



CITY OF ATLANTA

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Mayor

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

August 24, 2016

Dear Proponents:

Re: FC-9026: Shoe Shine Services (Package #1) 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 project.

For additional information, please contact Mr. Joseph Lockett, Contracting Officer at (404) 330-6698, or via e-mail at JLockett@atlantaga.gov.

Sincerely,

Adam L. Smith ^{ALS}

Adam L. Smith

ALS:jdl



Addendum No. 1

Re: FC-9026, Shoe Shine Services (Package #1) at Hartsfield-Jackson Atlanta International Airport

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This Addendum forms a part of the Request for Proposal and modifies the original solicitation package and any prior addenda as noted below.

- Bid proposal due date will be extended to September 28th, 2016 at 2:00 PM EST.
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Proposals are due **Wednesday, September 28th, 2016**, must be time stamped in no later than 2:00 p.m., and must be delivered to the address below:

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

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



Addendum No. 1

Re: FC-9026, Shoe Shine Services (Package #1) at Hartsfield-Jackson Atlanta International Airport

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Acknowledgment of Addendum No. 1

Proponents must sign below and return this form with Proposals 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. 1 for **FC-9026, Shoe Shine Services (Package #1) at Hartsfield-Jackson Atlanta International Airport** on this the _____ day of _____, 2015.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date



**PROJECT NUMBER FC-9026, SHOE SHINE SERVICES (PACKAGE #1), AT
HARTSFIELD-JACKSON ATLANTA INTERNATIONAL AIRPORT
ADDENDUM #1**

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

DOA:

1. Question: Can the RFP “Due Date” be extended by thirty (30) days?

Response: Yes, the new due date is September 28th, 2016.

2. Question: Are there any revenue reports available from the current shoeshine operator for the past several years?

Response: No.

3. Question: Is there an existing contract/lease agreement with the current Shoeshine operator?

Response: The current shoeshine provider operates pursuant to a month to month agreement.

4. Question: Will power and data be provided to all shoeshine locations by the airport?

Response: Power will be provided to the locations and data can be requested.

5. Question: What are the current mandated operating days/hours for current shoeshine concessionaire?

Response: The shoeshine locations are required to be open 365 days a year. Please see Section 3.5, Hours of Operation of the Concessions Lease Agreement for additional requirements.

6. Question: Will the airport be open minded to operating hours that are outside of the “normal standard operating hours for other concessionaires?” As based upon our many years of experience in like airport facilities, customers do not request shoeshine services during specific hours. Operating during “lull” time periods, is financially not conducive, and does not result in profitability for the airport or the shoeshine concessionaire. Flexibility in this regard is vital to the overall success of this very important service that the traveling public has come to expect.

Response: See section 3.5, Hours of Operation of the Concessions Lease Agreement.

7. Question: Is there any union involvement mandated of any kind, (other than construction, if any), for the shoeshine concessionaire?

Response: No.

8. Question: Will the airport take responsibility for any removal and/or demolition of any old equipment, fixtures/furniture that may currently exist?

Response: No.

PROCUREMENT:

9. Question: Please explain the six (6) month process that will take place after the receipt of the proposal?

Response: If the City decides to exercise its option to conduct in-person interviews, interviewees will be adequately notified.

-A recommendation for award will have to be presented to the Atlanta City Council for approval (dates to be determined.)

-The announcement date of "award of contract" to the successful bidders is to be determined.

-The commencement date of the contract to the successful bidders is to be determined also.