

Contract Renewal Evaluation Form

Date:	August 16, 2022
Department:	POLICE
Contract Number:	20ITB126459B-YJ
Contract Title:	Automobile Repair 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.

Invoices are reviewed by the Fleet Manager to ensure that the correct rates are being applied because the contract contains multiple rates.

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: Four Wheel Alignment**

Date of search:	August 16, 2022
Price found:	\$102.99
Different features / Conditions:	None
Percent difference between internet price and renewal price:	15%

Explanation / Notes:

Four Wheel Alignment

Internet Vendor:	Tire Plus	Billing Rate: \$102.99
Current Vendor:	Moon's Service Center	Billing Rate: \$89.00

☒ Market Survey of other jurisdictions:

Date contacted:	August 16, 2022
Jurisdiction Name / Contact name:	City of South Fulton Fleet Maintenance –Lt. Alexander Williams
Date of last purchase:	N/A
Price paid:	N/A
Inflation rate:	N/A
Adjusted price:	N/A
Percent difference between past purchase price and renewal price:	N/A
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?	Based on the range as much as City of South Fulton is 30% lower than FCPD.

Explanation / Notes:

Four Wheel Alignment

City of South Fulton Police Fleet Maintenance **Rate: \$69.00**

Fulton County Police Department **Rate: \$89.00**

☐ **Other (Describe in detail the analysis conducted and the outcome):**

N/A

3. What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?

\$75,000.00

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:	N/A
Price paid:	N/A
Inflation rate:	N/A

Adjusted price: N/A

Percent difference between past purchase price and renewal price: N/A

Explanation / Notes:

N/A

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?

Without a contract approval, the agency's fleet vehicles will be out of service for an extended period of time due to mechanical issues beyond the department's resources to repair.

Elaine Smith

August 16, 2022

Prepared by

Date

Chief W. Wade Yates

August 17, 2022

Department Head

Date



CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Police

BID/RFP# NUMBER: 20ITB126459B-YJ

BID/RFP# TITLE: Automobile Repair Services

ORIGINAL APPROVAL DATE: December 16, 2021

RENEWAL EFFECTIVE DATES: January 1, 2023 to December 31, 2023

RENEWAL OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$ 75,000

COMPANY'S NAME: Moon's Service Center

ADDRESS: 6981 Mableton Parkway, SE

CITY: Atlanta

STATE: Georgia

ZIP: 30126

This Renewal Agreement No. 1 was approved by the Fulton County Board of Commissioners on BOC DATE: BOC NUMBER:

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications as referenced herein:

FULTON COUNTY, GEORGIA

MOON'S SERVICE CENTER

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Ed Moon
Owner

ATTEST:

ATTEST:

Tonya R. Grier
Clerk to the Commission

Secretary/
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

AUTHORIZATION OF RENEWAL:

ATTEST:



W. Wade Yates, Chief of Police
Fulton County Police Department

Notary Public

County: _____

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
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