



**PURCHASING DEPARTMENT
BUSINESS CENTER SOUTH
NEVADA SYSTEM OF HIGHER EDUCATION (“NSHE”), ON BEHALF OF THE
UNIVERSITY OF NEVADA, LAS VEGAS (“UNLV”)**

**REQUEST FOR PROPOSAL 575-RB
FOR ON-SITE DENTAL LAB AND OFF CAMPUS SERVICES**

RELEASE DATE: Friday, August 2, 2013

MANDATORY PRE PROPOSAL MEETING & LABORATORY TOUR Thursday, August 8, 2013 9:00 AM Local Time
School of Dental Medicine Library
1001 Shadow Lane, Building A
Las Vegas, Nevada 89106

LAST DAY FOR QUESTIONS: Friday, August 16, 2013 5:00 PM Local Time

LAST DAY FOR ADDENDA : Wednesday, August 21, 2013 5:00 PM Local Time

OPENING DATE, TIME and LOCATION: Thursday, August 29, 2013 3:00 PM Local Time

SUBMITTAL LOCATION: University of Nevada, Las Vegas
4505 Maryland Parkway
Campus Services Building, Room 235
Las Vegas, NV 89154-1033

Sealed proposals, one (1) original and three (3) copies and one (1) electronic copy on CD or flash drive, and only one (1) Pricing Response Form (defined below) is required, subject to the terms, conditions, and scope of services herein stipulated and/or described herein, will be publicly opened as stated above (“Proposal(s)”). **All Proposals must be received on or before this date and time to be considered.** Proposals may be mailed or hand delivered to the address above. Please go to <http://maps.unlv.edu/> to view a map of UNLV campus.

If you should have any questions regarding this Request for Proposal, fax or e-mail your questions directly to the Purchasing Representative:

Randy Beck, Purchasing Analyst
randy.beck@unlv.edu
Phone: (702) 895-5986
Fax: (702) 895-3859

Companies wishing to do business with UNLV must first register as a supplier at the following website: <https://supplierregistration.purchasing.unlv.edu/>. If you need assistance or have questions please send your inquiries to Supplier.Registration@unlv.edu.

TABLE OF CONTENTS

	<u>PAGE</u>
SECTION A: Introduction	3
SECTION B: Submission Instructions	6
SECTION C: General Terms and Conditions	11
SECTION D1: Scope of Work/Specifications On-Site Provider	18
SECTION D2: Scope of Work/Specifications Off-Site Provider	25
SECTION E1: Pricing Response Form On-Site Provider	30
SECTION E2: Pricing Response Form Off-Site Provider	33
SECTION F: RFP Response Form	PDF Attached
SECTION G: List of Subcontractors/Tier 2 Suppliers	PDF Attached
EXHIBIT A: Sample Certificate of Insurance	
EXHIBIT B: Sample Contract	
EXHIBIT C: Sample Lease Agreement	
EXHIBIT D: List of Existing Equipment Owned by UNLV/SDM	

SECTION A
INTRODUCTION

1. PURPOSE OF REQUEST

UNLV invites interested parties to submit a Proposal to provide In-House Dental Laboratory Services and/or off-site services for the School of Dental Medicine (SDM). The intent is to have an on-site laboratory technician, employed by a Proposer, who will provide limited on site services and a vendor (s) to coordinate a complete line of off-site services. This would allow the SDM to have sufficient resources for the necessary services.

The Proposers will be expected to provide procedures such as, but not limited to:

A. Fixed Prosthodontics

- 1) Glazing or re-glazing porcelain
- 2) Adding contacts to porcelain or gold appliances
- 3) Assistance in shade taking or shade alterations
- 4) Soldering of dental appliances
- 5) Model work

B. Removable Prosthodontics

- 1) Waxing up of full or partial dentures
- 2) Denture and partial denture repair
- 3) Denture and partial denture relines
- 4) Fabrication of provisional appliances
- 5) Model work

The on-site and off-site Proposer's will also be expected to provide a complete line of removable and permanent prosthetics laboratory services.

UNLV will provide, for a leasing fee, a dental laboratory space of approximately 600 square feet, equipped with some existing equipment and laboratory furniture previously purchased by the School. The on-site Proposer will supply all additional equipment, supplies, personnel and support necessary to operate an efficient dental laboratory for the school. At the conclusion of the contract, the Proposer will return all equipment and laboratory furniture in the condition received at contract inception. Allowance shall be made for normal wear associated with the conduct of business.

The resulting contracts will be for one on-site provider and multiple off-site providers to ensure that SDM has adequate sources for the necessary services. A Proposer can submit for one or both services. If multiple proposals are submitted they need to be in separate envelopes and clearly marked indicating the proposed service.

2. UNIVERSITY OF NEVADA, LAS VEGAS

UNLV is located in the city of Las Vegas and is emerging as a premier urban university. UNLV currently has over 220 undergraduate, masters, and doctoral degree granting programs and serves approximately 28,000 students. Additionally, there are approximately 3,000 faculty and staff. The University's 340-acre campus is located in the southeast part of the City, near the McCarran International Airport and the Las Vegas Strip.

3. **TERMINOLOGY**

RFP	The term “RFP” as used throughout this document will mean Request for Proposal.
PROPOSER	“Proposer(s)” as used throughout this RFP document will mean the respondent(s) to this Request for Proposal or you, as applicable.
CONTRACTOR	Successful Proposer(s)
CONTRACT DOCUMENTS	The Request for Proposal documents, Proposer's Proposal and any mutually agreed upon written modifications
CONTRACT	“Contract” is the final agreement with the Contractor.
DIRECTOR	The term “Director” as used throughout this document will mean the University of Nevada, Las Vegas Director of Purchasing and Contracts.
REQUEST	Request for Proposal, RFP
RFP RESPONSE FORM	Proposer form submitted in Section F by an authorized representative for the Company named on said form, acknowledging that he/she/it has examined this RFP including any related documents, and hereby offers to furnish all labor, materials, tools, supplies, equipment and services necessary to comply with the specifications, terms and conditions set forth herein and at the prices stated.
PRICING RESPONSE FORM	Proposer form submitted in Section E providing the proposed pricing for the requested services outline within this RFP.
GENERAL TERMS AND CONDITIONS	By submitting a Proposal, you and all respondents (as applicable), acknowledge and agree with the terms and conditions upon which the Proposals will be evaluated, and the Contract awarded as set forth in Section C.
CONTRACT TERMS	Included in this RFP is a sample contract outlining terms and conditions which shall be included in the final Contract with the Contractor. All UNLV contracts are subject to existing contracts (and any replacement contracts thereof).
UNLV	University of Nevada, Las Vegas
NSHE	The Nevada System of Higher Education. NSHE is Nevada’s public higher education system. It is comprised of four community colleges, one state college, two universities and one research institute.
BOARD OF REGENTS	The elective body that has been vested by the Constitution of the State of Nevada to have exclusive control and administration of

NSHE. The Board of Regents is the contracting party for any NSHE contract. The Board of Regents acts on behalf of UNLV.

SDM

School of Dental Medicine

COMPANY(IES)

“Company” shall mean the legal entity of the applicable Proposer, whether a sole proprietorship, corporation, LLC, Partnership, or other legal entity, and any person(s) acting on behalf of such entity.

SECTION B
SUBMISSION INSTRUCTIONS

UNLV invites the submission of Proposals on the material and/or services specified within this RFP. Please read carefully all instructions, introduction, general terms and conditions, Purchase Order terms and conditions, scope of work and/or specifications, Pricing Response Form, RFP Response Form, sample insurance form, and sample Contract, if applicable. Failure to comply with the instructions, terms and conditions, scope of work and/or specifications, of this RFP may result in your Proposal being declared non-responsive.

