AGREEMENT FOR ENGINEERING SERVICES

CLARK COUNTY WATER RECLAMATION DISTRICT

AND

V&A CONSULTING ENGINEERS, INC.

THIS AGREEMENT is made and entered into this _____ day of May, 2011, by and between CLARK COUNTY WATER RECLAMATION DISTRICT (hereinafter referred to as "OWNER"), and V&A CONSULTING ENGINEERS, INC., a California Corporation, hereinafter referred to as "ENGINEER"), for the ENGINEERING SERVICES FOR THE LIFT STATION CONDITION ASSESSMENT, CCWRD PROJECT NO. 654 (RFP NO. 860-10), (hereinafter referred to as "PROJECT").

WITNESSETH:

WHEREAS, the ENGINEER is properly registered and qualified in accordance with the Nevada Revised Statutes and has the personnel and facilities necessary to accomplish the required work within the required time.

NOW, THEREFORE, OWNER and ENGINEER agree as follows:

SECTION I

RESPONSIBILITY OF ENGINEER

A. The ENGINEER shall be responsible for the professional quality, technical accuracy, timely completion, and coordination of all services furnished by the ENGINEER, its subcontractors and consultants, and other sources, officers, employees and agents, under this AGREEMENT. In performing the specified services, ENGINEER shall follow practices consistent with generally accepted professional and technical engineering standards.

B. It shall be the duty of ENGINEER to assure that all products of its effort are technically sound and in conformance with all pertinent federal, State, and local statutes, codes, ordinances, resolutions and other regulations. ENGINEER shall not produce a design which violates or infringes on any patent rights. The ENGINEER shall without additional compensation, correct or revise any error or deficiencies in its designs, drawings, specifications, reports and other services and data or information obtained from other
sources. The ENGINEER shall pay all damages, costs and expenses caused by, resulting from, or arising out of ENGINEER'S negligent performance in its design, drawings, specifications, reports and other services. Permitted or required approval by the OWNER of any products or services furnished by ENGINEER, including data or information obtained from other sources, shall not in any way relieve the ENGINEER of responsibility for the professional and technical accuracy of its work. OWNER review, approval, acceptance, or payment for any of ENGINEER'S services herein shall not be construed to operate as a waiver of any rights under this AGREEMENT or of any cause of action arising out of the performance of this AGREEMENT, and ENGINEER shall be and remain liable in accordance with the terms of this AGREEMENT and applicable law for all damages to OWNER caused by ENGINEER'S negligent acts, errors or omissions in performance of this AGREEMENT.

C. ENGINEER shall assign Mr. Jose L. Villalobos, Project Manager to manage the ENGINEERING SERVICES FOR THE LIFT STATION CONDITION ASSESSMENT, CCWRD PROJECT NO. 654. All services specified by this AGREEMENT shall be performed by the Project Manager, ENGINEER'S sub-consultants and key employees identified in the ENGINEER'S proposal under the personal supervision of the Project Manager. All employees identified in the ENGINEER’S cost proposal shall be subject to approval by OWNER’S representative. The Project Manager, the key members of the project team, as well as any sub consultants used on the project are to be locally based in Clark County, Nevada and reside in the Clark County area for the duration of the project. Beside the ability to coordinate and communicate with District staff quickly and effectively, this requirement is intended to reduce project costs by avoiding unnecessary travel costs not incidental to the work required herein. ENGINEER must acknowledge its commitment to this requirement by specifically identifying the Project Manager, the team members, and the sub consultants to be assigned to this project at time of the Proposal submittal. Should the Project Manager, or any key employee of ENGINEER be unable to complete his or her responsibility for any reason, the ENGINEER will replace him or her with a qualified person whom the OWNER’S representative finds satisfactory. If ENGINEER fails to make a
required replacement within 30 days, OWNER may terminate this AGREEMENT for default.

D. All materials, information, and documents, whether finished, unfinished obtained from other sources, or draft, developed, prepared, completed, or acquired by ENGINEER during the performance of services for which it has been compensated under this AGREEMENT, including without limitation the original mylar drawings, detail specifications, design calculations, data, studies, surveys, reports, correspondence, memoranda, maps, models, photographs, drawings and audio or video recordings, shall become the property of OWNER and shall be delivered to the OWNER'S representative upon completion or termination of this AGREEMENT whichever occurs first. ENGINEER shall not be liable for damages, claims, and losses arising out of any reuse of the plans and detail specifications on any other project without the written authorization of the ENGINEER.

E. The ENGINEER shall not produce a design or specification which would be in violation of NRS Chapter 338.

F. ENGINEER shall furnish OWNER’S representative copies of all correspondence to regulatory agencies for approval and review prior to mailing such correspondence.

G. ENGINEER shall be responsible in obtaining data and documents from public officers or agencies and from private citizens and business firms whenever the OWNER determines that such material is necessary for the completion of the services specified by this AGREEMENT. ENGINEER will be responsible for accuracy of information or data supplied by other sources to the extent such information or data would be relied upon by a reasonably prudent professional engineer.

H. The ENGINEER agrees that its officers and employees will cooperate with the OWNER in the performance of services under this AGREEMENT and will be available for consultation with OWNER at such reasonable times with advance notice as to not conflict with their
other responsibilities.

I. The rights and remedies of the OWNER provided for under this section are in addition to any other rights and remedies provided by law or under other sections of this AGREEMENT.

J. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for potential projects, the ENGINEER has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, the ENGINEER makes no warranty that the OWNER’S actual project costs, financial aspects, economic feasibility, or schedules will not vary from the ENGINEER’S opinions, analyses, projections, or estimates. The provisions of this Paragraph I shall not, however, relieve ENGINEER from complying with professional standards in fulfilling the terms of the AGREEMENT, including opinions of cost, financial analyses, economic feasibility projects, schedules for potential projects, and data and information obtained from other sources.

K. ENGINEER shall comply with the OWNER’S Safety and Security Requirements provided herein as EXHIBIT F. The ENGINEER is required to read, initial each page of the Exhibit, and return it with signed Agreement.

SECTION II
OWNER’S RESPONSIBILITY

A. The OWNER agrees that its officers and employees will cooperate with ENGINEER in the performance of services under this AGREEMENT and will be available for consultation with ENGINEER at such reasonable times with advance notice as to not conflict with their other responsibilities.
B. The services performed by ENGINEER under this AGREEMENT shall be subject to review and approval by OWNER'S representative, Richard Mendes, General Manager, Clark County Water Reclamation District. OWNER'S representative may delegate any or all of his responsibilities under this AGREEMENT to appropriate staff members, and shall so inform ENGINEER by written notice before the effective date of each such delegation.

C. The services to be performed by ENGINEER under this AGREEMENT shall be subject to periodic review by OWNER'S representative. The review comments of OWNER'S representative shall be reported in writing to ENGINEER by OWNER'S representative. To prevent an unreasonable delay in ENGINEER'S work, the OWNER'S representative will endeavor to examine all reports, drawings, specifications, and other documents and will respond in writing to the ENGINEER within (14) calendar days of receipt of such documents. It is understood that OWNER'S representative's review comments do not relieve ENGINEER from the responsibility for the professional and technical accuracy of all work delivered under this AGREEMENT.

D. OWNER shall, without charge, furnish to or make available for examination or use by ENGINEER as it may request, any data which OWNER has available, including as examples only and not as a limitation:

1. Copies of reports, maps, plans, surveys, records, and other documents pertinent to streets, traffic, utilities, public properties, property developments and other physical features.

2. Copies of previously prepared reports, maps, plans, specifications, surveys, records, ordinances, codes, regulations, other documents, and information related to the services specified by this AGREEMENT.

ENGINEER shall return original data provided by OWNER.

SECTION III
SCOPE OF SERVICES

Services to be performed by the ENGINEER shall consist of the work described in Exhibit A of this
AGREEMENT, which is attached hereto and made part of this AGREEMENT.

SECTION IV
CHANGES TO SCOPE OF SERVICES
A. The OWNER may at any time, by written order, make changes within the general scope of this AGREEMENT and in the services or work to be performed. If such changes cause an increase or decrease in the ENGINEER'S cost or time required for performance of any services under this AGREEMENT, an equitable adjustment shall be made and this AGREEMENT shall be modified in writing accordingly. Any claim of the ENGINEER for adjustment under this clause must be asserted in writing within 30 days from the date of receipt by the ENGINEER of notification of change unless the OWNER grants a further period of time before the date of final payment under this AGREEMENT.

B. No services for which an additional compensation will be charged by the ENGINEER shall be furnished without the written authorization of the OWNER.

SECTION V
ADDITIONAL SERVICES OF ENGINEER
A. Additional services will be provided only as specifically authorized in writing by the OWNER'S representative and will consist of work described in the additional document provided by the District. Any other work determined by OWNER as essential to efficient and timely completion of the project shall require formal amendment to this AGREEMENT.

B. The ENGINEER shall notify OWNER in advance of any additional costs which may be incurred prior to attending such meetings or public hearings as may be necessary to clarify the interpretation of the work performed by ENGINEER under this AGREEMENT.

