

**\*PRE-PROPOSAL CONFERENCE SIGN-IN SHEET\***

Name of Contract Officer: Mr. Clinton L. Johnson

FC-1190762

**PROJECT TITLE:** GC Services for Limited Housing Rehab and Storefront Improvement Programs

DATE: Tuesday, July 9, 2019 at 1pm

TOTAL NUMBER OF ATTENDEES: \_\_\_\_\_

ATTENDEE'S NAME & COMPANY NAME	ADDRESS	CONTACT #	PRIME CONTRACTOR/SUB CONTRACTOR	EMAIL INFO
Prince M. Aminu Continental Engineering and Construction Co	1303 Metropolitan parkway	404-755-6666	Prince Aminu	cecc@bellsouth.net
Chris Coleman Clean Environmental Group	3245 Peachtree Piney Swan GA 30024	678-207- 7900	Prime	chris@clean environmentalgroup. com
John Armour office of Housing	55 Trinity Ave ste 3430	4.330.6609		j.armour@atlanta.gov
Holita Collins OHzD	"	404 330 6123		hcollins@atlanta.ga.gov
OFFICE OF HOUSING SEMIRA AJANI	"	4-5467117	USOR AGENCY	SAJANI@ATLANTA.GA.GOV

**AGENDA**  
**PRE-PROPOSAL CONFERENCE**

**Date: Tuesday, July 9, 2019**

**Time: 1:00 P.M.**

**FC-1190762, GC Services for Limited Housing Rehab and  
Storefront Improvement Programs**

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1. **Opening and Introduction**  
Mr. Clinton L. Johnson, Senior Contracting Officer
  
2. **Ethics Department**  
**Ethics Guidelines**
  
2. **Risk Management (Appendix B)**  
Mr. John Smith, Risk Management Analyst  
**Insurance Requirements**
  
3. **Office of Contract Compliance (Appendix A)**  
Mr. Bruce Bell, Contract Compliance  
**OCC Requirements**
  
4. **Department of City Planning (User Department)**  
Representative from the Department of City Planning ("DCP") Office of Housing  
**Scope of Services**
  
5. **Department of Procurement**  
Mr. Clinton L. Johnson, Senior Contracting Officer  
**Proposal Process – Information & Instructions to Proponents, Proposal Format, Proposal  
Deadline, Etc.**
  
6. **Closing**  
Mr. Clinton L. Johnson, Senior Contracting Officer

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If you have additional questions concerning this project, please direct your inquiries in writing to **Mr. Clinton L. Johnson, Senior Contracting Officer**, by e-mail [cljohnson@atlantaga.gov](mailto:cljohnson@atlantaga.gov). All questions or inquiries pertaining to this project are due no later than 12:00 P.M., Thursday, July 11, 2019. All replies will be made in writing. Questions concerning the any and all Insurance requirements should be directed to the **Risk Management Office**, (404) 330-6438. **Oral responses are not authoritative.**

- **PROPOSALS DUE: Monday, July 22, 2019, no later than 2:00 P.M. EDT.**
- **PROPOSALS ARE TO BE RECEIVED VIA the City of Atlanta's ATLCloud Portal.**

**Supplier Training for ATLCloud Portal:**

**[https://coatraining.blob.core.windows.net/atlcloud/TrainingVideos/ATLCloud Project Supplier Portal v7/ATL  
Cloud Project%20Supplier%20Portal v7.htm](https://coatraining.blob.core.windows.net/atlcloud/TrainingVideos/ATLCloud%20Project%20Supplier%20Portal%20v7/ATLCloud%20Project%20Supplier%20Portal%20v7.htm)**

**ATLCloud Portal to Submit Proposal Responses:**

**[https://ehxr.fa.us2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuId=300000001273072&\\_adf.ctrl-state=15ntf9muyg\\_70&\\_afzLoop=4534002810777008&\\_afzWindowMode=0&\\_afzWindowId=null&\\_afzFS=16&\\_afzMT=screen&\\_afzMFV=1024&\\_afzMFH=687&\\_afzMFDW=1440&\\_afzMFDH=900&\\_afzMFC=8&\\_afzMECI=0&\\_afzMFV=0&\\_afzMFR=96&\\_afzMFG=0&\\_afzMFS=0&\\_afzMFO=0](https://ehxr.fa.us2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuId=300000001273072&_adf.ctrl-state=15ntf9muyg_70&_afzLoop=4534002810777008&_afzWindowMode=0&_afzWindowId=null&_afzFS=16&_afzMT=screen&_afzMFV=1024&_afzMFH=687&_afzMFDW=1440&_afzMFDH=900&_afzMFC=8&_afzMECI=0&_afzMFV=0&_afzMFR=96&_afzMFG=0&_afzMFS=0&_afzMFO=0)**