



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

December 15, 2015

INTERESTED PROPONENT:

Re: FC-8511, Branded Hamburger Concession- Concourse A

Attached is one (1) copy of **Addendum No. 4**, which is hereby made a part of the above-referenced project.

For additional information, please contact the following personnel for the respective solicitation: Mano Smith, CPPO, CPPB, CPPM, CPP, Contract Administrator, at (404) 330-6351, or via email at mosmith@atlantaga.gov.

Sincerely,


Adam L. Smith

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Addendum No. 4

Re: FC- 8511, Branded Hamburger Concession- Concourse A

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This Addendum forms a part of the Request for Proposal and modifies the original solicitation package as noted below.

- **The time period to submit questions has been re-opened. The last day for questions is Friday, December 18, 2015 at 5 pm.**

- **Responses to Questions**

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Proposals are due **Wednesday, January 13, 2016**, 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, CIPC, CISCC, CIGPM
Chief Procurement Officer
Department of Procurement
55 Trinity Avenue, S.W.
City Hall South, Suite 1900
Atlanta, Georgia 30303

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

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Acknowledgement of Addendum No. 4

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 _____, 20____.

Legal Company Name of Respondent

Signature of Authorized Representative

Title

Date

ADDENDUM #4
FC-8511 BRANDED HAMBURGER – CONCOURSE A

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

1. Could you please provide CAD files for the above referenced space?

Response: Computer Aided Design (“CAD”) files will be provided to the winning proponent prior to design and construction.

2. Please clarify for concourse A Branded hamburger can it be a local brand as kind as Company meets qualifications?

Response: No. This location is required to be a National or Regional Branded Hamburger concept. National Branded Hamburger is a food and beverage brand with multiple street-side units in two or more of the five specific regions as shown in Exhibit A.3. Regional Branded Hamburger is a food and beverage brand with multiple street-side units in multiple states within the Southeast regions as shown in Exhibit A.3.

3. I had a client at the prebid who did register for site visit, and was not on the list. When can we have another site visit?

Response: See Addendum #2.

4. ACDBE forms for clarification- we do not have to fill out ACDBE forms if we are 100% ACDBE Firm? Nor do you have to engaged any additional ACDBE firms for work or good faith effort?

Response: A) The ACDBE proponent must fill out the form and list themselves as self-performing the work. B) The ACDBE proponent does not have to engage in good faith efforts if they are self-performing 100% of the work.

5. Additional time, I would like to request the Dec 2nd date to be move back an additional 2 weeks.

Response: See Addendum #3.

6. On Hamburger A, since this space previously had a bar, can we include beer and wine in the menu?

Response: No.

7. I am requesting more time to prepare the RFP and additional time to have a site visit for the above 2 bids due December 2, 2015.

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FC-8511 BRANDED HAMBURGER – CONCOURSE A

Response: See Addendum #3.

8. Was this bid open to the public or was it a private/closed invitation only bid? The reason I ask that question is because I do not see the bid information listed on either The Hartsfield Jackson site nor on the City of Atlanta's website.

Response: This RFP is open to all qualified firms. The RFP document is posted on the City's website (www.atlantaga.gov).

9. Can you extend the time for the RFP from Dec 2, 2015 to a date in the future?

Response: See Addendum #3.

10. Please postpone the RFP due date.

1. Bidders do not have enough time to submit a responsive, complete proposal with the time given. We will lose almost a week of work due to Thanksgiving Holiday.
2. The City's answers to our questions are pivotal, and the way in which we produce our RFP proposals hinges on your answers. Even though this is a re-bid of the Hamburger RFPs, we still need ample time (30 days) after the answers are published to submit our proposals.

Response: See Addendum #3.

11. When working on the prior hamburger RFPs (FC-7845 and FC-7847) we secured required letters and endorsements. Are we permitted to provide these same letters and endorsements that we submitted in the prior RFPs, or do you require new ones with more recent dates? Many of the letters and endorsements I have are dated in February and March of 2015. Examples include: Surety Bond Letters, Reference Letters, Letters of Endorsement, Letters of Credit from our Bank, Letters of Intent (ACDBE Form-4 does not list and FC number, so there wouldn't be any confusion) etc. If you require us to obtain new letters, it will be very difficult to get them in time to respond to these new RFPs, given the current due date.

