

City of Albuquerque  
Notice of Requests for Proposals from

Architectural Consultants for  
Albuquerque International Sunport (AIS) Pre-Security Fire Protection  
Project No: 7700.99

Proposals due: Wednesday, May 22, 2024 by 3:00pm

Proposals from professional Architectural firms must be emailed to [myrnamarquez@cabq.gov](mailto:myrnamarquez@cabq.gov) by the deadline noted. For now, a copy of your general and professional liability insurance coverage is acceptable in lieu of the notary stamp. In order to assure your proposal is delivered, make sure it is 5MB or less and is in PDF format.

Request for proposals online at <http://www.cabq.gov/municipaldevelopment/architects-engineers-contractors/cip-selection-advisory-committee>

Project Description: Provide design, bidding, and construction phase services for a new fire suppression system that are FM Global compliant for the pre-security side of the Albuquerque International Sunport terminal building. Milestone deliverables will be reviewed by FM Global. Fire flow tests will be required to determine if fire pumps will be required.

At its sole discretion, the City may choose to either hire a general contractor during the design phase or use a Construction Manager at Risk (CMAR) construction format for the project. The general contractor or CMAR will provide design phase preconstruction services and the CMAR may also serve as the general contractor. If a CMAR construction format is used, it is expected the Architect would have both an understanding of and experience with the CMAR project delivery system and would be required to assist in the future selection of the CMAR. The Architect will also be required to work closely with either the CMAR or general contractor during the design and construction phase of the project.

Respondents to this Notice of Request for Proposals must attend a mandatory pre-submittal meeting on Thursday, May 2, 2024 at 11am via zoom: <https://cabq.zoom.us/j/87585975003>, at which time and place additional information will be presented and project related questions will be addressed. Responses from firms or persons who have not attended this meeting will not be accepted and shall be deemed non-responsive.

If you have questions regarding this solicitation, please email them to [myrnamarquez@cabq.gov](mailto:myrnamarquez@cabq.gov) by 3:00pm, MST on May 8, 2024.

Approximate Construction Cost:	\$20,000,000.00
City Project Manager:	Hartwell Briggs – (505) 244-7800
Department:	Aviation Department

Proposal Format:

Respondents shall provide an emailed PDF proposal no larger than 5MB. Interviews may be held from a “short list” of respondents determined by the Selection Advisory Committee. Short listed respondents will be required to make a presentation to the Selection Advisory Committee addressing project related items selected by the Committee. If interviews are not held, the proposal will be the basis for recommending firms or persons to the Mayor to provide professional services for the project. The format for the proposal

plus the point value of each category that will be evaluated by the Selection Advisory Committee shall be as follows:

	Points
I. General Information	5
II. Project Team Members	15
III. Respondent Experience	30
IV. Technical Approach	25
V. Cost Control	15
VI. Quality and Content of Proposal	10
(Reserved for Committee Use Only)	

Proposals shall be bound and limited to a maximum of fifteen (15) pages (single sided) excluding the introductory letter, any applicable agreement and insurance certificates, the title page, the table of contents, dividers between categories, and the front and back cover/binder pages. All other 8 ½" x 11" pages shall be numbered. Any 17" x 11" pages shall be numbered as two pages. Drawings on 24" x 36" sheets shall be numbered as four pages. Font size no smaller than 10 point shall be used. Your proposal should be as clear and concise as you can make it and still provide the Selection Advisory Committee with information addressing the requirements in each of the first five categories stipulated above (you do not respond to Category VI). Proposals longer than the specified page limitation will be rejected and will not be evaluated. The individual signing the proposal and any other submitted document on behalf of a legal entity shall be a New Mexico registered professional architect.

If any significant text detailing any aspect of the current project, prior consultant projects or the consulting firm is found on any page not normally counted as part of the maximum page limitation, that page may be considered to be part of the respondent's proposal and may be counted as part of the maximum page limitation, as determined by the Administrator.

Selection of qualified professional firms and/or persons will be pursuant to the provisions of Section 14-7-2-1 et seq, of the Revised Ordinances of Albuquerque, New Mexico, 1994. The Selection Advisory Committee meeting to determine recommended selections will be held at least two weeks after receipt of the proposals. For exact time and place call the Capital Implementation Program Office at 768-3821 after May 22, 2024.

Any respondent submitting a proposal in response to this notice must be free of any previous involvement with this project or conflict of interest as determined in the sole discretion of the City, or be deemed non responsive. Respondents must agree to enter into the Standard Agreement that applies to the project and to meet the insurance requirements described in that Agreement. All proposals submitted will contain a completed Pay Equity Worksheet PE10-249 and shall contain a fully completed and executed "Agreement and Insurance Certification" form. Proposals not containing the fully executed "Agreement and Insurance Certification" form shall be non-responsive and shall not be considered for evaluation. Copies of the Pay Equity Worksheet, the Standard Agreement that shall be used for the project and the "Agreement and Insurance Certification" form may be obtained from the City website by searching for Agreement and Insurance Certification.

For those projects which are federally funded, the selected firm and/or persons will be required to comply with the applicable federal requirements including those relating to Equal Opportunity in Employment.

Basic Services compensation for those firms and persons who are selected to provide services for the listed project will be negotiated in accordance with Section 14-7-1 et seq, of the Revised Ordinances of Albuquerque, New Mexico, 1994, entitled "Compensation for Services of Consulting Engineers, Architects and Landscape Architects."

Responses received pursuant to this advertisement may constitute public records of the City of Albuquerque subject to disclosure to any interested party under the Inspection of Public Records Act (Section 14-2-1 through 14-2-3 N.M.S.A. (1978)). A responding firm and/or person submitting a response believed to contain "trade secrets" within the meaning of Section 30-16-24 N.M.S.A. (1978) should clearly designate the response as such by printing the words "TRADE SECRET" on the top portion of the front cover of their response. The responding firm and/or person may restrict distribution of their response to only those individuals involved in review and analysis of responses. The City of Albuquerque will attempt to restrict distribution of a designated response as directed by the submitting party.

Signed: *Myrna Márquez*

Myrna Marquez, Administrator  
Selection Advisory Committee  
Department of Municipal Development

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