

**WORK AUTHORIZATION # CM2686-WA-04
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

CS-22-205

Consultant:	Grading & Bush Hog Services Inc
Contract Number:	CM2686
Contact Name:	Scott Griffin
Contact Number:	904-276-3314
Email:	gbhscinc@bellsouth.net

CURRENT WORK AUTHORIZATION			
Project Short Title: Miner Road Guardrail Repair FY 2022			
		CONTRACT OVERVIEW	
Date Submitted	03/15/23	Total of Previous Authorizations	\$162,638.75
Amount	\$8,725.00	This Work Authorization	\$8,725.00
Scheduled Completion	20 days	Current Contract Total	\$171,363.75

This Work Authorization is to the AGREEMENT between Nassau County and Grading & Bush Hog Services, Inc. ("Vendor") for Guardrail Removal, Replacement, Installation Services, dated June 19, 2019. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Vendor shall provide guardrail installation at Griffin Rd & Colby Dr and at CR 108 & Bay Rd in accordance with the quotes dated 3/10/23 and 3/13/23, a copy of which is attached hereto as Exhibit "A".

ARTICLE 2. Time Schedule

Vendor anticipates their earliest starting date to be 5 days from receipt of execution of this Work Authorization with an estimated duration of 15 days to complete the Scope of Work.

ARTICLE 3. Budget

Vendor will perform the services outlined herein for the lump sum amount of \$8,725.00. Vendor's fee amounts are detailed further in Exhibit "A". Vendor will be using rates previously established under Contract CM2686.

ARTICLE 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or

inadvertently, shall have no force or effect. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

Any Work Authorization entered into prior to expiration or termination set forth in the AGREEMENT shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof.

In presenting this Work Authorization, Vendor agrees that:

Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed scope of services are attached.

AGREED TO BY:

BY: Scott Griffin
Print Name: Scott Griffin
Title: President
Date: 5/27/2023

Account number(s): 03404541-546016

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Department Head/Managing Agent: Doug Podina 28/2023

Procurement: Nassau 5/27/2023

Office of Management & Budget: Chris Lacamal 28/2023 JP 4/28/2023

County Manager: Taco E. Pope 20/23 CP
Taco E. Pope, AICP

Ex-Officio Clerk: N/A
John A. Crawford

County Attorney: Denise C. Mapp 5/8/2023 DJ 5/8/2023

ACCOUNT NO.: 03404541-546016

Grading Bush Hog Services, Inc.
P.O. Box 708
Keystone Heights, FL. 32656
Office 904-276-3314 Fax 904-276-0216

EXHIBIT "A"

3/13/2023

Nassau County Road Dept.
904-503-6175 Office
904-753-4005 Cell
904-845-3613 Fax
Attn: Darren Marsh

RE: Guardrail Repair; Griffin Rd. & Colby Dr.; 2 locations; Nassau County

Dear Darren,

Please accept this as a quote to repair the guardrail at the above referenced location. If you have any questions, I can be reached at 904-219-6326.

<u>Item No.</u>	<u>Qty</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
102-1	1	EA	Maintenance of Traffic	\$1,200.00	\$1,200.00
536-85-22	1	EA	Guardrail End Anchorage Assy.	\$2,850.00	\$2,850.00
536-7	2	EA	Special Guardrail Post	\$250.00	\$500.00
538-1	25	LF	Guardrail Reset	\$10.00	\$250.00
536-73	12.5	LF	Guardrail Removal	\$5.00	\$62.50
E535322515	1	EA	End Anchorage Assy., Flared (Replace Amber Refl. Sheet)	\$35.00	\$35.00
				Total	\$4,897.50

Sincerely,

Scott Griffin
President

Grading Bush Hog Services, Inc.
P.O. Box 708
Keystone Heights, FL. 32656
Office 904-276-3314 Fax 904-276-0216

EXHIBIT "A"

3/10/2023

Nassau County Road Dept.
904-503-6175 Office
904-753-4005 Cell
904-845-3613 Fax
Attn: Darren Marsh

RE: Guardrail Repair; CR 108 & Bay Road; Nassau County

Dear Darren,

Please accept this as a quote to repair the guardrail at the above referenced location. If you have any questions, I can be reached at 904-219-6326.

