

# Contract Renewal Evaluation Form

<b>Date:</b>	September 30, 2024
<b>Department:</b>	Senior Services
<b>Contract Number:</b>	21RFQ000007A-CJC
<b>Contract Title:</b>	In-Home 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.**

An assessment of industry costs within the region was conducted. It was determined that the cost of our existing contracts are on par or trending better than average industry costs.

**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 30, 2024
Price found:	<b>\$30/hour</b>
Different features / Conditions:	<b>N/A</b>
Percent difference between internet price and renewal price:	<b>10% Less</b>

**Explanation / Notes:**

The average cost of senior day care services is \$30/hour. The cost of DSS day services of existing contracts at the renewal price of approximately \$27.00

**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:	N/A
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?**

\$739,323.55 = general funding

**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:	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.

**Explanation / Notes:**

Click here to enter text.

**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?**

All of Fulton County's current In Home Services – including homemaker, personal and respite care - are outsourced via contract. If this contract was not approved, it would eliminate all In Home Services for Fulton County.