

A G R E E M E N T

THIS AGREEMENT entered into this 9th day of March, 2005, by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA**, a political subdivision of the **State of Florida**, hereinafter referred to as the "County", and **EMERGENCY RESPONSE EDUCATORS AND CONSULTANTS, INC.**, a **Florida corporation**, hereinafter referred to as "EREC".

FOR and IN CONSIDERATION of ten and no/100 dollars (\$10.00) and other mutually agreed upon consideration, the parties agree as follows:

1. EREC shall perform the work set forth in the attached Exhibit "A". Said work shall be performed and final written recommendations to the County on or before September 20, 2005.

2. EREC shall be paid the sum of four thousand and no/100 dollars (\$4,000.00) to perform the work.

3. EREC shall be paid said sum upon the completion of the work and the approval of the County Administrator and the Director of Emergency Management.

4. Any dispute arising under this contract shall be addressed in the following manner: The County Administrator and the Director of Emergency Services shall meet with EREC to address any disputes. Said meeting shall occur within ten (10) days of the date of either party

requesting the meeting. The parties shall make every effort to resolve any dispute. If the dispute cannot be resolved by the parties at a meeting or subsequent meetings, the parties shall proceed to mediation. Mediators shall be chosen from the Supreme Court approved list of mediators in the Fourth Judicial Circuit, and the cost of mediation shall be borne by EREC. If the matter is not resolved at mediation, either party may seek relief through the appropriate Court. If mediation is ordered by the Court, EREC shall be responsible for the costs of mediation.

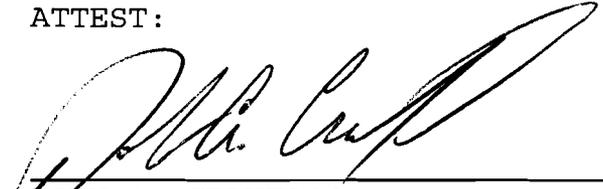
5. Time is of the essence.

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA



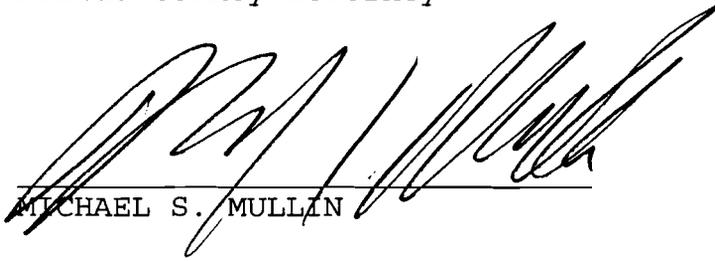
ANSLEY N. ACREE
Its: Chairman

ATTEST:



JOHN A. CRAWFORD
Its: Ex-Officio Clerk

Approved as to form by the
Nassau County Attorney



MICHAEL S. MULLIN

EMERGENCY RESPONSE EDUCATORS
& CONSULTANTS, INC.

Teresa A. Newsome, VP.


By: ASHLEY A-E NEWSOME
Its: President

e12/erec-agmt

Professional Services Proposal

For

**A Contract to Review Nassau County Plans for
National Incident Management System (NIMS) Compliance**

Review of plans for NIMS compliance recommendations

Review Nassau County emergency response agencies' policies, plans, procedures and training for emergency preparedness, response, recovery and mitigation in order to ensure the County complies with HSPD-5, *Management of Domestic Incidents* and the *National Response Plan (NRP)*. The review will be developed in accordance with the above-mentioned Department of Homeland Security initiatives and guided by the National Incident Management System Capability Assessment Support Tool (NIMCAST).

The *NRP* requires all Federal, State, Local and Tribal agencies to adopt the NIMS and use it in their individual domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation activities, as well as in support of all actions taken to assist State or other local entities on or before September 2005. EREC will review the policies, plans, procedures and training for the Nassau County Emergency Management Department, Nassau County Fire & Rescue Department, Nassau County Sheriff's Office, and provide detailed written recommendations for NIMS compliance.

EREC is currently under contract with Nassau County to prepare a rewrite to the Nassau County Comprehensive Emergency Management Plan (CEMP). Under the current contract, references to NIMS are included, however, NIMS compliance is not part of the scope of work. Under this proposed contract, EREC will fully incorporate NIMS compliance into the CEMP and also review all related policies, plans, procedures and training for the above-named agencies.

Assistance with Logistical Arrangements

Nassau County will provide mutually agreed upon locations within Nassau County, Florida to host and conduct the NIMS compliance review development meetings and the final recommendation review.

EREC will supply specialized equipment for the meetings as needed.

EXHIBIT "A"

Nassau County Proposal - NIMS Compliance Review

Appropriate Licensure, Bonds, and Insurance

There are no applicable licensure requirements for this type of work. EREC, Inc was established as a corporation under the laws of the State of Florida on November 7, 1996. EREC, Inc. carries appropriate general liability and automobile insurance. Copies of appropriate insurance policies will be provided upon issuance of the bid acceptance.

