



City of Socorro
New Mexico

“REQUEST FOR QUALIFICATIONS”

**COMPRESSED NATURAL GAS (CNG)
FACILITY UPGRADE**

RFQ 010725

Proposal Due:

January 7, 2026, by 3:00 PM

**Attention: Leopoldo (Polo) Pineda, Chief Procurement Officer
111 School of Mines Road
Socorro, NM 87801**

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ADVERTISEMENT

Proposals will be received by the City of Socorro and shall be delivered to Leopoldo (Polo) Pineda, Chief Procurement Officer, City of Socorro at 111 School of Mines Road, Socorro, NM 87801, **until 3:00 pm, local prevailing time, January 7, 2026.**

Compressed Natural Gas (CNG) Facility Upgrades

The proponent's attention is directed to the fact that all application Federal Laws, State Laws, Municipal Ordinances and the rules and regulations of all authorities having jurisdiction over said item shall apply to the proposal throughout, and they will be deemed to be included in the proposal document the same as though herein written out in full.

The City of Socorro is an Equal Opportunity Employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation or national origin. The successful proponent will be required to conform to the Equal Opportunity Employment Regulations.

Proposals may be held for thirty (30) days subject to action by the City. The City reserves the right to reject any or all proposals in part or in whole. Proposal packets are available by contacting Leopoldo (Polo) Pineda, City of Socorro, Chief Procurement Officer, 111 School of Mines Road, Socorro, NM 87801, 575-838-7524

Leopoldo (Polo) Pineda, Chief Procurement Officer

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SCHEDULE

1. Advertisement	December 18, 2025
2. Issuance of RFQ	December 18, 2025
3. Walk-Through	December 23, 2025 at 2:00 pm
4. Pre-bid	December 23, 2025 at 3:00 pm
5. Deadline for RFQ Questions	December 29, 2025
6. Receipt of Proposals	January 7, 2026 at 3:00 pm
7. Evaluation of Proposals	January 12, 2026
8. Interviews (If necessary)	January 14, 2026
9. Recommendation of Award by City Council	January 20, 2026

Dates of consideration by Council are tentative and subject to change without notice

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INFORMATION FOR PROPONENTS

1. RECEIPT OF PROPOSALS

The City of Socorro (herein called "City"), invites firms to submit five (5) original hard copies of their proposal for the design, permitting and upgrades to the City's Compressed Natural Gas (CNG) Facility.

The Proposals will be received by the City of Socorro, until 3:00 p.m. local prevailing time on January 7, 2026.

The packets shall be submitted and addressed to the Leopoldo (Polo) Pineda, Chief Procurement Officer, 111 School of Mines Road, Socorro, NM 87801. No late proposals will be accepted whether hand delivered, mailed or special delivery. Do not rely on "overnight delivery" without including some lead-time. "Overnight delivery" will be determined to be non-responsive if delivered late, no matter whose fault it was. It is recommended that extra days be included in the anticipated delivery date to ensure delivery is timely. The outside of the envelope should clearly indicate the following information:

Proposal number: 010725

Title of the proposal: Compressed Natural Gas (CNG) Facility Upgrade

Name and address of the proponent

Any proposal received after the time and date specified shall not be considered. No proposing firm may withdraw a proposal within 60 days after the actual date of the opening thereof.

2. PREPARATION OF PROPOSAL

Vendors shall comply with all instructions and provide all the information requested. Failure to do so may disqualify your proposal. All information shall be given in ink or typewritten. Any corrections shall be initialed in ink by the person signing the proposal.

This request for proposal may be canceled or any and all proposals may be rejected in whole or in part, whenever the City of Socorro determines it is in the best interest of the City.

3. ADDENDA AND INTERPRETATIONS

No oral interpretation of the meaning of any section of the proposal documents will be binding. Oral communications are permitted in order to make an assessment of the need for an addendum. Any questions concerning the proposal must be addressed by December 29 at 3:00 PM, local prevailing time.

Every request for such interpretation should be in writing addressed to Leopoldo (Polo) Pineda, Chief Procurement Officer, 111 School of Mines Road, Socorro, NM 87801 and/or email at ppineda@socorronm.gov and to be given consideration must be received by December 29, 2025, at 3:00 PM, local prevailing time.

Any and all such interpretations and any supplemental instruction will be in the form of written addenda to the RFQ, which if issued, will be delivered to all prospective firms not later than three days prior to the date fixed for the receipt of the proposals. Failure of any proposing firm to receive any such addenda or interpretations shall not relieve such firm from any obligation under their proposal as submitted. All addenda so issued shall become part of the contract documents.

The City reserves the right to not comply with these time frames if a critical addendum is required or if the proposal deadline needs to be extended due to a critical reason in the best interest of the City of Socorro.

4. LAWS AND REGULATIONS

The proposing firm's attention is directed to the fact that all applicable Federal Laws, State Laws, Municipal Ordinances, and the rules and regulations of all authorities having jurisdiction over said item shall apply to the contract throughout. They will be deemed to be included in the contract the same as though herein written out in full.

5. METHOD OF AWARD

The proposal is to be awarded based on qualified proposals as per the enclosed rating system and at the discretion and consideration of the governing body of the City of Socorro.

The selection committee may interview the top three rated proponents; however, contracts may be awarded without such interviews.

At its discretion, the City reserves the right to alter the membership or size of the selection committee. The City reserves the right to change the number of firms interviewed.

All information submitted by proponents will be deemed confidential to the evaluation committee and City administration until a recommendation is made to the City Council for consideration.

