



## CITY OF ATLANTA

Kasim Reed  
Mayor

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DEPARTMENT OF PROCUREMENT  
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP,  
CIPC, CISCC, CIGPM  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

June 30, 2015

Dear Potential Proponents:

**Re: FC-7469, Automotive Body and Frame Repair**

Attached is one (1) copy of **Addendum Number 1**, which is hereby made a part of the above-referenced project.

For additional information, please contact Ms. Jill Watkins, Contracting Officer, at (404) 865-8703 or by email at [jewatkins@atlantaga.gov](mailto:jewatkins@atlantaga.gov).

Sincerely,



Adam L. Smith

ALS/jew

cc: Mr. Dale Fambrough  
Ms. Soraya Belgrave  
Ms. Tracey Woods



**ADDENDUM NO. 1**

This Addendum No. 1 forms a part of the Request for Proposals and modifies the original solicitation package as noted below and is issued to incorporate the following:

- **Response to Questions:** Attachment No. 1 (Total of 5 questions).

All questions and inquiries concerning this project should be directed in writing to Jill Watkins, Contracting Officer, Department of Procurement, 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303 or questions may be e-mailed to [jewatkins@atlantaga.gov](mailto:jewatkins@atlantaga.gov) or by e-fax to (404) 739-4683.

The last day for questions was **Friday, June 26, 2015 at 12:00 noon EDT.**

**The Proposal due date has NOT been modified and Proposals are due on Wednesday, July 8, 2015 and should be time stamped in no later than 2:00 P.M. EDT and delivered to the address listed below:**

Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP,  
CIPC, CISCC, CIGPM  
Chief Procurement Officer  
Department of Procurement  
55 Trinity Avenue, S. W.  
City Hall South, Suite 1900  
Atlanta, Georgia 30303

**\*\*All other pertinent information is to remain unchanged\*\***



**Acknowledgment of Addendum No. 1**

Proponents must sign below and return this form with Proposal to the Department of Procurement, 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303 as acknowledgment of receipt of this Addendum.

This is to acknowledge receipt of Addendum No. 1 for **FC-7469, Automotive Body and Frame Repair** on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Legal Company Name of Proponent

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



**ATTACHMENT NO. 1**

1. **Question**

Our company specializes in Frame repairs for medium and Heavy duty vehicles. We perform these services for several body shops in the metro area. We do not perform any body work, and most Body shops do not perform frame repairs. Will the City of Atlanta take a bid from our company if we only fill out the areas for Frame repair on medium and heavy duty vehicles?

**Answer**

No. Proponents may elect to submit a Proposal for Group I, Group II, and/or Group III vehicles, however, once Group(s) is(are) selected, Proponents must bid on all three line items in the selected Group(s).

2. **Question**

I am requesting clarity/confirmation on the two (2) cds required to contain the proposal. The redacted version of the cd means that it should be formatted for editing, if deemed necessary. Please confirm.

**Answer**

CD number two (2) must be a digital version of the Proposal in Adobe Portable Document Format (PDF) with all confidential information, as confirmed by the Georgia Open Records Acts (O.C.G.A. § 50-18-72), redacted.

3. **Question**

I also would like to know how the cds should be packaged along with the proposal.

**Answer**

CDs should be submitted in sealed envelope(s) or packages(s) along with the Proposal as per Part 2, Paragraph 4, Submission of Proposals.

4. **Question**

When looking at the Financial Disclosure form is this for the business only?

**Answer**

Yes.

5. **Question**

It was my understanding that this bid will only be awarded to a SBE? We would like to quote this bid but we are not a SBE. Can you please confirm and clarify?



**FC-7469, Automotive Body and Frame Repair**

**Addendum No. 1**

**June 30, 2015**

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**Answer**

Each Proponent must be a certified Small Business Enterprise (“SBE”) as per Appendix A requirements **and** must be able to bid on all three (3) line items in a selected Group (See Exhibit A-1 and Response to Question No. 1 above). Proponent may however partner with another business/enterprise (not required to be an SBE) to meet this requirement, however, in so doing, the SBE entity must self-perform a minimum of fifty (50) percent of the work.

