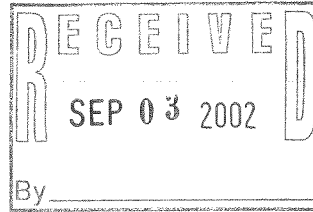


F
F902 03

**CONTRACT
FOR
LITTER CONTROL AND PREVENTION PROGRAM
MANAGEMENT**

This contract entered into this date 9-9-02 by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day. Other programs may be added with written consent from both KNB and County.
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. Proposal for services prepared by KNB dated August 29,2002 and detailed in Attachment A, are incorporated in to this contract
6. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement detailing specific tasks performed by KNB will be submitted to the Nassau County Director of Solid Waste Management with the request for payment.



493 U.S. Highway 17 N, #3
Yulee, FL 32097
(904) 548-0162
FAX (904) 548-0163
www.keeppnassaubeautiful.org

August 29, 2002

Nassau County
Board of County Commissioners
P.O. Box 1010
Fernandina Beach, FL 32035

Dear Board of County Commissioners:

This letter is to request a renewal of the Litter and Marine Debris Prevention Contract between Keep Nassau Beautiful, Inc. and Nassau County for an additional year.

We look forward to an even more successful year as the county's agent for promotion, education, and information resource for marine litter and debris.

Sincerely,

Todd Duncan
Executive Director

ATTACHMENT A



PROPOSAL FOR THE LITTER AND MARINE DEBRIS PROGRAM MANAGEMENT IN NASSAU COUNTY, FLORIDA

BACKGROUND

Keep Nassau Beautiful, Inc. (KNB) is a private, not-for-profit corporation formed on July 32, 1991. KNB is an affiliate of both Keep America Beautiful and Keep Florida Beautiful. These three organizations are dedicated to educating the public on the solid waste issues facing the country and to promoting integrated procedures to manage waste.

KNB manages Adopt-A-Highway, Adopt-A-Mile, and Adopt-A-Shore programs to increase public awareness about litter and enhance community pride. Currently, KNB has 113 adopting groups throughout the county. KNB also promotes beautification through its Adopt-A-Spot and other planting programs countywide. KNB has sponsored tree and plant sales to raise public awareness, promote beautification, and raise funds.

KNB has successfully worked to nurture private/public partnerships to accomplish its goals with the added benefit of providing an opportunity for community service. KNB has established relationships and has access to the major employers in the county and has their significant support in reaching community goals. KNB has established relationships with Nassau County School Board administrators and several principals who are looking for innovative methodologies to prepare students for life.

A comprehensive integrated solid waste management includes the concepts of reducing, reusing, and recycling. The solid waste management triangle, as implemented in Nassau County, consists of reduction recycling reusing and land filling. KNB has embarked on an aggressive self-education plan to become an authority in these three parts of solid waste management.

KNB has a track record of public speaking to citizens groups throughout the county on the issues of land filling, recycling, conservation, and citizen involvement.

RESOURCES:

KNB has two persons on staff available to support this contract. They are accomplished public speakers and have backgrounds in training, significant organizational skills and experience in dealing with the public.

KNB's Executive Director works with the recycling program and is qualified to field questions from county residents and to give presentations as necessary. He is attending training sessions held by Keep America Beautiful, Florida Department of Environmental Protection, and Keep Florida Beautiful. KNB is a member of both Recycle Florida Today (RFT) and the Solid Waste Association of North America (SWANA).

KNB possesses an extensive library of information related to recycling and maintains subscriptions to various periodicals to remain current in the field. KNB has the reputation for being the local expert in matters related to solid waste and marine litter.

The Board of Directors and committees are KNB's greatest resources, bringing together a diverse group of Nassau County residents, representing all facets of the county, to focus on marine debris and litter issues. These individuals' expertise covers the gamut of environmental issues, volunteer management and involvement, financial experience, corporate leadership, small business ownership, education, and communication skills. Both the private and public sectors are represented. This group of workers is committed to the reduce, reuse, recycle concept and possess the added benefit of wide ranging community contacts and resources.

KNB's Solid Waste Committee is the prime group of volunteers that would oversee KNB's performance in the Litter and Marine Debris Prevention Program. This committee's membership includes the Southeast Environmental Director of Rayonier, a member of Nassau County Solid Waste Task Force, and other interested citizens.

REQUIREMENTS AND SPECIFICATIONS OF SERVICE:

PROMOTE THE COUNTY'S TOTAL LITTER AND MARINE DEBRIS PREVENTION PROGRAM-10 hours per week.

KNB will provide a speakers bureau to speak to civic groups. The objective is to speak to two groups per month. Letters and press releases will be prepared to announce this service to the community. KNB will work with both Chamber's of Commerce, and any other interested organizations, to develop programs to support Litter and Marine Debris reduction.

