

GOVERNMENT OF THE CITY OF SOUTH FULTON

WILLIAM “BILL” EDWARDS
MAYOR



ODIE DONALD II
CITY MANAGER

Procurement Monthly Report January FY20 Monthly Report

Overview

Procurement activities for the February FY20 are as follows:

1. Total Purchase Order Expenditure – see Exhibit 1
 - **\$1,730,125.94 (open and/or paid)**
2. Formal Solicitation Released – see Exhibit 2
 - a. Architectural Design Services (ITB for Public Works)
 - b. Limited Webmaster Services (ITB for IT & Communication)
 - c. Janitorial Services for Various Locations (ITB for Parks)
 - d. Art Center Instructors (ITB for Parks)
3. City Credit Card (P-Card) – see Exhibit 3
 - a. **\$13,648.56 in Total Monthly Spend**

Conclusion

Procurement activities for January FY20 is consistent with budgeted spending.

Exhibit 1 : Total Expenditure & PO Report

Department	Total PO Expenditure
District 1	\$6,482.12
District 2	\$3,239.82
District 3	\$11,552.97
District 4	\$275.66
District 5	\$1,455.22
District 6	\$0.00
District 7	\$186.96
City Clerk	\$28,951.43
Mayor's Office	\$8,256.55
City Manager	\$10,620.22
Finance	\$51,999.60
Procurement	\$377.80
Legal/ LAW	\$195,972.97
Information Technology	\$78,666.71
Human Resources	\$31,962.44
Risk Management	\$0
Communication	\$10,579.14
General Services	\$412,763.44
Courts	\$13,582.31
Police	\$102,472.66
Fire	\$31,981.89
Public Works	\$2,150.03
Parks & Cultural Affairs	\$45,079.66
Community Regulatory Affairs	\$70,331.17
Economic Development	\$1,101,254.64
E 911	\$0
Hotel Motel Tax Fund	\$8,815.39
TSPLOST- Capital	\$282,100.00
Local Resources- Capital	\$866.00
Machinery	\$65,890.65
Other Equipment	\$237,844.26
Infrastructure	\$21,200.00
Uniforms- 19BPV (250-3210)	\$0
Other Financing Uses (257-9001)	\$0
Capital Outlays	\$0
Building & Improvements (351-3210)	\$337,089.91

Vehicles (351-3520)	\$0
Building & Improvements-2 (351-6110)	\$0
Un-Named Line (540-4510)	\$0
Totals	\$ 1,730,125.94

Exhibit 2 – Formal Solicitations Report

Monthly Contract and Solicitation Report			
Department	Solicitation Release	Solicitation Accepted	Contract Awarded
District 1	0	0	0
District 2	0	0	0
District 3	0	0	0
District 4	0	0	0
District 5	0	0	0
District 6	0	0	0
District 7	0	0	0
	0	0	0
City Clerk	0	0	0
Mayor's Office	0	0	0
City Manager	0	0	0
	0	0	0
Finance	0	0	0
Information Technology	0	0	0
Human Resources	0	0	0
Economic Development	0	0	0
Risk Management	0	0	0
	0	0	0
Law	0	0	0
Code Enforcement	0	0	0
Courts	0	0	0
Police	0	0	0
Fire	1	1	0
	0	0	2
Public Works	1		
Parks & Recreation	2	1	0
Communication	1	1	0
General Administrative Services	0	0	0
Community Regulatory Affairs	0	0	0
E 911	0	0	0
Totals	5	3	2

GOVERNMENT OF THE CITY OF SOUTH FULTON

WILLIAM “BILL” EDWARDS
MAYOR



ODIE DONALD II
CITY MANAGER

Procurement Monthly Report February FY20 Monthly Report

Overview

Procurement activities for the February FY20 are as follows:

1. Total Purchase Order Expenditure – see Exhibit 1
 - **\$9,887,521.03 (open and/or paid)**
2. Formal Solicitation Closed – see Exhibit 2
 - a. Architectural Design Services (ITB for Public Works)
 - b. Janitorial Services for Various Locations (ITB for Parks)
3. City Credit Card (P-Card) – see Exhibit 3
 - a. **\$33,582.79 in Total Monthly Spend**

Conclusion

Procurement activities for January FY 20 was higher than normal, however activity is consistent with budgeted spending.

