



CITY OF ATLANTA

SUITE 1900

55 TRINITY AVENUE, SW

ATLANTA, GA 30303

(404) 330-6204 Fax: (404) 658-7705

Internet Home Page: www.atlantaga.gov

Kasim Reed
Mayor

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
asmith@atlantaga.gov

July 10, 2015

Dear Potential Proponents:

Re: FC-7777, Management and Operation of City Newsstands

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 James E. Crenshaw at (404) 865-8816 or by email at jecrenshaw@atlantaga.gov.

Sincerely,



Adam L. Smith

ALS/jec

ADDENDUM NO. 1

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

- **A total of Twenty Four (24) Questions and Answers** (see page 4);
- **Change in Scope: The spacing for the Newsstand planned at 72 Marietta Street Atlanta, GA 30303 has changed. A Site Visit at this location will be held Friday July 24, 2015 at 11am. Each Proponent is responsible for securing travel to the facility. The central location for meeting the designated staff member will be in the lobby of the designated facility. Contact for the Site Visit is Mr. Curtis Bratton (404) 987-6181;**
- **Clarification: 72 Marietta Street Atlanta, GA 30303 has approximately 600 employees; and**
- **Attachment No. 1: Blueprints for three of the four Newsstand Locations (72 Marietta Location not attached).**

The Proposal due date has been modified and Proposals are due on Wednesday August 26, 2015 and should be time stamped in no later than 2:00 P.M. EST 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****

FC-7777, Management and Operation of City Newsstands

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Acknowledgment of Addendum No. 1

Proponents must sign below and return this form with Proposal response to the Department of Procurement.

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 **FC-7777, Management and Operation of City Newsstands** on this the _____ day of _____, 20__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

Questions and Answers

1) **Question:** When did the incumbent start business?

Answer: October 11, 2007.

2) **Question:** Can we get a copy of the incumbent's current contract?

Answer: This information can be provided via open records.

3) **Question:** What is the annual rent of the incumbent?

Answer: The annual rent amount is \$18,000.00.

4) **Question:** What are the gross sales figures from the Incumbent?

Answer: This information is not available.

5) **Question:** Has incumbent provided a menu or product list to City of Atlanta?

Answer: No

6) **Question:** Is there any foot-traffic data or daily visitor counts for City Hall, 2 City Plaza, Municipal Court of Atlanta, and Atlanta Public Safety HQ?

Answer: This information is not available.

7) **Question:** Will the City furnish the number of sign-ins that are required at 2 City Plaza or Atlanta Public Safety HQ to give an estimate of daily visitors?

Answer: This information is not available.

8) **Question:** Is there a minimum dollar amount per square foot for build-out?

Answer: See RFP Exhibit A. Scope of Services Section 8.

9) **Question:** What will happen to the vending machines in the Municipal Court?

Answer: The vending machines will be relocated.

10) **Question:** Are there any prohibited items due to any other existing contracts? (I.e. vending machines, cafeteria)?

Answer: No.

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11) Question: Will the City consider a 10% - 15% reduction in the MAG considering the size and scope of development and operations expenses?

Answer: No.

12) Question: What previous data is available about these locations specifically, blueprints, bids, financial statements, board review, filed complaints, business plan?

Answer: Please refer to attachment No. 1 of this addendum for blueprints.

13) Question: What was the previous bid winners bid, approach and results?

Answer: Information concerning incumbent's approach can be provided via open records.

14) Question: What funding is available to us?

Answer: See RFP Exhibit A. Scope of Services Section 8.

15) Question: Who consults the city on the branding and direction of these newsstands?

Answer: The City of Atlanta does not have a consultant.

16) Question: What's the budget for renovations?

Answer: See RFP Exhibit A. Scope of Services Section 8.

17) Question: Are the newsstands to be renovated consecutively or concurrently?

Answer: See RFP Appendix E. Additional Required Submittals.

18) Questions: Can the news stand AND cafeteria be contracted to 1 proponent?

Answer: No

19) Question: What are (if any) the vendor or supplier obligations and stipulations for merchandise inventory purchasing?

Answer: See RFP Exhibit A. Scope of Services Sections 6 and 7.

