



Purchasing Services Office
801 Leroy Place
Socorro, NM 87801
(575) 835-5886

Letter of Addendum

TO: All Offerors

FROM: Lisa Majkowski, Director of Purchasing Services

DATE: 10/23/2026

RE: RFP Number: RFP #27090008 - Amendment No. 1
Commodity: Commercial Card Services IDIQ

Q1. Approximately how many cardholders do you expect, and what is your estimated annual spend across P-Card, T-Card, and Fleet?

A1. P-Card: approximately 300-350 cards, estimated at \$2-2.5M annually
T-Card: approximately 100-150 cards, estimated at \$750K-\$1M annually
Fleet/Gas Card: approximately 100-150 cards; estimated at \$100-120K annually

Q2. Will any card spend be charged to grants or sponsored projects? If so, are there grant-specific requirements, such as project codes in the transaction feed, allowability controls, or record retention?

A2. Yes, there will be transactions that are allocated to sponsored projects. Project/Activity Codes, allowability controls, and record retention are required for all transactions.

Q3. Is mileage entry at the pump a hard requirement, or is fuel spend control with MCC and limit controls enough? Do you need vehicle-level data?

A3. Mileage entry at the pump is preferred. Vehicle-level data is needed.

Q4. Data feeds (Ellucian Banner) would CSV, SFTP, or API feeds be acceptable, any strong preference?

A4. Integration through Chrome River/Emburse is required.

Q5. Chrome River / Emburse - Is feeding Chrome River required, or would you consider a vendor with its own expense management in place of it?

A5. Chrome River/Emburse is required.

Q6. Is there a set budget for this procurement? Our solution is a bit different in the sense that that we combine corporate cards with spend management, expense automation, procurement, and real-time financial controls. Our platform fee for paid plans reflects the additional value of our advanced software, automation, and capabilities that go far beyond simply issuing cards, and would replace tools like Chrome River - is this something that NMT is open to?

A6. NMT is only looking for corporate card accounts at this time.

Q7. What monthly credit limit do you expect?

A7. Please provide credit limit options that align with estimated annual spending amounts in A1, including flexible industry-standard limits, anticipated growth, and peak spending periods.

Q8. Is NMT required to use any statewide price agreement or existing card contract, or is this an open selection?

A8. This is an open selection; more than one vendor may be selected.

ALL OFFERORS ARE REQUIRED TO CONFIRM THE RECEIPT OF THIS AMENDMENT IN THEIR RESPONSE.
ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED.