JUNE 5, 2006
ADDENDA NUMBER: 2
BID NUMBER: RFB2006-103-BH
TITLE: PEST CONTROL

THE SIGNATURE PAGE SECTIONS SHALL BE RENUMBERED AS FOLLOWS:

Group 1	Aviation Department
Group 2	Corrections
Group 3	Department of Municipal Development
Group 4	FCS Community Centers
Group 5	FCS Child Development & EHS Centers
Group 6	FSC Health & Social Services
Group 7	Fire Department
Group 8	Fleet Management
Group 9	Housing Services
Group 10	Libraries
Group 11	Museums & Theaters
Group 12	Parks & Parks Construction
Group 13	Police Department
Group 14	Records Center
Group 15	Department of Senior Affairs (Meal Sites)
Group 16	Seniors Centers
Group 17	Solid Waste
Group 18	Transit Department
Group 19	City Warehouse

-Please note that a new signature line has been added for Group 6 at bottom of this page, have employees sign on this page. Specifications are already in this RFB and can be found on Page 16.

East Central Health & Social Services Center _____
306 San Pablo SE, Suite B
John Marshall Health & Social Services Center_____
1500 Walter SE
Alamosa Health & Social Services Center _____
6900 Gonzales Road SW
Los Griegos Health & Social Services Center_____
1231 Candelaria NW

-Correct Line 17 on 11 month service to read Subsequent Monthly Rate – Solid Waste not Senior Centers.

-YOU MUST RETURN VERIFICATION OF RECEIPT OF THIS ADDENDUM WITH YOUR BID RESPONSE VIA LETTER OR A SIGNED COPY OF THIS FORM. **FAILURE TO DO SO MAY CAUSE YOUR BID RESPONSE TO BE CONSIDERED NON-RESPONSIVE.**

ACKNOWLEDGED AND RETURNED WITH BID: _____ BY LETTER: _____

SIGNATURE PRINTED NAME TITLE COMPANY

MAY 26, 2006
ADDENDA NUMBER: 1
BID NUMBER: RFB2006-103-BH
TITLE: PEST CONTROL

THIS ADDENDUM IS BEING ISSUED TO INCLUDE THE FOLLOWING REVISIONS TO THE ORIGINAL RFB REQUIREMENTS.

REVISIONS TO THE ORIGINAL RFB REQUIREMENTS ARE AS FOLLOWS:

1. THE BID DATE IS BEING EXTENDED UNTIL JUNE 28, 2006.

2. ON PAGE 31, TERMITE CONTROL IS DONE BY LINEAR FEET NOT SQUARE FEET.

3. THERE WAS NO PROVISION MADE FOR BED BUGS: THIS IS WILL BE BASED ON A SITUATION BASIS. QUOTES WILL BE REQUESTED BY USER AGENCY.

ALL ADDITIONAL TERMS, CONDITIONS & SPECIFICATIONS OF THE ORIGINAL BID DOCUMENT ARE TO REMAIN UNCHANGED.

-YOU MUST RETURN VERIFICATION OF RECEIPT OF THIS ADDENDUM WITH YOUR BID RESPONSE VIA LETTER OR A SIGNED COPY OF THIS FORM. **FAILURE TO DO SO MAY CAUSE YOUR BID RESPONSE TO BE CONSIDERED NON-RESPONSIVE.**

ACKNOWLEDGED AND RETURNED WITH BID: _____ BY LETTER: _____

SIGNATURE PRINTED NAME TITLE COMPANY

CITY OF ALBUQUERQUE

REQUEST FOR BID

THE CITY OF ALBUQUERQUE, PURCHASING OFFICE IS REQUESTING OFFERS FOR THE FOLLOWING GOODS OR SERVICES.

REQUEST NUMBER: RFB2006-103-BH
TITLE: PEST CONTROL
OPENING DATE: **JUNE 14, 2006** **(1:30 PM)**

FOR ADDITIONAL INFORMATION CONTACT:

BERNICE HUGHES, SENIOR BUYER (505) 768-3339
CITY OF ALBUQUERQUE PURCHASING OFFICE
ALBUQUERQUE/BERNALILLO COUNTY GOVERNMENT CENTER
POST OFFICE BOX 1293
ONE CIVIC PLAZA
ALBUQUERQUE, NEW MEXICO 87103

THE CITY CLERK OF THE CITY OF ALBUQUERQUE WILL RECEIVE SEALED OFFERS FOR THE GOODS OR SERVICES DESCRIBED IN THIS REQUEST AT:

OFFICE OF THE CITY CLERK
CITY OF ALBUQUERQUE
POST OFFICE BOX 1293
ONE CIVIC PLAZA
ALBUQUERQUE, NEW MEXICO 87103

HAND CARRIED OFFERS WILL BE RECEIVED AT THE OFFICE OF THE CITY CLERK, ALBUQUERQUE/BERNALILLO COUNTY GOVERNMENT BUILDING, 11TH FLOOR, 1 CIVIC PLAZA, ALBUQUERQUE, NM.

OFFERS WILL BE RECEIVED UNTIL **1:30 PM** **JUNE 14, 2006**

NOTE: USE OF THE MAIL SERVICE IS AT YOUR OWN RISK FOR PROPER DELIVERY.

OFFERS WILL BE OPENED PROMPTLY AT **1:30 PM** AT:
ALBUQUERQUE/BERNALILLO COUNTY GOVERNMENT CENTER
7TH FLOOR CONFERENCE ROOM
ONE CIVIC PLAZA
ALBUQUERQUE, NEW MEXICO

ALL OFFERORS ARE RESPONSIBLE FOR READING AND UNDERSTANDING ALL INFORMATION CONTAINED IN THIS REQUEST. OFFERORS ARE RESPONSIBLE FOR CHECKING TO ASSURE THAT NO PAGES ARE MISSING. PLEASE CHECK THIS PACKAGE UPON RECEIPT. IF ANY PAGES ARE MISSING PLEASE CONTACT THE BUYER NAMED ON THE COVER PAGE.

THE FOLLOWING INFORMATION AND FORMS ARE REQUIREMENTS FOR THIS REQUEST.

_____ OFFEROR COMPLIANCE FORM
COMPLETE ALL APPLICABLE INFORMATION, INCLUDING YOUR FEDERAL TAX IDENTIFICATION NUMBER, AND RETURN IT WITH YOUR OFFER.

_____ PRICING DETAIL FORM(S)
COMPLETE ALL PRICING DETAIL, INCLUDING UNIT AND EXTENDED PRICES (THIS IS VERY IMPORTANT).

_____ REFERENCES:
BIDDERS SHALL PROVIDE REFERENCES PER SECTION 12 ON PAGE 9

_____ GROUP SPECIFICATION CHARTS
COMPLETE THE GROUP SPECIFICATIONS CHARTS FOR THE GROUPS WHICH THE OFFEROR IS INTERESTED IN. ALSO COMPLETE THE OPTIONS PRICING LIST.

_____ LICENSE INFORMATION
COMPLETE ALL APPLICABLE INFORMATION AND RETURN WITH OFFER

_____ CERTIFICATE OF MANDATORY SITE INSPECTION
COMPLETE ALL APPLICABLE INFORMATION AND RETURN WITH OFFER

_____ SITE INSPECTION SIGNATURE PAGES
COMPLETE SIGNATURE PAGES PER DIRECTIONS AND RETURN WITH OFFER.

_____ OFFEROR COMMENTS FORM
IF APPLICABLE, COMPLETE, SIGN AND RETURN WITH YOUR OFFER.

_____ LOCAL PREFERENCE CERTIFICATION FORM
IF APPLICABLE, COMPLETE SIGN AND RETURN WITH YOUR OFFER. THIS FORM MUST ACCOMPANY YOUR OFFER TO BE CONSIDERED FOR THE PREFERENCE.

VENDOR NAME: _____

OFFEROR COMPLIANCE FORM
RFB2006-103-BH

REQUEST NUMBER: RFB2006-103-BH
OPENING DATE: **JUNE 14, 2006**

DELIVERY DATE: _____
(PLEASE SPECIFY)

REQUISITION NUMBER:

FOR FURTHER INFORMATION CALL
BERNICE HUGHES
AT (505) 768-3339

FOB POINT:
VARIOUS REPRESENTATIVES
VARIOUS LOCATIONS WITHIN THE
GREATER ALBUQUERQUE METRO AREA
ALBUQUERQUE, NM

BID BOND AMOUNT: $0.00
BID BOND PERCENT: 0%

PERFORM BOND AMOUNT: $0.00
PERFORM BOND PERCENT: 0%

IF APPLICABLE, BID AND PERFORMANCE BOND INFORMATION CAN BE FOUND IN THE SUPPLEMENTAL TERMS AND CONDITIONS.

DISCOUNT: PLEASE INDICATE YOUR FIRM'S DISCOUNT FOR PROMPT PAYMENT:
(THE MINIMUM ACCEPTABLE PERIOD IS 20 CALENDAR DAYS)

20 CALENDAR DAYS: _____ %

30 CALENDAR DAYS: _____ %

OTHER: _____ CALENDAR DAYS: _____ %

A 5% LOCAL PREFERENCE IS AVAILABLE FOR THIS BID. THE LOCAL PREFERENCE CERTIFICATION FORM MUST BE COMPLETED, CERTIFIED AND SUBMITTED WITH THE BID IN ORDER TO BE CONSIDERED.
LOCAL PREFERENCE REQUESTED: MFG? _____ BUSINESS? _____

PLEASE ENTER THE STATE RESIDENT PREFERENCE NUMBER HERE: _____ MFG?: _____ BUSINESS? _____

COMPLIANCE AGREEMENT

I, UNDERSTAND, HAVE READ AND EXAMINED THE GENERAL TERMS, CONDITIONS, ANY SUPPLEMENTAL TERMS AND CONDITIONS, AND THE SPECIFICATIONS OF THIS REQUEST AND AGREE TO COMPLY WITH ALL OF THEM.

SIGNATURE: _____ DATE: ____/____/____

NAME: _____ TITLE: _____
(PRINT OR TYPE)

COMPANY NAME: _____ EIN: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: ( ) _____ - _____ FAX: ( ) _____ - _____

DIRECT DEPOSIT PAYMENTS TRANSFERS ARE STRONGLY ENCOURAGED. TO ACCESS FORMS VISIT HTTP://WWW.CABQ.GOV/VENDOR/VENDORACH.HTML.

PRICING DETAIL FORM
RFB2006-103-BH

IN ACCORDANCE WITH THE ENCLOSED SPECIFICATIONS, TERMS AND CONDITIONS, FURNISH THE CITY WITH THE FOLLOWING:

GROUP NO.	ITEM NO.	QUANTITY PER UNIT	ITEM	UNIT PRICE	TOTAL PRICE
1	1	1 Quarter	First Quarter Initial Service – Aviation Department	$	$
	2	3 Quarters	Subsequent Quarterly Rate – Aviation Department	$	$
				GROUP 1 TOTAL PRICE	**$**
2	3	1 Month	First Month Initial Service – Corrections Department	$	$
	4	11 Months	Subsequent Monthly Rate – Corrections Department	$	$
				GROUP 2 TOTAL PRICE	**$**
3	5	1 Quarter	First Quarter Initial Service – Department of Municipal Development	$	$
	6	3 Quarters	Subsequent Quarterly Rate – Department of Municipal Development	$	$
				GROUP 3 TOTAL PRICE	**$**
4	7	1 Month	First Month Initial Service – FCS Community Centers	$	$
	8	11 Months	Subsequent Monthly Rate – FCS Community Centers	$	$
				GROUP 4 TOTAL PRICE	**$**
5	9	1 Month	First Month Initial Service - FCS Child Development & EHS Centers	$	$
	10	11 Months	Subsequent Monthly Rate – FCS Child Development & EHS Centers	$	$
				GROUP 5 TOTAL PRICE	**$**
6	11	1 Month	First Month Initial Service – FCS Health & Social Services	$	$
	12	11 Months	Subsequent Monthly Rate – FCS Health & Social Services	$	$
				GROUP 6 TOTAL PRICE	**$**
7	13	1 Month	First Month Initial Service – Fire Department	$	$
	14	11 Months	Subsequent Monthly Rate – Fire Department	$	$
				GROUP 7 TOTAL PRICE	**$**

