

# CONTRACT FOR PRO BONO LEGAL SERVICES

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

Agency Name:	Office of the Attorney General
Address:	100 N. Carson Street
City, State, Zip Code:	Carson City, Nevada 89701
Contact:	Craig Newby, First Assistant Attorney General
Phone:	(702) 486-9246
Email:	<a href="mailto:CNewby@ag.nv.gov">CNewby@ag.nv.gov</a>

Pro Bono Counsel Name:	States United Democracy Center
Address:	1101 17th Street NW, Suite 250
City, State, Zip Code:	Washington, DC 20036
Contact:	Christine P. Sun, SVP, Legal
Phone:	(202) 999-9305
Email:	<a href="mailto:christine@statesuniteddemocracy.org">christine@statesuniteddemocracy.org</a>

WHEREAS, NRS 228.1121 authorizes the Attorney General to enter into a pro bono contract for legal services; and

WHEREAS, the Attorney General has deemed that the services of pro bono legal counsel is 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 the Attorney General.
2. **DEFINITIONS.**
  - A. "State" – means the State of Nevada and any State agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
  - B. "Contracting Agency" – means the State agency identified above.
  - C. "Pro Bono Counsel" – means the person or entity identified above that performs pro bono legal services for the State under the terms and conditions set forth in this Contract.
  - D. "Fiscal Year" – means the period beginning July 1st and ending June 30th of the following year.
  - E. "Contract" – Unless the context otherwise requires, "Contract" means this document entitled Contract for Pro Bono Legal Services and all Attachments or Incorporated Documents.
3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 10, Contract Termination*.

Effective from:	December 1, 2023	To:	November 30, 2025
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4. **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: (i) by delivery in person; (ii) by a nationally recognized next day courier service, return receipt requested; or (iii) by certified mail, return receipt requested. If

specifically requested by the party to be notified, valid notice may be given by facsimile transmission or electronic mail to the address(es) such party has specified in writing.

5. **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 AND PRO BONO COUNSEL GUIDELINES AND PROCEDURES
ATTACHMENT BB:	ADDENDUM SETTING FORTH SPECIFIC RIGHTS AND OBLIGATIONS
ATTACHMENT CC:	INSURANCE SCHEDULE

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.

6. **CONSIDERATION.** The parties agree that Pro Bono Counsel will provide all services identified in *Section 5, Incorporated Documents* at no cost to the State.

The State does not agree to reimburse Pro Bono Counsel for expenses unless otherwise specified in the incorporated attachments.

7. **ASSENT.** The parties agree that the terms and conditions listed on 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 specified.

8. **CONTRACT TERMINATION.**

A. Termination Without Cause. Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. Either party may unilaterally terminate this contract without cause by giving not less than thirty (30) days' notice in the manner specified in *Section 4, Notice*.

B. Winding Up Affairs Upon Termination. In the event of termination of this Contract for any reason, the parties agree that the provisions of this Section survive termination:

- 1) The parties shall account for and properly present to each other all claims for expenses, if any, and pay those which are undisputed. Neither party may withhold performance of winding up provisions solely based on nonpayment of expenses accrued up to the time of termination;
- 2) Pro Bono Counsel shall execute any documents and take any actions necessary to effectuate a transfer of pending legal matters if so requested by the Contracting Agency;
- 3) Pro Bono Counsel shall preserve, protect and promptly deliver into State possession all proprietary information in accordance with *Section 18, State Ownership of Proprietary Information*.

9. **REMEDIES.** 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, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars (\$150.00) per hour.

10. **LIMITED LIABILITY.** The State will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages.


11. **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, act of public enemy, 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.


