

COLUMBUS CONSOLIDATED GOVERNMENT
Georgia's First Consolidated Government



FINANCE DEPARTMENT
PURCHASING DIVISION

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July 29, 2026

ADDENDUM No. 2
Environmental Consulting Services for
Multipurpose Brownfield Grant
(Annual Contract)
RFP No. 27-0001 (Revised)

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. QUESTIONS/RESPONSES

1. (Pg. 19) Please clarify "Section 11: Subcontractors" should be listed as "Section 12: A, B, C, D."?

Response: Yes, Section 11, "Subcontractors," should instead be labeled as Section 12 and organized into subsections A, B, C, and D. (Please see revised pg. 19 attached)

2. (Pg. 19) "Subcontractors – Qualification" Please clarify what specific qualifications are requested from subcontractors? Write-up or licensing?

Response: If subcontractors are being utilized, they should provide a brief description of their qualifications and experience in reference to the work being performed. This should include any applicable licenses or certifications, if required, and relevant experience demonstrating ability to complete the assigned services.

3. (Pg. 19) "Subcontractors – Subcontractor Insurance" – is a Certificate of Insurance request from each subcontractor?

Response: Yes. A Certificate of Insurance is required from each subcontractor that will perform work under the contract.

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

Section 12: Sub-Contractors

Provide all subcontractors that will be used on this project, to include:

- A. Subcontractor Name
- B. Qualification
- C. Subcontractor E-Verify (*Form 7*)
- D. Subcontractor Insurance

Section 13: Cost Proposal (*Form 8*)

Provide a cost proposal that includes flat or hourly rates for all contracted and sub-contracted services listed in the Technical Specifications, as shown on (*Form 8*). Please use an additional sheet, if needed.

Section 14: Build America, Buy America Act Compliance (*Form 9*).

Complete the form titled Build America, Buy America Act Compliance (*Form 9*)

Section 15: Contract Signature Page (*Form 10*)

Complete (*Form 10*). 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 13, 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 vendors will be notified to provide one identical hard copy of submitted proposal with original signatures. The awarded vendors will receive a digital copy of the executed contract.

Section 16: Proof of Insurance (*Form 11*)

Provide Insurance Checklist (*Form 11*) or Certificate of Insurance.

Section 17: 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>

Section 18: 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.