

Mayor  
**Pamela A. Goynes-Brown**

Council Members

**Isaac E. Barron**  
**Ruth Garcia-Anderson**  
**Scott Black**  
**Richard Cherchio**



City Manager  
**Ryann Juden**

## **Parks & Recreation Department**

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**ADDENDUM NO. 1**  
**TO RFP 2023-008**  
**REQUEST FOR STATEMENT OF QUALIFICATIONS**  
**CONSTRUCTION MANAGER AT RISK (CMAR) PARKS PROJECTS**  
Issue Date: December 12, 2023

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The following are changes and/or clarifications to the Request for Statement of Qualifications for the above referenced project.

1. **REVISED RSOQ# 2023-008 – CONSTRUCTION MANAGER AT RISK (CMAR) PARKS PROJECTS PACKET.**
  - A. Remove the entire RSOQ# 2023-008 – CONSTRUCTION MANAGER AT RISK (CMAR) PARKS PROJECTS PACKET and replace with the **REVISED RSOQ# 2023-008 CONSTRUCTION MANAGER AT RISK (CMAR) PARKS PROJECTS PACKET, attached as Exhibit No. 1**

Changes shown in RED.

Changes include:

**“8. Proposed Plan for Managing Construction and Project Closeout Services, e)”**.  
The following sentence has been added to the end of paragraph e:

**“(It has been determined that the 25% horizontal construction requirement does not apply to this project, and will not be required for this CMAR solicitation.)”**

**“11. Safety Records and Program**

The following sentence has been added to the end of the paragraph:

**“(5 pages maximum)”**

2. **PUBLIC WORKS BIDDERS AFFIDAVIT FORM:**

- A. As referenced in RSOQ# 2023-008. 10. Certificate of Eligibility for Preference in Bidding of Public Works, b) Public Works Bidders Preference Affidavit”, **Public Works Bidders Affidavit form, attached as Exhibit 2.**

### 3. CLARIFICATIONS – QUESTIONS & ANSWERS:

1. Per the invitations to bid, dated 11.28.23, there is a statement regarding construction period services and self-perform as follows: "....., self-perform a minimum of 25% of the value of all construction on the project (required for predominately horizontal construction). 1) Please advise if this statement is applicable to all 7 locations as each appear to have a different scope and some may be considered horizontal while others may not. 2) Further, please advise if there is flexibility with the 25% designation and if so, is that flexibility available across all 7 locations.

**Answer: It has been determined that the NRS 25% Horizontal Construction requirement does not apply to any of the listed 7 projects, and therefore will not be required for this CMAR solicitation.**

2. Per the invitations to bid, dated 11.28.23, there is a statement regarding submission of qualification package. It states: " The responder shall submit four (4) bound copies and (1) electronic copy on CD-Media of each response in a sealed envelopes, plainly marked." 1) Where it says "each" response. Is the city looking for seven (7) different responses; one (1) for each site? 2) CD media is used less commonly now, is CD media preferred, or is a thumb drive or electric submission preferred in addition to the four (4) bound copies?

**Answer: We are looking for one (1) response to all seven (7) projects, not seven (7) different responses. Responses can be submitted as described in the SOQ or can be submitted via flash/thumb drive to me or emailed to me electronically via pdf or transfer weblink at [guildd@cityofnorthlasvegas.com](mailto:guildd@cityofnorthlasvegas.com). My office is located at North Las Vegas City Hall; 2250 Las Vegas Blvd North, suite 210.**

3. Ref RFQ: RSOQ# 2023-009 "Project Details" - Per the requirements outlaid in the aforementioned document, the prospective CMAR is to include specifics in regard to both CMAR approach, Preconstruction approach, and construction approach. These details are said to be requiring specific(s) on the project(s) and therefore there is a need for specific information. Though "Project Details, Section II" indicates some of the work to be accomplished, it does not contain the level of detail one would want to analyze, answer, and respond impactfully to the questions as presented. Will any additional information, on the SNPLMA Portion Craig Ranch Regional Expansion and Children's Science and Nature Park, for example, be issued in time to integrate into the RFQ response? Please advise.

**Answer: No additional details will be given other than what has been posted on NGEM and the City website. Just cover what is requested on a broad level.**

4. Please advise if this project requires Davis Bacon Wages, Prevailing Wages, Section 3, or any other wage requirements (so questions as relate can be answered in detail).

