



Fulton County Board of Commissioners
Agenda Item Summary

18-1031

BOC Meeting Date
 12/19/2018

Requesting Agency

Real Estate and Asset Management

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval amend existing contract to extend term- Department of Real Estate and Asset Management, Bid#15ITB98944C-MT, Bus and Shuttle Services in the total amount of \$130,000.00 with Cooper-Global Chauffeured Transportation Services, Inc. (Atlanta, GA), to provide continued bus and shuttle services for Fulton County employees and jurors for an additional three month period. Effective dates: January 1, 2019, through March 31, 2019.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract & necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People trust government is efficient, effective, and fiscally sound

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work: This contract will provide transportation services primarily Monday through Friday for employees and jurors who park at the Brown, Yellow, Red and Silver Lots and work at the Fulton County Government and Justice Centers Areas. From time to time, the vendor will also be used to support other special transportation requirements (example: field trips) for other departments or special programs. The scope of work also includes transporting employees to the Tax Assessor Office's new location at 135 Peachtree Street, Central Library located at 1 Margaret Mitchell Square NW and the Fulton County Health Services facility located at 10 Park Place.

Community Impact: The County employees and Jurors downtown parking arrangements will be dramatically affected if this transportation program is not operational.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval to extend existing contracts to provide bus and shuttle services for Fulton County employees and jurors for additional three (3) months until new contract agreements are fully executed for fiscal year 2019.

This extension for a three (3) month time period effective; January 1, 2019 through March 31, 2019, is being requested to ensure continued bus and shuttle services until the new contract

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

18RFP113472C-BKJ is executed. The other reason for the extension is because the new Bus Contractor has requested a period of 90 days to get mobilized.

The existing contract #15ITB98944C-MT will expire on December 31, 2018. The extended term will allow the County time to submit the proposal for BOC approval, contract execution process and 90 days mobilization period for execution of providing transportation services for Fulton County employees and jurors to various County locations.

We anticipate new contracts to begin April 1, 2019.

Project Implications: The intent to extend the bus and shuttle services to County employees and jurors and special transportations for other County agencies for three additional months until new contract agreements and mobilization period are fully executed.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If this extension is not approved, the County will not have ability to continue to provide bus and shuttle services and special transportations. Also, the Department does not have sufficient capacity to provide this in-house such as additional license drivers and buses to transport employees and jurors to various County locations.

History of BOC Agenda Item: Yes, see charts below:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	15-1095	12/2/15	\$425,000.00
1 st Renewal	16-0954	10/19/16	\$425,000.00
Increase Spending Authority No. 1	17-0480	6/7/17	\$75,000.00
2 nd Renewal	17-0868	10/18/17	\$500,000.00
2nd Amendment of Contract for Extension			\$130,000.00
Total Revised Amount			\$1,555,000.00

Contract Compliance Information*(Provide Contractor and Subcontractor details.)*

Contract Value: \$130,000.00
Prime Vendor: Cooper-Global Chauffeured Transportation Svc. Inc.
Prime Status: Non-Minority
Location: Atlanta, GA
County: Fulton County
Prime Value: \$130,000.00 or 100.00%

Total Contract Value: \$130,000.00 or 100.00%
Total M/FBE Value: \$-0-

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	\$130,000.00 or 100.00%
Total M/FBE Values	\$-0-
Total Prime Value	\$130,000.00 or 100.00%

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
 100-520-5223-1160: General, Real Estate and Asset Management, Professional Services- \$130,000
 "Subject to availability of funding adopted for FY2019 by BOC"

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
Exhibit 1: Amendment No.2 to Form of Contract
Exhibit 2: Contractor's Performance Report

Source of Additional Information *(Type Name, Title, Agency and Phone)*
 Ellis G. Kirby, LEED AP, CEM, CFP, Deputy Chief Operation Officer for Infrastructure, (404) 612-5919

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement

Contract Attached: No	Previous Contracts: Yes		
Solicitation Number: 15ITB98944C-MT	Submitting Agency: Department of Real Estate and Asset Management	Staff Contact: Harry Jordan	Contact Phone: (404) 612-5933

Description: Approval to extend existing contract to continue to provide bus and shuttle services for Fulton County for three additional months.

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$425,000.00	Amount: .	%: .
Previous Adjustments:	\$1,000,000.00	Amount: .	%: .
This Request:	\$130,000.00	Amount: \$-0-	0.00%: .
TOTAL:	\$1,555,000.00	Amount: .	%: .

Grant Information Summary:

Amount Requested: .	<input type="checkbox"/>	Cash
Match Required: .	<input type="checkbox"/>	In-Kind
Start Date: .	<input type="checkbox"/>	Approval to Award
End Date: .	<input type="checkbox"/>	Apply & Accept
Match Account \$: .		

