

Contract Renewal Evaluation Form

Date:	June 20, 2025
Department:	Public Works
Contract Number:	23ITB08012023A-JWT
Contract Title:	Water Quality Monitoring

Instructions:

It is extremely important that every contract be rigidly scrutinized to determine if the contract provides the County with value. Each renewal shall be reviewed and answers provided to determine whether services should be maintained, services/scope reduced, services brought in-house or if the contract should be terminated. Please submit a completed copy of this form with all renewal requests.

1. Describe what efforts were made to reduce the scope and cost of this contract.

To reduce the scope and cost of a Water Quality Monitoring contract while maintaining essential functions, the department considered the following strategies: adjusting monitoring frequency and streamlining tested parameters. We reviewed historical data to identify opportunities for reducing sampling frequency without compromising data quality. For example, if a particular parameter shows consistent improvement, the site could potentially be removed from the "Impaired Waters List," allowing for less frequent monitoring. At this moment, some parameters of some are improving, but frequency and parameters cannot decrease.

2. Describe the analysis you made to determine if the current prices for this good or service is reflective of the current market. Check all applicable statements and provide documentation:

☒ Internet search of pricing for same product or service:

Date of search:	July 10, 2025
Price found:	\$174,764
Different features / Conditions:	None
Percent difference between internet price and renewal price:	35%

Explanation / Notes:

[Click here to enter text.](#)

☐ Market Survey of other jurisdictions:

Date contacted:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.

Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	Click here to enter text.

Explanation / Notes:

Click here to enter text.

☐ **Other (Describe in detail the analysis conducted and the outcome):**

Click here to enter text.

3. **What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?**

\$129,254.00

4. **Does the renewal option include an adjustment for inflation?** ☐ Yes ☒ No
(Information can be obtained from CPI index)

Was it part of the initial contract? ☐ Yes ☒ No

Date of last purchase: December 31, 2024

Inflation rate: 3%

Percent difference between past purchase price and renewal price: 3%

Explanation / Notes:

5. **Is this a seasonal item or service?** ☐ Yes ☒ No

6. **Has an analysis been conducted to determine if this service can be performed in-house?** ☐ Yes ☒ No **If yes, attach the analysis.**

7. **What would be the impact on your department if this contract was not approved?**

If the contract for Water Quality Monitoring throughout the watershed was not approved, the impact on the department could be significant. Without regular water quality monitoring, the department could fall out of compliance with federal, state, and local environmental regulations, such as the Clean Water Act. This could result in legal penalties, fines, and enforcement actions.

