



313 CREE MEADOWS DRIVE
RUIDOSO, NM, 88345
575-258-4343

WWW.RUIDOSO-NM.GOV

Date: October 13, 2023

Ref: ITB #2024-004B RIVER CHANNEL STABILIZATION IN TWO RIVERS PARK

ADDENDUM #3

Purpose: This addendum is post the agenda for the Pre-Bid conference held on 10-11-23 and the sign in sheet for the meeting.

Please see attached agenda and sign in sheet for 10-11-23.

The Invitation to Bid, Addendums, and Drawings can be accessed on our website at <https://www.ruidoso-nm.gov/purchasing>.

Please feel free to contact me at purchasing@ruidoso-nm.gov or 575-258-4343 x 1081 if you have any questions.

Sincerely,

Carol Kirkpatrick
Purchasing Agent

Pre-Bid Meeting Agenda
October 11th, 2023
River Channel Stabilization Project
Rio Ruidoso at Two Rivers Park

Introductions (VOR)

- Carol Kirkpatrick, Purchasing Agent (purchasing@ruidoso-nm.gov)
- Chris Philips, P.E., Riverbend Engineering (cphilips@riverrestoration.com)
- Please introduce yourselves, and the company that you represent. Please sign in on the sign-in sheet.

General Description of the Project (Riverbend)

- Stabilizing the riverbed and banks in a location where there is a lot of foot traffic and public visibility. Improve safety for park users.
- Protect the sanitary sewer line crossing from possible damage during flood conditions.

Project Schedule (VOR)

- Bid opening Wednesday 10-25-23 at 2:00 pm local time. Anticipated date for Notice to Proceed: after 11/14/23.
- Last day to submit questions: 10-16-23. Responses to questions will be provided by 10-18-23.
- Process for issuing addenda, contacting bidders.
- Resident Contractor preference is in effect for this project.

Bidding Requirements (VOR)

- Submission of bids (see ITB)
- Bid organization and required documents
- Required contractor's licenses, registrations with various state Agencies, documentation of experience (see ITB).
- Complete & sign bid form, include bid bond.
- What documents are available on the Village's website at <https://www.ruidoso-nm.gov/purchasing>.
 - Public notice (advertisement)
 - Invitation to Bid #2024-004B
 - Drawings for ITB
- Two addendums have been issued:
 - Addendum #1 10-6-23 (Attached)
 - Addendum #2 10-10-23 (Attached)

Project Schedule (VOR)

- Bid opening Wednesday 10-25-23 at 2:00 pm local time. Anticipated date for Notice to Proceed: after 11/14/23.
- Last day to submit questions: 10-16-23. Responses to questions will be provided by 10-18-23.
- Process for issuing addenda, contacting bidders.
- Resident Contractor preference is in effect for this project.

Bidding Considerations (Riverbend)

- Expected flows in the river, November to April.
- Contract allows for approximately 6 months to complete the contract. Why is that?

- Contractor will have to provide a detailed schedule of work and will have to notify the Village 7 days prior to any mobilization/demobilization dates.
- 404 Permit has been obtained from the USACE.
- Contractor access & staging considerations. Importance of managing the curious public during construction. Limits on time duration of non-work activities, and public safety.
- Spec for large rock includes two different size/shape requirements.
- Expectations for the finished project look: aesthetically clean, stacked rock does not create a safety hazard, visually pleasing.
- Water management bid item.
- SWPPP implementation and permit only required if disturbance area exceeds minimum threshold.

Roles and Responsibilities (VOR + Riverbend)

- Roles of the Contractor, the Owner, and the Engineer, Key Contacts.
- Surveying - The Contractor will subcontract for layout staking and as-built documentation.
- Contractor required to contact NM One Call.
- Testing lab required for concrete materials verification.

Other Questions?

Site walk to look at river and surrounding site, staging area and equipment access, etc.

Make sure everyone has signed in

II. CONDITIONS GOVERNING THE PROCUREMENT

B. EXPLANATION OF EVENTS

6. Submission of Bid

ALL BIDS MUST BE RECEIVED FOR REVIEW AND EVALUATION BY THE PROCUREMENT MANAGER OR DESIGNEE NO LATER THAN THE DATE AND TIME PROPOSED IN SECTION II., A. Sequence of Events. Bids received after this deadline will not be accepted. The date and time of receipt will be recorded on each Bid.

