



CITY OF ATLANTA

SUITE 1900

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ATLANTA, GA 30303

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Kasim Reed
Mayor

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

July 31, 2015

Dear Potential Proponents:

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

Attached is one (1) copy of **Addendum Number 3**, 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. 3

This Addendum No. 3 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 Thirteen (13) Questions and Answers** (see page 4); and
- **Attachment No. 1**: Blueprint for 72 Marietta Street Atlanta, GA 30303 Newsstand.

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****

Acknowledgment of Addendum No. 3

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:** Can the City provide exact specifications for the new site?

Answer: See attached blue print for specifications.

- 2) **Question:** Will there be storage made available in addition to the new site?

Answer: There is dry storage available. Cold storage is not available.

- 3) **Question:** Can we get an updated count on the number of employees and/or contractors that work in the building?

Answer: Approximately 600

- 4) **Question:** Can we confirm that this newsstand will not be accessible to the general public? Will visitors to 2 City Plaza be able to use the newsstand?

Answer: No, but visitors doing business with the Department of Watershed Management at located at 72 Marietta Street Atlanta, GA 30303 (2 City Plaza) will have access to the Newsstand once signed in the building.

- 5) **Question:** Will the City be changing the MAG?

Answer: No

- 6) **Question:** Will the City increase its allotted budget for improvements due to the change in newsstand locations?

Answer: Yes, the budget will be increased from Twenty Thousand Dollars (\$20,000.00) to Forty Thousand Dollars (\$40,000.00).

- 7) **Question:** Will the City remove the existing millwork, walls, ceilings and fixtures? Or will the winning proponent be responsible for that?

Answer: The City will approve the final design. The proponent will be responsible for build out, but the City will reimburse up to Forty Thousand Dollars (\$40,000.00).

- 8) **Question:** What is the City's intention for the areas outside of the new site? Will the gym remain? Will there any improvements made to that area?

Answer: The gym will remain. Seating will be added.

- 9) **Question:** Will the winning proponent be required to place tables and chairs in the area right outside of the proposed newsstand? If so, will that become part of the Proponent's leased area? Or will the City provide seating?

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Answer: The City will provide seating.

10) Question: Will the City change its scope of services requested? Considering the size and location of the 2 City Plaza newsstands, will the City allow food prep and/or hot foods to be served?

Answer: No.

11) Question: In consideration of the new location, will the City allow for other services including a dry cleaning pick-up station and/or shoe shining services?

Answer: No.

12) Question: What kind of marketing will the City allow for these newsstand locations?

Answer: Signage inside of the building only. Written approval from the City is required before the installation of any sign.

13) Question: Considering its size, can we sell certain grocery items? i.e. milk, eggs, etc.

Answer: Only Items identified in the RFP Exhibit A. Scope of Services will be approved. Proponent must get approval by The Office of Enterprise and Assets Management to add items.

