

CS-21-299

BOCC CONTRACT APPROVAL FORM
(Request for Contract Preparation)

CONTRACT TRACKING NO.
CM 3233

GENERAL INFORMATION

Requesting Department OMB

Contact Person: Marshall Eyerman

Telephone: (904)530-6010 Fax: () Email: meyerman@nassaucountyfl.com

CONTRACTOR INFORMATION

Name: North Florida Bicycle Club, Inc. (NFBC)

Address: PO Box 40995 Jacksonville FL 32203
City State Zip

Contractor's Administrator Name: Joe Cona Title: Treasurer, NFBC

Telephone: (904) 626-2071 Fax: () Email: jcona52@gmail.com

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

Authorized Signatory Name: Joe Cona

Authorized Signatory Email: jcona52@gmail.com

CONTRACT INFORMATION

Contract Name: Sponsorship of North Florida Bicycle Club, Inc. Endless Summer Watermelon Ride

Description: One-day recreational bicycle ride offering 6 routes throughout Amelia Island on Sunday, Sept. 11, 2022

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

Total Amount of Contract: \$4,600
APPROXIMATE IF NECESSARY

Source of Funds/Account: 37523552-548520 Termination/Cancellation: _____

Authorized Signatory: Taco E. Pope, AICP
IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: Execution to: September 11, 2022

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 to Existing Contract: _____

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

Continued on next page

CHECKLIST

Review/Complete before sending contract for final signature

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

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

1. Marshall Eyerman 9/13/2022 GL 9/16/2022
Department Head/Contract Manager Date
2. Janice Adams 9/13/2022
Procurement Date
3. Chris Lacambra 9/14/2022 JP
Office of Mgmt & Budget Date
4. Denise C. May 9/14/2022 9/12/2022
County Attorney Date

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

5.  9/14/2022
County Manager Date

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

Original: Clerk's Services; Contractor (original or certified copy)
Copies: Department; Procurement; RLS Distribution; Clerk Services BOCC



SPONSORSHIP AGREEMENT

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS AND NORTH FLORIDA BICYCLE CLUB, INC.

The following shall set forth the agreement ("Agreement") effective on behalf of the Nassau County Board of County Commissioners ("NCBOCC") to be overseen by the Amelia Island Convention and Visitors Bureau ("AICVB") and North Florida Bicycle Club, Inc. ("NFBC") for the purpose of promoting and conducting the Endless Summer Watermelon Ride ("Event").

1. Format & Schedule of Events

The Event will consist of a one-day recreational bicycle ride offering six (6) routes throughout Amelia Island as further detailed in the Request for Sponsorship ("Exhibit A"). The Event will be held on Sunday, September 11, 2022. NFBC and AICVB may change the Event dates so long as NFBC and AICVB agree in writing on such change at least two (2) weeks in advance of the Event.

2. AICVB Responsibilities

- a. AICVB will provide an Event posting on www.ameliaisland.com on the Calendar of Events.
- b. AICVB and NFBC shall share responsibility for promoting the Event to residents in and out of Nassau County, Florida.

3. NFBC Responsibilities

- a. NFBC will include the destination Amelia Island logo, as supplied by the AICVB, on printed materials as directed by the AICVB and will reference the Amelia Island Tourist Development Council (AITDC) as a sponsor in press releases and any other media materials as requested. Both parties have the right to approve all materials and releases produced by the other for promotional purposes.
- b. At least one Amelia Island hotel must be promoted on the NFBC website and Event attendees must be encouraged to utilize Amelia Island hotel rooms.

- c. **NFBC will obtain all necessary permits, approvals, and venues for the conducting of the Event and related activities.**
- d. **NFBC will provide all necessary equipment for the Event.**
- e. **NFBC is responsible for providing a safe environment for all participants and spectators.**
- f. **NFBC will provide all Event staff.**
- g. **NFBC will be responsible for promoting a parking system for the Event in a safe and efficient manner in cooperation with Nassau County, Florida.**
- h. **NFBC will provide on-site medical personnel.**
- i. **NFBC agrees that it is an independent contractor and has no authority or right to make obligations of any kind in the name of or for the account of the NCBOCC nor AITDC nor commit or bind the NCBOCC or AITDC to any contract (other than this Agreement) by virtue of this Agreement.**
- j. **NFBC shall provide a Certificate of Insurance including one million dollars (\$1,000,000) in general liability coverage and listing the NCBOCC and the AICVB as "additional insured" for the Event within five (5) days of Notification of Selection and/or at time of signing this Agreement. Certificates of Insurance and the insurance policies required for this Agreement shall contain a provision that coverage afforded under the policies will not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to NCBOCC and AITDC. Certificates of Insurance and the insurance policies required for this Agreement will also include a provision that policies, except Worker's Compensation, are primary and noncontributory to any insurance maintained by the AICVB. All insurers must be authorized to transact insurance business in the State of Florida as provided by Section 624.09(1), Florida Statutes and the most recent Rating Classification/Financial Category of the insurer as published in the latest edition of "Best's Key Rating Guide" (property-Casualty) must be at least A- or above.**
- k. **A Post Event Report must be submitted by the NFBC within forty-five (45) days of the event.**

4. Financial Responsibilities

- a. Through the recommendation of the AITDC and the approval of NCBOCC, the NCBOCC will supply NFBC a sponsorship of Four Thousand Six Hundred Dollars (\$4,600), as general Event sponsorship for the Media Plan as outlined in Exhibit A.
- b. The Event sponsorship will be paid in full to NFBC at least two (2) weeks in advance of the Event.
- c. All Event expenses set forth in sub-paragraph A, above, which are in excess of the total sponsorship amount of Four Thousand Six Hundred Dollars (\$4,600), and all other costs associated with the operation of the Event shall be the responsibility of NFBC.

