



Baldwin County Commission

Legislation Text

File #: 23-0522, Version: 1

Meeting Type: BCC Regular Meeting

Meeting Date: 1/17/2023

Item Status: New

From: Wanda Gautney, Purchasing Director / Junius Long, Building Facilities Coordinator

Submitted by: Wanda Gautney, Purchasing Director

ITEM TITLE

Quote for Repairs to the Baldwin County Annex IV Elevator Located in Bay Minette, Alabama for the Baldwin County Commission

STAFF RECOMMENDATION

Approve and authorize the Chairman to execute the Public Works Contract and Certificate of Compliance with **Otis Elevator Company** in the amount of **\$34,900.00** for repairs to the elevator located in the Annex IV Building in Bay Minette, Alabama.

BACKGROUND INFORMATION

Background: Staff solicited quotes for repairs to the elevator located in the Annex IV Building in Bay Minette, Alabama (CIS Building). The elevator is currently inoperable. The elevator has a broken drive that is now obsolete and must be upgraded for the elevator to operate. A quote was received from Otis Elevator Company in the amount of \$34,900.00. Staff recommendation is to approve the quote from Otis Elevator Company and authorize Chairman to execute the Public Works Contract and Certificate of Compliance. This will be funded from the Building Maintenance Budget.

Previous Commission action/date: N/A

FINANCIAL IMPACT

Total cost of recommendation: \$34,900.00

Budget line item(s) to be used: 10051995.52310

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?

Standard County Public Works Contract

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

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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: 01/17/2023

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

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

Additional instructions/notes: N/A