SECTION VI
COMPENSATION AND TERMS OF PAYMENT
A. General Progress Payments:
Once each month, the OWNER shall pay the ENGINEER for services performed under Section III, Scope of Services.

B. Compensation and Method of Payment for Engineering Services:

1. The OWNER shall pay the ENGINEER for services in Section III, Scope of Services, Exhibit A, Tasks 1 through 3 a cost not to exceed $1,743,258.

2. Payment of the not to exceed amount shall follow the Board of Trustees approval and be in accordance with the ENGINEER'S estimate of the percentage of project completion as approved by the OWNER'S representative. Payment shall be due within 60 days after the date of receipt and approval by OWNER'S representative of monthly invoices describing the work performed during the preceding month.

3. The OWNER agrees to pay ENGINEER for any services described in Section V: A, Additional Services of Engineer, only if the services are requested in writing by the OWNER'S representative. Payment will be in accordance with Paragraphs 1 and 2 of this section for additional services rendered in connection with the additional document provided by the District. Additional services to be requested are identified as Task 4 under Scope of Services, Exhibit A. An amount up to, but not exceeding $243,855 may be authorized for services performed under Section V. Payment in accordance with this Paragraph 3 shall be in addition to the sums paid pursuant to Paragraph 1. Total contract amount not to exceed $1,987,113.

4. Simple interest at the rate ten percent per annum will be added to the unpaid balance, not including amounts withheld pursuant to Section VI:B:6, 7, or 10 of each invoice. The interest period shall commence sixty days after date of receipt by OWNER of an acceptable original invoice as determined by OWNER'S representative and shall terminate upon date of payment. Payments will be first credited to interest and then to principal.

5. Invoicing for contract requirements are to be sent to the location as identified in the purchase order(s). Invoices are to be sent within ninety (90) calendar days of completion of work. Invoices for payment not submitted within this
time period will not be considered for payment. Payment of invoices will be made within thirty (30) calendar days, unless otherwise specified, after receipt of an accurate invoice that has been reviewed and approved by the applicable department’s authorized representative. In accordance with NRS 244.250 OWNER shall not provide payment on any invoice ENGINEER submits after six (6) months from the date ENGINEER performs services, or provides deliverables or milestones. All invoices should include the following information:

a. Company Name
b. Complete Address (including street, city, state, and zip code)
c. Company Telephone Number
d. Contact person
e. Itemized description of services rendered (including dates)
f. OWNER'S Purchase Order Number
g. Company’s Tax Identification Number
h. Project and RFP Number
i. Itemized pricing and total amount due (excluding Sales and Use Tax)
j. Company Invoice Number

ENGINEER is responsible to insure that all invoices submitted for payment are in strict accordance with the price(s) offered in the Agreement. If overcharges are found, OWNER may declare ENGINEER in breach of contract, terminate the Agreement, and designate ENGINEER as non-responsible if responding to future requests for proposal.

6. Request for payment shall be submitted on company letterhead. Billings shall be submitted during the last week of each month in an original and one copy to the OWNER’S representative.

7. Invoice requests should include only services rendered in the current billing period. Requests consisting of charges for services rendered after the current billing period will be rejected and returned unpaid.
8. Travel costs are not eligible for reimbursement by the OWNER and must not be included in the Agreement. The OWNER realizes that on certain complex projects, technical expertise may have to be procured from outside Clark County. In such cases, prior approval of the OWNER will be required for such travel. The ENGINEER shall submit a request to the OWNER’S Project Manager, consisting of a brief summary of the tasks involved and the "justification of need" for such travel as part of the draft AGREEMENT. In the event that the OWNER agrees to pay for any of the ENGINEER’S travel expenses directly related to this work the following parameters shall apply: ENGINEER shall only receive reimbursement in the amounts that are consistent with the applicable travel guidelines established by the OWNER in the attached Travel Policy for Contractors/Consultants (EXHIBIT E). OWNER reserves the right to reject any and all expenses it considers not directly related to the work required herein. Original receipts are required to be submitted with invoices for all transportation (airfare/bus/rail), rental car, airport parking fees, and fuel. Fuel cost is reimbursed for rental cars only. No overhead and/or profit shall be permitted.

9. NRS 338.515 requires that the District pay the Engineer not more than 95 percent of the amount of any progress payments due under the Contract until the Engineer completes 50 percent of the work required by the Contract. Thereafter, the District may pay any of the remaining progress payments without withholding retainage if satisfactory progress is being made in the work. (The Project Engineer is to notify Finance, in writing, once 50 percent of the work required by the Contract is complete.) NRS 338.520 requires that the District pay the Engineer any outstanding payment due including retainage if the District occupies or begins use of the project or portion of the project, a notice of completion for the project or a portion of the project is recorded, or the District partially occupies one or more buildings of the project.
NRS 338.525 allows the District to withhold from a progress payment or retainage payment an amount sufficient to pay the expenses the District reasonably expects to incur as a result of the Engineer's failure to comply with the contract or applicable building code, law, or regulation. This includes the value of any incomplete, defective, or deficient work.

**Note: To ensure payments are made for work performed and project funded, the District requires Contractors to submit progress billings monthly.**

10. OWNER'S representative shall subtract from any payment made to ENGINEER all damages, costs and expenses caused by, resulting from or arising out of negligent errors or deficiencies in ENGINEER'S designs, drawings, specifications, reports and other services which have not previously been paid by ENGINEER.

11. In the event that ENGINEER contemplates the use of subcontractors to perform some of the services required herein it is understood and agreed that the above mentioned compensation includes a handling charge not to exceed 5% to reflect increased expenses to ENGINEER occasioned by utilization of such subcontracts. If such subcontractors are not utilized, or utilized to a lesser extent than originally projected, such compensation may be reduced accordingly. OWNER may require verification of all amounts paid subcontractors by ENGINEER.

12. Upon satisfactory completion by ENGINEER of the services called for under the terms of the AGREEMENT, and upon acceptance of such work by OWNER, which acceptance will not be unreasonably withheld, ENGINEER will, within sixty (60) days of OWNER'S receipt of such request, be paid the unpaid balance of any money due for such work, including the retained percentages.

13. OWNER may withhold any payment or portion thereof which is disputed until
such time as the dispute is resolved without paying any interest associated with the payments withheld.

SECTION VII
AUDIT: ACCESS TO RECORDS

A. The ENGINEER shall maintain books, records, documents and other evidence directly pertinent to performance under this AGREEMENT in accordance with generally accepted accounting principles and practices consistently applied. The ENGINEER shall also maintain the financial information and data used by the ENGINEER in the preparation or support of the cost submission and a copy of the cost summary submitted to the OWNER. The OWNER, and the State of Nevada Department of Conservation and Natural Resources, Division of Environmental Protection or any of their duly authorized representatives shall have access to such books, records, documents and other evidence for the purpose of inspection, audit and copying. The ENGINEER will provide proper facilities for such access and inspection. Negotiated fixed rates will not change due to an audit.

B. Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards and established procedures and guidelines of the reviewing or audit agency(ies).

C. The ENGINEER agrees to the disclosure of all information and reports resulting from access to records pursuant to paragraphs A and B above, to any of the agencies referred to in paragraph A above, provided that the ENGINEER is afforded the opportunity for an audit entrance and exit conference and an opportunity to comment and submit any supporting documentation on the pertinent portions of the draft audit report, and that the final audit report will include written comments of reasonable length, if any, of the ENGINEER.

D. Records under paragraphs A and B above shall be maintained and made available during
performance under this AGREEMENT and until three years from date of final payment for
the project. In addition, those records which relate to any arbitration appeal, or litigation, or
the settlement of claims arising out of such performance, or costs or items to which an audit
exception has been taken, shall be maintained and made available until three years after
the date of resolution, litigation, claim or exception.

SECTION VIII
SUBCONTRACTS

A. Services specified by this AGREEMENT shall not be subcontracted by the ENGINEER,
except as identified in the ENGINEER’S cost proposal, without prior written approval of
OWNER.

B. Prior to considering ENGINEER’S request to subcontract or change subcontractors the
ENGINEER shall provide a one or two page written report to OWNER stating what talents,
skills and experience the subcontractor brings to the project to include past performance of
subcontractor in management ability, cost control, timely performance and thoroughness of
work on projects similar to OWNER’S project.

C. Approval by OWNER of ENGINEER’S request to subcontract or to change subcontractors
or acceptance of or payment for subcontracted work by OWNER shall not in any way
relieve ENGINEER of responsibility for the professional and technical accuracy and
adequacy of the work. ENGINEER shall be and remain liable for all damages to OWNER
caused by negligent performance or nonperformance of work under the AGREEMENT by
ENGINEER’S subcontractor or their sub-subcontractor.

