



## CITY OF ATLANTA

Kasim Reed  
Mayor

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ATLANTA, GA 30303  
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Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

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 15, 2016

Dear Bidders:

**Re: FC-8932, Permanent Solution to Sewer force Main Break at  
Hartsfield-Jackson Atlanta International Airport**

Attached is one (1) copy of **Addendum No. 2**, which is hereby made a part of the above-referenced project.

For additional information, please contact Mr. Philippe Jefferson, Contracting Officer at (404) 865-8565, or via e-mail at [pejefferson@atlantaga.gov](mailto:pejefferson@atlantaga.gov).

Sincerely,

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

Adam L. Smith

ALS:pej



**Addendum No. 2**

**Re: FC-8932, Permanent Solution to Sewer force Main Break at  
Hartsfield-Jackson Atlanta International Airport**

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This Addendum forms a part of the Invitation to Bid and modifies the original solicitation package and any prior addenda as noted below.

- 1. QUESTIONS AND RESPONSES: TOTAL OF Seven (7) QUESTIONS ATTACHED HERETO AS ATTACHMENT NO. 1.**
- 2. RISK MANAGEMENT FORMS ATTACHED HERETO AS ATTACHMENT NO. 2.**

\*\*\*\*\*

Bids are due **Wednesday, July 13, 2016**, should be time stamped in no later than 2:00 p.m., and delivered to the address below:

Adam L. Smith, Esq., CPPO, CPPB,  
CPPM, CPP, CIPC, CISCC, CIGPM, CPPC  
Chief Procurement Officer  
Department of Procurement  
55 Trinity Avenue, S.W.  
Suite 1900  
Atlanta, Georgia 30303

**\*\* All other information remains unchanged \*\***



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**Acknowledgment of Addendum No. 2**

Bidders must sign below and return this form with Bids 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-8932, Permanent Solution to Sewer force Main Break at Hartsfield-Jackson Atlanta International Airport** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Legal Company Name of Proponent

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



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# Attachment No. 1

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## Questions and Responses

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The following questions and/or clarifications were requested by various Contractors:

1.	Question	Page 1 of the OCIP document is the Cover and Page 2 is the Introduction. What is the City looking for to be submitted to satisfy this requirement - Exhibit "D", OCIP Program Insurance Information Forms (Page 1 & 2)?
	Answer	<b>Risk Management has provided Forms 1 &amp; 2. See attachment No. 2 of this Addendum.</b>
2.	Question	Why are there two Letter of Intent documents in Appendix A? Are both to be completed and submitted by SBEs?
	Answer	<b>The Letter of Intent form is to be completed for all subcontractors the proponents are using to perform the contract.</b>
3.	Question	Is the AWDA Agreement in Appendix A to be signed and returned with the bid?
	Answer	<b>Yes the Letter of Intent should be signed and returned with the bid</b>
4.	Question:	Which, if any, of the AWDA Exhibits (A, B, C, D, E) are to be completed and returned with the bid?
	Answer:	<b>The Letter of Intent should be signed and all other Exhibits will be discussed once you have been awarded and given the NTP</b>
5.	Question:	If both entities in a joint venture are SBEs, will the JV's SBE certification status count toward the 35% SBE goal for the project?
	Answer:	<b>You can only count the self-performance of minority interest holder in the Joint Venture if the minority interest holder is a City of Atlanta SBE certified.</b>
6.	Question:	Will City-certified AABE, APABE, HBE, NABE, FBE certifications count toward the 35% SBE goal or must companies be City of Atlanta certified SBEs?
	Answer:	<b>Only subcontractors that are SBE certified will count towards the required SBE goal.</b>



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7.	Question:	In the CIPP specs it states that a Post-Installation CCTV Inspection would be required one year after completion of the project. Does the City expect the contractor to install bypass for this inspection?
	Answer:	<b>Specification D-752, Cured-In-Place Pipe Liner, on page 18 of 25, Paragraph 08) POST-INSTALLATION CCTV INSPECTION, subsection d) references that an additional CCTV inspection shall be allowed for in the Contractor's unit price and work schedule, to be performed one year following the installation of a CIPP repair. Whether a bypass is required for inspection of such a repair is dependent upon the extent and magnitude of the repair and also the timing and methodology of the Contractor.</b>