1. **PREPARATION AND SUBMISSION**

- a) The Proposer is expected to examine the entire RFP including any attachments. Failure to do so will be at the Proposer's risk. Proposer can submit proposals for one or both services being requested. A contract will be awarded for an on-site provider and multiple contracts for additional off-site providers, based on what is in the best interest of UNLV.
- b) If it becomes necessary to revise any part of this RFP, a written addendum will be provided to all Proposers. UNLV is not bound by any oral representations, clarifications, or changes made in the written specifications by UNLV employees, unless such clarification or change is provided to proposers in written addendum form from the Purchasing Department. All addenda must be acknowledged on the **RFP Response Form**. Proposal may be considered non-responsive in the event Addenda are not acknowledged.
- c) The Proposal submitted should not exceed 40 pages and should be concise and to the point. Other attachments may be included with no guarantee of review.
- d) All Proposals shall be typed in a font no smaller than 10 points on 8 ½" x 11" paper bound with tabbed dividers labeled by section to correspond with the evaluation information requested.
- e) **If applicable, prices are to be submitted on the Pricing Response Form provided or true copies thereof** and must be manually signed by pen. If any erasures or changes appear on the form, each such correction must be initialed by the person signing the Proposal. Proposers shall include with their forms the necessary documents or attachments as required in this RFP document. **All figures must be written in ink or typewritten.** If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.
- f) Proposals along with all required documents as described in this RFP must be sealed and submitted in an envelope with the response form and **MUST** indicate the name of the Proposer, RFP number, title as listed on the first page of the RFP, and date and time of opening on the outside of the envelope. **Telegraph, facsimile, email or telephone Proposals will not be considered. Pricing MUST be submitted in a separate sealed envelope.**
- g) The Proposer should submit the required number of responses as indicated on the first page of this RFP. The name of the Proposer's Company shall be indicated on the spine and/or cover of each binder submitted.
- h) No responsibility will attach to UNLV or any official, regent, or employee thereof, for the pre-opening of, post-opening of, or the failure to open, a Proposal not properly addressed and identified.
- i) Alterations, modifications or variations may not be considered unless authorized by this RFP or by an addendum.

UNLV RFP 575-RB

- j) When not otherwise specified, Proposer must definitely state time of proposed delivery. Days must be calculated in consecutive calendar days.
- k) All equipment or supplies shall be new, and of the manufacturer's current model unless specified herein.
- l) Any irregularities or lack of clarity in the RFP should be brought to the attention of the Purchasing Department, as soon as possible so an addendum may be furnished to all Proposers.

Any clarification of instructions, terms and conditions, insurance or offer preparation shall be made only by the official Purchasing Representative. Verbal clarifications will not be binding. Written clarifications will be by addenda and posted on the UNLV Website: <http://go.unlv.edu/purchasing/solicitations> and/or faxed to all prospective Proposers who received a copy of the RFP. Proposers who have registered with the Purchasing Department may be notified via fax as well.

- m) Altering any of this RFP may render the Proposal null and void.
- n) Companies submitting a Proposal in response to this RFP are certifying that it has had no contact with an employee or member NSHE/UNLV in any manner which would give that Company submitting such a Proposal, any advantage over any other Company submitting one. Employees and members of NSHE/UNLV shall not receive any compensation, in any manner or form, nor have any vested interest, directly or indirectly, of any kind or nature inconsistent with loyal service to the public. A violation of the above shall be just cause for rejection of that particular Proposal without further consideration.
- o) All Proposers, by signing the **RFP Response Form**, certify that they agree to the terms and conditions set forth in this RFP and attached Minimum Contract Terms (**including all insurance requirements**) unless otherwise stated.
- p) All Proposers, by signing the **RFP Response Form**, certify that they are an Equal Opportunity/Affirmative Action Employer, unless otherwise stated.
- q) Proposals, attachments and **RFP Response Form** shall be enclosed in sealed envelopes and submitted as instructed on page one of this RFP document.
- r) UNLV accepts no responsibility or liability for any costs incurred by a responding Company prior to the execution of the Contract.
- s) UNLV reserves the right to contract for less than all of the services identified herein.
- t) **Proposals are not to contain confidential/proprietary information.** UNLV is subject to the Nevada Public Records Law. Proposals must contain sufficient information to be evaluated without reference to any confidential or proprietary information. Any Proposal submitted that is marked "confidential" or "proprietary," or that contains materials so marked, may be returned to the Proposer and not be considered for award.

2. **EVALUATION OF PROPOSALS**

- a) At the date and time stated in this RFP, all Proposals will be opened publicly and the name of the respondents/Proposers will be recorded. To maintain confidentiality of all responses, no other information will be revealed at the opening or during the evaluation process.

UNLV RFP 575-RB

- b) An evaluation committee shall evaluate Proposals based on the criteria listed below. UNLV reserves the right to create a “short list” of Companies to be interviewed. The Companies invited to interview will be evaluated again using the same criteria, but the second scoring will be based on each respondent’s/Proposer’s presentation and discussion. At the conclusion of the evaluation, the committee will recommend the Company(ies) for award.
- c) A Contract will be awarded on the basis of which Proposal(s) UNLV deems best suited to fulfill the requirements of this RFP and meet SDM’s needs. UNLV also reserves the right not to make an award if it is deemed that no single Proposal fully meets the requirements of this RFP and/or meets the needs of SDM.
- d) UNLV will be the sole judge as to the acceptability, for our purposes, of any and all Proposals.
- e) Any letters of recommendation that are submitted with the Proposal, but not specifically requested, will not be evaluated.
- f) Proposals will be evaluated according to the evaluation criteria stated below:

Weighted Evaluation Criteria	Possible Points
1. Experience, Reliability & Stability	30
2. Quality/Method of Performance	30
3. Pricing	40
Total Possible Points	100

1. Experience, Reliability & Stability (Tab 1) (30 points)

- a) Provide a brief narrative describing the history of your company. Include how long your company has been in business, volume of clients, number of employees and relevant services provided. **The Proposer’s full time business must be the provision of dental laboratory services.**
- b) Provide resumes and and/or background information and experience of employees who will be assigned on site, key management and other operational/technical staff who will be assigned to provide the services outlined in this RFP. Include membership and/or representation at dental prosthodontic organizations, dental laboratory associations, prosthetic continuing educations courses and/or advanced technology degrees and accreditation.
- c) If applicable, provide the Proposer’s parent company office address, telephone number, fax number and contact persons(s) also, noting which off-site location will be performing the major part of the services outlined in the RFP response. Provide the office address, telephone number, fax number, and contact person for the off-site location.
- d) Describe your experience in providing the services outlined in Section D1 and/or D2, Scope of Work. Give specific examples of prior projects of similar scope and nature.
- e) Provide an annual report, Form 10-K, or other certified statement of financial condition. Financial statements must be compiled, reviewed, or audited and signed by a Certified Public Accountant.
- f) Describe if your company has had a contract terminated for default in the last five (5) years. Termination for default is defined as notice to stop performance due to the Proposer’s non-performance or if the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default. Submit full details for their terms for default including the other parties’ name, address, and telephone number. Present the Proposer’s position on the matter. UNLV will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience. Indicate if no such termination for default has been experienced by the Proposer in the past five (5) years.

- g) Provide a minimum of three (3) references for which work has been accomplished that is similar to the services requested in this RFP for the last one (1) to three (3) years. The Proposer must grant permission to UNLV to contact the references. The information provided should include the following:

Company Name
Contact Person
Address
Phone and Fax #
E-mail address

Provide any other information deemed relevant by the Proposer which should be considered in evaluating the Proposer's Experience, Reliability & Stability.

2. Quality/Method of Performance (Tab 2)

(30 points)

- a) Discuss how your company will perform the proposed services identified in Section D1 and/or D2, Scope of Work/Specifications, of this RFP and the anticipated level of effort. Provide sufficient detail to convey to the evaluation committee the Proposer's knowledge of the subjects and skills necessary to perform the services requested.
- b) Provide examples of work in the form of models, photographs, actual cases and testimonials.
- c) Provide details on current and innovative technology that will be used in the performance of services and identify the benefits to SDM.
- d) Describe your company's plan to provide laboratory services training to SDM staff and students.
- e) Describe your company's quality assurance program regarding the proposed services identified in Section D1 and/or D2.
- f) Provide proof of compliance as specified in Section D1 and/or D2, 1.2, OSHA and Other Compliance.
- g) Identify processing locations of the various services required by this RFP. Provide timelines for the various processes and turnaround time at those process locations. The Proposer must adhere to the Delivery Requirements and corresponding Delivery Schedule set forth in Section D1 and/or D2.
- h) Identify any specific laboratory services that cannot be directly provided by the Proposer and must be requested of other specialty laboratories, e.g., orthodontics, craniofacial appliances, etc. Provide the names, addresses, contact number, brief company history and what service they will be providing as a sub-contractor.
- i) Describe your commitment and approach to customer service for SDM and our customers which includes students, faculty, staff, etc.
- j) Provide the name, title or position, and telephone number of the individual who would have primary responsibility for the agreement resulting from this RFP.
- k) Identify any aspects of your companies business process that focuses on sustainability and the impact in the provided services.
- l) Provide any additional value added services your company might provide and how that would be of a benefit to SDM.

3. Pricing (Tab 3)

(40 points)

- a) Proposer must complete Section E1 and/or E2, Pricing Response Form. The completed forms shall be included in Tab 3 and shall be submitted in a separate sealed envelope. Shipping/Freight costs should be included in the quoted price.
- b) Identify additional fees charged for metals or other materials not listed in Section E1 and/or E2, if applicable. Describe how these fees are derived.
- c) Include any additional supplies or services that the Proposer can provide that are not specifically listed on Section E1 and/or E2.

