

**Henry Roybal**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

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



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

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

**Katherine Miller**  
*County Manager*

**ADDENDUM #1**  
**RFP# 2022-0051-CDD/KE**  
**UTILITIES TRACKING AND MANAGEMENT SERVICES**

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 No. 1: Pre-Proposal sign-in sheet**

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1. Will the County entertain a proposal for an alternative solution?

**ANSWER:** The proposal is a qualification based submittal, the County is not looking for solutions at this time. Alternatives could be discussed with the awarded vendor.

2. Will the selected vendor be responsible for populating database with historic data to build the platform and create a database? If so, what format will the data be provided? How many years of data will be required?

**ANSWER:** Yes, the data to be collected will be for calendar year 2019 through 2021 (by month) for comparison and tracking purposes and then continuing monthly beginning in January 2022. These actions and deliverables are expected to be conducted at the same time.

3. Can the County provide a list of the 99 facilities?

**ANSWER:** This proposal is to qualify prospective vendors, this information will be provided to the awarded vendor.

4. For facilities with metered solar PV installed, do you want those meters tracked as well? How many sites have or will have solar? Are they all metered?

**ANSWER:** Yes. Meters with PV will be tracked as well. There are currently 19 facilities with metered solar systems and by the end of calendar year 2023, the County anticipates this to grow to 25. Each year, the County anticipates at least 5 facilities to be added to this count and powered (at least partially) by solar.

5. Please clarify what is meant by “assign specific identifiers to each account associated”?

**ANSWER:** The facility list spreadsheet will require an associated identifying number for each facility with the corresponding utility accounts and their numbers, as well as the exact location associated with that facility. At this time, many of the numbers have been assigned by previous year greenhouse gas inventories on each facility, however, it will be important to ensure their accuracy and determine the best number to use for the purpose of this service with the GIS department.

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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.

Offerors are reminded that any questions or need for clarification must be addressed to Karen K. Emery, Senior Procurement Specialist at [kkemery@santafecountynm.gov](mailto:kkemery@santafecountynm.gov).

**Pre-Proposal Conference**  
**RFP No. 2022-0051-CDD/KE**  
**UTILITIES TRACKING AND MANAGEMENT SERVICES**  
**Thursday, October 28, 2021 at 11:00 AM MDT**

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