



# Baldwin County Commission

## Legislation Details (With Text)

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**File #:** 19-1248      **Version:** 1

**Type:** Consent      **Status:** Passed

**File created:** 5/14/2019      **In control:** Baldwin County Commission Regular

**On agenda:** 5/21/2019      **Final action:** 5/21/2019

**Title:** Competitive Bid #WG19-41 - Provision of Off-site Printing, Imaging and Mailing of Tax Notices for the Baldwin County Revenue Commissioner

**Indexes:**

**Attachments:** 1. WG19-41 Specifications

Date	Ver.	Action By	Action	Result
5/21/2019	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 5/21/2019

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Revenue Commissioner, Teddy Faust

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

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### ITEM TITLE

Competitive Bid #WG19-41 - Provision of Off-site Printing, Imaging and Mailing of Tax Notices for the Baldwin County Revenue Commissioner

### STAFF RECOMMENDATION

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Provision of Off-Site Printing, Imaging & Mailing of Tax Notices for the Baldwin County Revenue Commission; and
- 2) Further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

### BACKGROUND INFORMATION

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

**Background:** This is an annual bid. Recommend the Commission approve the specifications and authorize the Purchasing Director to place a competitive bid.

### **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:** 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:** 05/21/2019

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

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

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