UNLV RFP 575-RB

- d) Provide your companies list price or commercial price for any services or supplies not covered in the scope which you believe may be pertinent and how often list pricing is updated.
- e) All pricing shall be in effect for the first one (1) year term of the contract, unless offered for a longer period by the successful Proposer. Pricing should be both fair and competitive as compared to industry standards for services provided to dental schools. The pricing identified must be all inclusive of markups, overhead, taxes, shipping and handling.
- f) Provide any other information deemed relevant by the Proposer which should be considered in evaluating the Proposer's Pricing & Cost Considerations.
Do not include any information regarding cost in the Proposer's technical proposal (Tab 1 through Tab 2). All information related to cost must be separate and submitted per the instructions above.

3. **LATE PROPOSALS**

Formal, advertised Request for Proposals indicate a time by which the Proposals must be received in the Purchasing Department. Any Proposals received after that date and time will be rejected and not be considered or will be returned unopened upon request by, and at the expense of the Proposer. Proposer is responsible for ensuring third party deliveries arrive at the time and place as indicated in this RFP document.

4. **PUBLIC OPENING OF RFP's**

At the date and time stated in this RFP, all Proposals will be opened publicly and the name of the respondents/Proposers will be recorded. To maintain confidentiality of all responses, no other information will be revealed at the opening or during the evaluation process. Proposers, their authorized agents and other interested parties are invited to be present.

4. **WITHDRAWAL OF PROPOSAL**

Any Proposer may request withdrawal of a posted, sealed RFP prior to the scheduled opening time provided the request for withdrawal is submitted to the Purchasing Department in writing, or presents themselves in person with proper identification to the Purchasing Department and verbally requests the Proposal be withdrawn and signs for its receipt.

SECTION C
GENERAL TERMS AND CONDITIONS

1. **ACCEPTANCE PERIOD**

The Proposer agrees to a minimum of 90 calendar day acceptance period from the date of public opening.

2. **APPROPRIATIONS**

The terms of any Contract issued are contingent upon sufficient appropriations and authorizations being made by UNLV for the performance of the Contract. If sufficient appropriations and authorizations are not made by UNLV, the Contract shall terminate, without penalty, upon written notice being given by UNLV to Proposer. UNLV's decision as to whether sufficient appropriations are available shall be accepted by Proposer and shall be final.

3. **AWARD OF CONTRACT**

- a) Award will be made to the most responsible and responsive Proposer(s). The basis of award will be determined by evaluation of items as listed in section titled "**Evaluation of Proposals**" and any other established purchasing methods that are applicable, which may include life cycle cost, quality, availability, conformance to specifications, financial capability and service, all in the best interests of the requesting department and UNLV.
- b) UNLV reserves the right to award on a multi-year basis and to multiple vendors for off-site services and one (1) on-site primary vendor, all in the best interest of UNLV.
- c) The initial term of the Contract will be one (1) year ("Initial Term" or "Term"). Upon mutual agreement of both parties, the Contract may be extended for an additional four (4) one (1) year renewals terms ("Renewal Term(s)" or "Term(s)").
- d) The Proposer is solely responsible for the content of its Proposal and ensuring that it best meets the evaluation criteria set forth in this RFP. Previously published data in support of experience, financial or performance capability will be evaluated if such data reflects a current position and such data is submitted as a part of the response to this RFP.
- e) UNLV reserves the right to reject any or all Proposals or any part(s) thereof and to waive informalities and minor irregularities in the Proposals received.
- f) A formal, Contract will be signed by and between the successful Proposer(s)/Contractor(s) and UNLV to perform this service.
- g) The terms and conditions contained in the attached sample Contract or, in the sole discretion of UNLV, terms and conditions substantially similar to those contained in the Contract, will constitute and govern any agreement that results from this RFP. If Proposer takes exception to any terms and conditions of the sample Contract (**including the insurance requirements**), or any general terms or conditions set forth herein, Proposer will submit a specific list of the exceptions as part of its response to this RFP. Proposer's exceptions will be reviewed by UNLV and may result in disqualification of Proposer's offer as non-responsive to this RFP. If Proposer's exceptions do not result in disqualification of Proposer's response, then UNLV/SDM may consider Proposer's exceptions when evaluating the Proposer's response.

UNLV RFP 575-RB

- h) The UNLV Purchasing Department reserves the right to enter into discussions with anyone, or all of the Proposers after Proposals have been initially reviewed by UNLV. Such discussions may be for clarification of Proposal content contained in a responsive Proposal and/or may result in request for a "Best and Final" offer from Proposer(s). Such responses shall be subject to all provisions, terms and conditions as set forth in the RFP, unless otherwise modified.
- i) Any governmental, state, or public entity within the State of Nevada may utilize this RFP at their option to obtain goods or services at the agreed upon price(s) throughout the term of the resulting Contract with the authorization of the successful Proposer(s). UNLV is not liable for the obligations of the governmental entity which joins or uses the resulting contract.
- j) Cost increase/adjustments will only be reviewed at time of renewal.
 - 1) Contractor will send a notice requesting an increase a minimum of sixty (60) days prior to the expiration of the current term.
 - 2) UNLV alone will determine whether a price increase will be allowed.
 - 3) If Contractor requests a price adjustment/increase, supporting documentation must accompany the request. Price adjustment/increase should be based on the increase cost such as in raw materials or labor.
 - 4) Any allowable price increase will take effect at the beginning of the new contract term with mutual agreement of both parties.

4. **COMPLIANCE**

Proposers are required to comply with all applicable OSHA, EPA, ADA, HIPAA, FERPA, NCAA, GLBA provisions and any and all other relevant state and federal standards, codes and regulations that may apply.

5. **CONFIDENTIAL TREATMENT OF INFORMATION**

Proposers shall preserve in strict confidence any information obtained, assembled or prepared in connection with the performance of this RFP.

6. **CONFLICT OF INTEREST**

Companies submitting a Proposal in response to this RFP are certifying that it has had no contact with an employee or member of the NSHE in any manner which would give that Company submitting such a Proposal, any advantage over any other Company submitting one. Employees and members of the NSHE shall not receive any compensation, in any manner or form, nor have any vested interest, directly or indirectly, of any kind or nature inconsistent with loyal service to the public. A violation of any of the above shall be just cause for rejection of that particular Proposal without further consideration.

7. **DEFAULT OF CONTRACT**

In case of default of the Contract by Contractor, UNLV may procure the articles or services from the other sources and hold the Contractor responsible for any excess cost occasioned thereby; provided, that if public necessity requires the use of materials or supplies not conforming to the specifications they may be accepted and payment therefore shall be made at the proper reduction in price or increase in Royalty Fee payment, as applicable.

8. **DISQUALIFICATION OF PROPOSERS**

Proposers may be disqualified and rejection of Proposals may be recommended by the Purchasing Department for any of (but not limited to) the following causes:

- a) Failure to use the forms furnished by UNLV.
- b) Lack of signature by an authorized representative on the RFP Response Form or to comply with any applicable reporting requirements.
- c) Failure to properly provide a full response in the RFP Response Form, Pricing Response Form or Royalty Response Form, as applicable.
- d) Evidence of collusion among Proposers.
- e) Unauthorized alteration of forms.
- f) Failure to submit requested documents.
- g) Failure to furnish proof of receipt of any addendum pertaining to a particular project.
- h) Any Proposer who has defaulted on prior contracts or is guilty of misrepresentation by any member of that particular Company.
- i) UNLV reserves the right to waive any minor informality or irregularity.

9. **FAILURE TO FURNISH AT SPECIFIED PRICE**

If a successful Proposer fails to furnish any item at the price specified in this RFP, whether such failure is due to a mistake of fact by the Proposer or any other reason, the Director of Purchasing UNLV, may cause the name of such Proposer to be removed from the list containing the names of prospective Proposers to whom Request for Proposals are mailed, for such period of time, not exceeding 1 year or less than 6 months, or the payment of a penalty of five percent (5%) of total price of all items on which was submitted (or an additional payment of five percent (5%) of the total Royalty Rate owed to UNLV, as applicable), as the Director of Purchasing may determine.

10. **FREIGHT TERMS**

- a) Successful Proposer must include shipping in the cost of the services or supplies proposed.

11. **INSPECTION AND ACCEPTANCE**

Inspection and acceptance will be made at destination.

12. **PAYMENT TERMS**

Payments shall be made within thirty (30) days of acceptance of the related invoice, unless otherwise stated. Should the acceptance of such invoices be in doubt, the successful Proposer shall not be due any interest or penalty on any unpaid amounts.

