

Date: January 24, 2024

Ref: RFP #2024-005P Master Agreement with a Qualified Manufacturer and/or Direct Purchase for Onsite Delivery, Set up, Layout, and Design of Modular Housing Units that Range Between 2-3 Bedrooms

ADDENDUM #2

Purpose: This addendum is to post the Pre-Proposal Conference Agenda for January 22, 2024 and to Provide Additional Information from that Meeting.

1. Pre-Proposal Conference Agenda and Sign In Sheet

- Please see attached Pre-Proposal Conference Agenda and Sign In Sheet.

2. Additional Information:

- Seeking Modular, not manufactured homes. For clarification purposes, manufactured homes are not mentioned in the RFP
- The same floor plan for each unit is acceptable
- Square footage is only a guideline and can be different than what is stated in the Scope of Work
- Avoid rectangular homes. The Village does not want modular homes that look like single wide mobile homes.
- Homes can be built on site as long as the deadline of June 30, 2024 is met

Current Area:

- Has multiple trees on the property
- Has two cabins and one rock home that will remain
- Current cabins have wood/log siding

The Village of Ruidoso Will:

- Provide the infrastructure for electrical via PNM, gas via Zia Natural Gas, water and sewer via the Village of Ruidoso (estimated time 6 to 8 weeks)
- Provide a 30 x 60 clearing free of trees and stumps that contractor can use to develop their own pad sites
- Provide the meter loop
- Widen current roads

- Delivery truck and crane will be able to access the property

Contractor will:

- Develop their own pad sites
- Let the Village know what trees need to be removed prior to delivery
- Provide the appropriate foundation for each unit
- Be responsible for all electrical, gas, water, and sewer hookup to the unit

RFP Changes in Wording:

- See attached Revised RFP as of 1-24-24.
- Note: All changes for this addendum are in **blue**.
- Bedrooms have been changed from 1-3 bedrooms to 2-3 bedrooms only. The Village does not want proposals for single bedrooms.

Reference Sections:

Change #1:

I. INTRODUCTION

A. PURPOSE OF THIS REQUEST FOR PROPOSALS

Added:

“Onsite delivery and set up” means complete turnkey delivery. The Village will provide the infrastructure for the electric (via PNM), gas (via Zia Natural Gas), water and sewer (via the Village). Contractor will be responsible for developing their own pad sites and for hooking up all electrical, gas, water, and sewer to the units. It is estimated that the infrastructure will be complete within 6 to 8 weeks.

Change #2

APPENDIX B- DETAILED SCOPE OF WORK

General:

The Village of Ruidoso is seeking a proposer (manufacturer/**provider**) that has extensive experience in working with municipalities and providing HUD, NMCID and NMRLD approved modular housing units that are more traditional in housing shape and design that will be placed on concrete pads.

“Onsite delivery and set up” means complete turnkey delivery. The Village will provide the infrastructure for the electric (via PNM), gas (via Zia Natural Gas), water and sewer (via the Village). Contractor will be responsible for developing their own pad sites and

hooking up all electrical, gas, water, and sewer to the units. It is estimated that the infrastructure will be complete within 6 to 8 weeks.

The Village will:

- Provide the infrastructure for electrical via PNM, gas via Zia Natural Gas, water and sewer via the Village of Ruidoso (estimated time 6 to 8 weeks)
- Provide a 30 x 60 clearing free of trees and stumps that contractor can use to develop their own pad sites
- Provide the meter loop
- Widen current roads
- Delivery truck and crane will be able to access the property

Contractor will:

- Develop their own pad sites
- Let the Village know what trees need to be removed prior to delivery
- Provide the appropriate foundation for each unit
- Be responsible for all electrical, gas, water, and sewer hookup to the unit

Unit description:

Removed:

Single Bedroom	
Approximate size	480-580 sq ft
No of bathrooms	1
Laundry area	yes
Porch/deck/patio	can be provided as optional

Added:

Two Bedroom	
Approximate size	600-900 sq ft
No of bathrooms	2
Laundry area	yes
Porch/deck/patio	can be provided as optional

Revised:

Three Bedroom	
Approximate size	1000-14000 1400 sq ft
No of bathrooms	2
Laundry area	yes
Porch/deck/patio	can be provided as optional

Change #3

Revised:

APPENDIX H – COST RESPONSE FORM

RFP #2024-005P

Master Agreement with a Qualified Manufacturer and/or Direct Purchase for Onsite Delivery, Set Up, Layout, and Design of Modular Housing Units that Range Between 1-2-3 Bedrooms

Name of Proposer: _____

Item No.	Description	# of Bathrooms / Other	Square Footage of Unit	# of Units That Can be Delivered by June 30, 2024	Delivery Time Frame	Cost Per Sq Foot
±	Single Bedroom (Appx Size 480 – 580 sq ft)	±				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	\$
1	Two Bedroom (Appx Size 600 -900 sq ft)	1				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	\$
2	Two Bedroom (Appx Size 600 -900 sq ft)	2				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	\$
3	Three Bedroom (Appx Size 1000 – 1400 sq ft)	2				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	

Offer must provide a layout or floor plan for each unit.

Note: Size is a suggestion only.

Please contact me at purchasing@ruidoso-nm.gov if you have any questions.

Sincerely,

Carol Kirkpatrick
Purchasing Agent

RFP: #2024-005P

Master Agreement with a Qualified Manufacturer and/or Direct Purchase for Onsite Delivery, Set Up, Layout, and Design of Modular Housing Units that Range Between 1-3 Bedrooms

Pre-Proposal Agenda January 22, 2024 @ 1:00 pm

Zoom Meeting:

Join Zoom Meeting

<https://us06web.zoom.us/j/81995547969?pwd=wIBXVxHYqg69k6fVA7eYX37HrREVtk.1>

Meeting ID: 819 9554 7969

Passcode: 384738

Introductions

- Carol Kirkpatrick, Purchasing Agent
- Michael Martinez, Deputy Village Manager

Deadlines

- Deadline to Submit Questions: January 24, 2024 by 5:00 pm
- Response to Written Questions: January 26, 2024 by 5:00 pm
- Proposals Due: February 5, 2024 @ 10:00 am
- **Delivery: Prior to June 30,2024 (Critical)**

Proposal Submittal

- See Attachment #1

Detailed Scope of Work (Revised)

- See Attached Attachment #2

Cost Response Form (Revised)

- See Attachment #3

Updates to RFP

- RFP has been changed to include “and/or Direct Purchase” (Addendum #1)
- Language added to RFP: The Village of Ruidoso will accept a master agreement with the option of onsite delivery, set up, layout, and design of modular housing units that range between 2-3 bedrooms or accept just the onsite delivery, set up, layout, and design of modular housing units that range between 2-3 bedrooms with no master agreement.
- Detailed Scope of work will change as follows:
 - a. Remove Single Bedroom, 1 bath unit
 - b. Add Two Bedroom, 2 bath unit

Clarification:

- “Onsite delivery and set up” means **complete turnkey delivery**. Contractor will be responsible for hooking up all electrical, gas, water, and sewer. The Village will provide the infrastructure for the electric, gas, water, and sewer.

Site Plan:

- Updated Site Plan Attachment #3

Question Previously Submitted

- See Attachment #4

Questions:

- All questions must be submitted in writing to purchasing@ruidoso-nm.gov and will be addressed in an addendum and posted to our website. All potential offerors who submitted the Acknowledgement of Receipt Form (Attachment A) will receive an email when it is posted.

