

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

May 30, 2019

SANTA FE COUNTY
RFP No. 2019-0249-FIN/MM
ONLINE AUCTIONEER SERVICES

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.

Attachment A: Pre Proposal Agenda, Sign in Sheet & Additional Information

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. Responders are reminded that any questions or need for clarification must be addressed to Maricela Martinez, Procurement Planner Analyst at mcmartinez@santafecountynm.gov.



PRE PROPOSAL CONFERENCE
RFP No. 2019-0249-FIN/MM
ONLINE AUCTIONEER SERVICES
MAY 28, 2019
10:00AM

Contracting Agency: Santa Fe County

- | | | |
|---------------------|-----------------------------|---------------------|
| • Tony Flores | Deputy County Manager | Manager's Office |
| • Bill Taylor | Procurement Manager | Purchasing Division |
| • Maricela Martinez | Procurement Planner Analyst | Purchasing Division |
| • Melissa Martinez | Accountant Senior | Finance Department |

Project Information

Santa Fe County is seeking a vendors or firms to provide online auction services for tangible personal property. The tangible property includes but is not limited to miscellaneous surplus equipment includes but is not limited to office furniture, computers, monitors, printers, scanners, tools, equipment, and miscellaneous surplus vehicles. Surplus vehicles include but is not limited to automobiles, boats, trucks, dump trucks, trailers forklifts, tractors, backhoes, street sweepers, lawn equipment and fire trucks.

Proposal Information

- Carefully read the Request for Proposal for requirements, terms & conditions including the sample contract.
- Sequence of Events are listed on page 9.
- Proposal Organization - Proposal should be organized as outlined in the RFP on page 19.
- Selection of finalist(s) – the most qualified proposal received based on the evaluation factors outlined in the RFP (pages 21-23) 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

AND

 - 3) Santa Fe County Preference, 5% of total weight of all evaluation factors added to score. For more information on County Preference visit https://www.santafecountynm.gov/asd/purchasing_division
- Please submit all questions via email to Maricela Martinez at mcmartinez@santafecountynm.gov. The last day for questions will be **Monday, June 3, 2019**. (**Please do not contact any other County staff.**)
- Addendum will be issued on **Wednesday, June 5, 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: Wednesday, June 19, 2019

Time: 2:00 PM

Location: 142 W. Palace Avenue 2nd Floor, Santa Fe, NM



PRE-PROPOSAL CONFERENCE
RFP NO. 2019-0249-FIN/MM
ONLINE AUCTIONEER SERVICES
WEDNESDAY, MAY 28, 2019
10:00AM

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
Melissa Martinez	SFC Finance	(505)992-3056	mlmartinez@santafecounty.nm.gov
Maricela Martinez	SFC Purchasing	505)992-9864	mmartinez@santafecounty.nm.gov
Tommy Ginn	Fin - SF County		gsginn@santafecounty.nm.gov
Claude Arnold	Property Room cm.	via teleconference call	
PAUL OLAFSON	SFC Planning	505-992-9866	polafson@santafecounty.nm.gov
TOMMY FLOWER	SFC -CMO	505-986-6200	tfobras@santafecounty.nm.gov
BILL TAYLOR	SFC PURCHASING	505-986-6373	WTAYLOR@SANTAFE.COUNTY.NM.GOV

The first year of the contract will require multiple auctions to accommodate the transition from the new administrative complex and the existing administrative complex. The transition will include multiple departments from multiple sites to be moving. The following departments and locations that will be moving are as follows:

1.

