

AMENDMENT #1



# Third Judicial District Court

## THIRD JUDICIAL **VETERANS** TREATMENT COURT

### REQUEST FOR PROPOSALS

RFP NUMBER: 27-05

Starting **April 19, 2026**

Submittal Deadline: **June 03, 2026**

RFP #27-05 AMENDED AS DESCRIBED HEREIN:

Date of Amendment: April 24, 2026

Purpose of Amendment: To clarify the procedures for accessing the RFP packet and to add the following sections to the RFP:

- PROCUREMENT MANAGER
- SEQUENCE OF EVENTS
- EXPLANATION OF EVENTS

## **AMENDMENTS**

Original Text:

### **SOLICITATION OF PROPOSALS**

The Third Judicial District Court is soliciting proposals for Veterans Treatment Court treatment services in Las Cruces, New Mexico and the County of Dona Ana.

Substance abuse treatment services – including drug testing, counseling, operating costs and professional services – sought for a continuing Veterans Treatment Court program at the Third Judicial District Court. Proposals must be received at the address above no later than **June 03, 2026 at 3:00 p.m.** To receive a request for proposal packet, contact the Treatment Court Programs Director, Carmen Florez Lucero, at (575) 528-8392 at Third Judicial District Court, 201 West Picacho, Las Cruces, New Mexico 88005.

Amended Text:

### **SOLICITATION OF PROPOSALS**

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Substance abuse treatment services – including drug testing, counseling, operating costs and professional services – sought for a continuing Veterans Treatment Court program at the Third Judicial District Court. Proposals must be received at the address above no later than **June 03, 2026 at 3:00 p.m.** To receive a request for proposal packet, contact the Treatment Court Programs Director, Carmen Florez Lucero, at (575) 528-8392 at Third Judicial District Court, 201 West Picacho, Las Cruces, New Mexico 88005 or visit the website listed below:

<https://thirddistrict.nmcourts.gov/>

**PROCUREMENT MANAGER**

The Third Judicial District Court has assigned a Procurement Manager who is responsible for the conduct of this procurement whose name and email address are listed below:

Name: Amanda Oliveri, Court Financial Manager  
 Email: lcrdpurchasing@nmcourts.gov

### SEQUENCE OF EVENTS

The Procurement Manager will make every effort to adhere to the following schedule:

<b>Action</b>	<b>Responsible Party</b>	<b>Due Dates</b>
<b>1. Issue RFP</b>	<b>Procurement Manager</b>	<b>4/19/2026</b>
2. Acknowledgment of Receipt	Potential Offeror(s)	5/1/2026
3. Pre-Proposal Conference	Potential Offeror(s)	5/1/2026
4. Deadline to submit Written Questions	Potential Offeror(s)	5/13/2026
5. Response to Written Questions	Procurement Manager	5/20/2026
<b>6. Submission of Proposal</b>	<b>Potential Offeror(s)</b>	<b>6/3/2026</b>
7. Proposal Evaluation	Evaluation Committee	6/9/2026
8. Selection of Finalists	Evaluation Committee	6/9/2026
9. Best and Final Offers	Finalist Offeror(s)	6/12/2026
10. Finalize Contractual Agreements	VTC/Finalist Offeror(s)	6/15/2026
11. Contract Awards	3JDC/Finalist Offeror(s)	6/15/2026
<b>12. Protest Deadline</b>	<b>Protest Manager</b>	<b>6/30/2026</b>

### EXPLANATION OF EVENTS

The following paragraphs describe the activities listed in the Sequence of Events shown in Section II.A., above. 13 1.

**1. Issue RFP**

This RFP was issued on behalf of the Third Judicial District Court Veterans Treatment Program on 04/19/2026.

**2. Acknowledgement of Receipt Form**

Potential Offeror must email the Acknowledgement of RFP Form (APPENDIX A), to the Procurement Manager, Amanda Oliveri at lcrdpurchasing@nmcourts.gov to have their organization placed on the Procurement Distribution List. The form must be returned to the Procurement Manager by 3:00 pm MST/ MDT on 05/01/2026. The procurement distribution list will be used for the distribution of written responses to questions. Failure to return the Acknowledgement of Receipt

form shall constitute a presumption of receipt and rejection of the RFP, and the potential Offeror's organization name shall not appear on the distribution list.

### **3. Pre-Proposal Conference**

A Pre-Proposal Conference will be held for all interested parties on 05/01/2026 at 11:00 am MST/MDT via Google Meet. The purpose of this meeting is to review the RFP requirements, scope of work and administrative procedures, as well as to allow potential Offeror(s) the opportunity to ask questions regarding the solicitation.

- **Attendance:** Optional
- **Link:** [meet.google.com/uta-jvkz-pkq](https://meet.google.com/uta-jvkz-pkq)

### **4. Deadline to Submit Written Questions**

Potential Offeror(s) must submit written questions to the Procurement Manager as to the intent or clarity of this RFP by 3:00 pm MST/ MDT on 05/13/2026 as indicated in the Sequence of Events. All written questions must be addressed to the Procurement Manager at [lcrdpurchasing@nmcourts.gov](mailto:lcrdpurchasing@nmcourts.gov). Questions shall be clearly labeled and shall cite the Section(s) in the RFP or other document which form the basis of the question.

