

Contract Renewal Evaluation Form

Date:	October 1, 2024
Department:	POLICE
Contract Number:	23ITB139979B-RT
Contract Title:	Automobile Repair 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.

All invoices for Moon's Service Center are reviewed to ensure that the correct rates are being applied because the contract contains multiple items.

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:	October 1, 2024
Price found:	89.99
Different features / Conditions:	N/A
Percent difference between internet price and renewal price:	Internet price is 33% more

Explanation / Notes:

Vendor: Pep Boys

Manufacturer: Full Synthetic Oil Change

Price: 89.99

Current Vendor: Moon's Service Center

Manufacturer: Full Synthetic Oil Change

Price: 67.50

Market Survey of other jurisdictions:

Date contacted:	September 30, 2024
Jurisdiction Name / Contact name:	City of South Fulton PD
Date of last purchase:	N/A
Price paid:	76.50
Inflation rate:	N/A
Adjusted price:	N/A
Percent difference between past purchase price and renewal price:	N/A
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input checked="" 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?	Fulton County PD pays 15% less

Explanation / Notes:

City of South Fulton PD

Price paid: 76.50

Manufacturer:

Full Synthetic Oil Change

Fulton County PD

Price Paid: 67.50

Manufacturer:

Full Synthetic Oil Change

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

n/a

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

The actual expenditure for FY2023 was \$93,000.00.

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:	N/A
Price paid:	N/A
Inflation rate:	N/A
Adjusted price:	N/A
Percent difference between past purchase price and renewal price:	N/A

Explanation / Notes:

N/A

- 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?
Pay higher cost for automobile service and repairs with other competitive car services companies.

Elaine Smith  <hr/> Prepared by	October 1, 2024 <hr/> Date
Chief W. Wade Yates  <hr/> Department Head	October 1, 2024 <hr/> Date