

BROKER/RISK MANAGEMENT SERVICES AGREEMENT

THIS AGREEMENT is entered into at Nassau County, Florida this 1st day of September, 2021 by and between **Nassau County Board of County Commissioners**, a political subdivision of the State of Florida (hereinafter referred to as "COUNTY") and **Harden, A Gallagher Company**, a Florida Corporation (hereinafter referred to as "HARDEN"). The entities are referred to collectively as "Parties" and individually "Party".

RECITALS

WHEREAS, COUNTY desires to enter into an agreement with HARDEN for the provision of broker/risk management services in accordance with the terms and conditions of this Agreement; and

WHEREAS, HARDEN is willing and able to provide services to the COUNTY in accordance with the terms and conditions of this Agreement; and

WHEREAS, HARDEN is a licensed insurance agency in the State of Florida and can provide insurance administrative services; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties hereto do mutually agree as follows:

ARTICLE I

Property and Casualty Insurance Broker and Risk Management Services

1.1 Services. HARDEN shall provide services to COUNTY in accordance with the Exhibit "A" attached hereto and made a part hereof.

ARTICLE II

HIPAA

2.1 Health Insurance Portability and Accountability Act. HARDEN shall comply with the Health Insurance Portability and Accountability Act (HIPAA)(42 U.S.C. Section 1320D et seq.) as well as all regulations promulgated thereunder (45 C.F.R. Parts 160, 162, 164).

ARTICLE III

Applicable Law

3.1 Compliance with Law. HARDEN shall at all times during the term of this Agreement comply with, and provide all services required hereunder in accordance with, all applicable federal, state, and local laws, rules, regulations and ordinances including, but not limited to, the federal Social Security Act (as amended) and the Americans with Disabilities Act.

ARTICLE IV
Nondiscrimination

4.1 Nondiscrimination. HARDEN shall not differentiate or discriminate in the provision of services or against any of its employees or any applicant for employment because of age, race, religion, color, disability, national origin, marital status or sex.

ARTICLE V
Obligations of COUNTY/Compensation

5.1 Compensation. COUNTY shall pay HARDEN for services pursuant to the terms of this Agreement a fee of \$125,000.00 per year for thirty-six (36) months, which may be paid on a quarterly basis. The first invoice shall be received on October 1, 2021. COUNTY shall pay service invoices pursuant to Local Government Prompt Payment Act, Florida Statutes §218, Part VII. Fees for additional services desired by COUNTY for the provision of services to additional operations shall be separately negotiated.

5.2 Compliance with Law. The agreement specifies HARDEN's compensation and additional compensation will not be paid to HARDEN. Any additional compensation to HARDEN, including commissions paid by any other party, including wholesale brokers is strictly prohibited.

ARTICLE VI
Relationship of Parties

6.1 HARDEN is an independent contractor and nothing in this Agreement is intended nor shall be construed to create an employer/employee relationship, a joint venture relationship or partnership relationship. In consideration of the compensation from the COUNTY to HARDEN, HARDEN is providing services to the COUNTY as its exclusive insurance broker.

ARTICLE VII
Non-Funding Clause

7.1 In the event sufficient budgeted funds are not available for a new fiscal period, the COUNTY must promptly notify HARDEN of such occurrence and this Agreement must terminate on the last day of the current fiscal period without penalty or expense to the COUNTY.

ARTICLE VIII
Termination

8.1 (a) Either Party may terminate this Agreement, without cause and for any reason whatsoever, by giving written notice termination to the other Party at least ninety (90) days prior to the effective date of termination, which shall be specified in such written

notice.

(b) Notwithstanding the provisions in sub-paragraph (a) above, COUNTY may terminate this Agreement upon the happening of any one of the following causes:

1. Suspension or termination of HARDEN's insurance license in the State of Florida is not cured by HARDEN within sixty (60) days following such suspension or termination;
2. HARDEN's participation in any fraud; or
3. HARDEN's material failure to properly perform its duties and responsibilities hereunder because of HARDEN's gross neglect, proven dishonesty or commission of a felony.

Termination for any cause enumerated in this sub-paragraph (b) shall become effective upon the delivery of written notice of termination to HARDEN or at such later time as may be specified in the written notice.

