

Engineering Consulting Services

RFP FY22-SCPW-01

Addendum # 2

Issued October 7, 2021

- 1) Section III.3 (Proposal Format) – Is there page limit for the Technical Proposal?
There is no limit on the page count for the proposal.
- 2) Section IV.A (Detailed Scope of Work) – Will selected firms be required to have applicable experience in all potential areas of engineering services listed in item 1 (drainage, hydrology, streets, transportation, traffic, lighting, utilities, and planning studies), or may we focus our proposal on engineering services with which we have the greatest qualifications/experience?
Offerors are not required to have experience in all of the requested services. Offeror’s experience for the services requested shall reflect in the Organizational Experience Score.
- 3) Addendum #1 states that removal of the cost proposal results in a total of 80 possible points. The total point value was 100 with 30 possible cost points. This leaves 70 points for qualifications. Have 10 points been added to another section to reach 80 points?
The proposals will be evaluated against a maximum of 70 points.
- 4) SECTION III.3. PROPOSAL FORMAT | The RFP mentions that hard copies must be “placed within binders” (p.13). Is a coil binding acceptable for hard copies or must the proposal be submitted in a three-ring binder?
Coil binding is acceptable for hard copies.
- 5) SECTION IV.2. ORGANIZATIONAL REFERENCES | We understand the consultants are responsible for ensuring our references submit their forms. In the past, we have seen forms submitted go into Junk Mail folders or otherwise get caught up in email delivery issues. Will the County please be able to verify that forms have been received if consultants contact you ahead of the submission deadline?
Yes, the County can verify if forms have been received.
- 6) SECTION IV.B.3.D. MANDATORY SPECIFICATIONS – EXISTING CLIENTS | “A complete list of existing clients as of the date of this RFP” – Is the intention of this request for the County to be able to review a list of clients that we currently have contracted work with? Would a list of clients we have worked with in the past year be sufficient?
A list of clients for the last year will be accepted as long as the existing clients are included and noted in the response.
- 7) IV. Specifications > B. Technical Specifications > 4. Business Specifications > Financial Stability on page 17 of the RFP document: The required Financial Stability Documents are confidential corporate documents. After they are submitted to Sandoval County they can be potentially requested by any member of the public (FOIA) as they become public record. We respectfully request that this requirement be removed from the RFP?

a. If these financial stability documents are still required, and not removed from the RFP, our accounting practices require that the Financial Stability Documents are sent directly from Corporate to Sandoval County.

i. Will this be acceptable, with the financial stability documents delivered by separate courier in separate envelope than the proposal?

As the Financial Stability Documents are a mandatory requirement, this will be acceptable.

ii. If so, to whom should the Financial Stability Documents be sent? Please provide a contact & address.

Please address the Financial Stability Documents as follows:

**Joyce Roybal, Assistant Director of Finance
1500 Idalia Road, Bldg. D 2nd Floor
Bernalillo, NM 87004**

The separate parcel must be marked with “Engineering Consulting Services” & “RFP# FY22-SCPW-01”.

The separate parcel must also be received by the submission deadline of 3:00 PM MDT, October 19, 2021.

8) Referencing Page 13 of the RFP; Section III – Response Format and Organization; 3. Proposal Format; 1. Technical Proposal – Binder 1 – Proposal Content and Organization: Will spiral/comb-bound proposals with tab dividers be accepted instead of three-ring binders?

Spiral/comb-bound proposals with tab dividers are acceptable.