

STATE OF NEVADA
LEGISLATIVE COUNSEL BUREAU

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BRIAN L. DAVIE, *Legislative Services Officer* (702) 486-2800

MEMORANDUM

DATE: March 8, 2012

TO: Prospective Consultants

FROM: Julie Waller, Senior Program Analyst
Fiscal Analysis Division

SUBJECT: **Request for Proposals for a Consultant(s) to Assist in the Study of a New Method of Funding for Public Schools in Nevada**

Senate Bill 11, as enacted by the 2011 Legislature, created a committee to study the development of a new method for funding public schools in Nevada. In conducting the study, the Committee will:

1. Consider a new funding method that considers individual student needs and characteristics inherent in an increasingly diverse student population in the state;
2. Examine other states' methods of funding public schools and the extent to which individual student needs and characteristics are addressed;
3. Consult with and solicit input from individuals and organizations with expertise relevant to the purpose of developing a new method for funding public schools in the state;
4. Submit to the Legislative Commission a report of its findings and any proposed methods for funding public schools in the state and any recommendations for legislation before the commencement of the 77th Session of the Nevada Legislature in February 2013; and
5. Carry out its duties to the extent money is available from sources including, without limitation, gifts, grants and donations.

Pursuant to subsection 3, of Section 22 of Senate Bill 11 (Attachment A), the Committee is requesting proposals from consultants to assist the Committee in conducting the study. The resultant contract(s) will be effective from approximately **April 27, 2012, through September 30, 2012, with the deliverables contained within the Scope of Work primarily completed by August 31, 2012.**

March 8, 2012

Page 2

The Request for Proposals is attached. Proposals may be submitted on paper or electronically. All proposals must be received by the Fiscal Analysis Division on or before **5:00 p.m. PST, on Friday, April 6, 2012**. If a proposal is submitted on paper, one (1) original and six (6) copies must be submitted by the deadline date. **No allowance will be made for late submission.**

All questions pertaining to the Request for Proposals must be made in writing to Julie Waller at jwaller@lcb.state.nv.us. Questions will be accepted until 5:00 p.m. PST, on **Monday, March 19, 2012**. To the extent possible, responses to all vendor questions will be posted publicly by 5:00 p.m., PST, on or by **Monday, March 26, 2012**, on the legislative website at <http://www.leg.state.nv.us/App/rfp/A/Default.aspx>.

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**REQUEST FOR PROPOSALS FOR A CONSULTANT(S) TO ASSIST IN THE STUDY
OF A NEW METHOD FOR FUNDING OF PUBLIC SCHOOLS IN NEVADA**

Release Date: March 8, 2012

Closing Date: April 6, 2012 Time: 5:00 p.m. PST

For additional information, please contact:

Julie Waller, Senior Program Analyst, Fiscal Analysis Division
Legislative Counsel Bureau, 401 South Carson Street, Carson City, NV 89701-4747
Telephone: (775) 684-6821 Email: jwaller@lcb.state.nv.us

Firm Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (____) _____ Federal Tax ID #: _____

Signed: _____ Date: _____

Print Name and Title: _____

TABLE OF CONTENTS

		<u>Page</u>
I.	GENERAL INFORMATION	3
II.	SCOPE OF WORK	5
III.	PROPOSAL PREPARATION AND SUBMISSION	8
IV.	USE OF SUBCONTRACTORS	9
V.	CONFIDENTIALITY OF PROPOSALS	9
VI.	EVALUATION OF PROPOSALS	9
VII.	PUBLICITY	10
VIII.	LIABILITY INSURANCE	10
IX.	INDEMNIFICATION	11
X.	TERMINATION	11
XI.	PAYMENT	12
XII.	NO ASSIGNMENT, TRANSFER OR DELEGATION	12
XIII.	INDEPENDENT CONTRACTOR	12
XIV.	CONFIDENTIALITY OF INFORMATION	13
XV.	STATE OWNERSHIP	13
XVI.	PROJECT RECORDS	14
XVII.	COMPLIANCE WITH LAWS	14
XVIII.	REQUEST FOR PROPOSALS APPLICATION	14

I. GENERAL INFORMATION

The Legislative Counsel Bureau (LCB) is the nonpartisan, centralized agency serving both houses and all members of the Nevada Legislature. The Fiscal Analysis Division of the LCB provides the Legislature with independent reviews and analyses of budgetary and fiscal matters.

