



CITY OF ATLANTA

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

Kasim Reed
Mayor

June 24, 2016

INTERESTED PROPONENT:

**Re: FC-8610, Concourse E Food and Beverage Concessions Single Store – Package 1;
FC-8611, Concourse E Food and Beverage Concessions Single Store – Package 2;
FC-8612, Concourse E Food and Beverage Concessions – Package 3; and
FC-8613, Concourse E Food and Beverage Concessions – Package 4 at
Hartsfield-Jackson Atlanta International Airport**

Attached is one (1) copy of **Addendum No. 5**, which is hereby made a part of the above-referenced projects.

For additional information, please contact the following personnel for the respective solicitation: FC-8610, FC-8611, FC-8612 and FC-8613, Jessica A. Boston, Contracting Officer, at (404) 330-6903, or via email at jaboston@atlantaga.gov.

Sincerely,

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

Adam L. Smith

ALS:jab

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Addendum No. 5

**Re: FC-8610, Concourse E Food and Beverage Concessions Single Store – Package 1;
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This Addendum forms a part of the Request for Proposals and modifies the original solicitation package as noted below:

- **Due date changed from Wednesday, June 29, 2016 to Wednesday, July 13, 2016;**
- **Questions and answers;**
- **Revisions to technical specifications by package.**

➤ **FC-8611, Concourse E Food and Beverage Concessions – Package 2**

Delete Reference in Exhibit A Scope of Services – No. 3 Specific Uses – Space E-F5 Concept Specification Delete first bullet and language “● *Locally branded quick service restaurant providing Greek, Caribbean, Mediterranean, German, Italian, Jewish, African, or other ethnic style cuisine*”. Replace language with “● *Branded quick service restaurant providing Greek, Caribbean, Mediterranean, German, Italian, Jewish, African, or other ethnic style cuisine*”

➤ **FC-8612, Concourse E Food and Beverage Concessions – Package 3**

Delete Reference in Exhibit A Scope of Services – No. 3 Specific Uses – Space E-F1 Concept Specification Delete last bullet and language “● *This space has an adjacent smoking room. Proponents may offer service in smoking room or incorporate smoking room space into design as long as smoking room remains*”.

Delete Reference in Exhibit A Scope of Services – No. 3 Specific Uses – Space E-F11 Concept Specification Delete last bullet and language “● *This space has an adjacent smoking room. Proponents may offer service in smoking room or incorporate smoking room space into design as long as smoking room remains*”.



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➤ **FC-8613, Concourse E Food and Beverage Concessions – Package 4**

Delete Reference in Exhibit A Scope of Services – No. 2 Permitted Uses Generally –Pg. 94, Delete last bullet and language “● *Brands or concepts operating in no more than two locations each situated 500 miles or more from Atlanta, Georgia*”; and Replace language with “● Brands or concepts operating locally (in Georgia only).

Proposals are due **Wednesday, July 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
CPIC, CISCC, CIGPM, CPPC
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*****



Addendum No. 5

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Acknowledgement of Addendum No. 5

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 _____, 2016.

Legal Company Name of Respondent

Signature of Authorized Representative

Title

Date



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ADDENDUM NO. 5
QUESTIONS AND ANSWERS
June 24, 2016

1	DOA	As past of the 2012 Food and Beverage RFP's the Airport established a sustainable packaging program called the Sustainable Food Court Initiative program, in which concessionaires were required to adopt responsible, compostable packaging options and associated cutlery and bags. The deadlines for conversion to these methods were originally set for sometime in 2014, but have moved forward several times. The last deadlines to be breached were in early 2016. Can you please help me to clarify? Is the airport still advancing this program of sustainability, and will concessionaires be required to participate? If so, when?
Response		Concessionaire shall include a sustainability program as stated in section 2.2.6 of Part 2 of the Instructions to Proponents, which should include at a minimum of those items listed in section 3.6.2.5 of the Concessions Lease Agreement and should support the City's Green Initiatives included in section 20.1.8.
2	DOA	We noticed that a change had recently been made surrounding the concession qualifications and we wanted to know if you could please confirm that for a "newly formed entity" proponent, the majority equity owner (50%+) does not have to show \$2mm in gross revenue individually, but instead that the combined gross revenue of the owners should show a \$2mm gross revenue minimum.
Response		That is correct, the minimum requirement is based on all members of the ownership which makes up the proponent's team.
3	DOA	Will, the airport consider extending the start date of the Minimum Annual Guarantee to year 2 of the contract? Construction completion within 180 days of Commencement Date may not be feasible if completed in multiple phases and ensuring a selection of food & beverages are available to passengers of Concourse E at all times.
Response		No.
4	DOA	Can the same company win as a Prime with a single store package in 1 or 2, and also as a Sub-concessionaire in Package 3 or 4 (but with a different concept)?
Response		Proponents may be a prime concessionaire on a small package as well as a subconcessionaire on a large package.

