



820 HWY 478  
Anthony, NM 88021  
575-882-2983 p

November 15, 2024

**TO: All Potential Offerors**

**FOR: RFP 102024-01 On-Call Engineering Services**

**FROM: City of Anthony, Procurement Manager, Bonnie Hidalgo**

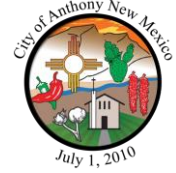
The following **Addendum No. 1** shall be incorporated into the Contract Documents for the above-mentioned RFP.

-See attached

ALL OTHER PROVISIONS OF THE CONTRACT DOCUMENT SHALL REMAIN UNCHANGED. THIS **ADDENDUM NO. 1** IS HEREBY MADE A PART OF THE CONTRACT DOCUMENTS TO THE SAME EXTENT AS THOSE PROVISIONS CONTAINED IN THE ORIGINAL DOCUMENTS AND ALL ITEMS LISTING THEREOF. EACH BIDDER SHALL ACKNOWLEDGE RECEIPT OF **ADDENDUM NO. 1** ON THE BID PROPOSAL FORM IN THE SPACE PROVIDED.

Sincerely,

Bonnie Hidalgo, CPO,  
Procurement Manager



**ADDENDUM NO. 1**  
**RFP 102024-01 On-Call Engineering Services**  
Date of Issue: November 15, 2024

This addendum forms a part of the Contract Documents and modifies the original Bid Documents.

All other provisions of the Contract Documents shall remain unchanged. This Addendum is hereby made part of the Contract Documents to the same extent as those provisions contained in the original documents and all itemized listings thereof.

**I. GENERAL:**

1. **CORRECTION OF LANGUAGE REGARDING PROPOSAL SUBMISSION METHOD:** Page 5, Section 3.1 – Paragraph A instructs Offerors to provide one copy of the proposal to the locations specified on Page 2. Page 2 appears to indicate that all proposals are to be submitted via email. Page 5, Section 3.1, Paragraph B says all proposals must be bound on the left-hand margin. **Correction: Page 5, Section 3.1 – Paragraph B: All proposals must be typewritten using a standard 8-1/2" x 11" format and submitted via email to procurement manager as stated on page 2.**
2. **CORRECTION OF LANGUAGE REGARDING SERVICE REQUIRED:** Page 2 indicates that the Contracting Agency is requesting proposals for professional “Architectural Services”, “Landscape Architectural Services”, and “Planning Services”. However, Scope of Work, Page 3, Section 2.1 “Architects/Landscape Architects” or “Planning Studies” are not marked. **Revision: This RFP includes Architectural Services, Landscape Architectural Services, and Planning Studies. Page 3, Scope of Work will reflect all boxes checked off.**

**II. QUESTIONS (Q) and ANSWERS (A):**

1. **Q. *Is this contract for a single award, or will multiple firms be selected by the City?***  
**A.** This will be a single award.
2. **Q. *Can you please clarify if the City requires a comprehensive team of all architectural, engineering, surveying, planning, and landscape architectural services, or solely our firm’s in-house qualifications relating to engineering and surveying services?***  
**A.** No, an all-comprehensive team is not required, subconsultants for architects, planners, and landscape architects will be allowed, please refer to section 3.2 SUBCONSULTANTS.
3. **Q. *The Scope of Work seems misaligned with our understanding of the City’s infrastructure. For example, Exhibit A mentions “utility systems expansion,” though we weren’t aware of the city owning/operating any specific utilities?***  
**A.** The city does not manage city utilities however, we would request that you have a team that can coordinate with the utility owners if needed. That language is mainly for but not limited to the City’s Dos Lagos development, for example laying new water mains to service a growing neighborhood, any project that increases the capacity of an existing utility system to meet growing demand.
4. **Q. *In addition to survey and environmental, is the City of Anthony also looking to procure geotechnical, structural, civil, mechanical, and electrical engineering services?***  
**A.** Yes.



5. ***Q. Where will answers to questions be provided for the On Call Engineering Services opportunity??***

A. On the city website <https://www.cityofanthonymn.com/resources/bids-and-rfps/>

6. ***Q. Page 5, Section 3.1 – Paragraph A instructs Offerors to provide one copy of the proposal to the locations specified on Page 2. Page 2 appears to indicate that all proposals are to be submitted via email. Page 5, Section 3.1, Paragraph B says all proposals must be bound on the left-hand margin. Please clarify if proposals are to be submitted electronically, hard copy bound, or both methods?***

A. Language in RFP will be revised, and all submittals will be required to be submitted electronically ONLY.