

# Contract Renewal Evaluation Form

<b>Date:</b>	9/14/2022
<b>Department:</b>	Public Works
<b>Contract Number:</b>	20ITB112420A-FB
<b>Contract Title:</b>	Emergency Sewage Cleanup 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.**

Efforts in reducing sewer system failures, root control treatment and easement clearing.

**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:**

**X Market Survey of other jurisdictions:**

Date contacted:	September 14, 2022
Jurisdiction Name / Contact name:	Cobb County Clayton County DeKalb County Gwinnett County
Date of last purchase:	N/A
Price paid:	N/A
Inflation rate:	N/A
Adjusted price:	N/A
Percent difference between past purchase price and renewal price:	No
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?	Unknown

**Explanation / Notes:**

See attached

**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?

January thru July \$26,055.10

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?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Date of last purchase:	9/15/2022	
Price paid:	\$17,626.34	
Inflation rate:	Unknown	
Adjusted price:	Unkown	
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?  
The emergency restoration of customer's residence due to a sewer back up caused by the County's system would not be complete leaving customer to seek immediate clean up from private sources.

\_\_\_\_\_  
Prepared by

\_\_\_\_\_  
Date



11/17/2022

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Date

## MARKET SURVEY

**Date:** 10/18/2022

**Department:** Public Works

**Contract Number:**

**Contract Title:** Emergency Sewer Cleanup Services

**Prepared by:**

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

<b>Organization:</b>	<b>Cobb County</b>	<b>Clayton County</b>	<b>Dekalb County</b>	<b>Gwinnett County</b>	<b>State Purchasing</b>
<b>Person:</b>	Pamela Wilford, GCPA	Angie Gilbert	Deja Echols	Cindy Stokes, CPPG	Travis Horsley
<b>Phone No.:</b>	770-528-8418	770-477-3588	404-371-7051	770-822-7862	404-651-5438
<b>Position:</b>	Senior Buyer	Contract Administrator	Procurement Technician	Contracts Manager	Contract & Data Manager
<b>Are you aware of any new vendors?</b>	No	No	No	No	Unknown
<b>Are you aware of a reduction in pricing in this industry?</b>	Unknown	Unknown	No	Unknown	Unknown
<b>How does pricing compare to FC's current contract?</b>	Comparable	Comparable	Comparable	Comparable	Unknown
<b>Considering all factors, would you renew or re-bid now?</b>	Yes	Yes	Yes	Yes	Unknown
<b>Term of contract.</b>	3 yrs.	3 yrs.	3 yrs.	3 yrs.	Unknown