

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winquest  
District General Manager

**SUBJECT:** Review, discuss and possibly approve Tri-Strategies Scope of Work for task order services to follow up on and advocate on behalf of Incline Village General Improvement District with respect to possibly receiving Federal, State and local funds for applicable District projects; not to exceed \$20,000

**DATE:** March 23, 2022

---

### **I. RECOMMENDATION**

That the Board of Trustees makes a motion to approve Tri-Strategies scope of work for task order services to follow up on and advocate on behalf of Incline Village General Improvement District with respect to possibly receiving Federal, State and local funds for applicable District projects; not to exceed \$20,000.

### **II. BACKGROUND**

Tri-Strategies successfully completed its contract with the District for legislative advocacy services in February. Staff has discussed the need for additional services, on a task order basis, with Tri-Strategies to ensure that the District is at the table in order to present and possibly receive funds from various sources for its projects. The contract terms and conditions would be the same as the last contract however the scope of work would be as attached.

**Scope of Work**

Consultant will work on specific tasks, authorized by task order, for Incline Village General Improvement District in the area of successfully obtaining Federal, State and local funds available through programs by same entities.

**Deliverables**

Written and/or verbal updates to the District General Manager on issued task orders with written completion reports being submitted on each task order.

**Term**

March 30, 2022 to December 31, 2022

**Fee Schedule**

Task order work will be at a billing rate of \$200.00 per hour.

Maximum not-to-exceed value of this agreement .....\$20,000.