



Nevada State Purchasing Division
Department of Administration
515 E Musser St Ste 300
Carson City, NV 89701
purchasing.nv.gov
nevadaepro.com

Request for Qualification 65DPS-S4025

Release Date 09/24/2026

Solicitation number 65DPS-S4025

Single point of contact name Heather Moon

Single point of contact email hmoon@admin.nv.gov

Single point of contact phone 775-531-3309

Soliciting agency Nevada State Purchasing Division

Contracting agency Nevada Department of Public Safety

Solicitation title Mental Health Professionals

Deadline for submissions 10/20/2026 @ 2:00 P.M. PST

For deaf and hard of hearing, call 711 and ask the relay agency to dial the single point of contact phone number above.

This request for proposals is available at nevadaepro.com as a bid solicitation.

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1. APPLICABLE REGULATIONS GOVERNING PROCUREMENT

- 1.1. Statute and code. All applicable [Nevada Revised Statutes \(NRS\)](#) and [Nevada Administrative Code \(NAC\)](#) documentation can be found at: www.leg.state.nv.us/law1.cfm.
- 1.2. Single point of contact. Vendors and their representatives shall only contact the single point of contact or use the electronic procurement system regarding this solicitation until after a notice of award (NOA) has been issued. Failure to observe this restriction may result in disqualification of a response per [NAC 333.155\(3\)](#).
- 1.3. Ethics. Prospective vendors are advised to review Nevada's ethical standards requirements, including but not limited to [NRS 281A](#), [NRS 333.800](#), and [NAC 333.155](#).

2. PROJECT OVERVIEW

- 2.1. The Nevada State Purchasing Division, on behalf of the Nevada Department of Public Safety (NVDPS) is seeking proposals for mental health professionals as described below and in the *scope of work* and *attachments*.
- 2.2. The State intends to award multiple contracts in conjunction with this request for qualification (RFQ), as determined in the best interests of the State. The Nevada Department of Public Safety shall administer contract(s) resulting from this solicitation. The State does not guarantee any minimum volume of service.
- 2.3. The resulting contract(s) shall specify an initial contract term of 3 years, anticipated to begin February 9, 2027, subject to Board of Examiners (BOE) approval, with an option to renew for two one (1) year extensions, if agreed upon by vendor(s) and in the best interest of the State.
- 2.4. Contracting agency background
 - 2.4.1. The Nevada Department of Public Safety (NVDPS) is the State of Nevada's premier public safety agency, dedicated to protecting life, preserving public trust, and enhancing the safety and security of the communities it serves. The Department provides statewide law enforcement, emergency management, fire protection, criminal investigations, parole and probation services, homeland security coordination, records and communications support, and numerous specialized public safety functions. NVDPS serves Nevada's urban, rural, and frontier communities while working in partnership with local, state, tribal, and federal agencies to safeguard the state's residents and visitors.
 - 2.4.2. The Department's mission requires continual response to high-risk, high-consequence environments where exposure to traumatic events is an unavoidable component of public safety operations. Critical incidents may include fatal traffic crashes, officer-involved shootings, homicides, suicides, child fatalities, natural disasters, large-scale emergencies, and other events involving significant loss of life or serious injury. In addition to these acute incidents, the cumulative effects of repeated exposure to trauma, operational demands, prolonged emergency response, and other occupational stressors can adversely affect overall health, decision-making, resilience, and long-term organizational readiness.
 - 2.4.3. Recognizing these challenges, the Nevada Department of Public Safety established the Wellness & Resiliency Program to provide a comprehensive, proactive approach to behavioral health and wellness. The program emphasizes prevention, early intervention, resilience-building, confidential behavioral health services, peer support, leadership education, family support, critical incident response, and evidence-based wellness initiatives. These efforts are intended to strengthen organizational resilience, improve readiness, support retention, and promote a healthy culture across the Department.
 - 2.4.4. The Department recognizes that investing in wellness directly supports its ability to fulfill its public safety mission. A resilient workforce is better equipped to make sound decisions under stress, maintain operational effectiveness during critical incidents, and continue providing exceptional service to the people of Nevada.
 - 2.4.5. Nevada has further demonstrated its commitment to first responder wellness through statutory requirements that support behavioral health throughout a public safety career. Annual confidential behavioral wellness visits for peace officers are required pursuant to NRS 289.510 and NAC 289.345, while NRS 281.800 provides eligible retirees with post-retirement behavioral health counseling. In addition to these statutory requirements, the Department remains committed to providing confidential behavioral health services following critical incidents and supporting long-term resilience through comprehensive wellness initiatives.

