



Fulton County Board of Commissioners
Agenda Item Summary

18-1023

BOC Meeting Date
 12/19/2018

Requesting Agency
 Sheriff

Commission Districts Affected
 All Districts

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

Request approval to extend existing contract - Sheriff's Office, Bid# 15ITB98976B-WL in the amount of \$381,073.19 with (A) Dana Safety Supply, Inc. (Sugar Hill, GA) in the amount of \$196,234.05 (B) Galls, LLC (Lexington, KY) in the amount of \$51,450.04 (C) Smyrna Police Distributors (Smyrna, GA) in the amount of \$12,861.60 (D) Uniform Sales of America (Lithia Springs, GA) in the amount \$120,527.50 to provide uniforms and gear to the Sheriff's Office 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 are safe

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: The Sheriff's Office requests approval to extend an existing agreement to provide uniforms and gear to the Sheriff's Office for a three month period. The three month period will allow for the procurement process.

Community Impact: The Sheriff's Office uses uniform vendors to purchase uniforms and gear for sworn and selected civilian staff. The purchase of uniforms and gear will allow the Sheriff's Office to have a uniformed standard as well as allowing the Sheriff' Office to purchase law enforcement equipment to carry out its constitutional duties.

Project Implications: The agreement will be used to provide uniforms and gear that will allow Sheriff Office staff to perform its constitutional duties

Community Issues/Concerns: None

Department Issues/Concerns: Failure to extend this contract would prevent the Sheriff's Office from purchasing uniforms and equipment needed to perform constitutional duties.

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)

(A) Dana Safety and Supply

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	15-1179	12/16/15	\$273,416.75
1st Renewal	16-0933	10/19/16	\$341,076.35
2 nd Renewal	17-0804	10/04/17	\$341,076.35
Extension No. 1			\$196,234.05
Total revised Amount			\$1,151,803.50

(B) Galls

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	15-1179	12/16/15	\$53,167.00
1st Renewal	16-0933	10/19/16	\$55,415.00
2 nd Renewal	17-0804	10/04/17	\$100,618.75
Extension No. 1			\$51,450.04
Total revised Amount			\$260,650.79

(C) Smyrna Police Distributors

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	15-1179	12/16/15	\$29,505.00
1st Renewal	16-0933	10/19/16	\$47,178.75
2 nd Renewal	17-0804	10/04/17	\$47,178.75
Extension No. 1			\$12,861.60
Total revised Amount			\$136,724.10

(D) Uniform Sales of America

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	15-1179	12/16/15	\$150,174.50
1st Renewal	16-0933	10/19/16	\$155,524.50
2 nd Renewal	17-0804	10/04/17	\$155,524.50
Extension No. 1			\$120,527.50
Total revised Amount			\$581,751.00

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
--	--

(A)

Contract Value:	\$196,234.05
Prime Vendor:	Dana Safety Supply
Prime Status:	Non-Minority
Location:	Sugar Hill, GA
County:	Gwinnett County

Continued

Prime Value: \$196,234.05 or 100.00%
Subcontractor: **None**

Total Contract Value: **\$196,234.05 or 100.00%**
Total M/FBE Value: **-0-**

(B)

Contract Value: \$51,450.04
Prime Vendor: **Galls, LLC**
Prime Status: **Non-Minority**
Location: Lexington, KY
County: Fayette County
Prime Value: \$51,450.04 or 100.00%
Subcontractor: **None**

Total Contract Value: **\$51,450.04 or 100.00%**
Total M/FBE Value: **-0-**

(C)

Contract Value: \$12,861.60
Prime Vendor: **Smyrna Police Distributors**
Prime Status: **Non-Minority**
Location: Smyrna, GA
County: Cobb County
Prime Value: \$12,861.60 or 100.00%
Subcontractor: **None**

Total Contract Value: **\$12,861.60 or 100.00%**
Total M/FBE Value: **-0-**

(D)