Exhibit 1 : Total Expenditure & PO Report

Department	Total PO Expenditure
District 1	\$8,607.95
District 2	\$12,035.81
District 3	\$506.24
District 4	\$1,818.26
District 5	\$1,241.92
District 6	\$2,230.00
District 7	\$1,133.70
City Clerk	\$10,389.60
Mayor's Office	\$3,313.77
City Manager	\$13,380.21
Finance	\$14,122.42
Procurement	\$24,968.94
Legal/ LAW	\$219,775.00
Information Technology	\$49,201.48
Human Resources	\$884.24
Risk Management	\$0
Communication	\$18,698.80
General Services	\$392,552.13
Courts	\$21,646.42
Police	\$78,300.78
Fire	\$11,340.66
Public Works	\$1,272.00
Parks & Cultural Affairs	\$112,266.12
Community Regulatory Affairs	\$323,313.66
Economic Development	\$14,267.69
E 911	\$0
Hotel Motel Tax Fund	\$8,030.78
TSPLOST- Capital	\$6,118,782.75
Local Resources- Capital	\$59,353.185
Debt Funded Capital	\$518,607.86
Other Financing Uses (257-9001)	\$0
Capital Outlays	\$1,828,811.88
Building & Improvements (351-3210)	\$0

Vehicles (351-3520)	\$0
Building & Improvements-2 (351-6110)	\$0
Un-Named Line (540-4510)	\$0
Totals	\$ 9,887,521.03

Exhibit 2 – Formal Solicitations Report

Monthly Contract and Solicitation Report			
Department	Solicitation Release	Solicitation Accepted	Contract Awarded
District 1	0	0	0
District 2	0	0	0
District 3	0	0	0
District 4	0	0	0
District 5	0	0	0
District 6	0	0	0
District 7	0	0	0
	0	0	0
City Clerk	0	0	0
Mayor's Office	0	0	0
City Manager	0	0	0
	0	0	0
Finance	0	0	0
Information Technology	0	0	0
Human Resources	0	0	0
Economic Development	0	0	0
Risk Management	0	0	0
	0	0	0
Law	0	0	0
Code Enforcement	0	0	0
Courts	0	0	0
Police	0	0	0
Fire	0	0	0
	0	0	0
Public Works	0	1	0
Parks & Recreation	0	1	0
Communication	0	0	0
General Administrative Services	0	0	0
Community Regulatory Affairs	0	0	0
E 911	0	0	0
Totals	0	2	0

Exhibit 3 – Monthly P-Card Activity Report

Monthly Procurement P Card Report	
Department	Total P-Card Spend
District 1 - Rowell	
District 2-Gumbs	
District 3-willis	
District 4- Gilyard	
District 5-Jackson	
District 6-KUMA	
District 7-Baker	
City Clerk	
Mayor's Office	
City Manager	
Finance 1 (City)	
Finance- City Generally	
Contracts & Procurement	
Information Technology	
Human Resources	
Economic Development	
Risk Management	
Law	
Community Development	
Courts	
Police	
Police Chief	
Fire 1	
Fire 2	
Parks & Recreation	
Public Works	
Communication	
Facilities Management	
Community Regulatory Affairs	
Fleet Management	
Totals	\$33,582.79

GOVERNMENT OF THE CITY OF SOUTH FULTON

WILLIAM “BILL” EDWARDS
MAYOR



ODIE DONALD II
CITY MANAGER

Procurement Monthly Report March FY20 Monthly Report

Overview

Procurement activities for the March FY20 are as follows:

1. Total Monthly Purchase Order Expenditures – see Exhibit 1
 - a. **\$ 1,656,203.31 (open and/or paid)**
2. Formal Solicitation Released/Closed – see Exhibit 2
 - a. Round-a-Bout Construction (ITB for Public Works)
 - b. Streetlight Masterplan (ITB for Public Works)
3. City Credit Card (P-Card) – see Exhibit 3
 - a. **\$64,295.84 in Total Monthly Spend**

Conclusion

Procurement activities for March FY 20 was higher than normal in select areas of operation due to corona virus, there was overall increase in credit card activity due to remote operations.

