

Contract Renewal Evaluation Form

Date:	March 16, 2023
Department:	Economic Development
Contract Number:	22RFP0119B-PS
Contract Title:	Workforce Service Delivery Providing One-Stop Operator 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.

This vendor and this project operate One-Stop management to serve Fulton County residents in the career centers. Alignment with the Career Services contract provides administrative cost savings and more efficient service delivery.

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: .

Price found: .

Different features / Conditions:

Percent difference between internet price and renewal price:

Explanation / Notes:

.

☐ **Market Survey of other jurisdictions:**

Date contacted:	
Jurisdiction Name / Contact name:	
Date of last purchase:	
Price paid:	
Inflation rate:	
Adjusted price:	
Percent difference between past purchase price and renewal price:	
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?	

Explanation / Notes:

This project was procured through a competitively bid process in 2022.

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

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

Yes, the current expenditure rate of the contractor will result in the fulfillment of the contract.

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:	
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:

This project was recently procured through a competitively bid process [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.

Federal law requires that the One-Stop Operator be competitively procured.

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

If not approved, grant funds would be recaptured

Brett Lacy

March 16, 2023

Prepared by

Date



March 16, 2023

Department Head

Date