



ADDENDUM NO. 01

to

**REQUEST FOR PROPOSALS
RFP # SI-RFP-24-005
RFP # NMIAD IGA 609-21-TF04**

for

**PUEBLO DE SAN ILDEFONSO
WASTEWATER TREATMENT/DISPOSAL PROJECT - PHASE 3**

Published February 18, 2024

Pueblo de San Ildefonso
02 Tunyo Po
Santa Fe, New Mexico, 87501

This Addendum constitutes clarifications, changes, additions, modifications and/or deletions to the Request for Proposals (RFP). All provisions of the RFP # **SI-RFP-24-005** not affected by this Addendum shall remain in full force. This Addendum is hereby made a part of the RFP to the same extent as those provisions contained in the original RFP and previous Addenda, if any. Receipt of this Addendum shall be acknowledged in the Cover/Transmittal Letter to accompany the Proposal.

TO ALL CONSULTANTS PREPARING A PROPOSAL FOR:

REQUEST FOR PROPOSALS
RFP # SI-RFP-24-005
RFP # NMIAD IGA 609-21-TF04

for

PUEBLO DE SAN ILDEFONSO
WASTEWATER TREATMENT/DISPOSAL PROJECT - PHASE 3

This Addendum shall be incorporated into the Request for Proposals for the above referenced project.

Item No. 1 – RFP published 02/18/2024 Errors & Omissions or Items in need of clarification

1. Paragraph two in on page 1 of the RFP states:

“Applicants for this RFP should structure proposals to address all phases of development as described in the RFP, including design and construction phase services, although the initial scope of work to be awarded will be for the Design Phase Services only. If the Pueblo is satisfied with the results of the Design Phase, the Contract may be amended to include Bidding and Negotiations, and Construction Administration Phase Services.”

Does this mean we should include just the design phase or all phases in the cost proposal?
*Pursuant to the RFP – “Applicants for this RFP should structure proposals to address **ALL phases** of development as described in the RFP, including design and construction phase services, although the initial scope of work to be awarded will be for the Design Phase Services only.”*

2. If the cost proposal is to include costs for construction administration, how long should we assume for construction? *The construction timeline will be defined/outlined by the design and engineering documents. For the purposes of preparing a proposal, you can assume an approximate nine (9) month construction schedule, which is consistent with the recent funding application prepared by the Pueblo.*
3. If the cost proposal is to include bidding and negotiations:
 - a. Where will we be required to advertise the project? *At a minimum, it’ll need to be published in the Albuquerque Journal and will also be published on the Pueblo’s website.*

- b. Will the costs for advertisements be time and materials? *Yes, typically this cost is included in the reimbursable costs line item, with receipts attached to invoice submitted to Pueblo for payment.*
 - c. Will the costs for reproduction of plans and specifications be time and materials? *Yes, typically this cost is included in the reimbursable costs line item, with receipts attached to invoice submitted to Pueblo for payment.*
 - d. What template do you want us to use for the bidding documents? *Please use the industry standard Engineers Joint Contract Documents Committee (EJCDC) documents, which provide instructions on procedures, including bonding requirements and other requirements for Bidders to follow when preparing and submitting their bid.*
4. Should the schedule include just the design phase or should it also include bidding and negotiations and construction admin? *Pursuant to the RFP – “Applicants for this RFP should structure proposals to address **ALL phases** of development as described in the RFP, including design and construction phase services, although the initial scope of work to be awarded will be for the Design Phase Services only.”*
5. Will this project require an NPDES permit for discharge? *No, since the Pueblo will not discharge to adjacent land that evaporate, soak in or used for agricultural irrigation but not reach WOTUS even though a groundwater functional equivalent are exempt from NPDES.*
6. Will a geotechnical report be provided or should we include a geotechnical report in our scope and fee? *There is no geotechnical data specific to the proposed site of the wastewater treatment system, therefore the Design Consultant should anticipate the need to solicit and gather such data as part of their scope of work.*
7. Under section 5 Scope of Service, it states that:

“Once the Construction Documents are complete, the Consultant will provide bidding and construction phase services, including full time Construction Observation.”

The second paragraph on page 1 of the RF says that:

“If the Pueblo is satisfied with the results of the Design Phase, the Contract may be amended to include Bidding and Negotiations, and Construction Administration Phase Services.”

