

NASSAU COUNTY WORK AUTHORIZATION #06

Contract Number:	CM3563
Consultant/Vendor:	Surveying and Mapping, LLC (SAM)
Consultant/Vendor Contact Name:	Scott Borowski
Consultant/Vendor Contact Phone Number:	(904) 634-8571
Consultant/Vendor Contact Email Address:	Scott.borowski@sam.biz
Project Short Title:	Topographic Survey – 50 Bobby Moore Circle
Total Amount of Previous Work Authorizations:	\$64,293.00
Amount of this Work Authorization:	\$22,250.00
New Contract Amount including this Work Authorization:	\$86,543.00
Funding Source:	04073519-546002 NCPP2

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. Vendor anticipates the services to be completed no later than twenty-eight (28) 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>Doug Podiak</u>	12/11/2024	
		Date	
Procurement:	<u>Lanace Helms</u>	12/12/2024	
		Date	
Office of Management & Budget:	<u>Chris Lacambra</u>	12/11/2024	
		Date	
County Attorney:	<u>Denise C. May, Esq., BCS</u>	12/16/2024	dj
	Denise C. May	Date	

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



 By: Taco E. Pope, AICP
 Its: Designee
 Date: 12/16/2024

Surveying and Mapping, LLC (SAM)

BY: Patrick A. Smith
 Print Name: Patrick A. Smith
 Title: Principle/Executive Vice President
 Date: 12/13/2024



EXHIBIT "A"
VENDOR'S SCOPE & ESTIMATE

Delivery Method:

Email jlittle@nassaucountyfl.com

December 4, 2024

Jeffery Little
Facilities Maintenance Division Manager
Nassau County Public Works
45195 Musselwhite Rd
Callahan FL 32011
Phone: 904-530-6126

RE: Boundary, Tree, and Topographic Survey of 50 Bobby Moore Circle Yulee (Parcel 44-2N-27-0000-0001-0110)
Proposal, Nassau County, Florida

Mr. Little,

SAM Surveying and Mapping is pleased to provide you with this proposal for professional Surveying services in connection with the above-referenced project. Based upon the request for proposal and information provided to SAM and upon our previous experience providing similar surveying services, we have prepared the attached proposed Scope of Services and Fee Estimate.

After you have reviewed the attached proposed Scope of Services and Fee, please do not hesitate to call if you have any questions or comments. Again, thank you for the opportunity to provide this proposal. We are looking forward to working with you on this project.

Sincerely,

Scott Borowski, PLS
Project Manager

cc: Eric Stuart, PSM



Project Overview

SAM Surveying and Mapping, LLC (SAM) proposes to provide Boundary, Tree, and Topographic Survey of 50 Bobby Moore Circle Yulee (Parcel 44-2N-27-0000-0001-0110) in Nassau County, Florida. The approximate project limits are shown on attached Exhibit "A".

Scope of Services – Boundary, Tree, and Topographic Survey

SAM will perform a Boundary, Tree, and Topographic Survey of 50 Bobby Moore Circle Yulee (Parcel 44-2N-27-0000-0001-0110) as shown on attached Exhibit "A".

- Set/establish (or reference to provided) horizontal and vertical survey control at the project site, based horizontally on the Florida East Zone State Plane Coordinate System, North American Datum of 1983 and vertically on the North American Vertical Datum of 1988.
- Locate and/or set parcel and right of way boundary corners of Parcel 44-2N-27-0000-0001-0110.
- Collect topographic information to include all aboveground visible improvements, edges of pavement, driveways, storm sewer and structures (with invert elevations where accessible), and sanitary sewer and structures (with invert elevations where accessible).
- Grades shots to be collected on a 25ft-grid, plus all breaks within back of side to 75' south of sidewalk.
- Grades shots to be collected on a 100ft-grid, plus all breaks within remaining site.
- Generate DTM surface with 1ft contour interval.
- Locate and depict aboveground visible evidence of underground utilities as evidenced by aboveground features marked at the time of field survey.
- Locate trees with DBH of 6" or greater within topographic survey limits.
- SAM will plot all easements shown on the right of way map and vesting deed, that fall within the survey limits.
- Set the boundary corners for parcel per Florida Statutes Chapter 177.
- Prepare a boundary survey with a legal description of the parcel per Florida Statutes Chapter 177.

Project Deliverables

- Signed/sealed pdf file and cad file of the survey.

Project Schedule

SAM will begin the field work within 1 week of notice to proceed and submit final survey within 4 weeks of notice to proceed.



Fees

SAM will provide the following services on a lump sum basis per the Scope of Services defined in SAM this proposal.

Boundary, Tree, and Topographic Survey per Nassau county negotiated rates (see Exhibit "B") (\$22,250.00)

