



May 14, 2018

ALL POTENTIAL OFFERORS

RE: REQUEST FOR PROPOSAL FOR ELECTION SERVICES

The Middle Rio Grande Conservancy District is soliciting proposals from qualified companies for election equipment and services to conduct a complete turnkey MRGCD Board of Directors Election, in accordance with the outlined specifications contained in this Request for Proposal (RFP). Deadline for submitting proposals will be 11:00 a.m. Wednesday, June 13, 2018

A "Mandatory" pre-proposal conference will be held on Wednesday, May 30, 2018 at 11:00 a.m. Mountain Daylight Time at the Middle Rio Grande Conservancy District General Office, 1931 Second Street SW, Albuquerque, New Mexico 87102. Attendance at the pre-proposal conference is a pre-requisite in order to submit a proposal. Offerors who would like to participate via teleconference must contact the Procurement Officer.

The Acknowledgement of Receipt Form should be signed and returned to the Procurement Officer no later than close of business Wednesday, May 23, 2018. Only potential Offerors who elect to return this form completed indicating intention of submitting a proposal will receive copies of RFP amendments, if any are issued.

If you have any questions, please do not hesitate to contact me at (505) 247-0234.

Sincerely,

Jeanette Bustamante

Jeanette Bustamante
Procurement Officer

cc: RFP file