



A City of
Opportunity
for All

For Suppliers:

PRE-PROPOSAL CONFERENCE

RFP-DOA-AM-2411-1250059, Phase 3B-F
RFP-DOA-AM-2411-1250060, Phase 3B-R

*Presented By: Mark Coleman-Mabry
November 21, 2024 | Microsoft Teams Webinar 11:00 Am*



CITY OF ATLANTA PANEL AGENDA

Welcome and Introductions

NAME, Mark Coleman-Mabry

01

Ethics Pledge

02

Office of Contract Compliance

NAME, Yvette Hawkins

03

Office of Enterprise Risk Management

NAME, John Smith

04

Department of Procurement

Category Lead– Mark Coleman-Mabry

Supplier Support – Jan Rivers

05

Department of Aviation

UA – Scott Knight

UA – Josanne Kennedy

06



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CITY OF ATLANTA ETHICS Pledge

Do not try and offer lunch, try to bribe, or do anything that goes against the City of Atlanta's Code of Ethics Policy.



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BE MINDFUL OF...



Prohibited Contacts



Non-Authoritative Statements



Question and Answer Deadline:

Thursday, December 5, 2024, 5:00 P.M.

*In the Subject Line of your email put the Project Number i.e. (RFP-DOA-AM-2411-1250059, Phase 3B-F)



Proposal Due Date:

January 22, 2025, no later than 2:00 P.M

*Thursday, August 10, 2023, no later than 2:00 P.M via. The City of Atlanta's eProcurement Portal



BE MINDFUL OF...

Virtual Site Visit : Please click the link to view the Virtual Site Visit:

https://www.dropbox.com/scl/fo/fp64itko5es7e025rq7m0/ACmJIJVK2SfEBnts_nCSaM?rlkey=m8c0n2q7adt6fd7voal0q8pju&st=9qkcywn&dl=0



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OFFICE OF Contract Compliance

**Yvette Hawkins, Sr. Contract Compliance
Specialist**

Appendix A



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OFFICE OF Enterprise Risk Management

**John Smith, Enterprise Risk Program Management
Director**

Appendix B

Required Submittal Form 3 (Financial Capability)



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DEPARTMENT OF PROCUREMENT

Mark Coleman-Mabry, Category Lead

Required Submittal Forms

Reminders

Next Steps



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REQUIRED SUBMITTALS



CITY OF ATLANTA
DEPARTMENT OF PROCUREMENT
SUITE 1900
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 546-1000

Andre Dickens
Mayor

Jaideep Majumdar
Chief Procurement Officer

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PART 1, SECTION 2: REQUIRED SUBMITTAL FORMS

All Offerors, including, but not limited to, corporate entities, limited liability companies, joint ventures, or partnerships, that submit a Bid or Proposal in response to this solicitation must fill out all forms in their entirety, and, where applicable, all forms must be signed, notarized, or sealed with the corporate seal, as required per each form's instructions.

If Offeror intends to be awarded a contract with the City, then Offeror must fill out all the forms listed in this solicitation document; otherwise, Offeror may be deemed non-responsive.

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FORM 1: ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT FORMS

Required Submittal (FORM 1)
Illegal Immigration Reform and Enforcement Act Forms (Page 2 of 3)

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows: (a) the Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program; (b) the Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof; (c) the Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof; (d) the Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract; (e) the Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c); (f) the Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and (g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

Federal Work Authorization User Identification Number _____ Date of Authorization (mm/dd/yyyy) _____

Name of Contractor (Legal Name of Offeror) _____ Solicitation Number _____

City of Atlanta
Name of Public Employer _____ Project Name _____

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20____ in _____ (City), _____ (State).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

**The signature dates for both the authorized representative and notary public must be the same.*

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FORM 2: CONTRACTOR DISCLOSURE FORM

Required Submittal (FORM 2)
Contractor Disclosure and Declaration Form (Page 5 of 12)

YES NO

QUESTIONNAIRE

Please answer YES or NO to each of the following questions.

NOTE: An Offeror is any individual or entity that submits a Bid/Proposal in response to a solicitation. If you are completing Form 2 as a member of a newly formed Joint Venture (established for 3 years or less) or a partner in a General Partnership, each member of the Joint Venture or partner in the General Partnership must complete the questionnaire. Failure to sign and return form in its entirety may result in Offeror being deemed non-responsive.

