

CONTRACT APPROVAL FORM

(Contract Management Use only)

CONTRACT TRACKING NO.

CM2570

CONTRACTOR INFORMATION

Name: COMCAST BUSINESS SERVICES

Address: 5934 Richard Street Jacksonville FL 32216
City State Zip

Contractor's Administrator Name: Miguel Echvarria (Sales Rep Code 77646) Title: Sales Representative, Comcast Business Services

Tel#: 904-412-4825 Fax: 904-380-6245 Email: Miguel_Echvarria@cable.comcast.com

CONTRACT INFORMATION

Contract Name: Comcast Business Internet Services- Yulee Branch Library Contract Value: \$104.95 monthly /3,778.20 (3yr-Agreement)

Brief Description: Fast Access Business Internet for Public Access. The line is 150 mg download speed and 10 mg upload speed

Contract Dates: From: Install date thru 36 months Status: XX New Renew Amend# WA/Task Order

How procured: Sole Source Single Source ITB RFP RFQ Coop. Other Quotes

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. | <u><i>Dawn Postwick</i></u> | <u>7/12/18</u> | <u>01716571-541040</u> |
| | Department Head Signature | Date | Funding Source/Acct # |
| 2. | <u><i>Dayton Higgins</i></u> | <u>7/12/18</u> | |
| | Contract Management | Date | |
| 3. | <u><i>[Signature]</i></u> | <u>7/18/18</u> | |
| | Office of Management & Budget | Date | |
| 4. | <u><i>[Signature]</i></u> | <u>7/24/18</u> | |
| | County Attorney (approved as to form only) | Date | |

ms n/n/18

Comments: *[Signature]*

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

Michael Mullin

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



Dawn S. Bostwick, Library Director
Janet W. Loveless, Assistant Director

Nassau County Public Library System

25 N. 4th Street
Fernandina Beach, FL 32034
Phone: 904-530-6500 Fax: 904-277-7366

<http://nassaureads.com>

To: Grayson Hagins, Contracts

From: Dawn S. Bostwick, Library Director

Date: 12 July 2018

Re: Comcast Agreement for Internet Service

Grayson,
Please find attached new Comcast Agreement for Internet Service for our Yulee Branch Library.

Recently, the router at the Yulee Branch failed and the County replaced it. Once the router failed, Comcast could no longer support the prior Agreement for 100 mg service for \$199.00 per month.

Instead, they are offering the library a new agreement. This agreement is for 150 mg for \$104.95 per month. They will hold the price for 3 years. I did discuss this with Norm and he said this was fine.

I will need to have the agreement approved, then I can send back to Comcast for installation of service.

Thank you.

Callahan

450086 SR 200
Callahan, FL 32011

Hilliard

◆ 37177 Pecan St
Hilliard, FL 32046

Yulee

◆ 76346 Wm Burgess Blvd
Yulee, FL 32097

Bryceville

◆ 7280 Motes Rd
Bryceville, FL 32009



BUSINESS SERVICE ORDER AGREEMENT

Account Name: NASSAU COUNTY PUBLIC LIBRARY

ID#: 19819042

CUSTOMER INFORMATION (Service Location)

Address 1	<u>76346 WILLIAM BURGESS RD</u>	City	<u>YULEE</u>
Address 2	<u>OFC 2.</u>	State	<u>FL</u>
Primary Contact Name	<u>DAWN BOSTWICK</u>	ZIP Code	<u>32097</u>
Business Phone	<u>(904) 530-6501</u>	County	
Cell Phone		Email Address	<u>dbostwick@nassaucountyfl.com</u>
Pager Number		Primary Fax Number	
Technical Contact Name		Tech Contact On-Site?	<u>No</u>
Technical Contact Business Phone		Technical Contact Email	
Property Manager Contact Name		Property Mgr. Phone	

COMCAST BUSINESS SERVICES

Selection (X)	
Business Voice	
Business Internet	X
Business TV	
Service Term (Months)	36

