

NASSAU COUNTY WORK AUTHORIZATION # 10

Contract Number:	CM3563
Consultant/Vendor:	Sam Surveying and Mapping, LLC
Consultant/Vendor Contact Name:	Patrick A. Smith
Consultant/Vendor Contact Phone Number:	904-886-0071
Consultant/Vendor Contact Email Address:	psmith@sam.biz
Project Short Title:	Beachwalker Village Utility Easements
Total Amount of Previous Work Authorizations:	\$112,188.00
Amount of this Work Authorization:	\$8,155.00
New Contract Amount including this Work Authorization:	120,343.00
Funding Source:	71500536-531000

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 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>Colin Groff</u>	<u>4/23/2025</u>
		Date
Procurement:	<u>Lanase Helmore</u>	<u>4/23/2025</u>
		Date
Office of Management & Budget:	<u>Chris Lacambra</u>	<u>4/23/2025</u>
		Date
County Attorney:	<u>Denise C. May, Esq., BCS</u>	<u>4/23/2025</u>
	<u>Denise C. May</u>	<u>Date</u>

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-ICMA-CM
Its: County Manager
Date: 4/24/2025

SAM Surveying and Mapping, LLC

BY: Patrick A. Smith
Print Name: Patrick A. Smith
Title: Principle/Executive Vice President
Date: 4/23/2025



4/23/2025

"EXHIBIT A"



Project Overview

SAM Surveying and Mapping, LLC (SAM) proposes to provide 2 map and legal descriptions of proposed Utility Easements within Parcel 01-6N-29-AICO-0012-0000 and Parcel 01-6N-29-AICO-0009-0000 Nassau County, Florida. The approximate project limits are shown on attached Exhibit "A".

Scope of Services – Map and legal description

SAM will prepare 2 map and legal description of proposed Gas easements as shown on attached Exhibit "A".

- Recover sufficient boundary corners in the field and locate the buildings, roadway, Lift Station and improvements relative to said boundary corners to determine the geometric location of the easements.
- prepare 2 map and legal descriptions of proposed Utility Easements.

Project Deliverables

- Signed/sealed pdf files of the map and description.

Project Schedule

SAM will begin the field work within 1 week of notice to proceed and submit final maps within 3 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.

Map and legal descriptions per Nassau County negotiated rates (see Exhibit "B") (\$8,155.00)

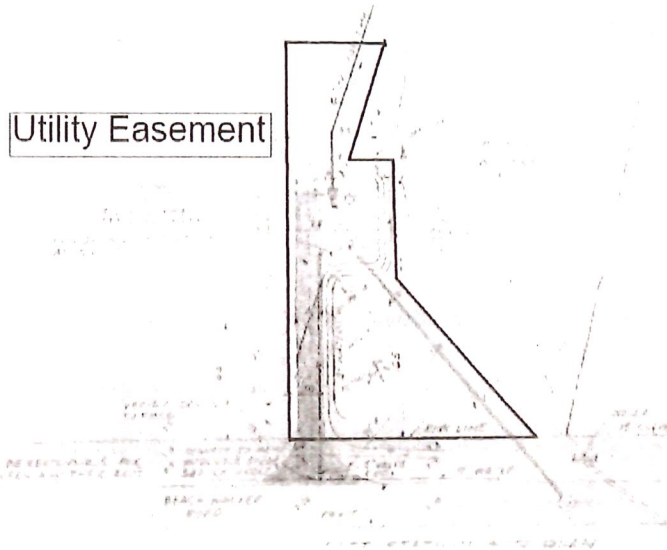
Total Lump sum fee \$8,155.00

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

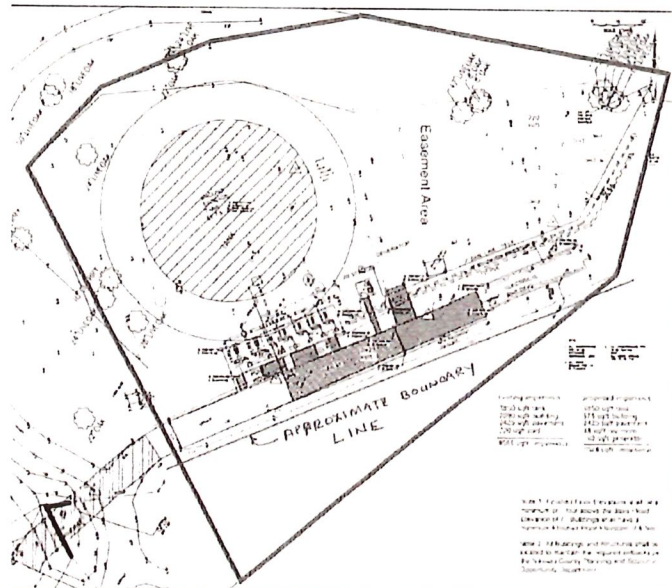
Terms and conditions per Nassau County Contract for Professional Services Contract Tracking No. CM3563.



