

Contract Renewal Evaluation Form

Date:	August 5, 2025
Department:	Public Works
Contract Number:	25ITB1356207A-ST
Contract Title:	Rental and Maintenance of Deionized Water

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 laboratory's management solicited for the lowest responsible bidder to provide this service. The lowest bidder that could fulfill all services was issued the contract.

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 15, 2025
Price found:	6384
Different features / Conditions:	N/A
Percent difference between internet price and renewal price:	52%

Explanation / Notes:

\$6384 for Water Solutions Inc. to change tanks every 3 months, 4 times a year. We currently pay \$4200 for this.

☐ **Market Survey of other jurisdictions:**

Date contacted:	
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?	☐ Yes ☐ No
Are they aware of a reduction in pricing in this industry?	☐ Yes ☐ No
How does pricing compare to Fulton County's award contract?	

Explanation / Notes:

☐ 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?

\$12060.00

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:

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?

The County is required to collect and analyze water samples monthly for total coliforms and E. coli. Additionally, the County conducts analyses of treatment plant effluents for these organisms as well as organic and inorganic analytes. Failure to comply with these requirements may result in fines and penalties imposed by Georgia's Environmental Protection Division or the U.S. Environmental Protection Agency. Without deionized water, the county's laboratory cannot perform these mandatory analyses.