

REQUEST FOR PROPOSALS
FOR
SEDIMENT REMOVAL AND CONSTRUCTION
SERVICES

As Requested by
THE SOUTHERN SANDOVAL COUNTY ARROYO
FLOOD CONTROL AUTHORITY



RFP No. 2013-01

PROPOSAL DUE DATE:
February 5, 2013

TABLE OF CONTENTS

Proposals Requirements and Submission Instructions to Offerors:	3
Section 1 – Introduction	4
Section 2 – Conditions Governing Procurement.....	6
Section 3 – Proposal Format and Organization Requirements	11
Section 4 – Submission Requirements	11
Section 5 – Evaluation of Proposals	15
Appendix A-Minimum Equipment/Crew Rate Sheet	17
Appendix B-Acknowledgement Form	
Appendix C-Campaign Contribution Disclosure Form	
Appendix D-Cost Estimate Form	
Appendix E-Sample SS CAFCA Agreement	
Appendix F- Resident Veteran Preference Certification	

Proposals Requirements and Submission Instructions to Offerors:

Proposal due date: February 5, 2013, at 3:00 p.m. local time. Proposals for the project will be received by the Fiscal Services Department, Southern Sandoval County Arroyo Flood Control Authority, 1041 Commercial Dr. SE, Rio Rancho, New Mexico 87124.

Submit 1 Original and 5 copies of your Technical Proposal in a sealed envelope or container

Submit 1 Original copy of your cost proposal in a separate sealed envelope or container labeled "Cost Proposal".

FISCAL SERVICES DEPARTMENT

This RFP is issued by the Southern Sandoval County Arroyo Flood Control Authority (SSCAFCA), Fiscal Services Department, which is the sole point of contact during the procurement process. Communications initiated by offerors with members of the Governing Body or SSCAFCA personnel, other than as coordinated by Fiscal Services Staff, shall be grounds for offeror disqualification.

Proposals must be submitted in a sealed package or envelope listing the following information on the outside:

**RFP Title:
Sediment Removal and Construction Services
RFP No. 2013-01**

Point of Contact: Any inquiries or requests during this procurement shall be submitted to the following Point of Contact:

Southern Sandoval County Arroyo Flood Control Authority
Fiscal Services Department
Attention: Deborah Casaus, Fiscal Services Director
1041 Commercial Dr. SE
Rio Rancho, NM 87124
(505) 892-5266
dcasaus@sscafca.com

**SOUTHERN SANDOVAL COUNTY ARROYO
FLOOD CONTROL AUTHORITY
(SSCAFCA)**

**SEDIMENT REMOVAL AND CONSTRUCTION SERVICES
REQUEST FOR PROPOSALS
RFP No. 2013-01**

1. INTRODUCTION

1.1. Overview. Southern Sandoval County Arroyo Flood Control Authority (SSCAFCA), a political subdivision of the State of New Mexico, requests competitive sealed proposals for **Sediment Removal and Construction Services**.

It is SSCAFCA's intention to select one (1) to three (3) on-call companies, to insure a quick response time, which can be called upon to perform services on a task or project basis. Upon selection of companies, SSCAFCA reserves the right to select the appropriate landscape company for each task or project from the qualified pool based upon such factors as expertise, availability, experience, performance record, and cost of the services. SSCAFCA anticipates the need for landscape maintenance services on various projects. However, SSCAFCA makes no guarantee as to the amount of work to be requested.

1.2. Point of Contact. This Request for Proposals (RFP) is issued by SSCAFCA, Fiscal Services Department, which is the sole point of contact during the procurement process (the "Point of Contact"). Communications initiated by a respondent to this RFP (the "Offeror") with members of the Governing Body or SSCAFCA personnel, other than as coordinated by the Point of Contact noted below, shall be grounds for Offeror disqualification. Any inquiries or requests during this procurement shall be submitted to the following Point of Contact in writing:

SSCAFCA
Attention: Deborah Casaus, Fiscal Services Director
1041 Commercial Dr. SE
Rio Rancho, NM 87124
(505) 892-5266
dcasaus@sscafca.com

1.3. Term. SSCAFCA intends to enter into a one (1) year contract, with an option to renew (3) additional years not to exceed four (4) years.

1.4. Scope of Work/Specifications.

1.4.1 Remove, haul and place sediment from a flood control facility to a disposal site in a timely and efficient manner.

1.4.2 Install small storm drain pipe (up to 48").

- 1.4.3** Construct minor concrete structures such as but not limited to curbing, rundowns, knee walls, CMU block walls and lay asphalt.
- 1.4.4** Be able to respond to an emergency situation within four (4) hours of notification from October through April and within two (2) hours of notification during the months of May, June, July, August, and September.