Attachment #1 Proposal Submittal

Technical Proposal Submittal Binder 1:

TAB A: Table of Contents

TAB B: Response to Business Specifications (Section IV. B)

1. Signed Letter of Transmittal Form (Appendix D)
2. Signed Campaign Contribution Form (Appendix E)
3. Signed Debarment Certification (Appendix F)
4. Signed Non-Collusion Affidavit (Appendix G)
5. New Mexico Resident Vendor or Resident Veteran Certificate (if applies)
(Section II.C.32)

TAB C: Response to Technical Specifications (Section IV. C)

(Please reference Section IV.C.1-4)

1. Experience Working With Similar Project and Master Agreements
2. Total Years of Experience
3. Capacity and Capability of the Offeror to Deliver Modular Homes
4. References (Appendix J)

TAB D: Proposal Summary (Optional)

TAB E: Offeror's Response to Contract Terms and Conditions (If applicable) (Section II.C.15)

TAB F: Offeror's Additional Terms and Conditions (If applicable) (Section II.C.16)

TAB G: Other Supporting Material (If applicable)

Cost Proposal Submittal Binder 2: Must be in a separate binder.

- Cost Response Form (See attached)

Attachment #2

APPENDIX B – DETAILED SCOPE OF WORK

RFP #2024-005P

Master Agreement with a Qualified Manufacturer and/or Direct Purchase for Onsite Delivery, Set Up, Layout, and Design of Modular Housing Units that Range Between 2-3 Bedrooms

Revised 1-22-24

General:

The Village of Ruidoso is seeking a proposer (manufacturer) that has extensive experience in working with municipalities and providing HUD, NMCID and NMRLD approved modular housing units that are more traditional in housing shape and design that will be placed on concrete pads.

The current plan is for 12 to 16 units. Housing must meet all New Mexico and local compliance requirements.

Housing units will include all appliances, HVAC, water heater and finishings. Houses are not to be rectangular in design and should reflect a more traditional home design. **The village is on a strict timeline to complete the project and must have all units completed and installed by June 2024.**

For each proposed unit, please provide a design layout.

Unit description:

Single Bedroom	
Approximate size	480-580 sq ft
No of bathrooms	1
Laundry area	yes
Porch/deck/patio	can be provided as optional

Two Bedroom	
Approximate size	600-900 sq ft
No of bathrooms	1
Laundry area	yes
Porch/deck/patio	can be provided as optional

Two Bedroom	
Approximate size	600-900 sq ft
No of bathrooms	2
Laundry area	yes
Porch/deck/patio	can be provided as optional

Three Bedroom	
Approximate size	1000-1400 sq ft
No of bathrooms	2
Laundry area	yes

Porch/deck/patio

can be provided as optional

The Village of Ruidoso is seeking a manufacturer that can provide units that would sit on site-built foundations, regular perimeter foundation that include crawl space, pier and beam or pad foundation.

Appliances:

All appliances should be included with the unit to include refrigerator, oven/stove. All appliances should be electric. All appliances should be ENERGY STAR certified.

All units should include heating and cooling units. Units should be ENERGY STAR certified and be ready to be powered by natural gas.

Water Heater:

All units should include a water heater that is fired by natural gas. All water heaters should be ENERGY STAR certified.

Pricing:

Proposers shall provide pricing for each unit at a per square foot price to include delivery and installation.

Delivery and Timeframe:

The Village of Ruidoso is on a strict timetable for spending allocated funds. Units must be delivered prior to June 30, 2024. The village is requesting proposers to estimate how many units can be delivered on or by this date.

Layout:

Proposers shall provide the layout of each unit.

Attachment #3

APPENDIX H – COST RESPONSE FORM

RFP #2024-005P

Master Agreement with a Qualified Manufacturer and/or Direct Purchase for Onsite Delivery, Set Up, Layout, and Design of Modular Housing Units that Range Between 1-3 Bedrooms

Revised 1-22-24

Name of Proposer: _____

Item No.	Description	# of Bathrooms / Other	Square Footage of Unit	# of Units That Can be Delivered by June 30, 2024	Delivery Time Frame	Cost Per Sq Foot
1	Single Bedroom (Appx Size 480-580 sq ft)	1				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	\$
2	Two Bedroom (Appx Size 600-900 sq ft)	1				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	\$
3	Two Bedroom (Appx Size 600-900 sq ft)	2				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	
3 4	Three Bedroom (Appx Size 1000 – 1400 sq ft)	2				\$
						Optional Cost
	Optional: Porch/Deck/Patio	--		--	--	

Offeror must provide a layout or floor plan for each unit.

