

# Contract Renewal Evaluation Form

<b>Date:</b>	July 14, 2021
<b>Department:</b>	Public Works
<b>Contract Number:</b>	17RFP107440K-JD
<b>Contract Title:</b>	Professional Services for Airport Consultant and Engineering 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.**

Each years contract consists of several individual projects as outlined in the airport approved Capital Improvement Plan (CIP). Prior to signing the work authorization, the engineers design and construction cost estimates are reviewed by Public Works – Airport staff and forwarded to the GDOT Aviation programs for their review. If any fees are determined to be higher than industry standard, they are then negotiated with then negotiated as necessary.

**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:**

This contract is detailed in FAA Advisory Circular 150/5100-14E. It is a qualification based selection process for airports receiving federal grant funding.

☐ **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:**

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

The airport uses the information on market rates provided by the GDOT Aviation Programs.

This contract is detailed in FAA Advisory Circular 150/5100-14E. It is a qualification based selection process for airports receiving federal grant funding

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

\$840,000

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?

Public Works would have to create and staff an airport engineering department that meets GDOT and Federal Aviation Administration standards are lose its FAA and state grant funding.

Tim Beggerly, Airport Manager

July 14, 2021

Prepared by

Date



8/18/2021

Department Head

Date