



Fulton County Board of Commissioners
Agenda Item Summary

14-0845

BOC Meeting Date
10/11/2014

Requesting Agency

Facilities and Transportation Services Department

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contract-Facilities and Transportation Services Department, 13ITB87850C-DR, Natural Gas Services Provider in the total amount not to exceed \$875,047 with Gas South, LLC (Atlanta, GA) to provide natural gas services for Fulton County facilities. This action exercises the second of two renewal options. No renewal options remain. Effective dates: January 2015 through December 31, 2015.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

No

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

The Facilities and Transportation Services Department requests approval to renew the existing contract to provide natural gas services for Fulton County facilities.

This contract provides natural gas services to all county facilities which includes 144 firm delivery accounts and one interruptible account for the Fulton County Jail Complex. The cost for this natural gas services contract is projected based on the consumption during the previous year on both the fixed firm/ fixed interruptible accounts and adjusted for inflation and escalating gas prices for projected usage for the next 12 months. There are 145 sites that will be serviced under this contract.

The County spent \$818,059.39 in FY2013.

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	13-0475	6/19/13	\$549,432.00
1 st Renewal	13-0916	10/16/13	\$875,047.00
2nd Renewal			\$875,047.00
Total Revised Amount			\$2,299,526.00

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Interim Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Contract Compliance Information	(Provide Contractor and Subcontractor details.)
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Contract Value: \$875,047.00
Prime Vendor: Gas South, LLC
Prime Status: Non-Minority
Location: Atlanta, Georgia
County: Fulton County
Prime Value: \$875,047.00 or 100%
Subcontractor: None

Total Contract Value: \$875,047.00 or 100%
Total M/FBE Value: -0-

Contractor Type	Contractor Status	Contractor Name	Address	City	State	Zip Code	Contact Name	Contact Phone	Contact Email	Upon Approval	Amount	Percentage	Prime/Contract Value
Prime	Non-M/FBE	Gas South, LLC	3625 Cumberland Blvd, Suite 1500	Atlanta	GA	30339	Kevin Greiner	(770) 763-4685	government@gas-south.com		\$875,047.00	100%	\$875,047.00

14-0845

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value	\$875,047.00 or 100%			
Total M/FBE Values	\$-0-			
Total Prime Value	\$875,047.00 or 100%			
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>				
100-999-S666-1492: General, Non-Agency, Gas- \$680,647				
301-999-S200-1492: South Fulton Sub-District, Non-Agency, Gas- \$89,646				
201-540-5476-1492: Water & Sewer Revenue, Water Resources, Gas- \$58,035				
201-540-5478-1492: Water & Sewer Revenue, Water Resources, Gas- \$46,719				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>				
Exhibit 1: Contractors Performance Report				
Exhibit 2: Contract renewal Evaluation Form				
Exhibit 3: Contract Renewal Agreement				
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i>				
April Pye, Interim Director, Facilities & Transportation Services Department, (404) 612-7028				

Continued

Procurement

Contract Attached: Yes	Previous Contracts: Yes		
Solicitation Number: 13ITB87850C-DR	Submitting Agency: Facilities & Transportation Services	Staff Contact: Harry Jordan	Contact Phone: (404) 612-5933

Description: Natural Gas Services Provider**FINANCIAL SUMMARY**

Total Contract Value:	MBE/FBE Participation:
Original Approved Amount: \$549,432.00	Amount: %:
Previous Adjustments: \$875,047.00	Amount: %:
This Request: \$875,047.00	Amount: %:
TOTAL: \$2,299,526.00	Amount: %:

Grant Information Summary:

Amount Requested: ☐ Cash
Match Required: ☐ In-Kind
Start Date: ☐ Approval to Award
End Date: ☐ Apply & Accept
Match Account \$:

Funding Line 1: 100-999-S666-1492: \$680,647- Pending Approval of FY2015 Budget by BOC	Funding Line 2: 301-999-S200-1492: \$89,646- Pending Approval of FY2015 Budget by BOC	Funding Line 3: 201-540-5476-1492: \$58,035- Pending Approval of FY2015 Budget by BOC	Funding Line 4: 201-540-5478-1492: \$46,719- Pending Approval of FY2015 Budget by BOC
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KEY CONTRACT TERMS