5. Indemnification

NFBC shall indemnify, and hold harmless the NCBOCC, and its officers and employees from damages, losses, liabilities, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of NFBC and other persons employed or utilized by NFBC, in the performance of the Agreement.

6. Compliance with Laws & Regulations

NFBC represents and warrants that it will comply with all applicable state, federal and local laws and regulations relating to operation of the Event.

7. Waivers

No release or waiver of any provision of this Agreement shall be enforceable against or binding upon a party unless in writing and executed by the releasing or waiving party. The failure to insist upon specific performance of any of the agreements, terms, covenants, or conditions of this Agreement shall not be deemed a waiver of any rights or remedies that either party may have, or a waiver of any subsequent courses of actions or claims based upon breach or default of any of such agreements, terms, covenants, and conditions.

8. Relationship of Parties

The parties of this Agreement shall not be deemed joint venturers, agents, or partners of the other for any purpose because of this Agreement or for the transactions contemplated hereby.

9. Term

This Agreement shall commence when fully executed and shall remain in full force and effect until the completion of the Event, or no later than September 11, 2022.

10. Amendments

No provision of this Agreement may be modified, waived, or amended except by a written instrument duly executed by both parties.

11. Impossibility

The performance of this Agreement is subject to any circumstances making it illegal or impossible to manage the Event, including acts of God, war, inclement weather, government regulations, strikes, disaster or curtailment of transportation facilities. The Agreement may be terminated only for any one of the above reasons by written notice from either NFBC or NCBOCC to the other within seven (7) days of learning the basis for termination. If the Event is cancelled for any of the above reasons, any funds provided by NCBOCC to NFBC not expended shall be remitted to the NCBOCC.

12. Governing Law and Venue

The exclusive jurisdiction and venue for any action to interpret and/or enforce the terms of this Agreement shall be in the Fourth Judicial Circuit Court in and for Nassau County, Florida. In the event of a dispute, this Agreement shall be interpreted under Florida Law except its conflict of law's provisions.

13. Non-Disclosure

Except as otherwise expressly required by law, the parties hereto will not publicly announce or otherwise disclose to any third party any term or provision of this Agreement. The provisions of this Agreement shall survive the expiration or termination of this Agreement.

14. Entire Agreement

This Agreement sets forth the final and complete understanding of the parties. It is understood and agreed that there are no other representations with respect to this Agreement and this Agreement supersedes all prior discussions, agreements and understandings relating to this subject matter hereof. It is further agreed that the rights, interests, understandings, agreements, and obligations of the respective parties may not be amended, modified, or supplemented in any respect except by a subsequent written instrument evidencing the express written consent to the parties duly executed.

Please indicate your acceptance of the foregoing terms and conditions by signing and dating the space below and returning one fully executed copy of this Agreement to NCBOCC.

North Florida Bicycle Club, Inc.



Signature

Taco Pope

Printed Name
County Manager

Title

9/14/2022

Date



Signature

Joe Conan

Printed Name
NFBC Treasurer

Title

9/16/2022

Date

Amelia Island Convention & Visitors Bureau

Gil Langley

Signature

Gil Langley

Printed Name

AITDC

Title

9/16/2022

Date

EXHIBIT "A"
CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that North Florida Bicycle Club, Inc. (Contractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of North Florida Bicycle Club, Inc. (Contractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

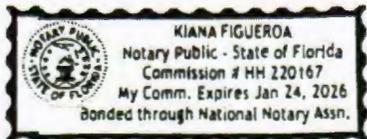
[Signature]
Print Name: JONATHAN TOMASSETTI
Date: 8/10/2022

STATE OF FLORIDA
COUNTY OF St. Johns

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 8/10/2022 (Date) by Kiana Figueroa (Name of Officer or Agent, Title of Officer or Agent) of North Florida Bicycle Club (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is personally known to me or has produced Driver License as identification.

[Signature]
Notary Public
Kiana Figueroa
Printed Name

My Commission Expires: 01/24/2026



E-Verify

Case Verification Number: 2022221154807FG

Report prepared: 08/09/2022

Company Information

Company ID: 1865520

Company Name: North Florida Bicycle Club

Client Company ID: 1865520

Client Company Name: North Florida Bicycle Club

Employee Information

Name: Jonathan Tomassetti

Date of Birth: 07/13/1963

U.S. Social Security Number: ***-**-4233

Employee's First Day of Employment: 08/08/2022

Citizenship Status: U.S. Citizen

Document Information

List A Document: U.S. Passport or Passport Card

Document Number: 565851884

Expiration Date: 06/13/2028

Case Information

Case Status: Closed

Case Submitted By: Jonathan Tomassetti

Current Case Result: Employment Authorized

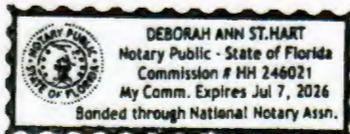
Reason for Closure: Employment Authorized Auto Close

STATE OF FL COUNTY OF WASCO

The foregoing instrument was acknowledged ^{In the} before me this 9-9-22 by Jonathan Tomassetti ^{presence} who is personally known to me or who has produced United States Passport as identification.

