

CONTRACT APPROVAL FORM

(Contract Management Use only)

CONTRACT TRACKING NO.

Cm1523-A2

CONTRACTOR INFORMATION

Name: Laura LaRoche

Address: 27605 Missouri Street Hilliard Florida 32046
City State Zip

Contractor's Administrator Name: _____ Title: _____

Tel#: 904-651-7336 Fax#: _____ Email: llaroche@ufl.edu

CONTRACT INFORMATION

Contract Name: Custodial Service Contract Value: \$50.00 each rental

Brief Description: Hilliard County Building - Custodian is to insure all rental and hold harmless agreements are executed all deposit and rental fees are collected. Maintain the building in a clean manner as described in the contract agreement.

Contract Dates _____ to _____ Status: New Renew Amend# _____ WA/Task Order

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

If Processing an Amendment:

Contract #: CM1523-A2 Increase Amount of Existing Contract: _____ No Increase N/A

New Contract Dates: November 20, 2011 to November 19, 2012 TOTAL OR AMENDMENT AMOUNT: _____

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- | | | | |
|----|--|-------------------|------------------------|
| 1. | <u>Daneus Miller</u> | <u>10-27-2011</u> | <u>01193519-534103</u> |
| | Department Head Signature | Date | Funding Source/Acct # |
| 2. | <u>Charlotte Young</u> | <u>11-7-11</u> | |
| | Contract Management | Date | |
| 3. | <u>[Signature]</u> | <u>11-7-11</u> | |
| | County Attorney (approved as to form only) | Date | |
| 4. | <u>[Signature]</u> | <u>11-8-11</u> | |
| | Office of Management & Budget | Date | |

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Comments: _____

COUNTY COORDINATOR - FINAL SIGNATURE APPROVAL

Ted Selby 11/8/11
County Manager Date

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

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

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AMENDMENT NUMBER 2/SECOND EXTENSION TO THE
CUSTODIAL SERVICES AGREEMENT

THIS ADDENDUM entered into this 8th day of November, 2011 by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA**, a political subdivision of the State of Florida, (hereinafter referred to as "County") and **LAURA LAROCHE**, 27605 Missouri Street, Hilliard, FL, 32046, (hereinafter referred to as "Independent Contractor").

WHEREAS, the parties entered into an Agreement dated November 20, 2009, for Custodial Services for Hilliard County Building; and

WHEREAS, the original agreement provided for an initial term of November 20, 2009 through November 19, 2010 and provided for one year renewals upon mutual agreement of the parties; and

WHEREAS, the parties agreed to extend the agreement for the period beginning November 20, 2010 and ending November 19, 2011; and

WHEREAS, the parties desire to extend said Agreement.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. In accordance with Section 3 of the Agreement dated November 20, 2009, the performance period is hereby extended for an additional one (1) year beginning November 20, 2011 and ending November 19, 2012.
2. All other provisions of said Agreement not in conflict with this Addendum shall remain in full force and effect.
3. Time is of the essence.

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA



TED SELBY, COUNTY MANAGER
Its: Designee

[SIGNATURES CONTINUE ON NEXT PAGE - REMAINDER OF PAGE
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