D. The compensation due under Section VI shall not be affected by OWNER’S approval of
ENGINEER’S request to subcontract.
SECTION IX
TIME SCHEDULE

ENGINEER shall furnish OWNER'S representative a schedule for performance of services not later than 10 calendar days after ENGINEER receives written notice to proceed from OWNER'S representative. The schedule shall set forth not more than (316) calendar days from the Notice to Proceed for Tasks 1 through 3, including any additional services authorized by the District under Task 4, as a period of time which may reasonably be required to complete the services identified in Exhibit A and shall terminate on March 21, 2012. The format of the schedule for performance of services shall be based on a cost-loaded, task-oriented diagram. In preparing the project schedule, the ENGINEER will provide a 14-calendar day allowance for each OWNER review period. If the ENGINEER'S performance of services is delayed or if the ENGINEER'S sequence of tasks is changed, he shall notify the OWNER'S representative in writing of the reasons for the delay. The ENGINEER shall then prepare a revised schedule for performance of services and submit the revised schedule to the OWNER'S representative. The ENGINEER shall perform and complete the work according to the schedule furnished to OWNER'S representative. If the ENGINEER is delayed by conditions within his control, as determined by OWNER after consultation with the ENGINEER, OWNER shall have the right to increase the percentage withheld from monthly payments under Section VI:B of this AGREEMENT until such time as the ENGINEER has complied with the schedule requirements or presented an acceptable plan for such compliance. Such withholdings by OWNER will not require payment of interest under the provisions of Section VI:B.

Owner reserves the right to extend this AGREEMENT for up to one (1) year from its termination date for any reason, if the AGREEMENT is performed to the OWNER'S satisfaction. During the initial AGREEMENT period, and any subsequent renewal periods, ENGINEER agrees to provide services as required by the OWNER within the scope of the AGREEMENT. ENGINEER will not be paid for work and/or services performed beyond the termination date without prior written approval of OWNER. All ENGINEER proposed time extensions must obtain prior written approval of
OWNER. OWNER shall not be responsible for work and/or services performed by ENGINEER during the proposed extension period without prior written approval.

SECTION X

MISCELLANEOUS PROVISIONS

A. Suspension

OWNER may suspend performance by ENGINEER under this AGREEMENT for such period of time as OWNER, in its sole discretion, may prescribe by providing written notice to ENGINEER at least ten working days prior to the date on which OWNER wishes to suspend. Upon such suspension, OWNER shall pay ENGINEER its compensation, based on percentage of project completion, earned until the effective date of suspension less all previous payments. ENGINEER shall not perform further work under this AGREEMENT after the effective date of suspension until receipt of written notice from OWNER to resume performance. In the event the OWNER suspends performance by ENGINEER for any cause other than the error or omission of the ENGINEER, for an aggregate period in excess of thirty days, ENGINEER shall be entitled to an equitable adjustment of the compensation payable to ENGINEER under this AGREEMENT to reimburse ENGINEER for additional costs occasioned as a result of such suspension of performance by OWNER.

B. Termination

1. This AGREEMENT may be terminated in whole or in part by either party in the event of substantial failure of the other party to fulfill its obligations under this AGREEMENT through no fault of the terminating party; but only after the other party is given:
   a. not less than ten days, written notice of intent to terminate; and
   b. an opportunity for consultation with the terminating party prior to termination.

2. This AGREEMENT may be terminated in whole or in part by the OWNER for its convenience; but only after the ENGINEER is given thirty (30) days written notice.
3. If termination for default is effected by the OWNER, the OWNER will pay ENGINEER that portion of the compensation which as been earned as of the effective date of termination but:
   a. no amount shall be allowed for anticipated profit on performed or unperformed services or other work; and
   b. any payment due to the ENGINEER at the time of termination may be adjusted to the extent of any additional costs occasioned to the OWNER by reason of the ENGINEER’S default.

4. If termination for default is effected by the ENGINEER, or if termination for convenience is effected by the OWNER, an equitable adjustment in the compensation shall be made, which shall include a reasonable profit for services or other work performed up to the effective date of termination less all previous payments.

5. Upon receipt of a termination notice pursuant to paragraphs 1 and 2 above, the ENGINEER shall:
   a. promptly discontinue all services affected (unless the notice directs otherwise); and
   b. deliver or otherwise make available to the OWNER all materials, information and documents as defined in Paragraph D of Section I, Responsibility of the ENGINEER.

6. Upon termination pursuant to paragraphs 1 and 2 above, the OWNER may take over the work and prosecute the same to completion by agreement with another party or otherwise. Any uncompleted work of the ENGINEER delivered to the OWNER due to cancellation of all or portions of the work or contract termination, which is utilized by the OWNER in any way, shall have the ENGINEER’S name and seal removed.

7. If after termination for failure of the ENGINEER to fulfill contractual obligations it is determined that the ENGINEER had not so failed, the termination shall be deemed to have been effected for the convenience of the OWNER. In such event, adjustment of the compensation provided for in this AGREEMENT shall be made as provided in paragraph 4 of this section.
8. The rights and remedies of the OWNER and the ENGINEER provided in this section are in addition to any other rights and remedies provided by law or under this AGREEMENT.

9. Neither party shall be considered in default in the performance of its obligations hereunder, or any of them, to the extent that performance of such obligations, or any of them, is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such party.

C. Covenant Against Contingent Fees

The ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this AGREEMENT upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide permanent employees. For breach or violation of this warranty, the OWNER shall have the right to annul this AGREEMENT price or consideration or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

D. Gratuities

1. The OWNER may, by written notice to the ENGINEER, terminate this AGREEMENT if it is found after notice and hearing by the OWNER that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the ENGINEER or any other agent or representative of the ENGINEER to any officer or employee of the OWNER with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or making of any determinations with respect to the performance of this AGREEMENT.

2. In the event this AGREEMENT is terminated as provided in paragraph 1 hereof, the OWNER shall be entitled:
   a. to pursue the same remedies against the ENGINEER as it could pursue in the event of a breach of the contract by the ENGINEER; and
   b. as a penalty in addition to any other damages which it may be entitled by law, to exemplary damages in an amount (as determined by the OWNER)
which shall be not less than three nor more than ten times the costs incurred by the ENGINEER in providing any such gratuities to any such officer or employee.

3. The rights and remedies of the OWNER provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this AGREEMENT.

E. Insurance

ENGINEER shall procure and maintain, at its own expense, during the entire term of this AGREEMENT, the following insurances:

1. Insurance as required under the Nevada Industrial Insurance and Occupational Disease Acts; such insurance will protect it and OWNER from claims by ENGINEER due to sickness, disease or injury.

2. Comprehensive general liability (bodily injury and property damage) insurance with respect to ENGINEER’S agents and vehicles assigned to the prosecution of work under this AGREEMENT in a policy limit of not less than one million dollars ($1,000,000) refer to EXHIBIT C. ENGINEER’S general liability insurance policies shall be endorsed to include the OWNER as additional insured.

3. Professional liability insurance, for the protection from claims arising out of performance of professional services caused by a negligent act, error, or omission for which the insured is legally liable; such professional liability insurance will provide for coverage in the amount of not less than one million dollars ($1,000,000) for the period of time covered by this AGREEMENT. Certificates indicating that such insurance is in effect shall be delivered to the OWNER before work is begun under this AGREEMENT. If the ENGINEER is underwritten on a claims made basis, the retroactive date shall be prior to or coincident with the date of this contract and the Certificate of Insurance shall state that coverage is claims made and the retroactive date. Upon availability, the ENGINEER shall maintain coverage for the duration of this contract and for two years following the completion of this contract. The ENGINEER shall provide the OWNER annually a Certificate of
Insurance as evidence of such insurance. It is further agreed that the ENGINEER and/or Insurance Carrier shall provide the OWNER with 30-day advance notice of policy cancellation.

4. The ENGINEER'S Comprehensive General Liability and Professional Liability insurance policies shall be endorsed to recognize specifically ENGINEER'S contractual liability to OWNER; to waive subrogation against OWNER, its officers, agents, servants and employees; and to provide that OWNER will be given thirty days' notice in writing of any cancellation of, or material change in, the policies.

5. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer and licensed by the State of Nevada.

F. Indemnity

ENGINEER shall require its consultants and its sub consultants by contract to indemnify and shall defend and hold harmless OWNER, its officials and employees and authorized representatives and their employees from and against any and all suits, actions, legal or administrative proceedings, arbitrations, claims, demands, damages, liabilities, interest, attorney's fees, costs and expenses of whatsoever kind or nature, whether rightful or otherwise, including those arising out of injury to or death of the ENGINEER'S employees, whether arising before or after completion of the work hereunder and in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part by reason of any negligent act, omission or fault or willful misconduct whether active or passive of ENGINEER or of its consultants or of its subconsultants or of anyone acting under its direction or control or on its behalf in connection with or incidental to the performance of this contract. OWNER shall promptly notify ENGINEER, in writing, of any such claim, demand, arbitration or lawsuit.

G. Fair Employment Practices

As provided in NRS 338.125, it is unlawful for any contractor in connection with the performance of work under a contract with a public body, when payment of the contract price, or any part of such payment, is to be made from public money, to refuse to employ or
to discharge from employment any person because of his race, color, creed, national origin, sex, sexual orientation or age, or to discriminate against a person with respect to hire, tenure, advancement, compensation or other terms, conditions or privileges of employment because of his race, creed, color, national origin, sex, sexual orientation or age. 