Notary Deborah Ann St. Hart

JONATHAN R. TOMASSETTI
[Signature]
08/09/2022



Personal Information

First Name

Paul

Middle Initial

G

Last Name

Ricci

Date of Birth

Nov 30, 1962

Social Security number

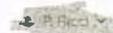
000-00-2000

Citizenship Status

Type

Citizen of the United States

my **E-Verify** Home Self Check Self Lock



Case Detail

You're authorized to work!

EMPLOYMENT AUTHORIZED

Case Number: 2022222113041GH



Congratulations!

Self Check confirmed that you are eligible to work in the United States. For more information on how we were able to confirm your work eligibility, read below.

Work Authorization Details

Self Check compared the information you provided to U.S. government records and can confirm that, based on the information you provided, you are eligible to work in the United States.

If you are hired today by an E-Verify participating employer and you use the same documents and information provided, you will likely be instantly work authorized when your employer checks your information using E-Verify.

In the event that you are not instantly work authorized, please work with your employer to ensure that your information was entered correctly and, if necessary, follow the step outlined by E-Verify to resolve any issues.

CAAM EVENTS, LLC was filed on 25 Jan 2017 as Limited Liability Company type, registered at 1239 BOLTON PLACE LAKE MARY, FL 32746 . It's Document Number is L17000020266, and FEI/EIN No. is 81-5163035 . The state for this company is Florida. There is 1 director of this company. The agent name of this company is: RICCI, PAUL G , and company's status is ACTIVE now.
Caam Events, Llc has been operating for 5 years 6 months, and 16 days.

Document No.	L17000020266
Company Name:	<u>CAAM EVENTS, LLC</u>
FEI/EIN Number:	81-5163035
Date of Incorporation:	2017-01-25
Status:	ACTIVE
Website	<u>Website</u>
Company Type:	Florida Limited Liability Company
State	Florida
Annual Reports	2020 01/25/2020 2021 01/28/2021 2022 03/15/2022
Principal Address	1239 BOLTON PLACE LAKE MARY, FL 32746
Registered Agent Name:	<u>RICCI, PAUL G</u>
Registered Agent Address:	1239 BOLTON PLACE LAKE MARY, FL 32746
updated on	2022-08-10



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McKay Insurance Agency, Inc. 106 East Main Street P O Box 151 Knoxville IA 50136	CONTACT NAME: Meg Stanley PHONE (A.C. No. Ext): (641) 842-2135 FAX (A.C. No.): (641) 828-2013 E-MAIL ADDRESS: meg@mckayinsagency.com														
INSURED North Florida Bicycle Club, Inc. PO Box 40995 Jacksonville FL 32203	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Evanston Insurance Company</td> <td>35378</td> </tr> <tr> <td>INSURER B: Gerber Life Insurance Company</td> <td>70938</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Evanston Insurance Company	35378	INSURER B: Gerber Life Insurance Company	70938	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES CERTIFICATE NUMBER: CL2281161885 REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDL INSR	INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Includes Athletic <input type="checkbox"/> Participants	Y	N		3607AH010099-4	09/09/2022	09/14/2022	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Event							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> UNBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$							COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in N/A) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical				15-070944-21	09/09/2022	09/14/2022	Excess \$250 \$25,000 Deductible \$250

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Endless Summer Watermelon Ride: September 11, 2022. (Load-in: September 9 & 10, 2022. Load-out: September 12 & 13, 2022). For rest stop use of Burney Park by ESWR bicyclists on September 11, 2022. Certificate holder is an additional insured but only with respect to liability arising out of the operations of the above named insured. "This policy is issued, pursuant to Iowa Code section 515.147, by a nonadmitted company in Iowa and as such is not covered by the Iowa Insurance Guaranty Association."

CERTIFICATE HOLDER Nassau County Board of County Commissioners 96135 Nassau Place Suite 1 Yulee FL 32097	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Amelia Island Convention & Visitors Bureau Grant Application

Submitted June 28, 2022

Amelia Island Convention & Visitors Bureau Grant Application

Applicant/organizer:

North Florida Bicycle Club, Inc.
PO Box 40995
Jacksonville, FL 32203

Contact person:

Basil G. Smith
Treasurer, North Florida Bicycle Club
13990 Bartram Park Boulevard
Unit 1522
Jacksonville, FL 32258
basilgs@gmail.com
2134229331

Background:

The North Florida Bicycle Club, Inc. (NFBC) with 1100 members is the largest recreational cycling club on the First Coast and probably in the entire Southeast. NFBC is organized as a non-profit social club, 501(c)(7). In addition to holding about twenty rides weekly across the region, including at least six on Amelia Island, the club sponsors two major, paid rides yearly, open to non-members. These rides are important fundraisers for the club's general operations and cycling safety advocacy.

