



Request for Proposals (RFP)

3rd Party Inspection Services for Construction

27RFP001

Issued: 10/01/2026

280 South Decatur Boulevard
Las Vegas, Nevada 89107

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- Attachment A - Proposal Form
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SECTION I - INTRODUCTION

A. Purpose

The Southern Nevada Health District (SNHD) requests proposals from experienced and qualified contractors to provide construction materials testing, special inspection, quality assurance, and field observation services for SNHD's lab expansion (lab expansion).

B. Entity Information

SNHD was created in 1962 when the State Legislature combined the health departments of the county and several adjoining cities. SNHD is one of the largest local public health organizations in the United States serving over 2.3 million residents and safeguarding the public health of nearly 40 million visitors to Las Vegas annually.

SNHD's mission is, "To assess, protect, and promote the health, the environment, and the well-being of Southern Nevada communities, residents, and visitors."

SNHD's governing body is the Southern Nevada District Board of Health ("Board"). The Board is vested with jurisdiction over all public health matters within Clark County Nevada.

C. Funding

Any contract awarded under this RFP will be subject to the availability of funding and will be immediately terminated if any funding budgeted for the contract is withdrawn, limited, or impaired.

D. Anticipated Contract

SNHD intends to award one (1) contract to provide the services specified herein. SNHD reserves its right to determine the contract term.

E. Subcontracting

Subcontracting will not be permitted under any awarded contract.

F. Ethics in Procurement

It is unlawful for any Proposer to offer, or any employee of SNHD or their immediate family to solicit or accept a gratuity in connection with the solicitation, award, or administration of any contract issued by SNHD.

SECTION II - SCOPE OF SERVICES

A. Project Description

The selected consultant (Consultant) shall provide construction materials testing, special inspection, quality assurance, and field observation services for SNHD's lab expansion in accordance with the approved construction documents, project specifications, applicable building codes, City of Las Vegas Building and Safety Division (CLVBSD) requirements, and other applicable regulatory requirements.

Consultant shall provide all qualified personnel, equipment, laboratory services, testing, inspections, observations, documentation, and reporting necessary to support the lab expansion through construction completion.

B. Project Tasks

1. Task 1 - Quality Assurance Agency (QAA) Observation & Testing

Provide QAA services in accordance with QAA Special Inspection Agreements issued by the CLVBSD for the lab expansion permits. Perform structural steel, reinforced concrete, masonry, special case anchors, and grading observations for the lab expansion. Upon completion of the QAA scope of services, prepare Final Reports summarizing observation and testing results for the following major elements and submit to SNHD and the CLVBSD for review and acceptance:

- a. Earthwork - Provide qualified field personnel to perform continuous observations on density and moisture testing of existing subgrades and structural fill placement for grading and utility trench backfill for the proposed structures and related improvements. Perform laboratory testing on samples of native and/or import soils proposed for use as structural fill. After completion of the earthwork scope, prepare and submit the Final Grading Report presenting the results of the observations and testing performed during the earthwork.
- b. Structural Concrete - Provide a qualified inspector to observe the placement of reinforcing steel and embedded items prior to concrete placement. Observations will include verification of type, size, grade, lap splice, spacing, clearance, coverage, cleanliness, and general placement of reinforcing steel/embedded items for conformance with the project plans. Provide qualified field personnel to observe the placement of structural concrete, conduct sampling and field testing of concrete, including casting of compressive strength test cylinders for verification purposes. Field services shall include testing for slump, temperature (concrete and ambient air), air content, unit weight, verification of mix design based on review of concrete batch tickets, and casting of test specimens. Sampling and field-testing will be conducted by personnel certified by, at a minimum, the American Concrete Institute (ACI).
- c. Post Installed Anchors - Provide qualified field personnel to perform periodic and/or continuous observations during installation of adhesive and mechanical anchors. Evaluate the dimensions of the drilled holes into concrete, type and size of anchor, type of epoxy and expiration date, edge distance, anchor spacing, embedment and hole cleaning for general conformance to the approved project documents and the product's Evaluation Service Report (ESR).

