

Award Recommendation Report

To: Mayor and Council
From: Jim Burress, Director of Special Services, Project Manager
Date: April 16, 2025
Subject: Award Recommendation for RFP-24-011 (2nd Posting)
South Park Cemetery Columbarium Plaza

The City of Roswell posted RFP-24-011 (2nd Posting), South Park Cemetery Columbarium Plaza, following a first solicitation that resulted in no proposals received. In response to the second posting, one proposal was received from Waide Construction Co., Inc., located in Roswell, New Mexico.

In accordance with NMSA 1978, §13-1-115, negotiations were conducted with the sole responsive proposer. The Evaluation Committee completed its review and recommends qualifying and awarding the contract to Waide Construction Co., Inc. The Purchasing Office concurs with the recommendation from the Project Manager.

The Offerors are listed below:

- Waide Construction Co., Inc – Roswell, New Mexico

Offerors were evaluated based on the following criteria:

- Company Experience
- Company Past Performance/References
- Proposed Key Personnel Experience
- Project Plan
- Cost

If you have any comments or questions, please contact me.

Sincerely,



Jim Burress,
Director of Special Services,
Project Manager