13. **PROMPT PAYMENT DISCOUNTS**

The offered discount of a successful Proposer will not form a part of the award evaluation. In connection with any discount offered, time will be computed from the date of delivery of the equipment or supplies at destination or from the date the correct invoice is received by UNLV, whichever is later. Payment is deemed to be made for the purpose of earning the discount the date UNLV check is mailed.

14. **PROTESTS**

Any Bidder, offeror or contractor who is allegedly aggrieved in connection with the solicitation or award of a contract may protest. The protest must be submitted in writing to the Director of Purchasing, within seven (7) days after such aggrieved person knows or should have known of the facts giving rise thereto. If the protest is not resolved by mutual agreement, the Director of Purchasing will promptly issue a decision in writing to the Protester. If the protestant wishes to appeal the decision rendered by the Director of Purchasing, such appeal must be made in writing to the Senior Vice President for Finance & Business within five (5) days of the receipt of the decision by the Director of Purchasing. The decision of the Senior Vice President for Finance & Business will be final. The Senior Vice President for Finance & Business need not consider protests unless this procedure is followed.

To be considered, all Protests must identify the following:

- a) The name, address, and telephone number of the protester,
- b) The signature of the protester,
- c) Identification of the solicitation title and number being protested,
- d) A detailed statement of the legal and factual grounds of the protest, including copies of relevant documents, and
- e) The form of relief requested.

15. **SAMPLES**

Proposers may be required to furnish a sample of the product being offered after the RFP opening for further evaluation. Proposers will be responsible for any charges involved in shipping and picking up their samples.

16. **SMALL AND LOCAL BUSINESS CONCERNS REPORTING REQUIREMENTS**

UNLV supports equal opportunity for minority owned, women-owned, and other small disadvantaged business enterprises (*MWDBE*) to compete for contracts awarded by UNLV. UNLV also supports efforts to encourage local businesses to compete for UNLV contracts. In addition, UNLV supports finding opportunities for such (*MWDBE*) and local business concerns to participate as subcontractors or Tier 2 suppliers in large contracts. A "tier 2 supplier" or subcontractor is a supplier who is contracted for goods or services with the prime contractor, and may include, but is not limited to (*MWDBE*) and local business enterprises.

- a) In compliance with NSHE policy, a Proposer responding to any RFP for the purchase of goods or services that is **anticipated to exceed \$1,000,000 at any time during the life of the contract** shall provide the following reporting information in its response:
 - (1) Proposer's historical and anticipated commitment to Tier 2 MWDBE and local business enterprises. At a minimum, Proposer must provide historical information for the most recently completed fiscal year (July 1 through June 30) and their anticipated commitment to the current fiscal year in which this RFP is issued.

(2) A listing of Tier 2 suppliers, including local and MWDBE suppliers, that will be given the opportunity to be considered and/or utilized as subcontractors for any work performed as a result of this RFP. The listing must include the following information:

- The name, city and state
- Type of Tier 2 status (local, women owned, minority/and or disadvantaged)
- Any certification of such status including the entity granting the certification if applicable

(3) This is a reporting requirement and will not be used for evaluating any Proposal. However, failure to provide a complete Proposal in response to this RFP could result in rejection of the submittal as incomplete.

b) Any award from this RFP that results in a contract for goods or services that is **anticipated to exceed \$1,000,000 at any time during the life of the contract** will require the Proposer to provide, at a minimum, annual reports listing expenditures with MWDBE and Local Subcontractors. These reports pertain only to expenditures that are directly attributable to the UNLV prime Contract.

The report shall contain the following information:

- The name, city and state; type of Tier 2 status (local, women owned, minority/and or disadvantaged); and any certification of such status including the entity granting the certification if applicable. If a business concern meets more than one definition (e.g. local and women-owned, or minority and women owned), that should be identified
- A description of the goods or services purchased
- The amount of expenditures with the subcontractor attributed to the prime contract for the most recent completed fiscal year (July 1 through June 30)
- The reporting information must be available to UNLV by September 15

b) Definitions

(1) Definition of Local Business Enterprise. "Local Business Enterprise" is intended to mean a business concern that is a) owned 51% or more by Nevada residents, b) is headquartered in Nevada, or c) a majority of employees of the business are Nevada residents.

(2) Definition of Disadvantaged Business Enterprise (DBE). "Disadvantaged Business Enterprise" is intended to mean a business concern owned by a minority or woman that is at least fifty-one percent (51%) unconditionally owned by one or more minority or women individuals who are both socially and economically disadvantaged, or a publicly owned business that has at least fifty-one percent (51%) of its stock unconditionally owned by one or more such individuals and that has its management and daily business controlled by one or more such individuals. Individuals who certify that they are a member of named groups, i.e. African Americans, Hispanic Americans, American Indians and Alaska Natives (Eskimos and Aleuts) and Asian and Pacific Island Americans are to be considered socially and economically disadvantaged.

(3) Definition of Minority Business Enterprise (MBE). "Minority Business Enterprise" is intended to mean a business concern owned by one or more minority individuals that is at least fifty-one percent (51%) unconditionally owned by one or more minority individuals, or a publicly owned business that has at least fifty-one percent (51%) of its stock unconditionally owned by one or more such individuals and that has its management and daily business controlled by one or more such individuals. Individuals who certify that they are a member of named groups, i.e. African Americans, Hispanic Americans, American Indians and Alaska Natives (Eskimos and Aleuts) and Asian and Pacific Island Americans are to be considered socially and economically disadvantaged.

(4) Definition of Women-Owned Business Enterprise (WBE). "Women-Owned Business Enterprise" is intended to mean a business concern owned by one or more women that is at

least fifty-one percent (51%) unconditionally owned by one or more women, or a publicly owned business that has at least fifty-one percent (51%) of its stock unconditionally owned by one or more such individuals and that has its management and daily business controlled by one or more such individuals.

(5) Definition of Disabled Veteran Business Enterprise (DVBE). "Disabled Veteran Business Enterprise" is intended to mean a business concern of which at least 51% of the ownership interest is held by one or more veterans with service-connected disabilities; that is organized to engage in commercial transactions; and that is managed and operated on a day-to-day basis by one or more veterans with service-connected disabilities. This includes a business which meets the above requirements that is transferred to the spouse of a veteran with a service-connected disability upon the death of the veteran, as determined by the United States Department of Veterans Affairs.

(6) Definition of Small Business Enterprise (SBE). "Small Business Enterprise" is intended to mean a business concern which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, veterans, or physically-challenged, and where gross annual sales does not exceed \$2,000,000.

c) All Proposers, by signing this RFP Response Form, certify that they are an Equal Opportunity/Affirmative Action Employer, unless otherwise stated.

17. **SUSTAINABILITY**

a) A key focus of UNLV is to minimize the impact the procurement of goods and services has on the local environment. UNLV is committed to sustainable economic, social, and environmental practices in all operations involving UNLV. It is important that Proposers share this commitment as well. Therefore, sustainable goods and services should be offered whenever available or specifically when required in the RFP.

b) UNLV may request the successful Proposer to provide reports related to sustainability on all goods and services provided under its Proposal. Reports may include, but are not limited to: sustainable attributes of each product or service, the dollar and percentage amount spent on sustainable or environmentally preferred products and services, and the total amount spent by UNLV.

c) All electronic equipment UNLV purchases must be Energy Star rated (or, if there is no Energy Star rating for the desired equipment, energy efficient models or substitutes are preferred). The requirement to purchase Energy Star rated equipment will improve UNLV's energy and financial performance while distinguishing our institution as an environmental leader.

18. **TAXES, LICENSES AND PERMITS**

a) It is the Proposers' responsibility to secure all required licenses, permits and insurance necessary for the proper execution and completion of the work/Services involved. UNLV is exempt from paying state, local and federal excise taxes.

b) Companies conducting business for profit in Nevada are required to have a current Nevada business license pursuant to NRS 76.100 (1) unless the entity is either a) a non-profit corporation or b) meets the requirements for an exemption and has filed the appropriate notice of exemption with the Nevada Secretary of State. By submitting its Proposal, the Proposer certifies that it has a current Nevada business license or it is exempt and agrees to provide immediate notice to UNLV's Purchasing Department in the event the license is no longer valid.

UNLV RFP 575-RB

- c) NSHE is exempt from Nevada State sales tax as provided by Nevada Revised Statutes 372.325 and 374.330. The NSHE/UNLV State Tax Exempt Number is RCE-000-441. The Federal Tax ID number is 88-6000024.

