



INVITATION TO BID
(ITB)

25ITB001

CONSTRUCTION SERVICES
FREMONT DENTAL CLINIC

PWP-[CL-2025-247](#)

ISSUED: 01/31/2025

280 South Decatur Boulevard
Las Vegas, Nevada 89107

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SECTION I - INTRODUCTION

A. Purpose

The Southern Nevada Health District (“SNHD”) invites bids from qualified, pursuant to Nevada Revised Statutes (“NRS”) [338.1379](#), Nevada-licensed General Contractors (“GC”) to convert commercial space into a dental clinic at an existing facility in Las Vegas, Nevada (“Project”).

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 over 40 million visitors to Las Vegas annually.

SNHD’s mission is, “To assess, protect, and promote the health, environment, and well-being of Southern Nevada communities 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 ITB will be funded through appropriations under Nevada Senate Bill No. 118, 2023 and shall be terminated immediately if funding is withdrawn, limited, or impaired.

D. Anticipated Contract Type

The contract type will be a firm-fixed priced contract.

E. Anticipated Contract Term

The anticipated contract term will be approximately five months from start date.

F. Ethics in Public Procurement

It is unlawful for any vendor to offer, or any SNHD employee or their immediate family to solicit or accept a gratuity in connection with the solicitation, award, or administration of an ITB.

SECTION II - SCOPE OF SERVICES

A. Project Description

1. The Project includes all construction, electrical, plumbing, and finishes as outlined in the permitted drawings provided in the bid package. The work will be conducted in an operational clinic. Appropriate measures must be taken to minimize disruptions and ensure safety.
2. The Nevada Office of the Labor Commissioner (“OLC”) Public Works Identifying Number (PWP) for the Project is PWP-CL-2025-247.
3. The selected GC will work with SNHD’s contracted Architectural/Engineering team, **IZ design studio** (“Architect”), to provide the services required per this ITB.
4. Permitted drawings included in the bid package will guide the construction process as follows:
 - a. Temporary Partitions and Worksite Containment
 - i. Install temporary dust-proof partitions to screen off the work area from active clinic spaces.
 - ii. Ensure that the temporary partitions are sturdy, sealed at all edges, and provide proper containment to prevent dust, debris, and noise from affecting clinic operations.
 - iii. Egress paths must remain clear and meet all fire safety regulations during construction.
 - iv. Regular cleaning of work areas is required to maintain a safe and clean environment for clinic staff and patients.
 - b. Demolition
 - i. Selective demolition per the plans including removal of non-load-bearing walls, flooring, ceilings, fixtures, and other elements that need to be cleared for the remodel.
 - ii. All debris shall be removed daily, and the site shall be kept clean and free of hazards.
 - iii. Any utilities that are disconnected or interrupted must be clearly marked and coordinated with clinic operations to avoid disruptions.
 - c. Construction and Framing
 - i. New walls and partitions will be constructed as per the layout provided in the permitted drawings.
 - ii. Framing will accommodate necessary plumbing, electrical, and HVAC systems for the dental health services area.
 - d. Electrical and Plumbing
 - i. Install all new electrical systems, outlets, and lighting fixtures according to the permitted plans and specifications, ensuring that power requirements for dental equipment are met.
 - ii. Plumbing work will include installing dental-specific plumbing, such as vacuum lines, air lines, and water supply lines, in addition to general plumbing fixtures and connections.
 - iii. Coordinate with the clinic to ensure minimal disruption during electrical or plumbing shut offs.

e. HVAC

- i. Modify and extend the existing HVAC system to accommodate the remodeled spaces, ensuring adequate air circulation and temperature control in the dental clinic.
- ii. Ensure all ductwork and vents are installed according to specifications in the drawings and meet required codes for medical spaces.

f. Finishes

Install all interior finishes as specified in the drawings, including flooring, wall treatments, ceilings, cabinetry, and countertops suitable for a dental clinic.

g. Equipment Installation

Coordinate the installation of dental equipment (e.g., chairs, lights, cabinetry) with designated vendors, ensuring that all fixtures are properly installed and fully functional upon completion.

h. Inspections and Testing

- i. Schedule and coordinate all required inspections, including but not limited to plumbing, electrical, mechanical, and building.
- ii. Ensure that all systems are tested and operational and provide any necessary certifications or documentation of compliance with applicable codes.

