

RECEIVED

CONTRACT APPROVAL FORM CONTRACT MANAGEMENT

(Contract Management Use only)

CONTRACT TRACKING NO.

CM2010

CONTRACTOR INFORMATION

2013 AUG 22 PM 3:31

Name: Nabors Giblin and Nickerson

Address: 1500 Mahan Drive, Tallahassee, Florida 32308 City State Zip

Contractor's Administrator Name: Heather J. Encinosa Title: Partner

Tel#: 850-224-4070 Fax: 850-224-4073 Email: hencinosa@ngn-tally.com

CONTRACT INFORMATION

Contract Name: Mobility Fee Legal Services Contract Value: \$23,000

Brief Description: Prepare ordinance, provide legal oversight, for new mobility fee

Contract Dates : From: to completion Status: X New Renew Amend# WA/Task Order

How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other X - Professional services

If Processing an Amendment:

Contract #: Increase Amount of Existing Contract: No Increase

New Contract Dates: to TOTAL OR AMENDMENT AMOUNT:

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

1. Department Head Signature Date 8/22/13

2. Charlotte Young Contract Management Date 8/22/13

3. Office of Management & Budget Date 8-27-13

4. County Attorney (approved as to form only) Date 8-29-13

03420541 - 531400 MTP Funding Source/Acct # \$74,36839 available 8/23/13

RECEIVED COUNTY MANAGER'S OFFICE 13 AUG 23 AM 11:17

Comments:

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

Ted Selby Date 8/29/13

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

2013 AUG 28 PM 12:52

2013 SEP -3 AM 11:11

CONTRACT MANAGEMENT

CONTRACT MANAGEMENT

RECEIVED COUNTY MANAGER'S OFFICE 13 AUG 29 PM 3:49

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Tallahassee, Florida 32308
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(850) 224-4073 Fax

FORT MYERS
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Fort Myers, Florida 33907
(239) 288-4027 Tel
(239) 288-4057 Fax

**Nabors
Giblin &
Nickerson** P.A.
ATTORNEYS AT LAW

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Fort Lauderdale, Florida 33301
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(954) 525-8331 Fax

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2502 Rocky Point Drive
Tampa, Florida 33607
(813) 281-2222 Tel
(813) 281-0129 Fax

August 20, 2013

Via Electronic Mail

David A. Hallman
Nassau County Attorney
96135 Nassau Place, Suite 6
Yulee, Florida 32097

J. Scott Herring, P.E.
Public Works Director
Nassau County
96161 Nassau Place
Yulee, Florida 32097

Re: Proposal for legal services for the Mobility Fee Project

Dear David and Scott:

Pursuant to your request, we propose to provide the following scope of services for the County's mobility fee project:

Task 1: Legal Oversight

NG&N will provide ongoing legal advice on the structure and design of the mobility fee plan and rate study. We will conduct necessary legal research and issue necessary opinions on issues relating to the County's mobility fee program.

Task 2: Ordinance Preparation

NG&N will draft an ordinance that will impose mobility fees within the County. The ordinance will contain all provisions necessary for a legally defensible mobility fees, such as:

- introduction
- findings/purpose
- rules of construction
- definitions
- imposition of fees

David A. Hallman
J. Scott Herring, P.E.
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- fee schedule
- appropriate impact fee districts
- establishment of impact fee funds
- use of fee proceeds
- exemptions
- offsets and credits
- relief and appeals
- periodic review of fees
-

Task 3: Review and Adoption of Mobility Fee by Board

NG&N will attend and participate in any one day of briefings and up to three (3) public meetings of the Board of County Commissioners. We will present the ordinance, respond to public comments, and assist the Board in their review and consideration of the mobility fee for the County.

Such legal services would be provided on an hourly basis at the following hourly rates:

Senior Attorneys:	\$250
Associates:	\$225
Clerks:	\$ 75

In addition to such legal fees, the firm will expect to be reimbursed for actual costs incurred on long-distance telephone charges, travel expenses and overnight delivery charges. Photocopies will be billed at 25¢ per page.

Although I cannot predict the exact number of hours that this engagement will demand, barring any unusual circumstances, I believe the above scope can be accomplished for a not-to-exceed fee of \$23,000.00. If at any time, we have reason to believe that our hourly efforts will exceed this amount, we will notify the County immediately.

The execution of this letter agreement indicates acceptance of this proposal and notice to proceed. Upon execution of this agreement, please provide me with one signed copy for our file.

David A. Hallman
J. Scott Herring, P.E.
August 20, 2013
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We have enjoyed our past relationship with the County and look forward to working together again on this project. Please feel free to call me with any questions or concerns you may have.

Very truly yours,

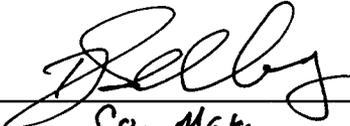
Heather J. Encinosa

Heather J. Encinosa

HJE:sib

Accepted and Agreed To:

Date:

By: 
Title: Co. Mgr.

9/4/13