In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, sexual orientation or age, including, without limitation, with regard to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including, without limitation, apprenticeship. 

The contractor further agrees to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

Any violation of such provision by a contractor constitutes a material breach of contract.

H. Covenant

The ENGINEER covenants that it presently has no direct interest and that it will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this AGREEMENT. ENGINEER further covenants that in the performance of said services, no person having any such interest shall be employed.

I. Assignment

Any attempt by ENGINEER to assign or otherwise transfer any interest in this AGREEMENT without the prior written consent of the OWNER shall be void.

J. Order of Preference

In the event of any conflict, the controlling document shall be determined by the following order of precedence:

A. This AGREEMENT

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B. Exhibit A: Scope of Services dated January 7, 2011
C. Exhibit B: Fee Schedule dated January 7, 2011
D. Exhibit C: Insurance Requirements
E. Exhibit D: Disclosure of Ownership
F. Exhibit E: District Travel Policy for Contractors/Consultants
G. Exhibit F: Special Conditions - Safety and Security Requirements

*ENGINEER’S Fee Schedule is attached hereto as part of the AGREEMENT and will remain in effect at the rates specified therein throughout the term of the Agreement.

K. Governing Law
Nevada law shall govern the interpretation of this AGREEMENT.

L. Attorney’s Fees and Costs
In any action brought to enforce this AGREEMENT, the prevailing party is entitled to reasonable attorney’s fees and costs.

M. Disclosure of Ownership/Principals
Any Bidder recommended for award of a contract by the Board of Trustees is required to provide the information on the attached “Disclosure of Ownership/Principals” form, EXHIBIT D. Failure to fill out the subject form by the Bidder may be cause for rejection of Proposal.

N. Fiscal Funding Out
Owner reasonably believes that funds can be obtained sufficiently to make all payments during the term of this contract. If OWNER does not allocate funds to continue the purchase of the products and/or services this contract shall be terminated when appropriated funds expire.
O. Right to Market

The District does not participate in any advertisements that directly or imply an endorsement by the District, or that the work done on the District's behalf may be summarized or reported for a business purpose.

P. Notice

Any notice required to be given hereunder shall be deemed to have been given when received by the party to whom it is directed by personal service, hand delivery or U.S. mail at the following addresses.

TO OWNER: CLARK COUNTY WATER RECLAMATION DISTRICT
BRYAN OSBORNE, PROJECT ENGINEER
JEAN HUTTON, PURCHASING ANALYST I
5857 EAST FLAMINGO ROAD
LAS VEGAS, NEVADA 89122
(702) 668-8149; (702) 668-8097
FAX (702) 668-9140; (702) 668-9090

TO ENGINEER: V&A CONSULTING ENGINEERS, INC.
JOSE L. VILLALOBOS, PROJECT MANAGER
3430 E. RUSSELL ROAD, SUITE 301-60
LAS VEGAS, NV 89120
PHONE (702) 553-4693
FAX (702) 553-4694
IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed the day and year first above written.

CLARK COUNTY WATER
RECLAMATION DISTRICT

By: __________________________
RICHARD MENDES
General Manager

By: __________________________
BRIDGETTE McNALLY
Financial Services Manager

V&A CONSULTING ENGINEERS, INC.

By: __________________________
JOSE L. VILLALOBOS, P.E.
Director of Regional Offices

APPROVED AS TO LEGALITY ONLY:
DAVID ROGER, DISTRICT ATTORNEY

By: __________________________
CAROLYN CAMPBELL
Deputy District Attorney
EXHIBIT A

SCOPE OF SERVICES
FOR
FORCE MAIN CONDITION ASSESSMENT
RFP No. 860-10

CCWRD PROJECT NO. 654
CONDITION ASSESSMENT OF CASA BUENA, PEBBLE II, MOUNTAIN'S EDGE AND WHITNEY FORCE MAINS

PURPOSE OF EXHIBIT

The purpose of this Exhibit A is to establish the Scope of Services to be provided by V&A (Consultant) to the Clark County Water Reclamation District (District) in connection with the condition assessment of the Casa Buena, Pebble II, Mountain's Edge and Whitney force mains. Nothing in this Exhibit is to be construed to either conflict or take precedence over the terms and conditions of the primary Agreement.

PROJECT BACKGROUND

The District operates and maintains 30 lift station facilities in its service area. The Consultant has performed a general condition assessment of 23 of the lift stations to determine the physical condition, effects of corrosion, and compliance with codes and regulations. A condition assessment of the force mains associated with 4 of the lift stations is now required for operations & maintenance (O&M) reasons, based on age and importance of the force mains and also based in part on the District's experience and knowledge of locations where sewers are surcharging and lift stations are being overloaded hydraulically.

Under another Task Order, the Consultant performed a Lift Station Decommissioning Evaluation, which identified 8 lift stations as candidates for decommissioning. All lift stations, whether or not they have been identified as possible candidates for decommissioning, may be candidates for a force main condition assessment.

SCOPE OF WORK

The four lift station force main systems to be assessed consist of the following:

1. Casa Buena, one 4-inch asbestos-cement (ACP) force main
2. Pebble II, one 10-inch polyvinyl chloride (PVC) and one 12-inch PVC force main
3. Mountain's Edge, one 18-inch PVC and one 6-inch PVC force main
4. Whitney, one 24-inch ductile iron (DIP) force main

The purpose of this project is to evaluate the facilities for the physical deterioration, corrosion and code/regulation compliance.
The Consultant has had discussions with District engineering and O&M staff regarding the types of condition assessment techniques and methods that are preferred by the District. In those discussions, the District directed the Consultant to avoid testing and inspection methods that could compromise the integrity of the force mains. The condition assessment methods and techniques proposed in this Scope of Services are in accordance with the direction and guidance provided to the Consultant by the District.

The following tasks clarify the Scope of Services to be performed by the Consultant.

**Task 1 – Project Management**

V&A will provide Project Management for the Force Main Condition Assessment Project. The Project Management function will include internal project management, management of all sub-consultants and coordination with the District. District coordination will include a kick-off meeting, appropriately scheduled meetings with District O&M, engineering and management staff, and a deliverable review meeting. V&A will prepare a project execution plan, prepare a schedule using Microsoft Project, and update the District’s CPMS monthly.

Under the Project Management task, V&A will also create and maintain an issues-decision log, invoice the District monthly, perform quality assurance/quality control (QA/QC) and coordinate the submittal of draft and final reports. Prior to excavation activity, meetings may also be attended by the general contractor and testing contractor.

Management and coordination of sub-consultants includes contracting and invoicing and quality control of all deliverables.

**Task 2 – Condition Assessment Evaluations**

A. **Document Review**

For the four lift stations (seven force mains), V&A will review existing District as-built drawings, O&M service history and documentation of prior failures on the force mains, as well as any geotechnical reports that are available to evaluate soil corrosivity.

B. **Field Work**

The following services will be performed on the materials of the six force mains to be evaluated:

1. Collect one soil sample per excavation and test for chemical constituents (chlorides, sulfates and bicarbonates), pH and minimum soil resistivity.
2. Document the depth of the pipe invert during excavations.
3. Describe the pipe bedding as observed after excavation. This will be a general description of the pipe bedding and not a geotechnical evaluation.
4. Measure the pipe outside diameter in horizontal and vertical directions.
5. Document the site conditions with photographs.
6. Install data logging pressure gauges on the pump discharge pipe if pressure taps are available.
7. Collect survey data at three locations for each excavation for depth of pipe invert and x and y coordinates. This data will be provided to the District for addition to their GIS database.

8. Determine C Factor for each force main as follows:
   a) 4-inch ACP on Casa Buena
   b) 10-inch PVC and 12-inch PVC on Pebble II
   c) 18-inch PVC and 6-inch PVC on Mountain’s Edge
   d) 18-inch ACP and 24-inch DIP at Whitney

9. Reconnaissance Site Visit – Make an initial site visit to verify the location of the available pressure taps and possible locations for the temporary strap-on meters for the force main and meters at other locations.

10. Draft Work Plan – V&A will prepare a draft work plan with the anticipated field work and requirements for V&A and District staff. District staff to provide:
   a) Access to lift stations
   b) Assistance with starting and stopping pumps, and opening and closing valves
   c) SCADA information for flow

11. Flow Monitoring – Conduct flow monitoring of the force main using a strap-on flow meter and install state data loggers on the leads to the pumps that will record the on/off times of the pumps. Install a temporary flow meter downstream of the discharge manhole, where feasible (Casa Buena, Pebble II, and Mountain’s Edge). The strap-on flow meters may not be effective in this pipe arrangement. Upstream and downstream clearances may not allow sufficient stretch of straight pipe to receive accurate readings. An alternate means of flow estimation will use District-provided data on wet well levels.


