

CS-21-270

**BOCC CONTRACT APPROVAL FORM**  
(Request for Contract Preparation)

**CONTRACT TRACKING NO.**  
  
CM3210

**GENERAL INFORMATION**

Requesting Department: OMB

Contact Person: Marshall Eyerman

Telephone: (904) 530-6010 Fax: ( ) Email: meberman@nassaucountyfl.com

**CONTRACTOR INFORMATION**

Name: Becky Trull

Address: 3520 Everson Wood Drive Snellville GA 30039  
City State Zip

Contractor's Administrator Name: Becky Trull Title: Owner

Telephone: (912) 322-9691 Fax: ( ) Email: beckyatrull@gmail.com

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF CONTRACTOR (NAME AND EMAIL ADDRESS)

Authorized Signatory Name: Becky Trull

Authorized Signatory Email: beckyatrull@gmail.com

**CONTRACT INFORMATION**

Contract Name: Amelia Island Landmark Art Creations

Description: Create 30+ art creations inspired by landmarks/activities that Amelia Island is known for to use in print and digital display that will exemplify the character and southern charm of our destination.

GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.

Total Amount of Contract: \$16,275  
APPROXIMATE IF NECESSARY

Source of Funds/Account: 37524552-552007 Termination/Cancellation: At Will

Authorized Signatory: Taco E. Pope, AICP

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: Execution to: 6 months thereafter

Status:  New  Renew  Amend#  WA/Task Order

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

**If Processing an Amendment:**

Contract #: \_\_\_\_\_ Increased Amount to Existing Contract: \_\_\_\_\_

New Contract Dates: \_\_\_\_\_ to \_\_\_\_\_ Total or Amended Amount: \_\_\_\_\_

*Continued on next page*

<b>CHECKLIST</b>		
<i>Review/Complete before sending contract for final signature</i>		
<b>Requirement</b>	<b>Description</b>	<b>Complete By</b>
Contract, Exhibits and Appendices	1) The contract and all documents incorporated by reference in the contract, including exhibits and appendices are attached (including E-Verify, Pricing, Scope, etc.) and properly identified; and 2) All such documents have been read and agreed to in their entirety by originating department and staff members who have obligations under this contract.	Dept
Name, Address, Contact Person	The full name, address, legal status (i.e., corporation, partnership, etc.) and contact person of other party are included.	Dept
Understanding	Written contract matches the verbal understanding of all parties. All terms and conditions conform to the final negotiations/agreement of the parties.	Dept
Competition/Conflicts and Existing Contracts/Compliance	This contract does not conflict with any other contracts, promises or obligations of the BOCC. The requesting department verifies the BOCC can comply with all terms and conditions.	Dept Cnty Atty
Other Necessary Agreements	All other necessary agreements or waivers referred to in contract have been obtained and are attached and properly identified for reference.	Cnty Atty
Indemnification	BOCC may not indemnify, hold harmless, be liable to, or reimburse any other party to the contract for claims, lawsuits, damages, attorney fees, or losses incurred by that party in connection with the contract.	Cnty Atty
Term of Contract	Start and end dates of contract are included. Any renewals are included.	Cnty Atty
Warranties/Guarantees	Warranties or guarantees give satisfactory protection.	Cnty Atty/Risk
Insurance	Risk manager has or will approve insurance clauses. Levels confirmed in requirements	Dept
Governing Law	The contract is governed under the laws of the State of Florida. The contract may be silent on this issue but in no event will another state's law govern the agreement.	Cnty Atty
Confidentiality Agreements	All nondisclosure clauses include exceptions regarding disclosure as required by law. If not applicable, indicate "n/a."	Cnty Atty
Printed/Typed Names	Names of all persons signing contracts are printed or typed below signatures.	Router

**APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY**

1. Marshall Eyrman 7/22/2022 *gl*  
 Department Head/Contract Manager Nassau Schools 7/27/2022 *JP*
  2. Chris Lacambra 7/27/2022 7/27/2022  
 Procurement
  3. Denise C. May 7/27/2022  
 Office of Mgmt & Budget
  4. \_\_\_\_\_ Date \_\_\_\_\_  
 County Attorney
- COUNTY MANAGER – FINAL SIGNATURE APPROVAL**
5. Taco E. Popey AICP 7/27/2022  
 County Manager \_\_\_\_\_ Date \_\_\_\_\_

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

**Original:** Clerk's Services; Contractor (original or certified copy)  
**Copies:** Department; Procurement; RLS Distribution; Clerk Services BOCC

**CONTRACT FOR AMELIA ISLAND LANDMARK ART CREATIONS SERVICES**

THIS CONTRACT entered into on 7/27/2022 by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA**, a political subdivision of the State of Florida, hereinafter referred to as the "County", and **BECKY TRULL**, located at 3520 Everson Wood Drive Snellville, GA 30039, hereinafter referred to as the "Vendor".

