






TO: SOUTHERN NEVADA DISTRICT BOARD OF HEALTH DATE: September 25, 2025

RE: *Approval of contract renewal with Info-Tech Research Group (“Info-Tech”) to provide strategy, governance, security, policy and operational consulting and related activities.*

PETITION #09-26

That the Southern Nevada District Board of Health *approve Amendment A04 to the existing service agreement C1900036 between the Southern Nevada Health District and Info-Tech Research Group for strategy, governance, security, policy and operational consulting and related activities.*

PETITIONERS:

Cassius Lockett, PhD, *District Health Officer* 
Kim Saner, Esq., *Deputy District Health Officer - Administration* 
Jason Frame, *Chief Information Officer* 

DISCUSSION:

The Southern Nevada Health District (SNHD) has engaged Info-Tech Research Group for professional services geared toward strategy development, AI and Data governance, cybersecurity, contract negotiation, policy creation and technology operational consulting and other related activities. This is a three-year continuation of the original agreement. By renewing early, we will still be contracted under the FY24 GSA rate and avoid the new FY26 GSA rates and bundle changes which are set to increase on October 1. This will provide \$35,814 annual savings.

The contract amendment utilizes established GSA competitive rates.

FUNDING:

These additional years' fees will be added to upcoming budgets. Funding will be from the general fund.



**AMENDMENT A04 TO
SERVICE AGREEMENT WITH INFO-TECH RESEARCH GROUP
C1900036**

THIS AMENDMENT A04 IS MADE WITH REFERENCE TO Service Agreement (“Agreement”) with Info-Tech Research Group, Effective Date October 28, 2018, and as amended on July 31, 2020, July 31, 2022, and July 30, 2023, by and between Southern Nevada Health District (“Health District”) and Info-Tech Research Group (“Info-Tech”) (individually “Party” and collectively “Parties”).

WHEREAS, the Parties mutually desire to extend the Agreement for an additional three (3) years, through July 30, 2029.

NOW THEREFORE, the Parties agree to amend the Agreement as follows:

- 1) Exhibit 1-A04, Service Dates July 30, 2026 through July 29, 2028 is hereby added to the Agreement, and is attached hereto and expressly incorporated by reference herein.
- 2) Exhibit 1-A03, Service Agreement with Info-Tech Research Group, Service Dates July 30, 2023 through July 29, 2026 is hereby deleted in its entirety and replaced with Exhibit 2-A04, Service Dates July 30, 2023 through July 29, 2026, which is attached hereto and expressly incorporated by reference herein.
- 3) Attachment C-A03, Historical Record of Services provided from July 31, 2020 through July 30, 2023, is hereby deleted in its entirety and replaced with Attachment C-A04, which is attached hereto and expressly incorporated by reference herein.
- 4) Attachment D-A03, Historical Records of Services Provided from July 31, 2022 through July 30, 2023 is hereby deleted in its entirety and replaced with Attachment D-A04, which is attached hereto and expressly incorporated by reference herein.
- 5) Attachment E-A03, Historical Record of Services Provided from October 28, 2018 through July 30, 2020 is hereby deleted in its entirety and replaced with Attachment E-A04, which is attached hereto and expressly incorporated by reference herein.

This Amendment A04 is effective on the date of the last signature affixed hereto.

Except as expressly provided in this Amendment A04, all the terms and provisions of the Agreement are and will remain in full force and effect and are hereby ratified and confirmed by the Parties.

[SIGNATURE PAGE TO FOLLOW]

BY SIGNING BELOW, the Parties hereto have approved and executed this Amendment A04 to Agreement C1900036.

SOUTHERN NEVADA HEALTH DISTRICT

INFO-TECH RESEARCH GROUP

By: _____
Cassius Lockett, PhD
District Health Officer

By: _____
Name:
Title:

APPROVED AS TO FORM:

This document is approved as to form.