**Addendum No. 2**

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# Attachment No. 2

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## Risk Management

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**CITY OF ATLANTA**  
**Hartsfield-Jackson Atlanta International Airport**  
**INSURANCE COST CALCULATION**

Form 1

Project Name / Phase _____	Awarding Contractor _____
Date _____	Contract Value _____
Contractor's Name _____	Self-Performed Ctr Value _____
Address _____	
Contact/Title _____	Contract Award Date _____
Telephone Number _____	Est. Start Date _____
Fax Number _____	Est. Completion Date _____
Email Address _____	Estimated Man-hours _____
Federal Tax ID _____	Agent's Name _____
W. C. Policy Period _____	Agent's Telephone _____
G. L. Policy Period _____	Agent's Fax Number _____

<b>A. Workers' Compensation - Project Site Payroll Only</b>					
W.C. Classification	W.C. Code	W.C. Rate/\$100	Estimated Payroll*	Premium**	
1.				\$	-
2.				\$	-
3.				\$	-
4.				\$	-
5.				\$	-
<b>Total:</b>			\$ -	\$	-
<p>* It is extremely important to accurately estimate payroll and receipts anticipated for this contract.</p> <p><b>Should payroll or receipts exceed estimates, the premium shall be increased accordingly.</b></p> <p>**All credits and/or discounts <u>must be verified with the appropriate documentation.</u> Provide copy of the Declaration and Rate Page for the Workers' Compensation, General Liability and Excess Liability Policies.</p>			Inc. Emp. Liability Factor (1)		
			Subtotal (2)	\$	-
			Safety Credit % (3)		
			Subtotal (4)	\$	-
			Drug Free Credit % (5)		
			Subtotal (6)	\$	-
			Experience Mod. Factor (7)		
			Subtotal (8)	\$	-
			FCC Adjustment (9)		
			Subtotal (10)	\$	-
			Premium Discount (11)		
			Subtotal (12)	\$	-
			Terrorism (.02%) (13)	\$	-
			<b>Total WC Premium (14)</b>	\$	-
<b>B. General Liability - Project Site Payroll/Receipts Only</b>					
G.L. Classification	G.L. Code	G.L. Rate/ \$1,000	Estimated Payroll/Receipts*	Premium **	
1.				\$	-
2.				\$	-
3.				\$	-
4.				\$	-
<b>Total GL Premium</b>			\$ -	\$	-
<b>C. Umbrella Excess (If Any)</b>				\$	-
<b>D. Subcontractor Premiums (Attach Form 1 for Each Subcontractor)</b>					-
<b>E. Total Premiums (A+B+C+D)</b>				\$	-
This amount must equal the insurance charges excluded from your bid.					

**AGREEMENT**

Contractor confirms that they have excluded the cost of Workers Compensation, General Liability and Excess Liability insurance from their bid. At completion of the Work, the OCIP Administrator or OCIP Insurer may audit the project payroll records of Contractors. Any and all returns of premiums, dividends, discounts or other adjustments to any OCIP policy is assigned, transferred and set over absolutely to Owner. This assignment is valid for insurance policies whose premiums have been paid by the Owner on behalf of such Contractors.

**Signed by:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**PLEASE FORWARD TO Crystal Burley, OCIP Administrator, JLM Risk Management Group**  
[crystal.burley@atlanta-airport.com](mailto:crystal.burley@atlanta-airport.com)



**Notice of Contract Award**

Date: \_\_\_\_\_

This is to inform that we \_\_\_\_\_ (Your Company)  
have awarded a contract to the following Subcontractor:

**Subcontractor Information:**

Subcontractor: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Phone No: \_\_\_\_\_  
Fax No: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
FEIN No: \_\_\_\_\_

**Contract Information:**

Project/Phase #: \_\_\_\_\_  
Work Description: \_\_\_\_\_  
Date of Contract: \_\_\_\_\_  
Est. Contract Value: \_\_\_\_\_  
Est. Start Date: \_\_\_\_\_  
Est. Completion Date: \_\_\_\_\_

Note: A Notice of Contract Award, Form 2, must be completed for each of your subcontractors.

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE SUBMIT TO: Crystal Burley, OCIP Administrator, JLM Risk Management Group  
E-Mail Address: crystal.burley@atlanta-airport.com