SECTION D1
SCOPE OF WORK/SPECIFICATIONS
ON-SITE PROVIDER

UNLV-SDM will provide, for a leasing fee (see Exhibit C, Sample Lease Agreement), a dental laboratory space of approximately 600 square feet, equipped with some existing equipment and laboratory furniture previously purchased by the School listed on Exhibit D, List of Existing Equipment Owned by UNLV. The initial monthly lease cost is estimated at \$1,687.00 subject to increase annually by around three percent (3%). The successful Proposer will supply all additional equipment, supplies, personnel and support necessary to operate an efficient dental laboratory for the school. At the conclusion of the contract, the Proposer will return all equipment and laboratory furniture in the condition received at contract inception. Allowance shall be made for normal wear associated with the conduct of business.

The successful Proposer will be expected to provide on-site assistance and/or training for UNLV-SDM personnel and students to ensure smooth operation of requests for services. The utilization of existing school staff, space and equipment resources must be incorporated into the firms operation with respect to the School. The dental laboratory operation shall provide all professional laboratory services and processes requested by the School to operate a university dental education operation without interruption or delay in patient care. The Proposer must provide a full range of services expected from a quality dental laboratory operation, either in fixed prosthetics or removable prosthetics or both. If a single Proposer is unable to perform all the required services, they can sub-contract those services they are unable to perform. The award will be made to only one Proposer for the on-site services. If a Proposer subcontracts any portion of the services they must identify the vendor that is providing that service.

The successful Proposer will have the right to conduct for-profit business with dental practices outside of the UNLV School of Dental Medicine as long as those activities do not interfere with or delay patient services in the School. The School shall have no liability for any service provided outside of the School. The in-house lab shall operate from Monday thru Friday, 8:30am to 5:30pm inclusive of services provided for UNLV/SDM and any for-profit business. Operating hours may be adjusted to ensure SDM student needs are met. No for-profit business will be performed outside of these operating hours.

The successful Proposer and the School will establish a joint quality assurance committee to address and ensure that services are meeting the required expectations.

Any facilities modifications of the laboratory space must be approved prior to any work being performed, by the Associate Dean for Clinical Services or their representative and the Planning and Construction department. This includes structural modifications affecting walls, floors and ceilings and any utility alterations. Costs for any modifications requested and approved are the sole responsibility of the successful Proposer

These requirements are applicable to all dental laboratory services except as specifically noted.

1.1 EXPERIENCE AND QUALIFICATIONS

The technical staff of the successful Proposer must have a demonstrated record of excellence within the dental profession. This requirement includes but is not limited to membership and/or representation at dental prosthodontic organizations, dental laboratory associations, prosthetic continuing education courses and/or advanced technology degrees and accreditation.

Exception: On-the-job training for Orthodontic Services shall suffice.

The successful Proposer must provide all identified services as well as make recommendations for adoption of new procedures. The School will have the flexibility to add and delete services utilized. The successful Proposer will keep them apprised of new products and services and make recommendations to the School for usage.

The successful Proposer must use current technology in the operation to the extent possible.

1.2 OSHA AND OTHER COMPLIANCE

The successful Proposer should adhere to accepted laboratory services industry standards including but not limited to all city, state, and federal codes. The successful Proposer will also be responsible for ensuring compliance with all HIPPA, ADA, FDA and DEA requirements and regulations pertaining to laboratory operation.

The successful Proposer must follow all clinical policies, protocols, and procedures at the School of Dental Medicine. Additionally the successful Proposer must follow the University of Nevada Las Vegas Sexual Harassment Policy and Complaint Procedure and all other UNLV policies and procedures regarding individual, student, faculty, and staff conduct and standards.

The successful Proposer must provide proof of its compliance with the standards and statutes of the Occupational Safety and Health Act of 1970 from the Occupational Safety and Health Administration. <http://www.osha.gov/> by providing an Exposure Control Plan which shall include:

- 1.2.1 Proof of annual training. The successful Proposer must provide date of training, the name and title of the individual who performed the training, and a list of what safety and occupational health issues were covered in the training.
- 1.2.2 Proof of posted display of OSHA and Department of Labor signs by providing a statement that says that the proposer's laboratory is compliant with this requirement.
- 1.2.3 Proof of Standard Operating Procedures for the disposal of medical/hazardous waste by providing a document that describes your laboratory's Standard Operating Procedures for the disposal of medical/hazardous waste protocols.
- 1.2.4 Proof of use of proper methods and materials for handling and decontaminating soiled incoming items by providing a document that describes your laboratory's protocols and procedures.

1.3 QUALITY OF SERVICES

- 1.3.1 The successful Proposer must ensure that all laboratory work is free of material defect which may result from the misuse of the material during any aspect of the fabrication. An example would be the porosity in metal casting or the denture base material.
- 1.3.2 The successful Proposer must ensure that all prosthodontic restorations have finished borders and/or lines that exactly meet the proper anatomical or prepared position.
- 1.3.3 The successful Proposer must ensure that all orthodontic appliances are well designed and free of material and work defects, including defects which may result from improper fabrication. An example would be an annealed hook or clasp due to overheating during the soldering process.
- 1.3.4 The successful Proposer must ensure that all work authorizations, designs and instructions are followed as required by the SDM. In case of questions, telephone contact must be established with SDM.

1.4 DELIVERY REQUIREMENTS

- 1.4.1 The successful Proposer must adhere to a once-per-day pick-up from and delivery to SDM including the satellite located at 1707 West Charleston.

- 1.4.2 The successful Proposer must provide a 24-hour phone number to call in case of delivery problems. If delivery will not be on time, the Proposer must notify SDM immediately.
- 1.4.3 The successful Proposer must accommodate the SDM's needs when emergencies develop. An emergency is defined as a change in the timeframe for completion of work due to patient needs, a change in the surgery date, a change in geographic location, etc. Appropriate Rush/Emergency fees may apply.
- 1.4.4 The successful Proposer will accept full responsibility for all lost, damaged or missing materials while in transit to SDM. The successful Proposer will reimburse UNLV/SDM the full cost of materials, for replacement materials or work.

For Sections 2 thru Section 6:

The Proposer will be expected to provide procedures in the onsite lab such as, but not limited to:

Fixed Prosthodontics

- 1) Glazing or re-glazing porcelain
- 2) Adding contacts to porcelain or gold appliances
- 3) Assistance in shade taking or shade alterations
- 4) Soldering of dental appliances
- 5) Model work

Removable Prosthodontics

- 6) Waxing up of full or partial dentures
- 1) Denture and partial denture repair
- 2) Denture and partial denture relines
- 3) Fabrication of provisional appliances
- 4) Model work

The successful Proposer will also be expected to provide full service fixed prosthetics and full service removable prosthetics laboratory services . The Specifications for these services are as follows:

2. SCOPE OF WORK FOR COMPLETE DENTURE SERVICES

The successful Proposer must ensure that all full dentures conform to the specific demands of SDM. Any complete denture improperly processed will be remade at no cost to SDM. Any teeth that move during processing will be considered a Proposer fault. In all instances of remakes, the "no-cost" requirement is based on the Proposer being at fault in meeting the requisites of the laboratory work authorization that includes overdentures, attachments, and implant supported prostheses. If the successful Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

2.1. REQUIREMENTS FOR COMPLETE DENTURES

- 2.1.1. The teeth used for complete dentures are primarily Ivoclar Vivodent. Ivostar teeth are used for interim and immediate dentures. SDM generally provides the teeth from school inventory. Other types used occasionally are the Ivoclar Blueline and Dentsply. If the SDM cannot provide the patient brand, mold and shade desired, the teeth may be purchased through this contract with the successful Contractor. There is to be no substitutions without the written notification on changes by the SDM.
- 2.1.2. The processed acrylic must show no porosity that is observable under 2½ x magnifications. The acrylic must be identified on the applicable Price Sheet(s) (Section 8.0) Lucitone 199-all shades, or chemically equivalent denture base materials.

- 2.1.3. The acrylic thickness on the palatal area must be no greater than 2mm unless so indicated.
- 2.1.4. The acrylic thickness on the final 3mm of the peripheral rolls of both maxillary and mandibular dentures must be indicated by the cast.
- 2.1.5. The pins and diatorics on porcelain teeth must not be obliterated. Teeth will not be ground, over polished or distorted in any fashion.
- 2.1.6. The teeth must not move during processing.
- 2.1.7. The contours of the denture base will replicate the master cast.

