



Tran Tang <tran.tang@jlahome.com>

Fw: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

3 messages

James Burford <james.burford@ship8.com>
To: AP Department <ap.dept@jlahome.com>

Fri, Mar 20, 2026 at 11:29 AM

AP - Can I get a PO for the attached. I added you to the email to T Rock requesting their w9.

**SHIP8 INC.**

James Burford
Regional Facilities Director
311 International Trade Pkwy
Port Wentworth, GA 31407

www.ship8.com
C:912.507.7881

From: Jessica Jeng <jessica.jeng@jlahome.com>
Sent: Thursday, March 12, 2026 9:36 PM
To: James Burford <james.burford@ship8.com>
Cc: Nancy Hattersley <nancy.hattersley@jlahome.com>
Subject: Re: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Hi James:
Please use their file for one year warranty. Thanks
Sent from my iPhone

On Mar 12, 2026, at 5:58 PM, James Burford <james.burford@ship8.com> wrote:

I have received calls back from Elevate that confirm that T Rock is an approved contractor.

Do you want me to send the file that Tatiana sent us to T Rock, or do you want to get the file adjusted to the 1 year warranty that T Rock confirmed to me?



SHIP8 INC.

James Burford
Regional Facilities Director
311 International Trade Pkwy
Port Wentworth, GA 31407

www.ship8.com
C:912.507.7881

From: Jessica Jeng <jessica.jeng@jlahome.com>
Sent: Tuesday, March 10, 2026 5:34 PM
To: James Burford <james.burford@ship8.com>
Cc: Nancy Hattersley <nancy.hattersley@jlahome.com>
Subject: RE: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Hi James:

As long as you are certain T Rock is the certified vendor in our roof warranty, please proceed with the repairs as their quote is cheaper. Thanks

Regards,

Jessica Jeng

Corporate Controller
E & E Co. LTD dba JLA Home
(510) 490-9788 x 458
(510) 403-7240 (direct)
jessica.jeng@jlahome.com

From: James Burford <james.burford@ship8.com>
Sent: Tuesday, March 10, 2026 8:05 AM
To: Jessica Jeng <jessica.jeng@jlahome.com>; Tatiana Linarez <tatiana.linarez@jlahome.com>
Subject: Re: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

I did get confirmation from T Rock that this scope of work would only usually be a 1 year warranty. If we wanted a longer warranty then they can look at pricing it out for us. Would you like for me to ask them to quote us for an extended warranty?

They have also told me that they are a certified vendor with our Roof warranty company, which is now Elevate. However, they are still not a contractor on their website, but they are telling me that they should be on there shortly. I am thinking this could be due to the merger that happened with Firestone Roofing because Jolly Roofing is not on there either and they were the original installer of the Roof.

<~WRD1257.jpg>
James Burford
Regional Facilities Director
311 International Trade Pkwy

Port Wentworth, GA 31407

www.ship8.com

C:912.507.7881

From: Jessica Jeng <jessica.jeng@jlahome.com>
Sent: Monday, March 9, 2026 6:36 PM
To: Tatiana Linarez <tatiana.linarez@jlahome.com>
Cc: James Burford <james.burford@ship8.com>
Subject: RE: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Hi Tatiana:
I'm looping James in.

Hi James:
FYI

Regards,
Jessica Jeng
Corporate Controller
E & E Co. LTD dba JLA Home
(510) 490-9788 x 458
(510) 403-7240 (direct)
jessica.jeng@jlahome.com

From: Tatiana Linarez <tatiana.linarez@jlahome.com>
Sent: Monday, March 9, 2026 3:01 PM
To: Jessica Jeng <jessica.jeng@jlahome.com>
Subject: RE: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Hi Jessica,
After reviewing the document provided by T-Rock, we noticed that it appears to mix **preliminary terms** with a **fully binding construction contract**, which creates some confusion about the stage of the agreement.
Before entering into a binding contract, it would be preferable for both parties to first align on **preliminary terms and conditions**, particularly since the reimbursement and timing of payments from the insurance company are still uncertain.
The current document also includes provisions such as **high interest charges and liquidated damages**, which could become enforceable even before there is clarity on the insurance claim. To make the process clearer and fair for both parties, it may be better to first agree on the general framework of the arrangement and then finalize a contract once the insurance aspects are confirmed.
For that reason, I prepared a **short preliminary term sheet** reflecting the structure of the arrangement for discussion. Let me know if you have questions,