1. Has the Offeror (including Joint Venture team members established more than 3 years) in the last three (3) years held a contract with the City of Atlanta? If yes, provide contract number and project name. (Ex: FC-; RFP-S; IFB-C; SP-S, etc...)

YES NO
2. Has the Offeror in the last three (3) years, employed or retained as an independent contractor(s) any current or former City of Atlanta employees? If yes, please provide name(s) of current or former employee(s)/independent contractor(s) and position(s) held with the City of Atlanta.

YES NO
3. Has the Offeror or any agent, officer, director, or employee been terminated, suspended, or debarred (for cause or otherwise) from any work being performed for the City or any other federal, state, or local government entity?

YES NO
4. Has the Offeror provided employment or compensation to any third-party intermediary, agent, or lobbyist to directly or indirectly communicate with any City official or employee in connection with any transaction or investment involving the Offeror and the City?

YES NO
5. Has the Offeror had any Personal or Financial Relationships, as defined below, which may give rise to a conflict of interest? **Failure to disclose information may result in suspension or debarment by the City of Atlanta.**
 - a. Personal Relationships: executives, board members and partners in firms submitting offers must disclose familial relationships with employees, officers, and elected officials of the City of Atlanta. Familial relationships shall include spouse, domestic partner registered under City of Atlanta Code of Ordinances Section 94-133, mother, father, sister, brother, and natural or adopted children of an official or employee.
 - b. Financial Relationships: any interest held with a City employee or official, or family members of a City employee or official, which may/did yield, directly or indirectly, a monetary or other material benefit to the Offeror or the Offeror's family members.

YES NO
6. Has the Offeror been subject to a criminal conviction or final adjudication (civil or administrative) at the federal, state, or local level?

YES NO

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Required Submittal (FORM 2)
Contractor Disclosure and Declaration Form (Page 11 of 12)

Declaration

Under penalty of perjury, I declare that I have examined this Disclosure and Declaration Form, including the Basic Information Regarding Offeror, the Questionnaire and Representations, as well as and all attachments to it, if applicable, and, to the best of my knowledge and belief all statements contained herein and, in any attachments, are true, correct, and complete.

I certify that this offer is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for the same supplies, services, construction, or professional or consultant services, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of city, state and federal law and can result in fines, prison sentences, and civil damages awards. I agree to abide by all conditions of this solicitation and offer and certify that I am authorized to sign for this Offeror or, if applicable, that I am authorized to sign on behalf of this member of a newly formed joint venture or member of a general partnership.

I do solemnly affirm and hereby declare under penalty of perjury that the foregoing is true, complete, and correct.

Sign and date below if you are an authorized representative of a responding entity:

Dated this ___ day of _____, 20__

Printed Name of Entity: _____

Signature of Authorized Representative: _____

Printed Name of Authorized Representative: _____

Title: _____

Subscribed and Sworn Before Me
On This the ___ Day Of _____, 20__

NOTARY PUBLIC

My Commission Expires: _____

**The signature dates for both the authorized representative and notary public must be the same.*

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- The Form **must** be notarized.
- Be sure to respond to **every question** on the form.
- If you answer **"Yes"** to any question on the questionnaire, *you must attach an explanation for that response.*
- If multiple companies are submitting a proposal jointly, *each member Company should submit a separate Form 2. The form must also be Completed on behalf of the joint Entity.*
- **Attach your Authorization to do Business in Georgia**, from the Georgia Secretary of State.



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FORM 3: FINANCIAL RESPONSIBILITY REVIEW

Required Submittal (FORM 3)
Financial Responsibility Review

Section 1: To Be Completed by the Project Team

Solicitation Title _____

Please check the level of financial review required for this solicitation:
 No Financial Review Required
 Tier 1
 Tier 2
 Tier 3

Signature of Contract Specialist _____
 Signature of Project Manager _____ Signature of ERM Representative _____

Section 2: Proponent will provide documents from the Designated Tier for Review and Verification by the Contract Specialist.

