

CS-18-181

Letter to extend or renew an Agreement

Nassau County Contract Management  
96135 Nassau Place, Suite 6  
Yulee, FL 32097

Contract CM2307

**Renewal of Interlocal Agreement**

This letter confirms the renewal of the Agreement on the terms set out below.

**General information**

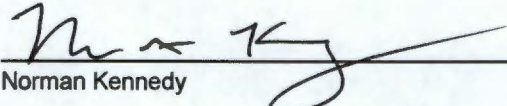
No.	Topic	Details
1	Department	Name: Technical Services
2	Vendor	Name: Nassau County Tax Collector
3	Contract	Contract title: <b>Interlocal Agreement Consolidation of IT Resources in Nassau County, Florida</b> Contract tracking number: CM2307-AR03 ✓

**Contract Renewal**

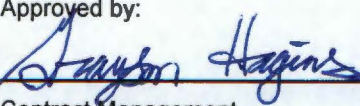
On behalf of the Nassau County Board of County Commissioners, the Department gives notice that it wishes to exercise the option to automatically renew the term of the Agreement for one (1) year, beginning March 28, 2019 and ending March 27, 2020, in accordance with Section 4 of the Agreement.

If you need more information or would like to discuss this matter further, please contact Contract Management at 904-530-6040 or email ghagins@nassaucountyfl.com.

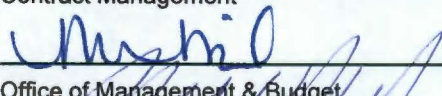
Yours sincerely

  
Norman Kennedy

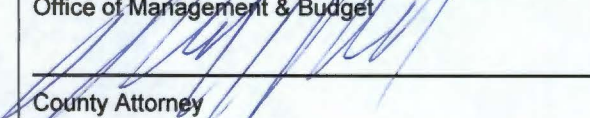
3-18-19  
Date

Approved by:  
  
Contract Management

3/19/19  
Date

  
Office of Management & Budget

3/24/19 ms 3/25/19  
Date

  
County Attorney

3/29/19  
Date

**COUNTY MANAGER - FINAL SIGNATURE APPROVAL**

  
Michael S. Mullin, County Manager

3/29/19  
Date

## INTERLOCAL AGREEMENT

### CONSOLIDATION OF IT RESOURCES IN NASSAU COUNTY, FLORIDA

**THIS INTERLOCAL AGREEMENT** is made and entered into at Nassau County, Florida this 28th day of ~~February~~ <sup>March</sup>, 2016 by and between the Nassau County Board of County Commissioners ("BOCC") and the Nassau County Tax Collector ("TC"). 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 assisting with project management and assisting with the oversight of the consolidation of services and assisting as required in "stand in"/"backup" roles to the current BOCC IT Director.

**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 assist in reviewing, recommending and implementing a consolidated approach to IT/RF services in Nassau County. This includes the combination of services, software, hardware, and knowledge/expertise of IT personnel between the BOCC and TC as needed. Consolidating these services will result in a cost savings to the county as a whole as well as the individual constitutional office(s). In addition, much of the 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. This Interlocal Agreement is a "replacement" of BOCC Contract No. CM1854.

#### **Section 2. Scope of Services**

Contractor shall provide the parties the IT/RF Administration services outlined in the attached "Scope of Services, Exhibit 1", each as deemed necessary by the current assistant county manager. In performing these services Contractor may have supervisory oversight over any BOCC employees within the IT Department when designated by current assistant county manager. The Contractor shall remain an employee of the TC and shall continue to provide employment services primarily to the TC. The Contractor shall be available 24/7 to respond within 1 hour from notification of trouble calls on a rotating schedule coordinated with the current assistant county manager or designee.

#### **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 TC while performing duties pursuant to this Agreement. The TC 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 TC 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 either party giving notice by written letter to the other party 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 whatsoever.

**Section 8. Applicable Law**

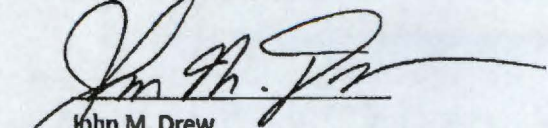
This Interlocal Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

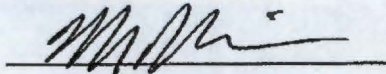
**Section 9. Filing of the Interlocal Agreements**

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

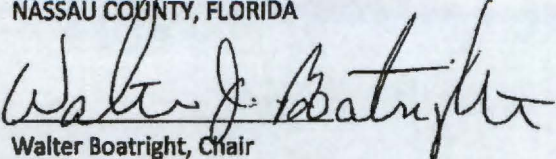
IN WITNESS WHEREOF, the parties have executed this Interlocal Agreement as of the day and year first stated above.

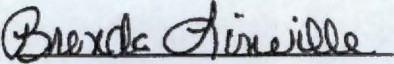
TAX COLLECTOR  
NASSAU COUNTY, FLORIDA

  
John M. Drew  
Tax Collector

  
Witness Name:

BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

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

  
Witness Name:

MES  
03-29-16

## Exhibit 1

### Telecommunications

- Administers VOIP systems for all county offices.
- In a coordinated effort oversees the installation configuration and management of switches / routers within the county network.
- In a coordinated effort oversees the County LAN I WAN infrastructure to provide connectivity for all county locations.
- In a coordinated effort 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 infrastructure.
- Provides coverage for emergencies, twenty-four (24) hours per day, seven (7) days per week, including on-call rotation to ensure full coverage.