



**ALBUQUERQUE
PUBLIC SCHOOLS**

REQUEST FOR PROPOSAL (RFP)

RFP # 18-012MM-SM

Pre-Selection for Variable Refrigerant Flow (VRF) Systems

RFP DUE TIME AND DATE: 10/03/17 @ 2:00 pm (local time)
PURCHASING CONTACT: Michael Madrid CPPB
PHONE #: 505-848-8826
E-MAIL: michael.madrid@aps.edu

LOCATION:
Albuquerque Public Schools
Offsite Procurement Office
912 Oak St. SE, Building M, Room M174
Albuquerque, NM 87106

OFFICIAL CONTACTS ONLY

This RFP contains restrictions on contact with Board of Education and APS Staff. Violation of this policy may lead to disqualification.

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RFP GENERAL INSTRUCTIONS

Requests for Proposal (RFP) will be received at the Albuquerque Public Schools Procurement Office no later than 10/03/17 at 2:00 P.M. (Local time) at which time the said RFPs will be opened and recorded as received. The purpose of this Request For Proposal is to establish a **Pre-Selection Process for Variable Refrigerant Flow (VRF) Systems**.

1. Pre-Proposal Conference (Non-Mandatory)

Attendance at the pre-proposal meeting is not mandatory, however will serve as a benefit to prospective offerors since a detailed question and answer scenario will be administered. The pre-Proposal meeting will be conducted at Lincoln Complex, 912 Oak SE, Building M, Conference Room M172 – Albuquerque, NM 87106 on **September 19, 2017, at 10:30 AM local time**. All offerors who intend to submit a response, are encouraged to attend this meeting. It is the offeror's responsibility to arrive to the meeting on time. This meeting provides potential offerors an opportunity to request clarification about the procurement process and discuss the intent of the RFP.

3. "The Purchaser" as used in these specifications shall refer to Albuquerque Public Schools (APS).

4. Albuquerque Public Schools is seeking requests for Proposals from qualified manufactures in accordance with the RFP scope of work.

5. Any inquiries or requests regarding clarification of this procurement document shall be submitted to the construction buyer in writing. Construction Buyer contact information is Michael Madrid and email is michael.madrid@aps.edu. Offerors may contact **ONLY** the buyer regarding the terminology stated in the procurement documents. Other APS employees do not have the authority to respond on behalf of APS. Offerors **MAY NOT** contact other District Departments or employees. Any contact with a District Departments or employee may automatically result in a rejection of any Proposal. Any other communication will be considered unofficial and non-binding. Communication directed to parties other than the Buyer will have no legal bearing on this RFP or the resulting contract(s). Any response made by the District will be provided in writing to all Proposers by addendum, no verbal responses shall be authoritative.

6. Any contact during the RFP evaluation process, or attempt to have contact with the Evaluation Committee, where it is unsolicited by the Evaluation Committee's members, is grounds for disqualification of your offer.

7. Offerors should promptly notify the Buyer of any ambiguity, inconsistency, error, or missing attachments which they may discover upon examination of the RFP.

8. No Addendum will be issued later than Four (4) days prior to the date for receipt of Proposals, except an Addendum withdrawing the Request for Proposal or one which includes postponement of the date for receipt of Proposals.

9. The envelope containing the completed request for Proposal **must** be marked "Request for Proposal" and corresponding RFP # and addressed as follows:

**Michael Madrid CPPB, Construction Buyer
APS Offsite Procurement Office
Lincoln Complex, Building M, Room M174
912 Oak St. SE,
Albuquerque, NM 87106**

10. Any and all Proposals not received by the Proposal submission date and time shall be rejected and returned unopened.

11. APS may in its sole discretion extend the time for the submission of offers upon a finding that it is in the interest of the District to do so. Such extensions shall be by addendum, which may be issued before the submission due date.