The Nevada Plan for School Finance is the existing model that provides for the financial support of the school districts, charter schools and university schools for profoundly gifted pupils in the state. In order to ensure an adequate educational opportunity for all Nevada students, regardless of individual school district wealth, the 1967 Legislature adopted the Nevada Plan as the primary mechanism to finance elementary and secondary public education.

Under the Nevada Plan, the state determines a guaranteed amount of funding (statewide average basic support per pupil) for each of the local school districts and charter schools. The revenue, which provides the guaranteed funding, is derived both from state and local sources. The formula in the Nevada Plan is expressed as: state financial aid to school districts equals the difference between school district basic support guarantee and local available funds produced by mandatory taxes minus all the local funds attributable to pupils who reside in the county but attend a charter school or a university school for profoundly gifted pupils (NRS 387.121).

From the statewide average basic support per pupil, the Nevada Department of Education calculates a separate basic support per pupil figure for each school district, using a formula that considers the economic and geographic characteristics of each district. The dollar amount of basic support differs across school districts due to variations in the cost of living, differences in the costs of providing education based on school size, and the cost per pupil of administration and support services. A wealth adjustment, based on each district's ability to generate revenue in addition to the guaranteed level of funding, is also included in the formula. Varying levels of categorical funding, outside of the funding formula, are available to support public schools in the state.

The state's public school finance funding model was last reviewed as a result of the 2005 Legislature's adoption of Assembly Concurrent Resolution No. 10, which directed the Legislative Commission to conduct an interim study on the adequacy of the system of school finance in Nevada. The study was conducted during the 2005-2006 interim period by an independent, nationally-recognized consultant, though recommendations from the study were not ultimately implemented by the 2007 Legislature. An electronic copy of the committee's report can be obtained at:

<http://www.leg.state.nv.us/Division/Research/Publications/InterimReports/2007/Bulletin07-07.pdf>

Actions of the 2011 Legislature

The state's K-12 education budgets include the Distributive School Account (DSA), the School Remediation Trust Fund, the Grant Fund for Incentives for Licensed Educational Personnel, the State Supplemental School Support Fund, and the Other State Education Programs account.

The total required state support of school district and charter school expenditures within the DSA totals \$2.505 billion and \$2.564 billion for FY 2012 and FY 2013. The state's share of funding in the approved budget is largely provided by General Fund appropriations of \$1.088 billion in FY 2012 and \$1.111 billion in FY 2013, totaling \$2.199 billion for the 2011-13 biennium. The 2011 Legislature approved guaranteed basic support of \$5,263 per pupil in FY 2012 and \$5,374 per pupil in FY 2013, an increase of \$386 and \$496 per pupil in FY 2012 and FY 2013. Total approved General Fund for K-12 education (excluding the Department of Education budgets) represents approximately 37.3 percent of the state's General Fund for the 2011-13 biennium.

An electronic summary of the state's legislatively approved K-12 education budgets for the 2011-13 biennium can be obtained at:

http://www.leg.state.nv.us/Division/fiscal/FISBU210/BASN210_2011-13/020_EDUCATION_SUMMARY.pdf (pages 1 through 11).

Senate Bill 11 of the 2011 Legislative Session

Pursuant to Senate Bill 11 of the 2011 Legislative Session, a committee comprised of six (6) Legislators of which three (3) members are appointed by the Majority Leader of the Senate and three (3) are appointed by the Speaker of the Assembly, will:

1. Consider a new method for funding public schools that effectively addresses the variety of individual student needs and characteristics inherent in an increasingly diverse student population in the state;
2. Examine other states' methods of funding public schools and the extent to which individual student needs and characteristics are addressed;
3. Consult with and solicit input from individuals and organizations with expertise relevant to the purpose of developing a new method for funding public schools in the state;
4. Submit to the Legislative Commission a report of its findings and any proposed methods for funding public schools in the state and any recommendations for legislation before the commencement of the 77th Session of the Nevada Legislature in February 2013; and
5. Carry out its duties only to the extent money is available from sources including, without limitation, gifts, grants and donations.

