



**RIO RANCHO PUBLIC SCHOOLS
PROCUREMENT DEPARTMENT**

October 11, 2018

ADDENDA #1

RFP No. 2019-007-FAC

Project: Pumping and Disposal Service

RFP Submittal Deadline: October 16, 2018 @ 2:00 p.m. local time
Rio Rancho Public Schools
Purchasing Department
Attn: Michael Madrid, CPO, CPPB
Purchasing Manager
500 Laser Road NE
Rio Rancho, NM 87124

➤ **Question#1**

Locations 15 and 18 on the proposal pages appear to be the same location with different names. Are there 2 tanks at this location, or maybe the address is incorrect?

➤ **Answer to Question #1**

Delete item #18 – Secondary Learning Center. A revised pricing form is listed below.

SERVICE LOCATIONS

Inventory of tanks, location, gallons etc.

Item #	DESCRIPTION & LOCATIONS	APPROXIMATE TANK VOLUME	PUMPING COST
1.	Department of Student Transportation 821 Moccasin Dr. NE Rio Rancho, NM 87124	1,000 Gallons	\$
2.	Cielo Azul Elementary School 3804 /Shiloh RD NE Rio Rancho, NM 87144	1,500 Gallons	\$
3.	Collinas del Norte ES 1001 Night Sky Ave NE Rio Rancho, NM 87144	1,500 Gallons	\$
4.	Enchanted Hills ES 5400 Obregon RD NE Rio Rancho, NM 87144	1,500 Gallons	\$
5.	Ernest Stapleton ES 3100 Sapleton Ave NE Rio Rancho, NM 87124	1,500 Gallons	\$
6.	Maggie M. Cordova ES 1500 Veranda RD SE Rio Rancho, NM 87124	1,500 Gallons	\$
7.	Martin Luther King Jr. ES 1301 Nicklaus Dr. SE Rio Rancho, NM 87124	1,500 Gallons	\$
8.	Puesta del Sol ES 450 Southern Blvd SE Rio Rancho, NM 87124	1,500 Gallons	\$
9.	Rio Rancho ES 4601 Pepe Ortiz RD SE Rio Rancho, NM 87124	1,500 Gallons	\$
10.	Sandia Vista ES 6800 Franklin RD NE Rio Rancho, NM 87144	1,500 Gallons	\$
11.	Vista Grande ES 7001 Chayote RD NE Rio Rancho, NM 87144	1,500 Gallons	\$
12.	Eagle Ridge MS 800 Fruta RD NE Rio Rancho, NM 87124	1,500 Gallons	\$
13.	Lincoln MS 2287 Lema RD SE Rio Rancho, NM 87124	1,500 Gallons	\$
14.	Mountain View MS 4101 Montreal Loop NE Rio Rancho, NM 87144	1,500 Gallons	\$
15.	Rio Rancho MS 1600 Loma Colorado Dr. NE Rio Rancho, Nm 87144	1,500 Gallons	\$
16.	Rio Rancho HS 301 Loma Colorado Dr. NE Rio Rancho, NM 87124	1,500 Gallons	\$

17.	V. Sue Cleveland HS 4800 Laban RD NE Rio Rancho, NM 87144	1,500 Gallons	\$
	TOTAL FOR ALL ITEMS 1- 17 (THIS NUMBER WILL BE USED FOR AWARD PURPOSES		\$

➤ **Question #2**

The ITB, there is no mention of background checks. Is this still a requirement for any service man that enters any of the properties?

➤ **Answer to Question #2**

Background Checks are Required: Rio Rancho Public Schools (RRPS) requires that any employee (including contractors and sub-contractors), working on Rio Rancho Public School project(s) have a background check. As per Section 28-2 NMSA 1978, Criminal Offender Employment Act, RRPS has the right to refuse public employment for any one or any combination of the following causes:

- A. Misdemeanor conviction or felony of moral turpitude and the misdemeanor or felony involves our business (protection of students and adults on our premises)
- B. However, RRPS can allow employment if felony or misdemeanor involves moral turpitude and does not directly relate to the employment only, if after investigation, we determine that the person convicted has not been sufficiently rehabilitated to warrant the public trust.
- C. Sufficient rehabilitation equals the following:

8.2 Completion of probation or parole supervision.

8.3 Expiration of a period of three years after final charge with no repeated charges, or

8.4 Three years after release from imprisonment without any subsequent conviction.

8.5 Regardless of rehabilitation, RRPS will not employ an individual if a conviction is discovered for any of the following offenses:

- A. Trafficking in a controlled substance.
- B. Criminal sexual penetration.
- C. Related sexual offense.
- D. Child abuse
- E. RRPS cannot bar anyone from employment for the following:
 - a. Records of arrest not followed by a valid conviction and;
 - b. Misdemeanor convictions not involving moral turpitude.

8.6 Background Check Process: After receipt of the Notice to Proceed, the contractor shall proceed as follows:

**New Mexico Applicant Processing Service (NMAPS)
Process Overview for Electronic Fingerprinting**

Registration:

All applicants must register **prior** to being fingerprinted. You must be fingerprinted within 90 days of registration. **(Must use Internet Explorer, Google Chrome will not access site properly).**

• The applicant must register with 3M Cogent at www.cogentid.com.

Choose New Mexico and then click Register Online for a Background Check.

Click on ORI LOOK UP, find RIO RANCHO PUBLIC SCHOOLS ORI# **NM930071Z** and double click on it. It will automatically populate the ORI# in the required section. Finish filling out the online registration completely. **Check to ensure you see ORI# NM930071Z.**

• After registration is complete, the applicant will receive a Registration ID Number.

PLEASE RETAIN THIS NUMBER; IT IS NEEDED IN ORDER TO BE FINGERPRINTED.

• While online registration (www.cogentid.com) is the preferred registration method, telephone registration is also available: 1-877-99NMAPS (1-877-996-6277).

Fees & Payment:

Electronic fingerprint and background check fees are **\$44.00**.

Payment Methods

Online	• Credit/Debit Card
At the Fingerprint Site	• Money order/cashier's check made out to 3M Cogent • NO cash • NO checks

Fingerprinting:

• Proceed to one of the authorized fingerprinting sites listed at www.cogentid.com > New Mexico > under User Information section > Fingerprint Location Map.

• Applicants may visit any fingerprinting location during any of the site's scheduled fingerprinting hours. Check the website for hours.

• **Once you have completed the online registration.** Bring your Registration ID Number and a valid photo ID.

• If you are paying by money order, bring a money order made out to **3M Cogent**.

Results:

• Background check results will be sent directly to RRPS.

• 3M Cogent does not have access to background check results, or make employment determinations.

• RRPS will contact the applicant when background check results are received and additional information is needed.

Thank you for your interest in Rio Rancho Public Schools.

ACKNOWLEDGE ADDENDUM WITH RFP:

COMPANY/FIRM NAME

SIGNATURE

DATE