

To: Steve Rapson

Through: Ted L. Burgess 

From: Natasha M. Duggan 

Date: May 23, 2022

Subject: Contract #2119-A: Lake Kedron Intake House Repair

The Purchasing Department issued Request for Quote #2119-A to secure a contractor to make repairs to the intake house at Lake Kedron. Notice of the opportunity was emailed to 45 companies. Another 1,864 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #90930 (Building Construction), #96185 (Maintenance and Repair, Utility and Underground Projects), and #91389 (Utility Services, Water). The offer was also advertised through Georgia Local Government Access Marketplace and posted on the Fayette County website.

Two (2) Companies submitted quotes (Attachment 1).

The Water System recommends awarding to Helix Group, Inc. A Contractor Performance Evaluation is attached (Attachment 2).

Specifics of the proposed contract are as follows:

Contract Name	#2119-A: Lake Kedron Intake House Repair	
Contractor	Helix Group, Inc.	
Not-to-exceed amount	<u>\$103,850.00</u>	
Budget:		
Org Code	50544020	Distribution
Object	522266	Repairs Meters & Water Lines
FY23 Requested Budget	\$137,362.00	

Approved by: *  Date: 5/24/22

*Note: Approval is conditional upon funds being budgeted and approved in Fiscal Year 2023 budget.

Place on County Administrator's Report? Yes No

On Agenda Dated: 6/23/2022

RFQ #2119-A: Lake Kedron Intake House Repairs
Tally Sheet
Due: 3pm, Friday, May 20, 2022

	Helix Group, Inc.	Herr Industrial, Inc.
Base Quote, per specification	\$ 98,850.00	\$ 99,155.00
Contingency Allowance*	\$ 5,000.00	\$ 5,000.00
Total Base Quote	\$ 103,850.00	\$ 104,155.00

FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION

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1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

VENDOR INFORMATION	COMPLETE ALL APPLICABLE INFORMATION
Company Name: Helix Group, Inc.	Contract Number: 1963-B
Mailing Address: 1375 Oakley Industrial Blvd.	Contract Description or Title: Patricia Lane Culvert
City, St, Zip Code: Fairburn, GA 30213	Contract Term (Dates) From: 6/22/2021 - Present
Phone Number: 470-491-4500	Task Order Number: n/a
Cell Number: N/A	Other Reference: for award of Contract 2119-A Kedron Intake House
E-Mail Address: admin@helixgroupinc.com	

DEFINITIONS

OUTSTANDING – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.

EXCELLENT (Exc) - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.

SATISFACTORY (Sat) - Vendor met minimum contractual requirements or performance expectations of the products/services.

UNSATISFACTORY (UnSat) - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

EVALUATIONS (Place "X" in appropriate box for each criterion.)

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule			X		
2. Condition of delivered products	X				
3. Quality of work		X			
4. Adherence to specifications or scope of work		X			
5. Timely, appropriate, & satisfactory problem or complaint resolution		X			
6. Timeliness and accuracy of invoicing			X		
7. Working relationship / interfacing with county staff and citizens	X				
8. Service Call (On-Call) response time		X			
9. Adherence to contract budget and schedule			X		
10. Other (specify):					X
11. Overall evaluation of contractor performance		X			

EVALUATED BY

Signature: <i>Christian Smith</i>	Date of Evaluation: 03-31-2022
Print Name: Christian Smith	Department/Division: Environmental Management
Title: Project Manager	Telephone No: 770-305-5410

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Contract Number:

1. Do not submit page 2 without page 1.
2. Use this page to explain evaluations of *Outstanding* or *Unsatisfactory*.
3. Be specific (include paragraph and page numbers referenced in the applicable contract, etc.). Continue on separate sheet if needed (show company name and contract number or other reference)

[illegible]