12. Definition of Terminology: This section contains definitions that are used throughout this procurement document, including appropriate abbreviations:

“Agency” shall mean Albuquerque Public Schools (APS)

“Contract” shall mean an agreement for the procurement of items of tangible personal property or services.

“Contractor” shall mean successful Offeror.

“Determination” shall mean the written documentation of a decision of a procurement manager including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains.

“Desirable” the terms “may”, “can”, “should”, or “prefers” identify a desirable or discretionary item or factor.

“Evaluation Committee” shall mean a body of District employees or other representatives assigned to perform the evaluation of Offeror Proposals.

“Finalist” is defined as an Offeror who meets all the mandatory specifications of the Request for Proposal and whose score on evaluation factors is sufficiently high to qualify that Offeror for further consideration by the Evaluation Committee.

“Mandatory” the terms “must”, “shall”, “will”, “is required”, or “are required”, identify a mandatory item or factor. Failure to meet a mandatory item or factor will result in the rejection of the Offeror’s Proposal or Proposal.

“Offeror” or “Proposer” is any person, corporation, or partnership who chooses to submit a Proposal or a Proposal.

“Purchase Order” shall mean the document, which directs a contractor to deliver items of tangible personal property or services pursuant to an existing contract.

“Request for Proposal” or “RFP” means all documents, including those attached or incorporated by reference, used for soliciting Proposals.

“Responsible Offeror” shall mean an Offeror who submits a responsive Proposal and who has furnished, when required, proposal and data to prove that its financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services or items of tangible personal property described in the Proposal.

“Responsive Offer” shall mean an offer, which conforms in all material respects to the requirements set forth in the request for Proposal.

13. Any exceptions to the scope of work and/or specifications shall be listed separately in the offer and unless otherwise stated, specifications attached are the minimum requirements. Minor deviations to the specifications as listed, may be considered.

14. This request for Proposal may be canceled or Proposals may be rejected in whole or in part when it is in the best interest of Albuquerque Public Schools.

15. The District reserves the right in its sole discretion to waive minor informalities in offers submitted provided that such informalities have no effect on price, quality, quantity, fitness, delivery or any matter to be evaluated in making a selection and confer no material advantage on the Offeror whose non conformity is waived.

16. Any sole response that is received may be rejected by the District depending on available competition and timely needs of the District. The District reserves the right to award the contract to the responsible proposers submitting responsive Proposals with resulting agreements most advantageous and in the best interest of the District.

17. All costs incurred by a Proposer in connection with responding to this RFP, the evaluation and selection process undertaken in connection with this procurement, and any negotiations with the District will be borne by the Proposer.

18. This procurement in no manner obligates Albuquerque Public Schools until a valid signed contract or valid Purchase Order is executed.

19. The District may add to or delete from the Scope of Work set forth in this RFP.

20. The District reserves the right to eliminate any Proposer who submits incomplete or inadequate responses or is not responsive to the requirements of this RFP.

21. The District reserves the right to discontinue negotiations with any selected Offeror.

22. In submitting an offer to this invitation, the Offeror certifies that the Offeror has not, either directly or indirectly, entered into action in restraint of full competition in connection with the Proposal submitted to the District.

23. The contents of the Proposals will be kept confidential until APS awards a contract. At that time, all Proposal documents pertaining to this procurement will be open to the public, except for the material, which is proprietary or confidential. The Procurement Department will not disclose or make public any pages of a Proposal on which the Offeror has stamped or imprinted “proprietary” or “confidential” subject to the following requirements.

Proprietary or confidential data shall be readily separable from the offer in order to facilitate eventual public inspection of the non-confidential portion of the offer. Confidential data is normally restricted to confidential financial proposal concerning the Offeror’s organization and data that qualifies as trade secret in accordance with the Uniform Trade Secrets Act, 57-3A-1 to 57-3A-7 NMSA 1978. The price of products offered or the cost of services proposed shall not be designated as proprietary or confidential information.

