



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/*

COMMISSIONERS

Art De La Cruz, Chair
District 2

Wayne A. Johnson, Vice Chair
District 2

Debbie O'Malley, Member
District 1

Maggie Hart Stebbins, Member
District 3

Lonnie C. Talbert, Member
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: August 19, 2016

Attn: All Prospective Offerors

From: Andre Nunez, Senior Buyer

RE: Request for Proposal (RFP) #06-17-AN, Caretaker Services for Bachechi Open Space

The Bernalillo County Purchasing Department is currently soliciting the services from a qualified Offeror who will be selected to provide Caretaker Services for the Bernalillo County Bachechiu Open Space. For registered vendors, pertinent RFP 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, <http://www.bernco.gov/finance/vendor-registration-aspex>. Vendors are also welcome to contact Andre Nunez, Senior Buyer by e-mail at aanunez@bernco.gov to request a hard copy document at a cost of 50 cents per page. This RFP is issued by the Purchasing Department on behalf of the Bernalillo County 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.

A Non-Mandatory Pre-Proposal conference will be held at 10:00 a.m. mst time, Thursday, August 25, 2016, at Bernalillo County, One Civic Plaza NW, 10th Floor, Purchasing Conference room, Albuquerque, New Mexico, 87102.

Sealed proposals must be received no later than 4:00 p.m., mst time, Wednesday, September 14, 2016, and addressed to the attention of the Purchasing Department, Bernalillo County, One Civic Plaza NW, 10th Floor, room #10010 (front desk), Albuquerque, New Mexico 87102. Delivery of proposals is the sole responsibility of the Offeror. The Purchasing Department will date and time stamp the sealed envelope upon receipt.

Questions regarding purchasing procedures shall be submitted to Andre Nunez, Senior Buyer, Bernalillo County Purchasing Department, at 505-468-1680, fax 505-468-7067, or e-mail: aanunez@berco.gov

Copy: RFP #06-17-AN