6. PROTESTS AND RESOLUTIONS PROCEDURES

Any proponent, offeror, or contractor who is aggrieved in connection with a procurement may protest to the Purchasing Officer. The protest must be in writing and submitted within fifteen (15) calendar days and requirements regarding protest and resolution of protests are available from the Purchasing Office upon request.

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PROJECT SCOPE AND REQUIREMENTS

PROJECT DESCRIPTION

The City of Socorro currently owns a Compressed Natural Gas (CNG) facility at 2998 NM Highway 1, Socorro, New Mexico 87801.

The City intends to execute a contract with a firm for the design/build, permitting and construction of upgrades to the CNG facility. In general, the improvements are anticipated to include, but not be limited to, a new compressor, inlet kit, stand-alone power panels, priority panel, filter racks, Fast Fill Dispenser, Time Fill Post, Comm Panel, and Electrical Switchgear.

2. SCOPE OF WORK

The Contractors' minimum responsibilities consist of the following:

- a. Design and build upgrades to the CNG Facility, perform all related Engineering design functions including Surveying, Civil, Site, Mechanical, Electrical, and Instrumentation to meet current and future needs of the City;
- b. Prepare detailed project plans and specifications;
- c. Prepare and acquire all necessary permits;
- d. Procure equipment and materials;
- e. Perform all construction, testing, commissioning, start-up, and all activities necessary to have a functional facility;
- g. Provide as-built drawings in digital (CAD .dwg and Adobe .pdf) and hard-copy format;
- h. Provide complete documentation for all major facility equipment;
- i. Dispose of any and all hazardous materials resulting from the CNG facility upgrades operation during construction;

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SUBMITTAL REQUIREMENTS

The proposal length is limited to ten (10), double-sided pages, 8.5 in. x 11 in., with no smaller than 12 point font and 1 inch margins, not including additional figures or appendices. Two additional pages may be included to address the qualifications and experience of each additional entity that is integral to the proposal team. Five (5) original hard copies shall be submitted.

Proposals shall include the following information:

- **Experience/Qualifications.** Description of key personnel's and team member's roles, experience and qualifications for developing CNG fueling facilities of similar size and complexity. Specific information to be evaluated includes experience in designing, permitting, constructing and CNG fueling facilities of similar size and complexity. List all relevant professional licenses or certifications. Proponents must have experience developing a minimum of three CNG fueling facilities. If a proponent forms a joint venture or other teaming arrangement, the combined experience of the team may satisfy this requirement. In addition, similar experience and qualifications information shall be provided for proposed contractors.
- **Technical Competence.** Proposed technical specifications will be evaluated for ability to meet overall CNG fueling facilities project objectives, all applicable regulatory electrical standards, as well as provide for adequate site safety and security.
- **Capability to Perform.** Proposed firms will be evaluated for their ability to perform all the necessary tasks required to manage development and maintenance of the CNG fueling facility. Identified goals and tasks as well as proposed development schedules will be evaluated to determine if they are reasonably achievable and proceed in a logical manner. Other information evaluated will include: skilled labor force availability and firm's safety record. Proponents shall also include a resources utilization summary, describing how the proponent's

available resources will be optimized to facilitate speedy and uninterrupted development of the Facility.

- Past Performance. Representative projects that demonstrate project experience, including the name and contact information for a representative of the customer with working knowledge of the project and its' performance, construction cost, and design related change orders.
- Preliminary Project Plan
 - The proposed comprehensive CNG Facility plan shall include:
 - System design capable of meeting existing and forecasted slow-fill and fast-fill municipal and public access fast-fill fueling demands.
 - Expansion of the current compression facility to create space for the new compression equipment
 - The manufacturer specification sheets for all compression, storage, control systems, dispensing, and other essential equipment
 - A preliminary site plan identifying the location and design of the proposed upgrades
 - The proposed operational site security measures for the facility
 - A development schedule that specifically addresses how the fueling demands will be met, without interruption, including a contingency plan should any unanticipated difficulties arise during the process or the deadline for completion not be met.
- Proposed Schedule
 - Proposed schedule for development of the Facility, outlining the timeframe for completion of the major project tasks such as project design, permitting and authorizations, construction, and testing. The schedule

Commented [TM1]: City Gas Dept. to Confirm or update.

shall include an emergency “back-up” plan should any unanticipated difficulty arise during the upgrade process.

- Certifications. Proponents shall include a brief statement regarding the legal and financial status of all firms in their joint-venture or team, covering the following:
 - o Certification that insurance and bonding requirements can be met;
 - o Statement regarding the status of debarment, disqualification, default, or early termination from a contract in the last 5 years;
 - o Certification regarding commercial bankruptcy in the last 5 years;
 - o Information on all settled adverse claims, disputes or lawsuits with an owner or a project;
 - o Description of OSHA violations, worker’s compensation claims or safety claims;
 - o Description of any state licensing violations; and
- Sample Contract. Proponents shall include a suggested contract

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EVALUATION CRITERIA & WEIGHTED VALUES

CRITERION	WEIGHTED VALUE		EVALUATION POINTS	TOTAL
1. Experience/Qualifications	10	X		
2. Technical Competence	10	X		
3. Capacity to Perform/Past Performance	20	X		
4. Preliminary Project Plan	30	X		
5. Schedule	30	X		
TOTAL				

Evaluation Points: 1 = Lowest through 5 = Highest, Total Points Available 500

Scores of the evaluation committee members will be totaled to determine the top rated firms.

Following ranking of proposals by the evaluation committee, the top ranked firms shall be short-listed. The selection committee may interview the top three rated proponents; however, contracts may be awarded without such interviews. If interviews are conducted for the top three rated firms, those scores totaled from the evaluation committee members from the interview evaluations will determine the final top rated firm, unless other tangible extenuating circumstances are documented.