



**March 02, 2018**

**FROM: Michael Madrid CPPB, Purchasing Agent**

**RE: ITB No. 2018-015-FAC – HVAC Improvements at Colinas Del Norte ES**

**This letter is your notification that the Rio Rancho Public Schools (RRPS) has a current bid in an area you identified in your vendor registration packet. Bidding Documents may be obtained at:**

Albuquerque Reprographics  
4716 McLeod Rd. NE  
Albuquerque, NM 87109  
(505) 884-0862

**ITB No.: 2018-2018-015-FAC**  
**ITB Name: HVAC Improvements at Enchanted Hills ES**  
**Due Date/Time: March 20, 2018 @ 10:30 A.M.**  
**Contact: Michael Madrid CPPB, [michael.madrid@rrps.net](mailto:michael.madrid@rrps.net) (505) 962-1143**  
**Location: Rio Rancho School District Offices (Purchasing), 500 Laser Rd NE, Rio Rancho, NM 87124**

A **MANDATORY** pre-proposal meeting has been scheduled for March 13, 2018 @ 2:00 PM. at Colinas Del Norte ES:

This notification process is intended to reduce postage and paper costs for the Rio Rancho Public Schools. All future bids/RFPs notifications will utilize this process. RRPS will continue to advertise all bids in the Albuquerque Journal.

Any listed solicitation does not obligate the Rio Rancho Public School district for any cost(s) associated with any response preparation, the return of a response, and is not to be considered a contract for any purchase of goods, services, or construction.

Please note that all bids/RFP's must be submitted by the due date and time as stated in the bid/RFP documents. The Rio Rancho Public Schools does not accept responses electronically, by fax or email as a hardcopy with original signature must be submitted. Responses arriving after the due date or time will be returned unopened.