NFBC promotes safety to cyclists and motorists through its 501(c)(3) subsidiary, Pedaling for Safety, Inc. Pedaling for Safety (www.nfbc.us/P4S) has funded billboards, radio spots, printed materials, and social media outreach. Fifty percent of the profits from our paid rides is shared with Pedaling for Safety, more than \$63,00 since 2015. While there is no fundraising requirement for these rides, participants are given the opportunity to donate directly at the time of registration resulting in an additional \$23,000 of funding for Pedaling for Safety.

The Endless Summer Watermelon Ride has been held on the second Sunday in September on Amelia Island for at least the last eight years except for 2017 when it was cancelled due to Hurricane Irma. The North Florida Bicycle Club has hosted its other signature ride, the Tour de Forts ClassicSM, in April in St. Augustine. However, in the spring of 2023 the Tour de Forts Classic will be moved to Amelia Island where the route will include Fort Clinch and Fort Caroline. The Endless Summer Watermelon Ride will move to St. Johns County on September 10, 2023.

The Endless Summer Watermelon RideSM has received high marks on post-ride surveys. The data presented in this application is derived from past surveys returned by about 30% of the participants.

NFBC is applying for a \$4600 grant as an Experience Event.

The Event:

The 33rd Annual Endless Summer Watermelon Ride will be held September 11, 2022, hosted out of the Atlantic Recreation Center. This one-day recreational ride offers six routes from a 10-mile Family and Friends Fun Ride to 100 miles that highlight the beauty and facilities of Amelia Island as an eco-tourism destination. Preliminary route maps are attached. Based on current rate of registration, we expect participation by at least 800 cyclists.

Safety is paramount in our organization's planning, and we will file an Incident Action Plan with Nassau County and coordinate with and hire officers from the various agencies (Nassau County Sheriff's Office, Fernandina Beach Police Department, Fernandina Beach Police Auxiliary Corp, and Jacksonville Sheriff's Office) to provide traffic control at critical intersections along the route.

Parking has not been an issue for past rides. We have accommodated all participants and volunteers in the area behind the Recreation Center, at the Main Beach Lot, and along Atlantic Avenue.

We are working on permitting for the event and confirming the rest stop locations. Delivery of porta-potties to the rest stops and placement of route signage will occur on Saturday, September 10th. Clean-up will be completed on the day of the ride. Refuse is deposited locally, if appropriate facilities available, or brought back to the Recreation Center for disposal or recycling. Signage will be picked up by Monday afternoon, September 12th at the latest.

We may have participation by riders with disabilities. We do not see any difficulty in accommodating them on the ride.

Rider participation demographics

On our past Endless Summer Watermelon Rides on Amelia Island, 40% of our riders were women. 70% of the riders were in the 35-70-year age group. People in this age group have more discretionary income. From a third to half the riders are new to the event.

Overnight stays

Ninety percent of the participants on past rides have come from outside Nassau County and 44% of the registrants to date for this year's ride will travel over 100 miles to the event (see attached heat map). Based upon past Endless Summer Watermelon Ride surveys, we expect about 40% of the participants will stay at least one night on Amelia Island at various hotels and motels.

We have regularly promoted the ride as a weekend getaway. In addition, we are looking to partner with a local restaurant/bar to offer special deals for our riders on Saturday evening.

Based on the survey information and an expected 800 participants, we estimate the economic impact of the overnight stays and food at over \$123,000.

	Overnight stays	1-night stay	2-night stays	3-night stays	Projected economic impact
2015 survey	46%	43%	40%	14%	
2016 survey	33%	51%	38%	8%	
2022 expected	40%	50%	39%	11%	
Projected-800 riders	320	160	125	35	
Impact @ \$190/night for hotel a+ \$50/day for food		\$38,400	\$60,000	\$25,200	\$123,600

Media Plan

The North Florida Bicycle Club has hired CAAM Events (<http://www.caamevents.com>) to set up the registration website utilizing Race Roster software (<https://eswr.raceroster.com>.) and promote the event both statewide and across the southeast through digital marketing campaigns that include Facebook, sponsored ads, and email to a database of cyclists and distribution of event postcards at other CAAM events.

NFBC sends multiple emails promoting the ride to its database of around 8000 cyclists and continually update its Endless Summer Watermelon Ride and other club Facebook pages. The ride has been advertised in some 40 local and regional bicycle shops with posters and event postcards. Closer to the ride, we will send press releases to local and regional media outlets.

See attached summary of Media Plan.

Budget

Budget Item	Item	Total
INCOME		
Registration Revenue 800@\$61.50		\$49,200.00
AICVB Grant		\$4,600.00
	TOTAL INCOME (EST)	\$53,800.00
EXPENSES		
Event Director: CAAM Events	Event Director	\$3,000.00
Event Director: Travel Reimbursement	Event Director	\$250.00
Marketing: CAAM Events	Marketing	\$795.00
Permit: Fernandina Beach Recreation	Permit	\$692.50
Permit: Fernandina Beach Recreation	Permit	\$1,413.00
Police: Fernandina Beach Police Department	Police	\$1,824.00
Police: Nassau County Sheriff's Office (NCSO)	Police	\$900.00
Police: Jacksonville Sheriff's Office (JSO)	Police	\$1,260.00
U-Haul: U-Haul	U-Haul	\$400.00
DJ	DJ	\$200.00
T-shirts: CAAM Events	T-shirts	\$5,700.00
Fulfillment: CAAM Events	Fulfillment	\$5,250.00
Fort Clinch: Entry Fees	Fort Clinch	\$785.00
Ferry: St Johns River Ferry	Ferry	\$400.00
Lunch	Lunch	\$5,400.00
Breakfast	Breakfast	\$500.00
Miscellaneous	Misc	\$200.00
Insurance: Silent Sports	Insurance	\$2,480.00
Bike Shops - Gas:	Bike Shops - Gas	\$240.00
SAG Drivers:	SAG Drivers	\$200.00
Portable Toilets: McClendon's Portable Toilets Inc	Portable Toilets	\$2,400.00
Water: Sam's Club	Water	\$200.00
Rest Stop Food: Sam's Club	Rest Stop Food	\$2,400.00
Pickle Juice: CAAM Events	Pickle Juice	\$100.00
Media Plan	Marketing	\$4,600.00
	TOTAL EXPENSES (EST)	\$41,589.50

