



Request for Proposals  
(RFP)

PFAS Sample Analysis  
26RFP004

Issued: 03/26/2026

280 South Decatur Boulevard  
Las Vegas, Nevada 89107

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## ATTACHMENTS

Attachment A - Proposal Form

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## SECTION I - INTRODUCTION

### A. Purpose

The Southern Nevada Health District (SNHD) requests proposals from analytical laboratories certified for PFAS analyses by the State of Nevada Division of Environmental Protection (NDEP) to test private wells in Southern Nevada for Per- and Polyfluoroalkyl substances (PFAS).

### 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 funded by a grant from the Emerging Contaminant in Small or Disadvantaged Communities (EC-SDC) through the NDEP and will be immediately terminated if any funding budgeted for the contract is withdrawn, limited, or impaired.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 beginning on 07/01/2026. 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

SNHD will offer water testing for PFAS to interested owners of private wells in Southern Nevada. SNHD will collect drinking water samples, deliver those samples to the selected Nevada-certified laboratory (Lab) for analysis, and provide testing results to the owners of the wells and to NDEP.

The Project period will be through 10/31/2028 or until budgeted funds are fully expended.

### B. Project Location

Sample collection will occur throughout SNHD's geographical jurisdiction (entirety of Clark County, Nevada), at properties that obtain drinking water from private wells that are not regulated under the Safe Drinking Water Act (SDWA). Sample testing will occur at the Lab.

### C. Project Tasks

The Lab will:

1. Provide sampling kits to SNHD in the quantity required upon request. Sampling kits must consist of polypropylene bottles fitted with polypropylene screwcaps, polyethylene bottles with polypropylene screwcaps, or other plastic materials that meet Quality Control requirements. Sampling kits must contain at least 3 bottles per sampling site:
  - a. An empty but "preserved" Field Sample (FS) bottle: an empty bottle containing sample preservatives.
  - b. An empty but "preserved" Field Reagent Blank (FRB) bottle: an empty bottle containing sample preservatives. The same lot of preservative must be used for the FRBs as for the FS.
  - c. A full FRB bottle: a sealed, unpreserved bottle of PFAS-free reagent water. Reagent water used for the FRBs must be analyzed prior to shipment to ensure the water is PFAS-free, meeting Laboratory Reagent Blank (LRB) method criteria (i.e., no PFAS levels greater than 1/3 of the laboratory specific minimum reporting level (MRL))
2. Provide shipping containers and chain-of-custody forms to SNHD in the quantity required upon request. Do not include blue ice or equivalent.
3. Perform analyses and provide data for Level III validation purposes. The Lab will analyze drinking water samples for PFAS using either Environmental Protection Agency (EPA) method 533 or EPA method 537.1. Methods must achieve reporting limits of at least 2 ng/L (ppt).
4. Submit analytical results electronically to SNHD's designated point(s) of contact (POC).
5. Dispose of samples per the appropriate regulatory requirements governing the Lab's location.

### D. Key Deliverables

The Lab will:

1. Submit analytical results to SNHD POC(s) within five (5) days of the Lab's completion of the analyses. Results must be provided electronically in .pdf and electronic data deliverable (EDD) (.xlsx or .csv) formats.
2. Submit invoices to SNHD POC(s) within fifteen (15) days after submitting sample results.

## SECTION III - TIMETABLE AND PROVISIONS

### A. Timetable

|  |                                  |
|--|----------------------------------|
| RFP Issued .....   | 03/26/2026                       |
| Deadline to Submit Questions .....                                   | <b>2:00 PM PDT on 04/06/2026</b> |
| Deadline to Disseminate Questions and Answers .....                  | 04/09/2026                       |
| Deadline to Submit Proposals.....                                    | <b>2:00 PM PDT on 04/20/2026</b> |
| Evaluation Completed / Notification of Intent to Award (Email) ..... | 04/23/2026                       |

### 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](mailto: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](mailto:procurement@snhd.org) by **2:00 PM PDT on 04/06/2026**. Indicate “26RFP004 Questions” in the email subject line.
2. The submitted questions and answers will be emailed to all solicited labs by 04/09/2026 and posted to [SNHD’s Public Notices website](#) by 04/13/2026.

### D. Deadline to Submit Proposals and Late Proposals

1. Proposals are due by **2:00 PM PDT on 04/20/2026**.
2. Proposals submitted **after 2:00 PM PDT on 04/20/2026** will be rejected as late.

### E. Proposal Submission

1. Email one (1) PDF file (attachment) to [procurement@snhd.org](mailto:procurement@snhd.org). Indicate “26RFP004 Proposal” 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 be an analytical laboratory certified for PFAS analyses by NDEP.

### B. Proposal Preparation and Submission

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

#### 1. TAB 1 - Cover Letter, Proposal Form, and Required Statements

- a. Submit a cover letter on Proposer's letterhead signed by a legally authorized representative including the RFP number and name and a brief statement of interest.
- 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 - Experience and Qualifications, Resumes, and References

- a. Describe Proposer's experience and qualifications and explain why Proposer is best qualified to provide the required services.
- b. Provide resumes for all proposed key personnel.
- c. Provide a minimum of three (3) client references, preferably government agencies, for similar services provided by Prosper in the past five (5) years. Include contract dates, amounts, and contact info (name, address, phone, and email).

#### 3. PRICE (Submit as separate PDF)

- a. Complete and submit [Attachment B - Price Form](#).
- b. Provide a total per sample price (including sampling kits and shipping containers) to analyze PFAS samples as specified herein. Total sample quantity is currently unknown because it depends on the number of private well owners who request testing. Based on a similar project that resulted in collection/analysis of 167 samples, use 165 samples for proposal purposes. Samples will be shipped to the Lab after each sample collection event. SNHD anticipates that five or fewer wells will be sampled per sampling event.

### 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.1).
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](mailto: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](mailto: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

| <b>Criteria Description</b>   | <b>Maximum Points</b> |
|-------------------------------|-----------------------|
| Experience and qualifications | 30                    |
| Key personnel                 | 25                    |
| Price                         | 30                    |
| References                    | 10                    |
| Conformance with RFP          | 05                    |

### 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 experience, qualifications, capabilities, and price, and/or that best meets SNHD's needs.
2. If SNHD is unable to finalize a satisfactory contract with any selected Proposer within 45 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

The undersigned, an authorized representative of Proposer's 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 facility where services will be provided: |  |
| Federal tax ID number:                               |  |
| SAM Unique Entity Identifier (UEI) number:           |  |

1. Is Proposer, its officers or affiliates excluded or debarred from doing business with any local, state, or federal government agency? Yes    No
2. Are Proposer, its officers and affiliates independent of and not related to SNHD or its operations? Yes    No
3. Does a conflict of interest exist between Proposer, 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 Proposer's firm or in the Project? Yes    No
5. Has Proposer, its officers or affiliates had any purchase contract related litigation, mediation, or arbitration in the past five (5) years. If yes, explain. Yes    No
6. Have any complaints been filed against Proposer 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 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Attachment B**  
**Price Form**

The firm-fixed per sample price shall include all labor, materials, tools, supplies, equipment and services necessary to comply with the specifications, terms and conditions set forth in this RFP. No additional costs may be billed without prior SNHD approval. The firm-fixed per sample price shall be valid for 90 days.

**Firm-fixed per sample price:** \_\_\_\_\_

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_