20) Question: Has the current proprietor suffered any tax issues, bankruptcy or lawsuits due to these locations?

Answer: The City of Atlanta is not aware of any matters as outlined above.

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21) Question: Is the current bid holder responsible for all 4 newsstands, currently?

Answer: No. The City of Atlanta currently has only one operating newsstand located at City Hall.

22) Question: Outside of convenience sundries and affordable pricing, what other products, merchandise and services would be ideal to generate revenue and patronage of services?

Answer: See RFP Exhibit A. Scope of Services Sections 6 and 7.

23) Question: Are Joint Ventures permitted in this procurement? What terms are permitted?

Answer: Yes, as long as all members of the JV team are certified with the City of Atlanta as a Small Business Enterprise (SBE). Additionally, a signed joint venture (JV) agreement must be included in your proposal submittal.

24) Question: What's our responsibility to the employees provided by the Atlanta Workforce Development Agency (i.e. salary, insurance, benefits, training)?

Answer: The City of Atlanta expects each prime/subcontractor to offer full employment to any/all employees hired from the Atlanta Workforce Development Agency for the life of the contract.

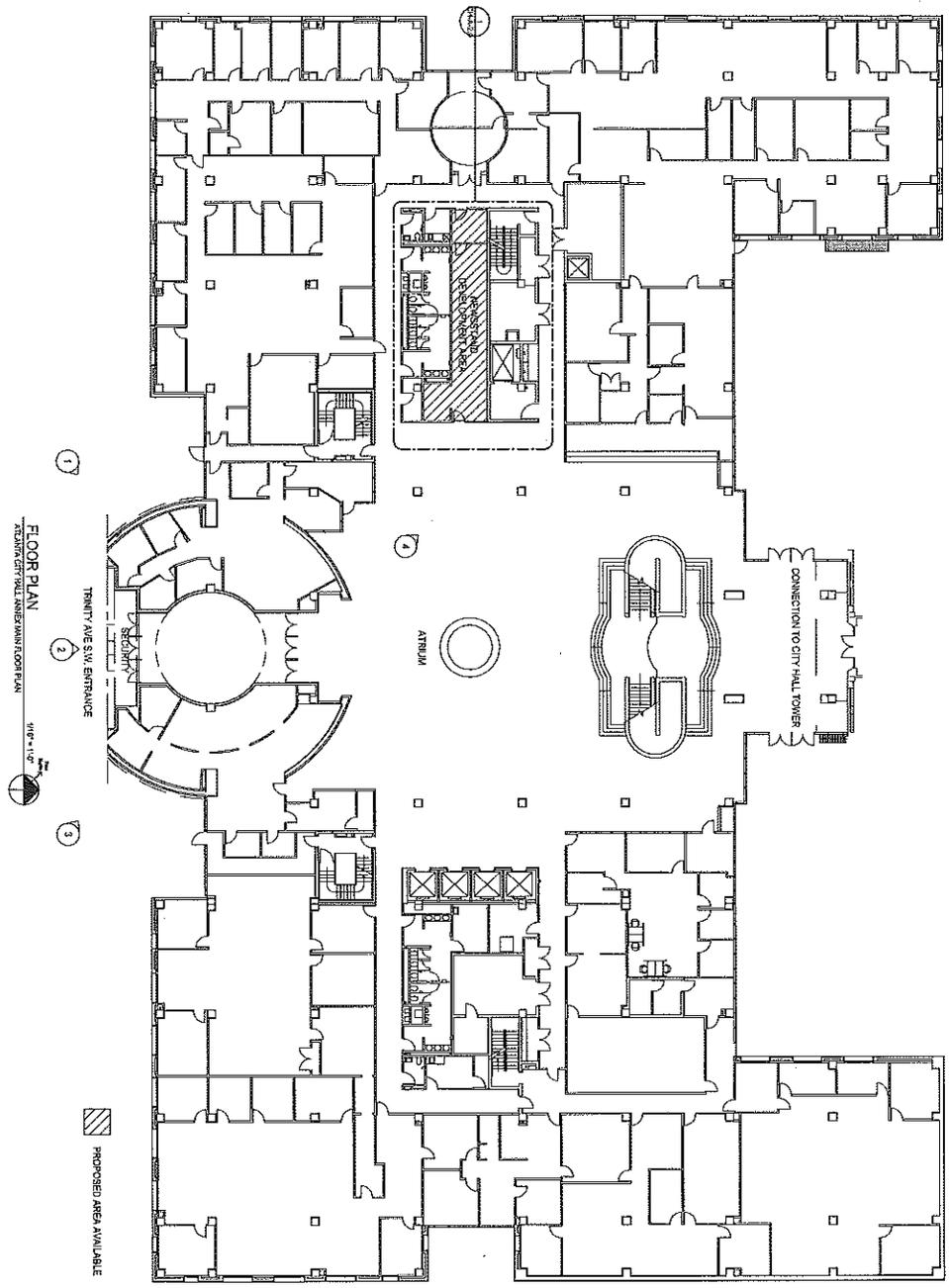
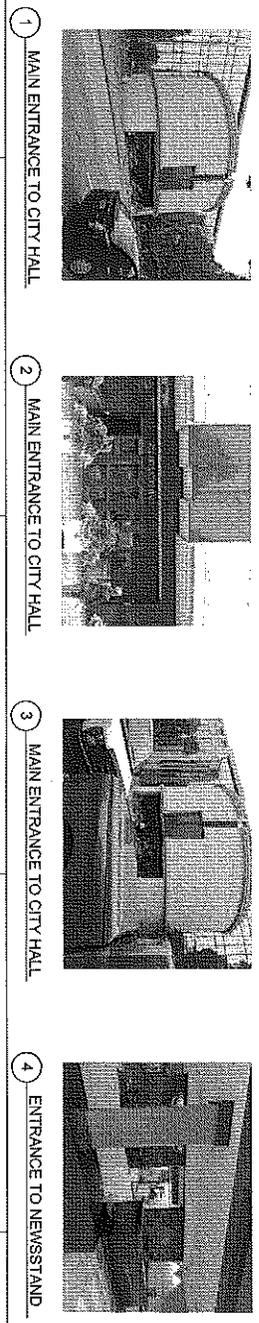
NEWSSTAND DEVELOPMENT PROGRAM
CITY OF ATLANTA, GEORGIA

