



## CITY OF ATLANTA

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Mayor

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DEPARTMENT OF PROCUREMENT  
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CIPC, CISCC, CIGPM  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

August 31, 2016

### INTERESTED PROPONENT:

**Re: FC-9087, Management Lease for the City of Atlanta Golf Courses**

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 the following personnel for the respective solicitation: Mano Smith, CPPO, CPPB, CPPM, CPP, Procurement Officer, at (404) 330-6351, or via email at [mosmith@atlantaga.gov](mailto:mosmith@atlantaga.gov).

Sincerely,

Adam L. Smith

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**Addendum No. 1**

**Re: FC-9087, Management Lease for the City of Atlanta Golf Courses**

August 23, 2016

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

- **Responses to Questions**

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Proposals are due **Wednesday, September 14, 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, CIPC, CISCC, CIGPM  
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-9087, Management Lease for the City of Atlanta Golf Courses**

August 23, 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 \_\_\_\_\_, 20\_\_\_\_.

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

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## **RESPONSES TO QUESTIONS**

## FC-9087 Management Lease for the City of Atlanta Golf Courses

### Questions and Responses

1. Who will pay for Candler Parks water (irrigation/potable)? Currently I believe it is on the meter for the greater Park.

**DPR will continue to pay for Candler Park's water for irrigation/potable throughout agreed upon contract term.**

2. If a party is not using subcontractors for areas of the day-to-day performance of the contract, does a JV with EEO interest that actually holds the lease achieve the goal for this project? Meaning the JV is the party actually performing the requirements of the lease.

**A principal goal of the City's JV requirement is to expose smaller firms to administrative areas of day to day operations on large contracts that they would not otherwise be privy to. COA certified SBE JV partner firm(s) could perform a scope of services constituting a commercially useful function (as a subcontractor back to the JV) for participation credit toward the 35% SBE subcontractor goal, and also participate in administrative oversight meetings and decisions that drive the direction of the JV entity in the execution of the contract. As a result, the expectation is that the certified SBE firm(s) will serve as a JV partner and a subcontractor.**

3. Also, some suppliers are national account contracts which are very specific to this industry (golf) and there would not be SBE alternatives. Please clarify that the SBE goal for suppliers and/or service providers (beyond day-to-day performance) is based on the provision of like services, of similar quality and at same or better cost?

**Whereas the Office of Contract Compliance cannot be in a position to instruct proponents with respect to with whom and how they should structure their JV arrangements, a review of the scope of services included in the solicitation document would indicate that there are many possible partnering candidates. JV partnering candidates could include but are not limited to COA Certified SBE firms that could self-perform in the area of building maintenance, construction and other capital improvement areas, landscaping and related services, management consulting services, food service firms, or golf related training companies. The expectations for quantity/quality of services provided are detailed in the requirements section of the solicitation document. All JV partners and subcontractors are subject to the requirement standards requested in the solicitation document.**

4. On Page 5 of the Office of Contract Compliance section, the first paragraph, it states that the City encourages (but does not require) a respondent to have a JV partner at the prime level. On page 7, #2, says proponents **MUST** have at least one JV team member. I am writing for clarification on this. To be deemed responsive, do we have to have a prime SBE JV partner?

**The City expects all interested proponents to enter into a Joint Venture (JV) with at least one certified Small Business Enterprise (SBE) at the prime contractor level. The City encourages interested firms to enter into a JV with firms who can perform a commercially useful function relative to the scopes of work outlined in the solicitation document. Once OCC has made a determination that a Joint venture is required on any applicable City contracting opportunity, a proponent may not negate that requirement because they believe that they have the experience/capability to perform all of the scopes of work at the Prime level without the engagement of a JV partner. All proponents who fail to enter into a JV with at least one certified SBE must submit documentary evidence of good faith outreach efforts to demonstrate their attempts to consummate a JV arrangement, as well as meet/exceed the subcontractor participation goals. Form SBO-2 in Appendix A is the form proponents must complete regarding documentary evidence of good faith outreach efforts to meet or exceed the JV requirement and subcontractor participation goal. Firms who fail to complete all of the Appendix A submittals in their entirety may be deemed non-responsive to this procurement opportunity.**

5. On page 25 of the RFP, the table lists the required submittals. In Volume 1, number 4 is the "Operations and Management Plan." However, on page 20, the first paragraph of 6.8.4, it states that all of this section is not due until after being selected. Thus, I am confirming that all of Number 4 of Volume 1 will be left blank. I know this was discussed yesterday – but want to make sure so we are not unresponsive.

**For initial proposal submission, proponent must provide general operations and management plan acknowledging its capacity to meet requirements set forth in section 6.8.4 "Operations and Management Plan". A detailed operations and management plan must be submitted 45 days after being selected as the Proponent of choice and include details surrounding items requested under 6.8.4 "Operations and Management Plan".**

**Furthermore, the financial proposal should account for all items requested under section 6.8.4.**

6. And, I am confirming that 6.8.5, the Maintenance Plan, should be in the response as there is no mention of this being addressed after the selection.

**Proponents must demonstrate they have the skill set and experience necessary to develop a maintenance plan. A detailed plan itself is not required for the initial submission. However, Proponents must be prepared to provide the detailed plan, including details surrounding items requested under 6.8.5 "Maintenance Plan", within 45 days of being selected as the Proponent of choice.**

**Furthermore, the financial proposal should account for all items requested under section 6.8.5.**

END