



## INCORPORATED COUNTY OF LOS ALAMOS

101 Camino Entrada, Building 3  
Los Alamos, New Mexico 87544 (505) 662-8127  
Procurement Division

February 7, 2024

### TO ALL HOLDERS OF SOLICITATION DOCUMENTS FOR:

**Request for proposals No. RFP24-54**  
**RFP Name: On-Call Grant Writing Services**

#### **Addendum No. 2**

This Addendum No. 2 forms a part of the Solicitation Documents and modifies, as noted below, the original Solicitation Documents identified above.

This Addendum provides an attendance list for the Pre-Proposal Conference held February 7, 2024, at 1:30 pm MT and the County's response to questions received during that Conference to all prospective Offerors:

1. See below the Attendance sheet from the Non-Mandatory Pre-Bid Conference, held on February 7, 2024, at 1:30 PM MT.

Non-Mandatory Pre-bid Conference Attendance List:

		<b>Contact Information</b>	
<b>Name</b>	<b>Company</b>	<b>Phone No.</b>	<b>E-mail Address</b>
Talal Saint-Lôt	NM Grant Administration	(505) 695-2814	<a href="mailto:talal@nmgrants.com">talal@nmgrants.com</a>
Cynthia S. Hernandez	Souder Miller & Associates	575-654-4263	<a href="mailto:cynthia.s.hernandez@soudermiller.com">cynthia.s.hernandez@soudermiller.com</a>
Nichole Britt	Souder Miller & Associates		<a href="mailto:Nichole.britt@soudermiller.com">Nichole.britt@soudermiller.com</a>
Maxine Paul	Adelante Consulting	(505) 814-4438	<a href="mailto:mpaul@adelanteconsulting.com">mpaul@adelanteconsulting.com</a>
Lisa Huey	Daniel B. Stephens & Associates, Inc		<a href="mailto:lhuey@geo-logic.com">lhuey@geo-logic.com</a>
Danielle Gallo	Daniel B. Stephens & Associates, Inc		<a href="mailto:dgallo@geo-logic.com">dgallo@geo-logic.com</a>
Maggie Smith	HDR, Inc	505-830-5483	<a href="mailto:Maggie.smith@hdrinc.com">Maggie.smith@hdrinc.com</a>
Travis Day	Land Steward Consulting, LLC	575-740-2290	<a href="mailto:landstewardconsultingllc@gmail.com">landstewardconsultingllc@gmail.com</a>

Lisa Gavioli	NV5		<a href="mailto:Lisa.gavioli@nv5.com">Lisa.gavioli@nv5.com</a>
Ashley Martinez	Wilson & Company, Inc.	505-348-4136	<a href="mailto:Ashley.martinez@wilsonco.com">Ashley.martinez@wilsonco.com</a>
Rachel Gauvin	The Grant Plant	505-226-0171	<a href="mailto:Rachel@thegrantplantnm.com">Rachel@thegrantplantnm.com</a>
Eric Ulibarri	Los Alamos County	505-662-8212	<a href="mailto:eric.ulibarri@lacnm.us">eric.ulibarri@lacnm.us</a>
Angelica Gurule	Los Alamos County	505-662-8383	<a href="mailto:angelica.gurule@lacnm.us">angelica.gurule@lacnm.us</a>
Kat Brophy	Los Alamos County	505-662-8127	<a href="mailto:kat.brophy@lacnm.us">kat.brophy@lacnm.us</a>

1. Can watermarks be placed on the sample grant documents that state “sample” or “do not distribute”?  
Response: Yes, watermarks can be used. However, please note that Los Alamos County is subject to the Inspection of Public Records Act (“IPRA”) and all proposals may be subject to release under an IPRA request.
2. Can sample narratives or excerpts of the successful sample grants be provided rather than the entire executed grant document?  
Response: Yes, the County will accept excerpts illustrating grant language from successfully executed grants completed by the Offeror.
3. Clarification was provided on the format for the pricing. Please use a format that is very similar to Exhibit E Cost Summary Sheet. This information can be submitted in Excel format.

All other provisions of the Solicitation Documents shall remain unchanged. This Addendum No. 2 is hereby made a part of the Solicitation Documents to the same extent as those provisions contained in the original documents and all itemized listings thereof.

Each Bidder is requested to acknowledge receipt of this Addendum No. 2 with the Bid Forms.

I hereby acknowledge receipt of this Addendum No.2.

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Signed	Print Name	Date
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Title	Company	