



# Baldwin County Commission

## Legislation Details (With Text)

---

**File #:** 20-0230      **Version:** 1

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

**File created:** 11/13/2019      **In control:** Baldwin County Commission Regular

**On agenda:** 11/19/2019      **Final action:** 11/19/2019

**Title:** Termination of Professional Services Contract with Susan Andrews for the Provision of Court Reporting Services for the Baldwin County Commission

**Indexes:**

**Attachments:** 1. Email from Susan Andrews Terminating Contract, 2. Andrews, Susan - Court Reporting Services 20170502

Date	Ver.	Action By	Action	Result
11/19/2019	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 11/19/2019  
**Item Status:** New  
**From:** Wayne Dyess, County Administrator  
**Submitted by:** Anu Gary, Administrative Services Manager

---

### **ITEM TITLE**

Termination of Professional Services Contract with Susan Andrews for the Provision of Court Reporting Services for the Baldwin County Commission

### **STAFF RECOMMENDATION**

As authorized in Section XVIII. of the Contract for Professional Services between the Baldwin County Commission and Susan Andrews for the provision of court reporting services, approve the termination of the Contract at the request of the provider, said termination to be effective November 21, 2019.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** 05/02/2017

**Background:** The Contract for Professional Services between the Baldwin County Commission and Susan Andrews was approved on May 2, 2017, for the provision of court reporting services for a thirty-six (36) month period, commencing May 2, 2017, and expiring May 2, 2020.

On October 22, 2019, staff received an email request from Ms. Andrews to terminate her contract. With the 30-day termination clause, the contract will terminate on November 21, 2019.

## **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:** N/A

**Individual(s) responsible for follow up:** Administration

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

Ms. Susan Andrews  
2200 US Highway 98  
PMB 230  
Daphne, Alabama 36526

Keri Green - Mark contract inactive on BCAP

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