



**ALBUQUERQUE PUBLIC SCHOOLS
PROCUREMENT DEPARTMENT**

ADDENDUM #1

RFP NO. 13-042MM-AM

Project: Qualification-Based Architectural Service for Multiple Projects

**RFP Submittal Deadline: April 24, 2013 @ 2:00 p.m. local time
APS Procurement Off-Site Procurement Office
915 Locust, St., Second Floor, Room 14
Albuquerque, NM 87106**

April 09, 2012

Please note the following changes to the referenced procurement document:

- Page 7, Paragraph 3. – Prospective Offerors are also encouraged to visit with the District Representative. After the proposal submission due date, the Offerors are not allowed any contact with the Users or FD&C staff other than meetings scheduled by the District Representative.
- Page 8, Paragraph 6. - It is at the Selection Committee's sole discretion to hold interviews with the firms of the highest scored proposals. The Selection Committee may award the selection based on results of the short listing. If fewer than three proposals are received the Selection committee may recommend an award or direct that the RFP be reissued.
- Page 9, Paragraph 10. - The firm(s) with the highest combined scores from shortlist and interview (if held) may be awarded the selection.
- Page 9, Paragraph 10. – Change third paragraph in this section to read: 10(a). **District** Rites - The District may reserve the right to make multiple awards depending on the expertise, technical capabilities or capacity of the Offerors to perform the work within the timelines required for the work to be accomplished.
- Page 10, Paragraph 4 - **Amended Proposals** – An Offeror may submit an amended proposal before the deadline for receipt of proposals. Such amended proposals must be complete replacements for a previously submitted proposal and must be clearly identified as such in the transmittal letter. District personnel will not collate or assemble proposal materials.

- Page 14, Paragraph 26 - **RECORDS, STATUTES** – Records shall be maintained by the successful Offeror as required by applicable municipal, federal or state laws, ordinances, codes, and any contract arising from this solicitation. At any time during normal business hours and as may be deemed necessary, there shall be made available to APS for examination all of contractor's records relevant to this or any subsequent agreement. APS may audit, examine and/or make excerpts or transcripts from such records including but not limited to invoices, materials, payrolls, records of personnel, conditions of employment or any other such data as may be pertinent.

The proposal and any subsequent contract are to be governed by the laws and statutes of the state of New Mexico. Any provision required to be included in a contract of this type by an applicable valid executive order, federal, state, or local law, ordinance, rule or regulation shall be deemed to be incorporated herein.

- Page 18, 3rd paragraph - All documents prepared by the design professional including drawings and specifications are considered to be instruments of professional service. It must be noted that all contracts between APS and a design professional for the construction of new buildings or for the remodeling of renovation of existing buildings are required to contain the provision that all designs, drawings, specifications, notes and other work developed in the performance of the contract are the sole property of Albuquerque Public Schools. Since all plans and specifications developed are to become the property of APS upon completion of the work, APS agrees to hold harmless, indemnify and defend the design professional against all damaged claims and losses, including defense costs, arising out of any new reuse of the plans and/or specification without written authorization of the design professional.
- Page 19, Paragraph 3. - **Errors and Omissions Insurance** – Your response must include a current certification of professional liability (error and omissions) in the amount of at least \$1,000,000 per occurrence/aggregate. If your certificate will be mailed separately by your agent or otherwise delivered outside of your package, please note in your response. If your certificate cannot be accounted for by the procurement official opening the RFP, your proposal will be disqualified. Your firm will also be required to maintain said professional liability for a minimum of three (3) years from the date of substantial completion including all change orders.
- Page 19, Paragraph - **Staff Role** – The Owner will assign staff, as it deems necessary for the project. Typically the Owner's team consists of a staff architect, construction manager and cluster technician.
- Page 21, Paragraph 3. - **Past Record of Performance** - Demonstrate through historical documentation that the firm has the ability to meet schedules and budgets, as well as user program goals, and final construction project costs. Include information regarding owner budgets, construction estimates, bidding and completed project cost including change order information. Project schedules should provide information about the progress of work as related to owner schedules and goals as well as the overall success of projects and client satisfaction. References from past clients can be included.

- Page 22, Paragraph 7. **Evidence of Understanding of the Scope** – Delete Entire Paragraph
- Clarification on page count – Submittal of any required appendixes included in the solicitation shall not be counted against the page limitation.

NOTE: Your acknowledgement of this Addendum #1 should be provided with your response.

Thank you for your interest in Albuquerque Public Schools.

ACKNOWLEDGE ADDENDUM WITH RFP:

COMPANY/FIRM NAME

SIGNATURE

DATE

Michael Madrid, Construction Buyer Manager