

Contract Renewal Evaluation Form

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| Date: | July 8, 2021 |
| Department: | Real Estate and Asset Management |
| Contract Number: | 20ITB1008C-MH |
| Contract Title: | Boiler Inspection and Preventive Maintenance 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.

The scope of work for this contract cannot be reduced because we do not have the in-house capabilities of required equipment, tools, skills and in-house staff to provide this service. This service keeps the County in compliance, because it is governed and mandated by the State of Georgia to provide inspection of buildings or similar structures to ensure compliance with the local standards (see attached Georgia Laws and Rules Regulating Escalators and Georgia Laws and Rules Regulating Boilers and Pressure Vessels).

Each existing boiler and pressure vessel shall be thoroughly inspected as to their construction, installation and condition on an annual basis. A permit is required and issue in accordance with the safety standards set forth for these equipment (see Attached Georgia Code Sections 120-3-25 and 120-3-26).

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:

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| Date of search: | Click here to enter a date. |
| Price found: | Click here to enter text. |
| Different features / Conditions: | Click here to enter text. |
| Percent difference between internet price and renewal price: | Click here to enter text. |

Explanation / Notes:

The prices for Boiler Inspection do reflect the current market. 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:**

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| 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? | We cannot compare cost other than the State of Georgia. |

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?**

There were no expenditures in FY2020, and \$0.00 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? ☐ Yes ☐ No

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| 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:

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.

This service cannot be performed in-house because the DREAM does not have enough 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 this contract is not renewed, the department will not be able to provide boiler inspection and preventive maintenance services in Fulton County facilities. This also will jeopardize Fulton County for not being in compliance with the State of Georgia laws and rules regulating on all existing boilers and pressure vessels inspection and permits for Fulton County facilities.

This service keeps the County in compliance, because it is governed and mandated by the State of Georgia to provide inspection of buildings or similar structures to ensure compliance with the local standards (see attached Georgia Laws and Rules Regulating Escalators and Georgia Laws and Rules Regulating Boilers and Pressure Vessels). Each existing elevator: escalator, boiler and pressure vessel shall be thoroughly inspected as to their construction, installation and condition on an annual basis. A permit is required and issue in accordance with the safety standards set forth for these equipment (see Attached Georgia Code Sections 120-3-25 and 120-3-26).

Dexter Dyer, Building Maintenance Manager
Carlos Sutton, Trades Manager

Prepared by

Date

Joseph N. Davis, Director

Department Head

Date