

BOCC CONTRACT APPROVAL FORM

(Request for Contract Preparation)

CONTRACT TRACKING NO.
CM2591 - A2
CS-22-011

GENERAL INFORMATION

Requesting Department: Emergency Management

Contact Person: Tim Cooper

Telephone: (904) 548-0954 Fax: () _____ Email: tcooper@nassauso.com

CONTRACTOR INFORMATION

Name: Rostan Solutions, LLC

Address: 3433 Lithia Pinecrest Rd. #287, Valrico, FL, 33596
City State Zip

Contractor's Administrator Name: Travis May/Jeff Cousins Title: _____

Telephone: (713) 823-2002 Alt Phone: (954) 707-8697 Email: tmays@rostan.com

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

Authorized Signatory Name: Sam Rosania

Authorized Signatory Email: srosania@rostan.com

CONTRACT INFORMATION

Contract Name: Debris Management

Description: Debris Monitoring
GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.

Total Amount of Contract: Fixed Fee Schedule
APPROXIMATE IF NECESSARY

Source of Funds: County State Federal Other _____ Account: 1254525-534000

Authorized Signatory: Taco E. Pope, AICP
IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: Execution to: 10/22/2018 Termination/Cancellation: 10/21/2022

Status: New Renew Amend# 2 WA/Task Order Supplemental Agreement

How Procured: Exemption Sole Source Single Source ITB RFP RFQ Coop
 Piggyback Quotes Other _____

If Processing an Amendment:

Contract #: CM2591 Increased Amount to Existing Contract: No Cost Increase

New Contract Dates: 10/22/22 to 10/21/2023 Total or Amended Amount: 0.00

Continued on next page

CHECKLIST		
<i>Review/Complete before sending contract for final signature</i>		
Requirement	Description	Complete By
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 LG
Name, Address, Contact Person	The full name, address, legal status (i.e., corporation, partnership, etc.) and contact person of other party are included.	Dept LG
Understanding	Written contract matches the verbal understanding of all parties. All terms and conditions conform to the final negotiations/agreement of the parties.	Dept LG
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 LG 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 LG
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. Tim Cooper 10/4/2022
Department Head/Contract Manager Date
2. Nassau Adams 10/4/2022
Procurement Date
3. Chris Lacambra 10/5/2022 *JP* 10/5/2022
Office of Mgmt & Budget Date
4. Denise C. May 10/5/2022
County Attorney Date

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

5. Taco E. Popey AICP 10/6/2022
County Manager Date

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

THIS AMENDMENT made and entered into this _____ day of _____, 2022 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, On October 20, 2021 the Contract was extended until October 21, 2022; and

WHEREAS, Emergency Management determined that it was necessary to extend the performance period beyond October 21, 2022; 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, 2022 and ending on October 21, 2023; and

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, 2022 and ending October 21, 2023.

2. All other provisions of the original Contract and Amendment #1, 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

10/6/2022

Date

ROSTAN SOLUTIONS, LLC

Sam Rosania

By: Sam Rosania

Its: Executive Vice President

Date: 10/5/2022

Certificate Of Completion

Envelope Id: F3EA2D08602E4038B8CDCE6E69368E3D
 Subject: Complete with DocuSign: CM2591-A2 Rostan Solutions, LLC.pdf
 Source Envelope:
 Document Pages: 4
 Certificate Pages: 6
 AutoNav: Enabled
 Enveloped Stamping: Enabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
 Thomas
 tobrien@nassaucountyfl.com
 IP Address: 50.238.237.26

Record Tracking

Status: Original
 10/3/2022 3:09:57 PM
 Holder: Thomas
 tobrien@nassaucountyfl.com

Location: DocuSign

Signer Events

Tim Cooper
 tcooper@nassauso.com
 Security Level: Email, Account Authentication
 (None)

Signature

Tim Cooper
 Signature Adoption: Pre-selected Style
 Using IP Address: 162.230.51.63

Timestamp

Sent: 10/3/2022 4:06:30 PM
 Viewed: 10/4/2022 10:27:21 AM
 Signed: 10/4/2022 10:28:02 AM

Electronic Record and Signature Disclosure:
 Accepted: 10/4/2022 10:27:21 AM
 ID: e3d75adb-3155-4d3d-a85b-6337b9cb60bd

Lanaee Gilmore
 lgilmore@nassaucountyfl.com
 Procurement Director
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)

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

Sent: 10/4/2022 10:28:04 AM
 Viewed: 10/4/2022 4:42:39 PM
 Signed: 10/4/2022 4:42:43 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Tracy Poore
 tpore@nassaucountyfl.com
 OMB Admin
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)

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

Sent: 10/4/2022 4:42:46 PM
 Viewed: 10/5/2022 8:29:55 AM
 Signed: 10/5/2022 8:33:13 AM



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)

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

Sent: 10/5/2022 8:33:16 AM
 Viewed: 10/5/2022 8:38:24 AM
 Signed: 10/5/2022 8:38:32 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Signer Events	Signature	Timestamp
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: 10/5/2022 8:38:36 AM Viewed: 10/5/2022 11:40:45 AM Signed: 10/5/2022 11:40:53 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Sam Rosania srosania@rostan.com Executive Vice President Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 35.138.34.232	Sent: 10/5/2022 11:40:55 AM Viewed: 10/5/2022 4:19:16 PM Signed: 10/5/2022 4:21:39 PM
Electronic Record and Signature Disclosure: Accepted: 10/5/2022 4:19:16 PM ID: 6e8eff74-36c9-4311-900b-e5d149b2a0d2		
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: 50.238.237.26	Sent: 10/5/2022 4:21:44 PM Viewed: 10/6/2022 8:46:18 AM Signed: 10/6/2022 8:46:25 AM
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
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Martha Oberdorfer MLOberdorfer@nassauso.com Security Level: Email, Account Authentication (None)	<div style="border: 1px solid black; padding: 5px; text-align: center; font-weight: bold;">COPIED</div>	Sent: 10/6/2022 8:46:27 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Aida Washburn ai1545@nassauso.com Security Level: Email, Account Authentication (None)	<div style="border: 1px solid black; padding: 5px; text-align: center; font-weight: bold;">COPIED</div>	Sent: 10/6/2022 8:46:29 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Clerk Admin clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None)	<div style="border: 1px solid black; padding: 5px; text-align: center; font-weight: bold;">COPIED</div>	Sent: 10/6/2022 8:46:31 AM

Carbon Copy Events	Status	Timestamp
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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	10/3/2022 4:06:30 PM
Certified Delivered	Security Checked	10/6/2022 8:46:18 AM
Signing Complete	Security Checked	10/6/2022 8:46:25 AM
Completed	Security Checked	10/6/2022 8:46:31 AM

Payment Events	Status	Timestamps
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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

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 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 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 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.