



SOQ User Guide

Public Works | Statement of Qualifications

For the term January 1, 2019 – December 3, 2020



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Welcome & Overview

Clark County Public Works (CCPW) delivers a wide range of services to the unincorporated Clark County area including the design, construction, inspection and maintenance of vital public infrastructure such as roadways, bridges, traffic control, flood control facilities and trails. In accordance with Nevada Revised Statute 625.530, CCPW utilizes a qualifications-based selection process for the procurement of professional engineering services. In 1991, the Board of County Commissioners adopted a process to pre-qualify firms called the Statement of Qualifications (SOQ). The SOQ process helps us to expedite the implementation of projects on our capital improvement plan.

Clark County values the relationships we have with the talented pool of local consulting engineers, land surveyors and other professionals who are an extension of our staff to meet these demands. We are looking for firms to provide expertise in a range of professional service categories that will be utilized for a 24-month period. The categories are presented as Services and Works. Services are single areas of professional or technical experience, whereas Works are collections of Services required to perform a specific type of public work that allows the use of sub-consultants. All interested firms are responsible for carefully reading the documentation provided and submitting the appropriate qualifications to meet the minimum criteria for further consideration and ranking.

SCHEDULE & PROCESS

Approved SOQ rankings from this process will be in effect for the period of **January 1, 2019 – December 31, 2020**.

<u>2018</u>	<u>Task</u>
Jun 25:	Clark County SOQ Kick-Off Meeting & Bonfire Introduction
Jul 18:	Submittal Period Opens
Sep 14:	Submittal Period Closes
Sep 17-28:	Pre-evaluation for Minimum Qualifications
Oct 1:	Evaluation Period Opens
Nov 16:	Evaluation Period Ends
Dec 18:	BCC Approval of SOQ Rankings

Submittals will only be accepted online through the Bonfire Clark County SOQ Portal (eSOQ). We strongly recommend firms start early to account for any technical difficulties. We are not responsible for your firm's technical issues or other problems that may arise which limit your ability to access the Internet, reach the submittal web site, or otherwise complete the submittal. All submittals started will be accepted 'as is' at the close of the submittal period. Any incomplete submittals will be disqualified during the pre-evaluation screening.

The website for the Bonfire eSOQ is: <https://clarkcountynv.bonfirehub.com>

Each SOQ for the County will be made available through the same Bonfire website and you may utilize the same Vendor account for your firm. Please be sure to select the SOQ for the appropriate County department. The following abbreviations and naming conventions will be utilized to identify each department's SOQ. Please be sure you select **PW_** to submit on our SOQ, they are not transferable.

- **PW_Service_Category (001-015)**
- **PW_Works_Category (001-005)**
- RPM_Service_Category
- WRD_Service_Category
- WRD_Works_Category

WHAT'S NEW?

We are now entering our 10th cycle of the electronic SOQ and the Bonfire is a new method of collecting qualifications. Please make note of the following:

- **MINIMUM QUALIFICATIONS:**
 - Firms submitting must have a minimum of three (3) full-time local employees, at least one licensed in Nevada
 - Unless otherwise specified, minimum of one (1) project demonstrating relevant experience for the firm or personnel listed
 - Unless otherwise specified, Firm projects must have been worked within the last five (5) years; may go back to January 1, 2013 where applicable
- **WORKS:**
 - Some sub-consultants may now be "Named at Interview" instead of at time of submittal
 - Deleted Construction Management – Staff Augmentation from Service sub-consultants
 - One category for Streets & Road Repair – no longer major/minor
- **SERVICES:**
 - Construction Management: increased Minor to \$5 million, interviews
 - Special Improvement Districts; no pre-qualification this cycle
 - Deleted Surveying – Laughlin Only
 - New Category! Subsurface Utility Engineering, added pre-qualification this cycle
- **GENERAL**
 - Google Chrome is preferred browser with Bonfire
 - Bonfire fully supported HELP Portal
 - Interactive Adobe Acrobat PDF Form Templates will be primarily utilized to collect qualification information in a standardized format.

Evaluation & Selection Process

All submittals will be pre-evaluated to determine if the submittal demonstrates that the firm and its personnel meet minimum qualifications to progress to the evaluation phase. Firms will be notified by email any submittals have been disqualified.

Clark County is looking for the best qualified firms to perform professional services for the 2018-2020 time period. Evaluators rate the submittals based on the quality of the content. Qualifications should be presented descriptive yet concise. Evaluators follow the guidelines presented below while reviewing firm submittals:

SERVICES

1. Recent experience demonstrating the firm's qualifications, special skills, and abilities to provide the service on time and on budget.
2. Experience and qualifications of the firm's employees to perform the service.
3. In specific categories, the equipment resources required for the service that the firm is willing to commit locally and which it currently owns or leases.
4. Performance on previous County projects and/or references provided.
5. The evaluator score for each criterion is weighted, summed, and then the scores are averaged for the total. Firm's total scores produce a ranked list.

WORKS

1. Recent experience demonstrating the firm's overall qualifications, special skills, and abilities to provide the work on time and on budget.
2. Since each work is a combination of services focused around a type of public work, the service scores of the Prime and Sub Consultants identified at time of submittal are considered. If the firm fails to identify a service provider, or, if the listed Sub Consultant did not submit to provide this service in the current SOQ, the firm receives a default score of zero for that particular service. This will result in a lower ranking. **Firms are responsible for ensuring their sub consultants are pre-qualified on this SOQ and they must use them when selected.**
3. The score from the firms' overall qualifications is averaged and added to the total of all service scores for the Prime and Sub Consultants to obtain a final score for the work. This final score is the firm's ranking.

APPROVAL OF EVALUATION RESULTS

Evaluation results establish a pre-qualified ranking for each Service and Works category that is presented for approval by the Board of County Commissioners (BCC). These rankings will be utilized for the award of contracts independently by the departments of Public Works, where applicable. **Obtaining pre-qualification offers no guarantee of a County contract.**

After BCC approval of the pre-qualifications, the results can be obtained from the Clark County web site at: <http://www.ClarkCountyNV.gov/Public-Works>. The list is maintained online for the 2-year period it is in use.

FIRM SELECTION FROM APPROVED SOQ LIST

Service Categories: On most services, the County begins with the top ranked firm. We move down the list in order of rankings as contracts are awarded. Firms with a current project in that service category will be by-passed until their project is complete but will maintain their ranking. When the bottom of the list is reached, the assignments begin again at the top of the list. The category Construction Management – Administration Major/Minor will make all selections based on the interview process of the top ranked firms.

