



LOS LUNAS SCHOOL DISTRICT
RFP 2020-007-HR
TREE TRIMMING, PRUNING, AND REMOVAL SERVICES
AMENDMENT NO. 2
DATE: APRIL 7, 2020

RFP No.: 2020-007-HR

RFP Due: ~~April 21, 2020~~ Amended Due Date April 30, 2020

Time: 2:00 PM Local Time

Where:

Los Lunas Schools
Administration Offices
P.O. Drawer 1300 (if mailed)
119 Luna Avenue (if delivered)
Los Lunas, NM 87031

For Additional Information, Please Contact:

Heather Rindels, Purchasing Agent
505-866-8259 Phone
505-866-8262 Fax
Email: hrindels@llschools.net

**TREE TRIMMING, PRUNING, AND REMOVAL SERVICES
FOR
LOS LUNAS SCHOOL DISTRICT
RFP NO. 2020-007-HR
RFP Amendment No. 2
April 7, 2020**

The above referenced RFP is amended as follows:

1. Cover Page

Deadline for Receipt of Proposals

Now Reads:

DEADLINE FOR RECEIPT OF PROPOSALS IS AS FOLLOWS:

DATE: ~~Tuesday, April 21, 2020~~ **Thursday, April 30, 2020 TIME: 2:00 PM Local Time**

2. Section II. Conditions Governing the Procurement-page 5

Section A. Sequence of Events

Now Reads:

ACTION	RESPONSIBILITY	DATE
1. Issue RFP	Procurement Manager (PM)	3/15/20 (Sunday)
2. Return of "Acknowledgment of Receipt" Form for Participation List	Potential Offerors (PO)	3/26/20 (Thur)
3. Pre-Proposal Conference (Non-Mandatory)	PM	3/26/20 (Thur) 10:00 AM
4. Deadline to Submit Questions	PM	4/3/20 (Fri) 4:30 PM
5. Response to Written Questions/RFP Amendments	PM	4/9/20 (Thurs) 4:30 PM
6. Submission of Proposal	Offerors	4/21/20 (Tues) 2:00 PM 4/30/2020 (Thur) 2:00 PM
7. Proposal Evaluation	Evaluation Committee (EC)	4/28/20 (Tues) 5/6/2020 (Wed)
8. Notification of Finalists (If desired)	EC	To Be Determined
9. Best & Final Offer (If requested)	Offerors	To Be Determined
10. Oral Presentations (If requested)	Offerors	To Be Determined
11. Price Agreement(s) Negotiations (If needed)	Tentative awardee(s)/School District	5/5/20 (Tues) 5/8/2020 (Fri)
12. Price Agreement(s) Award*	Purchasing Director*	5/19/2020 (Tues)
13. Protest Deadline	Offerors	6/3/2020 (Wed) 4:30 PM

3. Appendix B General Services Price Agreement-page 25

Now Reads:

By signing this agreement the contractor certifies that the records of the New Mexico Taxation and Revenue Department reflect that the contractor has a valid Federal Tax Identification Number or Social Security Number and is registered with the Taxation and Revenue Department to pay the New Mexico Gross Receipts Tax levied on the amounts payable under this agreement. Furthermore all terms and conditions spelled out in the original Request for Proposal RFP ~~2019-007-HR~~, **2020-007-HR** dated March 15, 2020 are hereby incorporated as a part of this contract. No prior agreement or understanding, verbal or otherwise of the parties or their agents shall be valid or enforceable unless embodied in the agreement.

4. Appendix C Price Schedule-page 30

Now Reads:

ITEM 1.	CERTIFIED ARBORIST Rates for tree maintenance provided for the pruning of trees, remove damaged trees if necessary; remove weeds and cleaning of trash litter. Trim dead limbs, and remove limb damage from various trees. Supervise employees, coordinate arrival and use of equipment and assume responsibility for the timely progression of work during operations.	\$ _____/Hour
ITEM 2.	CLIMBER Rate for an employee who climbs onto the tree and cuts branches. May utilize chain saw and other related equipment and tools.	\$ _____/Hour
ITEM 3.	GROUND WORKER Aids climber and performs related groundwork such as but not limited to trimming, pruning, cleaning and disposing of all debris.	\$ _____/Hour
ITEM 4.	EQUIPMENT Rate for equipment needed per job (bucket truck, dump truck, stump grinder, wood chipper, dumpster, etc.	\$ _____/Hour
ITEM 5.	MILEAGE One (1) way cost to all locations will be charged for distances in excess of a seventy (70) miles. Radius of the intersection of I-25 and Main Street NW in Los Lunas, NM, and not from the vendor's place of business. Mileage will be charged one (1) way only and not on a round trip basis. Locations of work to be accomplished will be determined by the Supervisor of Construction Management or designee	\$ _____/Mile
ITEM 6.	BRUSH CLIPPER Rate for the use of a brush clipper with operator.	\$ _____/Hour

5. Questions and Answers

1. Please clarify Item 5. Mileage located at Appendix C. Price Schedule.

Please see Amendment Item Number 4-Appendix C Price Schedule

2. Will there be any allowances made to provide other documentation to support Resident Business Preference Certificates or Resident Veteran Business Preference Certificates issued by the State of NM Taxation and Revenue Department due to New Mexico's State of Emergency?

Allowances will not be made as per Section IV Specifications located on page 14 of the RFP, however, the deadline for RFP submittal has been amended.

The Taxation and Revenue Department was contacted by Los Lunas Schools on April 6, 2020. In current conditions, they are still continuing to process Certificates with an approximate 10 day turn-around time. The forms can be found at : <http://www.tax.newmexico.gov/formspublications.aspx>. Los Lunas Schools is not responsible for delays in processing in obtaining the Certificates. The Certificate must be submitted with the proposal by the deadline of Thursday, April 30, 2020 at 2:00 PM Local Time.

**END OF AMENDMENT NO. 2
Proceed to Acknowledgement of Amendment No. 2**

ACKNOWLEDGEMENT OF AMENDMENT NO. 2

TREE TRIMMING, PRUNING, AND REMOVAL SERVICES

Los Lunas Schools RFP 2020-007-HR

In acknowledgment of receipt of this Request for Proposal (RFP) the undersigned agrees that he/she has received a complete copy of the RFP and Amendment No.2 dated 4/7/2020.

The acknowledgment of receipt should be signed and returned with your Proposal on or before April 30, 2020, 2:00 PM Local Time

FIRM: _____

REPRESENTED BY: _____ TITLE: _____

E-MAIL ADDRESS: _____

PHONE NO.: _____ FAX NO.: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ DATE: _____

Please return to:

Heather Rindels
Los Lunas Schools Buyer
P.O. Drawer 1300 (if mailed)
119 Luna Avenue (if delivered)
Los Lunas, NM 87031
Phone: (505) 866-8259
Fax: (505) 866-8262