



# Request for Proposals (RFP)

## Red Rock Audio-Visual Technology Upgrade 26RFP003

Issued: 01/06/2026

280 South Decatur Boulevard  
Las Vegas, Nevada 89107

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## **SECTION I - INTRODUCTION**

### **A. Purpose**

The Southern Nevada Health District (SNHD) requests proposals from experienced and qualified audio-visual (AV) technology contractors to upgrade its main conference room located at 280 S. Decatur Blvd., Las Vegas, Nevada.

### **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subject to the availability of funding and will be immediately terminated if any funding budgeted for the contract is withdrawn, limited, or impaired.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 Type**

Any awarded contract will be a "requirements" contract for the services specified.

### **E. Subcontracting**

Subcontracting will not be permitted under any awarded contract.

### **F. Ethics in Procurement**

It is unlawful for any Contractor 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 seeks to upgrade the AV technology in its main conference room (Red Rock) located at 280 S. Decatur Blvd. Las Vegas, Nevada. Red Rock is approximately 2,200 sf. 43'x52' (12' ceiling) with divisible meeting rooms (A, B) and a total capacity of 144 (A: 80, B: 64). Red Rock is used for Board meetings, department meetings, training events, and flex clinic space.

All proposed solutions must utilize highly reliable, commercial-grade equipment from reputable manufacturers that will deliver consistent performance, simplify daily operations, and support efficient, professional presentations. The selected solution will be intuitive, user friendly, easy to maintain and service, require minimal operator training, and satisfy SNHD's diverse AV needs.

### **B. Contractor Responsibilities**

Contractor shall:

1. Review current room layouts and needed services to propose the best overall solution to meet SNHD's requirements for high reliability and ease of use.
2. Assess current room layouts and infrastructure and design a complete system including equipment specifications, wiring diagrams, and user interface mock-ups.
3. Provide all necessary audio, video, control, and connectivity hardware with emphasis on highly reliable, industry-standard solutions known for their quality, durability, and interoperability.
4. Uninstall/remove old equipment. SNHD will recycle/repurpose old equipment.
5. Install new equipment, cabling, and mounting hardware, ensuring minimal disruption to SNHD's daily operations Monday - Thursday 7:00 AM - 6:00 PM. After-hours access may be available.
6. Program and configure system to ensure optimal performance, ease of use, and compatibility with SNHD's existing IT infrastructure.
7. Test all components and functionalities to verify system performance and reliability.
8. Provide complete system documentation, including user manuals and manufacturer warranties, administrator guides, and as-built drawings.
9. Provide one full day (eight hours) of onsite training. Onsite training will occur after SNHD has received complete documentation of system installation and functionality. Contractor will provide two (2) additional two (2) hour virtual trainings as requested by SNHD.

### **C. Key Deliverables**

1. Three Laser Projectors.
  - a. 16:9 Aspect Ratio, minimum of 1080p
  - b. Minimum 30,000 hours laser life
  - c. 5000 to 6000 ANSI Lumens (pending site survey)
  - d. Ceiling mount

2. Three Projector Screens.
  - a. Ambient Light Rejecting
  - b. Minimum 1.0 Gain (pending site survey)
  - c. 150"-160" Diagonal
  - d. 16:9 Aspect Ratio
  - e. Wall mount fixed frame or retractable (replace two existing projector/screen setups in A, one 75-inch wall-mounted TV in B)
3. Thirty (30) wireless microphones with a wired backup option. (Also provide alternate pricing for thirty (30) wireless microphones with voting capability.)
4. Six (6) ceiling speakers (A:4, B:2) in three zones (replace existing).
5. Eight (8) PTZ cameras (replace six existing, install two additional).
6. Four (4) table HDMI inputs (A: 1, B: 1, AV room: 2).
7. Eight (8) video outputs (6 for projectors/TVs, 2 in AV room), 12 video inputs (8 cam, 4 table).
8. Audio recording capability of all room microphones (independent from platform recording).
9. Two (2) lapel microphones (install new).
10. Ensure ADA compliance with required listening devices.
11. Ensure compatibility with Microsoft Teams and Zoom.
12. System must be separable between rooms A and B.
13. An intuitive and centralized control interface (e.g., touch panel) for managing all AV functions in both rooms.
14. Equipment must be on a dedicated network separated from SNHD network.
15. One (1) year warranty on installation.