- 2.4.6. The overarching goal of the Wellness & Resiliency Program is to ensure timely access to high-quality, confidential, and culturally competent behavioral health services while fostering a culture that values wellness as an essential component of public safety. Through collaboration with licensed behavioral health professionals, peer support, chaplain services, and community partners, the Department seeks to strengthen organizational resilience, enhance operational readiness, and sustain a healthy, mission-ready workforce.

2.5. Goals and objectives

- 2.5.1. The purpose of this Request for Qualifications (RFQ) is to establish a qualified pool of licensed mental health professionals capable of providing confidential, trauma-informed, and culturally competent behavioral health services to approximately 700 Nevada Department of Public Safety personnel and eligible retirees.

- 2.5.2. The goals of this RFQ are:

- A. Ensure compliance with statutory requirements for annual behavioral wellness visits and post-retirement counseling services.
- B. Provide timely access to behavioral health services for troopers and professional staff located throughout Nevada, including rural and frontier communities.
- C. Deliver specialized clinical support following critical incidents and other traumatic events affecting personnel.
- D. Address the cumulative effects of operational and organizational stressors associated with the law enforcement profession.
- E. Establish a network of qualified providers experienced in working with law enforcement and first responder populations.
- F. Promote resilience, recovery, retention, and operational readiness by reducing barriers to confidential behavioral health care.
- G. Support the long-term health and wellness of Nevada Department of Public Safety personnel, recognizing that the well-being of our personnel directly impacts the safety and service provided to the citizens and visitors of the State of Nevada.

3. SCOPE OF WORK

To qualify for an award, the Respondent must show in its response that it will provide confidential behavioral health services to Nevada Department of Public Safety (DPS) employees and eligible retirees. Services must be delivered only by clinicians who meet the Minimum Qualifications in Section 4.2 and are approved under Section 4.4.

3.1. Required Services

The Contractor shall:

- 3.1.1. Annual Behavioral Wellness Visits. Conduct annual behavioral wellness visits for peace officers in accordance with NRS 289.510 and NAC 289.345, and provide verification of attendance as required by law.
- 3.1.2. Retirement Counseling. Provide up to two (2) hours of mental health counseling within three (3) months of retirement for eligible personnel in accordance with NRS 281.800.
- 3.1.3. Individual Counseling. Provide individual counseling for employees experiencing occupational stress, cumulative trauma exposure, critical incident stress, anxiety, depression, grief, burnout, sleep disturbances, relationship concerns, and other behavioral health needs associated with public safety professions.
- 3.1.4. Critical Incident Services. Provide behavioral health support, clinical interventions, and debriefings following critical incidents, including but not limited to officer-involved shootings, line-of-duty deaths, suicides, serious injuries, mass casualty incidents, and other traumatic events affecting DPS personnel.

- 3.1.5. Service Delivery and Coverage. Provide services in person and/or through secure telehealth within the geographic areas identified in the Respondent's proposal, which may include Northern Nevada, Southern Nevada, rural, and frontier communities.

3.2. Confidentiality and Records

- 3.2.1. The Contractor shall comply with all applicable federal and Nevada confidentiality laws, licensing board requirements, professional ethical standards, and mandatory reporting requirements.
- 3.2.2. No clinical records or protected health information shall be disclosed to DPS without the employee's written authorization or as otherwise required by law. Verification of wellness visit attendance shall be limited to confirmation of attendance.
- 3.2.3. Clinicians shall maintain clear boundaries between confidential behavioral health services and administrative, supervisory, disciplinary, investigative, fitness-for-duty, or other employment-related functions.

3.3. Program Coordination and Reporting

- 3.3.1. The Contractor shall coordinate with the DPS Wellness Program Manager regarding scheduling, service availability, resource coordination, and continuity of services, consistent with Section 3.2.
- 3.3.2. The Contractor shall provide de-identified utilization data upon request.

