



## FIRST AMENDMENT TO AGREEMENT FOR SHIP/HOME/CDBG HOUSING REHABILITATION

THIS FIRST AMENDMENT TO AGREEMENT FOR SHIP/HOME/CDBG HOUSING REHABILITATION, ("First Amendment") is entered into by and between the **CITY OF OCALA**, a Florida municipal corporation ("City"), **JAMES ROBINSON** ("Owner"), and **FLORIDA HOME CONTRACTORS, INC.**, a for-profit corporation duly organized and authorized to do business in the state of Florida (EIN: 30-0463963) ("Contractor").

**WHEREAS**, on May 31, 2024, City, Owner, and Contractor entered into an Agreement for SHIP/HOME/CDBG Housing Rehabilitation (the "Original Agreement"), City of Ocala Contract No.: CDS/240232; and

**WHEREAS**, City, Owner, and Contractor now desire to amend the Original Agreement to reflect an increase in the Contract Price necessitated by the Work Change Directive issued August 7, 2024 and attached hereto as **Exhibit A – Work Change Directive**.

**NOW THEREFORE**, in consideration of each of the foregoing recitals and the following mutual covenants, conditions and other good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, City, Owner and Contractor agree as follows:

1. **RECITALS.** City and Contractor hereby represent and warrant that the Recitals set forth above are true and correct.
2. **INCORPORATION OF ORIGINAL AGREEMENT.** The Original Agreement between City, Owner, and Contractor is hereby incorporated by reference as if set forth herein in its entirety and remains in full force and effect, except for those terms and conditions expressly amended by this First Amendment.
3. **AMENDMENT TO PARAGRAPH 5 – COMPENSATION.** The language contained in Paragraph 5 – Compensation of the Original Agreement is hereby deleted and replaced with the following (all remaining sections of Paragraph 5 – Compensation remain in effect):

**COMPENSATION.** City shall pay Contractor, on behalf of the Owner, for the performance of the work, and in accordance with the contract documents, a total price in the amount of **NINETY-THREE THOUSAND, TWO HUNDRED FORTY AND NO/100 DOLLARS (\$93,240)**. It is understood the amounts to be paid will be for satisfactory work completed rather than the estimated prices. Payments shall be made, at the unit price and/or lump sums specified for the various items in the Contractor's proposal as provided in the specifications.

- A. The modified Contract Price represents the sum of the original bid price of **\$90,740** and the total cost of **Change Order #1** as set forth in **Exhibit A – Work Change Directive**.
4. **NOTICES.** All notices, certifications or communications required by this First Amendment shall be given in writing and shall be deemed delivered when personally served, or when received if by facsimile transmission with a confirming copy mailed by registered or certified mail, postage prepaid, return receipt requested. Notices can be concurrently delivered by email. All notices shall be addressed to the respective parties as follows:



If to Contractor: Florida Home Contractors, Inc.  
 Attention: Brian Suciu  
 9400 NE 30<sup>th</sup> Avenue  
 Salt Springs, Florida 32134  
 E-Mail: [flhomecontractors@gmail.com](mailto:flhomecontractors@gmail.com)  
 PH: 352-304-6656

If to City: Daphne Robinson, Esq., Contracting Officer  
 City of Ocala  
 110 SE Watula Avenue, Third Floor  
 Ocala, FL 34471  
 E-Mail: [notices@ocalafl.gov](mailto:notices@ocalafl.gov)  
 PH: 352-629-8343

with copy to: William E. Sexton, Esq., City Attorney  
 City of Ocala  
 110 SE Watula Avenue, Third Floor  
 Ocala, FL 34471  
 E-Mail: [cityattorney@ocalafl.gov](mailto:cityattorney@ocalafl.gov)

5. **COUNTERPARTS.** This First Amendment may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
6. **ELECTRONIC SIGNATURE(S).** Contractor, if and by offering an electronic signature in any form whatsoever, will accept and agree to be bound by said electronic signature to all terms and conditions of this First Amendment. Further, a duplicate or copy of the First Amendment that contains a duplicated or non-original signature will be treated the same as an original, signed copy of this original First Amendment for all purposes.
7. **LEGAL AUTHORITY.** Each person signing this First Amendment on behalf of either party individually warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this First Amendment.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE TO FOLLOW.]**



