Contract Number:	CM3498	
Consultant/Vendor:	ARC Surveying and Mapping, Inc.	
Consultant/Vendor Contact Name:	John K. Maffett, PSM	
Consultant/Vendor Contact Phone Number:	(904)384-8377	
Consultant/Vendor Contact Email Address:	jmaffett@arcsurveyors.com	
Project Short Title:	Philips Manor Easement	
Total Amount of Previous Work Authorizations:	\$218,637.50	
Amount of this Work Authorization:	\$3,956.00	
New Contract Amount including this Work Authorization:	\$222,593.50	
Funding Source:	03336541-531000	

NASSAU COUNTY WORK AUTHORIZATION #30

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.

CM3498

RECOMMENDED AND APPROVED BY:

Department Head/Managing Agent:	Katie Peay	3/5/2025	
		Date	
Procurement:	Kanace Kilmoli	3/6/2025	
Trocurement.		Date	<u>1</u> ₽
Office of Management & Budget:	Cluris Lacambra	3/5/2025	
		Date	3/5/2025
County Attorney:	Denise C. May, Esq., BCS	3/6/2025	EM
5	Denise C. May	Date	EM
			3/6/2025

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

Ζ

By: Taco E. Pope Its: Designee 3/6/2025 Date: _____

ARC SURVEYING AND MAPPING, INC.

BY: John Maffett

REQUEST FOR QUOTE

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

Request Date: 01/27/2025	Response Due Date: 01/31/2025
Short Description of Product(s)/Service(s) being requested:	Ditch through driveway needs limits and easement over

Parcel 12-2N-28-0000-0004-0000 - 96928 Buccaneer Trail (Philips Manor Rd) - See map attached.

FOR QUESTIONS, COUNTY REPRESENTATIVE INFORMATION IS BELOW:

Requesting Department: Stormwater and Drainage	County Representative: Katie Peay
Phone Number: (904) 530-6391	Email Address: kpeay@NassauCountyfl.com

REQUEST FOR QUOTE SENT TO:

Vendor Name: ARC Surveying & Mapping Inc		
Address of Vendor: 5202 San Juan Avenue		
City, State, Zip Code: Jacksonville, Florida 32210		
Phone Number: (904) 384-8377	Email: jmaffett@arcsurveyors.com	

GENERAL INSTRUCTIONS/DECLARATIONS:

This form must be completed and returned to the County Representative listed above before the response due date. You may attach your quote to this form; however, this form must still be completed. Responses to this request shall be valid for one hundred twenty (120) days from the response due date. If you are unable to respond, please so indicate on this form and return it to the County Representative listed above.

This request is not an offer. Response to this request constitutes acceptance of the Nassau County Standard Purchase Order Terms and Conditions, attached hereto as Attachment A. In the event that this response results in an executed contract, the executed contract's terms and conditions shall apply. Any additional or different terms in the provided response shall be deemed material alterations and notice of objection to and rejection of them is hereby given.

If selected for an award of the request for quote, the respondent must provide (1) a certificate of insurance meeting the insurance limits provided in this request, listing Nassau County Board of County Commissioners as an additional insured; (2) proof of E-Verify registration; and (3) a completed W9 before an order can be issued.

LINE NO.	PRODUCT NO.	DESCRIPTION OF PRODUCT(S) OR SERVICE(S)	QTY	UOM	UNIT PRICE	TOTAL AMOUNT
1		P-25-020-01				
2				22		
3						
4						
5						
6		2-Person Survey Crew	2	Day	\$ 1,500.00	\$ 3,000.00
7		Cadd Comp Technician	4	Hour	\$ 102.50	\$ 410.00
8		SUR Chief Surveyor	2	Hour	\$ 230.00	\$ 460.00
9		SUR Secretary/Clerical	1	Hour	\$ 86.00	\$ 86.00
10				TOTAL		\$ 3,956.00

Lead Time After Receipt of Order _____30 ____ days.

Name of Person Providing Quote: John K. Maffett, PSM		
Address: 5202 San Juan Avenue		
City, State, Zip Code: Jacksonville, Florida 32210		
Phone Number: (904) 384-8377	Email: jmaffett@arcsurveyo	ors.com
Signature of Person Authorized to Sign Quote:		Date: 02/05/2025
(Signatory must be authopized) to bind company) Printed Name of Signer: John K. Maffett	Title: Vice Preside	ent

Subject: 96928 Buccaneer Trail (Philips Manor Road) Easement, Nassau County

Arc Surveying & Mapping will provide Surveying services as follows: Project will be proposed and completed in phases.

