CITY OF ATLANTA

Kasim Reed
Mayor

SUITE 1900
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

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

August 11, 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. 2**, 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.

Sincerely,

Adam L. Smith

Adam L. Smith

ALS:jab

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

- **Question and answer (attached);**

- **Revision to Technical Specifications**

  Delete: Exhibit A – Scope of Services in its entirety; and
  Replace: Exhibit A – Scope of Services (attached).

  Add: Appendix C – DOA CAD and GIS Data Standards

- **Due Date Changed from Friday, August 12, 2016 to Wednesday, August 17, 2016.**

Proposals are due **Wednesday, August 17, 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*****

Acknowledgement of Addendum No. 2

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

Addendum No. 2
FC-8962, On Call Engineering Survey Services at Hartsfield-Jackson Atlanta International Airport
Question and Answer

1	Per the RFP document, "Multiplier. As part of the Employee Classification/Actual Billing Rates, In a separate sealed envelope, each Proponent must submit a JV blended field audited multiplier to be utilized for personnel assigned full time In the Proposal. If a JV blended field audited multiplier is not available, Proponent must provide a document, which Is notarized, signed by an officer of the respondent containing the following statement "I (Name), title, hereby certify that the multiplier information provided with this Proposal as of _____ (Date) Is true and accurate, (signature)."
Answer	Submit a summary sheet for review.

EXHIBIT A: GENERAL SCOPE OF SERVICES

EXHIBIT A
GENERAL SCOPE OF SERVICES

This is an On-Call assignment to provide land surveying services in support of engineering work undertaken by staff of the Department of Aviation Planning and Development Department. The work will generally be located on Airport property, but may at times be extended into the surrounding jurisdictions.

1.0 Specific services required will include land surveying services of the following types, including but not limited to:

A. Topographic Definition, including infields, pavements, roads and parking facilities;

B. Structure and utility locations in accordance with FAA AC 150/5300 – 18B (General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards);

C. Potholing for depth of utilities, including utilization of vacuum trucks;

D. Verification, setting and staking of property and lease lines;

E. Establishment and maintenance of survey control in accordance with FAA AC 150/5300 – 16A (General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey);

F. Checking of clearances for runway approach surfaces;

G. Coordination with aerial mapping consultants involving placing ground targets and providing horizontal and vertical control on the ground;

H. Providing reference controls for construction contractors; and

I. Assistance in performance of construction quality assurance surveys when requested.

2.0 Delivery of data will be accepted in the following format(s):

J. Delivered data will be either AUTOCAD (.DWG) format in Civil 3D – 2016 or GIS (GEODATABASE) when requested on archival quality storage media (CD or DVD) and where appropriate, two (2) hardcopy plots or printouts or each project deliverable; and

K. All CAD and GIS data deliverable will fully comply with DOA CAD and GIS Data Standards.

L. Horizontal and vertical control shall be based on North American Datum NAD83 and North American Vertical datum NAVD88 respectively, or latest standards;

M. Surveys intended to support Design or Construction projects and property leases shall be delivered in Airport Grid and Georgia State Plane coordinates.

N. Conversions between these two systems are to be coordinated through the GIS or Engineering Department at Planning and Development.

3.0 Proponents are advised that survey work on restricted areas of the airfield will generally have to be performed at night and/or on weekends. These jobs will require taxiway or runway closures that must be scheduled through Airport Operations. Work in other parts of the airport will be scheduled for day time on weekdays, to the extent feasible.

4.0 Work performed within the Security Identification Display Area (SIDA) of the airport requires personnel to be badged by the DOA Security Division.

5.0 Completed surveys shall be signed and sealed by a Professional Surveyor licensed in the State of Georgia.

APPENDIX C

DOA CAD AND GIS DATA STANDARDS

Design Guidelines -
CADD Standards

7/21/2011	Added new contact information and NCS exceptions.
7/6/2007	Removed conflicting references to AutoCAD version.
4/5/2007	Initial release.
Last Revised Date	Description of Changes

Revisions

Design Guidelines
CADD Standards

TABLE OF CONTENTS

1.0 Overview

The Hartsfield-Jackson Atlanta International Airport (H-JAIA) CADD Standard is a guideline for preparation of deliverable engineering drawings in the AutoCAD environment.

