

**TOWN OF TAOS  
PURCHASING DIVISION  
400 CAMINO DE LA PLACITA  
TAOS, NEW MEXICO 87571**

**January 2, 2020  
ADDENDUM #1 to RFP 19-20-03  
PROGRAM COORDINATOR FOR TAOS COUNTY JUVENILE JUSTICE BOARD**

**The following have been amended or updated:**

**PROPOSAL DUE DATE:**

1. The deadline to submit proposals has been extended to Friday, January 10, 2020, 4:00 PM Local Time.

**Page 10. MANDATORY QUALIFICATIONS:**

1. College degree in Social Work, Criminal Justice or a related field preferred. However, experience in youth corrections or a related field may substitute for education.  
**Add: *Must include copies of college degree(s).***
2. Solid organizational skills.  
**Add: *Using your past experience, provide examples.***
3. Advanced computer skills in Word and Excel.  
**Add: *Describe your computer skills as well as skills using MS Word and Excel.***
4. The ability to communicate well in writing.  
**Add: *Your cover letter and proposal will demonstrate written communication skills.***
5. Available to travel out of town for meetings.  
**Add: *A statement of concurrence is required.***
6. Must have a valid driver's license.  
**Add: *A statement of concurrence is required.***

**The following are responses to questions that were submitted via email:**

**QUESTION #1:** As the time frame for the RFP is so short, is a transmittal letter in advance of submission required?

**RESPONSE:** Yes

**QUESTION #2:** Can the RFP original and copies be printed double sided?

**RESPONSE:** Yes

**QUESTION #3:** There is no mention of required hours or compensation (except to say that compensation is under review by CYFD).

**RESPONSE:** Under the current CYFD grant agreement, the Continuum Coordinator maximum hourly fee is \$22.00 with approximately 130 hours allocated per month.

**QUESTION #4:** Will you have an addendum for this before the due date?

**RESPONSE:** Yes

**QUESTION #5:** Both Learning Lab and Grips programs are listed as requiring monitoring by the Coordinator etc. However, as I understand it, these programs are defunct. How should this be addressed by the applicant?

**RESPONSE:** Learning Lab elected not to go into contract this year but may do so next year. The GRIP program is operating at this time.

**QUESTION #6:** Do you plan to extend the deadline due to these outstanding issues?

**RESPONSE:** Yes, this addendum extended the deadline to submit proposals to Friday, January 10, 2020, 4:00 PM Local Time.

**QUESTION #7:** Was this posted to the nationwide free bid notification website at [www.mygovwatch.com](http://www.mygovwatch.com)?

**RESPONSE:** No.

**QUESTION #8:** What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

**RESPONSE:** **This Request for Proposals (RFP) will be awarded as stated in the RFP document and/or any subsequent addendum(s).**

**All other information not addressed in this addendum remain unchanged.**

***Sharon Voigt***

/s/ Chief Procurement Officer

**PLEASE ACKNOWLEDGE RECEIPT OF ADDENDUM #1 WITH PROPOSAL SUBMISSION**