Exhibit 1: Total Expenditure & PO Report

Department	Total PO Expenditure
District 1	\$1,925.86
District 2	\$304.13
District 3	\$232.92
District 4	\$93.26
District 5	\$246.96
District 6	\$1,800.00
District 7	\$93.26
City Clerk	\$6,930.07
Mayor's Office	\$3,029.83
City Manager	\$13,845.77
Finance	\$873.13
Procurement	\$14,238.63
Legal/ LAW	\$65,055.71
Information Technology	\$21,887.86
Human Resources	\$144.89
Risk Management	\$360.00
Communication	\$9,983.60
General Services	\$214,873.95
Courts	\$19,002.23
Police	\$68,687.30
Fire	\$60,581.36
Public Works	\$101.83
Parks & Cultural Affairs	\$32,097.48
Community Regulatory Affairs	\$143,031.79
Economic Development	\$13,522.29
Computers & Software	\$5,199.18
Vehicles	\$31,607.61
Building & Equipment	\$714,527.29
General Fund	\$518,607.86
Multiple Grant Fund	\$8,470.00
Debt Funded Capital	\$1,828,811.88
Local Resource Capital	\$200,638.39
Hotel/Motel Fund	\$8,012.91
Totals	\$ 1,656,203.31

Exhibit 2 – Formal Solicitations Report

Monthly Contract and Solicitation Report			
Department	Solicitation Release	Solicitation Accepted	Contract Awarded
District 1	0	0	0
District 2	0	0	0
District 3	0	0	0
District 4	0	0	0
District 5	0	0	0
District 6	0	0	0
District 7	0	0	0
	0	0	0
City Clerk	0	0	0
Mayor's Office	0	0	0
City Manager	0	0	0
	0	0	0
Finance	0	0	0
Information Technology	0	0	0
Human Resources	0	0	0
Economic Development	0	0	0
Risk Management	0	0	0
	0	0	0
Law	0	0	0
Code Enforcement	0	0	0
Courts	0	0	0
Police	0	0	0
Fire	0	0	0
	0	0	0
Public Works	0	1	0
Parks & Recreation	0	1	0
Communication	0	0	0
General Administrative Services	0	0	0
Community Regulatory Affairs	0	0	0
E 911	0	0	0
Totals	0	2	0

Exhibit 3 – Monthly P-Card Activity Report

Monthly Procurement P Card Report	
Department	Total P-Card Spend
District 1 - Rowell	\$3,826.71
District 2-Gumbs	\$2,768.13
District 3-willis	\$3,167.40
District 4- Gilyard	\$1,378.35
District 5-Reeves	\$2,597.35
District 6-KUMA	\$152.20
District 7-Baker	\$1,534.01
City Clerk	\$40.72
Mayor's Office	\$1,441.15
City Manager	\$1,405.05
Finance 1 (City)	\$1,291.43
Finance- City Generally	\$396.28
Contracts & Procurement	\$341.71
Information Technology	\$933.19
Human Resources	\$45.00
Economic Development	\$147.46
Risk Management	\$0
Law	
Community Development	\$2,343.57
Municipal Courts	\$32.44
Police	\$2,440.44

Police Chief	\$2,469.93
Fire 1	\$162.71
Fire 2	\$0
Parks & Recreation	\$34.95
Public Works	
Communication	\$174.32
Facilities Management	\$954.16
Community Regulatory Affairs	\$2,343.57
Fleet Management	\$0
Totals	\$64,295.84

Exhibit 3 – Monthly P-Card Activity Report

Monthly Procurement P Card Report	
Department	Total P-Card Spend
District 1 - Rowell	4995.27
District 2-Gumbs	3158.23
District 3-willis	4940.89
District 4- Gilyard	14.99
District 5-Jackson	0
District 6-KUMA	233.61
District 7-Baker	667.52
City Clerk	1321.05
Mayor's Office	2059.27
City Manager	1368.05
Finance 1 (City)	2364.47
Finance- City Generally	500
Contracts & Procurement	2128.06
Information Technology	470.83
Human Resources	5075.21
Economic Development	111.00
Risk Management	0
Law	0
Community Development	1631.66
Courts	44.99
Police	4030.10
Police Chief	1937.32
Fire 1	2088.22
Fire 2	2064.78
Parks & Recreation	995.48
Public Works	725
Communication	1626.75
Facilities Management	578.25
Community Regulatory Affairs	0
Fleet Management	420.28
Totals	\$13,648.56

