

Contract Renewal Evaluation Form

Date:	September 16, 2021
Department:	Public Works
Contract Number:	20RFP101320K-CRB
Contract Title:	MS4 NPDES Permit Management Oversight and Administration

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.

In anticipation of annexation of the remainder of unincorporated area before the end of the MS4 Permit period (April 30, 2024) and an associated reduction or elimination of MS4 Permit requirements, consultant was asked to review the work done in the previous / current year to determine the minimum effort required for the current permit year.

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:

Price found:

Different features / Conditions:

Percent difference between internet price and renewal price:

Explanation / Notes:

Contract was only recently (April 1, 2021) awarded and pricing of this firm was compared to other proposers as part of the evaluation for award process.

☐ **Market Survey of other jurisdictions:**

Date contacted:	
Jurisdiction Name / Contact name:	
Date of last purchase:	
Price paid:	
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 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:

See attached Market Survey

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

Calls and emails were generated to several metro area governments known to have MS4 permits. No responses were received.

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

Awarded in March. Expenditure from April to October: \$17,995.00

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:

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?
Noncompliance of NPDES MS4 Permit requirements

N. L. Ammons

September 16, 2021

Prepared by

Date



October 12, 2021

Department Head

Date

MARKET SURVEY

Date: 9/16/21

Department: Public Works

Contract Number: 20RFP101320K-CRB

Contract Title: MS4 NPDES Permit Management Oversight and Administration

Prepared by: Nick Blythe

I have completed a telephone market survey of the following organizations and received the comments noted.

Organization:	Cobb County	Clayton County	Dekalb County	Gwinnett County	State Purchasing
Person:	Stephanie Brice	Kathy Bogart	Cathryn Horner	Shelley Mcwhorter	No water
Phone No.:	770 528-8439	770 960-5882	404 371-6334	770 822-8720	
Position:	Purch. Supervisor	Purch. Supervisor	Procurement Manager	Purchasing Assoc. III	
Are you aware of any new vendors?	No Response	No Response	No Response	No Response	
Are you aware of a reduction in pricing in this industry?	NR	NR	NR	NR	
How does pricing compare to FC's current contract?	NR	NR	NR	NR	
Considering all factors, would you renew or re-bid now?	NR	NR	NR	NR	
Term of contract.	NR	NR	NR	NR	