

BOCC CONTRACT APPROVAL FORM

CONTRACT TRACKING NO. CM3188-A1

SECTION 1 - GENERAL INFORMATION

Requesting Department: Public Works / Solid Waste Contact Person: Keesha Deetlefs
Telephone: (904) 530-6131 Email: kdeetlefs@nassaucountyfl.com

SECTION 2 - VENDOR INFORMATION

Name: Florida Waterways Inc.
Address: 6950 Phillips Highway Unit 24
City: Jacksonville State: FL Zip Code: 32216
Vendor's Administrator Name: Melissa Schwartz Title: President
Telephone: (904) 801-5253 Email: melissa@floridapond.com

SECTION 3 - VENDOR AUTHORIZED SIGNATORY

Authorized Signatory Name: Jim Schwartz Title: President
Authorized Signatory Email: jim@floridapond.com
(IDENTIFY WHO WILL SIGN THE CONTRACT ON BEHALF OF THE VENDOR. OFFICER/DIRECTOR WITH AUTHORITY TO BIND COMPANY.)

SECTION 4 - CONTRACT INFORMATION

Contract Name: Total Aquatic Pond & Ditch Management
Short Description of Product(s)/Service(s) Being Requested: Aquatic weed control, inspection, spraying, water & bacteria testing, treatments to maintain control of excessive growth of aquatic vegetation

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

Procured Method: Quotes ITB RFP RFQ Piggyback Exemption Sole Source Single Source
 Other: _____

Amount of Initial Contract Term: \$30,120.00 (initial 3 year term) with 2, one year renewl options

Amount of Renewal Options (if applicable): Year 1: \$ 10,040.00 Year 2: \$ 10,040.00
Year 3: _____ Year 4: _____

Total Amount of Contract (Initial Term + Renewal Options): \$50,200.00 (Estimate if necessary)

Account Number: 01362534-546710, 01361534-546710, 01363534-546710, 03404541-546710, 71500536-546020

Source of Funds: County State Federal Other: _____

County Authorized Signatory: BOCC Chairman County Manager
(IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC)

SECTION 5 - INSURANCE

Insurance Category: Category L Category M Category H Other: _____

Risk Manager Initials: MP

SECTION 6 - AMENDMENT INFORMATION

Contract Tracking No: CM3188 Amendment No: 1

Type of Amendment: Renewal Time Extension with Increase Time Only Extension Additional Scope
 Supplemental Agreement Other: _____

Contract Amount with Previous Amendments: \$ 30,120.00 Amount of this Amendment: \$ 10,040.00

New Contract Amount including this Amendment: \$ 40,160.00

Account Code Change From: _____ To: _____

County Authorized Signatory: BOCC Chairman County Manager
(IDENTIFY WHO WILL SIGN AMENDMENT ON BEHALF OF BOCC)

BD

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

- | | |
|---|--|
| 1. <u>Doug Podiak</u> <u>5/14/2025</u>
Department Head/Contract Manager Date | 3. <u>Ranace Helmore</u> <u>5/16/2025</u>
Procurement Date
<i>(Signature required only if procurement related)</i> |
| 2. <u>Chris Lacambra</u> <u>5/14/2025</u>
Office of Mgmt. & Budget Date | 4. <u>Denise C. May, Esq., BCS</u> <u>5/19/2025</u>
County Attorney Date |

EM 5/19/2025

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

[Signature] 5/19/2025
County Manager Date

FIRST AMENDMENT TO CONTRACT

THIS FIRST AMENDMENT TO THE CONTRACT FOR TOTAL AQUATIC POND & DITCH MANAGEMENT SERVICES (hereinafter “Amendment”) is made by and between the Board of County Commissioners of Nassau County, Florida, a political subdivision of the State of Florida (hereinafter the “County”), and Florida Waterways, Inc., a business having its primary business location at 6950 Philips Highway, Unit 24, Jacksonville, FL 32216, (hereinafter the “Vendor”).

WITNESSETH:

WHEREAS, the Parties previously entered into a Contract for Total Aquatic Pond & Ditch Management Services, dated May 23, 2022 (hereinafter “Contract”); and

WHEREAS, the initial term of the Contract terminates on June 30, 2025, which may be renewed in one-year increments for up to two additional years; and

WHEREAS, the Parties now desire to amend the Contract terms and conditions subject to the provisions contained herein.

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, the Parties do agree to amend the Contract as follows:

SECTION 1. The Parties hereby agree to extend the Contract for one (1) year pursuant to Section 19. of the Contract, and the Contract shall now terminate on June 30, 2026.

SECTION 2. The Contract is hereby amended to increase the total amount of compensation paid to the Vendor by \$10,040.00 for the first renewal term, for a total compensation amount of \$40,160.00 for the full term (including the initial term and one-year extension).