12. **INDEMNIFICATION AND DEFENSE.** To the fullest extent permitted by law, Pro Bono Counsel shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any willful or negligent breach of the obligations of Pro Bono Counsel under this contract, or any alleged negligent or willful acts or omissions of Pro Bono Counsel, its officers, employees and agents. Pro Bono Counsel's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Pro Bono Counsel waives any rights of subrogation against the State. Pro Bono Counsel's duty to defend begins when the State requests defense of any claim arising from this Contract.
13. **INSURANCE.** Unless expressly waived in writing by the State, Pro Bono Counsel must carry professional liability insurance. Pro Bono Counsel shall not commence work until it has provided evidence of insurance to the Contracting Agency.
14. **COMPLIANCE WITH LEGAL OBLIGATIONS.** Pro Bono Counsel shall procure and maintain for the duration of this Contract any state, county, city or federal license, authorization, waiver, permit qualification or certification required by statute, ordinance, law, or regulation to be held by Pro Bono Counsel to provide the services required by this Contract. Pro Bono Counsel shall provide proof of its compliance upon request of the Contracting Agency. Pro Bono Counsel will be responsible to pay all taxes, assessments, fees, premiums, permits, and licenses required by law.
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/DELEGATION.** Pro Bono Counsel shall neither assign, transfer nor delegate any rights, obligations nor duties under this Contract without the prior written consent of the State.
18. **STATE OWNERSHIP OF PROPRIETARY INFORMATION.** Any data or information provided by the State to Pro Bono Counsel and any documents or materials provided by the State to Pro Bono Counsel during this Contract ("State Materials") shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Pro Bono Counsel upon completion, termination, or cancellation of this Contract.
19. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents received from Pro Bono Counsel may be open to public inspection and copying. The State has a legal obligation to disclose such information unless a particular record is made confidential by law or a common law balancing of interests. Pro Bono Counsel may label specific parts of an individual document as "attorney-client privileged" or "confidential." The failure to so label any document that is released by the State shall constitute a complete waiver of any and all claims for damages caused by any release of the records.
20. **PRODUCTION OF CLIENT FILE.** At the termination of this Contract, in the event that the Contracting Agency asks for a copy of the Client File not already in its possession, the Contracting Agency agrees that it will be given a single electronic copy, free of charge, of the Client File, which consists of: communications between Pro Bono Counsel and Contracting Agency, or with opposing counsel, work product resulting from the Contract, and documents received by Pro bono Counsel from the Contracting Agency. The Client File shall also include any original documents that Pro Bono Counsel has received from the Contracting Agency, which shall be returned. By this agreement, the Contracting Agency expressly acknowledges that it will not be provided any additional materials beyond the Client File as described above and it waives any right to receive any such materials.
21. **CONFIDENTIALITY.** Pro Bono Counsel shall keep confidential all information, in whatever form, produced, prepared, observed, or received by Pro Bono Counsel to the extent that such information is confidential by law or otherwise required by this Contract.

- 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 this Contract.
- 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, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.
- 24. **ENTIRE CONTRACT AND MODIFICATION.** This Contract and its integrated attachment(s) constitute the entire agreement of the parties and as such are intended to be the 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 and approved by the Office of the Attorney General. This Contract, and any amendments, may be executed in counterparts.


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

	<u>04/03/2024</u>	<u>SVP, Legal</u>
Christine P. Sun	Date	Pro Bono Counsel's Title

	<u>04/03/2024</u>	<u>First Assistant Attorney General</u>
Craig A. Newby	Date	Title

	<u>04/03/2024</u>	<u>Attorney General</u>
Aaron D. Ford	Date	Title

Approved as to form by:

	<u>On: 04/04/2024</u>
Kevin Doty, Senior Deputy Attorney General for Attorney General	Date

## ATTACHMENT AA

### I. SCOPE OF WORK

States United Democracy Center (“States United” or “Pro Bono Counsel”) is retained by the State of Nevada (“State”), by and through the Office of the Attorney General (“OAG”), to provide pro bono legal services to the Nevada Secretary of State regarding the 2024 election and any related matters.

All legal services shall be provided in cooperation and coordination with the OAG pursuant to NRS 228.110, including the legal services of any legal fellow that States United employs to work in the Secretary of State’s Office. Said legal fellow must be an attorney hired by and paid by States United, following joint interviews by States United and the Secretary of State, and subject to States United’s supervisory authority as the employer of any legal fellow.

States United shall provide strictly legal services to the State in connection with the Contract. The State is not relying on States United for any services other than legal services.

The State’s agreement with States United is non-exclusive. The State may engage other counsel, paid or pro bono, for legal services regarding the 2024 election and any related matters.

The State will not pay for any costs or expenses incurred by States United in the provision of legal services to the State.

