



CITY OF ATLANTA

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Kasim Reed
Mayor

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

May 23, 2016

Dear Potential Proponents:

Re: FC-8705, Automotive Body and Frame Repair

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 Mr. Karl Walbrook, Contracting Officer, at (404) 330-6517 or by email at kwalbrook@atlantaga.gov.

Sincerely,

Adam L. Smith

ALS/kw



ADDENDUM NO. 1

This Addendum No. 1 forms a part of the Request for Proposals (“RFP”) and modifies the original solicitation package as noted below and is issued to incorporate the following:

New Pre-Proposal Conference Date:
Wednesday, June 1, 2016 @ 10.00A.M. EDT

- **Questions and Answers:**
A total of four (4) questions and answers are attached hereto as **Attachment No. 1**

All questions and inquiries concerning this project should be directed in writing to Karl Walbrook, Contracting Officer, Department of Procurement, 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303 or questions may be e-mailed to kwalbrook@atlantaga.gov .

The Proposal due date are due on Thursday, June 26, 2016 and should be time stamped in no later than 2:00 P.M. EDT and delivered to the address listed below:

Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP,
CIPC, CISCC, CIGPM, CPPC
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****



FC-8705, Automotive Body and Frame Repairs

Addendum No. 1

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Acknowledgment of Addendum No. 1

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 Addendum No. 1 for **FC-8705, Automotive Body and Frame Repair** on this the _____ day of _____, 20____.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date



ATTACHMENT NO.1

Questions and Answers

ATTACHMENT 1

**FC-8705, Automotive Body and Frame Repairs
Questions/Answers**

Question 1:

Is the intent or purpose of the RFP to accommodate collision repairs as they occur?

Answer:

Yes, ninety-nine (99) percent of our repair request results from accidents.

Question 2:

Will you also require automotive painting for de-identification and branding services as well?

Answer:

No.

Question 3:

Can you provide any insight on the expected volume of work based on historical data or upcoming plans for the City of Atlanta fleet?

Answer:

Average historical data indicates: four (4) to five (5) police pursuit vehicles per week. One (1) to two (2) administrative vehicles per month. One (1) pickup truck or service truck every two (2) months, one (1) to two (2) light repairs for heavy trucks per month and about six (6) to eight (8) major repairs for heavy trucks per year.

Question 4:

The proposal seems too complex for what you are getting bids on in my opinion. Under proposal guarantee it says we are required to pay \$ 25,000.00. It ask for income statements, balance sheets, statement of cash flow, 3 year history of liabilities, property info, equipment, working capital, net income, net worth and on and on. I could understand needing all of this if I was bidding on a multimillion dollar construction project but not to bid on vehicle repairs. I am interested in doing business with City of Atlanta but I can't spend the time involved in filling out this proposal to do so. Is there parts of this that I can skip or is it all needed on your behalf ?

Answer:

No.