The County reserves the right to interview firms for a project where it is determined that the interview process is more appropriate.

Works Categories: The County will create a short-list of the top three ranked firms to attend a brief interview. Each firm's submittal will be provided to the interview panel and the same sub consultants must be presented.

During the interviews, the firms will be evaluated on their response to questions regarding the following areas:

- Understanding of the project and the approach proposed to complete the project.
- The experience of the firm and the personnel proposed to perform and complete the services on similar types of projects.
- The firm's current workload, its current work commitment, and its ability to meet the proposed project schedule.
- The quality and diversity of the firm's proposed sub consultants (Please note that all sub consultants must be currently ranked on the SOQ for the Service they are to perform. Substitutions must be approved by the County.)
- The extent of local resources to apply to the proposed project.
- Current County work and fees earned to date from the County's pre-qualification lists.
- The quality of the firm's previous performance in providing services to the County.

Firms will be required to identify how they plan to provide the Services listed in the "Services Identified at Works Interview" column from Matrix of Works and Required Services for that Works category. Firms selected must be on the appropriate ranked Service pre-qualification list. Substitution of the Sub Consultant firm may be allowed by the County with an equal or higher ranked firm.

The firm receiving the highest score from the interview will be offered the project. For the next project in that Works, the two firms not chosen for the previous project plus the next highest-ranking firm on the list will be interviewed. This process continues with each additional project in that Works category.

Firms with a current contract in a Works category will not be eligible for another project in that same Works category until the first contract is completed. A firm passed over due to a current contract maintains its place in the rankings.

Following notice of selection, the County and the firm may take up to sixty days to negotiate a contract. In the event that the County is unable to negotiate a contract within this 60-day period, the County may terminate negotiations and undertake negotiations with another ranked firm. The County reserves the right, based on project requirements, project schedules, or other project factors, to terminate contract negotiations before the sixty days are up and begin contract negotiations with another ranked firm.

Firms will be expected to sign all contracts under the company name as it appears on the firm's SOQ submittal package. If the firm is comprised of several legal business entities that are included in the firm's SOQ submittal, these business entities also will be required to sign any contract with the County.

This selection procedure will be used except in the following cases:

- On Federally funded projects.
- Where the Service or Works to be completed is not covered by the types of Services and Works identified in the Matrix of Works and Required Services.
- Where the work is unique or specialized to a degree that in the County's judgment, another selection process such as individual project submissions are appropriate.

Firms on the pre-qualification list for services and works will not be considered to perform professional services for the County if there is a conflict of interest or a potential conflict of interest with the County, as determined by the County Manager, until the conflict is resolved satisfactory to the Board of County Commissioners (BCC) or the BCC specifically waives the conflict.

In addition, the County is not obligated to offer work or professional service contracts to any of the firms on the pre-qualification list for services, and there is no guarantee that any firms on the pre-qualification list for services will be offered work or professional services contracts by the County. The firms on the pre-qualification list do not have any rights or entitlements to receive work or professional services contracts from the County, unless the County and the firm enter into a separate written agreement that is approved by the Board of County Commissioners.

Firms with a current contract in a Service or Works category cannot receive another contract in that same Service or Works category until the first contract is completed or all the firms in that same category have current contracts.

Contract completion is defined as:

- For design contracts, completion is the County's acceptance of issued for Constructions plans (or other final deliverables);
- For construction management contracts, contractors' completion of all punch list items;
- For surveying, completion is when all final monuments are set and appropriate documents are filed; and
- A firm will also be eligible for another contract if the County issues a letter indicating the firm's project has been put on hold.

REMOVAL FROM RANKINGS

A firm ranked on an approved list may be removed from the list if:

- Information on the firm's qualification submittal is incorrect.
- The firm is a Works provider and does not use the Service Sub Consultants named in its submittal.
- The firm chooses not to accept work in the Services or Works category offered by the County.
- The firm fails to provide and/or maintain the required licenses or accreditation certification.
- Given the possibility that a ranked firm may acquire or be bought out by another firm, the following general guidelines will be used:
 - In all instances, a letter from the principal must be sent to the Public Works Director for further review. The County reserves the right to remove the firm from rankings if not acceptable.
 - If an unranked firm acquires the ranked firm in totality, the unranked firm will assume the other firm's rankings. This new firm must meet the general submission requirements of a local office, performing a majority of the work locally, and stationing a project manager agreeable to the County in the local office or area during the contract.
 - If both firms are on pre-qualified ranked lists, then the acquired firm will assume the lower ranking on all lists containing both firms. That is, the remaining firm stays on that Service or Works list and does so at the lower ranking. On lists where the remaining firm was not ranked but the acquired firm was, the remaining firm will assume the ranking of the now defunct firm.

Firm Information

Each submitting firm must complete the **Firm Information** form available in Bonfire to help us to evaluate your submittal and communicate with you in the future. The required data falls into six general areas:

General Requirements

Business Designation

Contact Information – *contract signer and authorized SOQ contact/Vendor Account required*

Office Locations

Current Employee Count by Category

Insurance

GENERAL REQUIREMENTS

There are five general firm requirements that must be met in order for a firm to be considered for any submittal.

1. The firm must have a local office with necessary business license to perform services in Clark County.
2. The majority of the professional services (more than 50%) to be provided under the contract shall be performed in the County.
3. A responsible project manager, agreeable to the County, will be available at the firm's local office during the term of any contract with the County.
4. The firm has indicated that its local office is able to legally execute all contracts with the County.
5. The firm has indicated that it will comply with County insurance requirements at time of contract.
6. Agrees to complete Disclosure of Ownership form.

NOTE: All firms must meet general requirements in order to be evaluated.

BUSINESS DESIGNATION

To help us respond to various requests for information, we ask what percentage of business each firm strives to contract with disadvantaged businesses. We also need to classify your firm with a business designation. These responses are being gathered for research purposes only and will not be evaluated as part of your SOQ submittal, and will not impact firm rankings.

Percentage of business to contract with disadvantaged businesses - Disadvantaged businesses include the following categories: Minority Business Enterprise, Physically-Challenged Business Enterprise, Women-Owned Business Enterprise, Small Business Enterprise, and Emerging Small Business. Definitions for these categories are listed below. If a firm does not answer this question, the response will be recorded as None.

Business Designation - If a firm does not answer this question, the firm will be recorded as a Nevada Business Enterprise. The available business designations are:

Large Business Enterprise: An independent and continuing business for profit, which performs a commercially useful function, and is not designated disadvantaged, and is not located in Nevada.

