

C6-21-045

### CONTRACT APPROVAL FORM

(Contract Management Use only)  
**CONTRACT TRACKING NO.**  
**CM2591-A1**

#### CONTRACTOR INFORMATION

Name: Rostan Solutions  
Address: 3433 Lithia Pinecrest Rd #287, Valrico, FL 33596  
City State Zip  
Contractor's Administrator Name: Sam Rosania Title: VP  
Tel#: (813) 505-1313 Fax: \_\_\_\_\_ Email: SRosania@rostan.com

#### CONTRACT INFORMATION

Contract Name: Debri Monotoring Contract Value: \_\_\_\_\_  
Brief Description: Monitoring Debri Removal  
Contract Dates : From: 10/22/18 to: 10/22/21 Status: \_\_\_ New  Renew \_\_\_ Amend# \_\_\_ WA/Task Order  
How Procured: \_\_\_ Sole Source \_\_\_ Single Source \_\_\_ ITB  RFP \_\_\_ RFQ \_\_\_ Coop. \_\_\_ Other \_\_\_\_\_

#### If Processing an Amendment:

Contract #: CM2591-A1 Increase Amount of Existing Contract: No Cost Increase  
New Contract Dates: 10/22/21 to 10/22/22 TOTAL OR AMENDMENT AMOUNT: 0.00

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

- |    |  |                           |   |
|----|--|---------------------------|---|
| 1. | <u>[Signature]</u><br>Department Head Signature                        | <u>09/16/2021</u><br>Date | <u>Dept of Emergency Mgmt</u><br>Submitting Department            |
| 2. | <u>[Signature]</u><br>Procurement                                      | <u>10/20/2021</u><br>Date | <u>01254525-534000 Other contractual</u><br>Funding Source/Acct # |
| 3. | <u>Megan Divil</u><br>Office of Management & Budget                    | <u>10/20/2021</u><br>Date |   |
| 4. | <u>Denise C. May, Esq., BOS</u><br>County Attorney/Contract Management | <u>10/20/2021</u><br>Date |   |

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

#### COUNTY MANAGER - FINAL SIGNATURE APPROVAL

Taco E. Pope AICP 10/20/2021  
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

**FIRST AMENDMENT TO THE CONTRACT FOR DISASTER DEBRIS MONITORING CONSULTING SERVICES FOR NASSAU COUNTY, FLORIDA**

**THIS AMENDMENT** made and entered into this 20<sup>th</sup> day of October, 2021 by and between **NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS**, hereinafter referred to as "County," and **ROSTAN SOLUTIONS, LLC**, whose principal address is 3433 Lithia Pinecrest Road, Suite 287, Valrico, Florida 33596, hereinafter referred to as "Consultant".

**WHEREAS**, on October 22, 2018, the County entered into the *Contract for Disaster Debris Monitoring Consulting Services for Nassau County, Florida* with Consultant; and

**WHEREAS**, the Contract provided for an initial three (3) year performance period beginning on October 22, 2018 and ending on October 21, 2021 with the option to extend the performance period for two (2) one (1) year periods upon mutual agreement of the parties; and

**WHEREAS**, Emergency Management has determined that it is necessary to extend the performance period beyond October 21, 2021; and

**WHEREAS**, the parties mutually agree to amend the Contract to extend the performance period for an additional one (1) year period beginning on October 22, 2021 and ending on October 21, 2022; and

**WHEREAS**, it is necessary to further amend the Contract to comply with Section 448.095, Florida Statutes as it relates to the United States Department of Homeland Security's E-Verify System.

**NOW, THEREFORE, FOR AND IN CONSIDERATION** of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The Contract shall be amended to extend the performance period for an additional one (1) year period beginning on October 22, 2021 and ending October 21, 2022.

2. ARTICLE 20 – MISCELLANEOUS of the Contract shall be amended to include:

**20.5 EMPLOYMENT ELIGIBILITY.** Contractor must comply with F.S. 448.095 and use the United States Department of Homeland Security’s E-Verify system (“E-Verify”) to verify the employment eligibility of all persons hired by Contractor during the term of this Agreement to work in Florida. Additionally, if Contractor uses subcontractors to perform any portion of the Work (under this Agreement), Contractor must include a requirement in the subcontractor’s contract that the subcontractor use E-Verify to verify the employment eligibility of all persons hired by subcontractor to perform any such portion of the Work. Contractor must include a requirement in the subcontractor’s contract that the subcontractor use E-Verify to verify the employment eligibility of all persons hired by subcontractor to perform any such portion of the work. Answers to questions regarding E-Verify as well as instructions on enrollment may be found at the E-Verify website: [www.uscis.gov/e-verify](http://www.uscis.gov/e-verify).