NET INCOME (EST) \$12,210.50

33rd Annual Endless Summer Watermelon Ride Media Plan				
Description	Date	Audience	Distribution	Cost
Event flyers	June 2022	Bike Shops & Cyclists	Bicycle shops in St. Johns, Duval, Nassau, Clay &, Putnam Counties	\$50
Save the Date and periodic reminder emails	Beginning June 2022	NFBC mailing list of prior attendees	Over 8000 email addresses	\$0-already included in our website software
Registration website set-up, placement on CAAM Events website calendar, print 5000 event postcards for distributed at Tour de Forts Classic at May event, in regional bike shops, and at other CAAM cycling events	April 2022	Cyclists across southeast	Internet	\$ 800
Produce promotional video for posting on Facebook and use in sponsored ads.	July 2022	Cyclists across southeast	Received over 39k views	\$1250
Facebook postings on Endless Summer Watermelon Ride and North Florida Bicycle Club pages	May-September 2022	Cyclists who have already liked these pages	Current audience over 4k followers	\$0
Sponsored ads on Facebook	July- Sept 2022	Cyclists across southeast	Internet	\$2500
Listing on regional cycling calendars	June 2022	Cyclists across southeast	Internet	\$0



REQUEST FOR LEGAL SERVICES-CONTRACTS

2152002-5109

DATE OF REQUEST: Resubmitted 8/31	DEPT/DIV: OMB
REQUESTER(S): Marshall Eyerman <i>Maridea</i>	EXTENSION/EMAIL: meyerman@nassaucountyfl.com
VENDOR/CONTRACTOR NAME: North Florida Bicycle Club (NFBC) <i>Inc.</i>	
TITLE OF ITEM OR DOCUMENT: Sponsorship Agreement Nassau County Board of County Commissioners and NFBC	
CONTRACT tracking No.:	
SERVICE REQUIRED: <input type="checkbox"/> Pre-Approval <input type="checkbox"/> Approve as to Form <input type="checkbox"/> Insurance Approval <input type="checkbox"/> Review and Advise for Contracts <input type="checkbox"/> Other,	
Please Select One: <input checked="" type="checkbox"/> The attached documents have not been modified from the approved templates. <input type="checkbox"/> The attached documents have been modified from the approved templates. (Describe Below)	
DESCRIBE REASON/DEADLINES IF RUSH REQUESTED:	
SERVICES REQUESTED: include specific legal issues or questions to be addressed, provide all relevant background information, and attach all necessary documents. For quicker review, redline any proposed modifications and identify/tab all signature pages.	
Review and approval of sponsorship for North Florida Bicycle Club (NFBC) which will be held on September 11, 2022 offering 6 routes throughout Amelia Island.	

For County Attorney Office Use Only

DATE:	LOGGED BY:	ASSIGNED TO:
CA MATTER NAME:		
ATTORNEY RESPONSE/COMMENTS:		
<input type="checkbox"/> Insurance Approved By: Date:	<input checked="" type="checkbox"/> Contract Approved By: <i>Coj</i> Date: <i>9-4-22</i>	<input type="checkbox"/> See Attached By: Date:
<input checked="" type="checkbox"/> See Comments By: <i>Coj</i> Date: <i>9-4-22</i>		
Comments:		
<i>See minor changes + E-Verify questions.</i>		
<i>Once corrected - Ok to proceed</i>		

RESOLUTION NO. 2022- 154

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA, AUTHORIZING THE USE OF TOURIST DEVELOPMENT TAX DOLLARS TO ENGAGE, OR SPONSOR, AMELIA ISLAND CHAMBER MUSIC FESTIVAL, AMELIA ISLAND DANCE FESTIVAL, ENDLESS SUMMER RIDE (NFL BIKE CLUB), ISLAND HOP AND SONGWRITERS FESTIVAL; FINDING THE STRATEGIC PLAN AND USE OF TOURIST DEVELOPMENT TAX DOLLARS WILL ENHANCE VISITOR EXPERIENCES, PROMOTE TOURISM ON AMELIA ISLAND, IN NASSAU COUNTY, AND IN THE STATE OF FLORIDA, AND GROW THE TOURISM MARKET; PROVIDING CERTAIN LEGISLATIVE FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Tourism is a critical component of the Nassau County economy generating over \$850 million in economic impact; supports 1 in 4 jobs; and contributes 36% of all sales taxes collected; and,

