

NOTICE OF REQUEST FOR PROPOSALS

The City of Portales, New Mexico will accept competitive sealed proposals for repurposing the property located at 1001 W. 18<sup>th</sup> Street for a Family Entertainment Venue, until **2:00 p.m. (MST), Tuesday, July 10, 2018.**

A Pre-proposal conference **WILL BE** held on **Monday, June 25, 2018, at 11:00 AM** (MST) at 1001 W. 18th Street, Portales, NM 88130. Attendance at the Pre-proposal conference is not mandatory.

A completed and signed Attachment B “Acknowledgement of Receipt of Request for Proposals Form” should be received by June 25, 2018, no later than 5:00 PM (MST) via hand delivery, mail, email ([cweems@portalesnm.gov](mailto:cweems@portalesnm.gov)) or fax (575.356.3158) for an Offeror to ensure timely receipt of addenda/addendums.

Proposals will be received at City Hall, 100 West 1st Street Portales, NM 88130 until Tuesday, July 10, 2018, at 2:00 PM (MST). Copies of the Request for Proposals can be obtained in person at the office of Carla Weems at 100 West 1st Street Portales, NM 88130 or will be mailed or emailed upon request to Carla Weems at 575-359-4852 or [cweems@portalesnm.gov](mailto:cweems@portalesnm.gov).

The City of Portales reserves the right to reject any and/or all proposals and waive technicalities as deemed in the best interest of the City.

Applicable NIGP Commodity Codes: 57863, 96273, 99884, 96205

/s/ Carla Weems  
Chief Procurement Officer

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(For Contracting Agency Use Only)

Publish in the Eastern New Mexico News on: 6/17/18  
Publish in Albuquerque Journal: 6/17/18  
Publish in Lubbock Avalanche Journal: 6/17/18

Provide an affidavit of Publication  
Bill the City of Portales—ATTN: Chief Procurement Officer’s Office