

**AGREEMENT TO PROVIDE
PROFESSIONAL ACCOUNTING SERVICES TO
NASSAU COUNTY, FLORIDA**

THIS AGREEMENT, entered into this 26TH day of AUGUST, 1991, and effective immediately by and between David M. Griffith and Associates, Ltd. (hereinafter referred to as "Consultant") and Nassau County, State of Florida (hereinafter referred to as "County"), **WITNESSETH THAT:**

NOW THEREFORE, the parties hereto mutually agree as follows:

1. Employment of Consultant. The County agrees to engage the Consultant and the Consultant hereby agrees to perform the following services.
2. Scope of Services. The Consultant shall do, perform and carry out in a good and professional manner the services outlined in DMG's letter proposal dated August 21, 1991.
3. Time of Performance. The services to be performed hereunder by the Consultant shall be undertaken and completed in such sequence as to assure their expeditious completion and best carry out the purposes of the agreement.
4. Compensation. The County agrees to pay the Consultant a sum of Three Thousand Five Hundred Dollars (\$3,500) for all services required herein, which shall include reimbursement for expenses incurred. Payment for services will be rendered upon completion of the project and acceptance by the County.
5. Changes. The County may, from time to time, require changes in the scope of the services of the Consultant to be performed hereunder. Such changes, which are mutually agreed upon by and between the County and the Consultant, shall be incorporated in written amendment to this agreement and compensated based upon DMG's standard hourly rate.
6. Services and Materials to be Furnished by the County. The County shall locally furnish the Consultant with all available necessary information, data, and material pertinent to the execution of this agreement. The County shall cooperate with the Consultant in carrying out the work herein and shall provide adequate staff for liaison with the Consultant and other agencies of County government. In addition, the County shall furnish adequate work space for the Consultant.

7. Termination of Agreement for Cause. If, through any cause, the Consultant shall fail to fulfill in timely and proper manner his obligations under this agreement, the County shall thereupon have the right to terminate this agreement by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination.
8. Information and Reports. The Consultant shall, at such time and in such form as the County may require, furnish such periodic reports concerning the status of the project, such statements, certificates, approvals, and copies of proposed and executed plans and claims and other information relative to the project as may be requested by the County.
9. Notices. Any notices, bills, invoices, or reports required by this agreement shall be sufficient if sent by the parties in the United States mail, postage paid, to the addresses noted below:

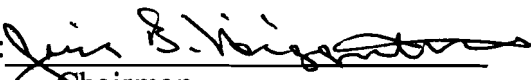
Mr. William Lecher, P.E.
County Engineer
Nassau County
2290 South 8th Street
Fernandina Beach, FL 32034


Mr. Robert E. Sheets
Vice President
David M. Griffith & Assoc., Ltd.
1621 Metropolitan Blvd., Suite 201
Tallahassee, FL 32308

IN WITNESS WHEREOF, the County and the Consultant have executed this agreement as of the date first written above.

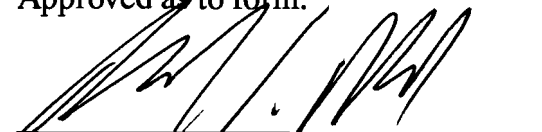
NASSAU COUNTY, FLORIDA

DAVID M. GRIFFITH & ASSOC. LTD.

By: 
Chairman
Board of County Commissioners

By: 
Robert E. Sheets
Vice President

Approved as to form:


County Attorney

Goyce

RECEIVED
8/22/91



DAVID M. GRIFFITH AND ASSOCIATES, LTD.
PROFESSIONAL SERVICES TO THE PUBLIC SECTOR
1621 METROPOLITAN BLVD., SUITE 201
TALLAHASSEE, FLORIDA 32308 (904) 386-1101 FAX (904) 386-3599

August 21, 1991

Mr. William Lecher
County Engineer
Nassau County
2290 South 8th Street
Fernandina Beach, Florida 32304

Dear Mr. Lecher:

David M. Griffith & Associates, Ltd. (DMG) is pleased to provide this proposal to prepare Nassau County's Full Cost Accounting Report, as provided for in F.A.C. Rule 17.1708, Full Cost Accounting for Solid Waste Management.

The work plan enclosed outlines the following specific tasks essential to accomplish the review and provide the required report.

- Identify the full cost of solid waste management services to include, but not limited to: (1) rate charged by the County to the end user; (2) any other direct costs; (3) indirect costs; and (4) outside contractor costs.
- Determine the most equitable basis to calculate residential and non-residential allocations.
- Calculate the full cost for disposal, collection, and recycling for the residential and non-residential categories.
- Prepare the 17-708 report for submission to DER and provide reporting form to be published by Nassau County.
- Defend the Full Cost Report to DER for a period of three years.



Mr. William Lecher
August 21, 1991
Page Two

The information needed will be for the fiscal year ended September 30, 1991 and will include:

- Actual tonnage received at all Nassau County disposal locations for fiscal year ended September 30, 1991;
- Actual operational costs for all disposal locations and transfer sites for fiscal year ended September 30, 1991;
- All contracts with outside contractors;
- All County ordinances or interlocal agreements pertaining to solid waste management services;
- Audited financial statements; and,
- Departmental detailed expenditure reports.

DMG's fee estimate is based on our knowledge of similar organizations, normal availability of appropriate statistics, and our understanding of your requirements. Our fee, therefore, is our hourly estimate multiplied by our standard billing rates of the appropriate staff. Travel/expenses are included in our proposed fee.

DMG proposes to complete the engagement for a not-to-exceed fee of \$3,500. Should the County require any additions to the scope of work, DMG will bill the County based on our standard hourly rate plus expenses.



Mr. William Lecher
August 21, 1991
Page Three

DMG views its relationship with Nassau County as on-going; therefore, no limits will be placed on the number of follow-ups the County may require to complete any phase of this engagement.

DMG certainly welcomes this opportunity to continue working with Nassau County on this important project. We look forward to meeting with County officials to discuss the proposal and respond to any questions.

Respectfully submitted,

DAVID M. GRIFFITH & ASSOCIATES, LTD.

A handwritten signature in cursive script that reads "Robert E. Sheets".

By: Robert E. Sheets
Vice President

RES:caw
Enclosure

**NASSAU COUNTY, FLORIDA
FULL COST REPORT
PROJECT BUDGET**

Task

1. Identify Full Cost of Solid Waste Management
2. Calculate Residential and Non-Residential Allocations
3. Calculate Rate for Disposal, Collection and Recycling
4. Prepare the 17-708 Report for Submission to DER
5. Prepare Draft Report
6. Prepare and Present Final Report
7. Defend Report to DER for Three Years

ESTIMATED TOTAL HOURS: 40 \$3,200

ESTIMATED OUT-OF-POCKET TRAVEL/EXPENSES: 300

TOTAL NOT-TO-EXCEED FEE: \$3,500