24. Where a brand-name or equal specification is used in a solicitation, the use of a brand name is for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition. If a vendor proposes an “equal” to scope of work/specifications, APS reserves the right to refuse any or all Proposals and is the sole interpreter of the scope of work/specifications and sole judge as to whether the “equal” proposed complies with the scope of work/specifications.

25. By responding to this RFP, Proposers acknowledge and agree to the terms and conditions set forth in this RFP.

26. Offeror shall submit one (1) original Proposal and six (6) identical copies and one (1) electronic copy of their Proposal to the location specified in item 9 proposal general instructions. Electronic copy is not email; please provide a CD or USB Jump Drive loaded with your Proposal. Fax copies are not accepted.

TERMS AND CONDITIONS

1. **NON-APPROPRIATION:** The District’s obligation to make payment under the terms of this RFP is contingent upon its appropriation of sufficient funds to make those payments. If the District does not appropriate funds for the continuation of this procurement, this procurement will terminate upon written notice of that effect to the Contractor. The District determination that sufficient funds have not been appropriated is firm, binding and not subject to review.

2. **PROCUREMENT CODE:** The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and misdemeanor criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

3. **DEBARMENT OR SUSPENSION:** A business (contractor, subcontractor or supplier) that has either been debarred or suspended pursuant to the requirements of 13-1-177 through 13-1-180, and 13-4-11 through 13-4-17 NMSA 1978 as amended, shall not be permitted to do business with the District and shall not be considered for award of the contract during the period for which it is debarred or suspended with the District.

4. **CONFLICT OF INTEREST:** By submitting a Proposal, the proposer certifies that no relationship exists between the proposer and the District that interferes with fair competition or is a conflict of interest; and no relationship exists between such proposer and another person or firm that constitutes a conflict of interest that is adverse to the District.

5. **NON-DISCLOSURE:** The proposer shall not disclose any proposal relating to students, and employees of APS other than such proposal that may be authorized by the individual student or employee. Vendor agrees to indemnify and hold harmless APS from any damages, claims, liabilities, and costs including reasonable attorney fees in the event any unauthorized release of such proposal occurs.

OVERVIEW

APS has issued this competitive sealed request for Proposals for the purpose of obtaining responsive Proposals from responsible parties. Cost will be included as one of the evaluation criteria but the award of this RFP will not depend solely on cost.

SEQUENCE OF SELECTION PROCESS EVENTS

The Procurement Manager will make every effort to adhere to the following schedule:

	Event	Responsible Party	Date	Location
1.	Advertisement	APS Procurement	September 10, 2017	Public Advertisement
2.	RFP and Construction Documents Available to Potential Offerors on the procurement website: Http://www.aps.edu/procurement	APS Procurement	September 11, 2017	Procurement Website: http://www.aps.edu/procurement
3.	Pre-proposal Meeting (Non-Mandatory)	APS Procurement	September 19, 2017 at 10:30 AM	Lincoln Complex, Bldg. M, Conference Rm.172, 912 Oak St. SE, Albuquerque, NM 87106
4.	Submission of Written Questions	Potential Offerors	September 26, 2017 before 3:00 PM Deadline	Michael Madrid, CPPB Construction Buyer: michael.madrid@aps.edu
5.	Release of Last Addendum Prior to Submission of Proposals	APS Procurement	September 29, 2017	Procurement Website: Http://www.aps.edu/procurement

