

**Justin S. Greene**  
*Commissioner, District 1*

**Lisa Cacari Stone**  
*Commissioner, District 2*

**Camilla Bustamante**  
*Commissioner, District 3*



**Adam Fulton Johnson**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

March 10, 2026

**SANTA FE COUNTY**  
**RFP# 2026-0186-PW**  
**Landscape Architectural Design Romero Park Phase III**  
**ADDENDUM NO. 1**

Dear Proponents,

This addendum is issued to reflect the following changes, effective 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.

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***ATTACHMENT A: PRE-PROPOSAL SIGN IN SHEET***  
***ATTACHMENT B: Corrected Pre-Proposal Agenda***  
***ATTACHMENT C: Maps***  
***RFP Questions and Answers***

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Question No. 1: We understand that a proposed fee should be included with the proposal. Can you confirm any specific formatting or breakdown requirements for this fee for the Evaluation Committee's review?

**Answer No. 1: No cost or fee proposal shall be submitted with the qualifications proposal. The County is conducting a qualifications-based selection process. Any discussion of compensation, including labor breakdowns or fee structure, will occur only during negotiations with the highest-ranked Offeror and will not be used for evaluation scoring or ranking.**

Question No. 2: For the fee, should this be submitted with all other qualifications as listed in Proposal Organization on p. 20 of the RFP, and if so, where in this sequence? Alternately, should this be submitted as a separate attachment?

**Answer No. 2: No cost or fee proposal shall be submitted with the qualifications proposal. Offerors are to submit qualifications only, in accordance with Section IV of the RFP. Compensation will be negotiated after selection in accordance with the Procurement Code.**

Question No. 3: How is the fee evaluated in consideration with other Evaluation Criteria? Are there points assigned, or is this evaluated separately?

Answer No. 3: Fee is not evaluated and no points are assigned to cost. Proposals will be evaluated and ranked solely on the qualifications-based criteria identified in Sections V and VI of the RFP. Compensation will be negotiated with the highest-ranked Offeror.

Question No. 4: If CVs for key personnel are to be included, should we place them in an appendix, given the limited page count?

Answer No. 4: Yes. CVs for key personnel may be included in an appendix. Offerors must ensure the main proposal narrative complies with the 20-page limit identified in Section IV.C.

Question No. 5: If known, when is this project expected to go to bid for contractors and what is the expected start date for construction?

Answer No. 5: The County anticipates issuing an Invitation for Bid (IFB) after receipt and acceptance of the 100% design/construction drawings from the design firm. At this time, there is no established construction start date.

Question No. 6: May I please confirm if there is currently any kind of estimated budget associated with the above RFP?

Answer No. 6: At this time, the Department is not releasing an estimated budget. This RFP is based on qualifications only. Pricing will be negotiated with the selected Offeror.

Question No. 7: Can the plans for the previous phases 1 and 2 for the project be shared?

Answer No. 7: Maps for Phase I and Phase II are included with this addendum.

Question No. 8: What design firm did the work for the previous phases?

Answer No. 8: Phase II – Design Office

Question No. 9: Can you provide an exhibit that shows the project phasing?

Answer No. 9: Yes. Refer to the site plans for Phase I and Phase II. There are no plans for Phase IV.

Question No. 10: Is a design fee proposal part of the response?

Answer No. 10: Please see Answer No. 3.

Question No. 11: What is the budgetary MACC for the constructed project?

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:  
505-995-2740 www.santafecountynm.gov

**Answer No. 11: A MACC has not been established for construction.**

Question No. 12: Why is an environmental survey required? Are there concerns that the soils on site might be contaminated or other issues?

**Answer No. 12: An environmental survey will not be required for this project.**

Question No. 13: Will the site topographic survey be county-provided, or is it under the consultant's scope to procure that?

**Answer No. 13: This will be provided by the consultant.**

Question No. 14: What existing infrastructure is in place for supporting programming at the park in terms of storm drain, water, sewer, and power?

**Answer No. 14: Existing infrastructure includes two wells, a public sewer line, and electrical service. A new waterline is being constructed and should be operational within the next month.**

Question No. 15: Do the parking improvements include parking lot lighting?