2.2 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	2 working days
Relines	3 working days
Set-up	5 working days
Finish Full Dentures	5 working days
Rebases	5 working days
Cast Metal Frame	10 working days

3. SCOPE OF WORK FOR REMOVABLE PARTIAL DENTURE SERVICES

The Proposer must ensure that all cast partial removable restorations are delivered to SDM on the duplicate cast. If any restoration is found lacking in fit, the removable restoration will be remade at no cost to SDM. If the original cast is scraped anywhere besides the retentive areas and does not fit, it will be considered the Proposer’s fault. The Proposer must ensure that removable partial denture framework and attachments are individually designed and its fee determined based upon design. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

3.1 REQUIREMENTS FOR REMOVABLE PARTIAL DENTURES

- 3.1.1 The teeth used for complete dentures are primarily Ivoclar Vivodent. Ivostar teeth are used for interim and immediate dentures. SDM generally provides the teeth from school inventory. Other types used occasionally are the Ivoclar Blueline and Dentsply. If the SDM cannot provide the patient brand, mold and shade desired, the teeth may be purchased through this contract with the successful Proposer. There is to be no substitutions without the written notification on changes by the SDM.
- 3.1.2 The removable partial denture casting must conform to the design offered when the cast is placed on a plane indicated by the tripod markings as follows:
 - Block out and relieve on tripoded master cast
 - Make a refractory cast
 - Cast framework polished and return for try-in on duplicate cast
- 3.1.3 The removable partial denture framework must seat completely without rocking in the patients mouth and must follow the prescription and design form and cast provided.
- 3.1.4 Guideplates must be properly adapted to guideplanes.
- 3.1.5 The reciprocating portion of the clasp arm will have adequate dimensions to provide bracing and the retentive portion of the clasp arm will have adequate flexibility to provide retention.
- 3.1.6 The cast can only show wear from seating removable partial denture at height of contour above the retentive area of clasp.
- 3.1.7 The cast must not be ground.

UNLV RFP 575-RB

- 3.1.8 The metal framework will show no porosity when viewed under 2½ x magnifications.
- 3.1.9 The retentive clasp must be placed in the exact position as denoted by the specified depth of undercut.
- 3.1.10 The processed acrylic must show no porosity when viewed under 2½ x magnifications. The acrylic must be identified on Section E Pricing Response Form Lucitone 199-all shades or chemically equivalent denture base materials.
- 3.1.11 The acrylic thickness on the palatal area must be no greater than 2mm unless so indicated by the prescription or work order.
- 3.1.12 The acrylic thickness on the final 3mm of the peripheral rolls of both maxillary and mandibular dentures must be indicated by the cast.
- 3.1.13 The pins and diatorics on porcelain teeth must not be obliterated. Teeth shall not be over polished or distorted in any fashion.
- 3.1.14 The teeth must not move during processing.
- 3.1.15 The contours of the denture base will replicate the master cast.
- 3.1.16 All designs and attachments are required for removable partial denture framework.
- 3.1.17 Acrylic processing must be provided.
- 3.1.18 Teeth must be set-up.
- 3.1.19 Removable partial dentures must be processed, recovered and polished.
- 3.1.20 Alloys must be Vitalium 2000+. There is to be no substitution for contracted alloys without the written notification and signed agreement on changes by the UNLV-SDM.

3.2 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	2 working days
Relines	3 working days
Set-up	5 working days
Finish Full Dentures	5 working days
Rebases	5 working days
Cast Metal Frame	10 working days
Precision Attachment Restoration	12 working days

4. SCOPE OF WORK FOR FIXED PARTIAL DENTURE SERVICES

The successful Proposer will return all fixed prosthodontic restorations to the SDM in protective boxes. If the restorations produced by the Proposer are found to be deficient on the master die for any reason, the restoration will be remade at no cost to UNLV/SDM. In all instances of remakes, the “no-cost” requirement is based on the Proposer being at fault in meeting the requisites of the laboratory work authorization. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

4.1 REQUIREMENTS FOR FIXED PARTIAL DENTURES

- 4.1.1 Casting must be free of pits or nodules that are observable under 2½ x magnifications.
- 4.1.2 Casting margin must reach the finish line on a duplicate die thereby covering all prepared tooth structure.
- 4.1.3 When casting is seated on a solid cast (10 grams of force), there must be no rocking or rotation movement when lateral forces are applied and there must be no opening greater than 20 microns.
- 4.1.4 Casting contours must be biologically compatible with the tissues of the patient’s mouth and not greater in bucco-lingual dimension than that of the comparable un-restored contra lateral teeth.

- 4.1.5 Thickness of the metal in areas underlying the veneer must not exceed 0.5mm except in areas where this specific amount will not allow a uniform thickness of porcelain.
- 4.1.6 Contacts with adjacent teeth must not impede seating of the casting, but must be sufficiently closed to offer resistance to the passage of dental floss.
- 4.1.7 Occlusal contours must be anatomically correct and in proper functional relationships with the opposing dentition.
- 4.1.8 All casting must be finished to a high luster using gold rouge and devoid of pits, porosity or large scratches.
- 4.1.9 All finished casting must maintain correct form and size, and exhibit no marginal openings greater than 20 microns.
- 4.1.10 Connectors must be color-matched to the castings joined.
- 4.1.11 Connectors must be smooth, without sharp edges, free of porosity that is visible under 2½ x magnifications with a minimum of 4mm in squared area.
- 4.1.12 Connectors must be confined to the interproxial area(s) and not cover the margins.
- 4.1.13 Connectors must be capable of carrying loads likely to be placed upon them in the mouth of the patient.
- 4.1.14 The finished connector assembly will seat on a solid model of the preparations using 10 grams of seating force and will exhibit no rocking or rotation movement without any marginal discrepancy greater than 20 microns.
- 4.1.15 Porcelain must be free of pits or nodules that are observable under 2½ x magnifications.
- 4.1.16 Porcelain must be fired to a bisque-bake for try-in and a glaze for completion as required in writing or prescription.
- 4.1.17 Porcelain must match the shade requested on specified shade guide.
- 4.1.18 Axial contours must be biologically compatible with the tissue of the patient's mouth.
- 4.1.19 Porcelain must be of prescribed brand name as indicated on work requests and compatible with the alloy.
- 4.1.20 Veneers must be free of pits or nodules that are observable under 2½ x magnifications.
- 4.1.21 Veneers must match the adjacent teeth in the patient's mouth in color and shade without the use of extrinsic stains or dyes.
- 4.1.22 Axial contours must be biologically compatible with the tissues of the patient's mouth.
- 4.1.23 All finished veneers must maintain correct form and size, and exhibit no marginal openings greater than 20 microns.
- 4.1.24 Ceramics must be Ceramco 3 or an equivalent high quality ceramic based upon compatibility with the approved alloys as indicated in 4.3 below. There is to be no substitution without the written notification and signed agreement on changes by the SDM.

4.2 REQUIREMENTS FOR SHADE GUIDES

In all instances where a shade for a tooth or teeth is indicated, the successful Proposer must ensure that the shade be replicated exactly in the prosthetic restoration or appliance. In order to achieve shade replication there must be an agreement between the Proposer and the SDM as to the number and type of shade guides to be utilized. The Proposer must use the following Shade Guides:

- Vita Lumin
- Ivoclar-Blueline
- Dentsply Portrait
- Vita 3D

4.3 REQUIREMENTS FOR ALLOYS

There is to be no substitution for contracted alloys without the written notification and signed agreement on changes by the SDM. The alloy requirements must be of the following types:

UNLV RFP 575-RB

- Porcelain Alloy – Argident Euro (Au-40%, Pd-39.4%, Ag-10%)
- Type III – Argenco 20 (Au-20%, Pd-19.87%, Ag 40%, plus trace other minerals)
- Type IV – Argenco 42 (Au-42%, Pd-7.95%, Ag-26%)

4.4 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	2 working days
Final glazes	4 working days
Bisque Bake or metal try-in	8 working days
Veneers or Post and Cores	8 working days
Crowns, Pontics, Inlays and Onlays	10 working days

5. SCOPE OF WORK FOR ORTHODONTIC SERVICES

The successful Proposer must assure that all appliances/set-ups are delivered to SDM on the original casts. The Proposer must ensure that orthodontic appliances are fabricated as indicated on the prescription. If any appliance is found lacking in fit or breaks due to fabrication errors, the appliance will be remade at no cost to the SDM. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

5.1 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	6 working days
Orthodontic Appliances	10 working days

6. SCOPE OF WORK FOR IMPLANT SERVICES

The successful Proposer must pour implant models, wax and cast custom abutments, solder superstructures, modify prostheses for lingual set screws, apply porcelain, develop teeth and process acrylic to hybrid prostheses. The Proposer must design and implement porcelain gingival tissue replacement.

