



# *County of Bernalillo*

*State of New Mexico*

## *Procurement & Business Services*

One Civic Plaza NW, 10th Floor

Albuquerque, New Mexico 87102

Office: (505) 468-7013 Fax: (505) 468-7067

[www.bernco.gov](http://www.bernco.gov)

DATE: August 12, 2020

TO: All Prospective Offerors

FROM: Steven Baca, Purchasing Administrator

RE: Request for Bid (RFB) 0010-21-SB

Voting Machine & Election Material Transportation & Miscellaneous Moving Services

The Bernalillo County the Procurement and Business Services Department Purchasing Section is currently requesting sealed bids from prospective bidders for Voting Machine & Election Material Transportation & Miscellaneous Moving Services.

Pertinent RFB documents can be downloaded through the Purchasing website [www.bernco.gov/finance/procurement-and-business-services.aspx](http://www.bernco.gov/finance/procurement-and-business-services.aspx) at no cost; firms must be registered to download the document. If not registered, interested parties may register at [www.bernco.gov/finance/vendor-registration.aspx](http://www.bernco.gov/finance/vendor-registration.aspx). Vendors are also welcome to contact Karina Lira at (505) 468-1691, or by e-mail at [klira@bernco.gov](mailto:klira@bernco.gov) to request a hard copy document at a cost of 50 cents per page.

**A non-mandatory SKYPE pre-bid meeting will be held at 10:00 a.m., on August 18, 2020. (Dial in number) (505) 225-7962 Conference ID: 725353074. Attendance at the pre-proposal conference is not a prerequisite for submission of a bid.**

Due to COVID-19 restrictions enacted by Governor Michelle Lujan Grisham on March 23, 2020, Bernalillo County has now closed a majority of its facilities to the public until further notice. As a result, the Purchasing Section will only be accepting responses to any formal solicitations via an electronic drop box.

Sealed bids will be received until 2:00 p.m. local time on April 26, 2020 via an electronic drop box. Upload your bid to <http://bcapp.bernco.gov/VendorDocumentUploader>. Bidders must log in using its login and password that was used to download the RFB documents. Please note: the system does not allow a Bidder to upload a response if all documents associated with the solicitation have not been downloaded through Vendor Registration System. Bid submittal must clearly indicate RFB #0010-21-SB, Voting Machine & Election Material Transportation & Miscellaneous Moving Services.

It is the responsibility of the Bidder to ensure that proposals are received in the drop box prior to the deadline; the upload will include a date and time stamp. Proposals received in the drop box with a time stamp after the 2:00 p.m. deadline will be rejected.

xc: RFB File #0010-21-SB

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### COMMISSIONERS

*Lonnie C. Talbert, Chair, District 4*      *Charlene E. Pyskoty, Vice-Chair, District 5*  
*Debbie O'Malley, Member, District 1*      *Steven Michael Quezada, Member, District 2*      *James M. Collie, Member, District 3*

### ELECTED OFFICIALS

*Tanya R. Giddings, Assessor*      *Linda Stover, Clerk*      *Cristy J. Carbón-Gaul, Probate Judge*      *Manuel Gonzales III, Sheriff*      *Nancy M. Bearce, Treasurer*

### COUNTY MANAGER

*Julie Morgas Baca*