Nevada Business Enterprise: Any business that establishes a business office, sufficient to perform identified County projects, at least six months prior to being registered with the County, and not designated as a disadvantaged business.

Minority Business Enterprise: An independent and continuing business for profit, that performs a commercially useful function, and that is at least 51 percent owned and controlled by one or more minority persons of Black American, Hispanic American, Asian-Pacific American, or Native American ethnicity.

Physically-Challenged Business Enterprise: An independent and continuing business for profit, that performs a commercially useful function, and that is at least 51 percent owned and controlled by one or more disabled individuals.

Women-Owned Business Enterprise: An independent and continuing business for profit that performs a commercially useful function, and is at least 51 percent owned and controlled by one or more women.

Small Business Enterprise: An independent and continuing business for profit, that performs a commercially useful function, and is not owned and controlled by individuals designated as minority, women, or physically-challenged, but meets the following criteria: average gross annual receipts in the three previous years do not exceed \$2 million for non-construction vendors and \$5 million for construction vendors.

Emerging Small Business: An independent and continuing business for profit that performs a commercially useful function and the size is 50 percent of the SBA NAICS size standard.

CONTACT INFORMATION

As part of the submittal you must provide information about who Public Works would contact in your firm regarding questions about the SOQ submittal, interview, or award Services contracts.

***Please note, the system will allow multiple vendor accounts as they are unique to the user's email address. This allows employees to access and download the forms for the individual SOQs. Each firm must designate within their office who and which account will be responsible for submitting the firm's qualifications. This must be noted in your submittal and match the vendor account submitting.*

- **Authorized SOQ Contact/Bonfire Vendor Account - required**
- **Contract Signer/ Firm Principal - required**

OFFICE LOCATIONS

Firms may enter up to three office types: Corporate Headquarters, Local Office, and Remote Office. You must provide the address for your local office. If your firm has a headquarters or main office in another location it should be listed as the Corporate Headquarters.

CURRENT EMPLOYEE COUNT BY CATEGORY

Please provide current counts for each class of employees (licensed professional, technical, and administrative). **Your firm must have a minimum of 3 full-time local employees.**

Employee Categories are:

Category A: Licensed local professional - Staff who hold recognized professional licenses and certifications in the state of Nevada. **Minimum of 1, up to 5 employee resumes will be accepted.**

Category B: Technical - Staff who may not be locally licensed professionals but are technically skilled, meet degree, experience and/or project minimum requirements. These personnel may or may not hold certifications. **On specific categories that request them, minimum of 1, up to 3 employee resumes will be accepted.**

Category C: Support – Support staff only requested on specific categories. **Up to 2 resumes will be accepted.**

Administrative - Staff who are not licensed professionals or technical staff and support them with administrative skills. Not required to be submitted on individual Services but may be referenced for minimum firm employees.

EMPLOYEE EXPERIENCE

Only submit the respective employee category types requested. Each employee resume may have up to 5 projects they have worked on, see specific requirements by category. There is no restriction to the age of the employee's projects (not last five years).

INSURANCE

In order to be considered as a Service or Works provider, all firms must affirm that they will meet the minimum County insurance requirements when selected for a Public Works project. The current minimums for general, automobile, and professional liability coverage are \$1,000,000 per occurrence with a maximum deductible that is acceptable to the County.

No deductible may exceed \$25,000 for general and automobile liability coverage, and \$100,000 with respect to professional liability coverage.

Your firm does not need to have this coverage in place at the time you submit for the SOQ. However, you must provide your current insurance coverage information as shown on your current insurance policy(s).

DISCLOSURE OF OWNERSHIP FORM

The Disclosure of Ownership form is required as part of the contract negotiation phase for consultants working on projects for Public Works. It is mentioned as part of the SOQ process for informational purposes only.

SAMPLE CONTRACTS

Samples of Public Works' engineering and construction management contracts will be provided for reference.

Works

A Works consists of one or more Services that may be required to perform that Works. The requested Services comprising each Works are shown in a matrix with the definition of the Works.

A Works provider must perform over fifty percent of the total work associated with that contract. The firm must also identify whether the component Services of the Works will be done by the firm as the Prime or by Sub Consultants. In both cases (whether by Prime or Sub Consultant), the firms listed must have submitted and be ranked in the pre-qualifications as a provider of that Service. The firm submitting to provide a particular Works is required to be the Prime in certain Services for that Works, i.e. to be considered a Works Provider, the firm must submit on the Structural Engineering Service category, etc.

A firm selected as a Works provider must use the Sub Consultants detailed on its SOQ submittal. If a firm wishes to use a different Sub Consultant, it must first receive the approval of the County. **The requested Sub Consultant must be on the current Services pre-qualification list with an average score higher than or equal to the one named on the SOQ submittal** unless otherwise approved by the County and must demonstrate sufficient qualifications to ensure project quality is not diminished. A substitution made in this manner will not change the rank or evaluation score of the Works provider.

Works categories include:

1. Bridges
2. Flood Control – Major Project OR Minor Project
3. Limited Access Roadways
4. Pedestrian Grade Separations
5. Streets and Road Repair

Firms interested in being a Works provider should carefully note all the Services requiring the submitting firm to perform as the Prime. Required Services for each Works are listed on the matrix of required Services for each Works. The following information should be kept in mind:

- Firms proposing to provide a Works must perform over fifty percent of the total work.
- Firms proposing to provide a Service must be Prime for that Service and must perform over fifty percent of the work.
- Firms submitting for a Works must also submit for Services identified as Prime in the Service matrix.
- On each Works matrix of Services some Services are pre-designated as Prime (already have a red P) and the Sub Consultant box says "N/A". For these Services, the firm submitting to provide the Works must be the Prime. In other words, they cannot sub out the specified Service.

Use of Sub Consultants:

For some Services a firm will not have to identify whether the Prime or a Sub Consultant will perform the Service until a project interview.

For each Works category, the firm requesting to be the Works provider must be the prime for one or more of the component Services as identified in Service matrix.

The Prime and named Sub Consultants must submit and be ranked as a Service provider for the Services identified as being supplied by them for that Works. **Firms indicating a Sub Consultant not ranked for that Service receive a default score of zero for that Service and, thus, a lower overall score for the list ranking as a Works provider.**

Firms seeking to be a Works provider should ensure all its named Sub Consultants are submitting to be a provider of the required Services.

A firm selected as a Works provider must use the Sub Consultants listed on its SOQ submittal. If a firm wishes to use a different Sub Consultant, it must first receive the approval of the County at the time of interview.