II. SCOPE OF WORK

1. Inventories of States that Address Individual Student Needs and Characteristics

A. The consultant shall provide the Committee with a list of the states that presently incorporate individual student needs and characteristics in their methods for financing public schools. The consultant must note which states factor in individual student needs and characteristics as part of the funding formula for public education or through other funding mechanisms such as, but not limited to, categorical grants. For purposes of this list, individual student needs and characteristics must include:

1. Pupils with disabilities, including mild, moderate and severe classifications;
2. English Language Learners;
3. Pupils who are at-risk as defined by certain metrics such as, but not limited to, test scores or students eligible to receive free or reduced-priced meals; and
4. Any other individual student needs and characteristics addressed in the funding models of other states that are deemed notable by the consultant.

The list provided by the consultant must identify the individual student needs and characteristics addressed and a brief description of the manner in which each identified student need or characteristic is incorporated into the state's funding model for public education. In addition, the consultant shall identify how other funding sources available for each identified student need or characteristic (federal, local or other) are accounted for, or are incorporated into, the state's funding model for public education.

B. The consultant shall provide the Committee with a list of states that incorporate the needs and challenges of school districts with small schools in remote areas in their methods for financing public schools. Specifically, the list provided by the consultant will include, but not be limited to, detailed information on how each state considers within the state's funding formula for public education or other funding mechanisms such as, but not limited to, categorical grants, the impact of small schools in remote areas.

2. Analysis of Methods Used in Selected Comparable States for Addressing the Individual Student Needs and Characteristics

A. The consultant shall select five states most comparable to Nevada in terms of demographics and the existence of urban and rural regions and provide an analysis of the methods of public school finance in those states. The analysis must focus on, but not be limited to:

1. The manner in which the methods for financing the public schools in

those states address the individual needs and characteristics of students including, but not limited to:

- a. Pupils with disabilities, including the classifications of mild, moderate and severe;
 - b. English Language Learners;
 - c. Pupils who are at-risk, as defined by certain metrics such as, but not limited to test scores or students eligible to receive free or reduced-priced meals; and
 - d. Any other individual student needs and characteristics addressed in the funding models of other states that are deemed notable by the consultant.
2. The manner in which the methods for financing public schools in those states, including additional states which may be required to be selected as set forth below, address the financial needs of school districts with small schools in remote areas.

If at least three of the five states selected by the consultant for analysis as required in section 2(A) do not address the financial needs of school districts with small schools in remote areas, the consultant will select additional states for purposes of the analysis required by 2(A)(1) and 2(A)(2), as necessary, to ensure that at least three states selected address these criterion.

The analysis must provide the similarities and the differences between the method of public schools finance in the states selected for analysis and the Nevada Plan. The consultant shall provide the Committee, in addition to the written analysis, with a matrix, table or other summary level format that identifies the primary components of the funding methods used in Nevada and the primary components of the funding methods used in the selected states.

- B. In the delineation of the components or characteristics of each selected state's method of funding public schools, the written analysis prepared by the consultant must identify those formula components or characteristics that the consultant considers to be a "best practice" for ensuring:
1. The individual needs and characteristics of students are addressed and;
 2. The needs and challenges of school districts with small schools in remote areas, are addressed.

The consultant shall define the criteria, such as an accepted national standard, used to determine whether a component or characteristic is a "best practice."

3. Based upon the results of the study, the consultant shall provide written recommendations to improve Nevada's existing school funding model to incorporate those formula components or characteristics that the consultant considers to be a "best practice" for ensuring that the individual needs and characteristics of students and challenges of smaller school districts and districts with small schools, including small schools in remote areas that are 50 or more miles apart from another school within a district, are addressed.

