COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government

FINANCE DEPARTMENT
PURCHASING DIVISION

COLUMBUS CITY HALL
1111 FIRST AVENUE, COLUMBUS, GEORGIA 31901
P. O. BOX 1340, COLUMBUS, GEORGIA 31902-1340
706-225-4087 | www.columbusga.org

Date: August 5, 2026

REQUEST FOR PROPOSAL **RFP No: 27-0007**	Qualified vendors are invited to submit sealed bids, subject to conditions and instructions as specified for the furnishing of: **PLUMBING & IRRIGATION SUPPLIES (ANNUAL CONTRACT)**
GENERAL SCOPE	Provide plumbing & irrigation supplies on an "as needed basis" to be picked up or delivered to Columbus Consolidated Government. The contract term will be for two (2) years with the option to renew for three (3) additional twelve-month periods.
DUE DATE	**September 2, 2026 - 5:00 PM (EASTERN)**
SUBMISSION REQUIREMENTS	**DemandStar is now OpenBids** **See *Appendix A* for Submission Requirements, Submission Requirements Checklist, and OpenBids Registration and Submission instructions.**
ADDENDA	**IMPORTANT INFORMATION** Any and all addenda will be posted on the Purchasing Division's web page, at https://columbusga.gov/finance/bid-opportunities. **It is the vendors' responsibility to periodically visit the web page for addenda before the due date and prior to submitting a quote.**
"NO BID" RESPONSE	Refer to the form on **page 3** if you are not interested in this invitation.

Andrea J. McCorvey
Purchasing Division Manager

Columbus Georgia
We do amazing.

IMPORTANT INFORMATION
e-Notification

The City uses the Georgia Procurement Registry e-notification system. You must register with GA@WORK (formerly Team Georgia Marketplace) to receive future procurement notifications via: **https://doas.ga.gov/state-purchasing/getting-started-supplier**.

If you have any questions or encounter any problems while registering, please contact the State Purchasing Division:

Telephone: 404-657-6000

Email: procurementhelp@doas.ga.gov

STATEMENT OF "NO PROPOSAL SUBMISSION"

Notify the Purchasing Division if you do not intend to submit a Proposal:

Email: Bidopportunities@columbusga.org
Attn: **Chadwick Brewer, Buyer**
Mail: Columbus Consolidated Government
Purchasing Division
P. O. Box 1340
Columbus, GA 31902-1340

We, the undersigned decline to bid on your **RFP No. 27-0007** for **Plumbing & Irrigation Supplies (Annual Contract)** for the following reason(s):

___Specifications are too "tight", i.e., geared towards one brand or manufacturer (explain below)
___There is insufficient time to respond.
___We do not offer this product and/or service.
___We are unable to meet specifications.
___We are unable to meet bond requirements.
___Specifications are unclear (explain below).
___We are unable to meet insurance requirements.
___Other (specify below)

Remarks:____

____

____

____

COMPANY NAME: ____

AGENT: ____

DATE: ____

TELEPHONE NUMBER: ____

EMAIL ADDRESS: ____

PROPOSALS WILL BE EVALUATED IN ACCORDANCE WITH THE PROCEDURES AS OUTLINED BELOW IN SECTION 3-110 OF THE PROCUREMENT ORDINANCE. ALL PROPOSALS WILL BE KEPT CONFIDENTIAL UNTIL AFTER AWARD.

3-110. Competitive Sealed Proposals (Negotiations)

(1) Conditions for Use

When the Purchasing Manager determines that the use of competitive sealed bidding for any procurement is either not practicable or not advantageous to the City, a contract may be entered into using the competitive sealed proposals (negotiation) method. In addition, the competitive sealed proposal process shall be used for the procurement of professional services, specialized equipment or supplies.

The competitive sealed proposal process may be used for procurements with an estimated total cost less than $50,000.00, if deemed to be in the best interest of the City. If the total cost can be determined, the authority to approve such solicitations will be as prescribed by article 3-104, Purchasing Limits. If, due to the required services, a total cost cannot be determined then the award recommendation will be approved by Council.

A. Request for Proposals

Proposals shall be solicited through Request for Proposals. The Purchasing Division shall establish the specifications with the using agency and set the date and time to receive proposals. The request for proposal shall include a clear and accurate description of the technical requirements for the service or item to be procured.

B. Public Notice

The public will be given adequate notice of the request for proposals, provided that, adequate notice shall mean at least fifteen (15) business days before the due date, which is stated in the request. ***The City reserves the right to seek request for proposals in a shorter period, if necessary, as determined by the Purchasing Manager.***

Notice shall be published in a reasonable time before due date, contain a description of the procurement in general terms, as well as, the place and due date for proposals, and appear in a newspaper(s) of general circulation, specifically the City's legal organ. In addition to publication in newspapers, notice shall also be made by electronic means, including posting on the internet and on the City's government access television channel.

Public works construction projects shall be advertised in accordance with Georgia State Law.

The City reserves the right to mail or e-mail invitations directly to vendors under the following circumstances:
- Solicitations for specialized equipment/supplies.
- Solicitations for specialized services.
- Re-bid of solicitations where normal advertising procedures netted no responses.
- Whenever deemed necessary by the purchasing manager.

C. Receipt of Proposals

Proposals must be received by the deadline date established. No public opening will be held. No proposals shall be handled to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of discussion. A register of proposals shall be prepared as part of the contract file, and shall contain the name of each offeror, the number of modifications received (if any), and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award.

D. Evaluation Factors

The request for proposals shall identify the relative importance of cost (when applicable) and other evaluation criteria.

E. Evaluation Process

An odd number of voting members of a Selection or Evaluation Committee shall evaluate all proposals received based upon the criteria stated in the request for proposals. Each voting committee member shall grade each submitted proposal based upon the evaluation criteria.

F. Discussion with Responsible Offerors and Revisions to Proposals

As provided in the Request for Proposals, discussions (negotiations) may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award, to assure full understanding of and conformance to the solicitation requirements. All qualified, responsible offerors shall be given fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or any information derived from proposals submitted by competing offerors. If only one proposal response is received, then the award recommendation shall be to the single offeror, if the offeror meets all requirements.

G. Award

After negotiations, the award recommendation must be presented to Columbus City Council for final approval. Award will be made to the responsible offeror whose proposal is determined to be the most advantageous to the City, taking into consideration total cost (if determined) and all other evaluation factors set forth in the Request for Proposals.

After Council approval, a contract based on the negotiations (if negotiations were necessary) will be drawn and signed by all necessary parties. If Council does not approve the award, it may direct that further negotiations may take place with the recommended offeror, or that negotiations begin with the next most qualified offeror. Council may also exercise the option to reject all offers and instruct the Purchasing Manager to begin the procurement process again. The contract file shall contain the basis on which the award is made.

After contract award, the contract file, will be made public. Unsuccessful offerors will be afforded the opportunity to make an appointment with the Purchasing Division for a debriefing. After the award, the contract file and the unsuccessful proposals will become subject to disclosure under the Georgia Open Records Act.

DO YOU HAVE QUESTIONS, CONCERNS OR NEED CLARIFICATION ABOUT THIS SOLICITATION?

COMMUNICATION CONCERNING ANY SOLICITATION CURRENTLY ADVERTISED MUST TAKE PLACE IN WRITTEN FORM AND ADDRESSED TO THE PURCHASING DIVISION.

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION.

BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER OR IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED “QUESTION/CLARIFICATION FORM” TO FAX OR EMAIL QUESTION.

ANY REQUEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

QUESTION/CLARIFICATION FORM

DATE: ____________________________

TO: Chadwick Brewer, Buyers
Email BidOpportunities@ColumbusGA.org

RE: RFP No. 27-0007; Plumbing & Irrigation Supplies (Annual Contract)

Questions/clarification requests must be submitted at least five (5) business days before the due date:

____
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____
____

From:____
Company Name Website

____
Representative Email Address

____
Complete Address City State Zip

____
Telephone Number Fax Number

COLUMBUS CONSOLIDATED GOVERNMENT
GENERAL PROVISIONS FOR REQUEST FOR PROPOSALS

PLUMBING & IRRIGATION SUPPLIES
(ANNUAL CONTRACT)
RFP No. 27-0007

The Columbus Consolidated Government invites qualified vendors to submit proposals to provide plumbing & irrigation supplies on an "as needed basis" to be picked up or delivered to Columbus Consolidated.

A. PROPOSAL SUBMITTAL DATE:
PROPOSALS ARE DUE: September 2, 2026, NO LATER THAN 5:00 PM (EASTERN).
Submit one electronic response via DemandStar.

The City shall not be held liable for any expenses incurred by the respondent in preparing and submitting the proposal and/or attendance at any interviews, final contract negotiations or applicable site visits. **The City reserves the right to award this project or to reject any and all proposals; whichever is in the best interest of the City.**

B. RECEIPT OF PROPOSALS:
Unless otherwise stated in the technical specifications of the RFP, the City will accept one, and only one, proposal per Offeror. In the event a team of firms is entering into a joint venture to respond to the RFP, one firm shall be named the prime contractor and the proposal shall be submitted in the name of the prime contractor. All correspondence concerning the RFP will be between the City and prime contractor.

C. SUBCONTRACTING:
Should the offeror intend to subcontract all or any part of the work specified, names and address of subcontractors must be provided in proposal response. The offeror shall be responsible for subcontractors' full compliance with the requirements of the RFP specifications. If awarded the contract, payments will only be made to the offerors submitting the proposal. The Columbus Consolidated Government will not be responsible for payments to subcontractors.

D. **QUESTIONS ABOUT THE RFP:**
Communication concerning any solicitation currently advertised must take place in writing and addressed to the Purchasing Division. See page titled "Do You Have Questions …" within this proposal package. **Questions and Requests for Clarification will be received until five business days prior to the proposal due date.**

E. **PUBLIC INFORMATION:**
All information and materials submitted will become the property of the Columbus Consolidated Government, Columbus, Georgia; and shall be subject to the provisions of the Georgia public records law. If awarded the contract, the proposal submission, in its entirety, will be included as part of the contract documents and filed, as public record, with the Clerk of Council.

F. **ADDENDA:**
The proposer shall include acknowledgment of receipt of addenda (if any) in their sealed proposal. The proposer should include an initialed copy of each addendum in the proposal package. It is the

proposer's responsibility to contact the City for copies of addenda if they receive the proposal document from any other source other than the City.

G. **CONTRACT:**

Each proposal is received with the understanding that an acceptance in writing by the City of the offer to furnish any or all of the services and materials described shall constitute a contract between the proposer and the City. This contract shall bind the proposers to furnish and deliver the services and materials quoted, at the prices stated and in accordance with the condition of said accepted proposal.

It is agreed that the successful respondent will not assign, transfer, convey or otherwise dispose of the contract or its right, title or interest in or to the same, or any part thereof, without previous consent of the City and any sureties.

H. **NON-COLLUSION:**

Proposer declares that the proposal is not made in connection with any other proposer submitting a proposal for the same commodity or commodities, and that the proposal is bona fide and is in all respects fair and without collusion or fraud.

I. **INDEMNITY:**

The Contractor covenants to save, defend, hold harmless, and indemnify the City, and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the Contractor's intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents.

J. **DISADVANTAGED BUSINESS ENTERPRISE CLAUSE:**

Disadvantaged Business Enterprises (minority or women owned businesses) will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, creed, sex, sexual orientation, gender identity or national origin in consideration for an award. It is the policy of the City that disadvantaged business enterprises and minority business enterprises have an opportunity to participate at all levels of contracting in the performance of City contracts to the extent practical and consistent with the efficient performance of the contract.

K. AFFIRMATIVE ACTION PROGRAM - NON-DISCRIMINATION CLAUSE:

The City has an Affirmative Action Program in connection with Equal Employment Opportunities. The successful vendor will comply with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees, and will not discriminate between or among them by reason of race, color, age, religion, sex, sexual orientation, gender identity**,** national origin or physical handicap.

L. **SPECIFICATION DESCRIPTIONS:**

The specifications detailed herein represent the quality of equipment, goods or services required by the City. Whenever in this invitation any particular process, service or equipment is indicated or specified by patent, proprietary or brand name of manufacturer/developer/inventor, such wording will be deemed to be used for the purpose of facilitating descriptions of the process, service or equipment desired by the City. It is not meant to eliminate offerors or restrict competition in any RFP process. Proposals that are equivalent or surpass stated specifications will be considered. Determination of equivalency shall rest solely with the City.

M. TAXES:

The City is exempt from State Retail Tax and Federal Excise Tax. Tax Exemption No. GA Code Sec. 48-8-3. Federal ID No. 58-1097948.

N. **DRUG-FREE WORKPLACE:**
Per Ordinance No. 93-55, in compliance with Federal and State Drug Free Workplace Acts, the Council of Columbus, Georgia adopted a drug free Workplace Policy. Consequently, any vendor providing goods or services to Columbus Consolidated Government must comply with all applicable Federal and State Drug Free Workplace Acts.

O. **FEDERAL, STATE, LOCAL LAWS:**
All respondents will comply with all Federal, State and Local laws, ordinances, rules and regulations relative to conducting business in Columbus, Georgia and performing the prescribed service. Ignorance on the part of the respondent shall not, in any way, relieve the respondent from responsibility for compliance with said laws and regulations or any of the provisions of these documents.

P. **PROVISIONS OF THE PROCUREMENT ORDINANCE:**
The provisions of the Procurement Ordinance for the Consolidated Government of Columbus, Georgia as adopted and amended by Council shall apply to all invitations to respond to Requests for Proposals and is specifically incorporated herein by this reference. The procurement ordinance is codified on Section 2-3.03 of the Columbus Code and can be accessed through the City's web-site at https://library.municode.com/ga/columbus/codes/code_of_ordinances.

