

CMAR PRE-PROPOSAL MEETING AGENDA

Project Identification

Project Name: Advanced Planning: State Office Buildings (Capitol Complex)
Project Address: South of 5th St, between Stewart St. and Roop St.
SPWD Project No.: 25-P08

Meeting Date: October 24, 2025

State Public Works Division

SPWD Project Manager: Kyle Fischer
Project Manager
T: (775) 684-4141
C: (775) 315-0881
E: kfischer@admin.nv.gov

Consulting Team

Architect:	TSK Architects
Civil Engineering:	Lumos & Associates
Soil Stabilization:	Geopier Northwest
Traffic Engineer:	Headway Transportation
Landscape Architecture:	LAGE design
Structural Engineering:	Nelson Wilcox Structural Engineers
Mechanical Engineering:	IMEG
Electrical / Telecom:	IMEG
Cost Estimating:	OCMI
Fire Protection Engineering:	TERP Consulting
Parking Garage Consultant:	WD Architecture & Engineering

State Agency

Owner: State Public Works Division – B&G
Building Manager: State Public Works Division – B&G

Introductions

1. Distribute Sign-In Sheet
2. Introductions

Project Brief

3. Established Construction Budget: \$114,481,745
4. Gross Building Area: 144,900 square feet
5. Description:

This project will provide advanced planning through construction documents for two office buildings, a parking garage, and surface parking for Buildings and Grounds to lease to state agencies. The proposed designs will be a site adaptation of a development on the same parcel that is currently in design and scheduled to begin construction in March 2026, with completion anticipated in May 2027.

Overall Project Schedule

6. See attached preliminary project schedule. (Special Notice #8)

Site

7. Location of project: South of 5th St., between Stewart St. and Roop St., Carson City, Nevada 89701.

Project Challenges

8. Construction project estimate development for the 2027 CIP cycle
9. Future CIP funding unknown
10. Maintaining access to adjacent garage

Project Questions and Notes

Proposal Procedure

11. Proposals are due November 4, 2025 at 5:00 PM (local time).
12. Please email your electronic submittal to Mike Brown at mcbrown@admin.nv.gov in PDF format (attachments are limited to 20 MB and download links are accepted) and provide five (5) hardcopies to the State Public Works Division office in Carson City or Las Vegas as specified in CMAR Special Notice #3 (9.30.2025).

SPWD Chief of Planning

Mike Brown, PE
T: (775) 684-4141
C: (775) 434-3781
E: mcbrown@admin.nv.gov

Proposal Schedule

13. Request for Info Deadline	October 28, 2025
Proposal Deadline	November 4, 2025
Shortlist Notification	November 14, 2025
Fee Proposal Submittal	November 26, 2025 (Special Notice #9)
Interviews	December 10, 2025
Pre-Construction Contract Approval	January 13, 2025 (Tentative)

