comp Payout	48
101-341 511.167	Vacation Payout	28,744
101-341 511.178	Sick Leave Payout	39,010
101-172 511.167	Vacation Payout	24,000
101-186 511.167	Vacation Payout	2,000
101-192 511.167	Vacation Payout	1,000
101-211 511.167	Vacation Payout	21,000
101-211 511.178	Sick Leave Payout	61,000
101-213 511.167	Vacation Payout	1,600
101-215 511.167	Vacation Payout	44,340
101-215 511.169	Comp Payout	32,360
101-215 511.178	Sick Leave Payout	28,600
101-226 511.167	Vacation Payout	5,600
101-226 511.169	Comp Payout	19,200

101-312 511.167	Vacation Payout	27,421
101-312 511.178	Sick Leave Payout	43,972
101-341 511.167	Vacation Payout	13,100
101-361 511.167	Vacation Payout	3,300
101-372 511.167	Vacation Payout	8,600
101-512 511.167	Vacation Payout	875
101-512 511.178	Sick Leave Payout	11,400
101-514 511.167	Vacation Payout	1,000
	Total Payouts	453,622
101-997 510.000	Salaries & Wages	314,589
101-125 521.100	Professional Services	5,400
101-152 520.078	Printing & Binding	313
101-182 511.999	Salary Offset	12,453
101-182 512.999	Benefits Offset	7,246
101-186 521.100	Professional Services	2,500
101-186 533.802	Small Equipment	2,300
101-186 533.806	Software	7,148
101-186 520.078	Printing & Binding	18,756
101-191 520.078	Printing and Binding	24,000
101-191 520.136	Rents & Leases Equipment	4,801
101-212 532.001	Operating Supplies	1,599
101-281 533.817	Small Projects	6,000
101-323 521-100	Professional Services	68,000
101-371 521.100	Professional Services	25,000
101-372 521.100	Professional Services	7,000
101-361 521.100	Professional Services	6,515
101-361 532.028	Uniforms	4,800
101-363 532.028	Uniforms	5,300
101-361 533.806	Software	12,896
101-363 521.100	Professional Services	4,000
101-371 520.078	Printing & Binding	5,305
101-372 520.078	Printing & Binding	2,745
101-372 521.105	JP Pro Tempore	8,000
101-373 511.170	Overtime	2,000
101-513 521.100	Professional Services	87,000
101-513 521.100	Professional Services	100,000
101-513 521.107	Master Plan Expenses	100,000
101-514 521.100	Professional Services	20,000
101-997 550.016	Subscription Principal	393,150
101-997 618.700	Grant Match - Capital Outlay	252,724
242-362 520.165	Youth Services Division Assessment	54,442
211-733 510.000	Salaries & Wages	3,100
216-552 520.136	Rents & Leases Equipment	730
224-804 533.806	Software	6,000
224-804 533.806	Software	20,000
224-804 533.817	Small Projects	7,332
224-804 533.817	Small Projects	3,009
101-997 699.000	Ending Fund Balance	57,639
234-805 520.136	Rents & Leases Equipment	3,724
245-820 520.078	Printing & Binding	1,264
245-820 521.100	Professional Services	144,119
256-678 550.016	Subscription Principal	52,151