Q. INSURANCE:
All respondents shall maintain, and if requested, show proof of insurance applicable for services described in these specifications.

R. **HOLD HARMLESS AGREEMENT:**
The successful respondent hereby agrees to indemnify, hold free and harmless Columbus Consolidated Government (The City), its agents, servants, employees, officers, directors and elected officials or any other person(s) against any loss or expense including attorney fees, by reason of any liability imposed by law upon the City, except in cases of the City's sole negligence, sustained by any person(s) on account of bodily injury or property damage arising out of or in the consequence of this agreement.

S. **TERMINATION OF CONTRACT:**
1. Default: If the contractor refuses or fails to perform any of the provisions of this contract with such diligence as will ensure its completion within the time specified in this contract, or any extension thereof, otherwise fails to timely satisfy the contract provisions, or commits any other substantial breach of this contract, the Purchasing Division Director may notify the contractor in writing of the delay or nonperformance and if not cured within **thirty (30) days** or any longer time specified in writing by the Purchasing Division Director, such director may terminate the contractor's right to proceed with the contract or such part of the contract as to which there has been delay or a failure to properly perform.

In the event of termination in whole or in part the Purchasing Division Director may procure similar supplies or services, from other sources, in a manner and upon terms deemed appropriate by the Purchasing Division Director. The contractor will continue performance of the contract to the extent it is not terminated and will be liable for excess costs incurred in procuring similar goods or services.

2. Compensation: Payment for completed supplies or services delivered and accepted by the City will be at the contract price. The City may withhold from amounts due the contractor such sums as the Purchasing Director deems to be necessary to protect the City against loss because of outstanding liens or claims of former lien holders and to reimburse the City for the excess costs incurred in procuring similar goods and services.

3. Excuse for Nonperformance or Delayed Performance. Except with respect to defaults of subcontractors, the contractor shall not be in default by reason of any failure in performance of this contract in accordance with its terms (including any failure by the contractor to make progress in the prosecution of the work hereunder which endangers such performance) if the contractor has notified the Purchasing Division Director within 15 days after the cause of the delay and the failure arises out of causes such as: acts of God; acts of public enemy; acts of the City and any other governmental entity in its sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes or other labor disputes; freight embargoes; or unusually severe weather, If the failure to perform is caused by the failure of a subcontractor to perform or to make progress, and if such failure arises out of causes similar to those set forth above, the contractor shall not be deemed to be in default, unless the supplies or services to be furnished by the subcontractor was reasonably obtainable from other sources in sufficient time to permit the contractor to meet the contract requirements.

Upon request of the contractor, the Purchasing Division Director shall ascertain the facts and extent of such failure, and, if such director determines that any failure to perform was occasioned by anyone or more of the excusable causes, and that, but for the excusable cause, the contractor's progress and performance would have met the terms of the contract, the delivery schedule shall be revised accordingly.

T. **TIME FOR CONSIDERATION**:
Due to the evaluation process, proposals must remain in effect for at least **180 days** after date of receipt.

U. CONTRACT AWARD:
Award of this contract will be made in the best interest of the City.

After award of the contract by Columbus Council, awarded vendor will be notified to provide one identical hard copy of submitted proposal with original signatures. The awarded vendor will receive a digital copy of the executed contract.

V. **REQUEST FOR EVALUATION RESULTS**:
Per the City's Procurement Ordinance, evaluation results cannot be divulged until after the award of the contract. After contract award, proponents desiring to review documents relevant to the RFP evaluation results will be afforded an opportunity by appointment only.

W. GOVERNING LAW:
The parties agree that this Agreement shall be governed by the laws of Georgia, both as to interpretations and performance.

X. FINAL CONTRACT DOCUMENTS:
It is understood that the final contract shall include the following: **1)** The RFP; **2)** Addenda; **3)** Awarded Vendors(s) response; **4)** Awarded Vendor(s) Clarifications; **5)** Negotiated Components; and **6)** Awarded Vendor(s) Business Requirements.

Y. PAYMENT DEDUCTIONS:
The City reserves the right to deduct, from payments to awarded vendor(s), any amount owed to the City for various fees, to include, but not limited to: False Alarm fees, Ambulance fees, Occupation License Fees, Landfill fees, etc.

Z. **PAYMENT TERMS**:

The City's standard payment term is usually net 30 days, after successful receipt of goods or services. Payment may take longer if invoice is not properly documented or not easily identifiable, goods/services are not acceptable, or invoice is in dispute.

AA. <u>RIGHT TO PROTEST:</u>

(1) <u>Right of Protest.</u> Any actual or prospective bidder offeror, or contractor who is aggrieved in connection with a solicitation or award of a contract may protest to the Purchasing Manager initially. All protests shall be filed in the manner prescribed herein. Protests that do not comply with the following rules shall be deemed invalid and of no effect.

(2) The protest must be in writing, executed by a company officer that is authorized to execute agreements on behalf of the bidder or offeror or provided by an authorized legal representative of the protestor.

(3) A protest with respect to an invitation for Bids or Request for Proposals shall be submitted in writing no less than five (5) business days prior to the opening of bids or the closing date of proposals or qualification statements.

(4) <u>Stay of Procurement During Protests.</u> If there is a timely protest submitted as described above, the Purchasing Manager shall not proceed further with the solicitation or award of the contract until all administrative remedies have been exhausted or until the City Council, Mayor, or City Manager makes a determination on the record that the award of the contract without delay is necessary to protect substantial interests of the City.

NOTICE TO VENDORS

Sec. 2-3.05. - Submitting bids to Consolidated Government, etc.—By mayor or councilmembers.
Neither the mayor nor any member of the Columbus Council shall submit any bid to the consolidated government, nor shall the mayor or any member of the Columbus Council own or have a substantial pecuniary interest in any business that submits a bid to the consolidated government. (Ord. No. 92-60, 6-23-92)

Sec. 2-3.06. - Same—By members of boards, authorities, commissions.
No member of any board or authority or commission or other independent or subordinate entity of the consolidated government shall submit any bid to the consolidated government or have a substantial pecuniary interest in any business that submits a bid to the consolidated government if such bid pertains to the board or authority or commission on which such person holds such membership. (Ord. No. 92-61, 6-23-92)

GENERAL SPECIFICATIONS
PLUMBING & IRRIGATION SUPPLIES
(Annual Contract)
RFP No. 27-0007

I. SCOPE

It is the intent of the Columbus Consolidated Government to establish an annual contract with qualified vendors to provide plumbing & irrigation supplies on an "as needed basis" to be picked up or delivered to Columbus Consolidated Government.

This contract will be awarded to multiple vendors. The award recommendation will be based on vendors receiving the highest scores per the evaluation process. The City will be the judge of the factors and will recommend award accordingly. This RFP will be awarded in best interest of the City.

This contract may also be utilized by any other City agency requiring the supplies/equipment.

Vendor Requirements begin on page 18.

II. TERM OF CONTRACT

A. The initial term of the contract will be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal shall be contingent upon the mutual agreement of the City and the Contractor.

Notice of intent to renew will be given to the contractor in writing by the City Purchasing Manager, normally sixty days before the expiration date of the current contract period.

It should be noted that multi-year contracts may be continued each fiscal year only after funding appropriations and program approvals have been granted by the Council of the Consolidated Government of Columbus, Georgia. In the event that the necessary funding is not approved, then the affected multi-year contract becomes null and void, effective July 1st of the fiscal year for which such approval has been denied.

B. Termination for Convenience:
For the protection of both parties, either party giving 90 days prior notice, in writing, to the other party, may cancel this contract.

III. PRICE ADJUSTMENT CLAUSE

Contract pricing shall remain fixed for the initial two-year term of the contract. After the initial term, Contractor may request a price escalation by submitting a fully documented request (i.e., documentation from manufacturers illustrating the necessity to implement price increases). ***Request for price increases, without documentation, shall not be considered.*** Such escalation shall not exceed a five percent (5%) increase. The using department(s) and the Purchasing Manager will review the request and shall approve or disapprove the increases based on budget constraints and other price comparisons.

If for any reason the contractor has a price increase that exceeds five percent (5%), the price increase will be evaluated on a case-by-case basis. The City and the Contractor will have the option to discuss and make adjustments to the requested increase. If either party declines approval of the adjustments, the contract will be considered cancelled on the scheduled expiration date of the contract.

IV. BRAND NAMES

It is not the intent of Columbus Consolidated Government (City) to restrict competition in any purchasing process. Any manufacturer's names, drawings, trade names, brand names, information and/or catalog numbers used herein are for purpose of description and establishing general quality levels. Such references are not intended to be restrictive; any equivalent products of any manufacturer may be offered. Any proposal that is equivalent to or surpasses stated specifications will be considered. Determination of equivalency shall rest solely with the City.

V. INDEMNITY CLAUSE

The Contractor covenants to save, defend, hold harmless, and indemnify the City, and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the Contractor's intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents.

VI. INSURANCE

The vendors shall be required, at their own expense, to furnish to the City of Columbus Purchasing Division**,** evidence showing the insurance coverage to be in force throughout the term of the contract. Insurance requirements are listed on the attached **Insurance Checklist. The limits shown are minimum limits. Vendor shall indicate the actual limit they will provide for each insurance requirement. The bidder shall complete the Insurance Checklist and include with bid response**. **Certificate of Insurance is acceptable.** The Insurance Checklist will indicate to the City, the bidder's ability and agreement to provide the required insurance, in the event of contract award.

The successful candidate shall provide the required Certificates of Insurance within **10 business days** after award notification. The Certificates of Insurance will name Columbus Consolidated Government as an additional insured, **as well as list the applicable project or annual contract name, and/or solicitation name and number.** The Certificate of Insurance will be included with the contract documents prior to signing.

VII. PROPOSAL PREPARATION AND SUBMISSION

See Appendix A for information and instructions on how to register and submit proposals through DemandStar.

A. *With the exception of the E-Verify Affidavit, the form titled "Communication Concerning This Solicitation" and the Conflict of Interest Affidavit,* the City reserves the right to request any omitted information. Firms shall be notified, in writing, and shall have two (2) days, after notification, to submit the omitted information. If the omitted information is not received within two (2) days, the firm shall be deemed non-responsive, and the proposal will not receive further consideration.

B. Proposals shall be as thorough and detailed as possible so that the Columbus Consolidated Government may properly evaluate the proposer's capabilities to provide the required services.

C. Proposals shall be prepared simply, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.

D. Offerors shall submit the following items as a complete proposal:

Submit the information in the order listed below; include a header for each item, e.g., Section 1, Item A, Section 1, Item B, etc.

Section 1: Transmittal Letter

The transmittal letter shall:

A. Introduce the business and include the name and email address(es) of contact person(s) during this proposal process.

B. List the complete address, telephone number and fax number for the corporate office as well as for the office/branch that will administer the contract.

C. Include a statement to the effect that the proposal is binding for at least 180 days from the proposal date. An authorized agent of the business must sign the transmittal letter.

Section 2: **Cost Proposal *(Form 1)***
Vendors must include the attached Cost Proposal.

Section 4: **Communication Concerning This Solicitation *(Form 2)***
Complete the form titled *Communication Concerning This Solicitation*.

Section 5: **Conflict of Interest Affidavit *(Form 3)***
Form 3 must be signed and returned with the vendor's proposal. Failure to include the form will automatically render vendor's response non-responsive.

Section 6: **Federal Compliance *(Form 4)***
Complete the form titled "*Federal Compliance*".

Section 7: **Addenda Acknowledgement *(Form 5)***
Use **Form 5** to acknowledge receipt for all addenda (if any). The Purchasing Division will post addenda (if any) for this project at https://www.columbusga.gov/finance/Bid-Opportunities. Vendors are responsible for periodically visiting the web page for addenda, before the due date and prior to submitting a response.

Section 8: **Exceptions to RFP**

A. List **ANY AND ALL** exceptions to the RFP specifications in this section of proposal submission. Exceptions listed in other areas of the vendor's submission will not be considered. All exceptions will be vetted during the RFP process, and if found unacceptable, the vendor's proposal will be rejected and no longer considered for award. Exceptions shall be considered by the Evaluation Committee. The vendor's proposal may not receive further consideration if exceptions are not acceptable and/or cannot be clarified to the Committee's satisfaction. Vendors shall be notified in writing if exceptions are not acceptable. **PLEASE NOTE: EXCEPTIONS TO THE RFP GENERAL PROVISIONS WILL NOT BE CONSIDERED, AND IF SUBMITTED WILL AUTOMATICALLY RENDER THE RESPONSE NON-RESPONSIVE.**

B. VENDOR AGREEMENT/CONTRACT FORM: Exceptions also include the terms of any contract or other agreements which the vendor or any subcontractors will require to be executed by the City.

C. If there are no exceptions, vendor must include a statement for this Section stating the following: No Exceptions.

Section 9: **Qualifications and Experience**

A. Address in detail the firm's ability and experience to provide plumbing and irrigation supplies as outlined under Vendor Requirements on page 18.

Section 10: Client Work History *(Form 6)*

Complete ***(Form 6)***; Provide at least three (3) clients for whom similar services have been provided within the last five (5) years.

Section 11: Service Plan

A. Provide a written narrative that demonstrates the method of manner in which the offeror proposes to satisfy the requirements described herein.

Section 12: Contract Signature Page

Complete **Form** 7. City officials will sign the copies after Columbus Council approves the contract award with the successful firm *(see note below)*. Per the General Provisions, Page 11, Item X, the final contract shall include the following: 1) The RFP; 2) Addenda; 3) Awarded Vendor(s) response; 4) Awarded Vendor(s) Clarifications; 5) Negotiated Components; and 6) Awarded Vendor(s) Business Requirements.

