

# Contract Renewal Evaluation Form

<b>Date:</b>	<b>December 6, 2021</b>
<b>Department:</b>	FINANCE
<b>Contract Number:</b>	19RFP10172019C-BKJ
<b>Contract Title:</b>	Healthcare Benefit Consulting 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.**

A formal RFP procurement was done effective 2020 to ensure that Fulton partner with the most effective and efficient vendor. Scope of services was amended to include benefit claim audit service is in accordance with the approved specifications.

**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:**

The competitive bid process during the last procurement that was effective 2020 included evaluation of the best vendor at the most effective price. This option exercises the final of the two annual renewal options of this contract.

**Internet search of pricing for same product or service:**

	Date of search:	RFP Review Process
	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.



6. Has an analysis been conducted to determine if this service can be performed in-house?  Yes  
 No If yes, attach the analysis.

Adequate expertise, staffing levels and resources do not exist in-house to handle this type services.

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

Lack of industry expertise needed to evaluate the healthcare benefits plans to ensure compliance with plan terms, contractual guidelines, competition, regulatory and legal requirements.

Melissa Barnett, Benefits Manager

December 7, 2021

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**Prepared by**

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**Date**

Hakeem Oshikoya, Finance Director

December 7, 2021

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**Department Head**

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**Date**