

**NASSAU COUNTY WORK AUTHORIZATION #09**

<b>Contract Number:</b>	CM3490
<b>Consultant/Vendor:</b>	Environmental and Geotechnical Specialists, Inc.
<b>Consultant/Vendor Contact Name:</b>	Susan McConnell
<b>Consultant/Vendor Contact Phone Number:</b>	850-893-2216
<b>Consultant/Vendor Contact Email Address:</b>	Susan.mcconnell@egs-us.com
<b>Project Short Title:</b>	Ocean Village Water Test
<b>Total Amount of Previous Work Authorizations:</b>	\$124,182.21
<b>Amount of this Work Authorization:</b>	\$2,000.00
<b>New Contract Amount including this Work Authorization:</b>	\$126, 182.21
<b>Funding Source:</b>	03336541-531000

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, or no later than twenty-one (21) days from the issuance of this Work Authorization. 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:	<u>Katie Peay</u>	11/1/2024	
		Date	
Procurement:	<u>Lanace Helms</u>	11/4/2024	
		Date	<i>JH</i>
Office of Management & Budget:	<u>Chris Lacambra</u>	11/1/2024	11/1/2024
		Date	
County Attorney:	<u>Denise C. May, Esq., BCS</u>	11/4/2024	
	Denise C. May	Date	<i>EM</i>
			11/4/2024

**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**

Taco E. Pope, AICP

By: Taco E. Pope  
Its: Designee  
Date: 11/4/2024

**EGS, INC**

BY: Susan McConnell  
Print Name: Susan M. McConnell  
Title: Environmental Department Manager  
Date: 11/4/2024

DATE  
**10/23/2024**

### Requisition Form

#### NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

96135 Nassau Place Suite 1  
Yulee, FL 32097

**VENDOR NAME/ADDRESS**  
Environmental and Geotechnical Specialists Inc.  
3676 Hartsfield Rd, Suite 100  
Tallahassee, FL 32303

**DEPARTMENT**  
Stormwater & Drainage

**REQUESTED BY**  
Katie Peay

VENDOR NUMBER	PROJECT NAME	FUNDING SOURCE	AMOUNT AVAILABLE	STANDARD PO OR ENCUMBER ONLY	CONTRACT NO.
	Ocean Village Water Test	03336541-531000	\$ 1,873,542.03	Encumber Contract	CM3490-WA09

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT	
1	Water Test for Fecal Matter	1.00	\$ 2,000.00	\$ 2,000.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	

ORIGINAL - FINANCE Shipping \$ 0.00  
 COPY - DEPARTMENT Total \$ 2,000.00

**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.  
 Katie Peay 11/1/2024

**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 11/1/2024

**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.  
 Andrea Almada 11/4/2024

**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.  
 Taco E. Pope AICP 11/4/2024  
 L. BELTON

Clerk: \_\_\_\_\_  
Date: 11/6/2024

## ENVIRONMENTAL AND GEOTECHNICAL SPECIALISTS, INC.

**EGS Proposal No.: 100-24**

October 28, 2024

**Nassau County Board of County Commissioners**  
96161 Nassau Place  
Yulee, FL 32097



**ATTN:** Katie Peay, P.E. CFM  
Stormwater Director

**SUBJECT:** Cost Proposal for Environmental Support Services  
Ocean Village Water Test  
James Street  
Fernandina Beach, Nassau County, FL

Dear Katie:

Attached is the Cost Estimate for Environmental and Geotechnical Specialists, Inc. (**EGS**) to perform the above requested environmental support services for the above-mentioned Project. As requested, the below cost estimate is based on the following Scope of Services;

### **Environmental Support Services – Water Sample Collection-Testing**

- **James Street Stormwater Sampling**
  - Collection of up to three (3) water samples from stormwater runoff located on the north end of James Street. The number of samples collected will be dependent upon the volume of stormwater present at the time of the sample collection.

