



# Baldwin County Commission

## Legislation Text

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**File #:** 18-0204, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 6/5/2018

**Item Status:** New

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

**Submitted by:** Wanda Gautney

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### **ITEM TITLE**

Competitive Bid #WG18-16 - Provision of Heating and Air Conditioning Services for the Baldwin County Commission

### **STAFF RECOMMENDATION**

Award the bid to the lowest bidder, Star Service, Inc. of Mobile, for the Provision of Heating and Air Conditioning Services per the attached Award Listing and authorize the Chairman to execute the Contract. (Contract effective the same date as its full execution for 24 months with option for one (1) twelve (12) month renewal.)

### **BACKGROUND INFORMATION**

#### **Previous Commission action/date:**

3/20/18 meeting: 1) Approved the specifications and authorized the Purchasing Director to place a competitive bid for the Provision of Heating and Air Conditioning Services; and 2) Further, authorized the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

4/17/18 meeting: Made Addendum #1 and Addendum #2, which includes three (3) changes to the bid specifications for the Provision of Heating & Air Conditioning Services, part of the April 17, 2018, official record of the Baldwin County Commission.

**Background:** Bids were opened in the Purchasing Conference Room on May 9, 2018, at 1:30 P.M. Three (3) bids were received. Recommend the Commission award the bid to the lowest bidder, Star Service, Inc. of Mobile, as per the attached Award Listing and authorize the Chairman to execute the Contract. Bid Tabulation attached.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$33,380.00 per year

**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? Yes

Reviewed/approved by: Attorney needs to review Contract.

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 5/22/2018

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 Bidders

Additional instructions/notes: N/A