

05-13-11

RECEIVED

(Contract Management Use only)

CONTRACT APPROVAL FORM CONTRACT MANAGEMENT

2014 FEB -6 PM 12: 20

CONTRACT TRACKING NO.
CM2092

CONTRACTOR INFORMATION

Name: Syn-Tech Systems Inc

Address 100 Four Points Way Tallahassee FL 32305
City State Zip

Contractor's Administrator Name: Mr. Patrick J. Peacock Title: Contracts Administrator

Tel#: (850) 878-2558 Fax: (850) 877-9327 Email: Patrick_Peacock@myfuelmaster.com

CONTRACT INFORMATION

Contract Name: Standard Maintenance Agreement Contract Value: \$918.75

Brief Description: Fuel Management System Extended Maintenance Agreement - Hilliard Yard
Contract Dates : From: 09-18-11 to 09-17-12 Status: ___ New X Renew ___ Amend# ___ WA/Task Order
with annual renewals current to 9-17-14

How Procured: ___ Sole Source ___ Single Source ___ ITB ___ RFP ___ RFQ ___ Coop. X Other Extension

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. [Signature] 2/6/14
Department Head Signature Date
2. [Signature] 2/6/14
Contract Management Date
3. [Signature] 2-13-14
Office of Management & Budget Date
4. [Signature] 2-19-14
County Attorney (approved as to form only) Date

Maintenance Service Contracts 03404541-546020
Funding Source/Acct #

Comments:

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

[Signature] 2/21/14
Ted Selby 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

2014 FEB 14 AM 10: 07
CONTRACT MANAGEMENT

RECEIVED
Revised 9/24/2012

2014 FEB 21 AM 11: 48

CONTRACT MANAGEMENT

RECEIVED

14 FEB 20 AM 9: 22

RECEIVED
COUNTY MANAGER'S OFFICE

Contract Summary

February 6, 2014

Road and Bridge purchased the FuelMaster system through Bid NC07-005. This extended maintenance agreement for the Hilliard Yard location was signed by Scott Herring in 2011 for the period 9/18/11 to 9/17/12. The agreement has renewed twice since then. It renews annually when the annual invoice is paid for the upcoming term and the department can cancel when they receive the annual invoice.

Road and Bridge has requested to add this same type of agreement for the Bailey Yard location. Since that is a new agreement, it is going through the Contract Approval Form process. Contract Management thought it would be best to use the Contract Approval process to get the initial Hilliard Yard extended maintenance agreement on record as well.

Dawn Krass, CPPB
Contract Specialist
Contract Management Department



**FUELMASTER® Fuel Management System
Extended Maintenance Agreement**

The FUELMASTER® Fuel Management Systems Extended Maintenance Agreement is made and entered into on this day of 09/18/11 Tallahassee, Florida, by and between SYN-/ECH SYSTEMS, INCORPORATED, (STS), a Florida Corporation having a principal place of business at 100 Four Points Way, Tallahassee, Florida 32305 and:

**NASSAU COUNTY ROAD AND BRIDGE DEPARTMENT
96161 NASSAU PL
YULEE, FL 32097-8625**

This initial term of this agreement shall commence as of 09/18/11 and shall continue for a term expiring 09/17/12 at which time the services will be automatically renewed unless otherwise directed by the customer. Customer will have the option to accept or terminate the services when invoiced.

The FUELMASTER® Maintenance Agreement provides a means of extending the normal one-year warranty that all FUELMASTER® customers receive. It covers parts and telephone support labor for all FUELMASTER® components, both software and hardware, and provides free updates software/firmware, upon request. The customer will be sent replacement parts and a pre-paid label to return the defective parts. The customer must return the defective parts within seven business days. Support hours are 8:00 AM – 5:00 PM local time, Monday through Friday, excluding New Year's Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day.

Model	Serial Number	Cost
	S/N 7606	918.75
TOTAL		918.75

THERE IS A LATE FEE OF \$25.00 A MONTH PER UNIT UP TO SIX MONTHS OR A MAXIMUM OF \$150.00. AFTER SIX MONTHS, THERE IS AN AMNESTY FEE OF \$150.00 THAT INCLUDES VERIFICATION OF THE FUNCTIONALITY OF THE SYSTEM.- MULTIPLE YEARS OF MAINTENANCE MAY BE PURCHASED AT THE CURRENT RATE, BUT ALL YEARS MUST BE PURCHASED IN ADVANCE WITH ONE PAYMENT.

Syn-Tech Systems, Inc will provide at no additional charge Certificates of Insurance naming your company as a Certificate Holder.

Syn-tech Systems, Inc. recognizes the confidentiality of each customer's software and database information, and will not disclose this information to any third party. Syn-tech

Systems, Inc. is certified by Payment Industries Standards to PA-DSS requirements and all data must be securely maintained.