**Answer: This project(s) will require Nevada Prevailing Wage or Davis Bacon Wages depending upon the funding source for each project.**

5. Section 4, Paragraph a, of the ITB includes a statement as follows: " .. Narrative should also address the applicants capacity to effectively support the pre-construction, construction, and post construction phases of this contract. This capacity statement should discuss the proposed schedule for 'this' project." A) Given that "this project" has what appears to be 7 different scopes across 64

locations, we are in need of additional information on both what the City of North Las Vegas desires as far as these 7 scopes being performed concurrently or not and B) Are you able to provide additional scope information, in addition to the concurrent information, on each of the 7 scopes so that we may develop schedules and resource allocation?

**Answer: A. No additional information will be given during this SOQ phase. It is the intent of the selected CMAR to assist the City of North Las Vegas in determining and defining each project to achieve schedule, scope, and budget.**

**B. No additional scope information will be provided at this time. Please address your response on a broad level as it relates to your firms past CMAR project experience.**

6. Under Section 10 Certificate of Eligibility for Preference in Bidding Public Works; subsection B, It references an Attachment 4 "Public Works Bidders Preference Affidavit", but there wasn't one attached as a part of the RFP documents.

**Answer: The form will be uploaded to NGEM, DemandStar, and the City website.**

7. What is the page limit for the Safety Program (item #11):

**Answer: 5 page maximum. We are looking for an overview of the Safety Program.**

**4. ALL OTHER ITEMS WITHIN RSOQ # 2023-008 CMAR FOR PARKS PROJECTS ARE TO REMAIN UNCHANGED.**

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**Jackie Rodgers  
City Clerk**

**Exhibit 1 - REVISED RSOQ# 2023-008 – CONSTRUCTION MANAGER AT RISK (CMAR)  
PARKS PROJECTS PACKET**

**EXHIBIT 2 - PUBLIC WORKS BIDDERS AFFIDAVIT FORM**

# **EXHIBIT 1**

**REVISED RSOQ# 2023-008  
CONSTRUCTION MANAGER AT  
RISK (CMAR) PARKS PROJECTS  
PACKET**

## **PROJECT DETAILS**

### **I. Introduction**

- a. In accordance with Nevada Revised Statutes (NRS 338), the City of North Las Vegas (Owner) seeks a Construction Manager at Risk (CMAR) to provide preconstruction and construction services for the development and construction of several projects within the City of North Las Vegas Parks and Recreation Department. Per NRS, selection of the CMAR must be completed using a two-phased approach. Phase I is the Request for Proposals (RFP). Phase II is an interview process, which is comprised of Applicants who submitted the highest-ranked Proposals.
- b. The selected CMAR will be responsible for providing preconstruction services in accordance with the requirements set forth in its Contract with the Owner. During the preconstruction services phase, the CMAR will be required to provide constructability reviews, construction cost estimates, project analysis and feedback regarding materials, methods, systems, schedule, labor, project cost and other conditions affecting construction and subcontractor selection.
- c. Following completion of the design and as part of the preconstruction services, the CMAR will prepare a proposal for the construction phase of the Project based on the pricing criteria selected by the Owner and authorized under NRS 338.1696.1. Following any reconciliation of the CMAR and Owner estimates of construction costs, Owner will negotiate a Guaranteed Maximum Price and contract terms for a construction phase contract with the CMAR

### **II. Designated Contact and Owner Relationships**

- a. During the period beginning with the issuance of this RFP and ending with award of a contract (or cancellation of the RFP), Applicants shall not directly or indirectly contact the landscape architects, engineers, other consulting authors of the Project documents, or City personnel outside of the Purchasing & Contracts division, with regard to this Project.
- b. The Owner will contract with a **landscape architect firm** to develop the Special Provisions and plans associated with this Project, and may contract with an outside company to conduct special inspections required by the Public Works and/or Land Development & Community Services Department, including but not limited to concrete, structural steel, and earthwork inspections. The Owner's use of an outside company shall be for verification purposes and does not relieve the CMAR of their quality control responsibilities.

### **III. Preliminary Scope of Work**

The Owner seeks a Construction Manager at Risk (CMAR) to provide preconstruction and construction services for the development and construction of several projects in North Las Vegas.

These projects include:

- Sparkle Park Renovation Projects (south of Craig Rd) – up to 18 parks will be renovated. (\$10,802,497)
  - These projects are part of Mayor's initiative and include general renovations/improvements to 18 parks.
- Northern Park Improvements (north of Craig Rd) – up to 12 parks will be renovated. (\$9,690,722)
  - New and modern park amenities that will include: dog parks; splash pads, fitness courts; and other park improvements.
- Turf Conversion Projects – 27 locations - To be completed by December 31, 2026.(\$12,000,000)
  - Approximately 2 million square feet of non-functional turf will be removed and desert landscape will be installed – includes: trees, plants, boulders, chunky rock, decomposed granite (dg) fines, and drip irrigation system.

