



Baldwin County Commission

Legislation Text

File #: 18-0924, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 9/11/2018

Item Status: New

From: Wanda Gautney, Purchasing Director;
Junius Long, Building Facilities Coordinator

Submitted by: Wanda Gautney, Purchasing Director

ITEM TITLE

Renovation of the Baldwin County Fairhope Satellite Courthouse

STAFF RECOMMENDATION

Authorize the Purchasing Director to issue Purchase Orders for materials to renovate the 2nd floor of the Fairhope Satellite Courthouse for the State Senate Legislative Delegation Office space and authorize Building Maintenance to do the work for an estimated cost not to exceed \$30,000.00 with funding to be from the Commission Contingency Fund (51990.5290.)

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The Senate Legislative Delegation has requested that the Commission renovate the 2nd floor of the Fairhope Satellite Courthouse to provide office space for the Delegation. The 2nd floor of the Courthouse is currently unfinished and would require the new office area to be built in order for it to be utilized as an office space. Building Maintenance staff has quoted the project at an estimated amount not to exceed \$30,000.00 to complete the work. The funding for this project will be Commission Contingency Fund 51990.5290.

FINANCIAL IMPACT

Total cost of recommendation: Cost not to exceed \$30,000.00

Budget line item(s) to be used: 51990.5290

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: N/A

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: 09/18/2018

Individual(s) responsible for follow up: Wanda Gautney/Purchasing Director; Junius Long/Building Facilities Coordinator

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

Issue Purchase Orders

Additional instructions/notes: N/A