

**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*

February 18, 2025

**SANTA FE COUNTY**  
**RFP No. 2025-0070-CSD/NF**  
**Community Services Engage**  
**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.

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***Attachment A: Pre-proposal Agenda and Sign-In Sheet***

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***Clarification No. 1 - Section III –C (page 18-19) in the RFP is deleted:***

**25. Preferences in Procurement by Santa Fe County**

**a. *New Mexico In-state Preference.***

New Mexico law, Section 13-4-2 NMSA 1978, provides a preference in the award of a public works contract for an “**in-state resident contractor**” or “**native American resident contractor**”. Application of a resident or native American contractor preference for any Offeror requires the Offeror to provide a copy of a valid and current certificate as a resident or native American resident contractor. Certificates are issued by the state taxation and revenue department.

If an Offeror submits with its proposal a copy of a valid and current in-state resident or native American resident contractor certificate, 8% of the total weight of all evaluation factors used in the evaluation of proposals may be awarded or added to the Offerors score.

Certification by the department of taxation and revenue for the resident or native American resident contractor takes into consideration such activities as the business' payment of property taxes or rent in the state and payment of unemployment insurance on employees who are residents of the state.

**OR**

**b. *New Mexico Resident Veteran or Native American Resident Veteran Preference.***

New Mexico law, Section 13-4-2 NMSA 1978, provides a preference in the award of a public works contract for a “**resident veteran contractor**” or “**native American resident veteran contractor**”. Certification by the department of taxation and revenue for the resident veteran business and native American resident veteran requires the Offeror to provide evidence of annual revenue and other evidence of veteran and native American status.

An Offeror who wants the veteran or native American veteran contractor preference to be applied to its proposal is required to submit with its proposal the certification from the department of taxation and revenue and the sworn affidavit attached hereto as Appendix C.

If an Offeror submits with its proposal a copy of a valid and current veteran resident contractor certificate, 10% of the total weight of all the evaluation factors used in the evaluation of proposals may be awarded or added to the Offeror's score.

**The resident or native American resident contractor preference is not cumulative with the resident veteran or native American resident veteran contractor preference.**

**AND**

**c. *Santa Fe County Business Preference***

Santa Fe County Ordinance 2012-4 provides for a **County preference** for a “Santa Fe County business.” Application of the County preference in procurement requires an Offeror to obtain and provide a Santa Fe County Business Certificate issued by the Santa Fe County Procurement Manager. Certification by the Procurement Manager takes into consideration the business' corporate standing in the state, business licensure or registration, the duration of the business' primary office location and the payment of taxes. If an Offeror submits with its proposal a copy of its Santa Fe County Business Certificate issued by the Purchasing Manager, 5% of the total weight of all the evaluation factors used in the evaluation of proposals may be awarded to the Offerors score.

***The Resident Business, Resident Veteran Business or Santa Fe County Business preferences do not apply to procurement of services or goods involving federal funds or federal grant funds.***

Question No. 1: How is this project being funded and how much is available?

Answer No. 1: \$100,000 Federal Grant

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. Respondents are reminded that any questions or need for clarification must be addressed to Nina M. Fresquez, Procurement Specialist Senior at [nfresquez@santafecountynm.gov](mailto:nfresquez@santafecountynm.gov).



## Pre-Proposal Conference

RFP No. 2025-0070-CSD

### CSD Engage Program

Tuesday, February 11, 2025-9:30 AM

#### Contracting Agency: Santa Fe County

• Nina Fresquez	Procurement Specialist Sr.	Purchasing
• Bill Taylor	Procurement Manager	Purchasing
• Amanda Patterson-Sanchez	Procurement Planner Analyst	Purchasing
• Elizabeth Peterson	COSSAP Program Manager	CSD
• Coy Maienza	Health Care Assistance Program Manager	CSD

#### Procurement Information

Santa Fe County requests proposals from qualified providers for comprehensive case management services through the Community Services Department **engage** program. **Engage** is a public safety program based on the Law Enforcement Assisted Diversion (LEAD) model. This is a competitive sealed proposal where cost is not the only determining factor for reward.