**Answer No. 15: No**

Question No. 16: Does the park already have an irrigation system that could be expanded if additional landscaping is requested?

**Answer No. 16: Yes**

Addendum No. 1 is hereby incorporated into the original proposal documents, which will now be referenced accordingly. This addendum, along with any subsequent addenda, will be considered an integral part of any resulting contract documents and shall have the same effect as if originally issued. All sections not modified by this addendum will remain as originally stated and in full force and effect. Offerors are reminded to direct any questions or requests for clarification to Jack Love, Procurement Specialist Senior at [jalove@santafecountynm.gov](mailto:jalove@santafecountynm.gov).



**SANTA FE COUNTY**

**PRE-PROPOSAL CONFERENCE  
RFP No. 2026-0186-FIN/JL  
Romero Park III  
February 26, 2026, AT 10:00 AM**

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
Jack Love	Santa Fe County Purchasing	505-986-6209	<a href="mailto:jalove@santafecountynm.gov">jalove@santafecountynm.gov</a>
Miguel Romero	Santa Fe County Public Works Department	505-992-9852	<a href="mailto:miromero@santafecountynm.gov">miromero@santafecountynm.gov</a>
Amanda Patterson-Sanchez	Santa Fe County Purchasing	505-992-6753	<a href="mailto:apatterson-sanchez@santafecountynm.gov">apatterson-sanchez@santafecountynm.gov</a>
Felipe Perez	Ground Work Studio Nm	Not provided	<a href="mailto:Felipe@Groundworkstudionm.Com">Felipe@Groundworkstudionm.Com</a>
Courtney L. Mckelvey	Dekker Design	Not provided	<a href="mailto:Courtneym@Dekkerdesign.Org">Courtneym@Dekkerdesign.Org</a>
Shell, Jeremy	Wsp	Not provided	<a href="mailto:Jeremy.Shell@Wsp.Com">Jeremy.Shell@Wsp.Com</a>
Greg Miller	Pland Collab	Not provided	<a href="mailto:Gmiller@Plandcollab.Com">Gmiller@Plandcollab.Com</a>
Brooke Dexter, Osd	Office of Strategy + Design	Not provided	<a href="mailto:brooke@osd.nyc">brooke@osd.nyc</a>
Louise B. Sarcar	Ground Work Studio Nm	Not provided	<a href="mailto:Louise@Groundworkstudionm.Com">Louise@Groundworkstudionm.Com</a>
Mike Salvador	Buffalo Arch	Not provided	<a href="mailto:Msalvador@Buffaloarch.Com">Msalvador@Buffaloarch.Com</a>



**SANTA FE COUNTY**

**Pre-Proposal Conference  
Rfp No. 2026-0186-Fin/JI  
Romero Park Iii**

**February 26, 2026, At 10:00 Am**

Name	Company	Telephone	E-Mail Address
Samantha Sais	Lonemountain	Not provided	<a href="mailto:Samantha@Lonemountain.Com">Samantha@Lonemountain.Com</a>
Khea Lim	Lloyd-Architects	Not provided	<a href="mailto:Khea@Lloyd-Architects.Com">Khea@Lloyd-Architects.Com</a>
Kristina Naber	Groundworkstudionm	Not provided	<a href="mailto:Kristie@Groundworkstudionm.Com">Kristie@Groundworkstudionm.Com</a>
Simon - Osd	Not provided	Not provided	Not provided
Amber Boone	Not provided	Not provided	Not provided
Louise Janney	Groundworkstudionm	Not provided	<a href="mailto:Louisejanney@Groundworkstudionm.Com">Louisejanney@Groundworkstudionm.Com</a>
Kristy R. Johnson	Fbtarch	Not provided	<a href="mailto:Krj@Fbtarch.Com">Krj@Fbtarch.Com</a>
Unknown	Unknown	15053401518	Unknown



**PRE PROPOSAL CONFERENCE**  
**RFP No. 2026-0186-PW/JL**  
**Landscape Architectural Design Romero Pk Phase III**  
**February 26, 2026, at 10:00 AM**

