



CITY OF ATLANTA

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Mayor

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

May 20, 2016

INTERESTED PROPONENT:

Re: FC-8832, Urban Forestry 2016

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: Mano Smith, CPPO, CPPB, CPPM, CPP, Contract Administrator, at (404) 330-6351, or via email at mosmith@atlantaga.gov.

Sincerely,

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

Adam L. Smith

ALS:mas



Addendum No. 1

Re: FC- 8832, Urban Forestry 2016

May 20, 2016

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

- **Proposal due date has been extended to Wednesday, June 1, 2016 no later than 2 pm.**
- **Responses to questions.**

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Proposals are due **Wednesday, June 1, 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*****

Addendum No. 1

Re: FC- 8832, Urban Forestry 2016

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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 _____, 20____.

Legal Company Name of Respondent

Signature of Authorized Representative

Title

Date

Responses to Questions

FC-8832, Urban Forestry 2016

Responses to Questions

1. Under minimum qualifications when it states employ, can you define employ, as in are we allowed to partner/contract/retainer a necessary person or entity to meet the ASLA or Arborist portion?

Yes, a proponent may partner with, contract, or otherwise retain the services of an American Society of Landscape Architects (ASLA) certified Landscape Architect or International Society of Arboriculture (ISA) certified Arborist. However, the City of Atlanta expects proponents to understand these qualifications speak to the City's expectation of a high level of design consideration in locating planting sites, selecting tree species for those sites, as well as community engagement to understand community members' expectations (e.g. be responsive to community feedback in order to avoid vandalism and foster stewardship of trees planted under the contract.) For reference, consider FC-8832's Exhibit A. (1) Vision and (2) Background. Urban forestry calls on specialized skill sets to plant the right tree in the right place. In the past, a winning proponent had sub-contracted design services with an ASLA certified Landscape Architect. When these design services were called upon, planting plans were approved with only minor amendments. Turnaround for approval was swift.

2. Under the Davey TreeKeeper 7 requirement, are we allowed to deliver the information in an equivalent format/that would be able to be converted into the Davey TreeKeeper system?

No. Direct data entry by the proponent is required. This data entry can be done through the Davey TreeKeeper mobile phone app, tablet app, or desktop browser interface. In the past, City contractors have trained in-house personnel, utilized Forestry student interns, or deployed trained volunteers. For City-side audit purposes, sufficiently accurate information is required in the City's Davey TreeKeeper database. Davey TreeKeeper is used heavily in auditing completion of work in addition to serving as a resource for policy analysis, forestry research within the University System of Georgia and USDA, and public record (i.e. to fulfill Open Records Requests under the Freedom of Information Act.)

END