Signatures to be affixed after approval of

By: **Southern Nevada District Board of Health.**

Heather Anderson-Fintak, Esq.
General Counsel
Southern Nevada Health District

EXHIBIT 1, A04

SERVICE AGREEMENT C1900036 WITH INFO-TECH RESEARCH GROUP INC

Service Start Date: July 31, 2026 || Contract Length: 3-year

Contact: Jason Frame

Southern Nevada Health District

| Product | Bundle Options | Description | Quantity | Subtotal | Discount | Total |
|--------------------------------------|---|---|----------|-------------|------------|--------------|
| Small Enterprise Advisory Membership | | Unlimited analyst calls, full diagnostic access, 1 combined Contract Review / Price Benchmarking and Negotiation Engagement, 1 software selection engagement | 2.00 | \$38,484.52 | \$2,309.08 | \$36,175.44 |
| Team Membership | | Access to core research content - project blueprints, Info-Tech Academy, online Leadership training, software selection content, tools and templates library | 4.00 | \$16,972.64 | \$1,018.36 | \$15,954.28 |
| Executive Counselor Membership | See below for your selected bundle products | Dedicated Executive Counselor, 2 Onsite/Virtual Counselor visits, Concierge Services, Industry Research, Unlimited Price Benchmarking, IT Vendor Negotiation Assistance for 3 contracts | 1.00 | \$65,621.03 | \$3,937.26 | \$61,683.77 |
| | Online IT Spend & Staffing Benchmarking Membership | IT Spend & Staffing Benchmarking Membership (Online) | 1.00 | | | |
| | Industry /MLE (Executive/ Technical Counselor Option) | Deep Insights Tailored To Your Industry | 1.00 | | | |
| Total Discounts: | | | | | | \$7,264.70 |
| Total: | | | | | | \$113,813.49 |

All items stated on this document are in USD and is subject to applicable taxes.

EXHIBIT 1, A04

Federal Supply Service Authorized Federal Supply Schedule Price List (GSA) - GS-35F-298GA

Payment Terms: Prompt payment terms 0%, Net 30 days

Unless otherwise stated, consulting and workshop engagements do not include travel and expenses, which will be charged in addition to the fees listed. Workshops purchased as part of membership expire without refund or credit at the end of the membership period covered by the purchase. Workshops purchased outside membership expire without refund or credit 1-year after purchase. Please work with your member services representative to select and schedule workshops prior to expiration.

Subject to applicable taxes. If your company is tax exempt, please provide a valid tax exemption certificate with the signed proposal. This Service Agreement is subject to the terms of the Federal Supply Schedule for Info-Tech, available online, including s 552.238-114 (Use of Federal Supply Schedule Contracts by Non-Federal Entities) of the GS-35F-298GA Contract Clause

Unless agreed to in writing, any customer terms, including purchase order terms and conditions, are of no force or effect. By signing this Service Agreement, you agree to pay the fees set out herein annually for the term indicated.

This proposal has a definite expiry date of September 30, 2025.

Please return this signed Service Agreement to Info-Tech by DocuSign, email jabbott@infotech.com or fax (1-519-432-2506). Please include PO if required. Thank you for your business!

The signature below affirms your commitment to pay for the services ordered in accordance with the terms of this Service Agreement and the GSA Approved Terms of Use.

If you are tax exempt, please provide tax exemption certificate.

| Term Number | Invoice Date | Invoice Amount | Term Start Date | Term End Date | Notes |
|-------------|--------------|----------------|-----------------|---------------|--------------------|
| 1 | May 1, 2026 | \$113,813.39 | July 28, 2026 | July 28, 2027 | Year 1 of services |
| 2 | May 1, 2027 | \$113,813.39 | July 28, 2027 | July 28, 2028 | Year 2 of services |
| 3 | May 1, 2028 | \$113,813.39 | July 28, 2028 | July 28, 2029 | Year 3 of services |

Name Cassius Lockett, PhD

Signature by: _____

Title District Health Officer

Date _____

EXHIBIT 2-A04

SERVICE AGREEMENT C1900036 WITH INFO-TECH RESEARCH GROUP

Service Start Date: July 30, 2023 || Contract Length: 3-year
Contact: Jason Frame

Southern Nevada Health District

| Product | Description | Quantity | Subtotal | Discount | Total |
|--------------------------------------|--|----------|-------------|-------------|-------------|
| Counselor Membership | Dedicated Executive Counselor, 1 Onsite/Virtual Counselor visit, Unlimited Price Benchmarking, IT Vendor Negotiation Assistance for 2 contracts | 1.00 | \$46,901.76 | \$4,572.92 | \$42,328.84 |
| Small Enterprise Advisory Membership | Unlimited analyst calls, full diagnostic access, 1 combined Contract Review / Price Benchmarking and Negotiation Engagement, 1 software selection engagement | 2.00 | \$35,224.18 | \$3,434.36 | \$31,789.82 |
| Team Membership | Access to core research content - project blueprints, Info-Tech Academy, online Leadership training, software selection content, tools and templates library | 4.00 | \$14,932.00 | \$1,455.88 | \$13,476.12 |
| Concierge Services | Over 20 high-impact, single-day consulting engagements designed to be delivered online or onsite | 1.00 | \$21,632.24 | \$21,632.24 | \$0.00 |
| Total Discounts: | | | | | \$31,095.40 |
| Total: | | | | | \$87,594.78 |

All items stated on this document are in USD.

