

REQUEST FOR PROPOSAL (RFP)
Elephant Butte Fire Department Water Project

Location:

45 Underwood
Elephant Butte, NM 87935

Submit Bids To:

Laura Whiteside, Finance Director Interim Manager
103 Water Avenue Elephant Butte, NM 87935
Phone: 575-744-4892
Email: l.whiteside@cityofebnm.gov

Important Dates

- **Bid Opening Date:** May 4, 2026 @ 10:00am
- **Bid Closing Date:** May 22, 2026 @ 3:00pm
- **Site Visit Schedule:** May 13, 2026 @
10:00am

Project Introduction

The City of Elephant Butte, through the Elephant Butte Fire Department, invites qualified contractors to submit proposals for the construction and installation of a water infrastructure system. The project is located at 45 Underwood, Elephant Butte, NM, and is intended to provide a reliable water source for fire protection and community needs in the subdivision.

Project Overview

The scope of this project includes the installation of the following key components:

1. One (1) 50,000-gallon water tank
2. Hydrant pump with a flow rating of 500 GPM or greater
3. Hydrant main between 6" and 8"
4. 20 feet of 6" or 8" water main

Scope of Work

The contractor shall be responsible for furnishing all labor, materials, equipment, and services necessary to complete the project, including but not limited to:

- Installation of a 200-amp electrical service with bypass, extended to the project site
- Well and pump installation to provide a water supply to the tank
- Construction of a concrete slab to support the 50,000-gallon tank (contractor to provide stamped plans)
- Construction of a stable, all-weather driveway suitable for fire apparatus access
- Installation of a fence to secure the tank and pump area
- Construction of a pump hole with a 10' x 12' storage area

Contractor Responsibilities

The selected contractor will be responsible for:

- Providing engineer-stamped plans for all structural and civil elements
- Securing and pulling all required local, state, and federal permits
- Adhering to all applicable codes and standards
- Coordinating all inspections as required by authorities having jurisdiction
- Maintaining a clean and safe job site throughout the duration of the project

Proposal Requirements All

proposals must include:

- Detailed project timeline and schedule
- Itemized cost breakdown
- Proof of licensing and insurance
- Relevant past project experience
- Names and qualifications of key personnel assigned

Evaluation Criteria

Proposals will be evaluated based on the following:

- Completeness and quality of the proposal
- Experience and qualifications
- Proposed project schedule
- Total project cost
- Responsiveness to the RFP requirements

Submission Instructions

All proposals must be submitted in a sealed envelope clearly marked:

“Elephant Butte Fire Department Water Project – Proposal”

Proposals must be received by the Bid Closing Date listed above. Late submissions will not be considered.

Site Visit

A mandatory site visit is scheduled for: May 13, 2026 at 10:00am.

Attendance is strongly recommended for all prospective bidders to assess site conditions and project requirements.

Questions

All questions regarding this RFP should be directed to:

Laura Whiteside, Finance Director Interim Manager

City of Elephant Butte

Phone: 575-744-4892, Email: l.whiteside@cityofebnm.gov

The City of Elephant Butte reserves the right to reject any or all bids, waive informalities, and accept the bid deemed most advantageous to the department and the community.