Start Date: 1/1/2015	End Date: 12/31/2015
Cost Adjustment:	Renewal/Extension Terms:

ROUTING & APPROVALS

X	Originating Department:	Benefield, Sheila	Date: 8/1/2014
	County Attorney:		Date:
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 9/22/2014
X	Finance/Budget Analyst/Grants Admin:	McNair, Sherri	Date: 9/10/2014
	Grants Management:		Date:
X	County Manager:	O'Connor, Patrick	Date: 10/9/2014

Submit Form

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2014	3/31/2014		1/1/2014	12/31/2014
PO Number				PO Date
Department	Facilities and Transportation Department			
Bid Number	13ITB87850C-DR			
Service Commodity	Natural Gas Services			
Contractor	gas south			

Reset

- 0 = Unsatisfactory** Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.
- 1 = Poor** Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.
- 2 = Satisfactory** Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.
- 3 = Good** Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.
- 4 = Excellent** Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

0 Continue to met all requirements in accordance with the terms and agreement in the specifications.

1

2

3

4

2. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

0 Continue to provide timely service for reconnection and disconnection of facilities and locations when notified without any delays.

1

2

3

4

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

0 Respond immediately to address and resolve of any concerns or problems when reported.

1

2

3

4

4. Customer Satisfaction (-Met User Quality Expections - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

Comments:

0

1

2

14-0845

☐ 3
☒ 4

Have been effecient in providing monthly bills and reports and any additional informaiton requested.

5. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

☐ 0
☐ 1
☐ 2
☐ 3
☒ 4

Comments:

No compliants. They continue to deliver good customer satisfaction.

Overall Performance Rating:	4.0		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	Jerica Covington
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature		Date
DAVID L. RICKS	<i>David L. Ricks / DAB</i>		7/25/2014

Submit Form

Contract Renewal Evaluation Form

Date:	June 5, 2014
Department:	FACILITIES AND TRANSPORTATION SERVICES
Contract Number:	13ITB87850C-DR
Contract Title:	Natural Gas Services Provider

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.

Solicitation for the lowest responsible bidder was made in order to reduce the cost of this contract. Natural Gas is a necessary commodity therefore; there was no feasible way to reduce the scope of the contract.

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:

Click here to enter text.

☒ **Market Survey of other jurisdictions:**

Date contacted:	July 16, 2014
Jurisdiction Name / Contact name:	State of Georgia
Date of last purchase:	November 1, 2013
Price paid:	\$.007/therm
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Same 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?	Fulton County receives a better rate because we do not pay a consultant any portion of our fees.

Explanation / Notes:[Click here to enter text.](#)☐ **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?**

According to AMS, \$818,059.39 was spent in 2013 on Natural Gas with Gas South, the rate was \$.005 per therm.

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?

Should the contract renewal for Natural Gas not be approved, gas service at all of our facilities would be disconnected. Without gas services facilities will have to be shut down.


Click here to enter text.
Prepared by

Click here to enter text.
DAVID L. RICKS
Department Head

July 18, 2014
Date
Click here to enter a date.
7/20/14
Date



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL

DEPARTMENT: Facilities & Transportation Services

BID/RFP# DESCRIPTION: Natural Gas Services Provider

BID/RFP# NUMBER: #13ITB87850C-DR

ORIGINAL APPROVAL DATE: June 19, 2013

RENEWAL PERIOD: January 1, 2015 **THROUGH** December 31, 2015

RENEWAL OPTION # 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$ 875,047.00

COMPANY'S NAME: Gas South, LLC

ADDRESS: 3625 Cumberland Blvd, Suite 1500

CITY: Atlanta

STATE: Georgia

ZIP: 30339

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP#13ITB87850C-DR

(Person signing must have signature authority for the company/corporation)

NAME: _____ (Print)
(CEO, President, Vice President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

_____ **NOTARY PUBLIC:** _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

_____ **DATE:** _____
JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS

_____ **DATE:** _____
MARK MASSEY
CLERK TO THE COMMISSION

DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED BID/RFP:

DEPARTMENT HEAD: _____ (Print)

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- ☐ *BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.*
- ☐ *A copy of the current Certificate of Insurance must be attached to all renewals.*
- ☐ *Current Performance and Payment Bonds attached (If required)*
- ☐ *Minimum of four (4) signature pages required.*