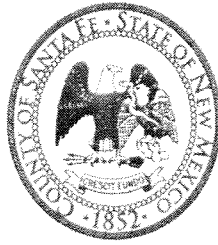


Daniel “Danny” Mayfield
Commissioner, District 1



Kathy Holian
Commissioner, District 4

Miguel M. Chavez
Commissioner, District 2

Elizabeth Stefanics
Commissioner, District 5

Robert A. Anaya
Commissioner, District 3

Katherine Miller
County Manager

January 29, 2013

SANTA FE COUNTY
MISCELLANEOUS HEATING, VENTILATION, REFRIGERATION, AND AIR
CONDITIONING SERVICES
RFP #2013-0186-PW/MS

ADDENDUM #1

Dear Bidders,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Bidders to adhere to any changes or revisions to the IFB as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

Clarification 1: All journeyman who perform services and get paid as a journeyman will have appropriate license information and work under the direction of a licensed contractor.

Question 1: Can prime TeMPo, Inc. bid this work with qualifying party Mechanical Logistics MM98?

Answer 2: No. Pursuant to § 14.6.6.9.A.(1) NMAC, it states:

A GB-98 contractor may bid and contract as a prime contractor of a project *that involves work authorized by a GB-98 license classification*, regardless of the percentage of work in the mechanical/plumbing and/or electrical trades. The work outside the scope of the prime contractor’s license classification(s) must be subcontracted to an entity validly licensed in the appropriate classification(s).

Question 2: Does prime have to have a MM license or can they be GB98 and sub-contract out to MM98 or journeymen equivalents to do work?

Answer 2: No, pursuant to §60-13-12(B) NMSA 1978, it states:

No bid on a contract shall be submitted unless the contractor has a valid license issued by the division to ***bid and perform the type of work to be undertaken***; provided this subsection shall not prohibit a licensed contractor from bidding or contracting work involving the use of two or more trades, crafts or classifications if the performance of the work in the trades, crafts or classifications other than the one in which he is licensed is incidental or supplemental to the performance of the work in the trades, crafts or classifications for which he is licensed; and further provided that work coming under the jurisdiction of the mechanical bureau or the electrical bureau of the division must be performed by a contractor licensed to perform that work.

Note: The type of work that Santa Fe County is soliciting is for miscellaneous heating, ventilation, refrigeration, and air conditioning services. There is not any construction work required for any of the projects.

Question 3: What is the Lead Time for routine and emergency maintenance call-outs?

Answer 3: The lead time required by SFC will vary depending upon the nature of the emergency. Most of our emergency maintenance call outs affect office buildings with 8:00 AM to 5:00 PM hours of operation. However, we do run approximately one dozen 24x7x365 facilities. At each emergency call, SFC staff will determine the lead time that will be possible with the contractor dispatch. If that exceeds the requirements of that specific job, SFC will contact another selected contractor.

Question 4: Will there be any routine maintenance that will be scheduled and if so how far out in days, weeks, months will it be scheduled?

Answer 4: Our intention is to use this price agreement to schedule routine maintenance for a year at a time. So, we might request specific pricing and issue a purchase order for the quarterly, semi-annual and annual maintenance items for a given facility at one time.

Question 5: What was spent by the county last year on work completed, and can it be categorized so breakdown is presented by types of work?

Answer 5: The work that was completed for HVAC services is estimated to be over \$600,000.00. Santa Fe County does not have track work completed by trades. The amount provided is based on total of purchase orders strictly for HVAC services.

Question 6: What is the estimated budget based on your strategic plan for the County this year 2013 and can this also be categorized by locations and types of work. (building, special projects, routine and emergency maintenance)?

Answer 6: See the answer to Question 5 above to see what was spent last year. We do not have a dollar amount to provide since the budget for these types of services comes from various departments within the County depending on whose facilities requires the work. In addition, the budgets for the year beginning July 1, 2013 have not yet been established.

Question 7: Is there a current inventory of equipment types by location?

Answer 7: SFC is in the process of developing that inventory but that is not available at this time.

Question 8: Is there historical data on Inventory of equipment?

Answer 8: No

Question 9: How is routine and emergency maintenance currently processed from Building Owner to County maintenance to Contractor?

Answer 9: For emergency maintenance, building tenants inform County maintenance staff of an issue with heating or cooling. County Maintenance staff inspect the equipment and adjust or repair if possible. If the needed adjustment or repair is beyond the capacity in scope or time available of the County staff, a quote or quotes are obtained and purchases made.