COST ESTIMATE PROCEDURES

Work will be performed on a Cost Estimate basis, as approved by SSCAFCA. The Cost Estimate Form (Appendix D) will be completed by the Contractor and submitted to SSCAFCA for approval. Work assignments issued by SSCAFCA are based on inspections performed by SSCAFCA and identified tasks to be completed. Payment will be based on the cost/hour as listed in this proposal. Total cost to be paid will be mutually agreed upon prior to authorizing any work assignment.

SSCAFCA will review the proposal, and if approved, will forward to the Contractor the approved Cost Estimate, which will serve as the "Notice to Proceed".

2. CONDITIONS GOVERNING PROCUREMENT

2.1. Overview. This section of the RFP contains the RFP schedule for the procurement, describes the major RFP events and milestones and specifies general conditions governing the procurement.

2.2. Schedule of Events. SSCAFCA will make every effort to adhere to the following schedule:

Action	Responsibility	Date	Time
Issue RFP	SSCAFCA	Sunday, January 13, 2013	N/A
Mandatory Pre-proposal Meeting	SSCAFCA	Wednesday, January 23, 2013	10:00 AM
Return of Acknowledgement Form	Potential Offerors	ASAP but not later than Wednesday, January 23, 2013	
Deadline to Submit Written Questions	Potential Offerors	Friday, January 25, 2013	5:00 PM
Response to Written Questions	SSCAFCA	Tuesday, January 29, 2013	5:00 PM
RFP Addenda	SSCAFCA	If applicable, no later than Tuesday, January 29, 2013	5:00 PM
Submission of Proposals	Offerors	Tuesday, February 5, 2013	3:00 PM
Proposal Evaluation (Including time for Interviews, Oral Presentations, and Best and Final Offers)*	Evaluation Committee	February 6-February 11, 2013	
Notify Offerors of Selection	SSCAFCA	February 12, 2013	
Finalize Contract (upon SSCAFCA Board approval)	SSCAFCA/Offeror	February 14, 2013	
Protest Deadline	Offerors	10 days following notification of award	

*Offerors will be notified by the Fiscal Services Department if and when to expect interview and Best and Final Offer dates.

2.2.1 Issuance of RFP. This RFP is being issued by the SSCAFCA Fiscal Services Department on the date specified in the Schedule of Events above.

2.2.2 Return of Acknowledgement Form for Distribution List. Potential Offerors should hand deliver or return by facsimile, registered mail or email the Acknowledgement Form (see Appendix B) to have their firm placed on the procurement distribution list. This form should be delivered by the date specified in the Schedule of Events. Failure to return this form will prevent the potential Offeror's firm name from appearing on the procurement distribution list. The procurement distribution list will be used for distribution of important information regarding this procurement. A valid email address must be provided.

2.2.3 Written Questions. Potential Offerors may submit written questions as to the intent or clarity of this RFP until the date and time specified in the schedule of events. All written questions must be sent by email and addressed to the Point of Contact (see Section 1.2). Written responses to written questions will be distributed to all Potential Offerors whose organization name appears on the procurement distribution list, via electronic email. A valid email address must be provided for this and other purposes. The questions and responses will also be posted to SSCAFCA's website at the following address:

<http://www.sscafca.com>

2.2.4 RFP Addenda. If an addendum is deemed necessary it will be issued no later than four (4) working days prior to the submission deadline. Any addenda issued prior to the submittal deadline shall become part of the Request for Proposals and any information required shall be included in your proposal. RFP addenda will be distributed to all Potential Offerors whose organization name appears on the procurement distribution list, via electronic email. A valid email address must be provided for this and other purposes. All addenda will be posted to SSCAFCA's website at the following address:

<http://www.sscafca.com>

It is the responsibility of all potential Offerors to ensure that all addenda have been received before submitting their proposal.

2.2.5 Submission of Proposal. All Offeror proposals must be received by SSCAFCA no later than the date and time specified in the schedule of events. Proposals received after this deadline will not be accepted. The date and time of receipt will be recorded on each proposal. Proposals must be hand delivered or mailed to:

**Southern Sandoval County Arroyo Flood Control Authority
Attention: Deborah Casaus, Fiscal Services Director
1041 Commercial Dr. SE
Rio Rancho, New Mexico 87124**

Proposals must be submitted in a sealed package or envelope listing the following information on the outside:

**RFP Title:
Sediment Removal and Construction Services
RFP No. 2013-01**

SSCAFCA shall not be responsible for proposals that are mailed and not received by the time specified in this section. Receipts for hand delivered proposals may be issued by SSCAFCA (upon request).

