VENDOR NAME/ADDRESS

CSI Geo, Inc 2394 St. Johns Bluff Rd, Suite 200



## **Requisition Form**

# CS-23-530

#### NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS 96135 Nassau Place Suite 1

Yulee, FL 32097

DEPARTMENT

Public Works

	acksonville, FL 32246						STED BY
		_					Sands
VENDOR NUMBER	PROJECT NAME	FUNDING SOURCE	00117	AMOUNT AVAILABLE		PO OR ENCUMBER ONLY	
18459 ITEM NO.	Still Quarters Rd GeoExploratio	r <u>  68223522-562300</u>	QUANTITY	UNIT PRICE	AMOUNT	r Contract	CM3472 WA02
ITEM NO.			-				
1	Geotechnical Exploration		1.00	\$ 14,102.36	\$ 14,102.36		
	Field exploration and laboratory	testing			\$ 0.00		
	Engineering and Support servic			\$ 0.00			
					\$ 0.00		
					\$ 0.00		
					\$ 0.00		
					\$ 0.00		
					\$ 0.00		
					\$ 0.00		
	Still Quarters Road Fire Station				\$ 0.00		
	Yulee, FL 32097				\$ 0.00		
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ORIGINAL - FIN COPY - DEPAR			•	·	Shipping Total		0.00 102.36
Denartment	head						

#### **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.

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3/6/2024	
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Office of Management and Budget (signat	ure required if greater than \$1,000.00 for	services or if greater than \$5,000 for goods)
I attest that, to the best of my knowledge, fun	ds are available for payment.	12
(liris Lacambra	8/6/2024	]7
Procurement Director (signature required	if greater than \$5,000.00)	
I attest that, to the best of my knowledge, this	requisition is accurate and necessary and i	s consistent with the Nassau County Purchasing Policy
Kanace Milmore	8/8/2024	

8

County Manager (signature required if greater than \$100,000.00)

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.



REV. 10-17-2023 Previous Versions Obsolete

Contract Number:	CM3472
Consultant/Vendor:	CSI Geo, Inc.
Consultant/Vendor Contact Name:	John A. Iya
Consultant/Vendor Contact Phone Number:	(904) 641-1993
Consultant/Vendor Contact Email Address:	jiya@csi-geo.com
Project Short Title:	Geotechnical Exploration – Still Quarters Road Fire Station
Total Amount of Previous Work Authorizations:	\$9,923.68
Amount of this Work Authorization:	\$14,102.36
New Contract Amount including this Work Authorization:	\$24,026.04
Funding Source:	68223522-562300 CO147

# NASSAU COUNTY WORK AUTHORIZATION #02

This Work Authorization is issued pursuant to the Contract referenced above between Nassau County and the Consultant/Vendor for the following services:

**ARTICLE 1. Description of Services.** Consultant/Vendor shall provide the services as set forth in Exhibit "A", attached hereto and incorporated herein.

**ARTICLE 2.** Time Schedule. Consultant/Vendor anticipates the services to be completed pursuant to the time schedule contained in Exhibit "A", attached hereto and incorporated herein. The parties agree that this Work Authorization shall be considered as the Notice to Proceed.

**ARTICLE 3.** Compensation. Consultant/Vendor shall be compensated for the services in detailed in Exhibit "A", attached hereto and incorporated herein, using rates previously established in the Contract referenced above.

**ARTICLE 4. Other Provisions.** This Work Authorization shall become a part of the Contract when executed by both parties. Any Work Authorization entered into prior to expiration or termination set forth in the Contract 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. Consultant/Vendor acknowledges that all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant/Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work Authorization.

