



Purchasing Services Office
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Letter of Addendum

TO: All Offerors

FROM: Lisa Majkowski, Director of Purchasing Services

DATE: 07/02/2026

RE: RFP Number: RFP #27070001 - Amendment No. 2
Commodity: Production and Communications IDIQ

Q1. The RFP states that the price portion of the offer will remain sealed until technical evaluation is complete. Should the cost proposal be submitted in a separately sealed envelope within the proposal package, or simply as a clearly labeled section?

A1. Please submit the cost proposal [in](#) a separate, sealed envelope.

Q2. May proposers respond to selected Scope of Work categories rather than all categories, and will partial-scope responses be evaluated equally within the categories proposed?

A2. Proposals can be any of the Scope of Work categories, and certainly do NOT need to be all of the categories.

Q3. For portfolio submissions, would NMT/NMBGMR consider signage, wayfinding, and environmental graphic design projects responsive if they demonstrate design, production, content coordination, public-facing communications, accessibility, and work for higher education/scientific institutions? This would be considered public-facing information design, environmental communications, production coordination, accessibility-conscious design, and higher education stakeholder management.

A3. Yes.

- Q4. Are portfolio projects required to be natural resources or earth science-specific, or may they be higher education projects with comparable complexity, audience needs, and production requirements?
- A4. Any examples that highlight skill and applicability to earth sciences/ natural resources are helpful.
- Q5. For the required three portfolio case studies, may proposers include a mix of completed project PDFs, links, photography, design documents, and editorial/production examples?
- A5. Yes, please send electronically, highlighting any of the Scope of Work categories you wish to be considered.
- Q6. Does NMT/NMBGMR have specific accessibility standards or compliance requirements beyond general federal accessibility standards referenced in the RFP?
- A6. No. At this time, we are primarily working toward general federal compliance / standards and considering other improvements required for earth science products.
- Q7. Are selected contractors expected to perform print production management only, or may they also provide vendor coordination, production specifications, environmental graphics, signage systems, and installation coordination when requested?
- A7. No, this is not print production management only. We expect to provide products in a variety of formats and options as part of this RFP.
- Q8. Will task orders under the IDIQ be issued by service category, project, hourly rate, or deliverable-based pricing?
- A8. This will depend on the service category from the SOW, and particular project. Typically invoicing is by hourly rates.
- Q9. Is there an anticipated annual budget, historical spend, or expected volume of work under this IDIQ?
- A9. Annual budget is highly variable depending on state funding, grants and contract, as well as staff capacity internally and specific project needs. This year, it is expected to be larger than previous years, but exact budget changes as projects are started or completed.
- Q10. Does NMT/NMBGMR anticipate awarding contracts to multiple vendors by specialty area, such as editing, graphic design, multimedia, project management, publication production, or environmental graphics?
- A10. Yes, as IDIQ RFP, we expect to select several vendors to work on many projects lined up for this year and years ahead.

- Q11. Are subcontractors or teaming partners permitted, and if so, should their qualifications, rates, and portfolio examples be included in the proposal?
- A11. Yes, subcontractors are permitted. Yes, they should be listed in the proposal with qualifications, rates and electronic portfolio examples.
- Q12. Should the redacted technical proposal exclude only confidential/proprietary information, or should pricing also be omitted from the redacted version?
- A12. Please keep the cost proposal separate and not part of the technical proposal. You may label the cost proposal as "Confidential."
- Q13. Are there required tabs or alpha-designated sections referenced in Section 1.13, or should proposers organize the response according to the evaluation criteria and required forms?
- A13. Organization along with the evaluation topics is ideal.
- Q14. Are electronic portfolio links acceptable if the physical proposal also includes representative screenshots or printed samples?
- A14. Electronic portfolios are PREFERRED.
- Q15. Will interviews or presentations be required or optional after submission?
- A15. No.
- Q16. As our firm does not meet the bonus requirements of being in-state, Native American, or a veteran, does this potential loss of points put our firm at a major disadvantage?
- A16. No evaluation points are lost, the New Mexico Preference points are on top of the regular score.

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