**Contracting Agency: Santa Fe County**

- |                            |                               |                     |
|----------------------------|-------------------------------|---------------------|
| • Miguel Romero            | Project Manager III           | Public Works Dept   |
| • Jack Love                | Procurement Specialist Senior | Purchasing Division |
| • Amanda Patterson-Sanchez | Procurement Planner Analyst   | Purchasing Division |

**Project Information**

Santa Fe County is soliciting proposals from qualified firms to provide landscape architectural design services in support of the County's Romero Park Phase III improvements project. Services may include preparation of design documents, coordination of required surveys and permitting, development of construction-ready plans and specifications, support during bidding, and potential construction administration services if authorized. The project focuses on synthetic turf sports field improvements, related site upgrades, accessibility enhancements, infrastructure coordination, and other recreational facility improvements to support expanded multi-season community use.

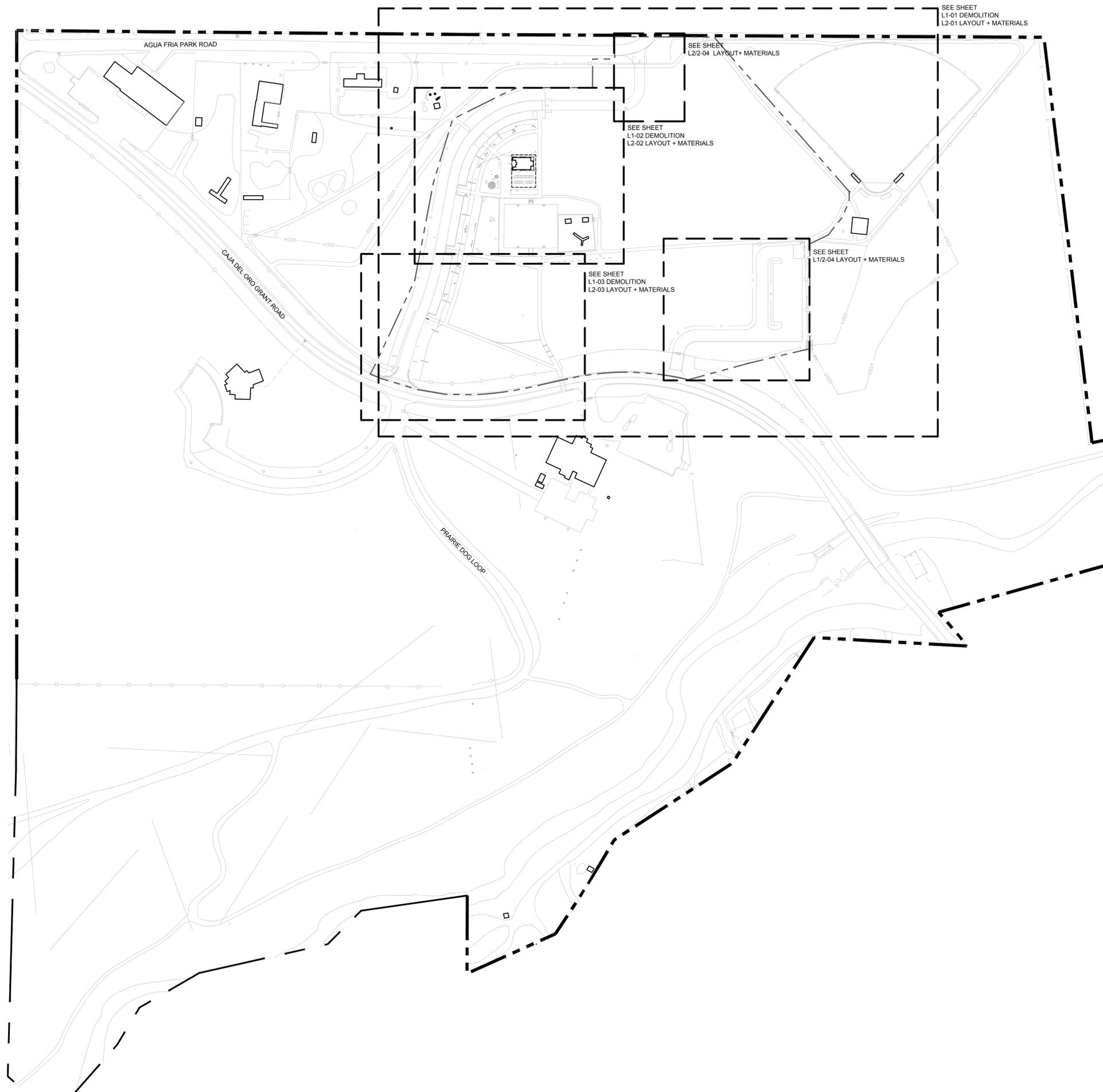
**Proposal Information**

- Carefully read the Request for Proposal for requirements, terms & conditions including the sample contract.
- Sequence of Events is listed on page 10. Please note that dates are subject to change by written addendum.
- Proposal Organization – Proposal should be organized as outlined in the RFP on page 20.
- Selection of finalist(s) – the most qualified proposal received based on the evaluation factors outlined in the RFP (pages 21-25) will be scored by a three to four-member evaluation committee.