- Cheyenne Sports Complex Improvements (\$5,000,000)
  - New asphalt parking lot; landscape improvements; soft surface playground; Irrigation upgrades; bleacher and shade cover replacement. This project will also include hill removal; new splash pad; new dog park; new fitness court; and improvements to park connectivity.
- Park Maintenance Building Construction: Located at Cheyenne Sports Complex. (\$3,000,000)
  - Install new 2 bay (4 bays total) door metal park maintenance building with break room and offices.
- Sport Court Lighting Installation (\$175,000)
  - Install Sport Lighting at Cheyenne Ridge Park; Annie Walker Park; and Desert Horizons Park.
- SNPLMA Projects – Round 19 up to \$48,018,251.
  - To include Craig Ranch Regional Park Expansion (20 acres); and Children's Science and Nature Park

The City of North Las Vegas total estimated project budget for all hard and soft costs is estimated at approximately \$90,000,000.

**IV. Design and Construction Schedule**

90% Design Plans .....	Q2 2024
100% Final Plans.....	Q3 2024
Construction Start .....	Q3 2024
Construction End.....	TBD Based on overall Project Scope

## **PROPOSAL CONTENT & FORMAT**

Proposals must be submitted in the format specified herein. Applicants responding to this RFP must *not include* cost or pricing information related to the Applicant's rates or anticipated cost to perform the preconstruction services. Failure to follow these rules may result in the Applicant's Proposal being deemed non-responsive.

Offerors shall upload as **Response Attachment 1** a Proposal containing the information outlined in **Sections 1 through 12** below. **All Proposal content should be submitted in accordance with the guidelines and page limits established herein.** Applicant's safety program documents must be uploaded as **Response Attachment 2**. **For security reasons, linked or embedded files are not allowed.**

Each **Response Attachment** must be uploaded as a single discrete file in PDF or Microsoft Office compatible format. **Response Attachments must not be protected to the extent that printing, assembling and separating sections of the documents are prohibited.**

### **Response Attachment 1 – Proposal**

#### **The following sections shall be included with Response Attachment 1:**

##### **1. Cover Page**

The Cover Page must show the Applicant's legal name, address, phone number, fax number, name of primary point of contact, e-mail address, and the RFP number and title.

##### **2. Certification of Applicant**

The Applicant shall complete and submit **Attachment 1**, "Certification of Applicant", including the Applicant Qualification Form. An Officer or other official authorized to contractually bind the Applicant shall sign and date the Form certifying acceptance of the RFP requirements, and such signing shall be notarized.

##### **3. Bonding and Insurance**

- a) Provide a letter from the Applicant's surety or sureties stating Applicant's bonding line and individual project bonding limit, indicating the Applicant can obtain performance and payment bonds as required pursuant to NRS 339.025.
- b) Provide a letter from Applicant's insurance carrier or other like evidence, indicating the Applicant can obtain insurance, not provided by the Owner, which is required for the Project.
- c) **INSURANCE:**

Prior to the commencement of the Contract, the successful Respondent must provide properly executed Certificates of Insurance to the City, which shall clearly evidence all insurance required by the City, including a policy or certificate of comprehensive general liability insurance in which the City, its public officials, officers, employees, agents, and volunteers shall be the named insured or be named as an additional insured. Such insurance will (i) waive subrogation against the City, its officers, agents, servants, and employees; (ii) will be primary and any insurance or self-insurance maintained by the City will apply in excess of, and not contribute with, the insurance required; (iii) will include or be endorsed to cover the Respondent's contractual liability to the City; and (iv) disclose all deductibles and self-insured retentions in the Certificate of Insurance.

The policy shall provide the following minimum limits:

**WORKER'S COMPENSATION INSURANCE:** Each successful Respondent shall secure, maintain in full force and effect, and bear the cost of complete Worker's Compensation insurance in accordance with the Nevada Industrial Insurance Act - Nevada Revised Statutes, Chapter 616A-616D, inclusive, for the duration of the Contract and shall furnish the City, prior to the execution of the Contract, a Certificate of Insurance which meets the requirements of the Nevada Industrial Insurance Act. The City, or any of its officers or employees, will not be responsible for any claims or suits in law or equity occasioned by the failure of the successful Respondent to comply with the provisions of this paragraph. If the successful Respondent has no employees, then Exhibit C - Affidavit of Rejection of Coverage for Workers' Compensation must be completed and submitted with response to this Invitation to Bid.