Compliance Timeline

The suggested project time line schedule is listed below:

TBD	Review 1 (Nassau County Emergency Management Department)
TBD	Review 2 (Nassau County Fire & Rescue Department)
TBD	Review 3 (Nassau County Sheriff's Department)
9/20/05	Final Written Recommendations

This suggested time line could be adjusted to meet the needs of the client. If approved, EREC, Inc. can initiate services after full execution of the contract modifications.

Fee

The fee for conduction all aspects of the rewrite process, as described is four thousand dollars (\$4,000). Payments will be made as follows:

Review 1	1/4 or \$1,000
Review 3	1/2 or \$2,000
Final Written Recommendations	1/4 or \$1,000

All invoices are due and payable upon presentation and will be paid within 45 days.

Formal Arrangement

EREC can proceed with services upon full execution of the contract.

Please advise if there are any other provisions that you believe should be specified. EREC will provide a complete package of assistance in the NIMS review. We pledge that we will undertake all necessary steps to insure that Nassau County has a smooth and effective transition to the NIMS.

**State Homeland Security Grant Program
Contract 05-DS-2N-04-55-01-077
\$78,700.00**

End of Grant Period 9/30/05

Budget #01256525

531000 Professional Services	\$70,632.00	Reporting Periods	6/30/05
534000 Contractual Services	\$2,046.00		12/31/05
540000 Travel and Per Diem	\$5,672.00		
554000 Dues/Training	\$350.00		
Total	\$78,700.00		

Northeast Florida Regional Council

Contract Period - ends 9/20/05	Baseline Planning	Local Exercises	Discipline Training	EOC Enhancements	
<i>Deliverables & Payment</i>	\$33,385.00	\$9,195.00	\$9,545.00	\$14,507.00	
<i>Distribution</i>					
1st - 3/31/05	\$8,346.00	\$2,299.00	\$2,386.00	\$3,627.00	
2nd - 6/30/05	\$16,693.00	\$4,597.00	\$4,773.00	\$7,253.00	
3rd - 9/20/05	\$8,346.00	\$2,299.00	\$2,386.00	\$3,627.00	
Total	\$33,385.00	\$9,195.00	\$9,545.00	\$14,507.00	\$66,632.00

EREC (pending approval)

Contract Period - ends 9/20/05

Deliverables & Payment - Plans & Procedures Review for NIMS Compliance

<i>Distribution</i>					
Total			\$4,000.00		\$4,000.00

Travel & Per Diem & Training

Homeland Security Conf 2004		\$5,222.00	
Homeland Security Conf 2005		\$800.00	
Total		\$6,022.00	\$6,022.00

Contractual Services

Grants Department (Grant Administration)

Total		2,046.00	2,046.00
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Grand Total **\$78,700.00**



NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
 P.O. Box 1010
 Fernandina Beach, Florida 32035-1010

Jim B. Higginbotham
 Ansley Acree
 Tom Branan
 Floyd L. Vanzant
 Marianne Marshall

Dist. No. 1 Fernandina Beach
 Dist. No. 2 Fernandina Beach
 Dist. No. 3 Yulee
 Dist. No. 4 Hilliard
 Dist. No. 5 Callahan

JOHN A. CRAWFORD
 Ex-Officio Clerk

MICHAEL S. MULLIN
 County Attorney

MIKE MAHANEY
 County Administrator

RECEIVED 01 2005

RECEIVED APR 01 2005

March 29, 2005

Ms. Ashley E. Newsome, President
 Emergency Response Educators & Consultants, Inc.
 5980 North East 57th Loop
 Silver Springs, FL 34488-1202

NASSAU COUNTY
 EMERGENCY MANAGEMENT
 2005 JUN 14 PM 3:29

Dear Ms. Newsome:

Enclosed please find the original of the Agreement between Nassau County and your firm for the review of Nassau County Plans for National Incident Management System (NIMS) compliance.

Please execute the original and return same to my office in the enclosed self-addressed envelope. You will be provided with a fully executed certified copy.

Thank you for your attention in this matter. The county looks forward to working with your firm on this project.

Sincerely yours,



John A. Crawford
 Ex-Officio Clerk

JAC:jb

Enclosures

CC: Nancy Freeman, Director of Emergency Management



NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

OFFICE OF EMERGENCY MANAGEMENT

96135 Nassau Place, Suite 2
Yulee, Florida 32097

904-491-7550 • 1-800-958-3494
Fax: 904-491-3628



Website: www.nassaufl-em.com

Email: ncem@nassaucountyfl.com

MEMO

TO: Joyce Bradley, Clerk's Office

FROM: Nancy Freeman, Emergency Management Director

DATE: 6/14/05

SUBJECT: Signed Agreement – Emergency Response Educators and
Consultants, Inc. (EREC)

A handwritten signature in black ink, appearing to read "Nancy Freeman".

Enclosed is the signed agreement from EREC, which was received in our office on this date. Please forward a fully executed certified copy to EREC and this office when finalized.

Thanks.