COMCAST BUSINESS SERVICES DETAILS

<p>Business Voice*</p> <table border="1"> <thead> <tr> <th>VOICE SELECTIONS</th> <th>Quantity</th> <th>Unit Cost</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>Full Feature Voice Lines</td> <td style="text-align: center;">0</td> <td></td> <td></td> </tr> <tr> <td>4+ Lines</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Basic Lines</td> <td style="text-align: center;">0</td> <td></td> <td></td> </tr> <tr> <td>Toll Free Numbers</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Fax Lines</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Equipment Fee</td> <td></td> <td></td> <td></td> </tr> <tr> <th>VOICE OPTIONS</th> <th>Selection(X)</th> <th colspan="2">Total Cost</th> </tr> <tr> <td>VoiceMail</td> <td style="text-align: center;">0</td> <td></td> <td></td> </tr> <tr> <td>Enhanced Listings</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Auto-Attendant</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	VOICE SELECTIONS	Quantity	Unit Cost	Total Cost	Full Feature Voice Lines	0			4+ Lines				Basic Lines	0			Toll Free Numbers				Fax Lines				Equipment Fee				VOICE OPTIONS	Selection(X)	Total Cost		VoiceMail	0			Enhanced Listings				Auto-Attendant				<p>Comcast Business Packages</p> <p>Package Name:</p> <table border="1"> <thead> <tr> <th>PACKAGE DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; vertical-align: middle;">Access</td> </tr> </tbody> </table>	PACKAGE DESCRIPTION	Access
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* Voice offers & options not available in all markets.

VoiceEdge Select Selections*

Voice Selections	Quantity	Unit Price(MRC)	Total Price(MRC)	Unit Price(NRC)	Total Price(NRC)
VoiceEdge Select Seats	0	\$0.00	\$0.00	\$0.00	\$0.00
Cordless Handset	0	\$0.00	\$0.00	\$0.00	\$0.00
Cordless Deskphone	0	\$0.00	\$0.00	\$0.00	\$0.00

*Bundle include : Auto attendant, Hunt Group and Base station.

Business Internet*

INTERNET SELECTIONS	Selection(X)	Total Cost
Speed - Deluxe 150	X	\$249.95
Equipment Fee	X	\$0.00
INTERNET OPTIONS	Selection(X)	Total Cost
Static IP V4/V6		
Wi-Fi		

*Business Internet speed tier selections not available in all markets.
*Internet selections & options not available in all markets.

Business TV***

TV SELECTIONS	Selection	Total Cost	
Basic			
Select			
Information & Entertainment			
Variety			
Standard			
Preferred			
TV OPTIONS	Selection	Total Cost	
Sports Pack**			
Canales Selecto			
Music Choice W/Comcast Business TV			
Other			
Other			
TV OUTLETS	Quantity	Unit Cost	Total Cost
Additional Outlets			
mini mDTA/mDTA Type	# of Outlets	NRC	MRC

*** Not available in home offices or private view establishments. TV selections & options not available in all markets. Customer acknowledges and understands Customer may be responsible for additional music licensing or copyright fees for music contained in any or all of the Services, including, but not limited to Video and/or Public View Video.
** Available as add-on to Digital Standard & Digital Deluxe TV Selections only.



BUSINESS SERVICE ORDER AGREEMENT

Account Name: NASSAU COUNTY PUBLIC LIBRARY

ID#: 19819042

COMCAST BUSINESS TOTAL SERVICE CHARGES

Comcast Business					Total Monthly Service Charge	
Selection(X)	Quantity	Unit Cost	Total Cost			
Business Internet/TV/Voice Installation Fee	X		\$0.00	\$0.00	Total Monthly Service Charge	
Voice Activation Fee*					\$249.95	
Auto-Attendant Setup Fee					Promotional Code (if applicable) Cen_L2_SP_D150-\$145	
Toll Free Activation Fee					Discount On Internet (if applicable) 145.00	
Directory Listing Suppression Fee					Discount On Video (if applicable)	
VoiceEdge Select Seat Activation Fee**					Discount On Voice (if applicable)	
					Discount On VoiceEdge Select Seats (if applicable)	

* Per line activation fee, up to four (4) line maximum charge.
 ** Bundle includes: Auto attendant, Hunt Group and Base Station.

Total Discount \$145.00

Total Recurring Monthly Bill:* \$104.95

Total Installation Charges:* \$0.00

* Applicable federal, state, and local taxes and fees may apply.

* Does not include Custom Installation Fees.

GENERAL SPECIAL INSTRUCTIONS

Promotion Code Cen_L2_SP_D150-\$145 - \$145 MRC Discount off Deluxe 150 Business Internet (\$249.95) for discounted rate of \$104.95. MRC Discounts roll to rate card at end of original term. Minimum 2 Year Term required. Taxes, Usage, Fees and Equipment are Extra.