- d. Structural Masonry - Provide qualified field personnel to perform sampling, observation and testing during placement of reinforcing and grout for the trash enclosure masonry walls. Assume that periodic observations of reinforcement placement and continuous observation during grout placements will be performed during the same site visit. Anticipate that quality acceptance will require slump and temperature testing on each grout sample and that strength testing will be based on the compressive strength of masonry prisms fabricated by the Masonry Contractor at the job site.
- e. Structural Steel - Provide qualified field personnel to perform periodic and/or continuous observations of structural steel placement, high strength bolting, and welding as dictated by the approved drawings and applicable codes. Services include the review of welder certifications and welding procedures, material identification, joint fit-up, and general compliance of structural steel construction to the approved project documents. Assume that an approved fabricator will provide fabricated steel and that fabrication shop inspections will not be needed. If the fabricator is not approved by the CLVBSD, inspections may be required for 100% of the steel members, shop welds, and components. SNHD may request fabrication shop observations and testing for an additional cost if needed.
- f. Other Elements as Required - SNHD has identified the preceding minimum elements. Consultant shall include and itemize any other applicable elements needed to deliver the project to the satisfaction of the CLVBSD.

2. Task 2 - On-Site Improvements Observation & Testing

- a. Earthwork - Provide qualified field personnel to test the in-place density and moisture of for limited onsite earthwork. Assume that soil sampling, laboratory testing, trench backfill testing will be required.
- b. Concrete - Provide qualified field personnel to perform sampling, observation and testing during placement of on-site concrete. Anticipate that quality acceptance of concrete will require slump and temperature testing on each sample and compressive strength testing of cylindrical test specimens.
- c. Other Elements As Required - SNHD has identified the preceding minimum elements. Consultant shall include and itemize any other applicable elements needed to deliver the project to the satisfaction of the CLVBSD.

C. Project Management and Reporting

- 1. Provide coordination for special inspectors and field technicians performing observation and testing at the project site by a professional engineer licensed in the State of Nevada.
- 2. Coordinate site visits as requested via Consultant's designated phone number or email address. Notification will be provided by the General Contractor or Construction Manager at least twenty-four (24) hours prior to scheduling field observations and testing.
 - a. Consultant's Project Manager and/or Field Supervisor will attend project meetings only upon SNHD's request. Consultant may assume attendance at up to 2 project meetings.
 - b. Field personnel will generate daily field reports and test results for each site visit and will maintain copies of these reports on site in the QAA binder as required by the Clark County Technical Guidelines.

- c. Consultant's Project Manager shall review copies of the daily field reports generated by field staff during construction for grammar and accuracy. Consultant will submit copies of these reports with invoices to SNHD at the end of each month unless specifically requested otherwise. Throughout construction, Consultant will advise the General Contractor's Superintendent and SNHD Project Representative of all items that are not compliant with the approved contract documents. SNHD must preapprove re-inspection of non-compliant items. Documented re-inspections must be forwarded to SNHD for appropriate action and tracking to avoid potential cost overages. Upon completion of the RFP scope of services, Consultant must prepare a final report that summarizes all observations and testing and submit a copy of the report to SNHD and the City of Las Vegas for review and acceptance.

D. Overtime and Expedited Services

1. SNHD must preapprove performance of any requested services that will exceed eight (8) hours per day Monday-Friday or that must be performed on weekends or holidays. If approved, these services may be charged at 1.5 times Consultant's hourly rates per its Unit Rate Tables.
2. SNHD must preapprove expedited laboratory services. If approved, these services may be charged at 1.5 times Consultant's rates per its Unit Rate Tables.

