

CS-23-061

Nassau County, FL, Contract CM3339

Work Auth. #03

**WORK AUTHORIZATION # 03
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

Consultant:	Olsen Associates, Inc.
Contract Number:	CM3339
Contact Name:	Albert E. Browder, Ph.D., P.E.
Contact Number:	904-387-6114
Email:	<i>abrowder@olsen-associates.com</i>

CURRENT WORK AUTHORIZATION			
Project Short Title: SAISS FY24 FDEP/FEMA Grant Assistance and Miscellaneous Services			
		CONTRACT OVERVIEW	
Date Submitted	October 25, 2023	Total of Previous Authorizations	\$168,850.00
Amount	\$31,500.00	This Work Authorization	\$31,500.00
Scheduled Completion	September 30, 2024	Current Contract Total	\$200,350.00

This Work Authorization is to the AGREEMENT between Nassau County and Olsen Associates, Inc. ("Vendor") for PROFESSIONAL COASTAL ENGINEERING SERVICES (CM3339), dated FEBRUARY 27, 2023. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Vendor shall provide SAISS FY24 FDEP/FEMA GRANT ASSISTANCE AND MISCELLANEOUS SERVICES in accordance with the SAISS BEACH MANAGEMENT PROGRAM (SCOPE OF WORK), a copy of which is attached hereto as Exhibit "A".

ARTICLE 2. Time Schedule

Vendor anticipates their earliest starting date to be UPON RECEIPT of execution of this Work Authorization with an estimated duration of APPROXIMATELY TWELVE MONTHS (12) MONTHS, NO LATER THAN SEPTEMBER 30, 2024 (end of FY2024) to complete the Scope of Work.

ARTICLE 3. Budget

Vendor will perform the services outlined herein on a Time and Materials basis with a Not-To Exceed amount of THIRTY-ONE THOUSAND FIVE HUNDRED DOLLARS AND ZERO CENTS (\$31,500.00, NTE). Vendor's fee amounts are detailed further in Exhibit "B". Vendor will be using rates previously established under Contract CM3339.

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ARTICLE 4. Other Provisions

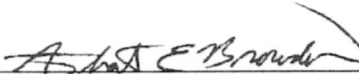
The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or inadvertently, shall have no force or effect. 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.

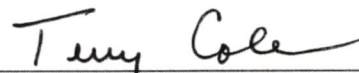
In presenting this Work Authorization, Vendor agrees that:

Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization have 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: 
Print Name: Albert E. Browder, Ph.D., P.E.
Title: Principal Engineer, Corp. Secretary
Date: October 25, 2023

SAISSA APPROVAL:

BY: 
Print Name: Terry Cole
Title: President, SAISSA
Date: Nov 8, 2023

Nassau County, FL, Contract CM3339
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RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Department Head/Managing Agent: Willia Moore

Procurement: Ranaco Belmonte 11/29/2023

Office of Management & Budget: Chris Lacambra 11/28/2023

County Manager: Taco E. Pope, AICP 11/29/2023
Taco E. Pope, AICP

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

County Attorney: Denise C. May 11/29/2023 ^{AS}
11/29/2023

APPROVED by the BOARD OF COUNTY COMMISSIONERS, this ____ day of _____, 2023.

NASSAU COUNTY, FLORIDA

Taco E. Pope, AICP
By: County Manager
11/29/2023

ACCOUNT NO.: 43600539-531386

Nassau County, FL, Contract CM3339
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EXHIBIT A

Scope of Work

FDEP and FEMA Grant Reimbursement Assistance and Miscellaneous Beach Restoration Project Related Consultant Services (SAISS FY24)

The Consultant shall provide miscellaneous coastal engineering consultant services related to the implementation of the SAISS beach restoration program for the remainder of the SAISS fiscal year 2024, including but not limited to:

- coordination of the FDEP 2023/24 Beach Management Funding Assistance Program, including the drafting and submittal of amendments for the County/FDEP cost-sharing agreements;
- coordination of FEMA/FLDEM-related reimbursement requests, interactions, and grant/reimbursement processing;
- coordination of FDEP grant reimbursements; formulation of an FDEP funding application for FY 2025/26 if needed;
- coordination and permitting of beach decompaction and scarp removal activities, if required;
- performance of requested beach inspections;
- attendance and reporting at quarterly SAISSA Board meetings (upon request);
- liaison with SAISSA Legal Counsel;
- public outreach efforts, such as presentation preparation and delivery;
- assistance with printed and electronic media and other associated beach restoration project public outreach needs; and
- other ancillary beach restoration project- and permit-related matters or issues.

These Services are not eligible for State cost-sharing under the FDEP Beach Management Funding Assistance Program. Tasks that are eligible for such funding (or from other funding sources) shall be described in other more specific Work Authorizations.

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EXHIBIT B

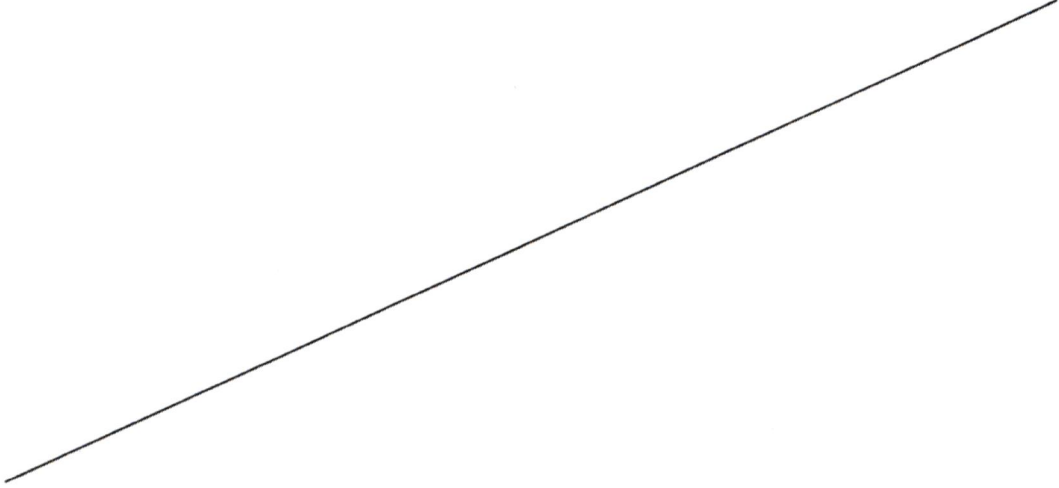
Vendor Budget Details

OLSEN ASSOCIATES, INC.