ATTACHMENT 2-A04

Federal Supply Service Authorized Federal Supply Schedule Price List (GSA) - GS-35F-298GA

Payment Terms: Prompt payment terms 0%, Net 30 days

Unless otherwise stated, consulting and workshop engagements do not include travel and expenses, which will be charged in addition to the fees listed. Workshops purchased as part of membership expire without refund or credit at the end of the membership period covered by the purchase. Workshops purchased outside membership expire without refund or credit 1-year after purchase. Please work with your member services representative to select and schedule workshops prior to expiration.

Subject to applicable taxes. If your company is tax exempt, please provide a valid tax exemption certificate with the signed proposal. This Service Agreement is subject to the terms of the Federal Supply Schedule for Info-Tech, available online, including s 552.238-114 (Use of Federal Supply Schedule Contracts by Non-Federal Entities) of the GS-35F-298GA Contract Clause

Unless agreed to in writing, any customer terms, including purchase order terms and conditions, are of no force or effect. By signing this Service Agreement, you agree to pay the fees set out herein annually for the term indicated.

This proposal has a definite expiry date of July 30, 2023.

Please return this signed Service Agreement to Info-Tech by DocuSign, email eleenan@infotech.com or fax (1-519-432-2506). Please include PO if required. Thank you for your business!

The signature below affirms your commitment to pay for the services ordered in accordance with the terms of this Service Agreement and the GSA Approved Terms of Use.

If you are tax exempt, please provide tax exemption certificate.

| Term Number | Invoice Date | Invoice Amount | Term Start Date | Term End Date | Notes |
|-------------|---------------|----------------|-----------------|---------------|------------------------------------|
| 1 | July 30, 2023 | \$87,594.78 | July 30, 2023 | July 30, 2024 | Year 1 of 3 Invoice upon signature |
| 2 | May 31, 2024 | \$87,594.78 | July 30, 2024 | July 30, 2025 | Year 2 of 3 |
| 3 | May 31, 2025 | \$87,594.78 | July 30, 2025 | July 30, 2026 | Year 3 of 3 |

Name Fermin Leguen, MD, MPH

Signature By: 

Title District Health Officer

Date Jul 28, 2023

ATTACHMENT C-A04
HISTORICAL RECORD OF SERVICES PROVIDED
SERVICE DATES JULY 31, 2020 THROUGH JULY 30, 2023

SERVICE AGREEMENT WITH INFO-TECH RESEARCH GROUP

Service Start Date: 31/07/2020 || Service
Agreement Length: 3-year

Program Contact: Jason Frame

Southern Nevada Health District

| Product | Bundle Options | Description | Quantity | Subtotal | Discount | Total |
|--|---|--|----------|-------------|-------------|-------------|
| UPGRADE: Leadership Membership to Counselor Membership | | UPGRADE: Leadership Membership to Counselor Membership | 1.00 | \$11,486.15 | \$11,486.15 | \$0.00 |
| Basic Bundle/ML (RO) | See below for your selected bundle products | | 1.00 | \$40,775.82 | \$7,943.82 | \$32,832.00 |
| | Leadership Membership | Leadership Membership | 1.00 | | | |
| | Team Seat | Includes Premium access to Industry and Technology coverage with Full Web Research Access | 4.00 | | | |
| | Advisory Membership | Premium access to Industry and Technology coverage, access to Subject matter experts, full access to diagnostics | 1.00 | | | |
| | Concierge Services | Concierge Services | 1.00 | | | |
| Total Discounts: | | | | | | \$19,429.97 |
| Total: | | | | | | \$32,832.00 |

All items stated on this document are in USD.

ATTACHMENT C-A04
HISTORICAL RECORD OF SERVICES PROVIDED
SERVICE DATES JULY 31, 2020 THROUGH JULY 30, 2023

GSA # GS-35F-298GA

Prompt Payment: Net 30

GSA Eligible products payment terms: Payable within thirty (30) days of receipt of each Invoice

Unless otherwise stated, consulting and workshop engagements do not include travel and expenses, which will be charged in addition to the fees listed. Workshops purchased as part of membership expire without refund or credit at the end of the membership period covered by the purchase. Workshops purchased outside membership expire without refund or credit 1-year after purchase. Please work with your member services representative to select & schedule workshops prior to expiration.

Terms of Use are attached to Health District Agreement C1900036 as Attachment B, Terms of Use, and are expressly incorporated by reference herein. Unless agreed to in writing, any customer terms, including purchase order terms and conditions, are of no force or effect. By signing this Service Agreement, Health District agrees to pay the fees set out herein annually for the Subscription Terms indicated.

