

Justin S. Greene
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Camilla Bustamante
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

September 20th, 2024

SANTA FE COUNTY
RFP No. 2025-0031-PW/DK
On-Call Right of Way Acquisition Consultant Services – Multiple Award
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.

Please note in section II. B. Scope of Work – reference to RFP 2020-0234-PW/CW is incorrect, the correct Project code is RFP 2025-0031-PW/DK.

Attachment A: Pre-proposal Agenda
Attachment B: Sign-In Sheet

Section III. C. 25. Preferences in Procurement by Santa Fe County (page 19) is deleted and replaced with the below;

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: We noted in the RFP that in order to obtain the Santa Fe County Business Preference, we need to include our Business Certificate in the proposal. We are wondering if a PDF from the Santa Fe County website which shows our license is current will suffice for inclusion in our proposal, or if we must obtain the physical copy of the license. If so, who would we contact to obtain the physical license?

Answer No. 1: A soft/hard copy of the Santa Fe County Business Preference certificate is required to obtain the preference. To obtain the SFC Business Preference kindly use the link below;

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

Question No. 2: Under Section V. Specifications, B. Qualifications - Does the County require all licensed land acquisition agents included in the proposal have their real estate license hung under the qualifying brokerage of the land consulting company that is responding to this RFP?

Answer No. 2: It is not required that the agents license be hung with the company responding to the RFP.

Question No. 3: All services shall be performed under the supervision of a New Mexico Real Estate Commission or State of Reciprocity licensed Land Acquisition Consultant with real estate experience and demonstrated proficiency in all the services listed in this **RFP 2020-0234- PW/CW**.

a. Does the contractor need to have a NM Real Estate License? Is Land Acquisition Consultant synonymous with Real Estate Agent? What is a licensed Land Acquisition Consultant? My staff and myself have numerous RE licenses in multiple states, just not NM. Any clarification you can provide would be appreciated.

b. Do I need to reference anything in the RFP that is bold underlined highlighted above?

Answer No. 3:

a. Does the contractor need to have a NM Real Estate License? **Yes, if the consultant is performing activities that the New Mexico Real Estate Commission requires a NM Real Estate License to perform.** Is Land Acquisition Consultant synonymous with Real Estate Agent? **Yes and no, certain acquisition activities require a Real Estate License such as negotiating with landowners and making offers on behalf of the County, others such as Project Management with no landowner contact do not.** What is a *licensed* Land Acquisition Consultant? **Having a Real Estate License.** My staff and myself have numerous RE licenses in multiple states, just not NM. Any clarification you can

provide would be appreciated. If the states you are licensed in reciprocate with New Mexico, you would be considered licensed in New Mexico.

b. No reference to RFP 2020-0234-PW/CW is needed; the procurement number for this RFP is 2025-0031-PW/DK the above referenced RFP number is an incorrect reference.

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 Dani Koussa, Procurement Specialist Senior at dkoussa@santafecountynm.gov.