# **RECOMMENDED AND APPROVED BY:**

Department Head/Managing Agent:	Doug Podiak	8/6/2024	
		Date	
Procurement:	Kanace Kilmore	8/8/2024	
		Date	
Office of Management & Budget:	(liris Lacambra	8/6/2024	1P
		Date	
County Attorney:	Denise C. May, Esq., B(S Denise C. May	9/24/2024 Date	ay

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

# NASSAU COUNTY, FLORIDA

$\Box$	
By: Taco Pope	
Its: Designee	
Date9/24/2024	

# CSI Geo, Inc.

EXHIBIT "A"



**VENDOR'S SCOPE & ESTIMATE** 

July 10, 2024

Ms. Evelyn J. Burton "EJ" Nassau County Public Works Nassau County, Florida

RFP Name: Geotechnical Exploration & Engineering Services Still Quarters Road Fire Station RFQ NO. NC23-009-RFQ

Dear Ms. Burton:

CSI Geo, Inc. (CSI Geo) is pleased to present this technical approach for the subject project.

## PROJECT BACKGROUND INFORMATION AND PROJECT DESCRIPTION

We understand that a new fire station is proposed at the southeast corner of Old Nassauville Road and Hardy Allen Road in Nassau County, Florida. The proposed construction will include a new one-story fire station building, parking, and pond.

## **TECHNICAL APPROACH**

It is the intent of this contract to acquire a complete and accurate geotechnical investigation for the identified project through obtaining boring logs, performing soil testing, and incorporating this and other pertinent information into a comprehensive subsurface investigation report for the project site.

## SCOPE OF PROPOSED SERVICES

The geotechnical exploration will consist of field exploratory borings, laboratory testing, and a geotechnical analysis of the collected data. A narrative outline of the work plan is presented in the following section.

## WORK PLAN

## Field Exploration

*Fire Station Building & Parking* – The proposed exploration along the proposed building and parking areas will consist of 30 feet deep Standard Penetration Test (SPT) borings for a total of 3 SPT borings and 6 feet auger borings for a total of 2 auger borings. The SPT borings will be grouted upon completion. In addition, undisturbed soil samples will be retrieved to provide soil parameters for foundation design.

*Pond* – The proposed exploration at the location of the proposed pond will consist of one 20 feet deep SPT boring with continuous sampling. One permeability test will be performed to provide infiltration rates.

Soil samples will be classified, containerized, marked in the field and returned to the laboratory for visual inspection and classification by the geotechnical engineer using the Unified Soil Classification Systems (USCS).

## Laboratory Testing

Laboratory classification and index soil tests will be performed as necessary on selected soil samples obtained from the exploration. Specific tests to be performed are Moisture Content, Organic Content, Percent Fines, Atterberg Limits, Consolidation, LBR testing, and Corrosion testing.

## **Engineering/Support Services**

A geotechnical engineer, registered in the State of Florida, will direct the geotechnical exploration and provide engineering analysis and evaluation of the site and subsurface conditions with respect to the planned construction. The results of the exploration and engineering study will be presented in a report containing the following:

- A brief discussion of the planned construction
- A graphical representation of the subsurface conditions encountered
- Depth to the groundwater table at the time of the boring and an estimation of the seasonal high groundwater table
- A graphic representation of the soil borings using DOT style Report of SPT Borings and a common legend
- An appendix that contains stratified soil boring profiles, laboratory test data sheets and other pertinent calculations
- Written discussion of the subsurface conditions encountered
- Site preparation recommendations with any special precautions (e.g., soft soil conditions, high groundwater, etc.), including any equipment limitations
- Foundation recommendations and evaluation with respect to the proposed construction
- General site preparation recommendations for site construction and construction of compacted fills or backfills

# **Anticipated Completion Schedule:**

Geotechnical Exploration and Evaluation Report & Preliminary Soil Profiles Approximately 35 working days after NTP



### GEOTECHNICAL FEE ESTIMATE Geotechnical Exploration Still Quarters Road Fire Station RFQ NO. NC23-009-RFQ Nassau County, Florida

