



**CITY OF HENDERSON  
REDEVELOPMENT AGENCY LOAN COMMITTEE  
MEETING AGENDA**

**Regular Meeting  
Tuesday, September 24, 2013  
3:30 p.m.  
Meeting Inquiries: (702)267-1515**

**City Hall Annex  
City Hall Annex Conference Room  
280 Water Street  
Henderson, Nevada 89015**

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Notice to persons with special needs: For those requiring special assistance or accommodation to attend or participate in this meeting, arrangements for a sign language interpreter or services necessary for effective communication for qualified persons with disabilities should be made as soon as possible, but no later than 72 hours before the scheduled event. Listening devices are available for persons with hearing impairments.

Please contact the **MaryAnne Cruzado 702-267-1515** or TTY: 7-1-1, **at least 72 hours in advance** to request a sign language interpreter. You may also submit your request by using [Contact Henderson](#).

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.

Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

Backup materials for agenda items can be found at:  
[http://www.cityofhenderson.com/redevelopment\\_agency/meeting\\_agendas\\_2013.php](http://www.cityofhenderson.com/redevelopment_agency/meeting_agendas_2013.php)  
To request backup materials, please contact MaryAnne Cruzado at (702)267-1515.

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**I. CALL TO ORDER**

**II. CONFIRMATION OF POSTING AND ROLL CALL**

**III. ACCEPTANCE OF AGENDA (For Possible Action)**

**IV. PUBLIC COMMENT**

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

**V. NEW BUSINESS**

1.	MINUTES—CITY OF HENDERSON REDEVELOPMENT AGENCY LOAN COMMITTEE MEETING OF AUGUST 27, 2013 <i>(For Possible Action)</i>
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APPROVE THE MINUTES FROM THE CITY OF HENDERSON  
REDEVELOPMENT AGENCY LOAN COMMITTEE MEETING OF  
AUGUST 27, 2013.

**(CONTINUED ON NEXT PAGE)**

2.	REQUEST FOR A RESIDENTIAL IMPROVEMENT GRANT FOR 429 W. BASIC ROAD <i>(For Possible Action)</i>
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APPROVE A RESIDENTIAL IMPROVEMENT GRANT FOR 429 W. BASIC ROAD.

3.	REQUEST FOR A RESIDENTIAL IMPROVEMENT GRANT FOR 206 W. BASIC ROAD <i>(For Possible Action)</i>
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APPROVE A RESIDENTIAL IMPROVEMENT GRANT FOR 206 W. BASIC ROAD.

4.	REQUEST FOR A FAÇADE IMPROVEMENT GRANT FOR 418 BASIC ROAD <i>(For Possible Action)</i>
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APPROVE A FAÇADE IMPROVEMENT GRANT FOR 418 BASIC ROAD.

5.	REQUEST FOR A TENANT IMPROVEMENT GRANT FOR 418 BASIC ROAD <i>(For Possible Action)</i>
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APPROVE A TENANT IMPROVEMENT GRANT FOR 418 BASIC ROAD.

6.	REQUEST FOR A SIGN GRANT FOR 418 BASIC ROAD <i>(For Possible Action)</i>
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APPROVE A SIGN GRANT FOR 418 BASIC ROAD.

#### VI. PUBLIC COMMENT

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

#### VII. ADJOURNMENT

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**Agenda posted prior to 9:00 a.m., September 19, 2013 at the following locations:**

City Hall Annex, 280 Water Street, Lobby  
City Hall, 240 Water Street, 1<sup>st</sup> Floor Lobbies (2)  
Multigenerational Center, 250 S. Green Valley Parkway  
Whitney Ranch Recreational Center, 1575 Galleria Drive  
Fire Station No. 86, 96 Via Antincendio



## REDEVELOPMENT AGENCY LOAN COMMITTEE AGENDA ITEM

REGULAR MEETING

SEPTEMBER 24, 2013

LC-001

<b>SUBJECT</b>	MINUTES—CITY OF HENDERSON REDEVELOPMENT AGENCY LOAN COMMITTEE MEETING OF AUGUST 27, 2013
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the Public Affairs Department
<b>RECOMMENDATION</b>	Approve

**CITY OF HENDERSON REDEVELOPMENT AGENCY  
LOAN COMMITTEE  
MINUTES  
August 27, 2013**

**I. CALL TO ORDER**

Chairman Foster called the Redevelopment Agency Loan Committee to order at 3:33 p.m. in the City Hall Annex Conference Room, City Hall Annex, 280 Water Street, Henderson, Nevada.

**II. CONFIRMATION OF POSTING AND ROLL CALL**

MaryAnne Cruzado, Recording Secretary, confirmed the meeting had been noticed in accordance with the Open Meeting Law by posting the Agenda three working days prior to the meeting at City Hall, Henderson Convention Center, Green Valley Police Substation, and Fire Station No. 86.

Present: Chairman Tom Foster  
Roy Borsellino  
Michelle Romero  
Richard Serfas

Excused: None

Staff: Rory Robinson, Assistant City Attorney III  
MaryAnne Cruzado, Administrative Assistant III  
Anthony Molloy, Business Development Supervisor  
April Parra, Minutes Clerk

**III. ACCEPTANCE OF AGENDA**

(Motion) Ms. Romero introduced a motion to accept the agenda as presented. The vote favoring approval was unanimous. Chairman Foster declared the motion carried.

**IV. PUBLIC COMMENT**

There were no comments presented by the public.

**V. ITEMS OF BUSINESS**

1.	MINUTES – CITY OF HENDERSON REDEVELOPMENT AGENCY LOAN COMMITTEE MEETING OF JUNE 25, 2013.
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Recommend approval of the minutes from the City of Henderson Redevelopment Agency Loan Committee meeting of June 25 2013.

(Motion) Mr. Borsellino introduced a motion to approve the minutes from the City of Henderson Redevelopment Agency Loan Committee meeting of June 25, 2013. The vote favoring approval was unanimous. Chairman Foster declared the motion carried.

2.	REQUEST FOR A SIGN GRANT FOR 301 W. LAKE MEAD PARKWAY
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Approve a sign grant for 301 W. Lake Mead Parkway.

Anthony Molloy, Business Development Supervisor, made a presentation on the proposed item and stated staff recommends approval not to exceed \$5,000.

Mr. Molloy commented that a building permit may be needed for the signage.

Chairman Foster noted that an electrical inspection may be required as well.

(Motion) Mr. Serfas introduced a motion to approve a sign grant for 301 W. Lake Mead Parkway. The vote favoring approval was unanimous. Chairman Foster declared the motion carried.

**VI. PUBLIC COMMENT**

There were no comments presented by the public.

**VII. ADJOURNMENT**

There being no further business to be discussed, the meeting was adjourned at 3:38 p.m.

Respectfully submitted,

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April Parra,  
Minutes Clerk



## REDEVELOPMENT AGENCY LOAN COMMITTEE AGENDA ITEM

REGULAR MEETING

SEPTEMBER 24, 2013

LC-002

<b>SUBJECT</b>	REQUEST FOR A RESIDENTIAL IMPROVEMENT GRANT FOR 429 W. BASIC ROAD
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the Public Affairs Department
<b>RECOMMENDATION</b>	Approve

**Residential Improvement Program Grant  
Loan Committee Meeting  
September 24, 2013  
3:30 pm City Hall Annex Conference Room**

Property Address:	429 W. Basic Rd
Applicant:	Daniel and Rebecca Lopez
Improvement:	Front Yard Fencing
Redevelopment Area:	Downtown
City Zoning:	DHC-RD – Downtown Highway Commercial with Redevelopment Overlay

Summary

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The current use of this property is as a legal non-conforming single family residence in a DHC-RD Zone. The application before the loan committee is for funding to assist with the following improvements to the existing wall in the front yard of the home:

1. Repairs to damage areas of the wall;
2. Application of two coats of stucco over the wall;
3. Seal and paint the stucco wall.

The proposed color for the wall is neutral beige.

The applicant provided two estimates from licensed contractors as required by the Program Guidelines with the lower estimate being \$2,000 provided by CNS Construction Inc.

The total cost of the project as mentioned above is \$2,000. Although the Program will pay up to \$2,000 for an owner occupied unit, there is a requirement for an owner contribution of 10%. Therefore, the maximum amount that the applicants are eligible for is \$1,800.

Staff Recommendation

It is the recommendation of staff that the Loan Committee conditionally approve a Residential Improvement Grant for front yard fencing improvements to 429 W. Basic Road in an amount not to exceed \$1,800 based on the following listed conditions of approval:

1. Execution of Grant Agreement;
2. Issuance of a City of Henderson Building Permit if required;
3. Improvements completed as described on estimate
4. Applicant to provide Agency with a copy of contractor's current City of Henderson Business License and State Contractor's License.



## REDEVELOPMENT AGENCY LOAN COMMITTEE AGENDA ITEM

REGULAR MEETING

SEPTEMBER 24, 2013

LC-003

<b>SUBJECT</b>	REQUEST FOR A RESIDENTIAL IMPROVEMENT GRANT FOR 206 W. BASIC ROAD
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the Public Affairs Department
<b>RECOMMENDATION</b>	Approve

**Residential Improvement Program Grant  
Loan Committee Meeting  
September 24, 2013  
3:30 pm City Hall Annex Conference Room**

Property Address: 206 W. Basic Rd  
Applicant: Walt Conrad  
Improvement: Exterior Façade Painting  
Redevelopment Area: Downtown  
City Zoning: DCC-RD – Downtown Core Commercial with  
Redevelopment Overlay

Summary

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The current use of this property is as a legal non-conforming single family residence in a DCC-RD Zone. The application before the loan committee is for funding to assist with the following improvements to the existing exterior façade of the home:

1. Add pop outs around 8 windows on the front and sides of the home;
2. Repairs to exterior stucco;
3. Caulk around the windows;
4. Paint new pop outs around the windows;
5. Paint eaves and paint.

The proposed color for the field is Toque White and Trim Aleutan.

The applicant provided two estimates from licensed contractors:

American Painting LLC - \$1,875.00  
CertaPro Painters - \$2,100.00 (this estimate did not include the addition of the pop outs)

The applicant is using American Painting at a cost of \$1,875. Although the Program will pay up to \$1,500 for an owner occupied unit, there is a requirement for an owner contribution of 15%. Therefore, the maximum amount that the applicants are eligible for is \$1,500 with the owner paying \$300.00.

Staff Recommendation

It is the recommendation of staff that the Loan Committee conditionally approve a Residential Improvement Grant for façade painting to 206 W. Basic Road in an amount not to exceed \$1,500 based on the following listed conditions of approval:

1. Execution of Grant Agreement;
2. Issuance of a City of Henderson Building Permit if required;
3. Improvements completed as described on estimate;
4. Applicant to provide Agency with a copy of contractor's current City of Henderson Business License and State Contractor's License.



## REDEVELOPMENT AGENCY LOAN COMMITTEE AGENDA ITEM

REGULAR MEETING

SEPTEMBER 24, 2013

LC-004

<b>SUBJECT</b>	REQUEST FOR A FAÇADE IMPROVEMENT GRANT FOR 418 BASIC ROAD
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the Public Affairs Department
<b>RECOMMENDATION</b>	Approve

**Facade Improvement Grant Staff Summary**  
**Loan Committee Meeting**  
**September 24, 2013**  
**3:30 pm City Hall Annex Conference Room**

Property Address:	418 Basic Road
Applicant:	Andy Nguyen, In-n-Out MP&E Services, LLC
Proposed Used:	Mechanical, Plumbing, & Electrical Service Co
Redevelopment Area:	Downtown
City Zoning:	DHC-RD – Downtown Highway Commercial
Design Review Required:	Yes
Building Permit Required:	Yes

Summary

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The property at 418 Basic Road was formerly used as a residential property— the applicant has applied for a residential conversion and design review of the property with the intention of operating their mechanical, plumbing, and electrical service company from this location. The conversion request and design review are still under review by other city departments, but staff doesn't anticipate any issues with the request and/or review. The applicant will bring four (4) full-time office personnel and six (6) full-time field personnel to this new location. This applicant participated in our Facade Improvement Program last fiscal year and successfully completed extensive renovations to the property at 414 Basic Road. The applicant currently owns and operates a general construction business, K&N Construction, Inc., from the location. This application is for a Facade Improvement Grant and will include the following improvements:

- Landscaping with trees, shrubs, and rocks;
- Concrete including new curb and gutter;
- New commercial storefront metal, clear ionized dual panel glass, Low E tempered and tinted;
- Remove existing siding and replace with three (3) coat stucco;
- New fascia;
- Refinish parapet;
- Paint entire building, including split rock facing;
- New roof (not an eligible program expense).

Eligibility for Funding

Building is 1,286 square feet allowing for a maximum reimbursement of \$15,000

The applicant provided the following three estimates:

\*K&N General Construction, Inc. - \$58,560  
Legend Construction & Development - \$73,674  
Filius Construction, Inc. - \$87,000

**\*The applicant intends to use K&N General Construction for the project.**

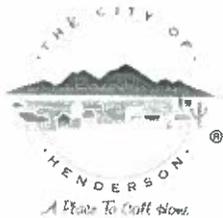
Staff Recommendation

This application and the financial capacity and history of the applicant were sent to the National Development Council (NDC) for review. The NDC provided a favorable analysis of the applicant and expressed no concern regarding his capacity to complete the project.

Based on the improvements that will be made to the building and job creation in the Downtown Redevelopment Area, this application furthers the goals and priorities of the Redevelopment Agency.

It is the recommendation of staff that the Loan Committee conditionally approve the Facade Improvement Grant to 418 Basic Road in an amount not to exceed \$15,000 based on the following listed conditions of approval:

1. Applicants obtaining the required building permit prior to construction commencing;
2. Execution of Grant Agreement;
3. Applicants to provide Redevelopment Agency staff with a copy of the Certificate of Occupancy for the residential conversion of this structure into a commercial use prior to any reimbursement;
4. Applicants submitting all required paperwork for reimbursement;
5. Applicants to provide Agency with a copy of contractor's current City of Henderson Business License and State Contractor's License;
6. Applicants are encouraged to join the Water Street District Business Association.



City of Henderson Redevelopment Agency  
240 Water Street, P.O. Box 95050  
Henderson, NV 89009-5050  
Phone: (702) 267-1515  
Fax: (702) 267-1503

## FINANCIAL ASSISTANCE APPLICATION

This program provides Redevelopment Agency (RDA) Funds to assist any property owner(s) or tenant(s) who are interested in upgrading or expanding their business located within the boundaries of the Redevelopment Area.

Please contact 702-267-1515 to schedule an appointment to submit a completed application with the required documents and appropriate signatures to avoid any delays in financial consideration. Please print legibly in either blue or black ink. Please select which redevelopment area your business resides in:

\_\_\_\_\_ Downtown \_\_\_\_\_ Eastside

### 1. TYPE OF APPLICATION (check one)

- Facade Improvement Program      \_\_\_\_\_ Mini-Façade Improvement  
\_\_\_\_\_ Signage Program      \_\_\_\_\_ Development  
\_\_\_\_\_ Tenant Improvement Program

### 2. PROPERTY INFORMATION

Business Name:	AJAN INVESTMENTS, LLC		
[ <input checked="" type="checkbox"/> Corporation (d/b/a)	[ <input type="checkbox"/> Partnership	[ <input type="checkbox"/> Sole Proprietorship	
Physical Address:	225A CORAL RIDGE AVE		
Mailing Address:			
City:	State:	Zip Code:	
HENDERSON	NV	89052	
Phone:	Cell:	E-mail:	
702-367-3799	702-354-6011	KNNCONSTRUCTION@YAHOO.COM	
Building Use:			

### 3. APPLICANT INFORMATION

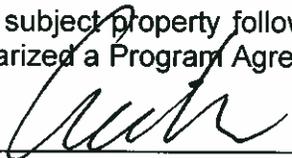
Name:	IN-N-OUT MP & E SERVICES, LLC		
Mailing address:	414 W. BASIC RD		
City:	State:	Zip Code:	
HENDERSON	NV	89015	
Phone:	Cell:	E-mail:	
367.3799	702-354-6011	KNNCONSTRUCTION@YAHOO.COM	
Do you <input checked="" type="checkbox"/> Own [ <input type="checkbox"/> Rent or [ <input type="checkbox"/> Lease the subject property? If you are not the property owner, than owner must complete section 4 and sign the application.			

<b>4. PROPERTY OWNER</b>		
Owner name: <u>ANDY NGUYEN / ADAN INVESTMENT, LLC</u>		
Mailing address: <u>2259 CORAL RIDGE AVE</u>		
City: <u>HENDERSON</u>	State: <u>NV</u>	Zip Code: <u>89052</u>
Phone: <u>702-367-3799</u>	Cell: <u>702-354-6011</u>	E-mail: <u>KANCONSTRUCTION@YAHOO.COM</u>
Are there multiple owners? [ ] Yes or [ <input checked="" type="checkbox"/> ] No If yes, provide executed Affidavit for each.		

<b>5. CONTACT PERSON OR REPRESENTATIVE</b>		
Name: <u>ANDY NGUYEN</u>		
Mailing address: <u>414 W. BASIC RD</u>		
City: <u>HENDERSON</u>	State: <u>NV</u>	Zip Code: <u>89015</u>
Phone: <u>702-367-3799</u>	Cell: <u>702-354-6011</u>	E-mail: <u>KANCONSTRUCTION@YAHOO.COM</u>

I/We hereby affirm that I/we have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my/our knowledge. The owner invites the City of Henderson (COH) and/or RDA to make all reasonable inspections, investigations, and take pictures of the subject property during the process period associated with the application. I authorize the use of any pictures taken by the COH or the RDA.

I/We have read and understand the selected financial assistance program guidelines, accept the qualification, and understand that in order for my/our request of funds to be approved, I/we must agree to work within and follow the recommendations of the RDA before starting any work on the subject property following approval of the application. I/We must complete, sign, and have notarized a Program Agreement to initiate a date of project execution.

