

**CITY OF ATLANTA
ADVERTISEMENT FOR PROPOSAL**

May 9, 2018

ATTENTION INTERESTED RESPONDENTS:

Your firm is hereby invited to submit to the City of Atlanta (the “City”), Department of Procurement (the “DOP”), a proposal for **FC-10462, DEVELOPMENT OF CITY-OWNED PROPERTY**. The City's DOP, on behalf of the Department of City Planning (“DCP”), is seeking information from qualified respondents for the development of city-owned property.

A **Pre-Conference** will be held on **Tuesday, May 22, 2018 at 11:00 A.M. EDT**, at 55 Trinity Avenue, S.W., Suite 1900 (1st Floor), City Hall South, Atlanta, Georgia 30303. The purpose of the Pre-Conference is to provide Respondents with detailed information regarding the Procurement process and to address questions and concerns. There will be representatives from the DCP and the Ethics Office available at the conference to discuss this project and to answer any questions. Attendance at the Pre-Conference is **strongly** encouraged.

Respondents will be allowed to ask questions during the Pre-Proposal Conference. However, please note that oral answers to questions during the Pre-Proposal Conference on **Tuesday, May 22, 2018**, are **not** authoritative. **The last date to submit questions in writing is Thursday, May 24, 2018, by noon.**

Your response to this Request for Information (“RFI”) must be received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., Suite 1900 (1st Floor), City Hall South, Atlanta, Georgia 30303, no later than 2:00P.M. EDT, on **June 14, 2018**.

Your Letter of Intent must be received via e-mail to Mr. Clinton L. Johnson, cljohnson@atlantaga.gov or via U.S. mail to Department of Procurement, at 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia, 30303, no later than 2:00 P.M. EDT, on Thursday, May 31, 2018. Any letters received after this time may not be considered.

****ABSOLUTELY NO RESPONSES WILL BE ACCEPTED AFTER 2:00 P.M. ****

Responses will be publicly opened and read at 2:01 P.M. on the respective due date at 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303.

This RFI is being made available by electronic means. If accepted by such means, then the Respondents acknowledges and accepts full responsibility to ensure that no changes are made to the RFI. In the event of conflict between a version of the RFI in the Respondent’s possession and the version maintained by DOP, the version maintained by the DOP shall govern.

You are required to email and confirm receipt of your business name, contact person, address, phone number, fax number and the project number to Mr. Clinton L. Johnson, Senior Contracting Officer, at cljohnson@atlantaga.gov, to be placed on the Plan Holders List. Failure to do so will prevent you from receiving any addenda that are issued.

The proposal document may also be obtained from the Department of Procurement, Plan Room, City Hall South, Suite 1900, 55 Trinity Avenue, S.W., Atlanta, Georgia, 30303, at a cost of \$25.00 per package, beginning on **May 9, 2018**. All purchased solicitation documents include a scope of work booklet.

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all RESPONSES when it is for good cause and in the best interest of the City.

Thank you for your interest in doing business with the City.