**COMMERCIAL GENERAL LIABILITY (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 05 09 or 25 04 05 09) or the general aggregate limit shall be twice the required occurrence limit.

**AUTOMOBILE LIABILITY:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Respondent has no owned autos, covering hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

**PROFESSIONAL LIABILITY (Errors and Omissions):** Insurance appropriate to the Provider's profession, with a limit no less than \$3,000,000 per occurrence or claim, \$6,000,000 aggregate.

Requested Liability limits can be provided on a single policy or combination of primary and umbrella, so long as the single occurrence limit is met.

The insurance policies are to contain, or be endorsed to contain, the following provisions:

**ADDITIONAL INSURED STATUS:** The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Respondent including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Respondent's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

**PRIMARY COVERAGE:** For any claims related to this contract, the Respondent's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Respondent's insurance and shall not contribute with it.

**NOTICE OF CANCELLATION:** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

**WAIVER OF SUBROGATION:** Respondent hereby grants to the City a waiver of any right to subrogation which any insurer of said Respondent may acquire against the City by virtue of the payment of any loss under such insurance. Respondent agrees to obtain any endorsement that



may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Respondent, its employees, agents, and subcontractors.

**SELF-INSURED RETENTIONS:** Self-insured retentions must be declared to and approved by the City. The City may require the Respondent to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

**ACCEPTABILITY OF INSURERS:** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

**CLAIMS MADE POLICIES:** If any of the required policies provide claims-made coverage:

The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.

Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Respondent must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

**VERIFICATION OF COVERAGE:** Respondent shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Respondent's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

**SPECIAL RISKS OR CIRCUMSTANCES:** The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Such insurance shall include the specific coverage set out herein and be written for NOT LESS THAN the limits of liability and coverage provided in the "Insurance Service Office", or required by law and other governing agencies, whichever is greater. The cost of this insurance shall be deemed included in the Bid prices and no additional compensation will be made.

In addition, the Respondent shall furnish evidence of a commitment by the insurance company to notify the City by registered mail of the expiration or cancellation of the insurance policies required not less than 30 days before the expiration or cancellation is effective.

#### **4. Applicant's Expertise, Qualifications, Experience, and Capacity**

- a) Provide a description of the Applicant's expertise based on their experience and qualifications as they relate to the performance of preconstruction, construction, and project closeout on prior projects of similar size, scope and complexity, in both the public and private sector. Narrative should also address the Applicant's capacity to effectively support the pre-construction, construction, and post-construction phases of this contract. This capacity statement should discuss the proposed schedule for this Project, Applicant's current workload, and the Applicant's proposed staffing plan, to ensure all contractual obligations will be achieved (**Three pages maximum**)
- b) Applicant shall provide example project descriptions for **five (5) projects** completed within the last ten (10) years, which best illustrate Applicant's experience and ability to successfully perform the Work required on this Project. The example projects may include both CMAR and other delivery methods. In addition, the example projects may include up to **one (1) CMAR** project that is currently under construction, provided the project is completed to a level which clearly demonstrates the Applicant's ability to effectively manage and execute the CMAR delivery process. To the extent possible. Please refer to Attachment 2 – Example Projects.

Applicant should focus on projects similar in scope and nature to this Project, and of comparable size and complexity. Project descriptions should include a brief description of the work scope (including size and any unique aspects which are comparable to the CMAR Project identified in this RFP), and the Applicant's role on the project. Include contact information for references that have knowledge of the background, character and technical competence of the Applicant. Contact information shall include a contact name, with current address, e-mail address, and telephone number for the owner's representative, the project designer and/or, if applicable, the general contractor. Note: the Owner reserves the right to contact the individuals for the purpose of obtaining references for the Project. (**Two page maximum, per project**)

- c) Describe the Applicant's experience partnering with design professionals, engineers, cost consultants, and project owners. Narrative should include the Applicant's prior experience working within Clark County and with the project design team. (**One page maximum**)

