

**BALDWIN COUNTY COMMISSION
AGENDA ACTION FORM**

Meeting Type:	Baldwin County Commission – Work Session
Meeting Date:	11/22/2016
Placement of Item on the Agenda:	BUDGET/PURCHASING
Item Status:	New
Submitted By:	Wanda Gautney
From:	Wanda Gautney/Junius Long, Facilities Coordinator
ITEM TITLE	
Purchase and Installation of HVAC Chiller Coil and Controls at the Baldwin County Courthouse Located in Bay Minette, Alabama for the Baldwin County Commission	
STAFF RECOMMENDATION	
Approve and authorize the Chairman to execute the agreement with Trane U.S. Inc., d/b/a Trane, in the amount \$39,897.00 for the purchase and installation of HVAC Chiller Coil and Controls at the Baldwin County Courthouse located in Bay Minette, Alabama, off the US Communities Joint Purchasing Contract. (Contract effective upon full execution for 60 days.)	
BACKGROUND INFORMATION	
Previous Commission Action/Background Information:	No
<p>The Commission during the FY17 budget approved the replacement of the Air Conditioning System at the Courthouse located in Bay Minette, Alabama. Building Maintenance researched and found that replacing the existing 15 ton A/C unit with a 3-way valve, chiller coil and controls system which will tie into the existing chiller would be more energy efficient. The Chiller Coil and Controls will be purchased off the US Communities Joint Purchasing Contract. The Alabama Department of Public Accounts has stated in a letter to all public entities that based on their review of the competitive bidding process used by US Communities that all Alabama entities may use the US Communities contracts as long as we verify whether or not the goods are either not at the time available on the state purchasing program or are available at a price equal to or less than that on the state purchasing program. The Purchasing Manager has verified that the HVAC Chiller Coil is not available on the State of Alabama contract. The proposal includes a twelve (12) month warranty.</p>	
FINANCIAL IMPACT	
Does the recommendation have a financial impact?	Yes
Total cost of recommendation?	\$39,897.00

Are there funds budgeted for this recommendation?	Yes
Budget line item(s) to be used:	51555.5524.109001
Balance remaining in the line item after recommended expenditure:	\$103.00
Does the recommendation create a need for continued funding which is not included in the current budget?	No
LEGAL IMPACT	
Are there any legal documents required to be executed if this recommendation is approved?	Yes
Does this documentation require County Attorney's review and approval?	Yes
Has the documentation been reviewed and approved by the County Attorney?	Yes
Is this routine documentation reviewed and approved by Department Head?	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. Trane Agreement.pdf	
APPROVALS	
Budget	Christie Davis 11/15/2016 9:52:23 AM
Personnel	
Administration	Brandy N. Volovecky 11/16/2016

	1:24:11 PM
Chairman and County Administrator	Chris Elliott 11/16/2016 4:49:13 PM