

CS-23-099

BOCC CONTRACT APPROVAL FORM

CONTRACT TRACKING NO.
CM3387-A3

SECTION 1 - GENERAL INFORMATION
 Requesting Department: Planning Department Contact Person: Elizabeth Backe
 Telephone: (904) 530-6320 Email: ebacke@nassaucountyfl.com

SECTION 2 - VENDOR INFORMATION
 Name: Community Planning Collaborative LLC
 Address: 221 N. Hogan St., Suite 237
 City: Jacksonville State: FL Zip Code: 32202
 Vendor's Administrator Name: Adrienne Burke or Ennis Davis Title: Principles
 Telephone: (904) 577-0255 Email: adrienne@planningcollab.com; ennis@planningcollab.com

SECTION 3 - VENDOR AUTHORIZED SIGNATORY
 Authorized Signatory Name: Adrienne Burke or Ennis Davis
 Authorized Signatory Email: adrienne@planningcollab.com or ennis@planningcollab.com
(IDENTIFY WHO WILL SIGN THE CONTRACT ON BEHALF OF THE VENDOR. OFFICER/DIRECTOR WITH AUTHORITY TO BIND COMPANY.)

SECTION 4 - CONTRACT INFORMATION
 Contract Name: Cultural Resource, Heritage Preservation / American Beach Neighborhood Planning
 Type: New Contract Work Authorization Supplemental Agreement
 Short Description of Product(s)/Service(s) Being Requested: Cultural Resource, Heritage Preservation Planning and American Beach Neighborhood Planning.
(GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.)
 Procured Method: Quotes ITB RFP RFQ Piggyback Exemption Sole Source
 Single Source Other
 Total Amount of Contract: NTE \$44,950.00 (Original Agreement \$25,000.00 + Amendment 2 \$19,950.00) (Estimate if necessary)
 Account Number: 01121512-531000 and 04247515-531025
 Source of Funds: County State Federal Other:
 County Authorized Signatory: BOCC Chairman County Manager
(IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC)

SECTION 5 - INSURANCE
 Insurance Category: Category L Category M Category H Other:

Risk Manager Initials: AM

SECTION 6 - AMENDMENT INFORMATION
 Contract Tracking No: CM3387 Amendment No: A3
 Type of Amendment: Renewal Time Only Extension Additional Scope Other: Amount
 Increased Amount to Existing Contract: \$ 19,500.00 (if any) Total with Amended Amount: \$ 64,450.00
 Account Code Change From: 01121512-531000 To: 04247515-531025, 04247515-531025 BIVCP

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

- | | |
|--|---|
| <p>1. <u>Elizabeth Backe</u> <u>1/12/2024</u>
 Department Head/Contract Manager Date</p> <p>2. <u>Chris Lacambra</u> <u>1.3.24</u> <u>1/12/2024</u>
 Office of Mgmt. & Budget Date</p> | <p>3. <u>Sanac Adams</u> <u>1/12/2024</u> <u>Be 1/3/24</u>
 Procurement Date
 <i>(Signature required only if procurement related)</i></p> <p>4. <u>Denise C. May</u> <u>1/17/2024</u> <u>DS 1/17/2024</u>
 County Attorney Date</p> |
|--|---|

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

Taco E. Popey AICP 1/17/2024
 County Manager Date

THIRD AMENDMENT TO CONTRACT FOR PROFESSIONAL SERVICES

THIS THIRD AMENDMENT TO THE CONTRACT FOR PROFESSIONAL SERVICES (hereinafter “Amendment”) is made by and between the Board of County Commissioners of Nassau County, Florida, a political subdivision of the State of Florida (hereinafter the “County”), and Community Planning Collaborative LLC, a business having its primary business location at 221 N. Hogan Street, Suite 237, Jacksonville, FL 32202 (hereinafter the “Vendor”).

WITNESSETH:

WHEREAS, the Parties previously entered into a Contract for Professional Services dated May 5, 2023 (hereinafter “Contract”); which was later amended on September 28, 2023, for a time only extension, and further amended on November 7, 2023, to add a new scope of services, updated account number and increase contract amount to an amount not to exceed \$44,950.00; and

WHEREAS, the Parties now desire to further amend the Contract terms and conditions subject to the provisions contained herein.

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, the Parties do agree to amend the Contract as follows:

SECTION 1. Exhibit “A” of the Contract is hereby superseded and replaced in its entirety with a revised Exhibit “A”, a copy of which is attached hereto and incorporated herein.