E. Exclusions and Additional Services

1. Identify all Exclusions and Additional Services not covered in this RFP, including but not limited to: detailed review and evaluation of background documentation; structural engineering consultation; structural evaluation of existing structures and improvements; supervision or coordination of contractor work; geotechnical explorations; installation of electrical systems, plumbing or other mechanical control systems; obtaining or preparing permits; work plans; safety plans; union or prevailing wage considerations; when services that will exceed eight (8) hours per day Monday-Friday or must be performed on weekends or holidays; standby time; concrete aggregate, and asphalt aggregate; observation and testing for non-structural site improvements; fireproofing, firestopping, and Exterior Insulation and Finish System (EIFS); re-testing or re-inspecting work; evaluation, preparation or technical review of improvement plans; environmental site assessments; surveying; architectural observation and inspections; shoring system design; observation and testing during fabrication shop inspections; observation or testing during demolition; expert witness testimony or legal representation; and any other services not specifically listed in this proposal.
2. Additional services not specified herein may be requested. A separate proposal with additional scope of services and the associated costs will be required.

F. Reference Documents (to be provided by SNHD)

1. Project Permits issued by the City of Las Vegas Building and Safety Division
2. Architectural Plans, Civil Plans, and Structural Plans
3. Geotechnical Evaluation Report

SECTION III - TIMETABLE AND PROVISIONS

A. Timetable

RFP Issued	10/01/2026
Deadline to Submit Questions.....	2:00 PM PDT on 10/08/2026
Deadline to Disseminate Questions and Answers.....	10/15/2026
Deadline to Submit Proposals	2:00 PM PDT on 10/29/2026
Evaluation Completed / Notification of Intent to Award (Email)	11/05/2026

B. Authorized Contact

1. The RFP Authorized Contact is Kevin Bratcher. No other person has the authority to respond to questions about this RFP unless authorized by written addendum issued by Kevin Bratcher.
2. All questions about this RFP from RFP Issuance to Notification of Intent to Award shall be directed only to Kevin Bratcher at procurement@snhd.org.
3. Communication about this RFP with anyone associated with SNHD other than Kevin Bratcher is prohibited. **Proposals will be rejected for noncompliance with this prohibition.**

C. Questions

1. Written questions about this RFP must be submitted via email to procurement@snhd.org by **2:00 PM PDT on 10/08/2026**. Indicate “27RFP001 Questions” and company name in the email subject line.
2. The submitted questions and answers will be posted to [SNHD’s Public Notices website](#) by 5:00 PM PDT on 10/15/2026.

D. Deadline to Submit Proposals and Late Proposals

1. Proposals are due **by 2:00 PM PDT on 10/29/2026**.
2. Proposals submitted **after 2:00 PM PDT on 10/29/2026** will be rejected as late.

E. Proposal Submission

1. Email proposal documents in the format outlined in [Section IV.B](#) to procurement@snhd.org. Indicate “27RFP001 Proposal” and company name in the email subject line.
2. Mailed, hand-carried or faxed proposals, or hyperlinks to proposals will not be accepted.

SECTION IV - REQUIREMENTS

A. Proposer Qualifications

To be eligible to submit a proposal, Proposer must:

1. Have been providing services like those specified in [Section II - Scope of Services](#) regularly and continuously for at least five (5) years.
2. Possess all permits, licenses, and credentials necessary to supply the services specified herein.

B. Proposal Preparation and Submission

Submit TAB 1 and TAB 2 as one PDF as indicated:

1. TAB 1 - Cover Letter, Proposal Form, and Exceptions

- a. Submit a cover letter on Proposer's letterhead including the RFP number and name and a concise statement of interest signed by a legally authorized representative.
- b. Complete and submit [Attachment A - Proposal Form](#).
- c. Provide a list of exceptions to any RFP specifications or requirements and the proposed alternatives. SNHD reserves its right to reject proposed alternatives (see [Attachment A](#)).

2. TAB 2 - Qualifications and Experience, Understanding, Personnel, and References

- a. Describe Proposer's qualifications and experience performing work of a similar nature, experience working with public agencies, record of completing work on schedule, and strength and stability of the firm.
- b. Describe Proposer's demonstrated understanding of the scope of services, familiarity with available construction methods, and recognition of potential challenges.
- c. Provide resumes for all proposed key personnel.
- d. Provide a minimum of three (3) client references, preferably government agencies, for similar services provided by Proposer in the past five (5) years. Include contract dates, amounts, and contact info (name, address, phone, and email).