260-680 532.052	Food-Purchased	40,000
309-817 510.000	Salaries	45,000
309-817 511.180	Benefits	20,000
309-817 521.250	Fingerprinting	50,000
309-817 520.123	Deductible	50,000
309-817 520.124	Liability Premium	78,870
309-817 520.177	Strategic Planning Expense	40,000
309-817 520.431	Workers Comp Self Insured Retention	3,622
310-818 510.000	Salaries	550
310-818 511.810	Benefits	300
324-863 510.000	Salaries	500
324-863 511.180	Benefits	250
Transfers		
224-804 618.700	Transfer Out	(57,639)
101-000 392.000	Transfers In	57,639
101-997 618.700	Transfer Out	(54,442)
242-000 392.050	Transfers In from General Fund	54,442
	TOTAL PRIORITY ROLLOVERS	<u>3,685,896</u>
101-112 521.100	Rents & Leases	33,000
101-122 521.100	Professional Services	270,000
101-122 533.802	Small Equipment	5,000
101-122 533.806	Software	12,800
101-192 532.118	Major Repair & Maintenance	100,000
101-192 533.802	Small Equipment	35,000
101-192 533.806	Software	15,000
101-192 564.500	Machinery & Equipment	150,000
101-192 533.802	Small Equipment	102,000
101-271 520.085	Telephone/Communications	600
101-281 533.817	Small Projects	14,000
101-511 521.100	Professional Services	15,000
101-511 521.100	Professional Services	10,000
101-511 533.806	Software	8,300
101-511 521.100	Professional Services	10,000
101-513 521.100	Professional Services	10,000
101-517 521.100	Professional Services	9,000
101-517 521.100	Professional Services	150,000
101-521 520.097	Maintenance Building & Grounds	425,000
101-215 532.029	Pharmacy	30,000
101-217 520.031	Material Testing	50,000
410-751 562.000	Capital Projects (DCSO Shoot House)	150,000
232-431 532.094	Other Maintenance Supply	280,000
234-806 562.000	Capital Projects	221,958
234-806 562.000	Capital Projects	200,000
245-820 564.500	Machinery & Equipment	200,000
245-820 564.500	Machinery & Equipment	40,000
255-675 564.500	Machinery & Equipment	80,000
256-678 564.500	Machinery & Equipment	57,376
309-817 521.100	Professional Services	50,000
Transfers		
101-997 618.700	Transfer Out	(150,000)

410-000 392.050

Transfers In from General Fund

150,000

TOTAL DEPARTMENT REQUESTS

2,734,034

TOTAL EXPENDITURES

6,419,930

NOW, THEREFORE, BE IT RESOLVED THAT the 2023 - 2024 Fiscal Year budget is herein amended.

Adopted this 21st day of March, 2024 by the following vote:

VOTE: Ayes Commissioners:

Nays Commissioners:

Absent Commissioners:

Wesley Rice, Chairman
Douglas County Board of Commissioners

ATTEST:

Amy Burgans
Douglas County Clerk-Treasurer

**SUMMARY OF BEGINNING AND ENDING BUDGETARY FUND BALANCES BY FUND
FISCAL YEAR 23 to 24 ADJUSTED OPENING FUND BALANCE**

Fund	Fund #	Uses of Greater Than Anticipated Opening Fund Balance			Total Augments 3/21/24	Use Reserves, not AOFB and eliminate interfund transfers	Increase to Ending Fund Balance/Reserves
		Greater Than Anticipated Opening Fund Balance after Restricted, Grant, CIP and PO Rollovers	Priority Rollovers	Dept Requests			
General Fund	101	4,269,286	3,057,736	1,604,700	4,662,436	(393,150)	0
Solid Waste Management	211	198,502	3,100	-	3,100		195,402
Social Services	216	314,527	730	-	730		313,797
Library	224	93,980	93,980	-	93,980		(0)
Road Operating	232	395,343	-	280,000	280,000		115,343
Room Tax	234	425,682	3,724	421,958	425,682		0
Stormwater Management	245	385,383	145,383	240,000	385,383		0
911 Emergency Services	255	308,788	-	80,000	80,000		228,788
911 Surcharge	256	109,527	52,151	57,376	109,527		(0)
Senior Services Program	260	274,470	40,000	-	40,000		234,470
Risk Management	309	2,145,698	287,492	50,000	337,492		1,808,206
Self Insured Dental Insurance	310	26,911	850	-	850		26,061
Regional Water Fund	324	148,911	750	-	750		148,161
Total Douglas County Funds:			\$ 3,685,896	\$ 2,734,034	\$ 6,419,930	\$ (393,150)	\$ 3,070,228

