

# Contract Renewal Evaluation Form

<b>Date:</b>	September 6, 2023
<b>Department:</b>	Public Works
<b>Contract Number:</b>	22ITBC089A-JWT
<b>Contract Title:</b>	Manholes, Frames, Grates and Accessories

**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 scope and cost reduction efforts of this contract are limited since this contract is for pre-cast concrete manhole risers, covers, base sections, iron frames, grates, and steel manhole riser extension rings. These items must be purchased, and is used for sewer extensions, repairs, maintenance, and resurfacing in Fulton County. If this contract was reduced, or not approved, the Department of Public Works response time to any sanitary sewer extensions, repairs, on, or around the sanitary sewer system, could be delayed. Also, if this contract is not approved, the Department of Public Works will not be able to provide steel manhole extension rings that are used for the adjustment of manholes due to resurfacing roads.

**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:	September 6, 2023
	Price found:	Pricing varies due to the different types and sizes of manhole risers, manhole grates, manhole covers, base sections, and riser rings.
	Different features / Conditions:	1" Composite Riser Rings, 1 1/2" Composite Riser Rings, Final Grade Adjustment Shims 24 in, x 1/4 inch round
Percent difference between internet price and renewal price:		<a href="#">Click here to enter text.</a>

**Explanation / Notes:**

In accordance with Fulton County Purchasing Code, Section 2-314, contracts such as this shall have a competitive bid. Since this contract is over \$50,000.00 dollars it shall go before the Board of Commissioners.

Sample Materials: Items 1,2,3 & 5 of the contract pricing sheet.

Samples of the internet pricing of materials out of the group of materials covered in this contract. Internet's pricing of sampled items are listed below. Private commercial pricing is significantly higher than contracted municipal pricing. The internet price which is 23% - 26% higher because it is quoting gross prices, however, the County purchases several different types of grade rings, manhole rings and covers, and steel manhole extension rings, therefore the prices are lower.

<u>For Example</u>	<u>Our Price</u>	<u>Compared Price</u>
Line# 1- 1" Composite Riser Rings	\$185.71	\$228.42
Line# 2 – 1 1/2" Composite Riser Rings	\$192.85	\$244.58
Line# 3 – Composite Ring and Lid	\$907.80	\$1,134.75
Line# 5 – Final Grade Adjustment Shims, 24 in, x 1/4 inch round	\$27.45	\$34.03

**Market Survey of other jurisdictions:**

Date contacted:	September 6, 2023
Jurisdiction Name / Contact name:	City of Atlanta / Margie Telfair (No response)
Date of last purchase:	PO has not been utilized at this time.
Price paid:	PO has not been utilized at this time
Inflation rate:	
Adjusted price:	
Percent difference between past purchase price and renewal price:	
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input checked="" 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?	Prices vary per item, and per size.

**Explanation / Notes:**

Surrounding jurisdictions such as Gwinnett County, Cobb County, City of Atlanta, Jackson County, and Douglas County all use manhole risers, grates, frames, and steel extension rings.

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

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

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.

An annual contract is needed by the Public Works Department on a year-round basis for manhole risers, grates, frames, and extension rings which are used to complete sewer extensions, repair and maintenance. Also, road resurfacing projects require manhole adjustment rings. The Georgia Department of Transportation (GDOT) and other municipalities determine road resurfacing projects and schedules; however, Fulton County needs to have funding available to address all projects.

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

If this contract renewal is not approved, the Department of Public Works will not be able to provide steel manhole extension rings that are used for the adjustment of manholes due to resurfacing roads.