

# Contract Renewal Evaluation Form

Date:	July 29, 2025
Department:	Real Estate and Asset Management
Contract Number:	25ITB1358450C-JNJ
Contract Title:	HVAC Water Treatment

## 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 scope of work for this contract cannot be reduced because we do not have the in-house capabilities of required equipment, tools, skills, and in-house staff to provide this service. This service provides HVAC Water Treatment for variety of water systems: Cooling Tower (CT), Hot Water Systems (HWS), Chilled Water Systems CWS), and Low-Pressure Steam Boilers (LPSB) for approximately 47 Fulton County facilities.**

### 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:

**The prices for Boiler Inspection do reflect the current market. This procurement was conducted in accordance with all applicable provisions of the Fulton County Purchasing Code of Ordinances Selection 102-373, all Competitive Sealed Bids.**

☐ 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 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?	<b>We are not able to compare cost with others</b>

**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?**

FY2025 The County allocated expenditures as of 7/29/2025, \$30,000.00

FY2024 The County has spent \$97,312.95

FY2023 The County spent \$2,687.05

**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.**

This service cannot be performed in-house because the DREAM does not have enough qualified and experienced technicians necessary to perform this kind of work.

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

If this contract is not renewed, the department will not be able to provide HVAC water treatment on variety of water systems throughout Fulton County.

*Dexter Dyer*

Dexter Dyer, Building Maintenance Manager  
Carlos Sutton, Trades Manager

August 24, 2025

---

Prepared by

---

Date

*Joseph Davis*

Joseph N. Davis, Director

August 24, 2025

---

Department Head

---

Date