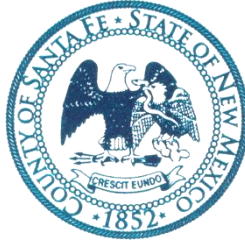


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

March 14, 2018

RFP# 2018-0242-PW/KE
ENGINEERING DESIGN SERVICES FOR THE
SANTA FE RIVER GREENWAY SECTION B
ADDENDUM #1

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

ATTACHMENT: PRE-PROPOSAL SIGN IN SHEET (2)

1. Regarding Appendix C, Volume of Work Previously Done for Santa Fe County; please explain how “% Complete” needs to be calculated. For example, is percent complete based on the total invoiced amount divided by the contract amount as of the proposal due date?

ANSWER 1:

Please refer to V. Specifications; B. Mandatory Specifications; # 7 Volume of work previously done.

2. Regarding the proposal format, please confirm the font size to be 12 point.

ANSWER: 2:

Yes, this is correct. Please do not use font smaller than 12 point.

3. Section IV. C. Proposal Format states that professional licenses and certifications shall be added as appendices. However, Section V. B. Mandatory Specifications does not reference professional licenses and certifications. Does the County expect each firm to include professional licenses and certifications?

ANSWER 3:

PROPOSAL FORMAT: All proposals shall be limited to thirty (30) pages, with exception of professional licenses and certifications, which shall be added as appendices. The

document shall be typewritten on standard 8 1/2 x 11 paper, with a font no smaller than 12 pt. pitch, with nominal 1” margins and normal line spacing. Proposals shall be placed within a binder with tabs delineating each section.

In the above paragraph it is referring to the page count. The page count is limited to 30 pages. If you include other documents such as, professional licenses, certifications, etc., these should be added as an appendices and not count in your 30 pages.

4. II. Contract Objectives. C.2. Preliminary Design Phase

Should this section include a preliminary design submittal? Mark Hogan mentioned an expectation of a 60% design submittal with cost estimate. He also mentioned a 90% submittal, and that is not spelled out in the Services and Deliverables either. Please clarify what the County expects.

ANSWER 4:

Offerors should consider the design work done to date as the Preliminary Design. A 30% Design should be presented by the Design Team to confirm or modify the work done to date based on their expertise, conditions in the project area and the best interest of Santa Fe County. This should include a revised cost estimate to be submitted to the County with the 30% submittal. Design and Cost information is to be submitted at 30%, 60% and 90% and the Final Construction Documents.

5. In the RFP Section II. Contract Objectives. C.2. Construction Phase

Does the County want a CLOMR approval from FEMA prior to construction? A LOMR application and approval from FEMA *after* construction is certainly understandable, but the need for a CLOMR *before* construction is less obvious. Usually a CLOMR is only needed when a property owner needs assurance that a LOMR will be issued if the proposed site plan is constructed per plan. If the County only wants to correct the floodplain map after this project is completed, then only a LOMR would be needed.

ANSWER 5:

The County would defer to the engineer’s expertise and expect the Engineer to conduct the work necessary to make a determination as to whether a CLOMR or just a LOMR was necessary and then proceed accordingly. While the County does not want to conduct and pay for unnecessary work, the County wishes to limit its liability as much as possible. Please thoroughly describe your approach for dealing with this issue.

Please add this Addendum #1 to the original bid documents and refer to bid documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Bidders are reminded that any questions or need for clarification must be addressed to Karen K. Emery, Senior Procurement Specialist at kkemery@santafecountynm.gov.

Pre-Proposal Conference
RFP#2018-0242-PW/KE
ENGINEERING DESIGN SERVICES FOR THE
SANTA FE RIVER GREENWAY PROJECT
Tuesday, March 6, 2018 at 2:00pm

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MARK HOGAN	SFC	982-2852	MHOGAN@SANTAFE-COUNTY.NM.GOV
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Pre-Proposal Conference
RFP#2018-0242-PW/KE
ENGINEERING DESIGN SERVICES FOR THE
SANTA FE RIVER GREENWAY PROJECT
 Tuesday, March 6, 2018 at 2:00pm

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