



# Baldwin County Commission

## Legislation Details (With Text)

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**File #:** 22-1322      **Version:** 1  
**Type:** Consent      **Status:** Agenda Ready  
**File created:** 8/2/2022      **In control:** Baldwin County Commission Regular  
**On agenda:** 8/16/2022      **Final action:**  
**Title:** FY2023 Agreement for Transportation Services with Coastal Alabama Community College  
**Indexes:**  
**Attachments:** 1. 2022-2023 Coastal Alabama Community College Third Party Agreement, 2. \*CD2-Resolution 2022-145-SIGNED.pdf

Date	Ver.	Action By	Action	Result
8/16/2022	1	Baldwin County Commission Regular		

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 8/16/2022

**Item Status:** New

**From:** Ann Simpson, Director of Transportation, BRATS

**Submitted by:** Ann Simpson: Loren Lucas, BRATS Accounting Manager

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### **ITEM TITLE**

FY2023 Agreement for Transportation Services with Coastal Alabama Community College

### **STAFF RECOMMENDATION**

Take the following actions:

- 1) Adopt Resolution #2022-145 and approve an Agreement between the Baldwin County Commission Baldwin Regional Area Transit System (BRATS) and Coastal Alabama Community College for BRATS to provide transportation services to the Coastal Alabama Community College locations in Baldwin County during normal operating hours Monday through Friday at the cost of \$1,350.00 per month to be paid by the Coastal Alabama Community College. This agreement shall commence October 1, 2022, and expire September 30, 2023, and is contingent on Alabama Department of Transportation approval; and
- 2) Authorize the Chairman to execute any documents related to this Agreement.

### **BACKGROUND INFORMATION**

**Background:** Coastal Alabama Community College has requested BRATS renew the annual agreement providing transportation service to all CACC locations within Baldwin County on the existing general public transportation on-demand system. This annual agreement shall be effective and control any and all services rendered from the date of October 1, 2022, and it shall be binding up to and including September 30, 2023.

Coastal Alabama Community College agrees to the payment schedule of \$1,350.00 per month for these services.

**Previous Commission action/date:** August 3, 2021 - BCC approved transportation services agreement with Coastal Alabama Community College for period of October 1, 2021 through September 30, 2022.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** Coastal Alabama Community College (CACC) is essentially purchasing a blanket pass for their students at a cost of \$1,350.00 per month. Depending on the ride length this pass covers between 135 - 330 round trips per month. CACC's utilization is well below this range. Also, federal regulations allow the revenue from this contact to be utilized as local match toward our urban and rural transportation grants.

**Budget line item(s) to be used:** Contract Revenue 143.45610

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
N/A

**Reviewed/approved by:** N/A

**Additional comments:** This agreement is a standard document provided by the Alabama Department of Transportation and remains unchanged from previous years.

### **ADVERTISING REQUIREMENTS**

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**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

### **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** Agreement must be fully executed prior to October 1, 2022.

**Individual(s) responsible for follow up:** Administration Staff and BRATS Staff  
Cc: Ron Cink, Cian Harrison, Eva Cutsinger, Dana Austin, Christie Davis, Katrina Taylor, Kathy McHugh

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**

Administration Staff is responsible for the following actions:

Have three (3) original agreements executed. (One for BCC, one for Alabama Department of Transportation, and one for Coastal Alabama Community College. Mail the three (3) original documents for signature to:

Coastal Alabama Community College  
Attention: Mr. Warren Craig Pouncey, President  
1900 South U.S. Highway 31  
Bay Minette, Alabama 36507

1. Once the signed originals are received back from CACC, obtain signature of Chairman, which authorizes BRATS to provide transportation to Coastal Alabama Community College students and staff.
2. Witness and notarize signatures in appropriate areas of agreement.
3. After obtaining signatures from Coastal Alabama Community College and Baldwin County Commission, please forward the three (3) originals to Alabama Department of Transportation for their approval to the following address:

Alabama Department of Transportation  
Local Transportation Bureau  
Attention: Mr. Bradley Lindsey, P.E.  
Local Transportation Bureau  
1409 Coliseum Boulevard  
Montgomery, Alabama 36110

4. Upon receipt of two (2) fully executed originals from Alabama Department of Transportation retain one for BCC records, mail one (1) fully executed original to Coastal Alabama Community College.
5. E-mail a copy of the fully executed agreement to BRATS Accounting Manager, Loren Lucas.
6. BRATS accounting personnel will invoice Coastal Alabama Community College monthly.

**Additional instructions/notes:** N/A