



Southern Sandoval County Arroyo Flood Control Authority
1041 Commercial Dr. SE
Rio Rancho, NM 87124
505-892-7246

RFP 2019-02
Professional On-Call Engineering Services
State/Local Funded Projects

Non-Mandatory Pre-Proposal Conference

July 30, 2019 - 10:00 AM

General RFP Information

- ▶ Please Sign-In

- ▶ This presentation will be made available on SSCAFCA's website before close of business today.

- ▶ Introductions/Key Personnel
 - ▶ Andres Sanchez – Evaluation Committee Member
 - ▶ Debbie Casaus – Chief Procurement Officer
 - ▶ Evaluation Committee will consist of SSCAFCA and City of Rio Rancho staff

- ▶ Overview: SSCAFCA wishes to select a pool of professional engineers and/or engineering firms who can be called upon to perform engineering consulting services on a task or project basis. The funding source for any project issued under this Contract will be State or Local. No Federally-Funded projects will be issued under this Contract.

- ▶ Term: One (1) Year Contract, Option to Renew Three (3) Additional Years




RFP Considerations

RFP Section 1.3 - There are six (6) Scope of Work Categories in the RFP that an Offeror may submit a proposal for.

- ▶ Hydrology, Hydraulics, and Scour Analysis
- ▶ Engineering Design and Construction
- ▶ Planning-Level Analysis
- ▶ Resident Project Representative
- ▶ Regulatory Compliance (Environmental)
- ▶ Regulatory Compliance (Non-Environmental)

RFP Section 1.4 – Offeror must clearly state in their proposal which Scope of Work Categories they wish to be considered for. The Offeror must submit a proposal for a minimum of one (1) Scope of Work Category.

RFP Section 1.5 - Teaming is allowed, however, the Proposal must clearly state which services are being provided by each individual teaming entity.



RFP Schedule

Date	Action	Notes
July 30, 2019	Non-Mandatory Pre-Proposal Conference	
August 5, 2019	Deadline to Submit Written Questions	Submit to dcasaus@sscafca.com – will send reply with confirmation
August 8, 2019	Response to Written Questions & Issuance of Addenda	Addenda will be posted to SSCAFCA website, no formal notification will be made to individual Offerors
August 15, 2019	Submission of Proposals	SSCAFCA Office before 3:00 PM
September 4, 2019	Notify Offerors of Selection	
September 19, 2019	Finalize Contracts with Selected Offerors	



RFP Considerations (continued)

RFP Section 3.3 – Proposal Format - 15 Page limit on all proposals (8.5”x11” format), regardless of the number of Scope of Work Categories being submitted on. 11x17 sheets count for two (2) pages, 24x36 sheets count for four (4) pages.

Sections of the Proposal that DO NOT count toward the 15 page limit include:

Cover Letter*

Table of Contents

Resident/Veteran Resident Certificates (if applicable)*

Dividers, Front and Back Covers

Required Documents (RFP 4.2)

** Denotes correction/clarification to original RFP. These items will be formalized in an Addenda issued on or before August 8, 2019.*

RFP Section 4.2 - Required Documents

- ▶ Conflict of Interest
 - ▶ Certification of Personal Liability Insurance
 - ▶ Campaign Contribution Disclosure Form
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RFP Considerations (continued)

RFP Section 4.3.3 – Past Record of Performance

Include a summary of the 10 most recent projects ~~in New Mexico~~* awarded the Offeror that relate to the Scope of Work Categories listed in Section 1.3 *that the Offeror wishes to be considered for*.*

RFP Section 5.3 - Volume of Work – Each offeror will be ranked based on the volume of work previously awarded by SSCAFCA to the Offeror, which is not 75% complete and has not been billed as of the Proposal due date

SSCAFCA Fiscal Services Department will evaluate each Offeror's volume of work previously awarded, which is not 75% complete and apply point deductions accordingly. The Offeror is not required to provide this information in their Proposal.*

** Denotes correction/clarification to original RFP. All corrections/clarifications presented today will be formalized in an Addenda issued on or before August 8, 2019.*



RFP Considerations (continued)

Scoring Criteria

RFP Section	Factor	Points
	<u>Mandatory Requirements-Pass/Fail</u>	
4.2.1	Required Documents	
4.2.1 a.	Disclosure of Conflicts of Interests	Pass/Fail
4.2.1 b.	Certification of Liability Insurance	Pass/Fail
4.2.1 c.	Campaign Contribution Disclosure Form	Pass/Fail
4.3	<u>Scoring Categories*</u>	
4.3.1	Qualifications and Experience with Scope of Services	35
4.3.2	Familiarity with SSCAFCA and entities within its boundaries	25
4.3.3	Past Record of Performance	35
4.3.4	Quality and Content of the proposal	5
4.3.5	Resident Contractor or Resident Veterans Contractor Preference (Up to 10 points possible, See NMSA 1978, Section 13-1-22)	10
	TOTAL POINTS POSSIBLE	110



▶ **QUESTIONS?**

