

SB217 Implementation Tasks

Tasks	To Do	Status	Option 1	Option 2	Option 3	Option 4	Option 5
Redesign of License/Registration	and Board Needs to Vote-						
Changes to Forms not in Certemy	Admin						
Contact Deputy Attorney General	President	Wait until Bill Passes					
Exam Updates/Locations	and to be added to Certemy	Julie Approved					
Open bank account	Treasurer	Wait until Bill Passes					
Changes to Certemy	Christy and/new Admin	Board would have to vote on Changes to be made					
Messaging from the Board/ADSD to Industry	Current Board	Recommendation for the board to write now with blanks for unknown info					
Hiring Staff	Current Board then ADSD	Recommendation to compare the MFT/OT job description/wage to the ones Shane					
Physical Address	See Comparison						
Meeting Locations	See Comparison						
Office Location	See Comparison						
Tax ID	President Completed						
Recorder for Meeting Minutes	New Admin						
Website	See Comparison		Godaddy	Wix	Amazon	Squarespace	
Phone Number	See Comparison		Landline	Google	ANY Other Secure Virtual Line		
Computer Equipment	See Comparison		Mac Laptop	Pc Laptop			
Payroll Options	See Comparison		Quickbooks	Paychex	Numbers Inc		
File Scanning Service	See Comparison		NV Blue	Office Site Data			
File Storage - must have 2 locking doors	See Comparison		Iron Mountain used by state				
Email	See Comparison		Office 360	Google			
Moving of file cabinets and printer	See Comparison		Costs of professional company to move				
Department of Public Safety Account	Wait for Meeting	FBI wouldn't allow for the extension					
Postage Options	HOLD						
Office Supplies	HOLD						
Online Payments	See Comparison		Stripe	Paypal			

Building/Property	OT Board Space		West End Reno	Johnstone Studios						
Address		557 Washington Street	1155 W. 4th St.	50 Continental Dr.	3710 Grant Dr.	Near Airport	Plum/Arlington	1000 Bible Way	216 E. Liberty	
Sq ft.	Brighid Visited	108 sq. ft	108 sq. ft	130 sq. ft	300 sq. ft.	220 sq. ft	324 sq. ft	233 sq ft	not listed	
Price per year		\$5,300.00	\$3,602.88	\$16.80 - \$22.80 (\$1,814-\$2,462)						
Price per month		\$441	2.78/ sq. ft = \$300	\$1.40 - \$1.90 per sq. ft = \$205		\$325	\$1.09 - \$1.19 = \$128.52	\$200	\$750	\$338
Executive Suite?	Yes	No	No	No	No	No	No	No	No	\$500
Realtor	N/A	Dickson Commercial Group	Blue Sierra Realty	Johnstone Properties	Re/Max					

Details	Conference room can seat up to 10 with zoom Includes all except computer INCLUDED paper, paper clips, zoom access, phone answering & messages, mail receipt Shared Office Storage area	near Downtown Reno. Close proximity to UNR and the redevelopment project, The Neon Line.		4 offices for single or multiple tenant lease with shared use included of parking, foyer, open reception, bathroom and kitchen amenities	Originally built for flight simulation for the Reno Tahoe airport. The full service includes landscaping, snow removal, light janitorial, all utilities included, trash compactor for the center and smart thermostats with new HVAC units. Off of Moana Lane, in between South Virginia street and Lakeside.	Utilities included	Open floorplan second story corner suite with large windows, elevator access, vaulted ceilings, private sink and refrigerator. \$750 per month	Business park setting with a total of five single story buildings. Nice court yard landscaping, located between Vassar and Mill St. One block from the Reno Tahoe airport	One or two offices and administrative space available in refurbished 1898 Victorian home. Currently housing three attorneys and commercial insurance agent.	
More	Onsite experienced Executive Director willing to supervise/train as an Independent Contractor	Current Tenants include attorneys and a massage therapist. previously known as the Frankovich House. Secured access, shared reception, shared conference room, 2 restrooms and kitchenettes.		open reception area with shared building amenities including kitchen, bathroom, and conference room					Includes use of conference room, kitchenette, phone system, DSL, network and other modern amenities as needed. Nice outdoor meeting area with power, wifi and potential storage available also. Must like dogs as we have a Corporate Mascot - Pyrrho.	

