CITY OF ATLANTA
OFFICE OF THE INSPECTOR GENERAL
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INSPECTOR GENERAL

INDEPENDENT PROCUREMENT REVIEW DIVISION

Independent Procurement Review Report

TO: Atlanta City Council

DATE: August 28, 2024

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

Background

The Department of Corrections requested a Special Procurement for the project and scope shown below. Special Procurements occur when unique situations exist that make traditional procurement methods contrary to the public interest. This project was previously cancelled.

Solicitation#	SP-REF-DOC-2402-1240236
Project Name:	Security Guard Services for Grady Detention Center
Estimated Dollar Amount:	$2,500,000 annually
Term:	Three years with three one-year renewal options
Recommended Awardee:	RLP Network, LLC
DOP Responsive Bidders:	Cloverhurst/Aaron JV RLP Network, LLC
All Bidders:	Cloverhurst/Aaron JV RLP Network, LLC

Observations and Responses

Solicitation

Observation 1: This solicitation was previously cancelled as SP-S-1230193 due to a lack of funding.

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

Observation 2: The procurement file did not contain the approved requisition, which would identify how the project is to be funded.

DOP Response: The initial PREP Package provided funding information that was sufficient to move forward with solicitation. The user agency provided the requisition upon request to move forward in the award/legislative phase. DOP will continue to collaborate with the user agencies to ensure that funding (requisitions) is submitted accordingly with PREP packages.

Observation 3: The contract file did not contain Illegal Immigration Reform and Enforcement Act Forms (IIREA) for either of the proponents.

DOP Response: Upon IPro's findings, DOP verified that the IIREA form was requested, received, and added to the contract file.

Observation 4: The contract file did not contain Conflict of Interest Disclosure Form for either of the proponents.

DOP Response: Upon IPro's findings, DOP verified that the Conflict-of-Interest Disclosure form was requested, received, and added to the contract file. There was no conflict disclosed.

Observation 5: During the email review, IPro found that this solicitation originally received the designation for award from DOP on February 21, 2024. On February 22, 2024, at the request of the Mayor's Office, the scope was expanded and new quotes were requested.

After receipt of the new quotes, the user agency submitted an updated award recommendation, and the CPO issued an updated award designation memo.

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

Observation 6: The award recommendation for this solicitation references the cancelled SP-S-12230193. This could indicate a failure to update the solicitation documents.

DOP Response: The inclusion of the previously cancelled solicitation information in the award recommendation memo had no material effect on the outcome of this action. DOP will continue to collaborate with user agencies to ensure that documents contain information specific to the current action.

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.