

**BALDWIN COUNTY COMMISSION  
REQUEST FOR QUOTES**

Quotes will be received by the Baldwin Regional Area Transit System (BRATS), Matthew Brown, Director of Transportation, by **3:30 P.M., Friday, August 30, 2019**, for Procurement of Professional Appraisal Services for Preparation of Rent Analysis/Report for BRATS Real Estate.

Mr. Brown can be reached by phone, (251) 972-8576 or email [matthew.brown@baldwincountyal.gov](mailto:matthew.brown@baldwincountyal.gov). If quotes are not received by the stated time and day, they will be considered non-responsive.

**SPECIFICATIONS**

These specifications shall be construed as minimum. All integral parts not specifically mentioned in the scope of these specifications that are necessary to provide a complete final product shall be furnished.

Bidders shall give a price as indicated on the Bid Response Form.

**BIDDERS QUALIFICATIONS**

The County may make such investigations as they deem necessary to determine the ability of the bidders to furnish to the County all such information and data for this purpose as the County may request. The County reserves the right to reject any bid if the evidence submitted, or investigation of such bidder, fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to furnish all materials contemplated therein. Conditional bids will not be accepted.

All Bidders, must be in, and remain, and by submitting a bid represent that they are and will remain, in compliance with all applicable Federal, Alabama State, County and municipal laws, regulations, resolutions and ordinances. In particular, and without limitation, all bidders must be and remain licensed and permitted in accordance with The Code of Alabama Title 10, concerning corporations doing business within Alabama, Title 34, dealing with licensing for businesses, and Title 40, concerning licenses and taxation, unless otherwise exempt. All bidders shall be prepared to timely submit to the County non- confidential evidence or documentation demonstrating that they are presently licensed and permitted under Alabama law. Such confidential evidence or documentation is encouraged to be submitted with the Bid Package.

**All bidders must provide proof of proper certification of authority, and any required registration, to transact business in this State, in order to perform work for the Baldwin County Commission. Bidder's Registration Number shall be provided on the Bid Response Form. The phone number for the Alabama Secretary of State is (334) 242-5324, Corporate Division.**

**All vendor, contractors, and grantee are required to comply with the Alabama Immigration Law under Sections 31-13-9(a) and (b) of the Code of Alabama. Information and forms can be found on the Baldwin County Commission's Purchasing website under E-Verify at [www.baldwincountyal.gov](http://www.baldwincountyal.gov) All bidders should submit with their bid response the completed E-Verify package which can be downloaded from the Purchasing website [www.baldwincountyal.gov](http://www.baldwincountyal.gov)**

The bidder expressly acknowledges, to and for the benefit of the Baldwin County Commission, that this Agreement may be funded with **federal grant monies**, and therefore,

bidder expressly warrants and agrees that it shall at all times comply with all applicable federal, state, local and municipal laws and regulations. For more information about the Federal regulations, visit the website <http://www.gpoaccess.gov/index.html> Code of Federal Regulations.

**All Bidders that qualify as a Disadvantaged Business Enterprise (DBE) must provide supporting documentation in their bid response along with the completed DBE Registration form that may be downloaded from the County website [www.baldwincountyva.gov](http://www.baldwincountyva.gov) A Disadvantaged Business Enterprise or DBE means a for profit small business that (1) is at least 51% owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51% of the stock is owned by one or more such individuals; and (2) whose management and daily business operation are controlled by one or more of the socially and economically disadvantaged individuals who own it.**

**The October 1, 2018 Federal Transit Administration Master Agreement is referenced herein and will apply to the agreement between the Agency and selected contractor.**

### **LAWS AND REGULATIONS**

The bidders' attention is directed to the fact that all applicable state laws, municipal ordinances, and rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

### **TRAFFIC CONTROL, SAFETY ITEMS**

Contractor shall erect all warning signs, and provide the appropriate personnel, if required, and all other items required to safely handle traffic through work area. Traffic Control Devices shall be provided by the Contractor.

### **CONTRACTORS AND SUBCONTRACTORS AND INSURANCE**

The Contractor shall not commence work under this contract until all the required insurance has been obtained by Contractor and approved by the County, nor shall the Contractor allow any Subcontractor to commence work on his subcontract until the insurance required of the Subcontractor has been so obtained and approved.

