



September 5, 2017

**RE: REQUEST FOR PROPOSAL FOR SCHEDULE I INFRASTRUCTURE ASSESSMENT AND SCHEDULE II VULNERABILITY ASSESSMENT**

To All Potential Offerors:

The Middle Rio Grande Conservancy District will be accepting Sealed Proposals until 4:30 p.m. Wednesday October 4, 2017, for Schedule I and II Professional Services as specified in the Request for Proposal.

The acknowledgment of receipt should be signed and returned to the Procurement Manager no later than September 11, 2017 to be eligible to submit a proposal(s) under this procurement. This will also insure that you will receive copies of all Offeror written questions and the MRGCD written responses to those questions as well as RFP amendments, if any are issued.

A pre-proposal conference will be held Monday September 25, 2017 at 10:00 a.m. Mountain Standard Time /Daylight Time in the Middle Rio Grande Conservancy District Conference Room, 1931 Second Street, SW. Potential Offeror(s) are encouraged to submit written questions in advance of the conference to the Procurement Manager. The identity of the firm or individual submitting the question(s) will not be revealed. Additional written questions may be submitted at the conference. A public log will be kept of the names of potential Offeror(s) that attend the pre-proposal conference. Please note this meeting is not a pre-requisite but attendance is highly recommended.

If you have any questions, please do not hesitate to contact me at 247-0234.

Sincerely,

*Jeanette Bustamante*

Jeanette Bustamante  
Procurement Manager

cc: RFP file