Policies established by this manual are mandatory for employees of the City of Atlanta Department of Aviation Planning and Development (P & D) Bureau and for the information and guidance of architects and engineers providing consulting services supporting P&D and DOA tenants.

The CADD Standards must be adhered to in every way when preparing new drawings for P&D (Sheet size, font style and weights, line weights, layer naming conventions, and sheet numbering conventions).
Any special conditions which may require a change or variance from these policies and procedures shall be subject to prior approval by the P&D Engineering CADD Manager:

Ron King
Ronald.King@atlanta-airport.com
Phone: 404.530.5738Fax: 404.765.6386

These standards will continue to evolve as technology advances. CADD standards for BIM (Building Information Modeling) and or AutoCAD Revit submittals will be developed on a project by project basis. The contents of this manual supersede all previous versions published and are subject to change without notice. P&D encourages comments by end users and will consider all requests for revision or clarification of the intent of this document.

This document does not explain nor does it replace the overall requirements of a DOA contract. Always use this manual in conjunction with DOA Contract Specifications and/or agreements. This standard does not apply to projects currently under design or construction.

2.0 Drawing Format

P&D accepts only submittals prepared with Autodesk products, the files must be "native" formats, fully functional, editable and be completely usable by the Department of Aviation (DOA) in the AutoCAD environment. It is not acceptable to create drawings with any other software and submit translations to AutoCAD.

2.1 AutoDesk AutoCAD

For this RFP, see Exhibit A General Scope of Services, paragraph 2.0.

- All title blocks must be placed in paper space.

- For engineering drawings, drawing units must be set to decimal units with one base unit equal to one foot. For architectural and structural drawing, drawing units must be set to one base unit equal to one inch.
- Only one copy of the base file should be used throughout the entire contract. Sharing of the base file should be done through XREF instead of INSERT. Contact the P&D Engineering CADD Manager for instructions on obtaining a copy of the latest Airport base file.
- Drawing entities must be created in full (1:1) scale and placed in model space.
- The Z coordinates of all elements must be "0" unless the drawing is in three (3) dimensions.
- The application of line widths and colors should always be set through by layer.
- The name of the general external reference file must begin with an "X", i.e. XGRID.DWG, XBASEFILE.DWG, etc.
- The final drawings must be zoomed to extents and purged.
- All viewports shall be locked.
- Do not bind or insert external reference files into the base drawings.
- All sketches must be deleted.
- Prior to delivery, all documents and drawings are to be appropriately organized and saved as a zip file using AutoCAD eTransmit or the export command when using Civil 3D Vault. ETransmit and export will ensure that a copy of all the elements that make up the files will be captured.
- The default coordinate system is the Hartsfield-Jackson International Airport Grid system.

2.2 Sheet Size

The P&D standard engineering drawing size is ANSI D (22" x 34") for full size sheets. ANSI B (Modified) shall be used when plotting Half Size sheets. Other sizes may be allowed with pre-approval by the P&D Project Manager and the P&D CAD/MAPPING Manager. However, all sheets issued as a complete set shall be the same size.

Size Designation	Vertical	Horizontal	Top Margin and Bottom Margin	Left Margin	Right Margin
ANSI D	22"	34"	1/2"	1 1/2"	1/2"
ANSI B (Modified)	11"	17"	1/4"	3/4"`	1/4"

3.0 CD (Compact Disc) given with Project Contract

P&D will provide a CADD Standard CD (compact disc) for consultants at the time the Project Contract is given.

CD will include:

- Cover Sheet including the most current airport base map file
- Current Aerial Photography
- Airport grid coordinate system (for a variety of scales)
- Index of Drawings Sheet
- Border Sheet
- Project Status X-Reference
- Project Revision Block
- Pen Settings

4.0 Sheet Numbering/Naming System

Reference the National CAD Standards (NCS), latest edition, Sheet Numbering/Naming System and Appendix B for sheet sequence number and sheet type designator variances.