VENDOR NAME: _____

8	15	1 Month	First Month Initial Service – Fleet Management Division	$	$
	16	11 Months	Subsequent Monthly Rate – Fleet Management Division	$	$
				GROUP 8 TOTAL PRICE	**$**
9	17	1 Quarter	First Quarter Initial Service – Housing Services	$	$
	18	3 Quarters	Subsequent Quarterly Rate – Housing Services	$	$
				GROUP 9 TOTAL PRICE	**$**
10	19	1 Month	First Month Initial Service – Libraries	$	$
	20	11 Months	Subsequent Monthly Rate – Libraries	$	$
				GROUP 10 TOTAL PRICE	**$**
11	21	1 Month	First Month Initial Service – Museums & Theaters	$	$
	22	11 Months	Subsequent Monthly Rate – Museums & Theaters	$	$
				GROUP 11 TOTAL PRICE	**$**
12	23	1 Month	First Month Initial Service – Parks & Parks Construction	$	$
	24	11 Months	Subsequent Monthly Rate – Parks & Parks Construction	$	$
				GROUP 12 TOTAL PRICE	**$**
13	25	1 Month	First Month Initial Service – Police Department	$	$
	26	11 Months	Subsequent Monthly Rate – Police Department	$	$
				GROUP 13 TOTAL PRICE	**$**
14	27	1 Month	First Month Initial Service – Records Center	$	$
	28	11 Month	Subsequent Monthly Rate – Records Center	$	$
				GROUP 14 TOTAL PRICE	**$**
15	29	1 Month	First Month Initial Service – Department of Senior Affairs (Meal Sites)	$	$
	30	11 Months	Subsequent Monthly Rate – Department of Senior Affairs (Meal Sites)	$	$
				GROUP 15 TOTAL PRICE	**$**

VENDOR NAME: _____

16	31	1 Month	First Month Initial Service – Senior Centers	$	$
	32	11 Months	Subsequent Monthly Rate – Senior Centers	$	$
				GROUP 16 TOTAL PRICE	**$**
17	33	1 Month	First Month Initial Service – Solid Waste	$	$
	34	11 Months	Subsequent Monthly Rate – Senior Centers	$	$
				GROUP 17 TOTAL PRICE	**$**
18	35	1 Quarter	First Quarter Initial Service – Transit Department	$	$
	36	3 Quarters	Subsequent Quarterly Rate – Transit Department	$	$
				GROUP 18 TOTAL PRICE	**$**
19	37	1 Month	First Month Initial Service – City Warehouse	$	$
	38	11 Months	Subsequent Monthly Rate – City Warehouse	$	$
				GROUP 19 TOTAL PRICE	**$**

TOTAL PRICE MUST INCLUDE ALL APPLICABLE TAXES, LICENSES, REGISTRATION, FREIGHT AND FEES.

ALL QUESTIONS MUST BE ADDRESSED IN WRITING (E-MAIL OR FAX) TO:

BERNICE HUGHES, SENIOR BUYER
E-MAIL: BHUGHES@CABQ.GOV
FAX: (505) 768-3355

**********LAST ITEM **********

VENDOR NAME: _____

1. General

   1.1. Listed below are the General Specifications. In addition each Group may have its own Group Specifications. In the event there is a conflict between the provisions of the General Specifications and Group Specifications, the provisions of the Group Specifications shall control.

2. Description

   2.1. The purpose of this request for bid (RFB) is to establish a contract for all labor and materials necessary to achieve effective insect, rodent and bird control. Service representatives shall make additional visits and treatments as the City of Albuquerque ("the City") deems necessary. Such service visits shall be made promptly when requested by a designated representative of the City.

   2.2. All pest control work shall be performed in a safe manner and in accordance with the most modern and effective scientific pest control procedures.

   2.3. The awarded Contractor will guarantee reasonable control of pest infestation to the satisfaction of the City.

3. General Pre-Bid Conference **(Not mandatory but highly recommended.)**

   3.1. This is a pre-bid conference is intended for clarification of items in this bid.

   3.2. The City shall have in attendance key personnel to answer questions or discuss issues that may arise. Questions should be prepared prior to the conference and a copy of such questions submitted to the purchasing representative on the day of the conference. **No questions will be accepted ten (10) days prior to bid opening.**

4. Certifications

   4.1. The awarded Contractor must provide evidence that it is licensed by the State of New Mexico for Pest Control Application, by providing a copy of license with the bid. A list of current employees and their licenses must also be provided and maintained with the City.

   4.2. The awarded Contractor must have adequate staff to provide consistent services.

5. Proper Dress

   5.1. Contractor shall be dressed in distinctive, clean, neat-appearing uniforms. If uniforms are not required, a clean, neat appearing shirt and jeans shall be required.

6. Type of Pest Control

   6.1. The awarded Contractor shall thoroughly inspect and provide pest control services on a regular basis according to each department.

   6.2. This includes the interior and exterior of each area and/or unit.

   6.3. The awarded Contractor shall use integrated pest control baiting methods (IPM) and other integrated pest control procedures exclusively.

   6.4. IPM is required by the City for health and environmental reasons. It is the City's goal to have effective pest control services while at the same time reducing the use of chemical pesticides to a minimum. Chemical pesticides are to be used only when necessary and the IPM program is to be utilized for the duration of any contract issued as a result of this RFB.

   6.5. The awarded Contractor shall have the capability of spraying the interior of each area and proper application of granules or other approved material on the exterior of the units with State and Federally approved chemicals on an as-needed basis as determined by the City.

   6.6. Specified treatment formulation must meet all local, State and Federal regulations and must be acceptable to the City.

   6.7. All formulation must:

      6.7.1. Be odorless in public places (ficam-w or approved equal)
      6.7.2. Be harmless to all humans and animals
      6.7.3. Have a residual value of over twenty-five (25) days.
      6.7.4. Be stainless
      6.7.5. All chemicals used indoors shall be odorless and non-selective.
      6.7.6. Chemicals to be used outdoors shall be water based with a residual value over twenty-five (25) days.

6.8. Special care shall be exercised in the use of liquid insecticides in areas having asphaltic, mastic, or linoleum floor services.

7. Locations

7.1. It will be the responsibility of each bidder to familiarize themselves with the areas specified prior to formulating their bid offer. (see section M-8 for mandatory site inspections)

7.2. The awarded Contractor for each location being serviced will provide notices to tenants advising that any problems noted by any of the tenants should be immediately reported to the City Department.

7.3. The City reserves the right to add additional areas and/or units to the location. Any additional cost must be within pricing structure of bid and can be accepted or rejected by the City Purchasing Office.

7.4. If a new location within the City of Albuquerque needs to be serviced, a vendor will be selected from list of vendors on contract for service.

8. Treatment Areas

8.1. Indoor Treatment Areas: As applicable all areas to be treated and/or sprayed shall be, but not limited to:

- Offices
- Conference rooms
- Restrooms/Bathrooms
- Workstations
- Storage rooms
- Closets
- Boiler
- Crawl spaces
- Stairways
- Windows
- Kitchen areas
- Entrances
- Recreation rooms
- Baseboards and doors
- Day rooms
- Living Rooms, Bedrooms

8.2. Outdoor Treatment Areas: As applicable, all areas to be treated and/or sprayed shall be, but not limited to:

- All building perimeters
- Crawl spaces
- Doors
- Trash areas
- Entrances
- Yards
- Windows
- All designated property areas owned by awarded group
- Eaves
- Porches & Patio areas

9. Scheduling

9.1. It shall be the awarded Contractor's responsibility to collaborate with the City a schedule of treatment and strictly adhere to that schedule.

9.2. The awarded Contractor will be required to return to areas that may have achieved unsatisfactory results and respray as specified by the City.

9.3. All services, regular and special, shall be rendered at such times as not to interfere with tenants and other persons in or about the premises.

10. Records

10.1. The awarded Contractor shall be required to maintain a service record incorporating integrated pest control methods of work done at each location and shall make this record available for inspection.

10.2. Each service record should note the following:

10.2.1. Date of services
10.2.2. Conditions noted by service person and remedial action required
10.2.3. Time in and time out
10.2.4. Signatures of service person and designated City employee

11. Billing

11.1. The awarded Contractor shall provide a separate quote for each location within each group awarded.

11.2. Each location is to be billed separately.

11.3. Each bill will be accompanied by a pest control service report incorporating integrated pest control methods for the particular location.

11.4. There must be proof of service for payment to be made (see 10.2).

11.5. The appropriate charge at each location is to include all services required and any return call as required.

12. References

12.1. Bidders shall provide with their submitted bids three (3) bid references for similar commercial pest control contracts handled within the past two years, including:

- Company name
- Address
- Contact name and title
- Phone number
- E-mail address

13. Insurance

13.1. A certificate of insurance will be required from the recommended contractor prior to contract award.

13.2. Failure to produce the certificate of insurance exactly as specified in this bid within fourteen (14) calendar days from the date of the request may be grounds for disqualification of the offer.

14. Group Sections

14.1. The following pages contain the Group Specifications and Pricing List. Each group section will contain the following information:

14.1.1. Name of Group

14.1.2. All interested bidders must attend the General Pre-Bid Meeting to qualify for bidding any Groups.

14.1.3. Frequency of Services

14.1.4. Frequently scheduled services shall be required as follows (ie. Monthly, quarterly, bi-weekly, etc.):

- Monthly
- Quarterly (every 3 months)
- Twice a Month (as required).

15. Service Schedule

15.1. This will be the days of week and the time period during the day that the awarded Contractor will be able to perform the services at that Group's locations.

16. Group Specifications

16.1. These are specifications unique to that Group (where indicated). In the event there is a conflict between the provisions of the General Specifications and Group Specifications, the provisions of the Group Specifications shall control.

17. Group Pricing List

17.1. Bidders shall complete the Group Pricing Lists for each Group in which they are interested. At the end of each list the bidder shall calculate the total and multiply that total by the Frequency Rate, to determine the annual total.

17.2. Failure to submit a completed "Group Pricing List" will cause your submitted bid, for applicable Group(s), to be considered non-responsive.

18. Group Options Pricing List

18.1. Bidders shall complete the Group Option Pricing Lists for services they are able to provide. The Group Option Pricing Lists will not be evaluated as part of the bid response and will be utilized in a multiple award at the offered pricing on an "as needed" basis by the City.

19. Site Inspections will be mandatory

19.1. **Site visits will be mandatory for any Group in which you are interested in bidding. Failure to comply with site inspections will cause your submitted bid to be considered non-responsive.**

19.2. You are requested to submit a certificate of attendance with your bid for each Group in which you are interested in bidding.

GROUP 1 – AVIATION DEPARTMENT

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m. , One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Quarterly
SERVICE SCHEDULE:	Monday – Friday 8:00 AM – 5:00 PM

GROUP SPECIFICATIONS:
Prior to work, all contractors working at the Albuquerque International Sunport are required to meet the airport's security requirements for badging. This includes, for access to the Airport Operations Area (runways and taxiways) and the Security Identification Display Area, successfully passing a 10-year Federal Bureau of Investigation finger print-based Criminal History Records Check (CHRC) 49 CFR Part 1542-209. Cost for the CHRC and badge is $144.00 per individual badge of which $100.00 is refundable, if the badge is returned at the end of the project. All costs are to be borne by vendor. Tony Gurule – Facilities Maintenance Coordinator – 244-7871, Joseph M. Rodriguez – Airport Facility Manager – 244-7787. Call and make appointment for site inspection. Best day of week to do inspections will be a Thursday.

PRICING LIST	
LOCATION	QUARTERLY PEST CONTROL SERVICES
Airport Terminal	$
Consolidated Car Rental Facility	$
Shuttle Bus Facility	$
Automated Flight Service Station Bldg.	$
NWS Building	$
Rental Car Facility (ALL)	$
Exterior Areas	$
Old Terminal Building	$
Airfield Maintenance Building	$
Parking Structure	$
Sandia Hanger	$
Duran Hanger	$
South Cargo Building	$
Belly Freight Building	$
National Weather Service Building	$
Fuel Farm Facility	$
STZ Warehouse	$
QUARTERLY TOTAL	**$**

Transfer Quarterly Total to Page 4

VENDOR NAME: _____

GROUP 2 – CORRECTIONS DEPARTMENT

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Tuesdays, 8 AM – 5 PM
GROUP SPECIFICATIONS: Prior to going out to do servicing contact Peter Ennen, Safety Officer at 839-8860. Specific problems mice, ants **(big problem)**, scorpions, spiders, centipedes. Call for site inspection appointment.	

PRICING LIST	
LOCATION	MONTHLY PEST CONTROL SERVICES
Metropolitan Detention Center (500,000 sq. ft.), 100 John Dantis SW	$
Metropolitan Detention Center Warehouse (15,000 sq. ft.), 100 John Dantis SW	$
Community Custody Program, 601 First Street NW	$
MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 4

VENDOR NAME: _____

GROUP 3 – DEPARTMENT OF MUNICIPAL DEVELOPMENT

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m. One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Quarterly
SERVICE SCHEDULE:	Monday – Friday 8 AM – 5 PM
GROUP SPECIFICATIONS: Contact Ed Padilla at 768-2693 for City/County Government Center, Old City Hall, Old APD Building, Law Enforcement Center and Plaza Del Sol before coming in to do servicing. Contact Steve Gutierrez for 4th Street Yards – Buildings "A", "B", and "C" at 768-5312. Call individual responsible for each specific area for site inspection.	

