



**AGENDA SUMMARY PAGE**  
**City Council**  
**Meeting of: September 4, 2024**

Agenda Item No.:  
**18**

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**DEPARTMENT: Finance**

**CONSENT**

**DIRECTOR: Gayle Lloyd-Leakos, Acting**

**SUBJECT:**

For possible action to approve award of Mutual Use Contract No. 250031-DD authorizing use of Washoe County Request for Proposal No. 3226-24, Medical Services - Department of Human Resources - Award recommended to: BURROFF AND ASSOCIATES OF NEVADA, MD, LTD, DBA ARC HEALTH AND WELLNESS CENTERS (Not-to-Exceed \$800,000 annually - Total Contract Amount Not-To-Exceed \$4,000,000 - Various Funds)

**FISCAL IMPACT:**

Budget Funds Available

Amount: Not-To-Exceed \$800,000 annually - Total Contract Amount Not-To-Exceed \$4,000,000

Funding Source: Various

Dept./Division: Human Resources

**PURPOSE/BACKGROUND:**

This contract provides pre-employment and annual physical examinations for certain public safety personnel in the Departments of Public Safety, Municipal Court, and Fire and Rescue. Per NRS 617, these employees are required to have annual physicals to verify the employee's suitability to continue performance of duties. The term of the agreement is three (3) years from award date with two (2) one-year renewal options. This item is exempt from the competitive bidding process pursuant to NRS 332.195.1(a), Joinder or mutual use of contracts by governmental entities. Burroff and Associates of Nevada, MD LTD dba ARC Health and Wellness Centers has an office located in Las Vegas, NV.

**RECOMMENDATION:**

Approve as recommended with signature authority granted to the Purchasing Manager per R-20-2017.

**BACKUP DOCUMENTATION:**

1. Contract No. 250031-DD
2. Certificate - Disclosure of Ownership and Principals