

Contract Renewal Evaluation Form

Date:	10/17/2022
Department:	Public Works
Contract Number:	21ITBC000022A-CJC
Contract Title:	Jetter 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.

The scope and cost reduction efforts of this contract are to purchase Jetter Parts for the Department of Public Works. These Jetter Parts will offer operational support for the cleaning and preventing of sanitary sewer stop-ups, and overflows within the sanitary sewer collection system. This contract will allow Public Works to purchase various hoses, grabbers, choppers, nozzles and the accompanying fittings to allow staff to clear items from the sanitary sewer lines that prevent flow within the pipes. Failure to procure / maintain these items in stock can negatively impact the operational support the Department of Public Works receives to maintain the sanitary sewer collections system and services. Subsequent negative constituent or client health can ensure if not procured due to overflows of the system onto private properties and creeks.

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:	10/17/2022
Price found:	Vactor Trap Debris Catcher, 8" Debris Catcher, 10" Debris Catcher, and 1" x 600' Sewer Cleaning Hose
Different features / Conditions:	Click here to enter text.
Percent difference between internet price and renewal price:	Click here to enter text.

Explanation / Notes:

In accordance with Fulton County Purchasing Code, Section 2-314, contracts such as this shall have a competitive bid. Since this contract is over \$50,000.00 dollars it shall go before the Board of Commissioners.

Sample Materials: Items 2, 3, 4, and 7 of the contract pricing sheet, Vactor Trap Debris Catcher, 8" Debris Catcher, 10" Debris Catcher and 1" x 600' Sewer Cleaning Hose.

Samples of the internet pricing of materials out of the group of materials covered in this contract. Internet's pricing of sampled items are listed below. There was a 47% to 53% pricing or percentage difference upon conducting survey.

For Example	Our Price	Compared Price
Line# 2 – Vactor Trap Debris Catcher	\$215.00 each	\$328.95 each
Line # 3 – 8" Debris Catcher	\$153.00 each	\$265.57 each
Line# 4 – 10" Debris Catcher	\$165.60 each	\$ 253.36 each
Line# 7 – 1" x 600' Sewer Cleaning Hose	\$1524.74 each	\$ 2241.36 each

☐ **Market Survey of other jurisdictions:**

Date contacted:	10/17/2022
Jurisdiction Name / Contact name:	Cobb County / Susan Revil (Please see attached Market Survey)
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?	Prices vary per type, style, size and psi of Jetter Heads and accompanying parts.

Explanation / Notes:

Surrounding jurisdictions such as Gwinnett County, City of Atlanta, Cobb County, Clayton County, and Dekalb County all use Jetter Parts.

☐ **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?

[Click here to enter text.](#)

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: 10/17/2022

Price paid: No invoices have been received at this time.

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.

An annual contract is needed by the Public Works Department on a year-round basis for Jetter Parts. These items are used for maintenance and repair of the sewer infrastructure throughout the Fulton County Sewer Service areas.

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

Approval by the Board of Commissioners in the renewal of this contract is critical for the Public Works Department to effectively complete the process of maintaining sanitary sewer collections system and services. If this contract is not renewed it could delay the department's response time in responding to sewage overflows, blockages and service repairs in Fulton County Sewer Collection System.

Khalid Ahmad

10/17/2022

Prepared by

Date

[Click here to enter text.](#)

[Click here to enter a date.](#)

Department Head

Date

MARKET SURVEY

Date: 10/17/2022

Department: Public Works

Contract Number: 21ITBC000022A-CJC

Contract Title: Jetter Parts

Prepared by: Khalid Ahmad

I have completed a telephone market survey of the following organizations and received the comments noted.

Organization:	Cobb County	Clayton County	Dekalb County	Gwinnett County	City of Atlanta
Person:	Susan Revil	Angela Glover	Vena Lynch	Shelly Macintosh	Jimmy Lee
Phone No.:	(770) 528-1564	(770) 477-3595	(770) 270-6243	(770)-822-8720	(404) 456-0311
Position:	Buyer	Purchasing Specialist Senior	Procurement Technician	Purchasing Associate	Procurement
Are you aware of any new vendors?	No	No	No Return Phone Call	No Return Phone Call	No Return Phone Call
Are you aware of a reduction in pricing in this industry?	No	No	No Return Phone Call	No Return Phone Call	No Return Phone Call
How does pricing compare to FC's current contract?	Prices vary per type, size, style, length and psi of Jetter Parts.	Prices vary per type, size, style, length and psi of Jetter Parts	No Return Phone Call	No Return Phone Call	No Return Phone Call
Considering all factors, would you renew or re-bid now?	Rebid	Rebid	No Return Phone Call	No Return Phone Call	No Return Phone Call
Term of contract.	1Year Contract with 1 Year extensions	Annual Contract with 1 – 4 Year renewal options	No Return Phone Call	No Return Phone Call	No Return Phone Call