**WHEREAS**, the County recognized the need for artistic services to create custom graphic designs for promotional items; and

**WHEREAS**, the County has determined that the Vendor was chosen for how well the artistic style matches the Amelia Island brand voice for this project. A copy of the Vendor's Scope of Services is attached hereto as Attachment "A" and made a part hereof; and

**NOW, THEREFORE**, in consideration of the terms and conditions herein set forth, the County and the Vendor agree as follows:

**SECTION 1. Description of Services and/or Materials to be Provided**

The County does hereby retain the Vendor to provide the services and/or materials further described in the *Scope of Services*, a copy of which is attached hereto and incorporated herein as Attachment "A". This Contract standing alone does not authorize the performance of any work or require the County to place any orders for work.

**SECTION 2. Receiving/Payment/Invoicing**

**No payment will be made for services and/or materials without proper County authorization and approval.** The County shall pay the Vendor within forty-five (45) calendar days of receipt and acceptance of invoice by the Director of Procurement, pursuant to and in accordance with the promulgations set forth by the State of Florida's Prompt Payment Act. (Florida Statutes Section 218.70). The Vendor shall also submit a copy of all invoices submitted to the Director of Procurement. Payment shall not be made until services and/or materials have been received, inspected and accepted by the County in the quantity and/or quality ordered. Payment will be accomplished by submission of an invoice, with the contract number referenced thereon. Payment in advance of receipt of services and/or materials by the County cannot be made.

The invoice submitted shall be in sufficient detail as to item, quantity and price in order for the County to verify compliance with the awarded bid.

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**SECTION 3. Acceptance of Services and/or Materials**

Receipt of services and/or materials shall not constitute acceptance. Final acceptance and authorization of payment shall be given only after a thorough inspection indicates that the services and/or materials meet bid specifications and conditions. Should the quantity and/or quality differ in any respect from specifications, payment will be withheld until such time as the Vendor takes necessary corrective action. If the proposed corrective action is not acceptable to the County, the County Manager’s Office may authorize the recipient to refuse final acceptance of the quantity and/or quality received. Should a representative of the County agree to accept the services and/or materials on condition that the Vendor will correct their performance within a stipulated time period, then payment will be withheld until said corrections are made.

**SECTION 4. Firm Prices**

Prices for services and/or materials covered in the specifications of this Contract shall remain firm for the period of this Contract pursuant to pricing as reflected in Attachment “A”. No additional fees or charges shall be accepted.

**SECTION 5. Fund Availability**

This Contract is deemed effective only to the extent that appropriations are available. Pursuant to Florida Statutes all appropriations lapse at the end of the Fiscal Year. Multi-year awards may be adequately funded but the County reserves the right not to appropriate for an ongoing procurement if it is deemed in its best interest.

**SECTION 6. Expenses**

Vendor shall be responsible for all expenses incurred while performing the services under this Contract. This includes, without limitation, license fees, memberships and dues; automobile and other travel expenses; meals and entertainment; insurance premiums; and all salary, expenses and other compensation paid to Vendor’s agents, if any, hired by Vendor to complete the work under this Contract.

**SECTION 7. Taxes**

The County is tax exempt. As such, the County will not pay any Federal Excise or State of Florida Sales Tax. The Vendor will refrain from including taxes in any billing.

**SECTION 8. Laws Governing this Contract**

This Contract shall be consistent with, and be governed by, the Ordinances of Nassau County, the whole laws and rules of the State of Florida, both procedural and substantive, and

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applicable federal statutes, rules and regulations. Any and all litigation arising under this Contract shall be brought in Nassau County, Florida. Any mediation, pursuant to litigation, shall occur in Nassau County, Florida.

**SECTION 9. Changes**

The County reserves the right to order, in writing, changes in the work within the scope of the Contract, such as change in quantity or delivery schedule. The Vendor has the right to request an equitable price adjustment in cases where changes to the Contract under the authority of this clause result in increased costs to the Vendor.

**SECTION 10. Modifications**

In addition to modifications made under the changes clause, this Contract may be modified within the scope of the Contract upon the written and mutual consent of both parties, and approval by appropriate legal authority in the County.

**SECTION 11. Assignment & Subcontracting**

The Vendor will not be permitted to assign its Contract with the County, or to subcontract any of the work requirements to be performed without obtaining prior written approval by the County.

