

# CONTRACT APPROVAL FORM

(Contract Management Use only)  
**CONTRACT TRACKING NO.**  
**CM2388-A2**

## CONTRACTOR INFORMATION

Name: Laura LaRoche  
Address: 54221 Lawhon Road S. Callahan FL 32011  
City State Zip  
Contractor's Administrator Name: Laura LaRoche Title: Independent Contractor  
Tel#: (904) 521-8929 Fax: \_\_\_\_\_ Email: llaroche@ufl.edu

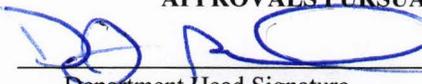
## CONTRACT INFORMATION

Contract Name: Custodial Services Agreement Contract Value: \$50.00 Each rental  
Brief Description: Amendment #2/Second Extension to Custodial Agreement for Yulee County Building  
Contract Dates : From: \_\_\_\_\_ to: \_\_\_\_\_ Status: \_\_\_ New  Renew \_\_\_ Amend# \_\_\_ WA/Task Order  
How Procured: \_\_\_ Sole Source \_\_\_ Single Source \_\_\_ ITB \_\_\_ RFP \_\_\_ RFQ \_\_\_ Coop. \_\_\_ Other \_\_\_\_\_

### If Processing an Amendment:

Contract #: CM2388 Increase Amount of Existing Contract: No changes  
New Contract Dates: 12/1/18 to 11/30/19 TOTAL OR AMENDMENT AMOUNT: \$50.00 Each rental

## APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

1.		<u>11-21-18</u>	<u>Facilities Maintenance</u>
	Department Head Signature	Date	Submitting Department
2.		<u>11/26/18</u>	<u>01073519-534103</u>
	Contract Management	Date	Funding Source/Acct # <u>MS 11/26/18</u>
3.		<u>11/27/18</u>	
	Office of Management & Budget	Date	
4.		<u>11/29/18</u>	
	County Attorney (approved as to form only)	Date	

Comments: \_\_\_\_\_

## COUNTY MANAGER - FINAL SIGNATURE APPROVAL

 11/29/18  
Michael Mullin Date

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

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

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**AMENDMENT NUMBER TWO/SECOND EXTENSION TO THE  
CUSTODIAL SERVICES AGREEMENT**

THIS ADDENDUM entered into this 29th day of November, 2018 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**, 54221 Lawhon Road S., Callahan, Florida 32011, (hereinafter referred to as "Independent Contractor").

**WHEREAS**, the parties entered into an Agreement dated November 18, 2016, for Custodial Services for Yulee County Building; and

**WHEREAS**, the original agreement provided for an initial term of December 1, 2016 through November 30, 2017 and provided for one year renewals upon mutual agreement of the parties; and

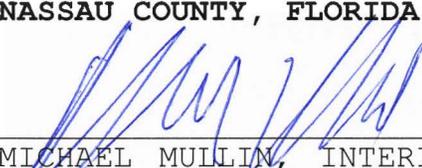
**WHEREAS**, the parties desire to extend said Agreement.

**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 December 1, 2018 and ending November 30, 2019.

2. All other provisions of said Agreement not in conflict with this Addendum shall remain in full force and effect.

**BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA**

  
\_\_\_\_\_  
MICHAEL MULLIN, INTERIM COUNTY  
MANAGER

Its: Designee

**INDEPENDENT CONTRACTOR**

  
\_\_\_\_\_  
LAURA LAROCHE