Contract Value: \$120,527.50
Prime Vendor: **Uniform Sales of America, Inc.**
Prime Status: ***Asian American Male Business Enterprise Non Certified***
Location: Lithia Springs, GA
County: Douglas County
Prime Value: \$120,527.50 or 100.00%
Subcontractor: **None**

Total Contract Value: **\$120,527.50 or 100.00%**
Total M/FBE Value: **\$120,527.50 or 100.00%**

Grand Contract Value: **\$381,073.19 or 100.00%**
Grand M/FBE Value: **\$120,527.50 or 31.63%**

18-1023

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

Total Contract Value	\$381,073.19 or 100.00%
Total M/FBE Values	\$120,527.50 or 31.63%
Total Prime Value	\$381,073.19 or 100.00%

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
 100-330-P015-1455: General Funds, Sheriff's Office, Uniforms - \$381,073.19

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

Exhibit 1: Extension No. 1 to Form of Contract
 Exhibit 2: Contractor Performance Report

Source of Additional Information *(Type Name, Title, Agency and Phone)*
 Leighton Graham, Colonel, Sheriff's Office, 404-612-6782
 Flora Eatman, Finance Division Manager, Sheriff's Office, 404-612-9241

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)

Continued

Procurement

Contract Attached: No	Previous Contracts: Yes		
Solicitation Number: 15ITB98976B-WL	Submitting Agency: Sheriff's Office	Staff Contact: Leighton Graham	Contact Phone: 404-612-6782

Description: Request approval of an extension to provide uniforms and gear.

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$693,533.00	Amount: .	%. .
Previous Adjustments:	\$1,394,533.20	Amount: .	%. .
This Request:	\$381,073.19	Amount: .	\$120,527.50 or 31.63%
TOTAL:	\$2,469,139.39	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: 100-330-P015-1455	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
---	-----------------------------	-----------------------------	-----------------------------

KEY CONTRACT TERMS

Start Date: 1/1/2019	End Date: 3/29/2019
Cost Adjustment: .	Renewal/Extension Terms: .

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Carter, Jimmy	Date: 11/12/2018
X	County Attorney:	Palmer, Ashley	Date: 12/4/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/7/2018
X	Finance/Budget Analyst/Grants Admin:	Wilson, Jacqueline	Date: 11/13/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/7/2018

EXTENSION NO. 1 TO FORM OF CONTRACT

Contractor: **Dana Safety & Supply**

Contract No. **15ITB98976B-WL Uniforms & Gear**

Address: **4729 Nelson Brogdon Blvd. N.E.**
 City, State **Sugar Hill, Georgia**

Telephone: **813-348-4866**

Contact: **Mark Sevigny**
Bid Manager

WITNESSETH

WHEREAS, Fulton County ("County") entered into a Master Agreement with Dana Safety & Supply to provide uniform and gear, dated January 1, 2016, on behalf of the Fulton County Sheriff's Office; and

WHEREAS, the County wishes to extend the subject contract, with all items and conditions unchanged, for an additional three month period; and

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

WHEREAS, this Extension was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

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

This Extension No. 1 to Form of Contract is effective as of the ____ day of _____, 2018, between the County and Dana Safety Supply, who agree that all Services specified will be performed by in accordance with this Extension No. 1 to Form of Contract and the Contract Documents for an additional three month period, with the contract ending as of 31st day of March, 2019.

1. **COMPENSATION:** The services herein shall be performed by Contractor for a total amount not to exceed \$196,234.05.
2. **LIABILITY OF COUNTY:** This Extension No. 1 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.
3. **EFFECT OF EXTENSION NO. 1 TO FORM OF CONTRACT:** Except as

18-1023

modified by this Extension No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

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:

CONTRACTOR:

FULTON COUNTY, GEORGIA

DANA SAFETY AND SUPPLY

Robert L. Pitts
Chairman

[Insert name]
[Insert title]