3. Cost Proposal (Submit as separate PDF)

- a. Complete and submit [Attachment B - Price Form](#) based on Proposer's Unit Rate Tables.
- b. Provide the following Unit Rate Tables. All tools, supplies, equipment, vehicles, and any other associated overhead costs shall be included in Proposer's unit rates.
 - i. All staff resources and the associated hourly rates.
 - ii. All lump sum resources and the associated hourly rates.

C. Proposer Representations

1. Proposer has read and understands this RFP, makes its proposal in accordance with this RFP, and agrees with and will abide by the RFP terms and conditions.
2. Proposer has not communicated about this RFP or its proposal with anyone associated with SNHD in any capacity other than the RFP Authorized Contact ([see Section III.B](#)).
3. Proposer derived its proposal independently and without collusion.

4. Proposer shall comply with all applicable federal, state, and local laws, regulations and ordinances whether explicitly stated including but not limited to the Federal Civil Rights Act of 1964, the Equal Employment Opportunity Act, and the Disabilities Act of 1990, and regulations issued pursuant to those acts.

D. General Conditions

1. Interpretation or Clarification of RFP: Proposer shall promptly email procurement@snhd.org regarding any error, inconsistency, or ambiguity in and/or to request clarification or interpretation of this RFP by the Deadline to Submit Questions, except as related to addenda issued after this date.
2. Correction of RFP: Changes to this RFP will be only by written addenda issued by the Authorized Contact. Addenda will be posted to [SNHD's Public Notices website](#). Proposer shall ensure that its proposal reflects addenda (see [Attachment A](#)).
3. Responsive Proposal: A responsive proposal is one that conforms in all material respects to the RFP. SNHD reserves its right to waive any technicality, irregularity, or informality in determining responsiveness.
4. Responsible Proposer: A responsible Proposer is one that has the capability in all respects to fulfil the RFP requirements, and the experience, integrity, perseverance, reliability, facilities, and equipment that will assure good faith performance, and that submits a responsive proposal.
5. Proposal Rejection: SNHD reserves its right to reject any proposal that does not conform to the RFP requirements.
6. Modification or Withdrawal of Proposal: Proposer may modify or withdraw its proposal by emailing procurement@snhd.org prior to the Deadline to Submit Proposals.
7. Cancel or Reissue RFP: SNHD reserves its right to cancel or reissue this RFP for any reason or for no reason.
8. Proposal Costs: SNHD will not reimburse Proposer for costs to prepare or submit a proposal.
9. No Guaranteed Contract: This RFP neither creates an offer to contract nor commits SNHD to contract for the services specified herein.
10. Limited Contract: SNHD reserves its right to contract for less than the services specified herein.
11. Exclusivity: Nothing in this RFP or in any resulting contract precludes SNHD from obtaining services like those specified herein from other sources.
12. Public Records: SNHD is subject to the Nevada Public Records Act. Pursuant to NRS 239.010, et seq., documents provided to SNHD are presumed to be public records open to inspection and copying by any person. Proposals must contain sufficient information to be evaluated without reference to any confidential or proprietary information. Any proposal marked "confidential," "proprietary," or "trade secret," or that contains materials so marked may be returned to Proposer and not considered for award. SNHD will produce documents provided by any Proposer even if marked "confidential," "proprietary," or "trade secret" pursuant to a public records request. SNHD will not be liable for disclosure of any documents or information provided by Proposer to SNHD.

SECTION V - EVALUATION & SELECTION

Proposals submitted by the Deadline to Submit Proposals will be reviewed for responsiveness to the RFP requirements. Responsive proposals will be evaluated per the following Evaluation Criteria. SNHD reserves its right to consider any other factors when evaluating proposals and Proposers if doing so is in SNHD's best interests.

