## **Contract Renewal Evaluation Form**

Date:	July 29, 2025
Department:	Medical Examiner
Contract Number:	24RFP144589C-JH
Contract Title:	Toxicology 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 Medical Examiner's Office is working on limiting services to only those that are essential, negotiating lower rates, cost-effective vendors, and adjusting services as needed to avoid unnecessary expenses.

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:

= manner com on or promise or came product or control	
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:**

Click here to enter text.

☐ 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?	☐ 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?			
	Explanation / Notes:			
	Click here to enter text.			
<ul> <li>Other (Describe in detail the analysis conducted and the outcome):         Click here to enter text. </li> <li>What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?             \$175,275.00</li> <li>Does the renewal option include an adjustment for inflation? □ Yes ☑ No             (Information can be obtained from CPI index)</li> </ul>				
	Was it part of the initial contract?	□ Yes	⊠ No	
Date of last purchase: Ja		January 1, 2025		
Price paid:		\$175,275.00		
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.	
Exp	planation / Notes:			
Clic	k here to enter text.			
5.	Is this a seasonal item or service? ☐ Yes ☒ No			

3.

Dr. Karen E. Sullivan  Department Head	Date		
Prepared by	Date		
Karleshía Bentley	09/16/2025		
7. What would be the impact on your departn	ent if this contract was not approved?		
No If yes, attach the analysis.			
•	nine if this service can be performed in-house? $\square$ Yes		