PRICING LIST	
LOCATION	QUARTERLY PEST CONTROL SERVICES
City/County Government Center, 1 Civic Plaza NW	$
Old City Hall, 400 Marquette NW	$
Old APD Building, 401 Marquette NW	$
Law Enforcement Center, 400 Roma NW	$
Plaza Del Sol, 600 2nd Street NW	$
4th Street Yards – Bldgs A,B,C, 1801 4th Street NW	$
QUARTERLY TOTAL	**$**

Transfer Quarterly Total to Page 4

VENDOR NAME: _____

GROUP 4 – FAMILY & COMMUNITY SERVICES (FCS) - COMMUNITY CENTER LISTING

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday, 8 AM – 5 PM
GROUP SPECIFICATIONS: Contracts will be Arnold Sena at 767-5886 or Eddie King at 244-6609. Call Eddie King for list of managers for each center then call centers and make appointments to do site inspections.	

PRICING LIST			
COMMUNITY CENTER	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Alamosa Multi-Service Center	6900 Gonzales SW	256-2093	$
B.R.C. Development	700 Fourth Street	764-1570	$
Barelas Community Center & Boxing Center	801 Barelas Road SW	848-1341	$
Cesar Chavez Community Center	7505 Kathryn SE	256-2680	$
Dennis Chavez Community Center	715 Kathryn SE	848-1341	$
Heights Community Center	823 Buena Vista SE	848-1334	$
Herman Sanchez Community Center	1830 William SE	848-1336	$
Holiday Park Center	11710 Comanche NE	291-6289	$
Isshin Rye Karate	1314 Gibson SE	244-6636	$
Jack Candelaria Community Center	400 San Jose SE	848-1325	$
Jeanne Bellamah Center	11516 Summer NE	291-6253	$
Loma Linda Community Center/Therapeutic	1700 Yale SE	764-1525	$
Los Duranes Community Center	2920 Leopoldo NW	848-1338	$
McKinley Community Center	3401 Monroe NE	888-8183	$
Mesa Verde Community Center	7900 Marquette NE	256-2091	$
Pat Hurley Center	3928 Rincon NW	836-8810	$
Singing Arrow Center	13001 Singing Arrow SE	291-6200	$
Snow Park Center	9501 Indian School NE	332-5250	$
Taylor Ranch Community Center	4900 Kachina NW	768-6006	$
Thomas Bell Community Center	3001 University SE	848-1332	$
Wells Park Community Center	500 Mountain Road NW	848-1390	$
Westgate Community Center	1400 Snow Vista SW	836-8723	$
West Mesa Community Center	550 Glenrio SE	836-3487	$
Whittier Center	1110 Quincy SE	256-2093	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 4

VENDOR NAME: _____

GROUP 5 – FAMILY COMMUNITY SERVICES (FCS) – CHILD DEVELOPMENT & EHS CENTERS

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, room 7096
FREQUENCY OF SERVICES	Monthly
SERVICE SCHEDULE:	Monday – Friday, 8AM – 5 PM
GROUP SPECIFICATIONS: Suggested time to spray centers: 4:00 p.m. to 5:30 p.m. There has been a problem with stray cats using sand areas/playgrounds areas as litter boxes. Contact person is Bernadette Ripley at 767-6518 or Yolanda Krantz at 767-6515. Call for list of managers then call and set up appointments for site inspections.	

PRICING LIST			
CHILD DEVELOPMENT CENTERS	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Central Cluster Office	1500 Walter SE	764-1554	$
West Cluster Office	1812 Candelaria NW	761-6345	$
Alamosa	6900 Gonzales Rd SW	836-8764	$
Barelas/Zoo	1440 Iron SW	764-3234	$
Carlos Rey	1310 Delgado SW	836-8704	$
Duranes	2436 Zickert Rd NW	764-1521	$
Emerson	620 Georgia SE	256-2016	$
Hawthorne	445 Erbbe Street NE	291-6236	$
Herman Sanchez	1830 William Street SE	244-6663	$
La Mesa	7500 Copper NE	256-2063	$
Longfellow	400 Edith NE	765-1866	$
Los Volcanes	6500 Los Volcanes	836-8796	$
Lowell	1700 Sunshine Terrace SE	764-1522	$
MacArthur	1100 Douglas MacArthur Rd NW	761-4023	$
McKinley	3401 Monroe Street NE	888-8134	$
Manzano Mesa	801 Elizabeth SE	291-6227	$
Singing Arrow	13001 Singing Arrow SE	291-6230	$
Tomasita	701 Tomasita NE	291-6228	$
Tres Manos	823 Buena Vista SE	848-1310	$
MacArthur EHS	1100 Douglas MacArthur Rd NW	761-4046	$
Rio Grande Grads EHS	2300 Arenal Road SW	873-8721	$
School on Wheels EHS	129 Hartline SW	764-3297	$
Trumbull EHS	419 Pennsylvania SE	256-2045	$
Main Office	2200 University Blvd. S.E.	767-6500	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 4

VENDOR NAME: _____

GROUP 6 – FAMILY & COMMUNITY SERVICES (FCS) – HEALTH & SOCIAL SERVICES

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	8:00 AM – 5:00 PM
GROUP SPECIFICATIONS: CONTACT PERSON IS DIFFERENT FOR EACH CENTER: George Montoya, East Central Health, 256-2070, Susan Dixon, John Marshall Health, 848-1345, Ernest Vigil, Alamosa Health, 836-8800, Mayan Armijo, Los Griegos Health 761-4050. If bidding on this group, please make contact with each designated person for inspection of centers. Call each individual for site inspection appointment.	

PRICING LIST			
CENTER	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
East Central Health & Social Services Center	306 San Pablo SE, Suite b	256-2070	$
John Marshall Health & Social Services Center	1500 Walter SE	848-1345	$
Alamosa Health & Social Services Center	6900 Gonzales Road SW	836-8800	$
Los Griegos Health & Social Services Center	1231 Candelaria NW	761-4050	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 4

VENDOR NAME: _____

GROUP 7 – FIRE DEPARTMENT

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE	Monday – Friday 8 AM – 5 PM
GROUP SPECIFICATIONS: Contact person is James Chavez at 768-5343. Call for appointment for site inspections.	

PRICING LIST			
FIRE STATION	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Administration	11510 Sunset Gardens SW	833-7300	$
Fire Station #1	724 Silver SW	764-6350 / 764-6351	$
Fire Station #2	301 High SE	848-1312	$
Fire Station #3	141 Girard NE	256-2020	$
Fire HQ #4	301 McKnight NW	848-1314	$
Fire Station #5	123 Dallas NE	256-2025	$
Fire Station #6	623 Griegos NW	761-4035	$
Fire Station #7	116 47th NW	836-8787	$
Fire HQ #8	1400 Indian View NE	291-6205	$
Fire Station #9	9601 Menaul NE	291-6240	$
Fire Station #10	2841 Rio Grande NW	761-4033	$
Fire Station #11	5403 Southern SE	256-2027	$
Fire Station #12	201 Muriel NE	291-6242	$
Fire Station #13	4901 Prospect NE	888-8178	$
Fire Station #14	9817 Eucariz SW	836-8710	$
Fire Station $15	6600 Academy NE	821-0725	$
Fire Station #16	4727 Juan Tabo NE	291-6244	$
Fire HQ #17	3630 Yucca NW	836-8735	$
Fire Station #18	6100 Taylor Ranch NW	897-8810	$
Fire HQ #19	3520 San Andres	888-8110	$
Fire Station #20	7520 Corona NE	857-8415	$
Fire Station #21	10400 Cibola Loop NW	897-8843	$
Fire Station #27	10005 Lyons NW	897-8833	$
Fire Station #29	501 Bear Canyon WN	761-4013	$
Academy	11500 Sunset Gardens SW	768-1900	$
Arson	2510 Quincy NE	872-1493	$
CIP Crew	517 98th SW	833-6986	$
Mechanic Shop	1801 4th NW	768-5393	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 4

VENDOR NAME: _____

GROUP 8 – FLEET MANAGEMENT DIVISION

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday 7AM – 3 PM
GROUP SPECIFICATIONS: In the 6th Street facility the problems are mice, roaches and spiders. The Pino Rd. facility has mice, roaches and small ants in the break room. Contact person is Janie Romero at 857-8082. Call for appointment for site inspections.	

PRICING LIST			
DEPARTMENT	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Fleet Management	1714 6th Street	764-1532	$
Fleet Management.	5501 Pino Rd. NE, Bldg H	857-8252	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 9 – HOUSING SERVICES

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES	Quarterly
SERVICE SCHEDULE:	Monday – Friday, 8 AM – 5 PM
GROUP SPECIFICATIONS: An inspection report shall be provided in which information on previous conditions is referenced. A copy is to be sent to Public Housing Division for monitoring. The Contractor shall report "Poor Housekeeping" conditions to Public Housing by the end of the day or beginning of next workday. Contact persons will be Joseph Montoya at 764-3925 or Fernie Martinez at 764-5963. Call and set up appointment with Joseph Montoya for site inspections.	

PRICING LIST			
ADDRESS	UNIT NUMBERS	TOTAL UNITS	QUARTERLY PEST CONTROL SERVICE
1212 Candelaria NW	1-50	50	$
415 Fruit NE	1-38	38	$
8010 Constitution NE	101-A-111A, 201A-213A, 301A-313A, 401A-413A, 101B-201B-213B, 301B-313B, 401B-413B	101	$
320 Roma NE	1-50	50	$
Broadway/McKnight NE	1840,1842,1844A, 1844B, 1846,1848,1850A, 1850B, 1852,1854,1856A, 1856B, 1858,1860A, 1860A, 1860B, 1862A, 1862B, 1864A, 1864B, 1866A, 1866B, 1868,1870A, 1870B, 1872,1874A, 1874B, 1876A, 1876B, 1878	30	$
608 Grove SE	1-18	18	$
5601 Gibson SE (Wainwright Manor)	1-62	18	$
Sunset Gardens SW	6001, 6005, 6009, 6013, 6101, 6105, 6109, 6113, 6117	9	$
Dennison Road SW	6000, 6001, 6005, 6008, 6009, 6012, 6013, 6016, 6017, 6100, 6101, 6104, 6105, 6108, 6109, 6112, 6113, 6116, 6117	19	$
Trujillo SW	6000, 6001, 6005, 6008, 6009, 6012, 6013, 6016, 6017, 6100, 6101 6104,6105, 6108, 6109, 6112, 6113, 6116, 6117	20	$
Gonzales SW	6000, 6004, 6008, 6012, 6016, 6100, 6104, 6108, 6112, 6116	10	$
60th NW	112A, 112B, 113A, 114,116, 117A, 117B, 118A, 118B, 230A, 230B, 121A, 121B, 122,200,201A, 201B, 202A, 202B, 204A, 204B, 205A, 205B, 207A, 207B, 208,212,213A, 215, 216A, 216B, 217,220A, 220B, 221A, 221B, 224,228,232A, 232B	42	$
514 Morris NE	1-24	24	$
716 Morris NE	1-14	14	$
3224 Lafayette NE	1-18	18	$
2709 12th SW	1-22	22	$
124 Pennsylvania SE	1-20	20	$
9000 Veranda NE	1-35	35	$
120 La Plata NW	1-32	32	$
903 Nakomis NE	1-16	16	$
2905 Chelwood NE	1-25	25	$

VENDOR NAME: _____

GROUP 9 – HOUSING SERVICES

Don Gabal Loop NW	3200, 3204, 3208, 3209, 3212, 3215, 3216, 3220, 3224, 3228, 3232, 3235, 3236, 3240, 3244, 3248, 3252	17	$
615 Arno NE	1-8	8	$
9725 Comanche NE	1-14	14	$
140 General Bradley NE	1-14	14	$
6100 Harper Place NE	1-60	60	$
701 5th Street NW	1-60	60	$
Grady Court NE	13800, 13804, 13808, 13812, 13816, 13820, 13824, 13828, 13832, 13836, 13901, 13905, 13909, 13913, 13917	15	$
Knox Court NE	801,805,809,815,819,823,827,831,835,839	10	$
Jason Court NE	1001, 1005, 1009, 1013, 1017, 1021, 13801, 13804, 13805, 13808, 13809, 13812, 13816, 13820, 13824	15	$
Nambe NE	13800, 13801, 13804, 13805, 13808, 13809, 13812, 13813, 13816, 13817	10	$
9109 Copper NE (Los Altos)	1-48	48	$
5212 Cherokee NE	Single Family Home	1	$
6416 Avenida La Costa NE	Single Family Home	1	$
1205 Ralph Court NE	Single Family Home	1	$
5221 Bogart NW	Single Family Home	1	$
11101 Fairbanks NE	Single Family Home	1	$
9014 Cordova NE	Single Family Home	1	$
717 Claudine NE	Single Family Home	1	$
6520 Azuela NW	Single Family Home	1	$
1840 University Blvd SE	Housing Administrative Offices	1 building	$
		QUARTERLY TOTAL	**$**

Transfer Quarterly Total to Page 5

VENDOR NAME: _____

GROUP 10 - LIBRARIES

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday 8AM – 5PM

GROUP SPECIFICATIONS:
Servicing of libraries will have to be done when they are closed. There are three (3) branches that are open seven (7) days a week from September thru May, this will have to be worked out with the contact person, Ross Gurule, Building Maintenance Coordinator at 768-5175. Call and set up appointment for site inspections.

