

## CLARK COUNTY SCHOOL DISTRICT REGULATION

7210

### CONSTRUCTION BIDS

- I. The Facilities Division will comply with applicable Nevada Statutes in advertising, bidding, and awarding contracts for public works projects for all district facilities and associated infrastructure.
- II. The Facilities Division shall use the qualification criteria contained in NRS 338.1377 to pre-qualify prime contractors to bid on and perform public works projects.
- III. The Facilities Division will pre-qualify prime contractors to bid on and perform public works projects up to a specified dollar amount and for a period of up to two years. Contractors wishing to qualify may submit qualification information at any time; however, contractors must be qualified at the time of any mandatory pre-bid meeting for a specific project. Bid openings of specific projects will not be delayed or held up pending determination or appeal of any applicant's qualifications.
  - A. The Facilities Division may pre-qualify general contractors and specialty contractors on a per-project basis to perform projects estimated to cost more than \$25,000.
  - B. The Facilities Division will receive information from any interested party concerning the qualification of contractors applying for qualification. The district will verify information provided by contractors applying for qualification and by interested parties who provide information concerning applicants.
  - C. A Contractor Qualification Panel consisting of three individuals plus alternates appointed by the Associate Superintendent, Facilities Division, will review qualification applications and determine the specific dollar amount up to which each applicant will be qualified. The Panel's determination of an applicant's qualifications and qualification level will be based on the majority opinion of the participating Panel members/alternates.

- D. Contractors applying for qualification will be notified in writing of the Panel's determination regarding their qualification for future public works projects. A copy of this notification will be sent to all interested parties who have informed the district that they wish to receive such notice. Any contractor that disagrees with the Panel's determination of the qualification amount or category of work may request that Panel's reconsideration based upon the contractor's written objection and rationale accompanied with supporting documentation. If the Panel's determination is to deny qualification, the written notice will set forth the reasons for the denial and inform the applicant of his right to appeal the determination before the Board of School Trustees.
  - E. Any contractor that receives notification that their application for qualification has been denied may submit a written request for a hearing before the Board of School Trustees. The hearing will be scheduled in the form of a special meeting of the Board of School Trustees.
- IV. The Facilities Division will accept information from any person at any time, which may alter the district's determination of a contractor's qualifications or may raise a question concerning the qualifications of a subcontractor. Based on the nature of the information received, the Panel may investigate the information to determine the impact, if any, on a contractor's or subcontractor's qualifications. The contractor or subcontractor will be notified of the information received and will be requested to provide the Panel information pertaining to the issue. The Panel may also request updated information from local, state, and federal entities as appropriate. The Facilities Division will notify the contractor and the person providing the new information of the Panel's findings pertaining to any issues raised by the information provided. If appropriate, the Contractor Qualification Panel may consider rescinding or modifying a contractor's qualification or consider prospectively disqualifying a subcontractor.

Legal Reference:	NRS Chapter 338 Public Works NRS Chapter 393 School Property
Review Responsibility:	Facilities Division
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