Contract Renewal Evaluation Form

Date:	August 23, 2022
Department:	SHERIFF
Contract Number:	21ITB1122B-EC
Contract Title:	Prisoner Transportation 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.

Processed through the County Purchasing ITB process where the price is the determining factor.

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: N/A

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:

Click here to enter text.

	☐ Market Survey of other jurisdictions:						
	Date contacted:	Click here	to enter a date.				
	Jurisdiction Name / Contact name:	Click here	Click here to enter text.				
	Date of last purchase:	Click here	Click here to enter a date.				
	Price paid:	Click here	Click here to enter text.				
	Inflation rate:	Click here	Click here to enter text.				
	Adjusted price:	Click here	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?	☐ Yes	□ No				
	Are they aware of a reduction in pricing in this industry?	☐ Yes	□ No				
	How does pricing compare to Fulton County's award contract?	Click here	to enter text.				
3.	□ Other (Describe in detail the analysis conducted and the outcome): Click here to enter text. What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year? \$121,917.61						
4.	Does the renewal option include an adjustment for inflation? (Information can be obtained from CPI index)	□ Yes	⊠ No				
	Was it part of the initial contract?	☐ Yes	□ No				
D	ate of last purchase:	Click here to enter	a date.				
Pı	rice paid:	Click here to enter	text.				
In	flation rate:	Click here to enter	text.				
A	djusted price:	Click here to enter	text.				
P	ercent difference between past purchase price and renewal price:	Click here to enter	text.				

Explanation / Notes:

3.

4.

Click here to enter text.

Department Head			Date		
Lamarion Green-Hughey			August 23, 2022		
	Prepared by		Date		
	Roderic Terrell		August 23, 2022		
			·		
	The Sheriff's Office would not be able to fulfill its mandated responsibility.				
7.	What would be the impact on your depart	tment if	this contract was not approved?		
6.	i. Has an analysis been conducted to determine if this service can be performed in-house? ☐ Yes ☐ No ☐ If yes, attach the analysis.				
5.	Is this a seasonal item or service?	Yes	⊠ No		