

Contract Renewal Evaluation Form

Date:	August 31, 2024
Department:	Real Estate and Asset Management
Contract Number:	22ITB135025C-MH
Contract Title:	Generator System Maintenance and Repair 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 cannot reduce the scope of this contract because the scope is based on manufacturer's recommendations to ensure reliable performance and longevity in service. Maintaining this equipment requires advanced skills in troubleshooting and repair of diesel/gasoline engines, generators, and automatic transfer switches. Technicians employed by Fulton County do not have these skills to perform this type of maintenance and repair. This contract furnishes all materials, parts, labor, equipment, transportation, and appurtenances necessary to provide back-up power to 28 critical locations through-out Fulton County which includes: Charlie Brown Airport, North and South Service Centers, Senior Centers, Elections Operations Center and Warehouse and health facilities apart from the 911 Center and Medical Examiner Building. Also provide on-site preventive maintenance and repair services on monthly and annual inspections basis.

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:

The existing prices for standby generator system maintenance reflect the current market rates as of today. This service was solicited 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 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 are comparable to Fulton County.

Explanation / Notes:

Click here to enter text.

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

Each stand-by generator is designed for a specific application and no two generating systems can have similar design or size unless they are supplying the same type and size of load. The scope of work and magnitude of work including cost of parts varies from one generator/engine assembly to another. These depend on the size and type of electrical load, system voltage, engine, design, capabilities and age of the installation. Therefore, comparison of this work with work on any other generating system will not yield useful data.

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

FY2024 The County expenditure as of 7/29/2024, is \$38,818.16.

FY2023 The County spent \$37,031.21

FY2022 The County spent \$31,799.38

FY2021 The County spent \$67,534.50

FY2020 The County spent \$91,759.83

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.

This service cannot be done in house because no one is trained to do this service.

Additionally, this contract includes parts as well as labor.


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

This contract covers services required for ensuring readiness of emergency generators supporting mission critical functions like IT Data Center, 911 Call Center and Senior Centers. If this contract is not approved, these functions will be adversely affected and facilities that provide shelter during emergency situations such as Senior Centers would not be able to do so.

Vijay Nair, Central Bldg. Maintenance Mgr. 
Willie Perryman, Greater Bldg. Maintenance Mgr.

August 31, 2024

Prepared by


Joe Davis, Director

Date

September 4, 2024

Department Head

Date