2.2.6 Proposal Evaluation. The evaluation of proposals will be performed by the

Evaluation Committee during the time period noted in the Schedule of Events.

2.2.7 Selection of Finalists. The Evaluation Committee will select and the Point of Contact will notify the Finalist Offerors.

2.2.8 Best and Final Offers. Finalist Offerors may be asked to submit revisions to their proposals for the purpose of obtaining best and final offers by the date specified in the Schedule of Events. Best and final offers may also be clarified and amended at Finalist Offeror's oral presentation, if any.

2.2.9 Oral Presentations. The Evaluation Committee may request oral presentations by the Finalist Offerors. If this is required, the presentations will take place at the SSCAFCA office in Rio Rancho on the date specified in the Schedule of Events.

2.2.10 Finalize Contract. The Contract will be finalized with the most advantageous Offerors. In the event that mutually agreeable terms cannot be reached within the time specified, SSCAFCA reserves the right to terminate negotiations with that Offeror. The Contract will be presented to the SSCAFCA Board of Directors for their approval on the date specified in the Schedule of Events.

2.2.11 Protest Deadline. The ten (10) day protest period for Offerors shall begin on the day following the notification of the contract award and will end at 5:00 pm MT on the tenth calendar day following the notification(s) of the contract award(s). Protests must be submitted in writing and must include the name and address of the protestant and the RFP number. It must also contain a statement of grounds for protest and be addressed and delivered to the Point of Contact (Section 1.2).

2.3. General Proposal Requirements and Miscellaneous Information.

2.3.1 General Proposal Requirements. Proposals shall be prepared simply and economically, providing a straightforward, concise description of the Offeror's ability to meet the requirements of this RFP. Emphasis shall be placed on the quality, completeness, and clarity of content of the proposal.

- a. Offerors shall carefully read the information contained in this RFP and submit a complete response to all requirements and questions as directed. Incomplete proposals may be considered non-responsive and subject to rejection.
- b. Proposals and any other information submitted by Offerors in response to this RFP shall become the property of SSCAFCA.
- c. Offerors shall prepare and develop proposals at the sole cost and expense of the Offeror.
- d. Proposals that are qualified with conditional clauses, alterations, or irregularities of any kind are subject to rejection by SSCAFCA, at its option.

- e. SSCAFCA makes no representations of any kind that an award of contract(s) will be made as a result of this RFP, or subsequent RFP. SSCAFCA reserves the right to accept or reject any or all proposals, waive any formalities or minor technical inconsistencies, and/or delete any item/requirements from this RFP when deemed to be in SSCAFCA's best interest.
- f. Proposals shall consist of responses to the submission requirements identified in Section 4 of this RFP. Please identify the requirement number in the proposals when responding to each.
- g. Failure to comply with all requirements contained in this RFP may result in the rejection of the proposal.
- h. It is incumbent upon each Offeror to carefully examine all specifications, terms, and conditions contained herein. Any inquiries, suggestions, or requests concerning interpretation, clarification or additional information shall be made in writing, (facsimile transmissions acceptable, email is preferred) through the Point of Contact (Section 1.2) named above. SSCAFCA will not be responsible for any oral representation(s) given by any employee, representative or others. The issuance of a written addendum is the only official method by which interpretation, clarification or additional information can be given. If it becomes necessary to revise or amend any part of this RFP, notice may be obtained by accessing our web site. Respondents in their proposal must acknowledge receipts of amendments. **Each Offeror should ensure that they have received all addenda and amendments to this RFP before submitting their proposal.**
- i. A proposal may be amended or withdrawn in person at any time BEFORE the scheduled due date and time of proposals provided a receipt for the withdrawn proposal is signed by the Offeror's authorized representative. An amendment must be a complete replacement for a previously submitted proposal and must be clearly identified in a transmittal letter signed by the Offeror's authorized representative. SSCAFCA reserves the right to request proof of authorization to withdraw or amend a proposal.

