



CITY OF ATLANTA

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Mayor

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DEPARTMENT OF PROCUREMENT
David L. Wilson II
Chief Procurement Officer

January 11, 2019

Dear Potential Proponents:

Re: FC-10641, Job Order Contracting Services - Small

Attached is one (1) copy of **Addendum Number 3**, which is hereby made a part of the above-referenced project.

For additional information, please contact Krista A. Morrison, Esq., by email at kamorrison@atlantaga.gov.

Sincerely,

David L. Wilson II

DLW/kam

ADDENDUM NO. 3

This Addendum No. 3 forms a part of the Request for Proposals and modifies the original solicitation package and any prior addenda as noted below and is issued to incorporate the following:

- 1) **Responses to Questions: Total of sixty-six (66) questions, attached hereto as Attachment No. 1.**
- 2) **Revision of Part 2: Contents of Proposals, Item 3.2.6. Safety Record and Experience:**
The requested OSHA information is revised as follows:
 - Attach OSHA Form 300A - Work Related Injuries and Illnesses, as required by the U. S. Department of Labor, for the past 36 months (Provide OSHA Recordable Incident Rate (Year 2018/2017) and OSHA Lost Days Away Incident Rate (Year 2018/2017)).
- 3) **Revision of Exhibit A: Scope of Services, Design Guidelines, Item 2.9.10: The first sentence of Item 2.9.10 is revised as follows:**
 - The design of architectural, structural, mechanical, electrical, civil, or other engineering features of the Work required by the Contract shall be accomplished or reviewed and approved by architects or engineers registered in the State of Georgia.

The Proposal due date **has NOT been modified** and Proposals remain due on **Wednesday, January 30, 2019**, and should be time stamped in no later than **2:00 P.M. EST** and delivered to the address listed below:

David L. Wilson II
Chief Procurement Officer
Department of Procurement
55 Trinity Avenue, S. W.
City Hall South, Suite 1900
Atlanta, Georgia 30303

****All other pertinent information is to remain unchanged****

Acknowledgment of Addendum No. 3

Proponents must sign below and return this form with Proposal response to the Department of Procurement.

Proponents must sign below and return this form with Proposal response 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 **FC-10641, Job Order Contracting Services - Small, Addendum No. 3** on this the _____ day of _____, 20__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

Attachment No. 1

Questions and Answers

Questions and Answers

- 1) What is the expected maximum annual dollar value per awarded contractor?
 - There is no maximum annual dollar value. Refer to Exhibit A, Special Conditions, Article 1.3 for the maximum contract value.

- 2) What is the maximum and minimum size, in dollars, of job orders to be issued under this JOC contract?
 - There is no minimum size of Job Orders. Refer to Exhibit A, Special Conditions, Article 1.3 for the maximum contract value.

- 3) Exhibit A, subsection 1.3 Contract Value states that “the maximum contract value per contractor is \$_____.” Please clarify if the maximum amount per contractor is annual or for the total three-year base term.
 - The maximum contract value is total amount the Contractor may be issued over the life of the contract. Refer to Exhibit A, Special Conditions, Article 1.3 for the maximum contract value.

Refer to Exhibit A, Special Conditions, Article 1.2 for the contract term. The Base Term of the Contract is three (3) years. The City shall have the right in its sole discretion to renew the Contract for two (2) one-year terms.

- 4) Please confirm that if the City makes multiple awards, the City will not compete same scope of work among the JOC contractors.
 - The City reserves the right to utilize the BidSafe component of the contract. Refer to Exhibit A, JOC Special Conditions and Procedure for Ordering Work, Article 2.10: BidSafe.

- 5) How will work be distributed among the awardees?
 - Work will be distributed among the awarded Contractors at the discretion of the City based on responsiveness and responsibility.

- 6) Exhibit A Scope of Service states that the City will develop detailed scopes of work. We understand this to mean that the City is responsible for any and all engineering design, if it is required. Please confirm.
 - The City reserves the right to request the Contractor be responsible for A/E services. Refer to Exhibit A, JOC Special Conditions and Procedure for Ordering Work, Article 2.9: Design Guidelines.