	Godaddy (Standard)	Wix Pro	Squarespace Business	Amazon
Free Domain (1 yr)	\$1/mo for first year	Yes	Yes	
Price Per Month	\$14.99 per user	\$23	\$18	On demand pricing
Design Themes	19	500+	28	
Apps	-	300	30	
Storage Space	Not listed	20 gb	Unlimited	15 gb per month and 5 stored
24/7 Customer Support	Yes	Yes	Yes	Yes
SSL Certificate	Yes	Yes	Yes	
Number of Contributors	priced per user	Unlimited	Unlimited	
Search Engine Optimization (SEO)	Yes		Yes	

	Google Starter	Google Standard	Charter Landline	Vonage	ANY Other Secure Virtual Line
Pricing per month	\$10 per user	\$20 per user	\$19.99 *when bundled	\$26.99	
Number of users	up to 10	unlimited			
domestic locations	up to 10	unlimited			
free calling to US from any country	TRUE	TRUE	TRUE		
free calling to canada from US	TRUE	TRUE	TRUE		
unlimited SMS in US	TRUE	TRUE			
google fi compatible	TRUE	TRUE			
voicemail transcription	TRUE	TRUE			
goole calendar integration	TRUE	TRUE			
google meet integration	TRUE	TRUE			
mobile apps: android & iOS	TRUE	TRUE			
web application	TRUE	TRUE			
support	24/7	24/7	24/7	24/7	
usage and activity reporting	TRUE	TRUE			
multi-level auto attendant	TRUE	TRUE			
call forwarding	TRUE	TRUE			
ring groups		TRUE			
desk phone support		TRUE			
eDiscovery for calls, VM & SMS		TRUE			

MAC

PC

Model	MacBook Air (M1, 2020)	MacBook Pro 13-in.(M1, 2020)	MacBook Pro 16-in.	HP Spectrex360 - 15T EB Touch	HP Laptop - 17t 400	HP ENVY Laptop - 17t-cg100	Surface Laptop Go Intel Core i5, 8GB, 128GB	Lenovo - Yoga 7i 2-in-1 14" Touch Intel Evo Platform Core i5 - 12GB Memory - 512GB SSD	HP - 15.6" Touch Intel Core i3 - 8GB Memory - 256GB SSD
Prices	From \$999	From \$1299	From \$2399	From \$1249.99	From \$729.99	From \$949.99	\$649.99	\$929.99	\$499.99

Company	Quickbooks				Paychex			OT Recommendation
Plan	Core	Premium	Elite	Plan	Go	Select	Enterprise	
Price per mo.	\$45	\$75	\$125	Price per mo.		\$59 *Custom	*Custom	
plus price per employee/mo.	\$4	\$8	\$10	plus price per employee/mo.		\$4		
Auto Payroll	TRUE	TRUE	TRUE	Online Payroll				
Health benefits for your team	TRUE	TRUE	TRUE					
401(k) plans	TRUE	TRUE	TRUE					
1099 E-File & Pay	TRUE	TRUE	TRUE	Automatic W-2s and 1099s	TRUE	TRUE	TRUE	
Expert product support	TRUE	TRUE	TRUE					
Next-day direct deposit	TRUE	FALSE	FALSE					
Same-day direct deposit		TRUE	TRUE					
Workers' comp administration		TRUE	TRUE					
HR support center		TRUE	TRUE	Paychex Flex HR Administration			TRUE	
Expert review		TRUE	TRUE					
Track time on the go		TRUE	TRUE	Track Time and Attendance				
Expert setup			TRUE					
24/7 expert product support			TRUE					
Tax Penalty Protection			TRUE					
Personal HR advisor			TRUE	Dedicated Payroll Specialist		TRUE	TRUE	

Company	NV Blue LTD	Sierra Document Scanning	Office Site Data
Scan Folder/Group - Naming Indexing	1.00 per group		
Scan B+W or color up to 11x17	.10 per sheet	.10 per sheet	
Pre-press/re-press - Extra time preparing the documents to scan. Remove & replace staples, paper clips, coil/comb bindings	\$40 an hour		
Optical character recognition (OCR) - makes info searchable by text (optional)	.05 per sheet		
Hand placement - smaller pieces like checks, receipts, deposits, time cards	.25 per sheet		
NV Blue USB 16gb flash drive	12.50 each		
Typical Banker Box	\$200-300		
Pick-up and delivery by NV blue	Depends on location		
Comments	based on your company pre-		

36 inches - 7500 sheets x 19 drawers

Area	Northwest			Sparks	South Reno	Carson	Iron Mountain
Business	Interstate U-Stor	Public Storage	Public Storage	Security Public Storage	StorQuest	A-American Self-Storage	
Contact	Randall			Saleena	Mara		
Unit Type	5x10			5x10	5x10	5x10	
Price per month	\$104	\$89	\$87	\$110	\$79	\$89	
Insurance				\$3000 included			
Address	905 Ambassador Dr.	2410 WrondeI Wy	200 Telegraph St.	506 El Rancho Dr	10815 Double R	1501 E 5th Street #101	
Zip	89523	89502	89502	89431	89521	89701	
	Sommerset						