Please note: After award of the contract by Columbus Council, awarded vendor will be notified to provide one identical hard copy of submitted proposal with original signatures. The awarded vendor will receive a digital copy of the executed contract.

Section 13: Proof of Insurance

Provide Insurance Checklist **(Form 8)** or Certificate of Insurance.

Section 14: Business License (Occupation License)

Provide a current copy of the Business License (Occupation License) that is required to conduct business at your location.

If awarded the contract, the successful vendor must obtain a business license from the City of Columbus. However, if the business is located in Georgia and has proof of being properly licensed by a municipality in Georgia, and paid applicable occupation taxes in that city, the contractor will not be required to pay occupation taxes in Columbus, Georgia.

If you have questions regarding this requirement, please contact the Revenue Division at 706-225-3780.

Section 15: Form W-9, Request for Taxpayer Identification Number and Certification

Complete and return **Page 1** of the Form W-9, which is available at **https://www.irs.gov/pub/irs-pdf/fw9.pdf**

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VII. EVALUATION OF PROPOSALS

A. Proposal Evaluation Timeline

All proposals must be reviewed and scored by an evaluation committee. The evaluation process normally takes approximately 3 months before a recommendation is provided to Columbus Council for review. The evaluation process may take longer if the required services or products are complex in nature, if negotiations are required, if presentations are required, if demonstrations are required, if site visits are required, etc. If the Purchasing Division determines the evaluation process may exceed the specified Time for Consideration period, the Purchasing Division may request respondents to extend the Time for Consideration period.

During the evaluation process, the Purchasing Division will notify respondents, via email, if clarification or additional information is required regarding proposals.

B. Each submittal will be evaluated to determine the ability of each offeror to provide the required services. The following weighted criteria will be used to evaluate proposals:

Criteria	Weight
A. Qualifications and Experience	45%
B. Service Plan	35%
C. Client Work History	15%
D. Cost Proposal *(subject to negotiations)*	5%
Total	**100%**

Each of the above criteria (A-D) will be given a rating by each voting member of the Evaluation Committee. The ratings are as follows:

Description	Value
Poor = Is not qualified.	**20 Points**
Marginal = Is minimally qualified but one or more area is lacking in some essential aspect.	**40 Points**
Adequate = Is qualified and is generally capable of achieving the objectives of this RFP.	**60 Points**
Good = Is more than qualified and exceeds in some areas.	**80 Points**
Excellent = Is fully qualified and exceeds in several or more areas.	**100 Points**

After the review and rating of proposal (s) by the evaluation committee, individual scores will be averaged and ranked. Offerors will be ranked in descending order of numerical predominance.

VENDOR REQUIREMENTS

PLUMBING & IRRIGATION SUPPLIES (Annual Contract)
RFP 27-0007

1. Time is a vital consideration in the availability of these goods. Items in stock shall be available for immediate pick up by an authorized City employee. Vendor shall have a business located within Muscogee County, Georgia, and provide personnel on-site to accommodate walk-in/pick-up purchases.

2. Goods may be picked up for the City by a designated employee at the Vendor's place of business, and this employee must sign a legible and complete delivery receipt for all goods sold to the City. A copy of this receipt <u>indicating the actual purchase price</u> of goods requested shall be given to the employee at the time of purchase. The vendor shall not otherwise release goods for or to the City.

3. The Vendor will release goods only to a City employee that has been identified by the Facilities Maintenance Division as being authorized to accept the goods. If a so identified employee picks up or accepts delivery of goods for the City, and signs the delivery receipts, this shall be considered an authorized purchase. It is the Vendor's responsibility to ensure that goods are released only to an authorized City employee.

4. The Vendor may deliver goods to the City. If so, the Vendor must require a City employee to sign a delivery receipt before leaving the goods and must leave a legible copy indicating actual purchase with employee.

5. The Vendor will provide the City an invoice for all purchases. The invoice will be itemized and a legible copy of the signed delivery receipt will support each charge. Invoices should reflect the vendor’s part number along with the corresponding bid item number to accurately account for all bid price items. The City will make payment on these supported charges within thirty (30) days. The City reserves the right to refuse payment on, and accepts no liability for, any unsupported charges or for any purchases found to be unauthorized by the City. The City reserves the right to refuse payment in whole or in part, on any item that is immediately defective, becomes defective in an abnormal length of time, fails to perform as represented, is of inferior quality or for any other reason is unfit for its intended use, or has been shipped in error by the Vendor.

6. The City will pay no restocking fees.

7. The City will pay no shipping charges.

8. The City reserves the right to utilize any existing delivery service normally provided by the vendor at no extra charge.

9. Any warranties or guarantees normally offered on these goods shall be applicable to this contract.

10. The City will pay no sales taxes on any purchase(s).

11. **EMERGENCY PURCHASE**: The City reserves the right to make emergency purchases from other sources, should the Contractor(s) be unable to furnish the required item/service within the required time frame.

12. ***80% OF PLUMBING SUPPLIES, LISTED IN <u>SECTION I</u> OF THE ATTACHED BID FORM, MUST BE KEPT IN STOCK.**

FORM 1

COST PROPOSAL
RFP N0. 27-0007
PLUMBING & IRRIGATION SUPPLIES (ANNUAL CONTRACT)

All shipping, delivery, and/or freight charges must be included in the unit cost. The Columbus Consolidated Government will pay no additional shipping, delivery, freight charges and/or any additional add-on fees.

After bids have been opened, vendors will be notified, in writing, to provide an Excel file of the pricing. The Excel file shall match the pricing as submitted in vendor's bid response. The file is available: https://columbusga.gov/finance/bid-opportunities

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
1.	FLAPPER TANK BALL – COAST BLUE	60			
2.	TRIPLE SEAL TANK BALL #B-251	60			
3.	SLOAN SLUSH VALVE #110	60			
4.	SLOAN ROYAL REPAIR KIT A 156 AA	60			
5.	MANSFIELD 3" FLAPPER 630-0207	60			
6.	1½" SLIP JOINT WASHERS	40			
7.	1½" PVC P-TRAP	40			
8.	1½" PVC INLET AND OUTLET WASTE (Not standard P-Trap. Water enters left or right, not in center).	40			
9.	1½" P TRAP - BRASS	40			
10.	1½" CLOSET SPUD	50			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
11.	1¼" CLOSET SPUD	50			
12.	1¼" SLIP JOINT WASHER	60			
DRESSER COUPLINGS - GALV.:					
13.	½" GALV 6" LONG	20			
14.	3/4" GALV 6" LONG	20			
15.	1" GALV 6" LONG	30			
16.	1¼" GALV 6" LONG	30			
17.	1½" GALV 6" LONG	20			
18.	2" GALV 6" LONG	30			
APOLLO GATE VALVES					
19.	½" IPS	15			
20.	½" SWT	15			
21.	3/4" IPS	15			
22.	3/4" SWT	15			
23.	1" IPS	20			
24.	1" SWT	15			
25.	1¼" IPS	15			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
26.	1¼" SWT	15			
27.	1½" IPS	15			
28.	1½" SWT	15			
29.	2" IPS	15			
30.	2" SWT	15			
APOLLO BALL VALVES					
31.	½" SWT	15			
32.	3/4" SWT	15			
33.	1" SWT	15			
34.	1¼" SWT	15			
35.	1½" SWT	15			
36.	2" SWT	15			
37.	WATER RISER LAVATORY PLASTIC - 20"	30			
38.	WATER RISER LAVATORY; PLASTIC - 30"	30			
39.	WATER RISER LAVATORY; CHROME - 12"	30			
SUPPLIES					
40.	WATER RISER CLOSET PLASTIC - 12"	30			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
41.	WATER RISER CLOSET PLASTIC - 20"	30			
42.	WATER RISER CLOSET CHROME - 12"	30			
43.	WATER RISER CLOSET CHROME - 20"	30			
44.	3/8" COMPRESSION RING NUT	50			
45.	3/8" COMPRESSION RING FERREL	50			
46.	3/8" PLASTIC FERREL	50			
47.	BALL COCK FLUID MASTER PRO 45	30			
48.	BALL COCK #1B1 COAST	30			
49.	FLUSH VALVE #210 MANSFIELD	30			
50.	FLUSH VALVE #211 MANSFIELD	30			
51.	1¼" BRASS P TRAPS 17 GAUGE	30			
52.	PVC GLUE QUARTS # OATEY 31105	30			
53.	PVC CLEANER QUARTS # OATEY 30805	20			
54.	PIPE DOPE - # RECTORSEAL 25431	10			
55.	TOILET HANDLE JONES #T01-005	10			
56.	1½" CHROME TAIL PIECE EXTENSION SLIP JOINT JONES #P38-062	20			
57.	1¼" CHROME TAIL PIECE EXTENSION SLIP JOINT #JONES P38-162	20			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
58.	PLUMBERS PUTTY LB. CONTAINER #BS 5# OATEY #31174	10			
CLOSET COMBINATION:					
59.	WAX SEALS OATEY #90243	20			
60.	12" ROUGH CLOSET ROUND FRONT MANSFIELD # 130-173	20			
61.	12" ROUGH CLOSET COMB. ELONGATED HANDICAP CLOSET MANSFIELD #137-173	20			
62.	CLOSET BOLTS NUTS - WASHER KIT #CB-108	30			
63.	CLOSET SEAT ELONGATED W/ LID BEMIS #1500	20			
64.	CLOSET SEAT ELONGATED W/OUT LID BEMIS #1955C	20			
65.	CLOSET SEAT ROUND FRONT W/ LID - BEMIS #500	20			
66.	CLOSET SEAT ROUND FRONT W/OUT LID - BEMIS #955C	20			
FAUCETS AMERICAN MADE:					
67.	FAUCET WITH HOSE SPRAYER 8" PEERLESS #P115	20			
68.	FAUCET WITHOUT HOSE SPRAYER 8" PEERLESS #110LF	10			
69.	FAUCET 8" CENTER - LAVATORY; PEERLESS #P299196LF	10			
70.	FAUCET WALL MOUNT – PEERLESS #110LF	10			
71.	FAUCET WITH POP UP FOR LAVATORY PEERLESS #P136LF-M	10			
72.	FAUCET WITHOUT POP UP LAVATORY PEERLESS #P138LF-M	10			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
73.	1¼" P.O. PLUG #R-203	10			
74.	1¼ GRID STRAINER; GERBER #43-970	10			
75.	LEAD FREE SOLDER; 1 LB ROLLS	10			
76.	LA-CO FLUX 4 OZ.	10			
FAUCETS:					
77.	½" HOSE BIBB	10			
78.	3/4" HOSE BIBB	10			
79.	1" HOSE BIBB	10			
80.	½" SILLCOCK SWEATS	15			
81.	3/4" SILLCOCK SWEATS	15			
82.	½" SILLCOCK I.P.S.	15			
83.	3/4" SILLCOCK I.P.S.	15			
84.	3/4" RELIEF VALVE 40XL #0156731	10			
85.	1" RELIEF VALVE 40XL #0163725	10			
86.	½" x ½" ANGLE STOCK SWEAT -BRASS CRAFT #R39	10			
87.	½" x 3/8" ANGLE STOCK SWEAT - BRASS CRAFT #R-19	10			
88.	½" x 3/8" ANGLE STOCK; I.P. - BRASS CRAFT #R-17	10			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
89.	½" x 3/8" STRAIGHT STOCK SWEAT - BRASS CRAFT #R-14	10			
90.	½" x 3/8" STRAIGHT STOCK I.P. BRASS CRAFT #R-12	10			
91.	T&S B-0107 SPRAY VALVE	10			
92.	T&S B-3940 WASTE DRAIN	10			
93.	STRAINER BASKET FOR KITCHEN SINK - SANITARY DASH #TT-461	10			
94.	HEATING ELEMENTS FOR WATER HEATERS – 4500 WATT	5			
95.	HEATING ELEMENTS FOR WATER HEATERS – 6000 WATT	5			
96.	VACUUM BREAKERS – WATTS LF8BI	20			
CHICAGO FAUCETS:					
97.	STEMS – DELTA RP50587	10			
98.	STEMS – MOEN 1225	10			
99.	SINK STEMS FOR GERBER FAUCETS - H-98-688	10			
100.	SINK STEMS FOR GERBER FAUCETS - C-98-689	10			
101.	SINK STEMS FOR DELTA FAUCETS - #RP1740	10			
102.	STEM FOR KOHLER; COLD #11-0975C	10			
103.	STEM FOR KOHLER; HOT #11-0975H	10			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
104.	STEM FOR AMERICAN STANDARD; COLD #11-4110C	10			
105.	STEM FOR AMERICAN STANDARD; HOT #11-4110H	10			
BUBBLERS					
106.	BRASS BUBBLER, #EBCO 30774-016	5			
107.	JONES BUBBLER #B45-216	5			
108.	TEFLON TAPE 3/4"	5			
109.	TEFLON TAPE, 1/2"	5			
110.	TEFLON DOPE 16 oz. LACO 5LIC-Tite	5			
111.	MULTI-PURPOSE GLUE OATEY #30847	5			
112.	FAST SET EPOXIE JONES P40-004	5			
113.	PVC SAW BLADE LENOX 20981-HSB	5			
114.	1 ½" PVC DOUBLE TAILPIECE	5			
115.	1 ½" PVC DOUBLE EXT	5			
116.	METER BOX 10" – JONES M06-001	5			
117.	METER BOX JUMBO – JONES M15-001	5			
118.	REPAIR KITS FOR SINGLE HANDLE DELTA – #RP3614	10			
119.	FAUCET KITCHEN SINK & LAVATORY BALL - #RP70	10			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
120.	WALL HUNG CHINA LAVATORY WITH 4" CENTER - #19x17	5			
121.	SELF RIMMING ROUND LAVATORY – 19" ROUND	5			
AMERICAN GAS PIPE AND FITTINGS:					
122.	1/2" PIPE - PER HUNDRED FEET DOMESTIC	500'			
123.	3/4" PIPE - PER HUNDRED FEET DOMESTIC	500'			
124.	1" PIPE - PER HUNDRED FEET DOMESTIC	200'			
125.	1/2" ELLS	20			
126.	3/4" ELLS	10			
127.	1" ELLS	10			
128.	½" STREET ELLS	20			
129.	3/4" STREET ELLS	10			
130.	1" STREET ELLS	10			
131.	½" - 45'S	20			
132.	3/4" - 45'S	10			
133.	1" - 45'S	10			
134.	½" UNIONS	20			
135.	3/4" UNIONS	10			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
136.	1" UNIONS	10			
137.	½" COUPLINGS	20			
138.	3/4" COUPLINGS	10			
139.	1" COUPLINGS	10			
140.	½" CAPS	20			
141.	3/4" CAPS	10			
142.	1" CAPS	10			
143.	1½" NO HUB CLAMPS	5			
144.	2" NO HUB CLAMPS	5			
145.	3" NO HUB CLAMPS	5			
146.	4" NO HUB CLAMPS	5			
147.	6" NO HUB CLAMPS	5			
148.	1¼" COUPLINGS-FERNCO 1056-125	5			
149.	1½" COUPLINGS-FERNCO 1056-150	5			
150.	2" COUPLINGS-FERNCO 1056-200	5			
151.	3" COUPLINGS-FERNCO 1056-300	5			
152.	4" COUPLINGS-FERNCO 1056-400	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
153.	6" COUPLINGS-FERNCO 1056-66	5			
154.	18" THERMOCOUPLE	5			
155.	24" THERMOCOUPLE	5			
156.	30" THERMOCOUPLE	5			
157.	36" THERMOCOUPLE	5			
GAS VALVE PETER - HEAVY:					
158.	½" T. HEAD VALVE	5			
159.	3/4" T. HEAD VALVE	5			
160.	1" T. HEAD VALVE	5			
WALL HUNG URINAL:					
161.	EXPOSE P. TRAP MANSFIELD 401	10			
162.	HALF STALL MANSFIELD 410	10			
163.	BASIN FAUCET – JONES F39-002	2			
164.	BASIN FAUCET SELF CLOSING – JONES F39-010	2			
BACK FLOW PREVENTER WATTS - 007-QT					
165.	3/4"	5			
166.	1"	5			
167.	1½"	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
168.	2"	5			
IRRIGATION BOX					
169.	NDS #226BCB	5			
170.	NDS #D1500-DISB	5			
171.	WHITE LIGHTING CAULKING - TUBE	10			
172.	T&S FLEX HOSE AND HEAD - 44"	10			
173.	T&S FLEX HOSE AND HEAD 60"	10			
FREEZE PROOF FAUCETS NIBCO					
174.	4" LEGEND 108-101 NL	5			
175.	6" LEGEND 108-102 NL	5			
176.	8" LEGEND 108-103 NL	5			
177.	CLOSET FLANGES; PVC 3"	5			
PRESSURE REDUCING VALVES WATTS					
178.	3/4" WATTS 25AUB	5			
179.	1" WATTS 25AUB	5			
180.	1¼" WATTS 25AUB	5			
181.	1½" WATTS 25AUB	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
182.	2" WATTS 25AUB	5			
LUBE & OIL					
183.	CUTTING OIL, GALLON OIL	5			
184.	PIPE LUBE – OATEY 30605	5			
TANK LEVER					
185.	COMMODE HANDLE, #JST T01-005	5			
GLUE					
186.	INDUSTRIAL GRADE GLUE – OATEY 31008	5			
187.	REGULAR GLUE – OATEY 31015	5			
188.	CLEANER – OATEY 30805	5			
COMPRESSION FITTINGS					
189.	3/8 CUT OFF PITCOCK	5			
190.	¼ CUT OFF PITCOCK	5			
191.	3/8 X ¼ COUPLING	5			
192.	3/8 COMP X 3/8 MPT COUPLING	5			
HIGH MAX COUPLING					
193.	2" KRAUSZ 801-57-0058-16A	5			
194.	3" KRAUSZ 801-57-0086-16A	5			
195.	4" KRAUSZ 801-57-0112-16A	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
SHARKBITE FITTINGS					
196.	90 ½"	5			
197.	¾"	5			
198.	1"	5			
199.	COUPLING ½"	5			
200.	¾"	5			
201.	1"	5			
202.	SHARKBITE X MPT ½"	5			
203.	¾"	5			
204.	1"	5			
205.	SHARKBITE X FEMALE ½"	5			
206.	¾"	5			
207.	1"	5			
208.	T ½"	5			
209.	¾"	5			
210.	1"	5			
211.	CAP ½"	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
212.	¾"	5			
213.	1"	5			
214.	BALLVALVE ½"	5			
215.	¾"	5			
216.	1"	5			
BACKFLOW REPAIR KITS					
217.	WATTS 0889373	5			
218.	WATTS 0794096	5			
BRASS PEX FITTINGS					
219.	1/2 " COUPLING – JONES C76-001	5			
220.	3/4" COUPLING – JONES C76-002	5			
221.	1" COUPLING – JONES C76-003	5			
222.	1/2 " ELL – JONES C76-008	5			
223.	3/4" ELL – JONES C76-009	5			
224.	1" ELL – JONES C76-010	5			
225.	1/2" TEE – JONES C76-014	5			
226.	3/4" TEE – JONES C76-015	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
227.	1" TEE – JONES C76-016	5			
228.	1/2" MALE – JONES C76-034	5			
229.	1" MALE – JONES C76-037	5			
230.	1/2" FEMALE – JONES C76-041	5			
231.	3/4" FEMALE – JONES C76-043	5			
232.	1" FEMALE – JONES C76-044	5			
233.	1/2" RINGS – JONES C76-075	5			
234.	3/4" RINGS – JONES C76-076	5			
235.	1" RINGS – JONES C76-077	5			
T & S FAUCETS					
236.	B-1172-01-CD MODIFIED	5			
237.	B-2250	5			
238.	B-0100	5			
PUMPS					
239.	ZOELLER M53	5			
240.	ZOELLER N42	5			
241.	ZOELLER BN267	5			