SECTION 2. Section 7 of the Contract is hereby amended to increase the compensation amount for the goods/services to be provided under the Contract due to a change in scope and the County shall now compensate the Vendor in an amount not to exceed Sixty-Four Thousand, Four Hundred and Fifty Dollars and 00/100 (\$64,450.00).

SECTION 3. All other terms and conditions of the Contract not inconsistent with the provisions of this Amendment shall remain the same and in full force and effect.

[The remainder of this page left intentionally blank.]

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed by its duly authorized representatives, effective as of the last date below.

NASSAU COUNTY FLORIDA

Signature: Taco E. Pope, AICP

Print Name: Taco E. Pope

Title: Designee

Date: 1/17/2024

REVIEWED FOR LEGAL FORM AND CONTENT:

Denise C. May
DENISE C. MAY, County Attorney

COMMUNITY PLANNING COLLABORATIVE LLC

Signature: Adrienne Burke

By: Adrienne Burke

Title: Principle/Owner

Date: 1/15/2024

Nassau County Continuing Planning Services Amendment #3

This proposed amendment to Contract CM3387 continues efforts regarding American Beach neighborhood planning.

Summary:

- Original CM3387 contract for American Beach was for \$9600.00. That was all invoiced and completed.
- Initial amendment (Amendment #1) was for time extension and an account number update.
- Prior extension (Amendment #2) was for \$19,950.00 increase (CM3387-A2). As of 12/12/2023, we have invoiced \$9825.00 of that \$15,000.00 extension under CM3387-A2. We anticipate invoicing (up to) the remaining \$5175.00 under CM3387-A2 for December 2023.
- This proposed amendment is for the next round of work for finalizing Evans' and beginning Crossroads planning. This is a new \$19,500.00.

Previously Contracted FY 22-23 - American Beach Planning (Project B)

Contract No. CM3387

Community Planning Collaborative previously invoiced **64 hours at \$150/hr or \$9,600.00** to assist with implementation of Evans' Rendezvous rehabilitation, public space planning, and assisting in implementation of the American Beach Cultural Heritage Experience Master Plan, acting as adjunct staff/facilitators. **FY 22-23 Project B - American Beach - Contract No. CM3387 was completed in September at 64 hours x \$150/hour or \$9,600.00**

Amendment CM3387-A2: American Beach Planning

Community Planning Collaborative (CPC) previously projected a fee of **\$15,000** for Continuing Planning Services from October 2023 - December 2023 as outlined below for American Beach Planning. This fee was inclusive of travel and materials.

To continue assisting with implementation of Evans' Rendezvous rehabilitation, public space planning, and assisting in implementation of American Beach Cultural Heritage Experience Master Plan, acting as adjunct staff/facilitators:

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- Implement community engagement process regarding 1) use of Evans' Rendezvous
- Coordinate with County Staff regarding rehabilitation plans for Evans' Rendezvous structure
- Attend November and December BOCC meetings

Potential deliverables included:

- TBD based on process, but primarily public meetings and meetings with staff, with identified steps and outcomes from the meetings summarized after each meeting and roles assigned for action items. Action items may be assigned to CPC depending on the need and may impact projected hours. It was anticipated that the project would continue into FY23-24.

CM3387-A2 - American Beach Planning Previously Invoiced Hours and deliverables:

October 2023 (25 hours at \$150/hour = \$3,750.00)

- Review existing documents and create summaries related to Evans' Rendezvous and American Beach in preparation for the first community meeting. (8 x \$150 = \$1,200)
- Graphics produced for the public workshop, including workshop flyers, 24"x36" aerial map of subject properties, 24"x36" existing floor plan graphic of building, historic photographs of Evans and the Crossroads area. Of American Beach. (16 x \$150 = 2,400)
- Coordination with County staff regarding community engagement meetings, meeting advertisements, and obtaining related documents. (1 x \$150 = \$150)

November 2023 (40.5 hours at \$150/hour = \$6,075.00)

- Task 1.1 Evans Rendezvous Public Workshop 1 - Travel, set up, attendance and break down of November 4, 2023 community engagement meeting. (8 hours x \$150 = \$1,200.00)
- Task 1.2 Evans Rendezvous Public Workshop 2 - Research, coordination and preparation for December 2, 2023 community engagement workshop for Evans' Rendezvous. Work included development of meeting agenda, follow up tasks associated with November community engagement workshop feedback and development of December community

