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: October 16, 2024

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

Background

The Department of Enterprise Asset Management requested a Request for Proposals for the project and scope shown below. Requests for Proposals are typically evaluated based on a variety of evaluation factors including price, understanding of scope and objectives, and expertise. This project was not previously cancelled.

Solicitation#	RFP-REF-DEAM-2406-1240312
Project Name:	Job Order Contracting Vertical and Horizontal-Large
Estimated Dollar Amount:	$100,000,000
Term:	Three years with two one-year renewal options
Recommended Awardee:	EDT/Techno/SD/CC JV F.H. Paschen, S.N. Nielson & Associates, LLC. SoCo-Catamount JV, LLC
DOP Responsive Bidders:	EDT/Techno/SD/CC JV Johnson-Laux-Skyline Atlanta JOC Contractors LLC Paschen Milhouse JV SoCo-Catamount, LLC JV
All Bidders:	EDT/Techno/SD/CC JV Johnson-Laux-Skyline Atlanta JOC Contractors LLC Kissberg/Parker-Fry, JV M.A.C. Construction, Inc. Paschen Milhouse JV SoCo-Catamount, LLC JV

Observations and Responses

Solicitation

Observation 1: DOP issued three addenda for this solicitation to remove and replace the pre-proposal conference webinar link, upload the pre-proposal conference presentation and the sign-in sheet, revise the scope of services, revise evaluation weights, add the submittal checklist, remove and revise the statement of qualifications, extend the due date, and answer 26 questions.

> DOP Response: The issuance of addenda for solicitations is standard operating procedure. Each addendum issued for this solicitation included information that was essential for interested proponents. DOP will continue to monitor addenda issuance and ensure that the information included is in the best interest of the City of Atlanta and the solicitation action.

Responsive Review

Observation 2: The Financial Responsibility Review forms for two of the three proposed awardees were not initialed by the Contract Specialist to indicate verification of the proponent's submittals or responsiveness as detailed on the form's instructions.

> DOP Response: Upon review of the IPRO observation, the signed Financial Responsibility Review Form has been updated by the DOP staff member to indicate responsiveness and has been submitted to IPro.

Observation 3: The Financial Responsibility Review form for one of the three proposed awardees was marked with a checkmark instead of initialed to indicate receipt of submittals as detailed on the form's instructions.

> DOP Response: The Contractor placed checkmarks on Form 3 prior to submission. DOP considered this a minor technicality as this had no material effect on the outcome of the recommendation of award.

Observation 4: The Financial Responsibility Review forms for all three of the proposed awardees were not signed by the Contract Specialist to indicate responsiveness as detailed on the form's instructions.

> DOP Response: Upon review of the IPRO observation, the signed Financial Responsibility Review Form has been updated by the DOP staff member to indicate responsiveness and has been submitted to IPro.

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.