ARTICLE IX **Insurance and Indemnification**

- 9.1 **Liability Insurance.** During the term of this Agreement, HARDEN shall maintain and keep in effect, at its sole expense, general liability insurance and errors and omission (professional liability) insurance coverage in an amount satisfactory to COUNTY. At COUNTY's request, HARDEN shall furnish to it a certificate of insurance evidencing the insurance coverage required under this Section.
- 9.2 **Indemnification.** HARDEN shall indemnify, defend, and hold harmless COUNTY and its officers, directors, employees and agents from and against any and all liability, loss, damage, claims, and all costs or expenses related thereto (including attorneys' fees), that may arise out of and/or be incurred in connection with: (a) any negligence or misconduct caused or alleged to have been caused by HARDEN or its employees, agents, or representatives in connection with the provision of the services under this Agreement or in connection with the use or maintenance of any property, facility, or any equipment by, or under the direction or control of HARDEN, or (b) any act or failure to act by HARDEN or its employees, agents, or representatives outside the scope of or in breach of, the terms of this Agreement. The provisions in this section shall survive the termination of this Agreement.

ARTICLE X **Term of Agreement/Termination**

- 10.1 **Term.** This Agreement shall be effective from October 1, 2021 to September 30, 2024. This Agreement may be renewed on an "as needed basis" for a period of twelve (12) months, not to exceed a total period of 3 years. Such renewals shall be contingent upon

satisfactory fiscal and program performance reviews as determined by COUNTY and subject to the availability of funds as determined by COUNTY. Each renewal shall be confirmed in writing by HARDEN and the COUNTY and shall be subject to the terms and conditions set forth in the original Agreement and its amendments.

- 10.2 Event of Default. In the event that either Party fails to perform any of its obligations and such failure shall continue for a period of sixty (60) days after written notice describing such failure has been given by the non-defaulting party, the non-defaulting party may terminate this Agreement with no further obligation or liability by giving an additional written notice to the defaulting party informing such Party of the termination of this Agreement. Subject to Section 11.1 any such termination shall not limit the legal or equitable rights and remedies that may be available to any Party.
- 10.3 Termination With Notice Other. Notwithstanding Section 10.1 above, this Agreement shall immediately terminate upon written notice by COUNTY to HARDEN in the event HARDEN (or any of its officers, directors, or employees) is placed on the convicted vendor list kept by the Florida Department of Management Services pursuant to Section 287.133, Florida Statutes.

ARTICLE XI Dispute Resolution

- 11.1 Dispute Resolution. Any dispute arising under this Agreement shall be addressed by representatives of the COUNTY and HARDEN as set forth herein. Dispute shall be set forth in writing to the County Manager with a copy to Human Resources and provided by overnight mail, UPS, FedEx, or certified mail, with a response provided in the same manner prior to any meetings of representatives. The initial meeting shall be with the County Manager and Human Resources Director of the County or their designee and a representative of HARDEN. If the dispute is not settled at that level, the County Attorney shall be notified in writing by the County Manager or his/her designee, and the County Attorney and the County Manager and the Human Resources Director or their designee(s) shall meet with HARDEN representative(s). Said meeting shall occur within thirty (30) days of the notification by the County Manager. If there is no satisfactory resolution the claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof, if not disposed of by agreement as set forth herein, shall be submitted to mediation in accordance with mediation rules as established by the Florida Supreme Court. Mediators shall be chosen by COUNTY from a Florida Supreme Court approved list of mediators in the Fourth Judicial Circuit and the cost of mediation shall be split by the parties. If either Party initiates a Court proceeding and the Court orders, or the parties agree to, mediation, the cost of mediation shall be split by the parties. HARDEN shall not stop work during the pendency of mediation or dispute resolution. No litigation shall be initiated unless and until the procedures set forth herein are followed. The provisions in this section shall survive the termination of this Agreement.

