Baldwin County Commission

Legislation Details (With Text)

File #:	19-1250 **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:	Request for Proposals (RFP) for Temporary Clerical and Labor Services for the Baldwin County Commission		
Indexes:			
Attachments:	1. SARPC Fee Schedule, 2. 2019 RFP Tabulation, 3. Contract Temporary Clerical - Labor Services (REDACTED)		

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/Deidra Hanak, Personnel Director
Submitted by: Wanda Gautney, Purchasing Director

ITEM TITLE

Request for Proposals (RFP) for Temporary Clerical and Labor Services for the Baldwin County Commission

STAFF RECOMMENDATION

Award the Request for Proposals (RFP) for Temporary Clerical and Labor Services to the lowest responsible bidder, **South Alabama Regional Planning Commission,** as per the attached Fee Schedule and authorize the Chairman to execute the Contract for thirty-six (36) months. (Contract effective upon full execution.)

BACKGROUND INFORMATION

Previous Commission action/date:
03/06/19 meeting: Approved the attached Request for Proposal (RFP) for Temporary Clerical and Labor Services and authorized the Purchasing Director to advertise the RFP.

Background: The Commission approved during their March 6, 2019 meeting, the Requests for Proposal (RFPs) for Temporary Clerical and Labor Services. The RFPs were received in the Purchasing Office on April 3, 2019, at 3:00 P.M. Eight (8) firms submitted a proposal. The RFPs were tabulated based on the information and pricing provided. The lowest prices were received from R & M Staffing but they were unable to comply with the insurance requirements listed in the RFP. South Alabama Regional Planning Commission was the next lowest responsible bidder with an office

located near Baldwin County. Recommend the Commission award the RFP to South Alabama Planning Commission as per the attached Fee Schedule and authorize the Chairman to execute the Contract.

FINANCIAL IMPACT

Total cost of recommendation: Variable

Budget line item(s) to be used: Various Department Budgets

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?
Standard County Contract

Reviewed/approved by: David Conner

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):
Letter to Vendors

Additional instructions/notes: N/A