

# Contract Renewal Evaluation Form

<b>Date:</b>	<b>August 31, 2023</b>
<b>Department:</b>	Public Works
<b>Contract Number:</b>	22ITBC073A-KM
<b>Contract Title:</b>	Fire Hydrants and Parts

**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 scope and cost reduction efforts of this contract are limited since this contract is to renew existing contract for fire hydrants and parts. The fire hydrants and parts are essential for maintenance and repair of the water system. These hydrants and parts are manufactured items which cannot be produced in-house. These items are necessary for replacement of failed and aged units and are used to effectively maintain the existing Water Distribution System in Fulton County. If this contract was reduced or delayed, it could delay the department's response time in responding to make hydrant repairs within a timely manner.

**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 31, 2023
	Price found:	Pricing Varies due to the different size, and height of each fire hydrant.
Different features / Conditions:		5 ¼" Barrel Diameter Hydrant with 6' Bury, 5 ¼" Barrel Diameter Hydrant with a 5 ½" Bury, 6" Extension Kit for 4 ½" Barrel MH129, 12" Extension Kit for 4 ½" Barrel MH129

Percent difference between internet price and renewal price:

**Explanation / Notes:**

Click here to enter text. In accordance with Fulton County Purchasing Code, Section 2-314, contracts such as this shall have a competitive bid. Since this contract is over \$50,000.00 dollars it shall go before the Board of Commissioners.

Sample Materials: Items 5, 6, 7 and 8, of the contract pricing sheet, 5 ¼" Barrel Diameter Hydrant with 6' Bury, 5 ¼" Barrel Diameter Hydrant with a 5 ½" Bury, 6" Extension Kit for 4 ½" Barrel MH129, 12" Extension Kit for 4 ½" Barrel MH129.

Samples of the internet pricing of material out of the group of materials covered in this contract. Internet pricing of sampled items are listed below. Private commercial pricing is significantly higher than contracted municipal pricing. The internet price is 20% higher because it is quoting gross prices, however the County purchases several different types of Water Meters, therefore the prices are lower.

<u>For Example</u>	<u>Our Price</u>	<u>Compared Price</u>
Line# 5 – 5 ¼" Barrel Diameter Hydrant with 6' Bury	\$2,770.00	\$3,324.00
Line# 6 – 5 ¼" Barrel Diameter Hydrant with 5 ½" Bury	\$2,770.00	\$3,324.00
Line# 7 – 6" Extension Kit for 4 ½" Barrel MH129	\$289.00	\$346.80
Line# 8 – 12" Extension Kit for 4 ½" Barrel MH129	\$340.00	\$408.00

**Market Survey of other jurisdictions:**

Date contacted:	August 31, 2023
Jurisdiction Name / Contact name:	City of Atlanta / Jimmy Lee
Date of last purchase:	Unknown
Price paid:	Unknown
Inflation rate:	
Adjusted price:	
Percent difference between past purchase price and renewal price:	
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?	

**Explanation / Notes:**

Surrounding jurisdictions such as Gwinnett County, City of Atlanta, Cobb County, Clayton County, and Dekalb County all use Fire Hydrants and accompanying parts.

**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?

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: May 23, 2023

Price paid: \$16,847.00

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?

Approval by the Board of Commissioners in the renewal of this contract is critical for the Public Works Department to effectively complete the process of installing new and repairing existing Fire Hydrants within the Water Distribution System. If this contract is not renewed, it could delay the department's response time in responding to any failed or aged fire hydrants within the Water Distribution System.