 5/7/13  
 Applicant signature Date

\_\_\_\_\_  
 Owner signature Date

\_\_\_\_\_  
 Owner signature Date

## PROGRAM APPLICATION REQUIREMENTS

App Initials ↓	<b>Facade Improvement Program</b>	RDA Initials
✓	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Completed W-9 form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" copies of existing and proposed front building elevations showing the exterior (front and side) dimensions of the structure in linear feet. Existing can be satisfied by use of photographs.</li> <li>• Project may require development application review. Contact Community Development at 267-1500 for additional information.</li> </ul>	↓
✓		_____
✓		_____
✓		_____
✓		_____
✓		_____

email  
& more  
bid  
email

App Initials ↓	<b>Mini-Facade Improvement Program</b>	RDA Initials
✓	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" copies of existing and proposed front building elevations showing the exterior (front and side) dimensions of the structure in linear feet.</li> <li>• Project may require development application review; additional copies of project may be required.</li> <li>• Completed W-9 form.</li> <li>• Project may require development application review. Contact Community Development at 267-1500 for additional information.</li> </ul>	↓
✓		_____
✓		_____
✓		_____
✓		_____
✓		_____

App Initials ↓	<b>Signage Program</b>	RDA Initials
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Written consent from property owner, if applicable.</li> <li>• Completed W-9 form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" site plans drawn to scale for requests involving pole signs.</li> <li>• Three (3) 8½" x 11" color copies of <b>building</b> exteriors. Photographs can be used.</li> <li>• Three (3) 8½" x 11" color copies of all signs to be installed including dimensions drawn to scale.</li> <li>• Project may require development application review, additional copies of project may be required (i.e. Architectural Review Committee, CUP).</li> </ul>	↓
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

App Initials ↓	<b>Downtown/Eastside Tenant Improvement</b>	RDA Initials
_____	<b>1. Application, Justification, &amp; Legal Documents</b> <ul style="list-style-type: none"> <li>• Complete and signed application form.</li> <li>• Signed letter from the property owner authorizing the applicant to submit the</li> </ul>	↓
_____		_____

_____	<p>request, if applicant is not the property owner.</p> <ul style="list-style-type: none"> <li>• Copy of executed lease for businesses operating in rented premises. The lease should be for a period not less than two (2) years.</li> <li>• Letter explaining request, including a statement indicating the number of new jobs that will be created and/or retained, and the number of floors in the building and usage break out for each floor (e.g. office, retail, restaurant). If requesting additional funding for Green Initiatives, letter must include details on the five elements being incorporated into the design.</li> <li>• Completed W-9 Form.</li> <li>• Legal Structure Documentation is required if the applicant is either a partnership or a corporation (including both Subchapter S and C corporations and LLC's). The documentation required includes the Articles of Incorporation and the By-laws.</li> <li>• Fictitious Business Name Statement is required by any business not operating under the legal name of the entity operating the business. For example, if a sole-proprietorship is owned by John Smith and is being operated under John's name only, no statement is required. If the business is being operated as Smith's Plumbing, however, a recorded statement is required. If a corporation operates under a name other than that on the incorporation documents, a statement is also required. The same standard is used for partnerships and LLC's.</li> <li>• Partnership agreement is required on all partnerships. A general partnership agreement is not required to be recorded at any level. A limited partnership agreement must be recorded with the State of Nevada.</li> </ul>	_____
_____	<p><b>2. Construction Documents</b></p> <ul style="list-style-type: none"> <li>• Three (3) copies of detailed floor plans drawn to a recognized architectural or engineering scale showing all improvements being made.</li> <li>• Development/Construction schedule including specific time frames for each scope of work.</li> <li>• Three (3) bids minimum are required for all improvements, including an itemized cost estimate.</li> </ul>	_____
_____	<p><b>3. Financial Documents</b></p> <ul style="list-style-type: none"> <li>• *A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage, if applicable. Must include proof of funding source, e.g. bank approval of loan for costs that must be covered by the applicant for the improvements.</li> <li>• *Pro-forma financial analysis to include three (3) years of business financial statements and one (1) year of projected business financial statements for the subject property on an already established business. For a start-up business, one (1) year of projected business financial statements for the subject property. Must include detailed information on employment history and performance for the business owner and manager.</li> <li>• *Three (3) years of business income tax returns and three (3) years of personal tax returns for all business partners.</li> <li>• *Credit Report Authorization and Release for all individuals involved in the business.</li> </ul>	_____
_____	<p>*These items are to be forwarded by the applicant to a 3<sup>rd</sup> party reviewer retained by the RDA for a professional recommendation on the viability and stability of the business and project (existing and start-up). This process can take an additional week after application packet is received by the Agency. 3<sup>rd</sup> party reviewer contact information will be provided upon application packet intake.</p>	_____

App Initials	Development	RDA Initials
v	<ul style="list-style-type: none"> <li>• Complete and signed application form.</li> <li>• Site coverage.</li> </ul>	v
_____		_____
_____		_____

	<ul style="list-style-type: none"> <li>• Number of floors, including square footage for each floor and use (e.g., office, retail, restaurant, condominium, etc.).</li> <li>• Concept elevations and site plan.</li> <li>• Development/Construction schedule.</li> <li>• Narrative describing how the project complements the Downtown Redevelopment Plan, Downtown Investment Strategy, and Downtown Design Guidelines, if project is located in the Downtown Redevelopment Area. If located in the Eastside Redevelopment Area, the narrative is not required.</li> <li>• A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage if applicable.</li> <li>• Pro-forma financial analysis to include development budget, cash flow analysis and financing plan.</li> <li>• Credit Report Authorization and Release for all individuals involved in the business.</li> <li>• A statement indicating the number of individuals this project will employ that are:  Persons living in the area; and  Persons living in the area that are: <ul style="list-style-type: none"> <li>- Economically disadvantaged</li> <li>- Physically disabled</li> <li>- A minority</li> <li>- A veteran</li> <li>- Women</li> </ul> </li> </ul>	
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**Only completed application packets, including all required documentation, will be scheduled for Loan Committee (LC) review. For a schedule of LC meeting dates and submission deadlines, please contact 702-267-1515.**

**Note:** Applying for grant funds does not obligate the Redevelopment Agency (RDA) to allocate funds for the specified project. Only after the review and approval of the application and plans will the RDA authorize funds. The project shall comply with the selected Program Guidelines and only upon approved final inspections by the City of Henderson, will the RDA be obligated to disburse the authorized funds. In the event that application is denied by the Redevelopment Agency's Loan Committee, applicant may appeal to the Redevelopment Agency Board.

<b><u>Office Use Only</u></b>	
Date Application Received: _____	Date of Complete Application: _____
Assessor's Parcel Number: _____	Zoning: _____
LC Date: _____	Approved Grant \$ _____
Approval Letter Date _____	Denial Letter Date _____
Certificate of Insurance Received: _____	

## Daphney Jeffers

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**From:** Scott Rodde <srodde@napanet.net>  
**Sent:** Thursday, September 05, 2013 3:01 PM  
**To:** Daphney Jeffers  
**Cc:** Lisa Sich  
**Subject:** Andy Nguyen Financial Capacity for Tenant Improvement and Facade Improvement Financing

Daphney,

I have reviewed the following tax, financial and credit statements for Andy Nguyen and companies that he owns and controls:

- 1) Personal tax returns for 2010, 2011 and 2012 for Andy Nguyen.
- 2) Personal financial statement for Andy Nguyen dated September 4, 2013.
- 3) Corporate tax returns for 2010, 2011 and 2012 for K&N Construction Inc.
- 4) Partnership tax returns for 2010, 2011 and 2012 for In-N Out M, P and E Services LLC
- 5) A credit report on Andy Nguyen dated 8/27/13.

Based on this review Mr. Nguyen has appropriate current liquidity, improving earnings and appropriate capital to participate in the Henderson Tenant Improvement and Facade Improvement Programs.

2012 financial results for Mr. Nguyen are substantially better than in previous years. It appears that Mr. Nguyen has recovered financially from the difficult business climate of previous years. His personal adjusted gross income for 2012 was \$187,000. The top line for his construction company for 2012 was \$2.6M.

Please contact me with any questions that arise.

Best regards,

Scott Rodde, Director  
The National Development Council



**414 W. Basic Rd  
Henderson, NV 89015  
TEL# (702) 367-3799  
FAX# (702) 616-2662  
License# 698812 CA Unlimited Limit  
License# 49859A Limit \$2,000,000  
License#68999C1 Limit \$950,000  
License #73313C2 Limit \$950,000  
License #75559 C21 Limit \$100,000  
License #G678 Fire Sprinkler System  
Email: knnconstruction@yahoo.com  
Web: knnconstruction.com**

## **PROPOSAL**

Date: August 12, 2013

To:  
In-N-Out MP&E Services, LLC  
Andy Nguyen  
418 W. Basic Rd  
Henderson, NV 89015  
Ph: 702-354-6011

Re:  
Facade and Landscaping Improvements  
418 W. Basic Rd  
Henderson, NV 89015

**A:**

### **SCOPE OF WORK**

- 1. Grading as per plan for front yard and back yard approximately 3,300sf with 4" thick concrete, plastic, 2" sand base, broom finish and cut joist every 10'.**
- 2. Pour new 28' curb and gutter as per plans.**

Owner: \_\_\_\_\_ Contractor: 

3. Landscaping as per plan to include trees, shrubs, and rocks.
4. Strip ADA parking and employee parking.
5. Demolition front elevation and siding as per plan.
6. Reframe new fascia as per plan.
7. Refinish parapet cap 22ga as per plan.
8. Exterior stucco as per plan.
9. New commercial storefront metal, clear ionized dual pane glass unit, low E glass tempered. 1" thick over all over tinted glass tempered, door packaged closure and lock as per plan.
10. New shingle roof as per plan to include 25 years warranty.
11. 200sf of metal roof.
12. New awning to match store front metal.
13. Sprinkler system to include 2 valve and timer complete package.

<b>Subtotal:</b>	<b>\$48,800.00</b>
<b>Supervision &amp; Project Mgmt:</b>	<b>\$4,880.00</b>
<b>Profit &amp; Overhead:</b>	<b>\$4,880.00</b>

**TOTAL BID PRICE:                      \$58,560.00**

**Exclusion:**

**We exclude the following.**

- Furniture fixtures and Equipment.
- Telephone, TV, Security or Video equipment.
- Window Covering or Treatment.
- Wire Glass.
- Contingency.
- Signage.
- Anything not mentioned in the Scope Description above.
- Any Revisions or Restrictions imposed by governing Agencies and Owner Changes.
- Site Improvements other than what is specified above.
- De-Watering and Caliches Removal.
- Night or Overtime Work.

- Any Major Import or Export of Soils.
- Nevada Power & Sprint Fees.
- Special Inspection.
- QAA (Quality Insurance Agreement).
- Performance Bond.
- Exporting any Contaminated Soils.
- Termite Control.
- Any and all Government, Permit, and Sewer connection fees

In consideration of the mutual covenants and agreement herein contained, the parties hereby agree as follows:

**In-N-Out MP&E Services Facade 418 W. Basic Rd Henderson, NV 89015.**

Contractor agrees to construct and complete in a good, workmanlike and substantial manner, upon the real property hereinafter described, furnishing all labor, materials, tools, machinery, equipment, as follows:

1. The owner will locate and point out the property line to Contractor, and will provide boundary stakes by the licensed surveyor if there is any doubt as to boundaries.
2. The project is to be constructed and complete in strict conformance with plans, specifications and job outline for the same signed by the parties hereto and incorporated herein by reference.
3. The structure is also to be constructed and complete in strict compliance with all laws, ordinances rules, and regulations of the applicable governmental authorities. The Owner will pay all assessments and charges of any kind required by governmental authorities and public utilities for financing or repaying the cost of sewers, storm drains, water service and other utilities, including tap-in or hookup charges and the like.
4. In as much as the remodeling and/or rehabilitation of an existing building required that certain assumption be made regarding existing conditions and because some of the assumption might not be verifiable with out expending additional sums of money or destroy otherwise serviceable portions of the building. The Client agree that, except for negligence on the part of K&N Construction Inc. and their consultants from all areas of this project that are not visible accessible.
5. In consideration of the covenants and agreements herein contains being performed and kept by Contractor, including the supplying of all labor, materials and the services required by this contract, and the construction and completion of this project, **Owner agrees to pay the contractor \$58,560.00 which is disbursed on the following payment schedule: 10% Upon Customer Deposit, 20% Upon Permit Application, 20% Upon Underground, 20% Upon Rough, 20% Upon Drywall, 10% Upon**

**Completion.**

6. The Final Payment will be made after the final inspection. If correct repair work remains to be accomplished after final Inspection, the Owner may make one and only One Final Punch List, in which all items on that list, will be completed. Upon completion of that one final punch list by Contractor, Owner shall pay the balance of the contract sum to the Contractor.
7. The Contractor agrees to commence work as soon as permissible. The said work will be completed and continuously. Client understands that project shall be completed within 60 working days (not including legal holidays) after procurement of permits or notice to proceed, unless work is halted due to strikes, material shortages, natural disaster or any unforeseen circumstances beyond contractor control.
8. Contractor shall pay promptly all valid and charges for materials, labor, machinery, equipment or any other service or facility used in connection with or arising out of the Construction Project.
9. Contractor shall be entitled to take a deposit for the material before the start of the job. This deposit shall cover the cost of the materials required to perform the job need.
10. Should the owner, architect, city inspector, if any at any time during the progress of the work request any modification, alternations, or deviations in, addition to, or omissions from this contract or the plans or specifications, he shall be at liberty to do so, and the same shall in no way affect or make void this contract, but the amount thereof shall be added to or deducted from the amount of the contract price above, as the case may be, by a fair and reasonable valuation, based upon the actual cost of labor and material. This contract shall be deem to be completed when the work is finished in accordance with the original plans as amended or modified by such changed, whatever may be the nature extend thereof.
11. If the project is destroyed or damaged by any accidental or disaster, such as fire, storm, flood, landslide, earthquake or subsidence, or by theft or vandalism, any work done by contractor in rebuilding or restoring the work shall be paid for by the Owner as extra work.
12. Owner shall obtain and pay for insurance against injury and theft. The Contractor shall not be responsible for any damage occasioned by the Owner. Acts of God, Earthquake, or other causes beyond the control of Contractor, including theft of not installed materials and equipment, unless otherwise herein provided.
13. Contractor guarantees all equipment, materials, supplies, and work furnished on the project against defective construction or workmanship for a period of one year following the completion of the project, except when a longer guarantee is provided by the supplier, subcontractor, or manufacture of the equipment or material. Contractor shall supply the owner with all warranty and guarantee document relevant to the equipment and the materials incorporated into the job and guaranteed by its subcontractors, suppliers or manufacture.
14. If the Owner is in default of payment for the services provided in this

agreement and any extra work performed, a 10% surcharge plus a 1 ½ % late charge per month shall be added to the amount total.

15. This contract constitutes the entire agreement of the parties. NO other agreements, oral or written, pertaining to the work to be performed under this contract exists between the parties. This contract can be modified only by an agreement in writing signed by both parties.
16. This agreement shall be constructing in accordance with, and governed by, the laws of the State of Nevada and shall be deemed to have entered into, and primarily performance will be deemed to be in Clark County.
17. Labor rate are as follows: Supervisor: \$75/hr, Journeyman: \$65/hr, Apprentice: \$55/hr, Labor: \$35/hr.
18. The cost and responsibility of all Building Permits, Public Work fees, and City Utility fee shall be incurred by the Owner and is not part of this agreement.
19. If required, Owner is responsible for providing keys and re-keying door locks after construction.

Contractors are required by law to be licensed and regulated by the Contractor State License Board and also to carry liability and worker's compensation insurance. You may contact the Contractor's Office at any time for proof of coverage. Any question concerning a contractor may be referred to the Register, Contractor' Stat License Board.

IN WITNESS WHEREOF, the parties hereto have executed the agreement on the date above written.

OWNER \_\_\_\_\_ DATE \_\_\_\_\_

CONTRACTOR John Gordon DATE 8/12/13

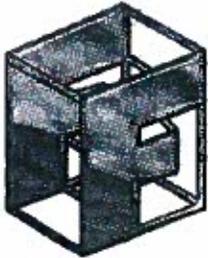
PAY REQUEST #:

JOB NO.:

JOB NAME In-N-Out MP&E Services 418 W. Basic Rd

Invoice #:

ITEM NO. A	DESCRIPTION OF WORK VENDOR NAME B	SCHEDULED VALUE C	WORK COMPLETED		STORED MATERIALS F	TOTAL COMPLETED AND STORED TO DATE		BALANCE TO FINISH H (C-G)	% RETAINAGE OVERRIDE	10.00 RETAINAGE
			PREVIOUS APP D	THIS APP E		G (D+E+F)	%			
00001	Grading	19,000.00	0.00	0.00	0.00	0.00	0.00	19,000.00	10.00	0.00
00002	Curb and gutter	2,200.00	0.00	0.00	0.00	0.00	0.00	2,200.00	10.00	0.00
00003	Landscaping	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	10.00	0.00
00004	Strip ADA parking	500.00	0.00	0.00	0.00	0.00	0.00	500.00	10.00	0.00
00005	Demolition	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	10.00	0.00
00006	Reframe new fascia	3,000.00	0.00	0.00	0.00	0.00	0.00	3,000.00	10.00	0.00
00007	Refinish parapet	1,200.00	0.00	0.00	0.00	0.00	0.00	1,200.00	10.00	0.00
00008	Exterior stucco	3,500.00	0.00	0.00	0.00	0.00	0.00	3,500.00	10.00	0.00
00009	Storefront metal glass	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	10.00	0.00
00010	New shingle roof	3,500.00	0.00	0.00	0.00	0.00	0.00	3,500.00	10.00	0.00
00011	200sf metal roof	1,900.00	0.00	0.00	0.00	0.00	0.00	1,900.00	10.00	0.00
00012	New awning	3,500.00	0.00	0.00	0.00	0.00	0.00	3,500.00	10.00	0.00
00013	Sprinkler system	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00	10.00	0.00
00023	Supervision & Project Management	4,880.00	0.00	0.00	0.00	0.00	0.00	4,880.00	10.00	0.00
00024	Profit & Overhead	4,880.00	0.00	0.00	0.00	0.00	0.00	4,880.00	10.00	0.00
<b>TOTALS</b>		<b>58,560.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>58,560.00</b>	<b>0.00</b>	<b>0.00</b>



**FILIOS**  
CONSTRUCTION, INC.

In-N-Out MP&E Services, LLC  
Andy Nguyen  
418 W. Basic Rd  
Henderson, NV 89015  
Ph.: 702-354-6011

Re: Facade and Landscaping Improvements  
418 W. Basic Rd  
Henderson, NV 89015

**This proposal Includes:**

Labor and material for a completing a job for the above referenced project; a remodel of the exterior of a business at 418 Basic Rd, in Henderson, Nevada. Work to be done during normal business hours 6:00 am to 5:00 pm, Monday thru Friday. Trash dumpsters provided by others.

