

To: Steve Rapson

Through: Ted L. Burgess 

From: Natasha M. Duggan 

Date: June 13, 2022

Subject: Contract #2121-A: Fire Station 5 Kitchen Cabinets

The Purchasing Department issued Request for Quotes #2121-A to secure a contractor to install new kitchen cabinets, food lockers and countertops at Fire Station 5. Notice of the opportunity was emailed to 144 companies. Another 838 were contacted through the web-based Georgia Procurement Registry. The offer was also advertised through Georgia Local Government Access Marketplace and the County website.

Two (2) responsive companies submitted quotes (Attachment 1). Fire and EMS recommends awarding to Starnes Contracting, LLC. A Contractor Performance Evaluation for previous work at Parks and Recreation is attached (Attachment 2).

Specifics of the proposed contract are as follows:

Contract Name	#2121-A: Fire Station 5 Kitchen Cabinets	
Contractor	Starnes Contracting, LLC	
Contract Amount	\$40,115.00	
Budget:		
Org Code	37230550	Fire Services
Object	541210	Other Improvements
Project	223AF	Station 5 Kitchen Cabinets
Available	\$26,000.00	As of 6/10/2022
Transfer	\$14,115.00	Contingent on Year End Budget Adjustment
Total Available	\$40,115.00	After Year End Budget Adjustment Approval

Approved by:  _____

Date: 6/13/22

Place on County Administrator's Report? Yes No

On Agenda Dated: _____

**#2121-A: Fire Station 5 Kichen Cabinets
Tally Sheet**

	Technaserv	Starnes Contracting, LLC
Total Quote	\$ 40,000.00	\$ 35,000.00
Alternate:		
Food Lockers	\$ 5,500.00	\$ 5,115.00

**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: Starnes Contracting, LLC	Contract Number: 1986-A
Mailing Address: 111 Parkwood Circle	Contract Description or Title: Top Fence Rail Installation
City, St, Zip Code: Carrollton, GA 30117	Contract Term (Dates) From: October 2021
Phone Number: 404-861-1045	Task Order Number: n/a
Cell Number: N/A	Other Reference: for award of contract 2121-A Fire Station 5 Kitchen Cabinets
E-Mail Address:	

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.

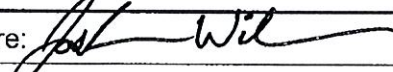
SATISFACTORY (Sat) - Vendor met minimum contractual requirements or performance expectations of the products/services.

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: 	Date of Evaluation: 6/13/22
Print Name: Joshua Wilson	Department/Division: 1565
Title: Grounds Supervisor	Telephone No: 770-320-6007