3.4. Billing and Payment

- 3.4.1. Mandatory behavioral wellness visits shall be billed at the wellness visit rate of \$125.00.
- 3.4.2. Employees who complete a mandatory behavioral wellness visit and desire additional counseling may receive individual counseling at \$300.00 per clinical hour, subject to the following:
 - A. Additional counseling is capped at six (6) clinical hours per employee.
 - B. Services exceeding six (6) clinical hours require prior authorization from the Colonel, the Wellness Program Manager, or their designee.
 - C. After the first hour, services shall be billed in quarter-hour increments.
- 3.4.3. Payment will be made only for authorized services rendered under the resulting contract.
- 3.4.4. The Contractor shall submit invoices monthly. Each invoice must include an invoice number, invoice date, and date(s) of service. Invoices for the Nevada Highway Patrol (NHP) shall be sent to nhpfiscal@dps.state.nv.us.

3.5. General Terms

- 3.5.1. The State does not guarantee a minimum number of referrals or hours.
- 3.5.2. The State reserves the right to award contracts to multiple qualified providers.

4. QUALIFICATIONS

4.1. Respondent and Individual Clinician Qualifications

- 4.1.1. Proposals may be submitted by an individual licensed mental health professional, group practice, behavioral health organization, clinic, or other legally authorized entity capable of providing the services in Section 3.
- 4.1.2. Qualification of an organization does not qualify the clinicians employed by, contracted with, or affiliated with it. Each clinician must independently meet the Minimum Qualifications and be individually approved by DPS before providing services. An organization may submit multiple clinicians, and DPS may approve some and not others. The qualifications, experience, or certifications of one clinician shall not be attributed to another because they share an organization.

4.2. Minimum Clinician Qualifications

Each proposed clinician must:

- 4.2.1. Professional Licensure. Hold a current, unrestricted Nevada license, or other legally recognized authorization to practice in Nevada, as a Clinical Professional Counselor, Clinical Social Worker, Marriage and Family Therapist, Psychologist, or other licensed behavioral health professional whose scope of practice authorizes the services in Section 3 and remain in good standing with the applicable licensing board while providing services.
- 4.2.2. Interns may be proposed only through a submitting organization, and only if both the intern and the intern's clinical supervisor are individually approved by DPS and meet Minimum Qualification 4.2.6.
- 4.2.3. Professional Liability Insurance. Be covered by professional liability insurance meeting the requirements of the resulting contract, held individually or through the employing or contracting organization, provided the coverage applies to services performed under the DPS contract.
- 4.2.4. Trauma, Crisis, and Behavioral Health Experience. Demonstrate professional experience addressing trauma, crisis intervention, occupational stress, and/or behavioral health concerns relevant to the services in Section 3.
- 4.2.5. Confidentiality. Demonstrate the ability to meet the confidentiality and role-separation requirements in Section 3.2.
- 4.2.6. Public Safety Cultural Competency. Demonstrate experience providing culturally competent behavioral health services to law enforcement officers, dispatchers/telecommunicators, corrections, probation and parole, firefighters, emergency medical personnel, military personnel, veterans, or other first-responder populations.
- 4.2.7. Service Delivery and Geographic Coverage. Demonstrate the ability to provide services as described in Section 3.1.5. Respondents shall identify the geographic areas they can serve, their ability to travel, and the availability of in-person and telehealth services in those areas.

4.3. Organizational/Contracting Entity Requirements

- 4.3.1. When clinicians are proposed through an organization, the organization is responsible for State of Nevada vendor, contracting, insurance, invoicing, and business requirements, and for ensuring that assigned clinicians maintain all required licenses, credentials, liability coverage, and qualifications throughout the contract period. An individual clinician working through an approved organization is not required to establish a separate business entity unless required by law, regulation, State purchasing requirements, or the resulting contract.

4.4. Approved Clinician Roster

- 4.4.1. DPS will maintain an Approved Clinician Roster for each resulting contract. Only clinicians on the roster may provide services or billable services under the contract. The Contractor shall not substitute or assign an unapproved clinician without prior DPS approval.
- 4.4.2. To add a clinician after award, the Contractor shall submit the clinician's qualifications and supporting documentation for DPS review. The clinician must meet the same Minimum Qualifications, may be evaluated against the same Preferred Qualifications, and may not provide services until approved. DPS may remove a clinician from the roster who no longer meets the requirements of this RFQ or the resulting contract.

