



CITY OF ATLANTA

SUITE 1900

55 TRINITY AVENUE, SW

ATLANTA, GA 30303

(404) 330-6204 Fax: (404) 658-7705

Internet Home Page www.atlantaga.gov

Kasim Reed
Mayor

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

August 3, 2016

Dear Potential Proponents:

Re: FC-8837, Atlanta Streetcar Safety and Security Consulting Services

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 Elvis G. Gibbs, Business and Federal Transit Administration (FTA) Procurement Manager, at (404) 865-8704, or by email at eggibbs@atlantaga.gov.

Sincerely,

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

Adam L. Smith

ALS/egg



ADDENDUM NO. 2

This Addendum No. 2 forms a part of the Request for Proposals and modifies the original solicitation package and any prior Addenda as noted below and is issued to incorporate the following:

1. **Questions and Answers**

Total of twenty-two (22) questions attached hereto as Attachment No. 1 and dated 8/3/16.

2. **Inclusion To Appendix C, Additional Contract Documents, Required Federal Clauses, Disadvantaged Business Enterprise,**

Additional Federal Clause are hereby included in Appendix C and attached hereto as Attachment No. 2 and dated 8/3/16.

3. **Revision of Part I, Section 1, Information and Instructions To Proponents, Par. 8, Procurement Questions, Prohibited Contacts**

Part I, Section 1, Information and Instructions To Proponents, Par. 8, Procurement Questions, Prohibited Contacts, is hereby revised to read:

“Any questions regarding this RFP should be submitted in writing to the City's contact person, Elvis G. Gibbs, CPPO, PMP®, CPMM, Business and FTA Procurement Manager, Department of Procurement, 55 Trinity Avenue, SW, Suite 1900, Atlanta, Georgia 30303-0307, by e-mail eggibbs@atlantaga.gov, on or before Tuesday, July 19, 2016 at 2:00 P.M.”

4. **Revision of Part II, Paragraph 3.2.4.3, Overall Experience, Qualifications and Performance on Previous Projects**

Part II, Paragraph 3.2.4.3 is hereby revised to read:

“Proponent must provide evidence of the certifications detailed in Item 4.4 of Part I, Minimum Qualifications.”

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Addendum No. 2 for FC-8837, Atlanta Streetcar Safety and Security Consulting Services is available for pick-up in the Plan Room: City Hall, 55 Trinity Avenue, Suite 1900.

The Proposal due date HAS NOT been modified and Proposals are due on Friday, August 12, 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****

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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, FC-8837, Atlanta Streetcar Safety and Security Consulting Services** on this the _____ day of _____, 201__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

Attachment No. 1

Questions and Answers

1. Is there additional detail regarding the tasks required or specific information about Task 3 support for transition from MARTA ?

Answer: This task requires the development of tasks, timeline, and other support functions and documentation to initiate and sustain a successful transition from Marta with regards to Safety and Security and in accordance with FTA 49 CFR 659 and GDOT compliance.

2. Has ASC had a safety, security and training audit completed recently that ASC believes is in compliance with GDOT, SSO requirements. If so, can copies be provided?

Answer: Yes. No copies of the Atlanta Streetcar Safety, Security and Training Audit can be provided at this time.

3. Does ASC own and maintain the ROW, traction power system, track as well as signals and communication system?

Answer: Yes.

4. When Federal Transit Administration requirements are referenced, does this mean all the elements required for their Safety Management System (SMS)?

Answer: Please refer to scope of services document.

5. Can we have access/will you post on your website power point presentation you gave last Friday at pre-bid vendor conference meeting ASAP?

Answer: No, copies of the Pre-Proposal Conference PowerPoint presentation cannot be provided at this time.

6. Can/will you provide current plan holder list as well as vendor names that attended pre-bid conference last Friday?

Answer: Hard Copies of the Plan Holder list for this Solicitation are available at the City of Atlanta Department of Procurement, Suite 1900, 1st Floor, City Hall. The list of firms and representatives that attended the Pre-Proposal Conference for this Solicitation, which was held on July 15, 2016 is available on the City of Atlanta, Department of Procurement Website.

