



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

October 21, 2015

Dear Potential Proponents:

Re: FC-8508, Management and Operation of City of Atlanta Newsstands

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

A handwritten signature in blue ink that reads "Adam L. Smith".

Adam L. Smith

ALS/jec



ADDENDUM NO. 1

This Addendum No. 1 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 Fifteen (15) Questions and Answers** (see page 4); and
- **Attachment No. 1**: Blueprints for the four (4) Newsstand Locations.

The Proposal due date has NOT been modified and Proposals are due on Friday, November 6, 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. 1

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-8508, Management and Operation of City of Atlanta 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 a vendor bid on select newsstand locations?

Answer: No.

2) Question: Is there flexibility, in each site's dollar allotment from the City of Atlanta (i.e. If only \$15k is used at City Hall, can we re-allocate the other \$5k to say, Municipal court – as long as compliance is adhered to with the total \$100k overall allotment) ?

Answer: No.

3) Question: By location, are current 'CAD' drawings available? If not, are 'as built (or) redlines' available?

Answer: Please see attached for CAD drawings.

4) Question: Please clarify the 'breadth and / or range of books, magazines and newspapers as referenced in the RFP - item 7-4?

Answer: Only Atlanta based newspapers and magazines are permitted as well, as at least one national newspaper. No gossip, entertainment or sports publications. All publications must be approved by the City.

5) Question: Is there a pricing policy as it relates to street pricing (i.e. Can we exceed or not exceed pricing by a certain percentage - e.g. 110% of street price)?

Answer: No. All pricing must be approved by City.

6) Question: For non-packaged food items (i.e. sweet rolls, fresh fruit, cinnamon buns), what are the allowable items?

Answer: All items except whole fruit must be in packages with expiration date.

- 7) **Question:** Is there any historical data (preferably yearlong), in the form of previous invoices or financial reports from the current service provider awarded with the newsstand contract at City hall?

Answer: No.

- 8) **Question:** Will the city consider contract terms with two year renewal instead of one year?

Answer: No.

- 9) **Question:** Will the city detail the total renovations being made to the existing newsstand in city hall?

Answer: The City did light painting and added new shelving, counter tops, ceiling tiles and a television.

- 10) **Question:** Will the city allow late night deliveries for each location, what are the loading area locations and access times?

Answer: Yes. It will be the proponent's responsibility to have staff members on site for deliveries scheduled between the hours of 6pm and 7:30am.

- 11) **Question:** Is there other storage sites around the newsstands sites that can be used by the proponent?

Answer: No.

- 12) **Question:** Can funds allocated for one site, be used for another, for example may funds for 2 City Plaza go towards a build out for Municipal Court?

Answer: No.

- 13) **Question:** What department in City Hall can one pick up hard copy drawings for the proposed newsstand locations?

Answer: Blueprints for the four (4) Newsstand locations are attached and can be printed.

14) Question: Is a Performance Bond required?

Answer: No. A Performance Bond is not required.

15) Question: In the case of a Joint Venture submission, can the city provide detailed submission requirements?

Answer: Yes. A team who makes the business decision to submit a proposal as a Joint Venture (JV) must include the following seven details in their proposal at a minimum.

- The initial capital investment of each venture partner.
- The proportional allocation of profits and losses to each venture partner.
- The sharing of the right to control the ownership and management of the JV.
- The method of, and responsibility for, accounting.
- The methods by which disputes are resolved.
- A detailed description of the discrete portion of work or tasks that will be performed by each of the venture partners.
- All other pertinent factors of the joint venture.

Note: Each JV partner must be certified by the City of Atlanta's Office of Contract Compliance as a Small Business Enterprise (SBE). Each venture partner must sign the JV agreement prior to submitting it with their proposal. All JV team members must sign the JV agreement. The JV agreement must be submitted with the bid/RFP. However, as regards to our required submittals it is not necessary for each JV team member to fill out each document. The team submittal will suffice (only one submittal per team) is all that is necessary.

NEWSSTAND DEVELOPMENT PROGRAM
CITY OF ATLANTA, GEORGIA

PROPOSED AREAS FOR DEVELOPMENT

-ATLANTA CITY HALL ANNEX: 1ST FLOOR - NEWSSTAND

-MUNICIPAL COURT: 2ND FLOOR - NEWSSTAND

-PUBLIC SAFETY HQ: 2ND FLOOR - NEWSSTAND

NOT FOR CONSTRUCTION

CITY OF ATLANTA	PROJECT NUMBER: G10	CITY HALL, NEWSSTAND	COVER SHEET	DATE: 11/11/11	BY: [Signature]	CHECKED BY: [Signature]	APPROVED BY: [Signature]	SCALE: 1"=1'-0"	SHEET NO. 1	TOTAL SHEETS 1