2.3.2 Miscellaneous Information.

- a. **Public information.** All information, documentation, and other materials submitted in response to this RFP are considered non-confidential and/or non-proprietary and are subject to public disclosure after the solicitation is completed.
- b. **SSCAFCA's Reservation of Rights.** SSCAFCA may evaluate the proposals based on the anticipated completion of all or any portion of the project. SSCAFCA reserves the right to divide the project into multiple parts, to reject any and all proposals and re-solicit for new proposals, or to reject any and all proposals and temporarily or permanently abandon the project. SSCAFCA makes no representations, written or oral, that it will enter into any form of

agreement with any Offeror to this RFP for any project and no such representation is intended or should be construed by the issuance of this RFP.

- c. **Clarification.** SSCAFCA may, in the evaluation of proposals, request clarification from Offerors regarding their proposals, obtain additional material or literature, and pursue other avenues of research as necessary to ensure that a thorough evaluation is conducted.
- d. **Acceptance of Evaluation Methodology.** By submitting a proposal in response to this RFP, the Offeror accepts the evaluation process and acknowledges and accepts that determination will require subjective judgments by SSCAFCA. The proposal scoring highest among all proposals in a particular evaluation criterion may not receive 100% of the points assigned to that criterion.
- e. **No Reimbursement for Cost.** Offeror acknowledges and accepts that any expense incurred from the Offeror's participation in this RFP process shall be at the sole risk and responsibility of the Offeror. Offerors submit proposals at their own risk and expense.
- f. **Ethical Conduct.** SSCAFCA expects the highest level of ethical conduct from Offerors including adherence to all applicable laws regarding ethical behavior. The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199 (1984 as amended), imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.
- g. **Negotiation of Contract.** After identifying the highest scoring Offeror, SSCAFCA will attempt to negotiate final terms of a Contract with such Offeror, on such terms as SSCAFCA deems in its best interest. SSCAFCA reserves the right to negotiate all elements of the Contract.
- h. **Amendment.** Proposals may be amended by written notice provided such notice is received prior to the hour and the date specified for receipt of offers.
- i. **Resident and Veteran Preference.** A preference of up to five percent (5%) may be afforded to an Offeror who qualifies as a Resident Offeror in accordance with New Mexico State Law. For the Offeror to receive a Resident Business Preference the business shall submit, with this proposal, a copy of a valid Resident Business Certificate issued by the New Mexico Taxation & Revenue Department.

In lieu of the general resident preference, a preference of up to ten percent (10%) may be afforded to an Offeror who qualifies as a Resident Veteran Offeror in accordance with New Mexico State Law. For the Offeror to receive a Resident Veteran Business Preference the Offeror shall submit, with this proposal, a copy of a valid Resident Veterans Certificate issued by the

New Mexico Taxation & Revenue Department and a Resident Veteran Preference Certification (Appendix F).

j. Acceptance of Proposals. Acceptance of a proposal is contingent upon the Offeror's certification and agreement to comply with all provisions of New Mexico State Law.

k. Federal Funds. For those projects which incorporate federal funding the selected Offeror will be required to comply with the applicable federal requirements.

3. PROPOSAL FORMAT AND ORGANIZATION REQUIREMENTS

3.1. Number of Copies. Offeror must submit 1 original and 5 copies of its proposal in a sealed envelope or container. Offeror must also submit 1 original cost proposal in a separate sealed envelope or container labeled "Cost Proposal".

3.2. Proposal Format.

3.2.1 Proposals shall be limited to a maximum length of 8 numbered pages, not including appendices, the Cover Letter, dividers, the front and back cover and any documentation listed in Sections 4.2.2 and 4.2.3 below.

3.2.2 Proposals shall be clearly divided into unique sections, which shall include:

a. Section 1: Cover Letter, Table of Contents, Response to Mandatory and Desirable Requirements. (Section 4)

3.2.3 Proposals shall be printed on letter-size (8-1/2" x 11") paper and bound or assembled with spiral bindings, stapled or in 3-ring binders. Graphics incorporated into the proposal may exceed the paper-size requirement.

4. SUBMISSION REQUIREMENTS

4.1. Overview. This section contains the mandatory and desirable proposal submission requirements as well as related information. Offerors must respond to the mandatory requirements and should respond to the desirable requirements of this RFP providing the required responses, documentation, or assurances, and complete a Cost Proposal (See Section 4.3.6). Failure to respond to a desirable requirement will result in zero (0) points being awarded for that requirement.

4.2. Mandatory Proposal Submission Requirements. Failure to comply with a mandatory requirement will result in disqualification of the proposal.

