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June 6, 2025

SANTA FE COUNTY
RFP No. 2025-0298-CSD/BM
PFAS PUBLIC AWARENESS SERVICES

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 Agenda and Sign-In Sheet

Question No. 1: The page limit is stated as four (4) pages, may it be reconsidered?

Answer No. 1: The page limit was mistakenly entered as four (4) pages, the page limit is actually twenty (20) pages.

Question No. 2: Are resumes included in the page length requirement? What is included in the page length requirement?

Answer No. 2: Only the response to the evaluation criteria in Section V. B on pp. 22-23 are included in the page limit. (Resumes, appendices, preferences etc. are not included).

Question No. 3: What volume of work can be expected for the first year?

Answer No. 3: The project has entered its second year, with activities progressively tapering as initial objectives and community engagement have been achieved. Moving forward, a low to moderate workload is anticipated to sustain ongoing communications and address any emerging needs.

Question No. 4: What is the max budget for this engagement?

Answer No. 4: The total available budget for FY26 is \$60,000 with expenditure to be aligned to project workload needs.

Question No. 5: Regarding the cost proposal, can we provide multiple hourly rates for different labor categories or job roles?

Answer No. 5: Yes, please differentiate the rates of all team members who are expected to work on the services requested in this RFP.

Question No. 6: To clarify, the RFP states cost proposal, but you're only asking for a rate sheet?

Answer No. 6: Correct. The County is only requesting for hourly rates.

Question No. 7: Should the hourly rates be for all four years listed in the RFP or for the current, upcoming year?

Answer No. 7: The contract will be for a term of one year. After the initial term, the contract can be renegotiated to include increased hourly rates.

Question No. 8: What is the community's current temperature, how are they feeling, what are they thinking regarding this issue?

Answer No. 8: While it may be challenging to precisely gauge community sentiment, overall concern has noticeably diminished since the initial PFAS findings. The selected consultant will be required to provide that sentiment to the County through its reporting.

Question No. 9: The County has been working at this for over a year now, is there a communications consultant incumbent? If so, what is the driver for issuing an RFP for a new contractor?

Answer No. 9: Yes, the incumbent is Shelly Moeller. The driver for a new RFP is the increase to the compensation, requiring a new procurement.

Question No. 10: Are we able to use font sizes smaller than 12pt for headers, footers, charts, graphics, and other elements apart from the main body of text of the proposal as long as the text is legible?

Answer No. 10: The 12 point font size is specific to the written response to the criteria factors. Headers, footers, charts, graphics other than responses to the criteria may be smaller, but must be legible.

Question No. 11: Can the header and footer be outside the margin requirement?

Answer No. 11: Yes.

Question No. 12: Does the prime have to be in New Mexico to get the local preference points or can the subconsultant be located there and we'd get the credits for being local?

Answer No. 12: The prime has to be in New Mexico to receive the preference.

Question No. 13: Regarding Section D, Insurance requirements: please explain why proof of automobile insurance is required.

Answer No. 13: The awarded vendor will need to show proof of all insurances.

Question No. 14: In reference to Section IV. C.1.b Response to County Terms and Conditions (page 20), is this different than the acceptance of the terms and condition of the agreement attached as Appendix E as requested in the letter of transmittal, Section IV. C.2.h? If yes, please direct me to where the County terms and conditions are located in the RFP.

Answer No. 14: Yes they are different, and each need to be acknowledged in the letter of transmittal as laid out in Section C. 2. The conditions governing the procurement, or “the response to County terms and conditions” are laid out in Section III. Paragraph C. 1 “General Requirements,” beginning on p. 14.

Question 15: Will Santa Fe County avenues of communication be made available for public outreach?

Answer No. 15: PFAS communication has been primarily shared via our County website to include education, resources, and a link to subscribe for PFAS updates.
<https://www.santafecountynm.gov/public-works/pfas>

Question 16: What does the \$50,000 homeowner grant opportunity pay for, does it include PFAS testing for their wells?

Answer No. 16: The **Home Rehabilitation and Energy Efficiency (“HREE”) Program** grant funds can be used for various home improvements related to the building envelope of a qualified home, including new roofs, stucco, and windows. Additionally, the HREE Program covers hazard mitigation projects, such as mold, lead and asbestos remediation, as well as testing and remediation of groundwater contaminants for qualifying households with domestic wells.
<https://www.santafecountynm.gov/news/detail/santa-fe-county-is-now-accepting-applications-for-its-home-rehabilitation-and-energy-efficiency-hree-program>

Question 17: How much of the Army National Guard’s PFAS investigation has been conducted and are those datasets available?

Answer No. 17: The Army Aviation Support Facility Study report can be found here:
https://www.santafecountynm.gov/uploads/documents/inspection_Report_PFAS_in_Cienega_and_LC.pdf

Question No. 18: What is the desired frequency that Santa Fe County would like to hold public meetings in the first year of this project?

Answer No. 18: Public meetings will be based on need. We are in the second year of this project and anticipate public meetings to happen quarterly at most. There have not been any in-person public meetings with the past 6 months (January – current). It is anticipated that no more than one public meeting will be scheduled within the next year.

Question No. 19: Will these continue to be in-person public meetings?

Answer No. 19: Necessity for in-person meetings should be evaluated and determined based on objectives.

Question No. 20: Will the selected Contractor be expected to have these meetings in a hybrid format that also allows community members to participate remotely?

Answer No. 20: If a public meeting is required, the County anticipates utilizing a hybrid format to maximize accessibility and encourage participation.

Question No. 21: Does the County intend to continue holding public meetings at the La Cienega Community Center?

Answer No. 21: The venue of these public meetings should be determined based on the subject matter of the meeting such as addressing PFAS within the general Santa Fe area or specific to the La Cienega residents.

Question No. 22: Is this meeting venue available free of charge?

Answer No. 22: The La Cienega Community Center, for the purposes of PFAS communication by Santa Fe County staff or its contractors does not incur a cost.

Question No. 23: Will the selected Contractor be expected to provide all needed audio-visual (AV) equipment for the public meetings, or is the necessary AV equipment already available at the La Cienega Community Center?

Answer No. 23: In previous instances, Santa Fe County communications staff and IT have provided audio-visual setup support, with the level of assistance varying based on venue location and available technical amenities.

Question No. 24: Are supporting analytical graphics preferred in an appendix or can they be integrated?

Answer No. 24: Supporting documents can be submitted as appendixes.

Question No. 25: Should letters of support be included in the response as an appendix?

Answer No. 25: Yes; however an appendix will not be accepted as a response to the criteria. Example: any response that directs or refers their response to an appendix will not be acceptable and may not receive a score.

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 originally 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 Ben McCormack, Procurement Specialist Senior at dmccormack@santafecountynm.gov.