i. Cleanup and Handover

- i. Upon completion of work, all temporary partitions and debris must be removed, and the space must be cleaned and prepared for use by the dental health services staff.
- ii. Conduct a final walkthrough with project stakeholders to ensure that all aspects of the scope of work are complete and meet the clinic's operational needs.

j. Timeline

- i. The contractor will submit a detailed construction schedule, indicating start and completion dates for each phase of the project. The schedule will consider the operational hours of the clinic and the need for phasing work as required.
- ii. Hold weekly project update meetings will be held with project stakeholders.

k. Safety Measures

- i. Ensure that all workers on site adhere to strict safety protocols, including the use of personal protective equipment (PPE).
- ii. The contractor is responsible for maintaining a safe environment for clinic staff, patients, and construction workers throughout the duration of the project.

5. Compliance and Regulations

- a. GC's Project Manager shall meet with SNHD at least weekly or as needed
- b. All work will take place during agreed-upon hours to minimize disruption to clinic operations.
- c. All work must adhere to the approved drawings provided with this ITB.
- d. All work must comply with local building codes, regulations, and safety standards, including but not limited to health department guidelines and ADA requirements.

- e. GC and all subcontractors working on the Project shall comply with Occupational Safety and Health Administration (OSHA) requirements, [NRS 338](#) and all applicable federal, state and local statutes, regulations, and codes.
- f. GC shall coordinate inspections as required by local authorities.
- g. GC shall ensure that all employees on the Project are paid, at a minimum, the Prevailing Wages for Clark County Nevada established by the OLC. [Obtain Clark County Prevailing Wages here.](#)
- h. GC and all subcontractors working on the Project shall comply with the [Apprenticeship Utilization Act.](#)

B. Project Schedule

Work is expected to start in May-June 2025 and finish with final acceptance by SNHD as Project Owner in September 2025. These schedule assumptions are subject to change at SNHD's discretion.

C. Project Team

1. SNHD's Project representative is Chief Facilities Officer Sean Beckham.
2. The Architect's Project representative is I-Fang Broyles.

D. Other Contractor Requirements

GC agrees to perform the services requested herein in a professional and workmanlike manner. Only the highest quality workmanship will be acceptable. SNHD may reject any equipment and/or work it deems unacceptable. Contractor shall correct any unacceptable equipment and/or work on a timely basis at no additional cost to SNHD.

SECTION III - TIMETABLE AND PROVISIONS

A. Timetable

ITB Issuance	01/31/2025
Mandatory Site Visit	2:00 PM PST on 02/10/2025
Deadline to Submit Questions	2:00 PM PST on 02/21/2025
Deadline to Disseminate Questions and Answers	02/25/2025
Deadline to Submit Bids	2:00 PM PDT on 03/24/2025
Notification of Intent to Award.....	03/25/2025
Contract Development / Board Consent	March - May 2025
Estimated Project Start Date	May - June 2025
Project Completion / Owner Acceptance.....	September 2025

B. Authorized Contact

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

C. Mandatory Site Visit

1. A mandatory site visit will occur at **2:00 PM PST on 02/10/2025**, at [2830 E Fremont Street, Las Vegas, NV 89104](#).
2. Complete and email [Attachment A - Mandatory Site Visit Form](#) to procurement@snhd.org. Please return Mandatory Site Visit Form by **9:00 AM PST on 02/10/2025**.
3. While Project representatives may answer questions during the site visit, questions must be submitted in writing as specified in Section III.D to be valid.

D. Questions

1. Written questions about this ITB must emailed to procurement@snhd.org by **2:00 PM PST on 02/21/2025**. Indicate “25ITB001 Questions” in the email subject line.
2. Written questions and answers will be posted to [SNHD’s Public Notices website](#) by 5:00 PM PST on 02/25/2025.

E. Deadline to Submit Bids and Late Bids

Bids must be received by **2:00 PM PDT on 03/24/2025**. Bids received **after 2:00 PM PDT on 03/24/2025** will be rejected as late.

F. Submission of Bids

1. Email **one (1) PDF file** to procurement@snhd.org. Indicate “25ITB001 Bid” in the email subject line.
2. Mailed, hand-carried or faxed bids or hyperlinks to bids will not be accepted or considered.

G. Public Opening and Recording of Bids

1. Bids will be publicly opened **at 2:00 PM PDT on 03/24/2025** at [280 S. Decatur Blvd., Las Vegas, NV 89107](#).
2. Bidders’ names and bid amounts will be read aloud and recorded on the Receipt of Bids. The Receipt of Bids will be certified by signature of the Authorized Contact and a witness.
3. The Authorized Contact will email the certified Receipt of Bids to Bidders by 5:00 PM PDT on 03/24/2025.