Response: Proponents must provide updated information responsive to this solicitation.

12. Form 1: Does the proposing entity (i.e. LLC) and the companies included in the entity (i.e. JV partners) need to submit separate copies of Form 1?

Response: Please refer to the instructions on page one of Form 1. See example 1 in paragraph 3. If Proponent is a newly formed limited liability company (LLC) then the

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LLC must enroll in the E-verify program and submit a single Contractor Affidavit in the name of the LLC.

13. Form 1: Is it necessary to include Subcontractor and Sub-Subcontract Affidavit forms if it does not apply to your entity, or should these forms be included for consistency?

Response: Please refer to the instructions on page one of Form 1. See paragraph 7 which states, in part, that subcontractor and sub-subcontractor affidavits are not required at the time of response submission.

14. Form 2: Does the proposing entity (i.e. LLC) and the companies included in the entity (i.e. JV partners) need to submit separate copies of Form 2 and supporting documents?

Response: Please refer to the instructions on page one of Form 2 which state, in part, that if the Proponent is a limited liability company (LLC), then an authorized representative of that entity must complete and sign a Contractor Disclosure Form where indicated. The instructions further state that if the LLC is a newly formed entity (formed within the last three years), then each of the members must also complete and sign separate Contractor Disclosure Forms where indicated.

15. Form 2: Should the Joint Venture partners submit two separate copies of Form 2 and supporting documents (i.e. one copy per partner); listing the name of the entity as the respondent and indicating the Joint Venture partner's name in parentheses? For example, ABC LLC is the respondent and 123 Inc is one of the JV partners. It would read as follows: ABC LLC (123 Inc).

Response: See the Response to question no. 14 above. Using this example, and the responsive information provided above, a newly formed Joint Venture (JV) proponent should submit three Contractor Affidavit Forms with its proposal: one Form for the JV partnership as a whole, a second Form for JV partner 1 (ABC LLC) and a third Form for JV partner 2 (123 Inc).

16. Form 5: What supporting documentation is needed for Form 5?

Response: Form 5 (Acknowledgement of Insurance and Bonding Requirements) does not require any supporting documentation. It is a representation that each proponent makes to the City and submits with its proposal.

17. Form 9: Can you please define "the total amount of contracting including change orders?" (i.e. sales, capital invested, etc.)

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Response: “Total Amount of Contract Including Change Orders” means the total value of the contract between proponent and the particular reference provider, including any value changes based on any amendments to such contract.

18. How do I request the plans and the PPT slides for:

Concourse-A Hamburger

Both inclusive of the MAG, SqFt. Etc.

The plans of the space during the pre-bid are different from what is in the bid package, my client would like a copy of those design plan for Hamburger A and Coffee A.

Response: The PowerPoint slides at the Pre-Proposal Conference were highlights taken from the RFP document. Please refer to the RFP document for dimensions of space, MAG and square footage. CAD files will be provided to the winning proponent prior to design and construction.

19. For the branded hamburger concessions, are the locations supposed to be national or regional brands?

Response: See response to question #2.

20. Are there liquor licenses that can be associated with the hamburger concessions?

Response: No.

21. I would like to know if the concessions will replace currently operating food & beverage and/or retail units, currently closed food & beverage and/or retail units, or if they will be completely new units?

Response: The location offered in the Request for Proposals FC-8511 replaces a closed food & beverage unit.

22. Are those burger places existing locations?

Response: See response to question #21.

23. What are the sales for those locations?

Response: Refer to Exhibit A.3 for historical revenues for this location.

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24. What airlines flies out of there?

Response: Currently, Delta Air Lines operates on Concourse A.

25. What are the enplanement last year and next year?

Response: Refer to Exhibit A.3 for historical enplanements for Concourse A. Projected enplanements are not available.

26. What are your projections for sales for the locations?

Response: The City does not provide projected sales.

27. What is the cost of construction in Atlanta?

Response: The public visible area of the Premises shall be improved at a Minimum Investment of three hundred and fifty dollars (\$350) per square foot.