For each written recommendation, the consultant shall:

- A. Show the fiscal impact to each school district in the state and the state as a whole; and
- B. Propose options for implementation, including a basis and time interval for updating the school formula funding model in the future.

4. Deliverables and Attendance at Meetings of the Committee

The consultant shall submit a preliminary written report that includes the results of the consultant's study for the deliverables (1) to (3) inclusive, set forth in this Scope of Work, which must include any recommended changes to Nevada's school funding model or any recommendations for improvement to that model. The preliminary written report must be submitted on or before August 1, 2012, with a final written report due on or before August 28, 2012.

As part of the Scope of Work, the consultant must be prepared to attend at least two (2) meetings of the Committee to Study a New Method of Funding for Public Schools in Nevada. At the first meeting, the consultant shall provide the Committee with a preliminary written report based upon the results of the study that includes the findings of the consultant's study for the deliverables (1) to (3) inclusive, and must be available to answer questions from the Committee. At the second meeting, the consultant shall present a final report with any recommendations for changes or improvement to Nevada's school funding model and shall assist the Committee with any final questions pertaining to the study. The cost of attending Committee meetings must be included as part of the proposal's budget as no additional funding will be made available for consultant travel costs.

Staff from the LCB and Nevada Department of Education (NDE) will be available to assist the consultant in the gathering of Nevada-specific information and data needed to complete the Scope of Work. However, the amount of time and resources necessary to assist the consultant should not interfere with the daily workload or require overtime by the staff of the LCB or the NDE. Proposals should include an anticipated schedule for LCB and NDE staff and resources necessary to assist the consultant in completing the project.

III. PROPOSAL PREPARATION AND SUBMISSION

Proposals shall be prepared in accordance with this Request for Proposals and must incorporate this document. Proposals may be submitted on paper or electronically. All proposals must be received by the Fiscal Analysis Division on or before **5:00 p.m. PST, on Friday, April 6, 2012**. If a proposal is submitted on paper, one (1) original and six (6) copies must be submitted by the deadline date. If submitted in paper form, consultants who do not submit the required number of copies may be disqualified. **No allowance will be made for late submission.**

Proposals on paper must be submitted to:

Julie Waller, Senior Program Analyst
Fiscal Analysis Division
Legislative Counsel Bureau
401 South Carson Street
Carson City, Nevada 89701-4747

Proposals in electronic format must be submitted to:

jwaller@lcb.state.nv.us

The consultant's company name shall appear on each page of the proposal. The person signing the proposal must initial any erasures, cross-outs, alterations, or other changes.

The person signing the proposal must be authorized to legally commit the consultant and conduct negotiations or discussions if requested and/or required.

Proposals that are incomplete, appear unrealistic in terms of technical commitments, demonstrate a lack of technical competence, or are indicative of a failure to comprehend the complexity and risk of a contract may be rejected.

The LCB reserves the right to alter, amend, or modify any provision of this Request for Proposals, or to withdraw this Request for Proposals at any time before awarding the contract. Any revision will be sent to all known interested parties and posted in the same places as the original Request for Proposals.

The LCB reserves the right to reject any or all proposals, to waive any informalities and/or minor irregularities, and to make the award in the best interest of the Nevada Legislature, with or without further discussion or negotiations.

The LCB assumes no liability for any cost incurred by consultants in the preparation, delivery, or any subsequent meetings relative to responses to the Request for Proposals, or any costs incurred by consultants for travel and other expenses if an oral presentation is requested in the evaluation of proposals.

Proposals may be modified by the consultant at any time, in written or electronic form, prior to the closing date at 5:00 p.m. PST, on **April 6, 2012**. If modified in written paper form, one original and six copies are required for each modification submitted.

Proposals may be withdrawn at any time, by written notice to the LCB. Proposals or modifications received after the closing date of 5:00 p.m. PST, on **April 6, 2012**, will not be considered.

