



# Baldwin County Commission

## Legislation Text

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**File #:** 19-1783, **Version:** 1

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**Meeting Type:** BCC Work Session

**Meeting Date:** 8/13/2019

**Item Status:** New

**From:** Joey Nunnally, P.E., County Engineer

Matthew Brown, BRATS Director of Transportation

**Submitted by:** Chandra Middleton, Assistant Director of Transportation

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### ITEM TITLE

2019-2020 Agreement for Transportation Services between Baldwin County Commission and Coastal Alabama Community College

### STAFF RECOMMENDATION

Take the following actions:

1) Adopt Resolution #2019-132 and approve an Agreement between the Baldwin County Commission and Coastal Alabama Community College for the Baldwin Regional Area Transit System (BRATS) to provide transportation services to all the Coastal Alabama Community College locations in Baldwin County on Monday through Friday at the cost of \$1,350.00 per month to be paid by the Coastal Alabama Community College. *(The term of this agreement shall commence on October 1, 2019 and expire September 30, 2020);* and

2) Authorize the execution of any documents related to this agreement.

### BACKGROUND INFORMATION

**Previous Commission action/date:** N/A

**Background:** Coastal Alabama Community College has requested that BRATS renew the annual agreement providing transportation service to all of their existing locations within Baldwin County on existing general public transportation routes. This annual agreement shall be effective and control any and all services rendered from the date of October 1, 2019 and it shall be binding up to and including September 30, 2020. Coastal Alabama Community College agrees to the payment schedule of \$1,350.00 per month for these services.

The payment schedule in 2018-2019 for Coastal Alabama Community College was \$1,225.00 per month.

This agreement is a standard document used by the Alabama Department of Transportation. This document is not contingent on Alabama Department of Transportation's approval due to funds are

considered fare-box revenue.

**FINANCIAL IMPACT**

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

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 used by the Alabama Department of Transportation.

**ADVERTISING REQUIREMENTS**

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, 2019.

Individual(s) responsible for follow up: Administration Staff and BRATS Staff

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

- 1) Administration Staff is responsible for follow up on activities on this recommendation.
- 2) Specific action/actions required as follow up:

A. Have two (2) original agreements executed. (One for Baldwin County Commission and one for Coastal Alabama Community College.)

B. Mail the original agreements to:

Coastal Alabama Community College  
Attention: Mrs. Jessica Davis

1900 US Highway 31 South  
Bay Minette, Alabama 36507

- C. Once received from CACC, obtain signature of Chairman on the agreements.
- D. Witness and notarize signatures in appropriate areas of said agreements.
- E. Forward a full executed original to Coastal Alabama Community College and a copy to BRATS Assistant Director, Chandra Middleton.
- F. BRATS bookkeeping will bill accordingly.

**Additional instructions/notes:** This agreement no longer requires Alabama Department of Transportation approval.