



# Baldwin County Commission

## Legislation Text

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**File #:** 19-0131, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 11/6/2018

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director; Chief Charlie Jones; Junius Long, Facilities Maintenance Coordinator

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

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### **ITEM TITLE**

Competitive Bid #WG19-04 - Labor and Incidental Materials for Roof Replacement at the Baldwin County Sheriff's Investigation Building Located in Robertsedale, Alabama

### **STAFF RECOMMENDATION**

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the labor and incidental materials for the roof replacement at the Baldwin County Sheriff's Investigation Building located in Robertsedale, Alabama; and
- 2) Further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised; and
- 3) Approve and authorize the Purchasing Director to issue a Purchase Order to Garland Company, Inc., in the amount of \$71,325.00 but not to exceed \$72,000.00 for the roofing materials which is being purchased off the U. S. Communities Contract.

Funding Source for this project to be Commission Fund Balance.

### **BACKGROUND INFORMATION**

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

**Background:** The Facilities Maintenance Coordinator has requested that a competitive bid be placed for the labor and incidental materials for roof replacement on the Robertsedale Sheriff's Investigation building. Over the last several years every time it rains we have to do temporary roof repairs on the old metal roof. At this time, the leaking has not caused any major damage but if the roof is not replaced it could result in major damage to the inside of the building. The roofing materials needed for this project will be purchased off the U. S. Communities Joint Purchasing Contract in the

amount of \$71,325.00 but not to exceed \$72,000.00. The additional cost will be for shipping when order is placed. The Alabama Department of Public Accounts has stated in a letter to all public entities that based on their review of the competitive bidding process used by U. S. Communities that all Alabama entities may use the U.S. Communities contract as long as we verify whether or not the goods are either not at the time available on the state purchasing program or are available at a price equal to or less than that on the state purchasing program. The Purchasing Director has verified that the roofing materials are not on the current State of Alabama contract.

The County will place a competitive bid for the labor needed to complete this project.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** Materials not to exceed \$72,000.00

**Budget line item(s) to be used:** Commission Fund Balance

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
Yes

### **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:** 11/06/18

**Individual(s) responsible for follow up:** Wanda Gautney, Purchasing Director

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**  
Mail Bids & issue Purchase Order

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