

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # _____
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: _____

Name of Contract Initiator: _____ Telephone #: _____

School/Dept Submitting Contract: _____ Cost Center # _____

Vendor Name: _____

Contract Title: _____

Contract Type: New Renewal Amendment Extension Previous Year Contract # _____

Contract Term: _____ Renewal Option(s): _____

Contract Cost: _____

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
Funding Source: Budget Line # _____
Funding Source: Budget Line # _____

NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

_____ Completed Contract Review Form

_____ SBAO Template Contract or other Contract (NOT SIGNED by District / School)

_____ SIGNED Addendum A (if not an SBAO Template Contract)*

***This Statement MUST BE included in the body of the Contract:**
“The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated.”

_____ Certificate of Insurance (COI) for General Liability & Workers’ Compensation that meet these requirements:
COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.
General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.
Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).
Workers’ Compensation = \$100,000 Minimum
[If exempt from Workers’ Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers’ Compensation coverage].

_____ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

_____ COVID-19 Waiver (If Applicable)

_____ Release and Hold Harmless (If Applicable)

RECEIVED
By Megan Robiou at 2:13 pm, Feb 03, 2026

****AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

| CONTRACT REVIEWED BY: | COMMENTS BELOW BY REVIEWING DEPARTMENT |
|--|---|
| Purchasing Department | No Cost Is the BOARD paying to remove & relocate the portable per section 3? _____ _____ |
| School Board Attorney | _____ |
| Review Date | _____ |
| Other Dept. as Necessary | _____ |
| Review Date | _____ |
| PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO | IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR |

FINAL STATUS _____

Tentatively Approved
Pending Required Signatures

**AGREEMENT FOR PURCHASE OF PORTABLE SCHOOL CLASSROOM AND
WAIVER OF LIABILITY**

This AGREEMENT is entered into this 2nd day of April, 2026, by Oakleaf Christian Academy (hereinafter "PURCHASER") for the benefit and protection of CLAY COUNTY SCHOOL BOARD, CLAY COUNTY, FLORIDA (hereinafter "BOARD").

WHEREAS, the BOARD has declared portable classroom building identified as CI 2181 (DCA IV E-005152, Room 814) located at Oakleaf Junior High, Orange Park, FL, to be unusable and surplus; and

WHEREAS, the PURCHASER has determined that it can make use of said portable classroom building(s); and

WHEREAS, the BOARD is willing to convey title to said portable classroom building(s) to PURCHASER; and

WHEREAS, the PURCHASER is willing to pay for and accept title to said portable classroom building(s) in its "AS IS" condition.

WHEREAS, PURCHASER acknowledges that they have had the opportunity to inspect the Property, or have waived their right to do so; and

WHEREAS, PURCHASER understands and agrees that Seller makes no warranties or representations, express or implied, regarding the condition of the Property; and

WHEREAS, PURCHASER desires to release Seller from any and all liability related to the condition of the Property;

NOW THEREFORE, in consideration of the foregoing, the BOARD hereby conveys said portable classroom building designated as building numbered CI 2181 for identification, to the PURCHASER for the sum of \$10.00 (TEN AND NO/100 DOLLARS) in hand paid and for other valuable consideration subject to the following terms:

1. The PURCHASER, for itself, its successors, and assigns, hereby releases and forever discharges the BOARD, its officers, directors, employees, agents, successors, and assigns, from any and all claims, demands, actions, causes of action, liabilities, damages, costs, and expenses (including attorneys' fees) of any kind or nature whatsoever, whether known or unknown, suspected or unsuspected, arising out of or in any way connected with the condition of said building, including but not limited to:
 - a. Any defects, latent or patent, in the construction, design, or materials of said building(s).
 - b. Any environmental conditions, including but not limited to, the presence of mold, asbestos, lead-based paint, radon, soil contamination, or other hazardous materials.

- c. Any structural defects, including but not limited to, roof, walls, or framing issues.
 - d. Any defects in the mechanical, electrical, or plumbing systems of said building.
 - e. Any non-compliance with applicable building codes, zoning ordinances, or other governmental regulations.
 - f. Any information or lack of information provided by the Seller regarding said building.
2. The PURCHASER must sign this AGREEMENT, thereby taking title to said building prior to removal of said building(s).
 3. Using agents designated by Clay County School District Department of Planning and Construction, the PURCHASER will remove said building(s) from its current location and relocate it to the PURCHASER'S property located at 800 Oakleaf Plantation Pkwy., Orange Park, FL 32065.
 4. The PURCHASER agrees that the BOARD shall incur no additional costs of any kind or nature whatsoever resulting from the sale, removal, or relocation of said building(s).
 5. In the event the PURCHASER does not accept said building(s) in the timeframe chosen by the Clay County School District Planning and Construction Department, the PURCHASER forfeits all right to said building(s) described herein and the BOARD may proceed with the demolition of said structure with PURCHASER having no recourse or remedy in law or equity for said action by the BOARD or its employees, agents, or contractors.

PURCHASER acknowledges that it is purchasing said building(s) in its "AS IS, WHERE IS, WITH ALL FAULTS" condition.


PURCHASER acknowledges that it has been advised to seek independent legal, environmental, engineering, and other professional advice regarding this transaction.

PURCHASER acknowledges that it has read and understands this AGREEMENT and is signing it voluntarily.

This AGREEMENT contains the full agreement of the parties, shall be strictly construed as to all times by which performance must take place and the terms of the AGREEMENT may not be amended or altered except in written form signed by representatives of both parties.

EXECUTED this **2nd** day of **April, 2026**.

Oakleaf Christian Academy

By 
Jeff Adams
Purchaser's Representative

The terms of this AGREEMENT are hereby
Acknowledged by the undersigned.

CLAY COUNTY SCHOOL BOARD, CLAY
COUNTY, FLORIDA

By _____

ERIN SKIPPER

Title: Owner's Representative

Clay County School Board

900 Walnut Street

Green Cove Springs, Florida 32043