

INVITATION FOR BID
FOR
THE INSTALLATION OF AN
HVAC SYSTEM AT THE City OF SOCORRO YOUTH CENTER

BID NUMBER 030124
CITY OF SOCORRO, NEW MEXICO



City of Socorro
111 School of Mines Rd.
Socorro, New Mexico 87801

ISSUE DATE: February 15, 2024

DUE DATE: March 1, 2024

OVERVIEW

The City of Socorro was incorporated in 1882. It operates under a Mayor/Council form of government. Municipal services include the usual governmental functions of police, dispatch, animal control, fire, gas, water, sewer, parks & recreations, swimming pool, public library, senior center, and solid waste.

PROCUREMENT

The City of Socorro hereby invites competitive sealed bids for the installation of a HVAC System for the City of Socorro Youth Center.

Sealed bids will be accepted until bid opening at 10:00 a.m., March 1, 2024, in the City Hall Council Chambers 111 School of Mines Rd., Socorro, New Mexico 87801. At that time bids will be opened publicly and recorded. The City of Socorro reserves the right to reject any or all bids, to waive technical irregularities, and to award the bid to the bidder whose bid it deems to be in the best interest of the City of Socorro.

Any bid received after the above date and or time will be returned unopened. All bids must be clearly marked "IFB030124" in the lower left corner of the envelope. The bidder shall assume full responsibility for the timely delivery of bid.

Please submit two (2) original copies of bid.

The envelope shall be addressed to:

**City of Socorro
Leopoldo (Polo) Pineda, Jr.
Chief Procurement Officer
Post Office Drawer K
Socorro, New Mexico 87801**

If you have any questions regarding the bid, please contact Michael Padilla at (575) 418-7605.

Request IFB Documents from Leopoldo (Polo) Pineda, Jr. at (575) 835-0240 or email ppineda@socorronm.gov.

LOCATION

City of Socorro Youth Center
1002 Ake Street
Socorro, New Mexico 87801

SCOPE OF WORK

To replace the three existing swamp coolers with an HVAC System.

- Removal of swamp coolers
- Removal of heating system
- Modify and or add new ducting.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Offeror must complete, sign, and return the Campaign Contribution Disclosure Form. APPENDIX A, as a part of their proposal. This requirement applies regardless whether a covered contribution was made or not made. Failure to complete and return the signed unaltered form will result in disqualification.

APPENDIX A

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to NMSA 1978, § 13-1-191.1 (2006), any person seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body shall void an executed contract or cancel a solicitation or proposed award for a proposed contract if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or

unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

“Pendency of the procurement process” means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Person” means any corporation, partnership, individual, joint venture, association or any other private legal entity.

“Prospective contractor” means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any:

Ravi Bhasker, Mayor
Mary Ann Chavez-Lopez, Councilor
Deborah Dean, Councilor
Nick Fleming, Councilor
Damien Ocampo, Councilor
Michael Olguin, Jr., Councilor
Joel D. Partridge, Jr., Councilor
Peter D. Romero, Councilor
Anton Salome, Councilor

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title