Tier 1 Documents Required. Contract Specialist will place initials to verify:

Letter from Chief Executive Officer/President/Chief Financial Officer
 Letter from Financial Institution

Tier 2 Documents Required. Contract Specialist will place initials to verify:

Letter from Chief Executive Officer/President/Chief Financial Officer
 Letter from Financial Institution
 Reference Letter from Prior Project Sponsor with Comparable Value

Tier 3 Documents Required. Contract Specialist will place initials to verify:

Letter from Chief Executive Officer/President/Chief Financial Officer
 Letter from Financial Institution
 Reference Letter 1 from a Prior Project Sponsor with Comparable Value
 Reference Letter 2 from a Prior Project Sponsor with Comparable Value

Contract Specialist will select one of the following by placement of signature:

Pass/Responsive _____ Fail/Non- Responsive _____

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Required Submittal (FORM 3)
Financial Responsibility Review
Attachment A

This required language is provided and required to be placed on letterhead of the proponent. It shall not be altered, changed, or modified. Any attempt to alter, change or modify the language will result in a non-responsive designation

The undersigned, having authority to speak for [Company Name] hereby acknowledge, attest, and certify that:

We have examined the financial records of [Company Name] and are familiar with the financial condition of [Company Name].

[Company Name] is in sound financial condition.
 [Company Name] has no outstanding judgments/liens or litigation risk that would compromise its ability to fulfill its obligations to the City of Atlanta.
 [Company Name] is current with all payments of federal and state taxes and required employment withholding obligations.
 [Company Name] is fully willing and financially capable of meeting all obligations required for [Solicitation Title] in accordance with the specifications and timeframes established by the City of Atlanta in the Solicitation.

We hereby affirm that all information provided, and statements made in connection with FORM 3 Revised for [Solicitation Title] are true and correct as of the date signed below.

This shall constitute a continuing certification and [Company Name] shall notify the City of Atlanta within fifteen (15) days of any material change to any of the representations made herein.

Any false or fictitious statement or representation provided herein may be subject to fines and penalties as set forth under O.C.G.A. §16-10-20.

 Print Name and Title Sign Date

 Print Name and Title Sign Date

 Print Name and Title Sign Date

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FORM 4: OFFEROR CONTACT DIRECTORY

**Required Submittal (FORM 4)
Offeror Contact Directory**

Project Name: _____

NAME	POSITION/TITLE (JV Relationship, if applicable) *	MAILING ADDRESS	OFFICE PHONE	CELL PHONE	EMAIL ADDRESS AND FAX NUMBER

The purpose of the Offeror Contact Directory is to provide the City with a centralized, easily identified source of important contacts and other information regarding each of the business entities constituting an Offeror. This Offeror Contact Directory must include the names, positions/titles, firms, mailing addresses, phone and fax numbers and e-mail addresses for at least one (1) primary contact, and names, positions, titles of at least one (1) secondary contact, where applicable, authorized to represent the firm for purposes of this solicitation.

**Joint Ventures established less than three (3) years must include at least one (1) primary contact for each member.*

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FORM 5: REFERENCE LIST

Required Submittal (FORM 5) Reference List

Each Offeror must provide a list of **at least three (3) references** for **PROJECT NAME/SOLICITATION NUMBER** _____; _____ using the below- referenced format. The references provided shall not be from the same project and must be able to attest to an Offeror's performance ability and credibility in a particular industry or trade. If Offeror is a newly established Joint Venture (3 years or less), the members of the Joint Venture may collectively provide at least three (3) references. The City may also consider the information obtained through other sources. Past and present performance information will be utilized to determine the quality of the Offeror's past and present performance as it relates to the probability of success for this Project.

Reference provided for: _____

Reference: Name: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____
 E-Mail: _____

Project Title: _____

Contact Person: _____
Direct Telephone: _____
Date(s) of Project: _____

Description of Services:

Total Amount of Contract Including Change Orders:

Offeror's Role and Responsibilities:

Current Completion Status:

(Use the Same Format to Provide the Additional References)

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FORM 6: PROPOSAL GUARANTEE

**Required Submittal (FORM 6)
Proposal Guarantee (Page 1 of 2)**

"Unless a Proponent Elects to Submit an Alternative Form of Payment"

(Not Applicable)

KNOW ALL MEN BY THESE PRESENTS, THAT WE _____ hereinafter called the PRINCIPAL (OFFEROR), and _____ hereinafter called the SURETY, a corporation chartered and existing under the laws of the State of _____, and duly authorized to transact Surety business in the State of Georgia, are held and firmly bound unto the City of Atlanta, Georgia (OBLIGEE), in the penal sum of either:

- [i] _____ Dollars and Cents (\$ _____); or
- [ii] 5% of PRINCIPAL'S (OFFEROR'S) Total Proposal Amount.

