

January 24, 2023

**TRANSPORTATION
CONSTRUCTION
VENDOR EXPO**

CITY OF ATLANTA



DEPARTMENT OF TRANSPORTATION

Mayor Andre Dickens

ATLDOT Commissioner Solomon Caviness IV

Purpose of the Expo

1

Encourage companies to do business with ATLDOT and inform contractors of upcoming projects

2

Learn what's new, better, and different about doing business with the City of Atlanta

3

Provide an opportunity for prime and subcontractors to connect

Agenda



- **Doing Business with ATLDOT: It's a New Day!**
- **How to Become a City Vendor and the Procurement Process**
- **The Nuts and Bolts of Disadvantaged Business Enterprises**
- **Doing Business with COA/OCC**
- **Managing Risks for Stakeholders**
- **Invoices and Payment Schedules**
- **Key Takeaways**
- **Q & A Session**
- **Networking Opportunities**



Solomon Caviness, IV
Commissioner of ATLDOT



Marsha Anderson Bomar

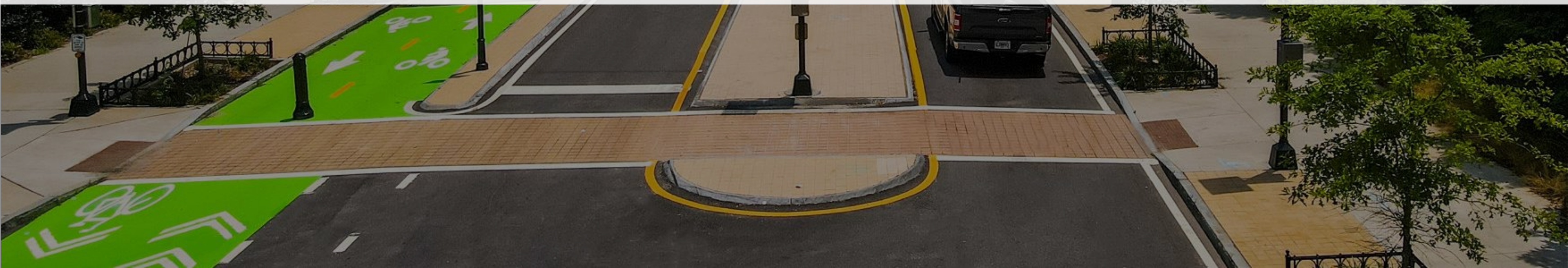
Commissioner Emeritus of ATLDOT





Doing Business with ATLDOT: It's a New Day!

Marsha Anderson Bomar, ATLDOT Commissioner Emeritus



Moving Atlanta Forward



\$750M total Project Funds

CITY OF ATLANTA



DEPARTMENT OF TRANSPORTATION



Moving Atlanta Forward

- **\$387M of Project Funds managed by ATLDOT**
 - \$40.0M Bridges
 - \$28.3M Multipurpose Trails
 - \$130.6M Safe Streets
 - \$109.6M New Sidewalks and ADA Ramps
 - \$41.7M Sidewalk Repairs
 - \$10.0M Signal Upgrades
 - \$26.4M Street Repairs
- Solicitations over the next 5 years



Upcoming Construction Procurements



Safe Streets

- 10th & Monroe Intersection Improvement
- Central Park Pl Safe Street
- Fairburn Rd Complete Street
- Howell Mill Complete Street
- J E Lowery Boulevard Complete Street
- RD Abernathy Blvd Complete Street
- Strategic Traffic Calming
- W. Peachtree St. & Spring St. QB Complete Streets
- Whitehall Street Safe Street



Sidewalks & Mobility

- ADA Curb Ramp Installations (4,000+)
- Campbellton Road Pedestrian Improvements
- Deering Road Sidewalk
- Several Design-Build New Sidewalk Projects (10+ locations)
- Sidewalk Repair on Major Streets



Traffic Signals

- Peachtree St. (TCC)



Street Repairs

- Beverly Road Resurfacing & Safety Improvements
- Blackland Road & Putnam Drive Resurfacing & Safety Improvements



Roadway Improvements

- Moores Mill Multi Modal Roadway Ext.
- Unpaved Roadways - Phase I - Group 1
- Unpaved Roadways - Phase I - Group 2