**Including:**

1. Grading as per plan for front yard and back yard approximately 3,300sf with 4" thick concrete, plastic, 2" sand base, broom finish and cut joist every 10'.
2. Pour new 28' curb and gutter as per plans.
3. Landscaping as per plan to include trees, shrubs, and rocks.
4. Strip ADA parking and employee parking.
5. Demolition front elevation and siding as per plan.
6. Reframe new fascia as per plan.
7. Refinish parapet cap 22ga as per plan.
8. Exterior stucco as per plan.
9. New commercial storefront metal, clear ionized dual pane glass unit, low E glass tempered. 1" thick over all over tinted glass tempered, door packaged closure and lock as per plan.
10. New shingle roof as per plan to include 25 years warranty.

[www.filoscompanies.com](http://www.filoscompanies.com)

9640 W. Tropicana Ave. • Suite 200 • Las Vegas, NV 89147  
Office (702) 869-8023 • Fax (702) 869-8026  
Lic. #33581A • Unlimited

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_

11. 200sf of metal roof.
12. New awning to match store front metal.
13. Sprinkler system to include 2 valve and timer complete package

The work described above will be performed for the price of \$87,000.00  
Payment schedule to be 25% Mobilization (up front) then 50% upon framing final, Then 25% upon Building Final. Contractor suggests the use of Construction Control.

Exclusions: Hard dig Caliche removal, site work, Hydrandic water lines, masonry.

This proposal includes all labor, material and taxes necessary to complete the above Described items. This proposal is valid 30 days from the date of the proposal.

  
Spiridon Filios                      Date 8-13-13  
Flios Construction Inc.  
33581A B Unlimited

This Proposal Accepted By:  
\_\_\_\_\_  
Authorized Representative                      Date

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_

# LEGEND

QUOTATION

## Construction & Development

Nevada License# 0034165  
901 Rhyolite Terrace  
Henderson, NV 89011  
Craig Clucas: 702.276.5217  
John Morgan: 702.493.5212

**BID#** 333  
**FOR:** Tenant Impr.  
**DATE:** 9/10/2013

**Bill To:**  
K & N Construction  
418 West Basic  
Henderson, Nevada

DESCRIPTION	AMOUNT
Tenant Improvement at 418 West Basic, Henderson, Nevada Scope of Work attached:	\$ 73,674.00
<b>TOTAL</b>	<b>\$ 73,674.00</b>

*If you have any questions regarding this quote, please contact Craig or John at the above numbers.*

**THANK YOU FOR YOUR BUSINESS!**

To:  
In-N-Out MP&E Services, LLC  
Andy Nguyen  
418 W. Basic Rd  
Henderson, NV 89015  
Ph: 702-354-6011

Re:  
Facade and Landscaping Improvements  
418 W. Basic Rd  
Henderson, NV 89015

A:

## **SCOPE OF WORK**

- 1. Grading as per plan for front yard and back yard approximately 3,300sf with 4" thick concrete, plastic, 2" sand base, broom finish and cut joist every 10'.**
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- 10. New shingle roof as per plan to include 25 years warranty.**
- 11. 200sf of metal roof.**
- 12. New awning to match store front metal.**
- 13. Sprinkler system to include 2 valve and timer complete package**

**TOTAL BID PRICE: \$73,674.00**

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_



CONTRACTOR  
**K&N CONSTRUCTION INC.**  
414 W. BASIC ROAD  
HENDERSON, NEVADA 89052  
(702) 367-2799 OFFICE  
(702) 616-2662 FAX  
KNCNCONSTRUCTION.COM  
BY ORDER: SCOTT, 8888-0188-0188 13

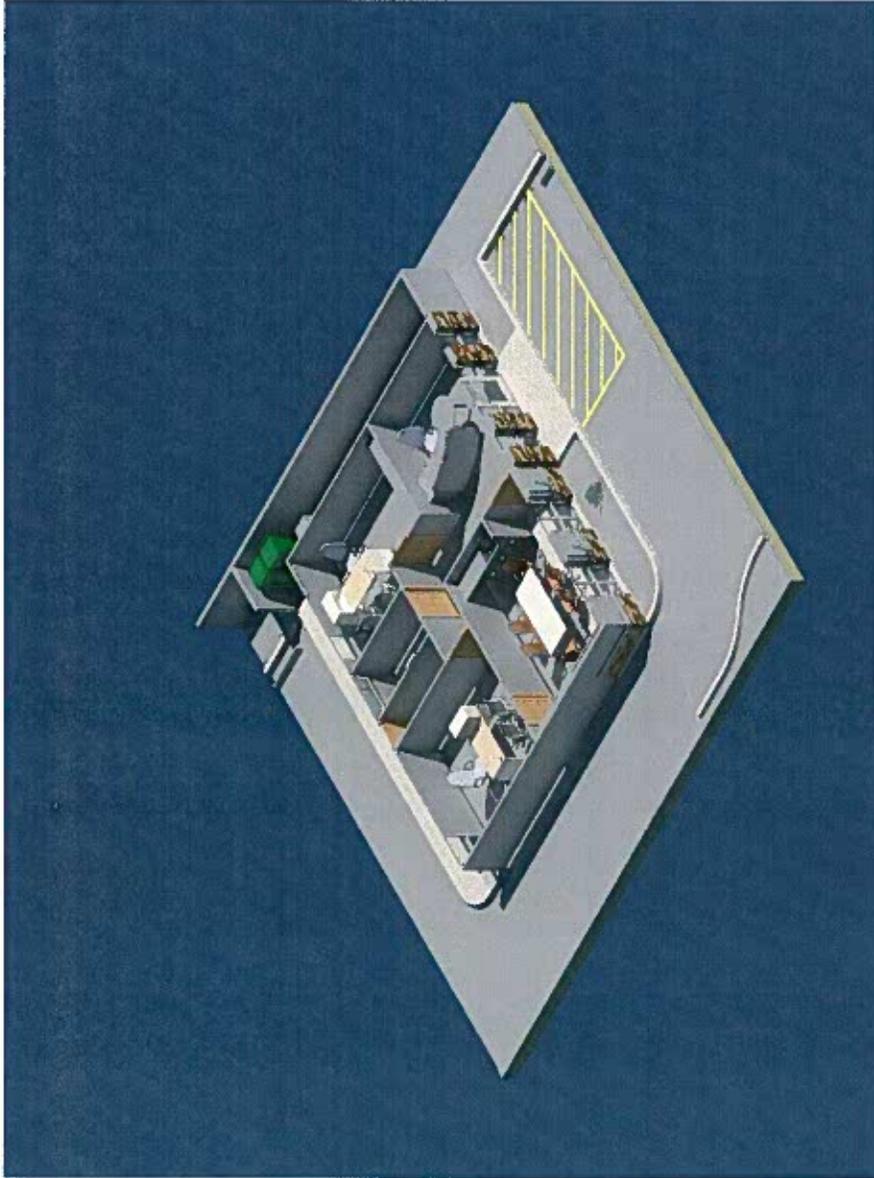
PROJECT  
**RENOVATIONS FOR A NEW  
NEW OFFICE**  
418 W. BASIC RD.  
HENDERSON, NEVADA

MARK	DATE	DESCRIPTION

ISSUE NO: 0010133713  
PROJECT NO:    
DATE:    
DRAWN BY:    
CHECKED BY:  

SHEET TITLE  
3rd Floor Plan

SHEET NUMBER  
**6102**













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414 W. BASIC RD HENDERSON, NV 89015

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May 28, 2013

Re: In-N-Out MP&E Services, LLC  
Tenant Improvement Program Application  
418 W. Basic Rd  
Henderson, NV 89015

To whom it may concern:

By establishing our business office at 418 W. Basic Rd in Henderson, NV 89015 we will be able to generate new jobs for the community. In addition, we will be able to employ at least (10) ten new employees that includes Field Technicians, Field Supervisor, Office Manager, Accounting, Receptionist and Administrative Assistant. We have recently relocated our sister company to the neighborhood last year, and ever since then, the business has been very successful in earning revenues, not only for the company, but for the community. We expect the same outcome for our business.

Thank you very much for your time and consideration and we are looking forward to hearing from you. Hopefully we can work together to redevelop the neighborhood so that we may bring new revenue and opportunities to the community.

If you have any questions you may contact me on my cell at 702-354-6011. Thank you very much and have a wonderful day.

Sincerely,

Andy Nguyen

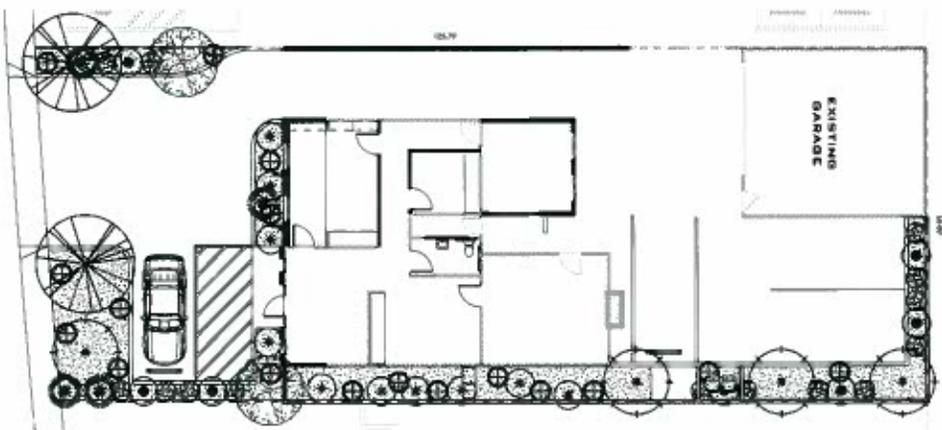
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**PLANT LIST**

QTY	SYMBOL	BOTANICAL NAME COMMON NAME	SIZE	NOTE
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	
1		SPRING BURNING BUSH SAFETY PLANT	12"	

LANDSCAPE AREAS TO BE MAINTAINED BY THE CLIENT. ALL PLANTS TO BE MAINTAINED BY THE CLIENT.



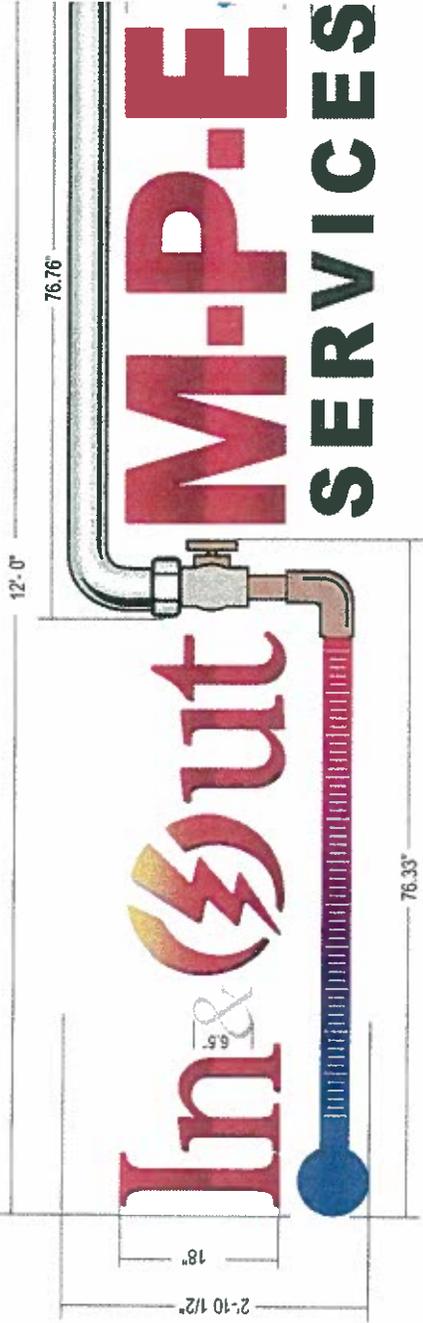
LANDSCAPE AREAS  
 8,307 SQ. FT. SITE AREA TOTAL  
 831 SQ. FT. 10% REQUIRED LANDSCAPE  
 7,476 SQ. FT. LANDSCAPE PROVIDED (89%)

**1 LANDSCAPE PLAN**



REVISIONS NO. DATE DESCRIPTION  MARK DATE DESCRIPTION  SHEET NUMBER 15101	PROJECT <b>RENOVATIONS FOR A NEW          NEW OFFICE</b> 418 W. BASIC RD. HENDERSON, NEVADA	CONTRACTOR: <b>K&amp;N CONSTRUCTION INC.</b> 414 W. BASIC ROAD HENDERSON, NEVADA 89052 (702) 367-3799 OFFICE (702) 616-2662 FAX KNNCONSTRUCTION.COM
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LOCATION: 418 W. BASIC RD. HENDERSON, NV



SCALE: 3/4" = 1'-0"



SCALE: 1 to 50

This design layout is provided to the client for approval purposes only and may not reflect the exact colors and finishes. Layout design and photos used are property of Citrus Signs. Where applicable, logo design is owned by Citrus Signs. All rights reserved. By signing this form, you are agreeing to the design layout and all terms and conditions. Sign will be manufactured and installed at the location specified.

Redevelopment Programs Points Tally

Program and Area: Downtown Façade Improvement Program	
Applicant Name: Andy Nguyen - In-n-Out MP&E Services, LLC	
Applicant Address: 418 Basic Road	
Total Points Awarded: 6	Bonus Award: \$ -
Total Max Award (including Bonus if applicable): \$ 15,000.00	

Category	Y or N	Max Possible Points	Points/Bonus Awarded
Retail		2	
Restaurant		2	
Bar, Tavern, Urban Lounge		2	
Hotel		2	
Civic		2	
Specialty Retail/Gourmet Grocery		2	
Medical/Dental Office		2	
All Other Offices		1	
Service		1	1
Spaces with more than 6 months vacancy		1	
Building fronting Boulder Hwy, Water St, Pacific, Basic, or Lake Mead		1	1
1-5 Jobs		1	
6-10 Jobs		2	2
11 > Jobs		3	
3 years executed lease		1	
5 years executed lease		2	2
Sustainability Bonus		10% of award \$\$	
Double Frontage Façade Bonus		50% of award \$\$	
Total Points Awarded			6

Façade Improvement Program

- 3 points total: Awarded up to \$9,000
- 4 points total: Awarded up to \$10,500
- 5 points total: Awarded up to \$12,000
- 6 or more points total: Awarded up to \$15,000

Tenant Improvement Program

- 3 points total: Awarded up to \$10 per square foot
- 4 points total: Awarded up to \$15 per square foot
- 5 points total: Awarded up to \$20 per square foot
- 6 or more points total: Awarded up to \$25 per square foot



## REDEVELOPMENT AGENCY LOAN COMMITTEE AGENDA ITEM

REGULAR MEETING

SEPTEMBER 24, 2013

LC-005

<b>SUBJECT</b>	REQUEST FOR A TENANT IMPROVEMENT GRANT FOR 418 BASIC ROAD
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the Public Affairs Department
<b>RECOMMENDATION</b>	Approve

**Tenant Improvement Grant Staff Summary**  
**Loan Committee Meeting**  
**September 24, 2013**  
**3:30 pm City Hall Annex Conference Room**

Property Address: 418 Basic Road  
Applicant: Andy Nguyen, In-n-Out MP&E Services, LLC  
Proposed Used: Mechanical, Plumbing & Electrical Service Company  
Redevelopment Area: Downtown  
City Zoning: DHC – Downtown Highway Commercial  
Design Review Required: Yes  
Building Permit Required: Yes

Summary

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The property at 418 Basic Road was formerly used as a residential property— the applicant has applied for a residential conversion and design review of the property with the intention of operating a mechanical, plumbing, and electrical service company from this location. The conversion request and design review are still under review by other city departments, but staff doesn't anticipate any issues with the request and/or review. The applicant will bring four (4) full-time office personnel and six (6) full-time field personnel to this new location. This applicant participated in our Tenant Improvement Program last fiscal year and successfully completed extensive renovations to the property at 414 Basic Road. The applicant currently owns and operates a general construction business, K&N Construction, Inc., from the location. This application is for a Tenant Improvement Grant and will include the following improvements:

- Frame and finish of new walls;
- Repair and/or install drywall, patch, tape and texture;
- Replace and/or relocate interior doors and hardware;
- Install crown molding;
- Upgrade and/or relocate plumbing;
- New HVAC;
- Install receptionist area with granite counter, stone veneer, and drywall;
- Upgrades to restroom to satisfy ADA requirements;
- Cabinets and granite countertops in employee break room;
- New flooring to include ceramic tile and stamped concrete;
- Three (3) color interior paint.

Eligibility for Funding

Building is 1,286 square feet allowing for a maximum reimbursement of \$32,150

The applicant provided the following three estimates:

\*K&N General Construction, Inc. - \$98,914.80

Legend Construction & Development - \$110,850  
Filius Construction, Inc. - \$172,000

**\*The applicants intend to use K&N General Construction for the project.**

Staff Recommendation

This application and the financial capacity and history of the applicant were sent to the National Development Council (NDC) for review. The NDC provided a favorable analysis of the applicant and expressed no concern regarding his capacity to complete the project.