Responses to this Request for Proposals will be the primary source of information used in the evaluation process. Therefore, consultants are requested and advised to be as complete as possible in the initial response. However, the LCB may 1) contact any consultant to clarify any response, 2) contact any current users of a consultant's services, 3) solicit information from any available source concerning any aspect of the proposal, and 4) seek and review any other information it deems pertinent to the evaluation process.

IV. USE OF SUBCONTRACTORS

If necessary due to the specific skills or tasks required to complete the Scope of Work in this Request for Proposals, the consultant may subcontract with one or more individuals or groups to perform those specific tasks or duties. If a consultant intends to subcontract for services to perform any portion of the Scope of Work, the proposal submitted to the LCB must include the name of the individual or group with which the consultant intends to subcontract, the portion of the Scope of Work for which the subcontractor is to be utilized, the qualifications and prior experience of the subcontractor relative to the specified tasks or duties, and the costs required for the subcontractor to perform these duties.

V. CONFIDENTIALITY OF PROPOSALS

Proposals submitted in response to this Request for Proposals will be kept confidential by LCB staff until the day following the deadline for submission of proposals at which time the proposals will be made available to the public upon request.

VI. EVALUATION OF PROPOSALS

The Committee to Study a New Method of Funding Public Education in Nevada will evaluate the proposals, but reserves the right to delegate the review of proposals to a subcommittee or to staff of the LCB. Proposals will be evaluated on all factors, including, but not limited to:

1. Responsiveness of proposal to the Request for Proposals.
2. Functional and technical merits of proposal.
 - A. Qualifications of consultant.
 - B. Qualifications of assigned staff.

- C. Prior experience.
 - D. Project work plan and timeline to complete the specific components of the Scope of Work.
 - E. Understanding of technical requirements.
 - F. Understanding of Nevada's K-12 education funding methodology.
3. Use of subcontractor (if applicable).
 - A. Scope of Work to be completed by subcontractor.
 - B. Qualifications of subcontractor to complete the specified Scope of Work.
 - C. Prior experience of the subcontractor related to the specified Scope of Work.
 - D. Project work plan and timeline for the subcontractor to complete the specified Scope of Work.
 - E. Understanding of the technical requirements of the specified Scope of Work to be completed by the subcontractor.
 - F. Itemized cost associated with the services provided by the subcontractor.
 4. Proposed method to accomplish the Scope of Work.
 5. Itemized cost associated with the specific components of the Scope of Work.
 6. An oral presentation to the Committee by the consultant may be requested.

(The order listed above is not necessarily an indication of the relative importance of these factors.)

VII. PUBLICITY

No announcement concerning the awarding of the contract as a result of the Request for Proposals can be made by the successful consultant without the prior written approval of the LCB. Additionally, the successful consultant shall not use in its external advertising, marketing programs or other promotional efforts, any data, pictures, or other representations of the state of Nevada, the Nevada Legislature or the LCB, except on the specific advance written authorization by the LCB.

VIII. LIABILITY INSURANCE

1. During the term of the agreement, the successful consultant shall maintain comprehensive public liability and property damage insurance coverage of not less than \$1,000,000 in a form and with an insurer or insurers acceptable to the LCB. The policy shall be a combined single limit, bodily injury and property damage, against liability arising out of the services of the successful consultant, its officers, employees, subcontractors and agents, on the project. The successful contractor agrees to name the state of Nevada, the Nevada Legislature, its officers, employees and agents as additional insureds on the policy. The successful consultant may comply with the requirements of this section by endorsement to any blanket policy of insurance carried by the successful consultant provided that the blanket policy meets the requirements of

this section. The cost to provide the liability insurance required by this section must be stated separately in the response to this Request for Proposals.

2. Evidence of the policy or policies required by paragraph 1 must be furnished to the LCB at the time of the signing of the agreement and thereafter from time to time as reasonably requested by the LCB. Such evidence must show that the policy or policies shall not be modified or terminated without at least 30 days prior, written notice to the LCB.

