



City of Colorado Springs

**ADDENDUM #1
R23-091CA
August 10, 2023**

NAME OF PROJECT: "On-Call Engineering Services for Colorado Springs Airport"

PROPOSAL DUE DATE: REMAINS: Wednesday, September 6, 2023 - NO LATER THAN 3:00 PM

This document shall become as fully a part of the above named solicitation and Contract Documents as if included and shall take full and complete precedence over anything stated or shown to the contrary in them.

Acknowledgment: Each Offeror shall indicate in the place provided acknowledgment of receipt of this Addendum.

Each and every Offeror, subcontractor, and material supplier shall be responsible for reading each and every item in this Addendum to ascertain the extent and manner it affects the work in which he is interested.

*****CHANGES TO THE PUBLICATION NOTICE*****

The following items and information are corrections and additions to the above referenced project.

- 1. Pre-Proposal Meeting Slides Published**
- 2. Questions & Answers Published**

Offeror shall acknowledge receipt of this addendum by signing below, and this addendum must be returned as part of the proposal.

Signature

Date

Firm

R23-091CA ON-CALL ENGINEERING SERVICES FOR THE COLORADO SPRINGS AIRPORT

- 1) Regarding RFP page No. 6: "Signed copies of each amendment must be received on or before the time set for receipt of offers." How are these signed copies to be submitted to the City of Colorado Springs? Is this in addition to the section of Exhibit 1 where we can list addenda and place a date next to them?

ANSWER: All Addenda/Amendments to the RFP must be acknowledged in your proposal submission

- 2) Regarding RFP page No. 40 "Provide one (1) copy of current financial statements (if required)." Are financial statements required at this time?

ANSWER: No financial statements are required at this time

- 3) Do we upload three PDFs for our submittal? (PDF of proposal, PDF of the hourly rates, PDF of financial statements)

ANSWER: Proposal Information and Hourly Rates must be submitted separately; Bidnet will require these in 2 separate envelopes. Financial Statement are not required at this time.

- 4) Regarding page limits: Are forms, exhibits, and appendix items included in the page count?

ANSWER: Please see Section II – Proposal Content for page limits

- 5) Are resumes required for all personnel on the team or just KEY personnel?

ANSWER: Resumes for essential personnel related to this project should be included



**ON-CALL ENGINEERING SERVICES – AIRPORT
R23-091CA**

Introductions



Contracts Specialist

Crystal Abeyta

Procurement Services

(719) 385-5274

crystal.abeyta@coloradosprings.gov

Technical POC

Deanna Stoddard, Design & Construction Manager

Colorado Springs Airport



Sign-In

Attendance will not be taken.

RFP Schedule of Events



Questions Due: August 16, 2023 by 3:00PM

Questions must be submitted electronically in BidNet Direct (www.bidnetdirect.com).

Proposals Due: September 6, 2023 by 3:00PM

BidNet submittals only. Late proposals will not be accepted.

Interviews: Expected Last Week of Sept for Top Selected Firms

Award of Contract: Estimated October 2023

Notice to Proceed: Estimated October 2023

Period of Performance: Notice to Proceed – October 31, 2024
5-Year Option Year Renewal



Addenda/Amendments

The City reserves the right to amend the solicitation. If an amendment is issued, it will be posted on the Bidnet website (www.bidnetdirect.com). If you are not registered for automatic notification of changes, we recommend that you check the website for updates regularly.

All amendments or addenda issued must be acknowledged in your bid.

RFP Content



Number of copies: One (1) electronic submission via BidNet. Paper copies will not be accepted.

Page limit and restrictions: 25 Pages

Required Forms to be filled out: (Do not count against page count)

Exhibit 1	Proposal Certification with Reps and Certs
Exhibit 3	Exceptions Form
Exhibit 6	Qualifications Statement
Exhibit 8	Federal Forms
Appendix A	Hourly Rates (submitted in separate envelope)
Appendix C	Minimum Insurance Requirements
Signed Addenda Acknowledgement(s), if applicable	

Notes:

- Tabs and dividers should not contain proposal information, or they will be counted against the page count. Please remember this is an electronic submission and ensure content is legible on computer monitors.
- Resumes do not count against the page count (see 2.5.B)

Project Specifics

Technical POC will review the SOW and other specifications.

Conclusion



Ensure you complete and provide all required documents listed in the RFP.

Contact crystal.abeyta@coloradosprings.gov with any technical issues or questions.

Do not contact any other individual at the City of Colorado Springs regarding this solicitation.