Total Lump sum fee \$22,250.00

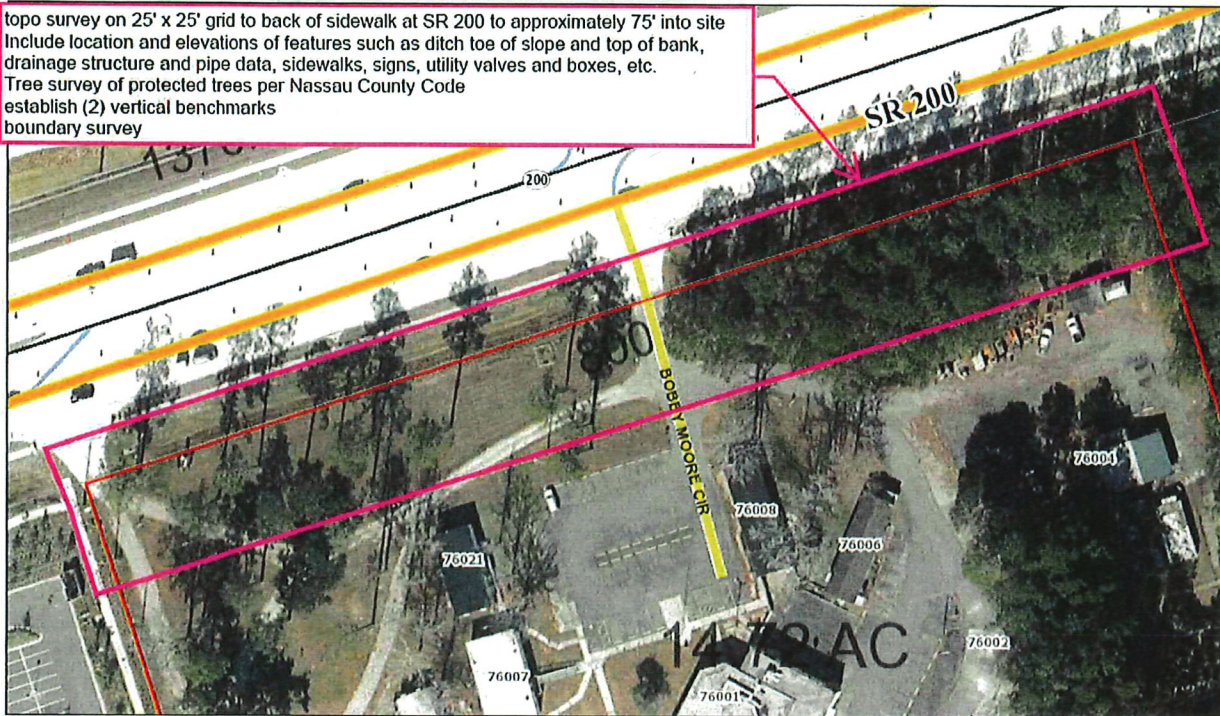
Please do not hesitate to contact me at 904-634-8571 if you have any questions or wish to discuss this proposal.

Terms and conditions per Nassau County Contract for Professional Services Contract Tracking No. CM3563.

EXHIBIT A

GoMaps

topo survey on 25' x 25' grid to back of sidewalk at SR 200 to approximately 75' into site
Include location and elevations of features such as ditch toe of slope and top of bank,
drainage structure and pipe data, sidewalks, signs, utility valves and boxes, etc.
Tree survey of protected trees per Nassau County Code
establish (2) vertical benchmarks
boundary survey



November 22, 2024

1:125
0 500 1000 1500
0 500 1000 1500
WARNING: THIS IS NOT A SURVEY
This map is prepared for the use of the client and is not intended for use in any other way.
The map is based on the best available data and is not intended to be used as a substitute for a survey.
The client is responsible for the accuracy of the data and for the use of the map.
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



Certificate Of Completion

Envelope Id: AEE8766A-B6D7-45FA-B2B6-0C06E4136936
Subject: CM3563-WA06: SAM Surveying & Mapping - 50 Bobby Moore Circle \$22,250.00
Source Envelope:
Document Pages: 7
Certificate Pages: 6
AutoNav: Enabled
Envelopeld Stamping: Enabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

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

Record Tracking

Status: Original
12/11/2024 12:09:48 PM

Holder: Sara Sands
ssands@nassaucountyfl.com

Location: DocuSign

Signer Events

Signature

Timestamp

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

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

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Electronic Record and Signature Disclosure:
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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

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Signed: 12/11/2024 2:19:32 PM

Electronic Record and Signature Disclosure:
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chris lacambra
clacambra@nassaucountyfl.com
OMB Director
Nassau County BOCC
Security Level: Email, Account Authentication
(None)

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Using IP Address: 50.238.237.26

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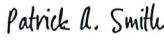




Electronic Record and Signature Disclosure:
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Lanaee Gilmore
lgilmore@nassaucountyfl.com
Procurement Director
Nassau County BOCC
Security Level: Email, Account Authentication
(None)

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

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Electronic Record and Signature Disclosure:
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Signer Events	Signature	Timestamp
Patrick A. Smith psmith@sam.biz Principal / VP Surveying And Mapping, LLC Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 69.8.72.50	Sent: 12/12/2024 2:24:29 PM Viewed: 12/13/2024 11:23:13 AM Signed: 12/13/2024 11:23:31 AM
Electronic Record and Signature Disclosure: Accepted: 12/13/2024 11:23:13 AM ID: 32cb2d42-6c00-43cb-b710-0cd75096ae57		
Abigail Jorandby ajorandby@nassaucountyfl.com Deputy County Attorney Nassau BOCC Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 12/13/2024 11:23:33 AM Viewed: 12/16/2024 5:04:58 PM Signed: 12/16/2024 5:05:53 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Denise C. May, Esq., BCS dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 12/16/2024 5:05:56 PM Viewed: 12/16/2024 5:07:29 PM Signed: 12/16/2024 5:07:43 PM
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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: 174.211.225.168 Signed using mobile	Sent: 12/16/2024 5:07:47 PM Viewed: 12/16/2024 6:16:31 PM Signed: 12/16/2024 6:16:45 PM
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BOCC AP boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 12.23.69.254	Sent: 12/16/2024 6:16:49 PM Viewed: 12/17/2024 11:07:14 AM Signed: 12/17/2024 11:07:36 AM
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Carbon Copy Events	Status	Timestamp
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Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 12/17/2024 11:07:40 AM
Jeff Little jlittle@nassaucountyfl.com Facilities Assistant Director Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 12/17/2024 11:07:41 AM
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Notary Events	Signature	Timestamp
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Completed	Security Checked	12/17/2024 11:07:41 AM
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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:

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- 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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