4.2.1 Cover Letter. Offerors must submit a cover letter summarizing why the Offeror is interested in this project. A party authorized to bind the entity submitting the proposal must sign the cover letter. The cover letter should include the following items:

- a. Identity of Offeror including business address, telephone number, fax number, and email address.
- b. A statement that the proposal is effective for 60 days from proposal due date.
- c. A statement that the Offeror will comply with all terms and conditions as stated in this RFP; or identification of any exceptions taken to any of the RFP terms.
- d. Date of incorporation (Gross Receipt Registration if not incorporated) in New Mexico.
- e. Valid Contractor's license number. (Desirable licenses are: GB-98, GF-3, GF-4, GS-8)

4.2.2 Disclosure of any Potential Conflicts of Interest. A direct conflict of interest shall be cause for disqualifying an Offeror from consideration (this disclosure will not count towards the 8 page limit). A potential conflict of interest includes, but is not limited to:

- a. Accepting an assignment where duty to SSCAFCA would conflict with the Offeror's personal interest, or interest of another client.
- b. Performing work for a client or having an interest which conflicts with this contract.

4.2.3 Other Required Documents. The following list of documents must be submitted with the proposal, but will not be counted towards the 8 page limit:

- a. Campaign Contribution Disclosure Form. In accordance with the Procurement Code, Section 13-1-28, all prospective contractors who are seeking to enter into a contract with a state agency or local public body (SSCAFCA) are required to file the attached "Campaign Contribution Disclosure Form" with that state agency or local public body, in this case SSCAFCA. This form must be filled out in its entirety and submitted with the offer.
- b. Certification of insurance that meet the following guidelines:
 - i. Minimum comprehensive general liability with limits of at least: \$1,000,000 per occurrence, \$2,000,000 General Aggregate, \$1,000,000 Personal Injury and \$1,000,000 Products Liability for

- bodily injury, including death and property damage in any one occurrence.
 - ii. Minimum Automobile Liability Coverage of \$1,000,000, (for owned and non-owned automobiles).
 - iii. Evidence of Workers' Compensation Insurance Coverage via certificate of insurance.
- c. Resident Business Certificate issued by the New Mexico Taxation & Revenue Department, if applicable.
 - d. Resident Veterans Certificate issued by the New Mexico Taxation & Revenue Department and a Resident Veteran Preference Certification (Appendix F), if applicable.

4.3. Desirable Requirements. As SSCAFCA shall evaluate all of the proposals on the same basis, it is required that your proposal conforms in all respects to the specifications outlined in this RFP.

4.3.1 Qualifications and Experience.

4.3.1.1. Describe the qualifications and experience of the personnel to be assigned to the work such that those qualifications demonstrate prior experience of similar nature. (Include any NM Contractor's licenses.)

4.3.1.2. Provide a comprehensive list of equipment available without rates.

4.3.2 Experience within SSCAFCA's Jurisdiction. A description of the Offeror's experience, knowledge of and/or familiarity with Sandoval County, Rio Rancho, Corrales and Bernalillo.

4.3.2.1. Describe the offeror's experience in providing similar services to other governmental or corporate clients within the jurisdiction.

4.3.3 Emergency Response Time. Describe in detail how Offeror can meet the requirement for Emergency Response times described below.

Emergency work is work performed outside of normal Monday thru Friday work hours, 8:00 a.m. to 5:00 p.m. as needed to protect public health, safety, and property. This work must be pre-approved by the Executive Engineer or his designee. This work may occur on a weekday, weekend or holiday. Contractor must be ready for work within four (4) hours of emergency notification from October through April and within two (2) hours during the months of May, June, July, August and September (typical monsoon season). Failure to respond as indicated to emergency notification may result in termination. Additional equipment may be needed during

emergencies. These will be identified and the rate paid will be as per the contract.

4.3.4 References and/or Recommendations. Provide references and/or recommendations by other governmental agencies or private firms on work of a directly related nature.

4.3.5 Proposed Approach. Describe a realistic, clear and concise approach, as well as, the demonstrated ability of the Offeror to be able to provide the necessary services for the following:

- a. In a confined channel with dimensions of 60-feet across the bottom and a reach of 400-feet with a depth of sediment of 4-feet, describe how the Offeror would remove the sediment and place it 2.5 miles away. Provide total cost, equipment/labor to be used, and the time it would take.
- b. Remove and place 100,000 cubic yards of dry sediment 3.5 miles from site. Provide total cost, equipment/labor to be used and the time I would take.
- c. Place 200-linear feet of 48" RCP at the depth of 5-feet. Provide total cost, equipment/labor to be used and time it would take.

