

**03WORK AUTHORIZATION # CM2786-WA24  
NASSAU COUNTY  
BOARD OF COUNTY COMMISSIONERS**

<b>Consultant:</b>	Florida Governmental Utility Authority (FGUA)
<b>Contract Number:</b>	CM2786-WA24
<b>Contact Name:</b>	Scott Towler
<b>Contact Number:</b>	407-629-6900
<b>Email:</b>	stowler@govmserv.com

CURRENT WORK AUTHORIZATION			
<b>Project Short Title: Additional Capital Project Management and Inspection for the Amelia Island WTP Booster Pump Station Modification</b>			
		CONTRACT OVERVIEW	
<b>Date Submitted</b>	01/18/24	<b>Total of Previous Authorizations</b>	\$2,320,870.79
<b>Amount</b>	\$36,340.00	<b>This Work Authorization</b>	\$36,340.00
<b>Scheduled Completion</b>	10 Months after NTP	<b>Current Contract Total</b>	\$2,357,210.79

This Work Authorization is to supplement the AGREEMENT between Nassau County and the Consultant known as the Interlocal Agreement between Nassau County and Florida Governmental Utility Authority for Water and Wastewater Utility Capital Project and related Grant/Loan Administration and Special Assessment Services, dated December 12, 2019. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

The Consultant shall assist the County in carrying out additional Capital Project Administration and Inspection services during the construction phase of the Amelia Island WTP Booster Pump Modification Project. Specifically, additional services provided shall be as detailed in the related Work Authorization to Government Services Group, Inc., a copy of which is attached hereto as Exhibit "A".

ARTICLE 2. Time Schedule

The Consultant shall begin upon execution of this Work Authorization and shall complete within 10 months of the Notice to Proceed being issued to the Contractor.

ARTICLE 3. Budget

The Consultant will perform the additional Capital Project Administration (included in original costs) and Inspection services (316 hours at \$115) outlined herein for a lump sum amount of \$36,340.00. A copy of the related Work Authorization to Government Services Group, Inc. is attached hereto as Exhibit "A" (Note: Capital Project Administration is not eligible for additional funding beyond the 5%).

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 agreement 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.

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In presenting this Work Authorization, Consultant agrees that:


Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant. 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 Towler  
Print Name: Scott Towler  
Title: Systems Manager  
Date: 6/3/2024

**[This space intentionally left blank.]**

**RECOMMENDED AND APPROVED BY NASSAU COUNTY:**

Department Head/Managing Agent:	<u>Chris Lacambra</u>	5/30/2024
	Department Head/Managing Agent (Date)	
Contract Management:	<u>Lanaee Gilmore</u>	6/3/2024
	Lanaee Gilmore (Date)	
Office of Management & Budget:	<u>Chris Lacambra</u>	5/30/2024
	Chris Lacambra (Date)	
County Manager:	<u></u>	6/3/2024
	Taco E. Pope (Date)	
Ex-Officio Clerk:	N/A	
	John Crawford (Date)	
County Attorney:	<u>Denise C. May</u>	6/3/2024
	Denise May (Date)	

ACCOUNT NO.:71500533-563552 BPS

**Exhibit "A"**

**AMENDMENT NO. 1 TO  
WORK AUTHORIZATION NO. GSG 21-40**

To

Management Services Agreement Between the

**Florida Governmental Utility Authority ("FGUA"),**  
a legal entity and public body created by interlocal agreement pursuant to  
Section 163.01(7), Florida Statutes

and

**Government Services Group, Inc. ("GSG")**  
**for the Nassau County NAU Amelia Island WTP Booster Pump Station Modification Project**

**A. SUMMARY OF SERVICES TO BE RENDERED**

Under this Work Authorization, Government Services Group, Inc. (GSG) will perform additional general construction inspection services for the Nassau County NAU Amelia Island WTP Booster Pump Station Replacement Project on behalf of Nassau County, pursuant to the December 12, 2019 Interlocal Agreement and related Work Authorization CM2786-WA24. County approval of the Amendment will be subsequent to FGUA's approval of this Amendment.

The planning, design, and bidding phases of the project have been completed. Construction is underway. At the time the construction contractor, Sawcross, and Nassau County executed the construction agreement, the project's substantial completion date was February 21, 2023. As of Change Order No. 6, the contract has been extended 221 days; the current substantial completion date is September 26, 2023. A subsequent change order from Sawcross for additional contract time related to the supply chain issues is forthcoming. In order to continue inspection services for project, FGUA will be required to provide an additional 316 hours of additional inspection hours.

Inspection services provided for the project shall be as identified in Section 2.10 of the Amended and Restated Management Services Agreement. The not-to-exceed fee for the additional construction inspection services are as identified below. Note that capital project administration is not eligible for additional funding,

Notwithstanding the compensation provisions set forth in the Interlocal Agreement, Nassau County in Work Authorization CM2786-WA24 agrees with the additional compensation and scope of services set for in this Amendment to WA GSG 21-40.