PRICING LIST			
LIBRARY	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Alamosa/Robert L. Murphy	6900 Gonzales SW	836-0684	$
Cherry Hills	6901 Barstow NE	857-8321	$
East Mountain Library	Hwy. 333, Tijeras	281-8508	$
Erna Fergusson	3700 San Mateo NE	888-8100	$
Ernie Pyle	900 Girard SE	256-2065	$
Juan Tabo	3407 Juan Tabo NE	291-6260	$
Lomas Tramway	908 Eastridge NE	291-6295	$
Los Griegos	1000 Griegos Rd NW	761-4020	$
Main	510 Copper NW	768-5141	$
North Valley	7704 2nd St. NW	897-8823	$
San Pedro	5600 Trumbull SE	256-2067	$
South Broadway/Frances Parrish	1025 Broadway SE	764-1742	$
South Valley	3904 Isleta SW	877-5170	$
Special Collections Genealogy	423 Central NE	848-1376	$
Taylor Ranch	5700 Bogart NW	897-8816	$
Westgate	1300 Delgado SW	833-6984	$
Wyoming	8205 Apache NE	291-6264	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 11 – MUSEUMS & THEATERS

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday, 8 AM – 5 PM
GROUP SPECIFICATIONS: Contact person for Albuquerque Museum and Museum Warehouse is Mark Montano at 243-7255, for Casa San Ysidro is Gilbert Trujillo at 897-8828, Balloon Museum is Tony Altamirano at 768-6040, Broadway Cultural Center is Casey Martinez at 848-1320 and Kimo Threatre is Dennis Potter at 768-3578. Call contact person to set up site inspections.	

PRICING LIST			
MUSEUMS/THEATER	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Albuquerque Museum	2000 Mountain Road NW	243-7255	$
Balloon Museum	9201 Balloon Museum Drive	768-6020	$
Broadway Cultural Center	1025 Broadway SE	848-1320	$
Casa San Ysidro	973 Old Church Rd, Corrales	897-8828	$
Museum Warehouse	604 Menual Blvd. NW	848-1383	$
Kimo Threatre	423 Central NE	768-3522	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 12 – PARKS & PARKS CONSTRUCTION

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday 8 AM – 5 PM

GROUP SPECIFICATIONS:
Preferred service is after closing at night for indoor swimming pools.
Outdoor Pools need service May, June and July only. Contact person Is Gary Young 768-5363. Call contact person and set up appointment for site inspections.

PRICING LIST				
LOCATION	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES	
SWIMMING POOLS				
Highland Pool	400 Jackson SE	256-2096	$	
Los Altos Pool	10100 Lomas NE	291-6291	$	
Sandia Pool	7801 Candelaria Rd NE	291-6279	$	
Valley Pool	1505 Candelaria Rd. NE	761-4086	$	
West Mesa Aquatic Center	6705 Fortuna Rd NW	836-8718	$	
OUTDOOR POOLS				
East San Jose Pool	2015 Galena SE	848-1396	$	(May, June, July)
Eisenhower Pool	11001 Camera NE	291-6292	$	(May, June, July)
Montgomery Pool	5301 Palo Duro NE	888-8123	$	(May, June, July)
Rio Grande City Pool	1410 Iron SE	848-1397	$	(May, June, July)
Sunport Pool	2033 Columbia SE	848-1398	$	(May, June, July)
Wilson Pool	6000 Anderson SE	256-2095	$	(May, June, July)
PARKS/OFFICE				
City Sports Office	10130 Lomas NE	291-6239	$	
Albuquerque Tennis Complex	1903 Avenida Cesar Chavez SE	764-1510	$	
Sierra Vista Complex	5001 Montano NW	897-8819	$	
Jerry Cline (start May 6)	7205 Constitution NE	256-2032	$	
Outdoor Recreation Site	4th St. City Yards (Bat Cave)	235-2991	$	
Park Management (Main Office)	5501 Pino NE Bldg C	857-8650	$	
Park Management	7701 Pino NE Bldg A	857-8657	$	
Airport Satellite	2801 Girard SE	764-3274	$	
Greenhouse	8220 Spain Rd NE	823-2930	$	
Los Altos Satellite	10130 Lomas NE	291-6282	$	
Valley Yards	1720 Los Tomases NW	764-1563	$	
Veterans Memorial Park	1100 Louisiana SE	256-2042	$	
Open Space Mgmt.	3615 Los Picaros Rd	452-5200	$	
O/S Visitors Center	6500 Coors Rd NW	452-5200	$	
Elena Gallegos Visitor Center	7100 Tramway NE	452-5200	$	
		MONTHLY TOTAL	**$**	

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 13 – POLICE DEPARTMENT

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday, 8 AM – 5 PM
GROUP SPECIFICATIONS: Contact person for Main Station and Sub-stations is Joseph Jaramillo at 768-2278, for Forensic Science Center is Ray Montano at 823-4200 and Sgt. Jeff Remington at Evidence Warehouse at 764-1582 or 848-1389. Call and make appointment with each person for site inspections.	

PRICING LIST			
POLICE SUBSTATIONS	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Old Town Substation	2060 Central SW	244-6643	$
James Dwyer	12700 Montgomery Blvd. NE	332-5254	$
Broadway Substation	1501 Broadway SE	764-3288	$
John Carillo Substation	6201 Osuna Rd NE	823-4455	$
Foothills Substation	12800 Lomas Blvd NE	332-5240	$
Phil Chacon Substation	800 Louisiana Blvd SE	256-2050	$
Roger Hoisington Substation	5412 2nd Street NW	343-5000	$
Shawn McWethy Substation	6404 Los Volcanes Rd NW	831-4705	$
Gerald Cline Substation	5408 2nd Street NW	761-8800	$
LaCueva Community Substation	7520 Corona NW	857-8421	$
APD Main Station	400 Roma NW	768-2229	$
Metropolitan Forensic Science Center	5350 2nd Street NW	823-4215	$
Police Evidence Warehouse	1501 1st NW	823-4215	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 14 – RECORDS CENTER

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m. One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday, 8AM – 5 PM
GROUP SPECIFICATIONS: Having problems with rodents, centipedes, spiders, roaches and ants. Contact person is Pat Vigil at 243-0781. Call and make appointment for site inspection.	

PRICING LIST			
NAME	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Records Center	605 Menaul NW	243-0781	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 15 – DEPARTMENT OF SENIOR AFFAIRS – MEAL SITES

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday 8AM – 5PM
GROUP SPECIFICATIONS: Contact person is John Baca at 848-1399. Call and make appointment for site inspection.	

PRICING LIST			
NUTRITION/MEALSITE	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
John Marshall Kitchen	1500 Walter S.E.	848-1399	$
La Amistad Mealsite	415 Fruit NE	848-1395	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 5

VENDOR NAME: _____

GROUP 16 – SENIOR CENTERS

PRE-BID	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES	Monthly
SERVICE SCHEDULE	Monday – Friday 8 AM – 5 PM
GROUP SPECIFICATIONS: Contact person is April B. Jojola at 764-6450. Contact person and she will give a list of all managers. Call managers and make appointments for site inspections.	

SENIOR CENTER	ADDRESS	PHONE NUMBER	MANAGER	MONTHLY PEST CONTROL SERVICES
Barelas Senior Center	714 Seventh St. SW	764-6436	Miguel Sanchez	$
Bear Canyon Senior Center	4645 Pitt NE	291-6211	Kathleen Stark	$
Highland Senior Center	131 Monroe NE	256-2000	Toni Chumash	$
Los Volcanes Senior Center	6500 Los Volcanes NW	836-8745	James Mader	$
Manzano Mesa Multigenerational Center	501 Elizabeth SE	275-8731	Paul Bonnell	$
North Valley Senior Center	3825 Fourth St. NW	761-4025	Leann Torres	$
Palo Duro Senior Center	5221 Palo Duro NE	888-8102	Susan Perea	$
Palo Duro Senior Fitness Center	3351 Monroe NE	880-2800	Karen Baker	$
Satellite Senior Center Supervisor	1500 Walter SE	764-1621	Annette Caine	$
			MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 6

VENDOR NAME: _____

GROUP 17 – SOLID WASTE

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly – *except as noted*
SERVICE SCHEDULE:	Monday – Friday, 8 PM - 5 PM

GROUP SPECIFICATIONS:
Contractor shall thoroughly inspect and provide extermination service every month (twice a month for Cerro Colorado Complex and IPF) or more if required. Edith address has problems with ants, rodents and pigeons. The three convenience centers have problems with flies and rodents. To be billed separately. Contact person is Ernie Perea at 761-8167. Call for appointment for site inspections.

PRICING LIST				
CENTER	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES	
Solid Waste Management Department	4600 Edith NE	761-8128	$	
Montessa Park Convenience Center	3512 Los Picaros SE	873-6607	$	
Don Reservoir Convenience Center	117 17th St. SW	836-8757	$	
Cerro Colorado Complex	19001 US 66 SW	761-8300	$	(Twice Monthly)
IPF	19001 US 66 SW	761-8300	$	(Twice Monthly)
Eagle Rock Convenience Center	1603 Eagle Rock Rd NE	857-8318	$	
Bag Center	8920 Lomas NE	291-6233	$	
Clean City	Pino Yards	768-3867	$	
		MONTHLY TOTAL	**$**	

Transfer Monthly Total to Page 6

VENDOR NAME: _____

GROUP 18 - TRANSIT

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICE:	Quarterly
SERVICE SCHEDULE:	Monday – Friday, 8 AM – 5 PM
GROUP SPECIFICATIONS: The contact person for these facilities is Isaiah Hicks at 764-6143. There is one facility that has offices and the other two are garages. Call for appointment for site inspections.	

PRICING LIST			
FACILITIES	ADDRESS	PHONE NUMBER	QUARTERLY PEST CONTROL SERVICES
Yale (Garage)	601 Yale Blvd SE	764-6143	$
Daytona (Garage)	8001 Daytona SW	764-6143	$
ATC (Offices)	100 1st Street SW	764-6143	$
		QUARTERLY TOTAL	**$**

Transfer Quarterly Total to Page 6

VENDOR NAME: _____

GROUP 19 – CITY WAREHOUSE

PRE-BID MEETING:	Thursday, May 25, 2006 1:30 p.m., One Civic Plaza, Seventh Floor, Room 7096
FREQUENCY OF SERVICES:	Monthly
SERVICE SCHEDULE:	Monday – Friday, 6 AM – 4 PM
GROUP SPECIFICATIONS: Problems with rodents and pigeons. Contact person Michael Chavez at 857-8675. No appointment needed. Can do site inspection any day from 8:00 a.m. until 5:00 p.m.	

PRICING LIST			
DEPARTMENT	ADDRESS	PHONE NUMBER	MONTHLY PEST CONTROL SERVICES
Warehouse	5501 Pino NW	854-8675	$
		MONTHLY TOTAL	**$**

Transfer Monthly Total to Page 6

VENDOR NAME: _____

ADDITIONAL OPTIONS

OPTIONS PRICING LIST	
The following services will not be evaluated as part of the bid response and will be utilized at the offered pricing on an "as needed" basis by the City. Materials used in the work listed below may be reimbursed at documented cost.	
DESCRIPTION	PRICE (*Hourly Rate with Tax)*
1. Fogging/Bombing	$ *per square foot*
2. Ticks and Fleas/Yard Spray	$ *per square foot*
3. Bees and Wasps	$ *per square foot*
4. Termite Control	$ *per square foot*
5. Power Spray Treatment	$ *per square foot*
6. Tree Spraying – Based on Inspection	$
7. Pigeon Control – Based on Inspection	$
8. Pigeon Dropping Removal	$
9. Deodorizing	$

VENDOR NAME: _____

LICENSE INFORMATION
RFB2006-103-BH

A valid State of New Mexico license covering the specified pest control services referenced herein must be held by the selected vendor (s) and a copy provided with your bid. In the event a subcontractor is used (by the vendor) for a specific service (for whom the awarded vendor does not have a license) the subcontractor is required to possess the valid license(s). Awarded vendor (s) will be required to provide a copy of any subcontractor licenses.

Applicable License Numbers are required in the spaces provided below.

	NEW MEXICO LICENSE NUMBER	COMPANY NAME
VENDOR		
VENDOR		
VENDOR		
SUBCONTRACTOR		
SUBCONTRACTOR		
SUBCONTRACTOR		

VENDOR NAME: _____

CERTIFICATE OF MANDATORY SITE INSPECTION
FOR
RFB 2006-103-BH

This certificate must be completed by all bidders making an offer in response to this request.