- 7) We understand that professional engineering design is not part of the coefficient for this contract. Any cost associated with engineering design requiring the services of engineers or A/E firm will be compensated as a non-pre-priced line item. Please confirm.
- Refer to Exhibit A, JOC Special Conditions and Procedure for Ordering Work, Article 2.9: Design Guidelines. In Article 2.9.5, it states, “When the City issues an RFD, the Contractor shall be compensated for the cost of the A/E through the reimbursable fee work task contained in the Construction Task Catalog[®]. The quantity for the reimbursable fee work task shall be equal to the amount on the A/E’s invoice.”
- 8) It is our understanding that documents required to support permitting and/or licensing are not part of the coefficient. Please confirm.
- Services required to obtain permits are included in the Adjustment Factors. The Contractor will be reimbursed for the cost of the actual permit and any licenses not included in the Unit Prices.
- 9) We understand that incidental engineering and architectural services referenced in appendix A, under subsection 2.2.7 means services that do not required to be performed by A/E, architect or engineer. Please confirm.
- Refer to Exhibit A, JOC Special Conditions and Procedure for Ordering Work, Article 2.9: Design Guidelines. Article 2.9.2 states, “If the level of A/E services for a Job Order requires stamped drawings and plans for the development of the Scope for individual Projects, the Contractor will be reimbursed according to the work task for reimbursable fees contained in the Construction Task Catalog[®].”
- 10) Gordian System License. We understand that the 1% fee is to provide unlimited access to the system. Please confirm.
- Correct.
- 11) Please confirm that the 1% fee to be paid to Gordian, if successful in obtaining work, should be included in the adjustment factor.
- There is no separate line item or compensation for the JOC System License Fee. The proponent’s firm will have to make a business decision with regard to including the 1% fee in the Adjustment Factor.
- 12) Appendix A Scope of Service, section 2.9, subsection 2.9.1 states “The Contractor will be required, as on any construction project, to provide shop drawings, as-built drawings, project layout drawings and sketches as required.” It is our understanding that as-built drawings will be simple red line drawings and do not require the services of A/E firms and/or professional engineers. Please confirm.
- The City will make this decision on a project by project basis. If the level of A/E services requires stamped drawings and plans, the Contractor will be reimbursed according to the work task for reimbursable fees contained in the Construction Task Catalog[®].

13) Appendix A Scope of Service, subsection 2.9.10 requires the architect and the engineer performing the professional design services be registered in Indiana. Should this be Georgia?

- The architect or engineer should be registered in Georgia.

14) RFP Section 2.9.10 states “The design of architectural, structural, mechanical, electrical, civil, or other engineering features of the Work required by the Contract shall be accomplished or reviewed and approved by architects or engineers registered in the State of Indiana.” Please confirm the state should be Georgia vs. Indiana.

- The state should be Georgia.

15) Provide a list of design firms that will be providing drawings for these projects.

- The list of design firms will be provided on a project by project basis at the City’s discretion.

16) Appendix A Scope of Services, subsection 2.11.2 requires the contractor to provide what could potentially be a significant amount of resources at “no cost to the city.” Considering that this is a JOC contract with indefinite delivery, indefinite quantity contract, there is no way for the bidders to accurately account for such costs. This will result in unnecessarily higher coefficients to cover the potential costs associated with these requirements. For the sake of providing more competitive and favorable coefficients to the City, will the City consider deleting these “no cost” requirements and treat them as non-pre-priced items when and if necessary?

- No. The City will not delete the requirements of 2.11.2.

17) In 3.2.4.2.1 Key Personnel Positions: 3), Safety Manager: Is this position required to be an employee of the firm or can it be a contract position? We occasionally contract with Safety Managers to align with the need of project and to fulfill the OSHA 30 requirement. If this position needs to be an employee of the firm can the OSHA 30 requirement be certified once we are selected, prior to bidding on a job? We have several OSHA 10 folks in our firm.

- This position can be filled by a contract position.

18) 3.2.6 *Safety - Work Related Injuries and Illnesses, as required by the U. S. Department of Labor, for the past 36 months (Provide OSHA Recordable Incident Rate (Year 2010) and OSHA Lost Days Away Incident Rate (Year 2010)).* Please confirm the year(s) you want the above requested information for.

- Disregard Year 2010 and replace with Year 2018/2017.

19) On solicitation page 9, Item 3.2.6, Please confirm that the OSHA Recordable Incident Rate and OSHA lost Days Away Incident Rate are not for year 2010 as indicated, but should be for year 2018/2017.

- Confirmed. Disregard Year 2010 and replace with Year 2018/2017.

20) In the Information Requirements Details, Item 3.2.4.2.2.6 and 3.2.4.3 (solicitation page 9) seem to be redundant requests for three relevant projects and associated information for each proposed team member. Would the City please clarify these requests.

