

Contract Renewal Evaluation Form

Date:	8/16/2021
Department:	Public Works
Contract Number:	20RFP124470K-DB
Contract Title:	TSPLOST Program Management 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.

None. They have exceeded expectations during the first year while expending less than 70% of the contractual amount.

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:

X 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:

Not applicable. **Under the state law governing TSPLOST, Fulton County must perform this program management either by consultant or by staff.**

☐ **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:

☐ **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?

\$63,030 (through July 31, 2021)

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:
Inflation rate:
Adjusted price:
Percent difference between past purchase price and renewal price:

Explanation / Notes:

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?

Under the state law governing TSPLOST, Fulton County must perform this program management either by consultant or by staff. If this contract is not renewed, then Fulton County would have to re-advertise for services or hire additional staff.

David Clark

8/16/2021

Prepared by

Date



8/16/2021

Department Head

Date