GOVERNMENT OF THE CITY OF SOUTH FULTON

WILLIAM “BILL” EDWARDS
MAYOR



ODIE DONALD II
CITY MANAGER

Procurement Monthly Report

April FY20 Monthly Report

Overview

Procurement activities for the April FY20 are as follows:

1. Total Monthly Purchase Order Expenditures – see Exhibit 1
\$ 1,322,280.03 (Opened PO)
2. Formal Solicitation Released/Closed – see Exhibit 2
 - a. Cascade Road/Utoy Creek Calvert Replacement (ITB)
3. City Credit Card (P-Card) – see Exhibit 3
 - a. **\$ 11,657.80 in Total Monthly Purchases**

Conclusion

Procurement activities for April FY 20 was higher than normal in select areas of operation due to corona virus, there was overall increase in credit card activity due to remote operations.

Exhibit 1 : Total Expenditure & PO Report

Department	Total PO Expenditure
District 1	\$179.96
District 2	\$0
District 3	\$0
District 4	\$0
District 5	\$2,056.11
District 6	\$1,800.00
District 7	\$93.26
City Clerk	\$9,870.
Mayor's Office	\$500
City Manager	\$230
Finance	\$1,258.00
Procurement	\$0
Legal/ LAW	\$0
Information Technology	\$35,574.38
Human Resources	\$0
Risk Management	\$6,225.00
Communication	\$1,570.82
General Services	\$219,185.14
Courts	\$0
Police	\$85,534.12
Fire	\$18,970.67
Public Works	\$0
Parks & Cultural Affairs	\$0
Community Regulatory Affairs	\$2000
Economic Development	\$0
Computers & Software	\$22,835.45
Vehicles	\$335,120.00
General Fund	\$383,154.20
Multiple Grant Fund	\$0
Confiscated Assets	\$24,785.60
TSPLOST	\$452,023.98
Debt Funded Capital	\$97,679.00
Hotel/Motel Fund	\$0
Totals	\$ 1,322,280.03

Exhibit 2 – Formal Solicitations Report

Monthly Contract and Solicitation Report			
Department	Solicitation Release	Solicitation Accepted	Contract Awarded
District 1	0	0	0
District 2	0	0	0
District 3	0	0	0
District 4	0	0	0
District 5	0	0	0
District 6	0	0	0
District 7	0	0	0
	0	0	0
City Clerk	0	0	0
Mayor's Office	0	0	0
City Manager	0	0	0
	0	0	0
Finance	0	0	0
Information Technology	0	0	0
Human Resources	0	0	0
Economic Development	0	0	0
Risk Management	0	0	0
	0	0	0
Law	0	0	0
Code Enforcement	0	0	0
Courts	0	0	0
Police	0	0	0
Fire	0	0	0
	0	0	0
Public Works	1	0	0
Parks & Recreation	0	0	0
Communication	0	0	0
General Administrative Services	0	0	0
Community Regulatory Affairs	0	0	0
E 911	0	0	0
Totals	1	0	0

Exhibit 3 – Monthly P-Card Activity Report

Monthly Procurement P Card Report	
Department	Total P-Card Spend
District 1 - Rowell	\$1,984.84
District 2-Gumbs	\$697.75
District 3-willis	\$1,398.83
District 4- Gilyard	\$177.62
District 5-Reeves	\$20.00
District 6-KUMA	\$291.33
District 7-Baker	\$973.44
City Clerk	\$435.00
Mayor's Office	\$1,485.24
City Manager	\$1,844.25
Finance 1 (City)	\$202.02
Finance- City Generally	\$1,060.00
Contracts & Procurement	\$1,043.73
Information Technology	\$0
Human Resources	\$315.38
Economic Development	\$418.99
Risk Management	\$0
Law	\$0
Community Development	\$0
Municipal Courts	\$0
Police	\$84.00
Police Chief	\$40.00

Fire 1	\$0
Fire 2	\$386.10
Parks & Recreation	\$0
Public Works	\$43.00
Communication	\$0
Facilities Management	\$241.47
Community Regulatory Affairs	\$0
Fleet Management	\$0
Totals	\$ 11,657.80

