



CITY OF ATLANTA

Kasim Reed
Mayor

SUITE 1900
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

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

July 6, 2015

ATTENTION QUALIFIED PROPONENTS:

Your firm is hereby invited to submit to the City of Atlanta, Department of Procurement ("DOP"), a proposal for **FC-8260, Hotel, Travel Plaza and Mixed Used Development (RFP)**. The City of Atlanta (the "City") is soliciting proposals from qualified firms to design, construct, finance, operate and maintain a Hotel, Travel Plaza, and Mixed-Use/Office Complex Development at Hartsfield-Jackson Atlanta International Airport.

As a pre-requisite to proposing on this project, proponents must have been qualified by the City of Atlanta (the "City") via **FC-7919, Hotel, Travel Plaza and Mixed Used Development (RFQ)**.

A **Pre-proposal Conference** will be held on **Tuesday, July 28, 2015, at 10:00 a.m.**, at the H-JDP Technical Support Campus, 1255 South Loop Road, College Park, Georgia. **A site visit will immediately follow the pre-proposal conference.** If it is your intent to participate in the site visit, you are required to send an email to **Mano Smith, CPPO, CPPB**, at **MOSmith@atlantaga.gov**, on or before Tuesday, July 21, 2015. This email must identify the names of the individual(s) that will participate in the site visit. The purpose of the Pre-proposal Conference is to provide proponents with detailed information regarding the project and to address questions and concerns. There will be representatives from the Department of Aviation, Office of Risk Management, and the Office of Contract Compliance available at the conference to discuss this project and to answer any questions. Proponents are urged to attend the Pre-proposal Conference.

The last date to submit questions is Tuesday, August 4, 2015. Questions will be responded to in the form of an Addendum.

Your response to this Request for Proposal ("RFP") must be submitted to and received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303, **no later than 2:00 p.m., Wednesday, October 7, 2015.**

****ABSOLUTELY NO PROPOSALS WILL BE ACCEPTED AFTER 2:00 P.M.****

Follow us on Twitter @ATLProcurement and Facebook @ City of Atlanta Department of Procurement



FC-8260, Hotel, Travel Plaza and Mixed Use Development (RFP)

July 6, 2015

Page 2

The names of submitted proponents will be publicly read at 2:00 p. m. on the respective due date in Suite 1900, 1st Floor, 55 Trinity Avenue, S.W., City Hall South, Atlanta, Georgia 30303.

This RFP is being made available by electronic means. If accepted by such means, then the proponent acknowledges and accepts full responsibility to insure that no changes are made to the RFP. In the event of conflict between a version of the RFP in the Respondent's possession and the version maintained by the Department of Procurement, the version maintained by the Procurement Department shall govern. The RFP document is available at www.atlantaga.gov.

You are required to email your business name, contact person, address, phone number, fax number and the project number to Mano Smith, CPPO, CPPB, Contract Administrator, at mosmith@atlantaga.gov, to be placed on the Plan Holders List. Failure to do so will prevent you from receiving any addenda that are issued and may deem you non-responsive.

The RFP document may also be obtained from the Department of Procurement, City Hall South, Suite 1900, 55 Trinity Avenue, S.W., Atlanta, Georgia, 30303, at a cost of \$100.00 per package. Payment for the documents represents production costs; therefore, payment is non-refundable.

If you have any questions regarding this project, please contact Mano A. Smith, CPPO, CPPB, Contract Administrator, at (404) 330-6351, or by e-mail at mosmith@atlantaga.gov. Any questions regarding the procedure for purchasing a copy of the document or obtaining a copy of the plan holder's list should be directed to (404) 330-6024.

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all proposals when it is for good cause and in the best interest of the City. Thank you for your interest in doing business with the City.

Sincerely,



Adam L. Smith

ALS/mas