Phase 1:

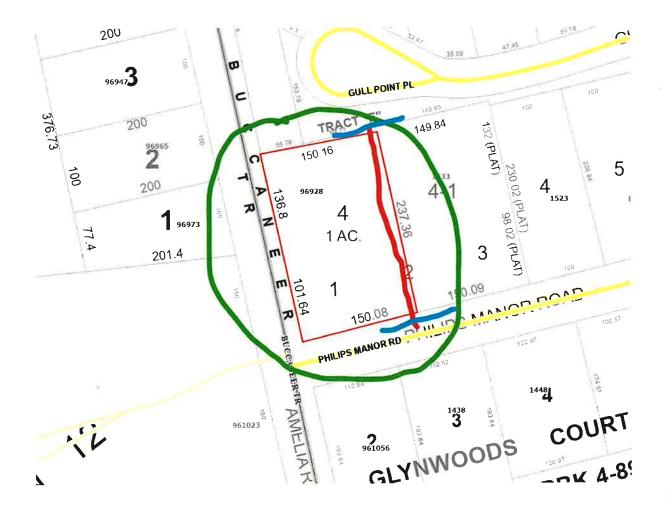
- Set control for the site.
- Identify property boundaries within the limits shown on the attached exhibit marked in Green.
- Perform a topographic survey and locate all features within 30 feet of the property lines marked in Red.
- Locate 50 feet each side of road intersection to include any drainage features marked in Blue
- Provide mapped exhibit to the county for Easement Creation and drainage design.

Phase 2:

- Create new easement sketch and descriptions to define required drainage easement locations.
- Modify Easements as needed to meet county requirements.

Sincerely,

John K. Maffett, PSM Vice President Office 904-384-8377





Requisition Form

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

Yulee, FL 32097

DEPARTMENT

Arc Surveying and Mapping, Inc 5202 San Juan Avenue

VENDOR NAME/ADDRESS

Stormwater & Drainage

							Peay
NDOR NUMBER	PROJECT NAME	FUNDING SOURCE		AMOUNT AVAILABLE		O OR ENCUMBER ONLY	
5478	Philips Manor Easement	03336541-531000		\$ 1,777,406.50	Encumber	Contract	CM3498-W
M NO.	DESCRIPTION		QUANTITY	UNIT PRICE	AMOUNT		
	Professional Mapping and Surve	eying Services	1.00	\$ 3,956.00	\$ 3,956.00		
	Locate all features within 30 fee	t of property line			\$ 0.00		
	and topography shots along eas	stern border of			\$ 0.00		
	parcel ID 12-2N-28-0000-0004-	0000			\$ 0.00		
	Legal description and easement	t			\$ 0.00		
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RIGINAL - FIN OPY - DEPAR					Shipping Total	\$ 0. \$ 3,9 5	
Department	Head to the best of my knowledge, this requ						

1₽ Office of Management and Budget (signature required if greater than \$1,000.00 for services or if greater than \$5,000 for goods) Office of Management and buuget (signature explanate exp Unis Lacambra 3/5/2025 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. Janace Science 3/6/2025 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. Denise C. May, Erg., BCS 3/6/2025