H. Review and Verification of Bids

The Project Team will review and verify bids to determine the lowest responsive and responsible, or best, Bidder.

I. Notification of Intent to Award

Following the Project Team’s determination of the lowest responsive and responsible, or best, Bidder, the Authorized Contact will notify all Bidders via email of SNHD’s Intent to Award.

SECTION IV - INSTRUCTIONS TO BIDDERS

A. Bid Preparation

1. Cover Letter

Submit a cover letter including Bidder's (Company's) name, address, phone number and website URL; Bidder's authorized (principal-in-charge) representative's name, address, phone number and email address; the ITB number, name, and issue date; and a brief statement of interest.

2. General Requirements (Tab 1)

- a. Complete and submit [Attachment B - Bid Form](#).
- b. Submit a copy of Bidder's Nevada business license.
- c. Submit a copy of Bidder's Contractor license.
- d. Answer and explain as applicable the following:
 - 1) Has Bidder ever been terminated from a project prior to completion?
 - 2) Has Bidder (including officers or principal of Bidder, of this organization, or of another organization) ever failed to complete a project/contract?
 - 3) Has Bidder ever been disciplined or fined by the Nevada State Contractors' Board or another government agency due to inability to perform work like this ITB?
 - 4) Has Bidder ever been excluded or debarred from doing business with a government agency?
 - 5) Has Bidder ever been disqualified from being awarded a contract pursuant to [NRS 338.017](#), [338.13895](#), [338.1475](#), or [408.333](#)?

3. Company Description and Qualifications (Tab 2)

- a. Description of Bidder (Company)
 - 1) Company name and the number of years Bidder has operated under that name. Also list any other names and the number of years Bidder has operated under those names.
 - 2) Location of Bidder's principal and branch offices.
 - 3) Ownership type including the date of formation and the names of all principals, members, partners, officers and/or owners.
 - 4) Length of time in business as a Nevada-licensed contractor.
 - 5) List all jurisdictions and trade categories in which Bidder is legally qualified to do business and indicate registration or license numbers.
 - 6) List all work Bidder is licensed to self-perform.
- b. Insurance
 - 1) Provide name of Bidder's insurance carrier(s).
 - 2) Provide name and address of Bidder's insurance agent(s) and a Certificate of Insurance for each policy or evidence of contractual insurance agreements.
 - 3) Provide total amount of Bidder's excess liability insurance coverage.
 - 4) Provide Bidder's general liability insurance rate.

c. Safety

- 1) Describe in detail Bidder's safety program.
- 2) Provide Bidder's safety officer's name, address, phone, email and resume.
- 3) Provide any violations of OSHA regulations Bidder has been found guilty of by OSHA within the last five (5) years.
- 4) Provide a summary of Bidder's safety violations within the last five (5) years.

d. Bonding Information

- 1) Provide name and address of Bidder's bonding company.
- 2) Provide name and address of Bidder's bonding agent.
- 3) Provide Bidder's maximum bond amount currently available.
- 4) Provide evidence from Bidder's bonding company of Bidder's current project-specific bonding capacity.
- 5) Provide Bidder's bond rate.

e. Bonding Requirements

- 1) Each Bidder must submit with its bid a bid guarantee equivalent to five percent (5%) of its bid price. The bid guarantee must consist of a firm commitment such as a bid bond or certified check as assurance that the Bidder will, upon acceptance of its bid, execute such contractual documents as may be required within the time specified.
- 2) The successful Bidder/contractor shall obtain and deliver, within ten (10) business days of issuance of the Notice of Intent to Award, **performance, and payment bonds** equivalent to the amount of its bid, executed by a surety company authorized to do business in Nevada. The bond shall stay in full force and effect until SNHD has accepted the Project as per the resulting executed contract. Should any Surety become insolvent or cease to do business in Nevada, the successful Bidder/contractor shall immediately provide a new Surety satisfactory to SNHD. No payment will be made under the contract until the new Surety is qualified and the bond is accepted by SNHD.

4. Project Experience and References (Tab 3)

- a. Describe Bidder's experience with projects of similar size and scope.
- b. Provide a minimum of three (3) verifiable references for similar projects completed within the last five (5) years. Include contract dates, amounts, and points of contact (name, address, phone, and email). Bidder authorizes SNHD to contact all references.

