



April 16, 2018

FROM: Michael Madrid CPPB, Purchasing Agent

RE: RFP No. 2018-018-ADM – Legal Services

This letter is your notification that the Rio Rancho Public Schools (RRPS) has a current bid or RFP in an area you identified in your vendor registration packet. A PDF copy of the RFP procurement document can be obtained at <http://www.rrps.net/departments/finance>)

RFP Number: 2018-018-ADM

ITB Name: Legal Services

Due Date/Time: MAY 15, 2018 @ 2:00 P.M.

**Contact: Michael Madrid CPPB, CPO
Purchasing Agent
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(505) 962-1143**

Location: Rio Rancho School District Offices (Purchasing), 500 Laser Rd NE, Rio Rancho, NM 87124

This notification process is intended to reduce postage and paper costs for the Rio Rancho Public Schools. All future bids/RFPs notifications will utilize this process. RRPS will continue to advertise all procurements in the Albuquerque Journal.

Any listed solicitation does not obligate the Rio Rancho Public School district for any cost(s) associated with any response preparation, the return of a response, and is not to be considered a contract for any purchase of goods, services, or construction.

Please note that all bids/RFP's must be submitted by the due date and time as stated in the bid/RFP documents. The Rio Rancho Public Schools does not accept responses electronically, by fax or email as a hardcopy with original signature must be submitted. Responses arriving after the due date or time will be returned unopened.