



CITY OF ATLANTA

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Mayor

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

October 21, 2013

ATTENTION INTERESTED BIDDER:

Your firm is hereby invited to submit to the City of Atlanta (the "City"), Department of Procurement (the "DOP"), a Bid for **Project Number: FC-6901, Markings Replacement with Thermoplastic**. This solicitation will require the successful Bidder to remove 143,000 square feet of existing taxiway markings, and the application of new markings with thermoplastic to meet current Federal Aviation Administration ("FAA").

A **Pre-Bid Conference** will be held on **Tuesday, November 5, 2013, at 2:00 P.M., at the Hartsfield-Jackson Technical Support Campus, 1255 South Loop Road, College Park, Georgia 30337**. The purpose of the Pre-Bid Conference is to provide Bidders with detailed information regarding the Procurement process and to address questions and concerns. There will be representatives from the Department of Aviation, Risk Management, Office of Contract Compliance, and the Ethics Office available at the conference to discuss this project and to answer any questions. Attendance to the Pre-Bid Conference is strongly encouraged.

The last date to submit questions will be **Friday, November 8, 2013, at 5:00 P.M.** Questions may be sent to **Jaamal Jennings, Esq., Contracting Officer**, via email at jmjennings@atlantaga.gov, or facsimile at 404-658-7705. Questions will be responded to in the form of an addendum.

Your response to this Invitation to Bid ("**ITB**") must be received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., City Hall, Suite 1900, Atlanta, GA 30303, **no later than 2:00 P.M., on Wednesday, November 20, 2013**. Any proposals received after this time will not be considered and will be rejected and returned.

Bids will be publicly opened and read after 2:00 P.M. on the respective due date in Suite 1900, 1st Floor, 55 Trinity Avenue, S.W., City Hall, Atlanta, GA 30303.

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

If you have any questions regarding this project, please contact **Jaamal Jennings, Esq., Contracting Officer**, at 404-865-8565, or by email at jmjennings@atlantaga.gov. Any questions regarding the procedures for purchasing a copy of the document or obtaining a copy of the plan holder's list should be directed to Jessica Boston, Administrative Assistant Senior, at 404-330-6903, or by e-mail at jaboston@atlantaga.gov.

The ITB document may also be obtained from the DOP's Plan Room, City Hall, Suite 1900, 55 Trinity Avenue SW, Atlanta, Georgia 30303, on **Monday October 21, 2013**, and thereafter, Monday through Friday between the hours of 8:15 A.M. – 5:00PM.

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all bids 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.

Sincerely,



Adam L. Smith

ALS:jmj