



## COUNTY COMMISSION

BALDWIN COUNTY  
312 Courthouse Square, Suite 12  
Bay Minette, Alabama 36507  
(251) 580-2564  
(251) 580-2500 Fax  
agary@baldwincountyal.gov  
www.baldwincountyal.gov

ANU GARY  
Records Manager

MONICA E. TAYLOR  
Assistant Records Manager

May 19, 2015

Mr. Joe Adams, PH.D.  
Research Coordinator  
Public Affairs Research Council of Alabama  
Post Office Box 292300  
Samford University  
Birmingham, Alabama 35229

**RE: Public Affairs Research Council of Alabama – Renewal Letter of Agreement**

Dear Mr. Adams:

Please find enclosed a **fully executed copy** of the *Letter of Agreement* approved during the May 5, 2015, Baldwin County Commission meeting between the Commission and Public Affairs Research Council of Alabama (PARCA), which renews a relationship among the parties for the continued provision by PARCA to the Baldwin County Commission related to the compilation/updating/conversion of the Baldwin County Local Act Database, as well as the provision of internet accessibility to said Database on the County website. The *Letter of Agreement* is for a period of three years and commenced on May 19, 2015.

If you have any questions or need further assistance, please do not hesitate to contact Ron Cink, Interim County Administrator, at (251) 580-2550.

Sincerely,

ANU GARY, Records Manager  
Baldwin County Commission

AG/met Item BA3

cc: Ron Cink

ENCLOSURE

## LETTER OF AGREEMENT

The following is a LETTER OF AGREEMENT between the PUBLIC AFFAIRS RESEARCH COUNCIL OF ALABAMA ("PARCA") and the BALDWIN COUNTY COMMISSION ("COMMISSION").

### **Section I** COMPILATION/UPDATE/CONVERSION OF BALDWIN COUNTY LOCAL ACT DATABASE

PARCA agrees to convert to character recognized format, the Local Acts pertaining to Baldwin County, Alabama, dated from the year 1809 through the year 2017 (as soon as the bound copies of the Acts of Alabama are released by the Secretary of State) for a flat fee of \$400.00 annually.

PARCA agrees to provide the COMMISSION a single copy of a CD-ROM containing all such Local Acts in .pdf format. PARCA retains copyright to and the exclusive right to sell the documents provided.

### **Section II** BALDWIN COUNTY LOCAL ACT DATABASE ON THE INTERNET

If desired by the COMMISSION, PARCA agrees to host, update, and maintain a full-text searchable database singularly devoted only of the Local Acts pertaining to Baldwin County, Alabama, in .pdf format. No later than sixty days from the last date of execution of this LETTER OF AGREEMENT by the parties, the database would be timely available to the general public and accessible from the website of the COMMISSION which is found at [www.co.baldwin.al.us](http://www.co.baldwin.al.us).

PARCA agrees to perform this service for a total annual fee of \$400.00, inclusive of the work stated above.

### **SECTION III** VOIDING OF PRIOR AGREEMENT

PARCA and the COMMISSION agree that a prior Letter of Agreement, attached as **Exhibit "A"** as last executed by the parties on May 10, 2012, is hereby voided and superseded by this LETTER OF AGREEMENT.

### **SECTION IV** TERM

This LETTER OF AGREEMENT is for a period of three years commencing on the last date of execution by the parties. PARCA and the COMMISSION may negotiate any further work to be performed by PARCA.

### **SECTION V** TERMINATION

The COMMISSION may, at any time, by written notice to PARCA, terminate this LETTER OF AGREEMENT. Upon receipt of notice, PARCA shall immediately discontinue all services and deliver to the Commission all data and any other products as may have been accumulated or produced by PARCA in performing this LETTER OF AGREEMENT, whether completed or in process. In the event of termination, the COMMISSION's obligation to pay those fees set out in Section I and Section II above shall be limited only to the produce delivered to the COMMISSION as of the date written notice of termination was received by PARCA.

BALDWIN COUNTY COMMISSION

BY: Charles F. Gruber

Charles F. Gruber

As Its: Chairman

Date 5-19-15



STATE OF ALABAMA )  
COUNTY OF BALDWIN )

I, the undersigned authority, a Notary public, in and for Baldwin County, Alabama, and the State of Alabama, hereby certify that Charles F. Gruber, as Chairman of the Baldwin County Commission, whose name is signed to the foregoing instrument and who is known by me, acknowledged before me, and on this day that, being informed of the contents of said instrument, he, as such Chairman of the Baldwin County Commission, and with full authority, executed the same voluntarily on the day the same bears date for and as an act of said Baldwin County Commission.

Given under my hand and seal this the 19<sup>th</sup> date of May, 2015.

Monica E Taylor

NOTARY PUBLIC

My Commission Expires 09/05/2016

My Commission expires: \_\_\_\_\_



PUBLIC AFFAIRS RESEARCH COUNCIL OF ALABAMA

BY: JOE ADAMS, PH.D.

