

Southern Sandoval County Arroyo Flood Control Authority
RFP 2018-04
Questions and Answers

Q.1. 4.3.4 under the Desirable Requirements (page 10) seems to be an unfinished sentence. Can you please fill in what is missing after "under the proposed...?"

A.1. Please replace the existing language in section 4.3.4 with the following, "Experience and knowledge of Project Team. A description or brief resume of individuals or subcontractors performing major duties and functions under the proposed scope of work"

Q.2. In section 5.1 of the RFP (Evaluation of Proposals table), there is mention of "4.2.1 d. List of pending, settled, tried litigation," however, this is not mentioned anywhere else in the solicitation. Can you please confirm whether this will be required in offeror responses and if so, describe what exactly is to be expected for this response?

A.2. Insert the following as 4.2.1 d. "A brief list of any pending, settled, tried, or other litigation the firm has been involved in for the past five (5) years relating to public relations services performed by the firm, with a description of the case(s) and their current status, if applicable."

Q.3. Regarding "Appendix A – Campaign Contribution Disclosure Form," what would you like offerors to list for the Amount(s) of Contribution(s), Nature of Contribution(s), and Purpose of Contribution(s) since this is an on-call professional services RFP and there is no guarantee of the amount of work to be performed?

A.3. Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1- 191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources must file this form with that state agency or local public body. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two year period.

Q.4. We were unable to locate any mention of pricing or cost in the RFP, would SSCAFCA like us to provide a list of our hourly rates for the services mentioned? If so, where in the proposal should this be added?

A.4. Since this is a "Request for Proposals" for professional services pricing is not a required element of this solicitation. However, when the selection is made, the selected contractor will be asked to provide their rates for services. SSCAFCA will then negotiate the contract with the contractor. If an agreement cannot be made, SSCAFCA will then go to the next highest-ranking contractor.

Q.5. Is there currently a contract in place for this project? If so, who holds the contract?

A.5. No, there is no current contract in place for these services.

Q.6. What is the current budget, and what percentage of that budget is dedicated to professional services compared to paid advertising and materials?

A.6. There is no current budget for these services as no contract currently exists. There is no specific budget yet for this service. This is an on-call contract and SSCAFCA makes no guarantee as to the amount of work.

Q.7. What is the expected annual budget for the project?

A.7. Currently we do not have an anticipated budget. We will be working with the selected offeror to develop a strategy and budget for implementation of that strategy.