Bridges

- 10th Street Bridge Connectivity Improvements

Partnership Procurements

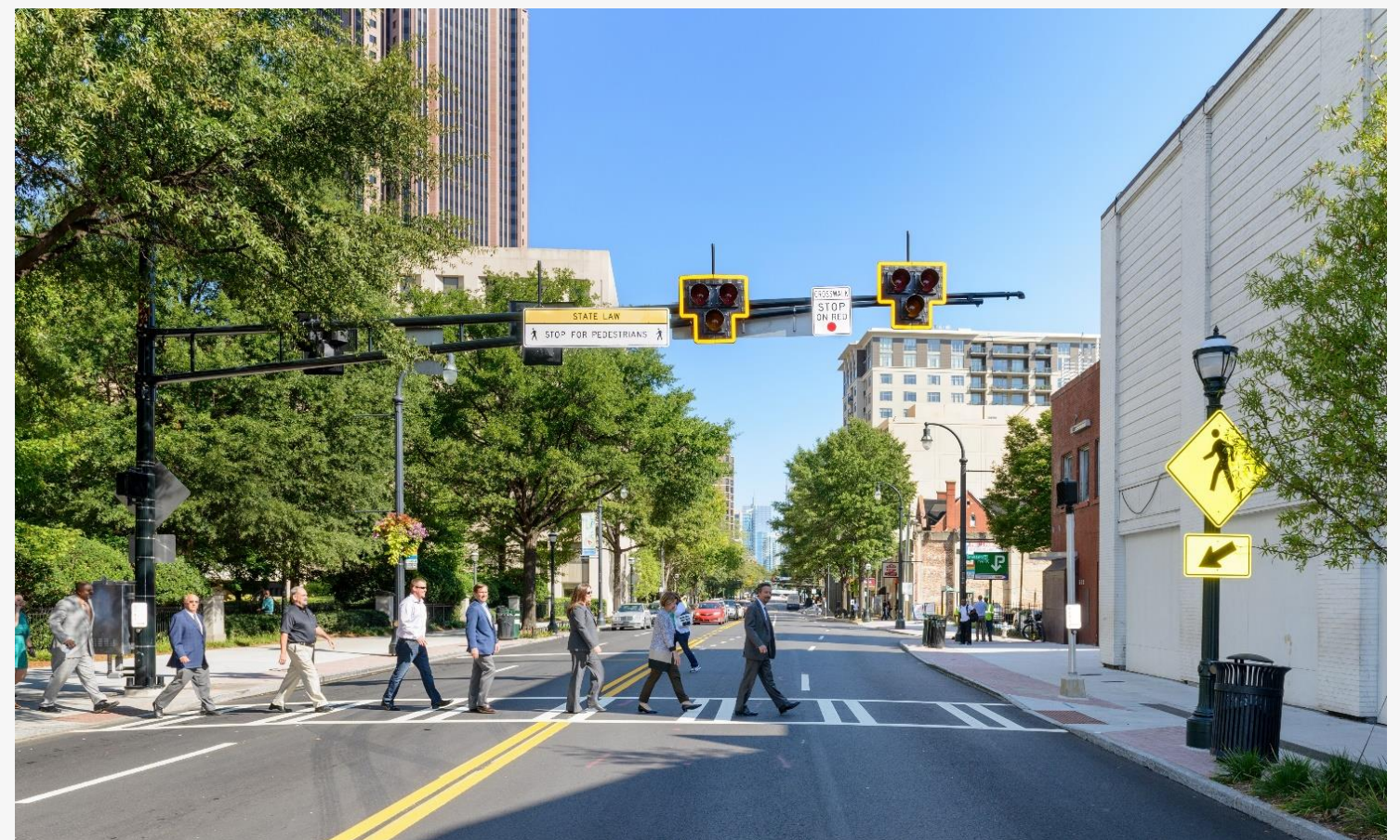


Partnerships

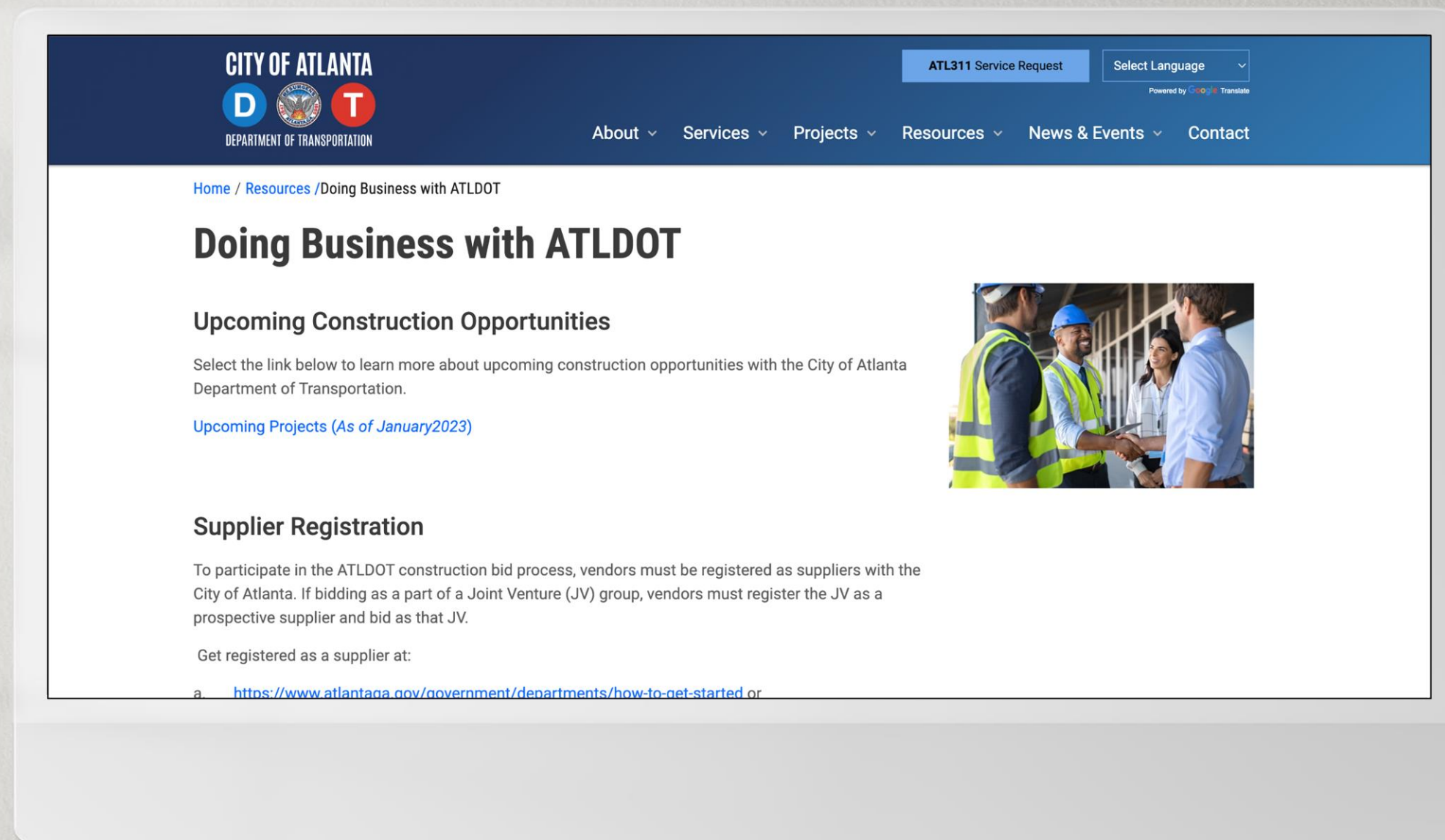
- 15th St Extension (Midtown Alliance)
- 5th St Complete Street (Midtown Alliance)
- Edgewood Avenue Safe Streets (Atlanta Downtown Improvement District)
- Lenox Road Corridor (Buckhead CID/GDOT)
- Piedmont Ave Complete Street (Midtown Alliance)
- Piedmont Rd Capacity Improvement (Buckhead CID/GDOT)
- US19 Spring Street Pedestrian Mobility (Midtown Alliance/GDOT)
- West Paces Ferry Road Resurfacing & Safety Improvements (Buckhead CID)
- Wieuca Rd Roundabout (Buckhead CID)

