

RFP #SI-RFP-24-004 / IHS Project 22-C56

San Ildefonso Pueblo Water Meter and Service Connection Inventory

Response to Pre-Submittal Meeting Questions and Supplemental Information

At the (non-mandatory) pre-submittal meeting for the *San Ildefonso Pueblo Water Meter and Service Connection Inventory* on January 10, 2024, attendees raised the following questions and comments about the Request for Proposals (RFP). The IHS and Pueblo project managers provide the following responses.

1. Basis of Contract Award. The contract will be awarded based on IHS and San Ildefonso Pueblo's (the Pueblo) review of both the proposed technical approach and cost. Depending on the number of proposals received, IHS and the Pueblo may make a short list and conduct remote (Zoom) interviews of the short list contractors to aid in the award decision.
2. Revised Proposal Submittal Date: Proposals will be accepted until 3:00 PM on Friday February 2, 2024. Questions about the RFP may be submitted to IHS until January 31, 2024.
3. Access to GIS Infrastructure Files. IHS will work with the selected contractor to provide as-built records for the Pueblo's water distribution infrastructure in a format that is usable for the contractor's work. This may include paper record drawings and GIS electronic files. The Pueblo will provide an electronic base map showing house numbers assigned to each home. These hardcopy and electronic files are the property of IHS and the Pueblo and shall remain private and confidential. For the purpose of providing a cost proposal, the contractor may assume that the electronic GIS files will be in a format that is compatible with the contractor's software. If the contractor will need to convert file formats, this cost will be covered under a change order.
4. Indian Preference for Contract Award. Due to the nature of the requested professional services IHS and the Pueblo will not apply an Indian Preference when evaluating the cost proposals.
5. Period of the Performance. The period of performance for the work shall be 120 days starting from the Notice to Proceed (NTP).
6. San Ildefonso Project Manager Contact: The contact information for Ms. Lou Baker, the Pueblo's Project Manager is: cell phone # 505-220-0800, email pm@sanipueblo.org.
7. Review of Preliminary Deliverables and Progress Payments. The proposed Scope of Work shall include preparation of draft (e.g. 60 percent completion) deliverables, which will be submitted to IHS and the Pueblo for review and comment. The final deliverables shall address any comments raised at the preliminary review. The Pueblo shall make progress payments per a reasonable schedule requested by the contractor. The contractor shall provide the Pueblo with documentation of hours and other costs actually expended over the payment period.
8. Staging Area: The Pueblo will provide access to a secure site for the contractor to stage its equipment at no charge.
9. THPO Concurrence for Pot-holing. Before starting any physical excavations to inventory water service connections ("pot-holing") the contractor shall notify IHS and the Pueblo of its proposed

locations. IHS and the Pueblo will obtain clearance from the Tribal Historic Preservation Officer (THPO) before authorizing the contractor to proceed with this task.

10. Pueblo Escort for Contractor's Staff. A member of the Pueblo's facilities department staff, or other designee, will accompany the contractor's staff when doing field inventory work at each residence. Pueblo staff will tell residents ahead of time when the inventory work will be done.