

COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



FINANCE DEPARTMENT
PURCHASING DIVISION

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July 7, 2026

ADDENDUM No. 5 ON-CALL ROOFING SERVICES (ANNUAL CONTRACT) RFP No. 26-0027

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. DUE DATE EXTENSION

THE DUE DATE FOR THIS RFP HAS BEEN EXTENDED

PROPOSALS ARE DUE ON FRIDAY, JULY 24, 2026, NO LATER THAN 5:00 PM

II. QUESTION(S)/RESPONSE(S)

Question 1: Please provide the approximate historical annual expenditure under the prior on-call roofing services contract, or the City's estimated annual budget for services under RFP No. 26-0027. If no prior contract existed, please state that fact.

Response: No data to provide, no prior contract exists.

Question 2: Please provide the approximate number of City-owned facilities and/or roof surfaces covered under this contract. If a facility list or roof inventory is available, please include it as an addendum

Response: Approximately 280 roofs throughout the City, all sizes and shapes.

Question 3: Can the City provide approximate historical work order volume (number of work orders issued annually) and average work order value under any prior on-call roofing contract?

Response: No data to provide, no prior contract exists.

Question 4: What is the City's process for approving project scope and cost estimates before the contractor begins work? Will the City issue written work orders with an authorized not-to-exceed amount? Who has authority to authorize work orders, and at what dollar thresholds?

Response: All roof quotes will be sent to Facilities Maintenance for approval, once accepted Facilities will issue a PO for that project. Purchase amounts will follow our standard purchasing thresholds.

Question 5: Has the City historically awarded full roof replacement projects under the on-call roofing contract, or are replacements typically solicited separately? Is there an anticipated threshold value above which the City would issue a separate solicitation?

Response: Full roof replacements are typically sent out for bid depending on size and cost of the project. Full replacements will be awarded as long as the total project price does not exceed purchasing guidelines.

Question 6: Is there a current or incumbent contractor providing on-call roofing services to the City? If so, is the current contractor eligible to re-compete?

Response: No data to provide, no prior contract exists.

Question 7: Does the City currently use a work order management system, CMMS, or facilities management software platform? If so, will the awarded contractor be required to use or interface with that system? If not required, can the awarded contractor utilize?

Response: The City does use a workorder system to track all work completed; Vendors will not be required to use our system.

Question 8: Regarding the annual roof condition assessments referenced in Item 19 of the Vendor Requirements: Are these assessments expected to be conducted proactively for all City-owned roofs on a scheduled basis, or only upon request via work order? Who initiates the assessments – the contractor or the City?

Response: Assessments will be requested by Facilities at the time needed.

Question 9: Section III states that performance and payment bonds are required for projects in excess of \$50,000. Does this threshold apply to each individual work order or project separately, or to the aggregate contract value over a period?

Response: Bonds would apply to each project over the \$50,000 threshold.

Question 10: Section C of the General Provisions permits subcontracting and requires subcontractor names and addresses in the proposal. Will the City require that subcontractors hold specific Georgia roofing licenses and/or is the Prime Contractor required to hold a roofing license?

Response: Georgia does not have a specific license for roofing, as long as the contractor meets all state and local requirements to perform roofing work. Contractor will be

responsible for all subcontractors' work.

III. ACKNOWLEDGEMENT

Indicate that your company has received this Addendum on the appropriate form and include with electronic response. **Failure to acknowledge receipt of this addendum may render your response “Incomplete”.**

**Andrea J. McCorvey
Purchasing Manager**

