

**BALDWIN COUNTY COMMISSION
AGENDA ACTION FORM**

Meeting Type:	Baldwin County Commission – Work Session
Meeting Date:	11/08/2016
Placement of Item on the Agenda:	BUDGET/PURCHASING
Item Status:	New
Submitted By:	Wanda Gautney
From:	Wanda Gautney/Terri Graham, Solid Waste Director/Daniel Wells, CDG Engineers
ITEM TITLE	
Magnolia Sanitary Landfill Flare Blower Installation	
STAFF RECOMMENDATION	
Approve the attached Change Order #1 from Instrument Technical Services, Inc. , extending the completion time by 45 calendar days because of equipment delays caused by the manufacturer and authorize the Chairman to execute the Change Order on the Magnolia Sanitary Landfill Flare Blower Installation project.	
BACKGROUND INFORMATION	
Previous Commission Action/Background Information:	Yes
Date(s) of Previous Commission Action:	See Below
<p>The Engineer, CDG Engineers & Associates, Inc., has submitted Change Order #1 for Commission approval on the construction of the Magnolia Landfill Flare Blower Installation extending the completion time by 45 calendar days because of equipment delays by manufacturing facility down time. This change order will extend the completion date to November 21, 2016.</p> <p>PREVIOUS COMMISSION ACTION:</p> <p>03/01/1206 meeting: 1) Authorized the Purchasing Manager to advertise a competitive bid for Magnolia Sanitary Landfill Flare Blower Installation; and 2) Authorized the Chairman to execute any and all project related documents.</p> <p>04/19/2016 meeting: Awarded the bid for the Magnolia Sanitary Landfill Flare Blower Installation to the lowest bidder, Instrument Technical Services, Inc., in the bid amount of \$38,098.00; Completion Time: 30 calendar days from notice to proceed and authorized the</p>	

Chairman to execute the contract and all other necessary documents.	
FINANCIAL IMPACT	
Does the recommendation have a financial impact?	No
LEGAL IMPACT	
Are there any legal documents required to be executed if this recommendation is approved?	No
ADVERTISING REQUIREMENTS	
Is advertising required for this recommendation?	No
CONSISTENCY WITH B.C. STRATEGIC PLAN - 2006-2016	
Is the recommendation applicable to the goals set forth in the Strategic Plan?	Yes
POLICY IMPACT	
Is the recommendation consistent with Commission Policy?	Yes
Which Commission policy is applicable to this recommendation?	BC Purchasing Policies
PERSONNEL IMPACT	
Does the recommendation have personnel impact?	No
IMPLEMENTATION	
Is implementation for this item time sensitive?	No
Department(s)/Individual(s) responsible for follow up activities and specific actions required:	Wanda Gautney/Purchasing Manager - letter to vendor
ATTACHMENTS	
1. Change Order #1 Flare Blower Installation	
APPROVALS	
Budget	
Personnel	
Administration	Brandy N. Volovecky 11/1/2016 1:49:12 PM
Chairman and County Administrator	Chris Elliott 11/2/2016 5:33:52 PM