Adjusted Opening Fund Balance Augments FY23-24 - Priority Rollovers, Resolution 2024R-015					
GL	Fund	GL Description	Amount	Project	Description
101-371 520.078	General Fund	Printing & Binding	5,305		To adjust budgeted printing charges based on 5 months of FY24 actuals
101-372 526.078	General Fund	Printing & Binding	2,745		To adjust budgeted printing charges based on 5 months of FY24 actuals
101-372 521.105	General Fund	JP Pro Tempore	8,000		The new Judge (Judge Johnson) came in with zero dollars in this GL account as they were exhausted prior to his appointment. Judge Johnson has mandatory training per statute that he will need to complete prior to the end of this fiscal year. A Judge Pro Tempore will need to cover court hearings while Judge Johnson is away completing this training.
101-373 511.170	General Fund	Overtime	2,000		Officers are on standby 24/7 365 days/year. Recent changes with the courts; All DUI-1st offenders are now placed under Alternative Sentencing. This has increased the amount officers are called in after hours and during the weekends in order for defendants to be released from custody.
101-513 521.100	General Fund	Professional Services	87,000		To carry forward unspent funds from one fiscal year to the next for the South Shore Area Plan - Accept Enviro. contract - BOCC approval item H - June 5, 2023
101-513 521.100	General Fund	Professional Services	100,000		To carry forward unspent funds from one fiscal year to the next for the TDR Study - Wood Rodgers contract- BOCC approval item E - Sept 7, 2023
101-513 521.107	General Fund	Master Plan Expenses	100,000		Update Transportation Plan. The existing Transportation Plan was completed in 2017, approved in 2019. It needs to be updated in conjunction with the Master Plan, and staff is requesting use of contracted services to complete the update. Staff would like to start the process by contracting for a review of intersections needing improvements to meet Level of Service needs, and subsequently creating intersection plans. These intersection plans are new to the Transportation Plan, and will be used to ensure future developers pay their fair share of transportation costs. They will enable us to estimate the actual costs of improvements to which we can apply a consumer price index to project costs on a 5-year update. Also, on February 02, 2023, the Board of County Commissioners approved an agreement with the Carson Area Metropolitan Planning Organization to combine the Carson City and Douglas County traffic models. This traffic modeling data will be used to update the Transportation Plan. Additionally, the Nevada Department of Transportation is performing a new corridor study of US 395 through Douglas County which will need to be included in the Transportation Plan. The Transportation Plan update needs to be coordinated with the Master Plan update so both plans can come together for review and approval around the same time.

Adjusted Coenino Fund Balance Augments FY23-24 - Department Requests

GL	Fund	GL Description	Amount	Project	Description
101-271 520.085	General Fund	Telephone/Communications	600		Cell phones for Animal Care and Services officers (2 employees). They currently use their personal phones for work-related activities. Augment covers the purchase of the phones and the monthly charges. There will not be any cell phone stipend paid to the employees, as these will be county phones used for work only
101-281 533.817	General Fund	Small Projects	14,000		Sandbag sites were East Fork's responsibility under the previous Emergement Management contract and many sites were on East Fork property. Now that Emergency Management the County's responsibility, permanent County-operated sites are needed. Each site will have a concrete pad, a sand storage container, sandbags, and shovels which is estimated to cost approximately \$10-15k. We are working to get this project completed before flooding season, which is why we are requesting funds now instead of in the next budget cycle.
101-511 521.100	General Fund	Professional Services	15,000		This will be for TruePoint Solutions programming services with Accela. This is for additional services needed that were greater than anticipated due to the volume of Accela improvements performed this year. These improvements include building out Engineering and Building applications in the customer interface (ACA) for more efficient processes.
101-511 521.100	General Fund	Professional Services	10,000		This will be for TruePoint Solutions to implement software upgrades to DigEplan. The County is need of "Enhanced Document List" and "Digital Projects" for customer submittals. This will make applications and submittals more efficient for both customers and the staff and will increase productivity and adhere to better timelines and improved customer service. It will allow the public and staff to converse more effectively through the building process and track plan corrections and revision more effectively and efficiently. Software features were made unavailable after the FY23-24 budget was adopted, so costs were not anticipated in the current year budget. The sooner we get the solution the sooner benefits can be provided to customers and staff.

Douglas County, State of Nevada



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

7 day of June, 2024

By [Signature] Deputy