



26-166083

Comprehensive Compensation and Classification Study

Issue Date: 2/2/2026

Questions Deadline: 2/12/2026 02:00 PM (MT)

Response Deadline: 2/18/2026 02:00 PM (MT)

Contact Information

Contact: Christina R Lazenby

Address: Administrative Services/Purchasing

805 Municipal Dr.

Farmington, NM 87401

Phone: 1 (505) 599-1370

Email: clazenby@farmingtonnm.gov

Event Information

Number: 26-166083
Title: Comprehensive Compensation and Classification Study
Type: Request for Proposal
Issue Date: 2/2/2026
Question Deadline: 2/12/2026 02:00 PM (MT)
Response Deadline: 2/18/2026 02:00 PM (MT)
Notes: The selected consultant shall provide professional services to conduct a comprehensive compensation and classification study for the City of Farmington.

Billing Information

Address: City of Farmington Accounts Payable
West Annex
1st floor
800 Municipal Drive (Mail)
805 Municipal Drive (Physical)
Farmington, NM 87401
Phone: (505) 599-1213
Email: accountspayable@farmingtonnm.gov

Bid Activities

Deadline to Submit Questions	2/12/2026 2:00:00 PM (MT)
Tentative Recommendation to City Council	3/10/2026 5:00:00 PM (MT)

Bid Attachments

Legal Ad 26-166083.pdf

Legal Ad 26-166083

[Download](#)

Draft Agreement (Consulting).pdf

Draft Agreement (Consulting)

[Download](#)

Campaign Contribution Disclosure Form.pdf

Campaign Contribution Disclosure Form

[Download](#)

RFP Specifications 26-166083.pdf

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[Download](#)

Requested Attachments

Application for Preferences

In order to receive the Resident Business, Native American Resident, Resident Veteran, or Native American Resident Veteran preference, appropriate certificates must be uploaded in the Response Attachments for this solicitation.

Category 1 - Qualifications and Experience

(Attachment required)

Upload all documentation requested in the proposal format requirements listed in the RFP specifications attachment.

Category 2 - Methodology and Proposed Approach

(Attachment required)

Upload all documentation requested in the proposal format requirements listed in the RFP specifications attachment.

Contractual Considerations

Offeror shall submit any contractual considerations they may have to the draft agreement provided in this RFP.

Bid Attributes

1	Equal Opportunity Employer & PO Conditions The Proposer/Bidder, in submitting this proposal/bid, represents that Proposer/Bidder is an equal opportunity employer, and will not discriminate with regard to race, age, religion, color, national origin, ancestry, sex, or physical or mental handicap as specified in Sec. 28-1-7 NMSA 1978 in the performance of this contract between Bidder and the City of Farmington ("CITY"). This Proposal/Bid is subject to the Purchase Order "Terms and Conditions," Proposal/Bid Requirements and any subsequent contract or agreement. ☐ Read, Understood, and Certified <i>(Required: Check if applicable)</i>
2	Payment Discount Please insert the payment discount percentage, if applicable. % <i>(Optional)</i>
3	Tax Percentage Please enter the tax percentage. % <i>(Required)</i>
4	Estimated Tax Amount Please enter the estimated tax amount. This should be the tax percentage times your total bid amount. \$ <i>(Required: Numbers only)</i>
5	Authorized to Negotiate The Offeror must also identify those persons authorized to negotiate on its behalf with the City in connection with this RFP or RFQP. <i>(Required: Maximum 1000 characters allowed)</i>

6 Location where services will be performed

If the work is to be shared among firms and offices at different locations, or a joint venture with sub-consultants, indicate where each office is located, what work is to be performed at each location, and the percentage of work performed compared to the total scope of services.

Firm Name	Location Work to be Performed	% of Work Performed Compared to Total Scope
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(Required: Maximum 4000 characters allowed)

7 Draft Agreement Review

By checking the box, you acknowledge that the draft agreement included in the Attachments section has been thoroughly reviewed.

☐ Acknowledgement of Review of Draft Agreement

(Required: Check if applicable)

8 Exceptions to the Draft Agreement

List any exceptions you may have to the draft agreement in this attribute or include a list of exceptions in the Response Attachments tab. If no exceptions are taken to the draft agreement, please indicate "no exceptions".

(Required: Maximum 4000 characters allowed)

9 Cost Proposal

For services outlined in this RFP, our firm will perform the necessary services for the costs indicated and submitted with our Offer.

☐ Hereby Certified

(Required: Check if applicable)

10 Addenda

By checking the box, you are acknowledging receipt and review of all addenda related to this solicitation. (Please note: the system will require your response to be unsubmitted and reissued after issuance of any addenda.)

☐ Acknowledgement of Addenda

(Optional: Check if applicable)

Bid Lines

1

Professional services to conduct a comprehensive compensation and classification study

(Response required)

Quantity: 1 UOM: LS

Rate:

\$

Total:

\$

Supplier Notes: _____

☐

Additional notes
(Attach separate sheet)

Supplier Information

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Supplier Notes

Person completing this response represents that I am either authorized to bind the Bidder/Offeror/Contractor, or that I am submitting the Response on behalf of and at the direction of the Bidder/Offeror/Contractor's representative authorized to contractually bind the Bidder/Offeror/Contractor. I represent that the Bidder/Offeror/Contractor or its applicable representative(s) has reviewed the information contained in this RFQ/Bid/RFP/RFQP Package and that the information submitted is accurate.

Print Name

Signature