The attached Scope of Services and costs are based on the following understandings:

- **EGS** will have permission to be on-site;
- **EGS** is provided reasonable access to the site via County owned roadways;
- Bid assumes that **EGS** can perform the work between the regular business hours of Monday through Friday, 7:00 am to 5:00 pm;
- Laboratory analysis fees are based on a 7–10-day turnaround time;
  - Note, the turnaround time begins when the laboratory receives the samples to be analyzed;
- Costs have not been included for design services other than those outlined in the above Scope of Services;
- Costs have not been included for Environmental Permitting;
- All work will be conducted in accordance with the Contract that will be agreed to for this Project, should it be approved.

## ENVIRONMENTAL AND GEOTECHNICAL SPECIALISTS, INC.

**EGS estimates it can complete the attached sample collection within 10 calendar days of receiving the Notice to Proceed and permission to access the project site. The laboratory analytical results will be available within 10 business days, and a summary letter will be submitted electronically within 30 calendar days (excluding holidays) of receiving the notice to proceed. The environmental scope of services will be completed for a Lump Sum of \$2,000.00.**

Environmental and Geotechnical Specialists appreciate the opportunity to provide the attached Cost Estimate under **EGS's** continuing service contract with Nassau County. Authorization of this Cost Proposal can be accomplished by providing **EGS** with a Contract for our review and signature.

If you have any questions concerning the costs, please call me. Thank you again for considering EGS for this Project.

Sincerely,

**Environmental and Geotechnical Specialists, Inc.**



Susan M. McConnell  
Environmental Department Manager/Senior Environmental Scientist

**Attachment:            EGS Cost Proposal (10-28-2024)**  
**Site Location Map**

**ENVIRONMENTAL AND GEOTECHNICAL SPECIALISTS, INC.**  
**PROJECT ESTIMATE - ENVIRONMENTAL SUPPORT SERVICES**

**PROJECT:** OCEAN VILLAGE WATER TEST **DATE:** 10/28/2024  
**LOCATION:** NASSAU COUNTY, FLORIDA **PROPOSAL:** 100-622-24

**CLIENT:** NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

**TASK B:** ENVIRONMENTAL SUPPORT SERVICES - OCEAN VILLAGE  
 STORMWATER SAMPLE COLLECTION

**Scope of Services:**

- COLLECTION OF WATER SAMPLES FROM STORMWATER RUNOFF AT THE NORTH END OF JAMES STREET**
- Mobilize to the Site
- Collection of up to Three Samples of the Stormwater
- Submit Samples to Eurofins for Laboratory Analysis
- Water Samples to be Analyzed for Fecal Coliform
- Preparation of a Laboratory Summary Memorandum

	UNITS	NO. OF UNITS	COST/UNIT	COST
<b>ENVIRONMENTAL SUPPORT SERVICES</b>				
Engineering Intern	Hour	5	\$85.36	\$426.80
Senior Environmental Scientist	Hour	12	\$141.58	\$1,698.96
<b>Total Labor</b>			<b>\$2,125.76</b>	
<b>LABORATORY ANALYSIS - EUROFINS</b>				
Fecal Coliform	Each	3	\$50.00	\$150.00
<b>Total Laboratory Analysis</b>			<b>\$150.00</b>	

**ORIGINAL LUMP SUM AMOUNT** **\$2,275.76**

**EGS DISCOUNTED LUMP SUM TOTAL:** **\$2,000.00**

**NOTE:** ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE TERMS AND CONDITIONS  
 AGREED TO FOR THIS CONTRACT.


**Certificate Of Completion**


Envelope Id: 27F36E78FA7C46C49EE00D83842220F2	Status: Completed
Subject: Complete with DocuSign: CM3490-WA09 - Ocean Village Water Test - EGS	
Source Envelope:	
Document Pages: 6	Signatures: 10
Certificate Pages: 6	Initials: 3
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Stephanie Walsh
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	swalsh@nassaucountyfl.com
	IP Address: 50.238.237.26