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5	DOA	Please specifically define nationally branded and regionally branded concepts.
Response		A “National Branded” concept 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 (preceding the Concessions Lease Agreement). A “Regional Branded” concept is a food and beverage brand with multiple street-side units in multiple states within the Southeast region as shown in Exhibit A.3.
6	OCC	If your ACDBE application is pending; do you have to show any proof of the pending status?
Response		Yes, you should include a copy of any proof you have your application has been submitted prior to the solicitation.
7	OCC	IF the bidding proponent receives ACDBE status do they have to have any other ACDBE participation?
Response		No. A company can meet the participation goal in the role as a prime concessionaire, sub-concessionaire or joint venture partner.
8	DOA	Can we please obtain a more detail floor plan with dimension for this package 2 location. 801sqft.
Response		Exhibit A.2 Map of Premises includes the length and width dimensions of the space. The curvilinear line on the front of the space will be the responsibility of the selected Proponent to design.
9	DOP	Is the date change for all packages?
Response		The due date has been changed in this addendum to Wednesday, July 13,2016.
10	RISK	Please confirm that the bond forms included are correct. They are the same wording for the performance and payment bonds. Shouldn't they specifically lay out what each individual is guaranteeing?
Response		The bond forms are correct.
11	RISK	Bond forms ask for “equal to or greater than 100% of the total management

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		fee". Please clarify.
Response		Principal and Surety agree that the Penal Sum shall be equal to or greater than one hundred percent (100%) of the total Management Fee as specified in the Agreement for the first year of the Term as defined therein.
12	RISK	Surety companies will not issue P&P Bonds for more than 100% of the contract. Please clarify.
Response		Please see the response to Question 10.
13	RISK	What do you mean by total management fee and how is it calculated? Is this just for joint ventures?
Response		Rent associated with this Lease Agreement is the greater of the Minimum Annual Guarantee (MAG) or percentage of the Concessionaires Gross Receipts as described in section 5.1 of the Concessions Lease Agreement attached to this RFP. Each Proponent must submit a Financial Offer using the form provided by the City at Part 5: Exhibit A.1, refer to Part 2: Contents of Proposals/Required Submittals item 3.9 for additional information. The Minimum Annual Guarantee (MAG) is required to be proposed by all Proponents including Joint Venturerers.
14	RISK	Are the bonds that they want, strictly for the performance and payment for the buildout of the establishment or is anything else included?
Response		The bonds must be issued as security for the faithful performance of this Agreement, including, maintenance and guarantee provisions, its covenants, stipulations and agreements of the Agreement, the payment of all bills and obligations arising out of the performance its obligations under the Agreement, which bills and obligations might or would in any manner become a claim against the City, and guaranteeing all services and work set forth in the Agreement against faulty materials or poor workmanship, or both, in accordance with any warranty provisions of the Agreement.
15	RISK	Please confirm 100% that the bonds are not guaranteeing anything like lease payments, or anything other than performance and payment of a set, specific contract for construction.
Response		Please see the response to question 14.

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16	RISK	On page 117 of the Package 1 of FC-8610, Section 2, it mentions the bonds have to include Maintenance and Guarantee provisions. What are these provisions specifically?
Response		These provisions address any obligations created by way of warranties and/or guarantees for workmanship and materials.
17	RISK	On page 117 of the Package 1 of FC-8610, Section 5, it mentions bonds must come with power of attorneys “unlimited as to the amount and type of bonds”. This is impossible as surety companies don’t give unlimited powers and there is no such thing as “unlimited in type”. Please clarify.
Response		Surety shall attach a duly authorized power of attorney authorizing signature on its behalf of any attorney-in-fact.