



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

# 19-1120

**BOC Meeting Date**  
 12/18/2019

**Requesting Agency**

Public Works

**Commission Districts Affected**

1, 2

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

Request approval to renew an existing contract - Public Works, Bid# 17ITB110014A-YJ, Water Quality Monitoring in the amount of \$175,000.00 with River 2 Tap, Inc. (Roswell, GA), to provide water quality monitoring services. This action exercises the second of two renewal options. No renewal option remains. Effective dates: January 1, 2020 through December 31, 2020.

**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 are healthy

**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 with the vendor, River 2 Tap, Inc., provides water quality monitoring and related services necessary to comply with Fulton County's National Pollution Discharge Elimination System (NPDES) Permits for Wastewater Treatment which requires water quality monitoring in support of the required Watershed Protection Plan.

**Community Impact:** Water quality monitoring provides the necessary data to determine if Fulton County's efforts to reduce pollution to receiving streams are effective and to provide data to the State of Georgia to assist in the development of the capacity of receiving streams to accept treated water discharges.

**Department Recommendation:** Department of Public Works recommends approval to renew an existing contract to provide water quality monitoring.

**Project Implications:** Water quality monitoring is a regulatory requirement of the County's National Pollution Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permits and wastewater discharge permits. Without this contractual service, the program would be negatively impacted and could place the County in violation of the provisions of these permits exposing the County to fines and possible criminal prosecution.

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

Revised 03/12/09 (Previous versions are obsolete)

**Community Issues/Concerns:** No issues/concerns were raised by clients concerning the water quality monitoring services.

**Department Issues/Concerns:** Public Works does not have any issues or concerns regarding the renewal of this contract.

**History of BOC Agenda Item:**

<b>CURRENT CONTRACT HISTORY</b>	<b>BOC ITEM</b>	<b>DATE</b>	<b>DOLLAR AMOUNT</b>
Original Award Amount	18-0128	2/21/2018	\$204,530.00
Renewal No. 1	18-0771	11/7/2018	\$115,864.00
<b>Renewal No. 2</b>			<b>\$175,000.00</b>
Total revised amount			\$495,394.00

**Contract & Compliance Information** *(Provide Contractor and Subcontractor details.)*

**Contract Value:** **\$175,000.00**

**Prime Vendor:** R2T Inc.  
**Prime Status:** African American Female Business Enterprise - Certified  
**Location:** Roswell, GA  
**County:** Fulton County  
**Prime Value:** \$122,500.00 or 70.00%

**Subcontractor:** Analytical Environmental Services, Inc.  
**Subcontractor Status:** White Female Business Enterprise - Certified  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Contract Value:** \$36,750.00 or 21.00%

**Subcontractor:** CCR Environmental Inc.  
**Sub Status:** Non-Minority  
**Location:** Atlanta, GA  
**County:** Fulton County  
**Sub Contract Value:** \$15,750.00 or 9.00%

**Total Contract Value:** **\$175,000.00 or 100.00%**  
**Total M/FBE Value:** **\$159,250.00 or 91.00%**

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

<b>Total Contract Value</b>	<b>\$175,000.00 or 100.00%</b>
<b>Total M/FBE Values</b>	<b>\$159,250.00 or 91.00%</b>
<b>Total Prime Value</b>	<b>\$122,500.00 or 70.00%</b>

**Fiscal Impact / Funding Source** *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*  
 201-540-5420-1160: Water & Sewer Revenue, Public Works, Professional Services - \$175,000.00

**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: Contractor Performance Report  
 Exhibit 3: Contract Renewal Evaluation Form

**Source of Additional Information** *(Type Name, Title, Agency and Phone)*  
 Roy Barnes, Deputy Director, Public Works, 404-612-6317

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)