Sample Services Needed

- Grading
- Resurfacing
- Striping
- Stormwater Installation
- Concrete Work
- Guardrails and Fencing
- Landscaping
- Erosion Control
- Traffic Control
- Traffic Signal Work
- Fiber Optic Cable
- Bus Shelter Installation



Doing Business with ATLDOT



atldot.atlantaga.gov

Resources → Doing Business with ATLDOT

Construction Contract Types



Traditional Construction Services

- Resurfacing
- Intersection Improvements

Design-Build

- Sidewalk Installation
- Bridge Replacement

On-Call Task Order / IDIQ (Unit Price)

- In Development

Citywide Unit Price On-Call Construction Services Contract

- ATLDOT is currently developing a task order-based / IDIQ contract delivery method
 - Modeled after Cobb County's 2021 Countywide Unit Price Contract
 - SOV and Unit Prices for predetermined Scopes of Work with Tiered Pricing Ranges
 - Prospective bidders may bid on any or all Groups
 - Multiple pre-approved contractors
 - GDOT-based pay items and specifications
 - Annual escalation adjustments
 - Small business and DBE set asides
 - Avoid legislative slowdown

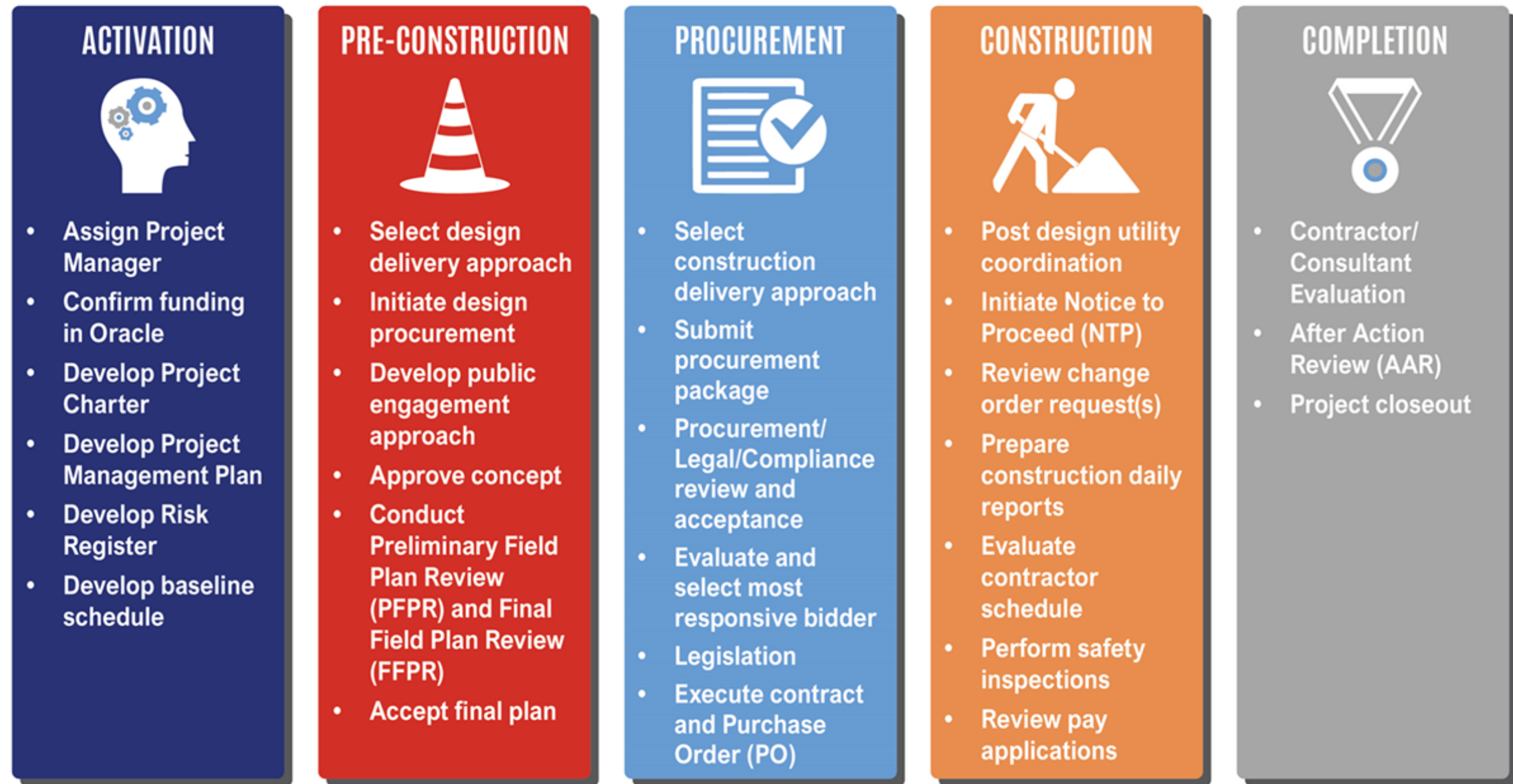
Citywide Unit Price On-Call Construction Services Contract

Sample of Groups:

Group	Scope	Price Range
Group 100	Concrete Work, Sidewalks, Trails	Up to \$1,000,000
Group 101	Concrete Work, Sidewalks, Trails	\$1,000,000 to \$5,000,000
Group 102	Concrete Work, Sidewalks, Trails	Above \$5,000,000 (JV)
Group 200	Grading, Drainage and Paving	Up to \$1,000,000
Group 201	Grading, Drainage and Paving	\$1,000,000 to \$5,000,000
Group 202	Grading, Drainage and Paving	Above \$5,000,000 (JV)

Streamlining Processes and Procedures

Monitoring activities: Schedule, Budget, Risk



Reporting (Monthly, Quarterly, City Council Departmental Quarterly Reviews) Legislation

The program will employ a range of project monitoring and control measures across the project life cycle to ensure that projects, and ultimately the program, adhere to a baseline schedule, budget and project scope.