- Submit proposed variance to P&D CAD/MAPPING Manager for approval.

5.0 File Naming System

Reference the National CAD Standards (NCS), latest edition, File Naming System.

- Submit proposed variance to P&D CAD/MAPPING Manager for approval.

6.0 Layering

Reference the National CAD Standards (NCS), latest edition, Layering Guidelines.

- Use only NCS layer names. Any difference must be submitted through DOA, P & D for approval.
- Use the minimum number of layers necessary to adequately separate entities in each drawing. The number of layers contained in each drawing will vary depending on the scope and complexity of the drawing, however drawings should not contain extraneous, redundant, or overly detailed layer names.
- Purge each drawing of unused layers prior to submittal. The drawing file should contain only those layers necessary for displaying and plotting the information and drawing entities contained in each drawings. To ensure that subsequent prints made from each

AutoCAD drawing match the original, unused or unnecessary layers must be purged from the drawing prior to delivery.

- Drawings must utilize the layer line type, layer color, and layer line weight outlined by the National CAD Standards.

7.0 File Transmittals

- For each submittal you must create a Transmittal.
- Transmittal package type must be Zipped "(*.zip)".
- .DWG File format must be AutoCAD 2007/LT 2007 Drawing Format and check to maintain visual fidelity for annotative objects. If Civil-3D is unavailable for your use, select AutoCAD 2007 Drawing Format with Exploded AEC Objects.
- Place all files in one folder.
- Purge drawings.
- Include options: fonts, textures from materials, files from data links, photometric web files, and sheet set data and files.
- All As-Builts should be finished in AutoCAD and clearly marked "As-Builts". A complete set, hard and soft copy, must be submitted.
- PDF's of individual sheets should also be included in the electronic file submittal.
- CD cover shall be labeled with the submitter's name, project title, WBS number, issued for date, issued for stage, and applicable contract number.

Note: Additional or re-submittals may be required during any design phase and those anticipated are scheduled per the DOA Task Order. Revisions to the drawings during the bid phase are made by addenda. Revision clouds are never used to indicate additions/changes to drawings during the design phases. Drawings Issued for Permit and drawings Released for Construction are identical except drawings Issued for Permit are signed and sealed by the registered professional approving the release of the drawings.

Appendix A
Request for CADD Standards Modification

Prepared By:_____ Phone Number:_____

Organization/Group:_____ FAX Number:_____

Date:_____

Suggested Improvements/Modifications:

_____
_____
_____
_____

Benefits:

_____
_____
_____
_____
_____
_____

For DOA Use Only:

☐ Accepted

☐ Rejected

☐ Accepted with the following modifications:

_____
_____
_____
_____

Action Taken:

☐ Incorporated into Manual ☐ Issue Manual Supplement ☐ None Required

This form is Appendix A of H-JAIA Design Guidelines – CADD Standards.

Appendix B
Exceptions to National CAD Standards

Design Guidelines
Exception to National CAD Standards

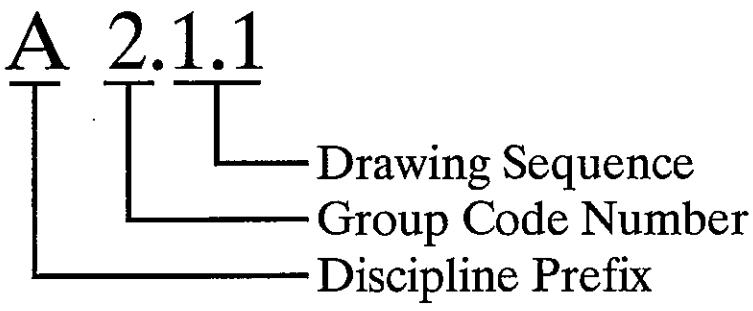
TABLE OF CONTENTS

1.0 Overview

The Hartsfield-Jackson Atlanta International Airport (H-JAIA) CADD Standard is a guideline in general follows the National CAD Standards (NCS), latest edition however there are some Department of Aviation specific exceptions as described below.

