

RFP# 22-51600-1201-00001
Amendment No. 001

STATE OF NEW MEXICO
DEPARTMENT OF GAME AND FISH
REQUEST FOR PROPOSALS (RFP)

FOR
Environmental Services



RFP#

22-51600-1201-00001

Amendment Date February 14, 2022

RFP Release Date: January 18, 2022

Proposal Due Date: March 10, 2022

Contract Start Date: July 1, 2022

Request for Proposal # 19-51600-1201-00001 is amended as described herein:

CHANGE 1:

IV. SPECIFICATIONS

A. SPECIFICATIONS

6. Cost

Offerors shall propose firm, fixed, hourly rates for all staff or staff categories that may be used on projects related to the scope in the form of a rate table or schedule for each Fiscal Year (FY) to be covered by the RFP (FY 23, FY 24, FY 25 and FY 26). The firm, fixed, hourly rates must include ~~travel, per diem,~~ fringe benefits (if applicable); and any overhead costs for Offeror personnel, as well as subcontractor personnel if appropriate. Proposed hourly rates will not include gross receipts tax. Gross receipts tax will be billed as a separate line item, at applicable rates, upon invoicing for services performed.

In order to award Cost points, Offerors shall identify each fiscal year of the contract billing rates for the required minimum Core Team positions on the “Cost Response Form” and must submit with their proposal the “Cost Response Form”, attached to this RFP as APPENDIX D for fair cost evaluation.

Reimbursement of Travel and Per Diem

- Offerors shall charge Department for all employee related travel and per diem using approved rate of \$151 per night, or in accordance with NMAC 2.42.2

**Changes: Travel and per diem was removed from hourly rate calculation.
Additional information was added about travel and per diem reimbursement.**

CHANGE 2:

**APPENDIX D
COST RESPONSE FORM**

Offerors must fill out this form and submit with the proposal. Hourly rates must include **travel, per diem,** fringe benefits (if applicable), and any overhead costs for Offeror personnel.

Hourly Rate

Service Category (position)	FY23	FY24	FY25	FY26
Contract Manager	\$	\$	\$	\$
Principal Investigator or Senior Project Manager	\$	\$	\$	\$
NEPA Planner	\$	\$	\$	\$
Biologist	\$	\$	\$	\$
Archaeologist	\$	\$	\$	\$
Technician	\$	\$	\$	\$

Reimbursement of Travel and Diem

- Offerors shall charge Department for all employee related travel and per diem using approved rate of \$151 per night, or in accordance with NMAC 2.42.2

The Department will average the price for each service category to award points. The following formula will determine points awarded:

$$\frac{\text{Lowest Responsive Offeror's Hourly Rate}}{\text{This Offeror's Hourly Rate}} \times 100 = \text{Points}$$

Changes: Travel and per diem was removed from hourly rate calculation. Additional information was added about travel and per diem reimbursement.