Firms may propose to provide either Major Project or Minor Project Works, but not both. Please see the definitions for differences between these two categories on each Works.

Matrices of the Services required with each Works are provided in other sections. A legend is provided to explain abbreviations.

Works Matrix Legend

P	=	Prime - must submit on that Service category
P/S	=	Prime - or name a Sub Consultant for that Service category
I	=	Name Service provider at Interview

A Works submittal is primarily composed of three parts in addition to your Firm Information form:

- Services matrix – the matrix is unique to each Works
- “5-page write-up” - Concise summary describing your firm’s qualifications, overall team and approach (2 to 5 formatted pages)
- Firm project experience –demonstrated by minimum of one, up to five firm projects in the appropriate discipline. Project start date must have started after than January 1, 2013 (approximately last five years) unless otherwise indicated in the Service category description.

WORKS: BRIDGES _001

Summary of Requirements: Provide all engineering services for the preparation of plans and specifications of bridges.

Matrix of Services		
Service	P/S/I	Sub Consultant
Highway Engineering - Urban Arterial Design	P/S	Select Now
Hydraulic/Hydrology	P/S	Select Now
Landscape Architecture	I	Named At Interview
Structural Eng - Transportation and Flood Control	P	N/A
Surveying - Land Surveying	I	Named At Interview
Traffic Engineering	I	Named At Interview

WORKS: FLOOD CONTROL – MAJOR PROJECT _002

Summary of Requirements: Provide all engineering services for the preparation of plans and specifications of flood control improvements. Projects will require storm drain conveyance design, detention/retention design, or both.

Matrix of Services		
Service	P/S/I	Sub Consultant
Geotechnical Engineering	I	Named At Interview
Hydraulic/Hydrology	P	N/A
Structural Eng - Transportation and Flood Control	P/S	Select Now
Surveying - Land Surveying	I	Named At Interview

WORKS: FLOOD CONTROL – MINOR PROJECT _002

Summary of Requirements: Provide all engineering services for the preparation of plans and specifications of flood control improvements. Projects will typically cost less than \$300,000.00 (design fee) and may require only storm water collection and conveyance design.

Matrix of Services		
Service	P/S/I	Sub Consultant
Geotechnical Engineering	I	Named At Interview
Hydraulic/Hydrology	P	N/A
Structural Eng - Transportation and Flood Control	P/S	Select Now
Surveying - Land Surveying	I	Named At Interview

WORKS: LIMITED ACCESS ROADWAYS _003

Summary of Requirements: Provide all engineering services for the preparation of plans and specifications of freeways and other limited access roadways.

Matrix of Services		
Service	P/S/I	Sub Consultant
Geotechnical Engineering	I	Named At Interview
Highway Engineering - Freeway Design	P	N/A
Hydraulic/Hydrology	P/S	Select Now
Structural Eng - Transportation and Flood Control	P/S	Select Now
Surveying - Land Surveying	I	Named At Interview
Traffic Engineering	P/S	Select Now

WORKS: PEDESTRIAN GRADE SEPARATIONS _004

Summary of Requirements: Provide conceptual, preliminary, and possibly all engineering services from feasibility studies to the construction of pedestrian grade separations. These Services may include consensus building; interactive three-dimensional computer model presentation ability; extensive and detailed utility location and relocation; pedestrian and vehicle estimates; air quality benefit analysis; ADA compliance; architectural analysis; geotechnical, civil, traffic, structural, and electrical engineering. Work may involve numerous meetings with property owners and interested parties.

Matrix of Services		
Service	P/S/I	Sub Consultant
Geotechnical Engineering	I	Named At Interview
Highway Eng - Urban Arterial Design	P/S	Select Now
Structural Eng - Transportation and Flood Control	P	N/A
Surveying - Land Surveying	I	Named At Interview
Traffic Engineering	P/S	Select Now

WORKS: STREETS AND ROAD REPAIR _005

Summary of Requirements: Provide all engineering services for the preparation of plans and specifications of streets and road repair. Projects may require special improvement district work, traffic improvement work, electrical engineering, structural engineering, and right-of-way engineering.

Matrix of Services		
Service	P/S/I	Sub Consultant
Geotechnical Engineering	I	Named At Interview
Highway Eng - Urban Arterial Design	P	N/A
Hydraulic/Hydrology	P/S	Select Now
Structural Eng - Transportation and Flood Control	P/S	Select Now
Surveying - Land Surveying	I	Named At Interview
Traffic Engineering	P/S	Select Now

Services

A professional services firm may submit their qualifications to be considered for a Service provider or both a Service and Works provider. A Service provider must be the Prime for that professional service category and **perform over fifty percent of the work**. **Please note:** Firms may propose to provide either Major Project or Minor Project Services, but not both. A Services submittal is primarily composed of three parts in addition to your Firm Information form:

- “3-page write-up” - Concise summary describing your firm’s qualifications to perform the selected Service. (1 to 3 formatted pages)
- Firm project experience –demonstrated by minimum of one, up to five firm projects in the appropriate discipline. Project start date must have started after than January 1, 2013 (approximately last five years) unless otherwise indicated in the Service category description.
- Employee Experience – Resumes files for Category A, B, and/or C employees based on what is required for that Service.

Construction Management:

1. Administration – Major Project OR Minor Project
2. Quality Assurance (Materials Testing and Inspection)
3. Staff Augmentation

Engineering:

4. Geotechnical Engineering
5. Highway - Freeway Design
6. Highway - Urban Arterial Design
7. Hydraulic/Hydrology (Detention/Retention and Storm Drain Conveyance)
8. Structural - Transportation and Flood Control
9. Subsurface Utility Engineering
10. Traffic Engineering
11. Traffic Management – Staff Augmentation

Surveying:

12. Construction Staking - Major Project OR Minor Project
13. Land Surveying (Boundary/Topo/Alignment)

Other professional services:

14. Landscape Architecture
15. Right-of-Way – Appraisals

SERVICE: CONSTRUCTION MANAGEMENT–ADMINISTRATION (MAJOR) _001

Provide a resident project representative(s) and licensed project engineer and/or Certified Construction Manager (CCM) project manager for complex transportation / flood control construction projects. Inspect and document contractor's work, prepare pay requests and change orders, as needed. Provide liaison with the public, sub-contractors, utilities, other governmental agencies, and other involved parties. Firms will be interviewed before a project is awarded.

Minimum Qualifications

FIRM EXPERIENCE

- Roadway, drainage, or flood control public works projects administered by the firm in the past five years to show recent experience.
- Minimum of one project with significant technical, management, and/or public contact challenges that are explained in project description.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff who is in responsible charge of the work.