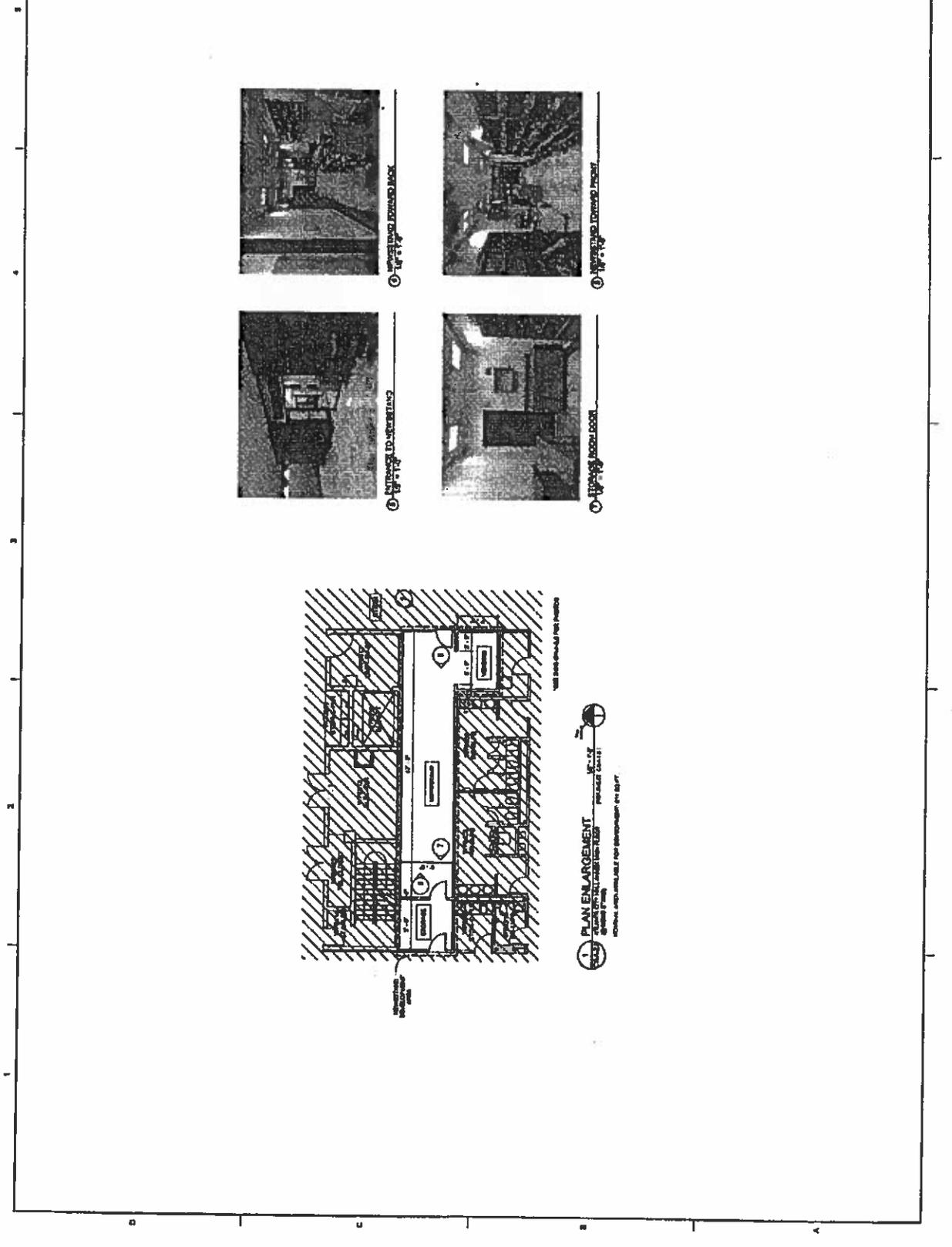
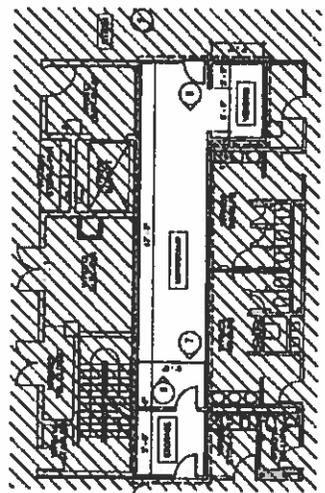
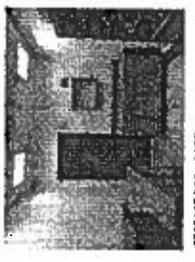
DATE	DESCRIPTION