13. Data Analysis – Review the data to determine the cause and location (e.g., pumps, manifold, force main, check valve, etc.) of the flow restriction.

The proposed excavation sites are: Casa Buena (2 locations), Pebble II (4 locations), Whitney (3 locations for 24-inch DIP), and Mountain’s Edge (7 locations). The selected excavation sites will be based on a review of the soil properties, force main alignment (i.e. highpoints and sags), wastewater characteristics and operating pressure along the force main alignment.

Testing to be conducted on PVC force mains:

1. Acoustic testing for leaks.
2. Measure acoustic velocity (an indication of pipe stiffness, which can be correlated to fracture toughness).
3. Observe the condition of the exterior surface of the pipe.
4. Record video using CCTV upstream from discharge manholes for Mountain’s Edge, Casa Buena and Pebble II Lift Stations. V&A will clean the pipe prior to performing the CCTV assessment. During the CCTV work, the flow will be rerouted using a tanker truck for Casa Buena, and alternating the force mains for Pebble II and Mountain’s Edge. No CCTV work is planned for the Whitney Force Mains because there is no access to the discharge points.
5. Pipe samples will be removed and replaced with PVC sections and flexible couplings to join the inserted sections of PVC. The flexible coupling will be protected from corrosion using a petrolatum tape system.
Testing to be conducted on ACP force main at Casa Buena:

1. Acoustic testing for leaks.
2. Estimate pipe wall thickness using acoustic techniques.
3. Measure pH of the pipe surface using an indicating solution. Additional testing will be conducted in a laboratory to determine the overall condition of the ACP force main.
4. Observe the condition of the exterior surface of the pipe.
5. X-ray to be taken along the wall of the pipe at three positions at each excavation site for Casa Buena to verify sufficient wall thickness remains for the pipe samples to be cut and to allow for the connection of the replacement PVC spool pieces to be connected to the existing force main using flexible coupling adaptors. The flexible coupling adaptor will be wrapped in a petrolatum tape system for corrosion control. Two 8-foot-long samples of the 4-inch ACP Casa Buena force main will be collected.
6. Pipe samples will be removed and replaced with PVC sections and flexible couplings to join the inserted sections of PVC. The flexible coupling will be protected from corrosion using a petrolatum tape system. The cut ends will be coated with a polyurethane material prior to the placing of the PVC spool pieces and the flexible couplings.

Testing to be conducted on DIP force mains:

1. Acoustic testing for leaks.
2. Broadband Electro-Magnetic testing will provide data on overall wall thickness of the area being tested.
3. Ultrasonic thickness (UT) scan using a UT mat (approx. 2 ft. long) wrapped around the pipe to give a profile of the pipe thickness.
4. Visually check for and measure the graphitization on the outside of the pipe.
5. Measure pit depth on the outside of the pipe surface using a pit depth gauge.
6. Measure wall thickness at spot locations using a UT gauge.
7. Perform electrical continuity testing along the pipe to aid in future investigations of cathodic protection alternatives (if required). This will be done to determine if it is practical to apply cathodic protection to the DIP force main. For example, if the pipe has continuity jumpers at the joints, then the cathodic protection would be relatively inexpensive to add. If the joints are not bonded, then the cathodic protection would be more expensive to apply because each joint would have to be excavated and bonded first.

The following measurements, tests and observations will be conducted at the discharge manholes, where available:

1. Hydrojet clean each force main from the discharge manhole to approximately 40 feet up the pipe.
2. Verify pipe material.
3. Measure wall thickness of pipe, if the force main is protruding into the manhole and the wall thickness can be measured with calipers.
4. Measure pipe interior and exterior diameter, if they can be measured without disturbing the existing manhole structure.
5. Record the condition of the discharge manhole using PACP-MACP coding per NASSCO.
6. Test one grab sample of wastewater for total and dissolved sulfides, dissolved oxygen, pH and temperature.
7. Test the concrete pH at one location in the discharge manhole.
8. Measure the atmospheric levels of H2S over a 24-hour period at the discharge manhole using an OdaLog high range H2S logger.
9. Observe the interior of the force main and capture images of the internal surfaces using a zoom camera at available discharge manhole locations. Note and log the condition of the force main observed visually, including breaks or cracks, corrosion, lining damage, pipe deflection (pipe out of round), etc.

At each excavation site, the following will be required:

1. Potholing to locate force mains.
2. Encroachment permits, where required.
3. Traffic control during reconnaissance site observations, sampling, excavations and restoration activities.
4. A 4-foot wide by 10-foot long excavation for all but the 10-inch and 12-inch Pebble II force mains. The excavations for the Pebble II force mains shall be 9 feet wide by 10 feet long. Excavations may encounter groundwater, and dewatering permits and water quality requirements will be met by V&A.
5. Install green marker balls (above pipe) programmed with size, kind of pipe and GPS coordinates. Installation shall follow District specifications.
6. Pipe bedding restoration per District requirements and backfill per County requirements.
7. Restoration of the asphalt street surface.
8. Re-striping, if required.

The following samples will be collected, boxed, and shipped for testing. Due to the hazardous nature of the ACP samples, they will be double-wrapped and placed in a 6-inch PVC pipe with sealed end caps and then placed in a plywood special shipping container for shipment to the test facility. The PVC samples will only require the PVC shipping container.

1. Casa Buena – Two 4-inch diameter, 8-foot long sections (ACP). The two samples will be taken along Mescal Way or Tierra Buena Dr and near the discharge manhole at Lin Lane.
2. Pebble II – One 10-inch diameter and one 12-inch diameter, both 8-foot long sections (PVC)
3. Mountain’s Edge – One 18-inch diameter 8-foot long section of PVC, one 6-inch diameter 8-foot section of PVC

The work will be staged based on the pipe materials. The PVC force mains will be evaluated first, followed by the ACP force main and finishing with the DIP force main.

V&A will use a 3-person confined space entry team to enter the force main discharge manholes.

V&A will retain the services of a Nevada-licensed general contractor to conduct potholes and more extensive excavations as shown in Table 1 on page 7, to allow V&A to perform
ultrasonic thickness (UT) testing, acoustic testing and external (visual) condition assessment of the pipes.

**Task 3 – Condition Assessment Report**

The report for each of the four force main systems will include a description of the force mains, photo documentation of site conditions, observations at each excavation site, results of manhole inspections, results of laboratory analyses of soils, wall thickness measurements, acoustic test results, a description of external pipe condition observed, results of pressure monitoring (if applicable), any other observations, measurements or data recorded, and evaluations, conclusions and recommendations. These reports will be provided as follows:

Draft Report – A draft report will be prepared which will document what testing was done, the results and how they impact the capacity of the lift station in terms of flow. Ten black and white hard copies and one electronic copy (PDF) of the draft report will be provided.

Final Report – A final report will be prepared incorporating comments by the District. Ten hard copies and one electronic copy (PDF) of the final report will be provided. The final report will later be included in the Appendix of the overall Summary Force Main Condition Assessment Report. An Executive Summary will be provided in the front of the final reports.

Summary Report – V&A will prepare a condition assessment summary report that will summarize the condition assessment activities for all four force main systems. The summary report will contain an individual and complete section for each force main.

V&A will provide the District with a Spill Prevention Plan, a bypass plan (for dewatering of the force mains and general flow bypass, if necessary), a Safety Plan with emergency contacts and also a PE stamped design of the means to clamp and seal pipes that have been intentionally or unintentionally breached. A submittal for the District's approval will be made of the materials and methods proposed for the repair of the pipe section removed as part of this project.

**SERVICES TO BE PROVIDED BY DISTRICT**

1. Operation of wet well levels so that pumps can be activated when acoustic measurements are to be taken.

**TASK 4 SUPPLEMENTAL SERVICES**

Any references made within the Scope of Services as supplemental services are considered additional services of the Consultant and to be provided and compensated as required under Section VI. B. 3. of the Agreement.

1. Spill Response – In the event of a spill, the spill response plan would be followed and the cost of restoration would be documented.
2. Cathodic Protection (CP) for Whitney DIP – If practical, the cost of a CP design would be presented for the District’s consideration.
3. Work required if material is different from DIP shown on Whitney drawings – If V&A finds that DIP is not the material of construction, V&A will present a proposal for handling and testing the actual pipe material found.

4. Dewatering at excavations if required due to groundwater – Provide dewatering equipment, permits and plan as required.

