

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

**PRE PROPOSAL CONFERENCE
RFP NO. 2019-0174-FD/MAM
VOLUNTEER FIREFIGHTER PHYSICALS
MARCH 7, 2019
4:00PM**

Contracting Agency: Santa Fe County

- | | | |
|-----------------------|-------------------------------|---------------------|
| • Michelle A. Marmion | Procurement Specialist Senior | Purchasing Division |
| • Michael Jaffa | Fire Captain | Fire Department |
| • Michael Mestas | Fire Captain | Fire Department |
| • Steve Moya | Fire Assistant Chief | Fire Department |

Santa Fe County is requesting proposals from licensed and qualified Offerors to provide physicals, DOT drug screening and medical testing services for volunteer Firefighters of Santa Fe County.

Proposal Information

Carefully read the Request for Proposal for requirements, terms & conditions including the sample agreement.

- Proposal Organization - Proposal should be organized as outlined in the RFP on page 21.
- Selection of finalist(s) – the most qualified proposal received based on the evaluation criteria outlined in the RFP (pages 23) 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, March 12, 2019**. *(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 **Thursday, March 14, 2019**. *(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, March 21, 2019**
Time: 2:00 PM
Location: 142 W. Palace Avenue 2nd Floor, Santa Fe, NM
(Bokum Building)



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NAME	COMPANY	TELEPHONE	E-MAIL ADDRESS
Karen Kleinman	Professional Health Svcs	610-853-1330	Kakleinman@phs.mobile.com
Michelle Morrison	SFP	—	—
Michael Morris	SFCFD	505-992-3087	mjmorris@santafecountynm.gov
Michael Morris	SFCFD	505-992-3078	mmorris@santafecountynm.gov

