



Fulton County Board of Commissioners  
**Agenda Item Summary**

**# 20-0683**

**BOC Meeting Date**  
10/7/2020

**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#191TB120622C-BKJ, Testing and Repair of Backflow Devices - in the amount of \$61,390 with B & W Mechanical Contractors, Inc. (Lawrenceville, GA), to provide on-site testing and repair of approximately 177 backflow preventive (BFP) devices for required maintenance located in 75 Fulton County facilities. This action exercises the first of two renewal options. One renewal options remains. Effective dates: January 1, 2021 through December 31, 2021.

**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                      Open and Responsible Government

**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, transportation and appurtenances necessary to provide on-site testing and repair of approximately 177 backflow preventive (BFP) devices for required maintenance located in 75 Fulton County facilities.

The Scope of Work also includes but not limited to:

**Repairs:**

- Devices found defective during testing, 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.

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)

**System Impairment:**

- Before starting work the Contract 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.
- 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 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.

**Department Recommendation:** The Department of Real Estate and Asset Management recommends approval to renew existing contract to provide on-site testing and repair of approximately 177 backflow preventive (BFP) devices for required maintenance that are located in 75 Fulton County facilities for fiscal year 2021.

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.

The requested spending authority in the amount of \$61,390 covers the cost for this time and materials contract; which provides parts and labor for annual testing and repairs for approximately 177 various types of installed backflow prevention (BFP) devices located in 75 Fulton County facilities. The past few years we had no major repairs, only the required mandated inspections and testing. We have identified some minor and major repairs in 24 County facilities and those we are implementing a plan to address the immediate repairs this fiscal year. The other remaining repairs will be addressed in FY2021.

**Historical Expenditures:**

- FY2020: The County spent as of 8/24/2020, \$16,500.00
- FY2019: The County spent \$7,500.00
- FY2018: The County spent \$35,001.00
- FY2017: The County spent \$92,478.00
- FY2016: The County spent \$56,689.00

**Project Implications:** This service is mandated on the federal, state and local levels.

**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

## Continued

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:

<b>CURRENT CONTRACT HISTORY</b>	<b>BOC ITEM</b>	<b>DATE</b>	<b>DOLLAR AMOUNT</b>
Original Contract Amount	19-0971	11/20/19	\$61,390.00
<b>1<sup>st</sup> Renewal</b>			<b>\$61,390.00</b>
Total Revised Amount			\$122,780.00

<b>Contract &amp; Compliance Information</b>	<i>(Provide Contractor and Subcontractor details.)</i>
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**Contract Value:** \$61,390.00  
**Prime Vendor:** B & W Mechanical Contractors, Inc.  
**Prime Status:** Non-Minority  
**Location:** Lawrenceville, GA  
**County:** Gwinnett County  
**Prime Value:** \$61,390.00 or 100.00%

**Total Contract Value:** \$61,390.00 or 100.00%  
**Total M/FBE Value:** \$-0-

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

<b>Total Contract Value</b>	<b>\$61,390.00 or 100.00%</b>
<b>Total M/FBE Values</b>	<b>\$-0-</b>
<b>Total Prime Value</b>	<b>\$61,390.00 or 100.00%</b>

<b>Fiscal Impact / Funding Source</b>	<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>
100-520-5220-1116: General, Real Estate and Asset Management, Building Maintenance- \$61,390 "Subject to availability of funding adopted for FY2021 by BOC"	

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

<b>Source of Additional Information</b>	<i>(Type Name, Title, Agency and Phone)</i>
Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772	

<b>Agency Director Approval</b>		<b>County Manager's Approval</b>
<b>Typed Name and Title</b> Felicia Strong-Whitaker, Director	<b>Phone</b> (404) 612-5800	
<b>Signature</b>	<b>Date</b>	

Continued

**Procurement****Contract Attached:**  
Yes**Previous Contracts:**  
Yes**Solicitation Number:**  
19ITB120622C-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 on-site testing and repair of backflow devices in County facilities for FY2021.**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount:	\$61,390.00
Previous Adjustments:	.
This Request:	\$61,390.00
<b>TOTAL:</b>	<b>\$122,780.00</b>

**MBE/FBE Participation:**

Amount:	.	%:	.
Amount:	.	%:	.
Amount:	\$-0-		0.00%:
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:  
\$61,390.00 "Subject to  
availability of funding  
adopted for FY2021  
by BOC"**Funding Line 2:**

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**Funding Line 3:**

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**Funding Line 4:**

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**KEY CONTRACT TERMS****Start Date:**

1/1/2021

**End Date:**

12/31/2021

**Cost Adjustment:**

.