KNB will coordinate its efforts with the Nassau County School Board to promote the use of the existing Florida environmental curricula, focusing on educating the students on the impacts of marine litter and debris on the environment. Where necessary, KNB will assist teachers in conducting the classroom instruction. KNB will visit each Nassau County school during the first part of the school year to develop or revise current programs. Currently, KNB has nine schools throughout the county participating in programs.

KNB will develop and distribute a guide on Monofilament fishing line recycling and dangers to county residents through the schools and commercial establishments.

KNB will visit commercial and industrial entities to promote community support through participation, recycling, reusing, reducing, and purchasing recycled products.

KNB will continue the county recycling awards program to recognize outstanding performance by businesses, schools and not-for-profit groups.

KNB will continue to work with the Nassau County Solid Waste Director to develop and implement new recycling programs throughout the county.

BIND SCHEDULE:

MAN HOURS AND MAN HOUR RATE: KNB will allocate an average of 10 hours per week to this contract at a rate of \$25 per hour. The hourly rate includes the cost of office space, telephone, supplies, insurance, travel and postage. The total hours allocated to this contract are 520.

FEE: KNB's fee for service is \$5,000 for the twelve months beginning October 1, 2002.

SPECIFIC CONDITIONS AND EXCEPTIONS TO REQUIREMENTS AND SPECIFICATIONS.

Nassau County will be responsible for the following:

- 1) Printing and distribution costs such as postage for countywide mail outs. No mail outs are currently planned.
- 2) Identify KNB as the county's agent for promotion, education, and information gathering related to the Litter and Marine Debris Prevention Program.



493 U.S. Highway 17 N, #3
Yulee, FL 32097
(904) 548-0162
FAX (904) 548-0163
www.keeptnassaubeautiful.org

Great American Cleanup-Required

Goal: To increase awareness, reduce litter, and improve the appearance of Nassau County, Florida

Objective: To increase awareness, reduce litter, and improve the appearance of Nassau County, Florida by empowering citizens through active participation within the community.

Keep Nassau Beautiful, Inc. (KNB) will participate in the Great American Cleanup in March and April 2003. KNB will provide all volunteers with trash bags, gloves, and any other supplies needed. KNB will track the number of volunteers, hours spent, locations cleaned, dates, times, and the amount and type of trash picked up. KNB will recognize all volunteers with a Great American Cleanup T-shirt. KNB will recognize volunteers and accomplishments in the local newspapers. KNB will submit all reports to KAB as required. KNB will publish KAB's results in local newspapers.

Litter Prevention Community Presentations-Required

Goal: To increase awareness and prevent litter in Nassau County, Florida.

Objective: To increase awareness and prevent litter in Nassau County, Florida through litter prevention education.

Keep Nassau Beautiful (KNB) will provide presentations for businesses, organizations, groups, etc. using Keep America Beautiful's (KAB) "Why People Litter", "Litter-Known Facts", and "What Can I Do?" in order to promote litter prevention in Nassau County. KNB will provide resources and materials for litter prevention education. KNB will conduct an annual KAB Litter Index and publish the results in KNB's newsletter and website. KNB will publish an ad in the local newspapers using KAB's "Why People Litter", "Litter-Known Facts", and "What Can I Do?" to promote litter prevention within the community.

Adopt-A-Highway Promotion-Required

Goal: To reduce litter removal cost and improve the appearance of State Highways in Nassau County, FL.

Objective: To reduce litter removal cost and improve the appearance of State Highways in Nassau County, Florida by promoting the Florida Department of Transportation's Adopt-A-Highway Program.



Printed on
recycled paper



Keep Nassau Beautiful, Inc. (KNB) will promote the Florida Department of Transportation's Adopt-A-Highway program by making available informational handouts/pamphlets to the community. These handouts/pamphlets will be available at both Chamber's of Commerce offices, KNB's office, various county/city offices, public library branches, tag agency, and other various business locations. KNB will assist in managing the Adopt-A-Highway program. KNB will include all Adopt-A-Highway participants in the Great American Cleanup and any other cleanup activities. KNB will include all Adopt-A-Highway participants in any KAB systems mailings.

Adopt-A-Shore-Required

Goal: To increase litter free coastline in Nassau County, Florida

Objective: To increase litter free coastline in Nassau County, Florida by empowering citizens.

Keep Nassau Beautiful's (KNB) Adopt-A-Shore program allows businesses, organizations, and individuals to adopt one mile of coastline. The party agrees to do quarterly cleanups for a period of two years. The party also agrees to complete a quarterly report on the amount of trash pick up, the type of trash picked up, the number of volunteers, hours spent, location, date, and time of cleanup. KNB will provide the volunteers with trash bags, gloves, and any other supplies needed. KNB will work in partnership with local garbage haulers to have the litter bags removed. KNB will provide recognition of the party by providing Adopt-A-Shore signs at public entrances to the coastline, stating the adopting party's name and placing an ad in the local newspapers.

