

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

April 10, 2020

SANTA FE COUNTY
RFP NO. 2020-0167-PW/MAM
INSTALLATION OF HOME-BASED
COMPOSTING SYSTEMS

ADDENDUM NO. 3

Dear Offerors,

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

ATTACHMENT: Pre-Proposal Agenda and Sign in sheet

Santa Fe County has taken preventative measures to insure the safety of its staff and the public. In an effort to combat the spread of the recent COVID-19 Pandemic, the submission of Request for Proposals **will be accepted electronically** utilizing a DropBox.

Below, please utilize this link to upload your proposal submissions.

<https://www.dropbox.com/request/1Tc599lhT8UYkXCzh505>

Please add this Addendum No. 3 to the original bid documents and refer to bid 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 Michelle A. Marmion, Procurement Specialist Senior at mmarmion@santafecountynm.gov.



RFP # 2020-0167-PW/MAM
INSTALLATION OF COMPOSTING SYSTEMS
APRIL 2, 2020
4:00PM

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
Claudia Borchert	SFC Sustainability		
Adeline Murthy	SFC Sustainability		amurthy@santafecountynm.gov
Juliana Ciano	Reunity Resources	505-695-1005	juliana@reunityresources.com
Jacqueline Y Beam	SFC Sustainability		jybeam@santafecountynm.gov
Sam McCarthy	Payne's Organic Soil yard	310-3971	sam@paynes.com
Michelle Marmion	SFC Purchasing		

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**PRE PROPOSAL CONFERENCE
RFP NO. 2020-0167-PW/MAM
INSTALLATION OF HOME-BASED
COMPOSTING SYSTEMS
APRIL 2, 2020
4:00 PM VIA TELECONFERENCE**

Contracting Agency: Santa Fe County

- Michelle A. Marmion Procurement Specialist Senior Purchasing Division
- Claudia I. Borchert Sustainability Manager Public Works

Santa Fe County is requesting proposals from qualified offerors to construct and install residential composting systems for users of the County's solid waste convenience centers.

Proposal Information

Carefully read the Request for Proposal for requirements, terms & conditions including the Appendix D Sample Agreement (page 29).

- Proposal Organization - Proposal should be organized as outlined in the RFP (page 19).
- Selection of finalist(s) – the most qualified proposal received based on the evaluation criteria 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 www.santafecountynm.gov/departments/purchasing

- Please submit all questions via email to Michelle A. Marmion at mmarmion@santafecountynm.gov. The last day for questions will be **Tuesday, April 7, 2020**. *(Any contact during the procurement until an award has been made with any elected official or other county staff member other than the Procurement Manager named in this solicitation may be grounds for disqualification.)*
- Addendum will be issued on **Friday, April 10, 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: Friday, April 24, 2020
Time: 2:00 PM
Location: 142 W. Palace Avenue 2nd Floor, Santa Fe, NM
(Bokum Building)**