



Independent Procurement Review Report

Why We Did This Review

In accordance with Atlanta City Charter Chapter 6, Section 2.603, our office is authorized to 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.

Solicitation#	SS-C-1220163
Estimated Dollar Amount:	\$4,255,462
Type of Procurement:	Sole Source Procurement
Contract Description:	Georgia Power Municipal Utility Project
Requesting Department:	Department of Enterprise Asset Management
Recommended Vendor:	Georgia Power Company

TABLE OF FINDINGS

Review Area	Risk/Criteria	Results	DOP Response
Conflict of Interest	The city's standards of conduct prohibit employees from having financial conflicts of interests. Contracts must be awarded and administered free from improper influence or the appearance of impropriety.	No findings identified	N/A
Cancellation	<ul style="list-style-type: none"> The Government Accountability Office states that the use of standard language such as "in the best interest of the city" without a specific justification for cancellation could be a fraud indicator. Transparency International states that effective record-keeping of decisions and reasons for cancellation promotes accountability and transparency. 	No findings identified	N/A
Award	<p>A contract file should include all project items, to confirm that each phase of the procurement was facilitated appropriately and audit-ready (DOP SOP Sec. 3.18):</p> <ul style="list-style-type: none"> Procurement request form from user agency Department memo to CPO detailing the efforts taken to determine sole provider Memo on company letterhead from recommended consultant or contractor attesting to sole proprietorship when applicable CPO's written determination/approval for sole source procurement 	<ul style="list-style-type: none"> User agency failed to provide a copy of the approved requisition as required by the procurement request form for sole source procurements Vendor failed to provide a copy of the proof of insurance as required for this solicitation 	<p>DOP has requested the requisition from the User agency (DEAM). It was not provided at the time of submission.</p> <p>The insurance certificate may or may not be required and is listed as "if applicable" at the time of submission, for sole sources procurement methods. The insurance requirements are obtained from Risk Management once the sole source is approved by DOP and the agreement is prepared.</p>

Review Area	Risk/Criteria	Results	DOP Response
	<ul style="list-style-type: none"> ○ Original IIREA forms ○ Statement of work and corresponding quotes ○ Insurance (if applicable) ○ Approved requisition ○ Conflict of interest form (City code Sec. 2-1214) ○ SAM verification ○ Authority to Transact Business in Georgia (DOP SOP Sec. 4.7) 		