#### **5. Key Positions and Key Personnel**

- a) Project Organization and Key Positions. Applicant shall provide a proposed project organization to support the Project based on the CMAR-provided preconstruction services, the draft list of work and general schedule contained in the "Project Details" section above, and the Applicant's approach to construction and project closeout activities. Applicant shall identify a minimum of three (3) and maximum of seven (7) CMAR-provided positions they have identified as Key to this Project. Applicant shall provide a brief narrative of the roles and responsibilities associated with each of these Key Positions. Narrative should demonstrate the continued involvement of Key Personnel throughout preconstruction, construction and project closeout activities, (**Three pages maximum**)
- b) Key Personnel. The Applicant shall propose a Key Person for each of the Key Positions identified above. Include the resumes and years of relevant experience for any employees of the Applicant who will be managing the preconstruction and construction. Resumes shall clearly identify the individual's proposed role and include a description of their preconstruction and construction management responsibilities. Include examples of each individual's prior experience performing constructability reviews, estimating, partnering and commissioning, as well as project analysis and feedback regarding materials, methods, systems, schedule, labor and other conditions affecting construction. Also include examples of each individual's prior success in keeping construction on budget and schedule while assuring safety and quality of construction. (**Two pages maximum per key person**)
- c) Changes to Key Personnel: Applicants selected for the interview shall have no changes in the Key Personnel identified in Section 6 of their Proposal without the Owner's prior written consent.

## 6. Approach to CMAR Projects

Applicant shall provide a narrative describing their approach to CMAR projects. Discussion shall provide an overview of the Applicant's proposed interaction with the Owner and design team with a focus on the interactions required to ensure the Project's objectives are achieved within the established budget and schedule. In addition, the Applicant shall describe their approach to addressing unforeseen conditions, owner-directed changes, and other design modifications required during construction. Narrative should include the applicability of CMAR contingency, owner-contingency, and the associated change-order process. **(Two pages maximum)**

## 7. Proposed Plan for Managing Preconstruction Services

- a) Applicant shall provide a list of its proposed CMAR-provided preconstruction services using the Preliminary List of Pre- Construction Services below. Applicant shall identify which of these services would be self-performed and those that would be provided by subconsultants and/or subcontractors. **(Two pages maximum)**

### Preliminary List of Pre-Construction Services

- Perform constructability reviews.
  - Provide advice and project analysis and feedback regarding material, methods, systems, schedule, sequencing, labor and other conditions affecting construction and contracting.
  - Develop a master design and construction schedule with critical decisions and milestone dates.
  - Monitor design and update the estimated probable construction cost with respect to budget as design progresses.
  - Provide life cycle cost estimating for effective evaluation of options.
  - Identify long lead items and procurement plan.
- b) Submit the plan for management of the CMAR's preconstruction services specific to this Project. Plan should identify how the CMAR will support the **Preliminary Scope and Schedule**, including but not limited to identification of key tasks, due dates, responsibilities, deliverables, and involvement of construction and project closeout Key Personnel during pre-construction activities. **(Five pages maximum)**
- c) Submit a narrative describing the greatest obstacles to the Applicant's success on this Project during preconstruction, and provide details on how those obstacles will be overcome or mitigated. **(Two pages maximum)**
- d) Describe internal policies and procedures for quality control and quality assurance during preconstruction of the Project. Describe how the policies and procedures will be implemented for this Project and provide examples where these policies and procedures were proven successful on prior projects. **(Three pages maximum)**
- e) Provide preconstruction sample deliverables from a prior project that represent the proposed form of the cost estimating deliverables for this Project. **(Five pages maximum)**

## 8. Proposed Plan for Managing Construction and Project Closeout Services

- a) Submit a plan for management of the CMAR's construction and project closeout services specific to this Project. Plan should detail the CMAR's proposed approach for ensuring the construction and project closeout milestones are completed on time, within budget, and in accordance with the final construction documents, Special Provisions, and quality requirements. Plan should include, but not be limited to, identification of key tasks/milestones, responsibilities, and continued involvement of preconstruction Key Personnel. **(Five pages maximum)**

- b) Submit a narrative which identifies and addresses the unique challenges anticipated for constructing the Project, including sequencing the work. **(Two pages maximum)**
- c) Describe the greatest obstacles to the Applicant's success on this Project during construction and project closeout, including risk factors such as labor and materials, and provide details on how those obstacles and risk factors will be overcome or mitigated. **(Two pages maximum)**
- d) Describe the procedures to be used for developing, monitoring, and maintaining project schedule, cost, and change orders. Describe internal policies and procedures for quality control and quality assurance during construction of the Project. Describe how the policies and procedures will be implemented for this Project and provide examples where these policies and procedures were proven successful on prior projects. **(Five pages maximum)**
- e) Indicate what portion of the Work Applicant would plan on self-performing, should it be selected as the CMAR for this Project and why this is beneficial to the Owner, including a statement that shows the ability of the applicant to provide pre-construction services, and to construct the public work and which includes, if the public work involves predominantly horizontal construction, that the applicant will perform construction work in value to at least 25 percent of the estimated cost of construction (NRS 338.1692.3.i) **(It has been determined that the 25% horizontal construction requirement does not apply to this project, and will not be required for this CMAR solicitation.)** **(One page maximum)**
- f) Provide sample deliverables from a prior project which represent the proposed form of the cost control, change order, and schedule deliverables for this Project. **(Five pages maximum)**