Attachment #4

Questions Previously Submitted

Q1. As far as we know there is not actual Modular Home manufacturer in New Mexico as CID's strict rules and time consuming approvals have kept most national manufacturers away.

A1. CID has pledged to work with the Village to approve selected layouts from out of state vendors.

Q2. HUD approved homes are generally defined as Factory made Manufactured Homes while Modular Homes need preapproval from NMCID before manufacturing and secondary are approval for Installation and concrete pour.

A2. CID has pledged to work with the Village to approve selected layouts from out of state vendors.

Q3. If we depend on NM CID approvals, then the time taken by them for approval is unpredictable and deliveries before June 30, 2024, may not be possible therefore cannot be guaranteed.

A3. The Village and CID have worked out an appropriate timeline for approval to occur.

Q4. Can we as builder/contractor bid on project by offering complete or semi complete units and finish finally at worksite.

A4. Modular units can be completed onsite.

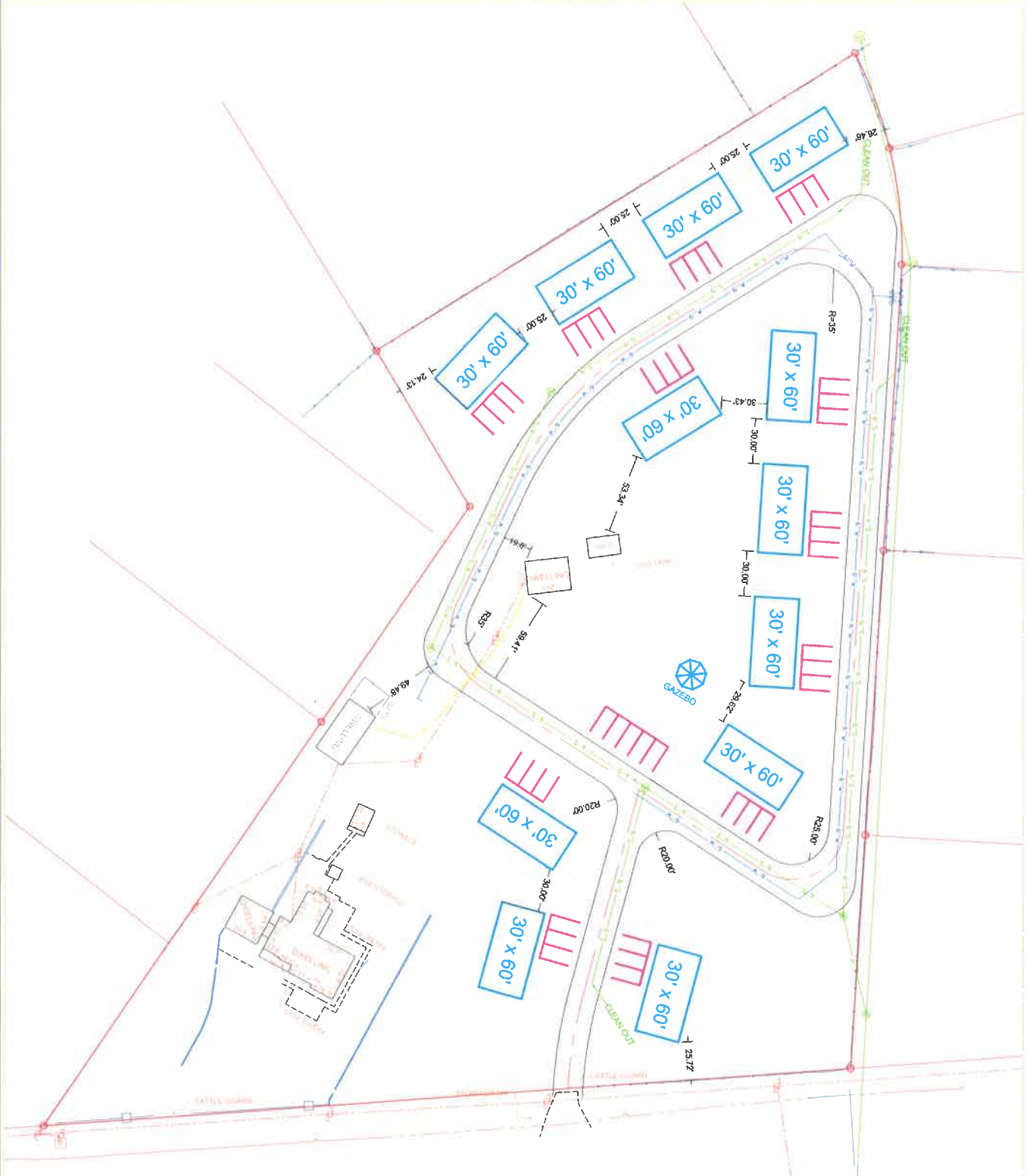
Q5. Are we right in assuming that Ruidoso Village does not have a Building Department to approve plans, resulting in application with NMCID for building permits.

