

# CONTRACT APPROVAL FORM

(Contract Management Use only)

**CONTRACT TRACKING NO.  
CM1032-A5**

### CONTRACTOR INFORMATION

Name: Nassau County Health Department  
Address: 30 South 4th Street Fernandina Beach, FL 32034  
City State Zip

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

Tel#: (904) 530-6800 Fax: (904) 277-7286 Email: sherri.sayre@flhealth.gov

### CONTRACT INFORMATION

Contract Name: Grounds Maintenance Service for Health Clinic's Contract Value: FY 16/17- & FY 17/18 + \$52,788.60

Brief Description: Provide Grounds Maintenance Service for the Nassau County Health Department FY 16/17= \$26,004.24 FY 17/18 = \$26,784.36

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

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

#### If Processing an Amendment:

Contract #: CM1032-A5 Increase Amount of Existing Contract: 3% increase for FY 16/17= \$26,004.24 3% increase for FY 17/18 = \$26,784.36 \$26,004.24 (16/17)

New Contract Dates: ~~9/30/2016~~ 10-1-16 to 10/1/2018 9/30/18 TOTAL OR AMENDMENT AMOUNT: \$26,784.36 (17/18)

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

1. William E. Stearns 9-9-16  
Department Head Signature Date
2. [Signature] 9/12/16  
Contract Management Date
3. [Signature] 9-13-16  
Office of Management & Budget Date
4. [Signature] 9/16/16  
County Attorney (approved as to form only) Date

Facilities Maintenance Dept.  
Submitting Department  
01073519-341911  
Funding Source/Acct #

SEP-9 PM 3:09

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

### COUNTY MANAGER - FINAL SIGNATURE APPROVAL

Ted Selby 9/16/16  
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 5/FIFTH RENEWAL TO THE AGREEMENT  
TO PROVIDE GROUNDS MAINTENANCE SERVICES TO THE  
NASSAU COUNTY HEALTH DEPARTMENT**

THIS ADDENDUM entered into this 16 day of September, 2016 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, 2016; 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, 2016 and ending September 30, 2018.

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

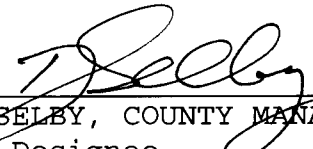
- The Department hereby agrees:

a) To pay the County the amount of twenty-six thousand four and 24/100 Dollars (\$26,004.24) for said maintenance for the first year. Said amount shall be paid in quarterly installments of six thousand five hundred one and 06/100 Dollars (\$6,501.06) on January 1, 2017, April 1, 2017, July 1, 2017, and October 1, 2017; Said maintenance for the second year shall be twenty-six thousand seven hundred eighty-four and 36/100 Dollars (\$26,784.36) and shall be paid in quarterly installments of six

thousand six hundred ninety-six and 09/100 Dollars  
(\$6,696.09) to be paid on January 1, 2018, April 1,  
2018, July 1, 2018, and October 1, 2018.

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

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

  
\_\_\_\_\_  
TED SELBY, COUNTY MANAGER  
Its: Designee

[SIGNATURES CONTINUE ON NEXT PAGE]

NASSAU COUNTY HEALTH DEPARTMENT

*E. J. 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 6<sup>th</sup> day of  
September, 2016.

Vicki D. Roberts  
Notary Signature

Notary-Public-State of Florida at large  
My Commission expires: January 20, 2017

