

# CLARK COUNTY BOARD OF COMMISSIONERS

## AGENDA ITEM

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**Petitioner:** Jessica Colvin, Chief Financial Officer  
Jessica Lyons, Director of Risk Management

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**Recommendation:**

**Approve an Amendment to the Contract with Dixie Leavitt Agency, Inc. dba Leavitt Insurance Agency, for RFP No. 604982-18, for Insurance Brokerage Services for Cyber Liability, Property, Crime, Boiler and Machinery Insurance and Miscellaneous Bonds as Requested; and authorize the Chief Financial Officer or her designee to sign the Amendment; or take other action as appropriate. (For possible action)**

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**FISCAL IMPACT:**

Fund #:	6530.000 6610.000	Fund Name:	CC Workers' Compensation Occupational Safety Liability Insurance Pool
Fund Center:	1020530000 1020502000	Funded PGM/Grant:	N/A
Amount:	\$167,091.76		
Description:	Insurance Brokerage Services for Cyber Liability, Property, Crime, Boiler and Machinery Insurance and Miscellaneous Bonds as Requested		
Additional Comments:	Amendment No. 2 will increase the Contract amount by \$167,091.76, for a new total Contract amount of \$701,954.26.		

**BACKGROUND:**

On March 15, 2019, the Board of County Commissioners (Board) approved the award of RFP No. 604982-18 for Insurance Brokerage Services for Cyber Liability, Property, Crime, Boiler and Machinery Insurance and Miscellaneous Bonds as Requested to Dixie Leavitt Agency Inc. dba Leavitt Insurance Agency (NBE) in the amount of \$375,000 for brokerage services.

The following are the pertinent provisions of the Contract:

- The term of the Contract was from date of award through December 31, 2019, and included the option to renew for 4, one-year periods. Two additional one-year renewal options were added via Amendment No.1. There are no renewal options remaining.
- Included the County's option to terminate for cause, convenience or default and suspend the Contract with advanced written notice.

Amendment No. 1 added 2 one-year renewal options through December 31, 2025.

Approval of Amendment No. 2 will provide for 2 additional one-year renewal options through December 31, 2027. The attached Amendment No. 2 document details the modifications and costs involved.

Dixie Leavitt Agency, Inc. dba Leavitt Insurance Agency currently holds a Clark County Vendor Registration.

Cleared for Agenda

**12/16/2025**

File ID#

**25-3201**

Contract Summary:

BCC Agenda Date	Agenda Item No.	Description	Amount (*)
3/5/2019	5	Contract Award	\$375,000
12/5/2023	9	Amendment No. 1	\$159,862.50
12/16/2025	Pending	Amendment No. 2	\$167,091.76
		New Total Contract Value	\$701,954.26

(\*) Amounts reported reflect the maximum allowable and are inclusive of annual escalators.