

# Contract Renewal Evaluation Form

|                         |                                     |
|-------------------------|-------------------------------------|
| <b>Date:</b>            | <b>June 16, 2025</b>                |
| <b>Department:</b>      | Public Works                        |
| <b>Contract Number:</b> | 24ITB1335637A-JWT                   |
| <b>Contract Title:</b>  | Sanitary Sewer Easement Maintenance |

## 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 contract pertains to the maintenance of sanitary sewer easements. Fulton County employs a contractor to perform this service in both the North and South Fulton service areas to ensure continued access to public sewer infrastructure. Maintenance is essential to prevent disruptions that may occur if personnel are unable to access sewer lines and manholes.

### 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:                                              | June 25, 2025 |
| Price found:                                                 | Unknown       |
| Different features / Conditions:                             | Unknown       |
| Percent difference between internet price and renewal price: | Unknown       |

#### Explanation / Notes:

#### ☐ Market Survey of other jurisdictions:

|                                   |                                |
|-----------------------------------|--------------------------------|
| Date contacted:                   | June 25, 2025                  |
| Jurisdiction Name / Contact name: | Clayton County / Angela Glover |
| Date of last purchase:            | Unknown                        |
| Price paid:                       | Did not answer                 |
| Inflation rate:                   | Unknown                        |
| Adjusted price:                   | Unknown                        |

|                                                                   |                                                                     |
|-------------------------------------------------------------------|---------------------------------------------------------------------|
| Percent difference between past purchase price and renewal price: | 3%                                                                  |
| 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?       | Pricing depends on the scope of work needed at the location         |

**Explanation / Notes:**

☐ 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?

[Click here to enter text.](#)

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:                                            | <a href="#">Click here to enter a date.</a> |
| Price paid:                                                       | <a href="#">Click here to enter text.</a>   |
| Inflation rate:                                                   | 3%                                          |
| Adjusted price:                                                   | <a href="#">Click here to enter text.</a>   |
| Percent difference between past purchase price and renewal price: | 3%                                          |

**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 If yes, attach the analysis.

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

Failure to approve this contract would result in the unavailability of services necessary to clear sewer easements, thereby hindering access to Fulton County's sewer lines and manholes. Furthermore, the department lacks the specialized equipment required to perform large-scale easement clearings. The ability to respond swiftly to emergency situations involving obstructed easements is essential to maintaining the expected level of customer service and mitigating potential legal liabilities.