PROPOSED AREAS FOR DEVELOPMENT

- ATLANTA CITY HALL ANNEX: 1ST FLOOR - NEWSSTAND
- MUNICIPAL COURT: 2ND FLOOR - NEWSSTAND
- PUBLIC SAFETY HQ: 2ND FLOOR - NEWSSTAND

<p><small>PROJECT NAME</small> CITY HALL NEWSSTAND</p> <hr/> <p><small>SHEET NUMBER</small> G1.0</p> <p><small>SHEET</small> 1</p>	<p><small>CONTRACT TITLE</small></p> <p style="text-align: center;">Atlanta Group</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><small>DESIGNED BY:</small> Designer</td> <td><small>ISSUE DATE:</small></td> </tr> <tr> <td><small>DRAWN BY:</small> Artist</td> <td><small>CHECK BY:</small> Checker</td> </tr> <tr> <td><small>SUBMITTED BY:</small> Checker</td> <td><small>PROJECT NO.:</small> 1434-01-00169</td> </tr> <tr> <td><small>FILE NAME:</small></td> <td></td> </tr> <tr> <td><small>SIZE:</small> 24" x 36"</td> <td><small>PLOT SCALE:</small></td> </tr> <tr> <td><small>PLOT DATE:</small> 10/20/15 12:00:16 PM</td> <td></td> </tr> </table>	<small>DESIGNED BY:</small> Designer	<small>ISSUE DATE:</small>	<small>DRAWN BY:</small> Artist	<small>CHECK BY:</small> Checker	<small>SUBMITTED BY:</small> Checker	<small>PROJECT NO.:</small> 1434-01-00169	<small>FILE NAME:</small>		<small>SIZE:</small> 24" x 36"	<small>PLOT SCALE:</small>	<small>PLOT DATE:</small> 10/20/15 12:00:16 PM		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">NO.</th> <th style="width: 30%;">DESCRIPTION</th> <th style="width: 10%;">DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	DESCRIPTION	DATE																														
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NO.	DESCRIPTION	DATE																																														