4.5. Preferred Qualifications

- 4.5.1. Preferred Qualifications are evaluated at the individual clinician level unless a qualification pertains specifically to the Respondent organization. They are not required to meet the Minimum Qualifications but may be considered in evaluating a clinician's suitability. Preference may be given to clinicians demonstrating:
 - A. Specialized Trauma Training and Interventions. Advanced training, certification, or clinical experience in occupational trauma, acute and post-traumatic stress, cumulative trauma, grief, or related conditions, including recognized modalities such as Eye Movement Desensitization and Reprocessing (EMDR), Brainspotting, Accelerated Resolution Therapy (ART), Cognitive Processing Therapy (CPT), Prolonged Exposure (PE), trauma-focused cognitive behavioral interventions, or other evidence-based or evidence-informed interventions within the clinician's scope of practice. No single modality is required unless specified in Section 3.

- B. **Timely Access to Care.** Ability to offer an initial appointment within three (3) business days of referral when clinically appropriate and operationally feasible.
- C. **Flexible Scheduling.** Availability outside traditional business hours, including evenings, weekends, and holidays when feasible.
- D. **Critical Incident Response and CISM.** Willingness to respond when requested following critical incidents, and knowledge of or experience with Critical Incident Stress Management (CISM), psychological first aid, or post-incident interventions.
- E. **Public Safety Behavioral Health Knowledge.** Demonstrated knowledge of law enforcement and public safety culture; hypervigilance and operational stress; officer-involved shootings, line-of-duty deaths, and traumatic loss; shift work, fatigue, and sleep disruption; organizational and supervisory stress; moral injury; stigma and perceived career consequences of seeking care; suicide risk, exposure, and postvention; family dynamics; and retirement and career transition.
- F. **Public Safety Wellness Program Experience.** Experience providing preventive behavioral health services within law enforcement, first-responder, military, or comparable occupational wellness programs, such as annual wellness visits, psychoeducation, and resilience programming.
- G. **Peer Support and Multidisciplinary Collaboration.** Experience working with peer support teams, CISM teams, chaplains, wellness programs, and agency leadership while understanding the clinician's role and limits in those settings and maintaining clinical independence, boundaries, and confidentiality.
- H. **Rural and Frontier Experience.** Experience serving rural or frontier populations and an understanding of the confidentiality challenges in small public safety communities.

5. ATTACHMENTS

5.1. Attachments incorporated by reference. To be read and not returned.

5.1.1. Terms and conditions for services

5.2. Attachments for review. To be read and not returned (unless redlining).

5.2.1. Standard form contract

5.2.2. Insurance schedule

5.3. Attachments for response. To be completed and returned.

5.3.1. Reference questionnaire

5.3.2. Cost schedule

5.3.3. Certification regarding lobbying

5.3.4. Vendor Information Response Form

6. TIMELINE

6.1. Questions. All questions regarding this solicitation shall be submitted using the bid Q&A feature at nevadaepro.com.

6.2. Timeline. The following represents the proposed timeline for this project.

6.2.1. All times stated are Pacific Time (PT).

6.2.2. These dates represent a tentative schedule of events.

6.2.3. The State reserves the right to modify these dates at any time.

6.2.4. The deadline for submissions is the nevadaepro.com bid opening date and time. Late quotes will not be accepted.

- A. Deadline for questions No later than 5:00 pm on 10/02/2026
- B. Answers posted On or about 10/08/2026
- C. Deadline for references No later than 5:00 pm on 10/19/2026
- D. Deadline submissions and opening No later than 2:00 pm on 10/20/2026
- E. Evaluation period (estimated) 10/20/2026-11/05/2026
- F. Notice of intent (estimated) On or about 11/05/2026
- G. Notice of award (estimated)..... On or about 12/31/2026

H. BOE approval (estimated)	02/09/2027
I. Contract start date (estimated)	02/09/2027

7. EVALUATION

7.1. Evaluation and scoring are conducted in accordance with [NRS 333.335](#) and [NAC 333.160-333.165](#).

- 7.1.1. Responses shall be kept confidential until a contract is awarded.
- 7.1.2. In the event the solicitation is withdrawn prior to award, responses remain confidential.
- 7.1.3. The evaluation committee is an independent committee established to evaluate and score qualitative evaluation factors for the solicitation.
- 7.1.4. The State, at its option, may limit participation in cost scoring, presentations, or both to vendors above a natural break in relative scores.
- 7.1.5. Financial stability shall be scored on a pass or fail basis.
- 7.1.6. Responses shall be consistently evaluated and scored based upon the following factors and relative weights.

