



# Baldwin County Commission

## Legislation Text

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**File #:** 18-0931, **Version:** 1

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**Meeting Type:** BCC Work Session

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

**Item Status:** New

**From:** Joey Nunnally, P.E., County Engineer

Taylor Rider, BRATS Director of Transportation

**Submitted by:** Chandra Middleton, Assistant Director of Transportation

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### **ITEM TITLE**

2018-2019 Agreement for Transportation Services between Baldwin County Commission and Coastal Alabama Community College

### **STAFF RECOMMENDATION**

Take the following actions:

1. Adopt Resolution #2018-104 and approve an Agreement between the Baldwin County Commission and Coastal Alabama Community College for the Baldwin Regional Area Transit System (BRATS) to provide transportation services to all the Coastal Alabama Community College locations in Baldwin County on Monday through Friday at the cost of \$1,225.00 per month to be paid by the Coastal Alabama Community College. *(The term of this agreement shall commence on October 1, 2018 and expire September 30, 2019.);* and
2. Authorize the execution of any documents related to this agreement.

### **BACKGROUND INFORMATION**

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

**Background:** Coastal Alabama Community College has requested that BRATS renew the annual agreement providing transportation service to all of their existing locations within Baldwin County. This annual agreement shall be effective and control any and all services rendered from the date of October 1, 2018 and it shall be binding up to and including September 30, 2019. Coastal Alabama Community College agrees to the payment schedule of \$1,225.00 per month for these services.

The payment schedule in 2017-2018 for Coastal Alabama Community College was \$1,225.00 per month.

This agreement is a standard document used by the Alabama Department of Transportation (ALDOT) and has not been altered since last year's approval with the exception of names, titles, amounts, and

addresses as deemed necessary. This document is not contingent on Alabama Department of Transportation's approval as the funds are considered fare-box revenue.

This item was tabled during the Commission Meeting on August 21, 2018.

### **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:** This agreement is a standard document used by the Alabama Department of Transportation (ALDOT) and has not been altered since last year's approval with the exception of names, titles, amounts, and addresses as deemed necessary.

### **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:** Agreement must be fully executed prior to October 1, 2018.

**Individual(s) responsible for follow up:** Administration Staff and BRATS Staff

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

1. Administration Staff is responsible for follow up on activities on this recommendation.

2. Specific action/actions required as follow up:

- A. Have two (2) original agreements executed. (One for Baldwin County Commission and one for Coastal Alabama Community College.)
- B. Mail the original agreements to:
  - Coastal Alabama Community College
  - Attention: Dean Jim Fitzgerald
  - 1900 US Highway 31 South
  - Bay Minette, Alabama 36507
- C. Once received from CACC, obtain signature of Chairman on the agreements.
- D. Witness and notarize signatures in appropriate areas of said agreements.
- E. Forward a full executed original to Coastal Alabama Community College and a copy to BRATS Assistant Director, Chandra Middleton.
- F. BRATS bookkeeping will bill accordingly.

**Additional instructions/notes:**

Jessica Davis of Coastal Alabama Community College has been handling agreement for Mr. Fitzgerald. This agreement no longer requires Alabama Department of Transportation approval.