

# Contract Renewal Evaluation Form

<b>Date:</b>	<b>July 18, 2022</b>
<b>Department:</b>	<b>Real Estate and Asset Management</b>
<b>Contract Number:</b>	<b>20ITB125973C-CG</b>
<b>Contract Title:</b>	<b>Electronic Equipment Recycling Services</b>

**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 contract allows the county to adhere to state law regarding recycling services of salvaged electronic equipment for the department of Real Estate and Asset Management on a contract "as needed" basis.

DREAM will coordinate and manage the collection of salvaged electronic equipment from all County Departments. Georgia law stipulates that adherence and compliance with EPA, Federal, state of Georgia, Georgia D.O.T, OSHA, and Fulton County environmental regulations. This contract will allow the County to be compliant these regulations.

**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:	July 19, 2022
Price found:	\$2.25
Different features / Conditions:	None
Percent difference between internet price and renewal price:	FC receives 33% more for the same item.

**Explanation / Notes:**

The prices for Electronic Equipment Recycling Services do reflect the current market. This procurement was conducted in accordance with all applicable provisions of the Fulton County Code of Ordinances and the specific method of source selection for the services required in this bid is code Selection 102-373, Competitive Sealed Bid.

☐ **Market Survey of other jurisdictions:**

Date contacted:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	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?	<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?	Click here to enter text.

**Explanation / Notes:**

Click here to enter text.

☐ **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?**

FY2022 The County revenue received as of August 25, 2022, \$13,757.50

FY2021 The County revenue received \$45,914.20

FY2020 The County revenue received \$14,000.00

**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:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase 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 If yes, attach the analysis.

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

The Department of Real Estate and Asset Management would not receive revenue for discarded electronics and would also have to pay for recycling of the materials and equipment.

*Calvin Gamble*

Calvin Gamble, Material Management Manager

August 29, 2022

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**Prepared by**

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**Date**

*Joseph Davis*

Joseph N. Davis, Director, DREAM

August 29, 2022

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**Department Head**

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**Date**