

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

THIS AGREEMENT, entered into this 13th day of December, 1993, and effective immediately, by and between David M. Griffith & Associates, Ltd. (hereinafter referred to as the "Consultant") and Nassau County, State of Florida (hereinafter referred to as the "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 services as outlined in the letter proposal dated August 21, 1991.
2. Scope of Services. The Consultant shall do, perform and carry out in a good and professional manner the services as outlined 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 not-to-exceed sum of Three Thousand Five Hundred Dollars (\$3,500.00) for all services required, inclusive of travel related expenses. Payment for services will be rendered as outlined in Section 9 - *Payment for Services*.
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.
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.

7. Termination of Agreement for Cause. The County shall have the right to terminate this agreement by giving written notice to the Consultant to such termination and specifying the effective date thereof. The Consultant shall be entitled to payment for services rendered to and accepted by the County through the effective date of the 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. Payment for Services. The Consultant will invoice the County upon completion of the project and acceptance by the County.
10. 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:

Ms. Richelle Sucara
Comptroller
Nassau County
P.O. Box 1010
Fernandina Beach, Florida 32097
(904) 327-5726


Mr. Robert E. Sheets
Vice President
David M. Griffith & Associates, Ltd.
1621 Metropolitan Blvd., Suite 201
Tallahassee, Florida 32308
(904) 386-1101

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

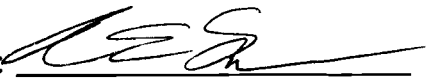
NASSAU COUNTY, FLORIDA

ATTEST:

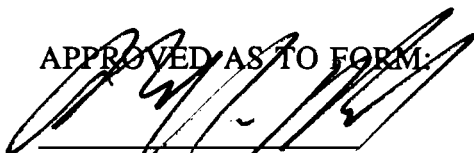

T.J. "Jerry" Greeson
Ex-Officio Clerk

BY: 
James E. Testone, Chair
Board of County Commissioners

DAVID M. GRIFFITH & ASSOCIATES, LTD.

BY: 
Robert E. Sheets, Vice President

APPROVED AS TO FORM:


County Attorney



DAVID M. GRIFFITH & ASSOCIATES, LTD.

1621 METROPOLITAN BLVD., SUITE 201, TALLAHASSEE, FLORIDA 32308 (904) 386-1101 FAX (904) 386-3599

DATE: 12-13 93
ACTION: 7
INFO:

November 23, 1993

Ms. Richelle Sucara
Comptroller
Nassau County, Florida
P.O. Box 1010
Fernandina Beach, Florida 32097

Dear Ms. Sucara:

As you know, for the past four years David M. Griffith & Associates, Ltd. (DMG) has provided consulting services to Nassau County to assist with the preparation of the County's solid waste full cost disclosure report. By way of this letter, we are again offering our services to assist with the preparation of this report for the 1993 fiscal year.

Because of our familiarity with Nassau County's solid waste operations and financial records, we are proposing to provide Nassau County with such services as may be necessary to complete the preparation and submission of the solid waste full cost report for a fixed fee of \$3,500.00. The proposed fee reflects our long standing relationship with Nassau County in that it is the same amount charged for both the 1991 and 1992 fiscal years. This fee is also inclusive of any travel expenses that may be incurred in the performance of our services.

If this meets with your approval, please have both copies of the enclosed agreement executed and return one to our office for our records.

For the sake of convenience, I have also enclosed an information request identifying the data that will be required in the event the County chooses to retain DMG to prepare the solid waste full cost report.

It is DMG's expectation that work could begin on this project in January assuming the County has all the necessary data available at that time.

Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Jay A. Bertoch
Consultant

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29 NOV 93 11 07



**INFORMATION REQUEST
FOR
SOLID WASTE
FULL COST DISCLOSURE REPORT
FISCAL YEAR ENDING 9/30/93**

- Total Class I solid waste tonnage delivered to Nassau County disposal facilities during FY 1993, identified by the classifications of residential and commercial.
- Total Class I solid waste tonnage delivered to Nassau County disposal facilities by the City of Fernandina Beach, identified by the classifications of residential and commercial.
- Total Class III tonnage (includes yard trash) delivered to Nassau County disposal facilities during FY 1993, identified by the classifications of residential and commercial, if possible.
- Total Class III tonnage (includes yard trash) delivered to Nassau County disposal facilities by the City of Fernandina Beach, identified by the classifications of residential and commercial, if possible.
- Total number of single family households in the unincorporated area of the County served by the solid waste disposal and recycling programs.
- Copy of the year end expenditure report for the County. This report should provide line item expenditure detail for all County departments and, for enterprise funds, should be inclusive of depreciation. Expenditures for solid waste services should identify disposal and recycling costs separately.
- Copy of position control report or similar document identifying the salaries and fringe benefits of those employees engaged in providing solid waste services, indicating whether they serve the disposal or recycling programs. In the case of supervisory or split service employees, the percentage of time that each is either budgeted or devoted to the disposal and/or recycling programs.
- Identification of funds deposited in escrow accounts, to include account balances, for closure and post-closure for those facilities subject to these requirements. It is DMG's belief that Bryceville, Lotton Creek and the West Nassau (old site) facilities are all subject to these funding requirements. The new West Nassau site, based on revised regulations, should only be subject to funding the escrow account for closure at this time.
- Updated engineering estimates for closure and post-closure for all disposal facilities.