STATEMENT BY VENDOR

I hereby certify that I have conducted an on-site inspection of all City facilities that I have submitted a bid for.

DATE: _____

PRINTED NAME: _____

SIGNATURE: _____

COMPANY NAME: _____

SITE INSPECTIONS SIGNATURE PAGES
RFB2006-103-BH

Bidders shall visit all of the sites in the group(s) that they intend on bidding on. Unless otherwise stated below bidders shall call the contact name at each site and arrange for a site visit. Have a City employee sign on the appropriate building line on the next 14 pages. Failure to obtain a signature or to visit a site on any one building is the "all or nothing" group that you are bidding on may be grounds for removing a bid from consideration as it will be considered a non-responsive bid.

Bidders are encouraged to take a measuring device and verify square footage areas. **Bidders are responsible for making a thorough inspection of the City buildings and taking into consideration all of the specifications and needs of the Buildings when determining a price.**

A highly recommended pre-bid meeting shall be held on Thursday, May 25, 2006 at One Civic Plaza, City/County Bldg., 7th Floor, Room 7096 at 1:30 p.m. **Bring questions to pre-bid meeting, no questions will be accepted 10 days prior to bid opening.**

Questions concerning this RFB should be directed to Bernice Hughes at bhughes@cabq.gov.

GROUP 1 AVIATION DEPARTMENT

City Employee / Title _____ Date _____

GROUP 2 CORRECTIONS DEPARTMENT

Metropolitan Detention Center,
100 John Dantis SW

City Employee / Title _____ Date _____

Center Warehouse,
100 John Dantis SW

City Employee / Title _____ Date _____

Community Custody Program
601 First Street NW

City Employee / Title _____ Date _____

GROUP 3 DEPARTMENT OF MUNICIPAL DEVELOPMENT

City/County Government Center
1 Civic Plaza NW

City Employee / Title _____ Date _____

Old City Hall,
400 Marquette NW

City Employee / Title _____ Date _____

Old APD Building,
401 Marquette NW

City Employee / Title _____ Date _____

Law Enforcement Center, 400
Roma NW

City Employee / Title _____ Date _____

Plaza del Sol
600 2nd Street NW

City Employee / Title _____ Date _____

4th Street Yards, Bldg A, B, C
1801 4th Street NW

City Employee / Title _____ Date _____

VENDOR NAME: _____

GROUP 4 COMMUNITY CENTERS

Alamosa Multi-Service Center
6900 Gonzales SW

City Employee / Title | Date

B.R.C. Development
700 4th Street

City Employee / Title | Date

Barelas Community Center & Boxing Center
801 Barelas Road SW

City Employee / Title | Date

Cesar Chavez Community Center
7505 Kathryn SE

City Employee / Title | Date

Dennis Chavez Community Center
715 Kathryn SE

City Employee / Title | Date

Heights Community Center
823 Buena Vista SE

City Employee / Title | Date

Herman Sanchez Community Center
1830 William SE

City Employee / Title | Date

Holiday Park Center
11710 Comanche NE

City Employee / Title | Date

Isshin Rye Karae
1314 Gibson SE

City Employee / Title | Date

Jack Candelaria Community Center
400 San Jose SE

City Employee / Title | Date

Jeanne Bellamah Center
11516 Summer NE

City Employee / Title | Date

Loma Linda Community / Therapeutic Center
1700 Yale SE

City Employee / Title | Date

Los Duranes Community Center
2920 Leopold NW

City Employee / Title | Date

McKinley Community Center
3401 Monroe NE

City Employee / Title | Date

VENDOR NAME: _____

Mesa Verde Community Center
7900 Marquette NE

City Employee / Title | Date

Pat Hurley Center
3928 Rincon NW

City Employee / Title | Date

Singing Arrow Center
13001 Singing Arrow SE

City Employee / Title | Date

Snow Park Center
9501 Indian School NE

City Employee / Title | Date

Taylor Ranch Community Center
4900 Kachina NW

City Employee / Title | Date

Thomas Bell Community Center
3001 University SE

City Employee / Title | Date

Wells Park Community Center
500 Mountain Road NW

City Employee / Title | Date

Westgate Community Center
1400 Snow Vista SW

City Employee / Title | Date

Whittier Center
1110 Quincy SE

City Employee / Title | Date

GROUP 5 CHILD DEVELOPMENT & EHS CENTERS

Central Cluster Office
1500 Walter SE

City Employee / Title | Date

West Cluster Office
1812 Candelaria NW

City Employee / Title | Date

Alamosa
6900 Gonzales Road SE

City Employee / Title | Date

Barelas / Zoo
1440 Iron SW

City Employee / Title | Date

Carlos Rey
1310 Delgado SW

City Employee / Title | Date

VENDOR NAME: _____

Duranes
2436 Zickert Road NW

City Employee / Title | Date

Emerson
620 Georgia SE

City Employee / Title | Date

Hawthorne
445 Erbbe Street NE

City Employee / Title | Date

Herman Sanchez
1830 William Street NE

City Employee / Title | Date

La Mesa
7500 Copper NE

City Employee / Title | Date

Longfellow
400 Edith NE

City Employee / Title | Date

Los Volcanes
6500 Los Volcanes

City Employee / Title | Date

Lowell
1700 Sunshine Terrace SE

City Employee / Title | Date

MacArthur
1100 Douglas MacArthur Road NW

City Employee / Title | Date

McKinley
3401 Monroe Street NE

City Employee / Title | Date

Manzano Mesa
801 Elizabeth SE

City Employee / Title | Date

Singing Arrow
13001 Singing Arrow SE

City Employee / Title | Date

Tomasita
701 Tomasita NE

City Employee / Title | Date

Tres Manos
823 Buena Vista SE

City Employee / Title | Date

MacArthur EHS
1100 Douglas MacArthur Road NW

City Employee / Title | Date

VENDOR NAME: _____

Rio Grande Grads EHS
2300 Arenal Road SW

City Employee / Title | Date

School on Wheels EHS
129 Hartline SW

City Employee / Title | Date

Trumbull EHS
419 Pennsylvania SE

City Employee / Title | Date

Main Office
2200 University Blvd SE

City Employee / Title | Date

GROUP 6 FIRE DEPARTMENT

Fire Station #1
11510 Sunset Gardens SW

City Employee / Title | Date

Fire Station #2
724 Silver SW

City Employee / Title | Date

Fire Station #3
301 High SE

City Employee / Title | Date

Fire Headquarters #4
301 McKnight NW

City Employee / Title | Date

Fire Station #5
123 Dallas NE

City Employee / Title | Date

Fire Station #6
623 Griegos NW

City Employee / Title | Date

Fire Station #7
116 47th NW

City Employee / Title | Date

Fire Headquarters #8
1400 Indian View NE

City Employee / Title | Date

Fire Station #9
9601 Menaul NE

City Employee / Title | Date

Fire Station #10
2841 Rio Grande NW

City Employee / Title | Date

VENDOR NAME: _____

Fire Station #11
5403 Southern SE

City Employee / Title | Date

Fire Station #12
201 Muriel NE

City Employee / Title | Date

Fire Station #13
4901 Prospect NE

City Employee / Title | Date

Fire Station #14
9817 Euariz SW

City Employee / Title | Date

Fire Station #15
6600 Academy NE

City Employee / Title | Date

Fire Station #16
4727 Juan Tabo NE

City Employee / Title | Date

Fire Station #17
3630 Yucca NW

City Employee / Title | Date

Fire Station #18
6100 Taylor Ranch NW

City Employee / Title | Date

Fire Headquarters #19
3520 San Andres

City Employee / Title | Date

Fire Station #20
7520 Corona NE

City Employee / Title | Date

Fire Station #21
10400 Cibola Loop NW

City Employee / Title | Date

Fire Station #27
10005 Lyons NW

City Employee / Title | Date

Fire Station #29
501 Bear Canyon NW

City Employee / Title | Date

Academy
11500 Sunset Gardens SW

City Employee / Title | Date

Arson
2510 Quincy NE

City Employee / Title | Date

VENDOR NAME: _____

CIP Crew
517 98th SW

City Employee / Title | Date

Mechanic Shop
1801 4th NW

City Employee / Title | Date

GROUP 7 FLEET MANAGEMENT DIVISION

5501 Pino Road NE, Bldg H

City Employee / Title | Date

GROUP 8 HOUSING SERVICES

1212 Candelaria

City Employee / Title | Date

415 Fruit NE

City Employee / Title | Date

8101 Constitution NE

City Employee / Title | Date

320 Roma NE

City Employee / Title | Date

Broadway / McKnight NE

City Employee / Title | Date

608 Grove SE

City Employee / Title | Date

5601 Gibson SE (Wainwright Manor)

City Employee / Title | Date

Sunset Gardens SW

City Employee / Title | Date

Dennison Road SW

City Employee / Title | Date

Trujillo SW

City Employee / Title | Date

Gonzales SW

City Employee / Title | Date

VENDOR NAME: _____

60th NW

City Employee / Title | Date

514 Morris NE

City Employee / Title | Date

716 Morris NE

City Employee / Title | Date

3224 Lafayette NE

City Employee / Title | Date

2709 12th SW

City Employee / Title | Date

124 Pennsylvania SE

City Employee / Title | Date

9000 Veranda NE

City Employee / Title | Date

120 La Plata NW

City Employee / Title | Date

903 Nakomis NE

City Employee / Title | Date

2905 Chelwood NE

City Employee / Title | Date

Don Gabal Loop NW

City Employee / Title | Date

615 Arno NE

City Employee / Title | Date

9725 Comanche NE

City Employee / Title | Date

140 General Bradley NE

City Employee / Title | Date

6100 Harper Place NE

City Employee / Title | Date

VENDOR NAME: _____

701 5th Street NW

City Employee / Title | Date

Grady Court NE

City Employee / Title | Date

Knox Court NE

City Employee / Title | Date

Jason Court NE

City Employee / Title | Date

Nambe NE

City Employee / Title | Date

9109 Copper NE (Los Altos)

City Employee / Title | Date

5212 Cherokee NE

City Employee / Title | Date

6416 Avenida La Costa NE

City Employee / Title | Date

1205 Ralph Court NE

City Employee / Title | Date

5221 Bogart NW

City Employee / Title | Date

11101 Fairbanks NE

City Employee / Title | Date

9014 Cordova NE

City Employee / Title | Date

717 Claudine NE

City Employee / Title | Date

6520 Azuela NW

City Employee / Title | Date

1840 University Blvd SE

City Employee / Title | Date

VENDOR NAME: _____

GROUP 8 LIBRARIES

Alamosa / Robert L. Murphy
6900 Gonzales SW

City Employee / Title | Date

Cherry Hills
6901 Barstow NE

City Employee / Title | Date

East Mountain Library
Highway 333, Tijeras

City Employee / Title | Date

Erna Fergusson
3700 San Mateo NE

City Employee / Title | Date

Ernie Pyle
900 Girard SE

City Employee / Title | Date

Juan Tabo
3407 Juan Tabo NE

City Employee / Title | Date

Lomas Tramway
908 Eastridge NE

City Employee / Title | Date

Los Griegos
1000 Griegos Road NW

City Employee / Title | Date

Main Library
510 Copper NW

City Employee / Title | Date

North Valley
7704 2nd Street NW

City Employee / Title | Date

San Pedro
5600 Trumbell SE

City Employee / Title | Date

South Broadway / Frances Parrish
1025 Broadway SE

City Employee / Title | Date

South Valley
3904 Isleta SW

City Employee / Title | Date

Special Collections Genealogy
423 Central NE

City Employee / Title | Date

VENDOR NAME: _____

Taylor Ranch
5700 Bogart NW

City Employee / Title | Date

Westgate
1300 Delgado SW

City Employee / Title | Date

Wyoming
8205 Apache NE

City Employee / Title | Date

GROUP 9 MUSEUMS / THEATER

Albuquerque Museum
2000 Mountain Road NW

City Employee / Title | Date

Balloon Museum
9201 Balloon Museum Drive

City Employee / Title | Date

Broadway Cultural Center
1025 Broadway SE

City Employee / Title | Date

Casa San Ysidro
973 Old Church Road, Corrales

City Employee / Title | Date

Museum Warehouse
604 Menaul Blvd NW

City Employee / Title | Date

Kimo Theater
423 Central NE

City Employee / Title | Date

GROUP 10 PARKS / PARKS CONSTRUCTION

Indoor Pools

Highland Pool
400 Jackson SE

City Employee / Title | Date

Los Altos Pool
10100 Lomas NE

City Employee / Title | Date

Sandia Pool
7801 Candelaria Road NE

City Employee / Title | Date

Valley Pool
1505 Candelaria Road NE

City Employee / Title | Date

VENDOR NAME: _____

West Mesa Aquatic Center
6705 Fortuna Road NW

City Employee / Title | Date

Outdoor Pools

East San Jose Pool
2015 Galena SE

City Employee / Title | Date

Eisenhower Pool
11001 Camera NE

City Employee / Title | Date

Montgomery Pool
5301 Palo Duro NE

City Employee / Title | Date

Rio Grande City Pool
1410 Iron SE

City Employee / Title | Date

Sunport Pool
2033 Columbia SE

City Employee / Title | Date

Wilson Pool
6000 Anderson SE

City Employee / Title | Date

PARKS / OFFICES

City Sports Office
10130 Lomas NE

City Employee / Title | Date

Albuquerque Tennis Complex
1903 Avenida Cesar Chavez SE

City Employee / Title | Date

Jerry Cline
7205 Constitution NE

City Employee / Title | Date

Outdoor Recreation Site
4th Street City Yards

City Employee / Title | Date

Park Management (Main Office)
5501 Pino NE, Bldg C

City Employee / Title | Date

Park Management
7701 Pino NE, Bldg A

City Employee / Title | Date

Airport Satellite
2801 Girard SE

City Employee / Title | Date

VENDOR NAME: _____

Greenhouse
8220 Spain Road NE

City Employee / Title | Date

Los Altos Satellite
10130 Lomas NE

City Employee / Title | Date

Valley Yards
1720 Los Tomases NW

City Employee / Title | Date

Veterans Memorial Park
1100 Louisiana SE

City Employee / Title | Date

Open Space Management
3615 Los Picaros Road

City Employee / Title | Date

O/S Visitors Center
6500 Coors Road NW

City Employee / Title | Date

Elena Galelgos Visitor Center
7100 Tramway NE

City Employee / Title | Date

GROUP 11 POLICE DEPARTMENT

Old Town Substation
2060 Central SW

City Employee / Title | Date

James Dwyer
12700 Montgomery Blvd NE