#### **D. Project Schedule**

Contractor shall provide a Project schedule. The Project must be completed by 04/30/2026.

## SECTION III - TIMETABLE AND PROVISIONS

### A. Timetable

RFP Issued .....	01/06/2026
Mandatory Site Visit .....	<b>11:00 AM PST on 01/12/2026</b>
Deadline to Submit Questions.....	<b>2:00 PM PST on 01/20/2026</b>
Deadline to Disseminate Questions and Answers.....	01/22/2026
Deadline to Submit Proposals .....	<b>2:00 PM PST on 02/05/2026</b>
Evaluation Completed / Notification of Intent to Award .....	02/12/2026

### 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. Mandatory Site Visit

1. A mandatory site visit will occur at **11:00 AM PST on 01/12/2026**, at [280 S. Decatur Blvd., Las Vegas, NV 89107](#).
2. Complete [Attachment A - Mandatory Site Visit Form](#) and email it to [procurement@snhd.org](mailto:procurement@snhd.org). Please return Attachment A by **9:00 AM PST on 01/12/2026**.
3. While Project representatives may answer questions during the site visit, questions must be submitted in writing as provided in the following Section III.D to be considered valid.

### D. Questions

1. Written questions about this RFP must be submitted via email to [procurement@snhd.org](mailto:procurement@snhd.org) by **2:00 PM PST on 01/20/2026**. Indicate “26RFP003 Questions” in the email subject line.
2. The submitted questions and answers will be posted to [SNHD’s Public Notices website](#) by 9:00 AM PST on 01/23/2026.

### E. Proposal Submission

1. Email one (1) PDF file (attachment) to [procurement@snhd.org](mailto:procurement@snhd.org). Indicate “26RFP003 Proposal” in the email subject line.
2. Mailed, hand-carried or faxed proposals, or hyperlinks to proposals will not be accepted.

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

1. Proposals are due by **2:00 PM PST on 02/05/2026**.
2. Proposals submitted **after 2:00 PM PST on 02/05/2026** will be rejected as late.

## SECTION IV - REQUIREMENTS

### A. Contractor Qualifications

To be eligible to submit a proposal, Contractor must:

1. Have a minimum of five (5) years of regular and continuous experience supplying, installing, programming, configuring, testing, and training end users on AV technology.
2. Possess all permits, licenses, and credentials necessary to supply the goods and services specified in this RFP.

### B. Proposal Preparation and Submission

Complete and submit the following **as one PDF** as indicated:

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

- a. Submit a cover letter on Contractor'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 B - Proposal Form](#).
- c. Provide an affirmative statement that Contractor is not excluded or debarred from doing business with any local, state, or federal government agency.
- d. Provide an affirmative statement that Contractor, officers, and affiliates are independent of and not related to SNHD or its operations.
- e. Provide an affirmative statement that no conflict of interest exists between Contractor, officers, and affiliates and SNHD or its operations.
- f. Provide a statement disclosing or denying any interest, financial or otherwise, that any employee or official of SNHD or of its governing or advisory boards may have in Contractor's firm or in the Project.
- g. Provide a statement disclosing all litigation, mediation, arbitration, or other alternate dispute resolution procedures involving Contractor, officers, and affiliates in the past five (5) years.
- h. Provide a statement disclosing all complaints filed with any state regulatory bodies or professional organizations against Contractor, officers, and affiliates.
- i. Provide a list of exceptions to any RFP specifications or requirements and the proposed alternatives. SNHD reserves its right to reject any proposed alternative.

#### 2. TAB 2 - Background and Experience

- a. Describe and provide examples of Contractor's demonstrated experience providing services like those required.
- b. Provide three (3) samples of recent relevant projects completed by Contractor including descriptions of the key features, functionality, and schedule summaries.
- c. Provide a minimum of three (3) client references, preferably government agencies, for similar services provided by Contractor in the past five (5) years. Include contract dates, amounts, and contact info (name, address, phone, and email).