Florida Coastal Cleanup

Goal: To Clean and promote awareness of litter on our local coastlines.

Objective: To promote awareness of litter and clean both fresh and salt water coastlines in Nassau County, Florida through participation in the Florida Coastal Cleanup.

Keep Nassau Beautiful, Inc. (KNB) has participated in the Florida Coastal Cleanup by cleaning one area of our local beach known as Main Beach. This past year, 2002, KNB increased the area of coastline to include two additional areas of public beach. KNB will increase the areas in the next Florida (International) Coastal Cleanup to include some of our local fresh water rivers. Each year the coastal areas cleaned will be expanded until all coastlines in Nassau County are being cleaned.

Local Adopt-A-Road

Goal: To increase litter free awareness in Nassau County.

Objective: To increase litter free awareness in Nassau County, Florida by empowering citizens.

Keep Nassau Beautiful, Inc.'s (KNB) Adopt-A-Mile program allows businesses, organizations, and individuals to adopt a one-mile county roadside. The party agrees to do quarterly cleanups for a period of two years. The party also agrees to complete a quarterly report on the amount of trash picked up, the type of trash picked up, the number of volunteers, hours spent, location, date, and time of cleanup. KNB will provide the volunteers with trash bags, gloves, and any other supplies needed. KNB will work in partnership with local garbage haulers to have the litterbags removed. KNB will provide recognition of the party by providing litter control signs in both directions of traffic stating the adopting party's name, placing an ad in the local newspapers.

Adopt-A-Spot

Goal: To increase litter free awareness and improve the appearance of community shared access areas in Nassau County.

Objective: To increase litter free awareness in Nassau County, Florida by empowering citizens.

Keep Nassau Beautiful, Inc.'s (KNB) Adopt-A-Spot program allows, businesses, organizations, and individuals to adopt county-shared access areas, such as parks, ball fields, and trails. The party agrees to do quarterly cleanups for a period of two years. The party also agrees to complete a quarterly report on the amount of trash picked up, the type of trash picked up, the number of volunteers, hours spent, location, date, and time of the cleanup. KNB will provide the volunteers with trash bags, gloves, and any other supplies needed. KNB will work in partnership with local garbage haulers to have the litterbags removed. KNB will provide recognition of the party by providing litter control signs at the entrance to the contracted area, stating the adopting party's name, and placing an ad in the local newspapers.

RETURN BY SEPTEMBER 4, 2002

CONTRACT SIGN OFF

PROJECT NAME Litter Control FY 01-02 & 02-03 PROJECT # _____

VENDOR Keep Nassau Beautiful

ADDRESS _____

CONTRACT AMOUNT NTE \$5,000 per year

DATE REC'D _____

FUNDING SOURCE: 70356590

DATE TO PUBLIC WORKS DIRECTOR _____

REC'D PWD _____

DATE TO P.W. CONTRACT MGR _____

REC'D PWCM _____

DATE TO COUNTY COORDINATOR 8-30-02

REC'D CO COORD _____

DATE TO COUNTY ATTORNEY 8-30-02

REC'D CO. ATTY _____

DATE TO CLERK 8-30-02

REC'D CLERK _____

CONTRACT APPROVAL

PUBLIC WORKS DIRECTOR _____

DATE _____

CONTRACT MANAGER _____

DATE _____

COUNTY COORDINATOR _____

DATE 9/4/02

COUNTY ATTORNEY _____

DATE 8/30/02

CLERK _____

DATE 9/3/02

APPROVAL BY BOARD OF COUNTY COMMISSIONERS

DATE SENT TO COORDINATOR FOR AGENDA PACKET _____

BOARD MEETING APPROVAL DATE _____

9-9-02

COPY DISTRIBUTION:

TO FINANCE DATE _____

9-10-02

TO VENDOR _____

TO OTHER APPROPRIATE PARTIES _____

PAYMENT & PERFORMANCE BONDS OBTAINED _____

Note deletion on signature page.

lover



Nassau County Department of
Solid Waste Management

ROBERT P. McINTYRE
Director

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

Memorandum

TO: Walt Gossett
FROM: Robert McIntyre *RM*
SUBJECT: Updated Litter control contract
DATE: Tuesday, August 27, 2002

Please see attached Draft copy of the Litter Control contract with Keep Nassau Beautiful. I have made changes to this and would like you to look over to approve and advise. I would like to suggest that it be on the Board of County Commissioners agenda for September 9, 2002.

