

Contract Renewal Evaluation Form

Date:	September 12, 2022
Department:	MARSHAL
Contract Number:	22ITBC0412B-EF
Contract Title:	Duty Gear and Uniforms

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.

The cost of Duty Gear and Uniforms reflect current market price. The procurement was conducted in accordance with the Fulton County Purchasing & Contract Compliance competitive bidding process on April 12, 2022 and approved by the BOC on Jun 15, 2022. The vendors were selected based on the lowest bid per item. Due to current contract being approved on Jun 15, 2022, there were no additional efforts made to reduce the cost of contract.

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:	N/A
Price found:	N/A
Different features / Conditions:	N/A
Percent difference between internet price and renewal price:	N/A

Explanation / Notes:

The cost of Duty Gear and Uniforms reflect current market price. The procurement was conducted in accordance with the Fulton County Purchasing & Contract Compliance competitive bidding process on April 12, 2022 and approved by the BOC on Jun 15, 2022. The vendors were selected based on the lowest bid per item.

☐ **Market Survey of other jurisdictions:**

Date contacted:	N/A
Jurisdiction Name / Contact name:	N/A
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 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?	Click here to enter text.

Explanation / Notes:

N/A

☐ **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?**

The contract was approved on June 15, 2022.

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:

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?

The Marshal's Department will not be able to procure replacement/new issue duty gear, uniforms and related items for assigned employees.

Flora Eatman

September 12, 2022


Prepared by

Date

Marshal Maria McKee

September 12, 2022


Department Head

Date