**SECTION 12. Severability**

If any section, subsection, sentence, clause, or phrase, or portion of this Contract is, for any reason, held invalid, unconstitutional, or unenforceable by any Court of Competent Jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 13. Termination for Default**

The performance of the Contract may be terminated by the County in accordance with this clause, in whole or in part, in writing, whenever the County shall determine that the Vendor has failed to meet the requirements as outlined in this Contract.

**SECTION 14. Termination for Convenience**

The County reserves the right to terminate the Contract in whole or part by giving the Vendor written notice at least thirty (30) days prior to the effective date of the termination. Upon receipt of written notice of termination from the County, the Vendor shall only provide those services and/or materials specifically approved or directed by the County. All other rights and duties of the parties under the Contract shall continue during such notice period, and the County

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shall continue to be responsible to the Vendor for the payment of any obligations to the extent such responsibility has not been excused by breach or default of the Vendor.

**SECTION 15. Force Majeure**

Neither party of this Contract shall be liable to the other for any cost or damages if the failure to perform the Contract arises out of causes beyond the control and without the fault or negligence of the parties. Such causes may include, but are not restricted to, acts of nature, fires, quarantine restriction, strikes and freight embargoes. In all cases, the failure to perform must be totally beyond the control and without any fault or negligence of the party.

**SECTION 16. Access and Audits**

The Vendor shall maintain adequate records to justify all charges, expenses, and costs incurred in providing the services and materials for at least three (3) years after completion of this Contract. The County and the Clerk of Courts shall have access to such books, records, and documents as required in this Section for the purpose of inspection or audit during normal business hours, at the County’s or the Clerk’s cost, upon five (5) days’ written notice.

**SECTION 17. Vendor Responsibilities**

The Vendor will provide the services and materials agreed upon in a timely and professional manner in accordance with specifications referenced herein and in accordance with the Scope of Services.

**SECTION 18. Public Emergencies**

The Vendor shall agree before, during, and after a public emergency, disaster, hurricane, tornado, flood, or other acts of nature that the County shall require a “First Priority” for services and materials. It is vital and imperative that the majority of citizens are protected from any emergency situation that threatens public health and safety, as determined by the County. The Vendor agrees to sell all materials to and perform all services for the County or governmental entities on a “First Priority” basis. The County expects to pay a fair and reasonable price for all services and materials rendered or contracted in the event of a disaster, emergency, hurricane, tornado or other acts of nature.

**SECTION 19. Period of Contract/Option to Extend or Renew**

The performance period of this Contract shall begin upon full execution by the last party to execute this Contract and terminate (6) months thereafter. Any extensions shall be signed and approved by both parties. Any Contract or amendment to the Contract shall be subject to fund availability and mutual written agreement between the County and the Vendor.

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**SECTION 20. Independent Vendor Status**

Vendor and County agree that: (a) Vendor has the right to perform services for others during the term of this Contract; (b) Vendor has the sole right to control and direct the means, manner and method by which the services required by this Contract will be performed; (c) Vendor has the right to perform the services required by this Contract at any location or time; (d) Vendor has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Contract.

**SECTION 21. Indemnification and Insurance**

Vendor shall indemnify and hold harmless County and its agents and employees from liabilities, damages, losses and costs, including but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of Vendor and any persons employed or utilized by Vendor, in the performance of the Contract.

As a freelance artist, Vendor does not carry business insurance coverage as it is not a legal requirement for the size of projects completed on an annual basis. Therefore, an exemption of providing commercial (occurrence form) or comprehensive general liability insurance coverage is warranted.

**SECTION 22. Dispute Resolution**

The County may utilize this section, at their discretion, as to disputes regarding Contract interpretation. The County may send a written communication to the Vendor by email, overnight mail, UPS, FedEx, or certified mail. The written notification shall set forth the County's interpretation of the Contract. A response shall be provided in the same manner prior to the initial meeting with the County Manager. This initial meeting shall take place no more than twenty (20) days from the written notification of the dispute addressed to the Vendor. The Vendor should have a representative, at the meeting that can render a decision on behalf of the Vendor.

If there is no satisfactory resolution as to the interpretation of the contract, the dispute may be submitted to mediation in accordance with mediation rules as established by the Florida Supreme Court. Mediators shall be chosen by the County and the cost of mediation shall be borne by the Vendor. The Vendor shall not stop work during the pendency of mediation or dispute resolution.

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**SECTION 23. E-Verify System**


Consultant 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 Consultant during the term of this Agreement to work in Florida. Additionally, if Consultant uses subcontractors to perform any portion of the Work (under this Agreement), Consultant 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).