Best regards,
Tatiana Linarez
Manager of Legal Affairs-E&E CO, Ltd.
[45875 Northport Loop E.](http://45875NorthportLoopE.com)
Fremont, CA 94538
+1(510) 490-9788 ext 163
tatiana.linarez@jlahome.com

From: Jessica Jeng <jessica.jeng@jlahome.com>
Sent: Friday, March 6, 2026 12:04 PM
To: Tatiana Linarez <tatiana.linarez@jlahome.com>; James Burford <james.burford@ship8.com>
Cc: Nancy <nancy.hattersley@jlahome.com>; Flora Chu <flora.chu@jlahome.com>; Ron Capranos <ron.capranos@ship8.com>
Subject: FW: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Hi James:

Does it come with 5-year warranty? If yes, will they provide warranty certificate? And this gutter company is accepted by our roof warranty? Thanks

Hi Tatiana:

Can you please review the attached contact and advise if there is any issue? Thanks

Regards,

Jessica Jeng

Corporate Controller
E & E Co. LTD dba JLA Home
(510) 490-9788 x 458
(510) 403-7240 (direct)
jessica.jeng@jlahome.com

From: James Burford <james.burford@ship8.com>
Sent: Friday, March 6, 2026 11:15 AM
To: Jessica Jeng <jessica.jeng@jlahome.com>
Cc: Flora Chu <flora.chu@jlahome.com>; Nancy Hattersley <nancy.hattersley@jlahome.com>; Ron Capranos <ron.capranos@ship8.com>; ap.dept@jlahome.com
Subject: Re: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Jussica - I have received a couple more quotes on this repair. I have asked each of them to confirm that they are certified with our roofing warranty company so that there are not warranty issues based on any of these repairs.

T Rock Roofing has come back as the cheaper option \$9,754.17

I am attaching the estimate incase you want to look it over, or have someone else look over the legal wording on it.

Please advise if you would like to proceed with T Rock Roofing and I will get their information for AP.

<~WRD1257.jpg>
James Burford
Regional Facilities Director
[311 International Trade Pkwy](mailto:311.International.Trade.Pkwy@portwentworth.com)
[Port Wentworth, GA 31407](mailto:Port.Wentworth.GA.31407@portwentworth.com)

www.ship8.com
C:912.507.7881

From: Jessica Jeng <jessica.jeng@jlahome.com>
Sent: Tuesday, February 17, 2026 6:27 PM
To: James Burford <james.burford@ship8.com>
Cc: Flora Chu <flora.chu@jlahome.com>; Nancy Hattersley <nancy.hattersley@jlahome.com>; Ron Capranos <ron.capranos@ship8.com>; ap.dept@jlahome.com <ap.dept@jlahome.com>
Subject: FW: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Hi James:

\$23K repairs is very expensive, can we get someone else to give us a quote for comparison? Thanks

Regards,

Jessica Jeng

Corporate Controller

E & E Co. LTD dba JLA Home

(510) 490-9788 x 458

(510) 403-7240 (direct)

jessica.jeng@jlahome.com

From: James Burford <james.burford@ship8.com>
Sent: Tuesday, February 17, 2026 12:53 PM
To: Nancy Hattersley <nancy.hattersley@jlahome.com>; Jessica Jeng <jessica.jeng@jlahome.com>
Cc: Ron Capranos <ron.capranos@ship8.com>; AP Department <ap.dept@jlahome.com>
Subject: Request Approval - Wilmer, TX - Gutter Repairs from 2 previous Ice Storms

Jessica, the past 2 bad Ice Storms that went through Texas, has caused a lot of damages to the gutters on the building in Wilmer. Please approve the repair of these gutters through Jolly Roofing. By using Jolly Roofing will not have to worry about any issues with our roof warranty as they will have to peel back some of the roofing membrane to repair these gutters.

I have also included some pictures of this damage.

 **2026 03 20 - Wilmer, TX - T Rock - Roof Gutter Repairs.pdf**
305K

Tran Tang <tran.tang@jlahome.com>
To: James Burford <james.burford@ship8.com>
Cc: AP Department <ap.dept@jlahome.com>

Fri, Mar 20, 2026 at 11:48 AM


Hi James,
I'll generate the PO once we receive their W-9.

Thanks,
Tran
[Quoted text hidden]

Tran Tang <tran.tang@jlahome.com>
To: James Burford <james.burford@ship8.com>
Cc: AP Department <ap.dept@jlahome.com>

Fri, Mar 20, 2026 at 3:43 PM

Hi James,
Pls see attached PO.
Thanks,
Tran
[Quoted text hidden]

 **26030353.pdf**
5K