Organizations under maintenance contract are provided a toll free number and have access to FUELMASTER® technicians to assist in FUELMASTER® operations and diagnostics.


Software updates will be provided free of charge upon request. The exception to this is for those system operators with customized software. Each customized program will have to be quoted on an individual basis. Customers with Extended Maintenance will only pay for the customization. The customer can make the decision as to whether he prefers to maintain his current system or update to the new software/firmware. Changes in hardware are not covered by this agreement.

Under terms of this agreement, FUELMASTER® technicians will telephonically diagnose problems with the assistance of the customer to determine warrantable conditions, and possible problem solutions. Syn-Tech will replace all defective parts and provide telephonic assistance to the customer in installation of replacement parts to allow the unit to be repaired as expeditiously as possible. Please note that FUELMASTER® was designed in a modular manner to provide easy and rapid exchange of parts, even by non-technical personnel. Other fuel management systems are not designed this way and consequently does not offer warranties comparable to FUELMASTER®. This agreement does not cover site visits by FUELMASTER® technicians for repair.

Please note that damage resulting from acts of God, user abuse, accidents, faulty installation or operation is not covered under the warranty. This warranty specifically excludes any indirect, special, or consequential damages to include, but not limited to, loss of product, profit, or litigation fees. Additionally, associated equipment including valves, pulsers, printers, personal computers, pumps, oilers, dispensers, and other items not manufactured by Syn-Tech, are warranted only to the extent covered by the original manufacturer. Additionally, warranty is limited to approve locations (generally the United States of America) and is not transferable except by written permission of Syn-Tech Systems, Inc.

The parties deem this agreement to be executed by their duly authorized representatives on the Agreement date.

SYN-TECH SYSTEMS, INCORPORATED:



(Signature)

Patrick J. Peacock

(Name)

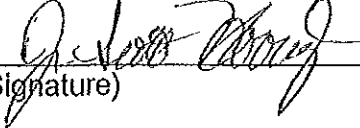
Contracts Administrator

(Title)

CUSTOMER:

NASSAU COUNTY ROAD AND BRIDGE DEPARTMENT

(Company)



11/3/11

(Signature)

J. Scott Herring, P.E.

(Name)

PUBLIC WORKS DIRECTOR

(Title)

(904) 491-7334

(904) 321-5926

(Telephone Number)

(Fax Number)

jbeaver@nassaucountyfl.com

(Email Address, if applicable)

INVOICE

HOME OF
RUGMASTER **SYN-TECH SYSTEMS, INC.**
Synthesizing Technology for Defense and Industry
 100 Four Points Way • Tallahassee, FL 32305 • (850) 878-2558

Invoice No.
65378

Pack List ID
153368

Your Account No.
NASCOU

Sold To:

Ship To:

NASSAU COUNTY ROAD AND BRIDGE DEPT
 96161 NASSAU PL
 YULEE, FL 32097-8625

NASSAU COUNTY ROAD AND BRIDGE DEPA
 96161 NASSAU PL
 YULEE, FL 32097-8625

Freight: Billed

Invoice Date	Ship Via	F.O.B.	Terms
9/20/11			Due on receipt

P.O. No.	Ship Date	Sales Person	Our Order No.
A M R	9/16/11	BARREK	18651

STANDARD MAINTENANCE
 09/18/2011 THRU 09/17/2012

Quantities							
Order	Ship	B.O.	Item No.	Description	Unit Price	Est. Price	
1.0	1.0	0.0		S/N 2606 6700	\$918.75	\$918.75	
SUB TOTAL							\$918.75
TOTAL AMOUNT DUE							\$918.75

INV. REC'D. 11-3-11
INV. TRANS. 11-3-11
03404541-5460 20
BY ACCT. NUMBER

George Aviles Jr.

NOTICE: RETURNS MAY BE SUBJECT TO A 15% RE-STOCKING CHARGE.

Make all checks payable to: SYN-TECH SYSTEMS PO Box 5258 Tallahassee, FL 32314

Interest for late payment is 18% annually or 1.5% per month or fraction thereof.



