

ADDENDUM #1

Issued: 2-24-2023
Date

Project: City of Portales On-Call Engineering/Architectural Services

RFP/Project No. 2023-02-24

Owner: City of Portales, NM

Opening Date: March 14, 2023, 2:00 PM (MST)

This addendum is for the purpose of disseminating information regarding the above mentioned Request for Proposals (RFP). Included in this addendum are the following Questions and Answers:

1. Are offerors able to submit for single service categories?
Answer: Yes, you can submit on the services you are able to provide.
2. Will multiple contracts be awarded?
Answer: Yes, multiple contracts will be awarded.
3. Submission of Proposals page 9, Section D, Items 4 & 5, clarification.
Answer: Proposals may be submitted electronically (Pg 10, Item D-5) or by providing hard copies in the format as stated in the RFP on page 10, Item D-4.
4. Proposal Forms referenced on page 10, Section D, Item 6, clarification.
Answer: Proposals forms begin on page 22 through 26 of the RFP and should be included with your proposal.

Item 3 on Page 10:

A maximum of ten (10) pages, including title, index, etc., not including front and back covers and not including proposal forms.

The maximum of ten (10) pages will exclude the title page, index page, cover letter and proposal forms.

Change to the Rating Sheet for Construction Observation Services in the RFP on page 13, "Item 6" has been deleted the new scoring total will be 125 possible points. (See attached)

Offeror must acknowledge this addendum in their proposal. Failure to do so may subject the proposal to being disqualified.

All other portions of the Request for Proposals remain unchanged.



Carla Weems, Deputy Clerk, Interim Chief Procurement Officer

2/24/23

Date

RATING SHEET (CONTINUED) FOR: Applicant _____		
ITEM	POSSIBLE POINTS	SCORE
CONSTRUCTION OBSERVATION SERVICES		
1. Construction observation experience.	(5)	
2. Experience with start-up assistance to the Owner of new facilities, if applicable.	(5)	
3. Capacity and capability of the consultant to provide strategies to assist in meeting the Owner's construction timeframe.	(5)	
4. History of past performance, including the record of bid amount versus final close out contract amount.	(5)	
5. History of legal claims, if applicable, on similar construction projects and their resolution. The consultant should detail their claims avoidance approach and construction observation philosophy.	(5)	
6. Other: Provide reference(s) for at least one past project requiring extensive ADA construction management compliance.	(5) (0)	
7. Other	(0)	
SUBTOTAL (total possible points for CONSTRUCTION OBSERVATION SERVICES)	(30)	
TOTAL SCORE (Total possible points for PLANNING & DESIGN SERVICES and CONSTRUCTION OBSERVATION SERVICES)	(130) 125	