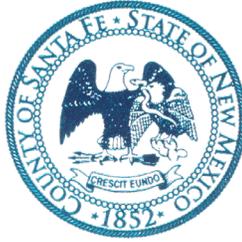


**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Rudy N. Garcia**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

April 1, 2019

**SANTA FE COUNTY**  
**# 2019-0189-PW/MAM**  
**ENVIRONMENTAL ASSESSMENT FOR**  
**THE THORNTON RANCH OPEN SPACE**

**ADDENDUM #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.

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***Attachment A: Pre Proposal Agenda, Sign in Sheet and map***

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**Question# 1:** Please clarify what part of the proposal WILL NOT be considered part of the 15-page limit (Section IV. C, p. 20)? For instance, can curriculum vitas or resumes be added as an appendix and not be included in the 15-page proposal limit? Is the Letter of Transmittal and Table of Contents part of the 15-page limit? Etc.

**Answer# 1:**

- a) Letter of Transmittal – (not included in the page count)**
- b) Table of Contents – (not included in the page count)**
- c) Proposal Summary (optional and not included in the page count)**
- d) Response to Specification – Evaluation Factors (included in the page count)**
- e) Campaign Contribution Disclosure Statement (not included in the page count)**
- f) Preference Certificates, resumes, professional licenses, certification shall be added as appendices.**

Question# 2: In regard to the “Preferences in Procurement by Santa Fe County” section (p.18), will an out-of-state prime contractor receive in-state or in-county preference if a portion of the project work is subcontracted to a New Mexico or Santa Fe business?

**Answer# 2:** In state preferences are awarded to the prime contractor only. There are requirements that need to be met by in-state contractors who will be prime. Please refer to the State of NM Taxation and Revenue Department at <http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx> and Santa Fe County Purchasing Department [https://www.santafecountynm.gov/finance/purchasing\\_division](https://www.santafecountynm.gov/finance/purchasing_division)

Question# 3: Will Santa Fe County require ANY additional analysis or reports beyond what is listed in the Scope of Work section of this RFP?

- a. Specifically, will a biological evaluation and/or biological assessment be required as part of the NEPA process?
- b. Recommendations in the Master Plan identify a biological survey for the 87-acre BLM parcels. Will the contractor need to conduct this biological survey?

**Answer# 3:** Yes, the contractor will be required to complete a biological survey as part of the NEPA process.

Question# 4: What are the anticipated resource concerns in the EA for the 207 acres of BLM land within the Thornton Ranch Open Space boundary?

**Answer #4:** Based on the information we have collected on the County property, the primary resources concerns we anticipated are related to cultural resources. However, we expect the potential resources issues to be fully evaluated through the NEPA process.

Question #5: Will the contractor be liaising directly with BLM in development of the EA?

**Answer #5:** County staff will be the liaison with BLM; however, the contractor may communicate directly with BLM at times to facilitate the transfer of information and ensure compliance with BLM requirements.

Question #6: What is the expected page count for the EA?

**Answer #6:** No expectation has been established yet for the page count of the EA.

Question #7: Will the contractor be responsible for public involvement aspects of the EA (i.e., public meetings, public notices, comment response matrices, etc.)?

**Answer #7:** County staff will take the lead on scheduling, issuing public notices, set up and facilitation of public involvement meetings; however, the contractor will be expected to assist with the presentation and documentation of public comments and responses.

Question #8: Please clarify the “New Mexico Produced Work” section under Evaluation Factors of the RFP (p.23). Does this include work subcontracted to New Mexican businesses from an out-of-state contractor?

**Answer #8: SECTION III. CONDITIONS GOVERNING THE PROCUREMENT, C. GENERAL REQUIREMENTS, 4. Subcontractors. (p.14) Use of subcontractors must be clearly explained in the proposal, and major subcontractors must be identified by name. The Prime contractor shall be wholly responsible for the performance of the contract with the County whether or not subcontractors are used.**

Question #9: Does the evidence of Insurance need to be submitted with the proposal?

