



CITY OF ATLANTA

SUITE 1900

55 TRINITY AVENUE, SW

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 17, 2015

Dear Potential Proponents:

**Re: FC-8115, Program and Construction Management Services for the
Renew Atlanta Bond**

Attached is one (1) copy of **Addendum No. 3**, which is hereby made a part of the above-referenced project.

For additional information, please contact Lloyd A. Richardson, Contracting Officer, at (404) 864-8504, or by email at larichardson@atlantaga.gov.

Sincerely,

Adam L. Smith

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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:

1. **Revision to Part I, Information and Instructions to Proponents, Section 4.1**
Part 1, Information and Instructions to Proponents, Section 4.1 is hereby revised to read: *“Each Proponent shall have, within the last ten (10) calendar years, provided program/project control services for a municipal Capital Improvement Program (CIP) at a value **not less than \$100,000,000.00.**”*
2. **Revision to Part II, Contents of Proposals, Section 4.2.4.3**
Part II, Contents of Proposals, Section 4.2.4.3 is hereby revised to read: *“The selected projects must demonstrate the proponent’s experience and qualifications to oversee the implementation of both transportation and facility project types valued at **\$100,000,000.00 or more** as described in Scope of Services.”*
3. **Revision of Exhibit A.2, Minimum Qualifications**
Exhibit A.2, Minimum Qualifications is hereby removed and replaced with Attachment No. 1 dated 7/17/15.
4. **Removal of Part IV, Required Submittals, Form 4.2, Certification of Bonding Ability**
Part IV, Required Submittals, Form 4.2, Certification of Bonding Ability is hereby removed in its entirety.
5. **Removal of Appendix B, Insurance and Bonding Requirements, Section F, Payment Bond**
Appendix B, Insurance and Bonding Requirements, Section F, Payment Bond is hereby removed in its entirety.

Addendum No. 3 for FC-8115, Program and Construction Management Services for the Renew Atlanta Bond is available for pick-up in the Plan Room: City Hall, 55 Trinity Avenue, Suite 1900.

The Proposal due date HAS NOT been modified and Proposals are due on Friday, July 24, 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. 3

Proponents must sign below and return this form with your 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. 3, FC-8115, Program and Construction Management Services for the Renew Atlanta Bond** on this the _____ day of _____, 201__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

Attachment No. 1

Revised Minimum Qualifications

Exhibit A.2

Minimum Qualifications

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|-----------------------------------|----------------------------|--|---|
| PCMT Manager | Project Manager 4 | 15 | Registered Professional Engineer or Registered Architect in the State of Georgia. Managed at least 5 large commercial/office buildings, parking structures or renovation of existing buildings with a value of not less than \$25 million or 4 multi year bond programs with a value of not less than \$60 million inclusive of the design and construction of sidewalks, streetscapes, intersection improvements, bridge and/or roadway improvements including multi-firm teams or Joint Ventures. |
| Construction Manager | Project Manager 2 | 10 years experience with P.E. or 18 years experience | Registered Professional Engineer in the State of Georgia or additional 8 years experience. Managed at least 4 large commercial/office buildings, parking structures or renovation of existing buildings with a value of not less than \$13 million and/or 3 Capital Improvement Programs (CIP) for the construction of sidewalk, streetscapes, intersection improvements, bridge and/or roadway construction with a value of not less than \$7 million. |
| Bridge Project Manager | Engineer 7 | 8 | Registered Professional Engineer in the State of Georgia. Demonstrate responsible charge or task leader for the design and construction of at least 4 bridge projects with a value not less than \$3 million each. |
| Traffic Signals Project Manager | Engineer 6 | 7 | BS Degree in Engineering. Participated on the design and construction of a CIP for traffic related projects inclusive of signal installation, signal upgrades, signal communications, flashing beacon installation and construction. Managed signal network |
| Civil Engineering Project Manager | Engineer 5 | 6 | BS Degree in Engineering. Participated on the design and construction of a CIP for projects inclusive of sidewalks, streetscapes, intersection improvements roadway resurfacing and/or roadway construction. |