2394 St. Johns Bluff Road, Suite 200 Jacksonville, Florida 32246 tel (904) 641-1993

Item Description	Unit	Num of Ur		Cost / U	Init	Estimated Cost
Field Investigation	Ullit	01 01	nts	COSt / C	Jiiit	Cost
Mudbug/All Terrain Vehicle Mobilization 0-30 Miles	ea.	1	ea.	\$875.00	/ea.	\$875.00
Fire Station Building and Parking	cu.	1	cu.	φ075.00	/eu.	Q075.00
3 Truck/Mud Bug SPT 0-50 Ft	ft.	90	ft.	\$15.50	/ft.	\$1,395.00
Truck/Mud Bug Temp Casing 3" 0-50 Ft	ft.	120	ft.	\$10.00	/ft.	\$1,200.00
Truck/Mud Bug Grout Boreholes 0-50 Ft	ft.	90	ft.	\$7.00	/ft.	\$630.00
Truck/Mud Bug Undisturbed Samples 0-50 Ft	ea.	1	ea.	\$160.00	/ea.	\$160.00
Sample Pick-up	ea.	2	ea.	\$90.00	/ea.	\$180.00
2 Truck/Mud Bug Auger/Wash Boring 0-50 Ft	ft.	12	ft.	\$12.00	/ft.	\$144.00
Pond						
1 Truck/Mud Bug SPT 0-50 Ft	ft.	20	ft.	\$15.50	/ft.	\$310.00
Truck/Mud Bug Extra SPT Samples 0-50 Ft	ea.	3	ea.	\$42.00	/ea.	\$126.00
Double Ring Infiltration ASTM D3385	ea.	1	ea.	\$570.00	/ea.	\$570.00
Boring Layout/Utility Clearance/Coordination (Engineer Intern)	hr.	4	hr.	\$135.00	/hr.	\$540.00
Subtotal:						\$6,130.00
Laboratory Testing						
Lab Moisture Content of Soils (ASTM D2216. AASHTO T127)	ea.	8	ea.	\$22.00	/ea.	\$176.00
Lab Material Finer Than No.200 Sieve	ea.	8	ea.	\$48.00	/ea.	\$384.00
Lab Organic Content in Soils (Ignition or Combustion Method)	ea.	4	ea.	\$52.00	/ea.	\$208.00
Lab Atterberg Limits Test - ASTM D423, D424, AASHTO T90, ASTM D43	ea.	4	ea.	\$115.00	/ea.	\$460.00
Lab Consolidation (ASTM D2435-2011)	ea.	1	ea.	\$530.00	/ea.	\$530.00
Lab Limerock Bearing Ratio Test (LBR)	ea.	2	ea.	\$370.00	/ea.	\$740.00
Lab Corrosion Series Test - (Environmental Corrosion)	ea.	2	ea.	\$235.00	/ea.	\$470.00
Subtotal:						\$2,968.00
Engineering/Support Services						
Project Manager	hr.	3	hr.	\$235.00	/hr.	\$705.00
Geotechnical Engineer	hr.	8	hr.	\$181.33	/hr.	\$1,450.64
Engineer Intern	hr.	14	hr.	\$135.00	/hr.	\$1,890.00
CADD Operator	hr.	8	hr.	\$100.00	/hr.	\$800.00
Clerical	hr.	2	hr.	\$79.36	/hr.	\$158.72
Subtotal:						\$5,004.36
TOTAL (Estimated):						\$14,102.36

# DocuSign

### **Certificate Of Completion**

Envelope Id: 70C0EE136079413EAEDBE8E4A090AEB9 Subject: Work Authorization: CM3472-WA02 CSI Geo, Inc. Geotechnical Exploration \$14,102.36 Source Envelope: Document Pages: 6 Signatures: 9 Certificate Pages: 6 Initials: 4 AutoNav: Enabled EnvelopeId Stamping: Enabled Time Zone: (UTC-05:00) Eastern Time (US & Canada)

## **Record Tracking**

Status: Original 8/6/2024 8:14:18 AM Holder: Sara Sands ssands@nassaucountyfl.com

#### Signer Events

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

#### 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)

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

Not Offered via Docusig

chris lacambra clacambra@nassaucountyfl.com

OMB Director

Nassau County BOCC Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Not Offered via DocuSign

Lanaee Gilmore Igilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Not Offered via DocuSign Doug Podiak