### **COMPENSATION INSURANCE**

The Contractor shall procure and shall maintain during the life of this contract Workmen's Compensation Insurance for all of his employees to be engaged in work on the project under his contract, and, in case of any such work sublet, the Contractor shall require the Subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Workers Compensation Insurance. In case as class of employees engaged in hazardous work on the project under this contract is not protected under the Workers Compensation Statute, the Contractor shall provide and shall cause each Subcontractor to provide adequate employer's general liability insurance for the protection of such of his employees as are not otherwise protected. The Baldwin County Commission, its Departments and its employees shall be named as additional insured.

### **CONTRACTOR'S PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE**

The Contractor shall procure and shall maintain during the life of this contract a Comprehensive Liability Policy providing bodily injury and property damage coverage on an occurrence basis including damages arising from blasting explosion or collapse, mechanical equipment digging in streets or highways, and including completed operations, independent contractors and contractual general liability. Insurance shall be contractual general liability \$500,000.00 per occurrence bodily injury and property damage; \$5,000 per person medical payments or medical expense; \$500,000.00 per occurrence bodily injury and property damage; \$5,000 per person medical payments or medical expense; \$500,000.00 personal and advertising injury; \$50,000.00 fire damage (any one firm); \$1,000,000.00. The Baldwin County Commission, its Departments and its employees shall be named as additional insured.

The Contractor agrees to maintain such coverage as is required in this section for a period of one (1) year from the date of acceptance of the work by the County or at the date of the final amounts owed the Contractor by the County, whichever occurs first.

### **COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE**

The contractor agrees to carry a Comprehensive Automobile Liability Policy providing bodily injury liability on an occurrence basis and providing property damage liability on an accident basis. This policy shall protect the Contractor against all liability arising out of the use of automobiles, both private, passenger and commercial, regardless of whether such vehicles shall be owned by the Contractor, owned by others or hired. Limits of liability for Comprehensive Automobile Liability Insurance shall be \$500,000. Combined single limit bodily injury and property damage each occurrence. The Baldwin County Commission, its departments and its employees shall be named as additional insured.

### **COUNTY'S PROTECTIVE LIABILITY INSURANCE**

The Contractor shall at his expense provide County's protective Liability policies issued in the names of the County and its departments covering their liability for operation of the Contractor. These policies shall provide limits of liability in the amount of \$500,000.00 per occurrence bodily injury and property damage, \$1,000,000.00 aggregate.

### **HOLD HARMLESS PROVISION**

Provider shall indemnify, defend and hold County and its Commissioners, affiliates, employees, agents, and representatives (collectively "County") harmless from and against any and all claims, demands, liabilities, damages, losses, judgments, costs, and expenses including, without limitations, attorneys' fees, for any and all personal injury (including death) and property damage of any kind or nature whatsoever, incurred by, asserted against, or imposed upon County, as a result of or in any manner related to provision of services hereunder, or any act or omission, by Provider. Contractor shall provide the County with proof of general liability coverage including the County as an additional insured. This indemnification shall survive the expiration of the contract.

### **SUBCONTRACTOR'S PUBLIC LIABILITY & PROPERTY DAMAGE INSURANCE**

The Contractor shall require each of his Subcontractors to produce and maintain during the life of his subcontract, Subcontractor's Public Liability and Property Damage Insurance of the type specified in the above paragraph hereof in amounts approve by the County.

Three (3) executed copies of each subsequent endorsement affecting the coverage of policies and of each cancellation shall be forwarded to the County.



# BALDWIN COUNTY

HIGHWAY DEPARTMENT  
P.O. Box 220  
SILVERHILL, ALABAMA 36576  
TELEPHONE: (251) 937-0371  
FAX (251) 937-0201

*JOEY NUNNALLY, P.E.  
COUNTY ENGINEER*

## Scope of Work

The intent of this project is to prepare a Rent Analysis/Report for BRATS real estate to determine the fair market value for use as in-kind match in the BRATS federal program. The scope of work includes the completion of a rent analysis/report of the following four properties:

1. BRATS Bay Minette Office (see attachment A)
2. BRATS Robertsedale Central Office – Ground Lease only (see attachment B)
3. BRATS Foley Office (see attachment C)
4. BRATS Fairhope Office – Ground Lease only (see attachment D)

## Requirements

- Must be completed by a licensed real estate appraiser.
- Appraisals/Rent Analyses must be completed four weeks after issuance of a notice to proceed.

