

## Contract Renewal Evaluation Form

<b>Date:</b>	<b>June 30, 2020</b>
<b>Department:</b>	<b>Real Estate and Asset Management</b>
<b>Contract Number:</b>	<b>19ITB432768K-JAJ</b>
<b>Contract Title:</b>	<b>Task Order Contract for Minor Construction Projects</b>

**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 service cannot afford to be reduced because we do not have any alternative resources to provide this service in-house. The standby "Task Order Contract for Minor Construction Projects" allows the County to complete small construction projects on a timely basis. The scope of work includes a collection of detailed repair and construction tasks and specifications that have established unit prices. It is placed with a General Contractor for the accomplishment of repair, alteration, modernization, maintenance, rehabilitation, construction, etc. of buildings, structures, or other real property. Ordering is accomplished by means of issuance of a Work Order against the contract. All management, design, labor, materials, equipment and architectural and engineering support needed to perform the work authorized by work orders issued will be included in this 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:**

Prices received under this contract are compared to historical pricing, Gordian price book task pricing, and prevailing market rates in the Metro Atlanta area. This procurement was conducted in accordance with all applicable provisions of the Fulton County Code of Ordinances and the specific method of source selection for the services required in this bid is code Selection 102-373, Competitive Sealed Bid. The current price for the overall adjustment factors to be applied against the R.S. Means building construction cost data unit pricing.

☐ **Market Survey of other jurisdictions:**

Date contacted:	<a href="#">Click here to enter a date.</a>
Jurisdiction Name / Contact name:	<a href="#">Click here to enter text.</a>
Date of last purchase:	<a href="#">Click here to enter a date.</a>
Price paid:	<a href="#">Click here to enter text.</a>
Inflation rate:	<a href="#">Click here to enter text.</a>
Adjusted price:	<a href="#">Click here to enter text.</a>
Percent difference between past purchase price and renewal price:	<a href="#">Click here to enter text.</a>
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?	<a href="#">Click here to enter text.</a>

**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?

The County expenditures as of 6/30/20 is \$518,496.31

The County spent \$2,889,721.60 in FY2019

The County spent \$2,533,638.00 in FY2018

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:	<a href="#">Click here to enter a date.</a>
Price paid:	<a href="#">Click here to enter text.</a>
Inflation rate:	<a href="#">Click here to enter text.</a>
Adjusted price:	<a href="#">Click here to enter text.</a>

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.

The work performed under this contract requires specialty tools, training, and skills.

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

If these contracts are not approved, the County does not have the capacity or expertise perform this service in-house. The intent of this professional service is to provide for these firms the services for upcoming construction related projects as a part of our pending bond funding for related projects for the County on an as needed basis. This contract will allow the Department to complete small construction projects in a timely basis.

Sam Bakare, Construction Manager *SB*

July 8, 2020

Prepared by

Date

Joe Davis, Director

[Click here to enter a date.](#)

Department Head

*11/16/2020*  
Date