



Central Purchasing
213 South Oliver Drive
Aztec, New Mexico 87410
(505) 334-4551

**PROP No. 22-23-16, Request for Qualification Based Proposals – On-Call Trail Design,
Permitting and Construction Services**

ADDENDUM #1
January 3, 2023

**CLARIFICATION / ADDITIONAL INFORMATION FOR THE PROPOSAL SPECIFICATIONS AS
FOLLOWS:**

Question: Please define what is meant by "TABS" on page 3, paragraph 2 of the RFP. Please clarify the number of separate files required on the flash drive.

Answer: Tabs refer to the different section markers as outlined under the Contents of Proposals page beginning on page 6 of the RFP. With 9 sections required, there should be at least 9 separate files included on the flash drive. Table of Contents may designate page numbers for each major section of the proposal as long as section are clearly defined.

Question: Given that electronic submittals are not allowed, is it possible to advance the last date for questions such that a final addendum can be issued on or before Jan. 6? Ms. Chapman stated that the last date for questions would be Jan. 5 and a final addendum issued on Jan. 9, which is only three days prior to the bid due date.

Answer: Closing Date has been extended from **January 12, 2023, at 5:00 pm** to **January 17, 2023, at 5:00 pm**. Question deadline will remain January 5, 2023, at 5:00 pm.

Question: Our experience is that only the land-owning agency has the authority to submit NEPA permit applications. Will the offeror be preparing documents for NEPA permit applications and submitting the permit applications or will the offeror be preparing documents and supporting and tracking the permit application?

Answer: The awarded contractor will be responsible for preparing the required supporting NEPA permit documentation and draft EA. Those documents will be submitted to the BLM which will finalize the permit.

Question: Is the sign-in sheet from the pre-proposal conference available to those who returned the Acknowledgement of Receipt Form?

Answer: Attached is the Pre-Proposal sign in sheet and virtual meeting attendance sheet.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE OFFER PAGE.

PRE-PROPOSAL CONFERENCE

DATE: December 21, 2022 TIME: 10:00 am RFP NO.: 22-23-16 ITEM: Request for Qualification Based Proposals – On Call Trail Design, Permitting and Construction Services

REPRESENTATIVE	COMPANY	PHONE NO.	E-MAIL ADDRESS
Margie Tatro	Reineke Construction		
Diana Chapman	Staff		
Mark Heil	Terady names / SE Group	585-360-6289	Mark@Teradynames.com
Nick Porell	SSC		
Annie McFarland	Single Track Trails		
Travis Beck	BE Group		
Joe Tehan	Single Track Trails	585-205-3491	Joe.tehan@singletracktrails.com
Amber Harcharik	Reineke		
Dawn Packard	Blue Sky Trails LLC		
Robert Oberdorfer	Site Southwest		
Megan Hallowed	Tierra Right Away		

Pre-Proposal Conference for RFP 22-23-15, On-Call Trail Design, Permitting and Construction Services

Meeting Summary

Total Number of Participants

Meeting Title

Meeting Start Time

Meeting End Time

Meeting Id

Full Name	Join Time	Leave Time	Duration	Email	Role	Participant ID (UPN)
Chapman, Diana	12/21/2022, 9:52:18 AM	12/21/2022, 10:30:20 AM	38m 2s	dchapman@sjcounty.net	Presenter	dchapman@sjcounty.net
Margie Tatro (Guest)	12/21/2022, 9:53:58 AM	12/21/2022, 10:30:21 AM	36m 23s		Presenter	
Annie McFarland	12/21/2022, 9:57:26 AM	12/21/2022, 10:50:13 AM	32m 47s	annie.mcfarland@SingletrackTrailsinc.onmicrosoft.com	Presenter	annie.mcfarland@SingletrackTrailsinc.onmicrosoft.com
Travis Beck	12/21/2022, 9:58:45 AM	12/21/2022, 10:30:14 AM	31m 28s	tbeck@segrou.com	Presenter	tbeck@segrou.com
Megan Hollowed	12/21/2022, 10:00:10 AM	12/21/2022, 10:30:10 AM	30m	mhollowed@tierra-row.com	Presenter	mhollowed@tierra-row.com
Robert Oberdorfer	12/21/2022, 10:02:05 AM	12/21/2022, 10:11:14 AM	9m 9s	ROberdorfer@sites-sw.com	Presenter	ROberdorfer@sites-sw.com
Robert Oberdorfer	12/21/2022, 10:12:18 AM	12/21/2022, 10:30:12 AM	17m 53s	ROberdorfer@sites-sw.com	Presenter	ROberdorfer@sites-sw.com
Dawn Packard	12/21/2022, 10:03:50 AM	12/21/2022, 10:30:09 AM	26m 18s		Presenter	
Amber Harcharik	12/21/2022, 10:06:48 AM	12/21/2022, 10:30:19 AM	23m 30s		Presenter	