ARTICLE XII
General Provisions

- 12.1 Recitals. The Parties acknowledge that the statements contained in the recitals above are true and correct, and the recitals are incorporated herein by reference and made a part hereof.
- 12.2 Assignment. This Agreement may not be assigned or subcontracted by HARDEN without the prior written consent of COUNTY, which consent shall not be unreasonably withheld.
- 12.3 Third-Party Beneficiaries. Nothing in this Agreement is intended to be construed or to be deemed to create any right or remedy to the benefit of a third party.
- 12.4 Notices. Any notice required hereunder shall be in writing, signed by a duly authorized officer, and shall be delivered personally (by courier or otherwise), sent by certified mail, registered, or express mail, postage prepaid and return receipt requested, or transmitted by telecopier with a copy of such notice or other communication and a confirmation of transmission sent by certified, registered or express mail, postage prepaid and return receipt requested, and shall be addressed as follows:

When HARDEN is to be notified:

Elisa Simpson
Harden, A Gallagher Company
463820 State Road 200, Suite 101
Yulee, FL 32097

When COUNTY is to be notified:

Taco Pope, County Manager
96135 Nassau Place, Suite 1
Yulee, FL 32097

With a copy to:

Michael S. Mullin County Attorney
96135 Nassau Place, Suite 6
Yulee, FL 32097

A Party may, by notice given in accordance with this Section 12.4 to the other Party, designate another address or person to which notice is required to be given pursuant to this Agreement shall thereafter be transmitted. Each notice transmitted shall be deemed to have been given, received and become effective for all purposes at the earlier of the time it shall have been actually received or (i) delivered to the addressee as indicated by the return receipt or the affidavit of the messenger, or transmitted to the addressee or (ii) presented for delivery to the addressee as so indicated during normal business hours, if such delivery shall have been

refused for any reason.

- 12.5 Captions; Partial Invalidity. The captions and section numbers appearing in this Agreement are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of such provisions of the agreement nor in any way affect this Agreement. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, the invalidity or enforceability of such provision shall not affect the remaining provisions of this Agreement.
- 12.6 Change in Law or Regulations. Should any federal or state statute, regulation, or rule now existing, or enacted or promulgated after the effective date of this Agreement, be enacted or interpreted by any court, governmental body, or agency having jurisdiction over HARDEN or COUNTY during the term of this Agreement so as to materially affect the ability of a Party to perform any provision of this Agreement, then the Parties shall forthwith and in good faith amend the provision of this Agreement affected by such actions as reasonably necessary to comply with such law, regulation, or rule. Any such amendment shall preserve the underlying economic and financial arrangements between the Parties hereto.
- 12.7 Intellectual Property. Any copyrightable or patentable intellectual property or documents created specifically for or on behalf of COUNTY produced as a result of work or services performed under this Agreement, or in any way connected with the Agreement, shall be the property of COUNTY, with only such exceptions as are clearly expressed and reasonably valued in the Agreement.
- 12.8 Amendment or Modification. This Agreement may not be amended or modified except by a written instrument executed by the Parties hereto. All amendments and modifications shall be in the form of a supplemental agreement.
- 12.9 Entire Agreement. This Agreement and attachments embody the entire Agreement among the Parties hereto with respect to the subject matter hereof and supersede any and all prior or contemporaneous, oral or written, understandings, negotiations, or communications on behalf of such Parties.
- 12.10 Survival. The provisions in Section 9.2 (Indemnification) and Section 1 1.1 (Dispute Resolution) shall survive the termination of this Agreement.
- 12.11 Applicable Law, Venue, Binding Effect. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and venue for any legal action or proceeding arising out of or construing this Agreement shall lie in the state courts for Nassau County, Florida. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their successors and permitted assigns.
- 12.12 Waiver. No waiver of any provision of this Agreement shall be binding upon any Party unless such waiver is expressly set forth in a written instrument executed by such Party. Such waiver shall be effective only to the extent specifically set forth in such written

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instrument. Neither the exercise nor the delay or failure to exercise any right, power or remedy shall operate as a waiver of or impair, limit or restrict the exercise by any Party of any such right, power or remedy at any time and from time to time thereafter. The waiver by either Party of a breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach thereof.

12.13 Non-exclusivity. Nothing in this Agreement shall be construed to confer upon HARDEN the exclusive right to provide services to eligible consumers in all geographic areas, and COUNTY explicitly reserves the right to contract with other organizations or agencies providing similar services in HARDEN's geographic area.