**SECTION 24. Public Records**

The County is a public agency subject to Chapter 119, Florida Statutes. IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 530-6010, [RECORDS@NASSAUCOUNTYFL.COM](mailto:RECORDS@NASSAUCOUNTYFL.COM), 96135 NASSAU PLACE, YULEE, FLORIDA 32097. Under this agreement, to the extent that the Vendor is providing services to the County, and pursuant to section 119.0701, Florida Statutes, the Vendor shall:

- a. Keep and maintain public records required by the public agency to perform the service.
- b. Upon request from the public agency’s custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Vendor does not transfer the records to the public agency.
- d. Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Vendor or keep and maintain public records required by the public agency to perform the service. If the Vendor transfers all public records to the public agency upon completion of the Contract, the Vendor shall destroy any duplicate public records that are exempt

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or confidential and exempt from public records disclosure requirements. If the Vendor keeps and maintains public records upon completion of the Contract, the Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

**SECTION 25. Request for Records; Noncompliance**

A request to inspect or copy public records relating to a public agency's contract for materials must be made directly to the public agency. If the public agency does not possess the requested records, the public agency shall immediately notify the Vendor of the request, and the Vendor must provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.

If a Vendor does not comply with the public agency's request for records, the public agency shall enforce the Contract provisions in accordance with the Contract.

A Vendor who fails to provide the public records to the public agency within a reasonable time may be subject to penalties under §119.10, Florida Statutes.

**SECTION 26. Civil Action**

If a civil action is filed against the Vendor to compel production of public records relating to the Contract, the Court shall assess and award against the Vendor the reasonable costs of enforcement, including reasonable attorney fees if:

(a) The Court determines that the Vendor unlawfully refused to comply with the public records request within a reasonable time; and

(b) At least eight (8) business days before filing the action, the plaintiff provided written notice of the public records request, including a statement that the Vendor has not complied with the request, the public agency and to the Vendor.

A notice complies with subparagraph (b), if it is sent to the public agency's custodian of public records and to the Vendor at the Vendor's address listed on its Contract with the public agency or to the Vendor's registered agent. Such notices must be sent by common carrier delivery service or by registered, Global Express Guaranteed, or certified mail, with postage or shipping paid by the sender and with evidence of delivery, which may be in an electronic format.

A Vendor who complies with a public records request within eight (8) business days after the notice is sent is not liable for the reasonable costs of enforcement.

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**SECTION 27. Disclosure of Litigation, Investigations, Arbitration or Administrative Decisions**

The Vendor, during the term of this Contract, or any extension, has a continual duty to properly disclose to the County Attorney, in writing, upon occurrence, all civil or criminal litigation, arbitration, mediation, or administrative proceeding involving the Vendor. If the existence of the proceeding causes the County concerns that the Vendor's ability or willingness to perform this contract is jeopardized, the Vendor may be required to provide the County with reasonable written assurance to demonstrate the Vendor can perform the terms and conditions of the Contract.

**SECTION 28. Entire Agreement**

The written terms and provisions of this Contract shall supersede all prior verbal statements of any official or other representative of the County. Such statements shall not be effective or be construed as entering into, or forming a part of, or altering in any manner whatsoever, this Contract or Contract Documents.

IN WITNESS WHEREOF, the parties have executed this Contract which shall be deemed an original on this day and year first above written.

**NASSAU COUNTY, FLORIDA**

*Taco E. Pope, AICP*

\_\_\_\_\_  
TACO E. POPE, AICP Date  
Its: County Manager

**BECKY TRULL**

*[Signature]*

\_\_\_\_\_  
BECKY TRULL Date  
Its: OWNER

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*[Signature]*  
Initials: \_\_\_\_\_

## AMELIA ISLAND LANDMARK ART CREATIONS PROJECT: ATTACHMENT "A"

### SCOPE OF SERVICES

**Project Goal:** Create 30+ art creations inspired by landmarks/activities that Amelia Island is known for to use in print and digital display that will exemplify the character and southern charm of our destination.

### **Objectives & Uses:**

Primary - Utilize artwork creations on promotional supplies

Secondary - Animate the artwork for GIF use on social media and website design

**Selection Process:** Upon completion of an artistic research process performed by the Amelia Island Convention & Visitors Bureau (AICVB), it is recommended that Becky Trull's artistic services for this project be approved given her expertise and artistic style presented in previous renditions of artwork that have proven to match the Amelia Island brand voice eloquently.

**Payment Plan:** Vendor will provide incremental invoices until the project completes. Each invoice will include a "set" of items including 5-6 landmarks/activities, estimating \$500-\$940 which will depend on the number of revisions required. Two rounds of revision requests per set of items are included in the unit costs and any additional revisions will be billed at \$85 per hour. All invoices will be matched against the provided Purchase Order.

