

CETS #:	
Agency Reference #:	

INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract Between the State of Nevada
Acting by and through its

Public Entity #1:	Department of Public Safety, State Fire Marshal; herein after known as "Division"
Address:	107 Jacobsen Way
City, State, Zip Code:	Carson City, NV 89711
Contact:	Brandilyn Baxter
Phone:	775-684-7517
Email:	b.baxter@dps.state.nv.us

Public Entity #2:	North Lake Tahoe Fire Protection District; herein after known as "Agency"
Address:	866 Oriole Way
City, State, Zip Code:	Incline Village, NV 89451-9439
Contact:	John James
Phone:	775-831-0351
Email:	jjames@nltpd.net

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services hereinafter set forth are both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.

2. **DEFINITIONS**

TERM	DEFINITION
State	The State of Nevada and any State agency identified herein, its officers, employees and immune contractors.
Contracting Entity	The public entities identified above.
Fiscal Year	The period beginning July 1 st and ending June 30 th of the following year.
Contract	Unless the context otherwise requires, 'Contract' means this document titled Interlocal Contract Between Public Agencies and all Attachments or Incorporated Documents.

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3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 4, Termination*.

Effective From:	Upon Approval	To:	June 30, 2026
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4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in *Section 3, Contract Term*, provided that a termination shall not be effective until **30** days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason State and/or federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.
6. **INCORPORATED DOCUMENTS.** The parties agree that this Contract, inclusive of the following Attachments, specifically describes the Scope of Work. This Contract incorporates the following Attachments in descending order of constructive precedence:

ATTACHMENT AA:	SCOPE OF WORK
ATTACHMENT BB:	SFM FORMS REFRENCED IN THE SCOPE OF WORK

Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

7. **CONSIDERATION.** The Agency agrees to provide the services set forth in paragraph (6) at no cost to the State based on other good and valuable services performed by each party under this contract, including but not limited to the Agency's being permitted to gain benefits, including collection of certain fees, which would otherwise be unavailable, from performing those services. Any intervening end to an annual or biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the results of legislative appropriation may require.

\$0.00	per	Incident or Service
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8. **ASSENT.** The parties agree that the terms and conditions listed in the incorporated Attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.
9. **INSPECTION & AUDIT**
- A. **Books and Records.** Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and document as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all State and federal regulations and statutes.

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- B. **Inspection & Audit.** Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.
- C. **Period of Retention.** All books, records, reports, and statements relevant to this Contract must be retained a minimum three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.
10. **BREACH - REMEDIES.** Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall not exceed \$150.00 per hour.
11. **LIMITED LIABILITY.** The parties will not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any State breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.
12. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, acts of public enemy, acts of terrorism, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.
13. **INDEMNIFICATION.** Neither party waives any right or defense to indemnification that may exist in law or equity.
14. **INDEPENDENT PUBLIC AGENCIES.** The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or constructed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.
15. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
16. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract 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 this Contract unenforceable.
17. **ASSIGNMENT.** Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.
18. **OWNERSHIP OF PROPRIETARY INFORMATION.** Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.

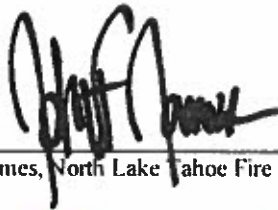
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19. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
20. **CONFIDENTIALITY.** Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.
21. **FEDERAL FUNDING.** In the event, federal funds are used for payment of all or part of this Contract, the parties agree to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:
 - A. The parties certify, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to Executive Orders 12549 and 12689 and Federal Acquisition Regulation Subpart 9.4, and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.
 - B. The parties and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.
 - C. The parties and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), as amended, the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)
 - D. Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended. Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
22. **PROPER AUTHORITY.** The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in *Section 6, Incorporated Documents*.
23. **GOVERNING LAW – JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract.

