



# Baldwin County Commission

## Legislation Text

---

**File #:** 18-0924, **Version:** 1

---

**Meeting Type:** BCC Work Session

**Meeting Date:** 9/11/2018

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director;  
Junius Long, Building Facilities Coordinator

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

---

### **ITEM TITLE**

Renovation of the Baldwin County Fairhope Satellite Courthouse

### **STAFF RECOMMENDATION**

Authorize the Purchasing Director to issue Purchase Orders for materials to renovate the 2nd floor of the Fairhope Satellite Courthouse for the State Senate Legislative Delegation Office space and authorize Building Maintenance to do the work for an estimated cost not to exceed \$30,000.00 with funding to be from the Commission Contingency Fund (51990.5290.)

### **BACKGROUND INFORMATION**

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

**Background:** The Senate Legislative Delegation has requested that the Commission renovate the 2nd floor of the Fairhope Satellite Courthouse to provide office space for the Delegation. The 2nd floor of the Courthouse is currently unfinished and would require the new office area to be built in order for it to be utilized as an office space. Building Maintenance staff has quoted the project at an estimated amount not to exceed \$30,000.00 to complete the work. The funding for this project will be Commission Contingency Fund 51990.5290.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** Cost not to exceed \$30,000.00

**Budget line item(s) to be used:** 51990.5290

**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:** 09/18/2018

**Individual(s) responsible for follow up:** Wanda Gautney/Purchasing Director; Junius Long/Building Facilities Coordinator

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

Issue Purchase Orders

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