

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 02/07/2024

Contract/Lease Control #: C19-2750-PW

Procurement#: 51-18

Contract/Lease Type: AGREEMENT – AMENDMENT 3

Award To/Lessee: CONSOR ENGINEERS, LLC

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/01/2018

Expiration Date: 02/29/2024

Description of: GENERAL ENGINEERING SERVICES FOR PW

Department: PW

Department Monitor: AUTREY

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: jautrey@myokaloosa.com

Closed: _____

CC: BCC RECORDS

**PROCUREMENT/CONTRACT/LEASE
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C19-2750-PW Tracking Number: 506724
Procurement/Contractor/Lessee Name: American Consully Eng'ers Grant Funded: YES ___ NO X
Purpose: name change to Consor Engineers
Date/Term: 2-29-24 1. GREATER THAN \$100,000
Department #: _____ 2. GREATER THAN \$50,000
Account #: _____ 3. \$50,000 OR LESS
Amount: per task order
Department: PW Dept. Monitor Name: Aubrey

Purchasing Review

Procurement or Contract/Lease requirements are met: DeRita Mason Date: 7-17-24
Purchasing Manager or designee: _____ DeRita Mason, Erin Poole, Amber Hammonds

2CFR Compliance Review (if required)

Approved as written: no federal law Grant Name: _____ Date: _____
Grants Coordinator: _____ Suzanne Ulloa

Risk Management Review

Approved as written: see email attached Date: 7-17-24
Risk Manager or designee: _____ Lydia Garcia

County Attorney Review

Approved as written: see email attached Date: 1-23-24
County Attorney: _____ Lynn Hoshihara, Kerry Parsons or Designee

Department Funding Review

Approved as written: _____ Date: _____

Approved as written: _____ Date: _____

C19-2750-PW
CONSOR ENGINEERS, LLC
General Engineering Services for PW
Expires: 02/29/2024

DeRita Mason

From: Odessa Cooper-Pool
Sent: Wednesday, January 17, 2024 3:28 PM
To: DeRita Mason; Lynn Hoshihara
Cc: Kerry Parsons
Subject: RE: C19-2750-PW name change
Attachments: C19-2750-PW attachement.pdf; c19-2750-PW name change.docx

Good afternoon DeRita,

The name change for contract C19-2750 to Consor Engineers, LLC has been reviewed and is approved by Risk Management for insurance purposes. No changes were made to the insurance requirements.

Thank you,

Odessa Cooper-Pool

Public Records & Contracts Specialist | Risk Management
Okaloosa County BCC
302 N. Wilson Street, Crestview, FL 32536
Office: 1-850-689-4111



“And, when you want something, all the universe conspires in helping you to achieve it.”— Paulo Coelho, *The Alchemist*

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: DeRita Mason <dmason@myokaloosa.com>
Sent: Wednesday, January 17, 2024 12:07 PM
To: Lynn Hoshihara <lhoshihara@myokaloosa.com>
Cc: Kerry Parsons <kparsons@ngn-tally.com>; Odessa Cooper-Pool <ocooperpool@myokaloosa.com>
Subject: C19-2750-PW name change

Good afternoon,
Please review and approve the attached.
Thank you,

DeRita Mason

DeRita Mason

From: Parsons, Kerry <KParsons@ngn-tally.com>
Sent: Tuesday, January 23, 2024 2:13 PM
To: DeRita Mason; Lynn Hoshihara
Subject: RE: Urgent RE: C19-2750-PW name change
Attachments: c19-2750-PW name change.docx

See attached revisions. The assignment is approved as revised.

Kerry A. Parsons, Esq.



1500 Mahan Dr. Ste. 200
Tallahassee, FL 32308
T. (850) 224-4070
kparsons@ngn-tally.com

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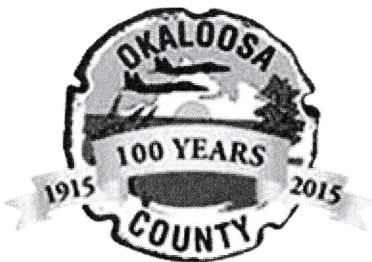
From: DeRita Mason <dmason@myokaloosa.com>
Sent: Tuesday, January 23, 2024 11:04 AM
To: lhoshihara@myokaloosa.com
Cc: Parsons, Kerry <KParsons@ngn-tally.com>
Subject: Urgent RE: C19-2750-PW name change
Importance: High

Kerry,

Could you review the attached this morning? Craig has asked that we get all agenda items done by close of business today and this one needs to make it on the agenda.