WHEREAS, the Board of County Commissioners (BOCC) is authorized under Section 125.0104, Florida Statutes, to perform those acts, including the expenditure of Local Option Tourist Development Act Tax monies for (1) the marketing of Amelia Island tourism; (2) to increase Tourism Development Tax, herein referred to as the "TDT", revenues; (3) to increase Local Optional Sales Tax revenues; (4) to increase gas revenues; (5) to increase job growth; all of which further the public good for the people of Nassau County, and as such is in the best interest of Nassau County; and

WHEREAS, the BOCC has by Ordinance No. 88-31, as amended by Ordinance No. 89-8, established the Amelia Island Tourist Development Council (AITDC), adopted a strategic tourism plan; has levied and imposed a two percent (2%) Tourist Development Tax Development Plan for the use of funds derived from such tax; and pursuant to Florida Statutes and the recommendation of the AITDC, the BOCC, in Ordinance No. 2008-16 increased the TDT to three percent (3%); and in Ordinance No. 2010-02 increased the TDT to four percent (4%); and in Ordinance No. 2018-16 increased the TDT to five percent (5%); and

WHEREAS, the AITDC is an advisory board to the BOCC as provided for in Section 125.0104; and

WHEREAS, the funds received by the County from the TDT are restricted tax funds and the expenditure of those funds shall comply with Ordinance No. 88-31, as amended, and Ordinance No. 89-8, as amended, and Florida Statutes and the Florida Administrative Code, and AITDC Policies as approved by the BOCC; and

WHEREAS, pursuant to Section 125.0104, Florida Statutes, the BOCC may engage or sponsor county tourism promotion agencies and has determined that, based on the recommendation of the AITDC, the BOCC shall contract with the Amelia Island Convention and Visitors Bureau (AICVB); and

WHEREAS, the AICVB performs tasks recommended by the AITDC and approved by the BOCC in its capacity of administration and research; and

WHEREAS, the BOCC, based upon the recommendation of the AITDC on August 1, 2022 by execution of AITDC Resolution No. 2022-151 attached hereto as Exhibit "A", finds that the engagement or sponsorship of Amelia Island Chamber Music Festival, Amelia Island Dance Festival, Endless Summer Ride (NFL Bike Club), Island Hop and Songwriters Festival is tourism-related and assists in the development of a County-wide Tourism Strategy and Destination Development Strategic Plan; and

WHEREAS, the utilization of TDT dollars to fund new and enhanced products and events is an integral aspect of successful tourism development in Nassau County, Florida; and

NOW, THEREFORE, BE IT RESOVLED by the BOCC, as follows:

SECTION 1. FINDINGS. The above findings are true and correct and are hereby incorporated herein by reference.

SECTION 2. USE OF TOURIST DEVELOPMENT TAX DOLLARS.

- a. The BOCC authorizes the use of TDT dollars for the engagement or sponsorship of Amelia Island Chamber Music Festival, Amelia Island Dance Festival, Endless Sumer Ride (NFL Bike Club), Island Hop and Songwriters Festival as means to promote tourism in Nassau County, Florida.
- b. The BOCC finds that the use of TDT dollars for the engagement or sponsorship of Amelia Island Chamber Music Festival, Amelia Island Dance Festival, Endless Summer Ride (NFL Bike Club), Island Hop and Songwriters Festival is consistent with Section 125.0104, Florida Statutes and with local Ordinances 88-31, as amended, and 89-8, as amended.
- c. The BOCC approved the appointment of the AICVB to manage the events as provided for in the Agreement (CM2698) between the AICVB and the BOCC, fully executed on July 8, 2019, and utilize such resources necessary for success as recommended by the AITDC and approved by the BOCC.
- d. The recommended amounts of TDT dollars to fund or sponsor the events is as follows:
 1. Amelia Island Chamber Music Festival - \$25,000
 2. Amelia Island Dance Festival - \$10,000
 3. Endless Summer Ride (NFL Bike Club) - \$4,600
 4. Island Hop - \$10,000
 5. Songwriters Festival - \$5,000

Such amounts, pursuant to Ordinance 88-31, as amended, shall be funded from the AITDC budget.

SECTION 3. SCOPE. The BOCC approves the engagement or sponsorship of the events referenced herein and further depicted in Exhibit "A".

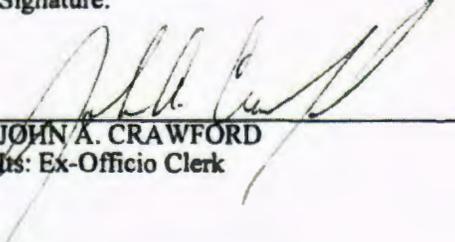
SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

DULY ADOPTED this 3rd day of August, 2022.