Based on the improvements that will be made to the building and job creation in the Downtown Redevelopment Area, this application furthers the goals and priorities of the Redevelopment Agency.

It is the recommendation of staff that the Loan Committee conditionally approve the Tenant Improvement Grant to 418 Basic Road in an amount not to exceed \$32,150 based on the following listed conditions of approval:

1. Applicants obtaining the required building permit prior to construction commencing;
2. Execution of Grant Agreement;
3. Applicants to provide Redevelopment Agency staff with a copy of the Certificate of Occupancy for the residential conversion of this structure into a commercial use prior to any reimbursement;
4. Applicants submitting all required paperwork for reimbursement;
5. Applicants to provide Agency with a copy of contractor's current City of Henderson Business License and State Contractor's License;
6. Applicants are encouraged to join the Water Street District Business Association.



City of Henderson Redevelopment Agency  
 240 Water Street, P.O. Box 95050  
 Henderson, NV 89009-5050  
 Phone: (702) 267-1515  
 Fax: (702) 267-1503

## FINANCIAL ASSISTANCE APPLICATION

This program provides Redevelopment Agency (RDA) Funds to assist any property owner(s) or tenant(s) who are interested in upgrading or expanding their business located within the boundaries of the Redevelopment Area.

Please contact 702-267-1515 to schedule an appointment to submit a completed application with the required documents and appropriate signatures to avoid any delays in financial consideration. Please print legibly in either blue or black ink. Please select which redevelopment area your business resides in:

Downtown       Eastside

### 1. TYPE OF APPLICATION (check one)

- Facade Improvement Program       Mini-Façade Improvement  
 Signage Program       Development  
 Tenant Improvement Program



### 2. PROPERTY INFORMATION

Business Name: AJAN INVESTMENT, LLC

Corporation (d/b/a)       Partnership       Sole Proprietorship

Physical Address: 2259 CORAL RIDGE AVE

Mailing Address:

City: HENDERSON      State: NV      Zip Code: 89052

Phone: 702-367-3799      Cell: 702-354-6011      E-mail: KNNCONSTRUCTION@YAHOO.COM

Building Use:

### 3. APPLICANT INFORMATION

Name: IN-N-OUT MAKE SERVICES LLC

Mailing address: 414 W. BASIC RD (418 Basic Rd)

City: HENDERSON      State: NV      Zip Code: 89015

Phone: 702-367-3799      Cell: 702-354-6011      E-mail: KNNCONSTRUCTION@YAHOO.COM

Do you  Own  Rent or  Lease the subject property?  
 If you are not the property owner, than owner must complete section 4 and sign the application.

**4. PROPERTY OWNER**

Owner name: ANDY NGUYEN / AJAN INVESTMENT, LLC

Mailing address: 2259 CORAL RIDGE AVE

City: HENDERSON State: NV Zip Code: 89052

Phone: 702-367-3799 Cell: 702-354-6011 E-mail: KHNCONSTRUCTION@YAHOO.COM

Are there multiple owners? [ ] Yes or [ ] No If yes, provide executed Affidavit for each.

**5. CONTACT PERSON OR REPRESENTATIVE**

Name: ANDY NGUYEN

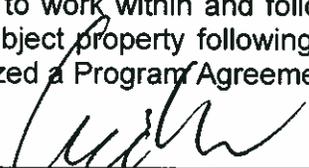
Mailing address: 414 W. BASIC RD

City: HENDERSON State: NV Zip Code: 89015

Phone: 702-367-3799 Cell: 702-354-6011 E-mail: KHNCONSTRUCTION@YAHOO.COM

I/We hereby affirm that I/we have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my/our knowledge. The owner invites the City of Henderson (COH) and/or RDA to make all reasonable inspections, investigations, and take pictures of the subject property during the process period associated with the application. I authorize the use of any pictures taken by the COH or the RDA.

I/We have read and understand the selected financial assistance program guidelines, accept the qualification, and understand that in order for my/our request of funds to be approved, I/we must agree to work within and follow the recommendations of the RDA before starting any work on the subject property following approval of the application. I/We must complete, sign, and have notarized a Program Agreement to initiate a date of project execution.

 5/7/13  
 Applicant signature Date

\_\_\_\_\_  
 Owner signature Date

\_\_\_\_\_  
 Owner signature Date



## PROGRAM APPLICATION REQUIREMENTS

App Initials ↓	<b>Facade Improvement Program</b>	RDA Initials ↓
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Completed W-9 form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" copies of existing and proposed front building elevations showing the exterior (front and side) dimensions of the structure in linear feet. Existing can be satisfied by use of photographs.</li> <li>• Project may require development application review. Contact Community Development at 267-1500 for additional information.</li> </ul>	_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

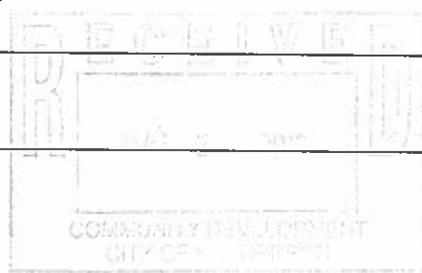
App Initials ↓	<b>Mini-Facade Improvement Program</b>	RDA Initials ↓
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" copies of existing and proposed front building elevations showing the exterior (front and side) dimensions of the structure in linear feet.</li> <li>• Project may require development application review; additional copies of project may be required.</li> <li>• Completed W-9 form.</li> <li>• Project may require development application review. Contact Community Development at 267-1500 for additional information.</li> </ul>	_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

App Initials ↓	<b>Signage Program</b>	RDA Initials ↓
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Written consent from property owner, if applicable.</li> <li>• Completed W-9 form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" site plans drawn to scale for requests involving pole signs.</li> <li>• Three (3) 8½" x 11" color copies of <b>building</b> exteriors. Photographs can be used.</li> <li>• Three (3) 8½" x 11" color copies of all signs to be installed including dimensions drawn to scale.</li> <li>• Project may require development application review, additional copies of project may be required (i.e. Architectural Review Committee, CUP).</li> </ul>	_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

App Initials ↓	<b>Downtown/Eastside Tenant Improvement</b>	RDA Initials ↓
✓ N/A	<b>1. Application, Justification, &amp; Legal Documents</b> <ul style="list-style-type: none"> <li>• Complete and signed application form.</li> <li>• Signed letter from the property owner authorizing the applicant to submit the</li> </ul>	

✓	<ul style="list-style-type: none"> <li>request, if applicant is not the property owner.</li> <li>Copy of executed lease for businesses operating in rented premises. The lease should be for a period not less than two (2) years.</li> <li>Letter explaining request, including a statement indicating the number of new jobs that will be created and/or retained, and the number of floors in the building and usage break out for each floor (e.g. office, retail, restaurant). If requesting additional funding for Green Initiatives, letter must include details on the five elements being incorporated into the design.</li> <li>Completed W-9 Form.</li> <li>Legal Structure Documentation is required if the applicant is either a partnership or a corporation (including both Subchapter S and C corporations and LLC's). The documentation required includes the Articles of Incorporation and the By-laws.</li> <li>Fictitious Business Name Statement is required by any business not operating under the legal name of the entity operating the business. For example, if a sole-proprietorship is owned by John Smith and is being operated under John's name only, no statement is required. If the business is being operated as Smith's Plumbing, however, a recorded statement is required. If a corporation operates under a name other than that on the incorporation documents, a statement is also required. The same standard is used for partnerships and LLC's.</li> <li>Partnership agreement is required on all partnerships. A general partnership agreement is not required to be recorded at any level. A limited partnership agreement must be recorded with the State of Nevada.</li> </ul>	n/A <del>_____</del>
✓	<ul style="list-style-type: none"> <li>Completed W-9 Form.</li> <li>Legal Structure Documentation is required if the applicant is either a partnership or a corporation (including both Subchapter S and C corporations and LLC's). The documentation required includes the Articles of Incorporation and the By-laws.</li> <li>Fictitious Business Name Statement is required by any business not operating under the legal name of the entity operating the business. For example, if a sole-proprietorship is owned by John Smith and is being operated under John's name only, no statement is required. If the business is being operated as Smith's Plumbing, however, a recorded statement is required. If a corporation operates under a name other than that on the incorporation documents, a statement is also required. The same standard is used for partnerships and LLC's.</li> <li>Partnership agreement is required on all partnerships. A general partnership agreement is not required to be recorded at any level. A limited partnership agreement must be recorded with the State of Nevada.</li> </ul>	<del>_____</del>
✓	<ul style="list-style-type: none"> <li>Partnership agreement is required on all partnerships. A general partnership agreement is not required to be recorded at any level. A limited partnership agreement must be recorded with the State of Nevada.</li> </ul>	<del>_____</del>
✓	<p><b>2. Construction Documents</b></p> <ul style="list-style-type: none"> <li>Three (3) copies of detailed floor plans drawn to a recognized architectural or engineering scale showing all improvements being made.</li> <li>Development/Construction schedule including specific time frames for each scope of work.</li> <li>Three (3) bids minimum are required for all improvements, including an itemized cost estimate.</li> </ul>	<del>_____</del> e mail e mail e mail 3rd
✓	<p><b>3. Financial Documents</b></p> <ul style="list-style-type: none"> <li>*A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage, if applicable. Must include proof of funding source, e.g. bank approval of loan for costs that must be covered by the applicant for the improvements.</li> <li>*Pro-forma financial analysis to include three (3) years of business financial statements and one (1) year of projected business financial statements for the subject property on an already established business. For a start-up business, one (1) year of projected business financial statements for the subject property. Must include detailed information on employment history and performance for the business owner and manager.</li> <li>*Three (3) years of business income tax returns and three (3) years of personal tax returns for all business partners.</li> <li>*Credit Report Authorization and Release for all individuals involved in the business.</li> </ul>	<del>_____</del>
✓	<p>*These items are to be forwarded by the applicant to a 3<sup>rd</sup> party reviewer retained by the RDA for a professional recommendation on the viability and stability of the business and project (existing and start-up). This process can take an additional week after application packet is received by the Agency. 3<sup>rd</sup> party reviewer contact information will be provided upon application packet intake.</p>	<del>_____</del>

App Initials	Development	RDA Initials
✓		✓
_____	<ul style="list-style-type: none"> <li>Complete and signed application form.</li> <li>Site coverage.</li> </ul>	_____
_____		_____



✓	<ul style="list-style-type: none"> <li>Number of floors, including square footage for each floor and use (e.g., office, retail, restaurant, condominium, etc.).</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>Concept elevations and site plan.</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>Development/Construction schedule.</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>Narrative describing how the project complements the Downtown Redevelopment Plan, Downtown Investment Strategy, and Downtown Design Guidelines, if project is located in the Downtown Redevelopment Area. If located in the Eastside Redevelopment Area, the narrative is not required.</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage if applicable.</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>Pro-forma financial analysis to include development budget, cash flow analysis and financing plan.</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>Credit Report Authorization and Release for all individuals involved in the business.</li> </ul>	✓
✓	<ul style="list-style-type: none"> <li>A statement indicating the number of individuals this project will employ that are:               <ul style="list-style-type: none"> <li>Persons living in the area; and</li> <li>Persons living in the area that are:                   <ul style="list-style-type: none"> <li>Economically disadvantaged</li> <li>Physically disabled</li> <li>A minority</li> <li>A veteran</li> <li>Women</li> </ul> </li> </ul> </li> </ul>	✓

**Only completed application packets, including all required documentation, will be scheduled for Loan Committee (LC) review. For a schedule of LC meeting dates and submission deadlines, please contact 702-267-1515.**

**Note:** Applying for grant funds does not obligate the Redevelopment Agency (RDA) to allocate funds for the specified project. Only after the review and approval of the application and plans will the RDA authorize funds. The project shall comply with the selected Program Guidelines and only upon approved final inspections by the City of Henderson, will the RDA be obligated to disburse the authorized funds. In the event that application is denied by the Redevelopment Agency's Loan Committee, applicant may appeal to the Redevelopment Agency Board.

**Office Use Only**

Date Application Received: \_\_\_\_\_ Date of Complete Application: \_\_\_\_\_

Assessor's Parcel Number: \_\_\_\_\_ Zoning: \_\_\_\_\_

LC Date: \_\_\_\_\_ Approved Grant \$ \_\_\_\_\_

Approval Letter Date \_\_\_\_\_ Denial Letter Date \_\_\_\_\_

Certificate of Insurance Received: \_\_\_\_\_





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414 W. BASIC RD HENDERSON, NV 89015

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May 28, 2013

Re: In-N-Out MP&E Services, LLC  
Tenant Improvement Program Application  
418 W. Basic Rd  
Henderson, NV 89015

To whom it may concern:

By establishing our business office at 418 W. Basic Rd in Henderson, NV 89015 we will be able to generate new jobs for the community. In addition, we will be able to employ at least (10) ten new employees that includes Field Technicians, Field Supervisor, Office Manager, Accounting, Receptionist and Administrative Assistant. We have recently relocated our sister company to the neighborhood last year, and ever since then, the business has been very successful in earning revenues, not only for the company, but for the community. We expect the same outcome for our business.

Thank you very much for your time and consideration and we are looking forward to hearing from you. Hopefully we can work together to redevelop the neighborhood so that we may bring new revenue and opportunities to the community.

If you have any questions you may contact me on my cell at 702-354-6011. Thank you very much and have a wonderful day.

Sincerely,

Andy Nguyen

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## Daphney Jeffers

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**From:** Scott Rodde <srodde@napanet.net>  
**Sent:** Thursday, September 05, 2013 3:01 PM  
**To:** Daphney Jeffers  
**Cc:** Lisa Sich  
**Subject:** Andy Nguyen Financial Capacity for Tenant Improvement and Facade Improvement Financing

Daphney,

I have reviewed the following tax, financial and credit statements for Andy Nguyen and companies that he owns and controls:

- 1) Personal tax returns for 2010, 2011 and 2012 for Andy Nguyen.
- 2) Personal financial statement for Andy Nguyen dated September 4, 2013.
- 3) Corporate tax returns for 2010, 2011 and 2012 for K&N Construction Inc.
- 4) Partnership tax returns for 2010, 2011 and 2012 for In-N Out M, P and E Services LLC
- 5) A credit report on Andy Nguyen dated 8/27/13.

Based on this review Mr. Nguyen has appropriate current liquidity, improving earnings and appropriate capital to participate in the Henderson Tenant Improvement and Facade Improvement Programs.

2012 financial results for Mr. Nguyen are substantially better than in previous years. It appears that Mr. Nguyen has recovered financially from the difficult business climate of previous years. His personal adjusted gross income for 2012 was \$187,000. The top line for his construction company for 2012 was \$2.6M.

Please contact me with any questions that arise.

Best regards,

Scott Rodde, Director  
The National Development Council



414 W. Basic Rd  
 Henderson, NV 89015  
 Ph: 702-367-3799  
 Fx: 702-616-2662

**Project Name:**  
**In-N-Out MP&E Tenant Improvement**  
 418 W. Basic Rd  
 Henderson, NV 89015

**Customer Name:**  
**In-N-Out MP&E Services**  
 Andy Nguyen

**Construction Schedule:**

Description:	DAYS	START	END
Construction Start Date	10/1/2013		
Demolition	2	10/1/2013	10/2/2013
Foundation and Concrete	5	10/3/2013	10/7/2013
Framing	3	10/8/2013	10/10/2013
Electrical	3	10/11/2013	10/13/2013
Plumbing	3	10/11/2013	10/13/2013
HVAC	3	10/11/2013	10/13/2013
Drywall	10	10/14/2013	10/23/2013
Floor tile	5	10/24/2013	10/28/2013
Stucco & Stone	7	10/24/2013	10/30/2013
Final Electrical, Plumbing and Mechanical	2	10/29/2013	10/30/2013
Paint and Trim	2	10/31/2013	11/1/2013
Roof and metal trim	2	11/1/2013	11/2/2013
Landscaping	3	11/1/2013	11/3/2013
Signage	2	11/2/2013	11/3/2013
Pre-final	3	11/4/2013	11/6/2013
Final Building	1	11/11/2013	11/11/2013



**414 W. Basic Rd  
Henderson, NV 89015**

**TEL# (702) 367-3799**

**FAX# (702) 616-2662**

**License# 698812 CA Unlimited Limit**

**License# 49859A Limit \$2,000,000**

**License#68999C1 Limit \$950,000**

**License #73313C2 Limit \$950,000**

**License #75559 C21 Limit \$100,000**

**License #G678 Fire Sprinkler System**

**Email: knnconstruction@yahoo.com**

**Web: knnconstruction.com**

## **PROPOSAL**

Date: August 9, 2013

To:  
In-N-Out MP&E Services, LLC  
Andy Nguyen  
418 W. Basic Rd  
Henderson, NV 89015  
Ph: 702-354-6011

Re:  
Office Tenant Improvement  
418 W. Basic Rd  
Henderson, NV 89015

A:

### **SCOPE OF WORK**

- 1. Demolition walls as per plan.**
- 2. Foundation concrete as per plan.**
- 3. Frame, drywall, hung, tape and texture orange peel; ready to paint as per plan.**
- 4. Plumbing (1) ADA restroom as per plan.**
- 5. AC new 5 ton Carrier, 15 sheer package to include duct work, register,**

Owner: \_\_\_\_\_ Contractor: 

thermostat and exhaust fans for restrooms.