A5. The property and ownership of the building are ownership of the Village. As such, the state must inspect the project. The Village inspectors are not allowed to inspect Village projects.

Q6. We believe that the Village needs:

- A. 6 Homes with 1-bed/1-Bath
- B. 6 homes with 2-Bed/1Bath
- C. 2 Homes with 3-Bed

A6. The Village will remove the request for 1bed/1bath units and only be requesting 2/bed/1bath units, 2/bed/2 bath units, and 3/bed/2bath units.



1,349 LF OF ROADWAY
 1,314 LF OF 6" SEWER
 900 LF OF 6" WATER
 01-19-2024



C-100

Pillar
 Engineering, LLC
 751 STERN DR., Suite 1
 Las Cruces, New Mexico 88005
 Phone: (575) 649-8107

Sheet Title:
 REVISED LAYOUT 1
 Project Name:
 603 MECHEM, RUIDOSO, NM
 Client:
 VILLAGE OF RUIDOSO

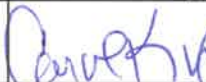





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 White Sands
 CONSTRUCTION INC.

Designed By:	M.J. WICKAR	REVISIONS
Drawn By:	J.A.	Date:
Approved By:		Comment:
Date:		
NEW MEXICO ONE CALL STATEWIDE - 811 OR 1-800-311-6837 (6837) www.nmonecall.org		

RFP #2024-005P

Master Agreement with a Qualified Manufacturer for Onsite Delivery, Set Up, Layout, and Design of Modular Housing Units that Range Between 1-3 Bedrooms
 Pre-Proposal Conference
 January 22, 2024 @ 1:00 pm

Sign-in Sheet

Print Name	Signature	Company	Email	Phone Number
Carol Kirkpatrick		Village of Ruidoso, Purchasing	purchasing@ruidoso-nm.gov	575-258-4343
Michael Martinez		Village of Ruidoso, Deputy Village Manager	michaelmartinez@ruidoso-nm.gov	585-258-4343
Daniel Johnson		Young's Homes	daniel.johnson@ymhinc.net	575-631-7580
KRIS RAMANI		STURDY HOME	kris@sturdyhome.com	505-908-0760
Jim Mitchell		J&H SERVICES INC.	Jim@jhservicesinc.com	505-296-9428
ANDREA NEZERES		VOR	capitalprojects@ruidoso-nm.gov	575-258-4343
Jessica Broad	online-zoom	JH Homes	jessica@vibrantcommunities.com	360-870-7437
Antoinette Hendrick	online-zoom	SLSCO LTD	ahendrick@slsco.com	—
Sami Harman Kuhn	online-zoom	SLSCO LTD	skuhn@slsco.com	—
Stere Payne	online-zoom	Champion Comm.	spayne@championcommercial.com	—