### II. PRO BONO COUNSEL GUIDELINES AND PROCEDURES

#### A. Introduction

The OAG is pleased that States United has agreed to represent the Nevada Secretary of State pursuant to NRS 228.112–228.1127. *See generally* Contract for Pro Bono Legal Services (“Contract”). The following are Pro Bono Counsel Guidelines and Procedures (“Guidelines”) for providing pro bono legal services to the State.

#### B. Costs & Expenses

The relationship between a client and law firm must be a somewhat flexible one in order to respond to the idiosyncrasies of each matter in a manner that will best serve the client’s goals. The high cost of modern legal and expert services in both time and money requires that the relationship have a basic structure that is understood by both client and the law firm. As explained in the State Administrative

Manual (“SAM”), “[i]t is the policy of the State of Nevada to limit and monitor costs associated with the hiring of professional and expert services.” SAM § 0325 (State Agencies, Boards, and Commissions with Independent Contracts for Outside Legal or Professional Services).<sup>1</sup> The parties have agreed that States United will provide legal services at no cost to the State and the State will not reimburse States United for any costs or expenses; however, the principal underlying SAM § 0325 is still applicable as the State may directly incur costs or expenses in the matter that is the subject of the Contract.

The OAG is willing to discuss deviations from these Guidelines if such deviations will further the chances for success in the matter or will prevent an unduly harsh financial burden on States United. The OAG must require, however, that any such deviation be approved by the OAG in advance.

### **C. Origination of Legal Work**

All legal work related to the matter for which States United has been engaged originated through the OAG. States United must not seek or accept direction for any new matters except through the OAG.

### **D. General Conduct and Communications**

The matter for which you have been retained will be supervised by the OAG’s General Counsel and First Assistant Attorney General with the First Assistant Attorney General assigned as the OAG’s primary contact. The OAG has found it helpful to have one attorney designated as States United’s principal contact with the First Assistant Attorney General. That “lead counsel” will work with the First Assistant Attorney General to decide what tasks need to be undertaken.

Unless other arrangements are agreed in advance, all pleadings, motions, and other papers prepared by States United should be submitted to the First Assistant Attorney General in draft form for review and comment before servicing upon other parties or filing with the court. Please allow the First Assistant Attorney General sufficient time for review, generally two-to-three working days absent emergency circumstances.

All communications between States United and the OAG and/or Secretary of State’s Office shall be marked “Confidential / Attorney-Client Privileged.” All work

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<sup>1</sup> These Guidelines are intended to summarize and/or supplement the State’s policy under SAM § 0325 regarding contracts for outside legal services to a State agency. If a provision herein conflicts with SAM § 0325 or any other relevant State or OAG policy, then the relevant SAM or OAG policy controls.

product of States United shall be marked “Confidential / Privileged / Attorney Work Product” on each page.

All communications by States United with State personnel should be made through the First Assistant Attorney General since this will allow for better coordination and may help to hold down expenses. On occasion, it may be necessary to communicate directly with State personnel to obtain factual or technical information. Any such contacts may be made only with the prior approval of the First Assistant Attorney General. It is the responsibility of States United to advise the First Assistant Attorney General as soon as practicable of the nature and content of any direct communications. Copies of all correspondence and documents sent to State personnel must be sent contemporaneously to the First Assistant Attorney General.

It may be necessary on occasion for non-legal State personnel or for certain third parties (*e.g.*, attorneys representing our insurers) to contact States United directly. It may not always be possible for the First Assistant Attorney General to participate in such communications. Accordingly, the OAG expects States United to extend to such individuals the same professional courtesies that you would extend to a member of the OAG. However, States United should undertake projects, research, and execution of strategy only upon the direction of the First Assistant Attorney General.

While States United will not discuss this representation without the OAG’s written approval, the OAG acknowledges that States United conducts research and communications on a broad range of democracy and voting-related issues. States United may communicate to third parties including the public about such issues, including issues related to the subject matter of this representation, and may communicate publicly available information regarding the matter for which the State has engaged States United. This will be done consistent with States United’s ethical obligations.