City Employee / Title | Date

Broadway Substation
1501 Broadway SE

City Employee / Title | Date

John Carillo Substation
6201 Osuna Road NE

City Employee / Title | Date

Foothills Substation
12800 Lomas Blvd NE

City Employee / Title | Date

Phil Chacon Substation
800 Louisiana Blvd SE

City Employee / Title | Date

Roger Hoisington Substation
5412 2nd Street NW

City Employee / Title | Date

VENDOR NAME: _____

Shawn McWethy Substation
6404 Los Volcanes Road NW

City Employee / Title | Date

Gerald Cline Substation
5408 2nd Street NW

City Employee / Title | Date

Lacueva Community Substation
7520 Corona NW

City Employee / Title | Date

APD Main Station
400 Roma NW

City Employee / Title | Date

Metropolitan Forensic Science Center
5250 2nd Street NW

City Employee / Title | Date

Police Evidence Warehouse
1501 1st NW

City Employee / Title | Date

GROUP 12 RECORDS CENTER

605 Menaul NW

City Employee / Title | Date

GROUP 13 DEPARTMENT OF SENIOR AFFAIRS (MEAL SITES)

John Marshall Kitchen
1500 Walter SE

City Employee / Title | Date

La Amistad Mealsite
415 Fruit NE

City Employee / Title | Date

North Albuquerque Satellite
7701 San Pedro NE

City Employee / Title | Date

GROUP 14 SENIOR CENTERS

Barelas Senior Center
714 Seventh Street SW

City Employee / Title | Date

Bear Canyon Senior Center
4645 Pitt NE

City Employee / Title | Date

Highland Senior Center
131 Monroe NE

City Employee / Title | Date

VENDOR NAME: _____

Los Volcanes Senior Center
6500 Los Volcanes NW

City Employee / Title | Date

Manzano Mesa
Multigenerational Center

City Employee / Title | Date

North Valley Senior Center
3825 Fourth Street NW

City Employee / Title | Date

Palo Duro Senior Center
5221 Palo Duro NE

City Employee / Title | Date

Palo Duro Senior Fitness Center
3551 Monroe NE

City Employee / Title | Date

Satellite Senior Center Supervisor
1500 Walter SE

City Employee / Title | Date

GROUP 15 SOLID WASTE

Solid Waste Management Department
4600 Edith NE

City Employee / Title | Date

Montessa Park Convenience Center
3512 Los Picaros SE

City Employee / Title | Date

Don Reservoir Convenience Center
117 17th Street SW

City Employee / Title | Date

Cerro Colorado Complex
19001 US 66 SW

City Employee / Title | Date

IPF
19001 US 66 SW

City Employee / Title | Date

Eagle Rock Convenience Center
1603 Eagle Rock Road NE

City Employee / Title | Date

Bag Center
8920 Lomas NE

City Employee / Title | Date

Clean City
Pino Yards

City Employee / Title | Date

VENDOR NAME: _____

GROUP 16 TRANSIT DEPARTMENT

Yale (Garage)
601 Yale Blvd SE

City Employee / Title | Date

Daytona (Garage)
8001 Daytona SW

City Employee / Title | Date

ATC (Offices)
100 1st Street SW

City Employee / Title | Date

GROUP 17 CITY WAREHOUSE

Warehouse
5501 Pino NW

City Employee / Title | Date

VENDOR NAME: _____

1. Supplemental Terms & Conditions: These supplemental terms and conditions are in addition to the general instructions, terms and conditions and, in the event there is a conflict between the provisions of the general instructions, terms and conditions and these supplemental terms and conditions, the provisions of these supplemental terms and conditions shall control.

2. Additional Work Rates: The Offeror shall provide an hourly rate and a material cost in addition to the lump sum offer, to be used solely for computing the costs of any additional work required and approved by the City.

3. Award of Contract – Lowest Responsible Offer – Open Ended: The City intends to award on open-ended annual contract for merchandise, parts, and/or supplies, as needed, on the basis of this request. The contract will be awarded to the responsive and responsible Offeror whose "All or None" total price is lowest after all appropriate discounts are applied. If no responsive "All or None" offers are received, the City reserves the right to award the contract to the lowest responsive and responsible Offeror who offers at least as many items as all other Offerors or award a contract or contracts on a per item basis, whichever is in the best interest of the City.

4. Cited Model: The model (s) cited herein is (are) intended only as a reference; however any model offered must meet or exceed all specifications of the cited model(s) by virtue of performance and/or physical specifications.

5. Contract Period – 24 Months: A contract resulting from this request will be effective for twenty-four (24) months from the date of issue of the purchase order unless otherwise specified.

6. Extension of Contract Period: Any contract resulting from this request may be extended for three (3) additional twelve (12) month periods or any part of a twelve month period by mutual agreement between the contractor(s) and the City.

7. Graffiti Free Requirement: The awarded vendor will be required to furnish equipment, facilities or other items as may be required to complete the specified services in this request for bids which are "Graffiti Free". Failure of the awarded vendor to comply with this requirement may result in a cancellation of any contract issued as a result of this request for bids.

8. Inspection of Materials: The City reserves the right to inspect materials provided by the Offeror through a contract resulting from this request to determine their quality, fitness and suitability. Inspection of these materials may be conducted whenever the City considers necessary.

9. Laws & Regulations: The Offeror shall give all notices and comply with all laws, ordinances, rules and regulations that apply to this work. The Offeror shall obtain and pay for all permits and licenses necessary to execute and complete the work. All required licenses must be in force at the time of submission of an offer and remain in force during the entire period of any contract resulting from this request. Failure to provide proof of required licenses in force will result in the offer being judged non-responsive.

10. Material Safety Data Sheets: To comply with the occupational health and safety regulation 1910.1200 for general standards on handling hazardous materials, material safety data sheets (MSDS) are required for the products included in this request. A copy of the MSDS must accompany your response to the request and be included with the product when delivered to the end user. Failure to comply with this requirement may cause your offer to be considered non-responsive.

11. Price Escalation: This offer may be considered for price escalation under the following conditions:

    a. Offered prices must be firm for at least ninety (90) calendar days after written notification of a contract.
    b. All price increases shall be accompanied by a certified letter from the Offeror's supplier showing the price increase to the Offeror.
    c. All invoices of the offered items, from suppliers to the Offeror, shall be subject to auditing by the City and furnished without delay upon request.
    d. The City reserves the right to cancel a contract resulting from this request and solicit a new contract if the escalated price is above the current open market price for the same commodity. Cancellation of the contract shall not affect any outstanding orders.
    e. All revisions of the price list shall become effective when they are received, in writing, and accepted, by the Purchasing Officer, provided that they do not conflict with Item F of this paragraph.
    f. All approved price changes resulting from this escalation clause shall be firm for a period of ninety (90) calendar days after acceptance in writing by the City.
    g. The Offeror shall be limited to a maximum of two (2) price escalations per contract period unless otherwise specified in this request.
    h. The Offeror shall provide to the City written notice of any requested price changes which become effective upon written acceptance by the City Purchasing Officer.
    i. If the Offerors received any price de-escalation from the supplier of goods sold to the City through a contract resulting from this request, the Offeror is responsible for notifying the City within twenty-four (24) hours of such de-escalation, and passing those price changes on to the City immediately.

12. Working Conditions: The City is not responsible for obstacles, unfavorable conditions, or hazards, which may be encountered by the Offeror, both above and below ground. These conditions are part of the risk and responsibility of the Offeror.

Insurance

The Contractor shall procure and maintain at its expense until final payment by the City for services covered by this agreement, insurance in the kinds and amounts hereinafter provided with insurance companies authorized to do business in New Mexico, covering all operations under this agreement, whether performed by it or its agents. Before commencing the services and on the renewal of all coverages, the Contractor shall furnish to the City a certificate or certificates in form satisfactory to the City showing that it has complied with this section. All Certificates of Insurances shall provide that thirty (30) days written notice by given to the Risk Manager, Department of Finance & Administration Services, City of Albuquerque, P.O. Box 470, Albuquerque, New Mexico 87103, before a policy is cancelled, materially changed, or not renewed. Various types of required insurance may be written in one or more policies. With respect to all coverages required other than Workers' Compensation, the City shall be named an additional insured. All coverages afforded shall be primary with respect to operations provided. Kinds and amounts of insurance required are as follows:

Commercial General Liability Insurance – A Commercial General Liability Insurance Policy with combined limits of liability for bodily injury or property damage as follows:

$	1,000,000	Per Occurrence
$	1,000,000	Policy Aggregate
$	1,000,000	Products Liability/Completed Operations
$	1,000,000	Personal and Advertising Liability
$	50,000	Fire – Legal
$	5,000	Medical Payments

Said policy of insurance must include coverage for all operations performed for the City by the Contractor and contractual liability coverage shall specifically insure the hold harmless provisions of this agreement.

Automobile Liability Insurance – An automobile liability policy with liability limits in amounts not less than $1,000,000 combined single limit of liability for bodily injury, including death, and property damage in any one occurrence. Said policy of insurance must include coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment both on and off work.

Pollution Liability Insurance – A pollution liability policy with liability limits in amounts not less the $1,000,000.00 combined single limit of liability in any one occurrence.

Workers' Compensation Insurance – Workers' Compensation Insurance for its employees in accordance with the provisions of the Workers' Compensation Act of the State of New Mexico.

Increased Limits – If, during the term of this agreement, the City requires the Contractor to increase maximum limits of any insurance required herein, an appropriate adjustment in the Contractors' compensation will be made.

CITY OF ALBUQUERQUE

GENERAL INSTRUCTIONS, TERMS, AND CONDITIONS

IMPORTANT: READ CAREFULLY BEFORE SUBMITTING OFFERS, FAILURE TO DO SO SHALL NOT ABSOLVE THE OFFEROR FROM RESPONSIBILITY TO PERFORM OR DELIVER AS SPECIFIED.

1. Applicability: Except as otherwise specifically provided in the Request, these General Instructions, Terms, and Conditions shall govern the procurement of the items specified in this Request. In the event of a conflict between these General Instructions, Terms, and Conditions, Supplemental Conditions or the specifications of this bid, the order of applications shall be the Specifications, Supplemental Conditions, and the General Instructions, Terms and Conditions. In addition, the Public Purchases Ordinances (Section 5-5-1 ***et seq***. **ROA** 1994) and promulgated Rules and Regulations shall apply.

2. Definitions: As used in this request, the definitions of the Public Purchases Ordinances (Section 5-5-2 ROA 1994) apply including the following:

   A. "City" means the City of Albuquerque, New Mexico.

   B. "Contract" means any agreement for the procurement of goods, services, construction or concessions. A purchase order issued in response to an offer constitutes a contract.

   C. "Contractor" means an Offeror who has been awarded a contract.

   D. "Offeror" means a business that submits a response to a competitive solicitation.

   E. "Purchase Order" means a document issued by the Purchasing Office directing the Contractor to deliver goods, services or construction.

   F. "Purchasing Office" means the Purchasing Division of the Department of Finance & Administrative Services of the City.

   G. "Purchasing Officer" means the person charged with the responsibility of administering the Purchasing Office.

   H. "Request" means all documents, including those attached or incorporated by reference, issued by the Purchasing Office for soliciting offers to provide goods, services, or construction.

