



# City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | [lasvegasnm.gov](http://lasvegasnm.gov)

**Mayor David Romero**

## ADDENDUM NO. 2

### REQUEST FOR PROPOSAL 2024-19

#### DISASTER RECOVERY SERVICES FOR CITY OF LAS VEGAS NM

#### CURRENT & FUTURE DISASTERS

1. **Correction to Addendum #1 Section 6.2 of the RFP details the submitted procedures for a proposal. The required organization of the proposal does not stipulate a place for a cost proposal. Is a cost proposal required for the proposal.**
  - **Cost will indeed be required. Please reference 2.2.3 page 50 @ [www.fema.gov/sites/default/files/documents/fema\\_PDAT-field-manual\\_102021.pdf](http://www.fema.gov/sites/default/files/documents/fema_PDAT-field-manual_102021.pdf)**
  
2. **Is this RFP for project management and/or grant management?**
  - This RFP is for both Project Management and Grant Management
  
3. **Is a letter from the financial institution regarding credit rating required?**
  - Yes, this is a requirement of RFP 2024-19 as per section 6.2C7
  
4. **Under 12.4c. Fees: A lump sum fixed fee for Basic Service will be negotiated with the Offeror. Work under the FEMA Public assistance program is normally through a time and materials contract based on management costs. Is this negotiable or is a lump sum contract non-negotiable?**
  - These will be time and materials contracts and will be negotiable
  
5. **What specific licenses are required and when?**
  - A City of Las Vegas Business license will be required upon signing of contracts.

David Ulibarri  
Councilor Ward I

Michael Montoya  
Councilor Ward 2

Barbara Casey  
Councilor Ward 3

Marvin Martinez  
Councilor Ward 4



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**6. Under 9. EXECUTION OF CONTRACT: The Contract, Performance Bond and Labor and Material Payment Bond (as needed) shall be executed in (3) original counter parts. The forms and Contract Documents will be as herein included and will be furnished by the Owner. These are bonds not normally associated with this type of work. Are these required?**

- No, they will not be required

**7. Fema prohibits the use of local geographic preferences.**

- Therefore, evaluation sheet (New Mexico Resident 2.5/Veterans Preference 2.5) will be removed and not required.

**8. Please see attached new evaluation sheet**

RFP 2024-19: DISASTER RECOVERY SERVICES FOR CITY OF LAS VEGAS NM

CURRENT & FUTURE DISASTERS

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ADDENDUM MAY BE OBTAINED FROM THE CITY OF LAS VEGAS CITY CLERK'S OFFICE AT 905 12<sup>TH</sup> STREET., LAS VEGAS, NEW MEXICO 87701. CITY WEB PAGE: [www.lasvegasnm.gov](http://www.lasvegasnm.gov), BY WRITING TO 905 12<sup>TH</sup> STREET. OR BY CALLING 505-454-1401. ALL OTHER PROVISIONS OR THE RFP DOCUMENTS REMAIN UNCHAINED.

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## EVALUATION SHEET

### Offerors:

Proposal must address each of the following criteria to receive points.

<b>Rating Sheet For (applicant name):</b>		
<b>Item</b>	<b>Possible Points</b>	<b>Points Awarded</b>
1. <b>Introduction and Statement of Qualifications:</b> Offeror shall describe the unique qualifications of their organization in providing these services.	15	
2. <b>Project Team:</b> The names of the project team that will be assigned to this project if Offeror is awarded, including individuals in leadership capacities for the Scope of Work.	25	
3. <b>Scope of Services:</b> For each item under Scope of Services in this RFP, describe Offeror's ability to provide the Services, identify and describe any known constraints in fulfilling the Scope of Services as described, and identify any modifications to the proposed Scope of Services that may be deemed necessary or may aid in successfully delivering the Services.	25	
4. <b>Rates, Fees, Costs, and Expenses</b>	15	
5. <b>References:</b> as described below in Organization References	10	
6. Disadvantaged Business Certification	10	
Total Possible Awarded Points	<b><u>100</u></b>	