

CS-24-023

BOCC CONTRACT APPROVAL FORM

CONTRACT TRACKING NO. CM3107-A1

SECTION 1 - GENERAL INFORMATION

Requesting Department: Solid Waste Contact Person: Amanda Johnson
Telephone: (904) 530-6129 Email: ajohnson@nassaucountyfl.com

SECTION 2 - VENDOR INFORMATION

Name: Starling Property Solutions
Address: 575 Otis Road
City: Jacksonville State: FL Zip Code: 32220
Vendor's Administrator Name: Anthony Starling Title: Owner
Telephone: (904) 428-4310 Email: anthony.starling@outlook.com

SECTION 3 - VENDOR AUTHORIZED SIGNATORY

Authorized Signatory Name: Anthony Starling Title: Owner
Authorized Signatory Email: anthony.starling@outlook.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: Beaver Removal Services
Short Description of Product(s)/Service(s) Being Requested: Removal of beavers at the Lofton Creek Landfill to prevent clogging of the waterways.

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

Procured Method: Quotes ITB RFP RFQ Piggyback Exemption Sole Source Single Source
Other: _____

Amount of Initial Contract Term: \$2100.00

Amount of Renewal Options (if applicable): Year 1: _____ Year 2: _____
Year 3: _____ Year 4: _____

Total Amount of Contract (Initial Term + Renewal Options): \$2100.00 (Estimate if necessary)

Account Number: 01363534-546000

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: MP

SECTION 6 - AMENDMENT INFORMATION

9/23/2024

Contract Tracking No: CM-3107-A1 Amendment No: 1

Type of Amendment: Renewal Time Extension with Increase Time Only Extension Additional Scope

Supplemental Agreement Other: _____

Contract Amount with Previous Amendments: \$ 2,100.00 Amount of this Amendment: \$ 2,600.00

New Contract Amount including this Amendment: \$ 4,700.00

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. Doug Podiak 9/20/2024
Department Head/Contract Manager Date

3. [Signature] 9/25/2024
Procurement Date
(Signature required only if procurement related)

2. Chris Lacambra 9/23/2024
Office of Mgmt. & Budget Date

4. Denise C. May, Esq., BLS 9/27/2024
County Attorney Date

EM 9/27/2024

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

[Signature] 9/27/2024
County Manager Date

DATE

9/20/2024

Requisition Form

**NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

96135 Nassau Place Suite 1
Yulee, FL 32097

VENDOR NAME/ADDRESS

Danielle Starling
Starling Property Solutions
575 Otis Rd

DEPARTMENT

Solid Waste

REQUESTED BY

A.Johnson / Doug Podiak

VENDOR NUMBER	PROJECT NAME	FUNDING SOURCE	AMOUNT AVAILABLE		STANDARD PO OR ENCUMBER ONLY	CONTRACT NO.
17834		01363534-546000	\$ 29,976.00		Encumber Contract	CM3107-A1
ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT		
1	Quarterly Beaver Removal at the Lofton Creek	4.00	\$ 650.00	\$ 2,600.00	FY24-25 to begin on	
	Landfill			\$ 0.00	10/01/2024	
				\$ 0.00		
				\$ 0.00		
				\$ 0.00		
				\$ 0.00		
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				\$ 0.00		

ORIGINAL - FINANCE	Shipping	\$ 0.00
COPY - DEPARTMENT	Total	\$ 2,600.00

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.

Doug Podiak _____ 9/20/2024

Office of Management and Budget (signature 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, funds are available for payment.
Chris Lacambra _____ 9/23/2024 9/20/2024

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 is consistent with the Nassau County Purchasing Policy.

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.

Clerk: L.BELTON
Date: 9/30/2024

**FIRST AMENDMENT TO AGREEMENT FOR PROFESSIONAL
BEAVER REMOVAL SERVICES FOR NASSAU COUNTY, FLORIDA**

THIS FIRST AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL BEAVER REMOVAL SERVICES FOR NASSAU COUNTY, FLORIDA (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 **STARLING PROPERTY SOLUTIONS**, a business having its primary business location at 575 OTIS ROAD, JACKSONVILLE, FLORIDA, 32220 (hereinafter the “Vendor”).

WITNESSETH:

WHEREAS, the Parties previously entered into an Agreement for Professional Beaver Removal Services for Nassau County, Florida dated November 25, 2021 (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 4. 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 September 30, 2025.

SECTION 2. Section 5.1. of the Contract is hereby amended to increase the compensation amount for the services to be provided under the Contract due to a change in Exhibit “B”, the updated version of which is attached hereto and incorporated herein. The County shall now compensate the Vendor in an amount not to exceed two thousand six hundred dollars and 00/100 (\$2600.00) per year, for a quarterly billable amount of six hundred fifty dollars and 00/100 (\$650.00).


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.

THE COUNTY

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

Signature:  _____

Print Name: Taco E. Pope, AICP

Title: County Manager

Date: 9/27/2024

REVIEWED FOR LEGAL FORM AND CONTENT:

Denise C. May, Esq., BCS
DENISE C. MAY, County Attorney

VENDOR:

Signature: Anthony Starling

By: Anthony Starling

Title: Owner

Date: 9/26/2024

Exhibit "B"

Specifications

Beaver Removal

Lofton Creek Landfill

State Road 200 A1A

Yulee, FL 32041

Outline:

Lofton Creek Landfill consists of approximately 102 acres. Trapper will be required to visit site a minimum of once per month to check all drain culverts for possible blockage by beavers. Inspect the banks of all the ponds, streams, or creeks for new beaver dens and trees for signs of any new bite marks. Trapper will be responsible for providing proof of kill to Nassau County Solid Waste Management Dept. Trapper will be responsible for following all Florida Fish and Wildlife Conservation Commission rules for trapping rodents in Nassau County.

