



**NASSAU COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
 P. O. Box 1010  
 Fernandina Beach, Florida 32035-1010

Nick Deonas  
 Ansley Acree  
 Vickie Samus  
 Floyd L. Vanzant  
 Marianne Marshall

Dist. No. 1 Fernandina Beach  
 Dist. No. 2 Fernandina Beach  
 Dist. No. 3 Yulee  
 Dist. No. 4 Hilliard  
 Dist. No. 5 Callahan

October 13, 2003

J. M. "Chip" OXLEY, JR.  
 Ex-Officio Clerk

MICHAEL S. MULLIN  
 County Attorney

Stephen P. Hakala, CEP  
 President  
 Hakala & Associates, Inc.  
 5700 St. Augustine Road, Suite 208  
 Jacksonville, FL 32207-8052

Dear Mr. Hakala:

During the regular session of the Nassau County Board of County Commissioners held October 8, 2003, the Board approved your proposal to perform the fourth mitigation monitoring report for the 14<sup>th</sup> Street Widening project in the amount of \$2,000. An original signed document is enclosed for your records.

If I can be of any service to you, please let me know.

Sincerely,

J.M. "Chip" Oxley, Jr.  
 Ex-Officio Clerk

Enclosure

xc: Dawn Stevenson, Contract Manager

# Hakala & Associates, Inc.

Environmental Consultants

September 24, 2003

Ms. Dawn Stevenson  
Nassau County Public Services  
220 Nassau Place  
Yulee, FL 32097

Re: 14<sup>th</sup> Street Mitigation  
HAI No.: 99-043.3

Dear Dawn:

This letter responds to your request for a proposal for Hakala & Associates, Inc. (HAI) to perform wetland mitigation monitoring services for the referenced project. I completed the Third Monitoring Report in November of 2002 and recommended two additional annual reports be prepared along with several maintenance measures. I have not received any feedback from either the U.S. Army Corps of Engineers (COE) or the St. Johns River Water Management District (WMD); however, I recommend that the Fourth Monitoring Report be prepared at this time as well as any uncompleted maintenance activities. The following are separate fees to assist with maintenance activities, as requested from Arthur Nichols, and preparation of the monitoring report.

Maintenance Assistance: \$350.00. Assistance will be provided with the marking of willow and pine trees that were recommended to be removed from the site.

Fourth Monitoring Report: \$1,650.00. Specific data collected during the proposed monitoring event includes (1) stem count of trees within designated belt transects, (2) tree height measurements in a representative sample, (3) relative health of trees, (4) approximate percent cover of exotic, upland, and/or nuisance species present, (5) a list of wildlife using the site, (6) photographs taken at permanent stations, and (7) water depth readings collected at the two piezometers. A combined report will be prepared for the COE and WMD and will be submitted to you for review and approval prior to being submitted to the agencies. If necessary, the report will contain recommendations for future planting, maintenance, and/or monitoring activities.

Fees: The above fees will be invoiced upon completion of the proposed services. Please note that the COE and WMD may request that additional monitoring, planting, and maintenance measures be performed at the mitigation site. This proposal does not include costs for any additional planting, maintenance, or monitoring activities.

Limitation of Liability: The only warranty or guaranty made by HAI under this Agreement is that HAI will perform its service using that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practiced in the same or similar locality. No other

5700 St. Augustine Road, Suite 208 Jacksonville, Florida 32207-8052 (904) 731-7053 Fax (904) 733-9158

RECEIVED  
COUNTY COORDINATOR'S  
OFFICE  
03 OCT 2003 11:32

Ms. Dawn Stevenson  
Proposal for 14<sup>th</sup> Street Mitigation Monitoring  
September 24, 2003  
Page 2

warranty, expressed or implied is made or intended by our proposal or by our oral or written reports. Also, HAI makes no guaranty that the COE and WMD will accept the monitoring report as submitted.

Please call me if you have any questions about this proposal. If you find it acceptable, please sign in the space below and return it to me or provide a Purchase Order for the approved services. I will proceed with the proposed services upon receipt of the signed proposal or a Purchase Order.

Sincerely,



Stephen P. Hakala, CEP  
President

Signed

---

Date

---

OWNER:

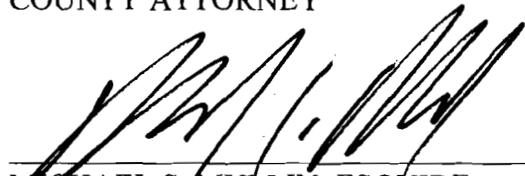
BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

  
\_\_\_\_\_  
VICKIE SAMUS, CHAIRMAN

ATTEST:

  
\_\_\_\_\_  
J.M. "CHIP" OXLEY, JR.  
ITS: EX-OFFICIO CLERK

APPROVED AS TO FORM BY THE  
COUNTY ATTORNEY

  
\_\_\_\_\_  
MICHAEL S. MULLIN, ESQUIRE

T

Agenda Request For: October 8, 2003

Department: Capital Projects Administration

Background: Staff has received a proposal from Hakala & Associates, Inc. to perform the fourth mitigation monitoring report for the 14<sup>th</sup> Street Widening project. This is an annual report required by SJRWMD and the Army CORPS of Engineers. The proposal amount to prepare the fourth monitoring report is \$1,650.00. In addition to the monitoring report proposal, Mr. Hakala, at staff's request, has submitted a proposal to assist staff with identifying the specific species of tress he recommended for removal in his third monitoring report. The fee for this assistance is \$350.00.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Could have an impact on future years budgeting.