**6. Insulation:**

- a. **Attic:** Blow in borax treated (no ammonium sulfate permitted) cellulose attic insulation to create a minimum of R-38 (not in vaulted areas). Keep all vents clear; construct baffles if necessary. Complete bury ducting where possible, utilizing dikes if necessary to keep new insulation in place. Air seal any draft leaks at ceiling level (ie: recessed lights and plumbing and electrical protrusions). Insulate the attic access with 6" of reflective foil faced polyisocyanurate foam and seal edges with compatible foil tape. Air seal any attic bypasses where air can move past 2nd story ceiling levels (where HVAC ducting moves into lower stories). Insulation shall be installed in accordance with manufacturer's specifications to ensure proper R-factor value. Install insulation depth rulers, one for every 300sf on the trusses, facing the attic access, to indicate the depth of the insulation.
7. Electric rough and finish 125amp circuit breaker for ac unit with disconnect to include new wire, new recess can lights per 38 LED, receptacles, telephone and data, GFI, dual switch as per plan.
8. Replace window with low E glazing as per plan.
9. New granite counter top receptionist area as per plan
10. New floor ceramic floor tile custom design and include restroom approximately 1800sf.
11. Doors and hardware: (8) doors timely framed 3-0 x 7-0 SC with Birch finish with sealer and level locks.
12. (2) exterior doors 3-0 x 7-0 as per plan.
13. Crown molding in the waiting room, conference room, and front office approximately 200LF x 8"wide
14. New ceiling 5/8" drywall , hung, tape and texture orange peel; ready to paint.
15. New break room cabinets and receptionist area.
16. Paint interior (3) colors with eggshell finish.
17. Restroom accessories (3) ADA hand rails, (1) mirror, toilet, sinks, toilet holder, ADA signs, and paper towel dispenser.
18. 1/2 CDX fire rated phone board.
19. Fire extinguisher
20. 3 dumpsters
21. Building envelope air sealing:
  - a. **House Interior:** Seal all accessible cracks, gaps and holes in the building envelope (the barrier between the indoor conditioned space and the outside) with low-volatile organic compound (VOC) caulk (if<1/4") or expanding foam (if>1/4"). Seal all top plate penetrations. Seal all penetrations created by plumbing, gas lines, electrical boxes and outlets. Take care to seal all joints without excess sealant. Seal any gaps in the building envelope adjacent to flues with carefully cut-to-fit sheet metal that is securely fastened to framing, sealing all seams and gaps with fire-rated caulk. Insulate the attic access with 6" of reflective foil faced polyisocyanurate foam and seal edges with

compatible foil tape. Seal IC-rated recessed fixtures with fire rated caulk. Seal any entries to attic space using weather stripping on attic doors or hatches. Install rubber gaskets behind the cover plates on all electric duplex outlet receptacles and switches that are located on the interior of all perimeter walls of the structure. Air sealing must be done prior to the insulation installation. All activities shall conform to the 2009 IECC table 402.4.2 standards.

**22. Final Clean up**

Subtotal:	\$82,429.00
Supervision & Project Mgmt:	\$8,242.90
Profit & Overhead:	\$8,242.90

<b>TOTAL BID PRICE:</b>	<b>\$98,914.80</b>
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**Exclusion:**

**We exclude the following.**

- Furniture fixtures and Equipment.
- Telephone, TV, Security or Video equipment.
- Window Covering or Treatment.
- Wire Glass.
- Contingency.
- Signage.
- Anything not mentioned in the Scope Description above.
- Any Revisions or Restrictions imposed by governing Agencies and Owner Changes.
- Site Improvements other than what is specified above.
- De-Watering and Caliches Removal.
- Night or Overtime Work.
- Any Major Import or Export of Soils.
- Nevada Power & Sprint Fees.
- Special Inspection.
- QAA (Quality Insurance Agreement).
- Performance Bond.
- Exporting any Contaminated Soils.
- Termite Control.
- Any and all Government, Permit, and Sewer connection fees

In consideration of the mutual covenants and agreement herein contained, the parties hereby agree as follows:

**In-N-Out MP&E Services Tenant Improvement @ 418 W. Basic Rd Henderson, NV 89015.**

Contractor agrees to construct and complete in a good, workmanlike and substantial manner, upon the real property hereinafter described, furnishing all labor, materials, tools, machinery, equipment, as follows:

1. The owner will locate and point out the property line to Contractor, and will provide boundary stakes by the licensed surveyor if there is any doubt as to boundaries.
2. The project is to be constructed and complete in strict conformance with plans, specifications and job outline for the same signed by the parties hereto and incorporated herein by reference.
3. The structure is also to be constructed and complete in strict compliance with all laws, ordinances rules, and regulations of the applicable governmental authorities. The Owner will pay all assessments and charges of any kind required by governmental authorities and public utilities for financing or repaying the cost of sewers, storm drains, water service and other utilities, including tap-in or hookup charges and the like.
4. In as much as the remodeling and/or rehabilitation of an existing building required that certain assumption be made regarding existing conditions and because some of the assumption might not be verifiable with out expending additional sums of money or destroy otherwise serviceable portions of the building. The Client agree that, except for negligence on the part of K&N Construction Inc. and their consultants from all areas of this project that are not visible accessible.
5. In consideration of the covenants and agreements herein contains being performed and kept by Contractor, including the supplying of all labor, materials and the services required by this contract, and the construction and completion of this project, **Owner agrees to pay the contractor \$98,914.80 which is disbursed on the following payment schedule: 10% Upon Customer Deposit, 20% Upon Permit Application, 20% Upon Underground, 20% Upon Rough, 20% Upon Drywall, 10% Upon Completion.**
6. The Final Payment will be made after the final inspection. If correct repair work remains to be accomplished after final Inspection, the Owner may make one and only One Final Punch List, in which all items on that list, will be completed. Upon completion of that one final punch list by Contractor, Owner shall pay the balance of the contract sum to the Contractor.
7. The Contractor agrees to commence work as soon as permissible. The said work will be completed and continuously. Client understands that project shall be completed within 60 working days (not including legal holidays) after procurement of permits or notice to proceed, unless work is halted due to strikes, material shortages, natural disaster or any unforeseen circumstances beyond contractor control.
8. Contractor shall pay promptly all valid and charges for materials, labor,

machinery, equipment or any other service or facility used in connection with or arising out of the Construction Project.

9. Contractor shall be entitled to take a deposit for the material before the start of the job. This deposit shall cover the cost of the materials required to perform the job need.
10. Should the owner, architect, city inspector, if any at any time during the progress of the work request any modification, alternations, or deviations in, addition to, or omissions from this contract or the plans or specifications, he shall be at liberty to do so, and the same shall in no way affect or make void this contract, but the amount thereof shall be added to or deducted from the amount of the contract price above, as the case may be, by a fair and reasonable valuation, based upon the actual cost of labor and material. This contract shall be deem to be completed when the work is finished in accordance with the original plans as amended or modified by such changed, whatever may be the nature extend thereof.
11. If the project is destroyed or damaged by any accidental or disaster, such as fire, storm, flood, landslide, earthquake or subsidence, or by theft or vandalism, any work done by contractor in rebuilding or restoring the work shall be paid for by the Owner as extra work.
12. Owner shall obtain and pay for insurance against injury and theft. The Contractor shall not be responsible for any damage occasioned by the Owner. Acts of God, Earthquake, or other causes beyond the control of Contractor, including theft of not installed materials and equipment, unless otherwise herein provided.
13. Contractor guarantees all equipment, materials, supplies, and work furnished on the project against defective construction or workmanship for a period of one year following the completion of the project, except when a longer guarantee is provided by the supplier, subcontractor, or manufacture of the equipment or material. Contractor shall supply the owner with all warranty and guarantee document relevant to the equipment and the materials incorporated into the job and guaranteed by its subcontractors, suppliers or manufacture.
14. If the Owner is in default of payment for the services provided in this agreement and any extra work performed, a 10% surcharge plus a 1 ½ % late charge per month shall be added to the amount total.
15. This contract constitutes the entire agreement of the parties. NO other agreements, oral or written, pertaining to the work to be performed under this contract exists between the parties. This contract can be modified only by an agreement in writing signed by both parties.
16. This agreement shall be constructing in accordance with, and governed by, the laws of the State of Nevada and shall be deemed to have entered into, and primarily performance will be deemed to be in Clark County.
17. Labor rate are as follows: Supervisor: \$75/hr, Journeyman: \$65/hr, Apprentice: \$55/hr, Labor: \$35/hr.
18. The cost and responsibility of all Building Permits, Public Work fees, and City Utility fee shall be incurred by the Owner and is not part of this

Owner: \_\_\_\_\_ Contractor: 

agreement.

19. If required, Owner is responsible for providing keys and re-keying door locks after construction.

Contractors are required by law to be licensed and regulated by the Contractor State License Board and also to carry liability and worker's compensation insurance. You may contact the Contractor's Office at any time for proof of coverage. Any question concerning a contractor may be referred to the Register, Contractor' Stat License Board.

IN WITNESS WHEREOF, the parties hereto have executed the agreement on the date above written.

OWNER \_\_\_\_\_ DATE \_\_\_\_\_

CONTRACTOR Ann Sain DATE 8/2/13

JOB NO.:

PAY REQUEST #:

JOB NAME In-N-Out MP&E Services 418 W. Basic Rd

Invoice #:

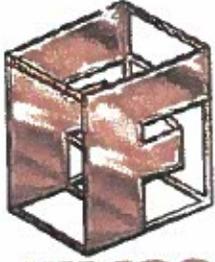
ITEM NO.	DESCRIPTION OF WORK VENDOR NAME	SCHEDULED VALUE C	WORK COMPLETED			STORED MATERIALS F	TOTAL COMPLETED AND STORED TO DATE G(D+E+F)	BALANCE TO FINISH H(C-G)	% RETAINAGE OVERRIDE	10.00 RETAINAGE
			PREVIOUS APP D	THIS APP E	%					
00001	Demolition	1,200.00	0.00	0.00	0.00	0.00	0.00	1,200.00	10.00	0.00
00002	Concrete foundation	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	10.00	0.00
00003	Frame, drywall, hung, tape and texture	15,895.00	0.00	0.00	0.00	0.00	0.00	15,895.00	10.00	0.00
00004	Plumbing rough and finish	3,500.00	0.00	0.00	0.00	0.00	0.00	3,500.00	10.00	0.00
00005	AC new 5 ton Carrier	7,900.00	0.00	0.00	0.00	0.00	0.00	7,900.00	10.00	0.00
00006	Cellulose insulation	1,750.00	0.00	0.00	0.00	0.00	0.00	1,750.00	10.00	0.00
00007	Electric rough and finish	11,450.00	0.00	0.00	0.00	0.00	0.00	11,450.00	10.00	0.00
00008	Replace window	2,200.00	0.00	0.00	0.00	0.00	0.00	2,200.00	10.00	0.00
00009	New granite counter tops	4,500.00	0.00	0.00	0.00	0.00	0.00	4,500.00	10.00	0.00
00010	New ceramic tile floor	9,780.00	0.00	0.00	0.00	0.00	0.00	9,780.00	10.00	0.00
00011	Doors and hardware interior	4,500.00	0.00	0.00	0.00	0.00	0.00	4,500.00	10.00	0.00
00012	(2) exterior doors	1,250.00	0.00	0.00	0.00	0.00	0.00	1,250.00	10.00	0.00
00013	Crown molding	975.00	0.00	0.00	0.00	0.00	0.00	975.00	10.00	0.00
00014	New ceiling drywall	2,790.00	0.00	0.00	0.00	0.00	0.00	2,790.00	10.00	0.00
00015	New break room cabinets	2,400.00	0.00	0.00	0.00	0.00	0.00	2,400.00	10.00	0.00
00016	Painting	3,250.00	0.00	0.00	0.00	0.00	0.00	3,250.00	10.00	0.00
00017	Restroom accessories	850.00	0.00	0.00	0.00	0.00	0.00	850.00	10.00	0.00
00018	1/2" CDX fire rated phone board	200.00	0.00	0.00	0.00	0.00	0.00	200.00	10.00	0.00
00019	Fire extinguisher	189.00	0.00	0.00	0.00	0.00	0.00	189.00	10.00	0.00
00020	3 dumpsters	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00	10.00	0.00
00021	Building envelope air sealing	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	10.00	0.00
00022	Final clean up	350.00	0.00	0.00	0.00	0.00	0.00	350.00	10.00	0.00

PAY REQUEST #:

Invoice #:

JOB NO.:  
 JOB NAME In-N-Out MP&E Services 418 W. Basic Rd

ITEM NO. A	DESCRIPTION OF WORK VENDOR NAME B	SCHEDULED VALUE C	WORK COMPLETED		STORED MATERIALS F	TOTAL COMPLETED AND STORED TO DATE G (D+E+F)	% RETAINAGE H (C-G)	10.00 RETAINAGE
			PREVIOUS APP D	THIS APP E				
00023	Supervision & Project Management	8,242.90	0.00	0.00	0.00	0.00	8,242.90	10.00
00024	Profit & Overhead	8,242.90	0.00	0.00	0.00	0.00	8,242.90	10.00
<b>TOTALS</b>		<b>98,914.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>98,914.80</b>	<b>0.00</b>



**FILIOS**  
CONSTRUCTION, INC.

In-N-Out MP&E Services, LLC  
Andy Nguyen  
418 W. Basic Rd  
Henderson, NV 89015  
Ph.: 702-354-6011

Re: Office Tenant Improvement  
418 W. Basic Rd  
Henderson, NV 89015

**This proposal Includes:**

Labor and material for a completing a job for the above referenced project; a remodel of the exterior of a business at 418 Basic Rd, in Henderson, Nevada. Work to be done during normal business hours 6:00 am to 5:00 pm, Monday thru Friday. Trash dumpsters provided by others.

**Including:**

1. Demolition walls as per plan.
2. Foundation concrete as per plan.
3. Frame, drywall, hung, tape and texture orange peel; ready to paint as per plan.
4. Plumbing (1) ADA restroom as per plan.
5. AC new 5 ton Carrier, 15 sheer packages to include duct work, register, thermostat and exhaust fans for restrooms.
6. Insulation:
  - a. Attic: Blow in borax treated (no ammonium sulfate permitted) cellulose attic insulation to create a minimum of R-38 (not in vaulted areas). Keep all vents clear; construct baffles if necessary. Complete bury ducting where possible, utilizing dikes if necessary to keep new insulation in place. Air seal any draft leaks at ceiling level (ie: recessed lights and plumbing and electrical protrusions). Insulate the attic access with 6" of reflective foil faced polyisocyanurate foam and seal edges with compatible foil tape. Air seals any attic bypasses where air can move past 2nd story ceiling levels (where HVAC ducting moves into lower stories). Insulation shall be installed in accordance with manufacturer's specifications to ensure proper R-factor value. Install insulation depth rulers, one for every 300sf on the trusses, facing the attic access, to indicate the depth of the insulation.
7. Electric rough and finish 125amp circuit breaker for ac unit with disconnect to include new wire, new recess can lights per 38 LED, receptacles, telephone and data, GFI, dual switch as per plan.
8. Replace window with low E glazing as per plan.
9. New granite counter top receptionist area as per plan
10. New floor ceramic floor tile custom design and include restroom approximately 1800sf.
11. Doors and hardware: (8) doors timely framed 3-0 x 7-0 SC with Birch finish with sealer and level locks.
12. (2) Exterior doors 3-0 x 7-0 as per plan.
13. Crown molding in the waiting room, conference room, and front office approximately 200LF x 8"wide

---

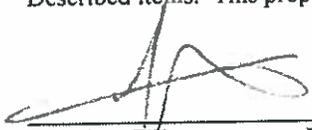
9640 W. Tropicana Ave. • Suite 200 • Las Vegas, NV 89147  
Office (702) 869-8023 • Fax (702) 869-8026  
Lic. #33581A • Unlimited

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_

14. New ceiling 5/8" drywall hung tape and texture orange peel; ready to paint.
15. New break room cabinets and receptionist area.
16. Paint interior (3) colors with eggshell finish.
17. Restroom accessories (3) ADA hand rails, (1) mirror, toilet, sinks, toilet holder, ADA signs, and paper towel dispenser.
18. 1/2 CDX fire rated phone board.
19. Fire extinguisher
20. 3 dumpsters
21. Building envelope air sealing:
  - a. House Interior: Seal all accessible cracks, gaps and holes in the building envelope (the barrier between the indoor conditioned space and the outside) with low-volatile organic compound (VOC) caulk (if < 1/4") or expanding foam (if > 1/4"). Seal all top plate penetrations. Seal all penetrations created by plumbing, gas lines, electrical boxes and outlets. Take care to seal all joints without excess sealant. Seal any gaps in the building envelope adjacent to flues with carefully cut-to-fit sheet metal that is securely fastened to framing, sealing all seams and gaps with fire-rated caulk. Insulate the attic access with 6" of reflective foil faced polyisocyanurate foam and seal edges with compatible foil tape. Seal IC-rated recessed fixtures with fire rated caulk. Seal any entries to attic space using weather stripping on attic doors or hatches. Install rubber gaskets behind the cover plates on all electric duplex outlet receptacles and switches that are located on the interior of all perimeter walls of the structure. Air sealing must be done prior to the insulation installation. All activities shall conform to the 2009 IECC table 402.4.2 standards.
22. Final Clean up  
 The work described above will be performed for the price of \$172,000.00  
 Payment schedule to be 25% Mobilization (up front) then 50% upon Framing Final, Then 25% upon Building Final. Contractor suggests the use of Construction Control.

Exclusions: Hard dig Caliche removal, site work, Hydrandic water lines, masonry.

This proposal includes all labor, material and taxes necessary to complete the above Described items. This proposal is valid 30 days from the date of the proposal.

  
 \_\_\_\_\_  
 Spiridon Filios                      Date  
 Filios Construction Inc.  
 33581A B Unlimited

This Proposal Accepted By:  
 \_\_\_\_\_  
 Authorized Representative                      Date

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_

# LEGEND

## Construction & Development

Nevada License# 0034165  
901 Rhyolite Terrace  
Henderson, NV 89011  
Craig Clucas: 702.276.5217  
John Morgan: 702.493.5212

DATE: August 19, 2013  
BID# 333  
FOR: Tenant Impr.

Bill To:  
K & N Construction  
418 West Basic  
Henderson, Nevada

DESCRIPTION	AMOUNT
Tenant Improvement at 418 West Basic, Henderson, Nevada Scope of Work attached:	\$ 110,850.00
<b>TOTAL</b>	<b>\$ 110,850.00</b>

If you have any questions regarding this quote, please contact Craig or John at the above numbers.

