

Contract Renewal Evaluation Form

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| Date: | December 13, 2023 |
| Department: | Public Works |
| Contract Number: | 22ITBC079A-KM |
| Contract Title: | Colilert Reagent 24 and Colilert 18 Reagent Supplies |

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 for the provision of laboratory reagents for the County's environmental laboratory to perform NPDES permit testing. In an effort to reduce the scope and cost of this contract, management examined the latest Standard Methods for the Examination of Water/Wastewater and all new EPA approved methods to determine if there were any different and/or new methods that require fewer or cheaper chemicals and/or supplies.

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:

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|--|----------------------------------|
| | Date of search: |
| | Price found: |
| | Different features / Conditions: |
| Percent difference between internet price and renewal price: | |

Explanation / Notes:

[Click here to enter text.](#)

Market Survey of other jurisdictions:

| | |
|-----------------------------------|--|
| Date contacted: | |
| Jurisdiction Name / Contact name: | |
| Date of last purchase: | |
| Price paid: | |
| Inflation rate: | |

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|---|--|
| 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? | |

Explanation / Notes:

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

We examined the latest Standard Methods for the Examination of Water/Wastewater and all new EPA approved methods to determine if there were any different and/or new methods that require fewer or cheaper chemicals and/or supplies. There are no new approved methods; therefore, the current reagent's quantities and cost are at the fair market rate.

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

\$45,000

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 would not be able to perform laboratory work and analyses associated with its water and wastewater permits. As a result, there could be fines, consent orders, and penalties levied against the County by the Georgia's Environmental Protection Division or the U.S Environmental Protection Agency