- Five years of experience in contract administration, project administration, or engineering inspection;
- Must have been in responsible charge of a minimum of three construction projects (transportation/flood control) with a construction contract value of at least \$5 million each.

Category B: Chief project representative or senior inspector personnel.

- Five years of experience as a Chief Resident Engineer or Senior Inspector;

- Senior Inspector on a minimum of three transportation/flood control construction projects with a construction contract value of at least \$5 million each.

Category B employee certifications:

- If performing field tests, the employee shall be certified by a nationally recognized certification program applicable to the task related. See Appendix A for details.
- In lieu of these certifications, staff must have ten (10) years of verifiable public works transportation or flood control construction inspection experience.

Category C: Construction Inspector personnel

- Two years of experience as a construction inspector;
- Construction inspector on a minimum of three construction projects (transportation/flood control) with a construction contract value of at least \$5 million each.

SERVICE: CONSTRUCTION MANAGEMENT – ADMINISTRATION (MINOR) _001

Provide a resident project representative(s) and licensed project engineer and/or Certified Construction Manager (CCM) project manager for transportation /flood control construction projects with an approximate construction contract value of less than \$5 million. Inspect and document contractor's work, prepare pay requests and change orders, as needed. Provide liaison with the public, sub-contractors, utilities, other governmental agencies, and other involved parties. Firms may be interviewed before a project is awarded.

Minimum Qualifications

FIRM EXPERIENCE

- Roadway, drainage, or flood control public works projects administered by the firm in the past five years to show recent experience.
- Minimum of one project with significant technical, management, and/or public contact challenges that are explained in project description.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff who is in responsible charge of the work.

- Five years of experience in contract administration, project administration, or engineering inspection;
- Must have been in responsible charge of a minimum of three construction projects (transportation/flood control) with a construction contract value of at least \$1 million each.

Category B: Chief project representative or senior inspector personnel.

- Three years of experience as a Chief Resident Engineer or Senior Inspector;

- Senior inspector on a minimum of three transportation/flood control construction projects with a construction contract value of at least \$1 million each.

Category B employee certifications:

- If performing field tests, the employee shall be certified by a nationally recognized certification program applicable to the task related. See Appendix A for details.
- In lieu of these certifications, staff must have ten (10) years of verifiable public works transportation / flood control construction inspection experience.

Category C: Construction inspections

- Two years of experience as a construction inspector;
- Construction inspector on a minimum of three construction projects (transportation/ flood control) with a construction contract value of at least \$1 million each.

SERVICE: CONSTRUCTION MANAGEMENT - QUALITY ASSURANCE _002 (MATERIALS TESTING AND INSPECTION)

Conduct plant and/or field sampling, inspection, and perform standardized laboratory tests on common construction materials in accordance with ASTM, AASHTO, or other applicable procedures. Document results of tests performed.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five roadway, drainage, or flood control projects administered by the firm in the past five years. **(Submit owner / client list and project list.)**

Materials Testing Capability

- Firms must submit the Geotechnical and Materials Testing List of Tests and Procedures *Questionnaire. **Questionnaire file has a worksheet with instructions.*
- Must perform a minimum of 50% of all testing and inspections in-house.
- For all tests and inspections not performed "in-house" by the firm, the firm must name the accredited Sub Consultant firm and one alternate Sub Consultant firm who shall perform the test or inspection in Comment cell. **The use of consultant firms that utilize sub-consultant engineers is prohibited.**

The laboratory shall be AASHTO re:source (formerly AMRL) or CMEC AASHTO R-18 accredited and include the following requirements:

ASTM D3666, ASTM D3740, and ASTM C1077, where appropriate.

The AASHTO accreditation is also required for each individual test method performed. The accreditation shall be current at the time of submittal and at the time actual testing is performed. The required tests are listed on the entry form and only those will be considered as a part of the review.

The type of equipment is listed on the equipment list form. If other equipment is listed in the narrative, it will not be considered as a part of the submittal

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff and in responsible charge of the work. **(The use of sub-consultant engineers is prohibited.)**

- Five years of experience in Quality Assurance on transportation/flood control construction projects;
- Must have been in responsible charge of a minimum of two transportation/flood control construction projects. The construction projects must have had a contract value of at least \$3 million each.

Category B: Senior technician

- Five years of experience as a senior technician;
- Senior technician on a minimum of two transportation/flood control construction projects. The construction projects must have had a contract value of at least \$3 million each.

Category C: Construction inspections

- Construction inspector on a minimum of two transportation/flood control construction projects with a construction contract value of at least \$3 million each.

Category B & C employee certifications:

- All lab and field staff shall be certified by a nationally recognized certification program applicable to the task related. See Appendix A for details. **A professional engineer license cannot substitute for any testing or inspection certificate.**

SERVICE: CONSTRUCTION MANAGEMENT - STAFF AUGMENTATION _003

Provide a resident project representative(s) for inspection and scheduling of transportation and flood control construction projects. Inspect and document contractor's work, review pay requests, change orders, prepare scheduling services including logic, durations, relationships, etc. for adequacy, viability and reasonableness, as needed. Provide liaison with the public, subcontractors, utilities, other governmental agencies, and other involved parties.

Provide a qualified individual to perform constructability reviews at various stages of design. They shall review plans and specifications for errors, omissions, insufficient or ambiguous details, construction progress and provide regular schedule updates. Identify any areas containing significant potential conflicts and/or constructability issues, areas where additional information may be needed and any and all areas where significant savings could be realized in the cost of construction.

Individuals may be interviewed for this Service based on the qualifications needed. May submit multiple staff who meets minimum qualifications to perform all or some of the services required. Individuals will work under the supervision of a Clark County project manager or senior inspector. **No substitution of personnel will be allowed.**

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five transportation/flood control projects administered by the firm in the past five years.

Only submit firm projects which the proposed staff has worked on. Firm projects must match employee's resume.

EMPLOYEE EXPERIENCE

Category B: Staff: Inspections, Scheduling, Constructability Review

- If performing inspections/constructability reviews: the employee shall have 5 years of experience in inspection or oversight of transportation/flood control construction projects and construction management. Employee must also possess 3 years work experience on projects in the Clark County area.
- If performing scheduling: must demonstrate five years of experience in building and maintaining accurate construction schedules, manage multiple projects and pulling together multiple schedules into a master schedule and/or interfacing with other teams managing different schedules. Project experience must be in transportation/flood control construction projects.