EXHIBIT A




Utility Easement Parcel 01-6N-29-AICO-0012-0000



Utility Easement Parcel 01-6N-29-AICO-0009-0000



Exhibit B

		Exhibit B Survey And Mapping LLC (SAM) Scott Borowski, Project Manager 9440 Philips Highway Suite 7 Jacksonville, FL, 32256 Phone (904) 634-8571 Email: scott.borowski@sam.biz								
		Beach Walker Village Map and Descriptions								
Rates per Nassau County Contract for Professional Services Contract Tracking No. CM3563										
		Management / Admin	Field Survey	Office Survey					Total Hours	Fee
Survey Office Personnel		Rate	Man Hours							
Office/Department Manager		\$270.00	0						0	\$0.00
Senior Project Manager		\$230.00	1						1	\$230.00
Project Manager		\$190.00	6						6	\$1,140.00
Staff Surveyor		\$165.00	0						0	\$0.00
Phase Manager		\$155.00	8						8	\$1,240.00
Project Coordinator		\$135.00	8						8	\$1,080.00
Senior Office Technician		\$118.00							0	\$0.00
Office Technician		\$98.00							0	\$0.00
Project Specialist		\$95.00							0	\$0.00
Administration/Clerical Support		\$90.00	1						1	\$90.00
Survey Field Crew									0	\$0.00
Field Operations Manager		\$165.00							0	\$0.00
Field Coordinator/Supervisor		\$115.00							0	\$0.00
One (1) Person Survey Field Crew		\$110.00							0	\$0.00
Two (2) Person Survey Field Crew		\$175.00		25					25	\$4,375.00
Three (3) Person Survey Field Crew		\$240.00							0	\$0.00
Additional Rodperson or Flagperson		\$65.00							0	\$0.00
Utility Engineering Personnel Rates									0	
Project Manager		\$200.00							0	\$0.00
Field Technician III		\$103.00							0	\$0.00
Total Fee										\$8,155.00

DATE
4/21/2025

Requisition Form

**NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

96135 Nassau Place Suite 1
Yulee, FL 32097

VENDOR NAME/ADDRESS

Surveying and Mapping, LLC (SAM)
9440 Phillips Highway Suite7
Jacksonville, FL 32256

DEPARTMENT

NAU

REQUESTED BY

Colin Grof/Tracy Poore

[illegible]

ORIGINAL - FINANCE
COPY - DEPARTMENT

Shipping	\$ 0.00
Total	\$ 8,155.00

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.

Colin Groff

4/23/2025

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

4/23/2025

4/23/2025

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.

Harriet Nelson

4/23/2025

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.

Clerk: LPB
Date: 4/24/2025



Certificate Of Completion

Envelope Id: E52B2913-8FE8-4345-B517-4B37EFAAD361

Status: Completed

Subject: Complete with DocuSign: SAM Surveying and Mapping CM3563 WA10 \$8,155.00

Source Envelope:

Document Pages: 6

Signatures: 9

Envelope Originator:

Certificate Pages: 6

Initials: 3

Tracy Poore

AutoNav: Enabled

tpoore@nassaucountyfl.com

EnvelopeId Stamping: Enabled

IP Address: 50.238.237.26

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Record Tracking

Status: Original

Holder: Tracy Poore

Location: DocuSign

4/23/2025 8:13:23 AM

tpoore@nassaucountyfl.com

Signer Events

Signature

Timestamp

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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Viewed: 4/23/2025 8:24:08 AM

Signed: 4/23/2025 8:24:23 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Colin Groff

cgroff@nassaucountyfl.com

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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ID: 90a20533-08c4-468d-a499-0466f6f73f59

chris lacambra

clacambra@nassaucountyfl.com

OMB Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)

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

Sent: 4/23/2025 9:03:21 AM

Viewed: 4/23/2025 10:54:03 AM

Signed: 4/23/2025 10:54:35 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lanaee Gilmore

lgilmore@nassaucountyfl.com

Procurement Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)

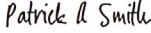



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Signed: 4/23/2025 5:04:14 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signer Events	Signature	Timestamp
Patrick A Smith psmith@sam.biz Principal / VP Surveying And Mapping, LLC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 4/23/2025 5:19:15 PM ID: 396734e2-953c-41e3-99f1-4b3e303bb3d6	 Signature Adoption: Pre-selected Style Using IP Address: 69.8.72.50	Sent: 4/23/2025 5:04:17 PM Viewed: 4/23/2025 5:19:15 PM Signed: 4/23/2025 5:19:56 PM
Denise C. May, Esq., BCS dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 71.203.166.119 Signed using mobile	Sent: 4/23/2025 5:20:00 PM Viewed: 4/23/2025 5:31:22 PM Signed: 4/23/2025 5:31:32 PM
Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Drawn on Device Using IP Address: 174.239.88.17 Signed using mobile	Sent: 4/23/2025 5:31:35 PM Viewed: 4/24/2025 8:09:25 AM Signed: 4/24/2025 8:09:37 AM
BOCC AP boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059	 Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254	Sent: 4/24/2025 8:09:40 AM Viewed: 4/24/2025 9:31:21 AM Signed: 4/24/2025 9:31:27 AM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	4/24/2025 9:31:21 AM
Signing Complete	Security Checked	4/24/2025 9:31:27 AM
Completed	Security Checked	4/24/2025 9:31:30 AM
Payment Events	Status	Timestamps
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..

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.