<u>Item No.</u>	<u>Qty</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
102-1	1	EA	Maintenance of Traffic	\$1,200.00	\$1,200.00
536-1-1	25	LF	Guardrail Roadway	\$24.00	\$600.00
536-2	37.5	LF	Guardrail - Shop Bent Panels	\$24.00	\$900.00
E53612603	6	EA	Plastic Block	\$15.00	\$90.00
536-83-1	5	EA	Guardrail Post Replacement - (Regular)	\$70.00	\$350.00
536-73	62.5	LF	Guardrail Removal	\$5.00	\$312.50
538-1	37.5	LF	Guardrail Reset	\$10.00	\$375.00
			Total		\$3,827.50

Sincerely,

Scott Griffin
President

DATE
3/13/2023

Requisition Form

**NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

96135 Nassau Place Suite 1
Yulee, FL 32097

VENDOR NAME/ADDRESS
Grading Bush Hog Service, Inc.
P.O. Box 708
Keystone Heights, FL 32656

DEPARTMENT
Road

REQUESTED BY
Darren Marsh

VENDOR NUMBER	PROJECT NAME	FUNDING SOURCE	AMOUNT AVAILABLE		STANDARD PO OR ENCUMBER ONLY	CONTRACT NO.
	Guardrail Repair	03404541-546016	\$ 21,203.00		Encumber Contract	CM2686
ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT		
1	Maintenance of traffic	1.00	\$ 1,200.00	\$ 1,200.00		
2	Special Guardrail Post	2.00	\$ 250.00	\$ 500.00		
3	Guardrail Removal	12.50	\$ 5.00	\$ 62.50		
4	Guardrail Reset	25.00	\$ 10.00	\$ 250.00		
5	Guardrail End Anchorage Assy.	1.00	\$ 2,850.00	\$ 2,850.00		
6	End Anchorage Assy., Flared	1.00	\$ 35.00	\$ 35.00		
	Griffin Road & Colby Drive			\$ 0.00		
				\$ 0.00		
1	Maintenance of Traffic	1.00	\$ 1,200.00	\$ 1,200.00		
2	Guardrail Roadway	25.00	\$ 24.00	\$ 600.00		
3	Guardrail-Shop Bent Panels	37.50	\$ 24.00	\$ 900.00		
4	Plastic Block	6.00	\$ 15.00	\$ 90.00		
5	Guardrail Post Replacement (Regular)	5.00	\$ 70.00	\$ 350.00		
6	Guardrail Removal	62.50	\$ 5.00	\$ 312.50		
7	Guardrail Reset	37.50	\$ 10.00	\$ 375.00		
	County Road 108 & Bay Road			\$ 0.00		
				\$ 0.00		
				\$ 0.00		

ORIGINAL - FINANCE

COPY - DEPARTMENT

Shipping
Total

\$ 0.00

\$ 8,725.00

Department Head

I attest that, to the best of my knowledge, this requisition reflects accurate information, has been reviewed, budgeted for and follows the Nassau County

Purchasing Policy.
Doug Podiatz

4/28/2023

Office of Management and Budget (signature required if over Department Head signature authority or \$5,000, whichever is less.)

I attest that, to the best of my knowledge, funds are available for payment.

Chris Lacambra

4/29/2023

4/28/2023

Procurement Director (signature required if over Department Head signature authority or \$5,000, whichever is less.)

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

Andres Salas

5/2/2023

County Manager (signature required if over Department Head signature authority or \$5,000, whichever is less.)