Notification of the OAG Regarding Significant Changes or Developments: States United must notify and consult with the OAG promptly regarding all significant developments related to the legal services provided under this contract or any potential new legal matters. SAM § 0325(1). Should litigation involving potential liability for the State be threatened, commence, or significantly change during the term of this contract, States United must immediately inform the OAG in writing. *Id.*

Work Product the Property of the State: All work product of States United resulting from the Contract are the exclusive property of the State. SAM § 0325(3). Upon completion, termination, or cancelation of the Contract, States United will surrender

originals of all documents, including any work product in progress or draft form, objects, or other tangible items related to the work to the OAG. Contract §§ 8(B)(3), 18, 20. Except as otherwise require by law, the OAG agrees that work product does not include internal States United communications, research, notes, or documents related to staffing. The OAG agrees that “work product” as that term is used in SAM § 0325 does not include internal States United communications, internal documents related to staffing, research, or notes, and therefore these items will not be provided to the OAG as part of the Client File.

#### **E. Conflicts of Interest**

Conflicts of interest must be disclosed to the OAG and waived in writing prior to beginning a matter. SAM § 0325(4). Prior to being retained, the OAG expects States United to investigate and resolve any potential conflicts of interest, including any “issue” conflicts of a more philosophic or policy-driven basis that may compromise the position(s) taken by the State. The OAG expects States United to promptly discuss these issues with General Counsel and the OAG will provide you with any additional information, if needed.

States United must be sensitive both to direct conflicts of interest that representation of the State and other clients poses, and to the less direct, but nevertheless serious, conflicts that may arise from the States United’s advocacy, on behalf of other clients, of positions conflicting with important State interests. Prior to engagement, States United should carefully review whether any conflicts of either type exist and, if so, bring those conflicts to General Counsel’s attention.

Although issue conflicts may not necessarily result in a disqualification of States United, the OAG expects to be consulted before States United accepts an engagement that will require the firm to advocate a position that may be adverse to a State legal interest or otherwise prejudicial to the State’s interests. The OAG in its sole discretion will, after consultation with States United, determine whether an impermissible State conflict exists, or whether other circumstances exist that would undermine the public’s confidence if your representation continued. States United’s acceptance of an engagement on a matter without written disclosure of any conflicts constitutes States United’s representation that it has conducted an appropriate conflict check and no conflict exists.

As the representation continues, the OAG expects that States United will bring to General Counsel’s immediate attention any change in the conflict review or inform the General Counsel of any activity which might be viewed as, or trigger, a conflict of interest.



## **F. Ethical Obligations and Rules of Professional Conduct**

These Guidelines are not intended to interfere with States United's ethical obligations, including the obligation to exercise independent legal judgment during the course of the representation, or to conflict with applicable federal or state laws, court rules, administrative rules, etc. At all times, States United will provide professional legal advice and services at the highest level expected of law firms providing legal services in Nevada and the representation will be performed in a professional manner consistent with the professional rules governing the legal profession. *See Contract § 14.*

During the course of the representation, there may be issues that raise questions about States United's duties under the rules of professional conduct that apply to lawyers. These might include, *e.g.*, conflict of interest issues, and could even include issues raised because of a dispute between States United and the OAG over the handling of this matter. Normally when such issues arise, States United would seek the advice of their counsel. Consistent with the rulings of courts in certain jurisdictions, States United considers such consultations to be attorney-client privileged conversations between States United personnel and States United counsel. However, there have been judicial decisions indicating that, under some circumstances, such conversations involve a conflict of interest between the client and States United and that the consultation between States United personnel and counsel may not be privileged, unless States United either withdraws from the representation of the client or obtain the client's consent to consult on a privileged basis with States United counsel. States United believes that, in the event legal ethics or professional responsibility issues arise during a representation, both the clients' and States United's interests are served when States United receive expert analysis.

Accordingly, the OAG agrees that if States United determine in their own discretion during the representation that it is appropriate to consult with States United counsel, States United has the OAG's consent to do so on a privileged basis despite any alleged conflict of interest. The OAG further agrees that States United continuing the representation at the time of such consultation shall not thereby waive or otherwise limit any attorney-client privilege that States United has regarding the confidentiality of their communications with their counsel.

## **G. Staffing**

The State expects that staffing levels will be appropriate for the complexity of the issues and States United's expertise.