Cc: Cathy Lewis

RECEIVED
COUNTY COORDINATOR'S
OFFICE
02 AUG 27 AM 11:01

Agenda Request For: September 9, 2002

Department: Solid Waste Management

Fund: Litter Control Grant

Action requested and recommendation: Request Board authorize & approve contract with Keep Nassau Beautiful, Inc. for FY 01/02 and FY 02/03 the Litter Control and Prevention program.

Funding Source: 70356590

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: To utilize Grant funds in place of Solid Waste funds to control and prevent Litter in Nassau County.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Reviewed by:

Legal

Finance

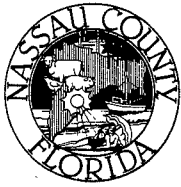
Coordinator

DRAFT

**CONTRACT
FOR
LITTER CONTROL AND PREVENTION PROGRAM
MANAGEMENT**

This contract entered into this date _____ by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day.
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement will be submitted to the Nassau County Director of Solid Waste Management with the request for payment.
6. This contract expires on September 30, 2003 unless either party gives written thirty (30) days before that date.



Nassau County Department of Solid Waste Management

ROBERT P. McINTYRE
Director

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

Memorandum

TO: Walt Gossett
FROM: Robert McIntyre *RM*
SUBJECT: Updated Litter control contract
DATE: Tuesday, August 27, 2002

Please see attached Draft copy of the Litter Control contract with Keep Nassau Beautiful. I have made changes to this and would like you to look over to approve and advise. I would like to suggest that it be on the Board of County Commissioners agenda for September 9, 2002.

Cc: Cathy Lewis

02 AUG 27 AM 11:01
RECEIVED
COUNTY COORDINATOR'S
OFFICE

Agenda Request For: September 9, 2002

Department: Solid Waste Management

Fund: Litter Control Grant

Action requested and recommendation: Request Board authorize & approve contract with Keep Nassau Beautiful, Inc. for FY 01/02 and FY 02/03 the Litter Control and Prevention program.

Funding Source: 70356590

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: To utilize Grant funds in place of Solid Waste funds to control and prevent Litter in Nassau County.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Reviewed by:

Legal

Finance

Coordinator



Nassau County Department of Solid Waste Management



ROBERT P. MCINTYRE
Director

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

Fax Transmittal Form

To *Cathy L.* From *Melvin*

Name:
Organization Name/Dept:
CC:
Phone number:
Fax number:

- Urgent
- For Review
- Please Comment
- Please Reply

Date sent: *8/20/02*
Time sent:
Number of pages including cover page: *5*

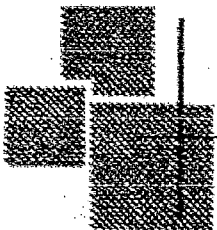
Message:

Bob has made some revisions to this contract. We would like you to look over.

see notes.

S 8/27/02

*Thanks
Melvin*



02 AUG 27 AM 10:59

RECEIVED
COUNTY COORDINATORS OFFICE
FERNANDINA BEACH (904) 321-5770 • CALLAHAN (904) 879-6321 • FAX (904) 879-6323

*KNB needs to submit items required under 6. + 5
 01/02
 For 01/02 Pymt
 \$ 8/27/02

CONTRACT FOR LITTER CONTROL AND PREVENTION PROGRAM MANAGEMENT

This contract entered into this date _____ by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida ~~(AAA Adopt-a-Highway)~~ Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day. *Other programs may be added with written consent from both KNB + County.*
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement will be submitted to the Nassau County Director of Solid Waste Management with the request for payment. *detailing specific tasks performed by KNB,*
6. This contract expires on September 30, 2002 unless either party gives written thirty (30) days before that date.

6
7
→ 5. Proposal for services prepared by KNB dated _____ and detailed in attachment A, are incorporated into this contract.

Page 2, Contract for Litter Control and Prevention Program Management

8 7. This contract is for one year with the Board of County Commissioners having the option to renew for successive consecutive twelve-month periods. Either party may terminate or modify the agreement by giving 30 days written notice.

KEEP NASSAU BEAUTIFUL, INC.

BOARD OF COUNTY COMMISSIONERS

Todd Duncan

Date

Nick D. Deonas
Chairman, Board of County Commissioners

Date

Approved as to Form:

Attest:

Michael S. Mullin
Nassau County Attorney

Date

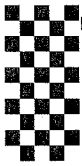
Joseph M. Oxley, Jr.
Ex-Officio Clerk

Date

**CONTRACT
FOR
LITTER CONTROL AND PREVENTION PROGRAM
MANAGEMENT**

This contract entered into this date _____ by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day. Other programs may be added with written consent from both KNB and County.
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. Proposal for services prepared by KNB dated August 29,2002 and detailed in Attachment A, are incorporated in to this contract
6. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement detailing specific tasks performed by KNB will be submitted to the Nassau County Director of Solid Waste Management with the request for payment.