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engagement workshop powerpoint presentation. (10.5 hours x \$150 = \$1,575.00)

- Task 2.1 Concept Development - Evans' Rendezvous - Research and development of alternative use concept boards and graphics to be presented at the December 2, 2023 community engagement workshop. (20 hours x \$150 = \$3,000.00)
- Task 3.1 Coordination Meetings - Two staff attended a 1 hour coordination meeting with county staff on November 17, 2023. (2 hours x \$150 = \$300.00)

December 2023 (34.5 hours at \$150/hour = \$5,175.00)

- This will be invoiced in early January 2023. Hours will be submitted up to the remaining 34.5 hours under CM3387-A2.

Contract No. CM3387-A2 - American Beach Planning (Project B) is anticipated to be completed on December 31, 2023 at 100 hours x \$150/hour or \$15,000.00.

Proposed Amendment #3: American Beach Planning

Community Planning Collaborative (CPC) is proposing a fee of **\$19,500** for Continuing Planning Services from January 2024 - March 2024 as outlined below for American Beach Planning. This fee is inclusive of travel and materials.

To begin Crossroads planning process and continue assisting with implementation of Evans' Rendezvous rehabilitation, public space planning, and assisting in implementation of American Beach Cultural Heritage Experience Master Plan, acting as adjunct staff/facilitators:

- Complete community engagement process regarding 1) use of Evans' Rendezvous
- Implement community engagement process regarding 1) use of The Crossroads
- Coordinate with County Staff regarding rehabilitation plans for Evans' Rendezvous structure and The Crossroads planning process
- Attend January and February BOCC meetings

Timeline: January - March (3 months)

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Task 1 - Community Outreach

- Task 1.3 - Evans Rendezvous Public Workshop 3
Research, preparation, attendance and facilitation of January 27, 2024 community engagement workshop for Evans' Rendezvous. Meeting agenda will include recap of American Beach planning efforts to date, recap of consensus building of future uses for Evans' Rendezvous restoration and surrounding parcels, in alignment with the state management plan. Graphics produced for the public workshop will include workshop flyers, 24"x36" conceptual site plans and renderings of future uses.
- Task 1.4 - Crossroads Public Workshop 1
Research, preparation, attendance and facilitation of Winter/Spring 2024 project kick-off community engagement workshop for the Crossroads. Meeting agenda will include recap history, planning efforts to date, recap of Evans' Rendezvous planning effort, an explanation of associated use restrictions, and an interactive discussion about the future visioning of the Crossroads area of American Beach. Graphics produced for the public workshop will include workshop flyers, 24"x36" aerial map of subject properties, 24"x36" land use and future land use maps, and historic photographs of the Crossroads area.

Task 2 - Concept Development

- Task 2.3 - Alternative Cost Estimates - Evans' Rendezvous
Development of cost estimates for preferred alternative uses for Evans' Rendezvous building and surrounding properties.

Task 3 - Project Management and Coordination Meetings

- Task 3.1 - Coordination Meetings
Coordination meetings with County staff, Crossroads planning charrette with County staff and the Board of County Commissioners as needed.

American Beach (Project B) Tasks	Time	Fee
Task 1.3 - Public Workshop 3 - Evans Rendezvous	January - February	\$6,000
Task 1.4 - Public Workshop 1 - Crossroads Project Kick-Off	February - March	\$6,000

COMMUNITY PLANNING COLLABORATIVE

Task 2.3 - Concept Development - Evans' Rendezvous Cost Estimates	January - February	\$1,200
Task 3.1 - Coordination Meetings	January - March	\$6,300
American Beach (Project B) Total		\$19,500

TOTAL PROPOSED AMENDMENT COST FOR PROJECT B: \$19,500.00



Community Planning
Collaborative LLC

904.577.0255
info@planningcollab.com
221 N. Hogan Street, Suite 237
Jacksonville, FL 32202
www.planningcollab.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/03/2024

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 Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C No. Ext): (888) 202-3007 FAX (A/C No.):
	E-MAIL ADDRESS: contact@hiscox.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : Hiscox Insurance Company Inc	NAIC # 10200
INSURED Community Planning Collaborative LLC 3126 Kernan Lake Circle #103 Jacksonville, FL 32246	INSURER B :
	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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			P101.020.303.2	01/01/2024	01/01/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg. \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) 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)
Nassau County Board of County Commissioners is listed as an Additional Insured and is subject to the policy terms and conditions.

