

BOCC CONTRACT  
APPROVAL FORM

CONTRACT  
TRACKING NO.  
CM3783-A2

SECTION 1 - GENERAL INFORMATION

Requesting Department: Public Works / Facilities Maintenance Contact Person: K Deetlefs / L Burned  
Telephone: (904) 530-6131 Email: kjdeetlefs@nassaucountyfl.com

SECTION 2 - VENDOR INFORMATION

Name: Facility Automation Solutions, Inc.  
Address: 6900 Phillips Industrial Blvd  
City: Jacksonville State: FL Zip Code: 32256  
Vendor's Administrator Name: Melissa Mangrum Title: Office Manager  
Telephone: (904) 446-8072 Email: melissa.mangrum@jaxcontrols.com

SECTION 3 – VENDOR AUTHORIZED SIGNATORY

Authorized Signatory Name: David A. Sarratori Title: Operations Manager  
Authorized Signatory Email: dsarratori@jaxcontrols.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: Sheriff's Office Security  
Short Description of Product(s)/Service(s) Being Requested: Installation of main panel and card reader at Sheriff's Office located at:  
77151 Citizens Circle, Yulee, FL 320397  
(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: \$75,166.00  
Amount of Renewal Options (if applicable): Year 1: Year 2:  
Year 3: Year 4:  
Total Amount of Contract (Initial Term + Renewal Options): \$75,166.00 (Estimate if necessary)  
Account Number:  
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: CM3783 Amendment No: A2  
Type of Amendment: ☐Renewal ☐Time Extension with Increase ☒Time Only Extension ☐Additional Scope  
☐Supplemental Agreement ☐Other:  
Contract Amount with Previous Amendments: \$75,166.00 Amount of this Amendment: \$0.00  
New Contract Amount including this Amendment: \$75,166.00  
Account Code Change From: To:  
County Authorized Signatory: ☐BOCC Chairman ☒County Manager  
(IDENTIFY WHO WILL SIGN AMENDMENT ON BEHALF OF BOCC)

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

1. Doug Podiak 7/22/2025  
Department Head/Contract Manager Date  
3. Evelyn Burton 7/22/2025  
Procurement Date  
(Signature required only if procurement related)  
2. Chris Lacambra  
Office of Mgmt. & Budget Date  
4. Denise C. May, Esq., BCS  
County Attorney Date

COUNTY MANAGER – FINAL SIGNATURE APPROVAL

County Manager 7/25/2025  
Date