5. Price (Tab 4)

Complete and submit [Attachment C - Price Form](#).

6. Subcontractor Lists (Tab 5)

Bidder shall submit the name of each subcontractor that will be paid an amount exceeding one percent (1%) and five percent (5%) of the total base bid amount (firm-fixed-price). Bidder must verify prior to submitting its bid that all subcontractors listed are properly licensed. Bidder may use the [OLC's Subcontractor List for Public Works Projects](#) form as a template.

B. Bidder Representations

Bidders are expected to examine all ITB documents including addenda as applicable. Failure to do so will be at Bidder's risk. By submitting a bid, Bidder represents and/or certifies that Bidder:

1. Has read and understands this ITB including all addenda.
2. Has independently derived without collusion its bid in accordance with this ITB.
3. Has not communicated about this ITB with anyone associated with SNHD other than the Authorized Contact.
4. Is qualified to bid on public works projects pursuant to [NRS 338.1379](#).
5. Is registered in the [System for Award Management \(SAM\)](#). A GC that is not registered in SAM when bid is submitted will be required to register prior to contract development. GC's status will be verified in SAM.
6. Has visited the Project site and is aware of the conditions under which work will be performed.
7. Shall comply with the OLC requirements regarding Prevailing Wages and the Apprenticeship Utilization Act.
8. Shall comply with all applicable provisions of [NRS Chapter 338](#) and [NAC Chapter 338](#), incorporated herein by this reference whether explicitly stated.
9. Shall comply with the Federal Civil Rights Act of 1964, the Equal Employment Opportunity Act, the President's Executive Order Number 11246 (requirements under this order are explained in [Executive Order 11246, As Amended](#)) and regulations issued pursuant to those acts/orders.
10. Has read and shall comply with [SNHD's Code of Conduct](#).
11. Shall submit certified payroll to [Facilities](#) for the duration of the Project.

C. General Conditions

1. Interpretation or Correction of Solicitation Documents
 - a. Bidder shall promptly email procurement@snhd.org regarding any error, inconsistency, or ambiguity in and/or to request clarification or interpretation of this ITB by the Deadline to Submit Questions, except as related to addenda issued after that date.
 - b. Changes to this ITB will be only by written addenda issued by the Authorized Contact or designee. Addenda will be posted to [SNHD's Public Notices website](#). Bidder shall be responsible for ensuring that its bid reflects all addenda (see [Attachment B](#)).
2. Responsive Bid

A responsive bid is one that conforms to all material terms and conditions of the ITB. SNHD reserves its right to waive any technicality, irregularity, or informality in determining a bid's responsiveness.
3. Responsible Bidder

A responsible bidder is one who submits a responsive bid and possesses the ability to perform successfully under the terms and conditions of the ITB, considering bidder's integrity, compliance with public policy, record of past performance, and financial and technical resources, that will ensure bidder's good faith performance.

4. Rejection of Bids and Cancellation of ITB

SNHD reserves its right to reject any bid that does not conform to the ITB requirements, to reject any or all bids, and to cancel this ITB for any or no reason.

5. Modification or Withdrawal of Bid

Bidder may modify or withdraw its bid by submitting a written request to the Authorized Contact prior to the Deadline to Submit Bids.

6. All or None Offers

Bids that restrict acceptance to the entire offer or to a portion thereof will be rejected as nonresponsive.

7. Bid Costs

SNHD will not reimburse Bidder for any costs incurred to prepare or submit a bid.

8. No Guaranteed Contract

This ITB neither creates an offer to contract nor commits SNHD to award a contract.

9. Limited Contract

SNHD reserves its right to contract for less than all the services specified herein.

10. Exclusivity

Nothing in this ITB or any resulting contract shall preclude SNHD from obtaining services like those specified herein from other sources.

11. Public Records

Bid must not contain confidential or proprietary information. SNHD is subject to the Nevada Public Records Act. Pursuant to [NRS 239.010](#), et seq., documents provided to SNHD are considered public records open to inspection and copying by any person. Bids must contain sufficient information to be evaluated without reference to any confidential or proprietary information. Any bid marked “confidential” or “proprietary” or that contains materials so marked may be returned to Bidder and not considered for award. SNHD will produce documents provided by any Bidder, even if marked “confidential” or “proprietary,” pursuant to a public records request and will not be liable for disclosure of any Bidder’s documents or information.