Requests for Information

14. Send questions via email to the Project Manager and copy the Chief of Planning:

Kyle Fischer (Project Manager): kfischer@admin.nv.gov

Mike Brown (Chief of Planning): mcbrown@admin.nv.gov

15. RFI responses will be posted on the “Special Notices” on SPWD website.

Other Information

16. Check SPWD Bidder Qualification Status: Kathi Pasciak (kpasciak@admin.nv.gov)

Proposal Questions and Notes

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PROJECT SCHEDULE (CMAR PROJECT FORMAT)	
Project Name:	Advanced Planning: State Office Buildings (Capitol Complex)
Project Location:	Carson City, Nevada
Project No:	25-P08
Date:	10/21/2025 (Revised)
Professional Services Agreement Executed:	Tuesday, December 9, 2025
<i>Approximate Duration (between previous item and following item)</i>	27
Begin Schematic Design Phase	Monday, January 5, 2026
<i>Approximate Duration (between previous item and following item)</i>	92
Schematic Design Delivery (to State Public Works Division and CMAR)	Tuesday, April 7, 2026
<i>Approximate Duration (between previous item and following item)</i>	2
Schematic Design Presentation Meeting (With Reconciled Cost Estimates)	Thursday, April 9, 2026
<i>Approximate Duration (between previous item and following item)</i>	14
Schematic Design Review Comments Issued	Thursday, April 23, 2026
<i>Approximate Duration (between previous item and following item)</i>	4
Begin Design Development Phase	Monday, April 27, 2026
<i>Approximate Duration (between previous item and following item)</i>	92
Design Development Delivery (to State Public Works Division and CMAR)	Tuesday, July 28, 2026
<i>Approximate Duration (between previous item and following item)</i>	2
Design Development Presentation Meeting (With Reconciled Cost Estimates)	Thursday, July 30, 2026
<i>Approximate Duration (between previous item and following item)</i>	21
Design Development Review Comments Issued	Thursday, August 20, 2026
<i>Approximate Duration (between previous item and following item)</i>	4
Begin 50% Construction Documents Phase	Monday, August 24, 2026
<i>Approximate Duration (between previous item and following item)</i>	64
50% Construction Documents Delivery (to State Public Works Division)	Tuesday, October 27, 2026
<i>Approximate Duration (between previous item and following item)</i>	2
50% Construction Documents Presentation Meeting (With Reconciled Cost Estimates)	Thursday, October 29, 2026
<i>Approximate Duration (between previous item and following item)</i>	14
50% Construction Documents Review Comments Issued	Thursday, November 12, 2026
<i>Approximate Duration (between previous item and following item)</i>	4
Begin 100% Construction Documents Phase	Monday, November 16, 2026
<i>Approximate Duration (between previous item and following item)</i>	71
100% Construction Documents Delivery (to State Public Works Division)	Tuesday, January 26, 2027
<i>Approximate Duration (between previous item and following item)</i>	2
100% Construction Documents Presentation Meeting (With Reconciled Cost Estimates)	Thursday, January 28, 2027
<i>Approximate Duration (between previous item and following item)</i>	4
100% Construction Documents Delivery (to Plan Checking Firms/Agencies)	Monday, February 1, 2027
<i>Approximate Duration (between previous item and following item)</i>	42
Responses to Review Comments Incorporated and Bid Documents Issued	Monday, March 15, 2027
<i>Approximate Duration (between previous item and following item)</i>	119
Advertise for Subcontractor Bids	Monday, July 12, 2027
<i>Approximate Duration (between previous item and following item)</i>	37
Bid Opening	Wednesday, August 18, 2027
<i>Approximate Duration (between previous item and following item)</i>	14
CMAR Provides 1% Subcontractor List to the State Public Works Division	Wednesday, September 1, 2027
<i>Approximate Duration (between previous item and following item)</i>	7
Guaranteed Maximum Price Proposal Due	Wednesday, September 8, 2027
<i>Approximate Duration (between previous item and following item)</i>	33
Final Guaranteed Maximum Price Proposal Due (with Bonds)	Monday, October 11, 2027
<i>Approximate Duration (between previous item and following item)</i>	22
Owner-CMAR Construction Agreement Signed by All Parties Except BOE	Tuesday, November 2, 2027
<i>Approximate Duration (between previous item and following item)</i>	42

Board of Examiners Meeting (Approval of Owner-CMAR Construction Agreement)	Tuesday, December 14, 2027
<i>Approximate Duration (between previous item and following item)</i>	3
Owner-CMAR Construction Agreement Executed and Distributed	Friday, December 17, 2027
<i>Approximate Duration (between previous item and following item)</i>	87
Notice to Proceed / Begin Construction	Monday, March 13, 2028
<i>Approximate Duration (between previous item and following item)</i>	548
Certificate of Substantial Completion / Certificate of Occupancy Issued	Wednesday, September 12, 2029
<i>Approximate Duration (between previous item and following item)</i>	21
Agency Move-In	Wednesday, October 3, 2029
<i>Approximate Duration (between previous item and following item)</i>	61
Building Open for Intended Use	Monday, December 3, 2029
Funding Expiration	Monday, June 30, 2031



5th St.

**CURRENTLY IN
DEVELOPMENT**

Construction Start: March 2026
Completion: May 2027

Stewart St.

Roop St.

**25-P08: ADV. PLANNING
STATE OFFICE BUILDINGS**
(Area of Work)

Little Ln

State Public Works

CMAR Selection

for the

**Advanced Planning: State Office Buildings
(Capitol Complex)**

South of 5th St, between Stewart St. and Roop St.