**Proposed Sub Consultants and Sub Contractors:**

1. EchoLogics Accustic Monitoring
2. Rock Solid, Wall Thickness Data Analysis
3. Ninoy&Moore Geotechnical Engineer
4. ProPipe, CCTV
5. Western Technology, X_Ray
6. Levelton (Testing Lab)
7. Rafael Construction, Excavations
8. HDR Local coordination and Permits
### Table 1
Force Main Information

<table>
<thead>
<tr>
<th>No.</th>
<th>LS No.</th>
<th>Lift Station Name</th>
<th>Sequencing Order</th>
<th>Comments</th>
<th>Diameter (inches)</th>
<th>Material</th>
<th>Average Depth (feet)</th>
<th>Length (feet)</th>
<th>Number of Excavations</th>
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<tr>
<td>1</td>
<td>4</td>
<td>Pebble II</td>
<td>3</td>
<td>At discharge manhole, 5'-5&quot; measured in field, rim to invert. Assume 10&quot; and 12&quot; pipes are 3' apart; excavate 9' x 10' trench for both.</td>
<td>10</td>
<td>PVC</td>
<td>4</td>
<td>2,970</td>
<td>4</td>
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<td>2</td>
<td>4</td>
<td>Pebble II</td>
<td>3</td>
<td>At discharge manhole, 5'-5&quot; measured in field, rim to invert. Assume 10&quot; and 12&quot; pipes are 3' apart; excavate 9' x 10' trench for both.</td>
<td>12</td>
<td>PVC</td>
<td>4</td>
<td>2,970</td>
<td>Incl. Above</td>
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<tr>
<td>5</td>
<td>28</td>
<td>Mountain's Edge</td>
<td>1</td>
<td>At discharge manhole, 7'-0&quot; measured in field, rim to invert.</td>
<td>18</td>
<td>PVC</td>
<td>5.5</td>
<td>9,200</td>
<td>7</td>
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<tr>
<td>5</td>
<td>28</td>
<td>Mountain's Edge</td>
<td>1</td>
<td>At discharge manhole, 7'-0&quot; measured in field, rim to invert.</td>
<td>6</td>
<td>PVC</td>
<td>5.5</td>
<td>9,200</td>
<td>7</td>
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<tr>
<td>7</td>
<td>9</td>
<td>Casa Buena</td>
<td>2</td>
<td>4&quot; ACP at discharge manhole.</td>
<td>4</td>
<td>ACP</td>
<td>5</td>
<td>1,300</td>
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<td>21</td>
<td>27</td>
<td>Whitney</td>
<td>3</td>
<td>At excavation on LS site, uncover both 24&quot; and 18&quot; FMIs. Both are DIP at this location.</td>
<td>24</td>
<td>DIP</td>
<td>6</td>
<td>14,800 (approx.)</td>
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<td>Details</td>
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**Note:** The table above is a placeholder for the actual content of the document. The values in the table are not real and are used for demonstration purposes only.

**ACR:** Air Conditioning Refrigeration
**COC:** Control, Heating, and Ventilation
**COG:** Electrical, Plumbing, and Air Conditioning
**CDD:** Civil Engineering and Development
**CFO:** Fire Protection
**CGC:** General Contracting
**CMC:** Mechanical Engineering and Construction
**CNC:** Criminal Justice and Correctional
**COC:** Other Civil Costs
EXHIBIT C
INSURANCE REQUIREMENTS

TO ENSURE COMPLIANCE WITH THE CONTRACT DOCUMENT, ENGINEER SHOULD FORWARD THE FOLLOWING INSURANCE CLAUSE AND SAMPLE INSURANCE FORM TO THEIR INSURANCE AGENT PRIOR TO PROPOSAL SUBMITTAL.

1. **Format/Time:** The ENGINEER shall provide Owner with Certificates of Insurance, per the sample format (page C-3), for coverage's as listed below, and endorsements affecting coverage required by this Contract within 10 calendar days after the award by the Owner. All policy certificates and endorsements shall be signed by a person authorized by that insurer and who is licensed by the State of Nevada in accordance with NRS 680A.300. All required aggregate limits shall be disclosed and amounts entered on the Certificate of Insurance, and shall be maintained for the duration of the Contract and any renewal periods.

2. **Best Key Rating:** The Owner requires insurance carriers to maintain during the contract term, a Best Key Rating of A.VII or higher, which shall be fully disclosed and entered on the Certificate of Insurance.

3. **Owner Coverage:** The Owner, its officers and employees must be expressly covered as additional insureds except on workers' compensation and professional liability insurance coverages. The ENGINEER's insurance shall be primary as respects the Owner, its officers and employees.

4. **Endorsement/Cancellation:** The ENGINEER's general liability insurance policy shall be endorsed to recognize specifically the ENGINEER's contractual obligation of additional insured to Owner and must note that the Owner will be given thirty (30) calendar days advance notice by certified mail "return receipt requested" of any policy changes, cancellations, or any erosion of insurance limits and ten (10) calendar days notice of cancellation for non-payment of premium.

5. **Aggregate Limits:** If aggregate limits are imposed on bodily injury and property damage, then the amount of such limits must not be less than $2,000,000.

6. **Commercial General Liability:** Subject to Paragraph 5 of this Exhibit, the ENGINEER shall maintain limits of no less than $1,000,000 combined single limit per occurrence for bodily injury (including death), personal injury and property damages. Commercial general liability coverage shall be on a "per occurrence" basis only, not "claims made," and be provided either on a Commercial General Liability or a Broad Form Comprehensive General Liability (including a Broad Form CGL endorsement) insurance form.

7. **Automobile Liability:** Subject to Paragraph 5 of this Exhibit, the ENGINEER shall maintain limits of no less than $1,000,000 combined single limit per occurrence for bodily injury and property damage to include, but not be limited to, coverage against all insurance claims for injuries to persons or damages to property which may arise from services rendered by ENGINEER and any auto used for the performance of services under this Contract.

8. **Professional Liability:** The ENGINEER shall maintain limits of no less than $1,000,000 aggregate. If the professional liability insurance provided is on a Claims Made Form, then the insurance coverage required must continue for a period of 2 years beyond the completion or termination of this Contract. Any retroactive date must coincide with or predate the beginning of this and may not be advanced without the consent of the Owner.

9. **Workers' Compensation:** The ENGINEER shall obtain and maintain for the duration of this contract, a work certificate and/or a certificate issued by an insurer qualified to underwrite workers' compensation insurance in the State of Nevada, in accordance with Nevada Revised Statutes Chapters 616A-616D, inclusive, provided, however, an ENGINEER that is a Sole Proprietor shall be required to submit an affidavit (Attachment 1) indicating that the ENGINEER has elected not to be included in the terms, conditions and provisions of Chapters 616A-616D, Inclusive, and is otherwise in compliance with those terms, conditions and provisions.

10. **Failure To Maintain Coverage:** If the ENGINEER fails to maintain any of the insurance coverages required herein, Owner may withhold payment, order the ENGINEER to stop the work, declare the ENGINEER in breach, suspend or terminate the Contract, assess liquidated damages as defined herein, or may purchase replacement insurance or pay premiums due on existing policies. Owner may collect any replacement insurance costs or premium payments made from the ENGINEER or deduct the amount paid from any sums due the ENGINEER under this Contract.
EXHIBIT C - INSURANCE REQUIREMENTS

11. **Additional Insurance**: The ENGINEER is encouraged to purchase any such additional insurance as it deems necessary.

12. **Damages**: The ENGINEER is required to remedy all injuries to persons and damage or loss to any property of Owner, caused in whole or in part by the ENGINEER, their subcontractors or anyone employed, directed or supervised by ENGINEER.

13. **Cost**: The ENGINEER shall pay all associated costs for the specified insurance. The cost shall be included in the price(s).

14. **Insurance Submittal Address**: All Insurance Certificates requested shall be sent to the Clark County Water Reclamation District's, Purchasing and Contracts Department. See the Submittal Requirements Clause in the RFP package for the appropriate mailing address.

15. **Insurance Form Instructions**: The following information must be filled in by the ENGINEER's Insurance Company representative:

   1) Insurance Broker's name, complete address, phone and fax numbers.

   2) ENGINEER's name, complete address, phone and fax numbers.

   3) Insurance Company's Best Key Rating

   4) Commercial General Liability (Per Occurrence)
      (A) Policy Number
      (B) Policy Effective Date
      (C) Policy Expiration Date
      (D) General Aggregate ($2,000,000)
      (E) Products-Completed Operations Aggregate ($2,000,000)
      (F) Personal & Advertising Injury ($1,000,000)
      (G) Each Occurrence ($1,000,000)
      (H) Fire Damage ($50,000)
      (I) Medical Expenses ($5,000)

   5) Automobile Liability (Any Auto)
      (J) Policy Number
      (K) Policy Effective Date
      (L) Policy Expiration Date
      (M) Combined Single Limit ($1,000,000)

   6) Worker's Compensation

   7) Professional Liability

   8) Description: Number and Name of Contract (must be identified on the initial insurance form and each renewal form).