Nassau County Department of Solid Waste Management

ROBERT P. McINTYRE
Director

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

FACSIMILE TRANSMITTAL SHEET

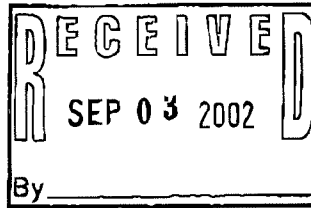
TO: <i>Joyce</i>	FROM: <i>Milam</i>
COMPANY:	DATE: <i>9/5/02</i>
FAX NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER: <i>3</i>
PHONE NUMBER:	SENDER'S REFERENCE NUMBER:
RE:	YOUR REFERENCE NUMBER:

- URGENT
 FOR REVIEW
 PLEASE COMMENT
 PLEASE REPLY
 PLEASE RECYCLE

NOTES/COMMENTS:

There have been changes made by Cathy Lewis to this call me please

RECEIVED
 OFFICE OF CLERK OF COURTS
 NASSAU COUNTY FLORIDA
 2002 SEP -5 AM 11:47



493 U.S. Highway 17 N, #3
 Yulee, FL 32097
 (904) 548-0162
 FAX (904) 548-0163
www.keepnassaubeautiful.org

August 29, 2002

Nassau County
 Board of County Commissioners
 P.O. Box 1010
 Fernandina Beach, FL 32035

Dear Board of County Commissioners:

This letter is to request a renewal of the Litter and Marine Debris Prevention Contract between Keep Nassau Beautiful, Inc. and Nassau County for an additional year.

We look forward to an even more successful year as the county's agent for promotion, education, and information resource for marine litter and debris.

Sincerely,

Todd Duncan
 Executive Director



F

Agenda Request For: September 9, 2002

Department: Solid Waste Management

Fund: Litter Control Grant

Action requested and recommendation: Request Board authorize & approve contract with Keep Nassau Beautiful, Inc. for FY 01/02 and FY 02/03 the Litter Control and Prevention program.

Funding Source: 70356590

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: To utilize Grant funds in place of Solid Waste funds to control and prevent Litter in Nassau County.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Reviewed by: **SEE ATTACHED SIGNATURE LIST**

Legal

Finance

Coordinator

RECEIVED
COUNTY COORDINATOR'S
OFFICE
02 SEP -5 PM 2:29

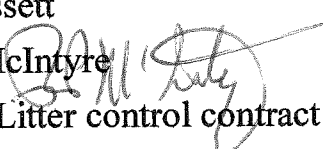


Nassau County Department of Solid Waste Management

ROBERT P. McINTYRE
Director

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

Memorandum

TO: Walt Gossett
FROM: Robert McIntyre 
SUBJECT: Updated Litter control contract
DATE: Tuesday, August 27, 2002

Please see attached Draft copy of the Litter Control contract with Keep Nassau Beautiful. I have made changes to this and would like you to look over to approve and advise. I would like to suggest that it be on the Board of County Commissioners agenda for September 9, 2002.



Cc: Cathy Lewis

02 AUG 27 AM 11:01
RECEIVED
COUNTY COORDINATORS
OFFICE

Agenda Request For: September 9, 2002

Department: Solid Waste Management

Fund: Litter Control Grant

Action requested and recommendation: Request Board authorize & approve contract with Keep Nassau Beautiful, Inc. for FY 01/02 and FY 02/03 the Litter Control and Prevention program.

Funding Source: 70356590

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: To utilize Grant funds in place of Solid Waste funds to control and prevent Litter in Nassau County.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Reviewed by:

Legal

Finance

Coordinator

DRAFT

**CONTRACT
FOR
LITTER CONTROL AND PREVENTION PROGRAM
MANAGEMENT**

This contract entered into this date _____ by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day.
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement will be submitted to the Nassau County Director of Solid Waste Management with the request for payment.
6. This contract expires on September 30, 2003 unless either party gives written thirty (30) days before that date.



Nassau County Department of Solid Waste Management



ROBERT P. McINTYRE
Director

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

Fax Transmittal Form

To *Cathy L.* From *Mullin*

Name:
Organization Name/Dept:
CC:
Phone number:
Fax number:

- Urgent
- For Review
- Please Comment
- Please Reply

Date sent: *8/20/02*
Time sent:
Number of pages including cover page: *5*

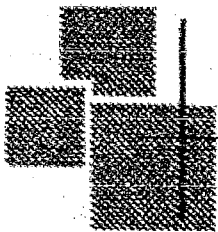
Message:

Bob has made some revisions to this contract. We would like you to look over.

see notes.