**Answer #9: Evidence of Insurance is required once the contract award has been recommended.**

Question #10: Please clarify that Santa Fe County IS NOT at this time seeking an estimate of project cost to accompany this proposal?

**Answer #10: Correct, this is a qualification based procurement. The responsible Offeror whose proposal is most advantageous to the County, taking into consideration the evaluation factors and deductions in Section V, will be recommended for contract award as specified in Section III, Paragraph B.12. A project cost proposal will be requested at that juncture.**

Question #11: The solicitation (Section II.B.a) refers to the Thornton Ranch Master Plan and the Thornton Ranch Management Plan. Is this the applicable management plan: “Santa Fe County Open Space, Trails, and Parks Strategic Management Plan 2018,” or is there a separate management plan specifically for Thornton Ranch?

**Answer #11: There is a separate Master Plan and also a separate Management Plan for the Thornton Ranch Open Space.**

Please add this Addendum #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 Michelle A. Marmion, Senior Procurement Specialist at [mmarmion@santafecountynm.gov](mailto:mmarmion@santafecountynm.gov)

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*Commissioner, District 1*

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*Commissioner, District 2*

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*County Manager*

**PRE PROPOSAL CONFERENCE  
RFP NO. 2019-0189-PW/MAM  
ENVIRONMENT ASSESSMENT FOR  
THE THORNTON RANCH OPEN SPACE  
MARCH 26, 2019  
4:00PM**

**Contracting Agency: Santa Fe County**

- Michelle A. Marmion Procurement Specialist Senior Purchasing Division
- Colleen Baker Project Manager III Open Space and Trails

Santa Fe County is requesting proposals from licensed and qualified Consultants to complete cultural resource investigations and environmental assessment (EA) for the Thornton Ranch Open Space to be utilized in the implementation of a Master Plan for the 2,430 acre site located in the Galisteo Basin.

**Proposal Information**

Carefully read the Request for Proposal for requirements, terms & conditions including the sample agreement.

- 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 criteria outlined in the RFP (pages 21) 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](http://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 [www.santafecountynm.gov/departments/purchasing](http://www.santafecountynm.gov/departments/purchasing)

- Please submit all questions via email to Michelle A. Marmion at [mmarmion@santafecountynm.gov](mailto:mmarmion@santafecountynm.gov). The last day for questions will be **Tuesday, April 2, 2019**. *(Any contact during the procurement until an award has been made with any elected official or other county staff member other than the Procurement Manager named in this solicitation may be grounds for disqualification.)*
- Addendum will be issued on **Thursday, April 4, 2019**. *(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: Thursday, April 12, 2019**  
**Time: 2:00 PM**  
**Location: 142 W. Palace Avenue 2<sup>nd</sup> Floor, Santa Fe, NM**  
**(Bokum Building)**

