

Contract Renewal Evaluation Form

Date:	August 5, 2024
Department:	Public Works
Contract Number:	23ITBC100523A-KM
Contract Title:	Water Meters

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 and cost reduction efforts of this contract are limited since this contract is to renew existing contract for Water Meters. The Water Meters are essential for maintenance and repair of the new installations of meters within the Water Distribution System. The Water Meters are manufactured items which cannot be produced by the department or county.

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:	August 12, 2024
	Price found:	Pricing varies due to different types, styles, and sizes of Water Meters
Different features / Conditions:		
Percent difference between internet price and renewal price:		21% to 23% higher

Explanation / Notes:

In accordance with Fulton County Purchasing Code, Section 102-373, contracts as this shall have a competitive bid. Since this contract is over \$100,000 dollars it shall go before the Board of Commissioners.

Sample Materials: Items 1, 2, 3, 4, 5 of the contract pricing sheet, ¾ x ¾ Ultrasonic Meter, 1 x 1 Ultrasonic Meter, 1 ½ x 1 ½ Ultrasonic Meter, 2 x 2 Ultrasonic Meter 15 ¼" Lay Length, 2 x 2 Ultrasonic Meter 17" Lay Length.

Samples of the internet pricing of material out of the group of materials are covered in this contract.

Internet's pricing of sampled items are listed below. Private commercial pricing is significantly higher than contracted municipal pricing. The internet price which is 21% to 23% higher because it is quoting gross prices, however the County purchases several different types, styles, and sizes of water meters. Therefore, the prices are lower.

For example	Our Price	Compared Price
Line #1- 3/4" x 3/4" Water Meter	\$333.33	\$285.60
Line #2- 1" x 1" Cold Water Meter	\$368.97	\$367.50
Line# 3- 1 1/2" x 1 1/2" Cold Water Meter	\$821.43	\$579.60
Line# 4- 2" x 2" 15 1/4" Lay Length Cold Water Meter	\$928.57	\$708.00
Line# 5- 2" x 2" 17" Lay Length Cold Water Meter	\$971.43	\$708.00

Market Survey of other jurisdictions:

Date contacted:	August 13, 2024
Jurisdiction Name / Contact name:	Clayton County / Angela Glover (No response)
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 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?	Prices vary per type, size, style, length, width and diameter of water meters.

Explanation / Notes:

Surrounding jurisdiction such as Clayton County, Gwinnett County, City of Atlanta, Cobb County, and Dekalb County all use water meters.

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?

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: July 8, 2024

Price paid: \$140,049.98

Inflation rate:

Adjusted price:

Percent difference between past purchase price and renewal price: 3.7%

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

A service contract for Water Meters is needed by the Public Works on a year- round basis for water service installations, repairs, and maintenance. This contract is essential to the on-going operations of the Public Works Department.

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

Approval by the Board of Commissioners in the renewal of this contract is critical for the Public Works Department to effectively complete the process of installing new and repairing existing water service installations within the Water Distribution System. If this contract is not renewed it could delay the department's response for water service installations, repairs, and maintenance within the Water Distribution System which are essential to the on-going operations of the Public Works Department.