IX. INDEMNIFICATION

1. The successful consultant agrees to hold harmless, indemnify and defend the state of Nevada, the Nevada Legislature and their officers, employees and authorized agents against any claim, action, loss, damage, injury, liability, cost and expense of any kind or nature arising from the consultant's breach of the representations, warranties or obligations under the agreement or from the consultant's negligent acts or omissions in performing the agreement.
2. In any claim against the state of Nevada or the Nevada Legislature, their officers, employees and authorized agents by any employee, any subcontractor of the successful consultant, or any person directly or indirectly employed by any of them, or any person for whose acts any of them may be liable, this indemnification shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the successful consultant or any subcontractor under workers' compensation acts, disability benefits acts, or other employee benefit acts.
3. The remedy provided by the indemnification set forth in this section is in addition to, and not in lieu of, any other remedy. This indemnification must not be diminished or limited in any way to the total limit of insurance required by the agreement or otherwise available to the successful consultant.

X. TERMINATION

1. The LCB may at any time, for its convenience and without cause, terminate all or part of the agreement. To terminate the agreement pursuant to this paragraph, the LCB must deliver a notice of termination without cause. Termination of the agreement pursuant to this paragraph shall be within the sole discretion of the LCB and shall become effective upon receipt by the contractor of the notice of termination without cause. The LCB's liability to the contractor with respect to termination without cause is limited to the reasonable costs incurred by the contractor before the effective date of the termination, but not to exceed the maximum fixed fee for the agreement. If requested, the contractor shall substantiate any cost submitted for payment with proof satisfactory to the LCB. This paragraph does not apply to termination for cause.

2. The contractor is in default of the agreement and the LCB may terminate the agreement for cause if the LCB determines any one of the following:
 - A. The quality of the work performed by the contractor is unacceptable;
 - B. The contractor fails to comply with the terms of the agreement to the satisfaction of the LCB;
 - C. The project is more than 30 days behind schedule;
 - D. The contractor has breached the agreement in any other respect; or
 - E. The contractor has sought, or been forced to seek, protection under the Federal Bankruptcy Act.
3. The LCB is in default of the agreement if, at any time, the LCB materially breaches any term of the agreement.
4. To terminate the agreement for cause, the non-defaulting party shall send to the defaulting party a notice of default. Termination shall become effective ten (10) days after the defaulting party receives the notice of default unless during those ten (10) days the defaulting party cures the default.
5. If the LCB terminates the agreement for cause, the LCB is not liable for any costs incurred by the contractor and the LCB may procure the services from other sources and hold the contractor liable for any excess cost occasioned thereby.

XI. PAYMENT

The consultant will be required to submit monthly progress reports and will be allowed to submit itemized bills to the LCB with those reports. The LCB will pay each bill within 30 days after approval of the bill and any associated progress report by the LCB. Ten percent (10%) will be withheld from each payment and will be paid within 30 days after the consultant has completed all of the deliverables and services set forth in the contract between the parties.

XII. NO ASSIGNMENT, TRANSFER OR DELEGATION

The successful consultant shall not subcontract, assign, transfer or delegate, or otherwise dispose of any rights, obligations or duties under the contract without the prior written consent of the LCB.

XIII. INDEPENDENT CONTRACTOR

The parties agree that the successful consultant is an independent contractor and is not a state employee and there will be no:

1. Withholding of personal income taxes by the state of Nevada;
2. Industrial insurance coverage funded by the state of Nevada;

3. Participation in group insurance plans which may be available to employees of the state of Nevada;
4. Participation or contribution by either the independent contractor or the state of Nevada to the Public Employees' Retirement System;
5. Accumulation of vacation leave or sick leave; or
6. Unemployment compensation coverage provided by the state of Nevada.

XIV. CONFIDENTIALITY OF INFORMATION

The successful consultant must agree to maintain the confidentiality of any information, records, and data obtained for the purpose of performing its duties under the contract. The successful consultant must further agree not to use such information for any purpose other than its performance under the contract and that it will require its employees and subcontractors to comply with the confidentiality requirements of this section.

