

Contract Renewal Evaluation Form

Date:	August 5, 2024
Department:	Public Works
Contract Number:	23ITB08232023A-JWT
Contract Title:	Emergency Sewage Cleanup Services

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.

We reviewed the contract services and reviewed other vendors pricing

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:	August 23, 2024
Price found:	15\$ per sq ft
Different features / Conditions:	none
Percent difference between internet price and renewal price:	5%

Explanation / Notes:

Vendor is under market pricing

☒ **Market Survey of other jurisdictions:**

Date contacted:	August 24, 2024
Jurisdiction Name / Contact name:	Fairburn/John Martin
Date of last purchase:	March 1, 2024
Price paid:	\$12 per sq ft
Inflation rate:	3%
Adjusted price:	\$12.36
Percent difference between past purchase price and renewal price:	3%

Are they aware of any new vendors?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	Similar

Explanation / Notes:

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

After analysis the contract renewal is better pricing than current market pricing.

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

\$11,334.96

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:

Price paid:

Inflation rate:

Adjusted price:

Percent difference between past purchase price and renewal price:

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?**

The department does not have the equipment or knowledge to provide indoor sewer remediation services. We would experience a reduction in customer satisfaction and be susceptible to legal actions if this contract is not approved. This is an essential service needed by the department