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: November 25, 2024

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

Background

The Department of Aviation 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-DOA-REF-2401-1240186
Project Name:	Phase 3H1 Concourses A, B & C
Estimated Dollar Amount:	Revenue generating - $3.8 million first full year
Term:	10 years with one three-year renewal option
Recommended Awardee:	Paradies Lagardere @ ATL 2024-HYB, LLC
DOP Responsive Bidders:	ATL P3H Concessions, LLC Crews SSP ATL, LLC (JV) Paradies Lagardere @ ATL 2024-HYB, LLC
All Bidders:	A Taste of Carnival, LLC ATL P3H Concessions, LLC Crews SSP ATL, LLC KUKU Ethiopian Coffee Paradies Lagardere @ ATL 2024-HYB, LLC Plum Verge Tersylbran JV LLC Tiffany Brown Designs

Observations and Responses

Initiation

Observation 1: One evaluator's ethics form lacks an acknowledgement to the "Discovery of Conflict of Interest" question, which states ongoing conflict disclosure expectations.

DOP Response: Upon IPro's observation, DOP researched the information and updated the form to include the reference information related to the solicitation. DOP will continue to collaborate with the IPro team to ensure all solicitation files are complete upon submission.

Solicitation

Observation 2: DOP issued seven addenda for this solicitation. Addenda contents included changing the question due date, changing the proposal's due date three times, replacing multiple forms and exhibits, posting the pre-proposal conference PowerPoint and attendee list, correcting the total square footage, adding an additional round of Q&A, and answering 222 questions.

Too many addenda could indicate unclear specifications or scope of work, which could favor a particular proponent.

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

Responsive Review

Observation 3: On the Financial Responsibility Review form, DOP provided "x"s instead of initials as required to indicate submission of required documents. The Contract Specialist provided no signature to indicate responsiveness on the Financial Responsibility Review form for the proposed awardee as required by the form.

DOP Response: Upon IPro's observation, DOP agrees the form is not in file with the signature to indicate responsiveness. Both the evaluation from Dept. of Enterprise Risk and the Responsive review form are now included in the file to indicate the responsiveness. DOP will continue to collaborate with the IPro team to ensure all solicitation files are complete upon submission.

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.