XV. STATE OWNERSHIP

All work performed and all reports, materials, work products and deliverables prepared for the LCB and the Committee to Study a New Method of Funding Public Schools in Nevada pursuant to the contract are the property of the state of Nevada and all title and interest therein shall vest in the LCB and shall be deemed to be a work made for hire and made in the course of the services rendered hereunder. To the extent that title to any such reports, materials, work products and deliverables may not, by operation of law, vest in the LCB or such reports, materials, work products and deliverables may not be considered works made for hire, all rights, title, and interest therein must be irrevocably assigned to the LCB. All such reports, materials, work products and deliverables shall belong exclusively to the LCB, with the LCB having the right to obtain and to hold in its own name copyrights, registrations or such other protection as may be appropriate to the subject matter, and any extensions and renewals thereof.

The successful consultant shall agree not to use, willingly allow, or cause to have such reports, materials and work products used for any purpose other than the performance of its obligations under the contract without the prior written consent of the LCB.

Further, the successful consultant shall agree to give to the LCB and any person designated by the LCB, reasonable assistance, at the expense of the state of Nevada, required to protect the rights defined in this section. Unless otherwise requested by the LCB, upon the completion of the services to be performed, the successful consultant shall immediately turn over to the LCB all reports, materials, work products and deliverables developed pursuant to the contract.

XVI. PROJECT RECORDS

The consultant must agree that the books, records, documents and accounting procedures and practices of the consultant relevant to the agreement are subject to inspection, examination, audit and copying by a person designated by the LCB, at reasonable times and with reasonable notice. The LCB may request at any time, and the consultant shall provide, any such documentation in a form acceptable to the LCB at a location determined by the LCB.

The successful consultant must further agree to preserve and make available any books, records and documents relevant to the performance of the contract for a period of three (3) years after the date of final payment under the contract. If the contract is completely or partially terminated, the books, records and documents relating to the work terminated shall be preserved and made available for a period of three (3) years after the date of any resulting final settlement.

XVII. COMPLIANCE WITH LAWS

The successful vendor shall comply with all applicable federal, state, county, and local laws, ordinances, regulations, and codes in the performance of its duties under the contract.

XVIII. REQUEST FOR PROPOSALS APPLICATION

INSTRUCTIONS: Thoroughly complete all information requested starting as follows (1 through 6). Provide any additional information regarding your company that would be helpful in evaluating your proposal. Proposals may be submitted on paper or electronically. **If the proposal is submitted in paper form, please submit ONE (1) ORIGINAL AND SIX (6) COPIES with your proposal.**

All proposals must be received by the Fiscal Analysis Division of the LCB on or before **5:00 p.m. PST, on Friday, April 6, 2012.** **No allowance will be made for late submission.**

QUESTIONS: All questions pertaining to this Request for Proposals must be made in writing to Julie Waller at jwaller@lcb.state.nv.us. Questions will be accepted until 5:00 p.m. PST, on March 19, 2012. To the extent possible, responses to all vendor questions will be posted publicly on the legislative website at <http://www.leg.state.nv.us/App/rfp/A/Default.aspx> by 5:00 p.m. PST, on or before March 26, 2012.

1. CONSULTANT SUMMARY INFORMATION

- A. FIRM NAME
- B. ADDRESS
- C. TELEPHONE
- D. CONTACT PERSON
- E. FEDERAL TAX ID #

2. DESCRIPTION OF COMPANY

Describe your company, including organizational structure, age, location of offices, experience, financial stability, and qualifications of key personnel assigned to the project.

3. COMPANY OWNERS

If not a publicly held company, provide a complete list of owners and officers of company.

4. PROJECT WORK PLAN AND TIMELINE

The proposed work plan must include a detailed plan and time schedule identifying the work activities that must occur, responsibilities of the consultant and the final products that will be produced.

5. COST – INCLUDING ITEMIZATION OF SCOPE OF WORK COMPONENTS

The cost proposal must include an itemization of the cost associated with Sections 1 through 4 of the Scope of Work and the itemized cost of each component specified in subsections (A) through (B) of Sections 1 through 3.