WHEREAS, the PRINCIPAL has submitted to OBLIGEE a Proposal for **PROJECT NAME/SOLICITATION NUMBER** _____, good and lawful money of the United States of America, to be paid upon demand of the OBLIGEE, to which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, and assigns, jointly and severally and firmly by these presents;

WHEREAS the PRINCIPAL desires to file this Bond in accordance with law, in lieu of a certified Offeror's check otherwise required to accompany this Proposal;

NOW THEREFORE: The conditions of this obligation are such that if the Proposal is accepted, the PRINCIPAL shall within ten (10) calendar days after receipt of the Contract from the OBLIGEE, execute the Contract in accordance with the Proposal and upon the terms, conditions and prices set forth therein, in the form and manner required by the OBLIGEE, and shall execute sufficient and satisfactory Performance and Payment Bonds payable to the OBLIGEE, each in the amount of one hundred percent (100%) of the total Contract price in form and with security satisfactory to said OBLIGEE. PRINCIPAL'S execution of the Contract and sufficient and satisfactory Performance and Payment Bonds, within ten (10) calendar days after receipt of the Contract, shall void this obligation; otherwise, this obligation remains in full force and virtue in law. The SURETY shall, upon failure of the PRINCIPAL to comply with any or all of the foregoing requirements within the time specified above, immediately pay to the OBLIGEE, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty but as liquidated damages.

In the event suit is brought upon this Bond by the OBLIGEE and judgment is recovered, the SURETY shall pay all costs incurred by the OBLIGEE in such suit, including attorney's fees to be fixed by the Court.

PLEASE NOTE: If this Form 6 is executed by an Attorney-in-Fact, then Surety must attach a copy of a duly executed Power-of-Attorney evidencing such authority in addition to correctly completing this Form 6.

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**Required Submittal (FORM 6)
Proposal Guarantee (Page 2 of 2)**

"Unless a Proponent Elects to Submit an Alternative Form of Payment"

This Proposal Guarantee is for the Penal Sum of:

- [i] _____ Dollars and Cents (\$ _____); or
- [ii] 5% of PRINCIPAL'S/OFFEROR'S Total Proposal Amount for:

PROJECT NAME/SOLICITATION NUMBER _____
The money payable on this Bond shall be paid to the OBLIGEE, for the failure of the Offeror to execute a CONTRACT within ten (10) days after receipt of the Contract form and at the same time furnish a Payment Bond and Performance Bond.

IN TESTIMONY THEREOF, the PRINCIPAL and SURETY have caused these presents to be duly signed and sealed this ___ day of _____, 20__.

Corporate Offeror:
[Insert Corporate Name]

Signature (Authorized Representative): _____
Print Name: _____
Title: _____

Corporate Secretary/Assistant Secretary

Non-Corporate Offeror (INCLUDING JOINT VENTURE AND PARTNERSHIP):
[Insert Offeror/Authorized Representative's Name]

Signature (Authorized Representative): _____
Print Name: _____
Title: _____

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE ___ DAY OF _____, 20__.

NOTARY PUBLIC

My Commission Expires: _____

SURETY:

Signature: _____

Attorney-in-Fact: _____
Print Name: _____

**The signature dates for both the authorized representative and notary public must be the same.*

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FORM 7: PROHIBITED SOURCES' PLEDGE

Required Submittal (FORM 7)



Prohibited Sources' (Contractors & Vendors) Ethics Pledge

To assure public confidence, I am committed to promoting the integrity of the City of Atlanta government.