2.0 Sheet Number for Drawings

In the DOA Sheet number system, every sheet number consists of discipline prefix, group code number, and drawing sequence.



The same sheet numbering scheme type should be used for the entire project. An example of the drawing sequence format is as follows: A2.1.1, A2.2.1, A2.3.1... The last number in the sequence should be used to insert new sheets after the release for bid set is released. For example A2.1.1, A2.1.2 (new sheet), A2.2.1, A2.3.1.

The chart below lists the basic DOA sheet sequence.

Drawing Number		**Description**
G.	**Series**	**General**
G.	0.1.1	Cover Sheet
G	1.1.1	Drawing Index and Release Status
G	2.1.1	Construction Control Plan and Notes
G	3.1.1	Summary of Quantities
G	4.1.1	Project Phasing
C	**Series**	**Civil Drawings**
C	0.1.1	Legend, Abbreviations, General Notes, and Key Map
C	1.1.1	Existing Conditions
C	2.1.1	Traffic Control Plans and Details
C	3.1.1	Typical Sections
C	4.1.1	Geometric Control Plan

C	5.1.1	Demolition Plan
C	6.1.1	Paving Plans
C	7.1.1	Joint Plans
C	8.1.1	Alignment Profiles
C	9.1.1	Grading Plans
C	10.1.1	Super Elevation Plans or Tables
C	11.1.1	Drainage Plans
C	12.1.1	Drainage Profiles
C	13.1.1	Underdrain Plans
C	14.1.1	Striping and Signage Plans
C	15.1.1	Erosion Control Plans and Details
C	16.1.1	Fencing Plans and Details
C	17.1.1	Miscellaneous Details
C	18.1.1	Surface Settlement Platform Layout
C	19.1.1	Cross Sections
C	20.1.1	Traffic Signal
C	21.1.1	Boring Location Plan/ Surface Settlement Platform Layout
A	**Series**	**Architectural Drawings**
A	0.1.1	Architectural General Notes and Key Drawings
A	1.1.1	Architectural Site Plan, Site Details, and Demolition Sheets
A	2.1.1	Floor Plans
A	3.1.1	Elevations
A	4.1.1	Building Sections
A	5.1.1	Wall, Stair, and Elevator Sections
A	6.1.1	Roof Plan and Details
A	7.1.1	Reflected Ceiling Plans and RCP Details
A	8.1.1	Interior Elevations and Details
A	9.1.1	Door Schedule, Door and Frame Types, Door Details, Window Schedule, Window Types, and Window Details
A	10.1.1	Miscellaneous Details
A		Vertical Circulation, Stairs, Elevators, Escalators
I	**Series**	**Interior Drawings**
I	0.1.1	General Notes
I	1.1.1	Overall Finnish Plan
I	2.1.1	Finish Schedule
I	3.1.1	Enlarged or Enlarged Finnish Plans or Multistory Plans
I	4.1.1	Finish Details

S	**Series**	**Structural Drawings**
S	0.1.1	General Notes
S	1.1.1	Site Work, Foundation Plan
S	2.1.1	Framing Plans
S	3.1.1	Elevations
S	4.1.1	Schedules
S	5.1.1	Concrete
S	6.1.1	Masonry
S	7.1.1	Structural Steel
S	8.1.1	Timber
S	9.1.1	Special Design
M	**Series**	**Mechanical Drawings**
M	0.1.1	General Notes
M	1.1.1	Site Plan
M	2.1.1	Floor Plans
M	3.1.1	Details
M	4.1.1	Control Diagrams
P	**Series**	**Plumbing Drawings**
P	0.1.1	General Notes
P	1.1.1	Site Plan
P	2.1.1	Floor Plan
P	3.1.1	Details
P	4.1.1	Riser Diagrams
P	5.1.1	Piping Flow Diagram
FP	**Series**	**Fire Protection Drawings**
FP	0.1.1	General Notes
FP	1.1.1	Site Plan
FP	2.1.1	Floor Plan
FP	3.1.1	Details
U	**Series**	**Utility Drawings**
U	0.1.1	General Notes
U	1.1.1	Composite Utility Site Plan (water, sewer, gas etc.)
U	2.1.1	Plan/ Elevation Water
U	3.1.1	Details Water