For purposes of this proposal, which one should we assume particularly when preparing the fee proposal? *Pursuant to the RFP – “Applicants for this RFP should structure proposals to address **ALL phases** of development as described in the RFP, including design and construction phase services, although the initial scope of work to be awarded will be for the Design Phase Services only.”*

8. The RFP lists **Anticipated Phases of Project Development** as:

- Preliminary Design Phase
- Final Design Phase
- Bidding and Negotiations
- Construction Administration Phase

- a. Can we assume the design phase will be a 50% and 100% deliverable for the Preliminary and Final Design Phases respectively? *In order to accommodate the potential Construction Management At-Risk (CMAR) approach when it comes to bringing a general contractor on board, assume 30%, 60%, 90% and of course 100% deliverables.*
- b. Who will be reviewing the various deliverables described above? *The Pueblo will identify a team that will conduct the review. The team may include IHS engineering staff.*
- c. How many reviewers do you anticipate? *To be determined.*
- d. What will be the review turnaround time? *Due to the anticipated compressed schedule to get this project into construction, the Pueblo will commit to a maximum seven (7) day turnaround on reviews.*
- e. Will all review comments be provided at one time in a single document like an excel or word document? *Review comments from the Pueblo will be provided in one comprehensive list.*
- f. What format should we use for the standard specifications? *Construction Specifications Institute (CSI), latest master format.*
- g. Will design also include the LPD fields or just the treatment system? *The design of LPD fields will not be required, however the site plan should be developed in a way to allow for expansion of the treatment system to accommodate growth, and the inclusion of LPD fields in the future should the Pueblo ever wish to do so.*

9. Under section 5 of the Proposal Submittal Requirements Cost Proposal for Professional Services it says to:

“Include a Preliminary Cost Proposal for providing the design and construction phase services described in Section V above. Provide a breakdown by major task category. This will be used as a basis for negotiations regarding the subsequent professional services contract with the selected Consultant, pending any final adjustments for previously unidentified or refined Scope of Work. Note that, per the points assigned to this requirement, the Cost Proposal will simply be one of several factors considered while evaluating Proposals received.”

- a. Should we include the cost for Bidding and Negotiations? *Pursuant to the RFP – “Applicants for this RFP should structure proposals to address ALL phases of development as described in the RFP, including design and construction phase services, although the initial scope of work to be awarded will be for the Design Phase Services only.”*
- b. For purposes of estimating the effort for CA services, how long should we assume for construction? *The construction timeline will be defined/outlined by*

the design and engineering documents. For the purposes of preparing a proposal, you can assume an approximate nine (9) month construction schedule, which is consistent with the recent funding application prepared by the Pueblo.

- c. Will we be required to provide record drawings? *Yes, that is a typical industry standard and best practice. The Pueblo will need the As-Builts in a 24"x36" hardcopy drawing, .dwg AutoCAD drawing and a GIS map shape file.*
 - d. Should we include a 1-year anniversary warranty walkdown with the contractor and owner? *Yes, that is a typical industry standard and best practice.*
 - e. Will commissioning be part of our scope? *Yes, but only if the contract is amended to include Bidding and Negotiations, and Construction Administration Phase Services.*
10. Will the Pueblo be providing any updated flow information prior to the final bid date? *The Facilities Department staff is currently collecting data on a regular basis from the Pulsar OCF 3.1 ultrasonic sensor device recently installed by A.A.C. Construction Inc in the open channel flume vault. The data will be provided to the selected Design Consultant.*
11. If one of the subconsultants listed in the proposal wants to also bid on the construction of the project, will the Pueblo consider this a conflict of interest because they were involved in the design phase as well? *This will not necessarily be considered a conflict of interest as long as the independence of the Design Consultant and Construction Contractor can be assured. However, if at any time during the development of the project, the Pueblo determines that there is a conflict of interest, or even the perception thereof, such person or entity may be removed from consideration for award of the construction contract.*
12. If the selected Engineer on this project or one of its employees is also an owner of a company that is listed as a sub consultant, will this be considered a conflict of interest by the Pueblo? *No, it will not be a conflict of interest, assuming they have a valid non-expired New Mexico Construction Industry contractor's license, performance and payment bond, Pueblo business license, access permits, all required insurance coverages, etc.*
13. Please confirm internet connectivity (Phone or Internet) service is required for the new Orenco control panel. *This will be determined during the Preliminary Design Phase. There is no internet connectivity on site. Currently, the nearest location is at the Tribal Administration Building, which is fiber and provided by NM Surf.*
14. We recommend that a lightning protection and grounding system be included to support the electrical system and Orenco treatment system. This is recommended due to the high frequency of lightning strikes in the area. Should we include this in our scope and fee? *Yes, include the design of a lightning protection system.*

15. Please advise on the service provider for internet and phone service for the Pueblo.
There is no internet connectivity on site. Currently, the nearest location is at the Tribal Administration Building, which is fiber and provided by NM Surf.
16. Please advise on the location of the nearest internet and phone service manhole or connection point for extension to the Orenco Panel. *This will be determined during the Preliminary Design Phase.*
17. Is the “one (1) reproducible unbound original” of the Proposal to be on plain paper for purposes of making copies? *Yes, plain paper.*
18. Please confirm if the “four (4) original copies” of the proposal are to be bound. *Yes, they must be bound.*