4.3.6 Cost Proposal. In a separate sealed envelope, provide costs for the minimum equipment/crew as shown in Appendix A. An hourly rate must be provided for each item. Failure to do so will deem the proposal non-responsive.

In addition, provide a comprehensive equipment/crew list with associated rates. This will not be scored, but will be used during contract negotiations.

The cost of materials (e.g., paint, fence wire, seed, pipe, etc.) shall not be included in the hourly rates. Hourly rates shall include equipment, labor, supervision, transportation to and from the job site, etc. Hourly rates shall not include New Mexico Gross Receipts Tax or Local Tax. (See NMSA 1978, Section 13-1-82 (1984) & Section 13-1-84 (1984)) Note: The billed hourly work shall start and end at the SSCAFCA office each day, unless otherwise specified and agreed to between SSCAFCA and the Contractor.

4.3.7 New Mexico Business and Veteran Business Preferences.

- 4.3.7.1.** Up to a 5% preference will be afforded to an Offeror who qualifies as a Resident Offeror in accordance with New Mexico State Law. To be awarded New Mexico Business points, Offerors must include a copy of their preference certificate, issued by the NM Department of Taxation and Revenue.

Up to a 10% preference will be afforded to an Offeror who qualifies as a Resident Veteran Offeror in accordance with New Mexico State Law in lieu of the general resident business preference (Section 4.3.7.1). To be awarded resident veterans preference points, a New

Mexico Veteran Business offeror must also complete and include the Resident Veterans Preference Certification form (Appendix F).

5. EVALUATION OF PROPOSALS

The following paragraphs of this section describe the method of evaluating each Offeror's proposal. Failure to comply with a Mandatory Requirement will result in disqualification of the proposal.

SSCAFCA RESERVES THE RIGHT TO AWARD A CONTRACT ON THE BASIS OF PROPOSALS ONLY OR MAY REQUIRE SELECTED OFFERORS TO BE INTERVIEWED.

5.1. Evaluation Points Summary. The following is a summary of evaluation factors and the maximum point factors assigned to each. These will be used in the evaluation of each Offeror proposal submitted.

RFP Section	Factor	Points
	<u>Mandatory Requirements-Pass/Fail</u>	
4.2.1	Cover Letter	Pass/Fail
4.2.1 a.	Identity of Offeror	Pass/Fail
4.2.1 b.	Statement that the proposal is effective for 60 days	Pass/Fail
4.2.1 c.	Statement of compliance with all terms and conditions	Pass/Fail
4.2.1.d	Date of incorporation (Gross Receipt Registration if not incorporated) in New Mexico.	Pass/Fail
4.2.1.e	Valid Contractor's license number	Pass/Fail
4.2.2	Disclosure of Conflicts of Interest	Pass/Fail
4.2.3	Other Required Documents	
4.2.3 a.	Campaign Contribution Disclosure Form	Pass/Fail
4.2.3 b.	Certification of Insurance	Pass/Fail
4.3	<u>Desirable Requirements</u>	
4.3.1	Qualifications and Experience	15
4.3.2	Experience within SSCAFCA's Jurisdiction	10
4.3.3	Emergency Response Time	15
4.3.4	References and/or Recommendations	10
4.3.5	Proposed Approach	15
4.3.6	Cost Proposal	35
	TOTAL POINTS	100
4.3.7	New Mexico Business/Veterans Preference	Up to 10 pts

5.2. Mandatory Requirements. Failure to respond to a Mandatory Requirement will result in disqualification of the proposal.

5.3. Desirable Requirements. Failure to respond to a Desirable Requirement will result in zero points being awarded for that requirement.

Appendix A-Minimum Crew/Equipment Rate Sheet

	<u>Cost/Hour</u>
a. Dump truck(s) 10 CY with Operator.	_____
b. Back hoe with front end loader (minimum 1 CY front end bucket) with operator.	_____
c. Road Grader with operator	_____
d. Pickup truck with operator, for inspection and patrol	_____
e. Skid steer loader with operator	_____
f. Front end loader with operator (Minimum 3 cubic yard bucket)	_____
g. Work Crews (rate includes supervisor)	
i. Two person crew	_____
ii. Three person crew	_____
iii. Welder (one person)	_____
h. Dozer	_____
i. Coordination time (meetings, research and management)	_____
j. Monthly/periodic inspections of facilities by supervisor	_____
k. Water truck (4000 gallon) with operator	_____

Needed material or additional equipment shall be billed as a cost plus percentage not to exceed 6%. Approval shall be obtained prior to purchase of material or rental of additional equipment.