A. Technical factor #1 – Experience, capability and willingness to travel	30
B. Technical factor #2 – Has acquired and maintained licensure and certificates	30
C. Technical factor #3 – Specialized training in trauma treatment and first responders.....	20
D. Cost factor.....	20
- 7.1.7. *Cost factor.* The cost factor score will be based on the following equations, unless the subject solicited requires alternative scoring. The highest proposed cost from any vendor and the lowest proposed cost from any vendor will be added together to generate a combined total. For each vendor, that proposed cost will be subtracted from the previously combined total. This number is then divided by the highest proposed cost. The resulting number is multiplied by the cost factor weight to generate a weighted cost score.
- 7.1.8. *Presentations.* The State may require vendors to make a presentation. The State reserves the right to add additional criteria for presentations. The State reserves the right to forego presentations and select vendor(s) based on written responses submitted.
- 7.1.9. *Best and final offers.* Pursuant to [NAC 333.165](#), the State reserves the right to permit revised responses or add criteria to obtain the best offers.

8. MANDATORY MINIMUM REQUIREMENTS

- 8.1. Pursuant to [NRS 333.311](#) a contract cannot be awarded to a response that does not comply with the requirements listed in this section. Response shall include confirmation of compliance with all mandatory minimum requirements.
- 8.2. Nevada Law and State indemnity. Pursuant to [NRS 333.339](#), any contract that is entered into may not: (1) require the filing of any action or the arbitration of any dispute that arises from the contract to be instituted or heard in another state or nation; or (2) require the State to indemnify another party against liability for damages.
- 8.3. No Boycott of Israel. Pursuant to [NRS 333.338](#), the State of Nevada cannot enter a contract with a company unless that company agrees for the duration of the contract not to engage in a boycott of Israel. By submitting a response, vendor agrees that if it is awarded a contract, it will not engage in a boycott of Israel as defined in [NRS 333.338\(3\)\(a\)](#).
- 8.4. [nevadaepro.com](#) vendor registration. Pursuant to [NRS 333.313](#), vendor must be registered at [nevadaepro.com](#) to respond to the solicitation. Vendor information must match Nevada business license and [sam.gov](#) entity registration. Vendor information in [nevadaepro.com](#) will be used for contract formation. Email address(es) associated with general mailing address or default bid mailing address (if different from general mailing address) in [nevadaepro.com](#) will be used for formal notifications. If a vendor has a different contact name and email for negotiations, that should be indicated on the title page(s) of their response.
- 8.5. Nevada business license. Pursuant to [NRS 353.007](#), prior to contract execution awarded vendor must hold a state business license pursuant to [NRS chapter 76](#) unless exempted by [NRS 76.100\(7\)\(b\)](#). Business license must match [nevadaepro.com](#) vendor registration.
- 8.6. System for Award Management (sam.gov) Prior to contract award vendor must hold an active entity registration

in sam.gov. Entity registration must match nevadaepro.com vendor registration.