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24. **ENTIRE AGREEMENT AND MODIFICATION.** This Contract and its integrated Attachment(s) constitute the entire agreement of the parties and as such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated Attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such Attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

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


 11/03/2022
 Fire Marshal
 John James, North Lake Tahoe Fire Protection District
 Date Title


 11/7/22
 Fire Marshal, State Fire Marshal Division
 Mike Dzyak, State Fire Marshal
 Date Title


 11/16/22
 DPS ASOIV, Senior Fiscal Officer
 Curtis Palmer
 Date Title

Approved as to form by:


 Deputy Attorney General for Attorney General

On: 11/9/22
 Date

Attachment AA
Scope of Work
Between the
North Lake Tahoe Fire Protection District, hereinafter known
as "Agency"

And the

State Fire Marshal Division, hereinafter known as "Division"

1. This "Attachment AA, Scope of Work," becomes part of the interlocal contract upon signature of both parties and shall be reviewed annually not later than July 1st. Upon annual review of the contract, if the Agency and Division agree no changes are necessary a letter documenting that decision will be issued by Division to the Agency. If upon annual review of the contract, changes are deemed necessary, the Agency and Division will agree to the changes and the interlocal contract will be amended.
2. The Agency has requested that the Division delegate fire and life safety functions to the Agency in accordance with NRS 477.030 (10).
3. The Agency certifies, and the Division has verified, that the Agency is qualified and willing to perform these fire and life safety functions within its jurisdictional boundaries. The Agency agrees to perform annual inspections, the plan examination prior to construction, during construction, and to conduct field inspections for the Sierra Nevada University and the Sand Harbor-Lake Tahoe Nevada State Park. The Division maintains the right to have the final say on all code interpretations on interlocal facilities. Plans examination for new construction, additions, and remodel leading to the issuance of a Certificate of Occupancy shall be in concert with the building department.
4. Hazardous Materials verification shall be completed by the Agency, and the Agency shall direct the facility to the Nevada Combined Agency Hazardous Materials Permit "on-line" reporting web site or to the "help desk" for assistance in filling out the report form. The Agency will forward the inspection report to the Division within ten (10) business days of the inspection/verification.
5. A report from the Division to the Agency listing current occupancies for Hazardous Materials Reporting to ensure tracking of permits from the Agency to the State Fire Marshal Division will be done quarterly.
6. The Agency is hereby delegated the responsibility to perform inspections of buildings at the Sierra Nevada University and Sand Harbor- Lake Tahoe Nevada State Park. Such inspection shall be conducted in accordance with the priority inspection schedule system maintained by the Division. Inspection reports shall be forwarded to the Division within ten (10) business days of inspection. The Agency shall inspect and schedule appropriate re-inspections as required. If required repairs have been made to the State building to correct the violations, then the report shall be forwarded to the Division within ten (10) business days; if required repairs to the State building have not been completed to correct the violations then the report is forwarded to the Division within ten (10) business days for further action in accordance with NRS 477.035. The inspections shall be conducted within the standards as set forth by Division and outlined in NRS 477. The Division maintains the right to have the final say on all code interpretations on interlocal facilities

