

Contract Renewal Evaluation Form

Date:	July 7, 2021
Department:	JUVENILE COURT
Contract Number:	20ITB031120A-CJC
Contract Title:	Accountability Courts Surveillance Officer

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 Fulton County Juvenile Accountability Court Programs has a sustainability plan and continuously strives to become less dependent upon grant funds. In an effort to reduce contract cost for surveillance services, the Accountability Court Programs selected a vendor that is able to provide services to juvenile and adult participants. Selecting a vendor that is able to services both populations reduced the need to select multiple vendors thereby reducing the cost for this contracted service.

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:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
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.
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?	Click here to enter text.

Explanation / Notes:

Click here to enter text.

☐ **Other (Describe in detail the analysis conducted and the outcome):**

Click here to enter text.

On March 13, 2020 the Department of Purchasing opened Bid #20ITB031120A – Accountability Courts – Surveillance Officer. There were three (3) responses: KLB Investigations, Living Invigorating Valuable Experiences, LLC (LIVE) and Premium Security Services. Living Invigorating Valuable Experiences, LLC (LIVE), VS0000068218 provided the overall lowest responsive and responsible bid.

3. What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?

Click here to enter text.

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?

If this contract is not approved, the Accountability Court Programs will not be able to provide community support services. The surveillance officer is an important member of the Accountability Court team because they are able to provide services after normal business hours, on holidays and on the weekend. Research has determined that having regular random visits in the home reduces the likelihood of substance use by program participants. Surveillance visits are also vital to ensuring participants are in compliance with court imposed curfews and other conditions.

Tiffany Barclay

July 7, 2021

Prepared by

Date

Timothy Ezell Chief Administrative
Officer

July 8, 2021

Department Head

Date