



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

October 11, 2016

Dear Proponents:

**Re: FC-9109: Cigar Shops 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. Mano Smith, Procurement Officer, at (404) 330-6351, or via e-mail at MOSmith@atlantaga.gov.

Sincerely,

Adam L. Smith

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Addendum No. 1

Re: FC-9109, Cigar Shops at Hartsfield-Jackson Atlanta International Airport

October 11, 2016

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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.

- **Delete Page 63: Section 7.2.1.4 and replace with the following paragraph:**

7.2.1.4 Within thirty (30) days of receiving a certificate of occupancy, Concessionaire shall provide the City a statement certified by its architect, setting forth the total construction costs, with appropriate detail showing the costs and useful lives of elements of decoration, furnishings or fixtures. Concessionaire shall make available to Aviation General Manager paid invoices for labor and materials covering all construction and trade fixtures, including furniture, fixtures and architectural and engineering fees. The two hundred and fifty dollar (\$250.00) Minimum Investment may not include financial costs, interest, inventory, pre-opening expenses or intra-company charges related to construction. If the actual cost incurred by the Concessionaire is less than the Minimum Investment required, in addition to any other remedy available to the City, Concessionaire will pay the difference to City within sixty (60) days after receipt of Certificate of Occupancy. If the City disputes the amount of investment claimed by Concessionaire, the City may, at its expense, hire an independent appraiser to determine the cost of the investment. If the independent appraiser determines that the investment is less than the minimum required, the difference, as well as City's costs of hiring such independent appraiser, will be paid to the City by Concessionaire within sixty (60) days of the appraiser's determination.

- **Proposals due date will be extended to Wednesday, November 2, 2016 at 2:00 PM.**
- **Questions and responses.**

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Proposals are due **Wednesday, November 2, 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-9109, Cigar Shops 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-9109, Cigar Shops 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



FC-9109, Cigar Shops

Questions

1. Question: We would like to submit a ACDBE company that we would like to use for telecommunication services with our proposal. This service falls more under operations, however, is there any issues with submitting during the proposal phase? We want to effectively demonstrate our willingness to comply with the program.

Response: The ACDBE participation is measured against **total gross revenue earned (prior to the deduction of any expenses, e.g., advertising, insurance, equipment, etc.)** throughout the life of the project. The ACDBE participation may be in the form of a prime contractor, joint venture, or sub-contractor arrangement.

2. Question: Can we offer other products or services in tangent with Cigars? e.g. e-cigarettes, vapor, etc.

Response: Yes.

3. Question: In the future, could we apply for a liquor license for the shops?

Response: No.

4. Question: Will you extend the proposal due date by 2 weeks please?

Response: Yes, new due date included in this addendum.

5. Question: Is there a specific airport cigar shop business model that COA had in mind or researched? If so, what are those examples?

Response: Several US airports currently have cigar shops in their concessions programs including Cincinnati/Northern Kentucky Airport and Nashville International Airport.

6. Question: Are hookah products and smoking permissible in the cigar shops?

Response: Yes.

7. Question: The minimum build out says in 7213 of \$250/ft but in 7214 it says \$350/ft just need clarification on this point.

Response: The minimum investment is \$250/square feet and 7.2.1.4 will be corrected to reflect this amount.

8. Question: Is there any plumbing or running water requirements for the space as there is no mention of this and on another space we built out there was a last minute requirement from the city to have water also available on premises?

Response: No.

9. Question: Is there a possibility of having a liquor component to some if not all of the spaces in some limited form or capacity?

Response: No.

10. Question: Does a female owner partner qualify for all or part of the DBE requirements?

Response: If your female partner is a business owner then her business must meet the requirements for certification under the 49 CFR Part 23.31. The City is a member the Georgia Unified Certification Program, administered by the Georgia Department of Transportation. The UCP uses the procedures and standards of Part 26, except as provided in 23.31. for certification of ACDBEs to participate in the City's concessions program and such standards are incorporated.

11. Question: The request is if we can do a walk thru the spaces this week either Wednesday or Thursday and if not possibly early next week some time.

Response: The site tour was conducted on the day of the pre-proposal. There will not be an additional site tour.

12. Question: Is it possible to entertain selling Alcohol at one of the larger locations or at a minimum Beer and Wine?

Response: See response to question #9.

13. Question: Will 1 JV Team be rewarded all 9 shops or will there be multiple awards?

Response: All 9 shops are included in this RFP and will be awarded to one proponent.

14. Question: Can I pick and choose which cigar shop locations that I want to propose on or am I required to propose on all 9 locations?

Response: All 9 locations have to be included in your proposal and must be built out and operated under this concessions lease agreement.

15. Question: Will you all allow the cigar shops to have hookah or food in addition to cigars?

Response: See response to question#6. No food sales are allowed.