

BOCC CONTRACT APPROVAL FORM

(Contract Management Use only)
CONTRACT TRACKING NO.
CM1852-A3

GENERAL INFORMATION

Requesting Department South Amelia Island Shore Stabilization Municipal Services Benefit Unit
 Contact Person: Drew Wallace, SAISSA President / Bill Moore, SAISSA Tech. Representative
 Telephone: (904) 753-4178 Fax: () Email: moor1706@bellsouth.net

CONTRACTOR INFORMATION

Name: Olsen Associates, Inc.
 Address: 2618 Herschel St. Jacksonville FL 32204
City State Zip
 Contractor's Administrator Name: Albert E. Browder, Ph.D. P.E. Title: Principal/Corp. Sec.
 Telephone: (904) 387-6114 Fax: () Email: abrowder@olsen-associates.com

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF CONTRACTOR (NAME AND EMAIL ADDRESS)
 Authorized Signatory Name: Albert E. Browder, Ph.D. P.E.
 Authorized Signatory Email: abrowder@olsen-associates.com

CONTRACT INFORMATION

Contract Name: CM-1852 Continuing Contract for Professional Engineering Services
 Description: Task-based coastal engineering consulting, including specialized coastal subconsultant services for South Amelia Island Shore Stabilization Project
GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.
 Terms: Payment Period: 4/2012 to 4/2022 Amount per Period: ~\$79,000/task order
 Total Amount of Contract: ~\$320,000/yr since inception in 2012 (prior to reimbursements)
APPROXIMATE IF NECESSARY
 Source of Funds: SAISS-MSBU Termination/Cancellation: n/a
 Authorized Signatory: Taco E. Pope, AICP, County Manager
IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: April 2012 to: April 2022
 Status: New Renew X Amend# 3 WA/Task Order
 How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other

If Processing an Amendment:
 Contract #: CM1852 Increased Amount of Existing Contract: \$0.00 (no change)
 New Contract Dates: 4/17/2022 to 12/31/2022 Total or Amendment Amount: \$0.00 (no change)

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.	
Name, Address, Contact Person	The full name, address, legal status (i.e., corporation, partnership, etc.) and contact person of other party are included.	
Understanding	Written contract matches the verbal understanding of all parties. All terms and conditions conform to the final negotiations/agreement of the parties.	
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.	
Other Necessary Agreements	All other necessary agreements or waivers referred to in contract have been obtained and are attached and properly identified for reference.	
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.	
Term of Contract	Start and end dates of contract are included. Any renewals are included.	
Warranties/Guarantees	Warranties or guarantees give satisfactory protection.	
Insurance	Risk manager _____ has or _____ will approve insurance clauses. Levels confirmed ins requirements	
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.	
Confidentiality Agreements	All nondisclosure clauses include exceptions regarding disclosure as required by law. If not applicable, indicate "n/a."	
Printed/Typed Names	Names of all persons signing contracts are printed or typed below signatures.	

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

1. Bill Moore 3/1/2022

Department Head Signature	Date	Submitting Department
		SAISS-MSBU
 2. Sanace Adams 3/1/2022

Procurement	Date	Funding Source/Acct #
 3. Daniel Fanger/Chris Lacambra 3/1/2022

Office of Management & Budget	Date	
 4. Denise C. May 3/3/2022

County Attorney	Date	
- COUNTY MANAGER – FINAL SIGNATURE APPROVAL**
5. Taco E. Popey AICP 3/3/2022

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

AMENDMENT # 03 TO NASSAU COUNTY, FL, CONTRACT #1852

This Amendment No. 3 entered into on this _____ day of _____, 2022, between the Board of County Commissioners of Nassau County, Florida, 96135 Nassau Place, Suite 1, Yulee, Florida, 32097, a political subdivision of the State of Florida (hereinafter "County" or "Owner") and Olsen Associates, Inc., (hereinafter "Consultant"), whose primary business address is 2618 Herschel St., Jacksonville, FL 32204.

WHEREAS, The County and Consultant previously entered into this certain contract, effective April 18, 2012, for CONTINUING PROFESSIONAL ENGINEERING SERVICES FOR NASSAU COUNTY, FL (Contract CM#1852), and amended this certain contract on January 9, 2017, and October 20, 2021.

WHEREAS the Parties desire to amend the Original Agreement (as previously amended) to extend the Term of the Contract to the end of the current year to facilitate post-beach nourishment project permit-required activities.

NOW THEREFORE, in consideration of the promises and mutual covenants herein contained, the Parties hereby agree as follows:

1. In accordance with Section 4 of the Continuing Contract for Professional Services for Nassau County (April 18, 2012, as amended), the ending date of the performance period is hereby extended from April 17, 2022, to December 31, 2022.
2. All other terms and conditions of the Original Contract (as previously amended), which are incorporated herein by this reference, not inconsistent with the provisions of this Amendment, shall remain in full force and effect.