Category B employee certifications:

- If performing field tests, the employee shall be certified by a nationally recognized certification program applicable to the task related. See Appendix A for details.
- In lieu of these certifications, staff must have ten (10) years of verifiable public works transportation or flood control construction inspection experience.

Firms will not be able to substitute individuals in this Service.

SERVICE: GEOTECHNICAL ENGINEERING _004

Investigate on-site soil and rock properties and make recommendations on the use of those materials for structures normally associated with pavement design and flood control improvements.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five geotechnical engineering projects administered by the firm in the past five years.

Geotechnical Testing Capability

- Firms must submit the Geotechnical and Materials Testing List of Tests and Procedures *Questionnaire. **Questionnaire file has a worksheet with instructions.*
- Identify and list specific accreditations achieved by the firm or the laboratory.
- All tests and procedures shall be performed in accordance with standard AASHTO / ASTM methods, where applicable.
- The laboratory shall be re:source (formely AMRL) or CMEC R-18 AASHTO accredited that include the following appropriate requirements: ASTM D3666, ASTM D3740, and ASTM C1077.
- The laboratory shall be AASHTO accredited for each individual test method performed. The accreditation shall be current at the time of submittal and at the time actual testing is performed.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer on staff and in responsible charge of the work. **Non-staff engineers are prohibited.**

- Geotechnical engineering - minimum experience of three years and three geotechnical engineering projects successfully completed in this service.

Category B: Engineering support staff

- Bachelor's Degree in Engineering or 5 years of experience on transportation/flood control projects.
- Minimum of three geotechnical engineering projects

Category B employee certifications:

All laboratory and field technicians shall be certified (where applicable) under Nevada Alliance for Quality Transportation Construction (NAQTC) including the extended modules for Marshall mix design. This program includes ACI certification for concrete field sampling and laboratory concrete breaks. Indicate on the resume the modules for each technician and/or engineer.

In general, a professional engineer license cannot be a substitute for a NAQTC certification, however, for geotechnical exploratory drilling, the acquisition of field samples does not require a NAQTC certified technician.

SERVICE: HIGHWAY ENGINEERING - FREEWAY DESIGN _005

Design of limited access roadway, including interchanges; alignment studies (depressed sections and fully elevated), sound walls, drainage facilities, mitigation of impacts and specifications.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five limited access roadway projects with freeway standards administered by the firm in the past five years.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff and in responsible charge of the work.

- Minimum of five years or five projects experience in designing limited access roadways.

Category B: Engineering support

- Bachelor's Degree in Engineering or minimum of five years of experience in engineering support.
- Minimum of three projects designing limited access roadways.

WORKS PROVIDERS

Firms are required to submit on this Service to be a Works Provider for: [Limited Access Roadways](#)

SERVICE: HIGHWAY ENGINEERING - URBAN ARTERIAL DESIGN _006

Design of typical arterials (normally four to eight lanes wide with right-of-way widths of 80 to 120 feet). Design includes pavement, curb, gutter, sidewalks, medians, drainage improvements, and reconstruction within developed areas.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five urban arterial projects administered by the firm in the past five years.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff and in responsible charge of the work.

- Minimum five years or five projects experience performing design of arterial roadways.

Category B: Engineering support

- Bachelor's Degree in Engineering or minimum of five years of experience in engineering support.
- Minimum of three projects designing arterials.

WORKS PROVIDERS

Firms are required to submit on this Service to be a Works Provider for: [Streets & Road Repair](#)

SERVICE: HYDRAULIC/HYDROLOGY _007

Design of facilities to temporarily store storm water run-off including inlet structures, outlet structures; dam embankment; spillway design; multiple and mixed use; and associated hydrology and hydraulics.

Design of storm water collection and conveyance facilities in both open channel and closed conduits including inlets, transition structures, culverts, and associated hydrology and hydraulics.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five hydraulic/Hydrology projects administered by the firm in the past five years.
- Projects should include direct involvement or supervision of storm water management facility or transportation designs. Higher value will be placed on experience with storm water management facility design projects that are located in the arid Southwest.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff and in responsible charge of the work.

- Five years of experience in hydraulic and hydrology design together with a thorough understanding of the Federal Emergency Management Agency's policies and procedures regarding map amendments.
- Must have an understanding of the Clark County Regional Flood Control District's Policies and Procedures Manual, Design Manual, and Uniform Regulation for the Control of Drainage.

Category B: Engineering support

- Bachelor's Degree in Engineering or minimum five years of experience in engineering support.
- Minimum of three projects performing hydraulic and hydrology designs.

WORKS PROVIDERS

Firms are required to submit on this Service to be a Works Provider for:

[Flood Control – Major Project](#)

[Flood Control – Minor Project](#)

SERVICE: STRUCTURAL ENGINEERING–TRANSPORTATION/FLOOD CONTROL _008

Design of structures associated with transportation or flood control improvements, such as bridges, viaducts, large culverts, spillways, transitions, structures, retaining walls, and related structures.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five public works structural projects administered by the firm in the past five years.
- Direct involvement or supervision of a minimum of five transportation or flood control structural facility designs. Structural design experience in the building construction industry will not be considered.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil or Structural) on staff and in responsible charge of the work.

- Licensed Structural Engineer (SE) with five years of experience or Civil PE with ten years of experience in structural design of transportation or flood control facilities.

Category B: Engineering support

- Bachelor's Degree in Engineering or minimum five years of experience in engineering support.
- Minimum of three projects performing structural engineering designs.

Firm must perform as a prime for this Service to submit on the following Works category:

[Bridges](#)
[Pedestrian Grade Separations](#)

SERVICE: SUBSURFACE UTILITY ENGINEERING (SUE) _009

Provide Subsurface Utility Engineering services to research, identify, and confirm size and materials of construction; and location and alignment of existing utilities. Task includes all research, permitting, traffic control, notifying "CALL BEFORE YOU DIG," excavating holes to locate utilities with vacuum extractor method, measuring, identifying, survey to obtain horizontal and vertical elevations and alignment of the utilities being found, preparations of plans or maps indicating the size, type of material, location and alignment of the utility and those in vicinity thereof, and pavement patching of excavations per the Agency requirements. If a sub-consultant is proposed to perform a portion of the work, said sub-consultant must be approved by Clark County.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five SUE projects administered by the firm in the past five years.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff and in responsible charge of the work.

- Minimum of five years or five projects of experience performing SUE services for a public agency.