PROJECT NAME
CITY HALL NEWSSTAND

SHEET TITLE
MAIN FLOOR PLAN

SHEET NUMBER
CH-A-1.0

SHEET
1



DESIGN BY: [] ISSUE DATE: []

DRAWN BY: []

CHECKED BY: []

PROJECT NO.: 1431-01-00169

FILE NAME: []

DATE: []

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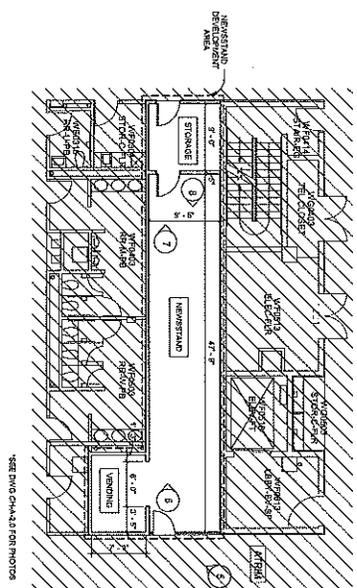
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TIME: 10:00 AM

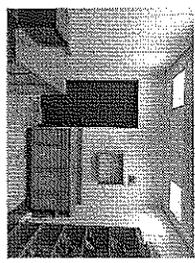
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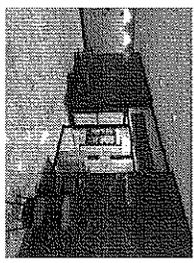
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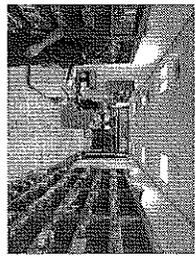
1 PLAN ENLARGEMENT
 1/8" = 1'-0"
 (SEE SHEET CH-A-1.0)
 (SEE SHEET CH-A-1.0)
 NOMINAL AREA AVAILABLE FOR DEVELOPMENT: 911 SQ. FT.



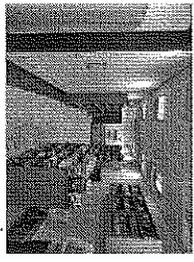
7 STORAGE ROOM DOOR
 1/8" = 1'-0"



5 ENTRANCE TO NEWSSTAND
 1/8" = 1'-0"



6 NEWSSTAND TOWARD FRONT
 1/8" = 1'-0"



5 NEWSSTAND TOWARD BACK
 1/8" = 1'-0"

PROJECT: CITY HALL NEWSSTAND
 SHEET NUMBER: CH-A-2.0
 SHEET: 2
 TITLE: ENLARGED FLOOR PLANS

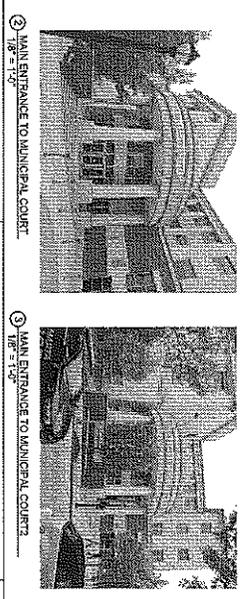
CONSULTANTS:
Atlanta Group

DESIGNER: []
 DRAWN BY: CKD BY: []
 SUBMITTED BY: []
 FILE NAME: []
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 PLOT DATE: 7/25/15
 9:57 AM

