

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

March 6, 2026

SANTA FE COUNTY
RFP No. 2026-0064-PW/DK
Water Reclamation Facility Expansion - Design-Build Project
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

Attachment B: Revised Past Record of Performance – Evaluation Factor 2

Section V.B.1.2. Past Record of Performance is replaced with Attachment B

The Phase I proposal due date has been extended to March 31, 2026.

All Phase I proposals shall be limited to thirty (30) pages instead of twenty (20) pages

Question No. 1: Paragraph B, Number of Copies, in Section IV, Response Format, Organization and Specifications, states that offerors shall deliver 1 original and 4 copies of their proposal to the location specified in Section II Paragraph E; however, Paragraph B in section IV also states that the offerors are encouraged to submit their proposals electronically. Can it be clarified that Offerors who submit electronically are not required to submit hard copies of their proposal? The statement “Shall” seems to indicate that offers are required to submit their proposals as hard copies but they are also encouraged to submit electronically.

Answer No. 1: If Offerors submit their proposals electronically, that submission is sufficient and hard copies are not required. Electronic submission is recommended over hard copy.

Question No. 2: Section 3 of Section V-B, Evaluation Factors, instructs offerors to provide resumes for a minimum of 7 key personnel members, and it is possible that many additional resumes will need to be included to properly demonstrate the design build team. Due to the number of resumes that will need to be included and the proposals being limited to a maximum of 20 pages, can the resumes be included as an appendix that will not count towards the proposal's page count?

Answer No. 2: Yes. Resumes may be submitted as an appendix and will not count toward the page proposal limit.

Question No. 3: Section 2, Past Record of Performance, in Section V-B, Evaluation Factors, is asking for up to 9 past projects to demonstrate the offerors Design, Construction, and Design Build experience. Due to the number of project summaries that will need to be included and the proposals being limited to a maximum of 20 pages, can the project summaries be included as an appendix that will not count towards the proposal's page count?

Answer No. 3: Phase I Proposal page limit has been increased to 30 pages.

Question No. 4: Section VI, Evaluation, states that an offeror can have preferences applied to their evaluation for Phase 1; however, this section does not state how the preferences will be applied and if a contractor will have an accumulative preference if they are a New Resident and a Santa Fe County Business. Can clarification be provided stating how the preferences will be applied to the Offerors during Phase 1 Evaluation?

Answer No. 4: An Offeror may receive one New Mexico preference, either 8% with a valid New Mexico Resident Business Certificate or 10% with a valid Resident Veteran or Native American Certificate, and these state preferences are not cumulative with each other. If the Offeror also provides a valid Santa Fe County Business Certificate, an additional 5% may be added in Phase I. No preferences will be applied in Phase II.

Question No. 5: Section C-1, Proposal Organization, states that a proposal summary may be included to provide the Evaluation Committee with an overview of the proposal; however, the proposal summary will not be used in the evaluation process. Can it be confirmed that the proposal summary does not count to the page count seeing that it will not be evaluated?

Answer No. 5: Yes. The proposal summary may be included and will not count toward the proposal page limit.

Question No. 6: Alternative Procurement methods, including but not limited to Design Build, historically are not commonly used in the heavy civil construction sector in New Mexico. Due to the uncommon nature and limited number of design build projects in New Mexico, can the design build team demonstrate their teaming history for item 2-C of the Past Record of Performance section using successfully completed non-design build projects where the team members held the same roles as the proposed Design-Build team for the Santa Fe County Water Reclamation Facility Expansion project?

Answer No. 6: refer to Attachment B

Question No. 7: Evaluation Factor Section 2, Past Record of Performance, item B, Construction Team Past Performance, states to include EMR, OSHA Recordable Rates, or equivalent metrics for each project. These types of metrics are commonly calculated for contractor's annual safety records and are not calculated for each project. These safety metrics also seem to be requested in Evaluation Factor Section 6, Health and Safety. Can the contractor include the EMR rates for the last three years and OSHA Recordable rates in Section 6 of the Evaluation Factors and omit them from the Construction Team Past Project information if the project summaries include a brief safety statement that indicates if there were any safety issues related to the project?