LABOR RATES

Nassau County, FL Contract CM#3339
Task Order #03

Principal Engineer	\$235/hr
Senior Engineer	\$174/hr
Coastal Engineer III	\$122/hr
Coastal Engineer II	\$116/hr
Coastal Engineer I	\$ 105/hr
CADD Technician	\$ 91/hr
Administrative Assistant	\$ 96/hr





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER State Farm DENNY DOYLE, AGENT 7807 BAYMEADOWS RD E STE 100 JACKSONVILLE, FL 32256		CONTACT NAME: PEGGY MELE PHONE (AG. No. Ext.): 9047373777 E-MAIL ADDRESS: PEGGY@DENNYDOYLE.COM FAX (AG. No.):	
INSURED OLSEN ASSOCIATES INC 2618 HERSCHEL STREET JACKSONVILLE, FL 32204		INSURERS AFFORDING COVERAGE INSURER A: State Farm Mutual Automobile Insurance Company NAIC # 25178 INSURER B: State Farm Florida Insurance Company 10739 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. DATE	POLICY EXP. DATE	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> WATERCRAFT LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> LOC OTHER:	Y	98-BK-K282-9B	01/09/2023	01/09/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPOP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY		110 7253-A09-59C L13-0097-A09-59K	01/09/2023	01/09/2024	COMBINED SINGLE LIMIT (Ea occurrence) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB CLAIMS-MADE		98-BM-C190-4 B	01/09/2023	01/09/2024	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in HI) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: RFQ: Solicitation No. NC22-041

CERTIFICATE HOLDER Additional Insured: Nassau County Board of County Commissioners 98135 Nassau Place, Ste 6 Yulee, FL 32097	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Certificate Of Completion

Envelope Id: 17CB101CFA904663B9CBA5D7D4537DCB	Status: Completed
Subject: Complete with DocuSign: CM3339 WA #03.pdf, CM3339 WA #03 Requisition \$31,500.00	
Source Envelope:	
Document Pages: 7	Signatures: 8
Certificate Pages: 6	Initials: 3
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Tracy Poore
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	tpoore@nassaucountyfl.com
	IP Address: 50.238.237.26


Record Tracking

Status: Original	Holder: Tracy Poore	Location: DocuSign
11/28/2023 9:31:50 AM	tpoore@nassaucountyfl.com	


Signer Events

Signer Events	Signature	Timestamp
Tracy Poore		Sent: 11/28/2023 9:45:01 AM
tpoore@nassaucountyfl.com		Viewed: 11/28/2023 9:45:15 AM
OMB Admin		Signed: 11/28/2023 9:46:38 AM
Nassau County BOCC		
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 50.238.237.26	


Electronic Record and Signature Disclosure:
Not Offered via DocuSign

chris lacambra		Sent: 11/28/2023 9:46:39 AM
clacambra@nassaucountyfl.com		Viewed: 11/28/2023 2:19:47 PM
OMB Director		Signed: 11/28/2023 2:19:54 PM
Nassau County BOCC		
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 50.238.237.26	




Electronic Record and Signature Disclosure:
Not Offered via DocuSign



Lanaee Gilmore		Sent: 11/28/2023 2:19:55 PM
lgilmore@nassaucountyfl.com		Viewed: 11/29/2023 9:02:51 AM
Procurement Director		Signed: 11/29/2023 1:18:21 PM
Nassau County BOCC		
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 50.238.237.26	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Abigail Jorandby		Sent: 11/29/2023 1:18:23 PM
ajorandby@nassaucountyfl.com		Viewed: 11/29/2023 1:47:00 PM
Assistant County Attorney		Signed: 11/29/2023 1:48:21 PM
Nassau BOCC		
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 50.238.237.26	

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: 11/29/2023 1:48:22 PM Viewed: 11/29/2023 1:50:14 PM Signed: 11/29/2023 1:50:43 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 11/29/2023 2:12:10 PM Viewed: 11/29/2023 2:12:33 PM Signed: 11/29/2023 2:12:45 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Clerk Finance received boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254	Sent: 11/29/2023 1:50:46 PM Resent: 11/29/2023 2:12:48 PM Viewed: 11/29/2023 4:02:39 PM Signed: 11/29/2023 4:02:49 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	Status	Timestamp
Bill Moore moor1706@bellsouth.net Security Level: Email, Account Authentication (None)		Sent: 11/29/2023 4:02:50 PM
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Clerk Admin clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None)		Sent: 11/29/2023 4:02:51 PM Viewed: 11/29/2023 4:27:23 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
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Envelope Updated	Security Checked	11/29/2023 9:06:02 AM
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Envelope Updated	Security Checked	11/29/2023 2:12:10 PM
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Certified Delivered	Security Checked	11/29/2023 4:02:39 PM
Signing Complete	Security Checked	11/29/2023 4:02:49 PM
Completed	Security Checked	11/29/2023 4:02:51 PM

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.

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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.

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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.

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

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- 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..

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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.