Cost of Service:

Please quote a quarterly billable amount to perform such service.

October – December	\$650.00	A
January – March	\$ 650.00	B
April – June	\$ 650.00	C
July – September	\$ 650.00	D
Total Amount Per Year	\$ 2600.00	

Certificate Of Completion

Envelope Id: 8E605DA0C86A4D85BCF8F7C5D9313402	Status: Completed
Subject: Complete with DocuSign: Starling Property - CAF.pdf, Starling - Requisition Form.pdf, 3. Starli...	
Source Envelope:	
Document Pages: 5	Signatures: 10
Certificate Pages: 7	Initials: 5
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Amanda Johnson
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	ajjohnson@nassaucountyfl.com
	IP Address: 50.238.237.26


Record Tracking

Status: Original	Holder: Amanda Johnson	Location: DocuSign
9/20/2024 12:12:00 PM	ajjohnson@nassaucountyfl.com	

Signer Events

Signer Events	Signature	Timestamp
Doug Podiak dpodiak@nassaucountyfl.com Facilities Director Nassau County BOCC Security Level: Email, Account Authentication (None)	<i>Doug Podiak</i> Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 9/20/2024 12:26:03 PM Viewed: 9/20/2024 1:39:54 PM Signed: 9/20/2024 1:40:17 PM

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)	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 9/20/2024 1:40:20 PM Viewed: 9/20/2024 3:11:09 PM Signed: 9/20/2024 3:13:05 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Amanda Johnson ajjohnson@nassaucountyfl.com Administrative Specialist II Nassau County Board of County Commissioners Security Level: Email, Account Authentication (None)	Completed Using IP Address: 50.238.237.26	Sent: 9/23/2024 8:01:19 AM Viewed: 9/23/2024 8:01:36 AM Signed: 9/23/2024 8:06:14 AM
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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)	<i>Chris Lacambra</i> Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 9/20/2024 3:13:08 PM Resent: 9/23/2024 8:06:16 AM Viewed: 9/20/2024 3:52:31 PM Signed: 9/23/2024 8:08:33 AM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Michelle Proctor mproctor@nassaucountyfl.com Risk Manager Security Level: Email, Account Authentication (None)</p>	<p><i>MP</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 9/23/2024 8:08:36 AM Viewed: 9/23/2024 8:11:42 AM Signed: 9/23/2024 8:11:46 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Lanaee Gilmore</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 9/23/2024 8:11:48 AM Viewed: 9/25/2024 2:37:33 PM Signed: 9/25/2024 2:37:45 PM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Anthony Starling anthony.starling@outlook.com Security Level: Email, Account Authentication (None)</p>	<p><i>Anthony Starling</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 73.105.135.208</p>	<p>Sent: 9/25/2024 2:37:49 PM Viewed: 9/26/2024 3:04:01 PM Signed: 9/26/2024 3:04:34 PM</p>
<p>Electronic Record and Signature Disclosure: Accepted: 9/26/2024 3:04:01 PM ID: 15faa9f7-4c3f-40d9-a847-67fac79e62d1</p>		
<p>Elizabeth Moore emoore@nassaucountyfl.com Assistant County Attorney Nassau County Security Level: Email, Account Authentication (None)</p>	<p><i>EM</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 9/26/2024 3:04:37 PM Viewed: 9/26/2024 7:54:29 PM Signed: 9/27/2024 12:43:00 PM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Denise C. May, Esq., BCS dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Denise C. May, Esq., BCS</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 9/27/2024 12:43:03 PM Viewed: 9/27/2024 12:43:29 PM Signed: 9/27/2024 12:43:38 PM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Taco Pope</i></p> <p>Signature Adoption: Drawn on Device Using IP Address: 174.218.245.60 Signed using mobile</p>	<p>Sent: 9/27/2024 12:43:41 PM Viewed: 9/27/2024 2:48:01 PM Signed: 9/27/2024 2:48:16 PM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		

Signer Events	Signature	Timestamp
BOCC AP boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)	<i>L.BELTON</i> Signature Adoption: Uploaded Signature Image Using IP Address: 12.23.69.254	Sent: 9/27/2024 2:48:18 PM Viewed: 9/30/2024 4:28:14 PM Signed: 9/30/2024 4:28:21 PM

Electronic Record and Signature Disclosure:
Accepted: 2/4/2021 9:59:11 AM
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In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Clerk Services clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None)	COPIED	Sent: 9/30/2024 4:28:24 PM Viewed: 9/30/2024 4:34:56 PM
Electronic Record and Signature Disclosure: Accepted: 1/24/2022 11:47:51 AM ID: c578204b-138e-4b31-a24f-82d040e40d69		

Procurement Department Procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None)	COPIED	Sent: 9/30/2024 4:28:25 PM Viewed: 9/30/2024 6:38:26 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

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 Updated	Security Checked	9/23/2024 8:01:18 AM
Certified Delivered	Security Checked	9/30/2024 4:28:14 PM
Signing Complete	Security Checked	9/30/2024 4:28:21 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	9/30/2024 4:28:25 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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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..

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.