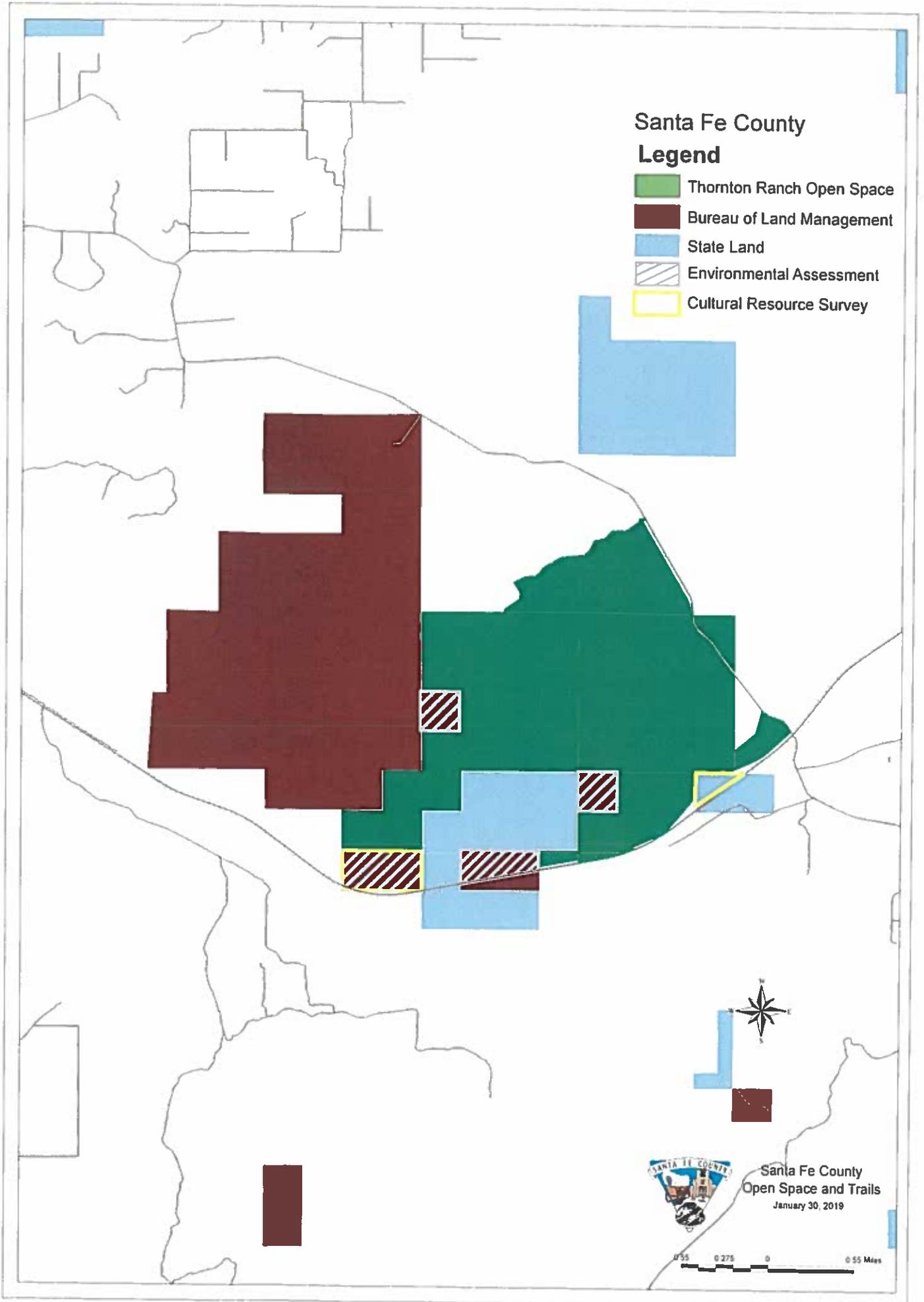


**PRE PROPOSAL CONFERENCE**  
**RFP # 2019-0189-PW/MAM**  
**ENVIRONMENT ASSESSMENT FOR**  
**THE THORNTON RANCH OPEN SPACE**  
**MARCH 26, 2019**  
**4:00PM**

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
ROBBY HECKMAN	SRI	(505) 331-2471	rheckman@sricm.com
Toni Goar	NVS	(505) 898-8848	toni.goar@NVS.COM
Jeff Fredine	Paramatrix	(505) 280-8154	fredine@paramatrix.com
GREGORY HAYNES	ENVIRO SYSTEMS	928-226-0236	G HAYNES@ESMAZ.COM
John Taschek	Ecosphere	505-980-0773	jtaschek@ecosphere-services.com
Ryan Walker	Espinosa Consulting Services	(770) 497-6187	walker@ecs-arch.com
Colleen Baker	SF County	—	—
Lucretia Whisman	SFC	—	—
Kye Miller	PaleoWest	(618) 580-0701	kmiller@paleowest.com
Anna Stearns	Grouse Mountain Environmental Consultants	(505) 936-5166	astearns@gmechm.com

# Santa Fe County Legend

-  Thornton Ranch Open Space
-  Bureau of Land Management
-  State Land
-  Environmental Assessment
-  Cultural Resource Survey



Santa Fe County  
Open Space and Trails  
January 30, 2019

0 0.275 0.55 Miles