



CITY OF ATLANTA

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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

July 28, 2015

Dear Proponents:

**Re: FC-8195, Central Passenger Terminal Complex Modernization
(CPTC) Modernization-Landside at Hartsfield-Jackson Atlanta
International Airport**

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

For additional information, please contact Mr. Leslie H. Page, Contracting Officer, at (404) 330-6107, or via e-mail at lpag@atlantaga.gov.

Sincerely,



Adam L. Smith

ALS:lhq



Addendum No. 1

**Re: FC-8195, Central Passenger Terminal Complex Modernization
(CPTC) Modernization-Landside at
Hartsfield- Jackson Atlanta International Airport**

July 28, 2015

Page 2

This Addendum No. 1 modifies and forms a part of the Request for Proposals for Project Number FC-8195 ("RFP").

Revision to Technical Specification,

Question and answers

Proposals are due Wednesday, August 12, 2015, should be time stamped in no later than 2:00 p.m., and delivered to the address below:

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

**** All other information remains unchanged ****

Addendum No. 1

**Re: FC-8195, Central Passenger Terminal Complex Modernization
(CPTC) Modernization-Landside at
Hartsfield- Jackson Atlanta International Airport**

July 28, 2015

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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-8195, Central Passenger Terminal Complex Modernization (CPTC) Modernization-Landside** at Hartsfield-Jackson Atlanta International Airport on this the _____ day of _____, 2015.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

END OF ADDENDUM

**MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE
PROJECT NUMBER FC-8195 – CPTC MODERNIZATION – LANDSIDE**

ADDENDUM No. 1

THE FOLLOWING ARE CHANGES AND/OR MODIFICATIONS TO THE RFP DOCUMENTS

1. REVISION TO PART 4; SUBMITTAL FORMS – 10. COST PROPOSAL

Delete: "Form 10, Cost Proposal," in its entity.

Replace with: "Form 10, Cost Proposal," Attached to this addendum No. 1

2. REVISION TO EXHIBIT "D" INSURANCE AND BONDING (OCIP) MANUAL

Delete: "Owner Controlled Insurance Program (OCIP) Manual," in its entity.

***Replace with: "Owner Controlled Insurance program (OCIP) Manual," attached to this Addendum No. 1.
Change the OCIP Administrator from Neill Davis to Arielle Walton
Under Owner: Change Ted Allen to Frank Rucker, Deputy Assistant
Aviation General Manager – P&D, Phone: 404-382-1106
Email: frank.rucker@atlanta-airport.com***

3. REVISION TO APPENDIX "A" OFFICE OF CONTRACT COMPLIANCE REQUIREMENTS

Delete: "Form EBO-2 (Page 1 of 2), (Page 2 of 2) and Form EBO-3," in its entity.

Replace with: "Form EBO2 B (Page 1 of 2), (Page 2 of 2) and Form EBO3 B," attached to this Addendum #1

**CITYOF ATLANTA
DEPARTMENT OF AVIATION
HARTSFIELD JACKSON ATLANTA INTERNATIONAL AIRPORT**

FC-8195; CENTRAL PASSENGER TERMINAL COMPLEX MODERNIZATION – LANDSIDE

Form 10; Cost Proposal

In response to the Request for Proposal - **Project Number FC-8195; Central Passenger Terminal Complex (CPTC) Modernization – Landside**, the undersigned Proponent hereby proposes to provide all of the services, materials and equipment (other than materials, equipment and services specified as provided or performed by others) as described in the Services Agreement attached as Part 5 to the Request for Proposal for:

- i) Contractor's Fee is _____ percent as set forth in Section 8.1.3 of the Services Agreement;

**CITY OF ATLANTA
DEPARTMENT OF AVIATION
HARTSFIELD JACKSON ATLANTA INTERNATIONAL AIRPORT**

FC-8195; CENTRAL PASSENGER TERMINAL COMPLEX MODERNIZATION – LANDSIDE

EMPLOYEE CLASSIFICATIONS/FULLY BURDENED HOURLY BILLING RATES

POSITION TITLE	FULLY BURDENED HOURLY BILLING RATE
Sr. Management Staff	
Project Management Staff	
Field Management Staff	
Purchasing Staff	
Estimating Staff	
Cost Management Staff	
Scheduling Staff	
Accounting Staff	
Secretarial Staff	
Other Staff	

On separate form, Respondent is to provide a detailed, line item accounting of all Contractor's costs. Detail should be organized under, and summarized via the above headings, as applicable.

