



Purchasing Services Office  
801 Leroy Place  
Socorro, NM 87801  
(575) 835-6168

## **Letter of Addendum**

**TO:** All Offerors

**FROM:** Meradeth Montoya, Associate Director of Purchasing

**DATE:** 10/14/2026

**RE:** RFP Number: RFP #27090006 - Draft Amendment No. 5

Commodity: Statewide Aquifer Monitoring Well Prioritization Project

Q1: NM Business Preference Certification: Would submission of a Certificate of Good Standing be allowed as a temporary substitute for the NM Business Preference Certification while the certification is being obtained?

A1: A Certificate of Good Standing is not an acceptable substitute for the New Mexico Business Preference Certification. To receive the applicable preference, offerors must submit a valid New Mexico Business Preference Certificate in accordance with the requirements of the RFP and applicable New Mexico law.

Q2: Section 4.1.1, References: Should the reference letters be signed letters, or is client contact information with a project description acceptable?

A2: Reference letters should include the client's name, email address, phone number, and a description of the services performed. The reference letters do not need to be signed.

Q3: Sections 4.1.1 and 15.9, Cost Proposal Requirements: Is a table of rates and charges sufficient, or should the cost proposal include task-level pricing or an estimated total? Section 4.1.1 appears to require a full cost proposal, while Section 15.9 suggests that a rate table is sufficient.

A3: A full cost proposal is required, including task-level pricing and the total proposed project cost. A table of rates and charges alone is not sufficient. The Cost Proposal must be submitted separately from the Technical Proposal.

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