6. CURRENT REFERENCES FOR THE LEGISLATIVE COUNSEL BUREAU

List a minimum of four (4) references, including the name of a contact person, name of company, address, and telephone number who the LCB may contact. References which can speak to prior work engagements with similar scopes of work and higher education are preferable.

ATTACHMENT A

Senate Bill No. 11–Committee on Finance

CHAPTER.....

AN ACT relating to public school finance; directing the Legislative Commission to appoint a committee to conduct an interim study concerning the development of a new method for funding public schools in this State; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Under existing law, the Nevada Plan for School Finance provides for the financial support of the school districts, charter schools and university schools for profoundly gifted pupils. The formula in the Nevada Plan is expressed as: State financial aid to school districts equals the difference between school district basic support guarantee and local available funds produced by mandatory taxes minus all the local funds attributable to pupils who reside in the county but attend a charter school or a university school for profoundly gifted pupils. (NRS 387.121) **Section 22** of this bill directs the Legislative Commission to appoint a committee to conduct an interim study concerning the development of a new method for funding public schools in Nevada.

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Sections 1-20. (Deleted by amendment.)

Sec. 21. The Legislature hereby finds and declares that:

1. In 1967, the Legislature, as a response to circumstances prevailing at the time and to allow the State to fulfill its responsibility to appropriately fund public schools, adopted a new method, known as the Nevada Plan, for funding public schools;
2. By considering and adopting the Nevada Plan, the Legislature recognized that changing circumstances in the State and changes in the student population in the State would necessitate changes to the Nevada Plan;
3. In 2011, the State and its public schools face remarkably different conditions than in 1967;
4. Nevada is home to both one of the largest school districts in the nation and one of the smallest school districts in the nation;
5. The educational needs and demographic characteristics of students in the public schools vary widely and have disparate impacts on the ability of each student to have a quality education;
6. The fundamental purpose of the State’s public education system is to ensure a reasonably equal opportunity for each student to have a quality education;



7. The needs and characteristics of each student have a direct influence on the ability of that student to take advantage of an opportunity for a quality education;

8. Recent education reforms, including the adoption of common core standards, the advancement of empowerment schools and charter schools, the creation of the Teachers and Leaders Council of Nevada and other important advancements in the public education system will enhance the ability of public schools to meet the needs of individual students;

9. Such reforms are specifically designed to improve and advance the purpose of the State's public education system and to help prepare students for higher education and for careers;

10. The success of these reforms depends on a funding method that effectively meets the variety of individual student needs and characteristics inherent in an ever-growing and increasingly diverse student body;

11. Recent economic problems in the State have illustrated the necessity of using every public dollar to its maximum benefit;

12. Many other states use funding systems based on individual student needs and characteristics to advance their goals regarding student achievement; and

13. A new method for funding public schools in this State is necessary to continue to improve and advance the purpose of the State's public education system.

Sec. 22. 1. The Legislative Commission shall appoint a committee to conduct an interim study concerning the development of a new method for funding public schools in this State.

2. The committee must be composed of six Legislators as follows:

(a) Three members appointed by the Majority Leader of the Senate, at least one of whom must be appointed from the membership of the Senate Standing Committee on Education during the 76th Session of the Nevada Legislature; and

(b) Three members appointed by the Speaker of the Assembly, at least one of whom must be appointed from the membership of the Assembly Standing Committee on Education during the 76th Session of the Nevada Legislature.

3. The committee shall consult with and solicit input from individuals and organizations with expertise in matters relevant to the purpose of developing a new method for funding public schools in this State.



4. Any such method proposed by the committee must:

- (a) Be consistent with the constitutional responsibility of the Legislature to provide for a uniform system of common schools; and
- (b) Account for, and be based on, differences in the needs and characteristics of individual students.

5. The committee shall submit a report on its findings, including, without limitation, any proposed methods for funding public schools in this State and any recommendations for legislation, to the 77th Session of the Nevada Legislature.

6. The committee shall carry out the duties of this section only to the extent that money is available to do so from sources including, without limitation, gifts, grants and donations.

Sec. 23. This act becomes effective on July 1, 2011.