- 1. Staff: Detail shall include specific "Staff" positions in accordance with Org. Charts specified elsewhere in the proposal, including position, # of positions and monthly rate(s). Staff costs should include burden.*



**OFFICE OF CONTRACT COMPLIANCE
SUBCONTRACTOR CONTACT FORM FOR TASK BASED PROJECTS**

List all subcontractors or suppliers (Majority & Minority Owned) that were notified that they will be contacted regarding this project
****Note: Actual Participation Plans must be submitted to OCC for review and approval for each authorized task order or CCMP*

Name of Sub-contractor/ Supplier	Company Name, Contact Name, Address and Phone Number	City Of Atlanta Business License? (Yes or No)	Business Ownership (see code below)	COA Certification No. and Expiration Date	Trade(s) To Be Solicited For

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PROJECT NUMBER FC-8195 – CPTC MODERNIZATION – LANDSIDE

ADDENDUM No. 1

The following questions and/or clarifications were requested by various Contractors:

1.	Question:	Form 10 – Cost Proposal – the Cost proposal states “Staff: Detail shall include specific “Staff” positions in accordance with Org. Charts specified elsewhere in the proposal, including position, # of positions, duration, monthly rates(s) and extended price. Staff costs should include burden.” With this being a CM at Risk delivery and the schedule of the component GMP’s not determined it is not possible to provide durations and extended costs. I assume the information needed is fully burdened hourly and monthly rates for the proposed team. Please verify.
	Answer:	<i>See revised Form 10 attached.</i>
2.	Question	Form EBO – 3 - Under the CM at Risk delivery the specific subcontractors and suppliers to be used will be determined during the preconstruction period and once the component GMP packages are determined. While meeting the specific MWBE and FBE goals will be achieved, the specific firms cannot be identified at this time. Please advise direction on completing form EBO – 3 and other City’s Office of Contract Compliance Submittals with the RFP response.
	Answer:	<i>Proponents are required to submit forms EBO #1, EBO2 B and EBO3 B with its Appendix A submissions. The EBO2 B form should identify all firms that the proponent intends to outreach to complete the various scopes of work. The EBO3 B form should identify all trades that the proponent intends to engage in the completion the various scopes of work necessary to complete the project. Proponents are not required to specify dollar amount or percentages to individual companies at this stage. We will evaluate specific participation plans on a task by task (CGMP) basis after the award. Additionally, each joint venture partner must submit a signed and notarized EBO form #1, as well as AWDA’s form #4 and form #5. Attached is the revised EBO Forms 2 and 3.</i>
3.	Question:	Would it be possible to provide a list of projects as part of the CPTC Terminal Modernization Project with will be solicited at another time?
	Answer:	<i>No, not at this time. However, in addition to those projects listed in FC-8234, CPTC Modernization – Airside, additional work associated with the CPTC Modernization may include work associated with the boarding level holdrooms and concourse corridors at Concourses T, A, B, C and D.</i>
4.	Question:	I wanted to reach out and see if you would be willing to share some

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		documentation regarding the current signage at the airport. I was at the pre bid on Tuesday morning, and I am trying to get an idea about quantities and location of the existing signage to get a rough idea how large the new project might be.
	Answer:	<i>The signage master plan is still in development and not available at this time. The general signage program description and scope is shown in FC-8234, CPTC Modernization (Airside).</i>
5.	Question:	I am an interested subcontractor on the skylight/sloped glazing portion of the Hartsfield-Jackson Airport. Would you be able to send me a sign in from today's conference so that I can work with the potential General Contractors?
	Answer:	<i>The sign-in sheet is available on the City of Atlanta's Department of Procurement website at http://procurement.atlantaga.gov/solicitations/</i>
6.	Question:	In Part 1, Number 5 - Please clarify what projects would the successful contractors for RFP #FC8195 and #FC8234 be precluded from competing for?
	Answer:	<i>Further information, outside of that already provided in this solicitation and FC-8234, CPTC Modernization – Airside, is not available at this time.</i>
7.	Question:	In Part 1, Number 5 - please indicate where the letter demonstrating a minimum bonding capacity of \$130 million is to be included?
	Answer:	<i>No letter is required for this solicitation.</i>
8.	Question:	In Part 1, Number 12 – is a certificate of insurance required to be submitted at the time of the RFP submittal? If so, where is it to be included?
	Answer:	<i>Not required at this time.</i>
9.	Question:	In Part 1, Number 14 - please indicate where the notarized letter from our proposed insurer is to be included:
	Answer:	<i>The notarized letter must be attached to Form 5.</i>
10.	Question:	Please verify that the bond letter mentioned in Part 1, Number 5 demonstrating a minimum bonding capacity meets the Performance

