

**COPY**

**FLORIDA COMMUNITY COLLEGE AT JACKSONVILLE  
OUTDOOR ADVENTURE EDUCATION PROGRAM  
AGREEMENT WITH  
NASSAU COUNTY HUMAN RESOURCES**

**Submitted to:** Chili Pope, HR Director  
Nassau County Board of County Commissioners  
213 Nassau Place  
Yulee, FL 32097

**By:** Don Hughes, Director  
FCCJ-Betty P. Cook Nassau County Center  
760 William Burgess Boulevard  
Yulee, Florida 32097

2004 APR 29 AM 11:33

SECRET  
HUMAN RESOURCES

## INTRODUCTION

This agreement covers the objectives and terms of a program consisting of a team building program to be conducted by Florida Community College at Jacksonville for a group of up to thirty (30) participants from the Nassau County Board of Commissioners on April 28, 2004. Scheduled for April 28, 2004, the formal program will run approximately from 8:30 a.m. until 2:30 p.m. and will be developed and facilitated by FCCJ staff.

## PROGRAM OBJECTIVES

Based on our understanding of the objectives of Nassau County Employees, the program on April 28, 2004 will be designed to meet the following objectives:

- (1) Enhance creative problem solving;
- (2) Enhance communication;
- (3) Enhance team building skills.

## AGREEMENT TERMS

1. FCCJ Responsibilities: The following shall be provided by FCCJ:
  - (1) Program design, management and delivery of a team building program on April 28, 2004.
  - (2) Pre and post consultation with Nassau County Employees contacts to assess groups needs, provide information, solicit feedback and to evaluate the effectiveness of the program.
  - (3) The following items are provided to the group as part of the basic contract: use of facilities, bottled water, trail mix, bandannas, 35mm film and development of the film.
  - (5) Four program facilitators.
2. Nassau County Employees: The following shall be provided by Nassau County Employees:
  - (1) A designated contact person responsible for the following:
    - A. Transportation to and from the FCCJ Nassau Outdoor Education Center.

Nassau County Employees will be required to abide by all FCCJ facility rules including the prohibition of alcohol and the use of tobacco products indoors.

3. Cost and Method of Payment: The program cost indicated below is inclusive of equipment and the items designated in Section 1.4 above:

One group of up to thirty (30) participants:

Program Design/Facilitation	\$1200.00
Material Fees	\$ 800.00
(for 4 training sessions June through September)	

**TOTAL DUE..... \$2000.00**

Payment will be made by Nassau County Employees by check, upon arrival, or after receiving an FCCJ College invoice mailed to them after the program is completed.

4. Refund Policy: FCCJ reserves the right to cancel this program at any time should circumstances arise which make it impractical to conduct the program. All funds paid to date would be fully refunded.

Should Nassau County Employees find it necessary to cancel their program after signing the agreement, it is necessary to do so by April 26, 2004.

5. Cancellation/Weather: In the event of cancellation caused by *severe* weather conditions, Nassau County Employees and FCCJ will agree on an alternate date acceptable to both parties. While FCCJ will make every attempt to reschedule the program at a time convenient to Nassau County Employees, the College cannot guarantee that the facility will be available within a specified time following the cancellation date.

**AGREEMENT ACCEPTANCE**

This agreement, upon acceptance from Nassau County Employees, will enable Nassau County Employees use of the buildings and facilities as specified in this agreement. FCCJ and Nassau County Employees agree that any changes in the agreement be stipulated and confirmed in writing.

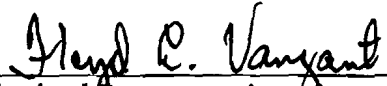
**RESPECTFULLY SUBMITTED:**



\_\_\_\_\_  
Steven Bowers, Vice-President  
Administrative Services  
Florida Community College at Jacksonville

\_\_\_\_\_  
Date

**ACCEPTED:**

  
\_\_\_\_\_  
Authorized Representative of  
Nassau County Employees

\_\_\_\_\_  
Approved by Board April 26, 2004  
Date

**Authorized Contact Person from Nassau County Employees:**

Name: Chili Pope

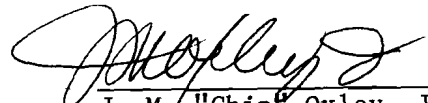
Phone: 321-5909

Mailing Address: 96161 Nassau Place  
Yulee, FL 32097

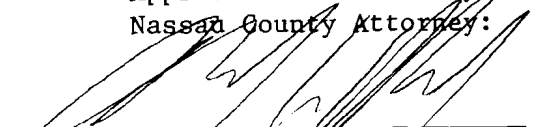
**Mail or fax participant list and agreement to:**

Carolyn Woods, Outdoor Education Coordinator  
FCCJ-Betty P. Cook Nassau County Center  
76346 William Burgess Boulevard  
Yulee, Florida 32097  
(904) 548-4490  
Fax: (904) 548-4491

**ATTEST:**

  
\_\_\_\_\_  
J. M. "Chip" Oxley, Jr.  
Ex-Officio Clerk

Approved as to form by the  
Nassau County Attorney:

  
\_\_\_\_\_  
Michael S. Mullin