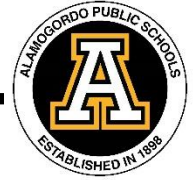


**ALAMOGORDO PUBLIC SCHOOLS**

PO Box 650  
Alamogordo, NM 88311-0650



**Office of Business and Finance**

Dillon Voss, Chief Procurement Officer  
1211 Hawaii Avenue  
Alamogordo, NM 88310

Office: (575) 812-6046  
Fax: (575) 812-6069

RE: RFP 002-2021 Legal Services

To whom it may concern,

Thank you for your interest in RFP 002-2021 Legal Services below I will address the questions that were submitted.

1. Our office has a question about the submission of the proposal. Under the section, **TECHNICAL PROPOSAL MUST INCLUDE THE FOLLOWING :**

Item K. is “An electronic copy of the proposal on a flash drive”.

Below that section, it also says:

The Offeror can upload their submission to Vendor Registry via the link below

{link}

The Offeror is required to submit ONE (1) original and Five (5) copies of proposal and the required supporting documentation if the offeror's proposal is being mailed or delivered to APS District offices.

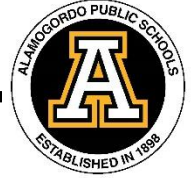
The Offeror is required to submit an electronic copy of the proposal on a flash drive if the offeror's proposal is being mailed or delivered to APS District offices.

Does that mean if we upload our submission to Vendor Registry we do not need to submit an electronic copy on a flash drive, and we also do not need to submit an original and five copies of the proposal to APS District Offices?

This is correct if an offeror chooses to upload their proposal to Vendor Registry they are not required to submit an electronic copy on a flash drive and they are not required to submit an original with five copies to the District Offices.

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2. Good morning, I have an additional question. Do the **original** Certificates of Good Standing (proof of licensure) need to be included in our response or will copies be ok?

Copies will be acceptable.

3. After careful review of the Alamogordo RFP, it is encouraging to submit electronically through the Vendor Registry Portal. If an RFP is submitted electronically, would one still mail the Price Proposal, cover page, list of hourly rates and the list of other charges?

If the offeror chooses to submit their proposal electronically via Vendor Registry they can submit all parts of the proposal electronically including the Price Proposal, Cover Page, List of Hourly rates and other charges. The offeror would not be required to mail physical copies.

*Dillon Voss*

Respectfully,  
Dillon Voss  
Chief Procurement Officer  
Alamogordo Public Schools.