Please return this signed Service Agreement to Info-Tech by DocuSign, email knielson@infotech.com or fax (1-519-432-2506). Thank you for your business!

The signature below affirms Health District's commitment to pay for the services ordered in accordance with the terms of this Service Agreement and in accordance with Attachment B, Terms of Use, to Agreement C1900036.

3 Year Agreement Paid upfront (includes 5% multi-year discount):
(Each Term as detailed below constitutes a "Subscription Term")

Term 1 - July 31, 2020 - July 31, 2021

Amount: \$25,174.56 USD

*Note: a credit of \$7,657.44 has been applied from existing services for Term 1. Term 1 may be invoiced by Info-Tech upon execution of this Service Agreement.

Term 2 - July 31, 2021 - July 31, 2022

Amount: \$32,832 USD

Term 2 may be invoiced by Info-Tech up to thirty (30) days prior to July 31, 2021.

Term 3 - July 31, 2022 - July 31, 2023

Amount: \$32,832 USD

Term 3 may be invoiced by Info-Tech up to thirty (30) days prior to July 31, 2022.

Total Amount: \$90,838.56

Name Fermin Leguen, MD, MPH

Signature By: Fermin Leguen
Digitally signed by Fermin Leguen
DN: cn=Fermin Leguen, o=Southern Nevada
Health District, ou=Administration, Executive
Office, email=leguen@snhd.org, c=US
Date: 2020.07.24 14:34:02 -0700

Title: Acting Chief Health Officer

Date: _____

ATTACHMENT D-A04

HISTORICAL RECORD OF SERVICES PROVIDED

Service Start Date: July 31, 2022 || Contract Length: 1-year
Contact:

Southern Nevada Health District

| Product | Description | Quantity | Subtotal | Discount | Total |
|---------------------|--|----------|-------------|------------|-------------|
| Advisory Membership | Unlimited analyst calls, full diagnostic access, 1 software selection engagement | 1.00 | \$24,600.00 | \$6,100.00 | \$18,500.00 |
| Total Discounts: | | | | | \$6,100.00 |
| Total: | | | | | \$18,500.00 |

All items stated on this document are in USD and is subject to applicable taxes

ATTACHMENT D-A04

Payment terms: Payable on November 1st, 2022

HISTORICAL RECORD OF SERVICES PROVIDED

Reference GSA Contract GSF-35F-298GA

Unless otherwise stated, consulting and workshop engagements do not include travel and expenses, which will be charged in addition to the fees listed. Workshops purchased as part of membership expire without refund or credit at the end of the membership period covered by the purchase. Workshops purchased outside membership expire without refund or credit 1-year after purchase. Please work with your member services representative to select and schedule workshops prior to expiration.

This Exhibit B-A02 is governed by the terms and conditions of Service Agreement with Info-Tech Research Group C1900036. In the event of any conflict between this Amendment A02, Exhibit B-A02 to Service Agreement with Info-Tech Research Group C1900036 inclusive of Amendment A01 (Existing Contract Documents"), the terms and provisions of the Existing Contract Documents shall control.

Please return this signed document to Info-Tech by DocuSign, email mchandrasedkaran@infotech.com or fax (1-519-432-2506). Please include PO if required. Thank you for your business!

The signature below affirms the Health District's commitment to pay for the services ordered in accordance with the terms of Service Agreement with Info Tech

| Term Number | Invoice Date | Invoice Amount | Term Start Date | Term End Date | Notes |
|-------------|---------------|----------------|-----------------|---------------|---|
| 1 | July 28, 2022 | \$18,500 | July 31, 2022 | July 31, 2023 | 1 Additional Advisory seat at \$18,500. |

Name Cortland Lohff, MD, MPHTitle Chief Medical Officer

Signature By:  **
 **Signature authorized by Fermin Leguen, MD, MPH
 District Health Officer

Date 07/29/2022

HISTORICAL RECORD OF SERVICES PROVIDED FROM OCTOBER 28, 2018 THROUGH JULY 30, 2020

SERVICE AGREEMENT WITH INFO-TECH RESEARCH GROUP

Service Start Date: **October 28th, 2018 - November 27th, 2019 (13 Months for the Price of 12 Months EOY Signing Incentive Offer)**

Technical Contact: Jason Frame

Southern Nevada Health District

INFO-TECH RESEARCH GROUP

| Advisory Membership | Quantity | Yearly Price |
|--|--|---|
| Info-Tech Advisory Membership <ul style="list-style-type: none"> IT Management & Strategy Training & Development Project Execution Assistance Info-Tech Academy | Up to 10 Named Users <ul style="list-style-type: none"> 2 Advisory Seats - Unlimited Web & Advisory Access Up to 8 Reference Seats - Web Access Only For a list of included features, see Info-Tech Services Outline on following pages | \$25,200 USD <ul style="list-style-type: none"> GSA Discount \$22,972.30 USD |

Consulting and workshop engagements do not include travel expenses. Any such Info-Tech travel expenses will be mutually agreed upon in writing by the Parties before Customer will provide reimbursement payment to Info-Tech, and before training is provided.

