



**MANDATORY PRE-BID CONFERENCE**  
**Hondo Fire Station 2 - Remodel and Expansion Project**  
**IFB No. 2026-0177-PW/DK**  
**March 12, 2026**  
**10:30 AM**

**INTRODUCTIONS**

**Contracting Agency: Santa Fe County**

- |                |                               |                         |
|----------------|-------------------------------|-------------------------|
| • Dani Koussa  | Senior Procurement Specialist | Purchasing Division     |
| • Mike Romero  | Project Manager III           | Public Works Department |
| • Adam Salazar | Construction Inspector        | Public Works Department |

**Design Team: Studio Southwest Architects**

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|------------------|--------------------------------------|-----------------------------|
| • Miguel Angeles | Project Manager/Intern Architect III | Studio Southwest Architects |
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**Bid Documents**

- **Complete Bid Documents are available on the Santa Fe County website at <https://www.santafecountynm.gov/finance/purchasing-division/current-bid-solicitations>**
- **Carefully read all bid documents for requirements, including the sample agreement for all terms and conditions.**
- **All bid forms must be completed, signed and included in the bid submittal as outlined on page 16 “Bid Forms” in the IFB. *Failure to include any of the listed documents in the bid submittal may be considered grounds for disqualification of the bidder and rejection of its bid.***

**Project Information**

- The Santa Fe County Public Works Department requests bids for the purpose of procuring a licensed construction company to provide construction services for the remodel and expansion of the Hondo Fire Station No. 2.
- Project Duration: 365 calendar days; where calendar days are defined as each and every day shown on the calendar, beginning and ending at midnight.
- Liquidated Damages: \$500.00 per each working day that expires after the date of substantial completion until substantial completion is achieved and a certificate of Substantial Completion is issued by the County.

- Basis of Award: The lowest, **responsive** base bid. The County reserves the right to cancel the award if there are not sufficient appropriations available.

### **Qualifications:**

- All contractors and subcontractors must be registered with the N.M. Department of Workforce Solutions for all work over \$60,000 on day of bid. **All contractors and subs must be registered as “Active” the day of bid opening.**
- Subcontractor Listing Form must be completed with all required information. For all trades that are listed “only one bid received” or “no bid received”, the Contractors must list the name, city, county or place of business and the trade of all businesses contacted for quote.

### **Addendum**

- **Last Day for Questions:** Friday, March 20<sup>th</sup>, 2026 via e-mail to Dani Koussa at [dkoussa@santafecountynm.gov](mailto:dkoussa@santafecountynm.gov)
- **Addendum Issued:** Friday, March 27<sup>th</sup>, 2026 will be posted to the Santa Fe County website and sent to all who have returned the Acknowledgement of Receipt form to be placed on the distribution list.
- **Bid Schedule:**
  - Bid Opening:** Tuesday, April 14<sup>th</sup>, 2026
  - Location:** Santa Fe County Purchasing Division,  
102 Grant Avenue 1<sup>st</sup> Floor, Santa Fe, N.M. 87501
  - Time:** 2:00 PM

**Parking:** Free parking is available at Santa Fe County Administrative Complex at 240 Grant Avenue, Santa Fe, NM 87501, on the **second floor**. Please notify the security guard that you are attending a bid opening at 102 Grant.