

Contract Renewal Evaluation Form

| | |
|-------------------------|-------------------|
| Date: | 9/16/2021 |
| Department: | Public Works |
| Contract Number: | 19ITB119969A-FB |
| Contract Title: | Soft Dig 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 primarily for emergency response repair of water mains to expose underground utilities in a nondestructive manner. The need for such services varies with the occurrence of emergency repair requirements and the scope therefore is based on the occurrence of main breaks.

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:

Price found:

Different features / Conditions:

Percent difference between internet price and renewal price:

Explanation / Notes:

An internet search revealed firms that provide similar services but no pricing information. The contract was recently procured by bid and the pricing was based on low bid.

Market Survey of other jurisdictions:

| | |
|---|--|
| Date contacted: | See attached |
| Jurisdiction Name / Contact name: | |
| 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 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:

See attached Market Survey

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?**

\$48,604.00

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: |
| Price paid: |
| Inflation rate: |
| Adjusted price: |
| Percent difference between past purchase price and renewal price: |

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?

Without this "soft dig" contract Fulton Water Resources Department's utility damages will likely increase significantly and will cause problems with the other utility owners in the North Fulton Water Service area.

N. L. Ammons

September 16, 2021

Prepared by

Date



9/22/2021

Department Head

Date

MARKET SURVEY

Date: 7-9-21

Department: Public Works

Contract Number: 19ITB119969A-FB

Contract Title: Soft Dig Services

Prepared by: Nick Blythe

I have completed a telephone market survey of the following organizations and received the comments noted.

| Organization: | Cobb County | Clayton County | Dekalb County | Gwinnett County | State Purchasing |
|--|--------------------|-----------------------|----------------------|----------------------------|-------------------------|
| Person: | Mark Maddox | Kathy Bogart | Cathryn Horner | Shelley Mcwhorter | No Service |
| Phone No.: | 770 419-6294 | 770 960-5231 | 404 371-6334 | 770 822-8720 | |
| Position: | Field Opr Mgr | Purchasing Supv | Procurement Mgr | Purchasing Assoc. III | |
| Are you aware of any new vendors? | No Service | No Response | No Response | They have their own trucks | |
| Are you aware of a reduction in pricing in this industry? | NS | NR | NR | NO | |
| How does pricing compare to FC's current contract? | NS | NR | NR | N/A | |
| Considering all factors, would you renew or re-bid now? | NS | NR | NR | N/A | |
| Term of contract. | | | | N/A | |