

**A RESOLUTION ESTABLISHING A POLICY FOR APPROVAL OF AMENDMENTS  
TO CONTRACTS FOR INFORMATION TECHNOLOGY PROJECTS AND RELATED  
PROFESSIONAL SERVICES**

WHEREAS, the County of Clark, State of Nevada (the “County”), enters into contracts for information technology (“I.T.”) projects and related professional services on a regular basis; and

WHEREAS, during the course of a project, unanticipated circumstances can occur that could impede the process of the project unless work modifications can be made in a timely manner; and

WHEREAS, the ability to promptly make decisions about work modifications can prevent unnecessary additional project costs if work is suspended pending approval of a change; and

WHEREAS, in order to ensure timely, efficient and sound management of the County’s I.T. projects and related professional services, it is the intent of the Board of County Commissioners (the “Board”) to authorize the County Manager, or their designee, to add, delete or modify such contract elements as are necessary to ensure continued progress and timely completion of any I.T. projects and related professional services.

NOW, THEREFORE, BE IT RESOLVED, by the Board, as follows:

1. The County Manager, or their designee, is authorized to approve amendments to County contracts for I.T. projects and related professional services for increases up to a twenty percent (20%) variance of the total project budget as notated on the awarding document and factored into the total contract amount at time of award; and
2. The aggregate cost of all amendments executed under this Resolution must be within the authorized twenty percent (20%) limit; and
3. Funding for the amendment must be available either in SAP or through approval from County Management, and the modifications contained in the amendment must be in keeping with the intent, purpose and scope of the affected contract; and
4. An amendment that includes the changes and costs must be signed by the vendor and countersigned by the County Chief Information Officer, or their designee, in accordance with the dollar value of the change prior to approval or commencement of the additional work; and
5. All amendments executed pursuant to this Resolution shall be reported by the County I.T. Department to the Board in writing through the agenda process, or by other means, on a quarterly basis.

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PASSED, ADOPTED and APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2024.

BOARD OF COUNTY COMMISSIONERS  
CLARK COUNTY, NEVADA

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TICK SEGERBLOM  
Chair

ATTEST:

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LYNN MARIE GOYA  
County Clerk

APPROVED AS TO FORM:

STEVEN B. WOLFSON  
DISTRICT ATTORNEY

By: *Jason Patchett*  
[Jason Patchett \(Jun 5, 2024 14:58 PDT\)](#)  
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JASON B. PATCHETT  
Deputy District Attorney