### 3. **TAB 3 - Methodology and Approach**

- a. Describe Contractor's proposed approach to the Project.
- b. Submit Contractor's proposed work plan and Project schedule.
- c. Describe Contractor's proposed post-launch support and maintenance services.

### 4. **TAB 4 - Price**

- a. Complete and submit [Attachment C - Price Form](#).
- b. Submit detailed cost for the Project (design/configuration, equipment, installation, etc.).

## **C. Contractor Representations**

1. Contractor 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. Contractor has not communicated about this RFP or its proposal with anyone associated with SNHD in any capacity other than the RFP Authorized Contact.
3. Contractor's proposal was derived independently and without collusion.
4. Contractor 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 Correction of RFP (Documents)

- a. Contractor shall promptly email [procurement@snhd.org](mailto:procurement@snhd.org) regarding any error, inconsistency, or ambiguity in this RFP 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.
- b. 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](#). Contractor shall ensure that its proposal reflects addenda (see [Attachment B](#)).

### 2. 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.

### 3. Responsible Contractor

A responsible contractor is one that has the capability in all respects to fully 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.

### 4. Proposal Rejection

SNHD reserves its right to reject any proposal that does not conform to the RFP requirements.



5. Modification or Withdrawal of Proposal

Contractor may modify or withdraw its proposal by emailing [procurement@snhd.org](mailto:procurement@snhd.org) prior to the Deadline to Submit Proposals.

6. Cancel or Reissue RFP

SNHD reserves its right to cancel or reissue this RFP for any reason or for no reason.

7. Proposal Costs

SNHD will not reimburse any costs incurred by Contractor to prepare or submit a proposal.

8. No Guaranteed Contract

This RFP neither creates an offer to contract nor commits SNHD to contract for the services specified herein.

9. Limited Contract

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

10. Exclusivity

Nothing in this RFP or in any resulting contract precludes SNHD from obtaining services like those specified herein from other sources.

11. 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 Contractor and not considered for award. SNHD will produce documents provided by any Contractor 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 Contractor 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 Contractors if doing so is in SNHD's best interests.

### A. Evaluation Criteria

Criteria Description	Maximum Points
Experience and qualifications (including references)	30
Design and suitability	25
Cost	25
Methodology/Approach	20

### B. Clarification, Site Visits, Interviews, and Presentations

1. SNHD reserves its right, as it deems necessary or appropriate, to contact Contractors to clarify proposals or to obtain additional information, and/or to conduct site visits and/or interviews, and/or to request that Contractors make presentations.
2. SNHD reserves its right to base its decision solely on written proposals, irrespective of any other interactions with Contractors 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 Contractor's experience, qualifications and capabilities, and price, and/or that best meet SNHD's needs.
2. If SNHD is unable to finalize a satisfactory contract with any selected Contractor within 45 calendar days, SNHD shall formally terminate discussions with that Contractor and at its sole discretion begin discussions with another Contractor 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**  
**Mandatory Site Visit Form**

The mandatory site visit for 26RFP003 will occur at **11:00 AM PST on 01/12/2026**, at [280 S. Decatur Blvd., Las Vegas, NV 89107](#).

To attend the mandatory site visit, complete and email this Form to [procurement@snhd.org](mailto:procurement@snhd.org) by **9:00 AM PST on 01/12/2026**. The Authorized Contact will confirm attendance via the email addresses provided.

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 Proposal Form

Complete and submit Attachment A. Indicate “None” as applicable.

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

Question	Response
Company name:	
Ownership type (e.g., partnership, corporation):	
Number of years in business:	
Number of employees:	
Company officers' names, titles and number of years supplying and installing AV technology:	
Address of company headquarters:	
Address of office from which services will be provided:	
Federal tax ID number:	
SAM.gov Unique Entity Identifier (UEI) number:	
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 _____

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

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

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

**Attachment C**  
**Price Form**

The firm-fixed price for completing the work 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 price shall be valid for 90 days.

**Firm-Fixed Price:** \_\_\_\_\_

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

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

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

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