*Thanks
Mullin*

8/27/02



02 AUG 27 AM 10:59

COORDINATOR'S OFFICE

*KNB needs to submit items required under 6. + 5

01/02

Cor 01/02
Pymt
\$127/02

CONTRACT FOR LITTER CONTROL AND PREVENTION PROGRAM MANAGEMENT

This contract entered into this date _____ by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day. *Other programs may be added with written consent from both KNB + County.*
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement will be submitted to the Nassau County Director of Solid Waste Management with the request for payment. *detailed specific tasks performed by KNB,*
6. This contract expires on September 30, 2002 unless either party gives written thirty (30) days before that date.

→ 5. Proposal for services prepared by KNB dated _____ and details in attachment A, are incorporated into this contract.

Page 2, Contract for Litter Control and Prevention Program Management

8 7 This contract is for one year with the Board of County Commissioners having the option to renew for successive consecutive twelve-month periods. Either party may terminate or modify the agreement by giving 30 days written notice.

KEEP NASSAU BEAUTIFUL, INC.

BOARD OF COUNTY COMMISSIONERS

Todd Duncan Date

Nick D. Deonas Date
Chairman, Board of County Commissioners

Approved as to Form:

Attest:

Michael S. Mullin Date
Nassau County Attorney

Joseph M. Oxley, Jr. Date
Ex-Officio Clerk

* KNB needs to submit
Plan under 5.

8/27/02

02/03

CONTRACT FOR LITTER CONTROL AND PREVENTION PROGRAM MANAGEMENT

This contract entered into this date _____ by and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB). The parties agree as follows:

1. KNB will provide educational and prevention services for the Great Florida Cleanup, the Adopt-a-Shore and the Adopt-a-Road/street programs. They may also provide educational and prevention services for such programs as Adopt-a-Highway, Xeriscape/Beautification, St Mary's River Clean-up and Nickelodeon Big Help Day. *Other programs may be added with written consent from both KNB & County.*
2. KNB will strive to obtain an awareness of the litter problem in Nassau County, reduce litter and improve the appearance of Nassau County by empowering citizens through active participation within the community.
3. KNB will strive to increase awareness and prevent litter in Nassau County through litter prevention education. KNB will strive to reduce litter removal cost and improve the appearance of State Highways in Nassau County by promoting the Florida Department of Transportation's Adopt-a-Highway Program.
4. KNB will also strive to promote awareness of litter free and clean coastlines for both fresh and salt water areas of Nassau County; to reduce litter and illegal dumping in Nassau County.
5. KNB will submit a bill to the County for the above mentioned services and program management in the amount not to exceed \$5000 per year. A summary of the progress of all programs covered under this agreement will be submitted to the Nassau County Director of Solid Waste Management with the request for payment. *by detailing specific tasks performed by KNB*
6. This contract expires on September 30, 2003 unless either party gives written thirty (30) days before that date.

5. (see language on 01/02 contract)

Page 2, Contract for Litter Control and Prevention Program Management

8 7 This contract is for one year with the Board of County Commissioners having the option to renew for successive consecutive twelve-month periods. Either party may terminate or modify the agreement by giving 30 days written notice.

KEEP NASSAU BEAUTIFUL, INC.

BOARD OF COUNTY COMMISSIONERS

Todd Duncan

Date

Nick D. Deonas
Chairman, Board of County Commissioners

Date

Approved as to Form:

Attest:

Michael S. Mullin
Nassau County Attorney

Date

Joseph M. Oxley, Jr.
Ex-Officio Clerk

Date

jib

Nassau County Department of Solid Waste Management

Robert P. McIntyre
Director

440 South Kings Road
Callahan, Florida 32011

Contract For Recycling and Education Program Management

This contract entered into this date September 30, 2002 and between Nassau County Board of County Commissioners (County) and Keep Nassau Beautiful, Inc. (KNB).

The parties agree as follows:


1. KNB will provide promotion of the County's total recycling program through public education and information, development of a County motto, mascot and theme, development of a countywide school program and development of educational and informational materials.
2. KNB will collect and tabulate to determine countywide recycling rates, quantities and qualities of materials and total program effectiveness.
3. KNB will keep abreast of new and innovative recycling technology and keep the County informed by attending local, regional, and statewide seminars and conferences.
4. KNB will research, develop, and recommend markets for recycling commodities to determine commodities to be collected, processed and marketed. KNB will develop a local "recycling content" procurement strategy for the county.
5. KNB will submit a monthly report of activities, pertaining to this contract, to the Director for Solid Waste Management.
6. KNB will submit a bill to the County quarterly for the above-mentioned services at a rate of \$4,875.00 per quarter.

Recycling and Education Program Management Contract


7. The County will direct County staff to research ordinance development and other procedures to assist with recycling and education programs.
8. The County within budgetary constraints may provide educational and informational materials.
9. This contract expires on September 30, 2003, unless either party gives written notice thirty (30) days before date of termination.
10. This contract is for one year with the Board of County Commissioners having the option to renew for successive consecutive twelve-month periods. Either party may terminate or modify the agreement by giving 30 days written notice
11. Proposal for services prepared by KNB dated August 29, 2002 and detailed in Attachment A, are incorporated in to this contract.