- 8.7. **Contract responsibility.** Awarded vendor shall be the sole point of contract responsibility. The State shall look solely to the awarded vendor for the performance of all contractual obligations which may result from an award based on this solicitation, and the awarded vendor shall not be relieved for the non-performance of any or all subcontractors.
- 8.8. **Data encryption and stateside data.** State IT requires that data be encrypted in transit and in rest. State IT requires that State data assets must be maintained in the United States and data will not be held offshore.
- 8.9. **Confidentiality and certification of indemnification**
- 8.9.1. Submitted responses, which are marked confidential in their entirety, or those in which a significant portion of the submitted response is marked confidential shall not be accepted. Pursuant to [NRS 333.333](#), only proprietary information may be labeled a trade secret as defined in [NRS 600A.030\(5\)](#). All proposals are confidential until the contract is awarded; at which time, both successful and unsuccessful vendor proposals become public information.
- 8.9.2. Vendors shall submit proprietary information and *confidential business information* in separate files, flagged as confidential in nevadaepro.com. The State shall not be responsible for any information contained within a response; responses shall be released as submitted.
- 8.9.3. By submitting a response vendor acknowledges its responsibility to act in protection of labeled information and agrees to defend and indemnify the State of Nevada for honoring such designation. Failure to so act shall constitute a complete waiver, and all submitted information shall become public information; additionally, failure to label any information that is released by the State shall constitute a complete waiver of any and all claims for damages caused by the release of the information.
- 8.10. **Vendor certifications**
- 8.10.1. Vendor understands and acknowledges that the representations within their response are material and important and shall be relied on by the State in evaluation of the response. Any vendor misrepresentations shall be treated as fraudulent concealment from the State of the true facts relating to the response.
- 8.10.2. Any and all prices that may be charged under the terms of the contract do not and shall not violate any existing federal, State, or municipal laws or regulations concerning discrimination or price fixing. Vendor agrees to indemnify, defend, and hold the State harmless from liability for any such violation.
- 8.10.3. All response terms, including prices, shall remain in effect for a minimum of 180 days after the response due date. In the case of the awarded vendor, all response terms, including prices, shall remain in effect throughout the contract term.
- 8.10.4. The price(s) and amount of this response have been arrived at independently and without consultation, communication, agreement or disclosure with or to any other contractor, vendor, or potential vendor. No attempt has been made at any time to induce any firm or person to refrain from proposing or to submit a response higher than this response, or to submit any intentionally high or noncompetitive response. All responses shall be made in good faith and without collusion.
- 8.10.5. The information included in this response has been arrived at independently and without non-public information obtained from State officials, staff, or their agents.
- 8.10.6. All employees and contractors assigned to the project are authorized to work in this country.
- 8.10.7. Vendor has a written equal opportunity policy that does not discriminate in employment practices with regard to race, color, national origin, physical condition, creed, religion, age, sex, marital status, sexual orientation, developmental disability or disability of another nature.
- 8.10.8. Vendor has a written policy regarding compliance for maintaining a drug-free workplace.

9. CRITICAL ITEMS

- 9.1. **In addition to the *scope of work* and *attachments*, the items listed in this section are critical to the success of the project. These items will be used in evaluating and scoring responses. Vendor response should address items in this section in enough detail to provide evaluators an accurate understanding of vendor capabilities. Responses that fail to sufficiently respond to these items may be considered non-responsive.**
- 9.2. **Standard form contract.** The State strongly prefers vendors agree to the terms of the attached *standard form contract* as is. Ability to agree to contract terms is a high priority to the State. Vendors who cannot agree to the contract as is must include a redlined Word version of the attached *standard form contract* with their response, with comments justifying the benefit to the State for each requested change. To the extent a vendor has prior

contractual dealings with the State, no assumption should be made that terms outside those provided herein have any influence on this project.

- 9.3. **Indemnification. Required contract terms on Indemnification:** "To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Contractor under this contract, or any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract."
- 9.4. **Limited liability. Required contract terms on Limited Liability:** "The State will not waive and intends to assert available [NRS Chapter 41](#) liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the breach. Contractor's tort liability shall not be limited."
- 9.5. **Insurance schedule.** The State strongly prefers vendors agree to the terms of the attached *insurance schedule* as is. Vendors who cannot agree must explain which areas are causing non-compliance and attach a redline if necessary. Awarded vendor shall maintain, for the duration of the contract, insurance coverages as set forth in the fully executed contract. Work on the contract shall not begin until after the awarded vendor has submitted acceptable evidence of required insurance. Failure to maintain any required insurance coverage or acceptable alternative method of insurance shall be deemed a breach of contract.
- 9.6. **Vendor background**
- 9.6.1. Provide a background, history, and why vendor is qualified to provide the services described in this solicitation. Background should include, at a minimum, the location(s) of the office(s) that would perform the work and the number of employees locally and in total. History should include, at a minimum, the number of years in business and company headquarters location. Provide a brief description of the length of time vendor has been providing services described in this solicitation to the public or private sector. If your company has worked with the State previously, include information about those engagements.
- 9.6.2. *Key personnel.* Provide a resume free of photos or overly stylized formatting for proposed key personnel, whether employed directly or through a subcontractor.
- 9.6.3. *Current or former employees.* If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of Nevada within the past two (2) years, and if such person shall be performing or producing the services which you shall be contracted to provide under this contract, you shall disclose the identity of each such person in your response, and specify the services that each person shall be expected to perform.
- 9.6.4. *Exclusions.* All conditions and provisions of this solicitation are deemed to be accepted by the vendor and incorporated by reference in the response, except such conditions and provisions that the vendor expressly excludes in the response. Any exclusion shall be in writing and included in the response at the time of submission.
- 9.7. **Subcontractors**
- 9.7.1. Subcontractors are defined as a third party, not directly employed by the contractor, who shall provide services identified in this solicitation. This does not include third parties who provide support or incidental services to the contractor.
- 9.7.2. Vendor shall disclose all proposed subcontractors. Response should include a *vendor information response* form for each proposed subcontractor.
- 9.7.3. Vendor shall not allow any subcontractor to commence work until all insurance required of the subcontractor is provided to the vendor.
- 9.7.4. Vendor shall certify that subcontractors comply with *mandatory minimum requirements* except *contract responsibility*.
- 9.7.5. Vendor response shall identify specific requirements of the project for which each subcontractor shall perform services.
- A. How the work of any subcontractor(s) shall be supervised
- B. How channels of communication shall be maintained
- C. How compliance with contracts terms and conditions will be assured
- D. Previous experience with subcontractor(s)

