

# Contract Renewal Evaluation Form

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|-------------------------|---|
| <b>Date:</b>            | March 16, 2023  |
| <b>Department:</b>      | Economic Development  |
| <b>Contract Number:</b> | 22RFP0121B-PS   |
| <b>Contract Title:</b>  | Workforce Service Delivery Providing Adult and Dislocated Worker 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:

Price found:

Different features / Conditions:

Percent difference between internet price and renewal price:

**Explanation / Notes:**

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**Market Survey of other jurisdictions:**

|   |  |
|---|--|
| Date contacted:   |  |
| Jurisdiction Name / Contact name:                                 |  |
| Date of last purchase:  |  |
| Price paid:   |  |
| Inflation rate:   |  |
| Adjusted price:   |  |
| Percent difference between past purchase price and renewal price: |  |
| 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?       |  |

**Explanation / Notes:**

This project was procured through a competitively bid process in 2022.

**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:   |
| Inflation rate:   |
| Adjusted price:   |
| Percent difference between past purchase price and renewal price: |

**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

March 16, 2023

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**Prepared by**

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**Date**



March 16, 2023

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**Department Head**

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**Date**