

CS-22-022

BOCC CONTRACT APPROVAL FORM
(Request for Contract Preparation)

CONTRACT TRACKING NO.
CM2592-A2

GENERAL INFORMATION

Requesting Department: Emergency Management

Contact Person: Tim Cooper

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

CONTRACTOR INFORMATION

Name: Tetra Tech , Inc.

Address: 2301 Lucien Way, Suite 120 Maitland FL 32751
City State Zip

Contractor's Administrator Name: Jonathon Burgiel Title: Business Unit President

Telephone: (904) 636-6125 Fax: () Email: Jonathan.burgiel@tetrattech.com

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

Authorized Signatory Name: Jonathon Burgiel

Authorized Signatory Email: Jonathan.burgiel@tetrattech.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: 01254525-534000

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

Contract Dates: From: Execution to: 10/22/2023 Termination/Cancellation: 10/21/2023

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

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

If Processing an Amendment:

Contract #: CM2592 Increased Amount to Existing Contract: No Cost Increase

New Contract Dates: 10/22/22 to 10/21/23 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 10/13/2022
Department Head/Contract Manager Date
2. Thomas Adams 10/13/2022
Procurement Date
3. devis lacambra 10/14/2022 *TL* 10/14/2022
Office of Mgmt & Budget Date
4. Denise C. May 10/14/2022 *dj* 10/14/2022
County Attorney Date

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

5. Taco E. Popey AICP 10/19/2022
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 **TETRA TECH, INC.** whose principal address is 2301 Lucien Way, Suite 1120, Maitland, Florida 32751, 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 determined that it was 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, 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

10/19/2022

Date

TETRA TECH, INC.

Jonathan Burgiel

By: Jonathan Burgiel

Its: Business Unit President

10/19/2022

Date:


Certificate Of Completion

Envelope Id: 837374C328CC46C280C42A5F9ECE07BE	Status: Completed
Subject: Complete with DocuSign: CM2592-A2 - Tetra Tech, Inc.pdf	
Source Envelope:	
Document Pages: 4	Signatures: 7
Certificate Pages: 6	Initials: 2
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Thomas
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	tobrien@nassaucountyfl.com
	IP Address: 50.238.237.26


Record Tracking

Status: Original	Holder: Thomas	Location: DocuSign
10/13/2022 10:20:53 AM	tobrien@nassaucountyfl.com	

Signer Events

Signer Events	Signature	Timestamp
Tim Cooper tcooper@nassauso.com Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 74.254.96.62	Sent: 10/13/2022 10:41:40 AM Viewed: 10/13/2022 11:15:50 AM Signed: 10/13/2022 11:16:11 AM


Electronic Record and Signature Disclosure:
Accepted: 10/13/2022 11:15:50 AM
ID: f9c25433-feec-4a18-8348-b7b6cf19e110

Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 174.212.39.212 Signed using mobile	Sent: 10/13/2022 11:16:15 AM Viewed: 10/13/2022 4:44:08 PM Signed: 10/13/2022 4:44:51 PM
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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)	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 10/13/2022 4:44:53 PM Viewed: 10/13/2022 4:46:45 PM Signed: 10/14/2022 8:30:22 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: 10/14/2022 8:30:25 AM Viewed: 10/14/2022 12:17:37 PM Signed: 10/14/2022 12:17:43 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signer Events	Signature	Timestamp
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Abigail Jorandby
 ajorandby@nassaucountyfl.com
 Assistant County Attorney
 Nassau BOCC
 Security Level: Email, Account Authentication (None)

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

Sent: 10/14/2022 2:48:30 PM
 Viewed: 10/14/2022 4:45:20 PM
 Signed: 10/14/2022 4:45:29 PM

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)

Denise C. May
 Signature Adoption: Pre-selected Style
 Using IP Address: 50.238.237.26

Sent: 10/14/2022 12:17:47 PM
 Resent: 10/14/2022 4:45:31 PM
 Viewed: 10/14/2022 4:47:16 PM
 Signed: 10/14/2022 4:47:27 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Jonathon Burgiel
 Jonathon.burgiel@tetrattech.com
 Security Level: Email, Account Authentication (None)

Jonathon Burgiel
 Signature Adoption: Pre-selected Style
 Using IP Address: 142.197.101.160

Sent: 10/14/2022 4:47:30 PM
 Viewed: 10/15/2022 5:40:25 PM
 Signed: 10/19/2022 10:10:04 AM

Electronic Record and Signature Disclosure:
 Accepted: 10/15/2022 5:40:25 PM
 ID: 4eb91e25-a3da-4967-bcb9-3d4eab1f6b75

Taco E. Pope, AICP
 tpope@nassaucountyfl.com
 County Manager
 Nassau County BOCC
 Security Level: Email, Account Authentication (None)

Taco E. Pope AICP
 Signature Adoption: Pre-selected Style
 Using IP Address: 50.238.237.26

Sent: 10/19/2022 10:10:08 AM
 Viewed: 10/19/2022 11:10:40 AM
 Signed: 10/19/2022 11:10:46 AM

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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Martha Oberdorfer
 MLOberdorfer@nassauso.com
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 10/19/2022 11:10:49 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
<p>Aida Washburn ai1545@nassauso.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	COPIED	Sent: 10/19/2022 11:10:51 AM
<p>Tetra Tech, Inc Contracts tdr.contracts@tetrattech.com Business Unit President Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 10/25/2021 8:34:32 AM ID: bbc3e3e4-d9df-4f95-9e52-0d557e9eeeb1</p>	COPIED	Sent: 10/19/2022 11:10:52 AM
<p>Clerk Admin clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	COPIED	Sent: 10/19/2022 11:10:54 AM

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	10/13/2022 10:41:40 AM
Certified Delivered	Security Checked	10/19/2022 11:10:40 AM
Signing Complete	Security Checked	10/19/2022 11:10:46 AM
Completed	Security Checked	10/19/2022 11:10:54 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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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.

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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.

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- 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.