DATE: Wednesday, March 13, 2013  
TO: All Offerors of Record  
FROM: Keith Adams, CNM Sr. Buyer  
SUBJECT: Amendment/Addendum #1 to P-339 “Employee Benefits Consultant”

This addendum becomes part of the Contract Documents.

Offerors are required to acknowledge receipt of this addendum in the space provided on page 15; Section E. SIGNATURE OF FIRM’S AUTHORIZED REPRESENTATIVE FOR RFP #P-339

Questions / Clarifications as follows:

Question 1: How many onsite meetings should we assume will be required by CNM in the course of this project?

ANSWER: There will probably be a minimum of two onsite meetings. The first would be an initial meeting to discuss the proposal and clarify needs. The second would be the vendor’s presentation meeting with CNM executives in which the vendor can explain their proposal in detail. We believe that most other discovery initiatives can take place via email and phone. The vendor may initiate additional visits if they deem necessary.

Question 2: On what date is CNM considering coming out of the NMPSIA program?

ANSWER: At this time, there is no set date. CNM will look to the recommendations and information included in the feasibility study to make that determination.

Question 3: When does CNM plan to begin phase II of the RFP?

ANSWER: This question is referring to a potential Project #2 under the RFP. Right now, there is only Project #1, which is fully identified and outlined in the RFP. The initial recommendations of the feasibility study will help CNM determine the need for a Project #2 in the future. If there is a Project #2 in the future it will have its own Scope of Work and requirements.
Question 4: Is there a local preference for this RFP?

**ANSWER:** CNM has no preference regarding the RFP. CNM will review and score all responses based on the same criteria as outlined in Section D: Scope of Services and Evaluation Criteria.

Questions 5: Finalist interviews are scheduled for Friday, March 29th, which is Good Friday; is that date subject to change?

**ANSWER:** Yes, all dates can be adjusted as necessary and CNM will inform all finalists if there is a change in the schedule.