SERVICE: TRAFFIC ENGINEERING _010

Design traffic signals, intelligent transportation systems (I.T.S.), pavement markings, signs, and other traffic control device plans. Conduct traffic engineering and operational studies; and traffic planning for feasibility studies, including level of service analysis at intersections and roadway segments. Prepare and/or review geometric design and channelization plans and specifications.

Conduct intersection warrant analyses for multi-way stops and traffic signals, school-related pedestrian studies, speed studies, and other traffic-related safety studies.

Provide and review design for streetlights/roadway lighting, landscape lighting, and elevator/escalator electrical systems. Specific services may involve the review or design of plans to modernize street light systems from series to multiple circuits and/or to evaluate existing street lighting system for potential upgrade and provide plans or feasibility study; the evaluation or review of circuits for pumps.

Perform I.T.S studies for advancing wireless technologies, connected vehicles and infrastructure, and other technologies related to "Smart Communities."

Firms may be interviewed based on the required professional service area of expertise.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five traffic engineering projects administered by the firm in the past five years.
- Traffic engineering projects including the design, drafting, and preparation of plans, specifications, and contract documents for the installation, construction, or modification of traffic control devices, such as traffic signal and lighting systems, traffic signs, pavement markings, channelization, and geometric design.
- Electrical engineering includes aspects of elevator/escalator electrical systems and circuits for pumps, I.T.S., street lighting system projects, landscape lighting system projects, and the preparation of associated plans, standards, details, specifications, and contract documents.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Engineer (Civil) on staff and in responsible charge of the work.

- Minimum of five years of experience in traffic engineering, studies, including capacity analysis, feasibility, corridor or route studies, design, operations, planning or I.T.S.

AND/OR Nevada Professional Engineer (Electrical) on staff and in responsible charge of the work.

- EE in responsible charge of the work must have a minimum of five years of experience in the design of elevator/escalator electrical systems, circuits for pumps, street lighting systems, and related service and circuit requirements.

Category B: Engineering support

- Bachelor's Degree in Engineering or five years of experience in traffic engineering support.
- Minimum of three projects performing traffic and/or electrical engineering designs.

A professional engineer license cannot substitute for a Category B employee experience or projects.

SERVICE: TRAFFIC MANAGEMENT - STAFF AUGMENTATION _011

Provide a qualified individual for design, review and/or stamping of traffic engineering plans for the installation, construction or modification of traffic control devices. Responsibilities include the review and preparation of plans, field investigation, evaluation, and inspections of associated plans, standards, details, specifications, and contract documents. Experience in school-related, off-site development, and emergency repairs. Review and develop traffic control plans for various right-of-way activities.

Firms may be interviewed for this Service. Individuals will work under the supervision of a Clark County Traffic engineer. **No substitution of personnel will be allowed.**

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five traffic engineering projects administered by the firm in the past five years.
- Traffic engineering projects including the design, drafting, and preparation of plans, specifications, and contract documents for the installation, construction, or modification of traffic control devices, such as traffic signal and lighting systems, traffic signs, pavement markings, channelization, and geometric design.

Only submit firm projects on which the proposed engineers have worked on. Firm projects must match employee's resume.

EMPLOYEE EXPERIENCE

Category A: Full-time Nevada Professional Engineer (Civil) on staff and in responsible charge of the work.

- Five years of experience in traffic engineering, studies, including capacity analysis, feasibility, corridor or route studies, design, operations, and planning.

AND/OR

Full-time Nevada Professional Engineer (Electrical) on staff and in responsible charge of the work.

- Five years of experience in the design of elevator/escalator electrical systems, circuits for pumps, street lighting systems, and related service and circuit requirements.

Category B: Engineering support

- Bachelor's Degree in Engineering or five years of experience in traffic engineering support.
- Minimum of three projects performing traffic and/or electrical engineering designs

Category B employee certifications:

- Current certifications in appropriate field for ATSSA and/ or IMSA.

SERVICE: SURVEYING - CONSTRUCTION STAKING - MAJOR PROJECT _012

Includes the verification of horizontal alignment or boundary configuration, limits of right-of-way, and the vertical controls from which a major project is to be constructed. Also includes the establishment of necessary site-specific construction benches and horizontal control points, and the physical placement of all construction stakes necessary to enable the contractor to locate the proposed major project improvements.

Major project improvements may be defined as improvements normally associated with the construction of limited access roadways, super arterial roadways, and beltways including bridges, tunnels, and similar structures. Examples include the Desert Inn Super Arterial and the Beltway.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five construction staking limited access roadways, super arterial roadways, or Beltway projects administered or performed by the firm in the past five years.
- Submit projects which included construction staking of ramps, bridges, interchanges, flyovers, tunnels, and other structures or design features unique to major projects.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Land Surveyor (P.L.S.) on staff and in responsible charge of the work.

- Minimum five years as a licensed professional land surveyor in the state of Nevada.

Category B: Land surveyors

- Nevada P.L.S with less than five years of experience or;
- Non-local P.L.S;

Category C: Non-registered surveyors

- Minimum two major projects as non-registered surveyors that demonstrate thorough understanding of standard survey procedures and instruments.
- Nevada Certification as Land Surveyor Intern (L.S.I.T. or E.I.T.) for non-registered surveyors is preferred but not mandatory.

SERVICE: SURVEYING - CONSTRUCTION STAKING - MINOR PROJECT _012

Includes the verification of horizontal alignment or boundary configuration, limits of right-of-way, and the vertical controls from which a minor project is to be constructed. Also includes the establishment of necessary site-specific construction benches and horizontal control points, and the physical placement of all construction stakes necessary to enable the contractor to locate the proposed minor project improvements.

Minor project improvements may be defined as improvements normally associated with the construction of urban arterial roads, collector roads, pedestrian bridges, special improvement districts, and flood control improvements.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five construction staking urban arterial roads, collector roads, Special Improvement Districts (SID), flood control improvements, and other structures or design features unique to minor projects administered or performed by the firm in the past five years.
- Submit projects which included construction staking of significant infrastructure improvements.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Land Surveyor (P.L.S.) on staff and in responsible charge of the work.

- Minimum five years as a licensed professional land surveyor in the state of Nevada.

Category B: Land surveyors

- Nevada P.L.S with less than five years of experience or;
- Non-local P.L.S;

Category C: Non-registered surveyors

- Minimum two major projects as non-registered surveyors that demonstrate thorough understanding of standard survey procedures and instruments.
- Nevada Certification as Land Surveyor Intern (L.S.I.T. or E.I.T.) for non-registered surveyors is preferred but not mandatory.

