



# Baldwin County Commission

## Legislation Text

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**File #:** 19-2112, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 10/1/2019

**Item Status:** New

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

**Submitted by:** Wanda Gautney, Purchasing Director

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### **ITEM TITLE**

Baldwin County Courthouse Christmas Decorations

### **STAFF RECOMMENDATION**

Approve the Purchasing Director to issue a purchase order for the purchase of Christmas decorations for the Baldwin County Courthouse grounds in an amount not to exceed \$4,000.00 and authorize Building Maintenance to perform the work.

### **BACKGROUND INFORMATION**

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

**Background:** The City of Bay Minette has requested help from the County in making the Baldwin County Courthouse grounds festive for the upcoming Christmas season. The City is requesting that the County decorate the 12 trees located on the four (4) corners of the Courthouse square and to decorate around the seating area on the north side of the courthouse. The Purchasing Director has gotten pricing for the lights and decorations that will be needed in an amount not to exceed \$4,000.00. Junius Long, Building Facilities Coordinator said that Building Maintenance staff could perform the work. Funding for this project will be from Bay Minette Courthouse budget 51988.5231.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** not to exceed \$4,000.00

**Budget line item(s) to be used:** 51988.5231

**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:** 10/01/2019

**Individual(s) responsible for follow up:** Wanda Gautney, Purchasing Director

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

N/A

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