**IN WITNESS WHEREOF**, the parties have executed this First Amendment on the dates set forth below.

**ATTEST:**

**CITY OF OCALA**

Signed by:  
Angel B. Jacobs  
8D63574C2B654A8...  
Angel B. Jacobs  
City Clerk

DocuSigned by:  
Christopher Watt  
8C8088F67388433...  
Christopher Watt  
Chief of Staff

Date: 8/23/2024

**Reviewed and Approved by Community  
Development Services Department:**

**FLORIDA HOME CONTRACTORS, INC.**

DocuSigned by:  
James Haynes  
42DE823881D841D...  
James Haynes, Director  
Community Development Services

DocuSigned by:  
Brian Suciu  
F07C88877DE0453...  
(Authorized Signatory)

By: Brian Suciu  
(Printed Name of Signatory)

**Approved as to form and legality:**

Title: Owner  
(Title of Authorized Signatory)

DocuSigned by:  
William E. Sexton  
8070CFC8E8E4329...  
William E. Sexton, Esq.  
City Attorney

Date: 8/22/2024



**Witnesses for Property/Homeowner  
Signature:**

  
(Signature of First Witness)

Ailia C Abboud  
(Printed Name of First Witness)

  
(Signature of Second Witness)

Bessie Morley  
(Printed Name of Second Witness)

**PROPERTY/HOMEOWNER**

  
(Signature of Property/Homeowner)

James L. Robinson  
(Printed Name of Homeowner)

Date: 8/4/2024

# Scannable Document

Scannable Document on Jun 10, 2024 at 10\_25\_45 AM.pdf

1 of 1 page • 608 kB

## Work Change Directive

PO#: CDS/240232 DATE: 6/9/2024  
 PROJECT NAME: Robinson Rehab  
 PROJECT ADDRESS: 1912 NW 12th St, Ocala, FL 34475  
 CONTRACTOR SIGNATURE: [Signature]

The following change(s) have been requested:

All kitchen countertops & cabinets remove and replace with new. Repairs to Subfloor and build up for 3 layers of decking floor severely damaged and caved in cabinets need to be removed in order to do repair. Cabinets will not survive a reinstall due to water damage

☒ Contractor's Estimate Attached

APPROVALS:

[Signature]  
James Haynes

[Signature]  
James Robinson - Homeowner  
[Signature]  
Christopher Lewis

DATE:

8/7/2024

6-10-2024

6/10/2024

Estimated increase/decrease in Contract Price

Current Contract Price: \$ 90,740.00

Request No.: ( ) \$ 2,500.00

New Proposed Price: \$ 93,240.00

Estimated increase/decrease in Contract Times

Completion: 0 days.

If the change involves an increase, the estimated amount is not to be exceeded without further authorization

If the change involves an increase, the estimated times are not to be exceeded without further authorization

COMMENTS: \_\_\_\_\_

**Exhibit A - Work Change Directive**

**CONTRACT# CDS/240232**

**NOTE: PLEASE E-MAIL COMPLETED FORM TO [CLEWIS@OCALAFL.ORG](mailto:CLEWIS@OCALAFL.ORG)  
IF YOU HAVE ANY QUESTIONS PLEASE CALL CHRIS LEWIS (352) 629-8333**

S:\COO\_ACM\_DS\_Development\_and\_Planning\Grant Programs\CDBG\Master Documents\Contract for Housing Rehab\Contractor packet

Exhibit A - Work Change Directive

CONTRACT# CDS/240232

ESTIMATE

Florida Home Contractors, Inc.  
19261 N US Hwy 301  
Citra, FL 32113

flhomecontractors@gmail.com  
407-952-7998



City of Ocala

Bill to  
City of Ocala  
201 SE 3rd Street  
Ocala, FL 34471

Ship to  
City of Ocala  
Robinson Rehab  
1912 NW 12th St  
Ocala, FL 34475

Estimate details

Estimate no.: 522-1190  
Estimate date: 06/07/2024

#	Product or service	Description	Qty	Rate	Amount
1.	Change Order	Kitchen Cabinets / Countertops and Subfloor / Joist repairs	1	\$2,500.00	\$2,500.00
Total					\$2,500.00

**Certificate Of Completion**

Envelope Id: 2115BA627D084B038F548E5EBCA54360

Status: Completed

Subject: FOR SIGNATURE -CDS/240232-First Amendment to Home CDBG Housing Rehab- James Robinson

Source Envelope:

Document Pages: 7

Signatures: 5

Envelope Originator:

Certificate Pages: 5

Initials: 0

Porsha Ullrich

AutoNav: Enabled

110 SE Watula Avenue

Envelopeld Stamping: Enabled

City Hall, Third Floor

Time Zone: (UTC-05:00) Eastern Time (US &amp; Canada)

Ocala, FL 34471

pullrich@ocalafl.gov

IP Address: 216.255.240.104

**Record Tracking**

Status: Original

Holder: Porsha Ullrich

Location: DocuSign

8/21/2024 10:26:24 AM

pullrich@ocalafl.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Ocala - Procurement &amp; Contracting

Location: DocuSign

**Signer Events**

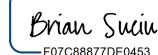
Brian Suci

flhomecontractors@gmail.com

Owner

Security Level: Email, Account Authentication  
(None)**Signature**

DocuSigned by:

  
F07C8877DE0453...Signature Adoption: Pre-selected Style  
Using IP Address: 71.30.33.61**Timestamp**

Sent: 8/21/2024 10:30:00 AM

Viewed: 8/22/2024 10:40:36 PM

Signed: 8/22/2024 10:40:44 PM

**Electronic Record and Signature Disclosure:**

Accepted: 6/7/2023 3:29:10 PM

ID: de991c24-d58b-4881-a960-5e4a73968334

William E. Sexton

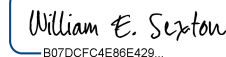
wsexton@ocalafl.org

City Attorney

City of Ocala

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

  
B07DCFC4E86E429...Signature Adoption: Pre-selected Style  
Using IP Address: 216.255.240.104

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Signed: 8/23/2024 11:39:37 AM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

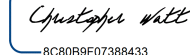
Christopher Watt

cwatt@ocalafl.org

Chief of Staff

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

  
8C80B9F07388433...Signature Adoption: Pre-selected Style  
Using IP Address: 216.255.240.104

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Viewed: 8/23/2024 12:00:21 PM

Signed: 8/23/2024 12:00:34 PM

**Electronic Record and Signature Disclosure:**

Accepted: 8/23/2024 12:00:21 PM

ID: 027864a7-cf18-4421-93d9-8f0d6bb42f2c

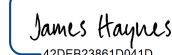
James Haynes

jhaynes@ocalafl.org

Director, Community Development Services

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

  
42DEB23861D041D...Signature Adoption: Pre-selected Style  
Using IP Address: 216.255.240.104


Sent: 8/23/2024 12:00:35 PM

Viewed: 8/23/2024 1:48:10 PM

Signed: 8/23/2024 1:48:17 PM

**Electronic Record and Signature Disclosure:**



Signer Events	Signature	Timestamp
Accepted: 3/7/2023 8:03:46 AM ID: 2896330f-34db-4ce4-a6ef-e3f38eda28a0		
Angel B. Jacobs ajacobs@ocalafl.org City Clerk Security Level: Email, Account Authentication (None)	<div>Signed by:  8DB3574C28E54A5...</div> Signature Adoption: Pre-selected Style Using IP Address: 216.255.240.104	Sent: 8/23/2024 1:48:18 PM Viewed: 8/23/2024 4:25:57 PM Signed: 8/23/2024 4:26:11 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 8/23/2024 4:25:57 PM  
ID: 7ee78758-f112-41e7-bf54-1e92dd6ba6a0

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/21/2024 10:30:00 AM
Certified Delivered	Security Checked	8/23/2024 4:25:57 PM
Signing Complete	Security Checked	8/23/2024 4:26:11 PM
Completed	Security Checked	8/23/2024 4:26:11 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Ocala - Procurement & Contracting (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

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 City of Ocala - Procurement & Contracting:**

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: [contracts@ocalafl.org](mailto:contracts@ocalafl.org)

### **To advise City of Ocala - Procurement & Contracting 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 [contracts@ocalafl.org](mailto:contracts@ocalafl.org) 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 City of Ocala - Procurement & Contracting**

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 [contracts@ocalafl.org](mailto:contracts@ocalafl.org) 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 City of Ocala - Procurement & Contracting**

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 [contracts@ocalafl.org](mailto:contracts@ocalafl.org) 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 City of Ocala - Procurement & Contracting 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 City of Ocala - Procurement & Contracting during the course of your relationship with City of Ocala - Procurement & Contracting.