



# Department of Administrative Services

## Purchasing and Contracts

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CLARK COUNTY, NEVADA

RFP NO. 603416-14

### PROFESSIONAL PROJECT ADMINISTRATION AND CONSTRUCTION PROJECT MANAGEMENT SERVICES FOR THE DEPARTMENT OF FAMILY SERVICES BUILDING AND PARKING GARAGE

November 3, 2014

#### ADDENDUM NO. 1

#### REQUEST FOR PROPOSAL

1. The Submittal date of November 13, 2014 at 3:00:00 p.m. **has been changed to November 20, 2014 at 3:00:00 p.m.**

#### GENERAL CONDITIONS

2. Page 3; SUBMIT A MAXIMUM OF THREE RESUMES/QUALIFICATIONS SUMMARIES PER CATEGORY; Category A: **Changed** to read as follows: **Category A: Chief Project Representative: A Registered Architect or Registered Professional Engineer or have "ten years relevant experience as an Architect or Engineer, from an accredited college undergraduate degree in Bachelors of Science in Construction Engineering or Construction Management, Certified Construction Manager (CCM) by the Construction Management Certification Institute, Certified Construction Contract Administrator (CCCA) issued by Construction Specifications Institute, or a Licensed Nevada Contractor holding a valid Contractor's License Classification of AB or B with an unlimited license limit and a minimum of 20 years relevant experience construction management experience included a minimum of 5 years relevant construction management experience as an owner's representative who assists the Owner's project manager and produces/provides deliverables in selected tasks/activities and duties throughout the design, construction, commissioning and close-out phases of the project.**

**Must have the following experience: Ten years of relevant experience in contract administration, extended project representation, construction supervision, on-site capital building project management, scheduling, cost estimating, constructability reviews, Quality Assurance reviews, Observation and reporting; and must have been in in similar key positions for at least three on-site Capital Building projects with a construction contract value of at least \$25 million each. Certification as a Certified Construction Manager (CCM) is desired.**

#### BOARD OF COUNTY COMMISSIONERS

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3. Page 3, Category B changed to read as follow: **“Assistant Project Representative”, sub-paragraph “Five years relevant experience as an Architect or intern”, “Engineer, accredited college undergraduate degree in Bachelors of Science in Construction Engineering, Construction Management, Technology degree is also acceptable, Certified Construction Manager (CCM) by the Construction Management Certification Institute, or Certified Construction Contract Administrator (CCCA) issued by Construction Specifications Institute who has performed who has performed contract administration, extended project representation, construction supervision, on-site capital building project management, scheduling, cost estimating, constructability reviews, Quality Assurance reviews, Observation and reporting. Owner’s Construction Project Representative on at least three on-site Capital Building Construction Projects with a construction contract value of at least \$10 million each.**
4. Page 5, Item 19-A2e, delete item in its entirety, and replace with: **“CONSULTANT shall be compliant and not take exceptions to the attached Sample Contract including Exhibits G, H, I, and J. CONSULTANT shall comply with the DESCRIPTION OF SERVICES, CONSULTANT REQUIREMENTS, AND EVALUATION CRITERIA in the GENERAL CONDITIONS Item 9 on pages 2 & 3.**
5. Page 5, Item 19-A2f, delete item in its entirety, and replace with: **“CONSULTANT shall affirm on attached Form A, that the proposing firm has reviewed the attached Sample Contract including Exhibits G, H, I, and J and that the firm is capable of providing the services described in the Sample Contract on pages 2-7, Article II; Scope of Employment; (or affiliate with another firm who can provide the services) of the PROFESSIONAL PROJECT ADMINISTRATION AND CONSTRUCTION MANAGEMENT SERVICES CONTRACT FOR THE DEPARTMENT OF FAMILY SERVICES BUILDING AND PARKING GARAGE RFP NO. 603416-14**
6. At Page 5, Item 19C, delete all references to **“senior manager”,** and replace with, **“Chief Project Representative”.**
7. At Page 5, Item 19C, delete all references to **“project manager”,** and replace with, **“Assistant Project Representative”.**