- Article 3.2.4.2.2.6 requires that the resume for each Key Personnel must include (3) relevant projects in which the key personnel had an active role. Article 3.2.4.3 requests (3) relevant projects the proposing firm has completed, regardless of whether or not the key personnel had an active role. The projects submitted for each requirement may be the same projects, or they can be different.

21) Section 3.2.4 – Organization Structure, Key Personnel & Resumes - #6 On the list of what is to be required in the resume is also listed as requirement 3.2.4.3. Please confirm this is only to be included once on the key personnel resume page

- Article 3.2.4.2.2.6 requires that the resume for each Key Personnel must include (3) relevant projects in which the key personnel had an active role. Article 3.2.4.3 requests (3) relevant projects the proposing firm has completed, regardless of whether or not the key personnel had an active role. The projects submitted for each requirement may be the same projects, or they can be different. Please submit the information as it is requested.

22) In 3.2.4.2.2 6) List 3 Relevant Projects.....is the same as 3.2.4.3. Are we to list this information twice for each person?

- Article 3.2.4.2.2.6 requires that the resume for each Key Personnel must include (3) relevant projects in which the key personnel had an active role. Article 3.2.4.3 requests (3) relevant projects the proposing firm has completed, regardless of whether or not the key personnel had an active role. The projects submitted for each requirement may be the same projects, or they can be different. Please submit the information as it is requested.

23) Please confirm item 3.2.4.4 – Physical Resources Proponent Owns is to be included in section 3.2.4

- Confirmed. The information requested in 3.2.4.4 is to be included in section 3.2.4.

24) Section 3.2.4 – Organization Structure, Key Personnel & Resumes - Can you please clarify that it would be preferred if only the Project Manager held PMP, CAPM, CPM and not the Superintendent as these are usually certifications held by Project Managers.

- The certifications can be held by the project manager or superintendent.

25) Please advise what process will be used if change orders are required.

- Refer to Exhibit A, JOC Special Conditions and Procedure for Ordering Work, Article 2.6: Changes in the Work.

26) We request that Gordian provide a training class on their system before the RFP due date.

- Gordian will provide access and training to awarded proponents.

27) Please provide explanation of Exhibit A.1:

- a. Provide definition for “Adjustment Factor Proposed” column.
 - The column titled “Adjustment Factor Proposed” are the Adjustment Factors the Proponent proposes, and if awarded a Contract, will be applied to the Unit Prices contained in the Construction Task Catalog[®].
- b. What is included in this column for calculating a cost percentage?
 - For a detailed description of what the Unit Prices include and what the Adjustment Factors are to include, refer to the “Guidelines for Using the Construction Task Catalog[®]” contained in pages 00-1 through 00-7 of the Construction Task Catalog[®].
- c. Can the “Adjustment Factor Proposed” be greater than 9.9999?
 - The Adjustment Factor Proposed follows a format for only one digit to the left of the decimal.
- d. Please provide a sample of a complete form
 - Please see Page 22 of the Gordian Informational Presentation, which was posted on the City’s website for this solicitation on December 6, 2018.
- e. Adjustment Factor - “Total” column applied to what other number?
 - The column titled “Total” is the product of multiplying the Adjustment Factor Proposed times the multiplier.

For example: Line 1 (Normal Working Hours for Non-Secure Areas) If the Adjustment Factor Proposed is 1.1000, it would be multiplied by the Multiplier for that row, which is .40. End product would be a 0.4400 being inputted into “Total” column for Line 1 where $1.1000 \times .40 = 0.4400$.
- f. What/how is the calculated total utilized in project pricing.
 - The amounts listed in the “Total” column are used for calculating the Award Criteria Figure only. The Award Criteria Figure determines the overall lowest proposed price. The amounts listed in the “Total” column are not used in project pricing.

When preparing Job Order Price Proposals, the awarded Proponent shall utilize one or more of the Adjustment Factors listed in the column titled “Adjustment Factor Proposed.”

28) Please advise how to include pollution insurance in our modifier if it is not required for every job?

- Pollution insurance should not be included at this time. If a project requires pollution insurance, the contractor will be reimbursed for the cost of the insurance for the project according to the reimbursable work task contained in the Construction Task Catalog[®].

29) Please advise if the pricing book contains markup for the identified units.

- For a detailed description of what the Unit Prices include, refer to the “Guidelines for Using the Construction Task Catalog®” contained in pages 00-1 through 00-7 of the Construction Task Catalog®.

