

Contract Renewal Evaluation Form

Date:	July 26, 2024
Department:	Real Estate and Asset Management
Contract Number:	23ITB073123C-MH
Contract Title:	Elevator and Escalator Maintenance 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.

The scope of work for this contract cannot be reduced because we do not have the necessary required replacement parts and components on hand to provide full on-site preventive and corrective maintenance services for all 75 passenger and freight elevators located in Fulton County facilities. This contract that provides all materials, labor, tools, equipment, and appurtenances necessary to provide full maintenance coverage including, cleaning, painting, lubrication, adjustments, parts replacement, repairs and testing of all elevator equipment including, but not limited to, machines, gears, bearings, drive sheaves, sheave bearings, brake pulleys, brakes, brake coils, linings, motors, motor generator, hydraulic power units, hydraulic pumps, valves silencers, mufflers, controllers, selectors, relays, contacts, solid state devices, transformers, resistors and all related control hardware.

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:	Click here to enter a date.
Price found:	Click here to enter text.
Different features / Conditions:	Click here to enter text.
Percent difference between internet price and renewal price:	Click here to enter text.

Explanation / Notes:

The prices for Elevator Maintenance do reflect the current market. 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 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?	Yes, the cost is comparable.

Explanation / Notes:

Click here to enter text.

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

It yields no useful data in comparing cost with similar functions in other jurisdictions. Each elevator is unique in the design and is tailored to the traffic requirements in the building and no two buildings can probably have similar installations. Therefore, comparing cost of maintenance of one elevator to another even in a building of similar functionalities, may not yield useful information. Even within Fulton County buildings, comparison of elevator systems between two buildings of the same size may not give any useful data

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

FY2024 The County expenditure as of 7/26/2024, \$164,737.80

FY2023 The County spent \$350,000.00

FY2022 The County spent \$350,000.00

4. Does the renewal option include an adjustment for inflation?
(Information can be obtained from CPI index)

☐ Yes

☒ No

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.

DREAM does not have enough qualified and experienced tradesman necessary to perform this kind of work to provide preventive elevator maintenance services in Fulton County facilities. County has installed various types and makes of elevators and it is cost effective and efficient to engage a well experienced contractor to maintain the equipment. Well-maintained elevators is also a requirement for compliance with ADA.

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


If this contract is not renewed, the department will not be in compliance with Georgia Department of Labor regulations regarding passenger and freight elevator operation according to Rules and Regulations of the Safety Fire Commissioner §§ 120-3-25 and 120-3-26.

Vijay Nair, Building Maintenance Manager 

08/ 28 /2024

Prepared by

Date


Joe Davis, Director

8/29/2024

Department Head

Date