Question 10: How many contractors will be awarded bid based on multi-award and is this only based on price?

Answer 10: The answer to this question depends upon the proposals received. It is the intention of the County to have an adequate number of firms on this agreement to meet its needs and to procure materials and services at the best available price. If there is a grouping of qualified bidders at a lower price tier and that quantity of bidders will meet the County's expected need, that group of qualified bidders will be on the price agreement and higher priced bidders will not. The contractor(s) who will be considered for an award shall also meet the following requirements:

- 1) Active licenses with NM Regulation and Licensing, Construction Industries Division (CID)
- 2) Active registration with the NM Department of Workforce Solutions,
- 3) Corporation will be rated as "Good Standing" with the New Mexico Public Regulation Commission (PRC) Corporation Division.

Question 11: How do you make determination on call outs for routine and emergency maintenance if there is quite a difference in pricing between contractors selected to multi-award, do you start with lowest and work down list?

Answer 11: On emergency services, a contractor will be called to see if they can provide the services on an emergency basis and has the ability to perform the emergency work. On routine work, the contractors will be asked to

submit a quote based on a specific scope of work and the lowest cost quote will be awarded.

Question 12: Is there a distinct advantage to being a local Santa Fe contractor for routine and emergency call outs?

Answer 12: No

Question 13: Do contractors have to wear uniforms, badges and drive company vehicles with company logos, for security purposes?

Answer 13: No

Question 14: Does contractor have to provide for background checks and what level of background checks are required, (county, federal, driver's license)?

Answer 14: For contractors to perform work at the Santa Fe County Corrections facilities, they will perform the basic background check for any criminal activity and also driving records. Any worker who is expected to work at a correctional facility must sign a form and provide personal information and be cleared through NCICS. The County will process these clearances and it usually takes three to four days.

Question 15: Does the County utilize a computer maintenance management system that can be up-dated via the web, per work order completion by contractor?

Answer 15: Not at this time. The County is operating a Computer-based maintenance system named "Maintenance Connection." While the County is in the process of populating this system and developing processes, there may be an opportunity to incorporate direct contractor input into this system at a future time.

Question 16: What is the funding source?

Answer 16: The funding will be from County; however, some funds may come in from state and federal funding

Question 17: Bid Item 18 asks for mileage cost (per mile) for each mile driven over 50 miles from the business location. Will the County pay the hourly rate for Contractors for the travel to and from the business location to the place of work?

Answer 17: When a proposal is requested for the price of a specific job from awarded contractors under this price agreement, the proposal should include the labor estimated for the workers to complete the work, including any travel time needed. In addition, the proposal should include the mileage estimated to complete the work. If the proposal underestimates the number of trips or the hours needed to complete the work, that additional time or travel is the responsibility of the Contractor. If the proposal

overestimates the time or travel needed, the County will pay for the amount of the proposal upon completion of the work.

Question 18: Will Santa Fe County pay shipping costs?

Answer 18: Santa Fe County will pay shipping costs for large equipment purchases such as boilers, air conditioners and heating units. Santa Fe County will not pay shipping for maintenance type of equipment that the contractor warehouses.

Comment 1: A copy of the sign in sheet is attached to this addendum.

Please add this Addendum #1 to the original solicitation documents and refer to solicitation documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect.

Bidders are reminded that any questions or need for clarification must be addressed to Maria B. Sanchez, Senior Procurement Specialist at mbsanchez@santafecounty.org.

SANTA FE COUNTY
 PRE-BID CONFERENCE (MANDATORY)
 MISCELLANEOUS HEATING, VENTILATION, REFRIGERATION,
 AND AIR CONDITIONING SERVICES
 RFQ #2013-0186-PW/MS
 JANUARY 23, 2013 - 10:00 AM (MST)

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| Carl Townsend | 505-901-3074 | CAC INC. | CarlT@cacinc.net |
| Bill Beagon | 505-343-6100 | CAC Inc | bill@CACinc.net |
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| John Esquivola | (505) 991-1621 | R + D Industries | john@handindustries.com |

SANTA FE COUNTY
PRE-BID CONFERENCE (MANDATORY)
MISCELLANEOUS HEATING, VENTILATION, REFRIGERATION,
AND AIR CONDITIONING SERVICES
RFQ #2013-0186-PW/MS
JANUARY 23, 2013 - 10:00 AM (MST)

| NAME | TELEPHONE | ORGANIZATION | EMAIL |
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