A. County Administration Building located at 102 Grant Avenue, Santa Fe, New Mexico

<p>UPC: 105409918022700000</p> <p>Physical Address: 102 GRANT AVE SANTA FE, NM 87501</p> <p>Owner Name: SANTA FE COUNTY</p> <p>Find all properties for this owner.</p> <p>Owner Mailing Address: 102 GRANT AVE SANTA FE, NM 87504</p> <p>Tax Code Area:</p> <p>Section Township Range: S24 T17N R9E</p> <p>Legal Description: MAPPING PURPOSE ONLY SANTA FE COUNTY ADMIN</p>	
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B. Bokum Building located at 142 West Palace Avenue, Santa Fe, New Mexico

<p>UPC: 1054099196216CM0003</p> <p>Physical Address: 142 W PALACE AVE SANTA FE, NM 87501</p> <p>Owner Name: PALACE LLC/BOKUM BURRO ALLEY</p> <p>Find all properties for this owner.</p> <p>Owner Mailing Address: 142 WEST PALACE AVENUE SANTA FE, NM 87501</p> <p>Tax Code Area: CI-N</p> <p>Section Township Range: S24 T17N R9E</p>	
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2.

A. Community Services Department located at 2052 Galisteo St., Santa Fe, New Mexico

UPC: 105309732217000000
Physical Address: 2052 GALISTEO ST SANTA FE, NM 87505
Owner Name: SANTA FE COUNTY Find all properties for this owner.
Owner Mailing Address: 102 GRANT AVE SANTA FE, NM 87504
Tax Code Area: CI-N
Section Township Range: S35 T17N R9E
Legal Description:



B. Human Resources Department located at 949 West Alameda, Santa Fe, New Mexico

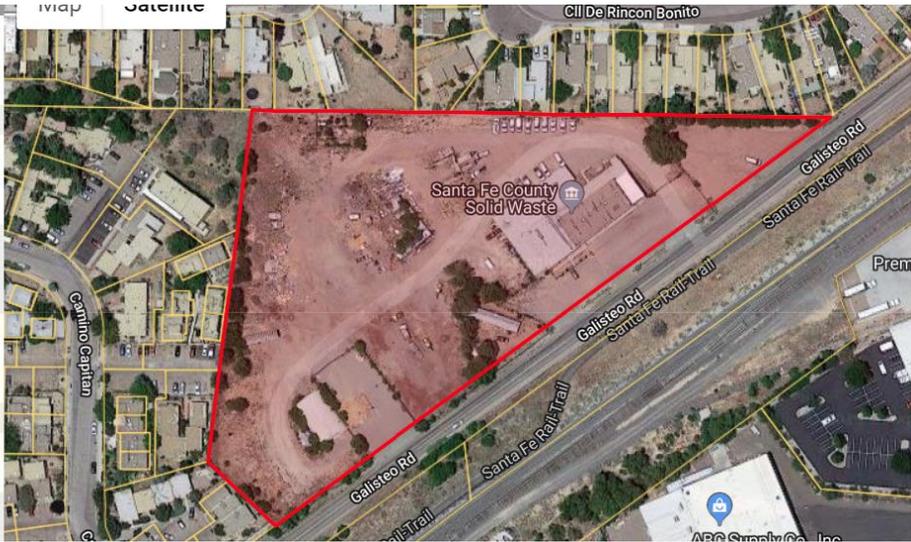
[Printer friendly version of this property.](#)

UPC: 1053099164229CS0000
Physical Address: 949 W ALAMEDA ST SANTA FE, NM 87501
Owner Name: SANTA FE COUNTY Find all properties for this owner.
Owner Mailing Address: 102 GRANT AVE SANTA FE, NM 87504
Tax Code Area: CI-N
Section Township Range: S23 T17N R9E
Legal Description: UNIT 1 SOLANA CENTER T17N R 9E S23
Plat Book:



The first four moves will consist of mostly office furniture including but not limited to desks, chairs, bookshelves, cubicles, printers & scanners.

3. Property Control located at 2600 Galisteo Road, Santa Fe, New Mexico

Parcel Number: 18102995 Find all properties around this property. Printer friendly version of this property. UPC: 1053096096112000000	
Physical Address: 2600 GALISTEO RD SANTA FE, NM 87505	
Owner Name: SANTA FE COUNTY Find all properties for this owner.	
Owner Mailing Address: PO BOX 276 SANTA FE, NM 87504-0276	
Tax Code Area: CI-N	
Section Township Range: S2 T16N R9E	
Legal Description: T16N R 9E S 2 6.100 AC TR B	

This auction will be a variety of items including but not limited to office furniture, tools & equipment.