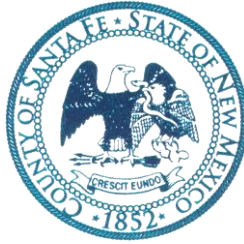


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

November 29, 2017

SANTA FE COUNTY
RFP# 2018-0097-CSD/MM
STANLEY CYCLONE CENTER KITCHEN & CONCESSION SERVICES

ADDENDUM #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 AND SIGN IN SHEET

Please add this Addendum #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, Senior Procurement Specialist at mcmartinez@santafecountynm.gov.



PRE-PROPOSAL CONFERENCE
RFP # 2018-0097-CSD/MM
STANLEY CYCLONE KITCHEN & CONCESSION SERVICES
TUESDAY, NOVEMBER 28, 2017
2:00PM

NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
Don Reese	Don Reese Mgt Group	681-2675	Donaldhreece@wilblus.net
Arielle Morrison	SFC	_____	_____
Maricela Martinez	SFC Purchasing	998-9804	memartinez@santafecondo.org
Anna Bransford	SFC CSD	_____	_____



PRE PROPOSAL CONFERENCE
RFP# 2018-0097-CSD/MM
STANLEY CYCLONE CENTER KITCHEN & CONCESSION SERVICES
NOVEMBER 28, 2017
2:00PM

Contracting Agency: Santa Fe County

- | | | |
|---------------------|--------------------------------|---------------------|
| • Maricela Martinez | Procurement Specialist Senior | Purchasing Division |
| • Michelle Marmion | Procurement Specialist Senior | Purchasing Division |
| • Anna Bransford | Program Manager | Community Services |
| • Donald Reece | Stanley Cyclone Center Manager | |

Project Information

Santa Fe County is requesting proposals from qualified Offerors to provide kitchen and concession services for the Stanley Cyclone Center Arena.

Proposal Information

- Carefully read the Request for Proposal for requirements, terms & conditions including the sample contract.
- 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 five 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, December 1, 2017. (Please do not contact any other County staff.)
- Addendum will be issued on Tuesday, December 5, 2017. (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: Wednesday, December 20, 2017**
 - Time: 2:00 PM**
 - Location: 142 W. Palace Avenue 2nd Floor, Santa Fe, NM**