Carson City, NV 89701

SPWD Project No. 25-P08

FORMAL SELECTION PROCESS

Issue Date: September 22, 2025

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CMAR REQUEST FOR PROPOSALS

Date: September 22, 2025

Project Identification

Project Name: Advance Planning: State Office Buildings (Capitol Complex)
Project Address: South of 5th St., between Stewart St. and Roop St., Carson City, Nevada 89701
SPWD Project No.: 25-P08

Owner

State Public Works Division
680 W Nye Ln., Ste. 103
Carson City, Nevada 89703
(775) 684-4141

SPWD Project Manager: Kyle Fischer

The CMAR shall be qualified to bid on public work in accordance with Nevada Revised Statutes Section 338.1379 prior to submitting a response to this Request for Proposals.

SPWD RFP/Interview Submittal Contact: Mike Brown at mcbrown@admin.nv.gov or (775) 434-3781

All questions or comments pertaining to the RFP and/or the Interview Submittal shall be directed to the State Public Works Division RFP/Interview Submittal Contact listed above.

Using Agency: User to be determined

Architect

Firm Name: TSK Architects
Address: 225 S Arlington Ave, Ste A
City, State, Zip Code: Reno, NV 89501
Phone: (775) 857-2949

Delivery Deadline for Proposals

Please email your electronic submittal to Mike Brown at mcbrown@admin.nv.gov in PDF format (attachments are limited to 20 MB and download links are accepted) and provide five (5) hardcopies to the State Public Works Division office (address listed above) until:

Date: November 4, 2025

Time: 5:00 PM (local time)

ARTICLE 1 PROJECT DESCRIPTION AND BUDGET

Building Name: State Office Buildings (Capital Complex)
Gross Building Area: 144,900 square feet
Established Construction Budget: \$114,481,745
General Project Description:

This project will provide advance planning through construction documents for two office buildings, a parking garage, and surface parking for Buildings and Grounds to rent to state agencies.

State agencies in Carson City are currently located in leased space throughout Carson City.

Consolidation to a centralized location on State-owned property promotes work efficiency and savings to the State.

The site has been occupied in the past by the Boys and Girls Club, Division of Family Services, and the Northern Nevada Children's home. Buildings on this site are vacated and scheduled to be demolished prior to construction of these buildings.

ARTICLE 2 PAYMENT TERMS AND DEFINITIONS

See CMAR General Conditions of the Contract (Section 7.5).

ARTICLE 3 CMAR PRE-CONSTRUCTION SERVICES

See Owner-CMAR Pre-Construction Agreement for description of required services.

The CMAR's participation will commence immediately upon contract execution.

ARTICLE 4 PROJECT AND RFP TIME SCHEDULE

See Baseline Project Schedule (Article 9). The Baseline Project Schedule includes a tentative schedule of events and dates. The Baseline Project Schedule is subject to change as deemed appropriate by the Owner.

ARTICLE 5 CMAR REQUEST FOR PROPOSALS SUBMITTAL REQUIREMENTS

The submittal shall be bound and indexed, shall be separated into the following specific categories, and the information within each category shall be ordered to match those listed in this request for proposals.

A cover letter shall be included that addresses pertinent general information as deemed appropriate by the CMAR. The cover letter shall also include the appropriate contact person at the CMAR firm, along with their phone number and e-mail address, and a list of 3 references with their contact information.

CMAR Firm General Information

Firm Information

Provide firm name, business address, year established, type of firm ownership (i.e., single source, joint venture), name and address of parent company, former parent company names, name and contact information for principal personnel, areas of responsibility, and total number of personnel.

Firm Organizational Chart

Indicate lines of responsibility and/or communication.

Current Workload

Provide a list and a summary paragraph describing the firm's current workload, including a list of project names and the associated contract values.

1. Key Personnel Qualifications

- a. Provide a resume for each key person that will be assigned to this project. Include their name and title, project assignment, total years of construction experience, years of experience with CMAR, years of experience with this firm, education including degree(s), year and discipline, active registrations and licenses including the number and State, other qualifications, and experience. Also, provide a summary of any experience with CMAR pre-construction services.
- b. Describe the specific role performed on each project listed in the resume, highlighting projects of similar size and scope where the person's role was similar to their role on this project.