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|--------------------------|--------------------------|--------------------------|--|
| Estimating Manager | Engineer 4 | 5 | BS Degree in Engineering. Participated on the cost estimating of at least 2 CIPs for the design of sidewalks, streetscapes, intersection improvements or bridge and/or roadway improvements or comparable work in either civil, structural, mechanical,, or electrical disciplines for commercial building projects. |
| Scheduling Manager | Engineer 4 | 5 | BS Degree in Engineering or similar field. Works directly with project managers to perform schedule development and maintenance for bond projects. Proficient skill level required in both Primavera 6 and MS Project. |
| Facility Project Manager | Architect | 5 | Registered Architect in Georgia with LEED Certification and worked on projects for the design of parks and recreation facilities or at least two commercial buildings construction or renovation with a value of at least \$13 million. |
| Surveyor Crew (2 person) | Surveyor Crew (2 person) | 8 | Prepared land surveys and property acquisition plats used in the design and construction of sidewalks, streetscapes, intersection improvements, bridge and/or roadway construction projects. One member of the crew must be a Registered Land Surveyor in Georgia. |

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|-----------------------------|---------------------------------|--------------------------|--|
| GIS Technician 3 | GIS Technician 3 | 8 | B.S. in Geography, Engineering, Planning or related field. Prepared, managed and maintained GIS maps, shape files and data of projects for sidewalks, streetscapes, intersection improvements, bridge and/or roadway improvements or comparable tasks for municipal building and site design . |
| Program Safety Manager | Project Manager 2 | 15 | B.S. in construction related field or equivalent experience. Provided overall coordination and management of safety plans and activity for staff of Field Engineers, Construction Inspectors, and Contractors on program that included projects for sidewalks, streetscapes, intersection improvements or bridge and/or roadway improvements or comparable tasks for municipal building and site construction on behalf of the City. |
| Controls Manager | Construction Manager | 15 | B.S. in construction related field or equivalent experience. Certified Project Management Professional. Provided overall coordination and management of staff of Schedulers and Cost Estimators on program that included projects for sidewalks, streetscapes, intersection improvements or bridge and/or roadway improvements or comparable tasks for municipal building and site construction on behalf of the City. |
| Project Controls Specialist | Project Manager 1 or Engineer 1 | 8 | B.S. in construction related field or equivalent experience. Certified Project Management Professional with experience delivering Capital projects of a similar nature as the Renew Atlanta Bond projects. |
| Senior Field Engineer | Senior Field Engineer | 12 | Served as Senior Field Engineer on projects for sidewalks, streetscapes, intersection improvements, bridge and/or roadway improvements with responsibility for reviewing contractor schedules, payment requests and directing the activities of Field Engineers and Construction Inspectors or comparable tasks for municipal building and site construction on behalf of the City. |

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|---|------------------------|--------------------------|--|
| Field Engineer | Field Engineer | 10 | Served as Field Engineer on projects for sidewalks, streetscapes, intersection improvements or bridge and/or roadway improvements with responsibility for reviewing contractor schedules, payment requests and directing the activities of Construction Inspectors or comparable tasks for municipal building and site construction on behalf of the City. |
| Construction Inspector | Construction Inspector | 8 | Served as Construction Inspector on projects for the construction of sidewalks, streetscapes, intersection improvements or bridge and/or roadway improvements with responsibility for inspecting work for conformance with plans and specifications and maintaining daily Inspector reports or comparable task for municipal building and site construction on behalf of the City. |
| Construction Testing Engineering Technician | Construction Inspector | 8 | Provided inspection and testing services on roadway paving and concrete projects). Prepared reports to document construction progress, inspection and testing results. Conduct field tests and other tests to determine contractors compliance with contract specifications. Has a working knowledge of construction materials testing and inspection methods and standards. |
| Safety Inspector | Safety Inspector | 6 | Monitor construction sites periodically to ensure overall compliance with Safety plan and construction best practices. Served as Safety Inspector on projects for the construction of sidewalks, streetscapes, intersection improvements or bridge and/or roadway improvements or comparable task for municipal building and site construction on behalf of the City. |