**Items - list of 30 iconic landmarks/activities** (list may be edited and adjust as the project progresses with artist):

#### Subject

Shrimp boat  
Palace Saloon  
Heritage oak – Kate's Tree w/ road  
Beach scene w/ dunes and walkover  
Logging truck  
Clock tower  
Lighthouse  
Train depot  
Horses on Beach  
Pippi house / silhouette of braids  
American Beach Cast Iron  
Coke sign/building row  
Sharks teeth  
Trolley  
FL House w/ Eight Flags  
Submarine  
Putt-putt  
Museum of History/Jail  
Fort Clinch  
Old town – plot map  
Horse fountain  
Peg Leg Pete  
Palace Saloon Pirate  
Anchor at the Marina  
Shark at the Marina  
Lesesne House  
Tree canopy pathway  
Blue and gold macaw bird (resorts)  
kayak/sup in marsh  
Island outline

#### Animation Ideas

trawls opening, water moving  
doors swinging, bounce  
Spanish moss blowing  
sea oats blowing  
wheels moving/bounce  
bounce  
light turning  
bounce  
horses trotting  
bounce  
bounce  
people walking the sidewalk with shopping bags  
bounce  
wheels moving/bounce  
flags blowing  
coming up from water  
ball rolling  
bounce  
bounce  
bounce  
water flowing, bounce  
waving  
saying "arrrrgghh"  
bounce  
splash  
moss blowing in the wind on the trees in the front yard  
biker riding thru  
two talking to each other - hello Buddy, hello Amelia!  
paddle splashing in the water  
bounce and Amelia Island words animated in

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## AMELIA ISLAND LANDMARK ART CREATIONS PROJECT: ATTACHMENT "A"

**BECKY TRULL**

912-322-9691

BeckyATrull@gmail.com

ATTN: Marilou Welling, Amelia Island Convention & Visitors Bureau

Date: 6/2/22

Expires: 6/2/23

Project Title: CVB Stickers Project

Estimate Number: 3

Project Description	Quantity	Unit Price	Cost
Original watercolor-style digital illustrations of various Amelia Island landmarks, locations, and icons with FULL RIGHTS USE	30	\$400.00	\$12,000.00
Animated gifs simple bouncing or wiggling movement of elements or words in calligraphy	30	\$100.00	\$3,000.00
		Subtotal	\$15,000.00
		Total	\$15,000.00

Notes: Estimated cost includes up to 30 illustrations and accompanying gifs for those same illustrations. Billing will be based on actual number created. Cost includes digital versions of illustrations only in PNG, JPEG, and GIF format.

Designs will be produced in thematic sets with with a timeline and work schedule to be determined later. Two (2) rounds of revision requests per set are included in the cost. Additional revisions will be billed at \$85 per hour. Artist may use created images for portfolio and self promotion including on online platforms.

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2398 Sadler Road, Suite 200  
Fernandina Beach, FL 32034  
[www.AmeliaIsland.com](http://www.AmeliaIsland.com)  
904.277.4369

**Memorandum to Risk Management**

Becky Trull – Landmark Art Creations

Certificate of Insurance Exemption Request

Becky Trull is a freelance graphic design artist that has been vetted and chosen for the Amelia Island Landmark Art Creations Project. The artwork for this project will be created by the artist from her personal work establishment and will not be completed on site of Amelia Island. Becky is a native to Nassau County and is very familiar with the destination which will not require her presence on the island. As a freelance artist, Becky does not hold business insurance coverage as it is not a legal requirement for the size of projects she completes on an annual basis. Therefore, an exemption of providing a Certificate of Insurance for this vendor is requested.

**NASSAU COUNTY  
BOARD OF COUNTY COMMISSIONERS**

96135 Nassau Place Suite 1  
Yulee, FL 32097

OMB

**VENDOR NAME & ADDRESS**  
Vendor Becky Trull  
Address 3520 Everson Wood Drive  
Snellville, GA 30039

**REQUISITION 2022**

Phone 912-322-9691

REQUESTED BY: Marshall Eyerma

7/13/2022	Original watercolor-style digital illustrations of various Amelia Island landmarks, locations and icons with FULL RIGHTS USE	30	\$ 400.00	\$ 12,000.00	3752-4552-552007 - Promotional Supplies
7/13/2022	Animated GIFs with simple bouncing or wiggling movement of elements or words in calligraphy	30	\$ 100.00	\$ 3,000.00	3752-4552-552007 - Promotional Supplies
			\$ -		
7/13/2022	Estimated additional revisions - as noted/quoted on estimate (more than 2 rounds of revisions per piece)	15	\$ 85.00	\$ 1,275.00	3752-4552-552007 - Promotional Supplies
			\$ -		
			\$ -		
			\$ -		

