



## 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](mailto:asmith@atlantaga.gov)

August 4, 2016

### INTERESTED PROPONENT:

**Re: FC-8962, On-Call Engineering Survey Services at Hartsfield-Jackson Atlanta International Airport**

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

For additional information, please contact the following personnel for the respective solicitation: FC-8962, Jessica A. Boston, Contracting Officer, at (404) 330-6903, or via email at [jaboston@atlantaga.gov](mailto:jaboston@atlantaga.gov).

Sincerely,  
  
Adam L. Smith

ALS:jab



**Addendum No. 1**

**Re: FC-8962, On Call Engineering Survey Services at Hartsfield-Jackson Atlanta International Airport**

August 4, 2016

Page 2

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

- **Questions and answers (attached); and**
- **Revision to Technical Specifications to Part 1 – Information and Instructions to Proponents.**
- **Due Date Changed from Wednesday, August 10, 2016 to Friday, August 12, 2016.**

Proposals are due **Friday, August 12, 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  
CPIC, CISCC, CIGPM, CPPC  
Chief Procurement Officer  
Department of Procurement  
55 Trinity Avenue, S.W.  
City Hall South, Suite 1900  
Atlanta, Georgia 30303

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



**Addendum No. 1**

**Re: FC-8962, On Call Engineering Survey Services at Hartsfield-Jackson Atlanta  
International Airport**

August 4, 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 \_\_\_\_\_, 2016.

\_\_\_\_\_  
Legal Company Name of Respondent

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



**MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE**  
**PROJECT NUMBER FC-8962 – ON-CALL ENGINEERING SURVEY SERVICES**  
**ADDENDUM No. 1**

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

1.	Question	Could you clarify whether or not large firms can team as a sub-consultant to any SBE pursuing this project? If yes, must certain parameters be met for the larger firms to qualify to team with the SBE?
<b>Answer:</b>		<b>SBE Prime pursuing this contracting opportunity must self-perform 50% of the proposed contract value before making other scope available for subcontracting. As far as subcontracting opportunities The City of Atlanta strongly encourages prime contractors to utilize certified SBE subcontractors if there is a need for subcontractor participation.</b>
2.	Question	Can SBE's only team with other certified SBE's for this project?
<b>Answer:</b>		<b>Please see answer to question #1.</b>
3.	Question	Since this is an SBO opportunity, are subconsultants required to be SBOs if the prime is an SBO?
<b>Answer:</b>		<b>Please see answer to question #1.</b>
4.	Question	Since this is an SBO opportunity, are large firms allowed to act as subconsultants to SBO primes?
<b>Answer:</b>		<b>Please see answer to question #1.</b>
5.	Question	Could you please clarify the correct location of Form 1: Illegal Immigration Reform and Enforcement Act forms in the proposal submittal? Page 5 requests that the forms be placed on top of Volume I. Page 12 lists the form as a part of Volume II.
<b>Answer:</b>		<b><i>Form 1: Illegal Immigration Reform and Enforcement Act forms must be placed in Volume II.</i></b>
6.	Question	Will this contract allow the winning firm to act in the role of Quality Control for airport projects on behalf of HJAIA/DOA.
<b>Answer:</b>		<b><i>Quality Control work for construction projects is not within the defined scope of this contract.</i></b>
7.	Question	Please clarify "Structure and Utility locations..." listed in Exhibit A General Scope of Services, 1.0 B. Are these above ground and subsurface? Are you looking for a Subsurface Utility Engineering (SUE) provider?
<b>Answer:</b>		<b><i>Structure and utility locations involves both above and underground structures, for example, manholes, pipes, inlets. Horizontal and vertical</i></b>

**MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE**  
**PROJECT NUMBER FC-8962 – ON-CALL ENGINEERING SURVEY SERVICES**  
**ADDENDUM No. 1**

		<i>locations are required. 1.0B also requires the team to have access to potholing services, for occasional use in accurate profiling of underground utility lines.</i>
8.	Question	Could you clarify whether or not Prime firms can team as a sub-consultant to the Prime SBE under this contract? If so, what is the required yearly revenue threshold for these non SBE firms?
	<b>Answer:</b>	<b>Please see answer to question #1.</b>
9.	Question	On page 16, item 6.3 of Part 1: Information and Instructions to the proponents, the RFP due date is listed as July 27 <sup>th</sup> contradicting the August 10 RFP due date listed in the ITB. Could you reconfirm the RFP due date?
	<b>Answer</b>	<b>See revision to technical specification to Part 1 – Information and Instructions to Proponents.</b>
10.	Question	If the Prime Contractor desires to use a Subcontractor, is there a minimum percentage that the Prime Contractor should award to the Subcontractor?
	<b>Answer</b>	<b>The Prime contractor must self-perform 50% of the contract and The City of Atlanta strongly encourages prime contractors to utilize certified SBE subcontractors if there is a need for subcontractor participation.</b>

**MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE**  
**PROJECT NUMBER FC-8962 – ON-CALL ENGINEERING SURVEY SERVICES**  
**ADDENDUM No. 1**

**Revision to Technical Specification – Part 1 – Information and Instructions to Proponents:**

**6. Submission of Proposals:**

**6.3 Delete:** Proponents names will be read at 2:00 P.M. (EST) on Wednesday, July 27, 2016, in the Department of Procurement’s Bid Conference Room, 55 Trinity Avenue, S.W., Suite 1900, City Hall, Atlanta, Georgia 30303 -0327.

***Replace With: Proponents names will be read at 2:00 P.M. (EST) on Wednesday, August 10, 2016, in the Department of Procurement’s Bid Conference Room, 55 Trinity Avenue, S.W., Suite 1900, City Hall, Atlanta, Georgia 30303 -0327.***

**6.4 Delete:** A Proponent is required to submit one (1) original and eight (8) copies of its Proposal. Each Proposal must be submitted on 8½” x 11” typed pages, using 12–point font size and such pages must be inserted in a standard three-hole ring binder (Volumes 1 and 2 must be contained in a separate single 3 ring binder). Each Proposal must contain an index and separate sections for each of the sections set forth in Section 2 of Part 2 of this RFP.

***Replace With: Each Proponent is required to submit one (1) original and nine (9) copies of Volume I. The original should be clearly marked “Original,” and should contain original signature(s). In addition, each Proponent is required to submit one (1) Original and four (4) copies of Volume II of its proposal. Each proposal must be submitted on 8½” x 11” single-sided, using 12–point font size and such pages must be inserted in a standard three-hole ring binder. Each proposal must contain an index and separate sections for the information requirements set forth in forth in Section 2 of Part 2 of this RFP.***