

Contract Renewal Evaluation Form

Date:	July 8, 2021
Department:	Real Estate and Asset Management
Contract Number:	20ITB125775C-CG
Contract Title:	Electrical On Call Maintenance Services Countywide

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 service cannot afford to be reduced because we do not have any alternative resources to get this service done. This contract furnishes all materials, labor, tools, equipment and appurtenances necessary to provide on-site and emergency electrical repair services to general lighting systems, distribution subpanels, motor starters, receptacles, small water heaters, and problems related to partial power loss in the buildings. This contract also helps in replacement of lamps in parking lots which require usage of bucket truck and installation/replacement of distribution transformers for all Fulton County facilities, the latter service require the electrician to be a licensed in the trade. This contract is also used for electrical installation work or renovation work associated with minor construction/renovation of space in County buildings

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 15, 2021
Price found:	\$ 115 to \$ 175 per hour
Different features / Conditions:	\$ 55 to \$ 125 per hour
Percent difference between internet price and renewal price:	90% to 200% per hour

Explanation / Notes:

1. Electrician cost for routine service includes a minimum trip fee, plus additional labor and parts.
2. Urgent repairs are very costly.
3. 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:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
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.
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:

Click here to enter text.

☐ **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?

The County spent \$249,820.23 in FY2020, and \$38,699.89 as of 7/8/2021.

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?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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:

Reviewing quotes received from vendors for this service in the Atlanta Metro Area.

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.

This contract requires professional licenses, specialty tools, equipment, training and skills to perform electrical on call maintenance and repair services on general lighting systems and distribution subpanels & transformers, etc. This service, therefore, cannot be performed in-house because the DREAM does not have the qualified and experienced technicians necessary to perform this kind of work.

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

If these contract renewals are not approved, many of our facilities would not receive route/emergency electrical service. This would impact the safety of patrons as well as Fulton county staff members.

Vijay Nair, Bldg. Maint. Mgr., Central Fulton
Willie Perryman, Bldg. Maint. Mgr., Greater Fulton

August 10, 2021

Prepared by

Date

Joseph M. Davis, Director

Click here to enter a date.

Department Head

8/18/21
Date