

**CITY OF ATLANTA
REQUEST FOR PROPOSAL**

The Request for Proposal (RFP) Package No. 2013-003 **Terminal and Concourse T 3rd Party Testing and Inspection Services** will be received by designated staff of the Atlanta Airline Terminal Corporation (“AATC”), at the AATC office located at Hartsfield-Jackson Atlanta International Airport, North Terminal, 3rd Floor on **Thursday, May 2nd, 2013 by 1:00 PM**. Request for Proposal documents will be available from AATC.

Minimum Qualifications:

1. The respondent, nor any of its team members, can be engaged in any dispute or litigation with the City of Atlanta (the “City”).
2. The Respondent shall have a current Georgia business license.
3. The Respondent shall have an office within the state of Georgia located within one hundred (100) miles of the site. The office shall have a legitimate street address, be fully staffed (staff to include management, estimating, field supervision and installation personnel), and shall have been in place for a minimum of one year prior to the bid date.
4. The Respondent, after completion of the work, shall maintain an office within the state of Georgia located within one hundred (100) miles of the site. The office shall have a legitimate street address, be fully staffed (listed above), and shall be kept for a minimum of two (2) years to coincide with the contractor warranty requirements.
5. The Respondent, after completion of the work, shall maintain his Georgia business license for a minimum of two (2) years to coincide with the contractor warranty requirements.
6. The Respondent must demonstrate experience in the construction and management of five (5) projects of similar size and scope.
7. The Respondent must be able to meet the required insurance and bonding requirements of the project.

Scope of Services: Furnish all labor, material, equipment, tools, supplies, services, supervision and all other necessary incidentals for the total, satisfactory and timely performance to complete the **Terminal and Concourse T 3rd Party Testing and Inspection Services** at the Hartsfield – Jackson Atlanta International Airport in accordance with the Contract Agreement, Construction Period, all associated Contract Documents and the Request for Proposal (AATC RFP 2013-003) dated April 2, 2013.

I. SCOPE:

The following scope is provided as a general overview of the Terminal and Concourse T 3rd Party Testing and Inspection Services scope of work:

- To provide 3rd Party Testing and Inspection Services for the Terminal and Concourse T HVAC Upgrades Project. This work is located in the Terminal and Concourse T of the Hartsfield-Jackson International Airport.

II. SCHEDULE:

- A. Time is of the essence. Contractor shall diligently prosecute the work and include the necessary manpower and equipment to perform the scope of work. The submitted schedule will be used to evaluate the contractor’s proposal.

**Bids due no later than:
Notice to Proceed Date:**

**May 2, 2013 by 1:00PM
May 10, 2013**

RFP Documents for the Terminal and Concourse T 3rd Party Testing and Inspection Services were prepared by AATC. This RFP will contain drawings or specifications for reference provided by HSST.

III. PLANS & SPECIFICATIONS:

**Project Plans and Specifications provided through the HSST (Hartsfield Support Services Team)
Hartsfield-Jackson Development Program**

Specifications dated April 3, 2013

Plans : Terminal HVAC Upgrades – Volume 1 Terminal, December 5, 2012

Terminal HVAC Upgrades – Volume 2 Concourse T, December 5, 2012

To be considered, Respondents must submit a complete response to the issued RFP. The format mandated by this RFP is not negotiable. Responses shall be submitted in sealed envelope(s) or package(s). The outside of the envelope(s) or package(s) must clearly indicate the name of the project: **AATC RFP 2013-003, Terminal and Concourse T 3rd Party Testing and Inspection Services**, name and address of the Respondent. Submittals shall include one (1) marked “Original” and three (3) copies separately bound proposals and submit no later than **1PM, Thursday, April 30th, 2013** in a sealed envelope addressed to Mr. Kofi Smith, Atlanta Airlines Terminal Corporation, PO Box 45170, 3rd Floor North Terminal, Hartsfield- Jackson Atlanta International Airport, Atlanta, Georgia 30320. Enclose in the envelope all documents required to be submitted in accordance with the Request for Proposal.

Any proposals received after 1:00 PM on May 2, 2013 will be disqualified. **The pre-bid conference will be held Tuesday, April 16th, 2013 at 10:00 AM at the AATC offices, North Terminal, 3rd floor.**

All forms required by the **NOTICE OF REQUIRED SUBMITTALS** must be included in the bid. The bid shall contain the full name of each person, firm or corporation and the complete address.

Questions

If you have any questions regarding this project, **please direct them to Ms. Felicia Wyms, Manager of Engineering for AATC** at (404) 530-2108, or by E-mail at F.Wyms@aatc.org. Utilize the RFI forms and see deadline for RFI submission within the project RFP.

The AATC reserves the absolute right to reject any and all proposals and waive any technicalities at any time.

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