**Purchasing Process**

**Artistic Services FL SS 287.057 (3)(e) 1.**

ORIGINAL - FINANCE COPY  
COPY - DEPARTMENT COPY

Subtotal:  
Total: **\$16,275.00** *GL*

**Department Head / Managing Agent**

*I certify that, to the best of my knowledge, this requisition reflects accurate information, has been reviewed, budgeted for and follows the Nassau County Purchasing Policy.*

*Marshall Eyerma*

7/22/2022

**Office of Management and Budget**

*I certify that, to the best of my knowledge, funds are available for payment and this purchase consistent with the Nassau County Purchasing Policy.*

*Chris Lalambra*

7/27/2022

**Procurement Director**

*I attest that, to the best of my knowledge, this requisition is accurate and necessary and is consistent with the Nassau County Purchasing Policy.*

7/27/2022

*Clert Finance received*

**County Manager**

*I certify that, to the best of my knowledge, the appropriate staff have reviewed and approved this Requisition and no other conditions would prevent approval.*

7/27/2022



purchasing method	Description
Competitive Verbal Quotes \$1,000-\$4,999	
Competitive Written Quotes \$5,000-\$50,000	
4.2 Sole Source/Single Source (see attached form)	Sole Source: the goods or services can be legally purchased from only one source. Single Source: when goods or services can be purchased from multiple sources, but in order to meet certain functional or performance requirements, there is only one econ.
5.1 Best interest of the Public (see attached form)	The purchase of any goods or services, or combination thereof, which, in the sole descretion of the BOCC, is in the best interest of ht epublic to be pro cured by any means c so long as, in the sole descretion of the County Attorey, the Procurement does not violate any federal, state, or other local law.
5.2 Communications	Equipment, supplies, materials, or services, including Internet access service and newspaper ads that are used as modes of communication.
5.3 Publications	Books, periodicals, printed materials, artwork, photographs, film, film strips, video tapes, dck ir tape recordings, materials purchased directly from the producer or publisher, the owner of the copyright, an exlusive agent with the state, a governmental agency, or a recognized educational institute.
5.5 Lodging and Transportation	Seminars, workshop, training, overnight lodging, transportation, dues, members.
5.8 Other Professional Services	Acquisition of other Professional Services for lobbyist, legal services, medical services, financial services, planning or any other professional services not defines in s. 287.0
Artistic Services FL SS 287.057 (3)(e) 1.	FLSS287.057(E)1 The following contractual services and commodities are NOT subject to the competitive-solicitation requirements of the section: 1. Artistic services. As used in this subsection, the term "artistic services" does not include advertising or typesetting. As used in the subparagraph, the term "advertising" me a representation in any form in connection with a trade, business, craft, or profession in order to promote the supply of commodities or services by the person promoting the
Advertising	See 10/7/2019 email by Megan Diehl stating "professional marketing services" can be considered recommended by the AITDC and approved by the BOCC until the update ratified...
Media Insertion Order	
Carry Forward - PO Balance to next FY	

**Amelia Island Tourist Development Tax - Nassau County Board of County Commissioners  
Exemptions / Sole Source / Single Source Certification Form**

Date:	<u>7/13/2022</u>	Account:	<u>37524552-552007</u>
Vendor Name:	<u>Becky Trull</u>	Project:	<u>Amelia Island Landmark Art Creations</u>
Address:	<u>3520 Everson Wood Drive</u>	FY Cost:	<u>\$16,275</u>
Phone:	<u>912-322-9691</u>	Total Cost:	<u>\$16,275</u>
Contact Name:	<u>Becky Trull</u>		

Description of Goods and/or Service:

Create 30+ art creations inspired by landmarks/activities that Amelia Island is known for to use in print and digital display that will exemplify the character and southern charm of our destination.

Comments/Explanation for Exemption/Sole/Single (required)

Becky Trull is a creative, graphic design artist uniquely qualified for this project given her expertise and artistic style presented in previous renditions of artwork. She will capture the Amelia Island brand voice eloquently through this project.

