

Henry Roybal
Commissioner, District 1

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Commissioner, District 2

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Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

September 29, 2022

SANTA FE COUNTY
RFP No. 2023-0017-HR/BT
EMPLOYEE LIFE AND DISABILITY INSURANCE BENEFITS

ADDENDUM NO. 2

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

CLARIFICATION OF SUBMITTING COST PROPOSAL

Question No. 1:

The RFP directions ask that the cost proposal be separate from the main proposal. However, in section “C. Proposal Format” item “1. Proposal Format, Letter E. Appendices” lists the cost excel file as being placed in this section, exhibits 1A-1F. This conflicts with keeping the cost section separate, in other directions throughout the RFP, so please confirm that the excel file “EXHIBITS 1A through 1F - COSTS & BENEFITS” should not be included in this section, and should be placed in its own separate cost section.

Response:

Submit cost proposal as described in C. Proposal Format. The costs will be removed from the electronic file and provided to the evaluation committee with the costs, after technical evaluations are completed.

Please add this Addendum No. 2 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 Amanda Patterson-Sanchez, Procurement Specialist Senior at apatterson-sanchez@santafecountynm.gov or Bill Taylor, Procurement Manager at wtaylor@santafecountynm.gov.