

CITY OF ATLANTA

ADVERTISEMENT FOR REQUEST FOR PROPOSAL

Your firm is hereby invited to submit to the City of Atlanta (the “City”), Department of Procurement (the “DOP”), a Bid for **FC-8713, Utoy Creek Water Reclamation Center (“WRC”) Various Projects, Group 1 - Aeration Tank A & B Cleaning**. The City’s DOP, on behalf of the Department of Watershed Management (DWM) is seeking to identify a single qualified company for major repair services at the WRC. The services shall include, but are not limited to, the cleaning of the sedimentation basins (tanks), and the inspection, repair and replacement of any defective air distribution piping, and air diffusers. This solicitation will require the successful Bidder to furnish, all equipment, materials, labor, chemicals, supplies, transportation, additional utilities, temporary work, secure required permits, and other incidentals/ancillary items necessary to perform the essential services.

A **Pre-Bid Conference** will be held on **Tuesday, June 7, 2016, at 11:00 A.M. EDT**, at 55 Trinity Avenue, S.W., Suite 1900 (1st Floor), City Hall South, Atlanta, Georgia 30303. The purpose of the Pre-Bid Conference is to provide Bidders with detailed information regarding the Procurement process and to address questions and concerns. There will be representatives from the Department of Watershed Management, Risk Management, Office of Contract Compliance and the Ethics Office available at the conference to discuss this project and to answer any questions. Attendance at the Pre-Bid Conference and Site Visit is strongly encouraged. The Site Visit will be held immediately following the Conference, which is optional.

Bidders will be allowed to ask questions during the Pre-Bid Conference. However, please note that oral answers to questions during the Pre-Bid Conference are not authoritative. Authoritative responses to all written questions will be published and made available to all bidders in the form of an addendum. The deadline to submit questions in writing is **Monday, June 13, 2016, at 1:00 P.M. EDT**.

Your response to this Invitation to Bid (“ITB”) must be received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., Suite 1900 (1st Floor), City Hall South, Atlanta, Georgia 30303, **no later than 2:00 P.M. EDT, on Wednesday, June 22, 2016**.

****ABSOLUTELY NO BIDS WILL BE ACCEPTED AFTER 2:00 P.M. EDT****

Bids will be publicly opened and read at 2:01 P.M. EDT on the respective due date in Suite 1900, 1st Floor, 55 Trinity Avenue SW, City Hall, Atlanta, GA 30303.

This Bid is being made available by electronic means via <http://procurement.atlantaga.gov/>. If accepted by such means, then the Bidder acknowledges and accepts full responsibility to insure that no changes are made to the Bid. In the event of conflict between a version of the Bid in the Bidder’s possession and the version maintained by DOP, the version maintained by the DOP shall govern.

A hard copy of the Bid document may also be obtained from the Department of Procurement’s Plan Room, City Hall South, 55 Trinity Avenue, S.W., Suite 1900, Atlanta, Georgia 30303, at a cost of **\$100.00** per package, beginning on May 25, 2016, between the hours of 8:15 a.m. – 5:00 p.m., Monday through Friday. Payment for the documents represents production costs; therefore, payment is non-refundable.

You are required to email and confirm receipt of your business name, contact person, address, phone number, fax number and the project number to the DOP’s Plan Room at dop@atlantaga.gov, to be placed on the Plan Holders List. Failure to do so will prevent you from receiving any addenda that are issued and may deem you non-responsive. Any questions regarding the procedures for purchasing a copy of the document or obtaining a copy of the Plan Holder’s list should be directed to the Plan Room at (404) 330-6204.

Invitation to Bid

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All questions and inquiries concerning this project should be directed in writing to Teresa Slayton, CPPB, CPP, CPPM, GCPM, GCPA, 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 tslayton@atlantaga.gov.

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all proposals when it is for good cause and in the best interest of the City.

Thank you for your interest in doing business with the City.