



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Purchasing Division

515 East Musser Street, Suite 300 | Carson City, Nevada 89701
 Phone: 775-684-0170 | Fax: 775-684-0188

Purchasing Use Only:	
Approval#:	<i>270200@</i>

SOLICITATION WAIVER JUSTIFICATION AND REQUEST FORM

ALL FIELDS ARE REQUIRED – INCOMPLETE REQUESTS WILL BE RETURNED TO THE AGENCY

1a	Agency Contact Information - Note: Approved copy will be sent to <u>only</u> the contact(s) listed below:		
	ENTER STATE AGENCY NAME:	<i>Department of Public and Behavioral Health, Office of Public Health Investigations and Epidemiology</i>	
	<i>Contact Name and Title</i>	<i>Phone Number</i>	<i>Email Address</i>
	<i>Lindsey Kinsinger, DPBH OPHIE Manager</i>	<i>775-301-0652</i>	<i>lkinsinger@health.nv.gov</i>
	<i>Judy DuMonte, DPBH ELC Program Manager</i>	<i>775-546-5865</i>	<i>jdumonte@health.nv.gov</i>
	<i>Ronda Miller, MA III Contract Unit</i>	<i>775-684-5932</i>	<i>Rondamiller@health.nv.gov</i>

1b	Vendor Information:	
	Vendor Name:	<i>Money Management International, Inc.</i>
	Contact Name:	<i>Lisa Martin</i>
	Complete Address: City, State, and Zip Code	<i>2650 S. Jones Blvd Las Vegas, NV 89146</i>
	Telephone Number:	<i>702-364-5856, 815-909-5065 (cell)</i>
	Email Address:	<i>lisa.martin@moneymanagement.org</i>

1c	Type of Waiver Requested – Check the appropriate type:	
	Sole or Single Source:	<input checked="" type="checkbox"/>
	Professional Service Exemption:	<input type="checkbox"/>

1d	Contract Information:			
	Is this a new Contract? Check One:	Yes:	<input checked="" type="checkbox"/>	No:
	Amendment Number:	#		
	Enter CETS Number:	#		

1e	Term:			
	One (1) Time Purchase? Check One:	Yes:	<input type="checkbox"/>	No:
	Contract:	Start Date:	<i>02/01/2022</i>	End Date:
			<i>12/30/2022</i>	

1f	Funding:	
	State Appropriated:	
	Federal Funds:	
	Grant Funds:	<i>X – BA 3219 Cat 13</i>

Other (Explain):	
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Approval #:	220206 @
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1g	Total Estimated Value of <u>this</u> Service Contract, Amendment or Purchase:
	\$261,776.31

2	<p>Provide a description of work/services to be performed or commodity/good to be purchased:</p> <p><i>Call specialists at Money Management International respond to the increased call volume (attributed to the COVID-19 Pandemic) to Nevada 2-1-1 and the State of Nevada Coronavirus Hotline. These specialists refer individuals to local testing sites and provide emergency information for housing assistance programs, family assistance programs, and vaccinations.</i></p>
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3	<p>What are the unique features/qualifications required for this service or good that are not available from any other vendor:</p> <p><i>Money Management International has previously been implemented and there will be no startup, training costs, or a delay in services The 2-1-1 number is already established and well known throughout the community through means of social media and other marketing. No additional resources will be needed to promote the 2-1-1 call center. This allows for residents and visitors to easily access COVID-19 related information. There are multiple services offered via the 2-1-1 number such as access to assistance programs that is not available with other vendors.</i></p>
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4	<p>Explain why this service or good cannot be competitively bid and why this purchase is economically only available from a single source:</p> <p><i>Money Management International has the necessary infrastructure in place to continue to provide call center services to support residents and visitors of the State of Nevada for COVID-19 response that is cost effective. At this time no other source provides services to help support those that have been negatively impacted by COVID-19 that are not limited solely to testing information.</i></p>
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5	Were alternative services or commodities evaluated?	Check One:	
		Yes	No
			X
	<p>a. <i>If yes, what were they and why were they unacceptable? Please be specific about features, characteristics, requirements, capabilities and compatibility.</i></p>		
	<p>b. <i>If not, why were alternatives not evaluated?</i></p> <p><i>The division has worked with Money Management International since July of 2020. Money Management International already have the necessary infrastructure in place to support residents and visitors of the State of Nevada through the 2-1-1 call center for COVID-19 response and are cost effective.</i></p>		

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	Has the agency purchased this service or commodity in the past? Check One:			Yes	No	
	<i>NOTE: If your previous purchase(s) was made via solicitation waiver(s), a copy or copies of ALL PREVIOUS WAIVERS MUST ACCOMPANY THIS REQUEST.</i>			X		
6	a. <i>If yes, starting with the most recent contract and working backward, for the entire relationship with this vendor, or any other vendor for this service or commodity, the following information must be provided:</i>					
	Term		Value	Short Description	Type of Procurement ENTER RFP#, RFQ#, Waiver #	
	Start Date	End Date				
	03/16/2021	01/31/2022	\$230,192.22	To Provide call specialists		
			\$			
			\$			

