

CS-23-279

**WORK AUTHORIZATION #11  
NASSAU COUNTY  
BOARD OF COUNTY COMMISSIONERS**

<b>Consultant:</b>	Advanced Roofing, Inc.
<b>Contract Number:</b>	CM3379
<b>Contact Name:</b>	Jason Carruth
<b>Contact Number:</b>	(904) 826-3860
<b>Email:</b>	Jasonc@advancedroofing.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Roof Repairs – Callahan Ballpark – 34100 Ballpark Rd, Callahan, FL			
		CONTRACT OVERVIEW	
<b>Date Submitted</b>	3/18/2024	<b>Total of Previous Authorizations</b>	\$94,118.21
<b>Amount</b>	\$22,245.75	<b>This Work Authorization</b>	\$22,245.75
<b>Scheduled Completion</b>	Approximately 30 days from issuance of a NTP.	<b>New Contract Amount including this work authorization</b>	\$116,363.96

This Work Authorization is to the AGREEMENT between Nassau County and Advanced Roofing, Inc. (“Vendor”) for on call roofing services, dated June 12, 2023. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Vendor shall provide roof repair services in accordance with the Vendor’s Proposal dated March 5, 2024, a copy of which is attached hereto as Exhibit “A”.

ARTICLE 2. Time Schedule

Vendor anticipates being able to complete the work within approximately thirty (30) days from the issuance of a *Notice to Proceed* (NTP).

ARTICLE 3. Budget

Vendor will perform the services outlined herein for the lump sum amount of Twenty-Two Thousand, Two Hundred Forty-Five Dollars and 75/100 (\$22,245.75). Vendor will be using rates previously established under Contract CM3379.

ARTICLE 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or

inadvertently, shall have no force or effect. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

Any Work Authorization entered into prior to expiration or termination set forth in the AGREEMENT shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof.

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In presenting this Work Authorization, Vendor agrees that:

Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed scope of services are attached.

AGREED TO BY:

BY: Jason Carruth  
Print Name: Jason Carruth  
Title: Vice President  
Date: 3/19/2024

[This space intentionally left blank.]

**RECOMMENDED AND APPROVED BY NASSAU COUNTY:**

Department Head/Managing Agent: Doug Podiak

Procurement: Lanace Melmore

Office of Management & Budget: Chris Lacambra *JP*

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

County Attorney: Denise C. May *DJ*  
Denise C. May

ACCOUNT NO.: 01075572-546000



**Florida's Premiere Commercial Roofing Contractor**  
Committed to Quality

**To:**  
Tony Lombardi  
Callahan Ballpark  
Nassau County Callahan Ballpark  
904-753-6435

**Date:**  
March 05, 2024

**Job Name:**  
Callahan Ballpark - 395021

**Address:**  
Callahan Ballpark/34100 Ballpark rd, Callahan, FL 32011

**Reference:**  
Nassau Co. Contract #CM3379

We are pleased to submit the following proposal for your consideration on the above referenced premises as follows. We agree to provide all labor, material, tools, equipment and proper insurance with excess liability of twelve (12) million dollars.

#### **PERMITTING AND TESTING**

Permitting and testing that is required to secure a roofing permit is included in our bid proposal. The following test will be completed in order to pull your permit:

1. Florida Product Approval (FPA) or Miami Dade County Notice of Acceptance (NOA) for the proposed system as required.
2. Roof plan with elevations of deck and parapet walls.
3. Notice of Commencement filing with the county and fees before the start of the project.

#### **PREPARATORY WORK**

1. Cut and remove all existing roofing down to the plywood deck. Remove only as much roofing in one working day period that can be replaced. Water cut off to be installed at the end of each working day to assure a watertight condition.
2. Remove roofing debris and cart away to the local dump site or landfill.

#### **STEEP SLOPE ROOFING**

1. Re-nail existing sheathing to comply with current code requirements.
2. Install one (1) ply of Peel and Stick underlayment to entire roof
3. Install flashing details, eaves drip, valley metal and VTR boots.
4. Install fiberglass/asphalt 3-dimensional shake shingles per manufacturer's specifications. Shingles to have twenty (20) year manufacturer's warranty. Color to be selected by owner.
5. Install hip and ridge shingles.

#### **MISCELLANEOUS INSTALLATIONS**

1. City or county roofing permit.

#### **CLARIFICATION & EXCLUSIONS**

1. All costs associated with utility line interface with roofing activities are excluded from this proposal. If utilities exist on the roof it is the owner's responsibility to pay for any required utility protection, shutdown, and standby power to allow for ARI to safely execute the project.
2. Recover scope of work contingent upon acceptable moisture survey/bonded uplift test results per local building code requirements.

#### **MATERIAL WARRANTY**

20 year guarantee on materials only by GAF

#### **CONTRACTOR'S WARRANTY**

Two (2) year guarantee on materials and labor by Advanced Roofing, Inc.

Please note, the quoted price of any selected alternate shall be deemed added to the contract price. If an alternate requires a Preventative Maintenance Agreement with Advanced Roofing, the cost of the Preventative Maintenance Agreement shall also be deemed added to the contract price.

