



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/

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Maggie Toulouse Oliver
Clerk

Willow Misty Parks
Probate Judge

Manuel Gonzales
Sheriff

Manny Ortiz
Treasurer

Date: August 20, 2016

Attn: All Prospective Associations

From: Annie Baca, Purchasing Administrator

Subj: **Request for Proposals (RFP) #07-17-AB**
Classification & Compensation Study

The Bernalillo County Purchasing Department is currently soliciting proposals from Offerors to provide professional consulting services for a Comprehensive Classification and Compensation review of targeted job series within the Bernalillo County.

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 Carrie Black, Procurement Tech by e-mail at cblack@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 Mandatory Pre-Proposal conference will be held at 10:00 a.m. local time, Tuesday, August 25, 2016, at Bernalillo County, One Civic Plaza NW, 4th Floor, Human Resources Conference room III, Albuquerque, New Mexico, 87102.

Sealed proposals must be received no later than 4:00 p.m., local time, Thursday, September 1, 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 Annie Baca, Purchasing Administrator Bernalillo County Purchasing Department, at 505-468-7269, fax 505-468-7067, or e-mail: acbaca@bernco.gov.