

# Contract Renewal Evaluation Form

<b>Date:</b>	August 13, 2021
<b>Department:</b>	Department of Senior Services
<b>Contract Number:</b>	18RFP11228A-FB
<b>Contract Title:</b>	Aging 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.

The Department of Senior Services has contracts with vendors, South Fulton Senior Services, Senior Services North Fulton and Visiting Nurses Health Systems. All three contractors provide Case Management. However, South Fulton Senior Services and Senior Services North Fulton provide Neighborhood Center Management and programming and volunteer services. By contracting this service, the seniors served in Fulton County aged 60 and above receive other benefits and supports that these organization offer outside of the contract. This process has reduced the scope and the cost of the contract by having another contractor provide other supportive services that are not offered by the Department of Senior Services.

### 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: Case Management

Date of search: August 13, 2021

Price found: \$12.75

Different features / Conditions: Case management is a collaborative process that assesses, plans, implements, coordinates, monitors, and evaluates the options and services required to meet the client's health and human service needs.

Percent difference between internet price and renewal price: 0%

Explanation / Notes:

Case Management involvement. There are two types of savings, hard cost savings and soft cost savings. Savings that are directly related to the case manager's actions are hard savings. Examples of hard savings include:

Transfer to a lower level of care  
 Decrease in length of stay  
 Avoided hospital readmission's  
 Prevention of medical complications  
 Avoided ER visit

☒ **Market Survey of other jurisdictions:**

Date contacted:	August 13, 2021
Jurisdiction Name / Contact name:	<b>State of Alabama</b>
Date of last purchase:	N/A
Price paid:	<b>N/A</b>
Inflation rate:	<b>N/A</b>
Adjusted price:	<b>The average cost is \$17.00</b>
Percent difference between past purchase price and renewal price:	<b>N/A</b>
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?	<b>FULTON County Costs is \$15.32. Fulton County rate is 11.2% lower</b>

**Explanation / Notes:**

[Click here to enter text.](#)

☐ **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?**

\$2,237,315.02

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?

The impact if the contract is not approved will result in Fulton County Seniors aged 60 and above not having Case Management to assess their needs and provide them the best care so that they can remain living in their homes and community. This will also create a level of isolation for seniors. Seniors attend the Neighborhood Senior Centers for socialization, skill building and eat a free meal. Volunteer services would be impacted and prevent extra supportive services and benefits from being offered.

Andre M. Danzy

August 13, 2021

**Prepared by**

**Date**

Ladisa Onyiliogwu

August 13, 2021

**Department Head**

**Date**