



**Purchasing Services Office**

801 Leroy Place  
Socorro, NM 87801  
(575) 835-5881

**Letter of Addendum**

TO: All Proposers

FROM: Kimela Miller, CPO

DATE: May 31, 2023

RE: RFP Number: RFP# 2305012C  
Commodity: Professional Services – Technical Water Educators and Facilitators

- Q1) Do the requirements for Worker's Compensation apply to sole proprietors?  
A1) Workers' compensation coverage is not required for a sole proprietor who does not have employees.
- Q2) What statute is being referred to in the text "WORKERS COMPENSATION - minimum by Statute"?  
A2) It is the minimum set by the state under Statute 52-1-1. See the state website for more information. [https://nmonesource.com/nmos/nmsa/en/item/4394/index.do#!fragment/zoupio-\\_Toc123677926/BQCwhgziBcwMYgK4DsDWszlQewE4BUBTADwBdoAvbRABwEtsBaAfX2zgEYAmAZgDYA7AICcXPgEoANMmylCEAlqJCuAJ7QA5BskRCYXaiUr1WnXoMgAynlIAhdQCUAogBknANQCCAOQDCTyVlwACNoUnZxcSA](https://nmonesource.com/nmos/nmsa/en/item/4394/index.do#!fragment/zoupio-_Toc123677926/BQCwhgziBcwMYgK4DsDWszlQewE4BUBTADwBdoAvbRABwEtsBaAfX2zgEYAmAZgDYA7AICcXPgEoANMmylCEAlqJCuAJ7QA5BskRCYXaiUr1WnXoMgAynlIAhdQCUAogBknANQCCAOQDCTyVlwACNoUnZxcSA)
- Q3) Is \$10,000,000 General Liability combined single limit coverage required for this project?  
A3) Only if you are working on the NM Tech campus or other NM Tech leased premises.
- Q4) Is it a requirement that the NMIMT be named as an additional insured with respect to this project?  
A4) Yes, if you are working on the NM Tech campus or other NM Tech leased premises.
- Q5) Are the Premises/Operations Liability, Products and Completed Operations Coverage, Independent Contractor's Liability, Owner's and Contractor's Protective Liability and Personal Injury Liability required for this project?  
A5) No, unless you are working on the NM Tech campus or other NM Tech leased premises. The only other case this would apply is if you are required to have insurance due to the nature of your profession. For example, architects have to have "architect errors and omissions insurance".
- Q6) On page 5, in the Evaluation Criteria for 1.1 b., could you please clarify who the "owner's representative" refers to in the text "the name, address, email address and telephone number of the owner's representative." ?  
A6) This refers to the owner of the company for which the work was performed. It could also refer to the person they have hired as the project manager.
- Q7) On Page 4 Section 1.13 states "Proposers should organize each copy of their offer as follows, with a tab / section for each alpha designation and its title, in order to simplify evaluation." Could you please provide headings to be used to format the proposal?  
A7) They are the same ones listed in the criteria on page 5, plus another section that will include the signed forms.

**All other terms and conditions of the RFP remain unchanged.**

**ALL Offerors are required to confirm the receipt of this amendment in their offer.**

Xc: File