

# Contract Renewal Evaluation Form

|                         |                                                                             |
|-------------------------|-----------------------------------------------------------------------------|
| <b>Date:</b>            | <b>July 14, 2022</b>                                                        |
| <b>Department:</b>      | <b>Real Estate and Asset Management</b>                                     |
| <b>Contract Number:</b> | <b>20ITB125835C-GS</b>                                                      |
| <b>Contract Title:</b>  | <b>Carpet &amp; Carpet Tile Installation and Repair Services Countywide</b> |

**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.**

**Carpets are one of the essential features of floor covering. These are replaced only when the condition of the carpet has the potential to cause liability for the County. Efforts are indeed being made to operate this contract with strict spending constraints. Whenever possible, the removal and resetting of furniture for carpet and/or tile installation and repair are performed by Fulton County staff rather than the contractor, providing slight reductions in scope and cost of this contract. Additionally, small jobs not involving moving and lifting of furniture as well as cleanup after that are undertaken in-house by the County as opposed to the contractor, resulting in further reductions.**

**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:**

|  |                                                                     |                           |
|--|---------------------------------------------------------------------|---------------------------|
|  | <b>Date of search:</b>                                              | July 24, 2022             |
|  | <b>Price found:</b>                                                 | <b>\$ 5.80 per Sq Ft</b>  |
|  | <b>Different features / Conditions:</b>                             | Click here to enter text. |
|  | <b>Percent difference between internet price and renewal price:</b> | Click here to enter text. |

**Explanation / Notes:**

**The prices for carpet installation do reflect the current market, considering that installation in County offices involve work and/or restrictions not necessarily seen in a commercial work. 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 checked="" type="checkbox"/> Yes <input 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?       | The per-foot price paid by Fulton County is approximately \$ 3.50 which is comparable |

**Explanation / Notes:**

Price paid for installation of carpet includes cost of removing existing carpet, removal and reinstallation of furniture and installation of new carpet. Even when per-foot prices are comparable actual costs could vary depending upon the configuration of the space.

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

Click here to enter text.

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

**FY2022 The County allocated expenditures as of 7/14/2022, \$127,297.00**

**FY2021 The county spent \$72,069.00**

**FY2020 The County spent \$456,128.37**

**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.

The County does not have the resources, specialty tools and equipment to provide carpet and carpet tile installation repair services Countywide.

7. What would be the impact on your department if this contract was not approved?

Not approving this contract would negatively impact all Fulton County departments. The upkeep of Fulton County facilities is an essential function of this department. This contract is a vital part of our ability to maintain functional and aesthetically sound facilities. Without this contract, flooring within Fulton County facilities could go without necessary maintenance and provide for a potentially hazardous environment. The deterioration of floor coverings in many well-traveled locations like Court Rooms and public corridors could be a cause for tripping hazards and health hazards from deteriorating carpets

*Vijay Nair*

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Willie Perryman, Bldg. Maintenance Mgr., Greater

Prepared by

Joseph N. Davis, Director

Department Head

July 25, 2022

Date

August 9, 2022

Date

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## Cost of Carpet Tiles

Don't let your remodeling budget go over-board by hidden surprises – understand what the average installed costs for Carpet Tiles is in your zip code by using our handy calculator. If you're looking for the Cost of Carpet Tiles materials and what installation cost might be, you've come to the right place.

As an experienced licensed home improvement contractor, I know first hand what it should cost for various levels — from Basic, Better, and of course the best. The Carpet Tiles cost estimator will provide you with up to date pricing for your area. Simply enter your zip code and the square footage, next click update and you will see a breakdown on what it should cost to have Carpet Tiles installed in your home.

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| CARPET TILES COSTS                                | ZIP CODE   | SQ. FT.    | <a href="#">Update</a> |  |
|---------------------------------------------------|------------|------------|------------------------|--|
|                                                   | 30303      | 100        |                        |  |
|                                                   | Basic      | Better     | Best                   |  |
| Carpet Tiles – Material Prices                    | \$180.00 - | \$250.00 - | \$320.00 -             |  |
|                                                   | \$245.00   | \$295.00   | \$395.00               |  |
| Carpet Tiles – Installation Cost                  | \$125.00 - | \$150.00 - | \$170.00 -             |  |
|                                                   | \$135.00   | \$165.00   | \$190.00               |  |
| Carpet Tiles – Total                              | \$305.00 - | \$400.00 - | \$490.00 -             |  |
|                                                   | \$380.00   | \$460.00   | \$585.00               |  |
| Carpet Tiles – Total Average Cost per square foot | \$3.42     | \$4.30     | \$5.38                 |  |

### Search owner of a phone number

Enter Area Code: (  )  -

- Cost can add up quickly, especially if you're a novice and have never attempted a Carpet Tiles installation before. I would strongly recommend you hire a licensed and Insured Carpet Tiles contractor to perform the installation for you.
- Be sure to have a copy of the Carpet Tiles Manufacturer's recommended installation requirements before starting, to make sure your project doesn't end up costing you more


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### How Much Will New Carpet Cost You Locally?

Service Needed

Zip Code

First Name  Last Name

Phone

Email

Address

Brief Description

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