Contract Renewal Evaluation Form

Date:	July 21, 2023
Department:	Real Estate and Asset Management
Contract Number:	21ITB131067C-GS
Contract Title:	On-Site Door Repair and Overhead Door Preventive and Predictive Maintenance Countywide

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.

This contract is used on an "as needed" basis. Before awarding individual work to contractor, in house resources are utilized to troubleshoot the issues and correctly identify the problems and identify repair required. This eliminates the time spent by the contractor on these tasks. Contractor is called in only after-hours and when our in-house resources are not sufficient to complete the work in a timely manner and where the work involves compliance with ADA or Fire Codes. Contractor is also called when the repair /replacement of overhead door is involved, for which the County does not have trained technicians.

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:	July 3, 2023
Price found:	\$ 300 average
Different features / Conditions:	Commercial OH Doors
Percent difference between internet price and renewal price:	48%

Explanation / Notes:

A comparison was made with Commercial Door Services rates available on an internet search. Doors come in a myriad of sizes, materials, and levels of quality. For interior doors, average repair prices fall in the \$100–300 range. For exterior doors, expect costs of \$150–500 for repair. Interior and exterior doors can cost \$200–500 and \$250–2,500+ for replacement, respectively Based on the lowest labor rates quoted by the vendor against this bid, and assuming a 3 hrs. average for repairing a similar door, the cost comes out to \$135. This is still less expensive than the rates available in the market

	Date contacted:	Click here t	to enter a date.
	Jurisdiction Name / Contact name:	Click here t	to enter text.
	Date of last purchase:		
	Price paid:	Click here to enter text.	
	Inflation rate:	Click here t	to enter text.
	Adjusted price:	Click here t	to enter text.
	Percent difference between past purchase price and renewal price:	Click here t	to enter text.
	Are they aware of any new vendors?	☐ Yes	□ No
	Are they aware of a reduction in pricing in this industry?	☐ Yes	□ No
	How does pricing compare to Fulton County's award contract?		
	☐ Other (Describe in detail the analysis conducted and the outc What was the actual expenditure (from the AMS system) spent for	•	
3.	FY2023 The County allocated expenditures as of 9/21/2023 FY2022 The County spent \$217,926.41 FY2021 The County spent \$343,164.00 FY2020 The County spent \$183,965.00 FY2019 The County spent \$346,835.42 Does the renewal option include an adjustment for inflation?	-	vious fiscal year? ⊠ No
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Explanation / Notes:

3.

Click here to enter text.

4.	Is this a seasonal item or service? ☐ Yes	⊠ No			
5.	Has an analysis been conducted to determine if this service can be performed in-house? \boxtimes Yes \square No \square If yes, attach the analysis.				
		ing or experience to undertake repair of commercial certain mandated requirements like ADA and National ers, to avoid liability			
6.	What would be the impact on your department if this contract was not approved?				
		ty will not be able to secure the buildings, parking manner. This could lead to loss of assets and life.			
	Vijay Nair				
Wi	Vijay Nair, Bldg. Maintenance MgrCentral Ilie Perryman, Bldg. Maintenance MgrGreater	September 21, 2023			
Prepared by		Date			
	Joseph Davis				
	Joseph N. Davis	September 27, 2023			
	Department Head	Date			