6.1 REQUIREMENTS FOR IMPLANTS (FIXED)

- 6.1.1 The successful Proposer must use CAD/CAM Technology (Forte) to construct Procera prostheses in titanium, zirconia or alumina for implant restorations Piccolo on natural teeth.
- 6.1.2 Implant supported/attachment prostheses.
- 6.1.3 Implant Fixed Prostheses
- 6.1.4 Single unit implant crowns
- 6.1.5 Implant custom milled and cast abutments
- 6.1.6 Implant pre-fabricated abutments

6.2 REQUIREMENTS FOR IMPLANTS (REMOVABLE)

- 6.2.1 Implant Hybrid Prostheses
 - Implant retained overdentures

SECTION D2
SCOPE OF WORK/SPECIFICATIONS
OFF-SITE PROVIDER

The Proposer will be expected to provide fixed and removable prosthetics laboratory services. The Specifications for these services are as follows:

1. SCOPE OF WORK FOR COMPLETE DENTURE SERVICES

The successful Proposer must ensure that all full dentures conform to the specific demands of SDM. Any complete denture improperly processed shall be remade at no cost to SDM. Any teeth that move during processing will be considered a Proposer fault. In all instances of remakes, the “no-cost” requirement is based on the Proposer being at fault in meeting the requisites of the laboratory work authorization that includes overdentures, attachments, and implant supported prostheses. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

1.1. REQUIREMENTS FOR COMPLETE DENTURES

- 1.1.1 The teeth used for complete dentures are primarily Ivoclar Vivodent. Ivostar teeth are used for interim and immediate dentures. SDM generally provides the teeth from school inventory. Other types used occasionally are the Ivoclar Blueline and Dentsply. If the SDM cannot provide the patient brand, mold and shade desired, the teeth may be purchased through this contract with the successful Proposer. There is to be no substitutions without the written notification on changes by the SDM.
- 1.1.2 The processed acrylic must show no porosity that is observable under 2½ x magnifications. The acrylic must be identified on the applicable Price Sheet(s) (Section 8.0) Lucitone 199-all shades, or chemically equivalent denture base materials.
- 1.1.3 The acrylic thickness on the palatal area must be no greater than 2mm unless so indicated.
- 1.1.4 The acrylic thickness on the final 3mm of the peripheral rolls of both maxillary and mandibular dentures must be indicated by the cast.
- 1.1.5 The pins and diatorics on porcelain teeth must not be obliterated. Teeth will not be ground, over polished or distorted in any fashion.
- 1.1.6 The teeth must not move during processing.
- 1.1.7 The contours of the denture base will replicate the master cast.

1.2 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	2 working days
Relines	3 working days
Set-up	5 working days
Finish Full Dentures	5 working days
Rebases	5 working days
Cast Metal Frame	10 working days

2. SCOPE OF WORK FOR REMOVABLE PARTIAL DENTURE SERVICES

The successful Proposer must ensure that all cast partial removable restorations are delivered to SDM on the duplicate cast. If any restoration is found lacking in fit, the removable restoration will be remade at no cost to SDM. If the original cast is scraped anywhere besides the retentive areas and does not fit, it will be considered the Proposer's fault. The Proposer must ensure that removable partial denture framework and attachments are individually designed and its fee determined based upon design. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

2.1 REQUIREMENTS FOR REMOVABLE PARTIAL DENTURES

- 2.1.1 The teeth used for complete dentures are primarily Ivoclar Vivodent. Ivostar teeth are used for interim and immediate dentures. SDM generally provides the teeth from school inventory. Other types used occasionally are the Ivoclar Blueline and Dentsply. If the SDM cannot provide the patient brand, mold and shade desired, the teeth may be purchased through this contract with the successful Proposer. There is to be no substitutions without the written notification on changes by the SDM.
- 2.1.2 The removable partial denture casting must conform to the design offered when the cast is placed on a plane indicated by the tripod markings as follows:
 - Block out and relieve on tripoded master cast
 - Make a refractory cast
 - Cast framework polished and return for try-in on duplicate cast
- 2.1.3 The removable partial denture framework must seat completely without rocking in the patients mouth and must follow the prescription and design form and cast provided.
- 2.1.4 Guideplates must be properly adapted to guideplanes.
- 2.1.5 The reciprocating portion of the clasp arm will have adequate dimensions to provide bracing and the retentive portion of the clasp arm will have adequate flexibility to provide retention.
- 2.1.6 The cast can only show wear from seating removable partial denture at height of contour above the retentive area of clasp.
- 2.1.7 The cast must not be ground.
- 2.1.8 The metal framework will show no porosity when viewed under 2½ x magnifications.
- 2.1.9 The retentive clasp must be placed in the exact position as denoted by the specified depth of undercut.
- 2.1.10 The processed acrylic must show no porosity when viewed under 2½ x magnifications. The acrylic must be identified on Section E Pricing Response Form Lucitone 199-all shades or chemically equivalent denture base materials.
- 2.1.11 The acrylic thickness on the palatal area must be no greater than 2mm unless so indicated by the prescription or work order.
- 2.1.12 The acrylic thickness on the final 3mm of the peripheral rolls of both maxillary and mandibular dentures must be indicated by the cast.
- 2.1.13 The pins and diatorics on porcelain teeth must not be obliterated. Teeth will not be over polished or distorted in any fashion.
- 2.1.14 The teeth must not move during processing.
- 2.1.15 The contours of the denture base will replicate the master cast.
- 2.1.16 All designs and attachments are required for removable partial denture framework.
- 2.1.17 Acrylic processing must be provided.
- 2.1.18 Teeth must be set-up.
- 2.1.19 Removable partial dentures must be processed, recovered and polished.
- 2.1.20 Alloys must be Vitalium 2000+. There is to be no substitution for contracted alloys without the written notification and signed agreement on changes by the UNLV/SDM.

2.2 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	2 working days
Relines	3 working days
Set-up	5 working days
Finish Full Dentures	5 working days
Rebases	5 working days
Cast Metal Frame	10 working days
Precision Attachment Restoration	12 working days

3. SCOPE OF WORK FOR FIXED PARTIAL DENTURE SERVICES

The successful Proposer will return all fixed prosthodontic restorations to the SDM in protective boxes. If the restorations produced by the Proposer are found to be deficient on the master die for any reason, the restoration will be remade at no cost to SDM. In all instances of remakes, the “no-cost” requirement is based on the Proposer being at fault in meeting the requisites of the laboratory work authorization. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

3.1 REQUIREMENTS FOR FIXED PARTIAL DENTURES

- 3.1.1 Casting must be free of pits or nodules that are observable under 2½ x magnifications.
- 3.1.2 Casting margin must reach the finish line on a duplicate die thereby covering all prepared tooth structure.
- 3.1.3 When casting is seated on a solid cast (10 grams of force), there must be no rocking or rotation movement when lateral forces are applied and there must be no opening greater than 20 microns.
- 3.1.4 Casting contours must be biologically compatible with the tissues of the patient’s mouth and not greater in bucco-lingual dimension than that of the comparable un-restored contra lateral teeth.
- 3.1.5 Thickness of the metal in areas underlying the veneer must not exceed 0.5mm except in areas where this specific amount will not allow a uniform thickness of porcelain.
- 3.1.6 Contacts with adjacent teeth must not impede seating of the casting, but must be sufficiently closed to offer resistance to the passage of dental floss.
- 3.1.7 Occlusal contours must be anatomically correct and in proper functional relationships with the opposing dentition.
- 3.1.8 All casting must be finished to a high luster using gold rouge and devoid of pits, porosity or large scratches.
- 3.1.9 All finished casting must maintain correct form and size, and exhibit no marginal openings greater than 20 microns.
- 3.1.10 Connectors must be color-matched to the castings joined.
- 3.1.11 Connectors must be smooth, without sharp edges, free of porosity that is visible under 2½ x magnifications with a minimum of 4mm in squared area.
- 3.1.12 Connectors must be confined to the interproxial area(s) and not cover the margins.
- 3.1.13 Connectors must be capable of carrying loads likely to be placed upon them in the mouth of the patient.
- 3.1.14 The finished connector assembly will seat on a solid model of the preparations using 10 grams of seating force and will exhibit no rocking or rotation movement without any marginal discrepancy greater than 20 microns.
- 3.1.15 Porcelain must be free of pits or nodules that are observable under 2½ x magnifications.
- 3.1.16 Porcelain must be fired to a bisque-bake for try-in and a glaze for completion as required in writing or prescription.