Keep Nassau Beautiful, Inc.

Board of County Commissioners




Todd E. Duncan Date
Executive Director




Nick D. Deonas Date
Chairman, Board of County Commissioners

Approved as to Form:

Attest:



Michael S. Mullin Date
Nassau County Attorney



J. M. "Chip" Oxley, Jr. Date 9/30/02
~~Clerk of Courts~~ Ex-Officio Clerk

PROPOSAL FOR RECYCLING AND EDUCATION PROGRAM MANAGEMENT IN NASSAU COUNTY, FLORIDA

BACKGROUND

Keep Nassau Beautiful, Inc. (KNB) is a private, not-for-profit corporation formed on July 32, 1991. KNB is an affiliate of both Keep America Beautiful and Keep Florida Beautiful. These three organizations are dedicated to educating the public on the solid waste issues facing the country and to promoting integrated procedures to manage waste.

KNB manages Adopt-A-Highway, Adopt-A-Mile, and Adopt-A-Shore programs to increase public awareness about litter and enhance community pride. Currently, KNB has 113 adopting groups throughout the county. KNB also promotes beautification through its Adopt-A-Spot and other planting programs countywide. KNB has sponsored tree and plant sales to raise public awareness, promote beautification, and raise funds.

KNB has successfully worked to nurture private/public partnerships to accomplish its goals with the added benefit of providing an opportunity for community service. KNB has established relationships and has access to the major employers in the county and has their significant support in reaching community goals. KNB has established relationships with Nassau County School Board administrators and several principals who are looking for innovative methodologies to prepare students for life.

A comprehensive integrated solid waste management includes the concepts of reducing, reusing, and recycling. The solid waste management triangle, as implemented in Nassau County, consists of reduction recycling reusing and land filling. KNB has embarked on an aggressive self-education plan to become an authority in these three parts of solid waste management.

KNB has a track record of public speaking to citizens groups throughout the county on the issues of land filling, recycling, conservation, and citizen involvement.

RESOURCES:

KNB has two persons on staff available to support this contract. They are accomplished public speakers and have backgrounds in training, significant organizational skills and experience in dealing with the public.

KNB's Executive Director works with the recycling program and is qualified to field questions from county residents and to give presentations as necessary. He is attending training sessions held by Keep America Beautiful, Florida Department of Environmental Protection, and Keep Florida Beautiful. KNB is a member of both Recycle Florida Today (RFT) and the Solid Waste Association of North America (SWANA).

KNB possesses an extensive library of information related to recycling and maintains subscriptions to various periodicals to remain current in the field. KNB has the reputation for being the local expert in matters related to solid waste and specifically recycling.

The Board of Directors and committees are KNB's greatest resources, bringing together a diverse group of Nassau County residents, representing all facets of the county, to focus on recycling issues. These individuals' expertise covers the gamut of environmental issues, volunteer management and involvement, financial experience, corporate leadership, small business ownership, education, and communication skills. Both the private and public sectors are represented. This group of workers is committed to the reduce, reuse, recycle concept and possess the added benefit of wide ranging community contacts and resources.

KNB's Solid Waste Committee is the prime group of volunteers that would oversee KNB's performance in the Recycling Promotion and Education Program. This committee's membership includes the Southeast Environmental Director of Rayonier, a member of Nassau County Solid Waste Task Force, and other interested citizens.

REQUIREMENTS AND SPECIFICATIONS OF SERVICE:

PROMOTE THE COUNTY'S TOTAL RECYCLING PROMOTION AND EDUCATION PROGRAM – 15 hours per week.

KNB will provide a speakers bureau to speak to civic groups. The objective is to speak to two groups per month. Letters and press releases will be prepared to announce this service to the community. KNB will work with both Chamber's of Commerce, and any other interested organizations, to develop programs to support recycling efforts by businesses.

KNB will coordinate its efforts with the Nassau County School Board to promote the use of the existing Florida environmental curricula, focusing on recycling in the schools. This curriculum, entitled "The 4R's" stands for Reduce, Reuse, Recycle, and Recover. "The 4R's" provide supplementary activities on solid waste and can be used in teaching of social studies, math, language arts, and science in pre-kindergarten through 12th grade. Where necessary, KNB will assist teachers in conducting the classroom instruction. KNB will visit each Nassau County school during the first part of the school year to develop a recycling program tailored for each individual school or revise the existing recycling program. Currently, KNB has nine schools throughout the county participating in programs. Class trips to such facilities, as the Nassau County Landfill, BFI-The Recyclery and Southeast Paper, would be implemented. School projects such as the paper drives, telephone milk drives, Billion Bag Program, in coordination with Grocery Bag Council of the American Forest and Paper Association, and the Great Aluminum Can Round-Up, in coordination with the Can Manufacturers Institute, would be implemented so that each school would have the opportunity to win cash prizes and be

rewarded for their efforts. Recycling educational initiatives such as these can be on going and are supported by Keep America Beautiful, Keep Florida Beautiful, and Recycle Florida Today. KNB has an established working relationship with BFI and Southeast Paper. KNB would be available to give follow-up presentations and monitor all ongoing collection programs at each school. Towards the end of the school year, KNB will revisit each school, chart their progress and determine if any changes need to be made. KNB has, and will continue to support the Learn & Serve Grants.