7. Provide projected funding / dollar amount for project that was approved?

Answer: The City of Atlanta does not publish approved funding projections and/or budget allocations for upcoming projects.

8. Considering scope and time frame addendum is expected to hit plan holders, can due date for responses be extended to another date that meets objectives.....Perhaps another 5-7 business days ?

Answer: Refer to Addendum No. 1. The Proposal Due Date has been extended to August 12, 2016 at 2:00 P.M. EDT.

9. Part 1: Information and Instructions to Proponents - Section 4.1 states "Shall possess a minimum of six (6) years of experience in highly customized transit related safety and security service experience in the United States and selected international markets, and shall be a full-service safety and security consulting company." Question: **Is it acceptable that the Firm/Proponent's Project Manager meets these requirements, if the Firm/Proponent itself has being doing business for less than 6 years?**

Answer: Part 1, Paragraph 4, "Minimum Qualifications", applies in its entirety to the proponent.

10. Section 4.4 states....and the Transportation Safety Security Audit (TSSA) certification. **Will the City accept an verification that the Proponent has registered for the Transportation Safety Security Audit course scheduled for September 201?.**

Answer: Refer to answer to question number 9.

11. Part 2: Contents of Proposals - 5.3. statesCD Two (2) version should be a redacted version of the hard copy Proposal. Please refer to the Georgia Open Records Acts (O.C.G.A. § 50-18-72) for information not subject to public disclosure. Question: **Does the Proponent need to submit a separate second CD if there is nothing to be redacted as "trade secrets"?**

Answer: Yes, the proponent must submit two (2) CD's. If it is necessary, CD Two (2) should be a redacted version of the hard copy Proposal.

12. Part2: Section 3.2.4.3 states that “Proponent must provide evidence of the certifications detailed in Item 4.5 of Part 1, Minimum Qualifications.” However, Section 4.5 of Part 1 just lists the specialized skill sets required of the qualified consulting firm. Section 4.4 of Part 1 speaks to the Certifications required (i.e., WSO and TSI). **Is Part II, Section 3.2.4.3 intended to reference section 4.4?**

*Answer: Yes, Part II, Paragraph 3.2.4.3 is hereby revised to read:
“Proponent must provide evidence of the certifications detailed in Item 4.4 of Part I, Minimum Qualifications.”*

13. Part 2: Contents of Proposal does not identify where the “evidence of the certifications” is to be provided in the proposal response. **In what tabbed section is the proponent to provide the evidence of certifications?**

Answer: Tabbed in Volume I. Refer to Part II, Paragraph 3.2.4. Under this Addendum, Paragraph 3.2.4.3 is hereby revised to read: “Proponent must provide evidence of the certifications detailed in Item 4.4 of Part I, Minimum Qualifications.”

14. Will the City consider extending the submittal date by 2 weeks?

Answer: Refer to Addendum No. 1. The Proposal Due Date has been extended to August 12, 2016 at 2:00 P.M. EDT.

15. Are the Estimated Unit Quantity of 750 hours per year in Exhibit A.1 what the City plans to allocate to each task and is the \$24,000 for travel a set maximum for per year?

Answer: The individual level of effort hours totaling 750 hours shown on the Cost Proposal form (Exhibit A.1) for each year are estimates and are for the purpose of comparing proposed prices. Yes, the maximum estimated allotment for travel for each year is \$24,000.

16. What is the City budget for this Contract?

Answer: The City of Atlanta does not publish approved funding projections and/or budget allocations for upcoming projects

17. The letter to Interested Proposers on page 2 of the RFP and the Information and Instructions to Proponents Section 8 on page 7 of the RFP have different times for the deadline for questions.

Answer: The City acknowledges the different times for submitting questions and regards them as an administrative oversight, and revises paragraph 8 of the Instructions to Proponents to reflect the correct time under this addendum.

18. Exhibit A – Scope of Services

- a. Page 1 - Does this proposal totally replace existing system safety SOPs, plans, and training or does it amend existing system safety SOPs, plans, and training? The answer is important to the timeline and the price.

