



CITY OF ATLANTA

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

Kasim Reed
Mayor

October 11, 2016

INTERESTED PROPONENT:

**Re: FC-9165, Facilities, Asset Management and Sustainability
On-Call Airport 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-9165, Mr. Leslie Page, Contracting Officer, at (404) 382-1297, or via email at lpag@atlantaga.gov.

Sincerely,

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

Adam L. Smith

ALS:lhq



Addendum No. 1

**Re: FC-9165, Facilities, Asset Management and Sustainability On-Call
Airport Services 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 as noted below:

- Questions and answers.
- Due date changed from **Wednesday, October 26, 2016**, to **Wednesday, November 2, 2016**.

.....
Bids are due **Wednesday, November 2, 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
CPIC, 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-9165, Facilities, Asset Management and Sustainability On-Call
Airport Services at Hartsfield-Jackson Atlanta International Airport**

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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 _____, 2016.

Legal Company Name of Respondent

Signature of Authorized Representative

Title

Date



**MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE
PROJECT NUMBER FC-9165 – FACILITIES, ASSET MANAGEMENT
SUSTAINABILITY ON-CALL AIRPORT SERVICES**

ADDENDUM #1

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

1. REVISION TO EXHIBIT “A” GENERAL SCOPE OF SERVICES

Delete: Exhibit A- Section 4.1.17 through 4.1.17.3, in its entirety.

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

1.	Question:	May we put the organizational chart on 11 x 17 paper?
	Answer:	Yes
2.	Question:	Will the City consider modifications to its contract terms and conditions?
	Answer:	No
3.	Question:	Section 2.5.1.2 list key personnel as ‘Professional Engineers’, is this one person or one person for each of the three/four listed disciplines? If it is three/four individuals, are reference projects required for each individual?
	Answer:	Yes, four (4) individuals are required per Section Key Personnel 2.5.1.2. Two (2) references are required per individual as stated in Section 2.5.2.6.
4.	Question:	Can additional categories be include on the billing rate sheet?
	Answer:	Yes, along with their employee classifications/actual billing rate.
5.	Question:	Would a vendor holding the program management contract for HJAIA be precluded from bidding on this asset management RFP?
	Answer:	Yes
6.	Question:	Can existing DOA organizational charts be provided so bidders can acquire a greater understanding of how they would engage with the DOA in-house team and/or existing FM entities?

MODIFICATIONS ARE INDICATED IN BOLD ITALIC FACE TYPE
PROJECT NUMBER FC-9165 – FACILITIES, ASSET MANAGEMENT
SUSTAINABILITY ON-CALL AIRPORT SERVICES

ADDENDUM #1

	Answer:	<i>A DOA organizational chart, to the detail that would provide adequate references, is in the works and not available at this time.</i>
7.	Question:	Based on our understanding of scope, is it a reasonable assumption that the awarded FM Consultant would NOT be involved in the day – to – day management of facilities services, i.e., cleaning, maintenance, catering, etc...?
	Answer:	<i>Yes, the FM Consultant would NOT be involved in the day – to – day management of facilities services, i.e., cleaning, maintenance, catering, etc...</i>
8.	Question:	What is DOA’s current anticipated timelines of awarding and integrating the awarded FM Consultant into existing operations?
	Answer:	<i>It is our desire to have the contract awarded by the end of the first quarter of 2017.</i>
9.	Question:	Will the City consider its provisions that respondents and JV members on the following RFPs: FC-7744, FC 5801 (A-C) and FC 9468. Specifically, can respondents participate on FC-9165 (FAMS) as long as their scope on FC-9165 does NOT conflict with same members’ scope on the aforementioned RFP?
	Answer:	<i>No</i>
10.	Question:	Will the City grant a three-week extension on the deadline, changing the due date to November 16, 2016?
	Answer:	<i>Bids are due October 26, 2016.</i>
11.	Question:	Regarding the requirement to submit the JV agreement 14 days prior to the submittal deadline – a) what time on the 12th is it due? b) can it be e-mailed (and to what address?), or does a hard copy need to be sent?
	Answer:	<i>Bids are due October 26, 2016.</i> <i>The JV agreement is a courtesy review of the JV agreement that can be done 14 days before the bid due date, it is not mandatory. If the proponent would like to take advantage of the review, a hard copy must be delivered (not emailed) to the Office of Contract Compliance 55 Trinity Avenue Suite</i>

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SUSTAINABILITY ON-CALL AIRPORT SERVICES

ADDENDUM #1

		<i>1700 14 days before the bid is due.</i>
12.	Question:	Recognizing that much of the hard work needed to assemble the proposal must actually been done prior to the signing of a JV (roles, work allocation, locations, billing rates, etc.). Would the City consider extending the deadline for submitting the JV to October 26th and the proposal deadline two weeks thereafter?
	Answer:	<i>Bids are due October 26, 2016.</i>