



ADDENDA NUMBER (1)
March 22, 2023

RFP #2023-03-018
ANNUAL LEGAL SERVICES
SIERRA COUNTY FLOOD COMMISSION

Please, note the following:

The County of Sierra issued an RFP for Legal and Accounting Services. The RFP will no longer require audit accounting services and is strictly seeking legal services. The Flood Commission would like to retain legal services outside of the Counties current legal firm. A firm to work directly with and for the Flood Commissioner and his staff.

Due Date: ~~March 23, 2023 @ 2:00 PM~~

Due Date: April 13, 2023 @ 2:00 PM

A. SEQUENCE OF EVENTS- MODIFIED

The Chief Procurement Officer will make every effort to adhere to the following schedule:

ACTION	RESPONSIBILITY	DATE
1. Issue RFP	Chief Procurement Officer (CPO)	March 3, 2023
2. Return of "Acknowledgment of Receipt" Form for Distribution List	Potential Offerors (PO)	March 20, 2023
3. Pre-Proposal Conference	Potential Offerors (PO)	N/a
4. Deadline to Submit Questions	PO	March 14, 2023 @ 2:00 PM March 30, 2023 @ 2:00 PM
5. Response to Written Questions/ RFP Amendments	PM	Pending

6. Submission of Proposal	Offerors	March 23, 2023 @ 2:00 PM MDT April 13, 2022 @ 2:00 PM
7. Proposal Evaluation	Evaluation Committee (EC)	Pending
8. Notification of Finalists (If desired)	Chief Procurement Officer (CPO)	Pending
9. Best & Final Offer (If requested)	Offerors	Pending
10. Oral Presentations (If requested)	N/A	N/A
11. Contract Negotiations (If needed)	Tentative winner/County	Pending
12. Contract Award*	Chief Procurement Officer /BCC*	April 18, 2023 May 18, 2023
13. Protest Deadline	Offerors	15 Days of NOA

*Contract award is subject to approval of the Board of County Commissioners

The scoring portion will now be based on legal services only.

Mandatory Requirements Points

7. Capability and Agreement to Preform (200 Points)

Offeror certifies that they are capable and qualified to provide the products or services. The qualified firm shall have a legal background. ~~and accounting background readily on staff.~~

8. Requirements of Offeror Submitting Proposals (200 Points)

Offeror must at a minimum hold a Juris Doctor Degree or Doctor of Jurisprudence from an American Bar Association recognized Law School and must be a member in good standing with the New Mexico Bar Association. Supporting documentations required.

9. Offeror (Offeror Team) Qualifications and Experience (200 Points)

Offer must describe, in narrative form, their qualifications to accomplish the activities cited within this Section IV.B as well as relevant experience and past record of successful performance. Legal ~~and Accounting, audit~~ services for County Government, Municipalities and Colonia's.

10. References (100 Points)

Offeror must provide references of at least three (3) public entity.

11. Resume (s) (100 Points)

Offeror must provide a resume (s) provided based on the background and knowledge of each attorney who will be directly associated with the County.

12. Cost Response Form (200 Points)

EXHIBIT C- Cost to be tabulated and formatted into final score sheet.

13. TOTAL POSSIBLE SCORED POINTS: 1000

Please, refer to the RFP packet for further information, or contact me directly, in writing with any questions or concerns, to jholguin@sierraco.org.

END