(continued...)

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be executed by its duly authorized representatives as of the date on which the last of the parties hereto executes this Contract.

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA

By: Taco E. Pope, AICP
Taco E. Pope, AICP, County Manager

Date: 3/3/2022

CONSULTANT:
OLSEN ASSOCIATES, INC.

By: Albert E. Browder
Albert E. Browder, Ph.D., P.E., D.CE – Principal, Corp. Secretary

Date: 3/3/2022

Certificate Of Completion

Envelope Id: 8F754A08677B496C99065CBD636FE2CE

Status: Completed

Subject: Please DocuSign: CM1852 A3 - Olsen- Saissa- Time Extension

Source Envelope:

Document Pages: 4

Signatures: 8

Envelope Originator:

Certificate Pages: 6

Initials: 1

Marshall Eyerman

AutoNav: Enabled

MEyerman@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: Marshall Eyerman

Location: DocuSign

3/1/2022 7:39:40 AM

MEyerman@nassaucountyfl.com

Signer Events

Bill Moore

moor1706@bellsouth.net

Security Level: Email, Account Authentication
(None)**Signature***Bill Moore*Signature Adoption: Pre-selected Style
Using IP Address: 67.190.214.94**Timestamp**

Sent: 3/1/2022 7:47:28 AM

Viewed: 3/1/2022 8:31:05 AM

Signed: 3/1/2022 8:31:36 AM

Electronic Record and Signature Disclosure:

Accepted: 3/1/2022 8:31:05 AM

ID: 5eaf9198-6817-4fc8-a8a2-29022efaa562

Lanaee Gilmore

lgilmore@nassaucountyfl.com

Procurement Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)*Lanaee Gilmore*Signature Adoption: Pre-selected Style
Using IP Address: 50.238.237.26

Sent: 3/1/2022 8:31:38 AM

Viewed: 3/1/2022 4:04:06 PM

Signed: 3/1/2022 4:04:12 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Daniel Fanger

dfanger@nassaucountyfl.com

Asst. OMB Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)*Daniel Fanger*Signature Adoption: Pre-selected Style
Using IP Address: 50.238.237.26

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Signed: 3/1/2022 5:13:29 PM

Electronic Record and Signature Disclosure:

Accepted: 1/12/2022 8:21:25 AM

ID: a674f252-535e-4d30-a29b-ba05d6cf52ef

Chris Lacambra

clacambra@nassaucountyfl.com

Lacambra

Nassau County BOCC

Security Level: Email, Account Authentication
(None)*Chris Lacambra*Signature Adoption: Pre-selected Style
Using IP Address: 50.238.237.26

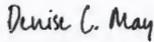
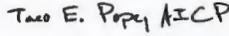
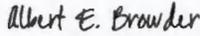
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Viewed: 3/1/2022 5:17:34 PM

Signed: 3/1/2022 5:17:58 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
Denise C. May dmay@nassaucountyfl.com Assistant 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: 50.238.237.26 Signed using mobile	Sent: 3/3/2022 10:27:00 AM Viewed: 3/3/2022 10:45:26 AM Signed: 3/3/2022 10:45:35 AM
Taco E. 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: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 3/3/2022 10:45:36 AM Viewed: 3/3/2022 12:27:47 PM Signed: 3/3/2022 12:27:54 PM
Albert E. Browder abrowder@olsen-associates.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 3/3/2022 12:34:34 PM ID: 0976bc6e-d1f4-4e1f-8ff8-9c2bd28b2644	 Signature Adoption: Pre-selected Style Using IP Address: 69.180.68.29	Sent: 3/3/2022 12:27:56 PM Viewed: 3/3/2022 12:34:34 PM Signed: 3/3/2022 12:35:18 PM
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: 3/3/2022 12:35:20 PM Viewed: 3/3/2022 2:01:48 PM Signed: 3/3/2022 2:01:57 PM

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
Michael Mullin mmullin@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure:	<div style="border: 2px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> COPIED </div>	Sent: 3/3/2022 10:27:01 AM

Carbon Copy Events	Status	Timestamp
Not Offered via DocuSign		
Clerk Admin clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 3/3/2022 2:01:58 PM
RLS Distro RLSDistribution@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 3/3/2022 2:01:59 PM
Procurement Staff procurementstaff@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 3/3/2022 2:01:59 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/1/2022 7:47:28 AM
Certified Delivered	Security Checked	3/3/2022 2:01:48 PM
Signing Complete	Security Checked	3/3/2022 2:01:57 PM
Completed	Security Checked	3/3/2022 2:01:59 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, County of Nassau (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

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.