

ROSWELL INDEPENDENT SCHOOL DISTRICT
PROCUREMENT DEPARTMENT
ADDENDUM #1 FOR RFP NO. 24-10
NANCY LOPEZ ELEMENTARY SCHOOL GENERAL CONTRACTOR
APRIL 19, 2024 – 2:00 PM LOCAL TIME

March 18, 2024

Please note the RFP information following:

- Mandatory Pre-Proposal Conference Agenda and Sign-In Sheet on the following pages.

ACKNOWLEDGE ADDENDUM WITH RFP:

Addendums not returned and signed as part of the proposal will be considered non-responsive and rejected.

Company/Firm/Independent Contractor Name

Signature

Date

PRE-PROPOSAL CONFERENCE

March 13, 2024; 1:30 pm MDT

AGENDA

1. Sign-in sheet / Introductions
2. Project Contacts

Procurement inquiries –

- Chris Thweatt, RISD Procurement Manager cthweatt@risd.k12.nm.us

Technical questions –

- Nancy Bartlett, Senior Project Manager, PA Architects nancy@paarchitects.net
- Jeremy Sánchez, RISD Construction Coordinator jesanchez@risd.k12.nm.us

3. Sequence of Events (all times MDT)

a. Issue RFP	Mar 03, 2024
b. Pre-Proposal Conference	Mar 13, 2024 at 1:30pm
c. Deadline to submit questions- RFP Process	Mar 22, 2024 at 2:00pm
d. Response to written questions – RFP Process	Apr 01, 2024 at 5:00pm
f. Submission of Proposal	Apr 19, 2024 at 2:00PM
g. Proposal Evaluation	TBD
h. Notice of Shortlisted Offerors	Apr 25, 2024
i. Interviews (if held)	May 02, 2024
j. Issue of Intent to Award/BOE Rec.	TBD
k. Contract Negotiations	TBD
l. Notice of Award – Prepare Contract	TBD
m. Protest Deadline	TBD

4. Proposal Format and Organization

- Technical Proposal – One (1) original and four (4) identical copies of the proposal and one (1) electronic copy.
- Cost Proposal - One (1) original and one (1) electronic copy.
- Safety Plan – one (1) electronic copy

5. Owner

- PSFA is Co-Owner in this project providing funding and oversight. E-Builder will be utilized as the construction management system as well as coordination between the Owner's consultants (Performance Assurance, Roof Observation, Test and Balance, etc.).

6. Legal Notice

- Documents available at ARI Graphix and Plan rooms
- Digital files – ARI Graphix, RISD website

- o <https://www.aripans.com/jobs/1390/specs/nancy-lopez-elementary-school>
- o https://www.risd.k12.nm.us/finance_and_operations/business_services/purchasing_bids_rfp

7. Project Description

- Nancy Lopez Elementary School: 41,112 GSF; site work (7.78 acres): paving, hardscape, landscaping play equipment; TPO + metal roof, steel studs, steel beams and columns, EIFS, polished concrete floors.

8. Project Funding: Estimate of Probable Construction Cost - \$22,938,732

9. \$500 deposit, refundable only if returned in good conditions; check made to RISD

10. Subcontractor Listing threshold \$114,693.66

11. Proposal Lot Items -

- BASE BID
- BID LOT 1 -Public Infrastructure Work

12. Questions after the pre-proposal meeting to be submitted per instructions in the RFP.

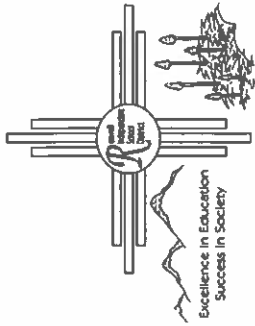
13. Site Visit- 1600 E. Tilden Street, Roswell NM

Roswell Independent School District

SIGN IN SHEET

RFP #24-10 Nancy Lopez ES General Contractor

Opening: April 19, 2024 @ 2:00 pm RISD Old Wing Room # 201



Name	Company	E-mail Address	Telephone
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Aren Halbergs	Halbergs Construction	aren@halbergs.com	575-626-4633
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