

Contract Renewal Evaluation Form

Date:	July 13, 2022
Department:	Real Estate and Asset Management
Contract Number:	22ITBC132961C-MH
Contract Title:	HVAC Equipment and Parts

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.

Procurement of more energy efficient HVAC Units that require less expensive and a more environmentally friendly refrigerant. These contracts provide HVAC manufacturer equipment and replacement parts on an as needed basis. The contracts provide support for the Department of Real Estate and Asset Management Heating, Ventilation, and Air Conditioning staff to perform required maintenance, diagnostic testing, and repairs on approximately 1,000 existing air conditioning systems ranging from 10,000 to 25,000 BTUs throughout the County.

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 22, 2022
Price found:	Click here to enter text.
Different features / Conditions:	\$90.00
Percent difference between internet price and renewal price:	Internet Price 20% higher than FC's Price.

Explanation / Notes:

The prices for HVAC Equipment and Parts 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:	July 21, 2022
Jurisdiction Name / Contact name:	Forsyth County/Ms. Tammy
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?	Click here to enter text.

Explanation / Notes:

No information currently available.

☐ **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 expenditures as of 7/13/2022, \$50,000.00

FY2021: The County spent \$62,968.51

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?

DREAM would not have the ability to procure HVAC equipment and parts to the in-house HVAC Maintenance staff that perform required maintenance service and repairs. Also, would not be able to provide climate controlled clean air facility environments for its citizens and staff.

Calvin Gamble

Calvin Gamble, Material Management Manager

September 14, 2022

Prepared by

Date

Joseph Davis

Joseph N. Davis, Director

September 14, 2022

Department Head

Date

This Message Is From an External Sender

This message came from outside Fulton County Government. Use caution with links/attachments.

Report Suspicious

On 2022-07-21 3:51 pm, Fawn Shelton wrote:

>

Good Afternoon Mr. Gamble,

>>

>> Due to increasing prices across the board in our industry, F M Shelton

>> will have to pass this increase to our customers. We will continue to

>> be as competitive as possible.

>>

>> Thank you for your understanding,

>>

>> F M Shelton, Inc

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> ---

> PLEASE update our email address to:

> fawn@fmshelton.com.

>

> FM SHELTON, INC.

> 1434 Ralph D. Abernathy Blvd SW

> Atlanta, GA 30310

> 404/755-9448 fawn@fmshelton.com

> [https://urldefense.proofpoint.com/v2/url?u=http-3A__www.fmshelton.com&d=DwICAg&c=HPJvcKF4Kk5Wgru1T_u_fOsw8NVQVa3gp0ReMdlciXw&r=HLk-](https://urldefense.proofpoint.com/v2/url?u=http-3A__www.fmshelton.com&d=DwICAg&c=HPJvcKF4Kk5Wgru1T_u_fOsw8NVQVa3gp0ReMdlciXw&r=HLk-XJTpNwlJ9WVu4BhnJIZLUpRxDrauMVdu_Kaus4PxvLpqKn2vOglczrpdrv&m=nd_ckygEUpSABndFCGDCp1LbOQJ5PdMqBaRgnzovUQydgVx3nsATrGLRkfnbgBd3&s=pjEdNu9LLF8_hdxYiVFIwuXX4ChjN6VM7Gmy1dxFVIM&e=)

> [www.fmshelton.com&d=DwICAg&c=HPJvcKF4Kk5Wgru1T_u_fOsw8NVQVa3gp0ReMdlciXw&r=HLk-](https://urldefense.proofpoint.com/v2/url?u=http-3A__www.fmshelton.com&d=DwICAg&c=HPJvcKF4Kk5Wgru1T_u_fOsw8NVQVa3gp0ReMdlciXw&r=HLk-XJTpNwlJ9WVu4BhnJIZLUpRxDrauMVdu_Kaus4PxvLpqKn2vOglczrpdrv&m=nd_ckygEUpSABndFCGDCp1LbOQJ5PdMqBaRgnzovUQydgVx3nsATrGLRkfnbgBd3&s=pjEdNu9LLF8_hdxYiVFIwuXX4ChjN6VM7Gmy1dxFVIM&e=)

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> On 2022-07-21 15:21, Gia wrote:

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My new email address is: gia@fmshelton.com

We are phasing out old email address.