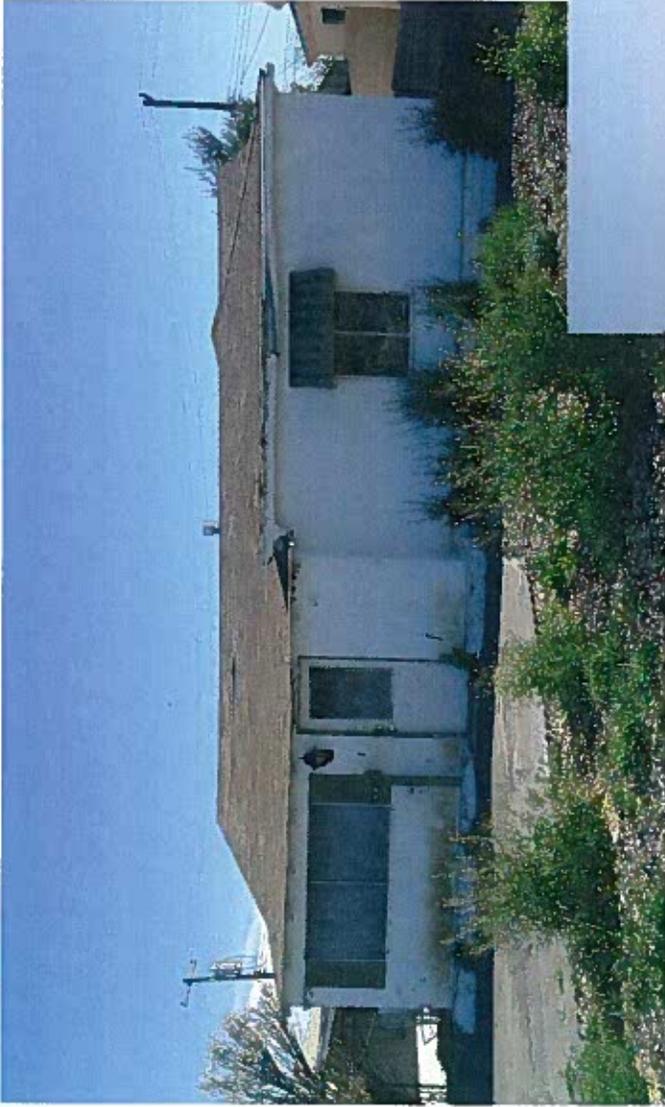
**THANK YOU FOR YOUR BUSINESS!**

**SCOPE OF WORK**  
**Tenant Improvement for**  
**418 West Basic, Henderson, Nevada**

1. Demolition walls as per plan.
2. Foundation concrete as per plan.
3. Frame, drywall, hung, tape and texture orange peel; ready to paint as per plan.
4. Plumbing (1) ADA restroom as per plan.
5. AC new 5 ton Carrier, 15 sheer package to include duct work, register, thermostat and exhaust fans for restrooms.
6. Insulation:
  - a. Attic: Blow in borax treated (no ammonium sulfate permitted) cellulose attic insulation to create a minimum of R-38 (not in vaulted areas). Keep all vents clear; construct baffles if necessary. Complete bury ducting where possible, utilizing dikes if necessary to keep new insulation in place. Air seal any draft leaks at ceiling level (ie: recessed lights and plumbing and electrical protrusions). Insulate the attic access with 6" of reflective foil faced polyisocyanurate foam and seal edges with compatible foil tape. Air seal any attic bypasses where air can move past 2nd story ceiling levels (where HVAC ducting moves into lower stories). Insulation shall be installed in accordance with manufacturer's specifications to ensure proper R-factor value. Install insulation depth rulers, one for every 300sf on the trusses, facing the attic access, to indicate the depth of the insulation.
7. Electric rough and finish 125amp circuit breaker for ac unit with disconnect to include new wire, new recess can lights per 38 LED, receptacles, telephone and data, GFI, dual switch as per plan.
8. Replace window with low E glazing as per plan.
9. New granite counter top receptionist area as per plan
10. New floor ceramic floor tile custom design and include restroom approximately 1800sf.
11. Doors and hardware: (5) doors timely framed 3-0 x 7-0 SC with Birch finish with sealer and level locks.
12. Crown molding in the waiting room, conference room, and front office approximately 200LF x 8"wide
13. New ceiling 5/8" drywall , hung, tape and texture orange peel; ready to paint.
14. Paint interior (3) colors with eggshell finish.
15. Restroom accessories (3) ADA hand rails, (1) mirror, toilet, sinks, toilet holder, ADA signs, and paper towel dispenser.
16. 1/2 CDX fire rated phone board.
17. Fire extinguisher
18. 3 dumpsters
19. Building envelope air sealing:
  - a. House Interior: Seal all accessible cracks, gaps and holes in the

**building envelope (the barrier between the indoor conditioned space and the outside) with low-volatile organic compound (VOC) caulk (if <1/4") or expanding foam (if >1/4"). Seal all top plate penetrations. Seal all penetrations created by plumbing, gas lines, electrical boxes and outlets. Take care to seal all joints without excess sealant. Seal any gaps in the building envelope adjacent to flues with carefully cut-to-fit sheet metal that is securely fastened to framing, sealing all seams and gaps with fire-rated caulk. Insulate the attic access with 6" of reflective foil faced polyisocyanurate foam and seal edges with compatible foil tape. Seal IC-rated recessed fixtures with fire rated caulk. Seal any entries to attic space using weather stripping on attic doors or hatches. Install rubber gaskets behind the cover plates on all electric duplex outlet receptacles and switches that are located on the interior of all perimeter walls of the structure. Air sealing must be done prior to the insulation installation. All activities shall conform to the 2009 IECC table 402.4.2 standards.**

**20. Final Clean up**



**EXISTING  
CONDITIONS**



**PROPOSED RENOVATION**

PROJECT:		RENOVATIONS FOR A NEW NEW OFFICE	
CONTRACTOR:		K&N CONSTRUCTION INC., 414 W. BASIC ROAD HENDERSON, NEVADA 89052 (702) 367-3799 OFFICE (702) 616-2662 FAX KNNCONSTRUCTION.COM	
SHEET TITLE:		Cover Sheet	
SHEET NUMBER:		G101	
ISSUE:	DATE:	MARK:	DESCRIPTION:
PROJECT:			
DESIGNED BY:			
CHECKED BY:			

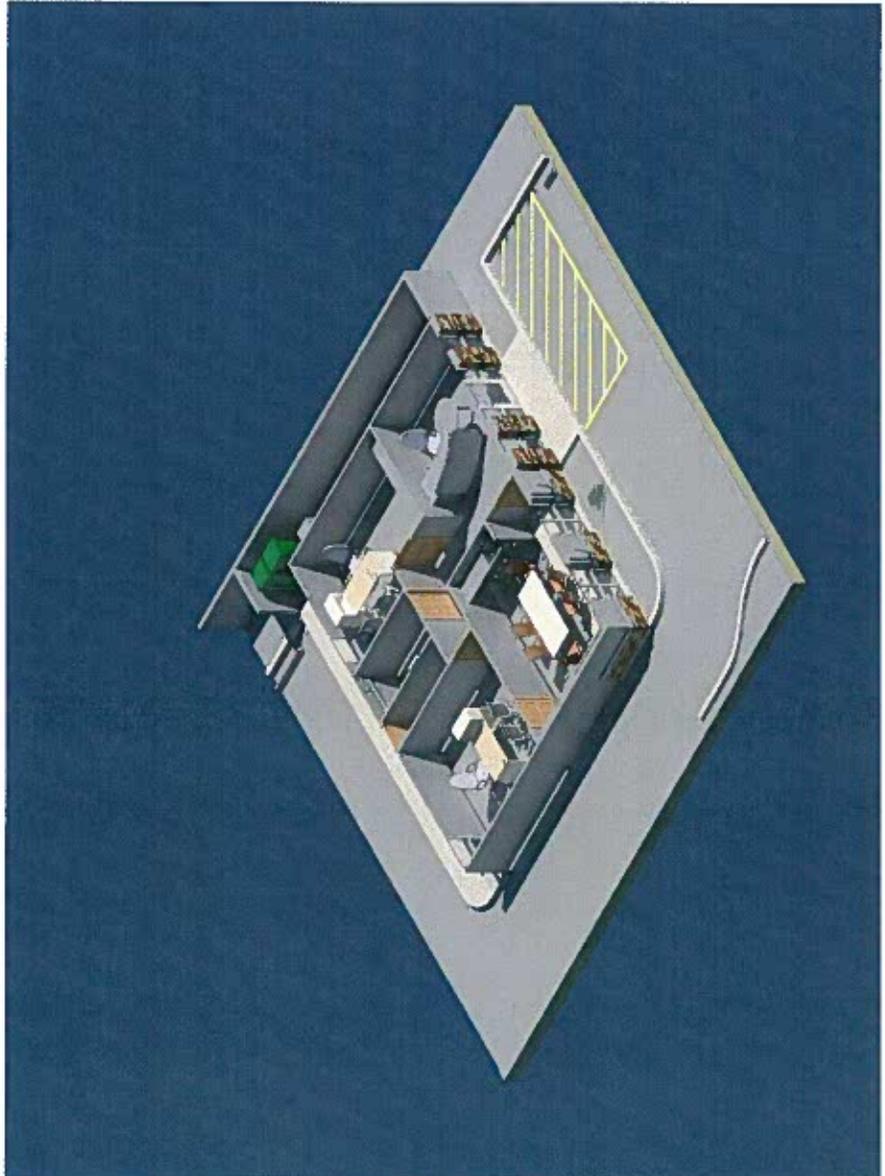
CONTRACTOR  
**K&N CONSTRUCTION INC.**  
 414 W. BASIC ROAD  
 HENDERSON, NEVADA 89052  
 (702) 267-3799 OFFICE  
 (702) 616-2662 FAX  
 KNCNCONSTRUCTION.COM  
 BY ORDER: KNOX, KNOX, HARRIS & GIBB LTD.

PROJECT  
**RENOVATIONS FOR A NEW  
 NEW OFFICE**  
 418 W. BASIC RD.  
 HENDERSON, NEVADA

MARK	DATE	DESCRIPTION

ISSUE  
 PROJECT NO.  
 FILE  
 DRAWN BY  
 CHECKED BY

SHEET TITLE  
 3rd Floor Plan  
 SHEET NUMBER  
**G 102**



CONTRACTOR  
**K&N CONSTRUCTION INC.**  
 414 W. BASIC ROAD  
 HENDERSON, NEVADA 89052  
 (702) 367-3799 OFFICE  
 (702) 616-2662 FAX  
 KNCNCONSTRUCTION.COM  
 27 LUDLOW BLVD. SUITE 100  
 HENDERSON, NEVADA 89015

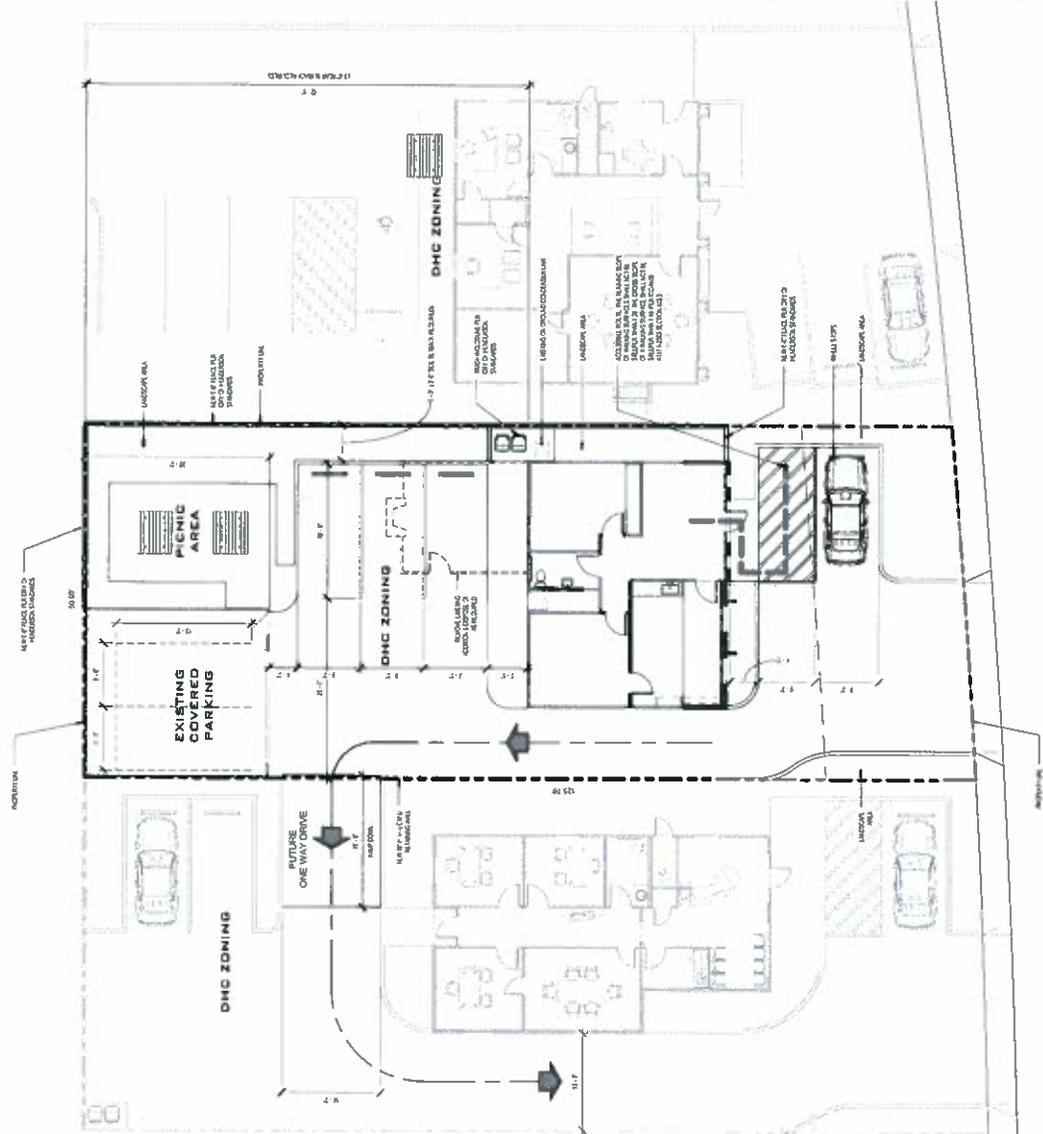
PROJECT  
**RENOVATIONS FOR A NEW  
 NEW OFFICE**  
 418 W. BASIC RD.  
 HENDERSON, NEVADA

MARK	DATE	DESCRIPTION

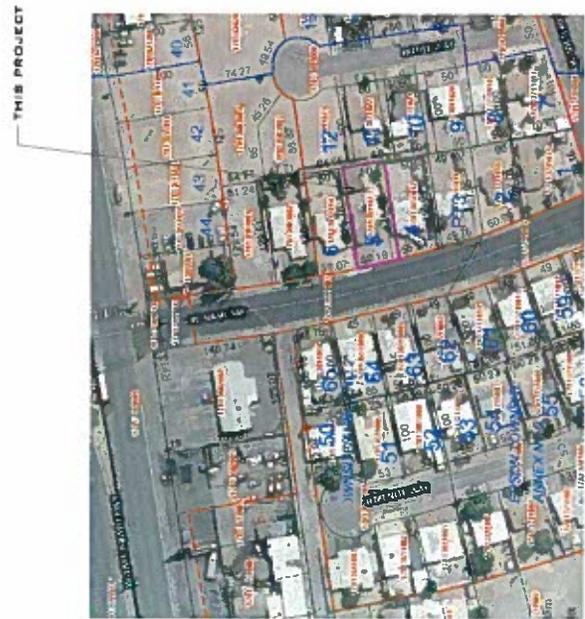
ISSUE APPROVALS  
 PROJECT NO.  
 DRAWN BY  
 CHECKED BY

SHEET TITLE  
 Site Plan

SHEET NUMBER  
**AS101**



**2 SITE PLAN**  
 1/8" = 1'-0"



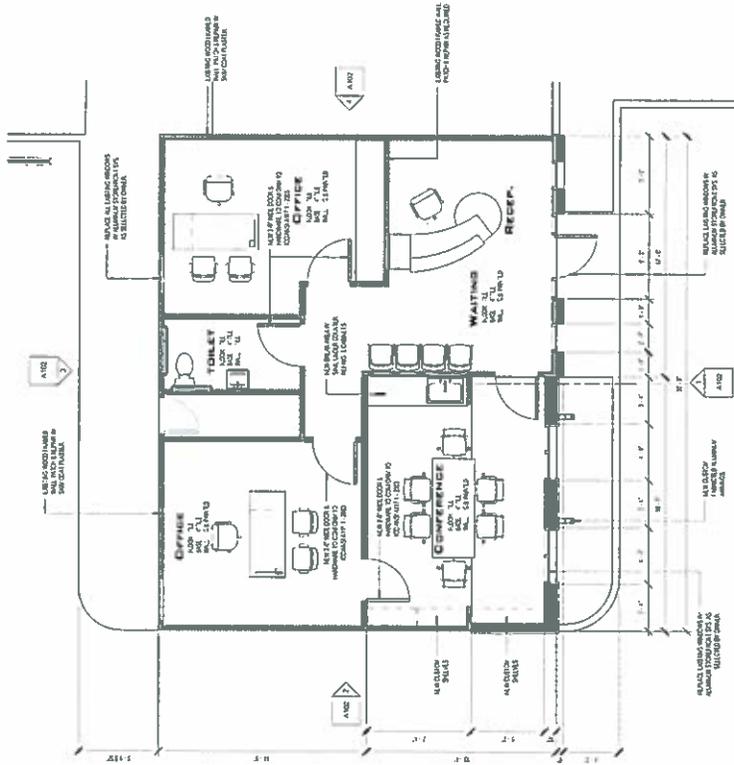
**1 VICINITY MAP**  
 1" = 500'

PROJECT LOCATION	418 W. BASIC RD.	ASSESSOR'S PARCEL NUMBER	181-24-01103
LAND USE ZONE	DOWNTOWN HIGHWAY COMMERCIAL (DHC)	SITE ADDRESS	418 W. BASIC RD.
BUSINESS GROUP	NO	OCCUPANCY CLASSIFICATION	TYPE V B
TYPE V B	NO	FIRE SPRINKLERS	NO
ACTUAL G.F.P.	NO	BUILDING HEIGHT	NO
ACTUAL GROUND COVER	NO	NUMBER OF STORIES	NO
ACTUAL AUTOMOBILE	NO	BUILDING AREA	NO
ACTUAL UTILITY	NO	AREAS BREAKDOWN	NO
ACTUAL TRAILER	NO	SITE RECORDED	NO
ACTUAL SIGNAGE	NO	SITE PROVIDED	NO
ACTUAL TRAILER	NO	PARKING REQUIRED	NO
ACTUAL TRAILER	NO	4 SPACES PROVIDED	NO
ACTUAL TRAILER	NO	OCCUPANT LOAD	NO
ACTUAL TRAILER	NO	OFFICE	NO
ACTUAL TRAILER	NO	SPECIAL INSPECTIONS REQUIRED	NO
ACTUAL TRAILER	NO	CONFORMANCE CODES	NO
ACTUAL TRAILER	NO	2009 IBC	NO
ACTUAL TRAILER	NO	2009 IRC	NO
ACTUAL TRAILER	NO	2009 IFC	NO
ACTUAL TRAILER	NO	2009 NEC	NO

**K&N CONSTRUCTION INC.**  
 414 W. BASIG ROAD  
 HENDERSON, NEVADA 89052  
 (702) 367-3799 OFFICE  
 (702) 616-2662 FAX  
 KNNCONSTRUCTION.COM  
 LICENSE #R0001-0000-0000-0000  
 © 2012 K&N CONSTRUCTION INC.