SECTION I - PLUMBING SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
242.	LITTLE GIANT #502103	5			
243.	LITTLE GIANT #504203	5			
244.	LITTLE GIANT #566720	5			
245.	HUNTER SMART VALUES BATTERY OPERATED	5			
246.	RAINBIRD DC LATCHING SOLENOID	5			
247.	IRRATROL LATCHING SOLENOID	5			
				PLUMBING SUPPLIES - SUB-TOTAL SECTION I	$

VENDOR SHALL PROVIDE A PERCENTAGE DISCOUNT OFF NON-LISTED PLUMBING ITEMS: ________ %

(Please provide a sample Itemized Invoice depicting the billing format for the discount for non-listed items)

SECTION II - IRRIGATION SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
	SPRINKLERS AND ACCESSORIES (RAINBIRD):				
1.	1" SOLENOID VALVE W/FLOW CONTROL -#DV100	20	RAINBIRD		
2.	1½" SOLENOID VALVE W/ FLOW CONTROL – #150-PEB	20	RAINBIRD		

SECTION II - IRRIGATION SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
3.	2" SOLENOID VALVE W/ FLOW CONTROL – #200-PEB	20	RAINBIRD		
4.	SB – GARB FITTINGS 1/2 AND 3/4	20	RAINBIRD		
5.	4" POP-UP - #1804	10	RAINBIRD		
6.	6" POP-UP - #1806	10	RAINBIRD		
7.	12" POP-UP - #1812	10	RAINBIRD		
8.	RAIN FLAGS - FLAGS	10			
9.	INDOOR TIMER RAINBIRD #ESP-4MEI-WIFI	10	RAINBIRD		
10.	OUTDOOR TIMER RAINBIRD #ESP-4ME-WIFI	10	RAINBIRD		
11.	TIMER RAINBIRD #ESP-LX-BASIC	10	RAINBIRD		
12.	QUICK-COUPLING VALVE RAINBIRD #7	10	RAINBIRD		
13.	SPRINKLER - HUNTER I-40	10			
14.	SPRINKLER - HUNTER I-90 ADV	10			
15.	REGULAR QT GLUE – OATEY #31005	10			
16.	HUNTER NODE 100	10			
17.	HUNTER NODE 200	10			
				IRRIGATION SUPPLIES - SUB-TOTAL SECTION II	$

SECTION II - IRRIGATION SUPPLIES

Vendor's Name:

	ITEM DESCRIPTION	EST. QTY	BRAND NAME	UNIT PRICE	EXTENDED PRICE
				GRAND TOTAL SECTIONS I & II	$

VENDOR SHALL PROVIDE A PERCENTAGE DISCOUNT OFF NON-LISTED IRRIGATION ITEMS: _________ %

(Please provide a sample Itemized Invoice depicting the billing format for the discount for non-listed items)

FORM 2

COMMUNICATION CONCERNING THIS SOLICITATION

THIS PAGE MUST BE SIGNED AND RETURNED WITH THE VENDOR'S BID/PROPOSAL. FAILURE TO INCLUDE THIS FORM WILL AUTOMATICALLY RENDER VENDOR'S RESPONSE NON-RESPONSIVE.

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS, INCLUDING NON-CCG EMPLOYEES, CONTRACTED PERSONNEL ASSOCIATED WITH THIS PARTICULAR PROJECT (I.E. ARCHITECTS, ENGINEERS, CONSULTANTS), OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER. IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION. **QUESTIONS AND REQUESTS FOR CLARIFICATION MUST BE SUBMITTED AT LEAST FIVE (5) *BUSINESS* DAYS BEFORE THE DUE DATE.**

ANY REQUEST/CONCERN/PROTEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

I agree to forward all communication about this solicitation, in writing, to the Purchasing Division. I understand that communication with other persons, other than the Purchasing Division, will render my Bid/Proposal response non-responsive and I will no longer be considered in the solicitation process.

Vendor Name: ____

Print Name of Authorized Agent: ___________________________

Signature of Authorized Agent: ____________________________

FORM 3

CONFLICT OF INTEREST AFFIDAVIT:

THIS PAGE MUST BE SIGNED, NOTARIZED/STAMPED AND RETURNED WITH THE VENDOR'S BID/PROPOSAL. FAILURE TO INCLUDE THIS FORM WILL AUTOMATICALLY RENDER VENDOR'S RESPONSE NON-RESPONSIVE.

Pursuant to Columbus Georgia Code Part I – Charter, Appendix Two Code of Ethics and Prohibited Practices:

I hereby declare that any person(s) employed by the City of Columbus, who has direct or indirect personal or financial interest in this solicitation, has been identified and the interest disclosed below. (Please include in your disclosure any interest which you know of).

An example of a direct interest would be a City of Columbus employee, City of Columbus City Council Member, who would be paid to perform services if awarded the contract.

An example of indirect interest would be a City of Columbus employee who is related to any officers, employees, principal, or shareholders of your firm or to you. (If in doubt as to status or interest, please disclose to the extent known).

CONFLICT OF INTEREST: ☐ **YES** ☐ **NO**

Disclosed Conflict of Interest(s):

____

____

____

I hereby certify that the information on this form is complete and accurate. If necessary, I will provide the information required to verify this data (e.g., pay stubs, bank account statements, etc.). I, therefore, authorize such verification, and I will provide the supporting documentation, if necessary.

Executed on _____________________, _______, 20 ___ in _______________________ (city), ______ (state).

I hereby declare under penalty of perjury that the foregoing is true and correct.

____

Signature of Authorized Officer or Agent

____

Printed Name and Title of Authorized Officer or Agent

Subscribed and sworn before me on this the _____ day of __________________, 20___.

____

NOTARY PUBLIC

My Commission Expires:

____

FORM 4

FEDERAL COMPLIANCE

In the event a procurement under this contract is federally funded, the Contractor agrees to comply with all federal statutes relating to nondiscrimination, labor standards, and environmental compliance. The Contractor will be notified if the procurement is federally funded.

With regards to **"Rights to Inventions Made Under a Contract or Agreement,"** If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Contractor agrees to be wholly compliant with the provisions of **2 CFR 200, Appendix II**. Additionally, for work to be performed under the Agreement or subcontract thereof, including procurement of materials or leases of equipment.