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: _____

Theodore Jackson
Fulton County Sheriff

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
--	--

EXTENSION NO. 1 TO FORM OF CONTRACT

Contractor: **Galls, LLC**

Contract No. **15ITB98976B-WL Uniforms & Gear**

Address: **1340 Russell Cave Road**
City, State **Lexington, Kentucky 40505**

Telephone: **800-876-4242 ext. 2421**

Contact: **Mike Wessner**
CEO

WITNESSETH

WHEREAS, Fulton County ("County") entered into a Master Agreement with Galls, LLC to provide uniform and gear, effective January 1, 2016, on behalf of the Fulton County Sheriff's Office; and

WHEREAS, the County wishes to extend the subject contract, with all items and conditions unchanged, for an additional three month period.

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

WHEREAS, this Extension was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

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

This Extension No. 1 to Form of Contract is effective as of the ____ day of _____, 2018, between the County and Galls, LLC who agree that all Services specified will be performed by in accordance with this Extension No. 1 to Form of Contract and the Contract Documents for an additional three month period, with the contract ending as of 31st day of March, 2019.

1. **COMPENSATION:** The services herein shall be performed by Contractor for a total amount not to exceed \$51,450.04.
2. **LIABILITY OF COUNTY:** This Extension No. 1 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.
3. **EFFECT OF EXTENSION NO. 1 TO FORM OF CONTRACT:** Except as

18-1023

modified by this Extension No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

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

GALLS, LLC

Robert L. Pitts
Chairman

Mike Wessner
CEO

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: _____

Theodore Jackson
Fulton County Sheriff

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
--	--

EXTENSION NO. 1 TO FORM OF CONTRACT

Contractor: **Smyrna Police Distributors**

Contract No. **15ITB98976B-WL, Uniforms & Gear**

Address: **630 Windy Hill Road S.E.**
City, State **Smyrna, Georgia**

Telephone: **404-374-6036**

Contact: **Ronda Jacobs**
Contracts Manager

WITNESSETH

WHEREAS, Fulton County (“County”) entered into a Master Agreement with Smyrna Police Distributors to provide uniform and gear, effective January 1, 2016, on behalf of the Fulton County Sheriff’s Office; and

WHEREAS, the County wishes to extend the subject contract, with all items and conditions unchanged, for an additional three month period.

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

WHEREAS, this Extension was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

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

This Extension No. 1 to Form of Contract is effective as of the ____ day of _____, 2018, between the County and Smyrna Police Distributors, who agree that all Services specified will be performed by in accordance with this Extension No. 1 to Form of Contract and the Contract Documents for an additional three month period, with the contract ending as of 31st day of March, 2019.

1. **COMPENSATION:** The services herein shall be performed by Contractor for a total amount not to exceed \$12,861.60.
2. **LIABILITY OF COUNTY:** This Extension No. 1 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.
3. **EFFECT OF EXTENSION NO. 1 TO FORM OF CONTRACT:** Except as

18-1023

modified by this Extension No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

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

**SMYRNA POLICE
DISTRIBUTORS**

Robert L. Pitts
Chairman

[Insert name]
[Insert title]

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: _____

Theodore Jackson
Fulton County Sheriff

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
--	--

EXTENSION NO. 1 TO FORM OF CONTRACT

Contractor: **Uniform Sales of America**

Contract No. **15ITB98976B-WL Uniforms & Gear**

Address: **1415 Trae Lane**
City, State **Lithia Springs**

Telephone: **770-944-0596**

Contact: **Narendra Patel**
CEO

WITNESSETH

WHEREAS, Fulton County ("County") entered into a Master Agreement with Uniform Sales of America to provide uniform and gear effective January 1, 2016, on behalf of the Fulton County Sheriff's Office; and

WHEREAS, the County wishes to extend the subject contract, with all items and conditions unchanged, for an additional three month period.

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

WHEREAS, this Extension was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

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

This Extension No. 1 to Form of Contract is effective as of the ____ day of _____, 2018, between the County and **Uniform Sales of America**, who agree that all Services specified will be performed by in accordance with this Extension No. 1 to Form of Contract and the Contract Documents for an additional three month period, with the contract ending as of 31st day of March, 2019.