**RENOVATIONS FOR A NEW  
 NEW OFFICE**  
 418 W. BASIG RD.  
 HENDERSON, NEVADA

MARK	DATE	DESCRIPTION
ISSUE	04/23/14	3-4-79
PROJECT NO.		
FILE		
DRAWN BY		
CHECKED BY		



**1 FLOOR PLAN**  
 1/4" = 1'-0"



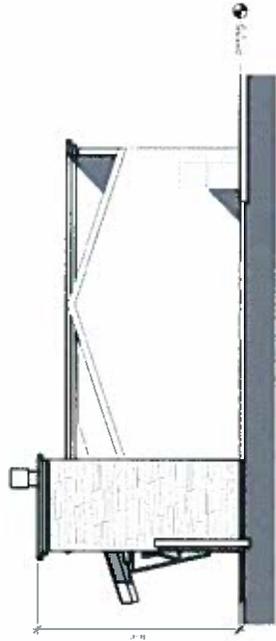
**GARAGE EXISTING CONDITIONS**

CONTRACTOR:  
**K&N CONSTRUCTION INC.**  
 414 W. BASIO ROAD  
 HENDERSON, NEVADA 89052  
 (702) 267-3799 OFFICE  
 (702) 616-2662 FAX  
 KNNCONSTRUCTION.COM  
 ALL RIGHTS RESERVED. MARK-CAD 11

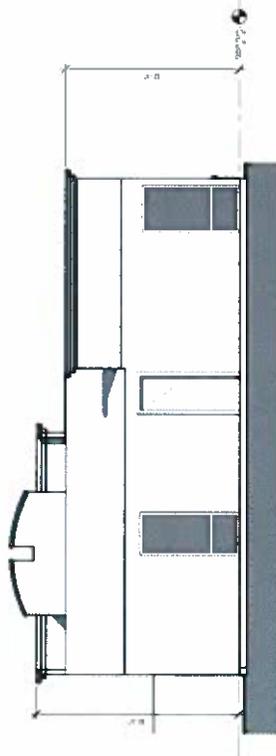
PROJECT:  
**RENOVATIONS FOR A NEW  
 NEW OFFICE**  
 418 W. BASIO RD.  
 HENDERSON, NEVADA

MARK	DATE	DESCRIPTION

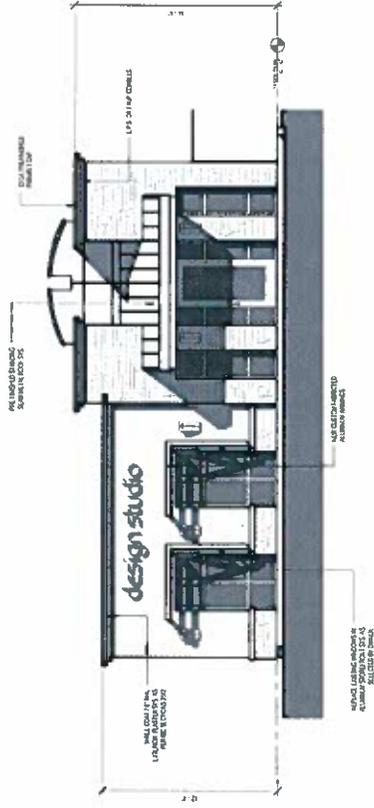
DESIGN: 8/10/2013  
 PROJECT NO:  
 FILED BY:  
 CHECKED BY:  
 SHEET TITLE  
 Elevations  
 SHEET NUMBER  
**A102**



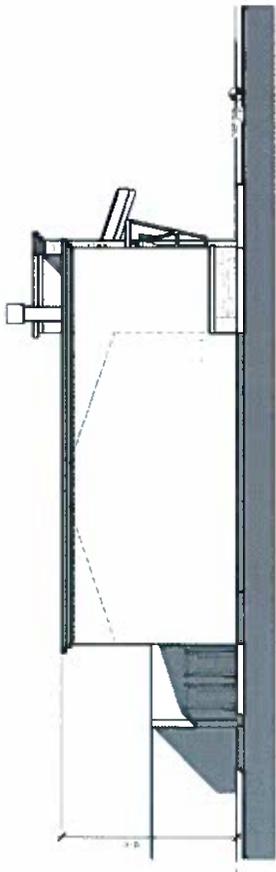
**4 SOUTH-RIGHT ELEVATION**  
 1/8" = 1'-0"



**3 EAST-REAR ELEVATION**  
 1/8" = 1'-0"



**1 WEST-FRONT ELEVATION**  
 1/8" = 1'-0"



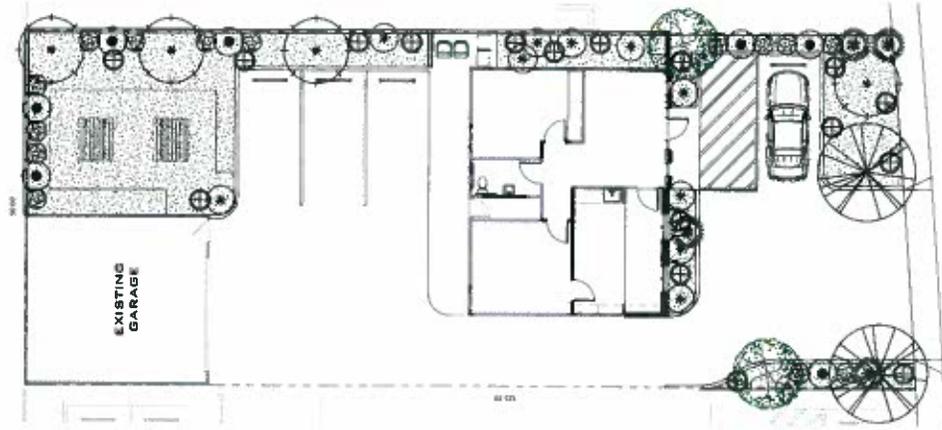
**2 NORTH-LEFT ELEVATION**  
 1/8" = 1'-0"

CONTRACTOR  
**K&N CONSTRUCTION INC.**  
 414 W. BASIE ROAD  
 HENDERSON, NEVADA 89052  
 (702) 367-3799 OFFICE  
 (702) 616-2662 FAX  
 KNNDONSTRUCION.COM  
 11 10/12/10 10:00 AM 10:00 AM 10:00 AM

**RENOVATIONS FOR A NEW  
 NEW OFFICE**  
 418 W. BASIE RD.  
 HENDERSON, NEVADA

ISSUE	DATE	DESCRIPTION

PROJECT NO.	
ISSUE	
DATE	
DESCRIPTION	
PROJECT NO.	
ISSUE	
DATE	
DESCRIPTION	
PROJECT NO.	
ISSUE	
DATE	
DESCRIPTION	



LANDSCAPE AREAS:  
 6,207.55 S.F. SITE AREA TOTAL  
 1,200 S.F. LANDSCAPE PROVIDED (19%)  
 739 S.F. LANDSCAPE PROVIDED (12%)

**1 LANDSCAPE PLAN**  
 1/8" = 1'-0"

**PLANT LIST**

QTY	SYMBOL	BOTANICAL NAME COMMON NAME	SIZE	NOTES
1			4" DIA	
1			4" DIA	
1			4" DIA	
1			1/4"	
1			1/4"	
1			1/4"	
1			1/4"	
1			1/4"	

1/8" = 1'-0" SCALE. SEE NOTES FOR ANY SPECIAL CONDITIONS OR NOTES TO PLANTING. SEE PLAN FOR QTY.

Redevelopment Programs Points Tally

Program and Area: Downtown Tenant Improvement Program		
Applicant Name: Andy Nguyen - In-n-Out MP&E Services, LLC		
Applicant Address: 418 Basic Road		
Total Points Awarded: 6	Bonus Award: \$ (\$\$ * Sq Ftg)	\$ -
Total Max Award (Max Dollar Amt times Sq Ft plus Bonus if applicable):		\$ 32,150.00

Category	Y or N	Max Possible Points	Points/Bonus Awarded
Retail		2	
Restaurant		2	
Bar, Tavern, Urban Lounge		2	
Hotel		2	
Civic		2	
Specialty Retail/Gourmet Grocery		2	
Medical/Dental Office		2	
All Other Offices		1	
Service		1	1
Spaces with more than 6 months vacancy		1	
Building fronting Boulder Hwy, Water St, Pacific, Basic, or Lake Mead		1	1
1-5 Jobs		1	
6-10 Jobs		2	2
11 > Jobs		3	
3 years executed lease		1	
5 years executed lease		2	2
Sustainability Bonus		10% of award \$\$	
Double Frontage Façade Bonus		50% of award \$\$	
Total Points Awarded			6

Façade Improvement Program

- 3 points total: Awarded up to \$9,000
- 4 points total: Awarded up to \$10,500
- 5 points total: Awarded up to \$12,000
- 6 or more points total: Awarded up to \$15,000

Tenant Improvement Program

- 3 points total: Awarded up to \$10 per square foot
- 4 points total: Awarded up to \$15 per square foot
- 5 points total: Awarded up to \$20 per square foot
- 6 or more points total: Awarded up to \$25 per square foot



## REDEVELOPMENT AGENCY LOAN COMMITTEE AGENDA ITEM

REGULAR MEETING

SEPTEMBER 24, 2013

LC-006

<b>SUBJECT</b>	REQUEST FOR A SIGN GRANT FOR 418 BASIC ROAD
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the Public Affairs Department
<b>RECOMMENDATION</b>	Approve

**Sign Grant Staff Summary  
Loan Committee Meeting  
September 24, 2013  
3:30 pm City Hall Annex Conference Room**

Property Address:	418 Basic Road
Applicant:	Andy Nguyen, In-n-Out MP&E Services, LLC
Proposed Used:	Mechanical, Plumbing & Electrical Service Company
Redevelopment Area:	Downtown
City Zoning:	DHC - Downtown Highway Commercial
Design Review Required:	Yes
Building Permit Required:	Yes

Summary

---

The applicant is requesting a Sign Grant for a mechanical, plumbing, and electrical service company to be located at 418 Basic Road in the Downtown redevelopment area. The applicant participated in the FIP and TIP last fiscal year and successfully completed improvements to the property located at 414 Basic Road. Mr. Nguyen currently owns and operates his general contracting company, K&N Construction, from that location. The applicant expects to employ ten (10) full-time employees from this new business.

Per the Program Guidelines, the applicant requested and received estimates from three (3) licensed sign companies. Those estimates are as follows:

Nevada Sign – \$3,785.00  
Signs Now of LV – \$8,861.38  
\*Citrus Signs – \$3,300.00

\*The applicant intends to use Citrus Signs.

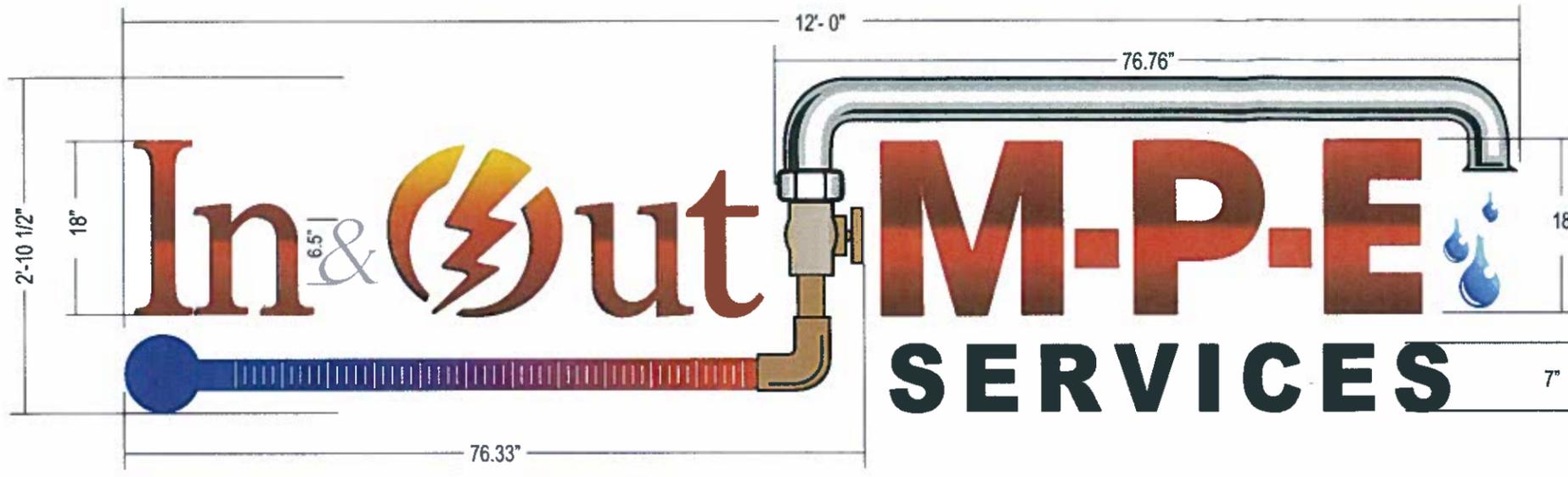
Staff Recommendation

It is the recommendation of staff that the Loan Committee conditionally approve the Sign Grant to 418 Basic Road in an amount not to exceed \$3,300.00 according to the following conditions:

1. Applicant obtaining the required building/sign permit prior to construction commencing;
2. Execution of Grant Agreement;
3. Applicant submitting all required paper work for reimbursement; and
4. Applicant is encouraged to join the Water Street District Business Association.

**LOCATION:**

418 W. BASIC RD. HENDERSON, NV



SCALE: 3/4" = 1'-0"

**SCOPE OF WORK**

MANUFACTURE AND INSTALL L.E.D. ILLUMINATED CHANNEL LETTERS & LOGO GRAPHIC

WHITE ACRYLIC FACE WITH DIGITAL PRINTED TRANSLUCENT VINYL GRAPHICS

BLACK TRIMCAP AND RETURNS

"SERVICES" - NON ILLUMINATED FCO BLACK DIBOND LETTERS (PAD MOUNTED WITH 1/2" SPACERS)

**CITRUS SIGNS**

3387 W. Oquendo Rd.  
Las Vegas, NV. 89118  
Off. 702.364.8388  
Fax 702.364.0188  
citrus@citrusigns.com

State Lic #0064934  
C6 \$200,000.00

This sign is intended to be installed in accordance with the requirements of article 600 of the national electrical code and/or other applicable local codes This includes proper grounding and bonding of the sign.

NOTE: ARTWORK NOT PRODUCTION REDAY  
Property of  
**CITRUS SIGNS**

Customer Approval: \_\_\_\_\_

Landlord Approval: \_\_\_\_\_

Date: \_\_\_\_\_

K & N Construction

PROJECT:

K & N Construction  
In & Out\_ Storefront Id

FILE NAME:

Rev 2

REVISION

8-6-13

DATE:

JASON

SALES PERSON:

Gerald L.

DESIGNER:

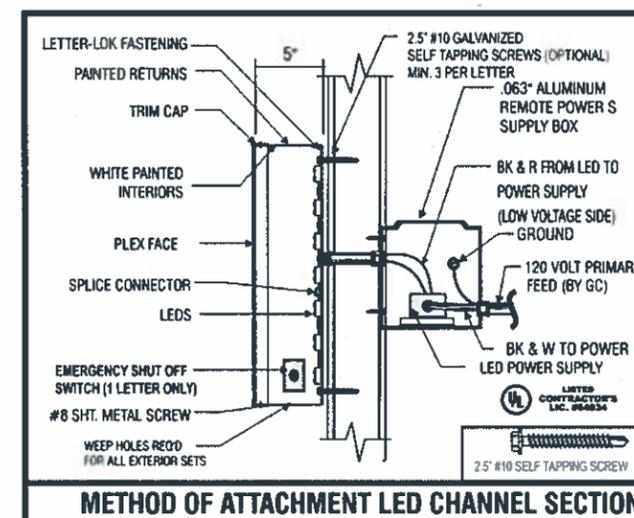
NOTES:

THIS BID ASSUMES POWER TO SITE IS AMPLE AND IN PLACE AND J-BOX IS WITHIN 10 FEET OF SIGNAGE.