PROJECT NO.	
PROJECT NAME	
DATE	

Architect

CITY HALL RENOVATION
ENLARGED FLOOR PLANS

SHEET NUMBER
CHA-2.0
SHEET





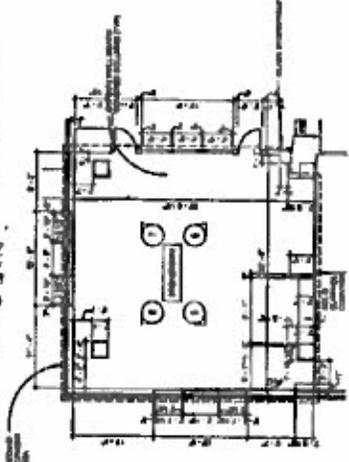
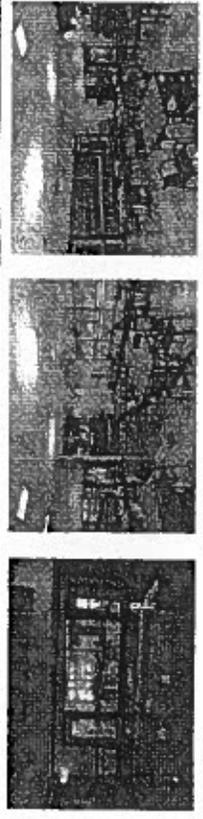
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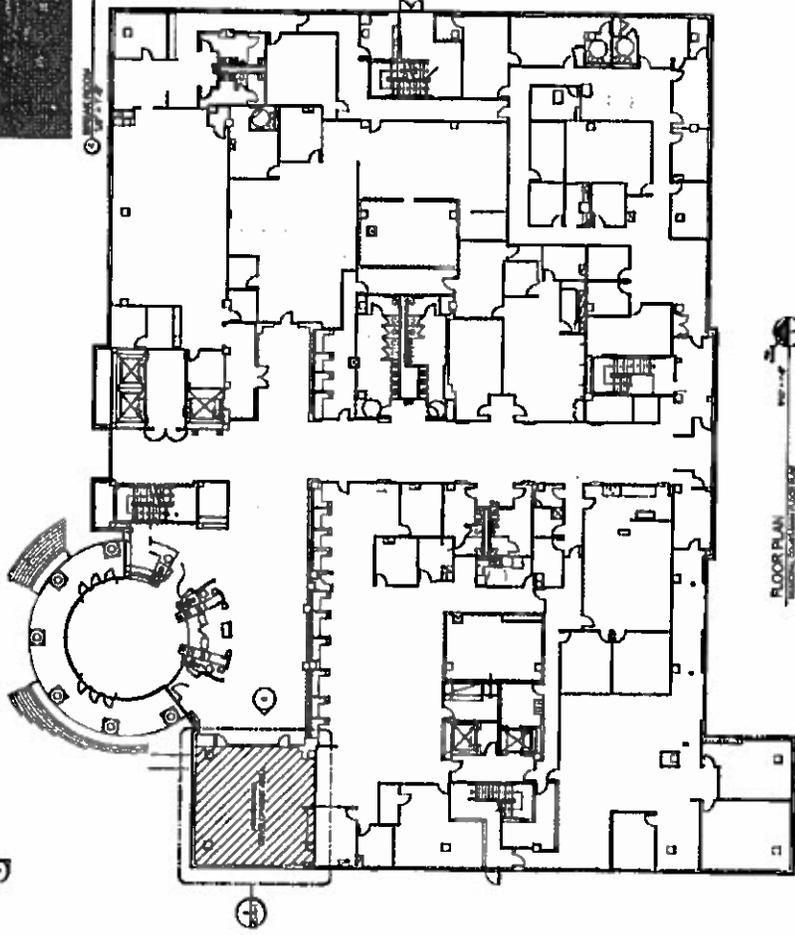
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GENERAL CONTRACT
ATLANTA, GA
MAIN FLOOR PLAN

PROJECT NUMBER
MC-A-1.0



1 PLAN ENLARGEMENT
20' x 30' SECTION
30' x 40' SECTION
40' x 50' SECTION
50' x 60' SECTION
60' x 70' SECTION
70' x 80' SECTION
80' x 90' SECTION
90' x 100' SECTION
100' x 110' SECTION
110' x 120' SECTION
120' x 130' SECTION
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960' x 970' SECTION
970' x 980' SECTION
980' x 990' SECTION
990' x 1000' SECTION



FLOOR PLAN
SCALE: 1/8" = 1'-0"