- c. As a minimum, provide resumes (that include qualifications and experience) for the Project Manager, Superintendent, Estimator, and Schedule Coordinator. Provide this information for both the Pre-Construction and Construction phases, if different personnel will be utilized.
- d. Provide a project-specific organizational chart.

2. Project Experience (Similar Projects)

- a. Include experience on up to 10 projects of similar size and scope in either public or private sector. Include project name, project description, client references for each project (including contact name, address, and telephone), completion date, project budget, type of services provided, and other pertinent information.
- b. Include any applicable experience in the State of Nevada.
- c. Include a statement as to whether the proposed key personnel were involved in any of the listed projects.
- d. Specify the delivery method utilized for each of the listed projects. Relevant project experience may include projects using any delivery method, including without limitation, CMAR, Design-Build, Design-Assist, Negotiated, or Value-Engineered work.

3. Past Performance

For each project listed under project experience (above) provide the following information:

- a. List the name, location, and a general description of each project.
- b. List your firm's record of cost performance (list contract award amount versus final construction cost). Explain any cost deviations.
- c. List your firm's record of schedule performance (list original schedule versus final completion date). Explain any schedule deviations.

4. Project Implementation Plan

- a. Describe your approach to performing pre-construction services.
- b. Describe your subcontractor qualification process.
- c. Describe how you will involve subcontractors in the pre-construction process.
- d. Describe how you will obtain subcontractor bids (in accordance with CMAR General Conditions Section 3.17 and with Nevada Revised Statutes Sections 338.16991 and 338.16995).
- e. Describe your approach to incorporating Virtual Construction and Building Information Modeling (BIM).
- f. Describe your approach to performing construction administration and management.
- g. Describe your approach to controlling the project construction budget and schedule.
- h. Describe your approach to performing quality assurance/quality control during construction.
- i. Describe your approach to achieving project close-out (commissioning, punch-list completion, and warranty work).
- j. Describe your approach to achieving compliance with Nevada Revised Statutes Section 338.130 (which requires the preferential employment of honorably discharged veterans and citizens of the State of Nevada in the construction of public works).

5. Safety Program

- a. Provide a summary description of your safety program including sample documentation/forms.
- b. Provide a summary description of your safety program implementation plan, including assigned personnel and the percentage of their time that will be allocated to this project.
- c. Provide your safety record for the last 5 years.

6. Miscellaneous Submittal Requirements

- a. CMAR shall include a copy of his current Certificate of Eligibility (when/if applicable).

- b. CMAR shall include a copy of the signed Affidavit of Compliance (when/if applicable).
- c. CMAR shall include a copy of his current Nevada Contractor's License.
- d. CMAR shall include a copy of his current Qualified Bidder Status letter (per NRS 338.1379).
- e. CMAR shall submit a statement as to whether his firm has been found liable for breach of contract with respect to a previous project, other than breach for legitimate cause, during the 5 years preceding the date of this Request for Proposals.
- f. CMAR shall submit a statement as to whether his firm has been disqualified from being awarded a contract pursuant to Nevada Revised Statutes Sections 338.017 or 338.13895.

7. Insurance and Bonding Capacity

- a. Submit evidence of ability to obtain all insurance as stipulated in the CMAR General Conditions of the Contract.
- b. Submit evidence of the financial capability of your bonding company.
- c. Submit evidence that your bonding company is listed by the United States Treasury.
- d. Submit written certification or other appropriate evidence from your bonding company confirming that your firm will have bonding capacity if this project, estimated at the value listed in Article 1 of this Request for Proposals, is added to your current and anticipated workload.
- e. Submit evidence that your firm is covered by workers compensation insurance as stipulated in the CMAR General Conditions of the Contract.

