

Contract Renewal Evaluation Form

Date:	7/12/2021
Department:	Public Works
Contract Number:	20ITBC101020A-CJC
Contract Title:	Water Meters

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 and cost reduction efforts of this contract are limited since this contract is to renew the existing contract for Water Meters. The Water Meters are essential for maintenance and repair of the existing and new installations of water meters within the Water Distribution System. These Water Meters are manufactured items which cannot be produced in-house.

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:	7/12/2021
Price found:	Pricing varies due to the different types of meters
Different features / Conditions:	5/8" x 3/4" Cold Water Meters w/R900, 3/4" x 3/4" Cold Water Meters, Ultrasonic Water Meter 14" Lay Length, and 3" Hydrant Meter

Percent difference between internet price and renewal price:

Explanation / Notes:

Sample Materials: Items 1, 2, 13, and 29 of the contract pricing sheet, 5/8" x 3/4" Cold Water Meters w/R900, 3/4" x 3/4" Cold Water Meters, Ultrasonic Water Meter 14" Lay Length, and 3" Hydrant Meter.

Samples of the internet pricing of material out of the group of materials covered in this contract. Internet's pricing of sampled items are listed below. Private commercial pricing are significantly higher than contracted municipal pricing. The internet price which is 29% - 33% higher because it is quoting gross prices, however the County purchases several different types of Water Meters, therefore the prices are lower.

<u>For Example</u>	<u>Our Price</u>	<u>Compared Price</u>
Line# 1 – 1 5/8" x 3/4" Cold Water Meter w/R900	\$205.00 each	\$264.45 each
Line # 2 – 3/4" x 3/4" Cold Water Meter	\$238.00 each	\$307.02 each
Line# 13 – 4" Ultrasonic Water Meter 14" Lay Length	\$3,213.00 each	\$4,144.77 each
Line# 29 – 3" Hydrant Meter	\$1,250.00 each	\$1,612.50 each

X Market Survey of other jurisdictions:

Date contacted:	Please see attachment for market survey
Jurisdiction Name / Contact name:	Please see attachment for market survey
Date of last purchase:	
Price paid:	
Inflation rate:	
Adjusted price:	
Percent difference between past purchase price and renewal price:	
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	

Explanation / Notes:

Surrounding jurisdictions such as (Examples: Cobb County Government, Clayton County Water and Sewer Authority, DeKalb County Government, Gwinnett County Department of Water Resources and the Jackson County Water Department all use water meters.

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

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

\$455,314.00

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:

6/9/2021

Price paid:

26,525.00

Inflation rate:

Adjusted price:

Percent difference between past purchase price and renewal price:

Explanation / Notes:

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

A annual service contract for Water Meters is needed by the Public Works Department, to complete the process for installing new water service installations, repairs and replacement. This contract is essential to the on-going operations of the Water Distribution System to insure availability of water meters required by state law.

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

Approval by the Board of Commissioners in the renewal of this contract is critical for the Public Works Department to effectively complete the process of installing new water meters. If this contract is not renewed, it could delay the department's response time in responding to any failed or aged meters within the Water Distribution System. The replacement of water meters is consistent with the Community Service Goal #2.

Khalid Ahmad

7/12/2021

Prepared by

Date



9/9/2021

Department Head

Date

MARKET SURVEY

Date: 7/12/2021

Department: Public Works

Contract Number: 20ITBC101020A-CJC

Contract Title: Water Meters

Prepared by: Khalid Ahmad

I have completed a telephone market survey of the following organizations and received the comments noted.

Organization:	Cobb County	Clayton County	Dekalb County	Gwinnett County	Jackson County
Person:	Julie Vittum		Angela Frazier	Kelsie Kruskol	Harold Garrison
Phone No.:	770 528-8424	770 477-3587	(404)-371-0814	(770)-822-8720	(706)367-5644
Position:	Buyer	Contracts	Procurement Technician	Purchasing Associate 1	Water Operations Manager
Are you aware of any new vendors?	No	No	No	No	No
Are you aware of a reduction in pricing in this industry?	No	No	Increase in Pricing	No	No
How does pricing compare to FC's current contract?	Prices vary per type, size, style, length, width and diameter of water meters.	Prices vary per type, size, style, length, width and diameter of water meters.	Prices vary per type, size, style, length, width and diameter of water meters.	Prices vary per type, size, style, length, width and diameter of water meters.	Prices vary per type, size, style, length, width and diameter of water meters
Considering all factors, would you renew or re-bid now?	Renew	Renew	Renew	Renew	Renew
Term of contract.	1Yr contract with 2-1 yr extensions	Annual Contract with 2 – 1 year renewal options	Annual Contract with 2 renewal options	Four (4)- One year renewals	Unknown