Contractor Evaluation

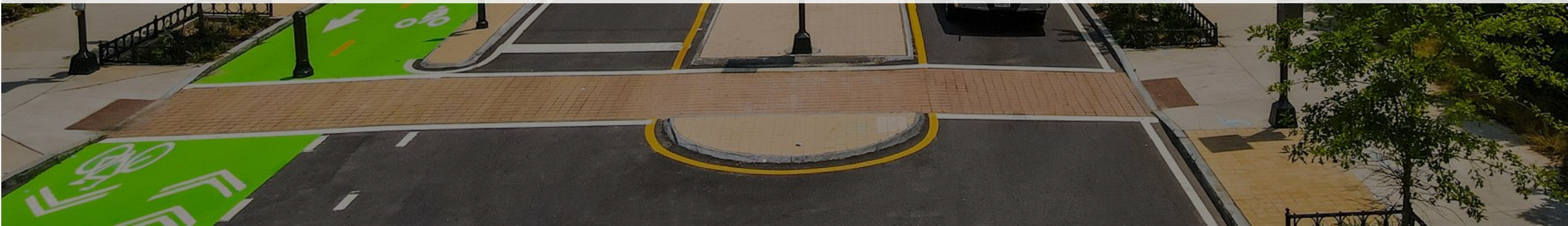
- A collaborative approach to reflecting on the work of a team and identifying strengths, weaknesses, and areas for improvement.
- Performed at regular intervals throughout the project lifecycle
- Centered around four questions:
 - What did we expect?
 - What is occurring?
 - What is going well and why?
 - What can be improved and how?





How to Become a City Vendor and the Procurement Process

Kevin Floyd, Department of Procurement



Procurement Updates



- Launch of ATLSuppliers.com
 - One stop shop for all supplier information
- Roll-out of Procurement Social Media Accounts
 - @ATLProcurement
- Revised Instructions to Proponents
 - Simplified language to provide clarity
- Revised Required Submittal Forms package
 - Standardized all forms and eliminated duplicate requirements
- Updated all Procurement Forms and Templates
 - Added version number to provide document control
- Launched first-ever monthly supplier newsletter- P.E.N
 - Sent to over 14,000 suppliers



Contracting Updates

- Contract to be released with solicitation package
- Standard terms and non-negotiable items will be included
- Acceptance of the terms and any deal-breaker items must be included in supplier response
- Failure to accept the City's terms, or significant red lines to the agreement could result in a lower score or the submission being deemed non-responsive

Target Procurement Timeline

90 to 120 business days*



Finalize External
Agreements and
Funding

1 Day

2

Advertisement
20 Days

4

- Utility Agreements
- Finalize ROW Acquisition
- External Funding and Agreements

6

Contract
and
Legislation
33 Days

7

Contract
Signature and
Purchase
Order
10 Days

1

Bid Package
Development
4 Days

3

Bid Package
Review and
Approval
13 Days

5

Recommendation
and Selection
40 Days

* Days are approximations



Sample RACI Matrix



PROJECT NAME: IFB/DWM/2208-1230035, Butler Trunk/Relief and Ponce Piedmont New Diversion Sewer								
Estimated Project Amount: \$21,310,000.00								
Proposed Contract Term: 2 Years after NTP								
Procurement Manager Name: Dana Greer								
Contract Specialist Name: QuoVadis Wright								
	Date Assigned	Actual Date	DOP	DOL	UA	OCC	RSK	I PRO
PROCUREMENT REQUEST SUBMITTED			R+A					
Validate Completion of Procurement Request Form	Day 1	8/31/2022	R+A	I	R+A	I	I	I
CS Receives Procurement Package	Day 2	8/31/2022	R+A	I	R+A	I	I	I
Assign Solicitation No.	Day 2	8/31/2022	R+A	I	I	I	I	I
Schedule Project Team Meeting	Day 2	8/31/2022	R+A	I	I	I	I	I
I PRO notification (over \$1 million)	Day 2	9/7/2022	R+A	I	I			R+A
Send Transmittal to Risk	Day 2	8/31/2022	R+A	I	C	I	R	I
Send Transmittal to OCC	Day 2	8/31/2022	R+A	I	C	R	I	I
Request Attorney / Send Draft Agreement	Day 3	9/12/2022	R	R+A	I			
Draft Schedule	Day 3	9/7/2022	R+A	I	I	I	I	I
CS's Indept Review	Day 3	8/31/2022	R+A	I	I	I	I	I
Draft Synopsis	Day 4	N/A	R+A	I	C	I	I	I
Project Team Meeting	Day 7	9/7/2022						
Announce Black Out Period	Day 7	9/7/2022	R+A	A	A	A	A	I
Finalize Schedule	Day 7	9/7/2022	R+A	I	C	I	I	I
Receive Contract from Law	Day 7		R+A	R+A	I			
Draft Solicitation Review & Approval								
Receive Appendix A from Transmittal to OCC	Day 10	9/7/2022	I	I	R+A	I	I	I
Receive Appendix B from Risk	Day 10	9/7/2022	I	I	I	I	R+A	I
Build Solicitation (Draft Completed)	Day 15	9/12/2022	R+A	I	C	I	I	I
User Agency / Proc. Mgr. (3 days)	Day 18	9/12 - 9/15	I	R+A	I	I	I	I
Law (5 days)	Day 23	9/12 - 9/16	I	R+A	I	I	I	I
Active Solicitation Advertisement								
Publish Solicitation in Oracle	Day 28		R+A	I	C	I	I	I
State Advertising	Day 28		R+A	I	I	I	I	I
Pre-Bid Conference/Site Visit	Day 31		R+A		R+A	R+A	R+A	
Receive Questions	Day 33		R+A	I	R+A	R+A	R+A	I
Issue Addenda	Day 38		R+A	I	C	C	A	I
Solicitation close date	Day 47		R+A	I	I	I	I	I

