

Justin S. Greene
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Camilla Bustamante
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

August 2, 2023

SANTA FE COUNTY
RFP No. 2024-0006-FD/BT
UPDATING THE 2018 HAZARD MITIGATION PLAN
FOR SANTA FE COUNTY FIRE DEPARTMENT (SFCFD)

ADDENDUM NO. 1

Dear Proponents,

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

Attachment A: Pre-Proposal Conference Agenda & Sign in Sheet

Clarification No. 1:

Scope of Work Article B. Paragraph 5 should read as follows:

5. Final Plan must then be adopted by 1 jurisdiction by resolution. Then the Santa Fe County Board of Commissioners will submit the plan and all jurisdictions resolutions to the New Mexico State Mitigation Officer for final approval to FEMA.

Question No. 1: Could the County please recap the list of disasters that they wanted to ensure are captured in the Hazard Mitigation Plan (HMP)?

Answer No. 1: **2018 – Monsoon flooding- North to southern part of Santa Fe, damaged 3 homes in Big Tesuque Canyon, the run off affected 40 homes, sheds and livestock in La Cienega.**

Also around the same time in 2018 – snow storm in Madrid causing people to be snowbound

2020 –Medio Fire

2022 – flooding from Medio fire in community of Rio Medio causing lost crossings over the river.

2022 – Hermits Peak/ Calf Canyon Fire – biggest fire in New Mexico History.

Question No. 2: Is there a preference the County has for meeting with the Mitigation Team – virtually or in person?

Answer No. 2: Initially in person

Question No. 3: Given the poor attendance to prior meetings on the 2018 Hazard Mitigation Plan (HMP) plan, has the County considered potentially holding the outreach meetings online to see if there is a better response?

Answer No. 3: The County is open to online outreach.

Question No. 4: Are the following proposal elements included in the 20-page limit: tabs delineating each section, letter of transmittal, table of contents, copy of insurance certificate, cost proposal, Campaign Contribution Disclosure Statement, and other materials (such as resumes of key personnel) included as items in a separate appendix.?

Answer No. 4: The 20-page limit response is specific to the Evaluation Factors listed on page 21 & 22. Any Resume's, Certificates and Business licenses can be submitted as separate appendices are not counted toward the 20 pages. In addition, other materials that you feel may improve the quality of the response can be submitted as a separate appendix.

Please add this Addendum No. 1 to the original proposal documents and refer to proposal 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. Responders are reminded that any questions or need for clarification must be addressed to Bill Taylor, Procurement Manager at wtaylor@santafecountynm.gov and Maricela Martinez, Operation Manager at mcmartinez@santafecountynm.gov.

Attachment A



PRE PROPOSAL CONFERENCE
RFP# 2024-0006-FD/BT
UPDATING THE 2018 HAZARD MITIGATION PLAN FOR THE
SANTA FE COUNTY FIRE DEPARTMENT

July 26, 2023 @ 10:30AM

Contracting Agency: Santa Fe County

- | | | |
|---------------------|----------------------------------|---------------------|
| • Bill Taylor | Procurement Manager | Purchasing Division |
| • Maricela Martinez | Operations Manager | Public Safety |
| • Jacob Black | Fire Chief | Fire Department |
| • Martin Vigil | Assistant Chief | Fire Department |
| • Ignacio Dominguez | Emergency Management Coordinator | Fire Department |

Project Information

Santa Fe County Fire Department is requesting proposals from qualified vendors to an update to the 2018 Hazard Mitigation Plan.

Proposal Information

- Carefully read the Request for Proposal for requirements, terms & conditions including the sample contract.
- Sequence of Events are listed on page 9.
- Proposal Organization - Proposal should be organized as outlined in the RFP on page 19.
- Selection of finalist(s) – the most qualified proposal received based on the evaluation factors outlined in the RFP (pages 21-22) will be scored by a three to four-member evaluation committee.
- Preferences -

1) N.M. In-State Business Preference Certificate 5% of total weight of all evaluation factors added to score.

OR

2) N.M. Resident Veterans Preference Certificate, 10% total weight of all evaluation factors added to score. For more information on State Preference visit www.tax.newmexico.gov

AND

3) Santa Fe County Preference, 5% of total weight of all evaluation factors added to score. For more information on County Preference visit https://www.santafecountynm.gov/asd/purchasing_division

- Please submit all questions via email to Bill Taylor at wtaylor@santafecountynm.gov and/or Maricela Martinez at mcmartinez@santafecountynm.gov. The last day for questions will be **Tuesday, August 1, 2023**. (Please do not contact any other County staff.)
- Addendum will be issued on **Friday, August 4, 2023**. (*Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.*)

Proposal Submittal – **Due Date: August 17, 2023**

- **Time: 2:00 PM**

• **Location: 102 Grant Avenue, 1st Floor, Santa Fe, New Mexico 87505 or via dropbox**

<https://www.dropbox.com/request/hgQw1JEdNXNi6rDBjpk0>



SANTA FE COUNTY

PRE-PROPOSAL CONFERENCE

**RFP NO. 2024-0006-FD/BT UPDATING THE 2018 HAZARD MITIGATION PLAN
FOR SANTA FE COUNTY FIRE DEPARTMENT**

JULY 26, 2023 @ 10:30AM

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
MARTIN VIEL	Santa Fe County OEM	505-670-0207	_____
Ignacio Dominguez	Santa Fe County OEM		Idominguez@santafecountynm.gov
Maricela Martinez	SFC Public Safety	505-986-2415	memartinez@santafecountynm.gov
Bill Taylor	SFC Procurement	505-986-6373	wtaylor@santafecountynm.gov
Andie Duart	Synergy Disaster	1-954-465-8080	Aduart@synergy-dr.com
Haven Knabe	H2O Partners	1-512-221-4831	hknabe@h2opartnersusa.com