



# CITY OF AZTEC REQUEST FOR QUOTATION (RFQ)

DATE: Nov 13, 2014	RETURN TO: CITY OF AZTEC 201 W CHACO AZTEC NM 87410 EMAIL: <a href="mailto:ekotyk@aztecnm.gov">ekotyk@aztecnm.gov</a>	THIS IS NOT AN ORDER
RFQ #: 2015-0459	PHONE: (505) 334-7689 FAX: (505) 334-7649	
<b>DUE DATE: Nov 20, 2014</b>		
<b>TIME: 2:00 PM</b>		

NEW MEXICO IN STATE PREFERENCE	PAYMENT TERMS	F.O.B./FREIGHT TERMS	SHIPPING TIME
# _____  <u>In-State or Veteran's Preference will be applied to only those certified bidders who have completed item 6 or 7 below</u>	_____% _____ DAYS  NET 30 DAYS AFTER RECEIPT OF INVOICE		

Refer all questions regarding this Request for Quotation to Edward Kotyk at (505) 334-7689 or email [ekotyk@aztecnm.gov](mailto:ekotyk@aztecnm.gov)

## **1.0 INTRODUCTION**

The City is seeking an appraisal for a parcel of land (see attached plat and legal descriptions) containing approx. 0.8081 acres. The purpose of the appraisal is to estimate the *market value* of the fee simple interest in the subject property.

The appraisal report is to be addressed to the City of Aztec, as client.

The City desires the appraisal to be completed by December 12, 2014.

The appraisal must fully comply with the current edition of the Uniform Standards for Professional Appraisal Practice (USPAP), and applicable portions of the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA) when appropriate (i.e., transactions with federal agencies, eminent domain proceedings, etc.).

The award will be based on price and the timing to complete the appraisal.

## **2.0 PRICING**

**Price to Complete the 0.8081 acre parcel appraisal \$ \_\_\_\_\_**

## **3.0 COMPLETION DATE**

**Date the firm could complete the appraisal \_\_\_\_\_**

1. RFQ should be based on FOB Destination with freight allowed and must indicate normal lead time and/or best delivery date on the items listed.
2. This RFQ must be received by the City Purchasing Department by the date and time indicated.
3. If bidder does not wish to quote, please return this RFQ indicating "no bid".
4. All supplies and components quoted shall be new unless indicated otherwise. Any quotes submitted for used or reconditioned supplies or components will be considered non-responsive.
5. The RFQ Number shall appear on all quotations and related correspondence.
6. Bidder has received certification from the State Purchasing Agent for Resident/Contractors Certification. Bidder has been issued the above Certification # and is therefore eligible for the 5% preference credit. In-state certification approval is required at the time of the bid opening to be eligible for in-state preference.
7. **RESIDENT VETERANS PREFERENCE:** In accordance with Sections 13-1-21 and 13-1-22 NMSA 1978 and effective July 1, 2012, a new resident veteran's business preference has been implemented. The Taxation and Revenue Department (TRD) will be issuing a three (3) year certificate to each qualified business. Businesses are required to reapply to TRD every three (3) years with the proper documentation to renew their certificate. Attached is one form to be completed and returned with your bid if your firm will qualify for this preference. The veteran's preference will not be extended without the certificate from TRD and the attached Resident Veterans Preference Certification (next page). This preference is separate from the in-state preference and is not cumulative with that preference.
7. RFQ's may be returned via email, fax or USPS. (Reference Item #2)
9. By law (Section 13-1-191, NMSA, 1978) the City is required to inform Bidders of the following: (1) it is a third-degree felony under New Mexico law to commit the offense of bribery of a public officer or public employee (Section 30-24-1, NMSA, 1978); (2) it is a third-degree felony to commit the offense of demanding or receiving a bribe by a public officer or public employee (Section 30-24-2, NMSA, 1978); (3) it is a fourth-degree felony to commit the offense of soliciting or receiving illegal kickbacks (Section 30-41-1, NMSA, 1978); (4) it is a fourth-degree felony to commit the offense of offering or paying illegal kickbacks (Section 30-41-2, NMSA, 1978).