**QUOTATION**

FOR THE SUM OF TWENTY-TWO THOUSAND NINETY-THREE DOLLARS AND FIFTEEN CENTS \$22,245.75

**UNIT PRICES**

**THESE PRICES WILL ONLY GO INTO EFFECT IF DURING THE TEAR OFF PROCESS IF DAMAGED 2X4 LUMBER/DAMAGED PLYWOOD DECKING IS DISCOVERED AND NEEDS TO BE REPLACED. IF THAT DOES OCCUR, ADVANCED ROOFING WILL THEN PROVIDE A MATERIAL QUOTE FOR THE REQUIRED AMOUNT OF LUMBER/PLYWOOD TO BACK UP THE COST OF THE REPLACEMENT.**

Replace Damaged or Deteriorated 2x4	\$4.00 per LF
Replace Damaged or Deteriorated Plywood Decking	\$85.00 per Sheet

**Nassau Co. contract #CM3379**

**Nassau County Baseball Bathroom & Concession Building**

**Labor breakdown**

Labor cost per man per hour is \$65.00

Crew size 4

	<b>Hours</b>	<b>Rate</b>	<b>Labor total</b>
<b>Labor total</b>	275	\$65.00	\$17,875.00

**Materials breakdown**

Product description	Ord Qty	Ord Un	Unit Price	Net Cost
GAF Starter shingles	2	BUNDLE	\$ 48.00	\$96.00
GAF Architectual Shingles	21	SQUARE	\$ 115.00	\$2415.00
Eave Drip	190	LF	\$ 0.95	\$180.50
GAF Seal a Ridge	6	EACH	\$ 57.00	\$342.00
1 1/4 in Coil Nails	2	BOX	\$ 55.00	\$110.00
Button Cap Stinger	1	BOX	\$ 53.00	\$53.00
3 Gallon Roof Cement	4	PAIL	\$ 53.75	\$215.00
1-1/2 in lead boot	4	EACH	\$ 12.50	\$50.00
3 in lead boot	3	EACH	\$ 19.75	\$59.25
Weather Watch 2sq (peel & stick)	10	ROLL	\$ 85.00	\$850.00



Subtotal

\$4370.75

**Other Total costs**

**\$4,370.75**

**Job cost total**

**\$22,245.75**



Jacksonville  
3003 Phillips Hwy  
Jacksonville, FL 32207

**QUOTE****08-0011166843**

**Account:** ADVROO 0001  
**Branch:** 08JAX  
**Phone:** (954)-522-6868  
**Fax:** ( )- -

**Bill To:** ADVANCED ROOFING, INC.  
1950 NW 22ND STREET  
FORT LAUDERDALE, FL 33311

**Ship To:**

Page 1 of 2

QUANTITY		UOM	ITEM/DESCRIPTION	PRICE/UOM	AMOUNT
<b>PO:</b> CALLAHAN BALL <b>Ref:</b> <b>Job:</b>					
<b>Exp Delv Date:</b> 03/04/24		<b>Sales</b> TCRANE		<b>Type:</b> 01CTRPUP	
<b>Activation Date:</b> 03/01/24		<b>Agents</b>		<b>Quoted For:</b> DALE	
<b>Close Date:</b> 03/31/24				<b>Quoted By:</b> TCRANE	
				<b>Ship Via:</b> *CPU	
QUANTITY	UOM	ITEM/DESCRIPTION	PRICE/UOM	AMOUNT	
21	SQ	THDZWW (63) BUNDLES WEATHERWOOD HDZ TIMBERLINE LIFETIME HIGH DEFINITION	115.00/SQ	2,415.00	
2	BDL	GAFSS GAF PROSTART STARTER (13"x38"120.33 LF/BD) 51/PALLET	48.00/BDL	96.00	
6	BDL	SARWW SEAL-A-RIDGE WEATHERWOOD -GAF (25LFT/BDL) 48/PALLET	57.00/BDL	342.00	
2	BOX	COIL114 1 1/4" COIL NAILS*	55.00/BOX	110.00	
1	BOX	PCCOIL 1" STINGER NAILPAC-2,000 COUNT* #0136260	53.00/BOX	53.00	
4	PAIL	TAP2100 TAPCO #2100 FLASHING CEMENT 3 GAL/PAIL-WET/DRY	53.75/PAIL	215.00	
4	EACH	ELB15 1.5" ECONOMY LEAD BOOT-2.5#*	12.50/EACH	50.00	
3	EACH	ELB3 3" ECONOMY LEAD BOOT* -2.5#	19.75/EACH	59.25	
10	ROLL	GAFWW2 WEATHER WATCH GRANULAR -GAF SURFACED LEAK BARRIER (2SQ/ ROLL) BOX=20/PALLET ROLLS=25/PALLET	85.00/ROLL	850.00	





Jacksonville  
3003 Phillips Hwy  
Jacksonville, FL 32207

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<b>08-0011166843</b>

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1950 NW 22ND STREET  
FORT LAUDERDALE, FL 33311

