

**CONTRACT APPROVAL FORM**

(Contract Management Use only)

**CONTRACT  
TRACKING NO.  
CM2280-A3**

**CONTRACTOR INFORMATION**

Name: Sharon E. Youmans

Address: 33068 Pig Trail Callahan FL 32011  
City State Zip

Contractor's Administrator Name: Sharon E. Youmans Title: Independent Contractor

Tel#: (904) 335-7573 Fax: \_\_\_\_\_ Email: sharonyoumans@yahoo.com

**CONTRACT INFORMATION**

Contract Name: Custodial Services Agreement Contract Value: \$50.00 Each rental

Brief Description: Amendment #3/Third Extension to Custodial Agreement for Bryceville Community Center

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 #: CM2280 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. [Signature] 12-2-18  
Department Head Signature Date
2. [Signature] 12/4/18  
Contract Management Date
3. [Signature] 12/5/18  
Office of Management & Budget Date
4. [Signature] 12/6/18  
County Attorney (approved as to form only) Date

**Facilities Maintenance**

Submitting Department \_\_\_\_\_

Funding Source/Acct # 01073519-534103 ms 12/4/18

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

**COUNTY MANAGER - FINAL SIGNATURE APPROVAL**

[Signature] 12/4/18  
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

RCVD COUNTY MGR  
4 DEC '18 PM 4:33

CS-18-89

**AMENDMENT NUMBER THREE/THIRD EXTENSION TO THE  
CUSTODIAL SERVICES AGREEMENT**

THIS ADDENDUM entered into this 5th day of  
December, 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 **SHARON E. YOUMANS**, 33068 Pig Trail,  
Callahan, Florida 32011, hereinafter referred to as  
Custodian.

**WHEREAS**, the parties entered into an Agreement dated  
November 25, 2015, for Custodial Services for Bryceville  
Community Center; and

**WHEREAS**, the original agreement provided for an initial  
term of December 1, 2015 through November 30, 2016 and  
provided for one year renewals upon mutual agreement of the  
parties; and

**WHEREAS**, the parties agreed to extend the agreement for  
the subsequent periods beginning December 1, 2017 and ending  
November 30, 2018; 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 25, 2015, 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.
3. Time is of the essence.

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



MICHAEL MULLIN, INTERIM COUNTY  
MANAGER

Its: Designee

Date: 12/3/18

**CUSTODIAN**

  
SHARON E. YOUNANS

Date: 12-3-18