12.14 Filing of Agreement. A certified copy of this Agreement and any amendments, modifications, and supplemental agreements shall be filed with the Nassau County Clerk.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first above written.

HARDEN, A GALLAGHER COMPANY

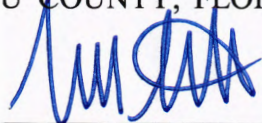
DocuSigned by:



A728E5F189A45D
Shaun Woleshin

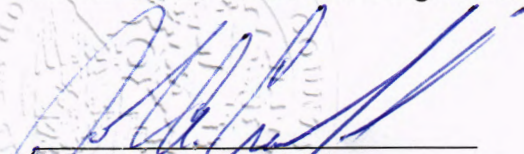
Its: Area Senior Vice President

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA



THOMAS R. FORD
CHAIRMAN

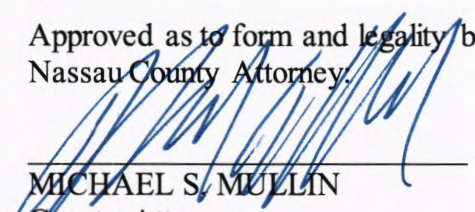
ATTEST as to Chairman's Signature:



JOHN A. CRAWFORD
Its: Ex-Officio Clerk

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Approved as to form and legality by the
Nassau County Attorney:



MICHAEL S. MULLIN
County Attorney

Exhibit A - Professional Services Contract

Property & Casualty Insurance Broker & Risk Management Services

Account Management

- a. Schedule and Conduct an Annual Planning Meeting > 120 days in Advance of Oct 1st
- b. Document and Gain Consensus on Strategic Objectives
- c. Create Annual Objective Support/Service Plan
- d. Provide consultation and recommendations on exposures, adequacy of coverage, and risk transfer options including those that might not be currently utilized by the BOCC
- e. Create and Provide Access to Program Administration Manual
 - Provide access to Harden client communication portal and hard copy manual.
- f. Maintain Risk Management account program and risk profile data
 - Verify accuracy of policies and endorsements received by carriers
 - Update and maintain County Asset schedules with information pertinent to BOCC
 - Prepare annual allocation of all insurance premiums, by asset, by Department
 - Prepare Quarterly allocations of endorsements by department accounting code
 - Prepare Quarterly allocations for deductible items billed back by carrier
 - Facilitate Workers' Compensation audit with carrier; verifying data and internal processes
 - Facilitate Asset Appraisal via FMIT every 5 – 7 years
- g. Automobile Fleet/Equipment/Driver Maintenance

Process Tag/Title/Decal requests

 - Review paperwork submitted by departments/constitutional Officers to ensure appropriate information and approvals
 - Process paperwork with Tax Collector
 - Notify appropriate department/constitutional officer of processed paperwork and provide tag/title/decal/invoicing
 - Track payment of tag/title invoicing for Tax collector
 - Update County Asset schedules with pertinent information
 - Prepare and process appropriate paperwork for County Manager approval for tag/title transfers on sold/auctioned vehicles and equipment
 - Process asset changes with insurance carriers via online portal

- Process MFG Recall and Safety notifications with Departments/Constitutional Officers
 - Research SunPass/EPass violations, communicate with Departments, File Disputes
- h. Property, Equipment & Other Asset Changes
- Review paperwork submitted by departments to ensure appropriate information and approvals
 - Update Asset schedules with pertinent information
 - Process Property & Equipment asset changes with insurance carriers via online portal
 - Storage Tanks – process and distribute Storage Tank Placards with DEP; allocate to for OMB/Finance
 - Storage Tanks – prepare appropriate forms for adding new tanks to Pollution Tank Policy; process with carrier
 - Storage Tanks - Prepare Certificates of Financial Responsibility required by DEP
- i. Review contracts to determine adequacy of indemnification, hold harmless, and insurance clauses
- Review contracts, PO's and WA's and develop Minimum Insurance Requirements based on Scope of Work
 - Review Certificates of Insurance from Vendors and Contractors to ensure compliance with Insurance Requirements
 - Review BOCC Special Events and provide recommendations for loss control based on exposures; review and approve Certificates of Insurance from Sponsors
 - Request issuance of Certificate of Insurance needed by BOCC with Insurance Broker
 - Engage with contractor/vendor insurance brokers as needed
- j. Conduct risk management meetings
- Weekly status review with County Attorney
- k. Report & Monitor Property & Liability Claims
- Review all claim information received from Departments/Constitutional Officers and Claimants; request addl. Info as needed
 - Determine if 1st party claim exceeds deductible; if not, notify Department to handle repairs in house
 - Process all 3rd party claims and 1st party claims (that exceed deductible) with insurance carriers