NO.	DESCRIPTION	DATE

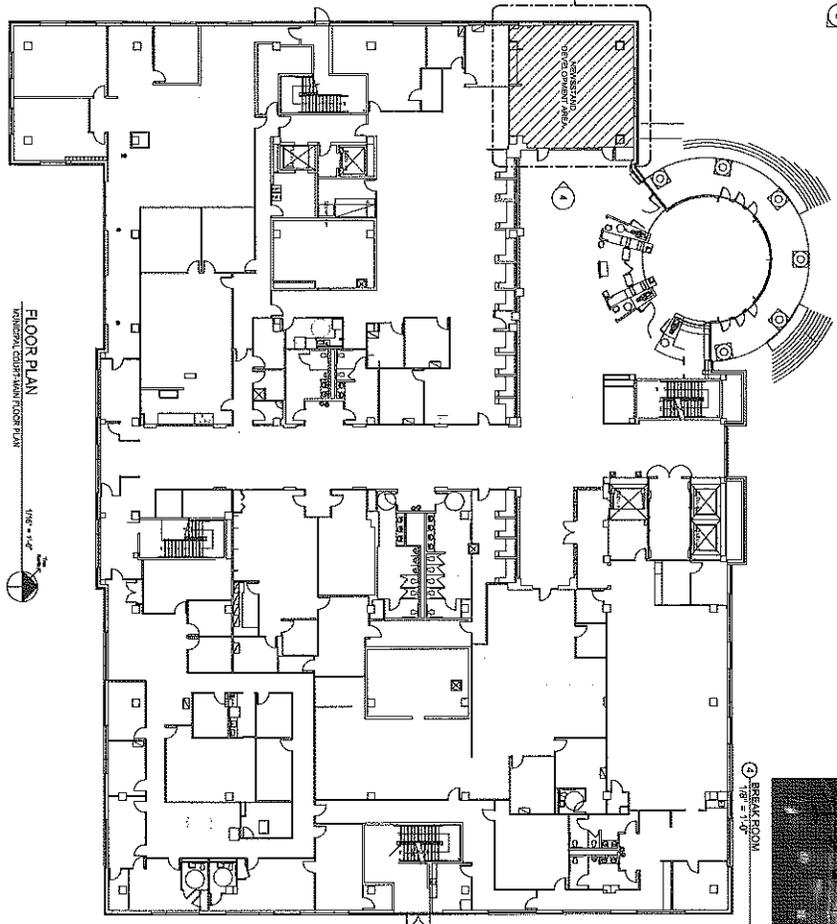
CITY OF ATLANTA

NOT FOR CONSTRUCTION

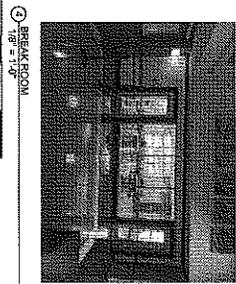


② MAIN ENTRANCE TO MUNICIPAL COURT
1/8" = 1'-0"

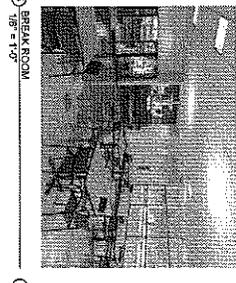
③ MAIN ENTRANCE TO MUNICIPAL COURT
1/8" = 1'-0"



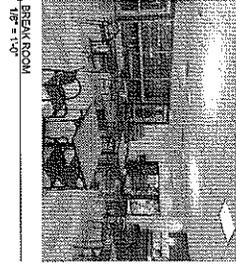
FLOOR PLAN
MUNICIPAL COURT MAIN FLOOR PLAN
1/8" = 1'-0"



⑦ BREAK ROOM
1/8" = 1'-0"



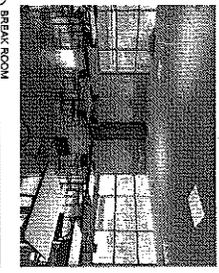
⑧ BREAK ROOM
1/8" = 1'-0"



⑨ BREAK ROOM
1/8" = 1'-0"

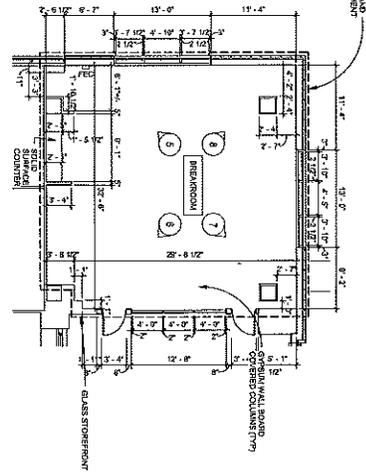


⑩ BREAK ROOM
1/8" = 1'-0"



⑪ BREAK ROOM
1/8" = 1'-0"

① PLAN ENLARGEMENT
1/8" = 1'-0"
MUNICIPAL COURT MAIN FLOOR PLAN
PROJECT SHEET FROM 137
INDIVIDUAL AREA AVAILABLE FOR DEVELOPMENT: 1,292 SQ.FT.