SUBMITTED BY (PRINTED NAME):

\_\_\_\_\_

SIGNATURE:

\_\_\_\_\_

(To be a valid offer, bidder must sign here)

COMPANY NAME:

\_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE#: \_\_\_\_\_

FAX#: \_\_\_\_\_

EMAIL: \_\_\_\_\_

TAX ID NUMBER:

\_\_\_\_\_

# Resident Veterans Preference Certification

\_\_\_\_\_ (NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

**Please check one box only**

- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$1M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.
- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$1M but less than \$5M allowing me the 8% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.
- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$5M allowing me the 7% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

\_\_\_\_\_  
(Signature of Business Representative)\*      (Date)

\*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

### Legal Description

Lands of Jaquez San Juan Properties, LLC  
Within  
NW ¼ SE ¼ Section 4, T30N, R11W, N.M.P.M.  
City of Aztec  
San Juan County, New Mexico

A parcel of land comprising a portion of the northwest quarter of the southeast quarter (NW 1/4 SE 1/4) of Section 4, Township 30 North, Range 11 West, New Mexico Principal Meridian, City of Aztec, San Juan County New Mexico, said parcel being that same parcel as conveyed in the Quitclaim Deed filed in the office of the San Juan County Clerk on December 29, 2003 in Book 1379, Page 473, said parcel being more particularly described below using New Mexico State Plane grid bearings (West Zone, NAD 83) and horizontal ground distances as follows:

BEGINNING at the southwest corner of the parcel herein described (a 1/2" rebar with plastic cap marked "LS 10201" found in place), said southwest corner being a point on the East-West centerline of the southeast quarter (SE 1/4) of said Section 4, said southwest corner also being the southeast corner of that certain tract of land conveyed to the City of Aztec by the Quitclaim Deed filed in the office of the San Juan County Clerk on January 15, 1987 in book 1062, Page 257, from which the corner common to Sections 3,4, 9 & 10 (a 1-1/2" iron pipe found in place) bears S46°46'46"E a distance of 1954.53 feet;

Thence, N02°17'51"E a distance of 289.19 feet along the easterly boundary line of said City of Aztec tract to the northwest corner of the parcel herein described (a 5/8" rebar with plastic cap marked "Larkin Group PS 12804" found in place);

Thence, S84°16'13"E a distance of 119.13 feet along the southerly boundary line of that certain tract of land conveyed to the City of Aztec by the Warranty Deed filed in the office of the San Juan County Clerk on July 29, 2014 in Book 1575, Page 281 to the northeast corner of the parcel herein described (a 5/8" rebar with plastic cap marked "Larkin Group PS 12804" found in place), said northeast corner being a point on the North-South centerline of the southeast quarter (SE 1/4) of said Section 4;

Thence, S00°17'41"W a distance of 279.81 feet along the North-South centerline of the southeast quarter (SE 1/4) of said Section 4 to the southeast corner of the parcel herein described (a 5/8" rebar with plastic cap marked "PROP CORNER NMPS 11599" set this survey), said southeast corner also being the southeast sixteenth (SE 1/16) corner of said Section 4;

Thence, N88°46'43"W a distance of 128.71 feet along the East-West centerline of the southeast quarter (SE 1/4) of said Section 4 to the point and place of beginning.

Said parcel contains 0.8081 Acre (35,199 square feet), more or less.

Boundary Survey Plat  
of  
**Lands of Jaquez San Juan Properties, LLC**  
within  
**NW 1/4 of SE 1/4 Section 4**  
**T. 30 N., R. 11 W., New Mexico Principal Meridian**  
**City of Aztec**  
**San Juan County, New Mexico**  
**November, 2014**

**LEGAL DESCRIPTION:**

A parcel of land comprising a portion of the northwest quarter of the southeast quarter (NW 1/4 SE 1/4) of Section 4, Township 30 North, Range 11 West, New Mexico Principal Meridian, City of Aztec, San Juan County New Mexico, said parcel being that same parcel as conveyed in the Quitclaim Deed filed in the office of the San Juan County Clerk on December 29, 2003 in Book 1379, Page 473, said parcel being more particularly described below using New Mexico State Plane grid bearings (West Zone, NAD 83) and horizontal ground distances as follows:

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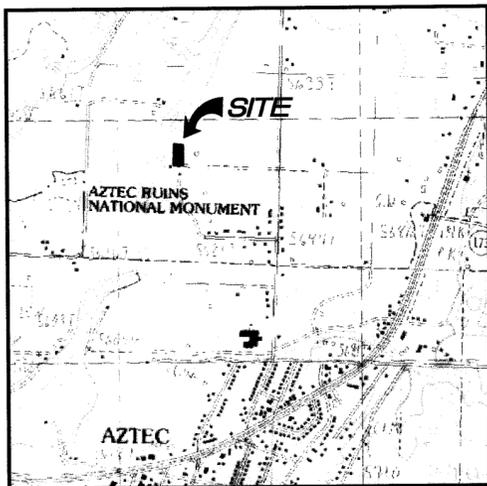
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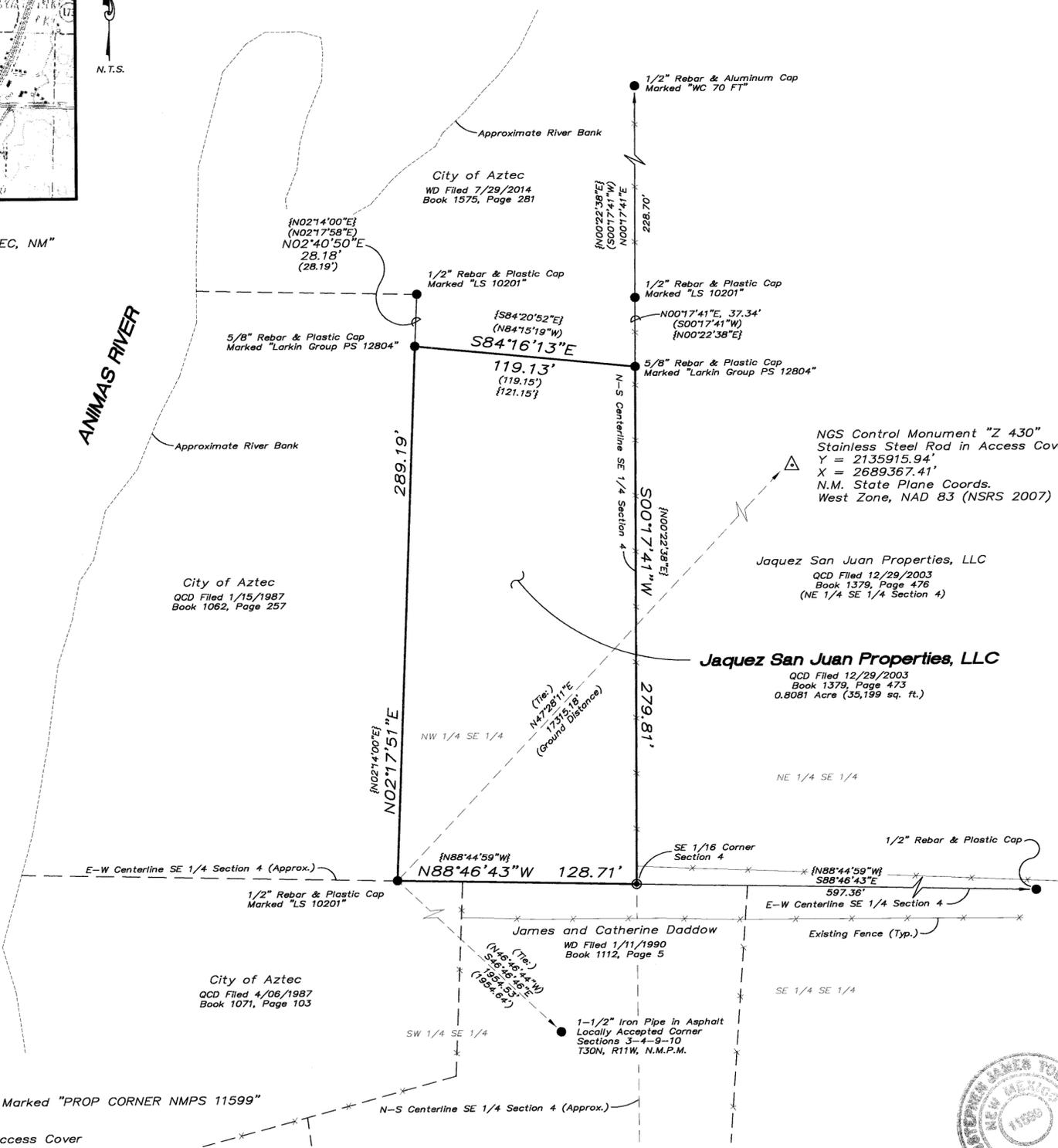
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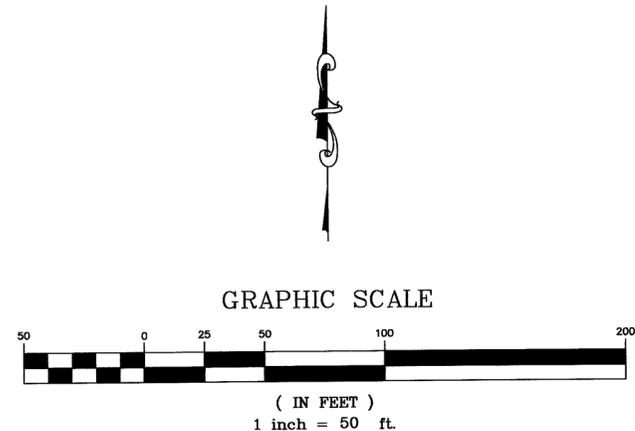