Google					Office 365								Office 365 Government Plans (No Pricing Provided)				
	Basic	Business	Business Plus	Enterprise		Microsoft 365 Business Basic	Microsoft 365 Apps	Microsoft 365 Business Standard	Microsoft 365 Business Premium	Office 365 E1	Office 365 E3	Office 365 EnterpriseE5		Office 365 Government G1	Office 365 Government G3	Office 365 Government G5	
Price	\$6/user/mo.	\$12/user/mo.	\$18/user/mo.	Contact them for pricing	Pricing	\$5/user/mo.	\$8.25/user/mo	\$12.50/user/mo.	\$12/user/mo.	\$10/user/mo.	\$20/user/mo.	\$35/user/mo.	Pricing not provided	Pricing not provided	Pricing not provided	Pricing not provided	
User Limit	300	300	300		User limit	300	300	300	Unlimited	Unlimited	Unlimited	Unlimited	Business email, calendar, and contacts with 50 GB mailbox 1	Included	Not Included	Not Included	
Create documents, spreadsheets and presentations	Yes	Yes	Yes	Yes	Create documents, spreadsheets and presentations	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Create documents, spreadsheets and presentations	Yes (Web Only)	Yes	Yes	
Mobile versions of Docs, Sheets, Slides, Gmail	Yes	Yes	Yes	Yes	Desktop / mobile2 versions of Word, Excel, PowerPoint, Outlook	No / Yes	Yes / Yes	Yes / Yes	Yes / Yes	No / Yes	Yes / Yes	Yes / Yes	Desktop versions of Office applications: Word, Excel, PowerPoint, and Outlook, plus Publisher and Access for PC only 3	Not Included	Included	Included	
Email, custom domains, shared calendars, videoconferencing, team messaging	Yes	Yes	Yes	Yes	Exchange email hosting, custom domains, shared calendars	Yes	No	Yes	No	Yes	Yes	Yes	Web versions of Word, Excel, and PowerPoint, and more	Included	Included	Included	
Drive file storage	30GB per user	2TB per user	5 TB per user	Unlimited	OneDrive file storage	1TB per user	1TB per user	1TB per user	1TB per user	1TB per user	50GB Mailbox	Unlimited 100GB Mailbox	Unlimited 100GB Mailbox	Business email, calendar, and contacts with 100 GB mailbox 1	Not Included	Included	Included
Security and management tools	Basic tools including mobile device management, SSO and security alerts	Everything in Basic plus more powerful tools. Team Drives allow groups of employees to share documents.	Everything in Business plus more powerful tools including archive and retention policies and eDiscovery. Team Drives allow groups of employees to share documents.	Everything in Business plus more powerful tools including data loss prevention, hosted S/MIME for Gmail, organizations can lock down shared files and scan email and images to detect leaks of confidential data.	Additional business tools	OneNote, Planner, Yammer, Delve, MyAnalytics (basic), more	Access3, Publisher3, OneNote, more	Access3, Publisher3, OneNote, Planner, Yammer, Delve, MyAnalytics (basic), more	Access3, Publisher3, OneNote	OneNote, Planner, Yammer, Delve, MyAnalytics (basic), Power Automate, more	Access3, Publisher3, OneNote, Planner, Yammer, Delve, MyAnalytics (basic), Power Automate, more	Access3, Publisher3, OneNote, Planner, Yammer, Delve, MyAnalytics (full), Power Automate, Power BI, more	Inform and engage with a company-wide intranet and team sites with SharePoint	Included	Included	Included	
Video Meetings Capacity	100 person	150 + Recording	250 + recording, attendance tracking	250 + recording, attendance tracking, noise cancellation, in-domain live streaming	Microsoft Teams, Skype for Business and SharePoint	Yes	No	Yes	Teams only	Yes	Yes	Yes	File storage and sharing with 1 TB OneDrive storage per user	Included	Not Included	Not Included	
													Unlimited personal cloud storage 4	Not Included	Included	Included	
													OneNote: Access to additional OneNote features (features vary)	Not Included	Included	Included	
													Most unlimited online meetings, IM, and HD video conferencing with Microsoft Teams 2	Included	Included	Included	
													Audio conferencing to allow invitees to join Microsoft Teams meetings by dialing in from a landline or mobile phone	Not Included	Not Included	Included	
													Personalized search and discovery across Office 365 using the Office Graph	Not Included	Included	Included	
													Enterprise management of apps with Group Policy, Telemetry, Shared Computer Activation	Not Included	Included	Included	
													Self-service Business Intelligence to discover, analyze, and visualize data with Excel	Not Included	Included	Included	
													Compliance and information protection (legal hold, rights management, and data loss prevention for email and files)	Not Included	Included	Included	
													eDiscovery with in-place search, hold, and export	Not Included	Included	Included	
													Hosted voicemail support with auto attendant capabilities	Not Included	Included	Included	
													Apply out of the box protections such as encrypt-only or do-not-forward policies to sensitive emails with Office 365 Message Encryption	Not Included	Included	Included	
													Advanced eDiscovery with Predictive Coding and Text Analytics	Not Included	Not Included	Included	
													Protect against sophisticated threats like phishing and zero-day malware with the ability to investigate and remediate attacks post-breach. Advanced personal and organizational analytics with MyAnalytics and Power BI Pro	Not Included	Not Included	Included	
													Make, receive, and transfer calls across a wide range of devices with Cloud PBX	Not Included	Not Included	Included	
													Make domestic or international calls from current or new phone numbers with add-on Calling Plan or bring your own carrier and use Direct Routing 5	Not Included	Not Included	Included	