Toll Free #	Calling Origination Area	Associated TN

Directory Listing Details

Directory Listing (Published, Non-Published, Unlisted)		Additional Voice Details	
Directory Listing Phone Number		Caller ID (Yes/No)	
Directory Listing Display Name		Caller ID Display Name (max 15 char.)	
DA/DL Header Text Information		International Dialing (Yes/No)	No
DA/DL Header Code Information		Call Blocking (Yes/No)	
Standard Industry Code Information		Auto-Attendant (Yes/No)	No

COMCAST BUSINESS VOICE EDGE CONFIGURATION DETAILS

Voice Edge Directory Listing Details

Directory Listing (Published, Non-Published, Unlisted)	
Directory Listing Phone Number	
Directory Listing Display Name	
DA/DL Header Text Information	
DA/DL Header Code Information	

Voice Edge Additional Voice Details

Caller ID (Yes/No)	
International Dialing (Yes/No)	
Caller ID Display Name (max 15 characters)	
Call Blocking (Yes/No)	
Enterprise Extension Dialing?	

**COMCAST
BUSINESS****BUSINESS SERVICE ORDER AGREEMENT**Account Name: NASSAU COUNTY PUBLIC LIBRARYID#: 19819042**CUSTOMER BILLING INFORMATION**

Billing Account Name	<u>NASSAU COUNTY PUBLIC LIBRARY</u>	City	<u>YULEE</u>
Billing Name (3rd Party Accounts)	<u></u>	State	<u>FL</u>
Address 1	<u>76346 WILLIAM BURGESS RDBLDG 2.</u>	ZIP Code	<u>32097</u>
Address 2	<u></u>	Billing Contact Email	<u>dbostwick@nassaucountyfl.com</u>
Billing Contact Name	<u>DAWN BOSTWICK</u>	Billing Contact Phone	<u>(904) 530-6501</u>
Tax Exempt?*	<u>No</u>	Billing Fax Number	<u></u>

* If yes, please provide and attach tax exemption certificate.

AGREEMENT

1. This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to Customer. This Comcast Business Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Terms and Conditions ("Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions (<http://business.comcast.com/terms-conditions/index.aspx>). All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and Conditions. Use of the Services is also subject to the then current High-Speed Internet for Business Acceptable Use Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), and the then current High-Speed Internet for Business Privacy Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), both of which Comcast may update from time to time.

2. Comcast Business Voice, Internet, TV, and Comcast Business SmartOffice™ Services ("Service") carry a 30 day* money back guarantee**. If, within the first 30 days following Service installation, Customer is not completely satisfied, Customer may cancel Service and Comcast will issue a refund for the monthly recurring fee paid for the first 30 days of service, excluding installation charges, fees, taxes and voice usage charges, however, Customer will be charged any remaining payments owed for non-refundable fees (including installation) and other charges. In order to be eligible for the refund, Customer must cancel Service within 30 days after installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

*Comcast Business Trunks and Comcast Business VoiceEdge™ carry a 60 day money back guarantee, subject to the above terms.

**The money back guarantee does not apply to Hospitality Video or Ethernet Services.

3. To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

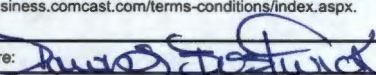
5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 NOTICE

Comcast Business Digital Voice service ("Voice Service") may have the 911 limitations specified below:

- In order for 911 calls to be properly directed to emergency services using Voice Service, Comcast must have the correct service address for the telephone number used by the Company. If the Voice Service or any Voice Service device is moved to a different location without Company providing an updated service address, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location may also increase these risks.
- The Voice Service uses electrical power in the Company's premises. If there is an electrical power outage, 911 calling may be interrupted if a battery back-up is not installed in the voice modem, fails, or is exhausted.
- Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network/equipment/power failure, a broadband connection failure, or another technical problem.
- Customer should call Comcast at 1-888-824-8104 if it has any questions or needs to update a service address in the 911 system. Delays in updating the service address may also impact 911.
- **BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.**

CUSTOMER SIGNATURE	
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx .	
Signature:	
Print:	<u>DAWN BOSTWICK</u>
Title:	<u>Library Director</u>
Date:	<u>7/8/11</u>

FOR COMCAST USE ONLY	
Sales Representative:	<u>Miguel Echevarria</u>
Sales Representative Code:	<u>77646</u>
Sales Manager/Director Name:	<u>A Tst A Tst</u>
Sales Manager/Director Approval:	<u></u>
Division:	<u>Central</u>
SmartOffice License Number:	<u></u>