

**City of Albuquerque
Notice of Requests for Proposals from**

CITY WIDE ON-CALL TRAFFIC ENGINEERING

**Project No. 183.02
Proposals Due: Wednesday, November 12, 2025**

Proposals from professional Engineering firms must be e-mailed to carmijo@cabq.gov by 3:00 p.m. on the date shown above. No proposals will be accepted after the time specified. In order to assure your proposal is delivered, make sure it is less than 5MB and in PDF format.

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

Project Description:

The scope of work will include miscellaneous traffic engineering support on a variety of projects around the City. Work could include traffic studies, traffic counts, signal designs, traffic operations, signing and striping plans, timing plans, federally funded projects and reimbursements, street lighting design, traffic calming design, GIS data gathering and inputs, public meetings, safety studies, street designs, construction contract documents preparation, and other engineering duties. Consultant must show that they have a depth and variety of technical and professional personnel to support most requests. These projects will require immediate scope and fee responses and quick achievement of project goals.

Respondents to this Notice of Request for Proposals, please reference the DMD website (<https://www.cabq.gov/municipaldevelopment/architects-engineers-contractors/cip-selection-advisory-committee/request-for-proposals/request-for-proposals>) and look for documents under the "Project Pre-submittal Documents" for additional information about this project.. This information, if available, will be uploaded by 5:00pm on **October 29, 2025**. If you have questions regarding this solicitation, please email them to carmijo@cabq.gov by 5:00pm, MST on **November 5, 2025**.

Estimated Compensation:

No Cap

City Project Manager:

Tim Brown, P.E.

Department:

Dept. of Municipal Development/Traffic Engineering

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 is as follows:

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

Proposals shall be 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. Any proposal received without a digital proposal in PDF format will be considered non-responsive. 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 Engineer.

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 meeting details, e-mail the Selection Advisory Committee Administrator at carmijo@cabq.gov after **November 12, 2025**.

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. The respondent's proposal must contain the required Agreement and Insurance Certification form containing an original notary seal. Proposals not containing this form shall be non-responsive and shall not be considered for evaluation. A copy of the Standard Agreement that shall be used for the project and the "Agreement and Insurance Certification" form may be obtained from the Capital Implementation Program Office at the address given above.

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: *Christella Armijo*
Christella Armijo, Administrator
Selection Advisory Committee
Department of Municipal Development

To be published in the Albuquerque Journal on **October 22, October 29, and November 5, 2025**.