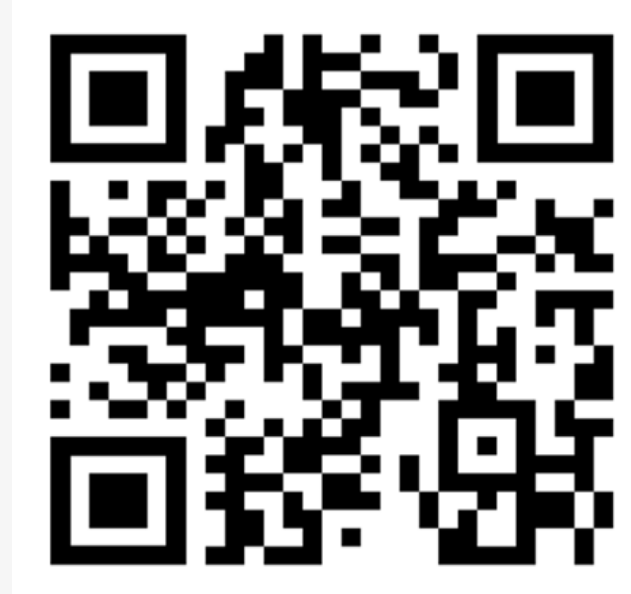
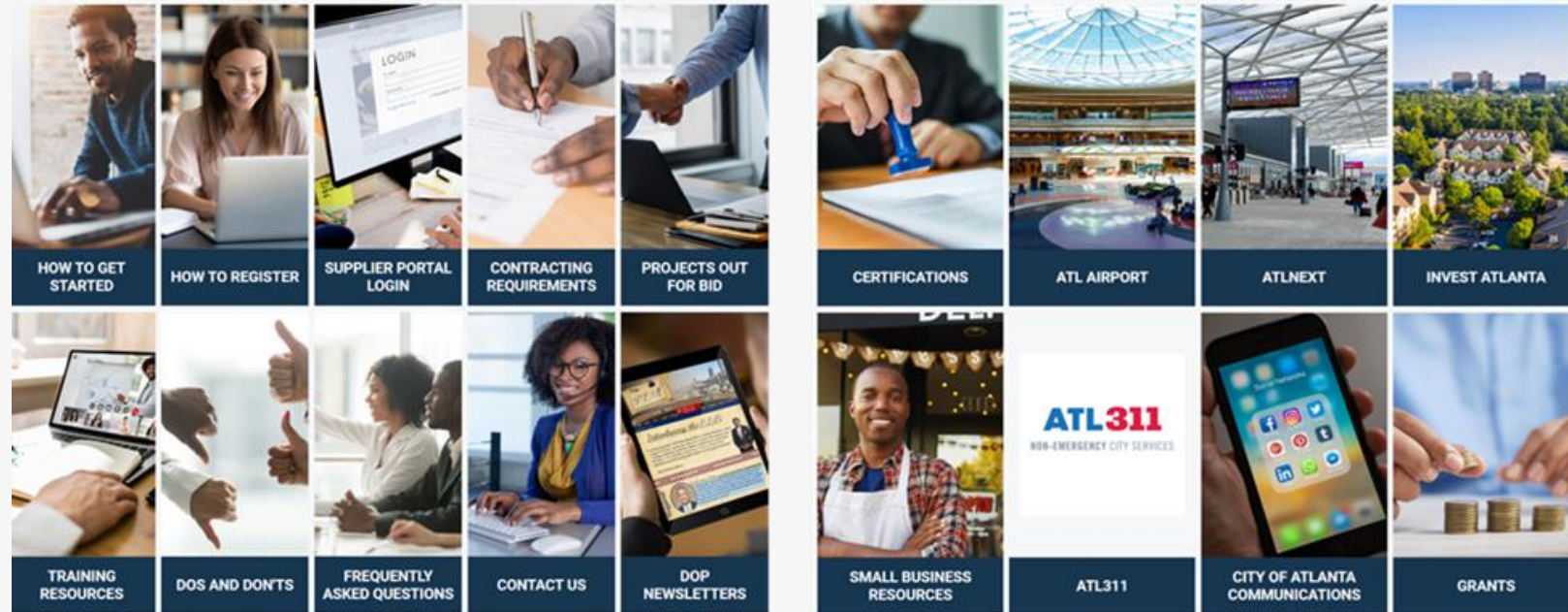
	Date Assigned	Actual Date	DOP	DOL	UA	OCC	RSK	I PRO
PROCUREMENT REQUEST SUBMITTED			R+A					
Evaluation								
Responsiveness Check	Day 50		R+A	I	I	I	I	I
Contract Specialist Peer Review	Day 50		R+A	I	I	I	I	I
Manager Approval	Day 52		R+A	I	I	I	I	I
Send Non-responsive Letters	Day 55		R+A	I	I	I	I	I
Facilitate Evaluator Training	Day 55		R+A	I	R+A	I	I	I
Provide UA Volume 1 (Info Proposal) & References	Day 58		R	I	R+A	I	I	I
Provide OCC Appendix A	Day 58		R	I	I	R+A	I	I
Provide Risk Volume 2 (Form 3 & Financials)	Day 58		R	I	I	I	R+A	I
Hold Oral Interviews, as applicable for clarification	Day 63		R+A	I	R+A	I	I	I
Collaborative Scoring Session	Day 68		R+A	I	I	I	I	I
Receipt of OCC and Risk Evaluation	Day 68		R	I	I	R+A	R+A	I
Email UA w/ Total score results after conferring with management	Day 70		R+A	I	R+A	I	I	I
Send negotiations letter out	Day 72		R+A	I	C	I	I	I
Hold negotiations, as applicable	Day 77		R+A	I	C	I	I	I
Vendor submits final documents	Day 80		I	I	R+A	I	I	I
Receive recommendation of Award Memo to CPO	Day 85		I	I	R+A	I	I	I
Notice of Award Letter sent / Prepare long execution letter for CPO signature Provide contract & letter to vendor for signature	Day 90		R+A	I	I	I	I	I
Legislation Process								
Receipt of Legislative Packet/Draft summary (over \$100,000)	Day 95		I	I	R+A	I	I	I
Contract Action is Authorized	Day 107		I	I	R+A	I	I	I
Announce End of Black Out Period	Day 107		R+A	I	I	I	I	I
* Receive FAL	Day 117		I	I	R+A	I	I	I
Finalize Contract								
CS Completes Draft	Day 100		R+A	I	I	I	I	I
User Agency Completes Review (2 days)	Day 102		I	I	R+A	I	I	I
Manager Completes Review (2 days)	Day 104		R+A		I			
Contract Action is Legislatively Authorized	Day 107		I	I	R+A	I	I	I
Law Approves Agreement (5 days)	Day 109		I	R+A	I	I	I	I
CS sends Agreement to Vendor	Day 109		R+A	I	I	I	I	I
Receive Vendor Executed Agreement(3 Days to Sign)	Day 112		I	I	I	I	I	I
* Receive FAL	Day 117		I	I	R+A	I	I	I
Route internally for signatures	Day 117		I	I	R+A	I	I	I
Provide Executed agreement to UA & Contractor	Day 120		I	I	R+A	I	I	I



