



**CITY OF ATLANTA**  
**OFFICE OF THE INSPECTOR GENERAL**  
SHANNON K. MANIGAULT  
INSPECTOR GENERAL

INDEPENDENT PROCUREMENT REVIEW DIVISION

## **Independent Procurement Review Report**

TO: Atlanta City Council

DATE: August 15, 2023

The purpose of this report is to communicate the results of the following solicitation.

### **Background**

The Department of Transportation requested an Invitation for Bids for the project and scope shown below. Invitations for Bids are to be awarded to the lowest responsive or responsible bidder. This project was not previously cancelled.

Solicitation#	IFB-S/DOT/202210-1230122
Project Name:	Landfill Transfer Station
Estimated Dollar Amount:	\$1,000,000
Term:	Five years with two one-year renewal options
Recommended Awardee:	Georgia Waste Systems, LLC dba Waste Management
DOP Responsive Bidders:	Georgia Waste Systems, LLC dba Waste Management
All Bidders:	Georgia Waste Systems, LLC dba Waste Management

### **Observations and Responses**

#### *Initiation*

Observation 1: One evaluator failed to submit a page of the ethical conduct form which provides the signature, project name and project number.

These omissions could impede the ability to associate the form and evaluator with this solicitation.

DOP Response: The missing signature on the evaluation form was an oversight. The user agency conducted the evaluation with the evaluators noted on the Evaluator Approval form. DOP attempted to obtain the signature, but the evaluator is no longer employed with COA. DOP will ensure that documentation is completed in its entirety for all solicitations.

### *Responsive Review*

Observation 2: DOP noted no matches were found for the SAM exclusion verification on the responsiveness review.

DOP Response: After reviewing the SAM.gov website, the bidder is not registered. Registration is not required for bid submission.

### *Award*

Observation 3: Two differing terms were noted on documents within the contract file:

The term for the UA procurement request form has a five-year contract, with two one-year extension options whereas, the project scope document has a three-year term with up to two one-year renewal options.

DOP Response: The contract term is five (5) years with two (2) one (1) year renewal options.

The review yielded no additional findings.

### **Methodology**

The Independent Procurement Division reviews the following stages of the procurement process:

- Initiation
- Solicitation
- Responsive Review
- Evaluation
- Award

*In accordance with Atlanta City Charter Article 8, Section 8-107, the Independent Procurement Review Division of the Office of the Inspector General must review all solicitations with an aggregate value of \$1,000,000 or greater, seeking approval by the Atlanta City Council, for file completeness, conflicts of interest, and other areas of perceived deficiency.*