SFM & NLTFPD
Intrastate Interlocal Agreement

7. The Agency is hereby delegated the responsibility to perform plan reviews for all occupancy groups covered by the currently adopted editions of the International Fire Code, International Building Code, Uniform Mechanical Code, or the International Wildland-Urban Interface Code, as applicable to the plan review being performed.
8. Plan reviews will be performed using codes and standards adopted by the Agency. In no case shall the Agency use any lesser code or standard than the Division has adopted or impose a stricter code from the basic fire code in NRS 477. For the purposes of commercial properties within its boundaries, the Agency may be more stringent in its adoption of a fire, building, mechanical or wildland-urban interface code than the State and may enforce Agency adopted amendments that are more stringent for such plan reviews. In no case shall the Agency enforce any code or standard other than those specified in NAC sections 477.280, 477.281 or 477.283 on state-owned facilities.
9. It is expressly understood that the delegation of this authority makes the Agency the statutory designee of the Division for the purpose of administering the program described in this agreement and does not reduce or eliminate the Agency's responsibility for all damages to persons or properties of any kind resulting from any act, omission, neglect, or misconduct of the Agency staff in the manner or method of performing the work for the duration of this Agreement.
10. The Agency shall submit a list of employees/agent conducting plan reviews and inspections for Special Deputy Cards no later than July 1st" of the calendar year to the Division for annual renewal. The Agency will send with the list a JPEG picture (above the shoulders) of the employee/agent to the Division for the ID card issued to the employee/agent.
11. The Agency is required to maintain qualified personnel and programs under this agreement. Personnel conducting activities under this agreement are required to maintain professional licenses, certifications, or other documentation acceptable to the Division demonstrating their proficiency, experience and qualifications to conduct the associated work. In addition to the certifications listed below, continuing education providing at least twelve (12) hours each calendar year of documented training associated with the work activity associated with the agreement, is also required. One of the following certificates or licenses must be maintained current without pending disciplinary action by Agency personnel involved in conducting plan review and inspection at all times:
 - a. A Nevada licensed professional engineer practicing within their area of expertise.
 - b. A Nevada licensed architect practicing within their area of expertise.
 - c. A State of Nevada certification as a Plan Examiner, Level I combined with an International Code Council certification for the currently adopted edition of the International Fire Code with practice limited to plan reviews whose level of complexity is limited to the job performance requirements of the Level I Plan Examiner as detailed in Chapter 7 of NFPA 1031.
 - d. A State of Nevada certification as a Plan Examiner, Level II combined with an International Code Council certification for the currently adopted edition of the International Fire Code for any plan review activity as detailed in Chapter 8 of NFPA 1031.
 - e. A State of Nevada certification as a Fire Inspector, Level I combined with an International Code Council certification for the currently adopted edition of the International Fire Code with practice limited to inspections whose level of complexity is limited to the job performance requirements of the Level I Fire Inspector as detailed in Chapter 4 of NFPA 1031.

- f. A State of Nevada certification as a Fire Inspector, Level II combined with an International Code Council certification for the currently adopted edition of the International Fire Code with practice limited to inspections whose level of complexity is limited to the job performance requirements of the Level II Fire Inspector as detailed in Chapter 5 of NFPA 1031.
 - g. A State of Nevada certification as a Fire Inspector, Level III combined with an International Code Council certification for the currently adopted edition of the International Fire Code for any inspection activity as detailed in Chapter 6 of NFPA 1031
12. Contract personnel or firms conducting work for or on behalf of the Agency shall meet the same qualifications and be subject to the approval of the Division prior to conducting any work under this Agreement. The Division reserves the right to verify qualifications of and approve or disapprove any individual or firm under consideration for hire by the Agency as a third-party contractor to perform plan review and inspection under this Agreement. The disapproval of any individual or firm by the Division must be based on the qualifications, license or certificate status, or past performance history of that individual or firm. If the Agency identifies a special project requiring review by a group of experts, the result, outcome, or opinion resulting from such review must be analyzed and approved by a licensed Fire Protection Engineer; documentation of such approval must be provided to the Agency and Division.
 13. Documentation of the qualifications and continuing education required in items 11 and 12 above, including re-certification as required by the certification organization, shall be supplied to the Division prior to this agreement taking effect; annually thereafter; and upon the request of the Division. Personnel added to the work program by the Agency or any firm contracting with the Agency must be submitted to and approved by the Division prior to such personnel conducting any work under this agreement. The Division will respond to the Agency within fifteen (15) business days, communicating its approval, disapproval, or request for additional information for any request to add personnel or contractors to the work program. The requirement to have approved certified personnel will not prohibit the Agency from utilizing a trainee position(s) for up to one (1) year provided the trainee operates under the direct supervision of approved personnel.
 14. The Agency shall require full enforcement of the most current edition of the Nevada State Fire Marshal regulations (Nevada Administrative Code, Chapter 477), the most currently adopted editions of the International Building Code, International Fire Code, Uniform Mechanical Code and the National Fire Protection Association (NFPA) Standards as adopted by any Agency's governing ordinance(s), but never less than those established by the Nevada Department of Public Safety, State Fire Marshal Division in the NAC sections 477.280 through 477.283. State-owned facilities shall be required to comply only with codes and amendments adopted by the State plus those locally adopted codes and standards specific to fire apparatus access to the facility.
 15. Plan review and inspection of automatic fire sprinkler systems by the Agency must be conducted pursuant to National Fire Protection Association (NFPA) Standards. Inspections shall be conducted using the forms specified in the applicable NFPA standards.
 16. Plan review and inspection of the fire alarms must be conducted by the Agency pursuant to NFPA Standard 72, *National Fire Alarm Code*, as modified by the adopted edition of the International Fire Code and provisions contained in both NRS and the NAC.
 17. The Agency is authorized to charge permit applicants such fees as the Agency may adopt for plan reviews and field inspections performed in accordance with this Agreement. The Agency will not charge the State or the Division fees nor will it bill the State or the Division for any of its costs for the services provided under this Agreement.