Answer No. 7: refer to Attachment B

Question No. 8: Can the Surety Letter that is referenced in Evaluation Factor Section 4, Capacity and Capability, be broken out from the capacity and capability section with it being included as a document that follows the Evaluation Factors similar to the Insurance Certificate so it will not count towards the page count? If the Surety Letter cannot be broken out from the referenced section, can it not be included in the page count?

Answer No. 8: Yes. The Surety Letter may be submitted as an appendix following the Evaluation Factors, similar to the Insurance Certificate, and it will not count toward the proposal page limit.

Question No. 9: Does item h) in the Transmittal Letter cover the requirement of item b in the Proposal Organization section? Both sections seem to be referencing the offerors' response to the County's Terms and Conditions.

Answer No. 9: No. Item h in the Letter of Transmittal does not replace item b in the Proposal Organization section.

Item h only confirms the Offeror's receipt of and willingness to negotiate and execute the Design Build Agreement. Item b is a separate requirement and requires an explicit response to the County Terms and Conditions of the procurement and the agreement, and it must be submitted as its own section of the proposal (not included in the page count).

Question No. 10: To have time to create a design build team between a contractor and an engineering firm, and to have adequate time to develop a Phase 1 Proposal that meets all the requirements stated in the Request for Proposals (RFP), can the submission date of March 24th be extended by three weeks?

Answer No. 10: The County will grant a one-week extension, making the new Phase I proposal submission deadline Tuesday, March 31, 2026.

Question No. 11: Can the County please clarify whether a consulting engineer that has previously provided evaluation or assessment services for the existing wastewater treatment plant would be precluded or otherwise disqualified from participating as a member of a Design-Build team under this solicitation?

Answer No. 11: No. A consulting engineer that previously provided evaluation or assessment services for the existing wastewater treatment plant is not precluded or otherwise disqualified from

participating as a member of a Design Build team under this solicitation. Prior involvement does not provide an advantage over other firms.

Question No. 12: On page 25, in Section C. Proposal Format> V. Evaluation Factors > B.1 Phase 1 Evaluation Factors > 3. Project Staffing;

“Provide an organizational chart identifying key personnel and reporting relationships, along with a narrative describing staffing commitments and management of critical subcontractors.

Design Team (required resumes): Design Project Manager, Project Architect or applicable discipline lead, Design Quality Control Manager, and other key design staff proposed.

Construction Team (required resumes): Project Manager, Construction Quality Control Manager, Safety Manager, and Superintendent.”

Are the required resumes able to be attached as an appendix and will not be counted against the final 20 page count?

Answer No. 12: Yes. Offerors may include the required resumes as an appendix to the Phase I proposal. Those resumes will not be counted toward the page limit.

Question No. 13: On Page 24, in Section C. Proposal Format; Proposals shall be bound with tabs delineating each section.

“1. Proposal Organization

The proposal must be organized and indexed in the following format and must contain, as a minimum, all listed items in the sequence indicated.

a) Letter of Transmittal (not included in page count)

b) Response to County Terms and Conditions of the Procurement and Agreement (not included in page count)

c) Table of Contents (optional) (not included in page count)

d) Response to Evaluation Factors

e) Copy of insurance certificate (Phase I: current COI(s) evidencing coverage equal to or greater than the minimum requirements stated in Section D – Insurance Requirements; not included in page count)

f) Campaign Contribution Disclosure Statement (not included in page count)”

Noted this as the organization and indexed for the requested tabs, however, do we also need to include tabs to delineate the Response to Evaluation Factors Sections (i.e. Specialized Design and Technical Competence (200 points), Past Record of Performance (250 points), Project Staffing (100 points), Capacity and Capability (150 points), Management Plan (150 points), Health and Safety (75 points), Proximity to and Familiarity with Santa Fe County and the Project Site (50 points), New Mexico Produced Work (25 points)?

Answer No. 13: Tabs are required to delineate the main proposal sections listed under Proposal Organization items a through f. Offerors do not need to include separate tabs for each individual evaluation factor within item d, Response to Evaluation Factors. Within item d, Offerors shall clearly label each evaluation factor response and present them in the same order the factors appear. Additional internal tabs within item d are optional.

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

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:
505-995-2740 www.santafecountynm.gov

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.