



Baldwin County Commission

Legislation Text

File #: 20-0230, **Version:** 1

Meeting Type: BCC Regular Meeting
Meeting Date: 11/19/2019
Item Status: New
From: Wayne Dyess, County Administrator
Submitted by: Anu Gary, Administrative Services Manager

ITEM TITLE

Termination of Professional Services Contract with Susan Andrews for the Provision of Court Reporting Services for the Baldwin County Commission

STAFF RECOMMENDATION

As authorized in Section XVIII. of the Contract for Professional Services between the Baldwin County Commission and Susan Andrews for the provision of court reporting services, approve the termination of the Contract at the request of the provider, said termination to be effective November 21, 2019.

BACKGROUND INFORMATION

Previous Commission action/date: 05/02/2017

Background: The Contract for Professional Services between the Baldwin County Commission and Susan Andrews was approved on May 2, 2017, for the provision of court reporting services for a thirty-six (36) month period, commencing May 2, 2017, and expiring May 2, 2020.

On October 22, 2019, staff received an email request from Ms. Andrews to terminate her contract. With the 30-day termination clause, the contract will terminate on November 21, 2019.

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: N/A

Individual(s) responsible for follow up: Administration

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

Correspondence to:

Ms. Susan Andrews
2200 US Highway 98
PMB 230
Daphne, Alabama 36526

Keri Green - Mark contract inactive on BCAP

Additional instructions/notes: N/A