9.8. Confidential business information

- 9.8.1. The information requested in this section is designated as confidential business information by the Administrator pursuant to [NRS 333.020\(5\)\(b\)](#) and is not public information pursuant to [NRS 333.333](#).
- 9.8.2. This information should be submitted as a separate attachment, flagged as confidential in [nevadaepro.com](#).
- 9.8.3. *Dun and Bradstreet number*. Vendor shall provide their Dun and Bradstreet Number.
- 9.8.4. *Disclosure*. Vendor shall provide complete disclosure of any alleged significant prior or ongoing contract failures, contract breaches, any civil or criminal litigation or investigations pending which involves the vendor or in which the vendor has been judged guilty or liable.
- 9.8.5. *Conflict of interest*. Vendor shall disclose any existing or potential conflict of interest relative to the performance of the contractual services resulting from this solicitation. Any such relationship that might be perceived or represented as a conflict shall be disclosed. By submitting a response in response to this solicitation, vendors affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest shall result in disqualification of a vendor response. An award shall not be made where a conflict of interest exists. The State shall determine whether a conflict of interest exists and whether it may reflect negatively on State vendor selection. The State reserves the right to disqualify any vendor on the grounds of actual or apparent conflict of interest.
- 9.8.6. *Client references*
 - A. Vendor shall provide *reference questionnaire* attachment to client references from similar projects performed for private or public sector clients within the last five years. Demonstrating experience providing behavioral health services to law enforcement, public safety, military, or first responder populations. References may include public safety agencies, governmental entities, or organizations that have contracted with the vendor for the provision of behavioral health services. References from individual current or former patients are neither required nor encouraged.
 - B. The *single point of contact* must receive at least four complete *reference questionnaire* documents directly from the client references via email.
 - C. The purpose of these references is to document relevant experience and aid in the evaluation process.
 - D. *Reference questionnaire* will not be accepted directly from proposing vendors.
 - E. Client references shall not be requested from the contracting agency.
 - F. The State will not disclose client references, but may confirm if a *reference questionnaire* has been received.
 - G. The State reserves the right to contact client references during evaluation or negotiations.

10. SUBMISSION CHECKLIST

- 10.1. **This section identifies documents that vendors shall submit to be considered responsive. Vendors are encouraged to review all requirements to ensure all requested information is included in their response.**
 - 10.1.1. Responses must be submitted as a quote through [nevadaepro.com](#).
 - 10.1.2. Vendors are encouraged to submit a single file attachment per section where possible.
 - 10.1.3. Technical proposal information and cost proposal information shall not be included in the same attachment.
 - 10.1.4. Cost proposal attachment shall not be flagged as confidential in [nevadaepro.com](#).
 - 10.1.5. Additional attachments may be included but are discouraged and should be kept to a minimum.
- 10.2. **Technical proposal**
 - A. Title page
 - B. Table of contents
 - C. Signed *certification regarding lobbying*
 - D. Response to *mandatory minimum requirements*
 - E. Response to *critical items*
 - F. Response to *scope of work*
 - G. Other informational material
- 10.3. **Proprietary information. If necessary. Attachment should be flagged confidential in [nevadaepro.com](#).**
 - A. Title page

- B. Table of contents
- C. Trade secret information, cross referenced to the technical proposal (alternatively, a redacted technical proposal and a full confidential technical proposal can be submitted)

10.4. **Cost proposal**

10.5. **Confidential business information. Attachment should be flagged confidential in nevadaepro.com.**

10.6. **Other attachments. If necessary, not recommended.**

10.7. **Client references. Not submitted directly by vendor. To be submitted to sole point of contact on RFP.**