Supplier Resources



atlsuppliers.com



Follow us on our social media!



@atlprocurement



@atlprocurement



City of Atlanta Department of Procurement

SUPPLIER REGISTRATION TRAINING
First Wednesday of Each Month
10:00 - 11:30 AM

SOLICITATION TRAINING
Third Wednesday of Each Month
10:00 - 11:30 AM





The background of the top half of the slide is a photograph of the Mercedes-Benz Stadium in Atlanta, Georgia. The stadium's distinctive, faceted, metallic facade is visible, with the Mercedes-Benz logo on the left and the text "Mercedes-Benz STADIUM" on the right. The sky is blue with some clouds, and there are green trees in the foreground.

The “Nuts & Bolts” of Disadvantaged Business Enterprises (DBE)



The background of the bottom half of the slide is a photograph of an urban street scene. It shows a paved road with a green-painted bike lane on the left, a brick-paved sidewalk, and a yellow-painted curb. There are trees and a building in the background.

**Menelik Alleyne,
Georgia Department of Transportation – EEO Division**

Getting your DBE Certification

- **Disadvantaged Business Enterprise (DBE) – 49 CFR 26**
- **Certification Eligibility:**
 - Black, Hispanic, Asian, Native-American or a Woman;
 - Own and control 51% of your business;
 - PNW less than \$1.32M;
 - Gross receipts less than \$28.48M



Getting your DBE Certification

The Application Process

- Our partner MARTA certifies firms located in DeKalb, Clayton, and Fulton counties:
 - Visit MARTA's DBE Webpage: itsmarta.com/dbe-program
- GDOT certifies firms in all other counties in the state:
 - Visit GDOT's DBE Webpage: gdot.ga.gov/PS/Business/DBE

Getting your DBE Certification

The Application Process (cont.)

1. Review of documentation
2. Interview of the principal
3. Site visit
4. Final determination made within 90 days*

Getting your DBE Certification

Support Services Providers

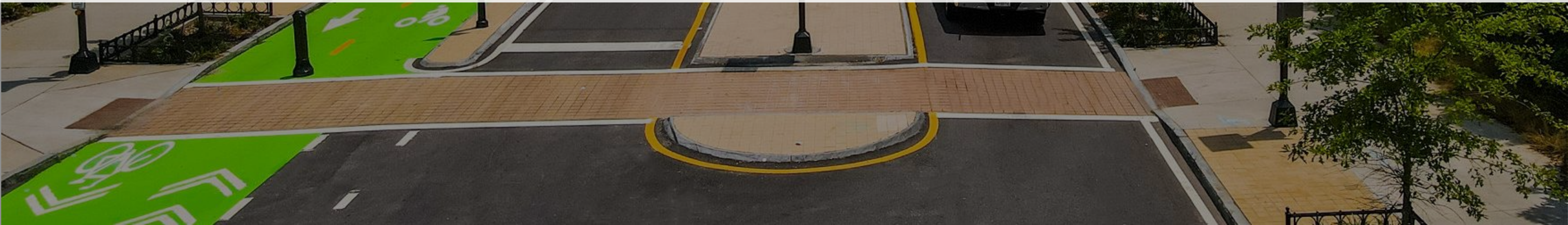
- Construction Estimating Institute (CEI) supports GDOT's federally funded projects
gadbesupport.com
1-800-423-7058
- MH Miles supports GDOT's state funded projects
gdotstateprojects.com
1-678-420-5500





Doing Business with COA/OCC as a DBE Contractor, Contracts over \$5M

Kevin Gilliam, Office of Contract Compliance (OCC)





EBO and SBO Programs

- City of Atlanta Office of Contract Compliance (OCC) administers both the Equal Business Opportunity (EBO) and Small Business Opportunity (SBO) programs. The EBO and SBO programs are designed to assist City certified minority, female, and small business enterprises participate on contracts bid through the Department of Procurement.
- The EBO and SBO programs contemplate contracts estimated at \$100,000 and greater. In general, OCC certifies minority, female, and small business enterprises known as MBEs, FBEs, and SBEs located in the 20-county area (or Atlanta Region). Firms who are certified participate in our contracting process as prime contractors, joint venture partners, subcontractors, and proteges as required by our EBO and SBO Code of Ordinances.

Certification of EBO and SBO Programs



- Firms seeking to do business with the City of Atlanta DO NOT have to be certified as a small/minority/female/or disadvantaged business to work as prime or subcontractors on City contracts or provide services to the City.
- However, subcontractors working on eligible City contracts must be certified by COA Office of Contract Compliance (OCC) as a small/minority/female/or disadvantaged business (by GADOT or MARTA) for a Prime contractor to receive participation credit under one of the City's diversity programs.



Certified... What's Next?