#### **9. Proposed Plan for Selection of Subcontractors and Material Suppliers**

Describe the plan to select subcontractors for provision of labor, materials and equipment for each category of work in connection with the Project to include, but not be limited to, a plan to develop bidder interest for each trade in the Project, the solicitation bidding process, contract documents, and a plan to promote the utilization of Minority, Women-owned, and Disabled Veteran Business Enterprise subcontractors. The plan must demonstrate understanding of the subcontractor selection provisions of NRS 338.16991 through NRS. 338.16995. **(Three pages maximum)**

#### **10. Certificate of Eligibility for Preference in Bidding of Public Works**

Each Applicant submitting a Proposal is responsible for ascertaining whether the Applicant is eligible for the bidders preference and other matters relating thereto, as provided in NRS 338.1389. The Applicant claiming bidders preference must, at the time of the submission of their Proposal, meet the criteria listed below:

##### **a) Submittal: Certificate of Eligibility**

A valid "Certificate of Eligibility": issued by the Nevada State Contractors Board is to be included with the Applicant's submission. Documentation other than the Contractors Board issued "Certificate of Eligibility" will **not** be considered as proof that the Applicant qualifies for the bidders preference. Any Applicant requiring additional information relative to obtaining a "Certificate of Eligibility" should contact the Nevada State Contractors Board.

##### **b) Public Works Bidders Preference Affidavit**

A fully executed and notarized copy of the "Public Works Bidders Preference Affidavit", **Attachment 4**, must be included with the Applicant's Proposal. Proposals received without the Affidavit will **not** be eligible for the bidders preference.

##### **c) Public Works Bidders Preference Compliance**

The Applicant acknowledges that if awarded a contract as the result of the bidders preference being received, he/she is required to follow the requirements set forth NRS 338.0117.

## **11. Safety Records and Program**

Provide safety records and an overview of lost time and incident statistics for the last five (5) years. Detail any OSHA citations in the last five (5) years for projects of similar size, scope and complexity.

Include a copy of the Applicant's safety program. The safety program should describe the safe manner in which work is planned and performed to prevent damage, injury or loss to individuals at the site, whether working or visiting, the Work, including materials and equipment incorporated into the Work or stored on-site or off-site, and all other property at the site or adjacent thereto. (5 pages maximum)

## **12. Exceptions**

Applicants shall indicate any exceptions to the terms and conditions contained in proposed agreements for preconstruction and construction services, available under the **Attachments Tab**.

**EVALUATION CRITERIA**

Selection of the CMAR must be completed using a two-phase approach. Phase I is the Request for Proposals. Applicants submitting the highest-ranked Proposals will then proceed to Phase II, which is the Interview process.

**Phase 1 RFP Evaluation**

**1. Pass-Fail Criteria**

Applicant must:

- i. Not have been found liable for breach of contract with respect to a previous project, other than a breach for legitimate cause, during the five (5) years immediately preceding the date of the advertisement for this Request for Proposals;
- ii. Not have been disqualified from being awarded a contract pursuant to NRS 338.017, 338.13895, 338.1475 or 408.333; and
- iii. Be licensed as a contractor pursuant to NRS 624.

Only Applicants that meet the pass-fail criteria set forth above in accordance with NRS 338.1691 will receive further consideration under this RFP.

**2. Bonding/Insurance**

Applicant shall demonstrate its ability to obtain necessary bonding and insurance for the Project. Only Applicants meeting this requirement will receive further consideration under this RFP.

**3. Evaluation Criteria**

Each Proposal will be evaluated and ranked based on the following criteria in accordance with NRS 338.1692 and relative weights. Further details of the criteria are included in paragraphs 5 through 12, below.