#### Proposal Information

- Carefully read and understand the requirements of the Request for Proposal (RFP): the terms & conditions are included in the sample contract.
- The Sequence of Events for the procurement located on page 10 of the RFP.
- Proposal Organization: Ensure your proposal is organized according to the guidelines on pages 19-20 of the RFP.
- Selection of finalist(s) – Finalists will be selected based on the evaluation factors outlined in the RFP (pages 23-24). Proposals will be scored by an evaluation committee, and the most qualified proposal will be selected.
- Contract Negotiation- Terms and Conditions, Schedule and Compensation will be negotiated with the selected offeror.

The County offers the following Preferences (Page 25):

- N.M. In-State Business/Native American
- N.M. Resident Veterans Preference Certificate/Native American Veterans
- Santa Fe County Preference

For more information on County Preference visit:

<https://www.santafecountynm.gov/finance/purchasing-division>

Please note that only current certificates copies will be considered for points. Simply stating that you have a certificate or prints from web site is not sufficient for any points.

- The last day for questions will be Thursday, February 13, 2025.
- Acknowledgement Form (Due Date: Wednesday, February 12, 2025): Not required but needed so that we may send you any addendums via the distribution list

Please submit all questions via email to Nina Fresquez- [nfresquez@santafecountynm.gov](mailto:nfresquez@santafecountynm.gov) (*Offerors may ONLY contact the Procurement Specialist listed above regarding the procurement. Other County employees do not have the authority to respond on behalf of the County.*)

- Addendum will be issued on Tuesday February 18, 2025 (*Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.*)
- Proposal must be Submitted by:

**Due Date: Tuesday, March 4, 2025,**

**Time: 2:00 PM**

**Location: 102 Grant Avenue 1<sup>st</sup> floor, Santa Fe, NM 87501**

**Electronic submissions also available utilizing Dropbox Link:**

<https://www.dropbox.com/request/S01WqfTw6dUIpZS2TJmd>

## **Background:**

**Engage** is a public safety program based on Seattle's Law Enforcement Assisted Diversion (LEAD) model that enables law enforcement and community partners to refer vulnerable individuals to comprehensive case management services. The program creates collaboration between public health, criminal justice, and community service providers to help individuals experiencing behavioral health issues, homelessness, and lack of healthcare access. Through a participant-driven approach focused on harm reduction and trauma-informed principles, **engage** connects individuals to services and resources via the CONNECT network of community-based organizations and programs. The program aims to reduce criminal behavior and improve public health outcomes by providing intensive case management for up to 25 low-level, non-violent offenders.



**SANTA FE COUNTY**

**Pre-Proposal Conference (Non- Mandatory)  
RFP#2025-0070-CSD/NF  
CSD Engage Program- Case Management Services  
Tuesday, February 11, 2025  
9:30 AM (MDT)**

NAME	ORGANIZATION	PHONE #	EMAIL
Nina Fresquez	Santa Fe County-Procurement	505-992-9864	<a href="mailto:nfresquez@santafecountynm.gov">nfresquez@santafecountynm.gov</a>
Bill Taylor	Santa Fe County-Procurement	505-986-6373	<a href="mailto:wtaylor@santafecountynm.gov">wtaylor@santafecountynm.gov</a>
Amanda Patterson-Sanchez	Santa Fe County-Procurement	505-992-6753	<a href="mailto:apatterson-sanchez@santafecounty.gov">apatterson-sanchez@santafecounty.gov</a>
Elizabeth M. Peterson	Santa Fe County- CSD		<a href="mailto:epeterson@santafecountynm.gov">epeterson@santafecountynm.gov</a>
Coy Maienza	Santa Fe County- CSD		<a href="mailto:cmaienza@santafecountynm.gov">cmaienza@santafecountynm.gov</a>
Harris Leitner	Platinum Community Care		<a href="mailto:Harris.Leitner@docgo.com">Harris.Leitner@docgo.com</a>
Jeremy Merrill	Platinum Community Care		<a href="mailto:Jeremy.Merrill@docgo.com">Jeremy.Merrill@docgo.com</a>