



CITY OF  
**FORESTPARK**

## City Council Agenda Item

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**Subject:** Adoption of GDOT Procurement Policy for The Procurement, Management and Administration of Engineering and Design Related Consultant Services–Procurement Department

**Submitted By:** Girard Geeter

**Date Submitted:** October 26, 2021

**Work Session Date:** November 1, 2021

**Council Meeting Date:** November 1, 2021

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**Background/History:**

The Department of Procurement is requesting your approval to adopt the Georgia Department of Transportation Procurement Policy For The Procurement, Management, and Administration of Engineering and Design Related Consultant Services for all state and federally funded transportation projects. The City has taken steps to get Local Administered Projects (LAP) Certified through GDOT and as part of this process, the Procurement Department attended a two-day class and passed the administered test to become certified in the procurement, management, and administration of Engineering and Design Related Consultant Services. Prior to receiving this certification, we must adopt this section of GDOT's procurement policy. This adoption will not replace our current procurement policy. It will be a stand-alone addition. We will follow the adopted policy only when we procure Engineering and Design Related Consultant Services and only when utilizing Federal-Aid funds. This policy is guided by Federal Laws and Regulations and the procedures incorporates best practices in accordance with the requirements set by the Federal Highway Administration. Its purpose is to ensure that a qualified consultant is obtained through an equitable qualifications-based selection procurement process in a timely manner at a fair and reasonable cost. This policy will guide the Procurement Department to ensure we are in compliance with the requirements to maintain federal funds.

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**Cost: \$** **Budgeted for:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Financial Impact:**

No financial Impact

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**Action Requested from Council:**

Approve the request to adopt the Georgia Department of Transportation Procurement Policy for The Procurement, Management and Administration of Engineering and Design Related Consultant Services for all state and federally funded transportation projects.