

INTERLOCAL AGREEMENT

CONSOLIDATION OF IT RESOURCES IN NASSAU COUNTY, FLORIDA

THIS INTERLOCAL AGREEMENT is made and entered into at Nassau County, Florida this 13th day of June, 2011 by and between the Nassau County Board of County Commissioners (“BOCC”) and the Nassau County Supervisor of Elections (“SOE”). These entities are referred to herein jointly as the “Parties” and each as “Party.”

WHEREAS, Section 163.01, Florida Statutes, Florida Interlocal Cooperation Act of 1969, authorizes municipalities and counties to provide services and facilities through the use of cooperative agreements for the mutual advantage of each governmental entity; and,

WHEREAS, it is the intent of the Parties to utilize the powers and authority of the Florida Interlocal Cooperation Act of 1969 by the execution of this Interlocal Agreement; and

WHEREAS, parties desire to contract with an IT Administration designated person (“Contractor”) that will be responsible for the project management and oversight of the consolidation of services.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants hereinafter contained, and other good and valuable consideration, it is agreed between the Parties as follows:

Section 1. Purpose

This Interlocal Agreement is entered into to review, recommend and implement a consolidated approach to IT services in Nassau County. This includes the combination of services, software and hardware between the BOCC and SOE as needed. Consolidating these services will result in a cost savings to the county as a whole as well as the individual constitutional offices. In addition, any duplication of services will be removed so that the network resources are better utilized and ultimately more cost effective for Nassau County as well as the local community.

Section 2. Scope of Services

Contractor shall provide the parties the IT Administration services outlined in the attached Scope of Services, Exhibit 1. In performing these services Contractor shall have supervisory oversight over any BOCC employees within the IT Department. The Contractor shall remain an employee of the SOE and shall continue to provide employment services primarily to the SOE.

Section 3. Costs and Expenses

All costs and expenses are to be borne by the respective parties. The Contractor will remain under the full time employment of the SOE while performing duties pursuant to this Agreement. The SOE shall continue to pay personal service costs of the Contractor with the BOCC transferring funds as agreed so that the additional services provided by the Contractor to the BOCC are reimbursed to the SOE accordingly.

Section 4. Term

This Agreement shall be effective upon execution by the Parties and upon filing of a certified copy with the Nassau County Clerk. This Agreement shall renew automatically and annually unless

terminated by any party giving notice by written letter to the other parties by July 1st of each year.

Section 5. Early Termination

Any Party may terminate this Agreement by giving ninety (90) days written notice to the other Party.

Section 6. Entire Agreement

This Interlocal Agreement embodies the entire understanding of the respective Parties hereto regarding the subject matter hereof, and there are no further or other agreements or understandings, written or oral, between the Parties relating to the subject matter hereof. Any amendments or modification to this Interlocal Agreement must be in writing, signed by all Parties, and recorded pursuant to Section 9 of this Agreement.

Section 7. Severability

If any provision of this Interlocal Agreement shall be held or deemed to be illegal, inoperative or unenforceable in any context, the same shall not affect any other provision herein or render any other provision invalid, inoperative or unenforceable to any extent whatever.

Section 8. Applicable Law


This Interlocal Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

Section 9. Filing of the Interlocal Agreements

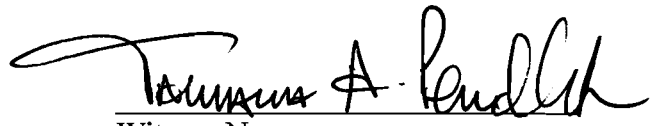
A certified copy of this Agreement and any amendments or modifications to this Agreement shall be filed with the Nassau County Clerk.

IN WITNESS WHEREOF, the parties have executed this Interlocal Agreement as of the day and year first stated above.

SUPERVISOR OF ELECTIONS
NASSAU COUNTY, FLORIDA



Vicki P. Cannon
Supervisor of Elections

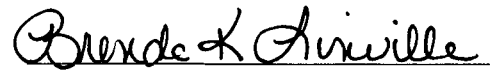


Witness Name:

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA



Walter J. Boatright, Chair
Board of County Commissioners
Nassau County, Florida



Witness Name:

esik
6/13/11 *dl*
6/14/11
1/11/11 *8/1/11*

Exhibit 1

Information Services departmental Responsibilities

- Recommends personnel, operating and capital funding requirements, prepares budgets for Information Services Division, monitors the status of allocated funds and controls expenses
- Develops and maintains a five (5)-year information technology plan.
- Supervises Information Services staff; supervisory duties include instructing, assigning, reviewing and planning work of others; maintaining standards; coordinating activities; allocating personnel; selecting new employees; acting on employees problems; evaluating employees performance; recommending employee promotions, transfers, discipline and/or discharge.
- Reviews the work of subordinate staff for completeness and accuracy; evaluates and makes recommendations as appropriate; offers advice and assistance as needed.
- Interacts and communicates with staff, co-workers, County personnel, governmental agencies and the general public.
- Attends County training as required.
- Maintains County records in accordance with Florida Statutes.
- Reports to the Office of Management and Budget on IT services performed.

Computer Systems and Software

- Administer County / consolidated network to include end user support, backup management, virus/spyware management, and regular server / client maintenance.
- Oversees and provides support for Library system including management of Library servers and end user systems.
- Monitors overall network to maintain availability to all users.
- Provides advice and assistance to County Manager, OMB Director and Department Heads in technology related matters.
- Monitors the effectiveness of hardware and software in meeting the needs of the organization and its users. Recommends improvements to ensure that organizational and user requirements are met in a timely and effective manner.
- Oversees, maintains and creates network systems documentation.
- Administers the designing and updating of procedures in accordance with applicable statutes, rules and regulations to ensure effective and consistent information processing operations and safeguards the information resources.
- Organizes and provides training to County staff on new hardware and software systems and existing technology systems; coordinates technology users meetings.
- Oversees the researching, purchasing and distribution of all hardware, software and computer equipment for County departments.
- Ensures the needs of County departments are met in a cost effective manner.

- Implements performance management techniques for information technology, including performance measurements and best practices.

Telecommunications

- Administers VOIP systems for all county offices.
- Installs, configures and maintains switches, routers and print services.
- Maintains County LAN / WAN infrastructure to provide connectivity for all county locations.
- Administers and coordinates with vendor to maintain the county fiber ring in optimum working condition.

800mhz Public Safety Radio System

- Monitors and coordinates the operation and maintenance of the County's 800 MHZ radio communications system.
- Provides pager coverage for emergencies, twenty-four (24) hours per day, seven (7) days per week, including on-call rotation to ensure full coverage.