SERVICE: SURVEYING - LAND SURVEYING (BOUNDARY/TOPO/ALIGNMENT) _013

The establishment of boundaries, alignments, limits of rights-of-way, and so forth, sufficiently tied to the land net (United States Public Land Survey) to enable the survey to be retraced. This work includes the resolution of conflicting surveys, identifying and addressing title issues within the scope of the land surveyor's authority, the preparation of certified legal descriptions of the area surveyed and acquisition areas, preparation of right-of-way plans/plats, and the measurement of the earth's contours and of fixed work to include ground control, aerial mapping, and generation of Nevada State Plane coordinates as specified.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five roadway, drainage, flood control, site development or other projects for which boundaries or limits of rights-of-way were established in the last ten years. Experience must include resolution of conflicting surveys, identification and preparation of rights-of-way plans/plats, survey plats, legal descriptions of surveyed and acquisition areas, alignment and topographic surveys.
- Projects must include the establishment, re-establishment, perpetuation of the legal boundaries and/or alignments, legal limits of rights-of-way, easements, lots, parcels, units or sites, including topographic surveys and aerial mapping of these facilities for the pre-design, design, and construction of public infrastructure improvements, or other site specific development purposes that were administered or performed by the firm in the past ten years. Of the preceding work, the firm must specifically describe the work it performed or administered on each project.

When a Sub Consultant is used to provide such services as aerial mapping or pot holing, said Sub Consultant must be approved by Clark County.

EMPLOYEE EXPERIENCE

Category A: Nevada Professional Land Surveyor (P.L.S.) on staff and in responsible charge of the work.

- Minimum five years as a licensed professional land surveyor in the state of Nevada.

Category B: Land surveyors

- Nevada P.L.S with less than five years of experience or;
- Non-local P.L.S;

Category C: Non-registered surveyors

- Minimum two major projects as non-registered surveyors that demonstrate thorough understanding of standard survey procedures and instruments.
- Nevada Certification as Land Surveyor Intern (L.S.I.T. or E.I.T.) for non-registered surveyors is preferred but not mandatory.

SERVICE: LANDSCAPE ARCHITECTURE _014

Design of landscaping for areas within the public right-of-way, detention basins, or redevelopment projects. These design services may include irrigation, lighting, and maintenance recommendations.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five landscape projects within public right-of-way administered by the firm in the past five years within public right-of-way

Firms may upload one image file for each project.

EMPLOYEE EXPERIENCE

Category A: Nevada Registered Landscape Architect on staff and in responsible charge of the work.

- Five years or five projects experience providing landscape architecture services within public right-of-way.

SERVICE: RIGHT-OF-WAY APPRAISALS _015

Prepare valuations of interests in real property in compliance with the Uniform Standards of Professional Appraisal Practice and the Uniform Appraisal Standards for Federal Land Acquisition. Perform appraisal review assignments and provide written reports in accordance with the Uniform Standards of Professional Appraisal Practice, containing a credible opinion as to the quality of another appraiser's work. Provide testimony as an expert witness in condemnation proceedings, and perform supplemental studies as needed.

Minimum Qualifications

FIRM EXPERIENCE

- Minimum of one, up to five projects administered by the firm appraising real property in Southern Nevada for a public agency in the last ten years.
- Ability to comply with all federal, state, and local laws/regulations regarding preparation of appraisal reports.

EMPLOYEE EXPERIENCE

Category A: Nevada Certified Appraiser in responsible charge of service.

- Five years of experience appraising Nevada real estate for a public agency.
- All appraisals must be performed by a Nevada Certified General Appraiser.
- Nevada Certified General Appraiser must be a Member of the Appraisal Institute (M.A.I.). The Nevada Appraiser Certification number and MAI membership designation must be noted in the employee resume.

Resources

Clark County Capital Improvement Program (CIP)

The County's CIP is a five-year plan which is reviewed and updated annually in conjunction with the preparation of the County's operating budget. The Public Works projects are listed under the Road Construction section. The document is available on the [County's website under the Finance Department](#).

Clark County Standard Drawings

Refers to the Uniform Standard Drawings (Volumes 1 & 2) available from the Clark County Regional Transportation Commission. As of the release date of this document you may download these at:

<http://www.rtcnv.com/planning-engineering/streets-highways/>

Clark County Standard Specifications

Refers to the 'Uniform Standard Specifications' available from the Clark County Regional Transportation Commission. As of the release date of this document you may download these at:

<http://www.rtcnv.com/planning-engineering/streets-highways/>

Statewide Transportation Improvement Program (STIP)

Visit [STIP website](#) hosted by Nevada Department of Transportation. [Map view](#)

Appendix A

Below is a list of local and nationally recognized certifications and associations but it is not an exhaustive list however and firms should include all recognized certifications an employee holds that are relevant to their professional expertise and the Service category they are assigned for evaluation.

- **American Traffic Safety Services Association (ATSSA)**
- **American Association of State Highway and Transportation Officials (AASHTO)**
- **American Public Works Association (APWA)**
- **American Society of Landscape Architects (ASLA)**
- **American Society of Civil Engineers (ASCE)**
- **Appraisal Institute (AI)**
- **International Code Council (ICC)**
 - Reinforced Concrete
 - Structural Masonry
 - Structural Steel & Bolting
 - Pre-stressed/PT Concrete
 - Soils
 - Structural Welding
- **International Municipal Signal Association (IMSA)**
- **National Institute for Certification in Engineering Technologies (NICET)**
- **National Society of Professional Surveyors (NSPS)**
- **Nevada Alliance for Quality Transportation Construction (NAQTC)**
 - American Concrete Institute (ACI)
 - Adhesive Anchor Installation Inspector
 - Adhesive Anchor Installer
 - Aggregate Testing Technician - Level 1
 - Aggregate Testing Technician - Level 2
 - Aggregate/Soils Base Testing Technician
 - Concrete Construction Special Inspector
 - Concrete Field Testing Technician - Grade I
 - Concrete Flatwork Finisher and Technician
 - Concrete Laboratory Testing Technician - Level 2
 - Concrete Quality Technical Manager
 - Concrete Strength Testing Technician
 - Concrete Transportation Construction Inspector
 - Masonry Field Testing Technician
 - Masonry Laboratory Testing Technician
 - Residential Concrete Foundation Technician
 - Self-Consolidating Concrete Testing Technician
 - Shotcrete Nozzleman and Nozzleman-in-Training (Dry-Mix Process)
 - Shotcrete Nozzleman and Nozzleman-in-Training (Wet-Mix Process)
 - Specialty Commercial/Industrial Flatwork Technician
 - Tilt-Up Supervisor and Technician