



Fulton County Board of Commissioners
Agenda Item Summary

18-0992

BOC Meeting Date
 12/19/2018

Requesting Agency

Real Estate and Asset Management

Commission Districts Affected

All Districts

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

Request approval to renew existing contract - Department of Real Estate and Asset Management, Bid# 17ITB105661C-BKJ, Testing and Repair of Backflow Devices in the amount of \$150,000.00 with Reams Enterprises, Inc. (East Point, GA), to provide testing and repair of backflow preventive (BFP) devices for Fulton County facilities. This action exercises the second of two renewal options. No renewal option remains. Effective dates: January 1, 2019 through December 31, 2019.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.

Is this item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People trust government is efficient, effective, and fiscally sound

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: This contract furnishes all materials, labor, tools, equipment and appurtenances necessary to provide testing and repair of backflow preventive (BFP) devices required for maintenance for approximately 84 Fulton County facilities. The scope of work also includes but not limited to:

Repair:

- Devices found defective during testing - will notify Department
- Provide a report to each zone in electronic format indicating all the details of each device, the details of BFP installed and the test results.
- Repair will be carried out based on parts and labor used for the repair.
- Contractor must arrange for and obtain any necessary permits from local authorities if required, for working on the water supply system to a building.

System Impairment:

- Before starting work the Contractor must meet with County representative (DREAM) to discuss and agree upon a program for execution of any part of the contract.
- Notify and coordinate with the appropriate County representative (DREAM) before shutting off water connections to the facility, applicable water lines, systems, and/or fire suppression systems, etc.

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)

- Valid Master II Plumber's License issued by the State of Georgia, completed course of study in the repair of backflow preventers recognized by the Environmental Protection Division of the Georgia Department of Natural Resources, and must have a valid certification from a tester certification program.

Community Impact: This contract is necessary for environmental health to have working backflow plumbing systems to protect the County patrons and employees in County facilities against the contamination and/or pollution to the Water Supply System.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval to renew existing contract to furnish all materials, labor, tools, equipment and appurtenances necessary to provide testing and repair of backflow preventive (BFP) devices required for maintenance for Fulton County facilities for fiscal year 2019.

This is a time and materials contract. The requested spending authority will cover the parts and labor for annual testing and repairs of various types of installed backflow prevention (BFP) devices located in approximately 84 Fulton County facilities.

Project Implications: The City of Atlanta Cross-Connection Control and Backflow Protection Program is mandated on the federal, state and local levels. These statutes, regulations and code provisions are intended to provide reasonable and required protection for the Atlanta Water Supply System against contamination and/or pollution resulting from backflow and/or back siphonage through cross connection and/or controlled plumbing connections.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If this contract renewal is not approved, the Department will not be able to perform this mandated service which would result in the County being subject to penalties for failure to meet the City of Atlanta's backflow Compliance requirements (Ref. Atlanta City Code Section 144-66).

History of BOC Agenda Item: Yes, see chart below:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	17-0679	8/16/17	\$75,000.00
1 st Renewal	17-0923	11/15/17	\$150,000.00
2nd Renewal			\$150,000.00
Total Revised Amount			\$375,000.00

Contract Compliance Information

(Provide Contractor and Subcontractor details.)

Contract Value: \$150,000.00
Prime Vendor: Reams Enterprises, Inc.
Prime Status: Non-Minority
Location: East Point, GA
County: Fulton County
Prime Value: \$45,000.00 or 30.00%

Continued

Subcontractor: KYAC Associates, LLC
Subcontractor Status: African American Male Business Enterprise-Non-Certified
Location: Ellenwood, GA
County: Clayton County
Contract Value: \$105,000.00 or 70.00%

Total Contract Value: \$150,000.00 or 100.00%
Total M/FBE Value: \$105,000.00 or 70.00%

18-0992

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

Total Contract Value	\$150,000.00 or 100.00%
Total M/FBE Values	\$105,000.00 or 70.00%
Total Prime Value	\$45,000.00 or 30.00%

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
 100-520-5220-1116: General, Real Estate and Asset Management, Building Maintenance- \$150,000
 "Subject to availability of funding adopted for FY2019 by BOC"

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
Exhibit 1: Contract Renewal Agreement
Exhibit 2: Contract Renewal Evaluation Form
Exhibit 3: Contractor's Performance Report

Source of Additional Information *(Type Name, Title, Agency and Phone)*
 Ellis G. Kirby, LEED AP, CEM, CFP, Deputy Chief Operation Officer for Infrastructure, (404) 612-5919

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: Yes	Previous Contracts: Yes		
Solicitation Number: 17ITB105661C-BKJ	Submitting Agency: Department of Real Estate and Asset Management	Staff Contact: Harry Jordan	Contact Phone: (404) 612-5933

Description: Approval to renew existing contract to provide preventive maintenance of backflow devices for Fulton County facilities.