   I. "Responsible Offeror" means a business which has the capability in all respects to perform fully the contract requirements set out in the competitive solicitation, and the integrity and reliability which will assure good faith performance, and who has not violated or attempted to violate any provision of law or ethical conduct. Factors which may be considered in determining the Offeror's capability to perform, among others, are its financial resources, production or service facilities, service reputation and experience.

   J. "Responsive Offer" means a written offer to furnish goods, services, or construction in conformity with standards, specifications, delivery terms and conditions, and all other requirements established in a competitive solicitation.

3. Preparation of Offer:

   A. Submission: All offers must be submitted on the Request for Bid Form enclosed. Failure to do so may disqualify your offer. It is the responsibility of the Offeror to submit sufficient additional information to allow for a thorough evaluation of the offer submitted.

   B. Preparation Method: All information required in the Request must be typewritten or handwritten in ink and must be legible. Erasures or other changes must be initiated by the person signing the offer. Each offer must be signed on the appropriate pages by an individual authorized to bind the Offeror submitting the offer.

   C. Unit Prices: The unit prices for each item offered shall be shown unless otherwise specified. In the case of a discrepancy between the unit price and the extended price, the unit price will govern in determining the price used for evaluation.

      Unit prices offered should be for the units specified.

   D. Delivery Time: Delivery time stated in the specifications shall apply. Deviations by the Offeror shall be stated on the Exception Form. Time, if stated in number of days, will be consecutive calendar days.

   E. Payment Terms: The Request for Bid Form provides space for the Offeror to identify the payment terms that the Offeror is offering. Terms of less than twenty (20) days will not be considered. The discount term shall not begin until the goods, services or construction have been delivered and accepted and the correct invoice received in the City's Accounts Payable Office.

      Prompt payment discounts will NOT be used as a factor in determining the lowest responsive offer.

   F. Freight Policy: Freight will be F.O.B. Destination (as indicated on the Request Form), Freight Prepaid, unless otherwise specified in this Request.

   G. Taxes: Offerors shall include any applicable gross receipts taxes in it offered price, unless specified otherwise in this request, and such offer will be construed in that manner. The City will, under appropriate circumstances, furnish a non-taxable transaction certificate. Determination of whether the tax is due and payment of the tax is the responsibility of the Offeror. Applicable taxes are to be included in each invoice due and may not be billed more than sixty (60) days after providing the services to which the taxes apply.

H. New Material, Etc.: All materials, supplies, equipment, and vehicles specified in this Request shall be new, the latest in production and manufactured within the last twelve (12) months (computed from the date and time of offer opening) unless otherwise indicated. This does not apply to materials, supplies, equipment or vehicles used by the Contractor to provide the required items of tangible personal property, services or construction.

I. Warranty: Materials furnished by the successful Offeror shall be accompanied by the manufacturer's written warranty against defects in quality, craftsmanship, and materials.

The Offeror agrees that the items of tangible personal property, services or construction furnished under any contract resulting from this Request shall be covered by the most favorable commercial warranties the Offeror gives to any customer for such items. Further, the Offeror agrees that the rights and remedies provided in such warranties extend to the City and are in addition to and do not limit any rights afforded to the City by any other clause of this Request. The Offeror agrees not to disclaim warranties of fitness for a particular purpose of merchantability. Warranties shall become effective at the time of acceptance.

J. Equivalent Offers: Where a product is characteristic of a sole manufacturer, or where a brand name is indicated in the specifications, it shall be defined to mean minimum acceptable level or minimum quality required by the City unless the specifications state that no substitutes or equivalents will be allowed. If the Offeror offers an item other than the one specified, which the Offeror considers comparable, the manufacturer's name and model number of that item must be specified in the offer and sufficient performance specification and descriptive data provided to permit a thorough evaluation. Failure to provide the appropriate information may result in disqualification of the offer.

K. Exceptions to Specifications: Offerors are to state any exceptions taken to the Request on the Specifications Exception Form. If no exceptions are stated, the Offeror is required to furnish the items exactly as specified and to comply with all other requirements of this Request.

L. Indemnity: The Offeror to whom an award has been made as a result of this Request expressly agrees to defend, indemnify and save harmless the City and its officers, agents and employees from and against any and all claims, suits demands, actions, or proceedings of every nature and description brought because of any injury or damage received or sustained by any person, persons, or property arising out of the Offeror's providing the goods, services or construction pursuant to the offer or by reason of any act or omission, neglect or misconduct of the Offeror, the agents, employees or subcontractors of the Offeror or the agents or employees of any subcontractor of the Offeror. The indemnity required herein shall not be limited by reason of the specification of any particular insurance coverage.

M. Patent Indemnity: It any item furnished pursuant to any contract resulting from this Request shall be covered by any patent, copyright, or application for patent or copyright, the Offeror shall defend, indemnify and save harmless the City from any and all loss, cost or expense or any all claims suits, or judgments as a result of the use of such item in violation of rights under such patent, copyright, or application for patent or copyright.

N. Public Inspection: Each offer shall be open to public inspection, except to the extent the Offeror designates trade secrets or other proprietary data to be confidential. Material so designated shall accompany the offer and each page shall be clearly marked and readily separable from the offer in order to facilitate public inspection of the nonconfidential portion of the offer. Prices and makes and models or catalog numbers of the items offered, deliveries and terms of payment shall be publicly available at the time of the opening of the offer regardless of any designation to the contrary. The City shall endeavor to restrict distribution of the material designated as confidential to only those individuals involved in the review and analysis of the offers. Offerors are cautioned that materials designated confidential may nevertheless be subject to disclosure to any New Mexico citizen under the Inspection of Public Records Act (Sections 14-2-1 through 14-2-3 N.M.S.A 1978).

O. Material Safety Data Sheets: To comply with the Occupational Health and Safety Regulation 1910.1200 for general standards on handling hazardous materials safety data sheets may be required for all or part of the products included on the Request. It is the responsibility of the Offeror to make this determination and, if required, a copy of the MSDS must accompany the product when delivered to the end user. Failure to comply with this requirement may cause the delivery of products to be rejected and all costs related to such action to be borne by the Offeror.

P. License and Certifications: The Offeror must provide proof, in a manner acceptable and within the time period specified by the Purchasing Office, but prior to award, unless otherwise specified in this Request, that they are licensed and certified by the appropriate agencies as required by law to perform the services or provide the goods specified in this Request.

4. Debarment or Ineligibility Compliance: By submitting its offer in response to this Request, the Offeror certifies that (i) it has not been debarred or otherwise found ineligible to receive funds by any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, and (ii) should any notice of debarment suspension, ineligibility or exclusion be received by the Offeror, the Offeror will notify the City immediately.

5. Ethical Conduct: By submitting its offer in response to this Request, the Offeror certifies that:

A. It has not offered, given or agreed to give to any City employee or former employee, a gratuity or offer of employment to influence the preparation of or recommendation of award of this Request;

B. It has not retained a person to solicit or secure a City Contract for a contingent fee;

C. It has not taken any action in restraint of free competitive bidding in connection with this Request;

D. It has not in any way violated the ethical conduct or other provisions of the City's Public Purchases Ordinance; and

E. It currently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its performance of any contract resulting from this Request.

6. Requests for Explanations by Offerors:

A. Requests for Explanation: Any explanation desired by the Offeror regarding the meaning or interpretation of specifications or any part of this Request must be required in writing and received in the Purchasing Office not less then ten (10) working days before the offer opening date.

B. Responses to Requests: Oral explanations or instructions given prior to the opening of the offer shall not be binding, Any official explanations must be issued, in writing, by the Purchasing Division.

7. Addenda:

Addenda: Changes or amendments to specifications, conditions or provisions herein may be initiated ONLY through the Purchasing Office in the form of a written addendum.

Any addenda shall become a part of this Request and should be acknowledged either by being signed and returned with the offer or through letter or telegram that arrives prior to the opening of the offer.

Failure to do so may result in disqualification of the offer.

It is the responsibility of all vendors considering making an offer in response to this Request to ensure that they have received all addenda prior to making an offer. Offerors may contact the Purchasing Division to obtain information regarding any addenda issued. Failure to obtain an addendum shall not be grounds for overturning a recommendation of award.

8. Clarification of Offers:

The City may, in the evaluation of offers, request clarification from Offerors regarding their offers, obtain additional material or literature, and pursue other avenues of research as necessary to insure that a thorough evaluation is conducted.

9. Submissions of Offer:

A. Time: Offers not received by the time and date indicated on the Request will not be accepted.

B. Hand Carried: Offers may be hand carried to the City Clerk's Office on the eleventh (11th) floor of the Albuquerque/Bernalillo County Government Center, 1 Civic Plaza, Albuquerque, New Mexico.

C. Mailed: Offers may be mailed to the Attention of the City Clerk, City of Albuquerque, P.O. Box 1293, Albuquerque, New Mexico, 87103. The City shall not be responsible for offers that are mailed and not received by the opening date and time specified in the solicitation.

Note: The City picks up mail at the post office once every morning at 7:00 AM (local time). ALL SEALED BIDS MUST BE RECEIVED BY THE OFFICE OF THE CITY CLERK BY EXACTLY 1:30 PM, LOCAL TIME AS RECORDED IN THE CITY CLERK'S OFFICE.

D. Receipts: Receipts for hand delivered offers shall be issued by the City Clerk's Office (upon request) for offers which are hand carried.

E. Envelope Preparation: The envelope / package containing an offer must be sealed and the following identifying information legibly written or typed on the outside:

1) Name of Offeror
2) Request Number assigned by the City to the Request
3) Opening date as identified on the Request or subsequent addenda

F. No Other Methods of Offer Delivery: Neither telephone, telegraphic, or facsimile Offer shall be accepted.

10. Civil Rights Compliance:

Offeror certifies and agrees, by submittal of its offer, to comply and act in accordance with all provisions of the Albuquerque Human Rights Ordinance, the New Mexico Human Rights Act, Title VII of the U.S. Civil Rights Act of 1964, as amended, and all federal statutes and executive orders, New Mexico statutes and City of Albuquerque ordinances relating to the enforcement of civil rights.

Offeror additionally certifies and agrees to abide by and cooperate in the implementation of the policies and practices set forth in the City's Affirmative Action Plan.

Questions regarding civic rights or affirmative action compliance requirements should be directed to the City of Albuquerque Human Rights Division, Community Services Department.

11. Americans with Disabilities Act Compliance:

Offeror certifies and agrees, by submittal of its offer, to comply and act in accordance with all applicable provisions of the Americans with Disabilities Act of 1990 and Federal regulations promulgated thereunder.

12. Withdrawal of Offers:

An offer may be withdrawn in person at any time BEFORE the scheduled opening of offers, provided a receipt for the withdrawn offer is signed by the Offeror or the Offeror's authorized representative. The City reserves the right to request proof of authorization to withdraw an offer.

13. Opening of Offers:

Time and Place: Offers will be opened by the City Clerk at the time and place identified in this Request. Openings are open to the public. Offerors are encouraged to attend.

14. Disqualification of Offer:

A. Any offer received from an Offeror that is, at the time of submitting its offer or prior to receipt of award of a contract, debarred by or otherwise ineligible to receive funds from any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, shall be rejected.

B. In addition, the City reserves the right to reject an offer for, including but not limited to, any one or more of the following circumstances:

C. In the past the Offeror has failed to comply with previous contractual commitments or offers to the City.

D. In the opinion of the City, the offered prices are higher than the prices for which the specified items or services can be purchased on the open market.

E. The Offeror failed to properly fill in any space on the Request Form and attached documents where information or a signature is required.

F. The Offeror did not, at the time the offer is made, have an appropriate New Mexico Contractor's License or Certification when one is required by law, regulation or this Request.

G. The Offeror failed to submit with their offer, bid bonds or other material requirements of the Request or has otherwise submitted a non-responsive offer.

H. There are unauthorized additions, conditions, alternate proposals or other irregularities of any kind which might make the offer incomplete, indefinite or ambiguous in meaning.

I. Offer was not submitted in ink or typewritten or there is any erasure or alternation of words or figures relating to pricing which is not initialed in ink by the Offeror.

J. The City determines that an offer contains any misrepresentations whatsoever.

15. Rejection/ Cancellation of Offers:

Any solicitation, prior to opening or after opening, may be cancelled or any or all offers may be rejected in whole or in part when it is in the best interest of the City.

16. Minor or Technical Irregularities:

Minor or technical irregularities in an offer, when there is no effect on price, quality or quantity may be waived and clerical errors in an offer may be corrected, if permitted by the Purchasing Officer and are in the best interest of the City.

17. Nonconforming/ Conditional, or Counter Offers:

An offer which is nonconforming or conditional, whether in part or in whole, will be rejected.