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

Paul E. Kelly

5/8/2023

SB

Clerk:
Date: 5/8/2023

Certificate Of Completion

Envelope Id: C9AF10883123447FB13A53CA1B2FFA1A
 Subject: Complete with DocuSign: CM2686 WA04 Grading and ...
 Source Envelope:
 Document Pages: 6 Signatures: 10
 Certificate Pages: 6 Initials: 4
 AutoNav: Enabled
 EnvelopeId Stamping: Enabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
 Jennifer Kirkland
 jkirkland@nassaucountyfl.com
 IP Address: 50.238.237.26

Record Tracking

Status: Original
 4/28/2023 3:04:05 PM
 Holder: Jennifer Kirkland
 jkirkland@nassaucountyfl.com

Location: DocuSign

Signer Events

Doug Podiak
 dpodiak@nassaucountyfl.com
 Facilities Director
 Nassau County BOCC
 Security Level: Email, Account Authentication
 (None)

Signature

Doug Podiak

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

Timestamp

Sent: 4/28/2023 3:19:12 PM
 Viewed: 4/28/2023 3:25:14 PM
 Signed: 4/28/2023 3:25:30 PM

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)

TP

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

Sent: 4/28/2023 3:25:31 PM
 Viewed: 4/28/2023 3:52:45 PM
 Signed: 4/28/2023 3:54:14 PM

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: 4/28/2023 3:54:15 PM
 Viewed: 4/29/2023 8:51:18 AM
 Signed: 4/29/2023 8:51:22 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)

Lanaee Gilmore

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

Sent: 4/29/2023 8:51:24 AM
 Viewed: 5/2/2023 10:40:19 AM
 Signed: 5/2/2023 10:40:50 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Signer Events

Scott Griffin
gbhsinc@gmail.com
President
Security Level: Email, Account Authentication
(None)

Signature

Scott Griffin

Signature Adoption: Pre-selected Style
Using IP Address: 98.97.182.137

Timestamp

Sent: 5/2/2023 10:40:53 AM
Viewed: 5/2/2023 10:47:11 AM
Signed: 5/2/2023 10:47:41 AM

Electronic Record and Signature Disclosure:

Accepted: 5/2/2023 10:47:11 AM
ID: ca9923f5-07ba-438b-b244-09ad2d9cb550

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: 5/2/2023 10:47:43 AM
Viewed: 5/5/2023 2:52:55 PM
Signed: 5/8/2023 10:18:07 AM

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: 5/8/2023 10:18:11 AM
Viewed: 5/8/2023 10:27:42 AM
Signed: 5/8/2023 10:28:20 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

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

Taco E. Pope AICP

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

Sent: 5/8/2023 10:28:24 AM
Viewed: 5/8/2023 11:08:37 AM
Signed: 5/8/2023 11:08:43 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Clerk Finance received
boccap@nassauclerk.com
Nassau County Clerk
Security Level: Email, Account Authentication
(None)

SB

Signature Adoption: Pre-selected Style
Using IP Address: 12.23.69.254

Sent: 5/8/2023 11:08:45 AM
Viewed: 5/8/2023 2:23:54 PM
Signed: 5/8/2023 2:24:09 PM

Electronic Record and Signature Disclosure:

Accepted: 2/4/2021 9:59:11 AM
ID: 6238f06a-a4ad-4d45-a7f5-929d04629059

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

Jennifer Kirkland
 jkirkland@nassaucountyfl.com
 Nassau County BOCC
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Status**COPIED****Timestamp**

Sent: 5/8/2023 2:24:11 PM

Clerk Admin
 clerkservices@nassaucountyfl.com
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

COPIED

Sent: 5/8/2023 2:24:12 PM

Procurement Staff
 BOCCProcurement@nassaucountyfl.com
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

COPIED

Sent: 5/8/2023 2:24:14 PM

David Hearn
 dhearn@nassaucountyfl.com
 Road
 Nassau County BOCC
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

COPIED

Sent: 5/8/2023 2:24:15 PM

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent Hashed/Encrypted
 Certified Delivered Security Checked
 Signing Complete Security Checked
 Completed Security Checked

4/28/2023 3:19:12 PM
 5/8/2023 2:23:54 PM
 5/8/2023 2:24:09 PM
 5/8/2023 2:24:15 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

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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.