18. The Agency is prohibited from granting waivers, variances, or approvals of alternate methods, or materials differing from the regulations or adopted codes and standards of the Division. All requests for variances must be reviewed and approved by the Division using the State Fire Marshal's Variance Request procedure in accordance with NAC 477.287. Variances shall be approved only if the State Fire Marshal concurs that the request provides an acceptable alternate means to achieve a comparable level of safety. The Division shall seek input from the Agency in the review of variance requests related, but not limited to, fire apparatus access and water supply, however, the final decision to approve, approve with conditions, or reject the variance request remains solely with the State Fire Marshal. The Division may impose additional fees upon the applicant for its review of a variance request.
19. The Division may develop formats for reporting forms and training guidelines for use by the Agency as they become necessary.
20. The Agency shall submit to the Division an annual report of building plans reviewed, fire protection plans reviewed and of fire inspections conducted each calendar year under this agreement no later than July 5th of each succeeding year. The report forms are attached herewith and are labeled "Attachment BB, #22, Building Plans Review", Fire Protection Plans Review, and Fire Inspections."
21. State Fire Marshal Division Training Bureau will meet with the Agency to ensure the requirements for certification testing are being followed to maintain national accreditation within the state. The Agency shall ensure that individuals who perform these functions maintain a current State of Nevada certification as a written test proctor, or assistant evaluator, or lead evaluator, dependent on the test to be administered and at the level in which these individuals are operating. The Agency shall ensure that all certification proctors and evaluators used by the Agency follow the procedures as outlined in the Division's, *Guidebook for Certification Proctors, lead and Skills Evaluators*.

ATTACHMENT BB

The following is submitted concerning building plans reviewed from _____ to _____.

Permit number	Business name and address	Occupancy type	Occupant load	Project scope	Fire Protection system	Plans Reviewer

1. Occupancy type as listed in IFC 2018 definitions
2. Occupant load as determined in accordance with IFC 2018 table 1004.1.2
3. Identify scope of the project, i.e. new construction, addition, tenant improvement etc...
4. Identify fire protection systems required for scope of project if applicable.
5. Identify the certified plan reviewer.

ATTACHMENT BB

The following is submitted concerning fire protection plans reviewed from _____ to _____.

Permit #	Business name and address	Type of system	Licensed contractor	Associated building permit	Plan reviewer

- 1. Identify type of fire protection system – sprinkler , alarm, suppression
- 2. List the Nevada licensed contractor, license must be current and appropriate for the project scope.
- 3. Identify any associated building permits if applicable.
- 4. Identify the certified plan reviewer.

ATTACHMENT BB

The following is submitted concerning fire inspections conducted from _____ to _____.

Permit number	Business name and address	Inspection type	Certificate of completion	Certified inspector

- 1. List permit number if applicable
- 2. Identify inspection type – i.e. building final, partial, fire final, fire partial, code enforcement etc.
- 3. List the date a certification of completion or compliance was issued if applicable
- 4. Identify the certified inspector conducting the inspection.