Funding Line 1: 100-520-5223-1160: \$130,000.00 "Subject to availability of funding adopted for FY2019 by BOC"	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: 1/1/2019	End Date: 3/31/2019
Cost Adjustment: .	Renewal/Extension Terms: Three additional months.

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Kirby, Ellis	Date: 11/26/2018
X	County Attorney:	Stewart, Derval	Date: 12/8/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/10/2018
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 11/26/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/10/2018

AMENDMENT NO 2 TO EXTENSION FORM OF CONTRACT

Contractor: **Cooper-Global Chauffeured Transportation Services, Inc.**

Contract No. **15ITB98944C-MT, Bus and Shuttle Services**

Address: **2711 Peachtree Square**
City, State **Atlanta, GA 30360**

Telephone: **(770) 455-9600**

E-mail: dcooper@cooperglobal.com

Contact: **Dennis Cooper,**
Chairman

W I T N E S S E T H

WHEREAS, Fulton County (“County”) entered into a Contract with Cooper-Global Chauffeured Transportation Services, Inc. to provide/perform Bus and Shuttle Services, dated 1st day of January 2016, on behalf of the Department of Real Estate and Asset Management; and

WHEREAS, the County wishes to extend the existing contract with all terms and conditions unchanged for an additional three (3) month period to provide bus and shuttle services for Fulton County from January 1, 2019 through March 31, 2019, until new contract agreement has been fully executed; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on December 19, 2018, BOC Items #18- .

NOW, THEREFORE, the County and the Contractor agree as follows:

This Amendment No. 2 to Form of Contract is effective as of the 19th day of December, 2018, between the County and Cooper-Global Chauffeured Transportation Services, Inc., who agree that all Services specified will be performed in accordance with this Amendment No. 2 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** To provide bus and shuttle services for County employees and jurors for Fulton County for an additional three (3) month period, January 1, 2019, through March 31, 2019.

18-1031

2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed \$130,000.00 (One Hundred Thirty Thousand Dollars and No Cents).
3. **LIABILITY OF COUNTY:** This Amendment No. 2 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 2 TO FORM OF CONTRACT:** Except as modified by this Amendment No. 2 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONSULTANT:

FULTON COUNTY, GEORGIA

**COOPER-GLOBAL CHAUFFEURED
TRANSPORTATION SERVICES, INC**

Robert L. Pitts
Chairman

Dennis Cooper
Chairman

ATTEST:

ATTEST:

Jesse A. Harris
Clerk to the Commission

Secretary/
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

APPROVED AS TO FORM:

ATTEST:

Office of the County Attorney

Notary Public

APPROVED AS TO CONTENT:

County: _____

Ellis G. Kirby, LEED AP, CEM, CEFP,
Deputy Chief Operation Officer for
Infrastructure

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
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DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
4/1/2017	6/30/2017		1/1/2017	12/31/2017
PO Number				PO Date
17SC106553C-B...				6/20/2017
Department	REAL ESTATE AND ASSET MANAGEMENT			
Bid Number	15ITB98944C-MT			
Service Commodity	Bus & Shuttle Services			
Contractor	Cooper Global Chauffeured f/k/a Cooper-Atlanta Transportation Services, Inc.			

- 0 = Unsatisfactory *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- 1 = Poor *Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.*
- 2 = Satisfactory *Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.*
- 3 = Good *Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.*
- 4 = Excellent *Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.*

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

0

1

2

3

4

The shuttle services provided by Cooper Global are good. They meet there deadline most of the time.

2. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

0

1

2

3

4

Cooper Global is very responsive to short notice request and route adjustments that may be needed due to circumstances beyond our control.

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

0

1

2

3

4

Cooper Global staff responds quickly to request for reports and quotes.

4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

Comments:

0

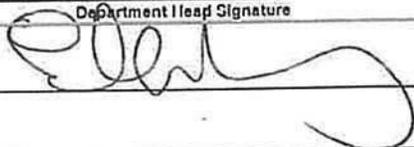
1
 2
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Cooper Global Global meets the schedule pick up most of the time.

5. Contractors Key Personnel (Credentials/Experience Appropriate - Effective Supervisor/Management - Available as Needed)

0
 1
 2
 3
 4

Comments:
Cooper Global Director of Affiliate Relations Khary Fowler and Contract Mgr. Latora Crowe goes over and beyond to provide Fulton County with the best service possible.

Overall Performance Rating:	2.8		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	Barbara Burden
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature	Date	
Kellis G. Kirby		7/21/2017	