	What are the potential consequences to the State if the waiver request is denied and the service or good is competitively bid?
7	<i>Lack of services will negatively impact the State of Nevada residents and visitors. There will be gaps in available information involving COVID-19 vaccine and testing services information and assistance programs. This will not allow us to serve our community to the greatest capacity.</i>

	What efforts were made or conducted to substantiate there is no competition for the service or good and to ensure the price for this purchase is fair and reasonable?
8	<i>Money Management International is already in place and has the necessary infrastructure and trained call specialists to support Nevada. There will be no implementation costs to fulfill the contract needs before services can begin and the pricing options have remained consistent throughout the contractual relationship</i>

	Will this purchase obligate the State to this vendor for future purchases? Check One:			Yes	No
	<i>Before selecting your answer, please review information included on Page 2, Section 9 of the instructions.</i>			X	
9	a. <i>If yes, please provide details regarding future obligations or needs.</i>				
	<i>Money Management International will be an ongoing service as long as there is still a need for COVID-19 support and DPBH continues to receive funding.</i>				

<i>Purchasing Use Only:</i>	
Approval #:	22020600

By signing below, I know and understand the contents of this Solicitation Waiver Request and Justification and attest that all statements are true and correct.

Ronda Miller
 Agency Representative Initiating Request

Ronda Miller
 Print Name of Agency Representative Initiating Request

2/7/22
 Date

Kelli Quintero
 Signature of Agency Head Authorizing Request

Kelli Quintero
 Print Name of Agency Head Authorizing Request

2/7/22
 Date

FOR PURCHASING USE ONLY – PLEASE NOTE: *In an effort to avoid possible conflict with any equipment, system or process already installed or in place by the State of Nevada or to assist in our due diligence, State Purchasing may solicit a review of your request from another agency or entity. The signature below indicates another agency or entity has reviewed the information you provided. This signature does not exempt your agency from any other processes that may be required.*

 Name of agency or entity who provided information or review:

 Representative Providing Review

 Print Name of Representative Providing Review

 Date

Please consider this memo as my approval of your request. This exemption is granted pursuant to NAC 333.150 or NRS 333.400. This exemption may be rescinded in the event reliable information becomes available upon which the Purchasing Administrator determines that the service or good sought may in fact be contracted for in a more effective manner. Pursuant to NRS 333.700(7), contracts for services do not become effective without the prior approval of the State Board of Examiners (BOE).

If you have any questions or concerns, please contact the Purchasing Division at 775-684-0170.

Approved by:

Kevin D. Doty
 Administrator, Purchasing Division or Designee

2/8/22
 Date

Steve Sisolak
Governor



Richard Whitley, MS
Director

**DEPARTMENT OF
HEALTH AND HUMAN SERVICES**
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH
Helping people. It's who we are and what we do.



Lisa Sherych
Administrator

Ihsan Azzam,
Ph.D., M.D.
Chief Medical Officer

MEMORANDUM

DATE: 01/28/2022

TO: Kitty DeSocio, Administrative Services Officer IV
Division of Public and Behavioral Health

THROUGH: Kelli Quintero, Administrative Services Officer III
Division of Public and Behavioral Health

FROM: Ashlyn Torrez, HPS I
Epidemiology and Laboratory Capacity

SUBJECT: REQUEST FOR RETROACTIVE APPROVAL MONEY MANAGEMENT INTERNATIONAL; CETS #

This memorandum requests that the following contract be approved for a retroactive start.

The following information is required:

- Name of Contractor: Money Management International
- Services to be provided: This is a new contract to provide ongoing call coverage in response to the COVID-19 Pandemic utilizing the Nevada 2-1-1 call-in center and Nevada's Coronavirus hotline.
- Funding source and expenditure category: BA3219 - CAT 13
- Requested start date of work: February 1, 2022
- Expected execution date of agreement (IFC approval date or N/A): March 8, 2022
- Detailed explanation as to why a retroactive agreement is necessary, including:
 - Reason(s) why the agreement was not submitted timely:
 - The program was under the impression that the previous contract was going to be covered under a different budget account, with a no cost extension to complete the brand new contract timely. After further discussion, the program was informed that this would not taking place, and a new contract needed to be drafted to continue the services and to avoid circumventing. The new contract will not be in place by the time the prior contract is expired.
 - Describe the impact to the program/services if this work is not started prior to the execution of the agreement: The State would not be able to respond to Pandemic calls from the citizens of Nevada seeking information and resources related to the COVID-19 emergency.
 - Explain how the program/bureau will prevent future retroactive requests: The agency is utilizing all resources and prioritizing work towards contracts as needed.

If you have any questions, please contact Ashlyn Torrez at 775-447-0263 or atorrez@health.nv.gov.

cc: Contract Unit
Division of Public and Behavioral Health