**Ship To:**

<b>PO:</b> CALLAHAN BALL	<b>Ref:</b>	<b>Job:</b>
<b>Exp Delv Date:</b> 03/04/24	<b>Sales</b> TCRANE	<b>Type:</b> 01CTRPUP
<b>Activation Date:</b> 03/01/24	<b>Agents</b>	<b>Quoted For:</b> DALE
<b>Close Date:</b> 03/31/24		<b>Quoted By:</b> TCRANE
		<b>Ship Via:</b> *CPU

QUANTITY	UOM	ITEM/DESCRIPTION	PRICE/UOM	AMOUNT
190	LF	EICHBR (19) PCS 26 GA. GALVANIZED EAVE DRIP* 6" W/2 1/2" FACE-BROWN	0.95/LF	180.50
		Subtotal		4,370.75
		Sales Tax 7.5%		327.83



**Total:** **\$4,698.58**



**Certificate Of Completion**

Envelope Id: FED9DD4AA5B147AB91BFE39D833C5FF1	Status: Completed
Subject: Work Authorization #11 (CM3379) Advanced Roofing \$22,245.75 Callahan Ballpark Roof Repairs	
Source Envelope:	
Document Pages: 10	Signatures: 9
Certificate Pages: 6	Initials: 4
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Idalia Gutierrez
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	igutierrez@nassaucountyfl.com
	IP Address: 50.238.237.26


**Record Tracking**

Status: Original	Holder: Idalia Gutierrez	Location: DocuSign
3/18/2024 10:50:20 AM	igutierrez@nassaucountyfl.com	


**Signer Events**

Signer Events	Signature	Timestamp
Doug Podiak dpodiak@nassaucountyfl.com Facilities Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 3/18/2024 10:59:20 AM Viewed: 3/18/2024 11:00:05 AM Signed: 3/18/2024 11:00:50 AM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	


**Electronic Record and Signature Disclosure:**  
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Tracy Poore tpoore@nassaucountyfl.com OMB Admin Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 3/18/2024 11:00:52 AM Viewed: 3/18/2024 11:09:15 AM Signed: 3/18/2024 11:10:08 AM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

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chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 3/18/2024 11:10:10 AM Viewed: 3/18/2024 12:06:52 PM Signed: 3/18/2024 1:23:27 PM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

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Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 3/18/2024 1:23:29 PM Viewed: 3/19/2024 12:27:58 PM Signed: 3/19/2024 12:28:03 PM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

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Signer Events	Signature	Timestamp
<p>Jason Carruth  jasonc@advancedroofing.com  Vp  Advanced Roofing Inc.  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Accepted: 3/19/2024 12:33:10 PM  ID: c9c8de48-fa52-4f0e-aa18-27c51b4e3435</p>	<p><i>Jason Carruth</i></p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 97.68.151.154</p>	<p>Sent: 3/19/2024 12:28:05 PM  Viewed: 3/19/2024 12:33:10 PM  Signed: 3/19/2024 12:33:18 PM</p>
<p>Abigail Jorandby  ajorandby@nassaucountyfl.com  Deputy County Attorney  Nassau BOCC  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><i>AJ</i></p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 50.238.237.26</p>	<p>Sent: 3/19/2024 12:33:20 PM  Viewed: 3/22/2024 12:01:42 PM  Signed: 3/22/2024 12:02:03 PM</p>
<p>Denise C. May  dmay@nassaucountyfl.com  County Attorney  Nassau County BOCC  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><i>Denise C. May</i></p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 73.148.194.109  Signed using mobile</p>	<p>Sent: 3/22/2024 12:02:05 PM  Viewed: 3/22/2024 12:45:50 PM  Signed: 3/22/2024 12:46:01 PM</p>
<p>Taco E. Pope, AICP  tpope@nassaucountyfl.com  County Manager  Nassau County BOCC  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><i>Taco E. Pope AICP</i></p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 50.238.237.26</p>	<p>Sent: 3/22/2024 12:46:03 PM  Viewed: 3/22/2024 1:09:12 PM  Signed: 3/22/2024 1:09:17 PM</p>
<p>Clerk Finance received  boccap@nassauclerk.com  Nassau County Clerk  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><i>CPB</i></p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 12.23.69.254</p>	<p>Sent: 3/22/2024 1:09:20 PM  Viewed: 3/22/2024 1:59:54 PM  Signed: 3/22/2024 2:00:02 PM</p>

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>

Carbon Copy Events	Status	Timestamp
Clerk Admin BOCCClerkServices@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 3/22/2024 2:00:04 PM Viewed: 3/22/2024 2:05:19 PM
Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 3/22/2024 2:00:06 PM
Jennifer Kirkland jkirkland@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 10/24/2023 9:00:03 AM ID: 051b8b10-9ce7-49a7-bddd-e95a2069afb9	<b>COPIED</b>	Sent: 3/22/2024 2:00:06 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/18/2024 10:59:20 AM
Certified Delivered	Security Checked	3/22/2024 1:59:54 PM
Signing Complete	Security Checked	3/22/2024 2:00:02 PM
Completed	Security Checked	3/22/2024 2:00:06 PM

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

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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](mailto: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](mailto: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](mailto: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](mailto: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.