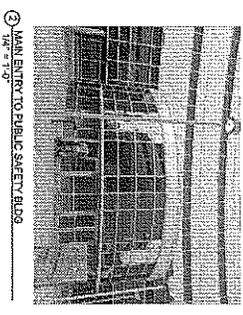
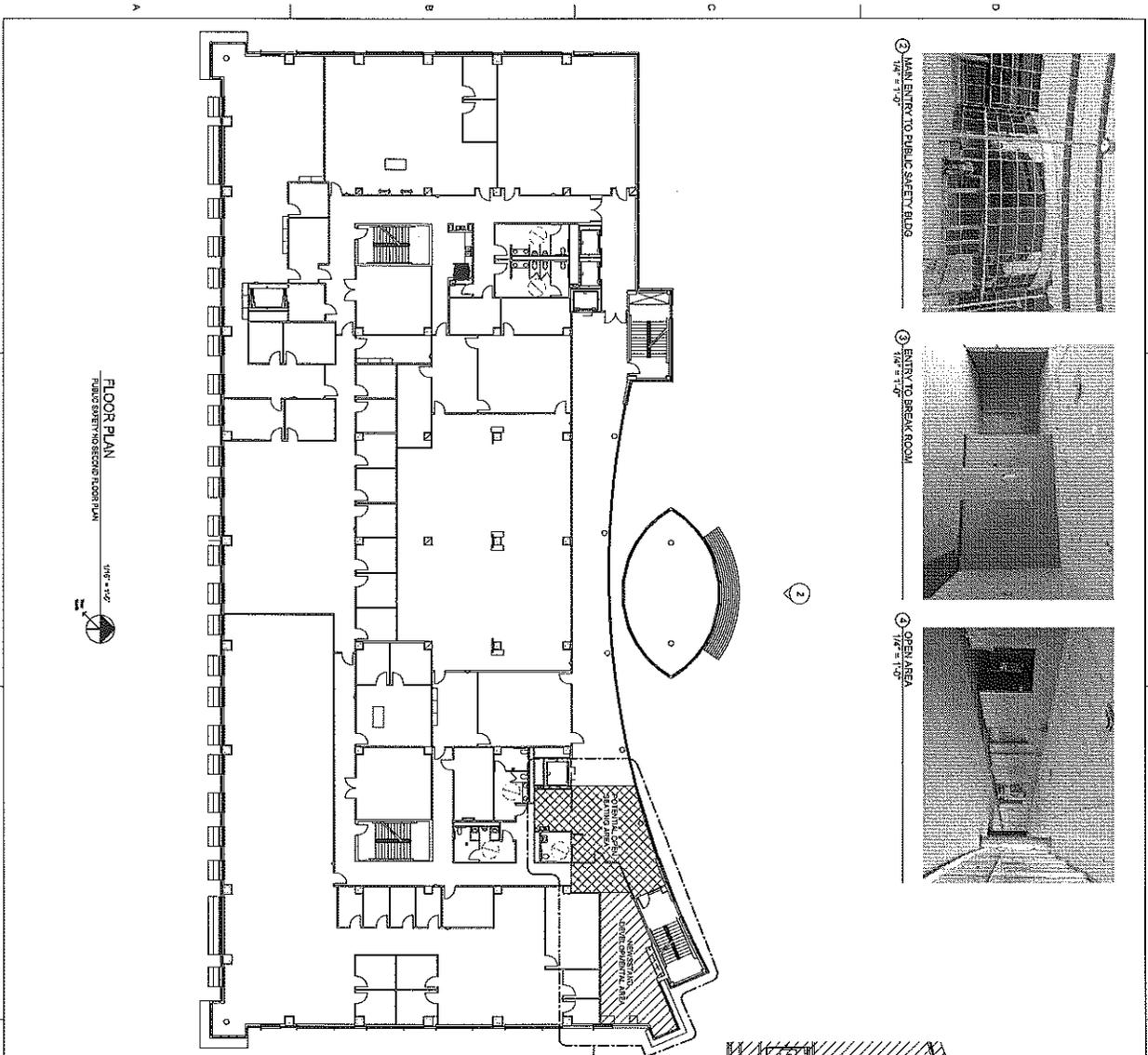
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DESIGNER	Atlanta Group
SHEET NUMBER	MC-A-1.0
SHEET	10