18. Offer Analysis:

The City reserves the right to analyze, examine and interpret any offer for a minimum period of ninety (90) consecutive calendar days, after the scheduled time for the opening of offers. Offers may not be rescinded during this period except for good cause and with the written approval of the Purchasing Officer. In those situations where the analysis / evaluation exceeds the ninety (90) calendar days, Offerors may withdraw their offers from consideration.

19. Award of Contract:

A. When Award Occurs: The award of a contract occurs when a Purchase Order is issued or other evidence of acceptance by the City is provided to the Offeror. A Recommendation of Award does not constitute award of contract.

B. Award: If a contract is awarded, it shall be awarded to the responsive and responsible Offeror whose offer is lowest in total price and is the most advantageous to the City, specifications and other factors considered.

C. Basis of Award: The City reserves the right to award a contract based on this Request in total or by group of items, on the basis of individual items, or any combination of these, which in the judgment of the Purchasing Officer, best services the interests of the City, unless otherwise stated in this Request.

D. Increase of Quantities: The City reserves the right to increase the quantities of items of tangible personal property, services or construction to be provided within a twelve (12) month period, under the terms of the Contract, at the same prices, with the consent of the Contractor.

E. Decrease of Quantities: The City reserves the right to decrease the quantities of items of tangible personal property, services or construction to be provided under the terms of the Contract. However, the Contractor shall be offered an opportunity to cancel the portion of the Contract affected by such a decrease if the Contractor is not able to meet the contracted prices by delivering the decreased amount. This clause shall not have effect if the Contract was originally awarded based on estimated quantities.

F. Contract Changes: In no case shall a contract be changed without the prior written approval of the Purchasing Officer.

G. Debarment / Cancellation of Contract: Upon receipt of notice of debarment of an Offeror awarded a contract as a result of this Request for Bids (the "Contractor"), or other ineligibility of the Contractor to receive funds from any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, the City shall have the right to cancel the contract with the Contractor for cause as provided in Section 25 below.

H. Local and Resident Preferences: A five percent (5%) Preference may be afforded an Offeror who qualifies in accordance with the City's Public Purchases Ordinance. If no offers are received which qualify for a Local Preference, a 5% Resident Business Preference may be afforded an Offeror who has been certified by the State of New Mexico Purchasing Division, in compliance with State laws.

Information regarding the Public Purchases Ordinance and the application of the Local or Resident preference can be obtained by contacting the Purchasing Division at (505) 768-3344.

For consideration for the Local Preference the Offeror must complete the Local Preference Certification Form in accordance with the form instructions and return the Local Preference Certification Form with its offer.

To qualify for the Resident Preference, the Offeror must provide its assigned Resident Certification Number with its offer (an appropriate place is designated in the Request). If an Offeror does not provide its assigned Resident Certification Number with its offer, the offer shall not be considered as made by a resident business and no preference shall be applied during the analysis of that offer.

NOTE: Your State Tax Number is NOT your Resident Certification Number.

20. Goods Produced Under Decent Working Conditions:

It is the policy of the City not to purchase, lease, or rent goods, for use or for resale at City-owned enterprises that were produced under sweatshop conditions. The Offeror certifies, by submittal of its offer in response to this solicitation, that the goods offered to the City were produced under decent working conditions. The City defines under decent working conditions as production in a factory in which child labor and forced labor are not employed; in which adequate wages and benefits are paid to workers; in which workers are not required to work more than 48 hours per week (or less if a shorter workweek applies); in which employees are free from physical, sexual or verbal harassment, and in which employees can speak freely about working conditions and can participate in and form unions. [***Council Bill NO. M-8 Enactment No. 9-1998***]

21. Protest Process:

A. Request Documents: Protests concerning the specifications of this Request or other matters relating to the solicitation documents must be received by the Purchasing Officer no later than ten days prior to the deadline set for the receipts of offers.

B. Recommendation of Award: Protests concerning other matters relating to this Request must be filed with the Purchasing Officer not later than 5:00 p.m. of the date stipulated in the Recommendation of Award.

C. Timely Protests: Protests must be received by the Purchasing Officer prior to the appropriate deadline as set out in A. and B. of this Section or they will not be considered valid. The Purchasing Officer may waive the deadline for good cause, including a delay caused by the fault of the City. Late delivery by the U.S. Postal Service or other carrier shall not be considered good cause.

D. Required Information from Offeror: All protests must be submitted in written form and must be legible. Facsimile, telephone or telegraphic protests will not be accepted. Protests shall contain at a minimum the following:

1) Name and address of the protesting party
2) The solicitation / Request Number
3) A clear statement of the reason(s) for the protest
4) Details concerning the facts which support the protest
5) Attachments of any written evidence to substantiate the claims of the protest
6) Statement specifying the ruling requested

E. Protest Hearing: If a hearing is requested, the request must be included in the protest and received within the time limit to be allowed. The filing fee of twenty dollars ($20.00) must accompany the request for hearing. The grant of a hearing shall be at the discretion of the Purchasing Officer following review of the protest.

F. Delivery of Protest: Protests may be hand-delivered. Protests which are mailed should be addressed as follows:

Purchasing Officer
City of Albuquerque
Purchasing Division
P.O. Box 1293
Albuquerque, NM 87103

Envelope should also clearly indicate "PROTEST" and the solicitation number.

G. Purchasing Officer Action: The Purchasing Officer will, after evaluation of a protest, issue a response. Only issues outlined in the written protest will be considered by the Purchasing Officer or may be raised at a protest hearing.

22. Delivery, Acceptance and Guarantee:

A. No Delivery Before Purchase Order is Issued; No Offeror, including the Offeror to whom an award is made shall deliver any item of tangible personal property, commence services or construction prior to the issuance of a Purchase Order or Notice to Proceed issued by the City Purchasing Division.

B. Cancellation for Non-Delivery: The City reserves the right to cancel any order not delivered by a guaranteed date stipulated in any contract resulting from this Request without liability on the City's part.

C. Acceptance of Delivery: Acceptance by the City of any delivery shall not relieve the Contractor of any guarantee or warranty, expressed or implied. Such acceptance of delivery shall not be considered an acceptance of services or materials not in accordance with the specifications. Such acceptance of delivery shall not waive the City's right to require replacement of defective material or inadequate service.

23. Inspections:

Prior to Acceptance of Delivery: All items of tangible personal property, services or construction found inferior to the quality specified in the Request, deficient or incorrect in weight, measurement, workmanship, handicraft or otherwise, may be rejected as a whole or in part and then shall be removed by the Contractor at the Contractor's own risk and expense promptly after notice of rejection. The Contractor shall assume responsibility for taking the necessary action to correct or replace the rejected items, within the time frame specified in the notice of rejection.

24. Invoices and Payments:

The Contractor shall submit an accurate invoice, in duplicate, for each purchase. Invoices shall refer to the Purchase Order Number, the Release Form Number if applicable, and shall be itemized unless otherwise specified in this Request. Invoices are to be mailed to: Accounting Division (Accounts Payable), City of Albuquerque, P.O. Box 1985, Albuquerque, New Mexico 87103. Invoices mailed or provided to any other entity will result in a delay in making payment. Offerors are encouraged to inquire if payments due are not received within thirty (30) days after delivery of goods/services and submittal of invoice by contacting the Accounting Division at (505) 768-3400.

25. Default/Termination for Cause:

If, through any cause, the Contractor fails to fulfill the Contractor's obligations under any contract resulting from this Request in a timely and proper manner, or if the Contractor, violates any of the covenants, agreements or stipulations of such contract, the City shall notify the Contractor of such violations in writing and allow the Contractor a reasonable time, set out in the notice, to correct the default. If the default is not corrected within the specified time period the City shall have the right to cancel the contract and any or all other current contracts with the Contractor, and, if applicable, to purchase the required goods or services from another source or sources. The City shall provide written notice to the Contractor specifying the effective date of cancellation. The notice of cancellation may be contained in the notice of default.

If a contract resulting from this Request is cancelled, the Contractor shall not be relieved of liability to the City for damages caused by its breach of the contract. The City reserves the right to recover such damages, including but not limited to any excess cost incurred in having to purchase contract goods/services from other sources by a deduction from an unpaid balance due to the Contractor, collection against a performance or labor and materials payment bond, a combination of these remedies, or any other legal method available. In addition, the Contractor may be removed from the Purchasing Office Vendor List or determined to be ineligible to respond to future solicitations, as being not responsible.

26. Termination for the Convenience of the City:

The City may terminate any contract resulting from this Request at any time by giving at least thirty (30) days notice in writing of such termination to the Contractor. In such event, the Contractor shall be paid under the terms of the contract for all goods/services provided to and accepted by the City, if ordered or accepted by the City prior to the effective date of termination.

27. Termination for Lack of Appropriations:

Funding for the contract resulting from this Request has been appropriated by the City Council for the City's current fiscal year. Notwithstanding any other provisions in the contract resulting from this Request, its continuation beyond the end of the/ any fiscal year is contingent on the City Council making the appropriations necessary to fund the contract. If sufficient appropriations are not made the contract may be terminated at the end of the City's then current fiscal year upon written notice given by the City to the Contractor. Such termination shall not constitute a default. All payment obligations of the City and all of its interest in the contract will cease upon date of termination. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

INSTRUCTIONS FOR
LOCAL PREFERENCE CERTIFICATION FORM

1. **ALL INFORMATION MUST BE PROVIDED**. A 5% local preference is available for this procurement. To qualify for this preference, an Offeror MUST complete and submit this Form with its offer. If an offer is received without the Form attached, completed, signed and certified, or if the Form is received without the required information, the preference will not be applied. The form or a corrected form will not be accepted after the deadline for receipt of bids or proposals.

2. **LOCAL PREFERENCE PRECEDENCE OVER STATE PREFERENCE**. The local preference takes precedence over the State Resident Business Preference and only one of the two preferences will be applied to any one offer. If it is determined that the local preference applies to one or more Offerors in any solicitation, the State Resident Business Preference will not be applied to any offers.

3. **PHYSICAL LOCATION MUST BE STATED**. To qualify for the local preference, a business must have a location in the Albuquerque Metropolitan Area (Abq. Metro Area). The business location inserted on the form must be a physical location, street address or such. Do not use a post office box or other postal address.

4. **ADDITIONAL REQUIREMENT.** To qualify for this preference, the principal Offeror (i.e. the business, not the individual signing the form) if it is a corporation, must be a New Mexico corporation with its articles of incorporation filed with the New Mexico Public Regulation Commission.

5. **DEFINITIONS**. The following definitions apply to this preference:

   - The Abq. Metro Area includes all locations within the City of Albuquerque and Bernalillo County, and within any municipality (i.e. incorporated city, town or village) contiguous to the City of Albuquerque and Bernalillo County.

   - A resident of the Abq. Metro Area is a person who occupies a dwelling in the Area and who manifests an intent to maintain that dwelling on a permanent basis.

   - A principal Offeror is a single Offeror, a business which is the prime contractor or one of the prime contractors and not a subcontractor, or a partner or joint venturer submitting an offer if conjunction with other businesses.

6. **ADDITIONAL DOCUMENTATION**. If requested, a business will be required to provide, within 10 working days of the request, documentation to substantiate the information provided on the form.

LOCAL PREFERENCE CERTIFICATION FORM

RFP/RFB NO: _____

Business Name: _____

Business Location (in Abq. Metro Area): _____

_____

Business Type: SELECT ONE

☐ Corporation – Indicate state of corporation → _____

☐ Partnership – Indicate "general" or "limited" → _____

☐ Sole Proprietorship (Single Owner with employees)

☐ Individual (Single Owner/No employees) → _____

☐ Other – Indicate status → _____

Additional Information: (PROVIDE IF BUSINESS IS A CORPORATION)

Date of incorporation in the State of New Mexico → _____

Certifications

I hereby certify that the business set out above is the principal Offeror submitting this offer or is one of the principal Offerors jointly submitting this offer (e.g. as a partnership, joint venture). I hereby certify that the information which I have provided on this form is true and correct, that I am authorized to sign on behalf of the business set out above and, if requested by the City, will provide, within 10 days of notice, the necessary documents to substantiate the information provided on this form.

Signature or Authorized Individual: _____ ←

Printed Name: _____

Title: _____

Date: _____

YOUR MUST RETURN THIS FORM WITH YOUR OFFER

9/24/02

CITY OF ALBUQUERQUE
Purchasing Division

OFFEROR COMMENTS FORM

REQUEST NUMBER _____

It is requested that Offerors provide any additional information relating to their offer that will assist in the evaluation of such without having to ferret out information concerning the goods and services you intend to provide.

Information pertains to the following (please check applicable box)

- ☐ **Equivalent Product**
- ☐ **Clarification**
- ☐ **Exception(s) to Requirements**
- ☐ **General or Miscellaneous Comments**

If additional space is required, please use reverse side of the form or attach additional document(s).

Name of Offeror	Signature (Authorized Representative)	Date