**BOARD OF COUNTY COMMISSIONERS OF
NASSAU COUNTY, FLORIDA**


JEFF GRAY
Its: Chairman

**Attest as to Chairman's
Signature:**


JOHN A. CRAWFORD
Its: Ex-Officio Clerk

**Approved as to form by the
Nassau County Attorney:**

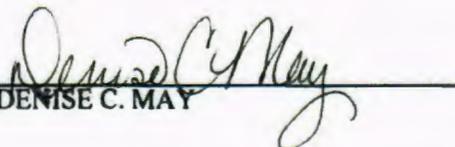

DENISE C. MAY

EXHIBIT "A"

AITDC RESOLUTION NO. 2022-151

AITDC RESOLUTION NO. 2022-151

A RESOLUTION OF THE AMELIA ISLAND TOURIST DEVELOPMENT COUNCIL OF NASSAU COUNTY, FLORIDA RECOMMENDING TO THE BOARD OF COUNTY COMMISSIONERS THE ENGAGEMENT OR SPONSORSHIP OF AMELIA ISLAND CHAMBER MUSIC FESTIVAL, AMELIA ISLAND DANCE FESTIVAL, ENDLESS SUMMER RIDE (NFL BIKE CLUB), ISLAND HOP AND SONGWRITERS FESTIVAL; FINDING THE STRATEGIC PLAN AND USE OF TOURIST DEVELOPMENT TAX DOLLARS WILL ENHANCE VISITOR EXPERIENCES, PROMOTE TOURISM ON AMELIA ISLAND, IN NASSAU COUNTY, AND IN THE STATE OF FLORIDA, AND GROW THE TOURISM MARKET; PROVIDING CERTAIN LEGISLATIVE FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Tourism is a critical component of the Nassau County economy generating over \$850 million in economic impact; supports 1 in 4 jobs; and contributes 36% of all sales taxes collected; and

WHEREAS, the Board of County Commissioners (BOCC) is authorized under Section 125.0104, Florida Statute, to perform those acts, including the expenditure of Local Option Tourist Development Act Tax monies for (1) the marketing of Amelia Island tourism; (2) to increase Tourism Development Tax, herein referred to as the "TDT", revenues; (3) to increase Local Optional Sales Tax revenues; (4) to increase gas revenues; (5) to increase job growth; all of which further the public good for the people of Nassau County, and as such is in the best interest of Nassau County; and

WHEREAS, the BOCC has by Ordinance No. 88-31, as amended by Ordinance No. 89-8, established the Amelia Island Tourist Development Council (AITDC), adopted a strategic tourism plan; has levied and imposed a two percent (2%) Tourist Development Tax Development Plan for the use of funds derived from such tax; and pursuant to Florida Statutes and the recommendation of the AITDC, the BOCC, in Ordinance No. 2008-16 increased the TDT to three percent (3%); and in Ordinance No. 2010-02 increased the TDT to four percent (4%); and in Ordinance No. 2018-16 increased the TDT to five percent (5%); and

WHEREAS, the AITDC is an advisory board to the BOCC as provided for in Section 125.0104, Florida Statutes; and

WHEREAS, the funds received by the County from the TDT are restricted tax funds and the expenditure of those funds shall comply with Ordinance No. 88-31, as amended, and Ordinance No. 89-8, as amended, and Florida Statutes and the Florida Administrative Code, and AITDC Policies as approved by the BOCC; and

WHEREAS, pursuant to Section 125.0104, Florida Statutes, the BOCC may engage or sponsor county tourism promotion agencies and has determined that, based on the recommendation of the AITDC, the BOCC shall contract with the Amelia Island Convention and Visitors Bureau (AICVB); and

WHEREAS, the AICVB performs tasks recommended by the AITDC and approved by the BOCC in its capacity of administration and research; and

WHEREAS, the AITDC, based upon the recommendation of the AICVB, finds that the engagement or sponsorship of Amelia Island Chamber Music Festival, Amelia Island Dance Festival, Endless Summer Ride (NFL Bike Club), Island Hop and Songwriters Festival, as further depicted in Exhibit "A" attached hereto, is tourism-related and assists in the promotion thereof; and

WHEREAS, the utilization of TDT dollars to fund new and enhanced products and events is an integral aspect of successful tourism development in Nassau County, Florida.

NOW, THEREFORE, BE IT RESOLVED by the AITDC, as follows:

SECTION 1. FINDINGS. The above findings are true and correct and are hereby incorporated herein by reference.

SECTION 2. USE OF TOURIST DEVELOPMENT TAX DOLLARS.

- a. The AITDC recommends that the BOCC utilize TDT dollars for the engagement or sponsorship of Amelia Island Chamber Music Festival, Amelia Island Dance Festival, Endless Summer Ride (NFL Bike Club), Island Hop and Songwriters Festival, as further depicted in Exhibit "A" attached hereto, as means to promote tourism in Nassau County, Florida.
- b. The AITDC finds that the use of TDT dollars for the engagement or sponsorship of Amelia Island Chamber Music Festival, Amelia Island Dance Festival, Endless Summer Ride (NFL Bike Club), Island Hop and Songwriters Festival, as further depicted in Exhibit "A" attached hereto, is consistent with Section 125.0104, Florida Statutes and with local Ordinances 88-31, as amended, and Ordinance 89-8, as amended.
- c. The AITDC recommends appointment of the AICVB to manage the events as provided for in the Agreement (CM2698) between the AICVB and the BOCC, fully executed on July 8, 2019, and utilize such resources necessary for success as recommended by the AITDC and approved by the BOCC.

d. The recommended amounts of TDT dollars needed to fund or sponsor the events, as further depicted in Exhibit "A", is as follows:

1. Amelia Island Chamber Music Festival - \$25,000
2. Amelia Island Dance Festival - \$10,000
3. Endless Summer Ride (NFL Bike Club) - \$4,600
4. Island Hop - \$10,000
5. Songwriters Festival - \$5,000

Such amounts, pursuant to Ordinance 88-31, as amended, shall be funded from the AITDC budget.

