



Baldwin County Commission

Legislation Text

File #: 20-0720, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 2/11/2020

Item Status: New

From: Zachary M. Hood, EMA Director; Jenni Guerry, EMA Education Outreach Coordinator; Terri Gray, EMA Administrative Support Specialist

Submitted by: Terri R. Gray, EMA Administrative Support Specialist

ITEM TITLE

2020 Baldwin County Preparedness and Recovery Expo Promotional Items

STAFF RECOMMENDATION

At the request of the Baldwin County Emergency Management Agency for the 2020 Baldwin County Preparedness and Recovery Expo for Baldwin County, Alabama, take the following actions:

- 1) Authorize the Baldwin County Emergency Management Agency to purchase various promotional items (such as pencils, ink pens, stress balls, carabiners, wallets, etc.) for the 2020 Preparedness and Recovery Expo scheduled for June 6, 2020 at the Daphne Civic Center; and
- 2) Determine that a public purpose will be served through the dissemination of the promotional items to the general public free-of-charge to promote disaster preparedness and recovery in Baldwin County, Alabama. The promotional items will promote Baldwin County's resilience and educational opportunities, including, but not limited to, its disaster education, disaster planning and preparation, mitigation education; further, said increased promotion strengthening the furtherance of community resiliency following disaster impacts benefiting the county's economy.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The 2020 Baldwin County Preparedness and Recovery Expo is a free, public event designed to connect residents and business owners with local resources intended to educate and promote preparedness and planning for emergencies and disasters, as well as recovery efforts. The agency has worked collaboratively with municipal partners to host a county-wide event to allow citizens an opportunity to become knowledgeable on hazards and threats that may impact our area. The Expo will include private, public sector, and volunteer organizations that possess a vital role in disaster planning, response, mitigation and recovery efforts.

The promotional items will include items which will be purchased from the approved vendors, such as 4-Imprint, Jubilee Specialties, and/or JoWess. All items will be free to the public.

The appropriation for said promotional items was approved by the Baldwin County Commission in the Fiscal Year 2020 Budget as an endeavor which, in the judgment of this honorable county governing body, is worthy, in the best interest of the county.

FINANCIAL IMPACT

Total cost of recommendation: Purchase(s) not to exceed \$10,000.00

Budget line item(s) to be used: 52300.5253.01

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: Jenni Guerry, EMA; Terri Gray, EMA

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

Adhere to the county's purchasing policy and procedure guidelines for the purchase(s) of said promotional items by: Obtaining 3 quotes from approved vendors; Requesting the purchase order; Placing said orders.

Additional instructions/notes: N/A