



#### **FOURTH AMENDMENT TO AGREEMENT FOR EMPLOYEE EVENT PLANNING AND MANAGEMENT SERVICES**

THIS FOURTH AMENDMENT TO AGREEMENT FOR EMPLOYEE EVENT PLANNING AND MANAGEMENT SERVICES ("Fourth Amendment") is entered into by and between **CITY OF OCALA**, a Florida municipal corporation ("City"), and **BELLA FAIRE**, a sole proprietorship authorized to do business in the State of Florida (EIN: 27-1715474) ("Vendor").

**WHEREAS**, on September 9, 2019, City and Vendor entered into an Agreement for Employee Event Planning and Management Services (the "Original Agreement"), City of Ocala Contract Number: CMO/190278; and

**WHEREAS**, on March 9, 2020, Governor Ron DeSantis issued Executive Order 20-52 declaring a State of Emergency for the entire State of Florida as a result of the COVID-19 epidemic and requiring local jurisdictions to prohibit social gatherings of groups of ten (10) or more people; and

**WHEREAS**, this declaration, along with other local and state restrictions on social or recreational gatherings, necessitated the rescheduling of the City of Ocala's Employee Family Fun Day; and

**WHEREAS**, on August 24, 2020, City and Vendor entered into the First Amendment to Agreement for Employee Event Planning and Management Services (the "First Amendment") to amend the parties' respective performances under the Original Agreement considering the initial rescheduling of the City of Ocala's Employee Family Fun Day; and

**WHEREAS**, the COVID-19 epidemic continued to limit social gatherings and necessitated a second rescheduling of the City of Ocala's Employee Family Fun Day; and

**WHEREAS**, on July 15, 2021, City and Vendor entered into the Second Amendment to Agreement for Employee Event Planning and Management Services (the "Second Amendment") to formally amend the parties' respective performances under the Original Agreement considering the second rescheduling of the City of Ocala's Employee Family Fun Day; and

**WHEREAS**, on February 6, 2023, City and Vendor entered into the Third Amendment to Agreement for Employee Event Planning and Management Services (the "Third Amendment") extending the term of the Original Agreement for a one-year period, from August 11, 2022 to August 10, 2023.

**WHEREAS**, City and Vendor now desire to extend the Original Agreement, as amended, for the final available one-year renewal period.

**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 and Vendor agree as follows:

1. **RECITALS.** City and Vendor hereby represent and warrant that the Recitals set forth above are true and correct.
2. **INCORPORATION OF ORIGINAL AGREEMENT.** The Original Agreement between City and Vendor, as amended, 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 Fourth Amendment.
3. **RENEWAL TERM.** The Original Agreement is hereby renewed for an additional one-year term beginning **AUGUST 11, 2023** and terminating **AUGUST 10, 2024**.
4. **NOTICES.** All notices, certifications or communications required by this Fourth 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



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prepaid, return receipt requested. Notices can be concurrently delivered by email. All notices shall be addressed to the respective parties as follows:

If to Vendor:

Bella Faire  
Attn: Vonda R. Parker - Owner  
7822 Sloewood Drive  
Leesburg, FL 34748  
PH: 352-787-0477  
E-mail: [bellafaire@ymail.com](mailto:bellafaire@ymail.com)

If to City of Ocala:

Daphne Robinson, Esq., Contracting Officer  
City of Ocala, City Hall  
110 SE Watula Avenue, 3<sup>rd</sup> Floor  
Ocala, Florida 34471  
PH: 352-629-8343  
Email: [notices@ocalafl.org](mailto:notices@ocalafl.org)

Copy to:

William E. Sexton, Esq., City Attorney  
City of Ocala, City Hall  
110 SE Watula Avenue, 3<sup>rd</sup> Floor  
Ocala, Florida 34471  
PH: 352-401-3972  
Email: [cityattorney@ocalafl.org](mailto:cityattorney@ocalafl.org)

5. **COUNTERPARTS.** This Fourth 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).** Vendor. 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 Fourth Amendment. Further, a duplicate or copy of the Fourth Amendment that contains a duplicated or non-original signature will be treated the same as an original, signed copy of this original Fourth Amendment for all purposes.
7. **LEGAL AUTHORITY.** Each person signing this Fourth Amendment on behalf of either party individually warrants that he or she has full legal power to execute this Fourth 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 Fourth Amendment.