U	4.1.1	Plan/ Elevation Wastewater/Sanitary Sewer
U	5.1.1	Details Wastewater/Sanitary Sewer
U	6.1.1	Plan/ Elevation Natural Gas
U	7.1.1	Details Natural Gas
U	8.1.1	Plan/ Elevation Fuel
U	9.1.1	Details Fuel
U	10.1.1	Plan/ Elevation FAA Devices
U	11.1.1	Details FAA Devices
U	12.1.1	Plan/ Elevation Telecommunications
U	13.1.1	Details Telecommunications
E	**Series**	**Electrical Drawings**
E	0.1.1	General Notes, Legend and Abbreviations
E	1.1.1	Site Plan
E	2.1.1	Electrical Demolition
E	3.1.1	Floor Plans, Lighting
E	4.1.1	Floor Plans, Power
E	5.1.1	Electrical Rooms
E	6.1.1	Riser Diagrams
E	7.1.1	Fixture/Panel Schedules
E	8.1.1	Single Line Diagram
E	9.1.1	Enlarged Plans
E	10.1.1	Cable Routing
E	11.1.1	Miscellaneous Details
EA	**Series**	**Airfield Electrical Drawings**
EA	0.1.1	General Notes, Legend and Abbreviations
EA	1.1.1	Electrical Demolition
EA	2.1.1	Lighting Plan
EA	3.1.1	Lighting Details
EA	4.1.1	Lighting Schedules
EA	5.1.1	Electrical Vault Lighting Plan
EA	6.1.1	Electrical Vault Power Plan
EA	7.1.1	Electrical Vault Details
EA	8.1.1	Panel Schedules
EA	9.1.1	Power One Line Diagrams
EA	10.1.1	Riser Diagrams
EA	11.1.1	Cable Routing

EA	12.1.1	Cross Sections
EA	13.1.1	Guidance Sign Plans
EA	14.1.1	Guidance Sign Details
EA	15.1.1	Guidance Sign Schedules
EA	16.1.1	Miscellaneous Details
L	**Series**	**Landscaping Drawings**
L	0.1.1	Landscape General Notes
L	1.1.1	Landscape Plans
L	2.1.1	Landscape Details
L	3.1.1	Irrigation Plan Sheet
CW	**Series**	**Casework**
SS	**Series**	**Security and Access Control Systems**
GR	**Series**	**Graphic Signage**
W	**Series**	**Wireless Systems**
B	**Series**	**Baggage Handling System**
APM	**Series**	**Airport People Mover System**
PA	**Series**	**Public Announcement System**
MU	**Series**	**MUFIDS & BIDS System**
CU	**Series**	**CUTE/AIS**
FA	**Series**	**Fire Alarm System**
MC	**Series**	**Master Clock System**

3.0 CADD Layer Guidelines

3.1 Methodology

The CADD Layer Guidelines are organized as hierarchy. This arrangement accommodates expansion and addition of user-defined extensions to the layer list. Layer names are alphanumeric and use abbreviations that are easy to remember. This legibility is particularly important when CAD files are distributed among architects, consultants, and clients.

3.2 Codes and Groups

The following section details the methodology behind the layer naming conventions and their general use.

```
Field 1 Discipline Code
 |  Field 2 Status
 |  |       Field 3 Major Group
 |  |       |         Field 4 Minor Group
 |  |       |         |
X_XX_XXXX_XXXXXX
--- ------- ------- -------
--- ------- ------- -------
```

4.0 CAD File Naming Convention

File naming for Contract/Construction drawings shall match the Sheet number per this document.

File names for drawings to be used as external references shall be the single word description of the contents of the file preceded by the letter "X" and a dash ie: X-Align, X-E Contours, X-PContours etc.

File names for design development drawings or reference drawings not intended to become a part of the contract drawings shall be the single word description of the contents of the file.