Contractor shall comply and shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to:

(a) **Title VII of the Civil Rights Act of 1964 (P.L. 88-352)** which prohibits discrimination on the basis of race, color or national origin;
(b) **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
(c) the **Fair Labor Standards Act of 1938 (29 USC 676 et. seq.**),
(d) **Section 504 of the Rehabilitation Act of 1973, as implemented by Executive Orders 11914 and 11250)**, which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990;
(e) the **Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.)** and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
(f) the **Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255)**, as amended, relating to nondiscrimination on the basis of drug abuse;
(g) the **Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616)**, as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism;
(h) **§§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3)**, as amended, relating to confidentiality of alcohol and drug abuse patient records;
(i) **Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.)**, as amended, relating to nondiscrimination in the sale, rental or financing of housing;
(j) any other nondiscrimination provisions in any specific statute(s) applicable to any Federal funding for this Agreement;
(k) the requirements of any other nondiscrimination statute(s) which may apply to this Agreement;
(l) applicable provisions of the **Clean Air Act (42 U.S.C. §7401 et seq.)**, the **Federal Water Pollution Control Act, as amended (33 U.S.C. §1251 et seq.)**, **Section 508 of the Clean Water Act (33 U.S.C. 1368),** Permits required by **Section 404 of the Clean Water Act**, **Executive Order 11738**, **Endangered Species Act (P.L. 93-205)**, and the **Environmental Protection Agency regulations at 40 CPR Part 15**;
(m) **DBE requirements** found at **40 CFR Part 33**, **Executive Order 11246**, and **Equal Employment Opportunity** regulations at **41 CFR § 60-4**;
(n) applicable provisions of the **Davis-Bacon Act (40 U.S.C. 276a - 276a-7**) as it relates to cleanup activities, the **Copeland Act (40 U.S.C. 276c)**, the **Anti-Kickback Act (40 USC § 3145)**, the **OSHA Worker Health & Safety Standard (29 CFR § 1910.120)**, and the **Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333)**, as set forth in Department of Labor Regulations at 20 CPR 5.5a;
(o) applicable provisions of **Uniform Relocation Act (40 USC § 61)** and the **National Historic Preservation Act (16 USC § 470)**;
(p) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the **Energy Policy and Conservation Act (P.L. 94-163).**
(q) the Buy America sourcing requirements in the **Build America, Buy America Act (41 U.S.C. § 8301-8305);**
(r) the general provisions of **Section 3** offering economic opportunities for low-income persons **(12 U.S.C. 1701u).**

To demonstrate acknowledgement and understanding of the above listed Federal Requirements, vendor is required to sign below and return with bid response:

Vendor Name:____

Signature of Authorized Agent: ____

Print Name and Title of above Agent: ____

FORM 5

ADDENDA ACKNOWLEDGEMENT
PLUMBING & IRRIGATION SUPPLIES
(ANNUAL CONTRACT)
RFP No. 27-0007

The Purchasing Division will post addenda (if any) on the Bid Opportunities page: https://columbusga.gov/finance/bid-opportunities. It is the vendors' responsibility to periodically visit the page to check for addenda, ***both before the due date and prior to submitting a response in OpenBids.***

IF ADDENDA WERE ISSUED:
By signing below, I acknowledge **1)** I have received the addenda (if any) as indicated below, **2)** my submittal reflects the changes to the specifications, and **3) my submittal includes the most recently revised forms (*if applicable)***:

Addendum No. ____ dated _______________ Addendum No. ____ dated _______________

Addendum No. ____ dated _______________ Addendum No. ____ dated _______________

Addendum No. ____ dated _______________ Addendum No. ____ dated _______________

Addendum No. ____ dated _______________ Addendum No. ____ dated _______________

Addendum No. ____ dated _______________ Addendum No. ____ dated _______________

IF NO ADDENDA WERE ISSUED:
By signing below, I acknowledge that I reviewed the Bid Opportunities page referenced above on _________________________ and did not see any addenda listed for this solicitation.
(date)

SIGN HERE:

____
Business Name Date

____
Authorized Signature Print Name

FORM 6

CLIENT WORK HISTORY
Plumbing & Irrigation Supplies
(Annual Contract)
RFP No. 27-0007

Provide at least three (3) clients for whom similar services have been provided within the last five (5) years.

Name of Client: Contact Person:	Contract Start Date: Contract End Date:
Address:	Telephone Number: E-Mail Address: Contract Value:
Description of Contract:	
Name of Client: Contact Person:	Contract Start Date: Contract End Date:
Address:	Telephone Number: E-Mail Address: Contract Value:
Description of Contract:	
Name of Client: Contact Person:	Contract Start Date: Contract End Date:
Address:	Telephone Number: E-Mail Address: Contract Value:
Description of Contract:	

Company Name: ______________________ Authorized Signature ______________________

Print Name ______________________ Title of Authorized Signatory ______________________

FORM 7

CONTRACT SIGNATURE PAGE
PLUMBING & IRRIGATION SUPPLIES
(ANNUAL CONTRACT)
RFP No. 27-0007

THE UNDERSIGNED HEREBY DECLARES THAT HE HAS/THEY HAVE CAREFULLY EXAMINED THE SPECIFICATIONS HEREIN REFERRED TO AND WILL PROVIDE ALL EQUIPMENT, TERMS AND SERVICES TO THE CONSOLIDATED GOVERNMENT OF COLUMBUS, GEORGIA.

______________________________________ ______________________________________

Company Name | Signature of Authorized Representative Date

______________________________________ ______________________________________

Title of Authorized Representative | Print Name of Authorized Signatory

(Corporate seal, if applicable)

Company Street Address | ***Company Payment Address***

______________________________________ ______________________________________

______________________________________ ______________________________________

______________________________________ ______________________________________

Contact:_____________________________ Contact:_____________________________

Email:_______________________________ Email:_______________________________

Telephone:___________________________ Telephone:___________________________

CONSOLIDATED GOVERNMENT OF COLUMBUS, GEORGIA

Accepted this___ day of __________________20_____ **APPROVED AS TO LEGAL FORM:**

______________________________________ ______________________________________

B.H. "Skip" Henderson III, Mayor **Clifton C. Fay, City Attorney**

ATTEST:

____

Lindsey G. McLemore, Clerk of Council

FORM 8

PLUMBING & IRRIGATION SUPPLIES
(ANNUAL CONTRACT)
RFP No. 27-0007

INSURANCE CHECKLIST

CERTIFICATE OF INSURANCE MUST SHOW ALL COVERAGE AND ENDORSEMENTS INDICATED BY "X"

CSL = Combined Single Limit; BI = Bodily Injury; PD=Property Damage

	Required Coverage(s)	Limits (Figures denote minimums)	Bidders Limits/Response
X	**1. Worker's Compensation and Employer's Liability**	**STATUTORY REQUIREMENTS**	
	Comprehensive General Liability:		
X	2. General Liability Premises/Operations	$1 Million CSL BI/PD each occurrence, $1 Million annual aggregate	
X	3. Independent Contractors and Sub – Contractors	$1 Million CSL BI/PD each occurrence, $1 Million annual aggregate	
X	4. Products Liability	$1 Million CSL BI/PD each occurrence, $1 Million annual aggregate	
	5. Completed Operations	$1 Million CSL BI/PD each occurrence, $1 Million annual aggregate	
X	6. Contractual Liability (Must be shown on Certificate)	$ 1 Million CSL BI/PD each occurrence, $1 Million annual aggregate	
	Automobile Liability:		
X	7. Owned/Hired/Non-Owned Vehicles/ Employer non-ownership	$1 Million BI/PD each Accident, Uninsured Motorist	
	Other:		
X	8. Miscellaneous Errors and Omissions	$1 Million per occurrence/claim	
X	9. Umbrella/Excess Liability	$1 Million Bodily Injury, Property Damage and Personal Injury	
	10. Personal and Advertising Injury Liability	$1 Million each offense, $1 Million annual aggregate	

Required Coverage(s)		Limits (Figures denote minimums)	Bidders Limits/Response
	11. Professional Liability	$1 Million per occurrence/claim	
	12. Architects and Engineers	$1 Million per occurrence/claim	
	13. Asbestos Removal Liability	$2 Million per occurrence/claim	
	14. Medical Malpractice	$1 Million per occurrence/claim	
	15. Medical Professional Liability	$1 Million per occurrence/claim	
	16. Dishonesty Bond		
	17. Builder's Risk	Provide Coverage in the full amount of contract	
	18. XCU (Explosive, Collapse, Underground) Coverage		
	19. USL&H (Long Shore Harbor Worker's Compensation Act)		
	20. Contractor Pollution Liability	$2 Million per occurrence/claim	
	21. Environmental Impairment Liability	$2 Million per occurrence/claim	
X	22. Carrier Rating shall be Best's Rating of A-VII or its equivalents		
X	23. Notice of Cancellation, non-renewal or material change in coverage shall be provided to City at least 30 days prior to action.		
X	24. The City shall be named Additional Insured on all policies		
X	25. Certificate of Insurance shall show Bid Number (***RFP No. 27-00007***) and Bid Title (***Plumbing & Irrigation Supplies***) in box: Description of Operations		
	26. Pollution:	$2 Million per occurrence/claim	

*****If offeror's employees will be using their privately-owned vehicles while working on this contract and are privately insured, please state that fact in the **Bidders Limits/Response** column of the insurance checklist.

BIDDER'S STATEMENT:

If awarded the contract, I will comply with contract insurance requirements and provide the required Certificate(s).

VENDOR NAME:____

PRINT NAME AND TITLE OF AUTHORIZED AGENT:_______________________________

SIGNATURE OF AUTHORIZED AGENT:___________________________________

*****COMPLETE THIS PAGE AND RETURN WITH BID*****

APPENDIX A

OPENBIDS (Formerly DemandStar) SUBMISSION INFORMATION

Responses must be submitted electronically through OpenBids (formerly DemandStar). See the following pages for the Submission Requirements Checklist, OpenBids registration instructions, and electronic bid submission procedures.

There is no cost to submit responses electronically through OpenBids. You may register and access solicitations by selecting **Columbus Consolidated Government** as your agency. Solicitations are available through the OpenBids link that is posted at https://www.columbusga.gov/finance/Bid-Opportunities.

Per Georgia HB489, the Purchasing Division will continue to post solicitations on the Georgia Procurement Registry. To receive future procurement notifications, suppliers must register with the Team Georgia Marketplace at https://doas.ga.gov/state-purchasing/getting-started-supplier.

Excluding responses to Requests for Proposals (RFP), a tabulation of responses will be available in OpenBids shortly after the solicitation closes. The Purchasing Division will also continue to post bid tabulations at https://www.columbusga.gov/finance-2/Bid-Tabulations.

Failure to submit electronic responses through OpenBids will result in rejection of your response. Submittals received via the U.S. Postal Service, FedEx, UPS, or other delivery services will be returned unopened at the sender's expense. The Purchasing Division will not accept hand-delivered submittals and will immediately discard any submittal left in the reception area of the Finance Department.

The Purchasing Division sincerely appreciates your cooperation.

ELECTRONIC SUBMITTAL CHECKLIST

Plumbing & Irrigation Supplies
(Annual Contract)
RFP No. 27-0007

Submit your electronic response as instructed below:

1. Vendors shall submit **only** the required documents listed using the **"Bidder Response ALL Documents"** function.
2. **Zip files with multiple files are not acceptable; vendors shall submit one PDF file of their submittal.**
3. **Due to file size limitations that may occur, please do not resend the City's RFP specifications. This information is already on file.**
4. **In the event OpenBids requires a dollar value for your submittal, enter "0".**

This checklist is for informational purposes only and is not intended to be part of the formal RFP specifications. Refer to Proposal Submission Requirements. Refer to page 14, VII. Proposal Preparation and Submission.

- ☐ 1. Transmittal Letter
- ☐ 2. Cost Proposal ***(Form 1)****
- ☐ 3. Sample Itemized Invoice
- ☐ 4. Communication Concerning this Solicitation ***(Form 2)****
- ☐ 5. Conflict of Interest Affidavit ***(Form 3)***
- ☐ 6. Federal Compliance ***(Form 4)***
- ☐ 7. Addenda Acknowledgement ***(Form 5)****
- ☐ 8. Exceptions to RFP
- ☐ 9. Qualifications and Experience
- ☐ 10. Client Work History ***(Form 6)***
- ☐ 11. Service Plan
- ☐ 12. Contract Signature Page ***(Form 7)***
- ☐ 13. Insurance Checklist ***(Form 8)*** or Sample Certificate of Liability Insurance
- ☐ 14. Business License/Occupation License
- ☐ 15. **Page 1** of Form W-9 (**https://www.irs.gov/pub/irs-pdf/fw9.pdf**) **– March 2024 Revision**

*Denotes mandatory submission requirement(s).

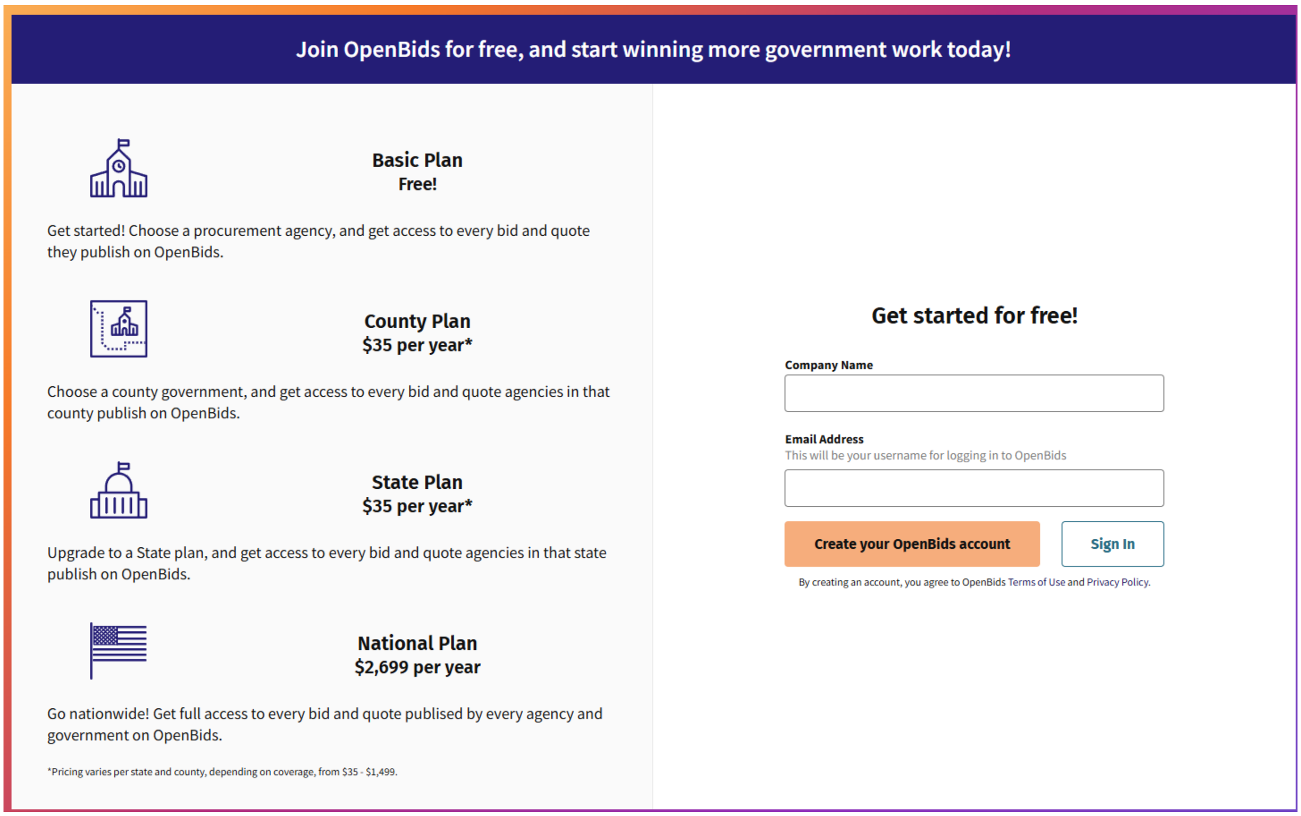
NOTE: *After award of the contract by Columbus Council, awarded vendor will be notified to provide one identical hard copy of submitted proposal with original signatures. The awarded vendor will receive a digital copy of the executed contract.*

Registering for OpenBids (formerly DemandStar)

The following pages provide the steps for registering with OpenBids and submitting electronic responses.

