

**CITY OF ATLANTA  
ADVERTISEMENT FOR INVITATION TO BID**

Your firm is hereby invited to submit to the City of Atlanta, Department of Procurement (“DOP”), a bid for **FC-7113, Ground Transportation Shared Ride Shuttle Services at Hartsfield-Jackson Atlanta International Airport (ITB)**. The City of Atlanta (the “City”) is soliciting bids from qualified firms to furnish exclusive commercial shared ride shuttle service between Hartsfield-Jackson Atlanta International Airport and the City’s Central Business District.

**As a pre-requisite to bid on this project, bidders must have been qualified by the City of Atlanta (the “City”) via FC-6864, Ground Transportation Shared Ride Shuttle Services (RFQ).**

A **Pre-bid Conference** will be held on **Tuesday, January 7, 2014, at 2:00 p.m.**, at the H-JDP Technical Support Campus, 1255 South Loop Road, College Park, Georgia. The purpose of the Pre-bid Conference is to provide bidders with detailed information regarding the project and to address questions and concerns. There will be representatives from the Department of Aviation, Office of Risk Management, and the Office of Contract Compliance available at the conference to discuss this project and to answer any questions. Bidders are urged to attend the Pre-bid Conference.

The last date to submit questions is Friday, January 10, 2014, at 3:00 p.m. EST. Questions will be responded to in the form of an Addendum.

Your response to this Invitation to Bid (“ITB”) must be submitted to and received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., City Hall South, Suite 1790, Atlanta, Georgia 30303, **no later than 2:00 p.m., Wednesday, January 22, 2014.**

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

Bids will be publicly opened and read at 2:00 p. m. on the respective due date in Suite 1900, 1<sup>st</sup> Floor, 55 Trinity Avenue, S.W., City Hall South, Atlanta, Georgia 30303.

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 conflict between a version of the ITB in the Respondent’s possession and the version maintained by the Department of Procurement, the version maintained by the Procurement Department shall govern. The ITB document is available at [www.atlantaga.gov](http://www.atlantaga.gov).

You are required to email your business name, contact person, address, phone number, fax number and the project number to Mano Smith, CPPO, CPPB, Contract Administrator, at [mosmith@atlantaga.gov](mailto:mosmith@atlantaga.gov), to be placed on the Plan Holders List. Failure to do so will prevent you from receiving any addenda that are issued and may deem you non-responsive.

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The bid document may be obtained from the Department of Procurement, City Hall South, Suite 1900, 55 Trinity Avenue, S.W., Atlanta, Georgia, 30303, at a cost of \$50.00 per package. Payment for the documents represents production costs; therefore, payment is non-refundable.

If you have any questions regarding this project, please contact Mano A. Smith, CPPO, CPPB, Contract Administrator, at (404) 330-6351, or by e-mail at mosmith@atlantaga.gov. Any questions regarding the procedure for purchasing a copy of the document or obtaining a copy of the plan holder's list should be directed to (404) 330-6024.

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

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