- Coordinate with Insurance Carrier on status of open claims, reserving practices, claim outcomes
- Track claims to closure
- Assist with claim and coverage disputes
- Subrogate claims against At-Fault 3rd Parties
- Process Deposits for reimbursements received from At-Fault 3rd Party insurance carriers

I. Develop Risk Management Internal Processes Manual

- Update Risk Management Internal Process Manual

Implement Pre - Loss Strategies

- a. Facilitate the development and implementation of a loss control program
 - Identify departments with highest loss frequency and severity
 - Provide County Manager and County Attorney quarterly claim review with trends and analysis
- b. Provide assistance in complying with loss control recommendations
 - Review loss control recommendations received from insurance carrier, discussed in Safety Committee Meeting or determined through self-inspections
 - Make recommendations for possible corrective actions
- c. Facilitate the development of Safety Committee protocols
 - Facilitate Safety Committee meetings; committee member selection
 - Review monthly claim analysis with Safety Committee Personnel
- d. Enhance Personal Protective Equipment Program, creating manual to identify appropriate equipment and guidelines
 - Based on losses analysis, inspections and safety committee feedback, make recommendations for new or updated PPE
 - Ensure PPE is in compliance with OSHA minimum standards
- e. Facilitate accident investigation program
 - Evaluate and update (as needed) existing accident investigation program utilizing carrier best practices
- f. Evaluate workers compensation claims and impact to the experience modification factor utilizing analytics tool such as Mod Master
- g. Assist with emergency procedures and disaster planning as needed

Implement Post - Loss strategies

- a. Assist with accident analysis and investigation
 - Review accidents during monthly safety committee meetings (utilizing root cause investigation protocols)
 - Determine and communicate loss prevention recommendations, if any

Develop and Issue Request for Proposal

- a. Consult with BOCC to formulate a marketing strategy focused on a cost-effective risk management strategy and program design based upon current market conditions
- b. Develop and issue Request for Proposal based upon agreed upon marketing strategy
- c. Represent BOCC in negotiations with all insurers, underwriters, and other service providers focused on delivering most cost effective solutions (terms, conditions, & price)
- d. Document risk profile data on renewal business
 - Coordinate collection of program renewal data from appropriate county personnel
 - Complete applications required by carriers
- e. Coordinate and facilitate carrier loss control site visits at client/prospect locations
 - Coordinate with Department Heads/Constitutional Officers for any site visits needed by Insurance Carrier personnel
- f. Review and approve all invoices received relative to BOCC insurance Program; code with appropriate accounting codes
- g. Review all policies and endorsements received from Broker/Insurance carrier to ensure accuracy
- h. Perform and in-depth comparative analysis of the quotes received from the RFP to include a comparison of value added services provided by the carriers
- i. Analyze impact to premium at various retention levels and assist in selecting optimal retentions
- j. Communicate program options to BOCC and recommend optimal program design
- l. Facilitate Program Implementation
 - Prepare binding instructions and documentation
 - Deliver confirmation of binding
 - Verify accuracy of binding documents

Client Education

- a. Monitor and report legislative environment, changes and trends –
 - Attend Round Table forum to ensure coordination of Risk Management programs; gather Risk Management best practices from other Risk Managers/Safety Personnel
 - Attend FACT Conference and debrief on content

- b. Provide technical training -
 - Facilitate On-site Risk Management Workshops for key staff and Constitutional Officers, as requested. Example: Safety Manual Training; Drug Free Workplace Program Trainings; Certificate of Insurance Trainings.

