

Contract Renewal Evaluation Form

Date:	August 13, 2021
Department:	Department of Senior Services
Contract Number:	17RFP109210A-FB
Contract Title:	Comprehensive Nutrition Care

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 Department of Senior Services did reorganize the dissemination of Home Delivered Meals by contracting this service with one Provider, Open Hand Atlanta. This action has brought more cost control and more efficient delivery of meals and coordination of volunteers to keep the cost low.

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:	August 13, 2021
Price found:	\$12.75
Different features / Conditions:	Home Delivered Meals for the elderly with a low costs to the senior. There is no cost for Fulton County Department of Senior Services Home Delivered Meals.
Percent difference between internet price and renewal price:	0%

Explanation / Notes:

The average costs for a meal is \$7.10 through the Department of Senior Services. Other municipalities assess a sliding scale fee for Meal Delivery. In Tennessee, the costs is \$12.75 which is twice the costs for Fulton County Government Home Delivered Meal program and there is no additional costs to the senior.

☒ **Market Survey of other jurisdictions:**

Date contacted:	August 13, 2021
Jurisdiction Name / Contact name:	Nashville, TN
Date of last purchase:	N/A
Price paid:	N/A
Inflation rate:	N/A
Adjusted price:	N/A
Percent difference between past purchase price and renewal price:	N/A
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	Costs is more

Explanation / Notes:

[Click here to enter text.](#)

☐ **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?

\$3,157,646.13

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:	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.

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

The impact if the contract is not approved will result in 1,148 Fulton County Seniors not having a nutritious meal. This will also impact seniors at Neighborhood Senior Centers, who rely on the meal served during lunch. The seniors will be faced with financial hardship to get meals and in some cases physical limitations to go out and seek other meal solutions. If not approved, senior hunger will persist in Fulton County; waiting list will be futile and a lack of access could result in possible malnutrition that could lead to weakened immune system and other health risks

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August 13, 2021

Prepared by

Date

Ladisa Onyiliogwu

August 25, 2021

Department Head

Date