



PRE PROPOSAL CONFERENCE
RFP NO. 2025-0031-PW/DK
ON-CALL RIGHT OF WAY ACQUISITION CONSULTANT SERVICES
MULTIPLE AWARDS
September 12, 2024 1:30 PM

Contracting Agency: Santa Fe County

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|-------------------------|----------------------------|---------------------|
| • Dani Koussa | Procurement Specialist Sr. | Purchasing Division |
| • Scott Kaseman | Project Manager III | Public Works |
| • Michele Caskey | Real Property Supervisor | Public Works |
| • Christopher M. Barela | Real Property Specialist | Public Works |

Project Information

Santa Fe County is soliciting proposals from qualified and licensed land acquisition consultants with real estate experience for land acquisition services to be provided on an as-needed basis for a variety of projects throughout the County.

Proposal Information

- Carefully read the Request for Proposal for requirements, terms & conditions including the sample contract.
- Sequence of Events are listed on page 10.
- Proposal Organization - Proposal should be organized as outlined in the RFP on page 20.
- Selection of finalist(s) – the most qualified proposal received based on the evaluation criteria outlined in the RFP (pages 22-24) will be scored by a three to five-member evaluation committee.
- Preferences -

1) N.M. In-State Business Preference Certificate 50 points total of all evaluation factors added to score.

OR

2) N.M. Resident Veterans Preference Certificate, 100 points total of all evaluation factors added to score. For more information on State Preference visit www.tax.newmexico.gov

AND

3) Santa Fe County Preference, 50 points total of all evaluation factors added to score. For more information on County Preference visit <https://www.santafecountynm.gov/finance/purchasing-division>

- Please submit all questions via email to Dani Koussa at dkoussa@santafecountynm.gov. The last day for questions will be **Tuesday, September 17, 2024**. *(Any contact with any other County staff member or persons other than the Procurement Specialist Senior may be grounds for disqualification.)*
- Addendum will be issued on **Friday, September 20, 2024**. *(Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.)*
 - Proposal Submittal – **Due Date: Wednesday, October 2, 2024 Time: 2:00 PM**
Location: Santa Fe County Purchasing Division, 102 Grant Avenue 1st Floor, Santa Fe, N.M. 87501

Electronic submission also available via Dropbox utilizing Dropbox link. Please copy and paste in browser: <https://www.dropbox.com/request/TkBN4rgfR8a5zEGP09Nm>

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