



Baldwin County Commission

Legislation Text

File #: 19-0715, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 2/19/2019

Item Status: New

From: Wanda Gautney, Purchasing Director/Probate Judge Chief Dean Mott/Probate Judge Deputy Chief Sara Peden

Submitted by: Wanda Gautney, Purchasing Director

ITEM TITLE

Competitive Bid #WG19-21 - Provision of Off-site Printing, Mailing and Automated Management of the Baldwin County Probate Renewal Notices

STAFF RECOMMENDATION

Award the bid to **Peregrine Corporation** for the Provision of Off-Site Printing, Mailing and Automated Management of the Baldwin County Probate Renewal Notices as per the attached Award Listing.

BACKGROUND INFORMATION

Previous Commission action/date:

01/15/2019 meeting: 1) Approved the specifications and authorized the Purchasing Director to place a competitive bid for the Provision of Off-site Printing, Mailing and Automated Management of the Probate Renewal Notices; 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.

Background: Bids opened in the Purchasing Conference Room on February 6, 2019, at 1:30 P.M. One (1) bid was received. Recommend the Commission award the bid to Peregrine Corporation as per the attached Award Listing.

FINANCIAL IMPACT

Total cost of recommendation: approximately \$25,500.00/year

Budget line item(s) to be used: 51300

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: 02/19/2019

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 Bidder

Additional instructions/notes: N/A