



## 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](http://www.atlantaga.gov)

Kasim Reed  
Mayor

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

July 28, 2015

### INTERESTED PROPONENT:

**Re: FC-8234, Central Passenger Terminal Complex Modernization –  
Airside**

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 the following personnel for the respective solicitation: for FC-7805, Mr. Sherif Yassin, Contracting Officer, at (404) 330-6698, or via email at [syassin@atlantaga.gov](mailto:syassin@atlantaga.gov).

Sincerely,

Adam L. Smith

ALS: ssy

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**Addendum No. 1**

**Re: FC-8234, Central Passenger Terminal Complex Modernization –  
Airside**

July 28, 2015

Page 2

This Addendum forms a part of the Request for Proposal and modifies the original solicitation package as follows:

- **Answers Questions received from interested Proponents; and**
- **Revision to Technical Specification.**

.....  
Proposals are due **Wednesday, August 12, 2015**, and should be time stamped no later than **2:00 p.m. EST** on this day, 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.  
City Hall South, Suite 1900  
Atlanta, Georgia 30303

.....  
**\*\*\*All other information remains unchanged\*\*\***



**Addendum No. 1**

**Re: FC: 8234, Central Passenger Terminal Complex Modernization –  
Airside**

July 28, 2015

Page 3

**Acknowledgement of Addendum No. 1**

Proponents must sign below and return this form with its proposal to the Department of Procurement, 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303 as acknowledgement of receipt of this addendum on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Legal Company Name of Respondent

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Attached

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**MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE**  
**PROJECT NUMBER FC-8234 – CPTC MODERNIZATION - AIRSIDE**

**ADDENDUM No. 1**

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

|    |           |  |
|----|-----------|--|
| 1. | Question: | List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required   |
|    | Answer:   | <i>This information is provided in the Request for Proposals and any addenda, all of which are available online on the City of Atlanta's Department of Procurement website at <a href="http://procurement.atlantaga.gov/solicitations/">http://procurement.atlantaga.gov/solicitations/</a>.</i> |
| 2. | Question  | Soft Copy of the Tender Document through email.  |
|    | Answer:   | <i>Document is available on the City of Atlanta's Department of Procurement website at <a href="http://procurement.atlantaga.gov/solicitations/">http://procurement.atlantaga.gov/solicitations/</a>.</i>  |
| 3. | Question: | Names of countries that will be eligible to participate in this tender.  |
|    | Answer:   | <i>Any proponent who meets the minimum qualifications of this Request for Proposals (RFP) and is responsive to this RFP is eligible to participate in this procurement, in accordance with the City of Atlanta's Code of Ordinances and state law.</i>   |
| 4. | Question: | Information about the Tendering Procedure and Guidelines   |
|    | Answer:   | <i>Included in Part 1 and 2 of referenced Request for Proposal, its attachments, any addenda and in the City of Atlanta's Code of Ordinances.</i>  |
| 5. | Question: | Estimated Budget for this Purchase   |
|    | Answer:   | <i>The City of Atlanta budget is confidential.</i>   |
| 6. | Question: | Any Extension of Bidding Deadline?   |
|    | Answer:   | <i>No, not at this time.</i>   |
| 7. | Question: | Any Addendum or Pre Bid meeting Minutes?   |
|    | Answer:   | <i>Addenda will be listed on the City of Atlanta website; no pre-bid minutes will be published.</i>  |