1 MAIN ENTRANCE TO MAIN FLOOR
2 MAIN ENTRANCE TO LOWER LEVEL



CITY OF ATLANTA

CITY HALL
55 TRINITY AVE. SW
ATLANTA, GA 30303

72 MARIETTA ST.
ATLANTA, GA
30303

DATE	7/24/15
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72 MARIETTA ST.
4th FLOOR-MAIL ROOM
KITCHEN AREA

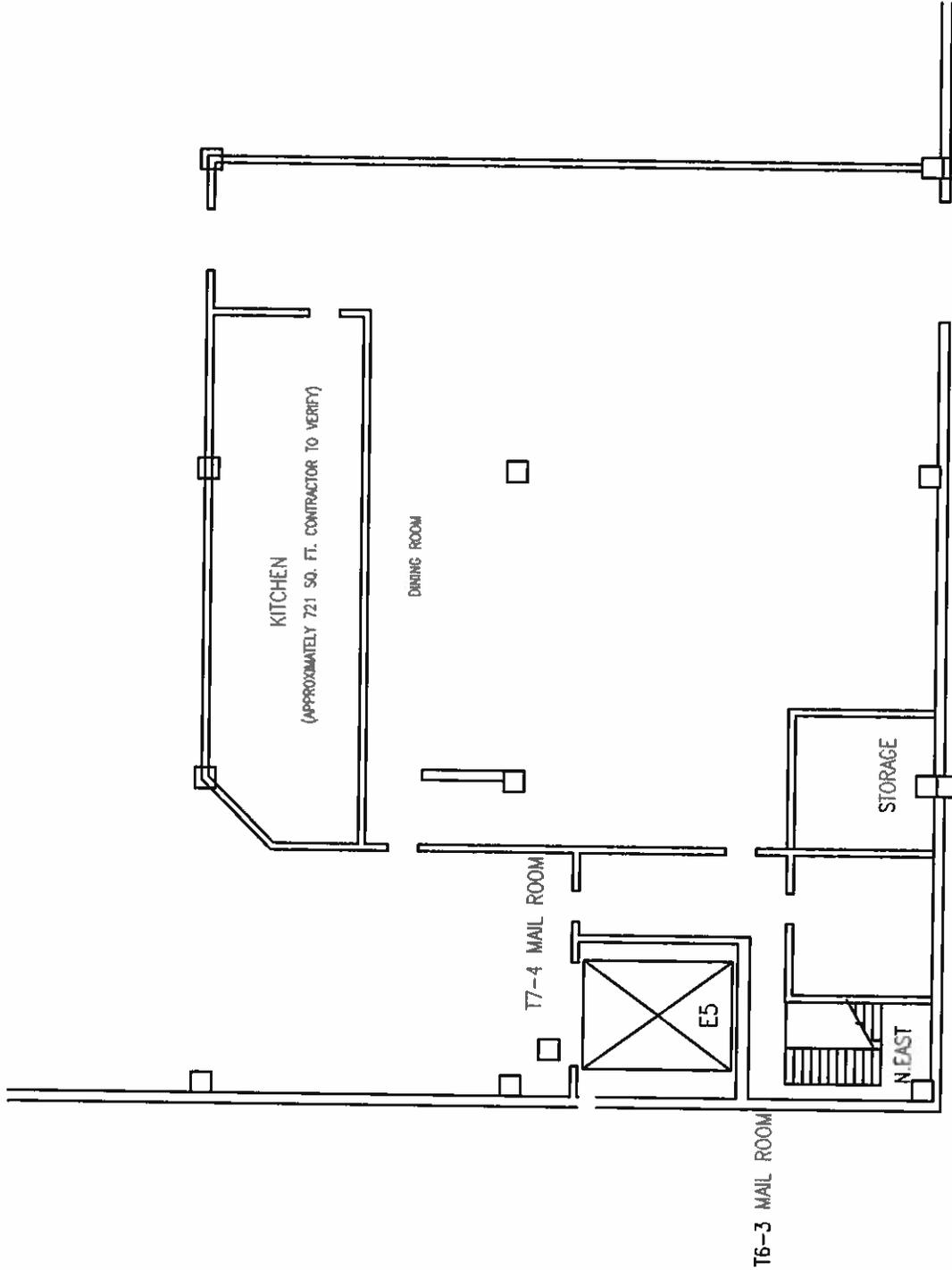
72 MARIETTA ST.
4th FLOOR-MAIL ROOM
KITCHEN AREA

SHEET TITLE:
FLOOR PLAN

SCALE:
1/8" = 1'-0"

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A 1



PRODUCTION BUILDING - MAIL ROOM

LEVEL 4 FIN. FL. 1073'-0"