1. **COMPENSATION:** The services herein shall be performed by Contractor for a total amount not to exceed \$120,527.50.
2. **LIABILITY OF COUNTY:** This Extension No. 1 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.
3. **EFFECT OF EXTENSION NO. 1 TO FORM OF CONTRACT:** Except as

18-1023

modified by this Extension No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

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

UNIFORM SALES OF AMERICA

Robert L. Pitts
Chairman

Narendra Patel
CEO

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: _____

Theodore Jackson
Fulton County Sheriff

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
--	--

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
7/1/2018	10/26/2018	1/1/2018	12/31/2018
PO Number			PO Date
Department	Sheriff		
Bid Number			
Service Commodity			
Contractor	Uniform Sales of America		

- = Unsatisfactory** *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- = 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.*
- = 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.*
- = 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.*
- = 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.*

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

Comments:

0
 1
 2
 3
 4

. 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

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

Comments:

0
 1
 2
 3
 4

Comments:

18-1023

- 2
- 3
- 4

Comments:

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

- 0
- 1
- 2
- 3
- 4

Comments:

Comments:

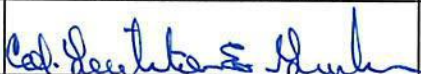
Overall Performance Rating: 3.0

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

Yes No

Rating completed by:

adriana.christopher

Department Head Name	Department Head Signature	Date
Col. Leighton E. Graham		11/8/2018

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
7/1/2018	10/26/2018	1/1/2018	12/31/2018
PO Number			PO Date
Department	Sheriff		
Bid Number			
Service Commodity	Uniform and Supplies		
Contractor	DANA Safety Supply		

- = Unsatisfactory** *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- = 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.*
- = 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.*
- = 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.*
- = 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.*

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

Comments:

0
 1
 2
 3
 4

. 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

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

Comments:

0
 1
 2
 3
 4

Comments:

18-1023

- 2
- 3
- 4

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

Comments:

- 0
- 1
- 2
- 3
- 4

Overall Performance Rating: 3.6

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

- Yes
- No

Rating completed by:

adriana.christopher

Department Head Name	Department Head Signature	Date
Col. Heather E. Buchanan	Col. Reginald E. Duke	11/8/2018

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
7/1/2018	10/26/2018	1/1/2018	12/31/2018
PO Number			PO Date
Department	Sheriff		
Bid Number			
Service Commodity	Uniform and Supplies		
Contractor	GALLS		

- = Unsatisfactory** *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- = 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.*
- = 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.*
- = 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.*
- = 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.*

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

Comments:

0
 1
 2
 3
 4

. 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

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

Comments:

0
 1
 2
 3
 4

Comments:

18-1023

- 2
- 3
- 4

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

- 0
- 1
- 2
- 3
- 4

Comments:

Overall Performance Rating: 3.4

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

- Yes
- No

Rating completed by:

adriana.christopher

Department Head Name	Department Head Signature	Date
Col. Leighton E. Conahan	Col. Leighton E. Conahan	11/8/2018

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
7/1/2018	10/26/2018	1/1/2018	12/31/2018
PO Number			PO Date
Department	Sheriff		
Bid Number			
Service Commodity	Uniform and Supplies		
Contractor	Smyrna Police Distributors		

- = Unsatisfactory** *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- = 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.*
- = 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.*
- = 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.*
- = 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.*

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

Comments:

0
 1
 2
 3
 4

. 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

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

Comments:

0
 1
 2
 3
 4

Comments:

18-1023

- 2
- 3
- 4

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

- 0
- 1
- 2
- 3
- 4

Comments:

Overall Performance Rating:

3.0

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No

- Yes
- No

Rating completed by:

adriana.christopher

Department Head Name	Department Head Signature	Date
Col. Leighton E. Cochran	Col. Leighton E. Cochran	11/8/2018