1. I will avoid situations involving city officials and employees that may give the perception of an impropriety. When uncertain about the right thing to do, I will ask the Ethics Office for advice.
2. I will not offer money or a personal gift, meal, ticket, travel, entertainment, or other thing of value to city officials or employees unless the gift falls within one of the 11 exceptions to the ban on gratuities per City of Atlanta Code Section 2-801.
3. I will disclose any matter in which I have a financial or personal interest as defined in concerning any City of Atlanta bid, proposal, contract, or subcontract, and disclose if my immediate family, employer, prospective employer, a related business entity, has financial or personal interests with the City. I agree to file a Conflict of Interest Disclosure Report concerning any decision in which I have a conflict of interest.
4. I will file any conflict of interest or disclosure forms when appropriate.

I _____ (print name) acknowledge that I have received and read this pledge and agree to abide by the applicable provisions of the City's Code of Ethics. I understand that the most current copy of the code is at the Ethics Office website and that I can seek advice from the Ethics Office on how to avoid a conflict of interest and comply with the Code of Ethics.

Project Name

Signature

Date

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NEXT ANTICIPATED PROCUREMENT STEPS

After Proposal Due Date: **January 22, 2025 at 2:00 PM** (Eastern) via ATLCloud Portal

Step 1: DOP will review Proposal(s) for Responsiveness

- Form 1: Illegal Immigration Reform and Enforcement Act Form (IIREA)
- Form 2: Contractor Disclosure Form and Questionnaire
- Form 3: Financial Responsibility Review
- Form 4: Offeror Contact Directory
- Form 5: Reference List
- Form 6: Proposal Guarantee
- Form 7: Prohibited Source' (Contactor and Vendors) Ethics Pledge

Step 2: DOP will submit ONLY Responsive Proposals to Internal City Stakeholders to Review for Responsibility

Mayor's Office of Contract Compliance to Review Appendix A – Required Submittals

Office of Enterprise Risk Management to Review Form 3, Financial Disclosure Statements



Department of Procurement

Jan Rivers, Center of Excellence Manager, Supplier Support

(suppliersupport@atlantaga.gov) (404)546-1000

There are 2 trainings monthly on viewing and responding to solicitations. You can register at atlsuppliers.com.

Please reach out to the Supplier Support team from DOP if you have any issues in Oracle registering, uploading your proposal or for general trouble shooting.



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Department of Aviation

Scott Knight, Director of Commercial Revenue

Scope of Work



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CONCESSION PROGRAM: PHASE 3B SOLICITATION



MAYOR ANDRE DICKENS CITY OF ATLANTA



JAN LENNON INTERIM AIRPORT GENERAL MANAGER

Vision + Mission

- **Vision:**

- To be the global leader in airport efficiency and exceptional customer experience.

- **Mission:**

- One team, delivering excellence while connecting our community to the world.

- **Core Values:**



Program Goals

- Provide best-in-class customer service
- Create a “Sense of Place”
- Opening day fresh standards
- ACDBE program leadership
- Strong revenue growth
- A variety of “high-quality” concepts
- Dynamic business environment



Package Structure



Package Goals

- Incorporate emerging needs and trends
- Promote interest and competition
- Create destinations within the concourses
- Modernize the program
- Meet passenger needs
- Strong and successful business partnerships
- Create business opportunities for large, medium and small operators

PACKAGES 3B-F AND 3B-R

Package 3B-F



Unit No.	Near Gate	Area (Sq. Ft)	Category	Concept
ATR-14-FB	N/A	1,978	Food Service	National Brand Deli and National Brand Coffee
ATR-17-FB	Security	545	Food Service	Gourmet Market – Pre-Packaged
TS-32-FB	T5	895	Food Service	Gourmet Market
AN-12-FB	A28	1,692	Food Service	Bar with Food
DN – 16 - FB	D32	1,584	Food Service	Bar with Food
DN – 32- FB	Center Point	716	Food Service	Dessert
Total Package		7,410		

Package 3B-R

Unit No.	Near Gate	Area (Sq. Ft)	Category	Concept
TS-36-SR	T6	890	Retail	Tech Retail
AC-21-SR	A19	710	Retail	Personal Care – Cosmetics
AS -6-CR	A2	766	Retail	Newsstand
AC- 9-CR	Center Point	2,598	Retail	News and Branded Coffee
DN-27-CR	D35	1,082	Retail	Newsstand
Total Package		6,046		

Minimum Qualifications: Proponent

- Proponent must have a **minimum of three (3) years' experience within the last ten (10) years** in the operation and management of multiple retail locations in a shopping center, airport, transportation center, mall, street location or other prominent commercial setting with **cumulative annual sales for such locations of at least Ten Million Dollars (\$10,000,000)**.
- Minimum qualifications and experience apply to proponents, including majority partners of partnerships and joint ventures, and the parent company of any newly-formed subsidiary.

