

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

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

**Robert A. Anaya**  
*Commissioner, District 3*



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

**Ed Moreno**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

May 22, 2018

**ADDENDUM #1**  
**RFP# 2018-0351-CMO/BT**  
**SURVEYING SERVICES FOR ROW OF COUNTY MAINTAINED ROADS**  
**WITHIN THE PUEBLOS OF TESUQUE, NAMBE, SAN ILDEFONSO AND**  
**POJOAQUE**

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 all Addenda. This documentation shall become permanent and made part of the departmental files.

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PLEASE SEE ATTACHED SIGN-IN SHEET FROM THE PRE-PROPOSAL MEETING, HELD MAY 15, 2018.

**The following questions have been received regarding RFP No. 2018-0351-CMO/BT, with corresponding answers:**

**Question 1:**

Permission to survey on tribal lands – Will the County provide the contract awardee with letters of permission to survey on tribal lands or do we need to approach each pueblo and obtain permission on our own?

**Answer 1: The County will be responsible for applying for and coordinating any permits to access Pueblo lands.**

**Question 2:**

Legal descriptions – Does the contract awardee need to provide a centerline description and a right of way polygon description, or just one or the other?

**Answer 2: Both.**

**Question 3:**

We are assuming that the County wants the permit maps at state plane converted to ground since the RFP is asking for a ground to grid conversion factor. Is that correct?

**Answer 3: Yes.**

**Question 4:**

Will an Offeror be precluded from proposing on RFP#2018-0351-CMO/BT should the Offeror have performed preliminary services for the project?

**Answer 4: No.**

**Question 5:**

It is understood that County will provide survey data previously collected as part of the PBRSW. Will the selected Surveyor be allowed to perform field surveys to supplement this data, should it be determined necessary? Or will the PBRSW surveyor provide that field work?

**Answer 5: At the discretion of the County, if necessary, the surveyor may perform surveys for or to supplement data.**

**Question 6:**

At the pre-proposal meeting we understood that the surveyor will be limited to performing his work along the subject roadways and trespass would not be allowed on each pueblo outside of the roadway. The scope of work requires ties to existing PLSS monuments and breaking down each section into one-quarter sections to be shown on the maps sheets and for inclusion into TAAMS. Please clarify that each Pueblo will allow right of entry for locating PLSS monuments roadway and the process the surveyor must follow for each Pueblo. Or will all the all PLSS data be provided in the PBRSW survey data?

**Answer 6: The County will be responsible for applying for and coordinating any permits to access Pueblo lands.**

**Question 7:**

Please clarify if the Submittal of ROW applications in accordance with 25 C.F.R Part 169 to the United States Bureau of Indian Affairs (BIA) is the responsibility of the Surveyor or Santa Fe County. In section C. Scope of Work the RFP describes this activity as the responsibility of the Surveyor; however, under each Pueblo Specific Requirements it states "the County shall submit to the Bureau of Indian Affairs a Right of Way (ROW) application".

**Answer 7: For this RFP, the selected offeror(s) is required to prepare the application on behalf the County. The Agreements included in the RFP are for information purposes only. The Scope of Work both general and by Pueblo should be the only concern of an offeror for submission of their proposal.**

**Question 8:**

Under Scope of Work, Pueblo Specific Requirements there are timelines for each Pueblo from the execution of “the agreement” (ie, Tesuque – 1 year, Pueblo of Nambe – 1 year, San Ildefonso – 5 year and Pojoaque 1 – year). Can the County clarify each agreement date and how it relates to the overall schedule?

**Answer 8: Pursuant to Section 3 of the Settlement Agreement, “Within one (1) year following the execution of this Agreement or the Contributed Funds Agreement, whichever comes last, the County shall at its expense submit to the BIA a ROW application for CMR 72-I.” The Agreements included in the RFP are for information purposes only. The Scope of Work both general and by Pueblo should be the only concern of an offeror for submission of their proposal.**

**Question 9:**

Can the County clarify the period of performance for this contract and how it relates to the date of April 11, 2019 as stated at the pre-proposal meeting?

**Answer 9: Please note response to question No. 8. The Agreements included in the RFP are for information purposes only. The Scope of Work both general and by Pueblo should be the only concern of an offeror for submission of their proposal.**

**Question 10:**

In Section C, Scope of Work, No. 11 the scope requires the Bureau of Land Management Indian Land Surveyor (BILS) to review all surveys and plans. Could the County clarify an average time period for the reviews for this project as we have experienced very short and very long periods on past projects?

**Answer 10: The County cannot clarify the review period by an external agency.**

**Question 11:**

Do the Pueblos have to approve the maps prior to submitting the ROW applications? If so, how long do they have to review and provide comments?

**Answer 11: Yes, the Pueblos have to approve the ROW application packet prior to submission. The County will be responsible for this coordination.**

**Question 12:**

To save time, can the maps be submitted for review by the BIA BILS as a particular road is completed instead of waiting until an entire Pueblo is done?

**Answer 12: The County will consider maps on an individual road basis, however the County cannot provide any assurance that BIA will accept on a road-by-road basis.**

**Question 13:**

To save time, can the setting of ROW markers begin prior to the maps being fully accepted by BIA?

**Answer 13: The County cannot this time provide an answer to this question. However, as stated at the pre-proposal meeting, the County will work with BIA on their process.**

**Question 14:**

The County has requested a large amount of information for this RFP. Can the allowed number of pages be slightly increased?

**Answer 14:**

**The page limit is specific to the Offeror's response to the evaluation criteria factors. Informational documents may be attached as appendices, if necessary. Appendices will not count against the page limit.**

**Questions 15:**

Will monumentation need to be in place at the time of the BIA application, or will additional time be allotted to allow for monumentation after BIA approval of the maps?

**Answer 15: The County cannot this time provide an answer to this question. However, as stated at the pre-proposal meeting, the County will work with BIA on their process.**

**Question 16:**

Will the pueblos/BIA provide any record documents of ownership of lands or within the pueblo adjacent to the proposed ROWs?

**Answer 16: No.**

**Questions 17:**

Will access to the pueblos be restricted during the project?

**Answer 17: Yes. The County will be responsible for applying for and coordinating any permits to access pueblo lands.**

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Please add this Addendum No. 1 to the original bid documents and refer to procurement 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.

Proponents to this RFP are reminded that any questions or need for clarification must be addressed to Bill Taylor, Procurement Manager at [wtaylor@santafecountynm.gov](mailto:wtaylor@santafecountynm.gov).

PRE-PROPOSAL MEETING  
RFP No. 2018-0351-CMO/BT

Surveying Services FOR ROW OF COUNTY MAINTAINED ROADS WITHIN THE PUEBLOS OF TESUQUE, NAMBE, SAN ILDEFONSO AND POJOAQUE

SFC Legal Conference Room  
May 15, 2018  
2:00 PM

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