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 PROJECT NUMBER FC-8234 – CPTC MODERNIZATION - AIRSIDE

ADDENDUM No. 1

|     |                |   |
|-----|----------------|---|
| 8.  | Question:      | I would like to obtain the drawings and specifications for the project listed above. Can you assist me with this? Thank you in advance!   |
|     | <b>Answer:</b> | <b><i>The design documents, including specifications, are in the early development phase and not available at this time.</i></b>  |
| 9.  | Question:      | I noticed that RFP's were due on August 12. Is there a timeline that follows the due date for when you hope to award a contract and begin construction?   |
|     | <b>Answer:</b> | <b><i>At this time, we anticipate contract award for this solicitation to occur in the 3<sup>rd</sup> quarter of 2015, Pre-construction to begin in the 4<sup>th</sup> quarter of 2015, and construction to commence in the 1<sup>st</sup> quarter of 2016.</i></b>   |
| 10. | Question:      | Is there an estimated budget for the airport modernization?   |
|     | <b>Answer:</b> | <b><i>The City of Atlanta budget is confidential.</i></b>   |
| 11. | Question:      | Section 3.3.1 Proponents must provide a narrative description of three (3) previous projects....Could each company of the proposed joint venture submit three projects each or a total of three projects for the joint venture?   |
|     | <b>Answer:</b> | <b><i>The proponent must submit three (3) projects which illustrate required experience.</i></b>  |
| 12. | Question:      | In part 4 submittal form section, Form 1 (page 22 and 23), confirming that subcontractor affidavit and sub-subcontractor affidavit is not required for this submission.   |
|     | <b>Answer:</b> | <b><i>Georgia law only requires Form 1, Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1) at the time of submittal.</i></b>  |
| 13. | Question:      | In part 4 submittal form section, Form 10 request for employee classifications/fully burdened hourly billing rates. Does proponent need to provide information in footnotes (i.e. # of positions, duration, monthly rates and extended price). If so, could you provide timeframes for each of the projects associated with this RFP. |
|     | <b>Answer:</b> | <b><i>See revised Form 10, attached.</i></b>  |

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**PROJECT NUMBER FC-8234 – CPTC MODERNIZATION - AIRSIDE**

**ADDENDUM No. 1**

|     |                |  |
|-----|----------------|--|
| 14. | Question:      | In Appendix A OCC requirements, it will be extremely difficult to complete EBO forms 2 and 3 without better scope of work defined. Please advise if these forms will be required to be completed for this proposal.  |
|     | <b>Answer:</b> | <b><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></b> |
| 15. | Question:      | I am reaching out regarding the Airport renovation project in the Central Passenger Terminal. IMG has been a dedicated partner to the airline and airport industry as a kiosk and signage manufacturer for some time now. Are you willing to share any information with me regarding the scope of this project? We would be very interested in getting involved with the signage/architectural elements, and digital signage/kiosks.   |
|     | <b>Answer:</b> | <b><i>See Exhibit A for the scope of work this project.</i></b>  |
| 16. | 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.  |
|     | <b>Answer:</b> | <b><i>See revised Form 10, attached.</i></b>   |
| 17. | 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  |

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PROJECT NUMBER FC-8234 – CPTC MODERNIZATION - AIRSIDE**

**ADDENDUM No. 1**

|     |                |   |
|-----|----------------|---|
|     |                | 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.  |
|     | <b>Answer:</b> | <b><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. Revised EBO Forms 2 and 3 are attached to this Addendum.</i></b> |
| 18. | 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?   |
|     | <b>Answer:</b> | <b><i>No, not at this time. However, in addition to those projects listed in FC-8195, CPTC Modernization – Landside, , 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></b>   |

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PROJECT NUMBER FC-8234 – CPTC MODERNIZATION - AIRSIDE**

**ADDENDUM No. 1**

**THE FOLLOWING ARE CHANGES AND/OR MODIFICATIONS TO THE BID 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: "The Owner Controlled Insurance Program (OCIP) Administrator."

***Replace with: "Arielle Walton, OCIP Administrator, Office: 404-766-8715,  
Email Arielle.Walton@atlanta-airport.com***

Delete: "The Owner Controlled Insurance Program (OCIP) Owner, Ted Allen."

***Replace with: "Frank Rucker, Deputy Assistant Aviation General Manager,  
Office: 404-382.1106 / 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***

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

**FC-8234; CENTRAL PASSENGER TERMINAL COMPLEX MODERNIZATION – AIRSIDE**

**Form 10; Cost Proposal**

In response to the Request for Proposal - **Project Number FC-8234; Central Passenger Terminal Complex (CPTC) Modernization – Airside**, 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-8234; CENTRAL PASSENGER TERMINAL COMPLEX MODERNIZATION – AIRSIDE**

**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 CGMP*

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

Business Ownership Code: AABE - African American Business Enterprise, HBE - Hispanic Business Enterprise, FBE - Female Business Enterprise, ABE - Asian Business Enterprise, NABE - Native American Business Enterprise

Proponent's Name: \_\_\_\_\_ Project Name: \_\_\_\_\_ FC#: \_\_\_\_\_

Signature: \_\_\_\_\_ Contact No: \_\_\_\_\_ Date: \_\_\_\_\_