

### ADDENDUM #3-Bid Submission Online

Issued: 3-25-2020  
Date

Project: Professional Engineering Services for On Call Services at Portales Municipal Airport

RFP/Project No. 2020-02-23

Owner: City of Portales, NM

Opening Date: April 7, 2020 at 2:00 PM (MST)

BID/PROPOSAL SUBMISSION HAS BEEN CHANGED TO ONLINE ONLY. DUE TO THE IMPACT OF THE COVID-19 VIRUS AND TO OBSERVE PUBLIC HEALTH ORDERS, ALL PUBLIC BUILDINGS ARE CLOSED TO THE PUBLIC. This procedural change is to protect offerors as well as staff. This change will allow the City of Portales to receive bids/proposals by the deadline.

To submit an electronic proposal, please go to [www.portalesnm.gov](http://www.portalesnm.gov), click on Departments for the drop down menu, select "Chief Procurement Officer", "See All Active RFPS, ITBs, RFQs", click on the project for which you wish to submit a bid/proposal then click the "SUBMIT BID" button;

Or click the following link to upload your bid/proposal:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=0de3f86e-1c09-4300-a7b6-ddff103ef959>

This addendum is for the purpose of disseminating information regarding the submission to ONLINE ONLY for the above mentioned Request for Proposals (RFP). Included in this addendum is the following change:

**Proposals will be received online only by Tuesday, April 7, 2020 at 2:00 p.m. (MST).**

Offeror must acknowledge all addendums in their proposal. Failure to do so may subject the proposal to being disqualified.

All other portions of the Request for Proposals remain unchanged.



Carla Weems, Chief Procurement Officer

3/25/20

Date