

# Contract Renewal Evaluation Form

<b>Date:</b>	<b>September 17, 2024</b>
<b>Department:</b>	<b>Real Estate and Asset Management</b>
<b>Contract Number:</b>	<b>23ITB138872C-JNJ</b>
<b>Contract Title:</b>	<b>Towing and Wrecker Services</b>

**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.**

We cannot be reduced this Scope of Work because we do not have the in-house capabilities of required equipment, tools, skills, and in-house staff to provide this service. This contract provides towing services, tire changing, lock out assistance and battery charging/starting services to the County's fleet on an "as-needed" basis for 24 hours a day, 7 days per week inside and outside Metropolitan Atlanta area to any of Fulton County Facility.

**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:**

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 in accordance with Purchasing Code Selection 102-373, Competitive Sealed Bids.

**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?	<b>Comparable</b>

**Explanation / Notes:**

Click here to enter text.

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

Click here to enter text.

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

FY2024 The expenditures as of 9/17/2024, \$7,893.45

FY2023 The County spent \$37,050.10

FY2022 The County spent \$20,258.00

FY2021 There were no expenditures

FY2020 There were no previous expenditures

**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:	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.

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

If this renewal contract is not approved, the Department cannot provide towing and wrecker services for County fleet vehicles and equipment.

*Kier Freeman*

Kier Freeman, Fleet Manager

September 17, 2024

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**Prepared by**

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**Date**

*Joseph Davis*

Joseph N. Davis, Director

September 18, 2024

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**Department Head**

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**Date**