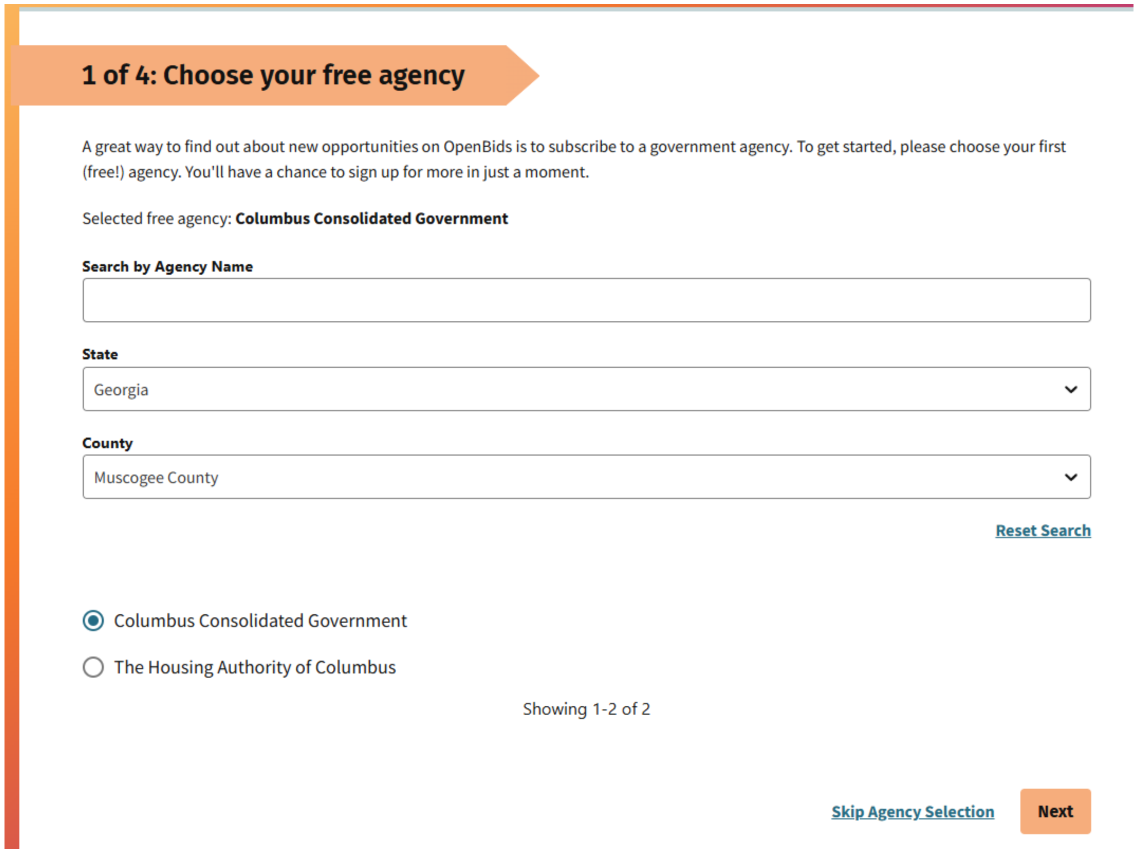
It’s **free** to register with the **Basic Plan**.

Go to: https://www.demandstar.com/registration

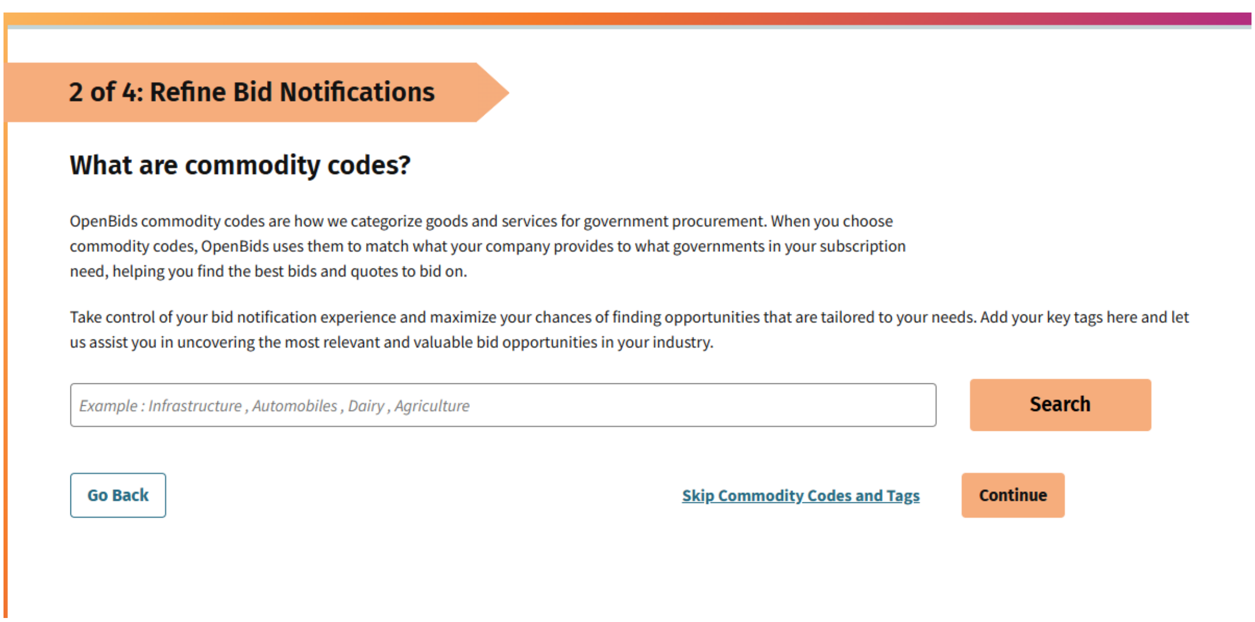


Step 1: Choose your free agency

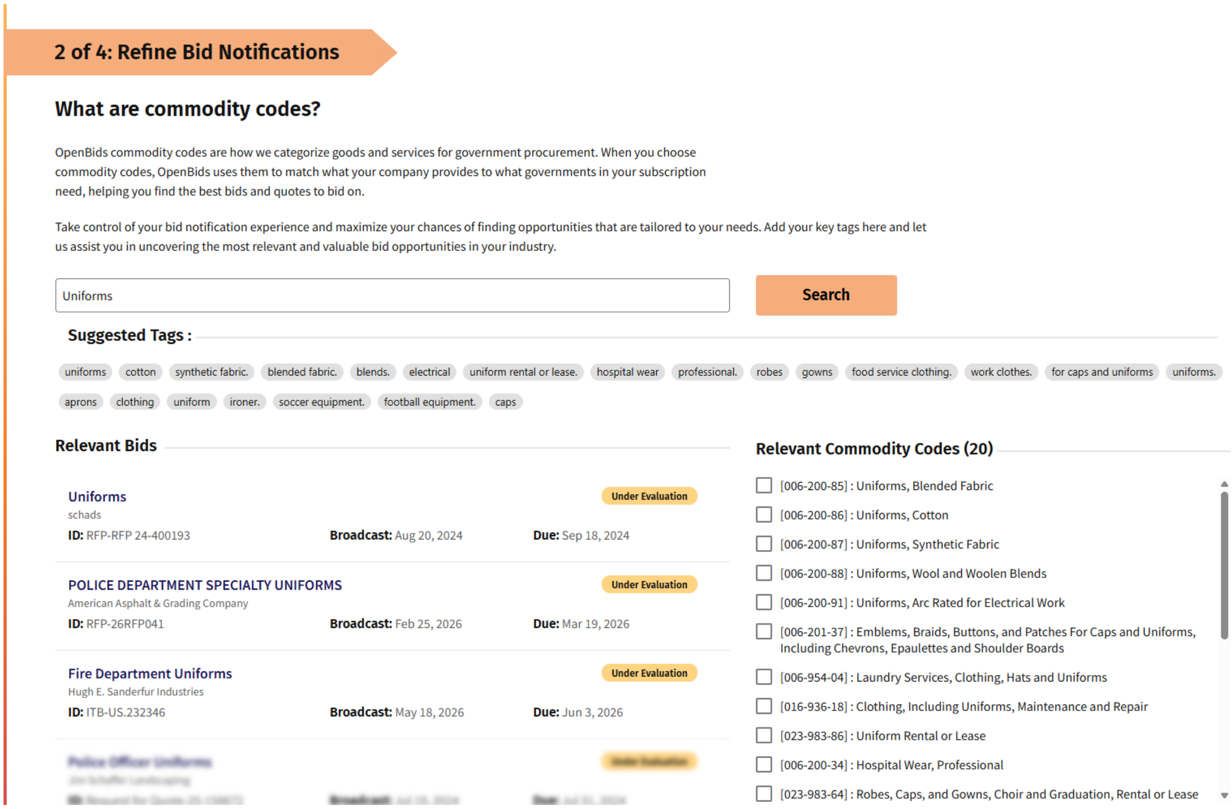
- Search by Agency Name: Columbus Consolidated Government
- or search by State (GA) and County (Muscogee)
- Select “Columbus Consolidated Government” as your free agency



Step 2: Select commodity codes (this step can be skipped).



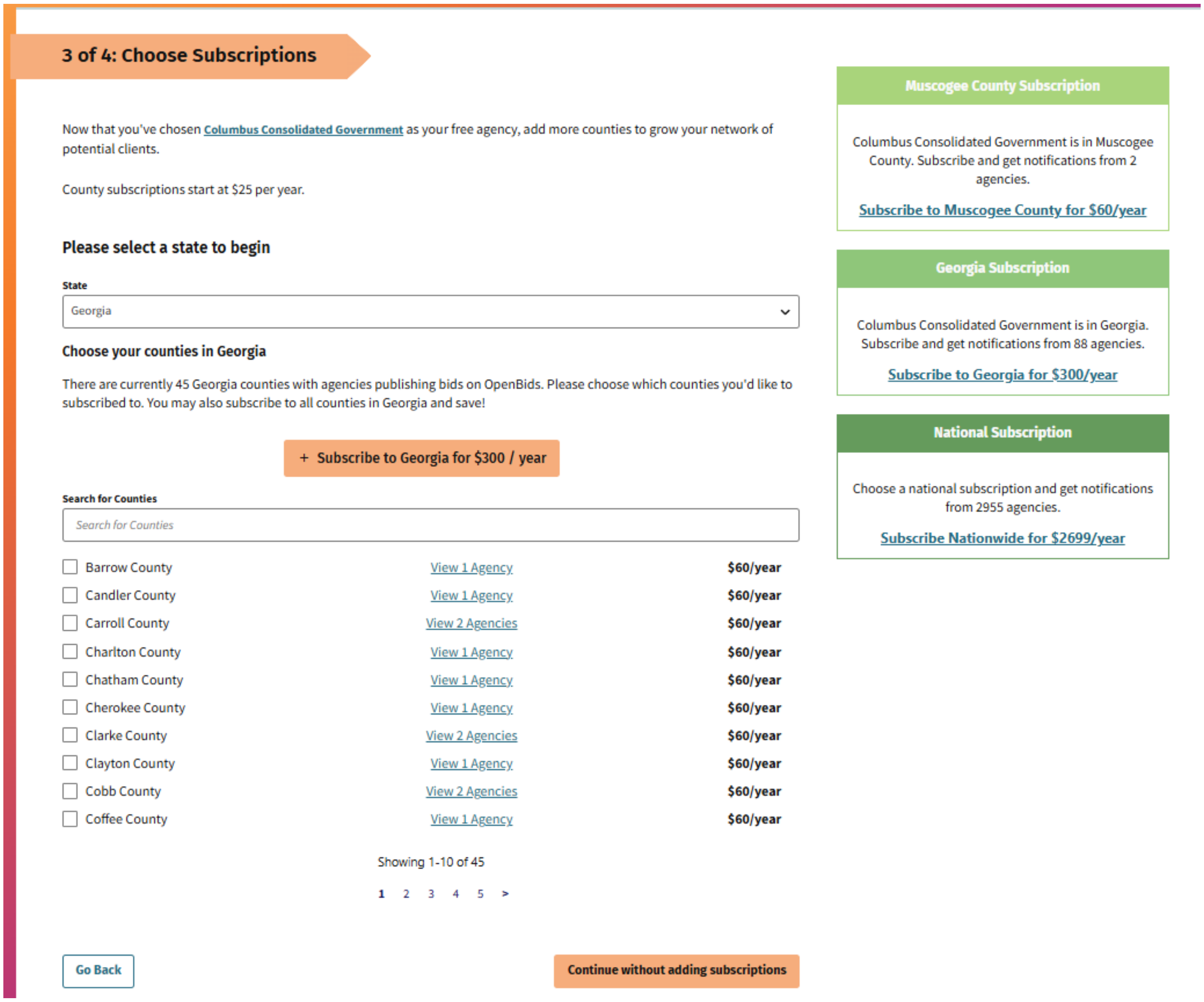
If selecting codes, the following screen will appear:



Selecting commodity codes will narrow down results to ensure you are receiving notifications for the most applicable bids only.