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PLOT DATE:	05/26/11

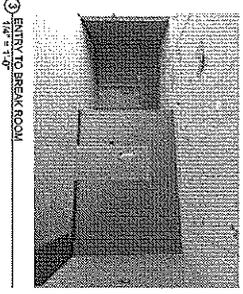
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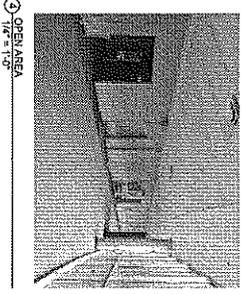
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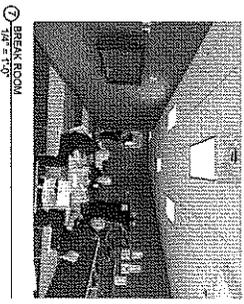
2 MAIN ENTRY TO PUBLIC SAFETY BLDG.
1/8" = 1'-0"



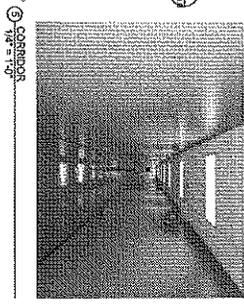
3 ENTRY TO BREAK ROOM
1/8" = 1'-0"



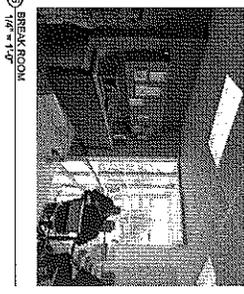
4 OPEN AREA
1/8" = 1'-0"



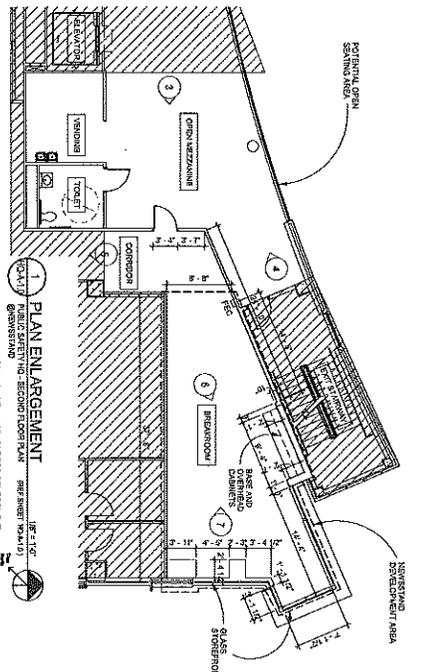
7 BREAK ROOM
1/8" = 1'-0"



8 CORRIDOR
1/8" = 1'-0"



9 BREAK ROOM
1/8" = 1'-0"



PLAN ENLARGEMENT
PUBLIC SAFETY HQ - SECOND FLOOR PLAN
1/8" = 1'-0"
REVISIONS: 1.0
DATE: 10/12/10
DRAWN BY: CKD
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SUBMITTED BY: [blank]
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PLOT SCALE: AS SHOWN
PLOT DATE: 10/12/10 AM

PROJECT NAME	PUBLIC SAFETY HQ ATLANTA, GA
SHEET NUMBER	HQ-A-1.0
SHEET	30
TITLE	SECOND FLOOR PLAN AND ENLARGED FLOOR PLAN

CONTRACTORS

DESIGN BY:	ISSUE DATE:
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PLOT SCALE: AS SHOWN	

NO.	DESCRIPTION	DATE



NOT FOR CONSTRUCTION