30) If a JOC project has limited items of work and if the Gordian Pricing Book for the project items is completely out of sync with the market, can the work be deemed Non-Priced work with the negotiations to take place based on an analysis of multiple competitive subcontract quotations?

- The Unit Prices contained in the Construction Task Catalog® are fixed. If prices are completely out of sync with the market, the Contractor may bring the discrepancy to the attention of the City.

31) Please confirm that offerors are not required to self-perform trades work, provided they demonstrate the capability to directly manage the work of all subcontractors/sub-consultants and are not serving as simply a "Pass through" contractor.

- Article 3.2.3 of the RFP states that proponents must be capable of self-performing twenty (20%) of the work and or managing of all subcontractors/sub-consultants or similar persons or entities. Self-performance includes direct management of subcontractors/consultants.

32) Please confirm that if selected to be a JOC contractor, but price agreement is not achieved for a specific task, there is no obligation of contractor regarding bid or performance bonding.

- Contractors will not be required to provide bid and performance bonds for work not performed.

Please note: Other than Non Pre-priced Work, there is no negotiation / agreement on pricing for a specific task. Both the Unit Prices contained in the Construction Task Catalog® as well as the Adjustment Factors are fixed. Refer to Exhibit A, JOC Special Conditions and Procedure for Ordering Work, Article 2.1.4 where it states, “The Contractor does not have the right to refuse to perform any task or any work in connection with a particular Project.”

33) It is our understanding that payment and performance bonds are required for each job order regardless of the job order dollar value. Please confirm.

- Correct, payment and performance bonds must be provided, equal to 100% of each task order value.

34) Do we need to provide our COI listing City of Atlanta as Additionally Insured now or will this attached COI with statement suffice until we bid a project?

- Proponents are not requirement to provide a certificate of insurance or an additional insured endorsement at the time of the proposal submission. These documents are only required from the proponents awarded the contract. However, please note that Form 4.1. Certification of Insurance Ability is required with your proposal.

35) Our Audited Financial Statements include our Work in Progress page and our Completed Contracts page. Will we be deemed non-responsive if we exclude these pages from our audited statements?

- No, you will not be deemed non-responsive for excluding the work in progress page and completed contracts page of your financial statements.

36) Appendix B: Insurance Requirements Section F Pollution Liability – Is this a policy the City requires to have in place for the RFQ process or a policy to be obtained once awarded a project if needed for that project?

- All requirements in the Appendix B are only applicable if awarded the contract. The pollution liability requirement is only required on applicable projects.

37) Will the City of Atlanta accept M/FBE certifications by other non-city agencies (e.g. State of GA, SBA, etc.) in order for the subcontractor/supplier to be counted toward M/FBE goals?

- No. For the purposes of receiving M/FBE participation credit, a firm must be certified by the City of Atlanta's EBO program (Office of Contract Compliance).

38) EBO Goals – We are Prime General Contractor classified as MBE designated as such by the City of Atlanta. Will our classification count on self-performed work towards the percentage goal of the EBO requirements?

- **No.** An M/FBE prime contractor's self-performed work will not be considered for participation credit on the small contract (only the large). Only the work performed by the certified M/FBE subcontractor will be credited toward the diversity and inclusion goals for this project.

39) Please confirm that the revised FORM EBO-3 (Pre-Task Order Commitment) is not required to be submitted with the proposal.

- The revised form EBO – 3 is required with each proposal and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

40) FORM EBO-1 requires contractors to sign attesting to the completed FORM EBO-2 & EBO-3 but it seems that the revised FORM EBO-3 is not to be complete and submitted with the proposal. Please advise and provide a revised FORM EBO-1 to only include FORM EBO-2, if FORM EBO-3 is not required in the proposal.

- Signing and notarizing EBO- 1 is still required. However, each firm will be allowed to submit an updated EBO-3 prior to the issuance of an NTP for each task order.

41) Since the Letter of Intent (Page 11; Appendix A- Revised 12/13/18) form requires a commitment from the prime contractor to utilizing specific subcontractors for specific types of work, for specific dollar amounts, and specific percentages of a specific bid amount and this contract is for an undefined amount of work, undefined scope of work at an undefined dollar amount please provide guidance as to how the Office of Contract Compliance would like this form to be completed and at what point the form is required to

be submitted. The (*)statement at the bottom of the form indicates that the information must be submitted prior to award.

- Each firm will be required to submit a signed Letter of Intent for each specific subcontractor once they receive a task order from the city.