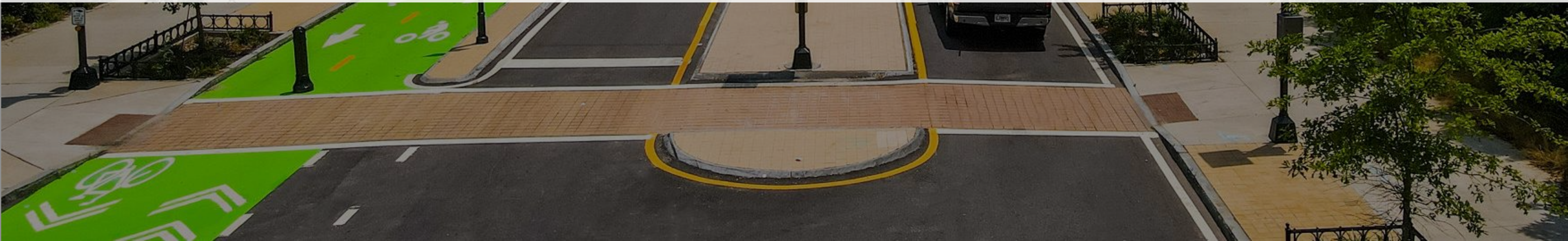
- Attend Pre-Bid/Pre-Proposal Conferences & Outreach Sessions
- Monitor Office of Contract Compliance and the Department of Procurement websites for business opportunities
- Apply for Disadvantaged Business Enterprise (DBE) certification with Georgia Department of Transportation at (404) 656-5267 or dot.ga.gov/PS/Business/DBE
- Participate in local Business Development Programs
- Identify a Mentor
- Become a member of Local Trade/Business Organization
- Ensure Bonding and Insurance are in place
- Contact other Local Diversity Programs for procurement opportunities



Managing Risks for Stakeholders

Who We Are and What We Do

Jimmy Porter, Office of Enterprise Risk Management





Risk Evaluation

- Evaluation consists of different criteria:
 - Nature of the project;
 - Scope of work;
 - Estimated contract value and
 - Duration of project.

- Requirements vary by type and size of projects:
 - Service Contracts vs. Construction Contracts and
 - \$10,000 vs. \$20,000,000.



Insurance Required for Duration of Contract

- Insurance/bonds shall be maintained during the entire length of the contract.
 - Includes extension periods (renewals and/or amendments).
 - Until all work is satisfactorily completed as deemed by City.
- City reserves the right to inquire into the adequacy of coverage and negotiate adjustments.
- City of Atlanta Entitled to Broader Coverage



Performance and Payment Bonds

- Required for ALL construction contracts.
- Contractor shall furnish a Payment Bond and Performance Bond to the City in the amount equal to 100 percent of the total contract.
- Performance Bond
 - Assure contractor can perform work.
 - Assures the contractor will complete the contract according to its terms, including price and time.
- Payment Bond
 - Assures that subcontractors and suppliers are paid.



Financial Review of Solicitations

- The City has established a 3-tier approach to determine whether the entity is financially responsible.
- Proponent is required to submit on company letterhead that it is financially capable of proving the service requested by the City of Atlanta.
- Three highest ranking officers of the entity and their Financial Institution attest to the financial condition of the entity.



Minority/Small Business/Disadvantaged Business Surety Initiative



The City of Atlanta remains committed to developing a Minority/Small/Disadvantaged Business Surety Initiative



The Surety Initiative will require the assistance and support of the Broker for Insurance and Risk Management Consulting;



The Surety Initiative is a main requirement for the Broker and is incorporated in the Request for Proposal related to those services;

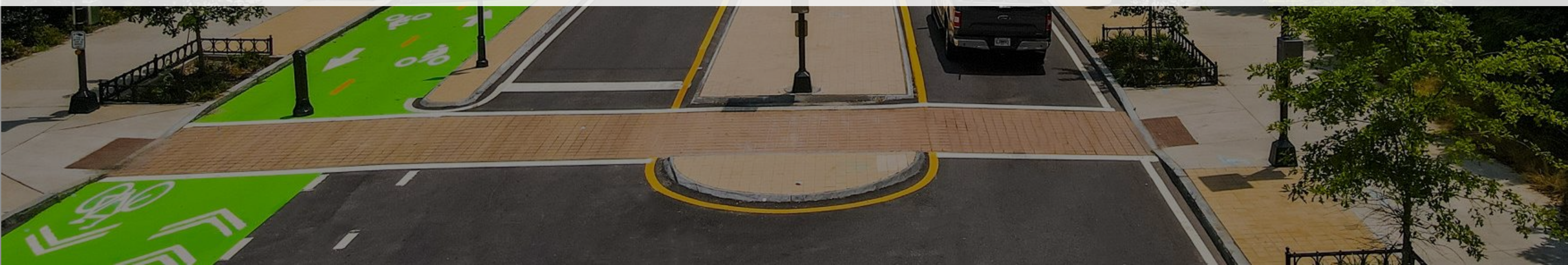


The Surety Initiative will require time to fully deploy with an expected date no later than July 1, 2023.



Invoices and Payment Schedules

Asheia Hines, Department of Finance





Accounts Payable Key Items

- Remit to address must be included on the invoice and it should match the purchase order.
- Invoices are paid via ACH (preferred method of payment).
- All suppliers/vendors are required to have a vendor profile and W9 on file to do business with the City of Atlanta.
- Invoices are paid 30 days from the invoice date, pending the 3- way match has been validated and approved.



Key Payment Reminders

Confirm:

- Vendor's address is current and up to date within the Supplier Portal
- There is a Purchase Order (PO)
- Invoices are legible
- ACH is set up (preferred method of payment)
- Got Questions? Email: apmailbox@atlantaga.gov



Key Takeaways

Chandra Tarver, Department of Transportation



Key Takeaways

- \$750M Moving Atlanta Forward (MAF) Infrastructure Program; \$450M in transportation infrastructure projects planned
- Additional \$430M in legacy projects (including federal grant funding)
- Moving Atlanta Forward (MAF) bid solicitations will begin late Q1 of 2023
- Streamlined the City of Atlanta procurement cycle from 90 to 120 days

Key Takeaways

- Register with MARTA or GDOT for DBE certification
- Improving the performance communications between the City and its contractors
- Developing a new "on-call" procurement option to shorten the procurement cycle and support maximum participation
- Created **atlsuppliers.com** website as a "one-stop shop" for vendor/supplier information and resources
- Performance matters!

Questions?