## Bid Item Sheet

Contractor: James H. Faulkner, III - Courtney & Morris Appraisals, Inc  
 Address: 8477-A Co. Rd. 64, Unit 4  
Daphne, AL 36526  
 Contact Person: Jim Faulkner  
 Contact Phone Number: (251) 626-8882 x105 or (251) 680-9460 (cell)

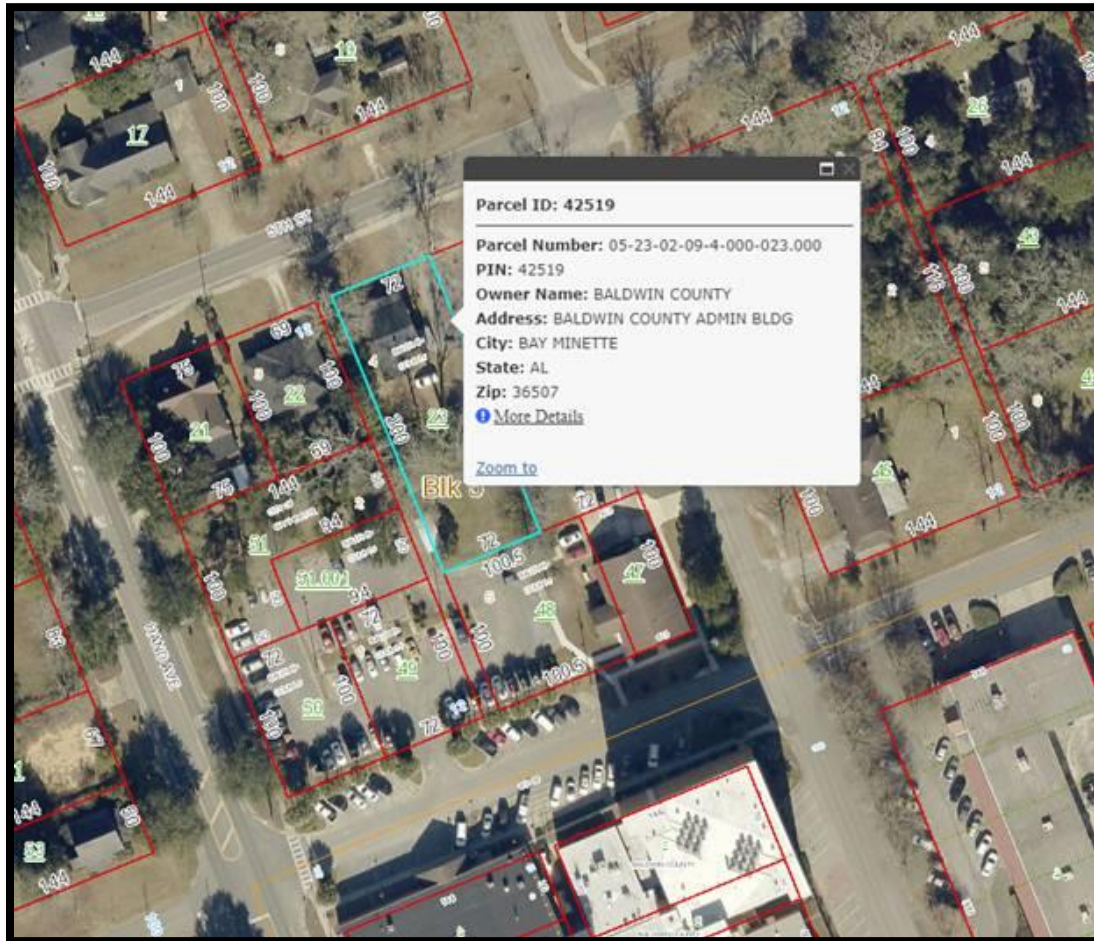
Item	Total
Rent Analysis/Report for BRATS Real Estate to Determine the Fair Rent Market Value.	<del>A</del> 3,275 <sup>00</sup>

Bids must be returned to Matthew Brown, Director of Transportation, by **3:30 P.M., Friday, August 30, 2019**, by email to [matthew.brown@baldwincountyal.gov](mailto:matthew.brown@baldwincountyal.gov), by hand delivery to the BRATS physical address at 18100 County Rd 54, Robertsdale, AL 36567, or by US Mail to P.O. Box 907 Robertsdale, Alabama 36567.

# ATTACHMENT A

BRATS Bay Minette:

Purchased by the County in 2005. 1164 sq. ft for office space. Total site consists of two lots for a total of 0.66 acres. Building was constructed in 1950s but had a major renovation in the 1990s.



## ATTACHMENT B

BRATS Robertsdale – Ground lease only:

Purchased in 1994 for 334,364.75. 2800 sq. ft building with 3200 sq. ft. attached maintenance barn. Total site is about 2.8 acres, most of which is an asphalt parking area. An addition and renovation project was completed in 2012 with federal funds at a cost of \$329,399.98. Because federal funds were utilized for the construction of some of the infrastructure improvements, at this time we only wish to pursue the in-kind value of the actual ground lease.