3. All other provisions of the original Contract not in conflict with this Amendment shall remain in full force and effect.

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

Taco E. Pope AICP  
TACO E. POPE, AICP, COUNTY MANAGER  
Its: Designee

10/20/2021  
\_\_\_\_\_  
Date

**ROSTAN SOLUTIONS, LLC**

Sam Rosania

By: Sam Rosania

Its: Executive Vice President

Date: 10/20/2021




**Certificate Of Completion**

Envelope Id: 2B3F7A3FA89246D48200F320DA8757C2	Status: Completed
Subject: Please DocuSign: CM2591-A1.pdf	
Source Envelope:	
Document Pages: 4	Signatures: 6
Certificate Pages: 7	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Amber Carter
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	acarter@nassaucountyfl.com
	IP Address: 50.238.237.26

**Record Tracking**

Status: Original	Holder: Amber Carter	Location: DocuSign
10/19/2021 6:20:41 PM	acarter@nassaucountyfl.com	


**Signer Events**

Signer Events	Signature	Timestamp
Brian Simmons bsimmons@nassaucountyfl.com Manager, Procurement Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Using IP Address: 50.238.237.26	Sent: 10/19/2021 6:30:35 PM Viewed: 10/20/2021 7:45:12 AM Signed: 10/20/2021 7:45:16 AM

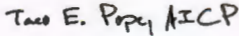
**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Megan Diehl mdiehl@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 10/20/2021 7:45:17 AM Viewed: 10/20/2021 2:58:33 PM Signed: 10/20/2021 2:58:42 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Denise C. May, Esq., BCS dmay@nassaucountyfl.com Assistant County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 10/20/2021 2:58:44 PM Viewed: 10/20/2021 3:15:24 PM Signed: 10/20/2021 3:15:32 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 174.209.108.228 Signed using mobile	Sent: 10/20/2021 3:15:36 PM Viewed: 10/20/2021 3:16:02 PM Signed: 10/20/2021 3:16:15 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Signer Events	Signature	Timestamp
Sam Rosania SRosania@rostan.com Security Level: Email, Account Authentication (None)	<i>Sam Rosania</i>  Signature Adoption: Pre-selected Style Using IP Address: 35.138.3.132	Sent: 10/20/2021 3:16:17 PM Viewed: 10/20/2021 3:40:02 PM Signed: 10/20/2021 3:41:39 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/20/2021 3:40:02 PM  
ID: 92b8130f-3cb9-4343-a192-791aa0bdac2b

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Greg Foster gfoster@nassauso.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 10/20/2021 3:41:41 PM
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**Electronic Record and Signature Disclosure:**  
Accepted: 6/22/2021 9:00:03 AM  
ID: 43973be7-374d-45f6-bceb-a2772e717198

Michelle R. Mellecker mrmellecker@nassauso.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 10/20/2021 3:41:41 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Bobby Lippelman blippelman@nassauso.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 10/20/2021 3:41:42 PM
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**Electronic Record and Signature Disclosure:**  
Accepted: 10/6/2021 8:10:34 AM  
ID: 179d8b6f-87ed-49f4-aa0e-80fe04ba76e9

Michelle Van Deren amvanderen@nassauso.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 10/20/2021 3:41:43 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Amber Carter acarter@nassaucountyfl.com Nassau County BOCC Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 10/20/2021 3:41:43 PM
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**Electronic Record and Signature Disclosure:**  
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Carbon Copy Events	Status	Timestamp
<p>Brenda Linville blinville@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:44 PM
<p>Peggy Snyder psnyder@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:45 PM
<p>Tina Barnett tbarnett@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:46 PM
<p>Jennifer Marlatt jmarlatt@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:47 PM
<p>Melissa Lucey mlucey@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:48 PM
<p>Heather Nazworth hnazworth@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:49 PM
<p>Sam Rosania SRosania@rostan.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 10/20/2021 3:40:02 PM ID: 92b8130f-3cb9-4343-a192-791aa0bdac2b</p>	<b>COPIED</b>	Sent: 10/20/2021 3:41:50 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/19/2021 6:30:35 PM
Certified Delivered	Security Checked	10/20/2021 3:40:02 PM
Signing Complete	Security Checked	10/20/2021 3:41:39 PM
Completed	Security Checked	10/20/2021 3:41:50 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure



## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, County of Nassau (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact County of Nassau:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com)

**To advise County of Nassau of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

**To request paper copies from County of Nassau**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with County of Nassau**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify County of Nassau as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Nassau during the course of your relationship with County of Nassau.