GOVERNMENT OF THE CITY OF SOUTH FULTON

WILLIAM “BILL” EDWARDS
MAYOR



ODIE DONALD II
CITY MANAGER

Procurement Monthly Report May FY20 Monthly Report

Overview

Procurement activities for the May FY20 are as follows:

1. Total Monthly Purchase Order Expenditures – see Exhibit 1
\$ 494,024.86 (Opened PO)
2. Formal Solicitation Released/Closed – see Exhibit 2
 1. StreetLight MasterPlan (ITB for PW); Bids accepted, Award pending
 2. Stonewall Tell Roundabout Construction (ITB for PW)
 3. Patient Treatment Supplies (RFQ for Fire)
 4. Pharmaceutical Sales Services (RFQ for Fire)
 5. Uniform Accessories (ITB for Fire)
3. City Credit Card (P-Card) – see Exhibit 3
 1. **\$ 17,287.50 in Total Monthly Purchases**

Conclusion

Procurement activities for May FY 20 was LOWER than normal in select areas of operation due to corona virus, there was continued overall increase in credit card activity due to remote operations.

Exhibit 1 : Total Expenditure & PO Report

Department	Total PO Expenditure
District 1	\$0
District 2	\$0
District 3	\$0
District 4	\$0
District 5	\$0
District 6	\$0
District 7	\$0
City Clerk	\$7,395.00
Mayor's Office	\$0
City Manager	\$0
Finance	\$1250.00
Procurement	\$720
Legal/ LAW	\$0
Information Technology	\$193,689.16
Human Resources	\$5,000.00
Risk Management	\$0
Communication	\$0
General Services	\$58,428.42
Courts	\$0
Police	\$55,376.27
Fire	\$7,367.11
Public Works	\$0
Parks & Cultural Affairs	\$68.90
Community Regulatory Affairs	\$990.00
Economic Development	\$15,000.00
Computers & Software (Local Capital)	\$148,740.00
Vehicles	\$0
General Fund	\$0
Multiple Grant Fund	\$0
Confiscated Assets	
TSPLOST	\$0
Debt Funded Capital	\$0
Hotel/Motel Fund	\$0
Totals	\$ 494,024.86

Exhibit 2 – Formal Solicitations Report

Monthly Contract and Solicitation Report			
Department	Solicitation Release	Solicitation Accepted	Contract Awarded
District 1	0	0	0
District 2	0	0	0
District 3	0	0	0
District 4	0	0	0
District 5	0	0	0
District 6	0	0	0
District 7	0	0	0
	0	0	0
City Clerk	0	0	0
Mayor's Office	0	0	0
City Manager	0	0	0
	0	0	0
Finance	0	0	0
Information Technology	0	0	0
Human Resources	0	0	0
Economic Development	0	0	0
Risk Management	0	0	0
	0	0	0
Law	0	0	0
Code Enforcement	0	0	0
Courts	0	0	0
Police	0	0	0
Fire	3	0	0
	0	0	0
Public Works	1	1	0
Parks & Recreation	0	0	0
Communication	0	0	0
General Administrative Services	0	0	0
Community Regulatory Affairs	0	0	0
E 911	0	0	0
Totals	4	0	0

Exhibit 3 – Monthly P-Card Activity Report

Monthly Procurement P Card Report	
Department	Total P-Card Spend
District 1 - Rowell	\$1,547.59
District 2-Gumbs	\$1,724.99
District 3-willis	\$3,235.95
District 4- Gilyard	\$899.99
District 5-Reeves	\$1,886.41
District 6-KUMA	\$0
District 7-Baker	\$1747.48
City Clerk	\$0
Mayor's Office	\$0
City Manager	\$0
Finance 1 (City)	\$273.99
Finance- City Generally	\$924.48
Contracts & Procurement	\$14.99
Information Technology	\$799.80
Human Resources	\$580.32
Economic Development	\$1364.99
Risk Management	\$0
Law	\$0
Community Development	\$107.02
Municipal Courts	\$0
Police	\$74.99
Police Chief	\$90.88

Fire 1	\$0
Fire 2	\$24.97
Parks & Recreation	\$899.83
Public Works	\$275.00
Communication	\$149.00
Facilities Management	\$669.83
Community Regulatory Affairs	\$0
Fleet Management	\$0
Totals	\$ 17,287.50