

Contract Renewal Evaluation Form

Date:	July 19, 2022
Department:	Real Estate and Asset Management
Contract Number:	21ITBC130948C-GS
Contract Title:	Janitorial Supplies and Equipment

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.

Narrowed product line to four chemicals to reduce stock on hand and standardize cleaning chemical line. These contracts provide all the necessary janitorial supplies and equipment needed to support the in-house roving team and floor crew that is responsible to clean various Fulton County north, south, and downtown area locations. These facilities have a total square footage of 93,127. The products have all been tested and evaluated by staff and are in current use by the Department of Real Estate and Asset Management. These janitorial products will be purchased on "as needed" 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:	July 19, 2022
Price found:	\$8.49
Different features / Conditions:	IDENTICAL
Percent difference between internet price and renewal price:	Internet price 37%%higher

Explanation / Notes:

The prices for Janitorial Supplies and Equipment do reflect the current market. This procurement was conducted in accordance with all applicable provisions of the Fulton County Code of Ordinances and the specific method of source selection for the services required in this bid is code Selection 102-373, Competitive Sealed Bid.

☒ **Market Survey of other jurisdictions:**

Date contacted:	July 19, 2022
Jurisdiction Name / Contact name:	Clayton County/Chaka Waczkowski
Date of last purchase:	May 25, 2022
Price paid:	\$21.00 per unit
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?	☐ Yes ☒ No
Are they aware of a reduction in pricing in this industry?	☐ Yes ☒ No
How does pricing compare to Fulton County's award contract?	Click here to enter text.

Explanation / Notes:

Price paid is 15% higher than FC.

☐ **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?

FY2022 The County allocated expenditures as of 7/19/2022, \$30,000.00

FY2021 The County spent \$13,004.09

FY2020 The County spent \$26,747.57

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?

DREAM would not be able to fulfill basic rest room cleaning functions, these conditions would lead to an unsanitary environment for our customers and staff.

Calvin Gamble

Calvin Gamble, Material Management Manager

July 20, 2022

Prepared by

Joseph N. Davis, Director

Date

Click here to enter a date.

July 28, 2022

Department Head

Date