



Baldwin County Commission

Legislation Text

File #: 19-1733, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 8/13/2019

Item Status: New

From: Joey Nunnally, P.E., County Engineer

Matthew Brown, BRATS Director of Transportation

Submitted by: Chandra Middleton, Assistant Director of Transportation

ITEM TITLE

2019-2020 Agreement for Transportation Services between Baldwin County Commission and Baldwin County Commission Council on Aging

STAFF RECOMMENDATION

Take the following actions:

- 1) Adopt Resolution # 2019-131 and approve an Agreement between the Baldwin County Commission and Baldwin County Council on Aging for the Baldwin Regional Area Transit System (BRATS) to provide transit services to the seniors of Baldwin County Monday through Friday at the cost of \$4,426.75 per month to be paid by the Baldwin County Commission Council on Aging. (The term of this agreement shall commence on October 1, 2019, and expire September 30, 2020 and is contingent on Alabama Department of Transportation approval.); and
- 2) Authorize the execution of any documents related to this agreement.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Council on Aging (COA) has requested to renew the annual agreement providing transportation service to the Bay Minette, Ellisville, and Daphne Nutritional Centers. The COA believes that this service will increase and improve the attendance in the Senior Activities for Independent Living (S.A.I.L.) nutritional meal program. This annual agreement shall be effective and control any and all services rendered from the date of October 1, 2019 and it shall be binding up to and include September 30, 2020. Council on Aging agrees to the payment schedule of \$4,426.75 per month.

The payment schedule approved by the Commission in 2018-2019 for COA was \$5,095.50.

This agreement is a standard document used by the Alabama Department of Transportation.

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: This agreement is a standard document used by the Alabama Department of Transportation and has not been altered since last year's approval with the exception of names, titles, amounts and addresses as deemed necessary.

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: Agreement must be fully executed prior to October 1, 2019.

Individual(s) responsible for follow up: Administration Staff & BRATS staff

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

Administration Staff is responsible for follow up on activities on this recommendation.

Specific action/actions required as follow up:

1) Have two (2) original contracts executed. (One for BCC, and one for Alabama Department of Transportation)

- 2) Obtain signature of Chairman on the Agreement which authorizes BRATS to provide transportation services to Baldwin County Council on Aging.
- 3) Obtain signature of Kelly Childress, Council on Aging Coordinator.
- 4) Witness and notarize signatures in appropriate areas of said agreement.
- 5) Once Council on Aging and the Baldwin County Commission has signed, please forward the two (2) originals to Alabama Department of Transportation for their approval and signature at the following address:

Alabama Department of Transportation
Local Transportation Bureau, Transit Section
Attention: Mr. D. E. Phillips, Jr., P.E.
1409 Coliseum Blvd., Room C-118
Montgomery, Alabama 36110
- 6) Forward a fully executed copy to Council on Aging Coordinator, Kelly Childress, and a copy to BRATS Assistant Director, Chandra Middleton.
- 7) BRATS bookkeeping will bill accordingly.

Additional instructions/notes: N/A