Check one (1) of the following choices:

- |                                     |                  |                                     |  |
|-------------------------------------|------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Exempt purchase: | <input checked="" type="checkbox"/> | Artistic Services (FS 287.057 (3)(e)1) as defined under FS 287.012   |
| <input type="checkbox"/>            |                  | <input type="checkbox"/>            | Professional Services: Nassau County Purchasing Policy (Chapter 1, Article VII, Section 1-141) - Purchasing policy Section (e) Purchases exempt from competitive or alternative methods.             |
| <input type="checkbox"/>            |                  | <input type="checkbox"/>            | Communications (5.2 – Nassau County Purchasing Policy Exemption)   |
| <input type="checkbox"/>            |                  | <input type="checkbox"/>            | Publications (5.3 – Nassau County Purchasing Policy Exemption)   |
| <input type="checkbox"/>            |                  | <input type="checkbox"/>            | Lodging and Transportation (5.5 – Nassau County Purchasing Policy Exemption)   |
| <input type="checkbox"/>            |                  | <input type="checkbox"/>            | Other Professional Services (5.8 – Nassau County Purchasing Policy Exemption)  |
| <input type="checkbox"/>            | Sole Source:     |                                     | The goods or services can be legally purchased from only one source.   |
| <input type="checkbox"/>            | Single Source:   |                                     | The goods or services can be purchased from multiple sources, but in order to meet certain functional or performance requirements, there is only one economically feasible source for this purchase. |

If Sole or Single Source: Explanation: \_\_\_\_\_

**GL**

**Department Head / Managing Agent**

*I certify that, to the best of my knowledge, this requisition reflects accurate information, has been reviewed, budgeted for, and follows the Nassau County Purchasing Policy.*

*Marshall Eychman*

**Procurement Manager**

*I certify that I have reviewed this request and concur that it is an Exempt, Sole or Single Source and is consistent with the Nassau County Purchasing Policy.*

*Andrew Nelson*

**Office of Management and Budget**

*I certify that, to the best of my knowledge, funds are available for payment and this purchase is consistent with the Nassau County Purchasing Policy.*

*Chris Lacambra*

**County Manager**

*I certify that, to the best of my knowledge, the appropriate staff have reviewed and approved this Requisition and no other conditions would prevent approval.*

*Jack E. Pope, R.I.C.P.*

**Requester for Taxpayer  
Identification Number and Certification**

**Give Form to the  
requester. Do not  
send to the IRS.**

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
Rebecca Trull

**2** Business name/disregarded entity name, if different from above

**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC     C Corporation     S Corporation     Partnership     Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ► \_\_\_\_\_

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the U.S.)*

**5** Address (number, street, and apt. or suite no.) See instructions.  
3520 Everson Wood Drive

**6** City, state, and ZIP code  
Snellville, GA 30039

**7** List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Social security number**

2	5	6	-	7	7	-	1	8	2	1
---	---	---	---	---	---	---	---	---	---	---

**or**

**Employer identification number**

		-							
--	--	---	--	--	--	--	--	--	--

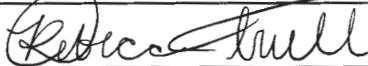
**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**    Signature of U.S. person ►     Date ► 6/17/22

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

**Certificate Of Completion**

Envelope Id: A70E328CC4F3415D9C23D31B31F76341	Status: Completed
Subject: Please DocuSign: CM3210 - Trull - TDC-Media- \$16,275	
Source Envelope:	
Document Pages: 17	Signatures: 16
Certificate Pages: 6	Initials: 25
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Marshall Eyerman
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	MEyerman@nassaucountyfl.com
	IP Address: 50.238.237.26

**Record Tracking**

Status: Original	Holder: Marshall Eyerman	Location: DocuSign
7/22/2022 5:10:15 PM	MEyerman@nassaucountyfl.com	

**Signer Events**

Signer Events	Signature	Timestamp
Gil Langley glangley@ameliaisland.com Amelia Island CVB Security Level: Email, Account Authentication (None)	<i>GL</i>  Signature Adoption: Pre-selected Style Using IP Address: 107.77.222.204 Signed using mobile	Sent: 7/22/2022 5:18:41 PM Viewed: 7/22/2022 5:25:54 PM Signed: 7/22/2022 5:29:58 PM

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

Marshall Eyerman meyerman@nassaucountyfl.com Assistant County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	<i>Marshall Eyerman</i>  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 7/22/2022 5:18:41 PM Viewed: 7/22/2022 5:18:53 PM Signed: 7/22/2022 5:19:05 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)	<i>Lanaee Gilmore</i>  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 7/22/2022 5:30:02 PM Viewed: 7/27/2022 8:21:55 AM Signed: 7/27/2022 8:22:05 AM
---	--	--