Thank you,

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP
Purchasing Manager

**ASSIGNMENT OF CONTRACT WITH AMERICAN CONSULTING ENGINEERS OF
FLORIDA, LLC FOR GENERAL ENGINEERING SERVICES FOR PW**

CONTRACT # C19-2750-PW

This Assignment and Amendment to Contract # C19-2750-PW is hereby entered into this 6th day of February, 2024, by and between the Okaloosa County Board of County Commissioners (“County”) and Consor Engineers, LLC. (“Consultant”) a limited liability company certified to do business in the state of Florida.

WITNESSETH:

WHEREAS, the County and the Contractor entered into the Contract effective October 1, 2018 (“Contract”); and

WHEREAS, Consor Engineers, LLC acquired the contract from American Consulting Engineers of Florida, LLC on January 1, 2024; and

WHEREAS, the County has determined that it is necessary to amend the Contract to reflect the change in vendor name.

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to assign and amend the Contract # C19-2750-PW as follows:

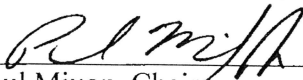
1. Consor Engineers, LLC. has agreed to assume American Consulting Engineers of Florida, LLC, liabilities and obligations under the Contract.
2. The County consents to the assignment as set forth above.
3. Contractor information under the Contract is changed to:
Consor Engineers, LLC
14142 Denver West Parkway, Suite 250
Lakewood, CO 80401
4. This ASSIGNMENT shall be retro-effectively dated to be effective on January 1, 2024.
5. **VENDORS ON SCRUTINIZED COMPANIES LISTS:** By executing this Agreement, the Contractor, certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may immediately terminate this Agreement for cause if the Contractor is found to have submitted a false certification as to the above or if the Contractor is placed on the Scrutinized Companies that Boycott Israel List, is engaged

in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the Contractor has submitted a false certification, the County will provide written notice to the Contractor. Unless the Contractor demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the Contractor. If the County's determination is upheld, a civil penalty equal to the greater of \$2 million or twice the amount of this Agreement shall be imposed on the Contractor, and the Contractor will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by Contractor. If federal law ceases to authorize the states to adopt and enforce the contracting prohibition identified in this Section shall be null and void

6. All other provisions of the Contract shall remain in full force and effect. (Updated insurance provisions are attached and made a part of the contract)

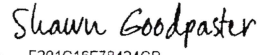
IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed on the last date herein written below.

OKALOOSA COUNTY, FLORIDA

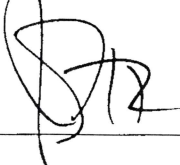

Paul Nixon, Chairman
Date: 2/6/2024

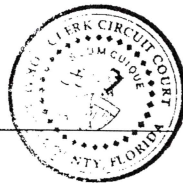


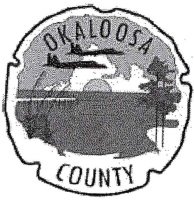
CONSOR ENGINEERS, LLC

DocuSigned by:
BY: 
F291C16F78424CB
Title: General Counsel
Date: 1/23/2024 | 4:29:24 PM EST

ATTEST:


J.D. Peacock III, Clerk





C19-2750-PW
CONSOR ENGINEERS, LLC
General Engineering Services for PW
Expires: 02/29/2024

**BOARD OF COUNTY COM
AGENDA REQUEST**

DATE: February 6, 2024
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Jason Autrey
SUBJECT: Amendment 3 to Contract C19-2750-PW for Name & W9 Changes
DEPARTMENT: Public Works
BCC DISTRICT: All

STATEMENT OF ISSUE: Request approval of Amendment 3 to contract C19-2750-PW American Consulting Engineers, Inc., for the consolidation of legal entities with Consor Engineers, LLC, changing the entity's name and W9 designation.

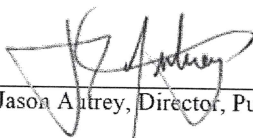
BACKGROUND: On November 6, 2018 the County entered into an agreement (C19-2750-PW) with American Consulting Engineers, Inc for services under a Professional Master Service Agreement. On September 13, 2023 the original agreement date was extended by Amendment 2 which expires February 29, 2024.

On January 10, 2024 the Public Works Department received a letter and new W9 form (attached) from Consor Engineers, LLC informing the County that Consor is consolidating American Consulting Engineers of Florida, LLC and its subsidiaries into the Consor brand effective January 1, 2024. As a result, American Consulting Engineers name and Federal Tax Identification Number has changed. American Consulting Engineers currently has several outstanding task orders with the County totaling over \$200,000 and an Amendment to the original contract is necessary.

OPTIONS: Approve/Deny

RECOMMENDATIONS: Motion to approve Amendment 3 to contract C19-2750-PW with American Consulting Engineers, LLC for the consolidation of legal entities with Consor Engineers, LLC, changing the entity's name and W9 designation.