**Renewal/Extension Terms:**

One renewal options remain.

**ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Davis, Joseph	Date: 8/25/2020
X	County Attorney:	Stewart, Derval	Date: 9/20/2020
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 9/24/2020
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 8/31/2020
.	Grants Management:	.	Date: .
X	County Manager:	Gillespie, Alana	Date: 9/24/2020



**DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE**

**CONTRACT RENEWAL AGREEMENT**

**DEPARTMENT:** Real Estate and Asset Management

**BID/RFP# NUMBER:** 19ITB120622C-BKJ

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

**ORIGINAL APPROVAL DATE:** 11/20/2019

**RENEWAL EFFECTIVE DATES:** 1/ 1/ 2021 **THROUGH** 12/ 31/2021

**RENEWAL OPTION #:** 1 **OF** 2

**NUMBER OF RENEWAL OPTIONS:** 2

**RENEWAL AMOUNT:** \$61,390.00

**COMPANY'S NAME:** B & W Mechanical Contractors, Inc.

**ADDRESS:** 1940 Riverside Parkway

**CITY:** Lawrenceville

**STATE:** GA

**ZIP:** 30043

**This Renewal Agreement No. \_\_\_\_ 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 as referenced herein: Bid #19ITB120622C-BKJ

**FULTON COUNTY, GEORGIA**

**B & W MECHANICAL CONTRACTORS,  
INC.**

\_\_\_\_\_  
**Robert L. Pitts, Chairman  
Fulton County Board of Commissioners**

\_\_\_\_\_  
**Don Carroll  
Sales Manager**

**ATTEST:**

**ATTEST:**

\_\_\_\_\_  
**Tonya R. Grier  
Interim Clerk to the Commission**

\_\_\_\_\_  
**Secretary/  
Assistant Secretary**

**(Affix County Seal)**

**(Affix Corporate Seal)**

**AUTHORIZATION OF RENEWAL:**

**ATTEST:**

\_\_\_\_\_  
**Joseph N. Davis, Director  
Department of Real Estate and Asset  
Management**

\_\_\_\_\_  
**Notary Public**

**County:**\_\_\_\_\_

**Commission Expires:** \_\_\_\_\_

**(Affix Notary Seal)**

<b>ITEM#:</b> _____ <b>RCS:</b> _____
<b>RECESS MEETING</b>

<b>ITEM#:</b> _____ <b>RM:</b> _____
<b>REGULAR MEETING</b>



## DEPARTMENT OF PURCHASING &amp; CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2020	6/30/2020	1/1/2020	12/31/2020
PO Number			PO Date
070620-1147			7/6/2020
Department	Real Estate and Asset Management		
Bid Number	19ITB120622C-BKJ		
Service Commodity	Backflows		
Contractor	BW Mechanical		

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

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

Comments:

Provided excellent service when needed and meets all requirements.

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

All responses are in a timely manner and have been great when called upon.

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

Comments:



☒ 3  
☐ 4

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

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Very please with the services that has been rendered. Invoices is always sent immediately after work is finish.

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

☐ 0  
☐ 1  
☐ 2  
☒ 3  
☐ 4

Comments:

Their technicians are very knowledge of the work that was needed to be perform.

Overall Performance Rating: 3.4

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

☒ Yes ☐ No

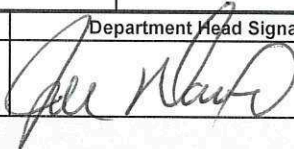
Rating completed by:

wadell.prothro

Department Head Name

JOSEPH W. Davis

Department Head Signature



Date

7/23/2020

## Contract Renewal Evaluation Form

Date:	June 29, 2020
Department:	Real Estate and Asset Management
Contract Number:	19ITB120622C-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 on-site testing and maintenance repairs of 177 various types of installed backflow prevention (BFP) devices located in approximately 75 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:	7/31/2020
Price found:	\$30 and \$450
Different features / Conditions:	Commercial Facilities
Percent difference between internet price and renewal price:	Contract prices are 50% to 75% less than market price

**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?	<b>Yes, the cost is 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?

**The County spent \$7,500 in FY2019. The County expenditure as of 8/24/2020, \$16,500.00**

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:	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 75 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 on-site testing and repair of 177 backflow preventive (BFP) devices services in 75 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

8/05/2020

Prepared by

Date

Joe Davis, Director

Department Head

Date