11/03/2011 07:12
6235gavi

BOARD OF COMMISSIONERS
YEAR TO DATE BUDGET REPORT

PG 7
glytdbud

FOR 2012 99

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
03404541 546016 R & M - GUARDRAILS						
	35,000.00	0.00	35,000.00	0.00	35,000.00	.0%
03404541 546020 MAINTENANCE SERVICE CONTRACTS						
	5,448.00	0.00	5,448.00	0.00	5,448.00	.0%
03404541 549000 OTHER CURRENT CHGS						
	1,000.00	-86.00	914.00	0.00	914.00	.0%
03404541 549000 FRP OTHER CURRENT CHARGES & OBLIGA						
	0.00	86.00	86.00	0.00	86.00	.0%
03404541 549002 ADVERTISING						
	300.00	0.00	300.00	0.00	300.00	.0%
03404541 549061 UNIFORM RENTAL						
	6,500.00	0.00	6,500.00	0.00	6,500.00	100.0%
03404541 549081 BACKGROUND CHECK						
	1,000.00	0.00	1,000.00	0.00	1,000.00	.0%
03404541 549201 HEP B VACCINATIONS						
	3,000.00	0.00	3,000.00	0.00	3,000.00	.0%
03404541 549403 INSURANCE CLAIMS						
	5,000.00	0.00	5,000.00	0.00	5,000.00	.0%
03404541 552000 MISCELLANEOUS SUPPLIES						
	42,850.00	0.00	42,850.00	427.39	38,822.61	9.4%
03404541 552020 GAS, OIL & LUBRICANTS						
	370,000.00	0.00	370,000.00	0.00	300,000.00	81.1%
03404541 552041 ROAD SAFETY SUPPLIES						
	4,200.00	0.00	4,200.00	0.00	4,200.00	.0%
03404541 552050 UNIFORMS						
	6,000.00	0.00	6,000.00	0.00	6,000.00	.0%
03404541 552051 SAFETY APPAREL						
	10,000.00	0.00	10,000.00	0.00	10,000.00	.0%
03404541 553010 MATERIALS						
	300,000.00	-10,000.00	290,000.00	0.00	35,000.00	12.1%
03404541 564001 FRP EQUIP \$5000 OR GREATER						
	104,800.00	0.00	104,800.00	0.00	104,800.00	.0%
03404541 564002 FRP EQUIP \$50,000 OR GREATER						
	397,300.00	0.00	397,300.00	0.00	397,300.00	.0%
TOTAL ROAD MAINTENANCE						
	4,076,421.00	-2,000.00	4,074,421.00	242,418.35	3,97,080.00	15.7%

03404541

George Aviles

From: Dawn Krass <dkrass@nassaucountyfl.com>
Sent: Wednesday, February 05, 2014 3:02 PM
To: George Aviles
Cc: Scott Herring; Shelley Caldwell; David Hearn; Jennifer Beaver; Jenniffer Hartley; Charlotte Young; joshua.andrews@myfuelmaster.com; Dawn Krass
Subject: RE: FERNANDINA MAINTENANCE
Attachments: Syn Tech Bailey.doc

George,

Please process the attached contract with a Contract Approval Form. I have cleared out the date and fixed a typo in the vendor's name in the first paragraph.

Please print out a copy of the Hillary Yard agreement signed by Scott in 2011 and process that with a separate Contract Approval Form. This will just be a formality so there is record of that contract.

Dawn Krass
Contract Specialist
Nassau County Contract Management
96135 Nassau Place, Suite 6
Yulee, FL 32097
Phone: (904) 491-7377 ext 1097
Fax: (904) 321-2658
Email: dkrass@nassaucountyfl.com

From: Joshua Andrews <Joshua.Andrews@myfuelmaster.com>
Sent: Wednesday, February 5, 2014 2:46 PM
To: Dawn Krass; George Aviles
Cc: Scott Herring; Shelley Caldwell; David Hearn; Jennifer Beaver; Jenniffer Hartley; Charlotte Young
Subject: RE: FERNANDINA MAINTENANCE

Attached is a new agreement I added a sentence to the paragraph with the affective dates to state that the renewal will be for a one year contract.



ENGINEERED BY **Syntech**

JOSHUA ANDREWS | EXTENDED MAINTENANCE SPECIALIST |
Syntech Systems, Inc.
100 Four Points Way | Tallahassee, FL 32305
800.888.9136 x 1303 | (850) 878-2558 X 1303
Joshua.andrews@myfuelmaster.com
Fax: (850)877-9327

From: Dawn Krass [mailto:dkrass@nassaucountyfl.com]
Sent: Wednesday, February 05, 2014 2:41 PM
To: George Aviles

Cc: Scott Herring; Shelley Caldwell; David Hearn; Jennifer Beaver; Jenniffer Hartley; Charlotte Young; Joshua Andrews
Subject: RE: FERNANDINA MAINTENANCE

Sorry I just thought of something else. Since this agreement is prorated and for a roughly 6 1/2 month period from 3/1/14 to 9/17/14, we need the renewal language to state that it will be renewed for a 12 month period. Otherwise it reads like we are renewing every 6 months or so.

