

Contract Renewal Evaluation Form

Date:	8/1/2024
Department:	Public Works
Contract Number:	22ITBC079A-KM
Contract Title:	Colilert Reagent 24 and Colilert 18 Reagent Supplies

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.

Our team members attended the 2024 Georgia Association of Water Professionals' annual conference to investigate emerging technologies that could enable us to perform coliform analyses more quickly, cost-effectively, and accurately. The adoption of improved technology could potentially reduce the scope and cost of our current contract. However, no new technologies for coliform testing were identified

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 13, 2024
Price found:	\$2,234.47
Different features / Conditions:	No difference
Percent difference between internet price and renewal price:	54.85%

Explanation / Notes:

Currently, we are receiving significantly better pricing than what is available online.

Market Survey of other jurisdictions:

Date contacted:	
Jurisdiction Name / Contact name:	
Date of last purchase:	
Price paid:	
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 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?	

Explanation / Notes:

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?

We spent \$66,000 the 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:	May 30, 2024
Price paid:	\$1008.86
Inflation rate:	3%
Adjusted price:	\$1039.13
Percent difference between past purchase price and renewal price:	3%

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.

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

To ensure the maintenance of healthy and safe environments, particularly in the provision of clean drinking water and the preservation of healthy rivers and streams, the County is required to collect and analyze water samples monthly for total coliforms and E. coli. Additionally, the County conducts analyses of treatment plant effluents for E. coli. Failure to comply with these requirements may result in fines and penalties imposed by Georgia's Environmental Protection Division or the U.S. Environmental Protection Agency.