

April 6, 2021

VIA U.S. Mail and EMAIL

Southern Highlands Community Association
Board of Directors
c/o Sara Gilliam
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-and-

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Subject: Notice of an alleged compliance failure in violation of NRS 116.3103 and NAC 116.405

Southern Highlands Community Association (SHCA) Board

During the March 31, 2021 meeting of the SHCA Executive Board, the 2021 Olympia Management Services (OMS) contract was approved. NAC 116.405(8) (d) establishes, in satisfaction of NRS 116.3103, a conditionally duty of an executive board to obtain at least three bids from reputable service providers before purchasing any such services for use by the association.

It is my understanding no bids were solicited in the recent approval of the 2021 OMS contract. When questioned during the March 31, 2021 meeting as to why no bids were solicited, Board president Jaynes stated "they are time consuming and costly" to obtain and he saw "no reason" to do so. The Board also was unable to establish when the last time bids had been solicited despite continuing to award the contract to the incumbent provider OMS.

I write asking for the board's justification in not soliciting bids. I request the SHCA board provide the action(s) it undertook and/or directed in awarding the noted OMS contract. I ask for an explanation/understanding of efforts made by the board in satisfaction of its responsibility to make decisions concerning the operation of the association in compliance with NRS.

Feel free to contact me to discuss any questions concerning the foregoing claims and my requested information. I look forward to a timely response.

Sincerely,



Michael J Kosoff Jr.
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