Action requested and recommendation: Staff requests approval of the proposal as submitted by Hakala & Associates, Inc. in the amount of \$2,000.00.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Funding Source: 01250515-531000 – Professional Services

Reviewed by:

Legal

Finance

Committee *Stacy Vanzant*

**APPROVED**

DATE 10/8/03

*18*

# Hakala & Associates, Inc.

Environmental Consultants

Post-It® Fax Note	7671	Date	9/24	# of pages	2
To	Dawn Stevenson	From	Steve Hakala		
Co./Dept.	Nassau Ct.	Co.	HAI		
Phone #		Phone #	731-7053		
Fax #	491-3611	Fax #	733-9158		

September 24, 2003

Ms. Dawn Stevenson  
Nassau County Public Services  
213 Nassau Place  
Yulee, FL 32097

Re: 14<sup>th</sup> Street Mitigation  
HAI No.: 99-043.3

Dear Dawn:

This letter responds to your request for a proposal for Hakala & Associates, Inc. (HAI) to perform wetland mitigation monitoring services for the referenced project. I completed the Third Monitoring Report in November of 2002 and recommended two additional annual reports be prepared along with several maintenance measures. I have not received any feedback from either the U.S. Army Corps of Engineers (COE) or the St. Johns River Water Management District (WMD); however, I recommend that the Fourth Monitoring Report be prepared at this time as well as any uncompleted maintenance activities. The following are separate fees to assist with maintenance activities, as requested from Arthur Nichols, and preparation of the monitoring report.

**Maintenance Assistance:** \$350.00. Assistance will be provided with the marking of willow and pine trees that were recommended to be removed from the site.

**Fourth Monitoring Report:** \$1,650.00. Specific data collected during the proposed monitoring event includes (1) stem count of trees within designated belt transects, (2) tree height measurements in a representative sample, (3) relative health of trees, (4) approximate percent cover of exotic, upland, and/or nuisance species present, (5) a list of wildlife using the site, (6) photographs taken at permanent stations, and (7) water depth readings collected at the two piezometers. A combined report will be prepared for the COE and WMD and will be submitted to you for review and approval prior to being submitted to the agencies. If necessary, the report will contain recommendations for future planting, maintenance, and/or monitoring activities.

**Fees:** The above fees will be invoiced upon completion of the proposed services. Please note that the COE and WMD may request that additional monitoring, planting, and maintenance measures be performed at the mitigation site. This proposal does not include costs for any additional planting, maintenance, or monitoring activities.

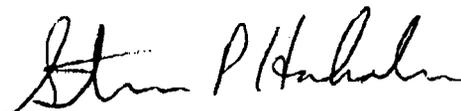
**Limitation of Liability:** The only warranty or guaranty made by HAI under this Agreement is that HAI will perform its service using that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practiced in the same or similar locality. No other

Ms. Dawn Stevenson  
Proposal for 14<sup>th</sup> Street Mitigation Monitoring  
September 24, 2003  
Page 2

warranty, expressed or implied is made or intended by our proposal or by our oral or written reports. Also, HAI makes no guaranty that the COE and WMD will accept the monitoring report as submitted.

Please call me if you have any questions about this proposal. If you find it acceptable, please sign in the space below and return it to me or provide a Purchase Order for the approved services. I will proceed with the proposed services upon receipt of the signed proposal or a Purchase Order.

Sincerely,



Stephen P. Hakala, CEP  
President

Signed

---

Date

---

PRODUCER  
ARCHITECTS & ENGINEERS PROF. INSURANCE PROGRAM  
19578 10TH AVENUE N.E.  
POULSBO WA 98370  
PHONE: 360-598-3700  
FAX: 360-598-3703

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED  
HAKALA & ASSOCIATES, INC.  
5700 ST. AUGUSTINE ROAD, SUITE 208  
JACKSONVILLE FL 32207

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: LLOYDS OF LONDON	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <hr/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED. EXP (Any One Person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS-COMP/OP AGG. \$								
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE \$								
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$								
	<b>EXCESS / UMBERELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1"> <tr> <td>WC STATUTORY LIMITS</td> <td>OTHER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE-EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE-POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATUTORY LIMITS	OTHER	E.L. EACH ACCIDENT	\$	E.L. DISEASE-EA EMPLOYEE	\$	E.L. DISEASE-POLICY LIMIT	\$
WC STATUTORY LIMITS	OTHER												
E.L. EACH ACCIDENT	\$												
E.L. DISEASE-EA EMPLOYEE	\$												
E.L. DISEASE-POLICY LIMIT	\$												
A	<b>OTHER: PROFESSIONAL LIABILITY CLAIMS MADE FORM</b>	HCP 2195	OCT 7 03	OCT 7 04	\$1,000,000 PER CLAIM \$1,000,000 AGGREGATE RETRO DATE; 10/1/99								

DESCRIPTION OF OPERATIONS/LOCATION/VEHICLES/EXCLUSIONS ADDED ENDORSEMENT/ SPECIAL PROVISIONS

RECEIVED  
 COUNTY COORDINATORS  
 OFFICE  
 OCT 17 AM 11:23

<b>CERTIFICATE HOLDER</b>  NASSAU COUNTY ENGINEERING SERVICES 213 NASSAU PLACE YULEE, FL 32097  Attention: MR. JOSE R. DELIZ, P.E.	<b>ADDITIONAL INSURED; INSURER LETTER:</b> _____ <b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, IT'S AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
---	---