

Contract Renewal Evaluation Form

Date:	9/16/2021
Department:	Public Works
Contract Number:	20ITB092320A-FB
Contract Title:	Large Water Meter Installation Service

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.

This is a service contract that responds to the needs of the development market place.

The scope is dependent upon the number of requests from the development community.

Individual installations are planned to minimize effort and cost.

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:

Price found:

Different features / Conditions:

Percent difference between internet price and renewal price:

Explanation / Notes:

Internet search did not reveal any relevant projects or contracts

X Market Survey of other jurisdictions:

Date contacted:	See attached
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:

See attached Market Survey

☐ 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?

\$486,990.00

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:

Price paid:

Inflation rate:

Adjusted price:

Percent difference between past purchase price and renewal price:

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?


Fulton Water Resources Department will not be able to deliver on the installation of the large water meters for the developers in the North Fulton Area.

N. L Ammons

9/16/2021

Prepared by

Date



9/22/2021

Department Head

Date

MARKET SURVEY

Date: 7/8/2021

Department: Public Works

Contract Number: 20ITB092320A-FB

Contract Title: Large Water Meter Installation Services

Prepared by: Nick Blythe

I have completed a telephone market survey of the following organizations and received the comments noted.

Organization:	Cobb County	Clayton County	Dekalb County	Gwinnett County	State Purchasing
Person:	Mark Maddox	Kathy Bogart	Cathryn Horner	Shelley Mcwhorter	No service
Phone No.:	770 419-6294	770 960-5231	404 371-6337	770 822-8720	
Position:	Field Opr. Mgr	Purchasing Supv.	Procurement Mgr.	Purchasing Assoc. III	
Are you aware of any new vendors?	No Response	No Response	No Response	No	
Are you aware of a reduction in pricing in this industry?	NR	NR	NR	Our analysis show a 12% increase. We are renewing with 5% increase	
How does pricing compare to FC's current contract?	NR	NR	NR	Do not know F.C prices. Cannot answer	
Considering all factors, would you renew or re-bid now?	NR	NR	NR	Renew	
Term of contract.	NR	NR	NR	8-19-8-18	