

<b>BALDWIN COUNTY COMMISSION AGENDA ACTION FORM</b>	
<b>Meeting Type:</b>	Baldwin County Commission – Regular
<b>Meeting Date:</b>	11/01/2016
<b>Placement of Item on the Agenda:</b>	CONSENT AGENDA: - BUDGET/PURCHASING
<b>Item Status:</b>	New
<b>Submitted By:</b>	Wanda Gautney
<b>From:</b>	Wanda Gautney
ITEM TITLE	
Procurement Guidelines for New Vehicles for the Baldwin County Commission	
STAFF RECOMMENDATION	
<p>Take the following actions:</p> <p>1) Approve the attached Procurement Guidelines for new Vehicles for all Baldwin County Departments off the State of Alabama Contract; and</p> <p>2) Any other vehicles and options not shown on the Procurement Guidelines List must be pre-approved by the Baldwin County Commission before Purchase Order will be issued.</p>	
BACKGROUND INFORMATION	
<b>Previous Commission Action/Background Information:</b>	No
<p>Staff is requesting that the Commission approve the attached Procurement Guidelines for new vehicles for all Baldwin County Commission Departments. This list will be used when a department needs to purchase a vehicle off the State of Alabama Contract. When a vehicle or option is not on the approved Procurement Guidelines List the purchase must be pre-approved by the Commission before the Purchase Order will be issued. <u>This list will not be used to purchase Sheriff's Police Vehicles.</u></p>	
FINANCIAL IMPACT	
<b>Does the recommendation have a financial impact?</b>	No
LEGAL IMPACT	
<b>Are there any legal documents required to be executed if this recommendation is approved?</b>	No

<b>ADVERTISING REQUIREMENTS</b>	
<b>Is advertising required for this recommendation?</b>	No
<b>CONSISTENCY WITH B.C. STRATEGIC PLAN - 2006-2016</b>	
<b>Is the recommendation applicable to the goals set forth in the Strategic Plan?</b>	Yes
<b>POLICY IMPACT</b>	
<b>Is the recommendation consistent with Commission Policy?</b>	Yes
<b>Which Commission policy is applicable to this recommendation?</b>	BC Purchasing Policies
<b>PERSONNEL IMPACT</b>	
<b>Does the recommendation have personnel impact?</b>	No
<b>IMPLEMENTATION</b>	
<b>Is implementation for this item time sensitive?</b>	No
<b>Department(s)/Individual(s) responsible for follow up activities and specific actions required:</b>	Wanda Gautney/Purchasing Manager
<b>ATTACHMENTS</b>	
1. Approved Procurement Guidelines for New Vehicle List.pdf	
<b>APPROVALS</b>	
<b>Budget</b>	
<b>Personnel</b>	
<b>Administration</b>	Keri Green 10/25/2016 11:28:11 AM
<b>Chairman and County Administrator</b>	Chris Elliott 10/26/2016 6:43:21 PM