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



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**IN WITNESS WHEREOF**, the parties have executed this Fourth Amendment on \_\_\_\_\_.

**ATTEST:**

**CITY OF OCALA**

DocuSigned by:  
*Angel B. Jacobs*

Angel B. Jacobs  
City Clerk

DocuSigned by:  
*Peter Lee*

Peter Lee  
City Manager

**Approved as to form and legality:**

**BELLA FAIRE**

DocuSigned by:  
*William E. Sexton*

William E. Sexton, Esq.  
City Attorney

DocuSigned by:  
*CRP*

Bella Faire  
By: \_\_\_\_\_  
(Printed Name)

Owner  
Title: \_\_\_\_\_  
(Title)

**Certificate Of Completion**

Envelope Id: 65E297AFFC614050B86C277325465543

Status: Completed

Subject: SIGNATURE - CMO/190278 EMPLOYEE EVENT PLANNING AND MANAGEMENT SERVICES

Source Envelope:

Document Pages: 3

Signatures: 4

Envelope Originator:

Certificate Pages: 5

Initials: 0

Jamil Ramirez

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

jramirez@ocalafl.org

IP Address: 216.255.240.104

**Record Tracking**

Status: Original

Holder: Jamil Ramirez

Location: DocuSign

11/14/2023 4:39:52 PM

jramirez@ocalafl.org

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Ocala - Procurement &amp; Contracting

Location: DocuSign

**Signer Events**

William E. Sexton

wsexton@ocalafl.org

City Attorney

City of Ocala

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

DocuSigned by:



B07DCFC4E86E429...

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

**Timestamp**

Sent: 11/14/2023 4:41:53 PM

Viewed: 11/22/2023 12:14:27 PM

Signed: 11/22/2023 12:14:36 PM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

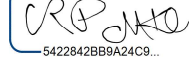
Bella Faire

bellafaire@gmail.com

Owner

Security Level: Email, Account Authentication  
(None)

DocuSigned by:



5422842BB9A24C9...

Signature Adoption: Drawn on Device

Using IP Address: 67.235.136.224

Signed using mobile

Sent: 11/22/2023 12:14:37 PM

Viewed: 11/25/2023 12:36:58 AM

Signed: 11/25/2023 12:40:13 AM

**Electronic Record and Signature Disclosure:**

Accepted: 11/25/2023 12:36:58 AM

ID: e2cbea2d-6d48-4970-9d69-800368ca0a7a

Peter Lee

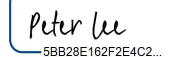
plee@ocalafl.org

City Manager

City of Ocala

Security Level: Email, Account Authentication  
(None)

DocuSigned by:



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Signature Adoption: Pre-selected Style

Using IP Address: 104.28.94.190

Signed using mobile

Sent: 11/25/2023 12:40:14 AM

Viewed: 12/2/2023 2:51:45 PM

Signed: 12/2/2023 2:52:22 PM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Angel B. Jacobs

ajacobs@ocalafl.org

Security Level: Email, Account Authentication  
(None)

DocuSigned by:



8DB3574C28E54A5...

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Sent: 12/2/2023 2:52:23 PM

Viewed: 12/5/2023 9:01:50 AM

Signed: 12/5/2023 9:02:07 AM

**Electronic Record and Signature Disclosure:**

Signer Events	Signature	Timestamp
Accepted: 12/5/2023 9:01:50 AM ID: 8f0c9a46-d812-4fbd-97bf-d358b30a496c		
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	11/14/2023 4:41:54 PM
Certified Delivered	Security Checked	12/5/2023 9:01:50 AM
Signing Complete	Security Checked	12/5/2023 9:02:07 AM
Completed	Security Checked	12/5/2023 9:02:07 AM
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.