KNB will continue circulating the Nassau County Recycling Guide to county residents through the schools and commercial establishments.

KNB will visit commercial and industrial entities to promote community support through participation, recycling, reusing, reducing, and purchasing recycled products.

KNB will continue the county recycling awards program to recognize outstanding performance by businesses, schools and not-for-profit groups.

KNB will continue to work with the Nassau County Solid Waste Director to develop and implement new recycling programs throughout the county.

BIND SCHEDULE:

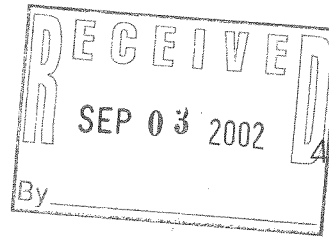
MAN HOURS AND MAN HOUR RATE: KNB will allocate an average of 15 hours per week to this contract at a rate of \$25 per hour. The hourly rate includes the cost of office space, telephone, supplies, insurance, travel and postage. The total hours allocated to this contract are 780

FEE: KNB's fee for service is \$19,500 for the twelve months beginning October 1, 2002. The fee shall be paid at the rate of \$4,875 per quarter on the first of October 2002, January 2003, April 2003, and July 2003.

SPECIFIC CONDITIONS AND EXCEPTIONS TO REQUIREMENTS AND SPECIFICATIONS.

Nassau County will be responsible for the following:

- 1) Printing and distribution costs such as postage for countywide mail outs. No mail outs are currently planned.
- 2) Identify KNB as the county's agent for promotion, education, and information gathering related to the recycling program.



493 U.S. Highway 17 N, #3
Yulee, FL 32097
(904) 548-0162
FAX (904) 548-0163
www.keepnassaubeautiful.org

August 29, 2002

Nassau County
Board of County Commissioners
P.O. Box 1010
Fernandina Beach, FL 32035

Dear Board of County Commissioners:

This letter is to request a renewal of the Recycling and Education Program Management Contract between Keep Nassau Beautiful, Inc. and Nassau County for an additional year.

We look forward to an even more successful year as the county's agent for promotion, education, and information resource for the recycling program.

Sincerely,

Todd Duncan
Executive Director



CONTRACT SIGN OFF

PROJECT NAME Recycling & Education Prog. Mgmt PROJECT # _____

VENDOR Keep Nassau Beautiful

ADDRESS 493 US Highway 17 North, Suite 3
Yulee, FL 32097

CONTRACT AMOUNT \$4,875 per quarter DATE REC'D _____

FUNDING SOURCE: 70357590-534304

DATE TO PUBLIC WORKS DIRECTOR _____ REC'D PWD _____

DATE TO P.W. CONTRACT MGR _____ REC'D PWCM _____

DATE TO COUNTY COORDINATOR 9-12-02 REC'D CO COORD _____

DATE TO COUNTY ATTORNEY 9-12-02 REC'D CO. ATTY _____

DATE TO CLERK 9-12-02 REC'D CLERK _____

CONTRACT APPROVAL

PUBLIC WORKS DIRECTOR _____ DATE _____

CONTRACT MANAGER _____ DATE _____

COUNTY COORDINATOR  DATE 9/16/02

COUNTY ATTORNEY _____ DATE 9/16/02

CLERK  DATE 9/16/02

APPROVAL BY BOARD OF COUNTY COMMISSIONERS

DATE SENT TO COORDINATOR FOR AGENDA PACKET _____

BOARD MEETING APPROVAL DATE _____

COPY DISTRIBUTION:
TO FINANCE DATE _____
TO VENDOR _____
TO OTHER APPROPRIATE PARTIES _____

PAYMENT & PERFORMANCE BONDS OBTAINED _____



Nassau County Department of Solid Waste Management

440 S. KINGS ROAD
CALLAHAN, FLORIDA 32011

ROBERT P. McINTYRE
Director

Memorandum

TO: Joyce
FROM: Melissa Ransom
SUBJECT: Recycling & Education Contract
DATE: September 9, 2002

Please review the attached Contract for Recycling & Education Program Management. Once this is approved, we will need to get it on the Board Agenda. Please contact me with any questions.

70357590-534304