



Baldwin County Commission

Legislation Text

File #: 19-1461, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 6/18/2019

Item Status: New

From: Terri Graham, Development and Environmental Director

Submitted by: Suzanne Doughty, Senior Accountant

ITEM TITLE

Baldwin County Solid Waste Standard On-call Contracts for Engineering and Related Services

STAFF RECOMMENDATION

Based on Baldwin County Policy #9.10, take the following actions related to standard on-call contracts for engineering and related services:

1) Make the following standard Master On-Call Contracts for Professional Services part of the record:

1. Aptim Government Solutions, LLC
2. CDG Engineers and Associates
3. Cornerstone Environmental Group, LLC
4. Environmental Business Services
5. Goodwyn, Mills and Cawood, Inc.
6. Green Electric
7. Highlands Technical Services, Inc.
8. Payne Environmental Services
9. SCS Field Services
10. Thompson Engineering, Inc.
11. Volkert BG, Inc.

2) Approve each contract including the attached Exhibit A, Insurance Requirements, with each contract.

BACKGROUND INFORMATION

Previous Commission action/date: Yes - 07/05/2016

Background: During the July 5, 2016, regularly scheduled Baldwin County Commission Meeting, the following sixteen (16) master on-call contracts were approved and sent to vendors for execution:

1. American Environmental Group, LTD
2. CDG Engineers and Associations

3. Envirochem, Inc.
4. Environmental Business Services
5. Golder Associates
6. Green Electric
7. Highlands Technical Services, Inc.
8. Hutchinson, Moore & Rauch, LLC
9. Joyce Engineering
10. Rowe Engineering and Surveying, Inc.
11. SCS Field Services
12. Southern Earth Sciences
13. Terracon Consultants
14. Thompson Engineering, Inc.
15. TTL, Inc.
16. Volkert, Inc.

To date, eleven (11) of the sixteen (16) mailed contracts have been signed and returned to the Commission. Staff has not received signed contracts back from the following vendors: LaBella PC (formerly Joyce Engineering), Pace Analytical (formerly Envirochem, Inc.), Southern Earth Sciences, Inc., Terracon Consultants, Inc., and TTL, Inc.

Staff would like to make these contracts part of the record as these vendors will be the Master On-Call Contractors for Engineering and Related Services, once the Commission Chairman signs the contracts and they are fully executed.

Policy #9.10 was approved by the Baldwin County Commission on January 19, 2016, and this policy established a uniform method for the acquisition of engineering and related services for all Solid Waste Department projects. The approval of the attached on-call contracts will allow the Development and Environmental Director to select a qualified consultant from an established list of contract consultants for projects estimated and budgeted less than or equal to \$100,000.00.

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?

Yes

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: N/A

Individual(s) responsible for follow up: Administration Staff & Terri Graham, Development and Environmental Director

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

Administration staff to have Chairman sign the agreements and send fully executed copy of each agreement to vendors.

Additional instructions/notes: N/A