

CS-12-13

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(Contract Management Use only)  
**CONTRACT TRACKING NO.**  
CM1032-A3

# CONTRACT APPROVAL FORM

## CONTRACTOR INFORMATION

Name: Nassau County Health Dept.

Address: 30 South 4<sup>th</sup> Street Fernandina Beach, Florida 32034  
City State Zip

Contractor's Administrator Name: Eugenia Ngo-Seidel, M.D., M.P.H Title: Director

Tel#: 904-548-1800 Fax#: \_\_\_\_\_ Email: Michael Beard@doh.state.fl.us

12 JUL -9 AM 9: 16  
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OFFICE OF CLERK OF COURTS  
NASSAU COUNTY FLORIDA

## CONTRACT INFORMATION

Contract Name: Mike Beard Contract Value: FY 12/13 & 13/14 Total \$46,901.97

Brief Description: Provide Grounds Maintenance Service to the Nassau County Health Department

Contract Dates \_\_\_\_\_ to \_\_\_\_\_ Status: \_\_\_ New \_\_\_ Renew  Amend# 3 WA/Task Order

How Procured: \_\_\_ Sole Source \_\_\_ Single Source \_\_\_ ITB \_\_\_ RFP \_\_\_ RFQ \_\_\_ Coop. \_\_\_ Other \_\_\_\_\_

### If Processing an Amendment:

Contract #: \_\_\_\_\_ Increase Amount of Existing Contract: 3% Increase FY12/13 & FY 13/14 No Increase \_\_\_\_\_

New Contract Dates: Oct 1, 2012 to Sept 30, 2014 TOTAL OR AMENDMENT AMOUNT: 3% Increase FY 12-13 \$23,104.42 3% increase FY 13-14 \$23,797.55

## APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- Danell Williams 6-11-2012 Revenue Account# 01187519-341911  
Department Head Signature Date Funding Source/Acct #
- Charlotte Young 6-12-12  
Contract Management Date
- [Signature] \_\_\_\_\_  
County Attorney (approved as to form only) Date
- [Signature] 6-25-12  
Office of Management & Budget Date

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CONTRACT MANAGEMENT

Comments: \_\_\_\_\_

### COUNTY MANAGER - FINAL SIGNATURE APPROVAL

[Signature] 7/2/12  
Ted Selby, County Manager Date

### RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
- Office of Management & Budget
- Contract Management
- Clerk Finance

**ADDENDUM NUMBER 3/THIRD RENEWAL TO THE AGREEMENT  
TO PROVIDE GROUNDS MAINTENANCE SERVICES TO THE  
NASSAU COUNTY HEALTH DEPARTMENT**

THIS ADDENDUM entered into this 2nd day of July, 2012 by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA**, a political subdivision of the State of Florida, (hereinafter referred to as "County") and **NASSAU COUNTY HEALTH DEPARTMENT**, 30 South 4<sup>th</sup> Street, Fernandina Beach, Florida 32034, (hereinafter referred to as the "Department").

**WHEREAS**, the parties entered into an Agreement dated September 25, 2006 for Building Maintenance to provide grounds maintenance services for Departments facilities in various locations within Nassau County, Florida; and

**WHEREAS**, the original agreement provided for an initial term of two (2) years beginning October 1, 2006 and ending September 30, 2008, with an option to extend upon mutual contract between the Department and the County; any extension of performance period under this provision shall be in subsequent periods of two (2) years; and

**WHEREAS**, pursuant to Section 2.c, the annual grounds maintenance service fee will be increased by three percent (3%) every year and shall be paid in quarterly installments after the quarter in which services were provided; and

**WHEREAS**, the parties agreed to amend and extend the agreement for subsequent periods beginning October 1, 2008 and ending September 30, 2012; and

**WHEREAS**, the parties desire to amend and extend said Agreement.

**NOW, THEREFORE, FOR AND IN CONSIDERATION** of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. In accordance with Section 3 of the Agreement for Grounds Maintenance Services dated September 25, 2006, the performance period is hereby extended for an additional two (2) year term beginning October 1, 2012 and ending September 30, 2014.

2. Section 2 of the Agreement is hereby amended to read

- The Department hereby agrees:

a) To pay the County the amount of twenty-three thousand one hundred four and 42/100 Dollars (\$23,104.42) for said maintenance for the first year. Said amount shall be paid in quarterly installments of five thousand seven hundred seventy-six and 11/100 Dollars (\$5,776.11) on January 1, 2013, April 1, 2013, July 1, 2013, and five thousand seven hundred seventy-six and 09/100 Dollars on October 1, 2013; Said maintenance for the second year shall be twenty three thousand

seven hundred ninety-seven and 55/100 Dollars (\$23,797.55) and shall be paid in quarterly installments of five thousand nine hundred forty-nine and 39/100 Dollars (\$5,949.39) to be paid on January 1, 2014, April 1, 2014, and July 1, 2014, and five thousand nine hundred forty-nine and 38/100 Dollars on October 1, 2014.

3. All other provisions of the Agreement not in conflict with this Addendum shall remain in full force and effect.
4. Time is of the essence.

**BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA**



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TED SELBY, COUNTY MANAGER  
Its: Designee

[SIGNATURES CONTINUE ON NEXT PAGE]

NASSAU COUNTY HEALTH DEPARTMENT

Eugenia Ngo-Seidel  
By: EUGENIA NGO-SEIDEL, M.D., M.P.H.  
Its: Director

STATE OF Florida  
COUNTY OF Nassau

Before me personally appeared, Eugenia Ngo-Seidel,  
who is personally known  or produced \_\_\_\_\_  
as identification, known to be the person described in and who  
executed the foregoing instrument, and acknowledged to and  
before me that he/she executed said instrument for the  
purposes therein expressed.

WITNESS my hand and official seal, this 1<sup>st</sup> day of  
June, 2012.

Vicki D. Roberts  
Notary Signature



Notary-Public-State of Florida at large  
My Commission expires: January 20, 2013