Signature

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

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

Clivis Lacambra

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

Kanace Helmore

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

Status: Completed

Envelope Originator: Sara Sands ssands@nassaucountyfl.com IP Address: 50.238.237.26

Location: DocuSign

## Timestamp

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Sent: 8/6/2024 9:57:20 AM Viewed: 8/6/2024 4:32:52 PM Signed: 8/6/2024 4:34:19 PM

Sent: 8/6/2024 4:34:21 PM Viewed: 8/8/2024 11:57:45 AM Signed: 8/8/2024 11:57:51 AM

Signer Events	Signature	Timestamp
John A. Iya	-	Sent: 8/8/2024 11:57:53 AM
jiya@csi-geo.com	John A. Iya	Resent: 9/11/2024 10:01:37 AM
Vice President	I. I	
Security Level: Email, Account Authentication		Viewed: 9/23/2024 10:26:54 AM
(None)	Signature Adoption: Pre-selected Style	Signed: 9/23/2024 10:27:14 AM
	Using IP Address: 168.220.110.139	-
Electronic Record and Signature Disclosure: Accepted: 9/23/2024 10:26:54 AM ID: 1bc96fff-914c-4cb6-b70a-5b0d4f37692d		
Abigail Jorandby		Sent: 9/23/2024 10:27:17 AM
ajorandby@nassaucountyfl.com	a y	Viewed: 9/24/2024 8:52:20 AM
Deputy County Attorney		Signed: 9/24/2024 8:53:33 AM
Nassau BOCC	Circature Adaption: Dra calented Chile	
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		
Denise C. May, Esq., BCS		Sent: 9/24/2024 8:53:35 AM
dmay@nassaucountyfl.com	Denise C. May, Esg., BCS	Viewed: 9/24/2024 8:54:30 AM
County Attorney	1. V.	Signed: 9/24/2024 8:54:53 AM
Nassau County BOCC	O'reactions Astronomics - Declarate de Otoda	
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tpope@nassaucountyfl.com	$\int Z$	Viewed: 9/24/2024 8:55:16 AM
County Manager		Signed: 9/24/2024 8:55:20 AM
Nassau County BOCC	Signature Adoption: Drawn on Device	
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Electronic Record and Signature Disclosure: Not Offered via DocuSign		
BOCC AP		Sent: 9/24/2024 8:55:24 AM
boccap@nassauclerk.com	L.BELTON	Viewed: 9/24/2024 9:56:04 AM
Nassau County Clerk		Signed: 9/24/2024 9:56:26 AM
Security Level: Email, Account Authentication		-
(None)	Signature Adoption: Uploaded Signature Image Using IP Address: 12.23.69.254	
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

Timestamp

**Certified Delivery Events** 

Status

Carbon Copy Events	Status	Timestamp
Clerk Services	CODIED	Sent: 9/24/2024 9:56:28 AM
BOCCClerkServices@nassauclerk.com	COPIED	Viewed: 9/24/2024 10:16:06 AM
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Procurement	COPIED	Sent: 9/24/2024 9:56:30 AM
procurement@nassaucountyfl.com	COPIED	Viewed: 9/24/2024 1:04:50 PM
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
George Murray	CODIED	Sent: 9/24/2024 9:56:31 AM
gmurray@nassaucountyfl.com	COPIED	Viewed: 9/24/2024 10:33:16 AM
Project Manager		
Nassau County		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Tabitha Givens	CODIED	Sent: 9/24/2024 9:56:32 AM
tgivens@nassaucountyfl.com	COPIED	
Administrator Coordianator		
Nassau County		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/6/2024 8:43:29 AM
Certified Delivered	Security Checked	9/24/2024 9:56:04 AM
Signing Complete	Security Checked	9/24/2024 9:56:26 AM
	Security Checked	9/24/2024 9:56:32 AM
Completed		

Electronic Record and Signature Disclosure

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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

# 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.

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <u>https://support.docusign.com/guides/signer-guide-signing-system-requirements</u>.

# 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.

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- 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.