

Contract Renewal Evaluation Form

Date:	February 3, 2021
Department:	County Manager – Select Fulton Workforce Development Division
Contract Number:	18RFP552018BJD
Contract Title:	Workforce Service Delivery Providing Adult, Dislocated and Youth 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.

This vendor and this project operate Career Services team to serve Fulton County residents. Under this renewal, more funding will go to directly benefits participants in the Career Services team.

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 City of Atlanta recently executed a contract with Equus using a Cooperative Agreement based on the existing Fulton County contract with Equus

☐ **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?	Click here to enter text.

Explanation / Notes:

This project was procured through a competitively bid process in 2018.

☐ **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?

Yes, the current expenditure rate of the contractor will result in the fulfillment of the contract.

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:	
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:

This project was recently procured through a competitively bid process 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.

The BOC, by approving this contract, moved Career Center Services to be outsourced to a provider to prevent spending under runs in the Workforce grant.

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

If not approved, grant funds would be recaptured

Brett Lacy

February 3, 2021

Prepared by

Date



February 3, 2021

Department Head

Date