



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, CISC, CIGPM, CPPC
Chief Procurement Officer
asmith@atlantaga.gov

September 9, 2016

Dear Proponents:

Re: FC-9094, Landside Erosion Repair and Grassing (On-Call) Contractor 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 project.

For additional information, please contact the following personnel for the respective solicitation: FC-9094, Jessica A. Boston, Contracting Officer, at (404) 330-6903, or via email at jaboston@atlantaga.gov.

Sincerely,

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

Adam L. Smith

ALS:jab



Addendum No. 1

**Re: FC-9094, Landside Erosion Repair and Grassing (On-Call) Contractor Services 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.

- **Changes and/or Modifications to the Proposal Documents; and**
- **Due Date changed from Wednesday, September 28, 2016 to Wednesday, October 5, 2016.**
- **Pre-Proposal Conference date changed from Tuesday, September 13, 2016 at 2:00 p.m. to Wednesday, September 14, 2016 at 3:00 P.m.**

Proposals are **NOW DUE WEDNESDAY, OCTOBER 05, 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, CPPC
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-9094, Landside Erosion Repair and Grassing (On-Call) Contractor Services at
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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-9094, Landside Erosion Repair and Grassing (On-Call) Contractor Services at Hartsfield-Jackson Atlanta International Airport** on this the _____ day of _____, 2016.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date



Addendum No. 1

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THE FOLLOWING ARE CHANGES AND/OR MODIFICATIONS TO THE PROPOSAL DOCUMENTS

1. REVISION TO PART 1, INFORMATION & INSTRUCTIONS TO PROPONENTS

Delete: Section 5. **"PROPOSAL DEADLINE:** Proposals in response to this RFP must be received by the City's Department of Procurement, 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303-0307 no later than 2:00 p.m., EST (as verified by the Bureau of National Standards) on Wednesday, September 28, 2016. Any Proposal received after this time will not be considered and will be rejected and returned." in its entirety.

Replace with: Section 5. **"PROPOSAL DEADLINE:** Proposals in response to this RFP must be received by the City's Department of Procurement, 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303-0307 no later than 2:00 p.m., EST (as verified by the Bureau of National Standards) on Wednesday, October 05, 2016. Any Proposal received after this time will not be considered and will be rejected and returned."

2. REVISION TO PART 2, CONTENTS OF PROPOSAL/REQUIRED SUBMITTALS

Delete: Section 3.8 ***"OCC Programs. This criterion is based upon the responsiveness of a Proponent's Equal Business Opportunity Program ("EBO"), the requirement of which is described in Appendix A to the Agreement. This criterion is not scored on a sliding scale. Responsive Proponents will receive a score of 15 points. Proponents who fail to evidence a compliant ACDBE program shall be deemed non-responsive."***

Replace with: Section 3.8 ***"OCC Programs. This criterion is based upon the responsiveness of a Proponent's Small Business Opportunity Program ("SBO"), the requirement of which is described in Appendix A to the Agreement. This criterion is not scored on a sliding scale. Responsive Proponents will receive a score of 15 points. Proponents who fail to evidence a compliant ACDBE program shall be deemed non-responsive" in its entirety.***

Add: Section 3.10 ***"Award Preference" Form.*** Each Proponent must complete and submit **Form 10** with its proposal, on which Proponent shall prioritize its preference for Airside or Landside Erosion Repair and Grassing (On-Call) Contractor Services if selected by the City to do so. An authorized representative of the entity must complete this form where indicated.



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3. REVISION TO PART 4, REQUIRED SUBMITTAL FORMS

Delete: *Required Proposal Submittal Check Sheet*

Replace with: *Required Proposal Submittal Check Sheet attached to this Addendum No.
1.*

Add: *FORM 10, Award Preference Form attached to this Addendum No 1.*



FORM 10; AWARD PREFERENCE FORM

PROJECT NUMBER FC-9094,
LANDSIDE EROSION REPAIR & GRASSING (ON-CALL) CONTRACTOR SERVICES

Please mark your preference in numerical order for the packages that you submit:

RANK AWARD PREFERENCE

Airside Package: _____

Landside Package: _____

Proponent Name: _____

By: _____

Name: _____

Title: _____

5. Submittals: The following submittals must be completed and submitted with each Proposal.

Item #	Required Proposal Submittal Check Sheet ²	Check (✓)
	VOLUME 1	
1.	Executive Summary	
2.	Organizational Structure	
3.	Overall Experience, Qualifications and Past Performance	
4.	Key Personnel/Resumes	
5.	Quality Control Plan Approach	
6.	Procurement Plan, Equal Business Opportunity	
7.	Safety Record & Experience	
	VOLUME II	
1.	Form 1: Illegal Immigration Reform and Enforcement Act Forms (From each individual firm, if a Joint Venture)	
2.	Form 2: Contractor Disclosure Form (From each individual firm, if a Joint Venture)	
3.	Form 3: Non-Applicable for this RFP	N/A
4.	Form 4: Proponent /Bidder Financial Disclosure (From each individual firm, if a Joint Venture)	
5.	Form 5: Acknowledgement of Insurance & Bonding Requirements	
6.	Form 6: Non-Applicable for this RFP	N/A
7.	Form 7: Acknowledgement of Addenda	
8.	Form 8: Proponent Contact Directory	
9.	Form 9: List of Clients	
10.	Form 10: Award Preference Form	
11.	Georgia Contractor's License	
12.	Appendix A: City's Office of Contract Compliance Submittals	
	COST PROPOSAL MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE	
	Exhibit A.2: Base Employee Classifications/Fully Burdened Hourly Billing Rates	

² This table is included solely for Proponent's convenience and may be used to track the preparation and submittal of certain required information with its Proposal.