



Lincoln County Planning and Building Department
181 Main Street PO Box 329
Pioche, Nevada 89043

Phone 775 962 8071 Fax 775 375-1293

Mountain View Hotel- Structural Analysis Request for Proposals

I. GENERAL INFORMATION

A. Project Description and Preliminary Scope of Work

Lincoln County, Nevada (County) is soliciting proposals from consultant/professional firms for assistance in the following:

Project Description- Structural Analysis of the Historic Mountain View Hotel, located at 320 Lacour Street in Pioche, Nevada.

The County was awarded a grant for this project through the Community Development Block Grant Program.

Completion Date

The required completion dates are set according to the “Tasks” listed below, based on the grant agreement, with a final completion date expected of December 31, 2025. The County may award extensions for tasks upon written request from the selected firm.

B. Tentative Schedule

The County anticipates the following general timeline for its selection process. The County reserves the right to change this schedule:

- July 22, 2025 RFQ Advertised
- August 14, 2025 at 5:00 PM PST - RFP Submittal Deadline
- August 18, 2025 - Consultant Selection
- August 18, 2025 – Contract Award and Approval by County Commission

C. Scope of Work

The scope of work is intended to outline and describe the range of tasks anticipated for the project but is not intended to be complete.

Task A: Provide a comprehensive structural analysis of the historic Mountain View Hotel located at 320 Lacour Street in Pioche, Nevada.

Task B: Utilizing information from the structural analysis, provide options for continued use or action with the building, including but not limited to: stabilization, repurposing, or demolition.

SUBMITTAL INSTRUCTIONS

A. Submittal and Due Date

Respondents shall provide three (3) hard copies plus one (1) electronic version in PDF format of their submittal in a sealed envelope clearly marked "RFP Mountain View Hotel-Structural Analysis."

Submittals must be received by 5:00 PM PST on August 14, 2025.

Contact information, by mail or in person:

Denice Brown
Lincoln County Grants Administrator
PO Box 539
Pioche, NV 89043

Submittals shall be organized as specified in Article II. D.

B. Inquiries/Solicitation Changes or Protests

Questions concerning the RFP should be submitted in writing or via email to:

Cory Lytle
Lincoln County Planning and Building
PO Box 329
Pioche, NV 89043
Ph: (775) 962-8071
Email: clytle@lincolnnv.com

A respondent may protest any aspect of this RFP and may request a change to any provision, specification, or term of this RFP no later than seven (7) days prior to the date submittals are due. Any protest or request for change must be made in writing and addressed to the individual identified in this section. The County will not consider any solicitation protest or request for change that is submitted after this deadline.

C. Reservation of Rights

The County reserves the right to: 1) seek clarifications for each submittal; 2) negotiate a final contract that is in the best interest of the County and the public; 3) reject any or all submittals; 4) cancel this RFP at any time if doing so would be in the public interest, as determined by the County in its sole discretion; 5) award the contract to any respondent based on the evaluation criteria set forth in this RFP; 6) waive minor informalities contained in any submittal, when, in the County's sole judgement, it is in the County's best interest to do so; and 7) request any additional information the County deems reasonably necessary to allow the County to evaluate, rank and select the most qualified respondent to perform the services described in this RFP.

D. Submittal Contents

Statement of Qualifications Submission Requirements

All submittals must be in conformance with the requirements set forth in this RFP. Fax submittals will not be accepted. Qualifications submitted on paper copy should be 8-1/2" x 11" format, with a font no smaller than Calibri size 11, and pages should be printed double sided, no more than twenty (20) double sided pages. A front cover, back cover, and a maximum two-page cover letter may be submitted in addition to the twenty (20) pages. At a minimum, the following information shall be submitted:

- The name of the person(s) authorized to represent the respondent in negotiating and signing any agreement which may result from the submittal.
- An organizational chart and biographies for your project team, including all sub-consultants.
- A statement of the percentage of time your proposed key resources will have available to devote to this project.
- Your firm's identification of the critical work elements and how your team would address these issues.
- A discussion of your firm's approach to the project and your plan to produce the required documents.
- A proposed schedule for completing the work, including intermediate project stages leading to a final project and in sufficient detail to allow an assessment of the firm's ability to provide the resources necessary to meet the schedule.
- References from past similar projects. Provide contact name and number of the owner, or if not available, a contact name and number of the current most knowledgeable person associated with the project.

E. Public Records

All submittals submitted are the property of the County, thus subject to disclosure pursuant to the public records law, as qualified by NRS 625. Accordingly, submittals received and opened shall not be available for public inspection until after the County has awarded and executed a Contract. Thereafter, except for information marked "Proprietary", all documents received by the County shall be available for public disclosure. The County will

maintain the confidentiality of materials marked “Proprietary” to the extent permitted under the Nevada Public Records Law.

F. Costs

Respondents responding to this RFP do so at their own expense.

II. PROPOSAL EVALUATION

A. Minimum Qualifications

The County will review submittals received to determine whether each respondent meets the following minimum qualifications:

- Ability to provide the work needed by the County to the standards required by the County and State.
- An Equal Opportunity Employer and otherwise qualified by law to enter into the attached Service Contract

B. Evaluation Criteria

Submittals will be evaluated by the City using the following criteria:

Evaluation Criteria	Max Points
1) Experience in the type of work to be performed, including work in a County of similar size and CDBG funded projects	(20)
2) Qualifications and experience of the staff assigned by respondent to perform these services.	(20)
3) Quality of submittal	(10)
4) Current assignments of assigned personnel and capacity of firm to perform work	(10)
5) Degree of conflict of interest and administrative process to minimize or avoid conflict of interest.	(10)
6) Accessibility/location of office	(10)
7) Responsiveness to the RFP	(10)
8) Interview (if conducted)	(10)
Maximum Total Points	100

C. Selection

The County reserves the right to establish further criteria for evaluation of proposals, to require additional submissions, to waive any informality in submissions, to reject any or all submissions and to negotiate with successful proposers.

If the County and the selected candidate are unable for any reason to negotiate a contract the County shall, in writing, formally terminate the negotiations with the selected candidate. The County may then negotiate with the next most qualified candidate, may terminate the process, or may start over the RFP process.

It is the desire of the County to have a project contract in place no later than August 18, 2025.

After responses are reviewed and interviews have been conducted by the County, a letter will be sent to those who submitted a response to the County, no later than August 20, 2025.

D. Contract

The successful applicant shall be prepared to execute a contract with the County. The County's standard contract has been included at the end of this RFP for review.

The County anticipates a lump sum contract and will be billed monthly as a percentage as each task is completed. However, the County will also consider alternative submittals.

Any contract requires that the awardee will comply with all applicable federal and state laws, rules and regulations. This solicitation is not an implied contract and may be modified or revoked without notice.

The County is an Equal Opportunity/Affirmative Action Employer Women, Minorities, and Disabled Persons are encouraged to apply.