

CLARK COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

Petitioner: Jessica Colvin, Chien Financial Officer
 Jessica Lyons, Director of Risk Management
 Thomas A. Minwegen, General Manager

Recommendation:

Approve the increase of funding to the Contract with Total Administrative Services Corporation, for RFP No. 605221-19, for Section 125 Plan; and authorize the Chief Financial Officer or her designee to issue purchase orders; subject to approved budget appropriations; or take other action as appropriate. (Also sitting as Clark County Water Reclamation District Board of Trustees) (For possible action)

FISCAL IMPACT:

| | | | |
|----------------------|--|-------------------|--|
| Fund #: | 6600.000 | Fund Name: | CC Liability and Risk Management Admin |
| Fund Center: | 1020501000 | Funded PGM/Grant: | N/A |
| Amount: | \$40,000 | | |
| Description: | Section 125 Plan | | |
| Additional Comments: | This funding increase of \$40,000 will bring the total Contract amount to \$142,990 should all renewal options be exercised. | | |

BACKGROUND:

On August 20, 2019, the Board of County Commissioners (Board) approved the award of RFP No. 605221-19 to Total Administrative Services Corporation (LBE) in the amount of \$63,990 for the administration of a qualified Section 125 Plan.

The following are the pertinent provisions of the Contract:

- The term of the Contract was from January 1, 2020, through December 31, 2020, and included the option to renew for 4, one-year periods and included a 3-month extension. Amendment No. 1 added 3 one-year renewal options. There is 1 renewal option remaining.
- Included the County's option to terminate for cause, convenience or default and suspend the Contract with advanced written notice.

This approval will allow for the current and future increase in participants to the plan.

Total Administrative Services Corporation currently holds a Clark County Vendor Registration.

Contract Summary:

| BCC Agenda Date | Agenda Item No. | Description | Amount (*) |
|-----------------|-----------------|------------------------------------|------------|
| 8/20/2019 | 5 | Selection of and award of Contract | \$63,990 |
| 8/20/2024 | 8 | Amendment No. 1 | \$39,000 |
| 5/5/2026 | Pending | Funding Increase | \$40,000 |
| | | Total Contract Amount | \$142,990 |

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

Cleared for Agenda

05/05/2026

File ID#

26-1451