SECTION V - EVALUATION AND AWARD

Bids submitted by the Deadline to Submit Bids will be reviewed for responsiveness to the ITB requirements. Responsive bids will be evaluated as follows.

A. Evaluation

1. Any recommended award shall be to the lowest responsive and responsible, or best, Bidder pursuant to this ITB in accordance with applicable federal and state requirements.
2. SNHD reserves its right to verify bid amounts and information to determine the lowest responsive and responsible, or best, Bidder.

B. Clarification, Additional Information, Site Visits, Interviews and Presentations

SNHD reserves its right to contact Bidders to clarify bids or to obtain additional information, and/or to conduct site visits and/or interviews, and/or to request that Bidders make presentations. Failure to comply with such requests may eliminate Bidders from further consideration.

C. Selection and Award

1. If a satisfactory contract with the lowest responsive and responsible Bidder cannot be finalized within 60 (sixty) calendar days, SNHD at its sole discretion will formally terminate discussions with that Bidder and begin discussions with the second lowest responsive and responsible Bidder or cancel or reissue the ITB.
2. Any contract resulting from this ITB will be presented to the Board for consent as applicable.

D. Disqualification of Bidders and Rejection of Bids

Bidders may be disqualified, and bids may be rejected for many reasons including:

1. Bidder is not qualified to bid.
2. Bidder is not responsive or not responsible.
3. Failure to comply with submission instructions.
4. Failure to submit information and/or documents required by the ITB or as requested.
5. Providing incorrect or false information or misrepresentation in any form.
6. Failure to use or sign any ITB form or altering any ITB form.
7. Failure to acknowledge receipt of addenda (posted to [SNHD's Public Notices website](#)).
8. Evidence of collusion among Bidders.
9. Omission of required bid security in an acceptable form.
10. Demonstrated poor performance or defaulting on a prior contract(s).
11. The quality of services, materials, equipment, or labor offered does not conform to this ITB.
12. Communicating about this ITB with anyone other than the Authorized Contact.
13. The public interest would be served by disqualifying the Bidder or rejecting the bid.

ATTACHMENT A
Mandatory Site Visit Form

PUBLIC WORKS IDENTIFYING NUMBER (PWP NUMBER): PWP-

The mandatory site visit is scheduled for **2:00 PM PST on 02/10/2025**.

Complete/email this Form to procurement@snhd.org by **9:00 AM PST on 02/10/2025**.

The Authorized Contact will reply to the contact emails provided with pertinent information as applicable.

Attendance is limited to two (2) persons per Bidder.

Company Name: _____

Company Address: _____

Company Phone: _____

Contact Name: _____

Contact Title: _____

Contact Phone: _____

Contact Email: _____

Attendee #1 Name: _____

Attendee #1 Title: _____

Attendee #1 Phone: _____

Attendee #1 Email: _____

Attendee #2 Name: _____

Attendee #2 Title: _____

Attendee #2 Phone: _____

Attendee #2 Email: _____

**ATTACHMENT B
Bid Form**

PUBLIC WORKS IDENTIFYING NUMBER (PWP NUMBER): PWP-

Provide the following information. Indicate "None" as applicable.

The undersigned, as an authorized representative of the company named below, having examined this Invitation to Bid and any related documents, hereby offers to furnish all labor, materials, tools, supplies, equipment, and services necessary to comply with the specifications, terms and conditions set forth herein.

Company name:	
Company address:	
Company website:	
Ownership type (i.e., partnership, corporation):	
Company officers' names, titles, and number of years each has worked in the construction industry:	
Number of years in business:	
Number of employees:	
Federal tax ID number:	
Nevada business license number:	
Nevada general contractor license number:	
Sam.gov unique entity identifier (UEI):	
Does the proposal include exceptions to any RFP specifications/requirements?	Yes No

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 _____

Addendum No. _____ Issue Date _____

Authorized Signature: _____ Date _____

Printed Name and Title: _____

Phone(s): _____ Email: _____

ATTACHMENT C
Price Form

PUBLIC WORKS IDENTIFYING NUMBER (PWP NUMBER): PWP-

The undersigned, as an authorized representative of Bidder's company named below, offers to complete the Project for the firm-fixed price indicated below. The firm-fixed price comprises **all costs** required to complete and deliver the finished Project, including but not limited to, labor, materials, equipment, subcontractors, insurance, bonds, overhead and associated costs (taxes, freight, travel, etc.).

Firm-Fixed Price:

Authorized Signature: _____

Printed Name and Title: _____

Company Name: _____

Date: _____