<b>Procurement</b>			
<b>Contract Attached:</b> No		<b>Previous Contracts:</b> Yes	
<b>Solicitation Number:</b> 17ITB110014A-YJ	<b>Submitting Agency:</b> Public Works	<b>Staff Contact:</b> Nick Ammons	<b>Contact Phone:</b> 404-612-7530
<b>Description:</b> Water Quality Monitoring			
<b>FINANCIAL SUMMARY</b>			
<b>Total Contract Value:</b>		<b>MBE/FBE Participation:</b>	
Original Approved Amount:	\$204,530.00	Amount: .	%. .
Previous Adjustments:	\$115,864.00	Amount: .	%. .
This Request:	\$175,000.00	Amount: \$159,250.00 or 91.00%	.
<b>TOTAL:</b>	<b>\$436,258.00</b>	Amount: .	%. .
<b>Grant Information Summary:</b>			
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 \$: .			
<b>Funding Line 1:</b> 201-540-5420-1160 (pending approval 2020 budget)	<b>Funding Line 2:</b> .	<b>Funding Line 3:</b> .	<b>Funding Line 4:</b> .
<b>KEY CONTRACT TERMS</b>			
<b>Start Date:</b> 1/1/2020		<b>End Date:</b> 12/31/2020	
<b>Cost Adjustment:</b> .		<b>Renewal/Extension Terms:</b> No renewal option remains	
<b>ROUTING &amp; APPROVALS</b> (Do not edit below this line)			
X	Originating Department:	Clark, David	Date: 10/24/2019
X	County Attorney:	Stewart, Denva	Date: 11/13/2019
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 11/13/2019
X	Finance/Budget Analyst/Grants Admin:	Freeman, Ashley	Date: 10/29/2019
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 11/13/2019



*DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE*

**CONTRACT RENEWAL AGREEMENT**

**DEPARTMENT: Public Works**

**BID/RFP# NUMBER: 17ITB110014A-YJ**

**BID/RFP# TITLE: Water Quality Monitoring**

**ORIGINAL APPROVAL DATE: 11/04/2018**

**RENEWAL PERIOD: FROM: 01/01/2020 THROUGH 12/31/2020**

**RENEWAL OPTION #: 2 OF 2**

**NUMBER OF RENEWAL OPTIONS: 0**

**RENEWAL AMOUNT: \$175,000.00**

**COMPANY'S NAME: River 2 Tap, Inc. (R2T, Inc.)**

**ADDRESS: 580 W Crossville Road, Suite 101**

**CITY: Roswell**

**STATE: GA**

**ZIP: 30075**

**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#17ITB110014A-YJ**

(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:**

\_\_\_\_\_  
**TONYA R. GRIER**  
**INTERIM CLERK TO THE COMMISSION** **DATE:** \_\_\_\_\_

**SEAL (Affix)**

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED BID/RFP:**

**DEPARTMENT HEAD: David Clark**

**DEPARTMENT HEAD SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**ITEM#:** \_\_\_\_\_ **RCS:** \_\_\_\_\_ **ITEM#:** \_\_\_\_\_ **RM:** \_\_\_\_\_  
**RECESS MEETING** **REGULAR MEETING**

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT OTHER SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2019	9/24/2019		1/1/2019	12/31/2019
PO Number				PO Date
17ITB110014A-YJ				1/30/2019
Department	Public Works			
Bid Number				
Service Commodity	Water Quality Monitoring Services			
Contractor	R2T Inc.			

- 0 = Unsatisfactory *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- 1 = 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*
- 2 = Satisfactory *Achieves contract requirements 80% of the time, generally responsive, effective and/or efficient, delays are excusable and/or results in minor program adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction*
- 3 = 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*
- 4 = 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*

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

Comments:

0

1

2

3

4

R2T Inc is very knowledgeable of all new permit requirements and always agreeable to meet to discuss any pending actions and requirements

2. 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

1

2

3

4

R2T Inc is very time orientated and proactive to ensure all agreements and actions are met as agreed upon

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

Comments:

0

1

2

3

4

R2T Inc ensures that they are easy accessible via organization's general telephone number, cellphone numbers and E-mail addresses.

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

Comments:

0

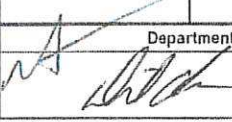
1  
 2  
 3  
 4

Fulton County Government management is pleased with all job functions and requirements conducted by R2T Inc

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

0  
 1  
 2  
 3  
 4

Comments:  
R2T is cognizant of all existing and upcoming rules and statues required by local, state and federal entities.

