

COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



FINANCE DEPARTMENT
PURCHASING DIVISION

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July 1, 2026

ADDENDUM No. 2

Executive Search/Recruitment Services for
Columbus Sports & Entertainment Authority
RFP No. 26-0036

Use the form provided in the solicitation to acknowledge receipt of this addendum. Failure to do so may result in your submittal being deemed non-responsive and not receiving further consideration for award.

Vendors are informed that the above subject solicitation is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

I. QUESTION(S)/RESPONSE(S)

Question 1: What is the approved salary range and total compensation package for the Executive Director position?

Response: See RFP Specifications, page 13, section IV. Vendor Requirements: *“A. Development/Refinement of position profile (if needed).”*

It is our hope that the selected firm will help the City determine the skill sets needed to be competitive in the space and to reach the best candidate.

Question 2: Is this a newly created position or a replacement search? If a replacement, what created the vacancy?

Response: **This is a newly created position.**

Question 3: What are the top priorities for the Executive Director during the first 12 months?

Response: See RFP Specifications, page 13, section IV. Vendor Requirements: *“A. Development/Refinement of position profile (if needed).”*

An official goal list has not yet been determined. The selected firm will assist the Authority with preparing a goal list and job description.

Question 4: Who will the Executive Director report to, and who will participate in the interview and selection process?

Response: The Executive Director will report to the Sports and Entertainment Authority. The Authority will work with the selected firm on the interview and selection process.

Question 5: My company does not have employees other than myself and is not registered with E-Verify. What may be submitted in lieu of the E-Verify Affidavit? Will the affidavit still need to be notarized?

Response: Georgia law, O.C.G.A. § 13-10-91, requires all businesses that contract with a public employer for labor or services by bid or by contract in which the labor or services exceed \$2,499.99 to sign an affidavit attesting that they are registered for and use E-Verify unless, 1) the contractor has no employees (in which case they must present an approved state issued identification card/drivers' license from an approved state as provided on the Attorney General's website) or, 2) the contract is with an individual licensed under Title 26, Title 43, or the State Bar of Georgia who is in good standing and that individual is performing that service. Any business that subcontracts for labor and services, as well as the subcontractors of the subcontractors, in furtherance of that contract is also subject to this requirement.

II. ACKNOWLEDGEMENT

Indicate that your company has received this Addendum in the appropriate areas and include with electronic response. **Failure to acknowledge receipt of this addendum may render your Bid "Incomplete".**

**Andrea J. McCorvey
Purchasing Manager**