## **1. Attorneys**

The OAG requires that one experienced lawyer have ultimate responsibility for staffing and other decisions for the matter. The lead counsel at the firm must identify, in advance, any other lawyers who will be working on the case and explain the role of each. Lead counsel should always be aware of who is working on the matter, personally approving all assignments, and should also be aware at all times of what work is being done and how much time is being spent. Lead counsel should ensure that all work is useful and done efficiently. Lead counsel is expected to review and be able to explain all of States United's time entries. Further, Lead counsel must ensure that any other lawyers who work on the case are informed of and follow these Guidelines.

Both parties recognize that the appointment of States United is personal in nature and does not extend to any law firm that States United is associated with, a partner of, or for which States United serves as "of counsel."

## **2. Paralegals or Other Personnel**

The appropriate use of paralegals or other personnel employed by States United is encouraged. However, States United must consult with General Counsel in advance before utilizing personnel who are not States United employees, such as contract lawyers or experts.

## **H. Billing Requirements**

### **1. Hourly Billing Increments**

All time records must represent the actual time required to perform the task or activity and must be kept in time increments of 1/10th of an hour or 6 minutes. NRS 228.1124(1).

### **I. Media Requests and Public Relations**

Any media inquiry relating to the State, including the State's relationship with States United, should be referred to the First Assistant Attorney General immediately. States United should not make statements to the media regarding the State, OAG, Secretary of State, or the matter which is the subject of the Contract without securing advanced approval.

The State is aware that many law firms engage in comprehensive marketing. The State does not permit States United to advertise or promote the fact of your relationship with the State in your marketing efforts unless the OAG specifically

agrees otherwise.

**J. Closing**

The OAG continually reviews and updates these Guidelines and welcomes any suggestions States United may have to limit and control costs while providing exceptional legal representation. Please acknowledge below the receipt and circulation of the Guidelines.

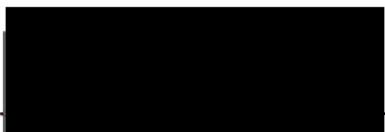
Please review these Guidelines carefully and promptly discuss any questions or concerns with General Counsel. If States United agrees to the terms of these Guidelines, please sign below and return a copy to General Counsel. States United may retain a copy for your files and the OAG will provide another copy via email along with the fully executed contract.

Once again, the OAG appreciates your agreement to represent the Secretary of State's Office on a pro bono basis and looks forward to the successful conclusion of this matter.

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ACCEPTED AND AGREED to by:



.....  
**Leslie M. Nino Piro**  
General Counsel  
State of Nevada  
Office of the Attorney General

Date: [April 3, 2024](#)  
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ACCEPTED AND AGREED to by:



.....  
**Christine P. Sun**  
SVP, Legal  
States United Democracy Center

Date:  
.....

## **ATTACHMENT BB**

### **ADDENDUM SETTING FORTH SPECIFIC RIGHTS AND OBLIGATIONS**

As required by NRS 228.1123, this addendum sets forth the specific rights and obligations of the parties relating to the matter that is the subject of this contract.

#### **Authority and Communication**

As required by NRS 228.1122(1), the Attorney General must retain final authority over the course and conduct of the matter that is the subject of this pro bono contract, including, without limitation: (1) the authority to override any decision made by the retained attorney or law firm; and (2) the sole authority to agree to any settlement or voluntary dismissal of the matter.

As required by NRS 228.1122(2), the Attorney General or a deputy of the Attorney General must have supervisory authority over the conduct of the matter that is the subject of this pro bono contract. The Attorney General or the deputy shall attend any settlement conference or mediation conducted in this matter.

As required by NRS 228.1122(3), this pro bono contract does not limit the right of any attorney for an opposing party in the matter that is the subject of this contract to communicate directly with the Attorney General or deputy of the Attorney General.

#### **Billing Records**

As required by NRS 228.1124(1), a retained attorney or law firm shall, from the beginning of the term of the pro bono contract until a date not less than four years after the date on which the contract expires or is terminated, prepare and maintain contemporaneous records reflecting the work performed on the matter by the retained attorney or law firm, including, without limitation, any work performed by a paralegal. The records must specifically describe the work performed, identify the person who performed the work and set forth the time spent in connection with the work, in increments of not more than one-tenth of an hour.