ЕM

Clerk: Date:3/7/2025

3/6/2025

REV. 10-17-2023 Previous Versions Obsolete

docusign

Certificate Of Completion Envelope Id: DED064FB-386D-4DE4-8651-BDEC3260F82A Status: Completed Subject: CM3498-WA30 - ARC SURVEYING - PHILIPS MANOR EASEMENT - \$3,956.00 Source Envelope: Document Pages: 5 Signatures: 10 Envelope Originator: Initials: 5 Certificate Pages: 6 Stephanie Walsh AutoNav: Enabled swalsh@nassaucountyfl.com Envelopeld Stamping: Enabled IP Address: 50.238.237.26 Time Zone: (UTC-05:00) Eastern Time (US & Canada) **Record Tracking** Status: Original Holder: Stephanie Walsh Location: DocuSign 3/5/2025 1:48:50 PM swalsh@nassaucountyfl.com Signer Events Signature Timestamp Sent: 3/5/2025 1:54:13 PM Katie Peay Katie Peay kpeay@nassaucountyfl.com Viewed: 3/5/2025 1:56:18 PM Stormwater Director Signed: 3/5/2025 1:56:24 PM Nassau County BOCC Signature Adoption: Pre-selected Style Security Level: Email, Account Authentication Using IP Address: 50.238.237.26 (None) **Electronic Record and Signature Disclosure:** Accepted: 11/2/2021 8:55:57 AM ID: a37cb26b-663c-4683-bca2-fe14683393b0 Tracy Poore Sent: 3/5/2025 1:56:26 PM 1P tpoore@nassaucountyfl.com Viewed: 3/5/2025 4:29:01 PM **OMB** Admin Signed: 3/5/2025 4:29:49 PM Nassau County BOCC Signature Adoption: Pre-selected Style Security Level: Email, Account Authentication Using IP Address: 50.238.237.26 (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign Sent: 3/5/2025 4:29:52 PM chris lacambra Chris Lacambra clacambra@nassaucountyfl.com Viewed: 3/5/2025 6:30:48 PM **OMB** Director Signed: 3/5/2025 6:32:21 PM Nassau County BOCC Signature Adoption: Pre-selected Style Security Level: Email, Account Authentication Using IP Address: 50.238.237.26 (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign Lanaee Gilmore Sent: 3/5/2025 6:32:25 PM Kanace Milmore lgilmore@nassaucountyfl.com Viewed: 3/6/2025 10:20:49 AM Procurement Director Signed: 3/6/2025 10:21:01 AM Nassau County BOCC Signature Adoption: Pre-selected Style Security Level: Email, Account Authentication Using IP Address: 50.238.237.26 (None)

Electronic Record and Signature Disclosure: Not Offered via Docusign

Signer Events	Signature	Timestamp
John Maffett		Sent: 3/6/2025 10:21:04 AM
jmaffett@arcsurveyors.com	John Maffett	Viewed: 3/6/2025 11:22:33 AM
Vice President		Signed: 3/6/2025 11:22:52 AM
Security Level: Email, Account Authentication	Circulture Adaptions Dra calented Ot da	-
(None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 12.11.39.146	
Electronic Record and Signature Disclosure: Accepted: 3/6/2025 11:22:33 AM ID: e62abf9a-fd0a-4443-832a-ad63f0b3e214		
Elizabeth Moore		Sent: 3/6/2025 11:22:54 AM
emoore@nassaucountyfl.com	EM	Viewed: 3/6/2025 11:24:03 AM
Assistant County Attorney		Signed: 3/6/2025 2:53:18 PM
Nassau County	O'reactions Advertises, Description of Otols	
Security Level: Email, Account Authentication	Signature Adoption: Pre-selected Style	
(None)	Using IP Address: 50.238.237.26	
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Denise C. May, Esq., BCS		Sent: 3/6/2025 2:53:21 PM
dmay@nassaucountyfl.com	Denise C. May, Esq., BCS	Viewed: 3/6/2025 2:57:41 PM
County Attorney		Signed: 3/6/2025 2:58:05 PM
Nassau County BOCC	Signature Adaption: Dra calested Style	
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		
Taco Pope, AICP	/	Sent: 3/6/2025 2:58:07 PM
tpope@nassaucountyfl.com	$\int Z$	Viewed: 3/6/2025 3:28:06 PM
County Manager	•	Signed: 3/6/2025 3:30:43 PM
Nassau County BOCC	Signature Adoption: Drawn on Device	
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BOCC AP		Sent: 3/6/2025 3:30:45 PM
boccap@nassauclerk.com	UB	Viewed: 3/7/2025 9:21:30 AM
Nassau County Clerk		Signed: 3/7/2025 9:21:38 AM
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(None)	Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254	
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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamn
Certified Delivery Events	Status	Timestamp

swaish@nassaucountyfl.com Security Level: Email, Account Authentication Not Offered via Docusign George Murray genzemuray@nassaucountyfl.com Project Manager Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign BOCC Clerkservices@nassauclerk.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign BOCC Clerkservices@nassauclerk.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign BOCC Clerkservices@nassauclerk.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign Procurement Procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign Procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via Docusign Electronic Record and Signature Disclosure: Electronic Record and Signature Disclos	Carbon Copy Events	Status	Timestamp
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