Bids must be addressed and delivered to the Procurement Manager at the address listed in Section I., C. Bids must be sealed and labeled on the outside of the package to clearly indicate that they are in response to ITB 2024-004B – River Channel Stabilization in Two Rivers Park. Bids submitted by facsimile, or other electronic means will not be accepted.

Bids will be opened publicly in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid and each bid item, if appropriate, and such other relevant information as may be specified, together with the name of each bidder, will be recorded, and the record and each bid will be considered public record upon opening, pursuant to §13-1-107 NMAC 1978.

III. RESPONSE CONTENT, FORMAT, AND ORGANIZATION

C. BID FORMAT, CONTENT, AND ORGANIZATION

3. The Bid must be organized and indexed in the following format and must contain, at a minimum, all listed items in the sequence indicated:
 - a) Signed Cover Page of this ITB
 - b) Signed Letter of Transmittal Form (Appendix B)
 - c) Completed Bid Schedule Form (Appendix C)
 - d) Other Supporting Material (if applicable)
 - e) Options, Exceptions, or Variations (Appendix D)
 - f) Affidavit of Non-Collusion (Appendix E)
 - g) New Mexico Preference Certificate (Appendix F)
 - h) Compliance with Regulatory Agencies (Appendix G)
 - i) Certification Regarding Debarment, Suspension, and Other Responsibility Matters (Appendix H)
 - j) Campaign Contribution Disclosure Form (Appendix I)
 - k) Executed Bid Bond (Appendix K)
 - l) Request for Taxpayer Information and Certification (Appendix M)
 - m) Bidder Qualification Statement (Appendix N)
 - n) List of Subcontractors (Appendix O)

- o) Evidence of authority to do business in the state of New Mexico; or a written covenant to obtain such license within the time of acceptance of Bids (NM Contractor's License)
- p) Copy of Registration with the Labor Relations Division, New Mexico Department of Workforce Solutions, Public Works Bureau

Questions: Please email Carol Kirkpatrick at purchasing@ruidoso-nm.gov.

Date: October 6, 2023

Ref: ITB #2024-004B RIVER CHANNEL STABILIZATION IN TWO RIVERS PARK

ADDENDUM #1

Purpose: This addendum is to add wording to the ITB that references Civil Drawings by Riverbend Engineering, LLC, dated September 22, 2023.

Reference Page 19 of 101 Section II D Additional Instructions to Bidders, 1 List of Construction Drawings

Civil Drawings by Riverbend Engineering, LLC, dated September 22, 2023

1. Cover sheet, Location Map, & Index of Drawings
2. Staging & Access Plan
3. Site Plan
4. River Profile
5. Construction Details
6. Construction Details
7. **Construction Details**

Plan documents can be downloaded from the Village of Ruidoso's website at <https://www.ruidoso-nm.gov/purchasing> under Open Invitations to Bid (ITB) under ITB #2024-004B River Channel Stabilization in Two Rivers Park.

The Invitation to Bid and Drawings can be accessed on our website at <https://www.ruidoso-nm.gov/purchasing>.

Please feel free to contact me at purchasing@ruidoso-nm.gov or 575-258-4343 x 1081 if you have any questions.

Sincerely,

Carol Kirkpatrick
Purchasing Agent

Date: October 10, 2023

Ref: ITB #2024-004B RIVER CHANNEL STABILIZATION IN TWO RIVERS PARK

ADDENDUM #2

Purpose: This addendum is to add additional items to the listing of items required to be submitted with the bid.

Reference Page 28 of 100 (Items in red are additions)

Section III C BID FORMAT, CONTENT, AND ORGANIZATION

All Bids must be submitted as follows:

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IV. SPECIFICATIONS

O. Authority to do Business in the State of New Mexico

Evidence of authority to do business in the state of the New Mexico; or a written covenant to obtain such license within the time of acceptance of Bids (NM Contractor's License)

P. Registration with the Labor Relations Division

Copy of Registration with the Labor Relations Division, New Mexico Department of Workforce Solutions, Public Works Bureau

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