



# Baldwin County Commission

## Legislation Text

---

File #: 19-1649, Version: 1

---

**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 7/16/2019  
**Item Status:** New  
**From:** Wanda Gautney, Purchasing Director  
**Submitted by:** Wanda Gautney, Purchasing Director

---

### ITEM TITLE

Pre-qualification of Contractors for the Interior Build-out of the Second Floor of the Baldwin County Satellite Courthouse Located in Fairhope, Alabama

### STAFF RECOMMENDATION

Take the following actions:

- 1) **Reject** all five (5) applications received due to incomplete proposals on the Interior Build-out of the Second Floor of the Baldwin County Satellite Courthouse located in Fairhope, Alabama project; and
- 2) Authorize the Purchasing Director to re-advertise the Pre-qualification of Contractors for the Interior Build-out of the Second Floor of the Baldwin County Satellite Courthouse located in Fairhope, Alabama.

### BACKGROUND INFORMATION

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

01/15/2019 meeting: Authorized the Purchasing Director to solicit a quote for Architectural services for the design of the completion of the second floor of the Fairhope Satellite Courthouse and bring the Architect proposal back to the Commission for approval.

02/19/2019 meeting: Approved the quote from Adams Stewart Architects, LLC, in the amount of \$1,195.00 to prepare a schematic design and construction estimate for the completion of the second floor of the Fairhope Satellite Courthouse for Commission approval and authorized the Chairman to sign the attached proposal for services.

03/19/2019 meeting: Approved the final design for the completion of a portion of the second floor of the Fairhope Satellite Courthouse and authorized the Purchasing Director and Architect to solicit quotes for this Public Works project.

04/16/2019 meeting: 1) Rejected the three (3) quotes received for the interior build-out of a portion of the second floor of the Fairhope Satellite Courthouse project; and 2) Authorized the Purchasing Director and Architect to place a competitive bid for the project.

06/04/2019 meeting: Authorized the Purchasing Director to advertise the Pre-qualification of Contractors for the Interior Build-out of the Second Floor of the Baldwin County Satellite Courthouse located in Fairhope, Alabama.

**Background:** The Pre-Qualification of the Contractors were received in the Purchasing Office on June 24, 2019, at 2:30 P.M. Five (5) applications were received. Staff members, Wanda Gautney, Ron Cink, Chairman Skip Gruber, Commissioner Joe Davis, John Marino, Eva Cutsinger and Dana Austin, met on July 2, 2019, at 9:40 A.M., to review the applications. The staff's recommendation is to reject all five (5) applications due to incomplete proposals and authorize the Purchasing Director to re-advertise the Pre-Qualification of Contractor for this project.

### 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: 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: 07/16/2019

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

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

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