42) Under Appendix A Contract Compliance - Please confirm that at this time we only propose the names of subcontractors and scope of work they may provide and that parts of Subcontractor Form can be noted as N/A, specifically for where percent or value is noted as this submittal is for a Job Order Contract/Indefinite Quantity.

- The revised form EBO – 3 is required with each proposal and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order. Prior to receiving an NTP for a task order, that will be acceptable. However, regarding Gordian pricing, if you can give a unit price that will also be acceptable.

43) Appendix A, Form EBO-3 EQUAL BUSINESS OPPORTUNITY SUBCONTRACTOR PROJECT PLAN SUBCONTRACTOR/SUPPLIER UTILIZATION COMMITMENT FORM. We understand that this form is not to be submitted in response to this RFP, rather that this form will be filled out and submitted in response to job orders issued under the JOC contract.

- The revised form EBO – 3 is required with each proposal and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

44) Addendum #1 includes the Office of Contract Compliance requirements. Please confirm the “SUBCONTRACTOR CONTACT FORM” and the “EQUAL BUSINESS OPPORTUNITY SUBCONTRACTOR PROJECT PLAN SUBCONTRACTOR/SUPPLIER UTILIZATION COMMITMENT FORM” will not be required to be executed during this RFP process, due to the fact that the project scopes and values are unknown at this time. Please confirm these forms will be required during the Job Order Pricing Phase.

- The revised form EBO – 3 is required with each bid and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

45) Regarding Form EBO-3. Since there is not defined scope of services or dollar values associated with this RFP, we have no way of determining the percentage of work and dollar values to be awarded to each subcontractor. If this form is required to be submitted in response to this RFP, will the City accept TBD (To Be Determined) in response to the percentage of work and total bid amount to be awarded to each subcontractor?

- The revised form EBO – 3 is required with each bid and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

46) Appendix A, Letter of Intent is required to be submitted in response to this RFP, however, since this is an indefinite delivery, indefinite quantities JOC-type contract with no defined scope of work or dollar amount it is impossible to know what percentage of work or bid amount we will be awarding each subcontractor. Will the City either delete this request at this time (and include it with each job order) or accept “TBD” (To Be Determined) as an answer to Dollar Value and % of bid amount?

- Each firm will be required to submit a Letter of Intent for each subcontractor once they receive a task order from the city.

47) Since the scope and value of the task orders will be determined at a later stage, can you please clarify how the city would like the proponents to complete the following forms:

a. EBO -3. Commitment form. Since the scope and value of the task orders will be defined at a later stage with what sub-contractors and dollar amount and percentage should be included here?

- The revised form EBO – 3 is required with each bid and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

b. Letter of intent. Since the scope and value of the task orders will be defined at a later stage with what sub-contractors, dollar amount and percentage should be included here?

- Each firm will be required to submit a Letter of Intent for each subcontractor once they receive a task order from the city.

48) Appendix A, section 3, Subcontractor Project Plan states “Each bidder shall submit with her/his bid a completed and signed subcontractor project plan, in a form approved and provided by the office of contract compliance.”

a. Will the City of Atlanta provide this plan? Where can we find the plan?

- The revised form EBO – 3 is required with each bid and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

b. We understand that this plan is not required in response to this RFP. It is only required for job orders under the JOC contract. Please confirm.

- The revised form EBO – 3 is required with each bid and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

49) Appendix A, section 3, Subcontractor Project Plan states that the plan must include “the dollar value of the work.” Since this is an indefinite delivery, indefinite quantities JOC-type contract with no defined scope of work or dollar amount it is impossible to know what percentage of work or bid amount we will be awarding each subcontractor. If this plan is

required in response to this RFP will the City accept TBD (To Be Determined) as an answer to Dollar Value?

- TBD is acceptable on form EBO – 2 and 3. The revised form EBO – 3 is required with each bid and it only speaks to trades, not individual firms at this stage. However, the City will require that each winning firm will submit form EBO – 3 detailing specific firms prior to receiving an NTP on each task order.

50) Appendix A, section 3, Subcontractor Project Plan states “subcontractor project plan shall not be changed or altered after approval of the plan and award of the contract without the written approval of the director of the office of contract.” Since this is an indefinite delivery, indefinite quantities JOC-type contract with no defined scope of work or dollar amount it is impossible to know what percentage of work or bid amount we will be awarding each subcontractor. We understand that this requirement applies to plans submitted with the job order under the JOC contract. Please confirm.

- OCC will work closely with the winning firms regarding the submission of EBO plans when each task order is given. We understand that a new EBO – Form 3 will need to be submitted prior to each task order given by the city.