2019



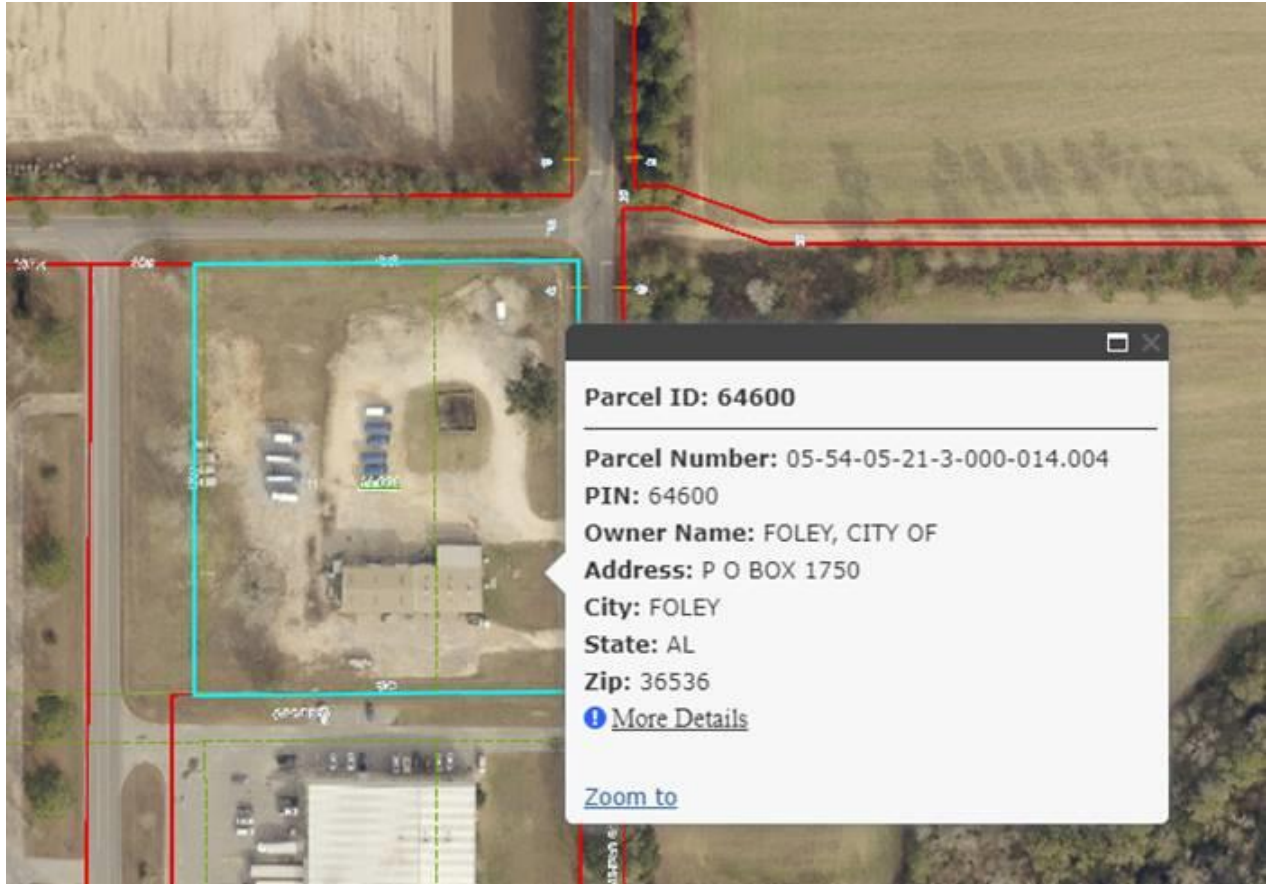
2010:



# ATTACHMENT C

BRATS Foley:

Currently on a 99-year lease from the City of Foley. 680 sq. ft office space (balance of building is utilized by highway department). Total site utilized by BRATS is about 2.2 acres, most of which is a gravel/grassed parking area. Copy of the lease will be provided to the appraiser.





## ATTACHMENT D

BRATS Fairhope – Ground lease only:

New hub was built with federal grant funds in 2013, however the property itself was leased by the City of Fairhope for \$2000 per month and then subleased the County for \$0 per month. Copy of the leases will be provided to the appraiser.