ARTICLE 6 CMAR SELECTION SCHEDULE

The following dates are tentative and are subject to revision by the Owner:

	<u>Date</u>
Pre-Proposal Meeting	10/24/25 at
(At SPWD Carson City Office Conference Room #1	1:00 PM (local time)
680 W Nye Ln., Ste. 103, Carson City, NV 89703)	
Notification Letter Issued to Short-Listed CMAR Firms	11/14/25
CMAR Interview Submittal due in SPWD Office	11/21/25
Board of Examiners Approval of Owner-CMAR Pre-Construction Agreement	2/10/25 (Tentative)

ARTICLE 7 CMAR SELECTION PROCESS

The CMAR selection process will be conducted in accordance with all of the requirements stipulated in Nevada Revised Statutes Chapters 338 and 341 and Nevada Administrative Code Chapters 338 and 341.

A short-list of between 2 and 5 CMAR firms will be determined based on proposals only. Each of the short-listed firms will be asked to prepare and submit a CMAR Fee Proposal responding to the CMAR Interview Submittal. The final selection will be based on the interview and the CMAR Fee Proposal (see Final Selection Criteria and Weighting listed in Article 8).

ARTICLE 8 CMAR EVALUATION AND SELECTION CRITERIA

Evaluation of the CMAR firms will be based on the information requested and provided in the CMAR's Proposal. The defined categories will be evaluated on a percentage score or on a pass/fail basis, as may be applicable. All proposers understand and accept that the weighted selection criteria are both subjective and objective by nature and that the weight factor of each category is intended to define its relative importance. The final ranking of each firm will be based on a combined evaluation of all applicable criteria. By submitting a Proposal, the proposer acknowledges that the State Public Works Division has sole and absolute discretion in determining the selection criteria and in evaluating the proposer based on

the selection criteria in each category.

Short-List Selection Criteria and Weighting

1. Key Personnel Qualifications	25 Points
2. Project Experience (Similar Projects)	20 Points
3. Past Performance	20 Points
4. Project Implementation Plan	25 Points
5. Safety Program	5 Points
6. Certificate of Eligibility	<u>5 Points</u>
Short-List Selection Point Subtotal	100 Points
Nevada Licensed Contractor	Pass/Fail
Qualified Bidder Status	Pass/Fail
Prior Breach of Contract	Pass/Fail
Prior Disqualification	Pass/Fail

Final Selection Criteria and Weighting

1. Key Personnel Qualifications	20 Points
2. Project Experience (Similar Projects)	10 Points
3. Past Performance	10 Points
4. Project Implementation Plan	20 Points
5. Safety Program	5 Points
6. Certificate of Eligibility	5 Points
7. CMAR Fee Proposal	20 Points
8. Interview	<u>10 Points</u>
Final Selection Point Total	100 Points

The CMAR Fee Proposal will be evaluated and scored based on the costs and fees listed in Articles No. 2 thru 6 in the CMAR Fee Proposal.

Scores will be calculated by dividing the lowest Proposed Fee Arrangement by the applicant's Proposed Fee Arrangement multiplied by the total possible 20 points.

ARTICLE 9 SAMPLE CMAR PROJECT SCHEDULE

Attached with this agreement is an example project schedule with example durations for tasks expected with this project.

Project Identification

Project Name: Advanced Planning: State Office Buildings (Capitol Complex)
Project Address: South of 5th St, between Stewart St. and Roop St., Carson City, NV 89701
SPWD Project No.: #25-P08

Meeting Date: October 24, 2025
SPWD Project Manager: Kyle Fischer

Name

CompanyPhoneEmail

NAME	COMPANY	PHONE	EMAIL
Kyle Fischer	SPWD	(775) 315-0881	Kfischer@admin.nv.gov
Aaron Pegg	Gilbane Building Co.	775-544-7638	Apegg@gilbanebuilding.co.com
ALAN MARTINEZ ESPARZA	GILBANE BUILDING CO.	(775) 240-2297	AMARTINEZ@GILBANE.CO.COM
KURT PARROTT	CORE	775-386-5805	KURT.PARROTT@CORECONSTRUCTION.COM
RILEY ZINIO	CORE	775-221-682	RIZINIO@CORECONSTRUCTION.COM
RONNIE TRIGLIA	CORE	775-291-8948	RONNIE.TRIGLIA@CORECONSTRUCTION.COM
TRAVIS COOMBS	CORE	775-770-4685	TRAVIS.COOMBS@CORECONSTRUCTION.COM
Jerry Hogan	clark/sullivan	775-355-8500	jhogan@clarksullivan.com