

# Contract Renewal Evaluation Form

Date:	July 22, 2021
Department:	Real Estate and Asset Management
Contract Number:	19ITB118788C-GS
Contract Title:	Uninterrupted Power Supply System Maintenance Service

## 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.

The contract involves two preventive maintenance services and any repair that becomes necessary during the contract period, including replacement of parts. This is a full service contract and works more like an insurance policy because it covers all repairs not caused by vandalism or natural calamity. It is not possible to reduce the scope of work without impairing the reliability of operations. This service provides all parts, labor, equipment, transportation and material necessary to provide on-site preventive maintenance and repair of uninterrupted power supply (UPS) systems for Fulton County. UPS is employed for uninterrupted power in mission critical locations like 911 Call Center and IT Data Center.

### 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:	Click here to enter a date.
Price found:	Click here to enter text.
Different features / Conditions:	Click here to enter text.
Percent difference between internet price and renewal price:	Click here to enter text.

### Explanation / Notes:

UPS Maintenance is customized for each type of installation and information on this is not available on the internet or similar public domain. This procurement was made in accordance with all applicable provisions of the Fulton County Purchasing Code Section 102-373, all Competitive Sealed Bids.

☐ **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):**

Each UPS is designed for a unique or specific application and no two UP Systems can have similar design or size. The scope of work and magnitude of work including cost of parts varies from one UPS to another. These depend on the size, design, capabilities and age of the installation. Therefore, comparison of this work with work on any other UPS will not yield useful data. COVID -19 pandemic has caused increase in price of several solid state components (chips) used in UPS and any price reduction for these services is not probable.

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

The County spent \$17,697.96 in FY2020, and \$7,400.00 as of 7/22/2021, with one PM service and battery replacement pending

**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.

UPS Maintenance and Repair involves knowledge in advanced electronics and computing technology. None of the staff employed by Fulton County in any Department has the knowledge, experience or capability in carrying out maintenance or repair. This work cannot be undertaken in-house

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

UPS installations provide 100% redundancy for backup power systems that keep the data center and 911 communication systems on-line. Any failure of this installation could cause failure of these mission critical functions of Fulton County, in the event of a power failure. Therefore to maintain reliability of the data center operations and 911 communication systems, it is necessary to renew this contract.

*Vijay*

August 3, 2021

Vijay Nair, Bldg. Maintenance Mgr., Central

**Prepared by**

Joseph N. Davis, Director

**Department Head**

**Date**

[Click here to enter a date.](#)

**Date**