RECOMMENDED BY:



Jason Autrey, Director, Public Works 1/30/2024

APPROVED BY:



John Hofstad, County Administrator 1/31/2024

Notification of Change

CONSOLIDATION OF LEGAL ENTITIES AND BRANDS

January 1, 2024

Okaloosa County
5479A Old Bethel Road
Crestview, FL 32536 United States

C19-2750-PW
CONSOR ENGINEERS, LLC
General Engineering Services for PW
Expires: 02/29/2024



or Elevates Transportation
ence in the Southeast with
Acquisition of American
Consulting Professionals

RE: Client Contract: C19-2750-PW General Engineering Svcs for Public Wrks

Consor is excited to announce the consolidation of American Consulting Engineers of Florida, LLC and its subsidiaries, into the Consor brand. Effective January 1, 2024, Consor announced a consolidation of our legal entities and brands to better serve our partners and clients with our collective resources across the country.

Pursuant to our contract requirements, we hereby notify you of our entity's name change. As a result, the following changes have been made.

American Consulting Engineers of Florida, LLC (FEIN 04-3682340) and its subsidiaries, American Consulting Professionals, LLC (FEIN 65-1167239), Digital Tap, LLC (FEIN 04-3682340) and Charlotte Engineering & Surveying, LLC (FEIN 59-1938257), has assigned all its employees and projects to the parent company, Consor Engineers, LLC (FEIN 59-3221706).

Banking: As a result of this change, we have updated our remittance instructions for future payments. Please see the attached updated W-9 and a letter from CIBC with Consor Engineers, LLC banking information. If additional ACH registrations are required, we kindly ask that you send any related forms to legal@consoreng.com for processing.

Remittance Address for Consor Engineers, LLC
14142 Denver West Parkway
Suite 250
Lakewood, CO 80401
Bank: CIBC Bank USA
Routing Number: 071006486
Account Type: Checking
Account Number: 2764563
ar@consoreng.com

Insurance: Our insurance relationship is unchanged, however, for updated certificates of insurance (and bonds and other required documentation as applicable and specified by client) please contact legal@consoreng.com, and we will provide updated documents if you have not already received them directly from Lockton. Lockton will be sending updated certificates as part of the annual policy year renewal on January 1, 2024 to all current certificate holders.

Assignment Template: If an assignment is required due to this notice, our assignment template can be found at www.consoreng.com/assignment. Email legal@consoreng.com and we will prepare this document for execution.

If further actions are required for our active contracts, please let us know and we will address these items expeditiously. For changes to any related contracts, please email legal@consoreng.com directly where our contracts team is ready to address questions and/or requests. We look forward to continuing to work with you as we expand our capabilities and offerings.

Regards



Matthew Cass, PE
Senior Vice President of Operational Excellence & Risk
matthew.cass@consoreng.com

RCVD JD PEACOCK II FIN
JAN 10 2024 AM 8:58

Request for Taxpayer Identification Number and Certification

Give Form to the

▶ Go to www.irs.gov/FormW9 for instructions

C19-2750-PW
CONSOR ENGINEERS, LLC
General Engineering Services for PW
Expires: 02/29/2024

Print or type. See specific instructions on page 3.

<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave blank. Conсор Engineers, LLC</p> <p>2 Business name/disregarded entity name, if different from above</p> <p>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.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input type="checkbox"/> C Corporation</p> <p><input type="checkbox"/> S Corporation</p> <p><input type="checkbox"/> Partnership</p> <p><input type="checkbox"/> Trust/estate</p> <p><input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <u>S</u></p> <p><small>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.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶</p> <p>5 Address (number, street, and apt. or suite no.) See instructions. 14142 Denver West Parkway, Suite 250</p> <p>6 City, state, and ZIP code Lakewood, CO 80401</p> <p>7 List account number(s) here (optional)</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p> <p>Requester's name and address (optional)</p>
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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 2 2 1 7 0 6	

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 ▶	Date ▶ 01/01/2024
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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-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 *How to Get a TIN* for more information.

JAN 10 2024 AM 8:58



CIBC COMMERCIAL BANKING

C19-2750-PW
CONSOR ENGINEERS, LLC
General Engineering Services for PW
Expires: 02/29/2024

December 5, 2023

Conzor Engineers LLC
Attn: Stephen Danis
14142 Denver W Parkway
Lakewood, CO 80401

Dear Steve:

This letter confirms that Consor Engineers LLC maintains a banking relationship with CIBC Bank.

The following instructions can be used for Wire Transfer and ACH Payments

CIBC Bank - 120 S LaSalle Street - Chicago IL 60603
Conzor Engineers LLC - account 2764563
Routing number - 071006486

If you need anything further feel free to contact me at 312-564-1323.

Sincerely,

**Coleen M.
Murphy**

Digitally signed by Coleen
M. Murphy
Date: 2023.12.05 15:00:29
-06'00'

Coleen M. Murphy
Associate Managing Director