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		Guarantee described in Part 1, Number 14.
	Answer:	<i>The minimum bonding capacity described in Part 1, Number 5 does not apply to this solicitation. For clarity, proponent shall provide minimum requirements as specified per Part 1, No. 3 (\$150,000,000 USD) to be attached to Form 5.</i>
11.	Question:	Form 2 - Please define the Certificate of Authority:
	Answer:	<i>See Form 2 and refer to the Georgia Secretary of State website for further clarity.</i>
12.	Question:	EBO-3 Form – are the respondents required to list companies that we plan to utilize in the Preconstruction and Construction Management services only?
	Answer:	<i>Proponents are required to submit forms EBO #1, EBO2 B and EBO3 B with its Appendix A submissions. The EBO2 B form should identify all firms that the proponent intends to outreach to complete the various scopes of work. The EBO3 B form should identify all trades that the proponent intends to engage in the completion the various scopes of work necessary to complete the project. Proponents are not required to specify dollar amount or percentages to individual companies at this stage. We will evaluate specific participation plans on a task by task (CGMP) basis after the award. Additionally, each joint venture partner must submit a signed and notarized EBO form #1, as well as AWDA's form #4 and form #5.</i>
13.	Question:	Please clarify minimum bonding requirements as Part 1, Number 3.1 indicates \$150 Million and Part 1, Number 5 indicates \$130 Million.
	Answer:	<i>FC-8195 bonding requirements are \$150 million, as indicated in Part 1, Number 3.1. Part 1, Number 5 refers to award limitations on future RFP/ITB, , which will require a bonding capacity of \$130 million.</i>
14.	Question:	Please confirm that the Owner is the generator of all unknown pre-existing hazardous material and will sign transportation manifests as such in the event that abatement is necessary
	Answer:	<i>This is correct, unless hazardous material is generated by CMR or Subcontractors.</i>

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15.	Question:	Please confirm that Owner will indemnify the Contractor for any loss, cost, expense, or fine related to any pre-existing hazardous material
	Answer:	<i>The City of Atlanta will not indemnify Contractor.</i>
16.	Question:	Please confirm that Liquidated Damages stated in Exhibit L are the “sole and exclusive remedy for delay” and consider a reasonable cap on them.
	Answer:	<i>Liquidated Damages will be applied as indicated within the Agreement.</i>
17.	Question:	Please delete the following in 6.1.1: “Such liquidated damages shall apply regardless of whether the Contractor has been terminated by the Owner prior to Substantial Completion.”
	Answer:	<i>Section will not be deleted.</i>
18.	Question:	Please provide us with a brief summary of the Owner provided insurance: the policy form number if standardized, or a sample policy form if not standardized. Along with any sublimits that may apply and any material coverages or endorsements to the policy.
	Answer:	<i>See revised Exhibit D, OCIP Manual, attached.</i>
19.	Question:	Are the insurance burdens to be included in the bid for future rebate, or are the bids expected to be net of insurance costs?
	Answer:	<i>The City of Atlanta has determined that this solicitation is an OCIP Project. The City’s OCIP is a “Bid Net” program, which means that Contractor’s charges for the insurance coverages provided by the Owner (as outlined in the Agreement and Section 6 of the OCIP Manual in Exhibit D) must be EXCLUDED from bid(s). The successful Contractor must warrant that its base price for the original scope of work and subsequent change orders will EXCLUDE all insurance charges for the coverages provided by the Owner for the Jobsite, including workers’ compensation, employers’ liability, general liability, excess liability, builders’ risk, and contractors’ pollution liability.</i>
20.	Question:	Is 12.8 (page 54) standard? If not may we please have it deleted?
	Answer:	<i>The section will not be deleted.</i>

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21.	Question:	The Construction Agreement, section 1.4 states there are: Special Conditions, and General Conditions, though these are not provided, can you please provided these documents for review?
	Answer:	<i>Reference Special Conditions and General Conditions will be included in Respective Construction Authorization.</i>
22.	Question:	Per RFP Part 1 Paragraph 5 Award Limitations on Future RFP / ITB: The solicitation suggests that the successful Proponent in the City's RFPs currently solicited will be precluded from winning the solicitation so of that additional work. Can the City / DOA please be more specific as our team is very interested in the additional scopes that are anticipated in the forthcoming solicitations, both on the airside and landside projects.
	Answer:	<i>No, not at this time. However, in addition to those projects listed in FC-8234, CPTC Modernization – Airside, additional work associated with the CPTC Modernization may include work associated with the boarding level holdrooms and concourse corridors at Concourses T, A, B, C and D.</i>
23.	Question:	I would like to obtain the drawings and specifications for the project listed above. Can you assist me with this?
	Answer:	<i>The design documents, including specifications, are in the early development phase and not available at this time.</i>