   9) Certificate Holder:

   Clark County Water Reclamation District
   c/o Purchasing and Contracts
   5857 East Flamingo Road
   Las Vegas, Nevada 89122

   **THE CERTIFICATE HOLDER, CLARK COUNTY WATER RECLAMATION DISTRICT, MUST BE NAMED AS AN ADDITIONAL INSURED.**

10) Nevada Resident Agent Signature
## EXHIBIT C - INSURANCE REQUIREMENTS

**CLARK COUNTY WATER RECLAMATION CERTIFICATE OF INSURANCE**

**C-3**

<table>
<thead>
<tr>
<th>PRODUCER</th>
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<tbody>
<tr>
<td>INSURANCE BROKER'S NAME, ADDRESS, PHONE &amp; FAX NUMBERS</td>
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<tr>
<td>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFRMS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</td>
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<td>COMPANIES AFFORDING COVERAGE</td>
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<td>3. BEST'S RATING</td>
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<td>COMPANY LETTER</td>
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<td>ENGINEER'S NAME, ADDRESS, PHONE &amp; FAX NUMBERS</td>
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<td>COMPANY LETTER</td>
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<td>COMPANY LETTER</td>
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### COVERAGE

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

<table>
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<tr>
<th>STATEMENT</th>
<th>TYPE OF INSURANCE</th>
<th>POLICY NUMBER</th>
<th>POLICY EFFECTIVE DATE (MM/DD/YY)</th>
<th>POLICY EXPIRATION DATE (MM/DD/YY)</th>
<th>LIMITS</th>
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<td>4. GENERAL LIABILITY</td>
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<td>GENERAL AGGREGATE</td>
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<td>UNDERGROUND EXPLOSION &amp; COLLAPSE</td>
<td>INDEPENDENT CONTRACTOR</td>
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<th>STATEMENT</th>
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<th>POLICY EXPIRATION DATE (MM/DD/YY)</th>
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<td>COMBINED SINGLE LIMIT</td>
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<td>ALL OWNED AUTOS</td>
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<td>BODILY INJURY (Per person)</td>
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<td>SCHEDULED AUTOS</td>
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<td>BODILY INJURY (Per accident)</td>
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<td>GARAGE LIABILITY</td>
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<th>LIMITS</th>
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<tr>
<td>6. WORKER'S COMPENSATION</td>
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<td>DISEASE;POLICY LIMIT</td>
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<td>DISEASE;EACH EMPLOYEE</td>
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<th>LIMITS</th>
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<tbody>
<tr>
<td>7. PROFESSIONAL LIABILITY</td>
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<td>AGGREGATE</td>
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</table>

**8. DESCRIPTION OF CONTRACT: NAME OF CONTRACT AND CCWRD PROJECT NUMBER ARE MANDATORY WHEN SUBMITTING CERTIFICATES**

**9. CERTIFICATE HOLDER**

CLARK COUNTY WATER RECLAMATION DISTRICT
C/O PURCHASING AND CONTRACTS
5857 EAST FLAMINGO ROAD
LAS VEGAS, NV 89122

The Certificate Holder is named as an additional insured.

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT.

**10. NEVADA RESIDENT AGENT (NRS 680A.300)**

C-3
EXHIBIT D - DISCLOSURE OF OWNERSHIP/PRINCIPLES
INSTRUCTIONS FOR COMPLETING THE
DISCLOSURE OF OWNERSHIP/PRINCIPALS FORM

Purpose of the Form

The purpose of the Disclosure of Ownership/Principals Form is to gather ownership information pertaining to the business entity for use by the Board of County Commissioners ("BCC") in determining whether members of the BCC should exclude themselves from voting on agenda items where they have, or may be perceived as having a conflict of interest, and to determine compliance with Nevada Revised Statute 281A.430, contracts in which a public officer or employee has interest is prohibited.

General Instructions

Completion and submission of this Form is a condition of approval or renewal of a contract or lease and/or release of monetary funding between the disclosing entity and the appropriate Clark County government entity. Failure to submit the requested information may result in a refusal by the BCC to enter into an agreement/contract and/or release monetary funding to such disclosing entity.

Detailed Instructions

All sections of the Disclosure of Ownership form must be completed.

Type of Business – Indicate if the entity is an Individual, Partnership, Limited Liability Corporation, Corporation, Trust, Non-profit, or Other. When selecting ‘Other’, provide a description of the legal entity.

Business Designation Group – Indicate if the entity is a Minority Owned Business Enterprise (MBE), Women Owned Business Enterprise (WBE), Small Business Enterprise (SBE), Physically-Challenged Business Enterprise (PBE), Large Business Enterprise (LBE) or Nevada Business Enterprise (NBE).

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

Women Owned Business Enterprise (WBE):
An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more women.

Physically-Challenged Business Enterprise (PBE):
An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.

Small Business Enterprise (SBE):
An independent and continuing business for profit which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, or physically-challenged, and where gross annual sales does not exceed $2,000,000.

Nevada Business Enterprise (NBE):
Any business headquartered in the State of Nevada and is owned or controlled by individuals that are not designated as socially or economically disadvantaged.

Large Business Enterprise (LBE):
An independent and continuing business for profit which performs a commercially useful function and is not located in Nevada.

Business Name (include d.b.a., if applicable) – Enter the legal name of the business entity and enter the “Doing Business As” (d.b.a.) name, if applicable.

Business Address, Business Telephone, Business Fax, and Email – Enter the street address, telephone and fax numbers, and email of the named business entity.

Local Business Address, Local Business Telephone, Local Business Fax, and Email – If business entity is out-of-state, but has a local office in Nevada, enter the Nevada street address, telephone and fax numbers, and email of the local office.

List of Owners – Include the full name, title and percentage of ownership of each person who has ownership or financial interest in the business entity. If the business is a publicly-traded corporation, list all Corporate Officers and members of the Board of Directors only.

For All Contracts –
1) Indicate if any individual members, partners, owners or principals involved in the business entity are a Clark County full-time employee(s), or appointed/elected official(s). If yes, the following paragraph applies.

   In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as provided for in subsections 2, 3, and 4.

2) Indicate if any individual members, partners, owners or principals involved in the business entity have a second degree of consanguinity or affinity relationship to a Clark County full-time employee(s), or appointed/elected official(s) (reference form on Page 3 for definition). If YES, complete the Disclosure of Relationship Form.

Clark County is comprised of the following government entities: Clark County, University Medical Center of Southern Nevada, Department of Aviation (McCarran Airport), and Clark County Water Reclamation District.

A professional service is defined as a business entity that offers business/financial consulting, legal, physician, architect, engineer or other professional services.

Signature and Print Name – Requires signature of an authorized representative and the date signed.

Disclosure of Relationship Form – If any individual members, partners, owners or principals of the business entity is presently a Clark County employee, public officer or official, or has a second degree of consanguinity or affinity relationship to a Clark County employee, public officer or official, this section must be completed in its entirety. Include the name of business owner/principal, name of Clark County employee(s), public officer or official, relationship to Clark County employee(s), public officer or official, and the Clark County department where the Clark County employee, public officer or official, is employed.

D-1
EXHIBIT D - DISCLOSURE OF OWNERSHIP/PRINCIPALS

<table>
<thead>
<tr>
<th>Type of Business</th>
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<tbody>
<tr>
<td>☐ Individual</td>
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<td>☐ Partnership</td>
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<tr>
<td>☐ Limited Liability Corporation</td>
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<td>☐ Corporation</td>
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<td>☐ Trust</td>
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<td>☐ Other</td>
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<thead>
<tr>
<th>Business Designation Group (For informational purposes only)</th>
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<tr>
<td>☐ MBE</td>
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<td>☐ WBE</td>
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<td>☐ SBE</td>
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<th>Minority Business Enterprise</th>
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<td>Women-Owned Business Enterprise</td>
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<td>Small Business Enterprise</td>
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<td>Physically Challenged Business Enterprise</td>
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<td>Nevada Business Enterprise</td>
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<th>Business Name:</th>
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<th>Business Fax:</th>
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<table>
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<th>Local Business Address</th>
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<th>Local Business Telephone:</th>
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<th>Local Business Fax:</th>
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All non-publicly traded corporate business entities must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity appearing before the Board.

"Business entities" include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

Corporate entities shall list all Corporate Officers and Board of Directors in lieu of disclosing the names of individuals with ownership or financial interest. The disclosure requirement, as applied to land-use transactions, extends to the applicant and the landowner(s).

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Title</th>
<th>% Owned</th>
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1. Are any individual members, partners, owners or principals, involved in the business entity, a Clark County, University Medical Center, Department of Aviation, or Clark County Water Reclamation District full-time employee(s), or appointed/elected official(s)?
   ☐ Yes  ☐ No (If yes, please note that County employee(s), or appointed/elected official(s) may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)

2. Do any individual members, partners, owners or principals have a spouse, registered domestic partner, children, parent, in-laws or brothers/sisters, half-brothers/half-sister, grandchildren, grandparents, in-laws related to a Clark County, University Medical Center, Department of Aviation, or Clark County Water Reclamation District full-time employee(s), or appointed/elected official(s)?
   ☐ Yes  ☐ No (If yes, please disclose on the attached Disclosure of Relationship form.)

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that the Board will not take action on land-use approvals, contract approvals, land sales, leases or exchanges without the completed disclosure form.

Signature

Print Name

Title

Date

D-2
**DISCLOSURE OF RELATIONSHIP**

List any disclosures below:

<table>
<thead>
<tr>
<th>NAME OF BUSINESS OWNER/PRINCIPAL</th>
<th>NAME OF COUNTY* EMPLOYEE(S)</th>
<th>RELATIONSHIP TO COUNTY* EMPLOYEE</th>
<th>COUNTY DEPARTMENT</th>
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* County employee means Clark County, University Medical Center, Department of Aviation, or Clark County Water Reclamation District.

