

**Action Requested/Required:**

- ☒ Vote/Action Requested
☐ Discussion or Presentation Only
☐ Public Hearing
Report Date: _____
Hearing Date: _____
Voting Date: _____

Department: Community Development**Presenter(s) & Title:** Bethany Watson

City Engineer

Agenda Item Title:

Discussion and Possible Action on the Procurement Policy for Federal and State Funded Transportation Projects

Summary:

As part of the City's Local Administered Projects (LAP) Application, the City must adopt the GDOT Procurement Policy for The Procurement, Management and Administration of Engineering and Design Related Consultant Services. GDOT has approved the attached letter to serve as approval of this requirement. The Policy will only be used for Federal and State Funded Transportation Projects. This procurement policy was previously adopted in 2020 and is required to be updated with each LAP recertification.

Budget Implications:Budgeted? ☐ Yes ☐ No ☒ N/ATotal Cost of Project: _____ Check if Estimated ☐Fund Source: General Fund ☐ Water & Sewer ☐ Sales Tax ☐ Other: _____**Staff Recommendations:**

Motion to Approve for Mayor to sign letter to GDOT adopting the GDOT Procurement Policy for Procurement, Management and Administration of Engineering and Design Related Consultant Services.

Reviews:Has this been reviewed by Management and Legal Counsel, if required? ☐ Yes ☐ No**Attachments:**

Procurement Policy Letter



September 12, 2024

Department of Transportation
600 West Peachtree Street, NW, 7th Floor
Atlanta, GA 30308

Attn: Maria L. Roux
QA Compliance Manager
Office of Procurement

RE: Adoption of GDOT Procurement Policy for The Procurement, Management and Administration of Engineering and Design Related Consultant Services

The City of Canton will adopt the Georgia Department of Transportation Procurement Policy for The Procurement, Management and Administration of Engineering and Design Related Consultant Services. The City has read the policy and will abide by the policy for all state and federally funded transportation projects as it pertains to local governments. The City agrees to and acknowledges the following:

1. The City of Canton agrees to and acknowledges that all personnel involved in the procurement, management and administration of engineering and design related consultant services must attend GDOT Manual training and pass the test administered.
2. The City of Canton has read and understands the Federal Laws and Regulations (23 CFR Part 172) along with any State of Georgia laws (O.C.G.A. 50-22-1 through 50-22-9) that pertain to these services where FAHP funds will be utilized must be followed and adhered to.
3. The City of Canton is familiar with the requirements and understands 40 U.S.C. 1101-1104 Selection of Architects and Engineers commonly referred to as "The Brooks Act" or Qualification Based Selection (QBS) to include:
 - a. Solicitation process
 - b. Evaluation Factors
 - c. Non Qualification Evaluation Factors
 - d. Evaluation, Ranking and Selection
 - e. Negotiation
4. The City of Canton understands other procurement methodology to include:
 - a. Small Purchases
 - b. Non-competitive
5. The City of Canton acknowledges and agrees to adhere to the below additional procurement requirements:
 - a. Common Grant Rule 49 CFR Part 18
 - b. Georgia DOT's Disadvantaged Business Enterprise (DBE) program
 - c. Suspension and Debarment
 - d. Compliance with Title VI

- e. Compliance with E-Verify (this is not necessary if state funds are not utilized)

Signatures below agree to the above acknowledgements agreeing to follow GDOT's Procurement Policy for engineering and design related services when using FAHP funds, as it applies to local governments certified through GDOT's LAP program.

Bill Grant, Mayor

ATTEST: _____
Annie Fortner, City Clerk

Approved as to Form and Content: _____
Robert M. Dyer, City Attorney