**B. PROJECT COST**

**Project No: FUNDED BY NASSAU COUNTY**


Additional Inspection Services:

	<b>Billed at</b>	<b>Number of hours</b>	<b>Cost extended</b>
Sr. Inspector	\$115.00	316	\$36,340.00
<b>TOTAL HOURS</b>		316	
<b>Total Cost</b>			<b>\$36,340.00</b>

**C. PROJECT SCHEDULE**

Complete within ten (10) months of Notice to Proceed. Issuance of Notice to Proceed by FGUA is contingent upon receipt of fully executed Work Authorization CM2786-WA24 from Nassau County.

**D. NOTICE/PROJECT MANAGER OF CONSULTANT**

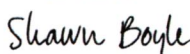
DocuSigned by:  
  
3509D71487484CD...

Shannon Lewis, Director – Municipal Services  
 Government Services Group, Inc.  
 1500 Mahan Drive, Suite 250  
 Tallahassee, FL 32308

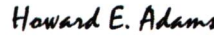
DocuSigned by:  
  
4BB75548420C44C...

Chair / Vice Chair  
 Florida Governmental Utility Authority  
 280 Wekiva Springs Rd., Suite 2070  
 Longwood, FL 32779

**Certification that Sufficient Funds are Available:**

DocuSigned by:  
  
789797A60A354C5...

Shawn Boyle  
 Chief Financial Officer  
 18 January

DocuSigned by:  
  
1BEF0CBA9354453...

Eugene Adams, Esq.  
 General Counsel

**Dated this \_\_\_\_ day of \_\_\_\_\_, 2024**



**Certificate Of Completion**

Envelope Id: B40BE6AA00B14036AA49D29E0451C141	Status: Completed
Subject: Complete with DocuSign: FGUA CM2786 WA24	
Source Envelope:	
Document Pages: 6	Signatures: 9
Certificate Pages: 6	Initials: 2
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
5/30/2024 2:40:03 PM	tpoore@nassaucountyfl.com	

**Signer Events**

Signer Events	Signature	Timestamp
Tracy Poore		Sent: 5/30/2024 2:48:27 PM
tpoore@nassaucountyfl.com		Viewed: 5/30/2024 2:48:34 PM
OMB Admin		Signed: 5/30/2024 2:48:41 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

chris lacambra		Sent: 5/30/2024 2:48:42 PM
clacambra@nassaucountyfl.com		Viewed: 5/30/2024 2:50:56 PM
OMB Director		Signed: 5/30/2024 2:51:17 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

Lanaae Gilmore		Sent: 5/30/2024 2:51:20 PM
lgilmore@nassaucountyfl.com		Viewed: 6/3/2024 11:00:35 AM
Procurement Director		Signed: 6/3/2024 11:01:20 AM




Nassau County BOCC  
 Security Level: Email, Account Authentication (None)  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 73.53.146.123

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Scott Towler		Sent: 6/3/2024 11:01:21 AM
stowler@govmserv.com		Viewed: 6/3/2024 11:08:23 AM
Security Level: Email, Account Authentication (None)		Signed: 6/3/2024 11:08:38 AM

Signature Adoption: Pre-selected Style  
 Using IP Address: 184.89.162.132

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/3/2024 11:08:23 AM  
 ID: 5ec8590a-870c-4bdc-b5ee-968e8a366836

Signer Events	Signature	Timestamp
Denise C. May dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 174.239.88.9 Signed using mobile	Sent: 6/3/2024 11:08:40 AM Viewed: 6/3/2024 12:30:25 PM Signed: 6/3/2024 12:30:48 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Drawn on Device Using IP Address: 50.238.237.26	Sent: 6/3/2024 12:30:50 PM Viewed: 6/3/2024 12:36:55 PM Signed: 6/3/2024 12:36:58 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
L.BELTON 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: 6/3/2024 12:37:00 PM Viewed: 6/3/2024 2:04:10 PM Signed: 6/3/2024 2:04:17 PM
<b>Electronic Record and Signature Disclosure:</b> 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
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<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Teresa Irby-Butler teresa.irby-butler@fgua.com Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; text-align: center; color: blue; font-weight: bold; font-size: 1.2em;">COPIED</div>	Sent: 6/3/2024 2:04:20 PM
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Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp



<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	5/30/2024 2:48:27 PM
Certified Delivered	Security Checked	6/3/2024 2:04:10 PM
Signing Complete	Security Checked	6/3/2024 2:04:17 PM
Completed	Security Checked	6/3/2024 2:04:20 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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**Electronic Record and Signature Disclosure**

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, County of Nassau (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **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](mailto: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](mailto: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](mailto: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](mailto: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.