

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Adoption of GDOT Procurement Policy for the Procurement Management and Administration of Engineering and Design-Related Consultant Services
INITIATED BY:	Finance Department

It is requested that Council authorize the City Manager to sign a letter of agreement to adopt the Georgia Department of Transportation (GDOT) policy for the procurement, management and administration of engineering and design-related consultant services that are federally funded and administered by GDOT.

GDOT assumes the responsibilities of the U.S. Secretary of Transportation for all projects not on the National Highway System for design, plans, specifications, estimates, contract awards, and inspection of projects. Title 23 U.S.C. does not recognize local entities as direct recipients of Federal funds and GDOT is not relieved of these responsibilities by authorizing performance of work by a Local Government (LG). A LG, viewed in Federal regulations as a sub-recipient of Federal funds, must be determined by GDOT to have adequate delivery systems for the project and sufficient accounting controls to properly manage Federal funds. In lieu of creating new policies and procedures to meet these requirements, the City will adopt the policy of GDOT.

Signing the letter of agreement signifies that applicable Engineering Department, Finance Department, and Planning Department personnel shall abide by the following:

1. All City 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. The procurement, management and administration services are inclusive of advertising the solicitation, facilitating evaluations, conducting negotiations and contract administration of Engineering and Design related procurements.
2. City Personnel listed in item 1 above must read, understand, and adhere to 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.
3. City Personnel listed in item 1 above must be certified to participate in in advertising the solicitation, facilitating evaluations, conducting negotiations and contract administration of Engineering and Design related procurements.
4. City Personnel shall be familiar with the requirements and understands 23 CFR Part 172 and the requirements of 40 U.S.C. 1101-1104 Selection of Architects and Engineers commonly referred to as “The Brooks Act” or Qualification Based Selection (QBS).

5. The City must acknowledge and agree to adhere to the Common Grant Rule 49 CFR Part 18; GDOT's Disadvantaged Business Enterprise (DBE) program; Suspension and Debarment; Compliance with Title VI; and compliance with E-Verify
6. The City must provide any exceptions to GDOT's Engineering and Design Procurement Policy in a separate document to be approved by the GDOT Office of Procurement.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN A LETTER OF AGREEMENT TO ADOPT THE GEORGIA DEPARTMENT OF TRANSPORTATION (GDOT) POLICY FOR THE PROCUREMENT, MANAGEMENT AND ADMINISTRATION OF ENGINEERING AND DESIGN-RELATED CONSULTANT SERVICES THAT ARE FEDERALLY FUNDED AND ADMINISTERED BY GDOT.

WHEREAS, GDOT assumes the responsibilities of the U.S. Secretary of Transportation for all projects not on the National Highway System for design, plans, specifications, estimates, contract awards, and inspection of projects. Title 23 U.S.C. does not recognize local entities as direct recipients of Federal funds and GDOT is not relieved of these responsibilities by authorizing performance of work by a Local Government (LG). A LG, viewed in Federal regulations as a sub-recipient of Federal funds, must be determined by GDOT to have adequate delivery systems for the project and sufficient accounting controls to properly manage Federal funds.; and,

WHEREAS, in In lieu of creating new policies and procedures to meet these requirements, the City will adopt the policy of GDOT.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to sign a letter of agreement to adopt the Georgia Department of Transportation (GDOT) policy for the procurement, management and administration of engineering and design-related consultant services that are federally funded and administered by GDOT.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2022 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor House voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.
- Councilor Woodson voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor