

BOCC CONTRACT APPROVAL FORM

05-21-080

(Contract Management Use only)
CONTRACT TRACKING NO.
CM3105

GENERAL INFORMATION

Requesting Department County Manager's Office

Contact Person: Sabrina Robertson *SR*

Telephone: (904) 530-6003 Fax: () Email: srobertson@nassaucountyfl.com

CONTRACTOR INFORMATION

Name: Newsleader

Address: PO Box 16766 Fernandina Beach FL 32034
City State Zip

Contractor's Administrator Name: Foy Maloy Title: Editor

Telephone: (904) 261-3696 Fax: () Email: fmaloy@fbnewsleader.com

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF CONTRACTOR (NAME AND EMAIL ADDRESS)

Authorized Signatory Name: _____

Authorized Signatory Email: _____

CONTRACT INFORMATION

Contract Name: Nassau County Package

Description: Access to the Newsleader's new Nassau Social platform which will expand our reach by providing community links on the NewsLeader's and NC Record websites

GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.

Terms: Payment Period: 12/1/21 - 11/30/22 Amount per Period: Lump Sum \$4500

Total Amount of Contract: \$4500/annually
APPROXIMATE IF NECESSARY

Source of Funds: 01121512-549002 Termination/Cancellation: One year contract or 30 day notice required to cancel

Authorized Signatory: Taco Pope, County Manager

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: 12/1/21 to: 11/30/22

Status: New Renew Amend# WA/Task Order

How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other _____

If Processing an Amendment:

Contract #: _____ Increased Amount of Existing Contract: _____

New Contract Dates: _____ to _____ Total or Amendment Amount: _____

Continued on next page

CHECKLIST		
<i>Complete and attach before sending contract for final signature</i>		
Requirement	Description	Certified Complete By
Contract, Exhibits and Appendices	1) The contract and all documents incorporated by reference in the contract, including exhibits and appendices are attached (including E-Verify, Pricing, Scope, etc.) and properly identified; and 2) All such documents have been read and agreed to in their entirety by originating department and any faculty and staff members who have obligations under this contract.	1. n/a 2. SR
Name, Address, Contact Person	The full name, address, legal status (i.e., corporation, partnership, etc.) and contact person of other party are included.	SR
Understanding	Written contract matches the verbal understanding of all parties. All terms and conditions conform to the final negotiations/agreement of the parties.	SR
Competition/Conflicts and Existing Contracts/ Compliance	This contract does not conflict with any other contracts, promises or obligations of the BOCC. The requesting department verifies the BOCC can comply with all terms and conditions.	SR
Other Necessary Agreements	All other necessary agreements or waivers referred to in contract have been obtained and are attached and properly identified for reference.	SR
Indemnification	BOCC may not indemnify, hold harmless, be liable to, or reimburse any other party to the contract for claims, lawsuits, damages, attorney fees, or losses incurred by that party in connection with the contract.	N/A
Term of Contract	Start and end dates of contract are included. Any renewals are included.	SR
Warranties/Guarantees	Warranties or guarantees give satisfactory protection.	N/A
Insurance	Risk manager _____ has or _____ will approve insurance clauses. Levels confirmed ins requirements	N/A
Governing Law	The contract is governed under the laws of the State of Florida. The contract may be silent on this issue but in no event will another state's law govern the agreement.	N/A
Confidentiality Agreements	All nondisclosure clauses include exceptions regarding disclosure as required by law. If not applicable, indicate "n/a."	N/A
Printed/Typed Names	Names of all persons signing contracts are printed or typed below signatures.	SR

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

1. Taco E. Popey AICP 11/16/2021 County Manager
2. Marshall Eyerman 11/16/2021 Submitting Department 01121512-549002
3. Marshall Eyerman 11/29/2021 Procurement Date Funding Source/Acct #
4. Denise L. May 11/30/2021 Office of Management & Budget Date
- County Attorney/Contract Management Date

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

5. Taco E. Popey AICP 11/30/2021 County Manager Date

RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

Original: Clerk's Services; Contractor (original or certified copy)
 Copies: Department: Procurement; Office of Management & Budget; County Attorney; Contract Management; Clerk Finance

August 26, 2021

PROPOSAL FOR: Sabrina Robertson

PREPARED BY: Foy Maloy

RE: THE COUNTY INSIDER NEWSLETTER CONTRACT

At your request I have put together a proposal for your consideration enabling you to expand the reach and audience of The County Insider.

First, I would value a partnership with the County allowing access to the News-Leader’s and Nassau County Record’s web and social media audience.

The retail value of this proposal to a local business is \$525 per month, \$6,300 annually.

NASSAU COUNTY PACKAGE

- 300 X 250 Ad ROS Desktop, Mobile, Tablets at fbnewsleader.com & nassaucountyrecord.com
Ad message directing users to the link of The County Insider

	<u>users per month</u>	<u>page views per month</u>
fbnewsleader.com:	22,000	79,900
nassaucountyrecord.com:	1,800	5,050

- “Nassau Social” - A Facebook posting platform allowing you to upload all of your Facebook posts directly onto the “Nassau Social” live feed on the left-hand rail of the home pages of fbnewslear.com & nassaucountyrecord.com.
- Two posts per month directly onto the Facebook pages of the News-Leader & Nassau County Record.
- A county website link under “Community Links” on both websites.

NASSAU COUNTY OFFER: Retail price reduced 29% or \$375 per month, \$4,500 annually with a 12-month commitment.

Business Name: Nassau County BOCC Contact: Sabrina Robertson
 Phone Number: (904) 530-6010 ext. 6003
 Web Address: www.nassaucountyfl.com Email: srobertson@nassaucountyfl.com
 Ad Links to: www.thecountyinsider.com; www.facebook.com/nassaucountyfl

The News-Leader reserves the right to amend the items, conditions, rates, etc. specified in any agreement upon 30-day's notice in writing and if such revision is not acceptable to the advertiser, the advertiser has the right to terminate the agreement.

Agreement duration 12-month package: 12/1/21 Start Date: 11/30/22 Monthly Rate: \$375.00

Agreement duration 3-month package: _____ Start Date: _____ Monthly Rate: _____

Authorization: Taco E. Popel AICP Date: 11/16/2021 Account Executive: _____

Special Conditions: _____

Geographic Area of Coverage: _____

Keywords (if applicable): _____