

Contract Renewal Evaluation Form

Date:	December 7, 2021
Department:	HOUSING AND COMMUNITY DEVELOPMENT
Contract Number:	20RFP110420A-FB
Contract Title:	Environmental Review Assessments for 2020 CDBG, Home, ESG & COC Projects

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.

Environmental Reviews are a federal requirement for HUD grants.

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:

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 The department only has one Environmental Specialist who is licensed to perform this service. As environmental reviews are required for all HUD programs, Blu Lynx was contracted to increase in-house capacity.

7. What would be the impact on your department if this contract was not approved?
Non Compliance with Federal Guidelines

Mia Redd`

December 7, 2021

Prepared by

Date

Stanley Wilson

December 7, 2021

Department Head

Date