"Consanguinity" is a relationship by blood. "Affinity" is a relationship by marriage.

"To the second degree of consanguinity" applies to the candidate's first and second degree of blood relatives as follows:

- Spouse – Registered Domestic Partners – Children – Parents – In-laws (first degree)
- Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws (second degree)
EXHIBIT E
CONTRACTOR/CONSULTANT TRAVEL POLICY

PURPOSE:

This document provides detailed rules and establishes procedures for all District Contractor/Consultants incurring business travel expenses related to services provided to the District while under contract.

BUSINESS TRAVEL

1. Arrangements for business travel shall be made at the lowest reasonable and customary fare available. Travel arrangements shall be booked 14 days in advance of departure, or sooner with prior written approval by the District. Upgrade charges to business travel (i.e. upgrading to business/first class, changing your departure/arrival time) are the Traveler's personal responsibility and expense.

2. Should unforeseen travel delays occur due to weather, national emergency, changes in schedule made by the carrier, etc., the Traveler should use discretion when making arrangements for additional travel to ensure the lowest cost to the District.

3. Travelers shall be held responsible for cancellations costs incurred if, as a result of their own actions, a trip is not taken.

4. Airport parking fees incurred during business travel for the District will be reimbursed at Long Term/Economy parking rates.

RENTAL CARS

1. Travelers may be allowed to rent a car at their destination when:
   a. It is less expensive (considering all costs including rental, fuel, and taxes) than other transportation such as taxis, public transportation, hotel, and/or airport shuttles.
   b. They are transporting heavy equipment, large, bulky, or sensitive materials.

2. Car rental is limited to an Economy/Standard car. The District will not pay for navigation systems, cellular telephones, upgrade in class, or other options provided by the rental company. District will not reimburse for insurance coverage provided by rental company. Refueling charges from the rental company are not reimbursable, only cost of lowest grade fuel (87 octane) will be reimbursed.

3. Only the Traveler who signs the rental car agreement will be allowed to drive the rental car. The District will not pay the cost to add additional drivers to the agreement.

MILEAGE

1. Travelers will be reimbursed for approved business travel using personal vehicles on a fixed mileage rate. If a private vehicle is used for personal convenience, the allowance for travel is one-half the standard mileage reimbursement rate. Additionally, the maximum allowed for personal care usage mileage reimbursement will not exceed the cost of commercial airfare.
EXHIBIT E
CONTRACTOR/CONSULTANT TRAVEL POLICY

2. Travelers will not be reimbursed for any fuel cost, maintenance costs, car washes, towing, or repairs to their personal vehicles even if these costs result from business travel.

3. Compensation is not allowed for transportation to/from the home and principal place of business. Mileage maybe reimbursed if mileage is in excess of miles to/from home and principal place of business.

LODGING, MEALS AND INCIDENTALS

1. Lodging, Meal and Incidental Per Diem Allowance is defined as a daily payment instead of reimbursement for actual expenses for all lodging (including taxes and fees), meal and incidental expenses, including tips.

2. Lodging, meal and incidental expenses for business related travel of Monday through Friday WILL BE REIMBURSED AT THE PER DIEM RATE as established for federal government employees. Exceptions must be pre-approved by District personnel in writing.

3. Per federal guidelines, on the day of departure and the last day of travel, meal and incidental reimbursements will be at 75% of the applicable meal per diem rate.

4. The current Lodging, Meal and Incidental reimbursement rates for Clark County, Nevada, can be obtained via the Internet at www.gsa.gov/perdiem.

MEAL REIMBURSEMENT FOR ONE-DAY TRAVEL

1. Travelers shall not be reimbursed for meal and incidental expenses incurred for one day travel. Meal and incidental expenses will only be reimbursed when the travel is outside the local area for longer than a Traveler’s ordinary day’s work.

MISCELLANEOUS TRAVEL EXPENSE EXCLUSIONS

1. Expenses such as alcohol, sightseeing, tours, souvenirs, gifts, toiletries, personal items, movies, health club fees, laundry, sporting events, spas, etc., and any other expenses incurred before or after approved business related travel will not be reimbursed.

2. Travel expenses incurred by a spouse or other individual accompanying the Traveler on business will not be reimbursed.

3. Expenses for travel insurance coverage will not be reimbursed.

REIMBURSEMENT

All original receipts must be submitted for items not included in Per Diem, including all transportation (airfare/bus/rail, etc.), rental car, airport parking fees, and fuel for rental car.
EXHIBIT F
SPECIAL CONDITIONS

Engineering Condition Assessment Contract Insert

Safety Requirements

The CONSULTANT and their sub-consultants or sub-contractors are responsible for the safety and required training of their employees, and shall comply at minimum with the requirements of OSHA 1910, General Industry Standards, and when applicable OSHA 1926, Construction Industry Standards.

The CONSULTANT and their sub-consultants shall provide their own safety equipment, and shall be responsible for providing staff that is trained in the relevant safety procedures. The Clark County Water Reclamation District (CCWRD) may provide an inspector on site; however, the CCWRD shall not be expected to perform safety inspections or training during the development of the project. The consultant shall be required to provide a qualified safety representative. Any and all hazardous type materials brought on CCWRD property will require pre-approval by the CCWRD Project Manager.

In accordance with 29 CFR 1910.146 Confined Spaces, CCWRD requires all contractors or consultants that will enter any district-owned facility (e.g. lift station, manhole, and basin) be properly trained and follow the mandates outlined in the aforementioned OSHA standard in regards to non-permitted and permit-required confined spaces. It will be the responsibility of said contractor or consultant to provide training and all required equipment (non-stationary) for their employees as required by this standard.

It is the requirement by CCWRD that all contractors or consultants follow all procedures in accordance with 29 CFR 1910.147. The Control of Hazardous Energy (Lockout Tag-Out) shall be implemented when a procedure contained in said standard requires such control. The Lockout Tag-Out system shall be implemented for any equipment being addressed by the contractor or consultant that is powered or energized by any means and/or that could start automatically. All relevant field staff to include CCWRD, CONSULTANT and sub-consultant staff participating in the project shall be instructed on the OSHA standards for Lockout Tag-Out procedures/protocol.

Where applicable, you must adhere to the following programs/notification processes for “Call Before You Dig”/USA North 1-800-227-2600, Clark County Traffic Operations 702-455-7511 and Las Vegas Computerized Traffic Systems 702-229-6611.

It is the requirement of CCWRD that the contractor or consultant utilize trained and qualified employees to perform the jobs/tasks as outlined by the stated OSHA standards specified above, as well as any other safety standards mandated by statute. Furthermore, the contractor or consultant shall be solely responsible for ensuring compliance with this requirement.

Consultant’s initials: J2U

Any safety questions shall be made to:
CCWRD Safety Officer
702-668-8000
Security Requirements

The Clark County Water Reclamation District (CCWRD) facilities are secure sites. The CONSULTANT shall not allow any unauthorized personnel into the CCWRD facilities while performing the work.

The CONSULTANT and corresponding sub-consultants are responsible for maintaining security in each District facility while performing the field condition assessment. Any damage to the facility or to the equipment due to negligence of the CONSULTANT or sub-consultant during the condition assessment shall be charged to the CONSULTANT.

No District facility shall be left open and/or unattended. Each District facility shall remain locked at all times unless the CONSULTANT’S (or sub-consultant) personnel are located inside the facility.

The CONSULTANT shall follow a strict communication protocol for ingress and egress of each District facility. Each day, for each District facility and for each time the District facility is accessed, includes returning from lunch, prior to unlocking and entering a District facility, the CONSULTANT shall inform the designated CCWRD staff member that CONSULTANT and/or sub-consultant(s) or sub-contractor(s) is/are entering the facility to commence work. Prior to leaving the site, includes leaving for lunches, the CONSULTANT shall again inform the designated CCWRD staff member that the facility has been secured (locked) and is being vacated.

The CONSULTANT shall inform the CCWRD that they will start work prior to unlocking and entering each District facility and at conclusion of the work they shall inform the CCWRD that they have secured (locked) the facility prior to leaving the site.

Unless otherwise approved by the CCWRD, the CONSULTANT or sub-consultant shall leave each facility in the same working condition as it was found prior to performing the condition assessment. The consultant or sub-consultant is not permitted to alter or affect the operation or functionality of the District facility during the course of work performed during the assessment, due to public health and safety concerns.

General Security Procedures:
- Security authorization for facility access is required.
- Adhere to traffic, speed limit, and parking requirements.
- The District does not allow weapons to be brought on property, including concealed weapons in parked cars.
- Acts or threats of violence are not tolerated by contractors, consultants, vendors, visitors or District personnel.

Any security questions shall be made to:
CCWRD Safety/Security Administrator
702- 668-8000

Consultant’s initials: [Signature]

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