

NOTICE OF ADDENDUM #1

Request for Proposal No. 2019/20-05 Professional Engineering Services

This one (1) page must be completed and submitted with
all other documents in the Proposal Package

By signing this page and submitting a proposal, vendor hereby acknowledges that it/they have read and understand all terms, conditions, and requirements set forth in the Invitation to Bid and the attached addendum #1. In addition, acknowledges the addenda(s) that have been issued.

Offeror Information:

Signature: _____

Print Name & Title: _____

Firm Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone & Fax:

Email Address: _____

NOTICE OF ADDENDUM #1

TO:

Request for Proposal No. 2019/20-05

Issue Date: **May 4, 2020**

The Board of County Commissioners of Curry County, State of New Mexico, has issued the following Addendum #1 to the Request for Proposal for Professional Engineering Services No. 2019/20-05.

This Addendum is issued to reflect the following changes and address the following questions:

1. **Electronic Bid Submission** - In the wake of the COVID-19 Public Health Emergency and the extension of the Stay-At-Home order issued by New Mexico Governor Michelle Lujan Grisham and to minimize public health risk, bids must be submitted electronically through Curry County's Procurement provider, Vendor Registry. Registration and access to all documents is free of charge. To register, please visit the link: [Free Vendor Registration](#) Electronic proposal submissions shall be submitted no later than May 8, 2020 at 2:00 P.M. Mountain Time.
2. **Bid Opening** – The deadline for bid opening shall be extended until May 8, 2020 at 2:00 P.M. Mountain Time. Proposals will be opened electronically in the presence of one or more County employees. Public viewing will not be allowed as contents of the proposal shall not be disclosed so as to be available to competing offerors during the negotiation process.
3. **Work Timeline** - Offerors shall be prepared to assist the County immediately after contract execution for all Community Development Block Grant (CDBG) application requirements. Requirements include certified cost estimates, project descriptions, etc as required by the funding agency and requested by the County.
4. **Questions:**

Question 1 - Instructions to Offerors, Section 2.3, Page 3C-4. Addenda will be mailed by certified mail with return receipt requested. Can addendums be received electronically? Staff are working from home and our office has been temporarily closed. Unless we are aware of a specific date and time the delivery will be made, we may continue to miss the carrier

Answer – Addenda will be emailed to all who are known by the County to have received a complete set of Request for Proposals. Copies of all Proposal Documents including any addenda may be obtained at the website of Curry County, at www.currycounty.org at no cost. It is the offeror's responsibility to periodically check the website for any project updates and possible addenda. The County will not accept responsibility for addenda not being obtained, and will not guarantee that addenda will be forwarded or available if the original packet was not obtained as directed.

Question 2 - Instructions to Offerors, Section 3.1A, Page 3C-5. Offerors shall provide copies of their proposal to the location specified. Can Curry County allow for electronic submittal of proposals in lieu of physical submission?

Answer – Refer to Item #1 Electronic Bid Submission.

Question 3 – Instructions to Offerors, Section 3.3, Page 3C-5. This section mentions prequalification. Special instructions will be attached as an exhibit to this RFP. Please provide clarification of prequalification. We are unable to identify special instructions in the RFP that detail the prequalification process.

Answer – Prequalification is not utilized within this procurement.

Question 4 - Instructions to Offerors, Section 3.5A, Page 3C-6. Similar wording to where they are to be submitted, by envelope, etc. Can proposals be received electronically?

Answer – Refer to Item #1 Electronic Bid Submission.

Question 5 – Instructions to Offerors, Section 7, Page 3C-9, Other instructions to offerors mentions one original, five copies, and one electronic copy. Can proposals be received electronically?

Answer – Refer to Item #1 Electronic Bid Submission. One (1) electronic copy of the proposal submissions shall be submitted by the due date. Hard copy submission will no longer be accepted.

Question 6 - Are you applying for CDBG funding this cycle (Due June 11th). Is that project for the CDBG application CR 11?

Answer - Yes, Curry County is applying for the upcoming CDBG funds and the funding is for the CR11 project.

Question 7 - What other street projects do you see in the near future?

Answer - We do not have any other projects as of now, but if SERTPO funding is available next year, we anticipate applying for that as well.

Question 8 - Do you have any immediate drainage concerns?

Answer - CR11 has no drainage issues.

All of the remaining terms and conditions of RFP No. 2019/20-05 have not been altered or changed and remain the same.

Questions concerning this addendum should be directed to Troy Hall, Purchasing Agent at thall@currycounty.org. May 5, 2020 at 5:00 PM Mountain time is the last date and time for written questions. No more questions will be received after this date and time.

End of Addendum #1