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|-----------------------------------|-----------------------------------|--------------------------|---|
| Utility Coordinator | Project Manager 1 or Engineer 1 | 8 | Served as Utility Coordinator on projects for a municipal Capital Improvement Programs (CIP) gathering, processing and utilizing information from various utility sources to coordinate projects to the best benefit for the City. |
| Contracts Specialist | Contracts Specialist | 8 | B.S. in Business or any related field. Managed, performed, and/or developed policies and procedures for work involving the procurement of supplies, services, and construction using formal advertising or negotiation procedures; the evaluation of contract price proposals; and the administration or termination and close out of contracts for CIP projects and programs . |
| Financial Analyst | Financial Analyst | 4 | B.S. in Finance, Accounting or an equivalent education. Preparation of financial presentations for management including the year-end presentation of financial results and City Council meeting materials. Tracking of financial status by monitoring variances from plan |
| Information Technology Specialist | Information Technology Specialist | 4 | Associate's degree or equivalent. Provided technical support to staff for personal computers and network system infrastructure equipment, including testing, updating, maintaining, and providing training on mainframe client servers and microcomputer software and hardware. |
| Junior Planner/GIS Specialist | College Intern | N/A | Post sophomore year college student majoring in transportation planning or related field with knowledge of GIS. |

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|--------------------------|--------------------------|--|---|
| Engineering Intern | College Intern | N/A | Post sophomore year college student majoring in engineering or related field with knowledge of CAD. |
| Land Acquisition Manager | Land Acquisition Manager | 15 | Task leader overseeing all functions of right of way acquisition including appraisal, negotiation, relocation and pre-condemnation activities on at least 4 projects, two of which must have satisfactorily completed GDOT's PDP process through right-of-way certification. |
| Appraiser 5 | Appraiser 5 | 10 years commercial experience and/or 8 years of eminent domain appraisal experience for Transportation Projects in GA | <p>Approved to bid on and complete:</p> <ul style="list-style-type: none"> a. Level III or IV acquisition problems. b. Before and after acquisitions of improved properties of the most complex levels of difficulty, requiring an extensive and perhaps innovative analysis to determine value and/or potential damages. Examples of such appraisals may include: Partial acquisitions of non-residential property with partial mitigation of consequential damages, and partial and total acquisitions of residential properties such as regional shopping centers, transportation facilities, communication facilities, automotive dealerships, franchise restaurants, motels, hotels, and multi-family residences, office and industrial parks, or any other appraisal problem that would, in the judgment of the Right of Way Staff require an extraordinary analysis. A regional data search may be required. |

| Classification | Classification Code | Minimum Years Experience | Minimum Qualifications / Work Experience |
|--------------------------|--------------------------|--|--|
| Appraiser 4 | Appraiser 4 | 10 years commercial experience and/or 5 years of eminent domain appraisal experience for Transportation Projects in GA | <p>Approved to bid on and complete:</p> <ul style="list-style-type: none"> a. Level III acquisition problems. b. Before and after acquisitions of vacant land (all types) and single family residential structures with or without damages. c. Acquisitions of non-residential structures where no damages to the remainder are evident. |
| Appraiser 3 | Appraiser 3 | 8 years commercial experience and/or 4 years of eminent domain appraisal experience for Transportation Projects in GA | <p>Approved to bid on and complete:</p> <ul style="list-style-type: none"> a. Simple acquisition problems where no damages to the remainder are evident, involving vacant land only (all types), site improvements, and acquisitions of single family residential structure b. Before and after acquisitions of vacant land (all types) and single family residential structures with or without damages. c. Acquisitions of non-residential structures where no damages to the remainder are evident. d. Surplus property appraisals which may include recorded easements or access breaks. |
| Diversity Manager | Diversity Manager | 5 | Strengthened existing, and developed new partnerships with community to increase participation from diverse populations on Capital Improvement Projects. Led outreach activities; Organized events targeted for diverse communities. |
| Administrative Assistant | Administrative Assistant | 5 | Provides and/or facilitates administrative services including typing, communication systems, printing services, filing, mailing, purchasing, office maintenance and other support services either in whole or in part, depending upon size of project. Establishes systems and procedures for efficient and economical operation of support services. |