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Under Owner: Change Ted Allen to Frank Rucker, Deputy Assistant Aviation General Manager – P&D, Phone: 404-382-1106

Email: frank.rucker@atlanta-airport.com

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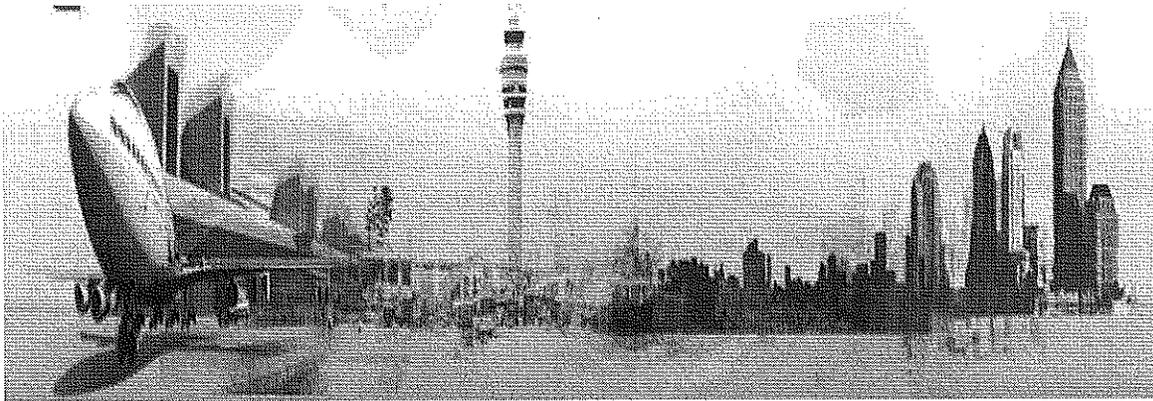
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CITY OF ATLANTA

HARTSFIELD-JACKSON

Atlanta International Airport



OWNER CONTROLLED INSURANCE PROGRAM (OCIP) MANUAL

Effective Date: 07/01/2014
Manual Date: 06/23/2014 v1

Neill Davis, OCIP Administrator, Resurgens Risk Management
Office: 404-766-8715 | Cell: 404-725-6103 | Fax: 404-559-2395
Neill.Davis@atlanta-airport.com
Website: www.rrmgt.com

INTRODUCTION

City of Atlanta (Owner) has purchased certain insurance coverages outlined in this manual under an Owner Controlled Insurance Program (OCIP) for Contractors of all tiers working on the Project who are enrolled in the OCIP. **Participation in the OCIP is mandatory, except for those identified as Excluded Parties, BUT ENROLLMENT IS NOT AUTOMATIC.** You must comply with the OCIP registration and enrollment procedures outlined in this manual.

The City of Atlanta has determined that the OCIP is a “**Bid Net**” program, which means that Contractor’s charges for the insurance coverages provided by the Owner (as outlined in Section 6) must be **EXCLUDED** from bid(s). The successful Contractor must warrant that its base price for the original scope of work and subsequent change orders will **EXCLUDE** all insurance charges for the coverages provided by the Owner for the Jobsite, including workers’ compensation, employers’ liability, general liability, excess liability, builders’ risk, and contractors’ pollution liability.

The successful Contractor must sign on and complete the online OCIP registration and enrollment, and provide the required documentation to estimate its excluded insurance charges. These estimates will be tracked by the OCIP Administrator *for reporting purposes only*.

Instructions for online OCIP registration and enrollment are detailed in Section 8.

The insurance coverage provided by the OCIP, as well as your rights and responsibilities under the program, are outlined in this manual and are as much a part of your Contract as the actual work specifications. All terms and conditions of this OCIP Manual are incorporated by reference into your Contract, and you are required to bind all your lower-tiered subcontractors to the terms, conditions and requirements of this manual.

NOTE: This Manual does not, and is not intended to, provide coverage interpretations or complete information about coverages. The terms and conditions of the insurance policies will govern how coverage is applied. The information herein is not intended to alter any provisions of the actual contract documents of the Contractors, and if any such conflict occurs, the contract documents will govern.

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