



City of Alamogordo

Purchasing Office 2600 N. Florida Alamogordo NM 88310 Phone (575)439-4116

August 11, 2022

To: All Bidders

Re: **Addendum No. 1**

RFQ No. 2022-07 Professional Services for Development of Master Plan for Community Services

Each bidder shall acknowledge receipt of this Addendum Number One (1) by including in Proposal packet. This addendum will not be counted as part of the maximum page limit.

Addendum Number 1 is issued to provide changes and/or clarifications to the above referenced RFQ as per the following:

Question: Page 11 of the RFP indicates “All work shall be under the direction of a Professional Engineer registered by the State of New Mexico”. May a licensed Landscape Architecture and Planning firm submit a proposal as prime, or is that only allowed for licensed engineers?

Answer: Firm must be is a licensed consulting firm and have the experience provide the required service.

Question: Page 14 of the RFP notes a “Local Business Preference” and indicates you need to provide proof of Local Business Residence. What counts as proof, as this seems to be different than NM Business Preference.

Answer: Local Business Preference is given to local business in Alamogordo.

Local area business is one which:

- (1) Is authorized to do and is doing business under the laws of the state;
- (2) Possesses a current city business registration;
- (3) Maintains fixed offices or distribution points within fifteen (15) miles of the corporate limits of the city. Post office box number or residential addresses may not be used solely to establish status as an area business; and

(4) Agrees to furnish evidence, in a form suitable to the city, of its payment of the state gross receipts tax.

Question: May we request a list of facilities to be assessed along with the GSF (gross square footage) of each building prior to developing our estimate?

Answer:

Zoo Gift Shop: 1,500 sf;
Recreation Center: 7,770 sf (Pool area not included).
Senior Center: 17,167 sf
Golf Course Clubhouse: 7,788 sf
Parks Dept: 7,000 sf
Cemetery: 2,400 sf

Question: Will floor plans be available at the time of the facility assessment.

Answer: Floor plans would be available as follows:

Zoo gift shop – electronic only
Rec Center – hard copy only
Senior Center – hard copy only
Golf Course Clubhouse – hard copy only

The ones in hard copy would consist of loaning out our file copies in Engineering and those are extremely bulky.

Question: Is there a need for building analysis as part of the scope?

Answer: Yes

Question: Is animal exhibit analysis needed at the zoo?

Answer: Yes

All other provisions of the Contract Documents shall remain unchanged. This addendum is hereby made part of the Contract Documents. Each bidder shall acknowledge receipt of this Addendum Number One (1) using the attached acknowledgement page and submit with each copy of the proposal (not included in page count).

Thank You,

Barbara Pyeatt
Chief Procurement Officer
bpyeatt@ci.alamogordo.nm.us

ADDENDUM ACKNOWLEDGEMENT

ADDENDUM NO. 1

**RFQ No. 2022-07 Professional Services for Development of Master Plan for
Community Services**

Received By: _____

Date Received: _____

Business Name: _____

Name: _____

Signature: _____