Overall Performance Rating:	4.0		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	Sean Rhett
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature		Date
			9/24/2019

*Chazy, for Roy Barnes  
9/25/2019*



## Contract Renewal Evaluation Form

<b>Date:</b>	9/25/2019
<b>Department:</b>	Public Works
<b>Contract Number:</b>	17ITB110014A-YJ
<b>Contract Title:</b>	Water Quality Monitoring

**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.**

Fulton County storm water staff incorporated more duties concerning the requirements of the MS4 permit and staff members have decreased.

**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:

Price found:

Different features / Conditions:

Percent difference between internet price and renewal price:

**Explanation / Notes:**

X Market Survey of other jurisdictions:

Date contacted:	09/25/2019
Jurisdiction Name / Contact name:	Cobb County-Chuck Youmans Clayton County-Kevin Osbey DeKalb County-Jody Shumaker Gwinnett County-Barbara Seal
Date of last purchase:	09/25/2019
Price paid:	NA
Inflation rate:	NA
Adjusted price:	NA
Percent difference between past purchase price and renewal price:	NA
Are they aware of any new vendors?	Yes X No
Are they aware of a reduction in pricing in this industry?	Yes X No
How does pricing compare to Fulton County's award contract?	Comparable

**Explanation / Notes:**

Prices were verified by email and phone from surrounding counties.

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?

\$175,000.00

4. Does the renewal option include an adjustment for inflation?  Yes X No  
(Information can be obtained from CPI index)

Was it part of the initial contract?  Yes X No

Date of last purchase:	NA
Price paid:	NA
Inflation rate:	NA
Adjusted price:	NA
Percent difference between past purchase price and renewal price:	NA

Explanation / Notes:

- 5. Is this a seasonal item or service?     Yes     No (Annual Contract)
  
- 6. Has an analysis been conducted to determine if this service can be performed in-house?    Yes  
      No    If yes, attach the analysis.

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

Fulton County Government is mandated by state and federal rules and regulations to maintain and monitor infrastructure. By complying with all associated rules that promote water quality this ensures acceptable water quality and decrease harmful constituents from discharging into any surface water body that is essential to the quality of our drinking water. Lastly, regulatory fines as high as \$25,000 per day could be assessed by regulating agencies for failure to comply with all existing MS4 rules and regulations.

Sean Rhett

09/25/19

Prepared by

Date



9/26/19

Department Head

Date

MARKET SURVEY

Date: Sept 24, 2019

Department: Public Works

Contract Number: 17ITB110014A-YJ

Contract Title: Water Quality Monitoring

Prepared by: Sean Rhett

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	State Purchasing
<b>Person:</b>	Chuck Youmans	Kevin Osbey	Jody Shumaker	Barbara Seal	Procurement Help Desk  Directed to Team Georgia Market Place @ <a href="http://doas.ga.gov/state-purchasing/team-georgia-marketplace">http://doas.ga.gov/state-purchasing/team-georgia-marketplace</a> ; searched for "water," "water quality," "water sampling," "in-stream," "impaired waters," "fecal coliform," "water testing," "water," "field sampling," "water monitoring," "monitoring," "sampling," "stream," no related contracts found.
<b>Phone No.</b>	770-419-6454	678-422-5145	770-391-6017	678-376-6826	404-657-6000
<b>Position</b>	Stormwater Operations Manager	Stormwater Utility Manager	Laboratory Manager	Manager, Stormwater Reporting and Compliance	
<b>Are you aware of any new vendors?</b>	Cobb County personnel perform al water quality monitoring; no contract personnel.	Clayton County personnel performs all water quality monitoring, with	Dekalb County personnel perform al water quality monitoring; no	No	



Organization	Cobb County	Clayton County	Dekalb County	Gwinnett County	State Purchasing
		the exception of biota sampling.	contract personnel.		
Are you aware of a reduction in pricing in this industry?	No	No	No	No	
How does pricing compare to FC's current contract?	Not applicable	Not applicable	Not applicable	Gwinnett expended approximately \$610,600 in 2018 for sampling services at 13 stations, as opposed to Fulton Count expending approximately \$112,000 for 16 stations in 2015.	
Considering all factors, would you renew or re-bid now?	Not applicable	Yes (Biota only)	Not applicable	Yes	
Term of contract.	Not applicable	Annual	Not applicable	Annual	