SECTION 3. Upon execution of this Amendment and in accordance with Section 787.06, Florida Statutes, the Vendor shall provide an affidavit to the County, on a form approved by the County, signed by an officer or representative of the Vendor under penalty of perjury attesting that the Vendor does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

SECTION 4. All other terms and conditions of the Contract not inconsistent with the provisions of this Amendment shall remain the same and in full force and effect.

[The remainder of this page left intentionally blank.]

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed by its duly authorized representatives, effective as of the last date below.

THE COUNTY

BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA

Signature:  _____

Print Name: Taco E. Pope AICP-ICMA-CM

Title: County Manager

Date: 5/19/2025

REVIEWED FOR LEGAL FORM AND CONTENT:

Denise C. May, Esq., BCS
DENISE C. MAY, County Attorney

Florida Waterways, Inc.

Signature:  _____

By: Jim Schwarz

Title: President

Date: 5/16/2025

Certificate Of Completion

Envelope Id: 82D86FAD-A840-4350-8342-964F8C481CA0
Subject: CM3188-A1 Florida Waterways for Total Aquatic Pond & Ditch Management \$3346.68
Source Envelope:
Document Pages: 4
Certificate Pages: 7
AutoNav: Enabled
Envelopeld Stamping: Enabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
Keesha Deetlefs
kdeetlefs@nassaucountyfl.com
IP Address: 50.238.237.26

Record Tracking

Status: Original
5/14/2025 7:48:37 AM

Holder: Keesha Deetlefs
kdeetlefs@nassaucountyfl.com

Location: DocuSign

Signer Events

Signature

Timestamp

Becky Diden
bdiden@nassaucountyfl.com
Recycle Coordinator
Nassau County BOCC
Security Level: Email, Account Authentication
(None)

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

Sent: 5/14/2025 8:01:02 AM
Viewed: 5/14/2025 8:27:28 AM
Signed: 5/14/2025 8:27:34 AM

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Doug Podiak
dpodiak@nassaucountyfl.com
Facilities Director
Nassau County BOCC
Security Level: Email, Account Authentication
(None)

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

Sent: 5/14/2025 8:27:35 AM
Viewed: 5/14/2025 9:21:15 AM
Signed: 5/14/2025 9:21:29 AM

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Tracy Poore
tpoore@nassaucountyfl.com
OMB Admin
Nassau County BOCC
Security Level: Email, Account Authentication
(None)

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

Sent: 5/14/2025 9:21:31 AM
Viewed: 5/14/2025 10:33:44 AM
Signed: 5/14/2025 10:36:12 AM

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)

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

Sent: 5/14/2025 10:36:13 AM
Viewed: 5/14/2025 10:37:27 AM
Signed: 5/14/2025 10:37:54 AM

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Signer Events	Signature	Timestamp
<p>Michelle Proctor mproctor@nassaucountyfl.com Risk Manager Security Level: Email, Account Authentication (None)</p>	<p><i>MP</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 5/14/2025 10:37:57 AM Viewed: 5/14/2025 10:38:41 AM Signed: 5/14/2025 10:38:54 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Lanaee Gilmore</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 5/14/2025 10:38:56 AM Viewed: 5/16/2025 11:16:50 AM Signed: 5/16/2025 11:16:58 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Jim Schwartz jim@floridapond.com President Security Level: Email, Account Authentication (None)</p>	<p><i>JS</i></p> <p>Signature Adoption: Drawn on Device Using IP Address: 2607:fb90:3e85:83fc:457:5213:3b9f:31d2 Signed using mobile</p>	<p>Sent: 5/16/2025 11:17:01 AM Viewed: 5/16/2025 11:22:04 AM Signed: 5/16/2025 11:22:56 AM</p>
<p>Electronic Record and Signature Disclosure: Accepted: 5/16/2025 11:22:04 AM ID: 3ee3de5e-2eba-4f5c-91d9-4993ea9285f8</p>		
<p>Elizabeth Moore emoore@nassaucountyfl.com Assistant County Attorney Nassau County Security Level: Email, Account Authentication (None)</p>	<p><i>EM</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 5/16/2025 11:23:00 AM Viewed: 5/16/2025 3:14:53 PM Signed: 5/19/2025 9:13:12 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Denise C. May, Esq., BCS dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Denise C. May, Esq., BCS</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 5/19/2025 9:13:16 AM Viewed: 5/19/2025 9:15:47 AM Signed: 5/19/2025 9:16:13 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p>	<p><i>Taco Pope</i></p> <p>Signature Adoption: Drawn on Device Using IP Address: 50.238.237.26</p>	<p>Sent: 5/19/2025 9:16:16 AM Viewed: 5/19/2025 9:48:03 AM Signed: 5/19/2025 9:48:34 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		

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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.

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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>.

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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.

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- 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.