Step 3: Choose Subscriptions

- You've already selected Columbus Consolidated Government as your **free** agency.
- There is a fee to add additional subscriptions. However, you can continue without adding any additional subscriptions.



Step 4: Complete your profile

- Add your contact information and finish registration.
- Check your email for a link to set a password.

4 of 4: Complete your profile

We've saved your selections. Now that you've set up your subscriptions on OpenBids, tell us a little bit more about yourself.

Your contact information

First Name

Last Name

Phone Number

Test Company for CCG Information

Company Phone Number

Website (Optional)

Address

Suite, Floor, etc. (Optional)

Postal Code

City

State

Select...

County (Optional)

Select...

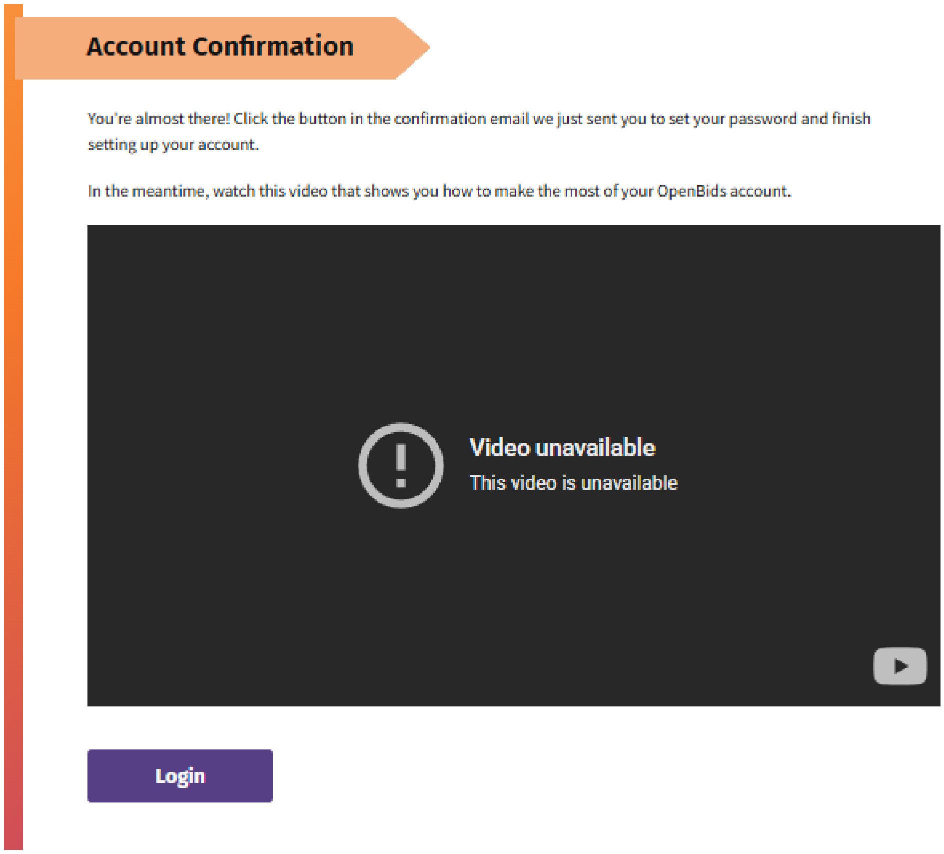
Country

Select...

Go Back

Finish registration

After finishing, the **Account Confirmation** screen will appear. However, you should also have an email from OpenBids to set your password.



Check your email for instructions to set password.

Sample email:

Welcome to OpenBids!

Dear Heather Buyer,

Thank you for signing up for OpenBids.

Now you need to set your password. Please click the button below to set your password and log in.

This link will expire in three days. Once it expires, you'll need to request a new password reset link.

As a reminder, your username is [redacted]

Set Password

Once you log in, it is critical you add commodity and service codes that best match your business's line of work - this is how we know which bids to send you.

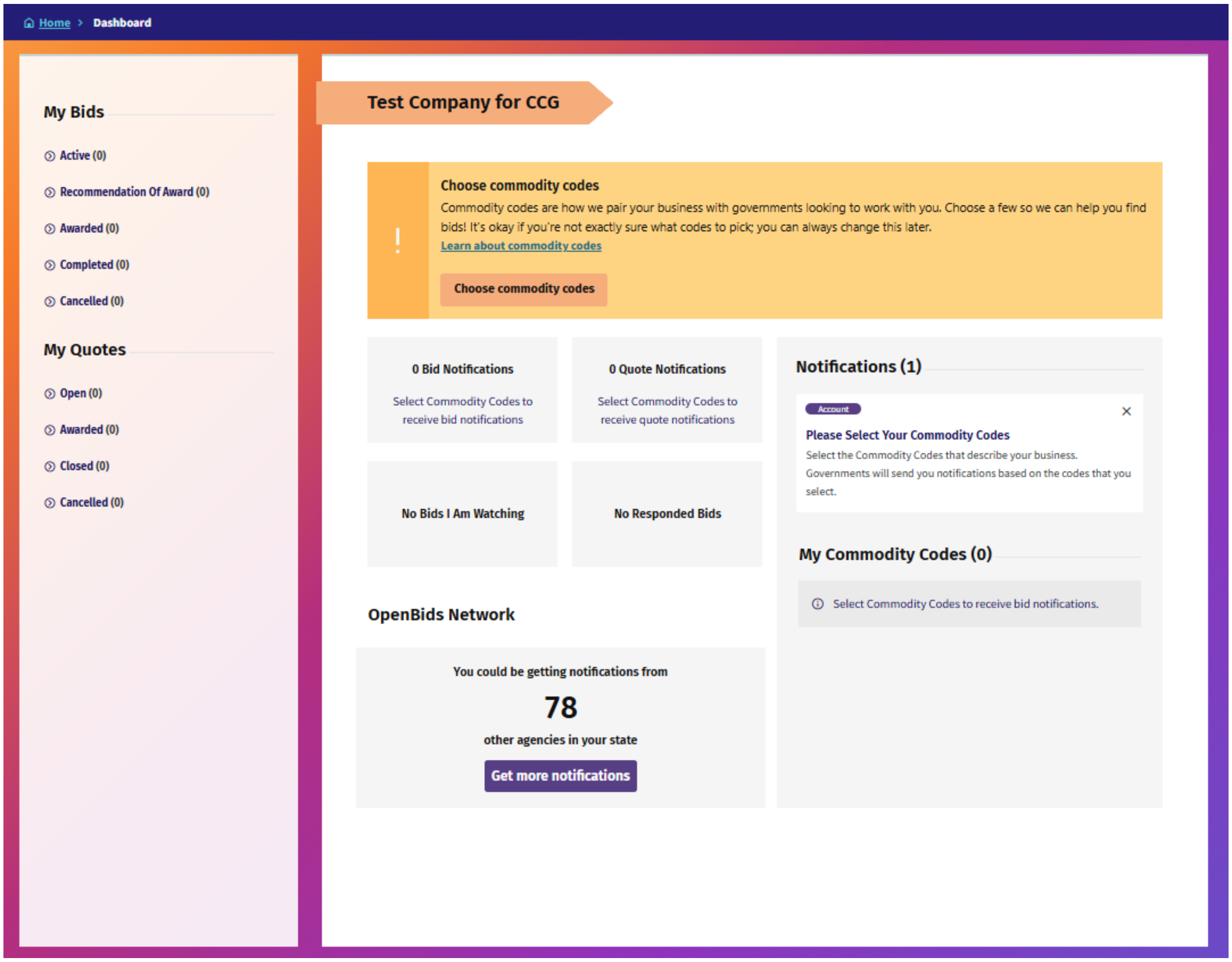
Add Commodity Codes here (or, once logged in, click on your name in the top right then choose Commodity Codes).

We look forward to helping you win more government contracts!

Sincerely,
The OpenBids team

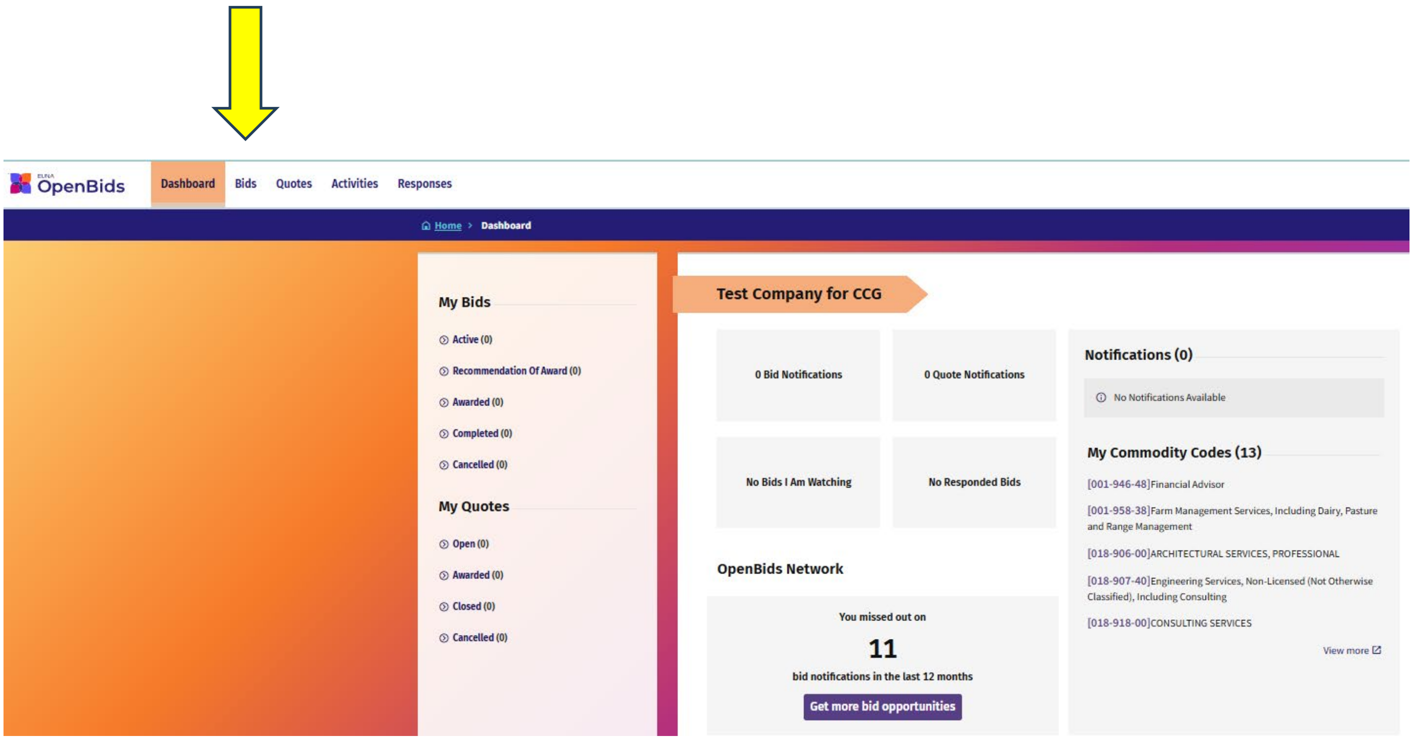
EUNA OpenBids

Create password and login to view the dashboard.