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

Tracy Poore tpoore@nassaucountyfl.com OMB Admin Nassau County BOCC Security Level: Email, Account Authentication (None)	<i>TP</i>  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 7/27/2022 8:22:10 AM Viewed: 7/27/2022 10:53:02 AM Signed: 7/27/2022 10:54:43 AM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Daniel Fanger dfanger@nassaucountyfl.com Asst. OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Accepted: 1/12/2022 8:21:25 AM ID: a674f252-535e-4d30-a29b-ba05d6cf52ef</p>	<p><i>DF</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 7/27/2022 10:54:49 AM Viewed: 7/27/2022 12:42:13 PM Signed: 7/27/2022 12:42:45 PM</p>
<p>chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>chris lacambra</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 7/27/2022 12:42:49 PM Viewed: 7/27/2022 3:50:32 PM Signed: 7/27/2022 3:50:41 PM</p>
<p>Denise C. May dmay@nassaucountyfl.com Assistant County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>Denise C. May</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26 Signed using mobile</p>	<p>Sent: 7/27/2022 3:50:45 PM Viewed: 7/27/2022 5:21:56 PM Signed: 7/27/2022 5:22:35 PM</p>
<p>Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>Taco E. Pope AICP</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 174.212.36.130 Signed using mobile</p>	<p>Sent: 7/27/2022 5:22:40 PM Viewed: 7/27/2022 8:26:58 PM Signed: 7/27/2022 8:27:44 PM</p>
<p>Becky Trull beckyatrull@gmail.com Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Accepted: 7/28/2022 9:52:05 AM ID: 2e517ff2-db26-4274-a76a-8127cacffa43</p>	<p><i>Becky Trull</i></p> <p>Signature Adoption: Drawn on Device Using IP Address: 174.209.102.219 Signed using mobile</p>	<p>Sent: 7/27/2022 8:27:50 PM Viewed: 7/28/2022 9:52:05 AM Signed: 7/28/2022 10:03:22 AM</p>
<p>Clerk Finance received boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</p>	<p><i>Clerk Finance received</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254</p>	<p>Sent: 7/28/2022 10:03:26 AM Viewed: 7/28/2022 4:28:12 PM Signed: 7/28/2022 4:28:21 PM</p>



In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
Clerk Admin ClerkServices@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/28/2022 4:28:25 PM
RLS Distro RLSDistribution@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/28/2022 4:28:27 PM
Procurement Staff procurementstaff@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/28/2022 4:28:29 PM
<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	7/22/2022 5:18:41 PM
Certified Delivered	Security Checked	7/28/2022 4:28:12 PM
Signing Complete	Security Checked	7/28/2022 4:28:21 PM
Completed	Security Checked	7/28/2022 4:28:29 PM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		



## **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.


**Certificate Of Completion**

Envelope Id: 37DBC2EA118841FD85584FDDFECF0671 Status: Completed  
 Subject: Please DocuSign: CAF SA #1 CR 108 Middle to US 17 LAP.pdf  
 Source Envelope:  
 Document Pages: 32 Signatures: 5 Envelope Originator:  
 Certificate Pages: 2 Initials: 0 Shelley Caldwell  
 AutoNav: Enabled scaldwell@nassaucountyfl.com  
 Envelope Stamping: Enabled IP Address: 50.238.237.26  
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)


**Record Tracking**

Status: Original Holder: Shelley Caldwell Location: DocuSign  
 7/26/2022 11:02:59 AM scaldwell@nassaucountyfl.com


**Signer Events**

	Signature	Timestamp
Robert Companion RCompanion@nassaucountyfl.com Deputy County Manager - County Engineer Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 7/26/2022 11:10:04 AM Viewed: 7/26/2022 11:10:42 AM Signed: 7/26/2022 11:10:59 AM


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

Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 7/26/2022 11:11:01 AM Viewed: 7/28/2022 8:22:40 AM Signed: 7/28/2022 8:22:49 AM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

chris lacambra clacambra@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: 7/28/2022 8:22:51 AM Viewed: 7/28/2022 8:32:22 AM Signed: 7/28/2022 8:32:27 AM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Denise C. May 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: 7/28/2022 8:32:29 AM Viewed: 7/28/2022 11:36:05 AM Signed: 7/28/2022 11:36:31 AM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign



Signer Events	Signature	Timestamp
Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	<i>Taco E. Pope AICP</i>  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 7/28/2022 11:36:33 AM Viewed: 7/28/2022 12:58:16 PM Signed: 7/28/2022 12:58:20 PM

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

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Clerk Admin  
clerkservices@nassaucountyfl.com  
Security Level: Email, Account Authentication (None)

COPIED

Sent: 7/28/2022 12:58:22 PM

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

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	7/26/2022 11:10:04 AM
Certified Delivered	Security Checked	7/28/2022 12:58:16 PM
Signing Complete	Security Checked	7/28/2022 12:58:20 PM
Completed	Security Checked	7/28/2022 12:58:22 PM

Payment Events	Status	Timestamps
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