Customer is a governmental tax-exempt entity and shall not be responsible for any taxes for any Service provided herein, whether federal or state, unless otherwise required by law. A valid tax exemption certificate is attached hereto as Attachment A and expressly incorporated by reference herein. Terms of Use are attached hereto as Attachment B and expressly incorporated by reference herein. By signing this Service Agreement, you agree to pay the fees set out herein annually for the term indicated above by the service start and end date ("Initial Term"), subject to an annual increase in the fee of 3%.

Please return this signed Service Agreement to Info-Tech by DocuSign, email efont@infotech.com or fax (1-519-432-2506). Please include PO if required.

Thank you for your business!

The signature below affirms your commitment to pay for the services ordered in accordance with the terms of this service agreement and in accordance with the Terms of Use.

Select Membership Term



TWO-YEAR TERM

☐ THREE-YEAR TERM

Customer Name: Southern Nevada Health District

By: Andrew J. Glass
Andrew J. Glass, FACHE, MS

Title: Director of Administration

Date: 10/25/18

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Advisory Seat Access

Systematically Improve IT

Dedicated Account Manager & Executive Advisor Engage in quarterly progress calls with your dedicated Account Manager and Executive Advisor to create real improvements over your membership.

Key Initiative Plans This role-based membership program has been specifically designed with key initiatives that our members have found to make the most significant impact for individuals in this role.

- CIO
- Applications
- Infrastructure
- Security
- Projects & PPM
- Data & BI
- Enterprise Architecture
- Vendor Management

Core IT Processes

Diagnostics Programs Info-Tech diagnostics are an automated way to collect crucial data, turn it into actionable insights, and communicate with stakeholders.

1. End User Satisfaction
2. IT Security Program
3. Application Portfolio Assessment
4. Project Portfolio Assessment

IT Strategy

Data-Driven IT Strategy These data-driven programs collect data from you and your stakeholders to build powerful reports that help your IT department make strategic decisions.

1. CEO-CIO Alignment
2. CIO Business Vision
3. Management & Governance
4. IT Staffing Assessment

Technology Projects

Guided Implementations Unlimited phone access to our subject matter experts to guide you through your most challenging technology projects.

Contract Review Our analyst team reviews your most important technology contracts to identify ways to save you money and correct vendor-slanted terms and conditions.

IT Leadership Team

IT Engagement Survey A high-frequency, low-effort, one-question IT employee engagement survey to measure and improve staff engagement levels.

SNHD C1900036, Page 2 of 3

Reference Seat Access

Technology Projects

| | |
|---|---|
| Role-Based Research | 300+ instructional blueprints for effectively executing IT projects for the 8 main roles in IT: <ul style="list-style-type: none"> • CIO • Applications • Infrastructure • Security • Project & PPM • Data & BI • Enterprise Architecture • Vendor Management |
| Technology Selection & Implementation Research | 25+ handbooks for navigating the most challenging technology evaluation and implementation projects. |
| Tools & Templates | Over 1,000 powerful tools and ready-made templates to identify issues and take action. |
| On-Demand Webinars | 150+ recordings of Info-Tech Analysts sharing their latest findings and presenting their recent publications. |
| Infographics | More than 100 highly visual summaries of our research meant for easy consumption and quick sharing with peers. |
| Trends & Predictions | Weekly articles from world-renowned IT thought leaders to provide you with need-to-know information that will position you as a forward thinker among industry peers. |

Core IT Processes

| | |
|---|---|
| IT Management & Governance Framework | 45 comprehensive, connected methodologies for improving and optimizing core IT processes. |
|---|---|

IT Leadership Team

| | |
|---|--|
| Info-Tech Academy | Access to our online learning management platform with 100+ hours of video content, 50+ quizzes, and 9 certification programs. |
| Talent & Leadership Research | 30+ best practice training materials to help IT leaders attract, hire, and develop talent, as well as lead and engage their teams. |
| Job Description Bank | 150+ detailed IT job description templates that will save time and effectively communicate the role. |
| IT Policy Library | An extensive collection of 100+ IT policy templates to expedite authoring and ensure proper risk mitigation. |