



# Baldwin County Commission

## Legislation Text

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**File #:** 18-0881, **Version:** 1

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**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 9/4/2018  
**Item Status:** New  
**From:** Wanda Gautney, Purchasing Director  
**Submitted by:** Wanda Gautney, Purchasing Director

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### **ITEM TITLE**

Renovations of the Court Reporter's Office for Courtroom #1 Area in the Baldwin County Courthouse

### **STAFF RECOMMENDATION**

Take the following actions:

- 1) Approve the quote from **G. M. Stuart, Inc.**, in the amount of **\$14,000.00** for the renovations of the Court Reporters Office for Courtroom #1 Area in the Baldwin County Courthouse; and
- 2) Authorize the Purchasing Director to issue a Purchase Order for the work. Funding source will be Building Maintenance (51995.5231)

### **BACKGROUND INFORMATION**

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

**Background:** The Presiding Judge, Scott Taylor has requested that a wall be removed to enlarge an area in his office suites on the first floor of the Bay Minette Courthouse to give his court reporter a larger area to work. The scope of work consists of moving a wall between two small rooms to create a large office for his Court Reporter. A quote was received from G. M. Stuart, Inc., in the amount of \$14,000.00 for the renovations. Recommend the Commission approve the quote from G. M. Stuart, Inc., and authorize the Purchasing Director to issue a purchase order for the work.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$14,000.00

**Budget line item(s) to be used:** 51995.5231

**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: 09/04/2018

Individual(s) responsible for follow up: 51995.5231

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

Additional instructions/notes: N/A