The following selection criteria and relative weights will be used by the Owner to rank Applicant's Proposals:

<b>SELECTION CRITERIA</b>	<b>RELATIVE WEIGHT</b>
Company (Section 4) <ul style="list-style-type: none"> <li><input type="checkbox"/> Expertise and capacity to support this project</li> <li><input type="checkbox"/> Performance on Similar Projects</li> <li><input type="checkbox"/> Safety Program and Records (Section 11)</li> <li><input type="checkbox"/> CMAR Experience</li> </ul>	25%
Key Personnel (Section 5) <ul style="list-style-type: none"> <li><input type="checkbox"/> Strength of the Project Team for preconstruction and construction; include the project manager, superintendent, cost estimator, scheduler, constructability reviewer(s), and value engineering analyzer(s)</li> <li><input type="checkbox"/> Key Personnel Performance History on Similar Projects</li> </ul>	35%

Managing CMAR Projects (Sections 6-9) <ul style="list-style-type: none"> <li><input type="checkbox"/> Approach to CMAR Projects</li> <li><input type="checkbox"/> Plan for Managing Pre-Construction Services</li> <li><input type="checkbox"/> Subcontractor Bidding and Selection</li> <li><input type="checkbox"/> Plan for Managing Construction and Project Closeout Services</li> </ul>	35%
Certificate of Eligibility and Public Works Bidders Preference Affidavit (Section 10)	5%

**4. Company**

Applicant will be evaluated on its expertise, experience and qualifications in providing preconstruction, construction and project closeout services on projects of similar size and scope. This includes evaluation of the Company and its Key Personnel, as it relates to the scope of work of this Project, including performance in the constructability review, estimating, concrete/masonry construction experience, partnering experience, commissioning experience, and years of relative experience, as well as project analysis and feedback regarding materials, methods, systems schedule, labor and other conditions affecting construction. The experience of Applicant’s Key Personnel will be evaluated based on resumes, defined roles, and responsibilities.

**5. Performance on Similar Projects**

Applicant will be evaluated on the reference checks regarding the Applicant’s background, character, and technical competence, and ability to manage the requirements of the scope of work, including demonstrated ability to deliver CMAR on schedule and within budget.

**6. Safety Records and Program**

Applicant will be evaluated on its safety program and safety records over the last five (5) years.

**7. Plan for Managing Preconstruction**

Applicant will be evaluated on the quality and comprehensiveness of its proposed plan for managing to support the “Design and Construction Schedule”. Additionally, the proposed plan will be evaluated on the work plan designating key tasks, due dates, responsibilities, and deliverables, and on the narrative requested on the Applicant’s perspective of the Project obstacles during preconstruction and its plan to overcome those obstacles.

**8. Subcontractor Bidding and Selection**

Applicant will be evaluated on the details of its approach and rationale for selecting subcontractors and material suppliers, including its intended utilization of subcontractors during preconstruction services, if applicable.

**9. Plan for Managing Construction and Project Closeout**

Applicant will be evaluated on quality and comprehensiveness of its proposed plan for managing the construction and project closeout services of this Project. Additionally, the Applicant will be evaluated on the narrative requested and its perspective of the Project obstacles during construction and project closeout and its plan to overcome those obstacles.

**10. Certificate of Eligibility and Public Works Bidders Preference Affidavit**

Applicants claiming a preference in bidding on a public work must submit a valid Certificate of Eligibility and a fully executed “Public Works Bidders Preference Affidavit”, **Attachment 2**. The Applicant acknowledges that if bidders preference is received, he/she is required to follow the requirements set forth in the Affidavit.



**11. Responsiveness**

Applicants will be evaluated on the degree to which the Proposal is responsive to the submittal requirements, including exceptions, if any, identified in the proposed forms of the Contracts for preconstruction services or construction services.

**Phase II Finalist Interviews**

**1. Per NRS 338.1693**

- i. After the evaluation panel has ranked the Proposals from Phase 1, at least two but not more than five Applicants that received the highest rankings shall be selected for an interview.
- ii. Upon completion of the interviews, the evaluation panel will rank the Applicants using criteria separate from Phase I, and evaluation will be based only on information presented during the interview process.

2. The following criteria will be used by the evaluation panel to rank interviewed Applicants:

<b>SELECTION CRITERIA</b>	<b>RELATIVE WEIGHT</b>
Project Approach – project challenges and obstacles, and Management plan	35%
Key Personnel	30%
Preconstruction Integration into Construction	30%
Certificate of Eligibility and Public Works Bidders Preference Affidavit (Section 10)	5%

3. Upon completion of final rankings, the Owner will enter into negotiations with the top ranked most qualified Applicant.