- Preferences –
  - 1) N.M. In-State Resident/Native American In-State Preference Certificate 80 points total of all evaluation factors added to score.

OR
  - 2) N.M. Resident/Native American Veterans Preference Certificate, 100 points total of all evaluation factors added to score or Native American Preference. For more information on State Preference visit [www.tax.newmexico.gov](http://www.tax.newmexico.gov)

AND
  - 3) Santa Fe County Preference, 50 points total of all evaluation factors added to score. For more information on County Preference visit
- Please submit all questions via email to Jack Love at [jalove@santafecountynm.gov](mailto:jalove@santafecountynm.gov). The last day for questions will be March 4, 2026. *(Any contact with any other County staff member or persons other than the Procurement Specialist Senior may be grounds for disqualification.)*

- Addendum will be issued on **March 10, 2026**. (*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: Wednesday, March 27, 2026 @ Time: 2:00 PM**  
**Electronic submission also available via Dropbox utilizing Dropbox link:**  
<https://www.dropbox.com/request/fq0GnFXF79Qzubs3MTqy>



REVISIONS

ISSUED	DATE	DESCRIPTION

DESIGN ENGINEERING  
 P.O. Box 27788  
 Santa Fe, NM 87504  
 t.505.969.3557  
 www.designengineering.com

HYDROSYSTEMS KDI  
 860 Tabor Street, Suite 200  
 Lakewood, CO 80401-5954  
 t.303.960.5327  
 www.hydro-systems.com

**design office**  
 landscape planning urbanism

DESIGN OFFICE  
 1300 Luisa Street, Suite 24  
 Santa Fe, NM 87505  
 t.505.983.1415  
 www.do-designoffice.com