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City of Atlanta Department of Transportation (ATL DOT)



@ATL DOT



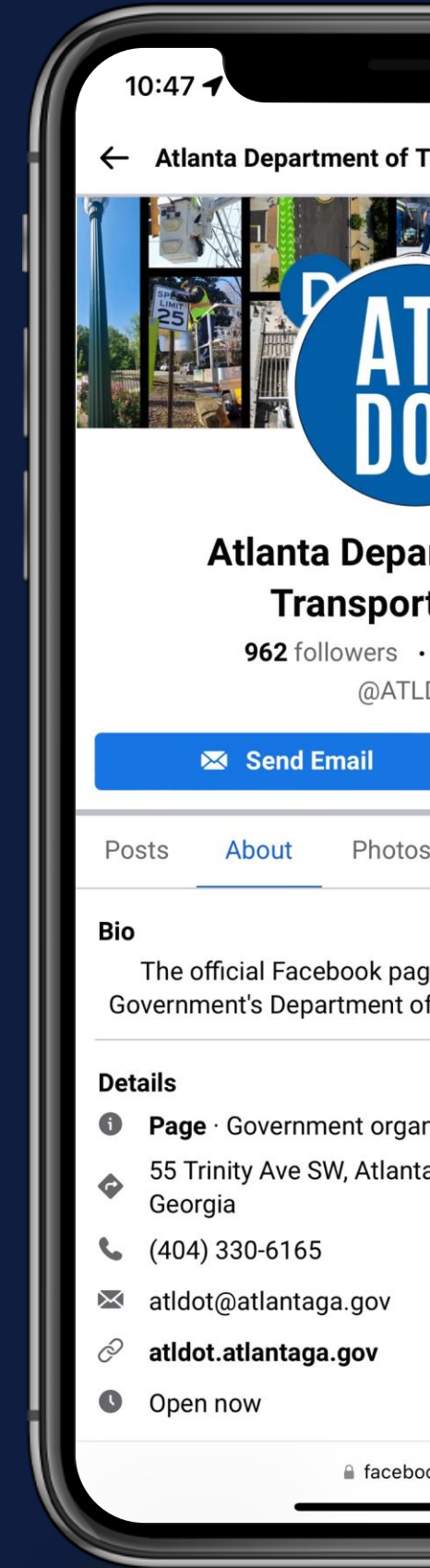
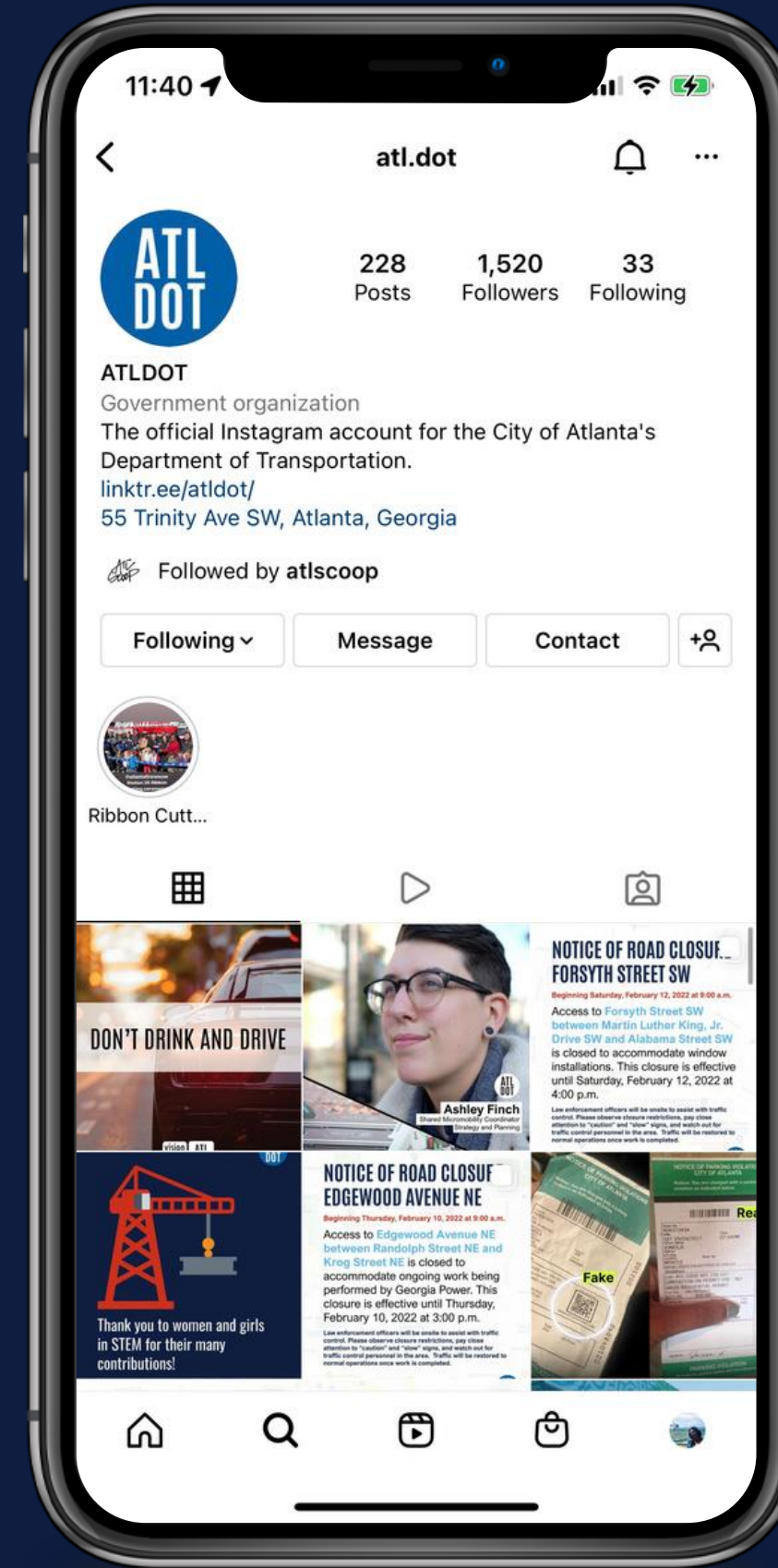
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Thank you!