



# Baldwin County Commission

## Legislation Text

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File #: 19-0483, Version: 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 1/15/2019

**Item Status:** New

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

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

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### ITEM TITLE

Competitive Bid #WG19-06 - Labor and Incidental Materials for Roof Restoration at the Baldwin County Highway Barn Located in Bay Minette, Alabama

### STAFF RECOMMENDATION

Award the bid to the lowest bidder for Labor and Incidental Materials for Roof Restoration at the Baldwin County Highway Barn located in Bay Minette to **Porter Roofing Contractors, Inc.**, in the **base bid amount of \$8,970.00 with a completion of thirty (30) days** and authorize the Chairman to execute the Contract. (Contract shall commence immediately upon the same date as its full execution, and shall terminate upon either the expiration of not more than thirty (30) days after the notice to proceed is given.)

### BACKGROUND INFORMATION

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

**11/06/2018 meeting :** 1) Approved the specifications and authorized the Purchasing Director to place a competitive bid for the labor and incidental materials for the roof restoration at the Baldwin County Highway Barn located in Bay Minette; 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; and 3) Approved and authorized the Purchasing Director to issue a Purchase Order to Garland Company, Inc., in the amount of \$21,923.80 but not to exceed \$22,000.00 for the roofing materials which is being purchased off the U. S. Communities Contract.

**Background:** Bids were opened in the Purchasing Conference Room on December 5, 2018, at 2:00 P.M. Seven (7) bids were received. Recommend the Commission award the bid to the lowest bidder, Porter Roofing Contractors, Inc., in the base bid amount of \$8,970.00 and authorize the Chairman to execute the Contract. Bid Tabulation attached.

### FINANCIAL IMPACT

Total cost of recommendation: \$8,970.00

Budget line item(s) to be used: 53111.5231

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?  
Standard County Contract

Reviewed/approved by: David Conner

Additional comments: N/A

### ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? Yes

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: 01/08/2019

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