UNLV RFP 575-RB

- 3.1.17 Porcelain must match the shade requested on specified shade guide.
- 3.1.18 Axial contours must be biologically compatible with the tissue of the patient's mouth.
- 3.1.19 Porcelain must be of prescribed brand name as indicated on work requests and compatible with the alloy.
- 3.1.20 Veneers must be free of pits or nodules that are observable under 2½ x magnifications.
- 3.1.21 Veneers must match the adjacent teeth in the patient's mouth in color and shade without the use of extrinsic stains or dyes.
- 3.1.22 Axial contours must be biologically compatible with the tissues of the patient's mouth.
- 3.1.23 All finished veneers must maintain correct form and size, and exhibit no marginal openings greater than 20 microns.
- 3.1.24 Ceramics must be Ceramco 3 or an equivalent high quality ceramic based upon compatibility with the approved alloys as indicated in 4.3 below. There is to be no substitution without the written notification and signed agreement on changes by the SDM.

3.2 REQUIREMENTS FOR SHADE GUIDES

In all instances where a shade for a tooth or teeth is indicated, the successful Proposer must ensure that the shade be replicated exactly in the prosthetic restoration or appliance. In order to achieve shade replication there must be an agreement between the Proposer and the SDM as to the number and type of shade guides to be utilized. The Proposer must use the following Shade Guides:

- Vita Lumin
- Ivoclar-Blueline
- Dentsply Portrait
- Vita 3D

3.3 REQUIREMENTS FOR ALLOYS

There is to be no substitution for contracted alloys without the written notification and signed agreement on changes by the UNLV. The alloy requirements must be of the following types:

- Porcelain Alloy – Argident Euro (Au-40%, Pd-39.4%, Ag-10%)
- Type III – Argenco 20 (Au-20%, Pd-19.87%, Ag 40%, plus trace other minerals)
- Type IV – Argenco 42 (Au-42%, Pd-7.95%, Ag-26%)

3.4 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A "working day" is defined as an in-laboratory working day Monday through Friday.

- Rush Delivery 2 working days
- Final glazes 4 working days
- Bisque Bake or metal try-in 8 working days
- Veneers or Post and Cores 8 working days
- Crowns, Pontics, Inlays and Onlays 10 working days

5. SCOPE OF WORK FOR ORTHODONTIC SERVICES

The successful Proposer must assure that all appliances/set-ups are delivered to SDM on the original casts. The Proposer must ensure that orthodontic appliances are fabricated as indicated on the prescription. If any appliance is found lacking in fit or breaks due to fabrication errors, the appliance shall be remade at no cost to the SDM. If the Proposer disputes the responsibility for non-compliant work product, the Proposer may submit the dispute to the UNLV, in writing, for a final determination.

5.1 DELIVERY SCHEDULE

The successful Proposer must adhere to the following turnaround times as stated in this section. A “working day” is defined as an in-laboratory working day Monday through Friday.

Rush Delivery	6 working days
Orthodontic Appliances	10 working days

6. SCOPE OF WORK FOR IMPLANT SERVICES

The successful Proposer must pour implant models, wax and cast custom abutments, solder superstructures, modify prostheses for lingual set screws, apply porcelain, develop teeth and process acrylic to hybrid prostheses. The Contractor must design and implement porcelain gingival tissue replacement.

6.1 REQUIREMENTS FOR IMPLANTS (FIXED)

- 6.1.1 The successful Proposer must use CAD/CAM Technology (Forte) to construct Procera prostheses in titanium, zirconia or alumina for implant restorations Piccolo on natural teeth.
- 6.1.2 Implant supported/attachment prostheses.
- 6.1.3 Implant Fixed Prostheses
- 6.1.4 Single unit implant crowns
- 6.1.5 Implant custom milled and cast abutments
- 6.1.6 Implant pre-fabricated abutments

6.2 REQUIREMENTS FOR IMPLANTS (REMOVABLE)

- 6.2.1 Implant Hybrid Prostheses
- 6.2.2 Implant retained overdentures

SECTION E1
PRICING RESPONSE FORM
ON-SITE PROVIDER

Services will be ordered on an as needed basis as there is no guarantee on the volume of service required, Contractor will be paid only for actual work performed.

This form, along with Proposer's response to other questions provided under Section B 2, Evaluation of Proposals, No. 3 Pricing, must be submitted with the proposal in a separate sealed envelope to be considered responsive. In the same sealed envelope, Proposer must include a list of all services offered by your company with the corresponding list/commercial prices. Technical responses and pricing responses must be in separate sealed envelopes. The estimated usage below is based on previous history for the specified service and does not guarantee the service quantity.

DESCRIPTION OF SERVICE	Estimated Usage	UNIT PRICE	NOTES
1. CROWN AND BRIDGE SERVICES:			
1.1 Diagnostic Wax-up (per unit)	25		
1.2 Porcelain-to-Metal Unit – precious metal (specify porcelain & metal in NOTES)	600		
1.3 Porcelain Margin on PFM unit	300		
1.4 Empress Crown Unit	10		
1.5 E-max Crown Unit	150		
1.6 Zirconia Crown Unit	20		
1.7 Temporary Crown (per unit)	25		
1.8 Esthetic inlay/only - porcelain (specify porcelain in NOTES)	60		
1.9 Esthetic inlay/onlay – composite (specify composite in NOTES)	20		
1.10 Laminate Veneer Unit (specify material in NOTES)	100		
1.11 Full Cast Crown – precious	140		
1.12 Inlay/Onlay - precious	50		
1.13 Cast post & Core, precious metal	75		
1.14 Reduction Coping	50		
2. DENTURE (COMPLETE & PARTIAL) SERVICES:			
2.1 Pour Model	800		
2.2 Custom Tray	150		
2.3 Bite Block/Occlusal Rim	500		
2.4 Articulation	50		
2.5 Setup	800		
2.6 Reset	100		
2.7 Process and Finish	800		
2.8 Complete maxillary denture	400		
2.9 Overdenture	100		
2.10 Immediate Denture	75		
2.11 Surgical stent	120		
2.12 Charge for softliner	5		
2.13 Reline (regular) full denture	60		
2.14 Charge to replace tooth on denture	50		

DESCRIPTION OF SERVICE	Estimated Usage	UNIT PRICE	NOTES
2.15 Repair buccal arm wire clasp	20		
2.16 Gasket-type partial denture	10		
3. IMPLANT SERVICES			
3.1 Diagnostic setup	100		
3.2 Surgical stent/template	100		
3.3 Bite rim, screw retained	25		
3.4 Implant processing fee	25		
3.5 Cast implant overdenture bar, per implant	50		
3.6 Titanium milled implant overdenture bar, per implant	20		
3.7 Diagnostic waxup per tooth	50		
3.8 Surgical stent/template	100		
3.9 Soft tissue model	100		
3.10 Custom abutment for cement-retained restoration, excluding crown fee, alloy and components	75		
3.11 Modification of a prefabricated abutment for cement-retained restoration, excluding crown	75		
3.12 Screw-retained restoration labor fee, per unit excluding crown fee	50		
4. MISCELLANEOUS SERVICES:			
4.1 Attachments	50		
4.2 Occlusal Orthotic	25		
4.3 Occlusal Guard	75		
4.4 Sleep apnea appliances	20		
4.5 Name Tag	800		
4.6 Rush/Emergency Fees	20		

PROVIDE A DISCOUNT OFF CURRENT LIST PRICES FOR ALL OTHER PRODUCTS / SERVICES NOT LISTED ABOVE _____%

SECTION E2
PRICING RESPONSE FORM
OFF-SITE PROVIDER

Services will be ordered on an as needed basis as there is no guarantee on the volume of services to be required, Contractor will be paid only for actual work performed.

This form, along with Proposer's response to other questions provided under Section B 2, Evaluation of Proposals, No. 3 Pricing, must be submitted with the proposal in a separate sealed envelope to be considered responsive. In the same sealed envelope, Proposer must include a list of all services offered by your company with the corresponding list/commercial prices. Technical responses and pricing responses must be in separate sealed envelopes. The estimated usage is based on previous history for the specified service and does not guarantee the service quantity.

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2.8 Complete maxillary denture	400		
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2.12 Charge for softliner	5		
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DESCRIPTION OF SERVICE	Estimated Usage	UNIT PRICE	NOTES
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3.11 Modification of a prefabricated abutment for cement-retained restoration, excluding crown	75		
3.12 Screw-retained restoration labor fee, per unit excluding crown fee	50		
4. MISCELLANEOUS SERVICES:			
4.1 Attachments	50		
4.2 Occlusal Orthotic	25		
4.3 Occlusal Guard	75		
4.4 Sleep apnea appliances	20		
4.5 Name Tag	800		
4.6 Rush/Emergency Fees	20		

PROVIDE A DISCOUNT OFF CURRENT LIST PRICES FOR ALL OTHER PRODUCTS / SERVICES NOT LISTED ABOVE _____%