6.	Submission of Proposals:	Offerors	October 03, 2017 2:00 PM Deadline	APS Offsite Procurement Office, Lincoln Complex, Bldg. M, Room M174, 912 Oak St. SE, Albuquerque, NM 87106
7.	Proposal Evaluation	Evaluation Committee	TBD	APS FD+C Offices
8.	Notice of Finalist (if interviews are held)	APS Procurement	To be determined (only if needed)	
9.	Interviews of Finalists (if interviews are held)	Evaluation Committee	To be determined (only if needed)	APS FD+C Offices
10.	Professional Courtesy Letter	APS Procurement	1 Day following final Evaluation Committee Meeting	
11.	Notice of Intent to Award(s)	APS	1 Day following final Evaluation Committee Meeting	
12.	Contract Negotiations Completed	Successful Offeror	TBD	APS FD+C Offices
13.	ASP Board Approval		TBD	APS Board Meeting
14.	Notice of Award(s)		TBD	APS FD+C Offices

*The selection committee *may* interview the Offeror(s) of the top rated Proposals; however, contracts may be awarded without such interviews and based solely on written offers.

This schedule is subject to change.

SCOPE OF WORK - Pre-Selection Process for Variable Refrigerant Flow (VRF) Systems

The intent of this process is to competitively select a manufacturer of VRF equipment during the design phase of a project, so that the manufacturer can support and participate in the final HVAC design, and the offeror contractors can assemble appropriate teams to install, test and maintain the equipment per the manufacturer's requirements.

Conceptual Selection: During the Schematic phase, the project team identifies and selects a VRF System as the best choice for the needs of their project. Approved vendors available to supply the system are confirmed.

Design Parameters: Between Schematic Design and 50% CDs, the design engineer (EOR) will identify the heating, cooling and ventilation requirements for each space, as well as the basic control strategy and inherent energy efficiency approaches. The 50% documents will provide all details necessary for a vendor to assemble a components list capable of satisfying the conditioning needs of the project. Specifically, these documents shall include:

- Zoning Layout
- Tonnage and CFM by Zone
- Total Building Connected Load

It is APS' expectation on VRF systems that the condensing units (CUs/heat pumps) be sized to accommodate 100% of the connected building load (i.e., *without diversity*).

Competitive Offerings: Approved vendors are provided with the design parameters as outlined above, and given the chance to make competitive proposals for HVAC equipment that will completely meet the design criteria. Offers must include all VRF-specific equipment, i.e. CUs/heat pumps, branch/flow selectors, terminal units (fan coils/cassettes/etc.), internal controls and network controls gateway, as well as diagrams for the required piping, wiring, and system electrical loads. Offers shall *not* include energy recovery ventilators (ERVs), exhaust systems, split systems, kitchen hoods, or any other mechanical equipment apart from the VRF system. Likewise, offers shall exclude *non-mechanical* equipment such as electrical, plumbing, ductwork and full-building automated control systems.

Vendor Selection: Upon receipt of requested HVAC equipment offers, the project team shall evaluate the proposals and select the system that provides the best overall value to the District. The evaluating team shall be comprised of at least one (1) representative each from APS Maintenance & Operations and APS Facilities Design & Construction, plus the Engineer of Record (EOR).

For consistency of systems and maintenance, the manufacturer selected for one phase on any particular campus is given priority as the preferred brand on all subsequent phases at that campus (subject to the vendor's good standing and price protection).*

Collaborative Final Design: After award announcement, the successful vendor will work hand-in-hand with the EOR to complete the details of design, including all piping, wiring and controls strategies. Any equipment changes necessitated by project design revisions must be itemized

and individually approved by the project team. At 95% CDs, the completed design shall be submitted to the project team for comments and approval. The final design with the pre-selected VRF System shown *without substitution* shall be stamped and incorporated into the 100% CD Proposal Set documents.

Contractor Proposal Requirements: General Contractors Proposing on the project shall be required to use the pre-selected VRF system without substitution, and will be given a Proposal allowance equal to the quoted vendor price. GCs will mark up equipment as normal. The Contractor is to understand that the Proposal allowance accounts only for the VRF mechanical equipment, not installation or any other equipment/products. The vendor's exact itemized list of included components shall be provided to each GC Proposer.

