

BOCC CONTRACT APPROVAL FORM

CONTRACT TRACKING NO. CM3376-A1

SECTION 1 - GENERAL INFORMATION

Requesting Department: Road Contact Person: Idalia Gutierrez/David Hearn
Telephone: (904) 530-6131 Email: igutierrez@nassaucountyfl.com

SECTION 2 - VENDOR INFORMATION

Name: Metal Culverts, Inc.
Address: 2148 Pine Forest Drive
City: Clearwater State: FL Zip Code: 33764
Vendor's Administrator Name: Dale Pennington Title: Sales Representative
Telephone: (727) 531-1431 Email: dale.pennington@metalculverts.com

SECTION 3 - VENDOR AUTHORIZED SIGNATORY

Authorized Signatory Name: Ben W.J. Bielski, III, Vice President
Authorized Signatory Email: sales@metalculverts.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: Contract for Metal Culverts
Type: New Contract Work Authorization Supplemental Agreement
Short Description of Product(s)/Service(s) Being Requested: Furnish and deliver various sized metal and polyethylene culverts on an as-needed basis.

(GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.)

Procured Method: Quotes ITB RFP RFQ Piggyback Exemption Sole Source Single Source
 Other: NC23-032R-ITB
Amount of Initial Contract Term: \$40,000.00
Amount of Renewal Options (if applicable): Year 1: \$40,000.00 Year 2: \$40,000.00
Year 3: \$40,000.00 Year 4: \$40,000.00
Total Amount of Contract (Initial Term + Renewal Options): NTE \$200,000.00 (Estimate if necessary)
Account Number: 03404541-546000 DBCHP
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: MP
Risk Manager Initials: MP

SECTION 6 - AMENDMENT INFORMATION

Contract Tracking No: CM3376 Amendment No: 1
Type of Amendment: Renewal Time Only Extension Additional Scope Other:
Contract Amount with Previous Amendments: _____ Amount of this Amendment: _____
New Contract Amount including this Amendment: _____
Account Code Change From: _____ To: _____
County Authorized Signatory: BOCC Chairman County Manager
(IDENTIFY WHO WILL SIGN AMENDMENT ON BEHALF OF BOCC)

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

- | | | | |
|---|--------------------------|---|--------------------------|
| 1. <u>Doug Podiak</u> Department Head/Contract Manager | <u>4/23/2024</u> Date | 3. <u>[Signature]</u> Procurement | <u>4/26/2024</u> Date |
| 2. <u>Chris Lacambra</u> Office of Mgmt. & Budget | <u>4/23/2024</u> Date | 4. <u>Denise C May</u> County Attorney | <u>4/29/2024</u> Date |
- (Signature required only if procurement related)*

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

[Signature] 4/30/2024
County Manager Date

AMENDMENT TO CONTRACT FOR METAL CULVERTS

THIS AMENDMENT TO THE CONTRACT FOR METAL CULVERTS (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 Metal Culverts, Inc., a business having its primary business location at 2148 Pine Forest Drive, Clearwater, Florida 33764 (hereinafter the “Vendor”).

WITNESSETH:

WHEREAS, the Parties previously entered into a Contract for Metal Culverts dated May 22, 2023 (hereinafter “Contract”); and

WHEREAS, the Parties now desire to 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. Section 20. of the Contract is hereby amended to extend the term of the Contract for an additional one (1) year and the Contract shall now terminate on May 21, 2025.

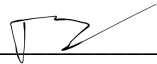
SECTION 2. All other terms and conditions of the Contract not inconsistent with the provisions of this Amendment shall remain the same and in full force and effect.

[The remainder of this page left intentionally blank.]

CM3376-A1

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

THE COUNTY

Signature:  _____

Print Name: Taco E. Pope, AICP

Title: Designee

Date: 4/30/2024

REVIEWED FOR LEGAL FORM AND CONTENT:



DENISE C. MAY, County Attorney

METAL CULVERTS, INC.