- c. Facilitate statutory/regulatory compliance education -
 - Facilitate Commissioner Awareness Training, as requested

Certificate Of Completion

Envelope Id: 3D898D84E68541DE801982E3261532E3
 Subject: Please DocuSign: CM3066 - Harden - Broker & Risk Management - \$125000.00
 Source Envelope:
 Document Pages: 14
 Certificate Pages: 2
 AutoNav: Enabled
 Envelope Stamping: Enabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
 Brian Simmons
 bsimmons@nassaucountyfl.com
 IP Address: 50.238.237.26

Record Tracking

Status: Original
 9/14/2021 3:38:29 PM

Holder: Brian Simmons
 bsimmons@nassaucountyfl.com

Location: DocuSign

Signer Events

Michael Mullin
 mmullin@nassaucountyfl.com
 County Attorney
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)

Signature*Michael Mullin*

Signature Adoption: Pre-selected Style
 Using IP Address: 50.238.237.26

Timestamp

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 Signed: 9/16/2021 8:12:43 AM

Electronic Record and Signature Disclosure:
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Megan Diehl
 mdiehl@nassaucountyfl.com
 OMB Director
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)

Megan Diehl

Signature Adoption: Pre-selected Style
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Electronic Record and Signature Disclosure:
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Brian Simmons
 bsimmons@nassaucountyfl.com
 Manager, Procurement
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)



Signature Adoption: Uploaded Signature Image
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Electronic Record and Signature Disclosure:
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Taco E. Pope, AICP
 tpope@nassaucountyfl.com
 County Manager
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)

Taco E. Pope AICP

Signature Adoption: Pre-selected Style
 Using IP Address: 50.238.237.26

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Electronic Record and Signature Disclosure:
Not Offered via DocuSign**In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp**

Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp CM3066
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Susan Gilbert sgilbert@nassaucountyfl.com Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/17/2021 1:57:42 PM Viewed: 9/17/2021 2:09:10 PM
Amber Carter acarter@nassaucountyfl.com Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/17/2021 1:57:41 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	9/17/2021 1:57:34 PM
Signing Complete	Security Checked	9/17/2021 1:57:40 PM
Completed	Security Checked	9/17/2021 1:57:42 PM
Payment Events	Status	Timestamps

CONTRACT APPROVAL FORM

(Contract Management Use only)

CONTRACT TRACKING NO.
CM3066

CONTRACTOR INFORMATION

Name: Harden, A Gallagher Company

Address: 463820 State Road 200, Suite 101 Yulee Florida 32097
City State Zip

Contractor's Administrator Name: Elisa Simpson Title: Client Services Executive/Manager

Tel#: (904) 548-2304 Fax: (904) 634-1302 Email: esimpson@hardeninsight.com

CONTRACT INFORMATION

Contract Name: Broker/Risk Management Services Agreement Contract Value: \$125,000.00

Brief Description: Harden will provide Broker and Risk Management Services to Nassau County.

Contract Dates : From: 10/01/2021 to: 9/30/2024 Status: New Renew Amend# WA/Task Order

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

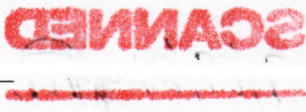
If Processing an Amendment:

Contract #: _____ Increase Amount of Existing Contract: _____

New Contract Dates: _____ to _____ TOTAL OR AMENDMENT AMOUNT: _____

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- | | | | |
|----|--------------------------------------------------------------|--------------------------|-----------------------------------------------------------------|
| 1. | <u>Michael Mullin</u>
Department Head Signature | <u>9/16/2021</u>
Date | <u>County Attorney/Risk Management</u>
Submitting Department |
| 2. | <u>[Signature]</u>
Procurement | <u>9/16/2021</u>
Date | <u>01291519-534000</u>
Funding Source/Acct # |
| 3. | <u>Megan Diehl</u>
Office of Management & Budget | <u>9/17/2021</u>
Date | |
| 4. | <u>Michael Mullin</u>
County Attorney/Contract Management | <u>9/16/2021</u>
Date | |



Comments: _____

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

Taco E. Pope, AIC-P 9/17/2021
Taco Pope Date

RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
Procurement
Office of Management & Budget
County Attorney/Contract Management
Clerk Finance