Unless protected by legal privilege, these billing records are public records pursuant to NRS 239.010.

#### **Future Contracts**

As required by NRS 228.1126, a retained attorney or law firm is prohibited from entering any contract with the Attorney General for the provision of legal services pursuant to NRS 41.03435, 228.111 to 228.1118, inclusive, or 228.112 to 228.1127, inclusive, for a period of one year after the date on which this contract or any extension or renewal of this contract expires or is terminated.

## ATTACHMENT CC INSURANCE SCHEDULE

### **Insurance Requirements:**

Pro Bono Counsel shall procure and maintain until all of its obligations have been discharged, including any warranty periods under the Contract are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Pro Bono Counsel, its agents, representatives, or employees.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The State in no way warrants that the minimum limits contained herein are sufficient to protect Pro Bono Counsel from liabilities that might arise out of the performance of the work under this Contract by Pro Bono Counsel, its agents, representatives, or employees and Pro Bono Counsel is free to purchase additional insurance as may be determined necessary.

**A. Minimum Scope and Limits of Insurance:** Pro Bono Counsel shall provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a “following form” basis.

**1. Worker’s Compensation and Employers’ Liability**

Workers’ Compensation	Statutory
Employers’ Liability	
Each Accident	\$100,000
Disease – Each Employee	\$100,000
Disease – Policy Limit	\$500,000

- a. The policy shall contain a waiver of subrogation against the State of Nevada.
- b. This requirement shall not apply when Pro Bono Counsel is exempt under Nevada Revised Statutes, **AND** Pro Bono Counsel executes the appropriate affidavit of rejection of industrial insurance coverage.

**2. Professional Liability (Errors and Omissions Liability)**

The policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Services of this contract.

Each Claim	\$1,000,000
Annual Aggregate	\$2,000,000

- a. In the event that the professional liability insurance required by the Contract is written on a claims-made basis, Pro Bono Counsel warrants that any retroactive date under the policy shall precede the effective date of the Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under the Contract is completed.

**B. Additional Insurance Requirements:** The policies shall include, or be endorsed to include the following provisions:

1. On insurance policies where the State of Nevada is named as an additional insured, the State of Nevada shall be an additional insured to the full limits of liability purchased by Pro Bono Counsel even if those limits of liability are in excess of those required by this Contract.
2. The Pro Bono Counsel’s insurance coverage shall be primary insurance and non-contributory with respect to all other available sources.

C. **Notice of Cancellation:** Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided or canceled except after thirty (30) days prior written notice has been given to the State, except when cancellation is for non-payment of premium, then ten (10) days prior notice may be given. Such notice shall be sent directly to:

**Leslie Nino Piro, General Counsel  
Office of the Attorney General  
100 N. Carson Street  
Carson City, Nevada 89701**

**Or via email to:**  
[AGGeneralCounsel@ag.nv.gov](mailto:AGGeneralCounsel@ag.nv.gov)

Should Pro Bono Counsel fail to provide State timely notice, Pro Bono Counsel will be considered in breach and subject to cure provisions set forth within this Contract.

D. **Acceptability of Insurers:** Insurance is to be placed with insurers duly licensed or authorized to do business in the state of Nevada and with an “A.M. Best” rating of not less than A-VII. The State in no way warrants that the above-required minimum insurer rating is sufficient to protect Pro Bono Counsel from potential insurer insolvency.

E. **Verification of Coverage:** Pro Bono Counsel shall furnish the State with certificates of insurance (ACORD form or equivalent approved by the State) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and any required endorsements are to be received and approved by the State before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under the Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by the Contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this Contract shall be sent directly to:

**Leslie Nino Piro, General Counsel  
Office of the Attorney General  
100 N. Carson Street  
Carson City, Nevada 89701**

**Or via email to:**  
[AGGeneralCounsel@ag.nv.gov](mailto:AGGeneralCounsel@ag.nv.gov)

The State contract number and a contract description shall be noted on the certificate of insurance. The State reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

F. **Approval:** Any modification or variation from the insurance requirements in this Contract shall be made by the Risk Management Division or the Attorney General’s Office, whose decision shall be final. Such action will not require a formal Contract amendment but may be made by administrative action.