NOTE: FIELD SURVEY REQUIRED  
ALL MEASUREMENTS MUST BE VERIFIED BEFORE STARTING ANY MANUFACTURING



SCALE: 1 to 50



**METHOD OF ATTACHMENT LED CHANNEL SECTION**



City of Henderson Redevelopment Agency  
 240 Water Street, P.O. Box 95050  
 Henderson, NV 89009-5050  
 Phone: (702) 267-1515  
 Fax: (702) 267-1503

## FINANCIAL ASSISTANCE APPLICATION

This program provides Redevelopment Agency (RDA) Funds to assist any property owner(s) or tenant(s) who are interested in upgrading or expanding their business located within the boundaries of the Redevelopment Area.

Please contact 702-267-1515 to schedule an appointment to submit a completed application with the required documents and appropriate signatures to avoid any delays in financial consideration. Please print legibly in either blue or black ink. Please select which redevelopment area your business resides in:

\_\_\_\_\_ Downtown \_\_\_\_\_ Eastside

### 1. TYPE OF APPLICATION (check one)

- \_\_\_\_\_ Facade Improvement Program      \_\_\_\_\_ Mini-Façade Improvement  
 Signage Program      \_\_\_\_\_ Development  
 \_\_\_\_\_ Tenant Improvement Program

### 2. PROPERTY INFORMATION

Business Name: ANAN INVESTMENT, LLC

Corporation (d/b/a)      [ ] Partnership      [ ] Sole Proprietorship

Physical Address: 2259 CORAL RIDGE AVE

Mailing Address:

City: HENDERSON      State: NV      Zip Code: 891052

Phone: 702-367-3799      Cell: 702-354-6011      E-mail: KMCONSTRUCTION@YAHOO.COM

Building Use:

### 3. APPLICANT INFORMATION

Name: IN-N-OUT MP&E SERVICES, LLC

Mailing address: 414 W. BASIC RD (418 Basic Rd)

City: HENDERSON      State: NV      Zip Code: 891015

Phone: 367-3799      Cell: 354-6011      E-mail: KMCONSTRUCTION@YAHOO.COM

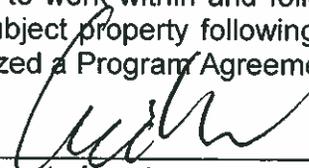
Do you  Own [ ] Rent or [ ] Lease the subject property?  
 If you are not the property owner, than owner must complete section 4 and sign the application.

<b>4. PROPERTY OWNER</b>		
Owner name: <u>ANDY NEWYEN / AVAN INVESTMENT, LLC</u>		
Mailing address: <u>2259 CORAL RIDGE AVE</u>		
City: <u>HENDERSON</u>	State: <u>NV</u>	Zip Code: <u>89052</u>
Phone: <u>702-367-3799</u>	Cell: <u>702-354-6011</u>	E-mail: <u>KNNCONSTRUCTION@VAHCO.COM</u>
Are there multiple owners? [ ] Yes or [ ] No If yes, provide executed Affidavit for each.		

<b>5. CONTACT PERSON OR REPRESENTATIVE</b>		
Name: <u>ANDY NEWYEN</u>		
Mailing address: <u>414 W. BASIC RD</u>		
City: <u>HENDERSON</u>	State: <u>NV</u>	Zip Code: <u>89015</u>
Phone: <u>702-367-3799</u>	Cell: <u>702-354-6011</u>	E-mail: <u>KNNCONSTRUCTION@VAHCO.COM</u>

I/We hereby affirm that I/we have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my/our knowledge. The owner invites the City of Henderson (COH) and/or RDA to make all reasonable inspections, investigations, and take pictures of the subject property during the process period associated with the application. I authorize the use of any pictures taken by the COH or the RDA.

I/We have read and understand the selected financial assistance program guidelines, accept the qualification, and understand that in order for my/our request of funds to be approved, I/we must agree to work within and follow the recommendations of the RDA before starting any work on the subject property following approval of the application. I/We must complete, sign, and have notarized a Program Agreement to initiate a date of project execution.

 5/7/13  
 Applicant signature Date

\_\_\_\_\_  
 Owner signature Date

\_\_\_\_\_  
 Owner signature Date

## PROGRAM APPLICATION REQUIREMENTS

App Initials ✓	<b>Facade Improvement Program</b>	RDA Initials ✓
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Completed W-9 form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" copies of existing and proposed front building elevations showing the exterior (front and side) dimensions of the structure in linear feet. Existing can be satisfied by use of photographs.</li> <li>• Project may require development application review. Contact Community Development at 267-1500 for additional information.</li> </ul>	_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

App Initials ✓	<b>Mini-Facade Improvement Program</b>	RDA Initials ✓
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" copies of existing and proposed front building elevations showing the exterior (front and side) dimensions of the structure in linear feet.</li> <li>• Project may require development application review; additional copies of project may be required.</li> <li>• Completed W-9 form.</li> <li>• Project may require development application review. Contact Community Development at 267-1500 for additional information.</li> </ul>	_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

App Initials ✓	<b>Signage Program</b>	RDA Initials ✓
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form, including a statement indicating the number of new jobs that will be created and/or retained.</li> <li>• Ownership disclosure form.</li> <li>• Written consent from property owner, if applicable.</li> <li>• Completed W-9 form.</li> <li>• Three (3) bids or competitive quotes for proposed work with an itemized cost estimate.</li> <li>• Three (3) 8½" x 11" site plans drawn to scale for requests involving pole signs.</li> <li>• Three (3) 8½" x 11" color copies of <b>building</b> exteriors. Photographs can be used.</li> <li>• Three (3) 8½" x 11" color copies of all signs to be installed including dimensions drawn to scale.</li> <li>• Project may require development application review, additional copies of project may be required (i.e. Architectural Review Committee, CUP).</li> </ul>	_____
_____		_____
N/A		_____
_____		_____
_____		_____
_____		_____

*email 3 bid OK*  
*email 3 bid OK*

App Initials ✓	<b>Downtown/Eastside Tenant Improvement</b>	RDA Initials ✓
_____	<b>1. Application, Justification, &amp; Legal Documents</b> <ul style="list-style-type: none"> <li>• Complete and signed application form.</li> <li>• Signed letter from the property owner authorizing the applicant to submit the</li> </ul>	_____
_____		_____

	<p>request, if applicant is not the property owner.</p> <ul style="list-style-type: none"> <li>• Copy of executed lease for businesses operating in rented premises. The lease should be for a period not less than two (2) years.</li> <li>• Letter explaining request, including a statement indicating the number of new jobs that will be created and/or retained, and the number of floors in the building and usage break out for each floor (e.g. office, retail, restaurant). If requesting additional funding for Green Initiatives, letter must include details on the five elements being incorporated into the design.</li> <li>• Completed W-9 Form.</li> <li>• Legal Structure Documentation is required if the applicant is either a partnership or a corporation (including both Subchapter S and C corporations and LLC's). The documentation required includes the Articles of Incorporation and the By-laws.</li> <li>• Fictitious Business Name Statement is required by any business not operating under the legal name of the entity operating the business. For example, if a sole-proprietorship is owned by John Smith and is being operated under John's name only, no statement is required. If the business is being operated as Smith's Plumbing, however, a recorded statement is required. If a corporation operates under a name other than that on the incorporation documents, a statement is also required. The same standard is used for partnerships and LLC's.</li> <li>• Partnership agreement is required on all partnerships. A general partnership agreement is not required to be recorded at any level. A limited partnership agreement must be recorded with the State of Nevada.</li> </ul> <p><b>2. Construction Documents</b></p> <ul style="list-style-type: none"> <li>• Three (3) copies of detailed floor plans drawn to a recognized architectural or engineering scale showing all improvements being made.</li> <li>• Development/Construction schedule including specific time frames for each scope of work.</li> <li>• Three (3) bids minimum are required for all improvements, including an itemized cost estimate.</li> </ul> <p><b>3. Financial Documents</b></p> <ul style="list-style-type: none"> <li>• *A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage, if applicable. Must include proof of funding source, e.g. bank approval of loan for costs that must be covered by the applicant for the improvements.</li> <li>• *Pro-forma financial analysis to include three (3) years of business financial statements and one (1) year of projected business financial statements for the subject property on an already established business. For a start-up business, one (1) year of projected business financial statements for the subject property. Must include detailed information on employment history and performance for the business owner and manager.</li> <li>• *Three (3) years of business income tax returns and three (3) years of personal tax returns for all business partners.</li> <li>• *Credit Report Authorization and Release for all individuals involved in the business.</li> </ul> <p>*These items are to be forwarded by the applicant to a 3<sup>rd</sup> party reviewer retained by the RDA for a professional recommendation on the viability and stability of the business and project (existing and start-up). This process can take an additional week after application packet is received by the Agency. 3<sup>rd</sup> party reviewer contact information will be provided upon application packet intake.</p>	
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<b>App Initials</b>	<b>Development</b>	<b>RDA Initials</b>
√		√
_____	<ul style="list-style-type: none"> <li>• Complete and signed application form.</li> <li>• Site coverage.</li> </ul>	_____
_____		_____

_____	• Number of floors, including square footage for each floor and use (e.g., office, retail, restaurant, condominium, etc.).	_____
_____	• Concept elevations and site plan.	_____
_____	• Development/Construction schedule.	_____
_____	• Narrative describing how the project complements the Downtown Redevelopment Plan, Downtown Investment Strategy, and Downtown Design Guidelines, if project is located in the Downtown Redevelopment Area. If located in the Eastside Redevelopment Area, the narrative is not required.	_____
_____	• A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage if applicable.	_____
_____	• Pro-forma financial analysis to include development budget, cash flow analysis and financing plan.	_____
_____	• Credit Report Authorization and Release for all individuals involved in the business.	_____
_____	• A statement indicating the number of individuals this project will employ that are: Persons living in the area; and Persons living in the area that are:	_____
	- Economically disadvantaged	
	- Physically disabled	
	- A minority	
	- A veteran	
	- Women	

**Only completed application packets, including all required documentation, will be scheduled for Loan Committee (LC) review. For a schedule of LC meeting dates and submission deadlines, please contact 702-267-1515.**

**Note:** Applying for grant funds does not obligate the Redevelopment Agency (RDA) to allocate funds for the specified project. Only after the review and approval of the application and plans will the RDA authorize funds. The project shall comply with the selected Program Guidelines and only upon approved final inspections by the City of Henderson, will the RDA be obligated to disburse the authorized funds. In the event that application is denied by the Redevelopment Agency's Loan Committee, applicant may appeal to the Redevelopment Agency Board.

<b><u>Office Use Only</u></b>	
Date Application Received: _____	Date of Complete Application: _____
Assessor's Parcel Number: _____	Zoning: _____
LC Date: _____	Approved Grant \$ _____
Approval Letter Date _____	Denial Letter Date _____
Certificate of Insurance Received: _____	



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414 W. BASIC RD HENDERSON, NV 89015

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May 28, 2013

Re: In-N-Out MP&E Services, LLC  
Tenant Improvement Program Application  
418 W. Basic Rd  
Henderson, NV 89015

To whom it may concern:

By establishing our business office at 418 W. Basic Rd in Henderson, NV 89015 we will be able to generate new jobs for the community. In addition, we will be able to employ at least (10) ten new employees that includes Field Technicians, Field Supervisor, Office Manager, Accounting, Receptionist and Administrative Assistant. We have recently relocated our sister company to the neighborhood last year, and ever since then, the business has been very successful in earning revenues, not only for the company, but for the community. We expect the same outcome for our business.

Thank you very much for your time and consideration and we are looking forward to hearing from you. Hopefully we can work together to redevelop the neighborhood so that we may bring new revenue and opportunities to the community.

If you have any questions you may contact me on my cell at 702-354-6011. Thank you very much and have a wonderful day.

Sincerely,

Andy Nguyen

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# CITRUS SIGNS

3387 W. Oquendo Rd. Las Vegas, NV 89118  
 Tel: (702) 364-8388 Fax: (702) 364-0188

## Proposal Estimate

Date	Estimate #
8/16/2013	20612

Name / Address
K&N Construction Inc. 414 W. Basic Rd Henderson, NV 89015

Ship To
In & Out MPE 418 W. Basic Rd. Henderson, NV 89015

Rep
JC

Description	Qty	Rate	Total
Manufacture and install one set of L.E.D. illuminated channel letters & logo graphic  White acrylic face with digital printed translucent vinyl graphics  Black trimcap and returns  "Services"- non-illuminated FCO black dibond letters (pad mounted with 1/2" spacers)	1	3,000.00	3,000.00
Supply permit	1	300.00	300.00
Sales Tax		8.10%	0.00

<b>Total</b>	<b>\$3,300.00</b>
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Thank you for your business.

I have read the following description of work and agree to its terms and authorize work commence upon signing blow

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dated

NV License 0053645

Eagle Graphic Systems, Inc.  
dba Signs Now of Las Vegas  
6290 S. Pecos Rd.  
Suite 600  
Las Vegas, NV, 89120- USA  
Phone: (702)-733-8822 Fax: (702)-733-8944  
www.signsnowlasvegas.com  
info@signsnowlasvegas.com



**Quote Submitted To:**

KNCONST001  
Tricia  
K & N Construction  
414 W. Basic Rd.  
Henderson, NV 89015- USA

Phone: (702) 367-3799 Ext.  
Fax: (702) 616-2662  
Email: [knnconstruction@yahoo.com](mailto:knnconstruction@yahoo.com)

**Job Name and Location**

K & N Construction  
414 W. Basic Rd.  
Henderson, NV 89015- USA

Quotation Number: 007594      Quote Date: 8/29/2013      Payment Terms: 50 DEP/BAL COD      Contact: Tina      Page: Page 1 of 2

Quantity	Description	Unit Price	Extended Price
6	CHANNEL LETTERS "I O M-P-E" Standard block style channel letters, UL Certified, fabricated with prefinished aluminum, and internally illuminated with energy efficient LEDs.. Sizes of the sign: Height: 18 In	\$270.59	\$1,623.54
15	CHANNEL LETTERS "n & ut SERVICES" Standard block style channel letters, UL Certified, fabricated with prefinished aluminum, and internally illuminated with energy efficient LEDs.. Sizes of the sign: Height: 7 In	\$105.85	\$1,587.75
2	LOGO (2) PIECES PLUS WATER DROPS Standard block style channel letters, UL Certified, fabricated with prefinished aluminum, and internally illuminated with energy efficient LEDs.. Sizes of the sign: Height: 76.7 In	\$1,693.01	\$3,386.03
1	Permit with Clark County. This price is an estimate and can be changed by Clark County without prior notification. Should the price increase Signs Now shall charge the increase to the customer at cost plus 10%.	\$675.00	\$675.00
1	Custom Installation	\$1,000.00	\$1,000.00

Quotation Number  
007594

Quote Date  
8/29/2013

Payment Terms  
50 DEP/BAL COD

Contact  
Tina

Page  
Page 2 of 2

Quantity	Description	Unit Price	Extended Price
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Payment Terms: Buyer shall pay 50% of the total price of the signs or graphics with the placement of order & 50% upon completion. Overdue invoices shall also bear interest at the rate of 1.5% per month. If Seller undertakes collection or enforcement efforts, Buyer shall be liable for all costs thereof, including attorney fees. If Buyer is in arrears on any invoice, Seller may, on notice to Buyer, apply the deposit thereto and withhold further delivery until the deposit and all arrearages are brought current.

Warranty: Seller warrants that the goods sold hereunder are new and free from substantive defects in workmanship and materials for period of one year. Seller's liability under the foregoing warranty is limited to replacement of goods or repair of defects or refund of the purchase price at Seller's sole option. Seller makes no other warranty, express or implied, and none shall be imputed or presumed.

Art: Any art, drawings or pictures submitted as part of this quotation are property of Signs Now & cannot be used by any other party or company in association with the quoted project without the written permission of Signs Now.

Caliche Clause: Ground sign install quotes are based off of typical Las Vegas soil conditions. If at any time during installation, Caliche is found to be present, the installation process will stop and the customer will be notified. Signs Now will provide an additional estimate for time and equipment needed to complete the installation.

Electric Signs: Customer is responsible for providing a dedicated 120 volt, 20 amp service to the location (no more the 10 ft away) of the sign to be installed. This bid is based on "normal" access to the space in the building behind the sign and assumes that holes can be drilled in the building with "normal" power tools. In the event that access to the area behind the sign is limited or if building materials do not allow the use of normal power tools, then Signs Now will notify the customer of the conditions & will estimate the additional costs to proceed. In some cases it will be necessary to drill through a concrete or steel in order to install the sign. In those cases Signs Now will patch the holes with a filler to prevent leakage. However Signs Now cannot

Taxable:	\$7,272.32
NonTaxable:	\$1,000.00
SalesTax:	\$589.06
Freight:	\$0.00
Misc:	\$0.00
Total:	\$8,861.38

Thank You

For: K & N Construction

Signature \_\_\_\_\_ Date: \_\_\_\_\_



648 EASTGATE RD. HENDERSON, NV 89011  
PHONE: 702-895-6817  
FAX: 702-894-9844  
[www.nevadasign.com](http://www.nevadasign.com)

Andy Nguyen

August 15,2013

President

K&N Construction Inc.

414 W. Basic Rd  
Henderson, NV 89015

Dear Mr. Nguyen,

This is Nevada Sign's proposal to manufacture and install one set of LED illuminated wall letters reading IN & OUT M-P-E SERVICES with an illuminated "pipe" graphic. Note the word SERVICES will be non-illuminated Diebond FCO. The OA size will be approximately 23" X 8'-0". The letter faces will have full color graphics created by using computer generated color transparencies. Our quotation is based on the drawing provided by K&N. Our bid for this project will be \$3,485.00 including applicable taxes, plus permit COST. I estimate permits to run \$300.00. Adequate primary power must be at the sign location; this is not part of this proposal.

Sincerely

Brian Covey  
Nevada Sign