

Henry 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

June 9, 2020

SANTA FE COUNTY
RFP No. 2020-0238-FIN/MM
REBID ONLINE AUCTION 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

Question No. 1:

- a. Does the County plan on selling these assets from County property or would the selected vendor need to transport the units off of County property and store until sold?
- b. Do you have an estimation of asset mix and historical volume?

Answer No. 1:

- a. **The vendor would be selling the assets from Santa Fe County property.**
- b. **It would be a mix of office furniture which includes, but not limited to, desks, chairs, file cabinets, tables etc. It may include vehicles and heavy equipment in the future. The historical volume we collect for our annual auction is between \$120k -\$170k but this includes the vehicles and heavy equipment.**

Question No. 2: Who is the incumbent provider(s)?

Answer No. 2: Annually, Santa Fe County utilizes Bentley & Associates through the New Mexico State Price Agreements for Auction Services.

Question No. 3: a. We would like to understand how the previous bid was scored and why this RFP went to REBID.

b. May we be provided with scoring from the previous bid?

Answer No. 3: a. Due to an increase in projects for renovations and new construction, the County issued a Request for Proposal (RFP) for Auction Services last year but no responses were received.

b. There are no score sheets to provide.

Question No. 4: Is the vendor required to meet winning/successful bidders in person for the transfer of assets?

Answer No. 4: Yes, it is the responsibility of the Offeror.

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.



SANTA FE COUNTY

PRE PROPOSAL CONFERENCE

RFP No. 2020-0238-FIN/MM REBID ONLINE AUCTION SERVICES

June 3, 2020 @ 10:00AM

Contracting Agency: Santa Fe County

- 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 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 21-22) 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 **Friday, June 5, 2020. (Please do not contact any other County staff.)**
- Addendum will be issued on **Tuesday, June 9, 2020. (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: Thursday, June 25, 2020

Time: 2:00 PM

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

Electronic submission also available via Dropbox utilizing

Dropbox link:

<https://www.dropbox.com/request/Fy4H4stroul8NuetYx4J>



SANTA FE COUNTY

**PRE-PROPOSAL CONFERENCE
RFP NO. 2020-0238-FIN/MM
REBID ONLINE AUCTION SERVICES
WEDNESDAY, JUNE 3, 2020 @ 10:00AM**

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
Maricela Martinez	SFC Purchasing	992-9864	mcmartinez@santafecountynm.gov
Melissa Martinez	SFC Finance	_____	_____
Rob Jordan	Govdeals	Via Teleconference	