51) We understand that the M/FBE goals stated in Appendix A (26.7% MBE & 11.1% FBE) is applicable throughout the life of the contract. Final calculations of actual participation will be accomplished at the end of the JOC contract and all options years. Please confirm.

- It is expected that each team will adhere to the EBO goals associated with this project. However, we understand that each team “may not” meet or exceed the EBO goals on every task order. However, the expectation is that each team will achieve the goals at their project end date.

52) Appendix A: Are we to submit all 22 pages of Appendix A or just the Compliance Form EOB-1 signed? If all pages, are we to fill out the Contact Forms p 136-139 for Subcontractors and get LOI’s for this submission or for when we are asked to bid?

- Please submit all the forms included in Appendix A, with the exception of the Letter of Intent.

53) Please advise how we are to address MBE and FBE documentation in the proposal. There is not a specific task that subcontractors can be solicited for, and pricing will become dependent on the subcontractor accord with the Gordian Pricing Book.

- Each firm should list trade categories most likely to be utilized for standard task orders. Further, the solicitation document may reference the necessary trades in another section.

54) Appendix A, First Source Jobs Program, threshold amount. We understand that since the City of Atlanta can’t guarantee any dollar amounts to be awarded under the resultant JOC contract, the \$500,000 and \$250,000 dollars limits stated in the policy statement are only applicable to each task order individually rather than the overall JOC program. Meaning if a job order value equals to or exceeds \$500,000, then First Source Jobs Program requirements become effective. Please confirm.

- No. All winning firms are expected to adhere to the WorkSource Atlanta program

55) As a Joint Venture arrangement is required for the JOC Services – Large, will it be acceptable for companies that are comprised of the JV for the large contract to individually submit on the Small contract?

- Yes.

56) Is the Submittal Checklist sheet to be included in Volume I or Volume II?

- The checklist is included for informational purposes, and is not required to be included in your proposal.

57) Required Submittal Form 1, Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3). Since this is an indefinite delivery/indefinite quality-type JOC contract with no specified scope of services or defined job order, it is impossible to know what subcontractors will be required. Would the City either delete the requirement for this form or accept “TBD” (To be Determined) and allow the JOC prime contractors to submit this form with each job order?

- The Subcontractor Affidavit is not required at the time of proposal submission, per Item 7 of the instructions to Form 1.

58) Part I, Information and Instructions for Proponents, section 9 states “Ownership of Proposals: Each Proposal submitted to the City will become the property of the City, without compensation to a Proponent, for the City’s use, in its discretion.” Since some of the information provided in response to this RFP is considered proprietary, trade secrets and company confidential, we request that the City of Atlanta exempt the pages marked as “confidential” from the requirement of this section.

- That section of the solicitation document will not be modified.

59) Form 8, Proposal Bond. Please confirm if a bid bond is required. If so, on what amount would the 5% be based?

- No proposal bond is required.

60) If there is a conflict between Part V Draft Agreement and other parts of the RFP (i.e. exhibits) which document overrides the other?

- The draft agreement is included for informational purposes.

61) Item 6.2 on page 11 informs that the responsibility of a proponent will be determined by the following, which includes Item 6.2.6, financial resources. We did not see a request for financial reports or other.

- Form 3 sets out the requirements for financial disclosure, including three years of financial statements.

62) The Cover Letter and Executive Summary ask for duplicated information. For the sake of clarity, would the City consider changing this requirement to just one document with combined information?

- The requirement will not be modified.

63) The solicitation instructs information to be submitted in two volumes. May an offeror place both volumes within the same binder, provided each is clearly separated marked, or does the City prefer separate submittals?

- The City has no preference. If both volumes can fit in the same binder, you are welcome to do so.

64) In Part 2: Contents of Proposal, section 2 it refers to Volume 1 and sources. Can both Volumes be in one binder with a Divider Cover or do you prefer 2 separate binders, one each per Volume?

- Please see Response No. 63.

65) Q.5 Please clarify what Volume Exhibit A - Adjustment Factors goes in? Or should this go into a separate sealed envelope

- Exhibit A.1 should be submitted in a separate sealed envelope within the proposal package.

66) In 5.3 CD Two, “redacted version of the hard copy”, what information do you want edited/deleted out of the original?

- Please refer to the Georgia Open Records Acts (O.C.G.A. § 50-18-72) for information that should be redacted. At a minimum, Form 3 and the financial statements should be excluded from the redacted version.