VICINITY MAP  
Source: USGS 7-1/2' Quadrangle "AZTEC, NM"



- LEGEND:**
- = Set 5/8" Rebar & Plastic Cap Marked "PROP CORNER NMPS 11599"
  - = Found Corner as Noted
  - ▲ = Found Stainless Steel Rod in Access Cover

- GENERAL NOTES:**
- 1.) Bearings shown hereon are referred to Grid North - New Mexico State Plane Coordinate System, West Zone (NAD 83 - NSRS 2007), and were derived using GPS relative positioning techniques.
  - 2.) All distances shown hereon are horizontal ground distances. The project average combined grid to ground factor used for this project is 1.000345309.
  - 3.) Field surveys were conducted in March and October of 2014.
  - 4.) Bearings and/or distanced shown in ( ) are record, and were taken from the Warranty Deed filed in the office of the San Juan County Clerk on July 29, 2014 in Book 1575, Page 281. Bearings and/or distances shown in { } are record as well, and were taken from the plat of survey titled "Exemption Survey for Jose E. & Clara E. Gomez Living Trust, NW/4 SE/4 Section 4, T.30N, R.11W N.M.P.M. San Juan County NM, filed in the office of the San Juan County Clerk on February 15, 2008 in Book 1470, Page 773.



**SURVEYOR'S CERTIFICATION:**

I, Stephen J. Toler, New Mexico Professional Surveyor No. 11599, do hereby certify that this Boundary Survey Plat and the actual survey on the ground upon which it is based were performed by me or under my direct supervision; that I am responsible for this survey; that this survey meets the Minimum Standards for Surveying in New Mexico; and that it is true and correct to the best of my knowledge and belief. I further certify that this survey is not a land division or subdivision as defined in the New Mexico Subdivision Act and that this instrument is a Boundary Survey Plat of an existing tract or tracts.

*Stephen J. Toler*  
Stephen J. Toler  
N.M.P.S. No. 11599

11/6/2014  
Date

SCI Job No. 2014-014A

**Surveying Control, Inc.**  
Specializing in Control Surveys  
121 Madison St., N.E.  
Albuquerque, N.M. 87108  
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