Joe Adams

As Its: Research Coordinator

Date: 5/12/15

STATE OF ALABAMA )  
COUNTY OF JEFFERSON )

I, the undersigned authority, a Notary public, in and for JEFFERSON County, Alabama, and the State of Alabama, hereby certify that JOE ADAMS, as Research Coordinator of the Public Affairs Research Council of Alabama, whose name is signed to the foregoing instrument and who is known by me, acknowledged before me, and on this day that, being informed of the contents of said instrument, he, as such Research Coordinator of the Public Affairs Research Council of Alabama (PARCA), and with full authority, executed the same voluntarily on the day the same bears date for and as an act of said Public Affairs Research Council of Alabama (PARCA).

Given under my hand and seal this the 12<sup>th</sup> date of MAY

Joseph S. Mauldin  
NOTARY PUBLIC  
My Commission Expires: 07/01/2018



**LETTER OF AGREEMENT**

The following is a LETTER OF AGREEMENT between the PUBLIC AFFAIRS RESEARCH COUNCIL OF ALABAMA ["PARCA"] and the BALDWIN COUNTY COMMISSION ["COMMISSION"].

**SECTION I  
COMPILATION/UPDATE/CONVERSION  
OF  
BALDWIN COUNTY LOCAL ACT DATABASE**

PARCA agrees to convert to character recognized format, the Local Acts pertaining to Baldwin County, Alabama, dated from the year 1809 through the year 2013 for a flat fee of \$400.00 annually.

PARCA agrees to provide the COMMISSION a single copy of a CD-ROM containing all such Local Acts in .pdf format. PARCA retains copyright to and the exclusive right to sell the documents provided.

**SECTION II  
BALDWIN COUNTY LOCAL ACT DATABASE  
ON  
THE INTERNET**

If desired by the COMMISSION, PARCA agrees to host, update, and maintain a full-text searchable database singularly devoted only of the Local Acts pertaining to Baldwin County, Alabama, in .pdf format. No later than sixty days from the last date of execution of this LETTER OF AGREEMENT by the parties, the database would be freely available to the general public and accessible from the website of the COMMISSION which is found at [www.baldwincountyal.gov](http://www.baldwincountyal.gov).

PARCA agrees to perform this service for a total annual fee of \$400.00 which is separate, apart and not included in the fee stated in Section I of this LETTER OF AGREEMENT.

**SECTION III  
VOIDING OF PRIOR AGREEMENT**

PARCA and the COMMISSION agree that a prior Letter of Agreement, attached as *Exhibit "A"* as last executed by the parties on May 13, 2009, is hereby voided and superseded by this LETTER OF AGREEMENT.

**SECTION IV  
TERM**

This LETTER OF AGREEMENT is for a period of three years commencing on the last date of execution by the parties. PARCA and the COMMISSION may negotiate any further work to be performed by PARCA.

**SECTION V  
TERMINATION**

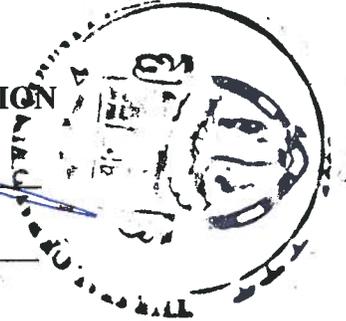
The COMMISSION may, at any time, by written notice to PARCA, terminate this LETTER OF AGREEMENT. Upon receipt of notice, PARCA shall immediately discontinue all services and deliver to the Commission all data and any other products as may have been accumulated or produced by PARCA in performing this LETTER OF AGREEMENT, whether completed or in process. In the event of termination, the COMMISSION's obligation to pay those fees set out in Section I and Section II above shall be limited only to the product delivered to the COMMISSION as of the date written notice of termination was received by PARCA.

**BALDWIN COUNTY COMMISSION**

BY: ROBERT E. JAMES

As Its: Chairman

Date: 5-22-2012



STATE OF ALABAMA )  
COUNTY OF BALDWIN )

I, the undersigned authority, a Notary Public, in and for Baldwin County, Alabama, and the State of Alabama, hereby certify that ROBERT E. JAMES, as Chairman of the Baldwin County Commission, whose name is signed to the foregoing instrument and who is known by me, acknowledged before me and on this day that, being informed of the contents of said instrument, he, as such Chairman of the Baldwin County Commission, and with full authority, executed the same voluntarily on the day the same bears date for and as an act of said Baldwin County Commission.

Given under my hand and seal this 22nd day of May, 2012.

[Signature]  
NOTARY PUBLIC  
My Commission expires: 2-9-2014

**PUBLIC AFFAIRS RESEARCH COUNCIL OF ALABAMA**

BY: JOE ADAMS, PH.D

As Its: Research Coordinator

Date: 16th of May 2012



STATE OF ALABAMA )  
COUNTY OF Jefferson )

I, the undersigned authority, a Notary Public, in and for JEFFERSON County, Alabama, and the State of Alabama, hereby certify that JOE ADAMS, as Research Coordinator of the Public Affairs Research Council of Alabama, whose name is signed to the foregoing instrument and who is known by me, acknowledged before me and on this day that, being informed of the contents of said instrument, he, as such Executive Director of the Public Affairs Research Council of Alabama, and with full authority, executed the same voluntarily on the day the same bears date for and as an act of said Public Affairs Research Council of Alabama.

Given under my hand and seal this 16th day of MAY, 2012.

[Signature]  
NOTARY PUBLIC  
My Commission expires: 09/30/2014