



# County of Bernalillo

## State of New Mexico

### Procurement & Business Services

#### Purchasing Section

One Civic Plaza, NW, 10th Floor

Albuquerque, New Mexico 87102

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

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

#### COMMISSIONERS

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District 2

**Wayne A. Johnson, Vice Chair**  
District 5

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District 3

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District 4

#### COUNTY MANAGER

**Julie M. Baca**

#### ELECTED OFFICIALS

**Tanya R. Giddings**  
Assessor

**Maggie Toulouse Oliver**  
Clerk

**Willow Misty Parks**  
Probate Judge

**Manuel Gonzales**  
Sheriff

**Manny Ortiz**  
Treasurer

DATE: March 18, 2016  
TO: All Prospective Offeror's  
FROM: James Zamora, Purchasing Administrator, Purchasing Department  
RE: Request for Bid RFB#30-16-JZ, Armored Vehicle Services  
LETTER OF INTEREST

Bernalillo County Purchasing Department is seeking sealed bids from prospective bidders for Armored Vehicle Services for all pickups and deliveries of daily cash, currency and check deposits for all Bernalillo County Departments.

A Non-Mandatory, Pre-Proposal conference will be held on Thursday, March 31, 2016, starting at 9 a.m. Mountain Standard Time (MST) at the Albuquerque/Bernalillo County Government Center, Bernalillo County, One Civic Plaza NW, 10th floor, Conference Room C, Albuquerque, New Mexico, 87102.

For registered vendors, pertinent RFB documents, including the specifications and the proposed contract documents can be downloaded through the purchasing website at no cost. For firms not registered, interested parties are encouraged to register at no cost through the County's purchasing website, [www.bernco.gov/purchasing](http://www.bernco.gov/purchasing). Vendors are also welcome to contact Rosemarie Perea at 505-468-7256, or by e-mail [rperea@bernco.gov](mailto:rperea@bernco.gov), to request a hard copy document at a cost of 50 cents per page. This RFP is issued by the Purchasing Department in accordance with the provisions of Sections 13-1-103 through 13-1-110 NMSA 1978. The Purchasing Department is the only organization who is authorized to make copies or distribute this RFP on behalf of the County.

Sealed bids must be addressed and delivered to the Bernalillo County Purchasing Department, One Civic Plaza NW, 10<sup>th</sup> Floor, Room 10010, Albuquerque, NM 87102 **no later than 2:00 p.m. (local time) on April 20, 2016** at which time the public opening and reading of bids received will begin. Delivery of bids is the sole responsibility of the Bidder. The Purchasing Department will date and time stamp the sealed envelope upon receipt.

Questions regarding the bid submittal process, instructions to bidders or terms and conditions, shall be directed to the Purchasing Administrator, James Zamora (505) 468-7394 (phone), (505) 468-7067 (fax), or e-mail [jzamora@bernco.gov](mailto:jzamora@bernco.gov)

Copy: RFB 30-16-JZ file