*** Price Protection Considerations:** The ultimate construction schedule for a designed project is subject to funding limitations and other considerations. Projects sometimes go "on the shelf" for months or even years after the design is completed. While APS does not expect a vendor to hold a specific price indefinitely, we need assurance that pricing for their pre-selected system is still as fair and competitive as originally Proposal, whenever it does come "off the shelf," as well as for all subsequent phases on a given campus.

We ask all quotes to be tied to a published price schedule ("list price") or other verifiable market index, with a clear indication of how the quoted price relates to this reference (column pricing, line item discount, percentage off list, etc.) Lacking such published pricing, vendors may instead quote their equipment price *per ton of load* for all combined equipment, held firm for at least two (2) years. In all cases, APS reserves the right to negotiate the equipment package's price for fairness and equity at the time of construction Proposal.

MINIMUM AMOUNT: Albuquerque Public Schools does not guarantee a minimum amount of purchases that will be awarded to awarded vendor(s) in conjunction with this RFP.

EVALUATION CRITERIA

Proposals must address each of the following criteria. Each Proposal may be awarded points up to the numeric value listed. Points will be awarded.

1. Availability and training of certified installation/service technicians within the community:

Ultimately, APS wishes to cultivate a pool of qualified/certified technicians (both internal and external to APS) that can install and service the VRF systems used throughout the District while maintaining manufacturer’s warranties. List the currently certified contractors/techs available in our market area. Describe the process required to gain and maintain certifications/technicians, including costs and training locations. Include any ideas/programs you might offer to specifically help APS ‘gear up’ for your brand of equipment.

2. Performance history:

Give specific examples of your equipment’s performance on projects in the New Mexico area, especially for APS or other school districts. (If local references are not available, provide case studies from similar projects in similar markets.) Describe both the successes and challenges, and how your firm helped resolve issues that arose. Include energy efficiency statistics, if available. Discuss your product’s experience with integrating VRF internal controls with third-party Building Automation Systems (BAS/DDC).

3. Warranty benefits:

Provide details of all warranties that would be offered to APS, and how your firm could support us in maintaining them. Describe what actions would jeopardize the warranty.

4. Product/supplier special features:

How is your product special? What factors lead to ease of installation and maintenance, and/or cost savings down the road? What will your firm do to make your system available and usable for APS projects?

	Possible Points	Points This RFP
Availability and Training of certified installation/service technicians within the community.	30	
Performance History	30	
Warranty Benefits	20	
Product/supplier special features	20	
Total Possible Points	100	

Note: FAILURE to adequately address and meet the above requirements may be cause for the Proposal to be deemed non-responsive by the procurement officer.

PROPOSAL CHECKLIST
Albuquerque Public Schools / Procurement Department

Did You:

- Offerors shall provide one original Proposal, six identical paper copies and one digital either a CD or USB of their Proposal. Electronic copy via e-mail or fax are not acceptable.
- Acknowledge all addenda
- Review all clarifications/questions/answers.
- Clearly mark your Proposal with RFP number on the front of the envelope and opening date.
- Deliver sealed Proposal to APS Off-site Procurement Office located at 912 Oak St. SE, Building M, Room M174, Albuquerque, NM 87106 before due date and time.
- Execute – Conflict of Interest and Department/Suspension Certification Form
- Execute – Campaign Contribution Disclosure Form
- Offeror’s Proposal Form

* If not completed as required, your Proposal may be deemed non-responsive.

Contact the Purchasing Department immediately if any portion of this RFP is missing. This form is for your proposal only and does not need to be submitted with your Proposal. This form is not all inclusive and Offerors should read the RFP carefully to ensure all items are addressed in your Proposal.

**CONFLICT OF INTEREST AND
DEBARMENT/SUSPENSION CERTIFICATION FORM**

As utilized herein, the term “Vendor” shall mean that entity submitting a Proposal to Albuquerque Public Schools in response to the above referenced request for Proposals.