#### FORM A FIRM INFORMATION

8. At FORM A; FIRM INFORMATION, page A-2, second requirement delete item in its entirety, and replace with: **“CONSULTANT shall be compliant and not take exceptions to the “Description of Services, Consultant Requirements, and Evaluation Criteria in the GENERAL CONDITIONS on pages 2-3, Item 9, AND the attached Sample Contract including Exhibits G,H, I, and J for PROFESSIONAL PROJECT ADMINISTRATION AND CONSTRUCTION MANAGEMENT SERVICES CONTRACT FOR THE DEPARTMENT OF AMILY SERVICES BUILDING AND PARKING GARAGE RFP NO. 603416-14.”**
9. At FORM A; FIRM INFORMATION, page A-2, third requirement, delete item in its entirety, and replace with: **“CONSULTANT shall affirm on attached Form A, that the proposing firm has reviewed the attached Exhibits and that the firm is capable of providing the services described in the Sample Contract Pages 2-7 Article II: Scope of Employment (or affiliate with another firm who can provide the services).” PROFESSIONAL PROJECT ADMINISTRATION AND CONSTRUCTION MANAGEMENT SERVICES CONTRACT FOR THE DEPARTMENT OF FAMILY SERVICES BUILDING AND PARKING GARAGE RFP NO. 603416-14,**

## CLARIFICATIONS THAT DO NOT MODIFY THE RFP DOCUMENTS

10. **Note that this Request for Proposal (RFP) and is for determining qualifications only; a bid and/or cost proposal is NOT part of this RFP. DO NOT submit any bids and/or cost proposals with your proposal.**

11. QUESTION: "General Conditions, page 5, Item 19A-2e. Exhibit A, Scope of Work, and Exhibits B, C, D, E and F, refer to the scope of work that is being performed by the Architect and Design Consultants. It will not be possible for the bidders of this RFP to agree to provide the scope of work of the Architectural firm. This paragraph needs to be updated, or at least change the reference to the description of services outlined in Item 9, on page 2."

RESPONSE: Exhibits A, B, C, D, E, and F have been included in this RFP for the purposes of providing a sample of the Owner's Design Consultant Contract, which the proposer of this RFP shall be responsible for the Project Administration and Construction Management Services per the Sample Contract, Article II: Scope of Employment.

12. QUESTION: Sample Contract, page 2, Item 2.02-A.1. If the bidders' have an in-house Estimating Department, can the Estimates be self-performed, or is there a requirement that the Estimates be performed by a third party?

RESPONSE: Estimates can be self-performed as long as it is prepared and stamped by a Certified Professional Estimator (CPE).

13. QUESTION: Sample Contract, page 7, Item 3.02. For the work performed by third-parties (Testing Agencies, etc.), would this cost be considered a "non-labor expense" or is there a different reimbursement rate?

RESPONSE: Third party quality assurance agencies are typically considered professional services. Payment for services will be negotiated with the successful proposer.

14. QUESTION: Sample Contract, page 7, Item 3.03. Shouldn't the second sentence be a list of the items that are part of reimbursable costs, instead of "do not include"? The sentence could start "Reimbursable Expenses include expenses such as transportation ..."

RESPONSE: No. The costs listed in this paragraph are not considered "reimbursable expenses", as they will be included in your negotiated lump sum fee.

15. QUESTION: Will the County hire an independent Commissioning Agent or is the Commissioning to be done by the Project Admin team?

RESPONSE: It is the intent that the Commissioning Agent will be a part of the Project Administration and Construction Management Services in this RFP.

16. QUESTION: Would the County be willing to accept a Nevada Licensed Contractor professional with 20 years of construction management and project controls experience in lieu of a Registered Architect or Engineer for the Category A – Chief Project Representative position, similar to the equivalency found in NRS 338.1718 Construction Manager as Agent?

RESPONSE: Yes.

17. QUESTION: Would the County be willing to accept an Architect licensed for more than 20 years outside of Nevada with requested project management experience in Nevada for the Category A – Chief Project Representative position?

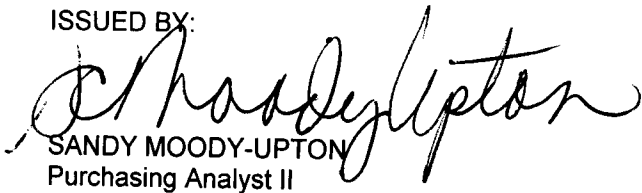
ANSWER: Yes, as well as an engineer or construction manager, local experience is preferred.

18. QUESTION: Would the County be willing to accept a professional with NCARB registration and 20 years of related project management experience, some in Nevada, for the Category A – Chief Project Representative position?

ANSWER: Yes.

Should you have any questions, please contact me at (702) 455-4424 or via email at [scm@clarkcountynv.gov](mailto:scm@clarkcountynv.gov).

ISSUED BY:



SANDY MOODY-UPTON  
Purchasing Analyst II

Attachments: None

Cc: Jerry Stueve, Real Property Management  
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Chuck James, Real Property Management  
Brian Connolly, Real Property Management  
Danielle Walliser, Real Property Management  
Coleen Lyum, Real Property Management