



Fulton County

Legislation Text

File #: 21-0659, Version: 1

Department

Real Estate and Asset Management

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of a statewide contract - Department of Real Estate and Asset Management, SWC #99999-SPD-S2021412-001, Expedited Mail & Package Delivery Services, in the total amount of \$40,000.00 with United Parcel Service, Inc. (UPS) to provide expedited mail & package delivery services for Fulton County agencies. Effective upon BOC approval through December 31, 2021. **(APPROVED)**

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-462, requests for approval of statewide contracts of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

Open and Responsible Government

Commission Districts Affected

All Districts ☒
District 1 ☐
District 2 ☐
District 3 ☐
District 4 ☐
District 5 ☐
District 6 ☐

Is this a purchasing item?

Yes

Summary & Background

Scope of Work: This contract is utilizing the Statewide contract supplier to provide and deliver expedited mail and package delivery services for Countywide agencies on an as needed basis.

Benefits to use this SWC are:

- Set up single account and choice of multiple suppliers
- Comprehensive product selection

- Domestic and international delivery services
- A dedicated account management representative
- Discount prices for participating statewide agencies

Community Impact: None that the Department is aware of.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval.

The BOC approved Item #21-0310 on April 21, 2021, Statewide Contract #99999-001-SPD0000086-0002 with United Parcel Service (UPS) in the amount of \$35,000 through July 3, 2021, to allow time for the State of Georgia to finalize a new contract agreement #99999-SPD-S2021412-001 with UPS, to provide expedited delivery services with an effective date of July 4, 2021 through July 3, 2022, with four (4) one-year renewal options.

Now, we are requesting approval for continue service under the new Statewide contract agreement #99999-SPD-S2021412-001 with UPS, through the remainder of December 31, 2021, in the amount of \$40,000.00.

The DREAM, Administration Division, is responsible for monitoring the Statewide contractor provision of the requested delivery services within 24 hours from time of ordered.

Historical Expenditures:

- The County expenditures as of 7/23/2021, \$366.77
- FY2020: The County spent \$ 850.31
- FY2019: The County spent \$ 1,985.91

Project Implications: This expedited delivery services contract is critical for administrative operations of various County-wide agencies.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If this contract is not approved, the Department will not be able to provide expedited mail & package delivery services to countywide agencies through the remainder of FY2021.

Contract Modification: This is a new request.

Contract & Compliance Information *(Provide Contractor and Subcontractor details.)*

Not Applicable

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

Exhibit 1: Statewide Contract

Exhibit 2: Contractor's Performance Report

Exhibit 3: Cooperative Purchasing Justification Form

Contact Information *(Type Name, Title, Agency and Phone)*

Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772

Contract Attached

Yes

Previous Contracts

Yes

Total Contract Value

Original Approved Amount: \$0.00
Previous Adjustments: \$0.00
This Request: \$40,000.00
TOTAL: \$40,000.00

Grant Information Summary

Amount Requested: ☐ Cash
Match Required: ☐ In-Kind
Start Date: ☐ Approval to Award
End Date: ☐ Apply & Accept
Match Account \$:

Fiscal Impact / Funding Source

Funding Line 1:

700-520-5201-1703: Internal Service, Real Estate and Asset Management, Postage- \$40,000

| Key Contract Terms | |
|----------------------|--------------------------|
| Start Date: 7/4/2021 | End Date: 12/31/2021 |
| Cost Adjustment: | Renewal/Extension Terms: |

Overall Contractor Performance Rating:

Would you select/recommend this vendor again?

Yes

Report Period Start: **Report Period End:**

7/4/2021

12/31/2021