The authorized Person, Firm and/or Corporation states that to the best of his/her belief and knowledge: No employee or board member of Albuquerque Public Schools (or close relative), with the exception of the person(s) identified below, has a direct or indirect financial interest in the Vendor or in the proposed transaction. Vendor neither employs, nor is negotiating to employ, any Albuquerque Public Schools employee, board member or close relative, with the exception of the person(s) identified below. Vendor did not participate, directly or indirectly, in the preparation of specifications upon which the quote or offer is made. If the Vendor is a New Mexico State Legislator or if a New Mexico State Legislator holds a controlling interest in Vendor, please identify the legislator: _____ List below the name(s) of any Albuquerque Public Schools employee, board member or close relative who now or within the preceding 12 months (1) works for the Vendor; (2) has an ownership interest in the Vendor (other than as an owner of less than 1% of Vendor’s stock, if Vendor is a publicly traded corporation); (3) is a partner, officer, director, trustee or consultant to the Vendor; (4) has received grant, travel, honoraria or other similar support from Vendor; or (5) has a right to receive royalties from the vendor. _____

DEBARMENT/SUSPENSION STATUS

The Vendor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Federal Government, or any State agency or local public body, or in receipt of a notice or proposed debarment from any Federal or State agency or local public body. The vendor agrees to provide immediate notice to Albuquerque Public School’s Procurement Department in the event of being suspended, debarred or declared ineligible by any department or agency of the Federal government, or any agency of local public body of the State of New Mexico, or upon receipt of a notice of proposed debarment that is received after the submission of the quote or offer but prior to the award of the purchase order or contract.

CERTIFICATION

The undersigned hereby certifies that he/she has read the above CONFLICT OF INTEREST and DEBARMENT/SUSPENSION Status requirements and that he/she understands and will comply with these requirements. The undersigned further certifies that they have the authority to certify compliance for the vendor named and that the proposal contained in this document is true and accurate to the best of their knowledge.

Signature: _____

Name of Person Signing (typed or printed): _____

Title: _____

Date: _____

Name of Company (typed or printed): _____

Address: _____

City/State/Zip: _____

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CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to NMSA 1978, § 13-1-191.1 (2006), any person 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. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. 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 and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body shall void an executed contract or cancel a solicitation or proposed award for a proposed contract if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed Proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive Proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to federal, statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

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“Pendency of the procurement process” means the time period commencing with the public notice of the request for Proposals and ending with the award of the contract or the cancellation of the request for Proposals.

“Person” means any corporation, partnership, individual, joint venture, association or any other private legal entity.

“Prospective contractor” means a person who is subject to the competitive sealed Proposal process set forth in the Procurement Code or is not required to submit a competitive sealed Proposal because that person qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

OFFEROR'S PROPOSAL FORM

Date of Proposal: _____

Proposal of (Company name): _____

(Hereinafter called the "Offeror") organized and existing under the laws of the State of New Mexico, doing business as a Corporation, Partnership or Individual (Circle correct one).

The undersigned, as an authorized representative for the Offeror named above, in compliance with the Request for Proposals for various construction services on demand.

The undersigned Offeror's representative also acknowledges receipt of the following Addenda:

Addendum No: _____, dated _____, Addendum No: _____, dated _____

Addendum No: _____, dated _____, Addendum No: _____, dated _____

The Offeror understands that the contract will be awarded in accordance with the provisions of the Request for Proposals and that the Owner reserves the right to reject any or all Proposals and to waive any technical irregularities.

And will become the property of the Owner in the event the contract and bonds are not executed within the time set forth herein, as liquidated damages for the delay and additional expenses to the Owner caused thereby.

Respectfully Submitted,

By: (Authorized Signature) _____ Date: _____

By: (Same name, printed or typed) _____

Title: _____

Company: _____

Address: _____ Phone: _____

Zip: _____ Fax: _____ Email: _____

Affix Corporate Seal if Proposal is by Corporation)