### **5. Response to Written Questions**

Written responses to the written questions will be provided via email, on the date indicated in the Sequence of Events, to all potential Offeror(s) who timely submitted an Acknowledgement of Receipt Form. The Questions and Answers will be posted to: <https://thirddistrict.nmcourts.gov/>

### **6. Submission of Proposal**

At this time, only electronic proposal submission is allowed. Do not submit hard copies unless otherwise instructed.

**ALL PROPOSALS MUST BE RECEIVED BY THE PROCUREMENT MANAGER OR DESIGNEE NO LATER THAN 3:00 PM MST/MDT ON 06/03/2026. LATE PROPOSALS WILL NOT BE ACCEPTED.**

The date and time of receipt will be recorded on each proposal. Proposals will be time-stamped as they are submitted via email. Such electronic submissions will be considered sealed in accordance with statute. It is the Offeror's responsibility to ensure all documents are completely attached, uploaded and submitted electronically via email to (Email) by the deadline set forth in this RFP.

A log will be kept of the names of all Offeror organizations that submitted proposals. Pursuant to § 13-1-116 NMSA 1978, the contents of proposals shall not be disclosed to competing potential Offeror(s) during the negotiation process. The negotiation process is deemed to be in effect until the contract is awarded pursuant to this Request for Proposals. Awarded in this context means the final required state agency signature on the contract(s) resulting from the procurement has been obtained.

## **7. Proposal Evaluation**

An Evaluation Committee will perform the evaluation of proposals. This process will take place as indicated in the Sequence of Events, depending upon the number of proposals received. During this time, the Procurement Manager may initiate discussions with Offeror(s) who submit responsive or potentially responsive proposals for the purpose of clarifying aspects of the proposals. However, proposals may be accepted and evaluated without such discussion. Discussions **SHALL NOT** be initiated by the Offeror(s).

## **8. Selection of Finalists**

The Evaluation Committee will select, and the Procurement Manager will notify, the finalist Offeror(s) as per the Sequence of Events or as soon as possible thereafter.

## **9. Best and Final Offers**

Finalist Offeror(s) may be asked to submit revisions to their proposals for the purpose of obtaining best and final offers as per the Sequence of Events.

## **10. Finalize Contractual Agreements**

Any contractual agreement(s) resulting from this RFP will be finalized with the most advantageous Offeror(s), as per the Sequence of Events, or as soon as possible thereafter. The most advantageous proposal may or may not have received the most points. In the event mutually agreeable terms cannot be reached with the apparent most advantageous Offeror(s) in the timeframe specified, the State reserves the right to finalize a contractual agreement with the next most advantageous Offeror(s) without undertaking a new procurement process. **Special consideration will be given to any Tribal Entity in the development of a contract with respect to terms, conditions, and requirements that are not in line with the sovereign laws governing the Tribal Entity. The respective General Counsels of the Third Judicial District Court and the Tribal Entity will be the final approval upon negotiation and final contract.**

## **11. Contract Awards**

After review of the Evaluation Committee Report and the signed contractual agreement, the Third Judicial District Court Procurement office will award as per the Sequence of Events or as soon as possible thereafter. This date is subject to change at the discretion of the Third Judicial District Court Procurement office. The contract shall be awarded to the Offeror(s) whose proposals are most advantageous to the State of New Mexico and Third Judicial District Court, taking into consideration the evaluation factors set forth in this RFP. The most advantageous proposal may or may not have received the most points. The award is subject to appropriate Agency, Department, and State approval processes.

## **12. Protest Deadline**

Any protest by an Offeror(s) must be timely submitted and in conformance with §13-1-172 NMSA 1978 and applicable procurement regulations. As a Protest Manager has been named in this Request for Proposals, pursuant to §13-1-172

NMSA 1978 and 1.4.1.82 NMAC, ONLY protests delivered directly to the Protest Manager in writing, via email, and in a timely fashion will be considered to have been submitted properly and in accordance with statute, rule and this Request for Proposals. The 15-calendar day protest period shall begin on the day following the award of contract(s) and will end at 5:00 pm MST/MDT on the 15th day. Protests must be written and must include the name and address of the protestor and the request for proposal number. It must also contain a statement of the grounds for protest including appropriate supporting exhibits and it must specify the ruling requested from the party listed below.

The protest must be directed to: Lily Atencio, Protest Manager-[lrldxa@nmcourtsl.gov](mailto:lrldxa@nmcourtsl.gov)

**PROTESTS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.**

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**

**APPENDIX A**

**ACKNOWLEDGEMENT OF RECEIPT FORM**

**RFP Title:**  
**Third Judicial District Court XXXXXXXXXX**  
**For Years 2026 - 2030**  
**RFP #**

In acknowledgement of receipt of this Request for Proposal the undersigned agrees that s/he has received a complete copy, beginning with the title page, and ending with APPENDIX A and Amendment #1.

The acknowledgement of receipt should be signed and returned to the Procurement Manager no later than **May 1, 2026**. Only potential Offeror(s) who elect to return this form completed with the indicated intention of submitting a proposal will receive copies of all Offeror written questions and the written responses to those questions as well as RFP amendments, if any are issued.

This name and address will be used for all correspondence related to the Request for Proposal.

ORGANIZATION:

\_\_\_\_\_

CONTACT NAME \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

**Organization does / does not (*circle one*) intend to respond to this Request for Proposal.**

**SUBMIT THIS FORM TO:**  
Amanda Oliveri, Court Financial Manager  
RFP #27-05  
Email: (lcrdpurchasing@nmcourts.gov)