Signature: Ben W.J. Bielski, III

By: Ben W.J. Bielski, III

Title: Vice President

Date: 4/26/2024

Certificate Of Completion

| | |
|---|-------------------------------|
| Envelope Id: EC3C8F9148B74BFFAF5003E02FD65047 | Status: Completed |
| Subject: Contract No.: CM3376-A1 Metal Culverts, Inc. \$40,000.00 Purchase & Deliver Metal Culverts | |
| Source Envelope: | |
| Document Pages: 4 | Signatures: 11 |
| Certificate Pages: 6 | Initials: 5 |
| AutoNav: Enabled | Envelope Originator: |
| Envelopeld Stamping: Enabled | Idalia Gutierrez |
| Time Zone: (UTC-05:00) Eastern Time (US & Canada) | igutierrez@nassaucountyfl.com |
| | IP Address: 50.238.237.26 |


Record Tracking

| | | |
|-----------------------|-------------------------------|--------------------|
| Status: Original | Holder: Idalia Gutierrez | Location: DocuSign |
| 4/23/2024 10:07:53 AM | igutierrez@nassaucountyfl.com | |


Signer Events

| Signer Events | Signature | Timestamp |
|--|---|---|
| Doug Podiak dpodiak@nassaucountyfl.com Facilities Director Nassau County BOCC Security Level: Email, Account Authentication (None) |  | Sent: 4/23/2024 10:13:00 AM Viewed: 4/23/2024 1:14:30 PM Signed: 4/23/2024 1:14:42 PM |
| | Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26 | |


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) |  | Sent: 4/23/2024 1:14:43 PM Viewed: 4/23/2024 2:06:41 PM Signed: 4/23/2024 2:07:48 PM |
| | Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26 | |

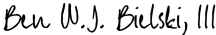



Electronic Record and Signature Disclosure:
Not Offered via DocuSign

| | | |
|--|---|--|
| chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None) |  | Sent: 4/23/2024 2:07:52 PM Viewed: 4/23/2024 2:08:21 PM Signed: 4/23/2024 2:08:53 PM |
| | Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26 | |

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

| | | |
|---|---|--|
| Michelle Proctor mproctor@nassaucountyfl.com Risk Manager Security Level: Email, Account Authentication (None) |  | Sent: 4/23/2024 2:08:54 PM Viewed: 4/23/2024 2:11:45 PM Signed: 4/23/2024 2:11:58 PM |
| | 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 |
|--|--|---|
| <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>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p> | <p>Sent: 4/23/2024 2:12:00 PM Viewed: 4/26/2024 11:29:39 AM Signed: 4/26/2024 11:29:44 AM</p> |
| <p>Ben W.J. Bielski, III sales@metalcultverts.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 4/26/2024 1:06:14 PM ID: c1a3f815-ac5b-4113-a985-eabea81c860e</p> |  <p>Signature Adoption: Pre-selected Style Using IP Address: 216.213.45.94</p> | <p>Sent: 4/26/2024 11:29:46 AM Viewed: 4/26/2024 1:06:14 PM Signed: 4/26/2024 2:23:11 PM</p> |
| <p>Abigail Jorandby ajorandby@nassaucountyfl.com Deputy County Attorney Nassau BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p> |  <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p> | <p>Sent: 4/26/2024 2:23:13 PM Viewed: 4/29/2024 5:08:27 PM Signed: 4/29/2024 5:08:37 PM</p> |
| <p>Denise C May dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p> |  <p>Signature Adoption: Pre-selected Style Using IP Address: 73.148.194.109 Signed using mobile</p> | <p>Sent: 4/29/2024 5:08:41 PM Viewed: 4/29/2024 6:03:37 PM Signed: 4/29/2024 6:04:18 PM</p> |
| <p>Taco 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>Signature Adoption: Drawn on Device Using IP Address: 50.238.237.26</p> | <p>Sent: 4/29/2024 6:04:20 PM Viewed: 4/30/2024 6:52:05 PM Signed: 4/30/2024 6:52:37 PM</p> |
| <p>Clerk Finance received boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p> |  <p>Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254</p> | <p>Sent: 4/30/2024 6:52:39 PM Viewed: 5/1/2024 3:34:21 PM Signed: 5/1/2024 3:34:41 PM</p> |
| <p>Electronic Record and Signature Disclosure: Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</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 |
| Clerk Services BOCCclerkServices@nassauclerk.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 5/1/2024 3:34:43 PM Viewed: 5/1/2024 3:49:16 PM |
| Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 5/1/2024 3:34:45 PM |
| Jennifer Kirkland jkirkland@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 10/24/2023 9:00:03 AM ID: 051b8b10-9ce7-49a7-bddd-e95a2069afb9 | COPIED | Sent: 5/1/2024 3:34:46 PM |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |
| Envelope Sent | Hashed/Encrypted | 4/23/2024 10:13:00 AM |
| Certified Delivered | Security Checked | 5/1/2024 3:34:21 PM |
| Signing Complete | Security Checked | 5/1/2024 3:34:41 PM |
| Completed | Security Checked | 5/1/2024 3:34:46 PM |
| Payment Events | Status | Timestamps |
| 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.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

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- 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.