



**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: January 30, 2024

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

### **Background**

The Department of Watershed Management 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.

Solicitation#	IFB-DWM-2302-1230235
Project Name:	Annual Contract Asphaltic Concrete Pavement Milling & Resurfacing
Estimated Dollar Amount:	\$2,500,000.00
Term:	Three-year term with one two-year renewal option
Recommended Awardee:	Stewart Brothers Inc.
DOP Responsive Bidders:	Stewart Brothers Inc.
All Bidders:	Stewart Brothers Inc.

### **Observations and Responses**

#### *Solicitation*

Observation 1: This solicitation received one submittal, which could indicate limited competition.

IPro does not require a response from DOP for this observation.

#### *Responsive Review*

Observation 2: The notary public's name is typed instead of signed. The form states the signature dates of the bidder's representative and the notary public must match.

DOP Response: DOP considered this a minor technicality and will ensure that suppliers are reminded during meetings of the importance of completing all documents accurately.

Observation 3: The SAM.gov Exclusion requirement of the Responsive Review form is blank.

DOP Response: The omission on the responsiveness review form was an oversight. The SAM.gov search did not yield information for the supplier.

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, and Section 2-1604 of the Atlanta Code of Ordinances, 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; must review all cooperative purchase agreements and piggyback contracts with an aggregate value greater than \$1,000,000; and may conduct discretionary reviews of any value.*