

Addendum 3
NEW MEXICO HIGHLANDS UNIVERSITY RFP 20-006-3

RFP NUMBER: 20-006-3
ADDENDUM DATE: June 9, 2020

ADDENDUM:

a. SUBCONTRACTORS

- a. Subcontractors list not to be included in this RFP? Or only when submitting a formal proposal using on call contract?
 - i. Only when submitting a formal proposal using on-call contract.

b. BONDS-

- a. are you requesting a Bid-Bond with the response to this RFP or are you looking for a letter validating our bonding capacity from our bonding agent?
 - i. Validating Bonding Capacity from bonding agent.
- b. Can a Bond rate be provided in lieu of absorbing it into our OH/P %?
 - i. Yes.
- c. Bid Bond of \$25,000.00 or of 5%?
 - i. Bid bond will be required for projects over 25,000 per state law. Contractor can provide certification from bid company validating bid capacity.

c. PRICING-

- a. Pricing does not address how we are to approach lower tier Subcontractor markup. Will this be approached as a separate markup % similar to Material costs or will this be captured in our OH/P markup?
 - i. We will defer to Contractor on their proposal. Please specify pricing method.
- b. Is it safe to assume that the OH/P Markup indicated in Article 4 section 4 will be applied to the entire subtotal value (Material, Subcontractor, Direct Labor, etc.) of each task order pricing effort?
 - i. Yes
- c. Page 19 indicates that the Vendor is responsible for obtaining at his expense, Licenses/Permits/Easements/Utility locates, are those costs to be considered on a per project basis and priced individually within each Task order? If so, are those costs to be considered part of the project due to the variable nature and unknown scope of each task order at this time?
 - i. Costs will be considered on a per project basis and priced individually within each task order. These costs should not be marked up, but can be passed on to University.

- d. Hourly Labor rates: Please confirm that this is intended for self-perform trades/supervision only and that Subcontractors will be priced within each task order effort as a Lump sum.
 - i. Hourly labor rates should be provided where applicable. The University understands that this can change when using subcontractors. If able to perform services in-house, please provide applicable rates.

- e. Submission- for clarity we are allowed to submit our proposal via electronic, there is not a link once to submit our proposal.
 - i. Yes, you may submit bid through vendor registry. Direct email submissions are not allowed, but you may use bid portal. Please contact adambustos@nmhu.edu if training is needed.

All other provisions of the RFP remain in full force and effect.

NEW MEXICO HIGHLANDS UNIVERSITY

Adam Bustos, Purchasing Director

Date