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$75,000.00	Amount: .	%. .
Previous Adjustments:	\$150,000.00	Amount: .	%. .
This Request:	\$150,000.00	Amount: \$105,000.00	70.00%. .
TOTAL:	\$375,000.00	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: 100-520-5220-1116: \$150,000.00 "Subject to availability of funding adopted for FY2019 by BOC"	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: 1/1/2019	End Date: 12/31/2019
Cost Adjustment: .	Renewal/Extension Terms: No renewal option remains.

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Kirby, Ellis	Date: 11/8/2018
X	County Attorney:	Stewart, Derval	Date: 12/8/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/10/2018
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 11/14/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/10/2018



Fulton County, GA

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Real Estate and Asset Management

BID/RFP# NUMBER: 17ITB105661C-BKJ

BID/RFP# TITLE: Testing and Repair of Backflow Devices

ORIGINAL APPROVAL DATE: 9/16/2017

RENEWAL PERIOD: FROM: 1/1/2019 **THROUGH** 12/31/2019

RENEWAL OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$150,000.00

COMPANY'S NAME: Reams Enterprises, Inc.

ADDRESS: 1478 Central Avenue

CITY: East Point

STATE: Georgia

ZIP: 30344

This Renewal Agreement No. 2 was approved by the Fulton County Board of Commissioners on BOC DATE: BOC NUMBER:

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 17ITB105661C-BKJ
(Person signing must have signature authority for the company/corporation)

NAME: _____ **(Print)**
(CEO, President, Vice President)

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

FULTON COUNTY, GEORGIA

ROBERT L. PITTS
CHAIRMAN **DATE:** _____

ATTEST:

JESSE A. HARRIS
CLERK TO THE COMMISSION **DATE:** _____

SEAL (Affix)

DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED BID/RFP:

DEPARTMENT HEAD: Ellis G. Kirby, LEED AP, CEM, CAFP, Director **(Print)**

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

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

Contract Renewal Evaluation Form

Date:	June 25, 2018
Department:	Real Estate and Asset Management
Contract Number:	17ITB105661C-BKJ
Contract Title:	Testing and Repair of Backflow Devices

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 testing and maintenance repairs of various types of installed backflow prevention (BFP) devices located in approximately 84 Fulton County facilities. This contract is necessary for the environmental health to have working backflow plumbing systems to protect the County patrons and employees in County facilities against the contamination and/or pollution to our Water Supply System.

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 Backflow Prevention (BFP) Devices 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):

Click here to enter text.

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

The County spent \$92,478 in FY2017.

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.

DREAM does not have enough qualified and experienced tradesman necessary to perform this kind of work for approximately 84 County facilities.

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 able to provide testing and repair of backflow preventive (BFP) devices services in 84 Fulton County facilities. This also will jeopardize Fulton County for not being in compliance with the local city ordinances that require backflow inspection and repair.

The City of Atlanta Cross-Connection Control and Backflow Protection Program is mandated on the federal, state and local levels. These statutes, regulations and code provisions are intended to provide reasonable and required protection for the Atlanta Water Supply System against contamination and/or pollution resulting from backflow and/or back siphonage through cross connection and/or controlled plumbing connections.

LaKeshia Brackett, Building Maintenance Manager

Prepared by

8/20/2018
8/20/18

Date

Ellis G. Kirby, Director

Department Head

8/21/2018

Date

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2018	7/20/2018	1/1/2018	12/31/2018
PO Number			PO Date
130818-0359			3/8/2108
Department	Real Estate and Asset Management		
Id Number	17ITB105661C-BKJ		
Service Commodity	BACKFLOW DEVICES		
Contractor	REAMS ENTERPRISES, INC.		

= Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
= Poor	<i>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.</i>
= Satisfactory	<i>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.</i>
= Good	<i>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.</i>
= Excellent	<i>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.</i>

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

Comments:

0 CONTRACTOR AT TIMES HAVING PROBLEMS OF LOCATING SOME OF THE DEVICES FOR REPAIRS. REAMS ENTERPRISES, INC. HAS PROVIDED ADEQUATE DOCUMENTATION FOR THE RESULTS OF TESTED EQUIPMENT FOR RECORD KEEPING. WE ARE IN THE PROCESS OF CORRECTING THE PROBLEM.

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 CONTRACTOR HAS COMPLETE ON 10 OF 84 BUILDINGS FOR TESTING TO DATE. REAMS ENTERPRISES, INC. HAS PROVIDED A SCHEDULE INCREASING THE NUMBER OF DEVICES FOR INSPECTION PER WEEK.

1

2

3

4

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

Comments:

0

1

Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

Comments:

Field technicians displayed good level of professionalism.

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

Comments:

Key field technicians continue to demonstrate a good degree of experience and expertise in this review period. REAMS ENTERPRISES HAS ADJUSTED ITS RESOURCES TO PRIORITIZE THE COMMITMENT TO OUR BUSINESS AND CONTRACT.

Overall Performance Rating: 2.6

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

Yes No

Rating completed by: LaKeshia.Brackett

Department Head Name	Department Head Signature	Date
Elias G. Kirby	 FOX EK	8/21/2018