**ROMERO PARK PH 1 IMPROVEMENTS**

**SANTA FE COUNTY**

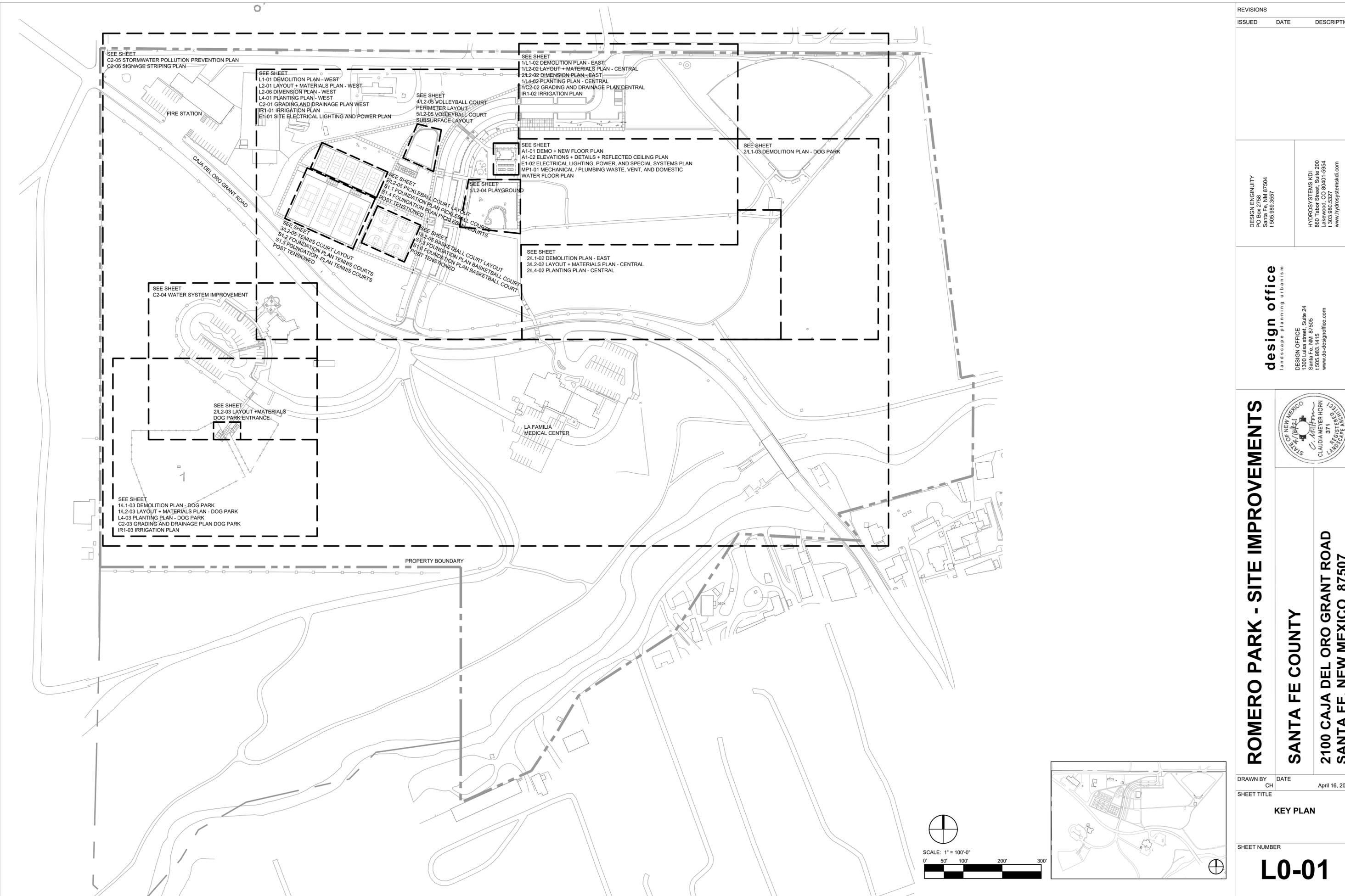
CAJA DEL ORO GRANT ROAD  
 AGUA FRIA, NEW MEXICO 87507



DRAWN BY: CH DATE: December 29, 2014

SHEET TITLE: CIVIL IMPROVEMENTS KEYED PLAN

SHEET NUMBER: **L0-01**



REVISIONS		
ISSUED	DATE	DESCRIPTION

DESIGN ENGINEER PO Box 2768 Santa Fe, NM 87504 t. 505.969.3557	HYDROSYSTEMS KDI 860 Tabor Street, Suite 200 Lakewood, CO 80401-9954 t. 303.960.5327 www.hydrosyskdi.com
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<b>design office</b> landscape planning urbanism DESIGN OFFICE 1300 Luisa street, Suite 24 Santa Fe, NM 87505 t. 505.983.1415 www.do-designoffice.com
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**ROMERO PARK - SITE IMPROVEMENTS**

**SANTA FE COUNTY**

**2100 CAJA DEL ORO GRANT ROAD**  
**SANTA FE, NEW MEXICO 87507**

DRAWN BY	DATE
CH	April 16, 2021
SHEET TITLE	
KEY PLAN	
SHEET NUMBER	
<b>L0-01</b>	

