



## CITY OF ATLANTA

Kasim Reed  
Mayor

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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](mailto:asmith@atlantaga.gov)

June 17, 2016

Dear Potential Proponents:

**Re: FC-8705, Automotive Body and Frame Repair**

Attached is one (1) copy of **Addendum Number 2**, 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](mailto:kwalbrook@atlantaga.gov).

Sincerely,

Adam L. Smith

ALS/kw



**FC-8705, Automotive Body and Frame Repairs**

**Addendum No. 2**

**June 17, 2016**

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**ADDENDUM NO. 2**

This Addendum No. 2 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:

- **Questions and Answers:**

A total of seven (7) questions and answers are attached hereto as **Attachment No. 2**

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](mailto:kwalbrook@atlantaga.gov).

**The Proposal due date HAS NOT been modified and Proposals are due on Friday, 24 June, 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. 2**

**June 17, 2016**

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**Acknowledgment of Addendum No. 2**

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. 2 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 2

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

**Question 1:**

How would I determine the 35% to be shared with an SBE? Will there be a cap on the amount of work awarded to a prime company in order to calculate the 35% ?

**Answer:**

**All potential proponents must submit certified SBE subcontractors and suppliers who will participate in a minimum of 35% participation in the areas including but not limited to vehicle body repair, vehicle painting, vehicle structural/frame repair, and automotive supplies which are parts of all three groups included in the cost proposal.**

**Question 2:**

When will the Proposal Guarantee or \$25,000 be given back to the proponent? Does the \$25,000 stay in the City's possession for the entire duration of the contract?

**Answer:**

**Proposal Guarantee is returned upon execution of the contract. In the event the solicitation is cancelled or the City decides not to go forward with the project the proposal guarantee will be returned immediately following such decision.**

**Question 3:**

What is the financial cap for an automotive collision repair and auto painting business to be considered an SBE?

**Answer:**

**According to the U.S. Small Business Administration Table of Small Business Size Standards, the maximum dollar amount annually for automotive body repair and painting is \$7,000,000 per year.**

**Question 4:**

Based on the reply to a question about volume, I understood Mr. Fambrough to say that the City of Atlanta has 25-27 vehicle accidents *per day*. Perhaps I misheard, since the Addendum 1 indicates a volume of approximately 20 vehicles *per month*, which seems quite low in light of the extent of the bid proposal requirements and the \$25,000 bond.

**Answer:**

**It is anticipated that we will get 25–28 accidents per month.**

ATTACHMENT 2

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

**Question 5:**

Will you please share with the proponents a dollar amount spent by the City of Atlanta on vehicle paint and body repairs in 2015? And what percentage of this would be considered "heavy collision" requiring frame repairs.

**Answer:**

In FY15, there were 338 accidents that cost \$966,427 on repairs. Of the 338 accidents, 120 vehicles were repaired for more than \$3,000 (heavy collision), totaling \$779,351. This number represents 80% of the total accident repair costs.

**Question 6:**

Our company entity is less than one year old however the individual locations, where the work would be performed, if we are to be selected, have all been operating under different ownership for many years. Would this disqualify our company from participating since you require 3 years financial statements?

**Answer:**

**The prime contractor is required to provide 3 years of financials statements ( FY 13, FY 14, and FY 15). The subcontractors financials cannot be used to meet this requirement.**

**Question 7:**

Would you please clarify the necessity for the \$25,000 bond and how this will work in laymen's terms. It is a large amount and in light of the scope of work noted in Addendum 1 seems out of proportion.

**Answer:**

**Once a contractor is notified of award, provided a draft Agreement to review and execute, and subsequently fails to execute the contract and provide all other documents required to consummate the transaction within fifteen (15) days of the award, the City may retain the proposal guarantee as liquidated damages and not as a penalty.**