

**The City of Santa Fe  
AND  
Office of Economic Development**

**REQUEST FOR PROPOSALS (RFP)**

**Project  
Redevelopment of the Midtown Visual Arts Center**



CITY OF  
Santa Fe

**RFP#  
23/17/P**

**Amendment #1**

Proposal Due Date: March 1, 2023

**ELECTRONIC-ONLY PROPOSAL SUBMISSION**

Redevelopment of the Midtown Visual Arts Center  
RFP#23/17/P  
Amendment #1

The Office of Economic Development is extending the Proposal Submission deadline for the Redevelopment of the Midtown Visual Arts Center to March 1, 2023, in order to provide a second Pre-Proposal Tour and Pre-Proposal Conference.

The amended Sequence of Events as well as the new tour information and Zoom link for the Pre-Proposal Conference can be found below.

**II. CONDITIONS GOVERNING THE PROCUREMENT**

This section of the Solicitation contains the schedule of events, the descriptions of each event, and the conditions governing this procurement.

**A. SEQUENCE OF EVENTS**

The City’s Central Purchasing Office and the Procurement Manager will make every effort to adhere to the following schedule: (Changes are Bold)

<b>Action</b>	<b>Responsible Party</b>	<b>Due Dates</b>
1) Issue Solicitation (RFP)	Central Purchasing Office	December 2, 2022
2) Pre-Proposal Conference (Site Tour) <i>Not Mandatory</i>	Requesting Department	December 13, 2022 9:00am - 10:30am <i>On-site walking tour</i>
3) Pre-Proposal Conference (Q&A Session) <i>Not Mandatory</i>	Requesting Department	December 15, 2022 9:00am - 10:30am <i>Web-based meeting</i>
4) Acknowledgement of Receipt Form	Potential Offerors	December 16, 2022 3:00pm
5) Deadline to submit Written Questions	Potential Offerors	December 30, 2022 3:00pm
6) Response to Written Questions	Procurement Manager	January 13, 2023
7) <b>Added Tour</b> <b>Pre-Proposal Conference (Site Tour #2)</b> <i>Not Mandatory</i>	<b>Requesting Department</b>	<b>January 21, 2022</b> <b>9:00am - 10:30am</b> <b><i>On-site walking tour</i></b>
8) <b>Added Session</b> <b>Pre-Proposal Conference (Q&amp;A Session #2)</b> <i>Not mandatory</i>	<b>Requesting Department</b>	<b>January 23, 2022</b> <b>9:00am - 10:30am</b> <b><i>Web-based meeting</i></b>

9) <b>Deadline to submit Written Questions #2</b>	<b>Potential Offerors</b>	<b>January 30, 2023 3:00pm</b>
10) <b>Responses to Written Questions #2</b>	<b>Requesting Department</b>	<b>February 10, 2023</b>
11) <i>Submission of Proposal</i>	<i>Potential Offerors</i>	<del>February 2, 2023</del> <b>March 1, 2023 3:00pm</b>
12) *Proposal Evaluation	Evaluation Committee	<del>February 15, 2023</del> <b>March 15, 2023</b>
13) *Selection of Finalists	Evaluation Committee	<del>February 17, 2023</del> <b>March 17, 2023</b>
14) *Best and Final Offers	Finalist Offerors	<del>February 24, 2023</del> <b>March 24, 2023</b>
15) *Oral Presentation(s)	Finalist Offerors	<del>February 27-28, 2023</del> <b>March 27 - 28, 2023</b>
16) *Finalize Contractual Agreements ( <i>Exclusive Negotiations Agreement</i> )	Requesting Department/Finalist Offerors	<del>March 31, 2023</del> <b>April 28, 2023</b>
17) *Contract Awards	Requesting Department/ Finalist Offerors	<del>April 12, 2023</del> <b>May 12, 2023</b>
18) *Protest Deadline	Central Purchasing Office	+15 days

\* Dates indicated in Events 12 through 18 are proposed and may be subject to change at the City’s discretion without necessitating an amendment to this Solicitation.

The second tour will meet in the main campus parking lot at the north end of the campus on Alumni Drive. Participants should park and meet at the west side of the lot, or away from any film trucks.

The Zoom link for the second Pre-Proposal Conference at 9:00 AM on January 23, 2023 is

Questions & Answers Session #2

City Zoom Video Conferencing:

Join Zoom Meeting

<https://santafenm-gov.zoom.us/j/82146707784>

Meeting ID: 821 4670 7784

One tap mobile

+12532050468,,82146707784# US

+12532158782,,82146707784# US (Tacoma)