SECTION 3. SCOPE. The AITDC recommends the BOCC approve the engagement or sponsorship of the events referenced herein and further depicted in Exhibit "A".

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

DULLY ADOPTED this 1st day of August, 2022.

**AMELIA ISLAND TOURIST DEVELOPMENT
COUNCIL OF NASSAU COUNTY, FLORIDA**

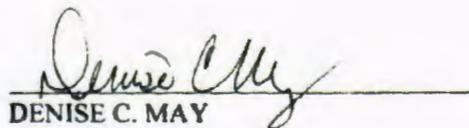


JOHN F. MARTIN, MBA

Its: Chairman

Date: August 1, 2022

Approved as to form by the
Nassau County Attorney:



DENISE C. MAY

Event Funding

	Amount Req	Fiscal Year	Category	Details
AI Chamber Music Festival	\$25,000	'23	Supported	Requesting historical support for Superstar Ukrainian Symphony
AI Dance Festival	\$10,000	'22	Supported	New support request
Endless Summer Ride (NFL Bike Club)	\$4,600	'22	Marketed	Requesting same support from '19
Island Hop	\$10,000	'22	Supported	Requesting same support
Songwriters Festival	\$5,000	'23	Supported	New event

Exhibit "A"

Requests as of 7/7

Form **W-9**
 (Rev. October 2018)
 Department of the Treasury
 Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line, do not leave this line blank.
North Florida Bicycle Club, Inc.

2 Business name/disregarded entity name, if different from above
North Florida Bicycle Club, Inc.

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ **501 (c) 7**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) **N/A**
 Exemption from FATCA reporting code (if any) **N/A**
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
P.O. Box 40995

6 City, state, and ZIP code
Jacksonville, Florida 32203

7 List account number(s) here (optional)
N/A

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
 _____ - _____ - _____

Or
 Employer identification number
5 9 - 3 0 9 4 7 9 1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Mandy A. Clark* Date ▶ **7-16-2022**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Certificate Of Completion

Envelope Id: C2ACDA78B5764740B16A74EB0C13902F Status: Completed
 Subject: Please DocuSign: North Florida Bicycle Club Sponsorship CM3233.pdf, Check Request NF Bicycle Cl...
 Source Envelope:
 Document Pages: 29 Signatures: 9 Envelope Originator:
 Certificate Pages: 6 Initials: 4 Tracy Poore
 AutoNav: Enabled tpoore@nassaucountyfl.com
 Envelopeld Stamping: Enabled IP Address: 50.238.237.26
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

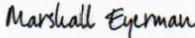
Record Tracking

Status: Original Holder: Tracy Poore Location: DocuSign
 9/12/2022 9:26:45 AM tpoore@nassaucountyfl.com

Signer Events

Signature	Timestamp
Tracy Poore tpoore@nassaucountyfl.com OMB Admin Nassau County BOCC Security Level: Email, Account Authentication (None)	Sent: 9/12/2022 9:34:36 AM Viewed: 9/12/2022 9:39:10 AM Signed: 9/12/2022 9:39:33 AM
Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Marshall Eyerman meyerman@nassaucountyfl.com Assistant County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 9/12/2022 9:39:38 AM Viewed: 9/13/2022 7:27:21 AM Signed: 9/13/2022 7:27:35 AM
Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26		

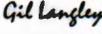
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 9/13/2022 7:27:38 AM Viewed: 9/13/2022 4:04:14 PM Signed: 9/13/2022 4:04:18 PM
Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26		

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 9/13/2022 4:04:21 PM Viewed: 9/14/2022 6:40:55 AM Signed: 9/14/2022 6:41:04 AM
Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26		

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)	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 9/14/2022 6:41:08 AM Viewed: 9/14/2022 7:42:26 AM Signed: 9/14/2022 7:42:49 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	 Signature Adoption: Drawn on Device Using IP Address: 50.238.237.26	Sent: 9/14/2022 7:42:53 AM Viewed: 9/14/2022 10:10:44 AM Signed: 9/14/2022 10:10:53 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Joe Cona jcona52@gmail.com Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 204.145.101.246	Sent: 9/14/2022 10:10:59 AM Viewed: 9/14/2022 11:34:08 AM Signed: 9/16/2022 11:39:53 AM
Electronic Record and Signature Disclosure: Accepted: 9/14/2022 11:34:08 AM ID: b0992b63-7139-42d4-bb48-b8fb07045741		
Gil Langley glangley@ameliaisland.com Amelia Island CVB Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 50.240.115.201	Sent: 9/16/2022 11:39:57 AM Viewed: 9/16/2022 11:43:50 AM Signed: 9/16/2022 11:44:36 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Clerk Finance received boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254	Sent: 9/16/2022 11:44:41 AM Viewed: 9/16/2022 1:17:21 PM Signed: 9/16/2022 1:17:41 PM
Electronic Record and Signature Disclosure: Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059		
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
AICVB billing@ameliaisland.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/16/2022 1:17:46 PM
Clerk Admin clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/16/2022 1:17:50 PM Viewed: 9/16/2022 1:25:12 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	9/12/2022 9:34:36 AM
Certified Delivered	Security Checked	9/16/2022 1:17:21 PM
Signing Complete	Security Checked	9/16/2022 1:17:41 PM
Completed	Security Checked	9/16/2022 1:17:50 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.