A. Evaluation Criteria

Criteria Description	Maximum Points
Qualifications and experience	30
Demonstrated understanding of the Project	25
Key personnel	20
Cost of services	20
References for similar services	5

B. Clarification, Site Visits, Interviews, and Presentations

1. SNHD reserves its right, as it deems necessary or appropriate, to contact Proposers to clarify proposals or to obtain additional information, and/or to conduct site visits and/or interviews, and/or to request that Proposers make presentations.
2. SNHD reserves its right to base its decision solely on written proposals, irrespective of any other interactions with Proposers as referenced in the preceding paragraph B.1.

C. Selection

1. The Proposal selected for award, if any, will be the one that is most beneficial to SNHD regarding Proposer's qualifications, experience, capabilities, and cost, and/or that best meets SNHD's needs.
2. If SNHD is unable to finalize a satisfactory contract with the selected Proposer within 60 calendar days, SNHD shall formally terminate discussions with that Proposer and at its sole discretion begin discussions with another Proposer or cancel or reissue this RFP.
3. Any contract resulting from this RFP will be presented to the Board for consent as applicable.

Attachment A Proposal Form

Signer, an authorized representative of the named company, acknowledges that they have examined all RFP documents, and hereby offers to furnish all labor, materials, tools, supplies, equipment, and services necessary to satisfy the specifications, terms and conditions set forth herein.

Company name:	
Number of years in business:	
Number of employees:	
Address of company headquarters:	
Address of office where services will be provided:	
Federal Tax Identification Number (TIN):	
SAM Unique Entity Identifier (UEI):	

1. Is Contractor, its officers or affiliates excluded or debarred from doing business with any local, state, or federal government agency? Yes ☐ No ☐
2. Are Contractor, its officers and affiliates independent of and not related to SNHD or its operations? Yes ☐ No ☐
3. Does a conflict of interest exist between Contractor, its officers or affiliates and SNHD or its operations? Yes ☐ No ☐
4. Does any SNHD employee or official or member of its Board have any interest, financial or otherwise, in Contractor's company or in the Project? Yes ☐ No ☐
5. Has Contractor, its officers or affiliates had any contract related litigation, mediation, or arbitration in the past five (5) years. If yes, explain. Yes ☐ No ☐
6. Have any complaints been filed against Contractor with any regulatory body or professional organization in the past five (5) years. If yes, explain. Yes ☐ No ☐
7. Does the proposal include exceptions to any RFP specifications or requirements? If yes, see [Section IV.B.1.c](#). Yes ☐ No ☐
8. Signer acknowledges receipt of addenda issued/posted to [SNHD's Public Notices website](#):

Addendum No. _____ Issue Date _____

Addendum No. _____ Issue Date _____

Addendum No. _____ Issue Date _____

Authorized Signer: _____ Date: _____

Printed Name and Title: _____

Phone: _____ Email: _____

Attachment B
Price Form

The price to complete this work shall include all labor, materials, tools, supplies, equipment and services necessary to comply with the specifications, terms and conditions set forth herein. No additional costs may be invoiced without prior SNHD approval. Price shall be valid for 120 days.

Task 1 - QAA Observation & Testing

Earthwork	\$ _____
Structural Concrete	\$ _____
Post Installed Anchors	\$ _____
Structural Masonry	\$ _____
Structural Steel	\$ _____
Other Associated Elements	\$ _____
Field and Lab Testing	\$ _____

Subtotal Task 1 \$ 0.00 _____

Task 2 - On-Site Improvements Observation & Testing

Earthwork	\$ _____
Concrete	\$ _____
Other Associated Elements	\$ _____
Field and Lab Testing	\$ _____

Subtotal Task 2 \$ 0.00 _____

Total Task 1 & Task 2 \$ 0.00 _____

Contingency Percentage 0%

Contingency Amount (Total Task 1 & Task 2 x Contingency %) \$ 0.00 _____

Total Price \$ 0.00 _____

Company Name: _____

Authorized Signer: _____ Date: _____

Printed Name and Title: _____

Phone: _____ Email: _____