

Contract Renewal Evaluation Form

Date:	July 27, 2023
Department:	Department of Real Estate and Asset Management
Contract Number:	21ITB130241C-CG
Contract Title:	Standby Plumbing Repair 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.

This contract is used for augmenting internal resources. Department has been able to perform many tasks in-house. However, it doesn't have enough and qualified resources to carry out all tasks in-house. Apart from this, increase in need for replacement of old and defective installations forces the County to make use of contractors who are more experienced and efficient in that kind of jobs. This contract requires specialty tools, equipment, training, and skills that the County's employees do not have. Without this contract in place, plumbing repair services will not be performed in a timely or cost-effective manner.

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:	July 27, 2023
Price found:	\$ 96 - \$ 104
Different features / Conditions:	Commercial Facilities
Percent difference between internet price and renewal price:	Contract prices are 32% to 40 % less than market price

Explanation / Notes:

The prices for standby plumbing and repair services were obtained through the procurement process in which reflect the current market. 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.

☐ **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?	Click here to enter text.

Explanation / Notes:

Click here to enter text.

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

We have evaluated market pricing with other plumbing vendors in the Atlanta Metro area to ensure that we are getting a fair rate for the county.

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

FY2023 The County expenditures as of 9/19/23, \$306,842.00

FY2022 The County spent \$216,350.00

FY2021 The County spent \$106,828.70

FY2020 The County spent \$157,625.99

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 these contracts are not renewed, it would impact the efficiency of plumbing operations because the Department would not be able to respond to emergency situations and situations requiring higher skills and equipment. Efficient completion of large projects will be negatively impacted. Not having a contract also would have a negative effect on the department and County if a dangerous condition such as a water main break or an unsanitary condition such as a sewage spill happens and was not taken care of in a timely fashion. This can also result in citizen complaints and law suits..

Vijay Nair, Building Maintenance Mgr. <i>Vijay</i>	
Willie Perryman, Building Maintenance Mgr.	July 27, 2023
Prepared by	Date
<i>Joseph Davis</i>	September 19, 2023
Joseph N. Davis, Director	
Department Head	Date