CERTIFICATE HOLDER Nassau County Board of County Commissioners 96135 Nassau Place 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 LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/25/2023

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 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 BizInsure LLC 2950 Buskirk Ave Suite 300 Walnut Creek, CA. 94597,USA	CONTACT NAME: Pavel Yurkov PHONE (A/C, No, Ext): 1-877-900-9998 FAX (A/C, No): E-MAIL ADDRESS: support@bizinsure.com INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : Hiscox 10200 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED Community Planning Collaborative, LLC. 221 N. Hogan St. Suite 237 JACKSONVILLE, FL. 32202	

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.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A				<input type="checkbox"/> AC STATUTORY LIMITS <input type="checkbox"/> OTHER EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$
A	Professional Liability (E&O)		HSX102863-01	04/06/2023	04/06/2024	Coverage: \$1,000,000 Aggregate: \$1,000,000 Deductible: \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 This certificate is issued for evidence purposes only.

CERTIFICATE HOLDER Nassau County Board of County Commissioners 96135 Nassau Place YULEE, FL 32097 LOAN #: ID #:	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 <i>Pavel Yurkov</i>
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NASSAU COUNTY, FLORIDA
NASSAU COUNTY
Release and Waiver of Liability Form

This Release and Waiver of Liability (the "release") executed on 20th April (date) by CPC LLC ("Vendor/Contractor") releases Nassau County Board of County Commissioners, ("NCBOCC"), a County organized and existing under the laws of the State of Florida and each of its directors, officers, employees, and agents. The Vendor/Contractor desires to provide Vendor/Contractor services for NCBOCC and engage in activities related to serving as a Vendor/Contractor.

Vendor/Contractor understands that the scope of Vendor/Contractor's relationship with NCBOCC is limited to a Vendor/Contractor position and that no compensation is expected in return for services provided by Vendor/Contractor; that NCBOCC will not provide any benefits traditionally associated with employment to Vendor/Contractor; and that Vendor/Contractor is responsible for his/her own insurance coverage in the event of personal injury or illness as a result of Vendor/Contractor's services to NCBOCC.

I, the Vendor/Contractor, release and forever discharge and hold harmless NCBOCC and its successors and assigns from any and all liability, claims, and demands of whatever kind of nature, either in law or in equity, which arise or may hereafter arise from the services I provide to NCBOCC.

I understand and acknowledge that this Release discharges NCBOCC from any liability or claim that I may have against NCBOCC with respect to bodily injury, personal injury, illness, death, or property damage that may result from the services I provide to NCBOCC or occurring while I am providing Vendor/Contractor services.

I further acknowledge that this Release and Waiver of Liability affects my legal rights and that I freely, voluntarily, and knowingly agree to and execute this Release and Waiver of Liability after having received the opportunity to seek legal counsel for advice as to my legal rights and after my free and voluntary decision as to whether to seek legal counsel. The terms of this Release and Waiver of Liability shall serve as a release for my personal representative, heirs, executors, administrators, assigns, and for all members of my family.

Further I understand that NCBOCC does not assume any responsibility for or obligation to provide me with financial or other assistance, including but not limited to medical, health, or disability benefits or insurance. I expressly waive any such claim for compensation or liability on the part of NCBOCC.

I hereby Release and forever discharge NCBOCC from any claim whatsoever which arises or may hereafter arise on account of first-aid treatment or other medical services rendered in connection with an emergency during my tenure as a Vendor/Contractor with NCBOCC.

I understand that the services I provide to NCBOCC may include activities that may be hazardous to me. As a Vendor/Contractor, I hereby expressly assume risk of injury or harm from these activities and Release NCBOCC from all liability. I certify that I am 18 years of age or older or if under 18, signature of parent or guardian is required.

Understanding that public relations is an important part of a Vendor/Contractor's activities on behalf of NCBOCC, I hereby authorize NCBOCC to use any photographs taken of me during the course of my service as a Vendor/Contractor for public relations purposes.

As a Vendor/Contractor, I expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Florida and that this Release shall be governed by and interpreted in accordance with the laws of the State of Florida. I agree that in the event any clause or provision of this Release is deemed invalid, the enforceability of the remaining provisions of this Release shall not be affected.