**SUMMARY OF REQUIRED DOCUMENTS TO BE SUBMITTED**

<b>Response Attachment 1</b> Provide submittals in order, in accordance with 'Project Details & Proposal Format'		
<b>Section 1</b>	Cover Page	Legal name of Applicant, address, phone & fax numbers, e-mail address, point of contact, and RFP number and title
<b>Section 2</b>	Certification of Applicant	Attachment 1 - Certification
<b>Section 3</b>	Bonding & Insurance	Letter's from Applicant's Surety & Insurance Carrier
<b>Section 4</b>	Qualifications & Experience	Example Projects; Experience and capacity statements
<b>Section 5</b>	Key Positions & Personnel	Key Personnel; Project organization & experience statements
<b>Section 6</b>	Approach to CMAR Projects	Narrative statement describing project approach



<b>Section 7</b>	Preconstruction Services Plan	Preconstruction service narratives and sample deliverables
<b>Section 8</b>	Construction & Closeout	Construction management plans, narratives and sample deliverables
<b>Section 9</b>	Subcontractor Selection	Plan for selection of Project suppliers and subcontractors
<b>Section 10</b>	Bidders Preference Forms	Attachment 2 - Bidders Preference Affidavit; Certificate of Eligibility
<b>Section 11</b>	Safety Records and Program	Safety records, statistics and safety program, and any citations received
<b>Section 12</b>	Exceptions	Statement regarding any exceptions to the proposed Agreements

**EXHIBIT 2**  
**PUBLIC WORKS BIDDERS**  
**AFFIDAVIT FORM**

**ATTACHMENT 4 - PUBLIC WORKS BIDDERS PREFERENCE AFFIDAVIT**

I, \_\_\_\_\_ (“Affiant”), on behalf of \_\_\_\_\_  
 (“Contractor”), swear and affirm that in order to be in compliance with NRS 338.147 and NRS 338.0117, and be eligible to  
 receive a preference in bidding for Project No. \_\_\_\_\_, Project Name \_\_\_\_\_  
 (“Project”), certify that for the duration of the Project, collectively, and not on any specific day:

- (a) At least 50 percent of the workers employed on the Project, including, without limitation, any employees of the Contractor and of any Subcontractor engaged on the Project, will hold a valid driver’s license or identification card issued by the State of Nevada Department of Motor Vehicles (“DMV”);
- (b) All vehicles used primarily for the Project will be:
  - (1) Registered and partially apportioned to Nevada pursuant to the International Registration Plan, as adopted by the DMV pursuant to NRS 707.826; or
  - (2) Registered in the State of Nevada;
- (c) If applying to receive a preference in bidding pursuant to subsection 3 of NRS 338.1727 or subsection 2 of NRS 408.3886, at least 50 percent of the design professionals working on the Project, including, without limitation, any employees of the design-build team and of any subcontractor or consultant engaged in the design of the Project, will have a valid driver’s license or identification card issued by the DMV;
- (d) The Contractor, Applicant or Design-Build Team and any Subcontractor engaged on the Project will maintain and make available for the inspection within this State his or her records concerning payroll relating to the Project.

Upon submission of the State Contractors’ Board certificate of eligibility to receive a preference in bidding on public works and this Affidavit, Contractor, Applicant or Design-Build Team recognizes and accepts that if a contract is awarded as a result of receiving a preference in bidding, failure to comply with the requirements herein, including all recording keeping obligations detailed in the General Conditions, entitles the City of Las Vegas to a penalty as defined by statute.

I, the Affiant, do hereby swear under penalty of perjury that the assertions of this affidavit are true.

By : \_\_\_\_\_ Title \*: \_\_\_\_\_  
 (Print Name of Affiant)

Signature of Affiant: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

State of \_\_\_\_\_ )  
 )ss.  
 County of \_\_\_\_\_ )

\_\_\_\_\_  
Notary Signature

STAMP AND SEAL

**\* Proof of Authorization to Sign Affidavit**

The person must establish his/her actual authority to act on behalf of the business organization. The individual must be the person indicated in the table below and provide written documentation clearly indicating the person's position within that business organization. If the individual signing the Affidavit is an employee of the business organization, written documentation, on organization letterhead, clearly indicating the person's authority to act on behalf of the business organization must be provided. The written documentation must be signed by the authorized person identified in the table below.

If the individual making application for the business organization is not one of the persons identified in the table or an authorized employee, a valid power of attorney executed by an authorized person on behalf of the business organization must be provided. The power of attorney must be made not more than 90 days before the Affidavit is signed.

ORGANIZATION TYPE	PERSON WHO HAS AUTHORITY TO COMPLETE AFFIDAVIT
Sole Proprietorship	Sole Proprietor
Partnership	A Partner
Corporation	1. Director, if Authorized 2. Executive Officer as indicated in the Article of Incorporation
Limited Liability Company	1. Member, if Member-Managed LLC 2. Manager, if Manager-Managed LLC