Answer: The tasks for this project concern the maintenance and development of plans, and replace and revise programs and procedures and other documentation to meet the requirements of 49 CFR Part 659.

- b. Page 2 - Under Project Tasks - What will be the period of the field work and inspections?

- Task 1: How many exercises?

Answer: One Annually.

- Task 2: Will the period of performance of the audits be for 2 years with 3-one year options?

Answer: The audits performed for this project will be in accordance with 49 CFR Part 659 throughout the Base Term of the project and the Option Terms if exercised.

- Does the RFP expect an audit of the entire program annually?

Answer: The audits performed for this project will be in accordance with 49 CFR Part 659.

19. Exhibit A.1 – Cost Proposal - The Cost Proposal Tasks do not include a line item for:

- a. “Existing processes (that) need to be revised and updated.”

Answer: For each line item task, the proponent shall propose a price that includes revision and enhancement of existing procedures and plans, which may require document reviews, interviews with streetcar management and with those responsible for the safety/security function, interviews with other key personnel.

- b. “Development of new documents and procedures”

Answer: Refer to response to question no. 19a .

c. "Revision and enhancement of existing procedures and [plans...."]

Answer: Refer to response to question no. 19a .

d. The Cost Proposal estimated hours do not adequately include hours or tasks that match the text of the scope.

Answer: The individual level of effort hours totaling 750 hours shown on the Cost Proposal form (Exhibit A.1) for each year are estimates and are for the purpose of comparing proposed prices.

20. Part IV – Required Submittals does not include Form 4.2 Bonding, so I assume it is not applicable. However, Appendix B discusses Bonding. Please confirm that Bonding is not required.

Answer: Per Appendix B there is no Performance and/or Payment Bond required for this project

21. Appendix A – DBE Compliance – Please confirm the prime contractor can perform all of the 31.5% DBE goal. Or do we have to utilize DBE subcontractors to meet all or a portion of the goal?

Answer: Certified DBE firms may bid as prime contractor, self-perform work on the project and have it credited toward the 31.5% DBE goal.

22. Section Part 1 – Item 4 Minimum Qualifications: 4.4 – If our selected Subconsultant has the minimum certifications are we allowed to proceed with our Response?

Answer: Part 1, Paragraph 4, "Minimum Qualifications", applies in its entirety to the proponent.

Attachment No. 2

Inclusion to Appendix C, Additional Contract Documents, Required Federal Clauses, Disadvantaged Business Enterprise

Disadvantaged Business Enterprises

In addition to DBE Requirements of this Contract (See Appendix A), the following Federal Disadvantage Business Enterprises requirements apply:

1. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The agency's overall goal for DBE participation is 31.5%. A separate contract goal of 31.5% DBE participation has been established for this procurement.
2. The consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the City deems appropriate. Each subcontract the consultant signs with a sub consultant must include the assurance in this paragraph (see 49 CFR 26.13(b)).
3. Bidders/offerors are required to document sufficient DBE participation to meet these goals or, alternatively, document adequate good faith efforts to do so, as provided for in 49 CFR 26.53. Award of this contract is conditioned on submission of the following concurrent with and accompanying an initial submittals:
 1. The names and addresses of DBE firms that will participate in this contract;
 2. A description of the work each DBE will perform;
 3. The dollar amount of the participation of each DBE firm participating;
 4. Written documentation of the bidder/offeror's commitment to use a DBE sub consultant whose participation it submits to meet the contract goal;
 5. Written confirmation from the DBE that it is participating in the contract as provided in the prime consultant's commitment; and
 6. If the contract goal is not met, evidence of good faith efforts to do so. Offerors must present the information required above as a matter of responsiveness with initial proposals (see 49 CFR 26.53(3)).
4. The consultant is required to pay its sub consultants performing work related to this contract for satisfactory performance of that work no later than 30 days after the consultant's receipt of payment for that work from the City of Atlanta. In addition, the consultant is required to return any retainage payments to those sub consultants within 30 days after incremental acceptance of the sub consultant's work by the City of Atlanta and consultant's receipt of the partial retainage payment related to the sub consultant's work.