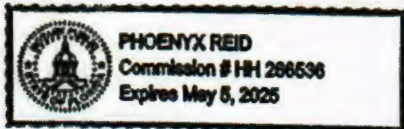
ABurke Date: 4/26/23
Signature (or Parent/Guardian if under 18)

Adrienne Burke
Printed Name of Signature, Parent or Guardian

STATE OF FLORIDA
COUNTY OF DUVAL

I HEREBY CERTIFY that on this day, personally appeared before me, by means of physical presence or online notarization, Adrienne Burke, who is personally known to me or who has produced FLDL as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that they executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this 26th day of APRIL, 2023.



Phoenix Reid
Notary Public, State of Florida

Certificate Of Completion

Envelope Id: C6F2532EDDA9436386F67CFB0BB84C49	Status: Completed
Subject: Contract #CM3387-A3 \$64,450.00 (NTE) Description: Community Planning Collaborative, LLC; Amendment 3	
Source Envelope:	
Document Pages: 13	Signatures: 12
Certificate Pages: 6	Initials: 4
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Laurie Goltry
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	lgoltry@nassaucountyfl.com
	IP Address: 50.238.237.26


Record Tracking

Status: Original	Holder: Laurie Goltry	Location: DocuSign
1/12/2024 10:38:59 AM	lgoltry@nassaucountyfl.com	


Signer Events

Signature	Timestamp
<p>Elizabeth Backe ebacke@nassaucountyfl.com Planning Director Nassau County Security Level: Email, Account Authentication (None)</p>	<p>Sent: 1/12/2024 10:51:04 AM Viewed: 1/12/2024 12:48:15 PM Signed: 1/12/2024 12:48:59 PM</p>
<p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	


Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

<p>Tracy Poore tpoore@nassaucountyfl.com OMB Admin Nassau County BOCC Security Level: Email, Account Authentication (None)</p>		<p>Sent: 1/12/2024 10:51:04 AM Viewed: 1/12/2024 11:17:22 AM Signed: 1/12/2024 11:19:31 AM</p>
<p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>		

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

<p>chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p>		<p>Sent: 1/12/2024 12:49:01 PM Viewed: 1/12/2024 12:49:47 PM Signed: 1/12/2024 12:50:44 PM</p>
<p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>		

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

<p>Ashley Metz ametz@nassaucountyfl.com Human Resources Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p>		<p>Sent: 1/12/2024 12:49:02 PM Viewed: 1/12/2024 1:25:33 PM Signed: 1/12/2024 1:27:00 PM</p>
<p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>		

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p><i>Lanaee Gilmore</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 1/12/2024 1:27:03 PM Viewed: 1/12/2024 3:29:54 PM Signed: 1/12/2024 3:30:11 PM</p>
<p>Adrienne Burke adrienne@planningcollab.com Principal/Owner Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 1/15/2024 9:41:45 AM ID: f1129b4a-4535-4e64-a81c-aa370ba9ace4</p>	<p><i>Adrienne Burke</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 99.69.215.38</p>	<p>Sent: 1/12/2024 3:30:14 PM Viewed: 1/15/2024 9:41:45 AM Signed: 1/15/2024 9:41:56 AM</p>
<p>Abigail Jorandby ajorandby@nassaucountyfl.com Assistant County Attorney Nassau BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p><i>AJ</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 1/15/2024 9:41:58 AM Viewed: 1/17/2024 8:23:01 AM Signed: 1/17/2024 8:23:08 AM</p>
<p>Denise C. May dmay@nassaucountyfl.com Assistant County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: 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: 1/17/2024 8:23:11 AM Viewed: 1/17/2024 9:23:33 AM Signed: 1/17/2024 9:24:44 AM</p>
<p>Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p><i>Taco E. Pope AICP</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26 Signed using mobile</p>	<p>Sent: 1/17/2024 9:24:46 AM Viewed: 1/17/2024 9:29:48 AM Signed: 1/17/2024 9:30:05 AM</p>

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
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Clerk Admin
clerkservices@nassaucountyfl.com
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Accepted: 1/24/2022 11:47:51 AM
ID: c578204b-138e-4b31-a24f-82d040e40d69

COPIED

Sent: 1/17/2024 9:30:08 AM
Viewed: 1/17/2024 9:43:32 AM

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

COPIED

Sent: 1/17/2024 9:30:10 AM

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	1/12/2024 10:51:04 AM
Certified Delivered	Security Checked	1/17/2024 9:29:48 AM
Signing Complete	Security Checked	1/17/2024 9:30:05 AM
Completed	Security Checked	1/17/2024 9:30:10 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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