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: February 11, 2025

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

Background

The Department of Water 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. This project was not previously cancelled.

Solicitation#	IFB/AM/DWM/2407-1250012
Project Name:	Landscaping and Grounds Maintenance
Estimated Dollar Amount:	$800,000 to $1,000,000 annually
Term:	Three years with two one-year renewal options
Recommended Awardee:	Mariani Enterprises, LLC dba Ed Castro Landscape Russell Landscape, LLC
DOP Responsive Bidders:	Mariani Enterprises, LLC dba Ed Castro Landscape Russell Landscape, LLC
All Bidders:	Ashford Gardeners, Inc. Complete Services GA LLC Cumberland Landscape Group Mariani Enterprises, LLC dba Ed Castro Landscape Reimage General Contractors, LLC Residential Enhancements, Inc. Russell Landscape, LLC Tri Scapes, Inc

Observations and Responses

Solicitation

Observation 1: DOP issued three addenda for this solicitation which added the pre-bid attendance list and the pre-bid conference presentation to abstract, removed Appendix B Section 2.0 Payment and Performance Bond, extended the bid due date, responded to 34 questions, and removed

language on the Bid Form and Lump Sum document requesting bid bonds or certified checks to the City of Atlanta.

> DOP Response: Upon review of the observation, DOP acknowledges the issuance of three addenda for this solicitation. The addenda issued included documents designed to assist the supplier with understanding the process and to provide clarity on the requirements.

Responsive Review

Observation 2: A proposed awardee failed to provide a notary seal on the Illegal Immigration Reform and Enforcement Act form (Form 1) per Georgia Notary Law, which could inhibit the ability to authenticate the notarial act.

> DOP Response: Upon review of this observation, DOP reviewed the documents and note that the notary seal provided by Mariani appeared to be an unclear copy. The notary section, however, contained clear information, and there were other declaration sections that were legible and provided all necessary details. DOP has determined that there was sufficient information to deem Form 1 as responsive and responsible.

Observation 3: The same proposed awardee failed to provide a notary seal on the Contract Disclosure and Declaration form (Form 2) per Georgia Notary Law, which could inhibit the ability to authenticate the notarial act.

> DOP Response: Upon review of this observation, DOP reviewed the documents and note that the notary seal provided by Mariani appeared to be an unclear copy. The notary section, however, contained clear information, and there were other declaration sections that were legible and provided all necessary details. DOP has determined that there was sufficient information to deem Form 2 as responsive and responsible.

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.