**Record Tracking**


Status: Original	Holder: Stephanie Walsh	Location: DocuSign
10/29/2024 7:45:17 AM	swalsh@nassaucountyfl.com	

**Signer Events**

Signer Events	Signature	Timestamp
Katie Peay kpeay@nassaucountyfl.com Stormwater Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 10/29/2024 7:51:22 AM Viewed: 10/29/2024 8:02:10 AM Signed: 11/1/2024 2:53:02 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 11/2/2021 8:55:57 AM ID: a37cb26b-663c-4683-bca2-fe14683393b0	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

Tracy Poore tpoore@nassaucountyfl.com OMB Admin Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 11/1/2024 2:53:04 PM Viewed: 11/1/2024 3:02:20 PM Signed: 11/1/2024 3:03:07 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 11/1/2024 3:03:10 PM Viewed: 11/1/2024 5:37:08 PM Signed: 11/1/2024 5:38:34 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 11/1/2024 5:38:36 PM Viewed: 11/1/2024 5:41:54 PM Signed: 11/4/2024 9:01:47 AM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

Signer Events	Signature	Timestamp
<p>Susan McConnell Susan.mcconnell@egs-us.com Security Level: Email, Account Authentication (None)</p>	<p><i>Susan McConnell</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 142.190.44.218</p>	<p>Sent: 11/4/2024 9:01:51 AM Resent: 11/4/2024 9:10:41 AM Resent: 11/4/2024 9:13:09 AM Viewed: 11/4/2024 10:18:14 AM Signed: 11/4/2024 10:19:10 AM</p>
<p><b>Electronic Record and Signature Disclosure:</b> Accepted: 11/4/2024 10:18:14 AM ID: a75798ec-4f05-4b9a-874d-8e2003754d58</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: 11/4/2024 10:19:12 AM Viewed: 11/4/2024 2:20:53 PM Signed: 11/4/2024 2:21:41 PM</p>
<p><b>Electronic Record and Signature Disclosure:</b> 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: 11/4/2024 2:21:43 PM Viewed: 11/4/2024 2:24:06 PM Signed: 11/4/2024 2:25:23 PM</p>
<p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>		
<p>Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Taco E. Pope, AICP</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 11/4/2024 2:25:25 PM Viewed: 11/4/2024 2:27:40 PM Signed: 11/4/2024 2:45:53 PM</p>
<p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>		
<p>BOCC AP boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)</p>	<p><i>L.BELTON</i></p> <p>Signature Adoption: Uploaded Signature Image Using IP Address: 12.23.69.254</p>	<p>Sent: 11/4/2024 2:45:57 PM Viewed: 11/6/2024 10:24:09 AM Signed: 11/6/2024 10:24:15 AM</p>
<p><b>Electronic Record and Signature Disclosure:</b> Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</p>		

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>



Carbon Copy Events	Status	Timestamp
Stephanie Walsh swalsh@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/6/2024 10:24:19 AM
George Murray gmurray@nassaucountyfl.com Project Manager Nassau County Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/6/2024 10:24:21 AM
BOCC Clerk BOCCclerkservices@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/6/2024 10:24:22 AM
Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/6/2024 10:24:23 AM

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	10/29/2024 7:51:22 AM
Envelope Updated	Security Checked	11/4/2024 9:10:39 AM
Envelope Updated	Security Checked	11/4/2024 9:10:39 AM
Envelope Updated	Security Checked	11/4/2024 9:10:39 AM
Envelope Updated	Security Checked	11/4/2024 9:13:08 AM
Envelope Updated	Security Checked	11/4/2024 9:13:08 AM
Certified Delivered	Security Checked	11/6/2024 10:24:09 AM
Signing Complete	Security Checked	11/6/2024 10:24:15 AM
Completed	Security Checked	11/6/2024 10:24:24 AM

Payment Events	Status	Timestamps
----------------	--------	------------

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.