Dawn Krass
Contract Specialist
Nassau County Contract Management
96135 Nassau Place, Suite 6
Yulee, FL 32097
Phone: (904) 491-7377 ext 1097
Fax: (904) 321-2658
Email: dkrass@nassaucountyfl.com

From: George Aviles <gaviles@nassaucountyfl.com>
Sent: Wednesday, February 5, 2014 2:30 PM
To: Dawn Krass
Cc: Scott Herring; Shelley Caldwell; David Hearn; Jennifer Beaver; Jenniffer Hartley; Charlotte Young; Joshua.Andrews@myfuelmaster.com
Subject: FW: FERNANDINA MAINTENANCE

Good Afternoon Dawn,

The prorated contract for Bailey Yard.

George Aviles Jr., Office Manager
Nassau County Road & Bridge Dept Florida
Phone: (904) 491-7334 Ext. 2351 Fax: (904) 321-5926
Email: gaviles@nassaucountyfl.com

From: Joshua Andrews [<mailto:Joshua.Andrews@myfuelmaster.com>]
Sent: Wednesday, February 05, 2014 2:23 PM
To: George Aviles
Subject: RE: FERNANDINA MAINTENANCE

George,

Attached is an updated contract to expire at the same time as the other Roads and Bridge contract.



ENGINEERED BY **Syntech**

JOSHUA ANDREWS | EXTENDED MAINTENANCE SPECIALIST |

Syntech Systems, Inc.

100 Four Points Way | Tallahassee, FL 32305

800.888.9136 x 1303 | (850) 878-2558 X 1303

Joshua.andrews@myfuelmaster.com

Fax: (850)877-9327

From: George Aviles [<mailto:gaviles@nassaucountyfl.com>]

Sent: Wednesday, February 05, 2014 12:32 PM

To: Joshua Andrews

Cc: Scott Herring; Shelley Caldwell; David Hearn; Jennifer Beaver; Jenniffer Hartley; Charlotte Young; Dawn Krass

Subject: RE: FERNANDINA MAINTENANCE

Good Afternoon Joshua,

We like an agreement for Bailey Yard to be prorated starting March 1, 2014, to have both sites expire at the same time. Can you send me that agreement ASAP?

Also, I need SN # for both Bailey Yard and Hilliard Yard.

Thank you,

George Aviles Jr., Office Manager

Nassau County Road & Bridge Dept Florida

Phone: (904) 491-7334 Ext. 2351 Fax: (904) 321-5926

Email: gaviles@nassaucountyfl.com

From: Joshua Andrews [<mailto:Joshua.Andrews@myfuelmaster.com>]

Sent: Friday, January 24, 2014 2:52 PM

To: George Aviles

Subject: FW: FERNANDINA MAINTENANCE



ENGINEERED BY **Syntech**

JOSHUA ANDREWS | EXTENDED MAINTENANCE SPECIALIST |

Syntech Systems, Inc.

100 Four Points Way | Tallahassee, FL 32305

800.888.9136 x 1303 | (850) 878-2558 X 1303

Joshua.andrews@myfuelmaster.com

Fax: (850)877-9327

From: Joshua Andrews

Sent: Tuesday, November 05, 2013 9:07 AM

To: 'gaviles@nassaucountyfl.com'

Subject: FERNANDINA MAINTENANCE

George,

Attached is the agreement to add the Fernandina site to maintenance. The price quoted is for one year. If you would like to have both sites expire at the same time we can do a prorated charge of \$765.63 for the remainder of this year through September of 2014. If there is anything else I can do please let me know and I am sorry for the confusion.



ENGINEERED BY **Syntech**

JOSHUA ANDREWS | EXTENDED MAINTENANCE SPECIALIST |

Syntech Systems, Inc.
100 Four Points Way | Tallahassee, FL 32305
800.888.9136 x 1303 | (850) 878-2558 X 1303
Joshua.andrews@myfuelmaster.com

George Aviles

From: Joshua Andrews <Joshua.Andrews@myfuelmaster.com>
Sent: Wednesday, February 05, 2014 3:10 PM
To: George Aviles
Subject: RE: HILLIARD YARD SN #

The S/N is 6700.



JOSHUA ANDREWS | EXTENDED MAINTENANCE SPECIALIST |
Syntech Systems, Inc.
100 Four Points Way | Tallahassee, FL 32305
800.888.9136 x 1303 | (850) 878-2558 X 1303
Joshua.andrews@myfuelmaster.com
Fax: (850)877-9327

From: George Aviles [mailto:gaviles@nassaucountyfl.com]
Sent: Wednesday, February 05, 2014 3:08 PM
To: Joshua Andrews
Subject: HILLIARD YARD SN #

Good Afternoon Joshua,

Request Hilliard Yard's SN #.

Thank you,
George Aviles Jr., Office Manager
Nassau County Road & Bridge Dept Florida
Phone: (904) 491-7334 Ext. 2351 Fax: (904) 321-5926
Email: gaviles@nassaucountyfl.com