Home > Dashboard
My Bids
Active (0)
Recommendation Of Award (0)
Awarded (0)
Completed (0)
Cancelled (0)
My Quotes
Open (0)
Awarded (0)
Closed (0)
Cancelled (0)
Test Company for CCG
Choose commodity codes
Commodity codes are how we pair your business with governments looking to work with you. Choose a few so we can help you find bids! It's okay if you're not exactly sure what codes to pick; you can always change this later.
Learn about commodity codes
Choose commodity codes
0 Bid Notifications
Select Commodity Codes to receive bid notifications
0 Quote Notifications
Select Commodity Codes to receive quote notifications
No Bids I Am Watching
No Responded Bids
Notifications (1)
Account
Please Select Your Commodity Codes
Select the Commodity Codes that describe your business. Governments will send you notifications based on the codes that you select.
My Commodity Codes (0)
Select Commodity Codes to receive bid notifications.
OpenBids Network
You could be getting notifications from
78
other agencies in your state
Get more notifications

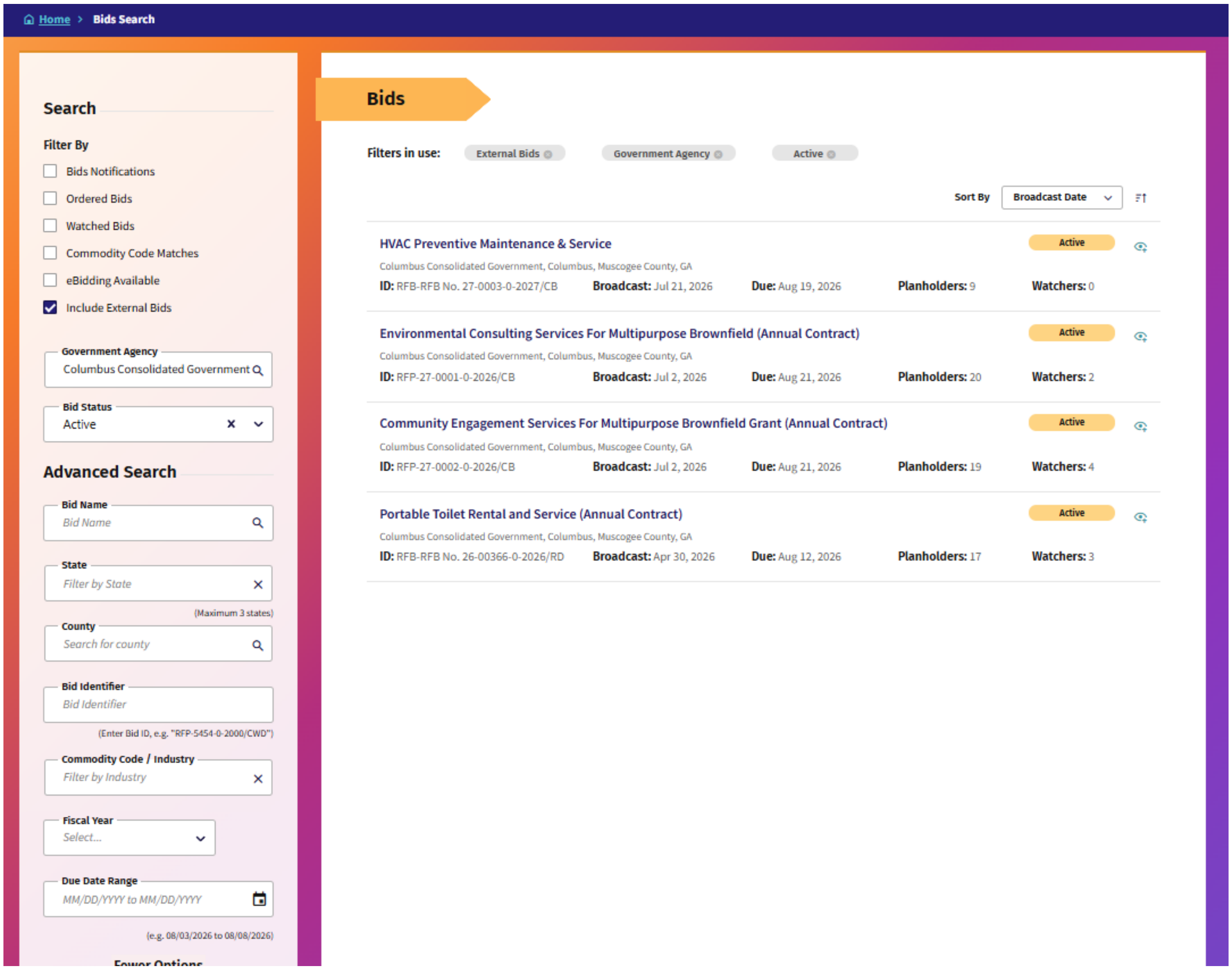
To submit a response on OpenBids

From the Home screen, select “bids” at the top of the screen:



In the Bids Search page, search by Government Agency, Columbus Consolidated Government.

Note: Even though this is your selected agency, you can still search and submit responses for any bid/any agency.



Select a solicitation to view documents and submit an electronic response.

Home > Bids > Community Engagement Services For Multipurpose Brownfield Grant (Annual Contract)

Bid Details | Planholders | Similar Bids | Required Actions

Community Engagement Services For Multipurpose Brownfield Grant (Annual Contract)

Active

Download Bid Package | Submit eBid Proposal | Watch

Bid Details

Agency Name	Colu s Consolidated Government
Bid Writer	Chadwick Brewer
Bid ID	RFP-27-0002-0-2026/CB
Bid Type	RFP - Request for Proposal
Broadcast Date	Jul 2, 2026 12:30pm (EDT)
Fiscal Year	2026
Due	Aug 21, 2026 5:00pm (EDT)
Bid Status Text	None
Additional Registration (NEW)	NONE

Scope of Work

Columbus Consolidated Government (the City) is seeking a qualified vendor to provide community engagement services for the United States Environmental Protection Agency (U.S. EPA) Multipurpose Brownfield Grant. The community engagement vend ......

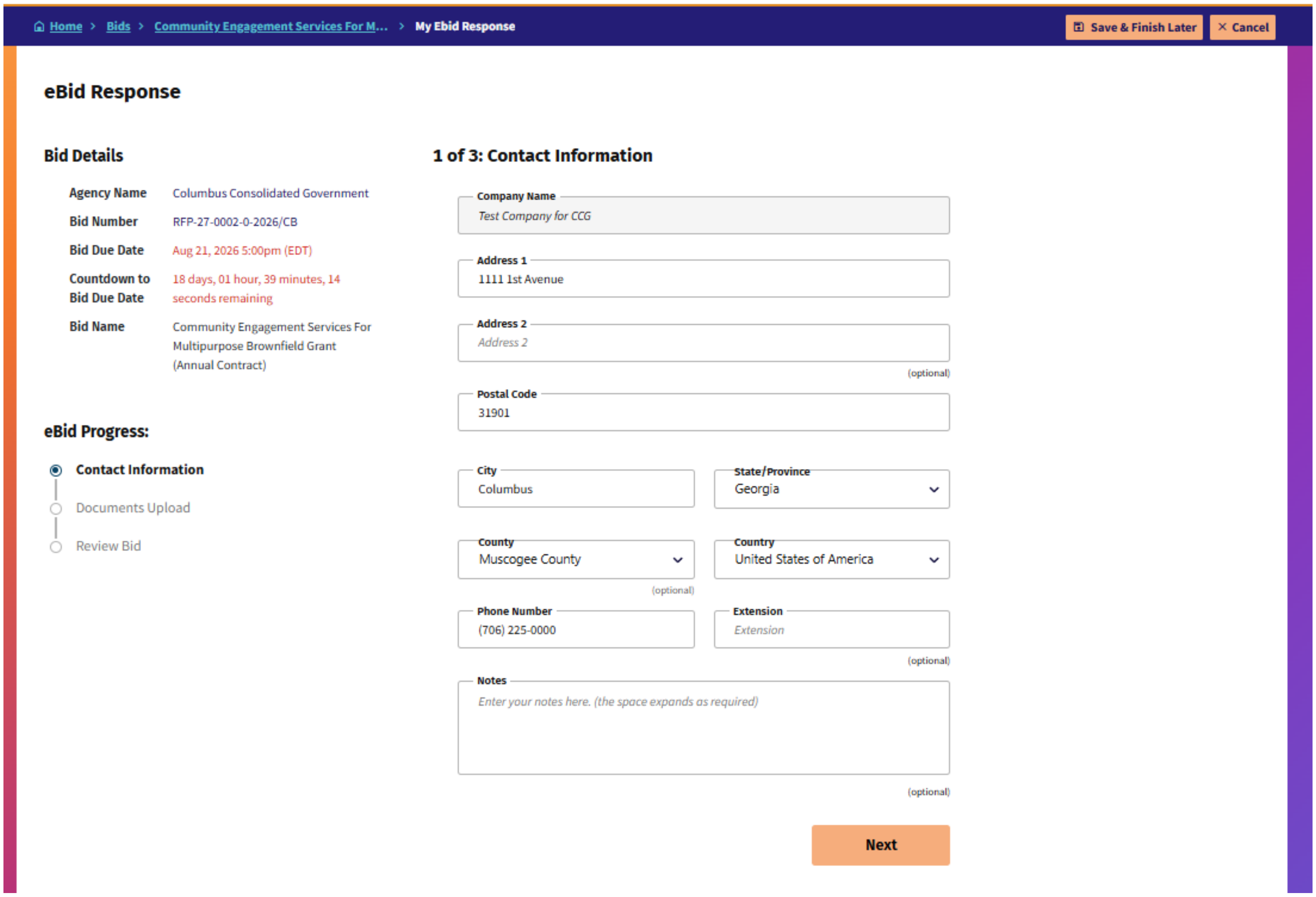
Show More

Documents

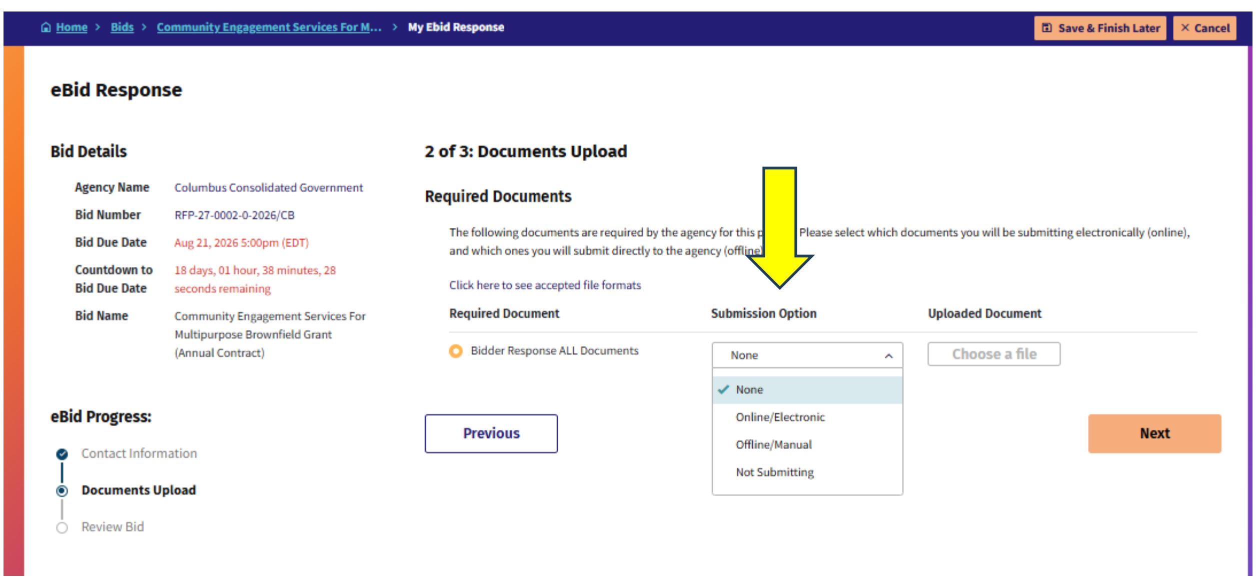
Download all documents

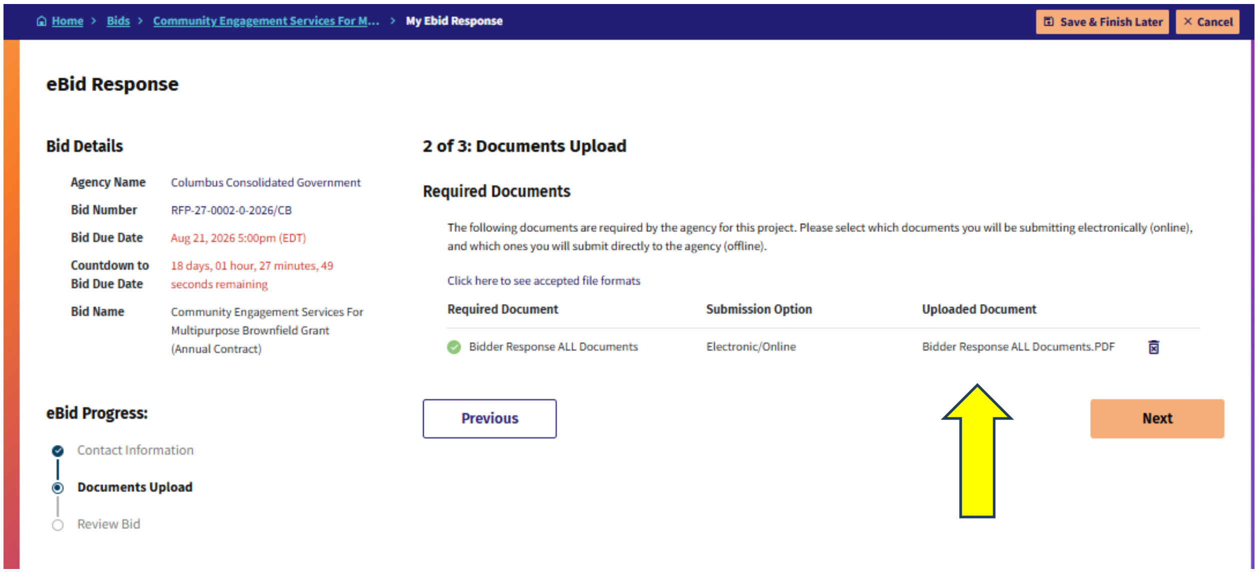
Filename	Type	File Type	File Size	Date Modified	Status
Addendum ...	Addendum	PDF	274.03 KB	Jul 29, 2026	Complete
RFP No. 27-...	Bid Document / Specifications	PDF	1.96 MB	Jul 2, 2026	Complete

The contact information will auto-populate on this page. Select “next”.



In the “Submission Option” field, select “Online/Electronic” and choose a file to upload.





Review submission and “Submit”