



April 15, 2026

**ADDENDUM No. 1**  
Consultant Services for School Traffic Impact Study – P.I. #0020288  
RFP No. 26-0003

**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. SPECIFICATION CHANGE(S)**

1. Exhibit X, Submittal Format, page 42, has been revised as follows:

D. Resources/Workload Capacity	
1. Organizational Chart	<b>Excluded</b>
2. Primary office to handle project and staff description of office and benefits of office.	2
3. Narrative on Additional Resource Areas and Ability	2
4. Commitment Tables for Project Manager, Key Team Leaders and Key Team Member	2
<b>5. Technical Approach/Service Plan</b>	<b>4</b>

**See attached EXHIBIT X – REVISED, REVISED Submittal Format.**

2. The General Specifications, page 24, section VI. Terms and Conditions, second paragraph, has been revised as follows:

The respondent also understands that failure to provide required information may result in disqualification. Failure to provide administrative information may not result in disqualification. At CCG’s discretion, CCG may notify the respondent that administrative information is not provided or there was an error in the information provided, **and** CCG will allow a respondent to provide an update to the administrative information.

However, the exception to the above, is the provision of the following required documents and information:

- **GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT (E-VERIFY)**, which by Georgia Law requires disqualification of the response.
- **COMMUNICATION CONCERNING THIS SOLICITATION**
- **CONFLICT OF INTEREST AFFIDAVIT**
- **ITEMS C & D OF THE REVISED SUBMITTAL FORMAT (EXHIBIT X – REVISED)**

The above documents shall be included at the time of submission, in order to be eligible for consideration.

The above changes mentioned to administrative information would be considered allowable as these would be limited to changes which **do not** affect the information which the evaluators use to score the respondents. Failure of a respondent to provide the specific administrative information as required in the notice will result in disqualification. Failure of a respondent's Proposal to provide any information pertaining to a respondent and its teams qualifications, of any type, will subject the Vendor's Proposal to disqualification. Columbus Consolidated Government will not allow firms to provide updates to their Proposals in an effort to avoid disqualification, as this would allow a respondent to modify its Proposal Submission and alter the information that evaluators would score.

## 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**



**REVISED**  
**Submittal Format**

**Consultant Services for School Traffic Impact Study - PI #0020288**  
**RFP No. 26-0003**

	<b># of Pages Allowed</b>
Cover Page	<b>1</b>
A. Contract Consideration Checklist	<b>1</b>
B. Administrative Requirements	<b>Excluded</b>
1. Transmittal Letter - Basic Company Information	
a. Company name	
b. Company headquarters address	
c. Contact information.	
d. Company website	
e. Georgia address	
f. Staff	
g. Ownership	
h. Proposal binding for 180 Days	
i. Signed by Authorized Agent	
2. Notarized Certification Form (Exhibit II) for Prime	<b>1</b>
3. E-Verify - Notarized Georgia Security and Immigration Compliance Act Affidavit (Exhibit III) for Prime	<b>1</b>
4. Signed Addenda Acknowledgement Form (Exhibit IV)	<b>1</b>
5. Signed Federal Compliance form (Exhibit V)	<b>1</b>
6. Signed Communication Concerning this Solicitation form (Exhibit VI)	<b>1</b>
7. Signed Insurance Information (Exhibit VII or certificate of insurance)	<b>2</b>
8. Business License	
9. W-9	
C. Experience and Qualifications	
1. Project Manager	<b>2</b>
a. Education	
b. Registration	
c. Relevant project management experience with multi-phase projects.	
d. Relevant experience using GDOT-specific processes, etc.	
2. Key Team Leader Experience	<b>1 page for each Key Team Leader</b>
a. Education	
b. Registration	
c. Relevant technical experience	
d. Relevant experience using GDOT-specific processes, etc.	
3. Key Team Member Experience	<b>1</b>
a. Education	
b. Registration	
c. Relevant technical experience	
d. Relevant experience using GDOT-specific processes, etc.	
e. Narrative	
4. Prime Experience	<b>2</b>
a. Client name, project location, and dates	
b. Description of overall project and services performed.	
c. Duration of services provided for the project.	
d. Experience with multi-phase projects.	
e. Experience using GDOT specific process, etc.	
f. Clients current contract information	
g. Involvement of Key Team Leaders and Key Team Members	
5. Area Class Table and Notice of Professional Consultants for Prime and Subconsultants	<b>2</b>

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1. Organizational Chart	<b>Excluded</b>
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