



Fulton County

Legislation Text

File #: 22-0858, Version: 1

Department

Finance

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

Request approval to renew existing contracts - Finance Department, 20RFP0827C-MH, Printing & Mailing Water and Sewer Bills in an amount not to exceed \$306,621.00 with Dove Mailing Inc. (Atlanta, GA) to provide printing and mailing of the County's water and sewer bills. This action exercises the second of two renewal options. No renewal options remain. Effective dates: January 1, 2023 through December 31, 2023. **(APPROVED)**

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

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date, 60 days if the contract term is six (6) months or less.

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 *(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Scope of Work: Finance recommends approval of the 2nd renewal with Dove Mailing. This contract provides for printing and mailing Water and Sewer Bills for the County's approximately 80,000 water customers. The amount requested will accommodate the recent US Postal service increases.

Community Impact: Ensure timely distribution of water/sewer bills

Department Recommendation: Recommend approval

Project Implications: None

Community Issues/Concerns: None

Department Issues/Concerns: None

Contract Modification

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	20-0977	12/16/2020	\$254,121.00
1st Renewal	21-0950	12/1/2021	\$279,000.00
2 nd Renewal			\$306,621.00
Total Revised Amount			\$839,742.00

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

Contract Value: \$306,621.00
Prime Vendor: Dove Mailing Inc.
Prime Status: African American Male Business Enterprise-Certified
Location: Atlanta, GA
County: Fulton County
Prime Value: \$306,621.00 or 100.00%

Total Contract Value: \$306,621.00 or 100.00%
Total M/FBE Value: \$306,621.00 or 100.00%

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

Exhibit 1: Contract Renewal Agreement
Exhibit 2: Contract Renewal Evaluation Form
Exhibit 3: Contractor Performance Report

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

Hakeem Oshikoya, Finance Director, 404-612-7641

Contract Attached

No

Previous Contracts

Yes

Total Contract Value

Original Approved Amount: \$254,121.00
Previous Adjustments: \$279,000.00
This Request: \$306,621.00
TOTAL: \$839,742.00

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:

201-210-2111-1160 Water & Sewer Revenue, Finance, Professional services \$276,621.00

Funding Line 2:

201-540-5401-1160 Water & Sewer Revenue, Public Works, Professional Services \$30,000,00

Key Contract Terms	
Start Date: 1/1/2023	End Date: 12/31/2023
Cost Adjustment: \$306,621	Renewal/Extension Terms: 2r renewal period

Overall Contractor Performance Rating:

Would you select/recommend this vendor again?

Yes

Report Period Start: 1/1/2022
Report Period End: 9/30/2022