



*City of Cortez
Service Center
110 West Progress Circle
Cortez, CO 81321*

ADDENDUM NO. 2: RFQ – CITY OF CORTEZ
2026 AIRPORT ENGINEERING SERVICES #GS-26-AES

The following changes, additions, and/or modifications have been made to the Contract Documents and Specifications, and/or the plans, and shall be reflected in the Contractor's bid for the work.

This Addendum No. 2 shall be acknowledged in the submitted proposal package.

This Addendum No. 1 consists of the following:

- **Questions & Answers (2 pages)**
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Questions & Answers:

1. Will the Airport allow a site visit prior to submitting the Statement of Qualifications?
 - a. No. The City does not anticipate scheduling a pre-submittal site visit for this solicitation due to the deadline set by the FAA. To ensure a fair and equitable procurement process, all firms must rely upon the information provided in the RFQ and any written addenda issued by the City.
2. Is there an anticipated interview format for the shortlisted firms (length, presentation, etc.)?
 - a. Firms selected for interviews should anticipate a question-and-answer format with the evaluation committee. Interviews are expected to last no longer than one (1) hour. The City may conduct interviews either in person or remotely via videoconferencing platforms such as Microsoft Teams or Zoom depending on firm availability. Please see Addendum No. 1 regarding the updated interview schedule.
3. Does the City require firms to include proof of insurance in the submission?
 - a. Yes. Section V.A.4 of the RFQ identifies proof of insurance, licensing, and bonding, if required, as part of the required submittal contents. Firms are encouraged to include evidence of current insurance coverage with their submission. The selected consultant will further be required to provide insurance certificates meeting the requirements identified in Appendix B, Section 7, prior to execution of the contract.

4. Will the City please clarify how to submit proposals on BidNet?

- a. Electronic submissions may be submitted through the Rocky Mountain E-Purchasing System (RMEPS) portal at www.bidnetdirect.com/colorado/city-of-cortez . Based on BidNet's general electronic submission process, firms should:
- Ensure their vendor account is registered and that they are following the solicitation.
 - Review all solicitation documents, addenda, and communications issued for the solicitation.
 - If available or required, indicate an “Intent to Bid.”
 - Select “Place Bid” and follow the prompts to create a new submission.
 - Upload all required documents and complete any required response fields.
 - Proceed through the Proposal, Submission, and Confirmation steps.
 - Complete the final submission process and verify the response has been successfully submitted.

Please note that BidNet may modify its platform, terminology, or submission workflow from time to time. The steps above are provided as general guidance only, and the actual process presented to vendors may differ based on BidNet system updates, account settings, or solicitation-specific requirements. Vendors are responsible for verifying that their submission has been successfully transmitted and received prior to the deadline. **Documents remaining in “Draft” status are not considered submitted.** Firms experiencing technical difficulties or are unable to locate a submission option should contact BidNet Support at 1-800-835-4603, Option 2. The City does not have access to or control over the vendor side of the RMEPS platform and cannot provide technical assistance regarding vendor accounts or system functionality.

**Bid Due Date and Time Remain the Same:
Monday, October 5, 2026, at 10:00 AM**

END ADDENDUM NO. 2