

County of Bernalillo

State of New Mexico

BOARD OF COUNTY COMMISSIONERS
ALAN B. ARMIGO, CHAIR
DISTRICT 1
TERESA L. CORDOVA, VICE CHAIR
DISTRICT 2
E. TIM CUMMINS, MEMBER
DISTRICT 4
DEANNA ARCHULETA, MEMBER
DISTRICT 3
MICHAEL BRASHER, MEMBER
DISTRICT 5
THADDEUS LUCERO, COUNTY MANAGER



KAREN L. MONTOYA, ASSESSOR
MAGGIE TOULOUSE, CLERK
MERRI RUDD, PROBATE JUDGE
DARREN WHITE, SHERIFF
PATRICK PADILLA, TREASURER

Purchasing Department

ONE CIVIC PLAZA, N.W.
ALBUQUERQUE, NM 87102
(505) 768-4013
FAX (505) 768-4067

Date: March 25, 2008

Attn: All Prospective Offerors

From: Colin Spencer, Senior Buyer

Subj: **Request for Proposal (RFP) #31-08-CS
Transitional Housing**

The Bernalillo County Purchasing Department is soliciting proposals on behalf of the Bernalillo County Department of Substance Abuse Program for experienced Offerors to provide Transitional Housing Units (THU's). The THU's will allow clients to gain stability in a safe environment where recovery can take place through temporary residency in a service-enhanced housing environment where they may work towards self sufficiency by obtaining an income and moving into permanent housing.

For registered vendors, pertinent RFP documents, including the Scope of Services and the proposed contract documents pertaining to this project can be downloaded through the purchasing website at no cost. All organizations must be registered with the County in order to receive a complete copy of the RFP and submit a proposal. For firms not registered, interested parties are welcome to register through the County's purchasing website, www.bernco.gov and pay the required fee of \$50.00 plus a convenience fee of \$1.49 to process payment by credit card or \$1.25 per e-check. Vendors are also welcome to contact Colin Spencer, at (505) 768-4388, or by e-mail cspencer@bernco.gov to request a hard copy of document at a cost of 50 cents per page.

Sealed submittals for the referenced proposal must be addressed and delivered, no later than **4:00 PM (local time), April 23rd, 2008**, to the Purchasing Department, One Civic Plaza, 10th Floor, Room 10010, Albuquerque, NM 87102. The Purchasing Department will date and time stamp the sealed envelope upon receipt.

Questions regarding the proposal submission process, instructions to offerors or terms and conditions, shall be directed to the Senior Buyer, Colin Spencer via e-mail to cspencer@bernco.gov.

cc: RFP# 31-08-CS, File Copy