Minimum Qualifications: Proponent

- Proponent must have a **minimum of three (3) years' experience within the last ten (10) years** in the operation and management of multiple:
- Food service locations in a shopping center, airport, transportation center, mall, street location or other prominent commercial setting with **cumulative annual sales for such locations of at least Ten Million Dollars (\$10,000,000)**
 - – A food service location is defined as a restaurant that generates at least 75 percent of its gross revenue from food and beverage sales.

Minimum Qualifications: Sub-Concessionaire

- Each proposed sub-concessionaire that would be responsible for the operation of a food service and retail location(s) must have **a minimum of three (3) years of experience within the last ten (10) years** in the operation and management of one or more restaurants or/and retail locations in a shopping center, airport, transportation center, mall, street location or other prominent commercial setting with a single location generating **annual sales of at least One Million Dollars (\$1,000,000)**.

Minimum Qualifications: All Parties

- A Proponent (or entity comprising proponent) shall be ineligible for the award of an agreement(s) if any of the following apply:
 - The existence of past-due debt to the City
 - Failure to fulfill the provisions of any prior agreement with the City

Proponents must be authorized to conduct business in Georgia

Lease Specifications

Term

- 10 Years
- One 3-Year Renewal Option

Minimum Investment

- Food Service: \$650 per sq. ft.
- Midterm Reinvestment: 15% of Initial Investment Amount by the end of the 6th year

Lease Specifications

Term

- 10 Years
- One 3-Year Renewal Option

Minimum Investment

- Retail: \$500 per sq. ft.
- Midterm Reinvestment: 15% of Initial Investment Amount by the end of the 6th year

Lease Specifications

RENT STRUCTURE

- First Partial Year – Proposed Percentage Rent calculated as a percentage of Gross Receipts
- First Fiscal Year – The Greater of 1 or 2:
 1. MAG set by the City
 - 3B-F = **\$1,010,000**
 2. Proposed Percentage of Gross Receipts
- Second through Last Fiscal Year and Last Partial Year – The Greater of 1 or 2:
 1. MAG (the higher of the previous Fiscal Year’s MAG or eighty-five percent (85%) of the total rent owed during the previous Fiscal Year)
 2. Proposed Percentage of Gross Receipts

PERCENTAGE RENT RANGES BY CATEGORY

Food and Non-Alcoholic Beverages

Minimum 10.0%

Alcoholic Beverages

Minimum 12.0%

Lease Specifications

RENT STRUCTURE

- First Partial Year – Proposed Percentage Rent calculated as a percentage of Gross Receipts
- First Fiscal Year – The Greater of 1 or 2:
 1. MAG set by the City
 - 3B-R = **\$1,800,000**
 2. Proposed Percentage of Gross Receipts
- Second through Last Fiscal Year and Last Partial Year – The Greater of 1 or 2:
 1. MAG (the higher of the previous Fiscal Year’s MAG or eighty-five percent (85%) of the total rent owed during the previous Fiscal Year)
 2. Proposed Percentage of Gross Receipts

PERCENTAGE RENT RANGES BY CATEGORY

Retail	Minimum
Tech Retail	10%
Non-Tech Retail	19%

Target Solicitation Dates

Deadline to Submit Questions in

Writing: Thursday December 05, 2024, NO LATER than 5:00 PM EST

Proposal Deadline: January 22, 2024, NO LATER than 2:00 PM EST VIA ORACLE ONLY

**Become part of
the ATL
Community!**

REMINDERS



Question and Answer Deadline
December 5, 2024 5:00 Pm EST



Proposal Due Date
January 22, 2025 2:00 Pm EST



Primary Point of Contact
Mark Coleman-Mabry
Mscoleman-mabry@AtlantaGa.gov
404-782-3397

