

**FIRST AMENDMENT TO AGREEMENT NO. 11404 BETWEEN ALACHUA COUNTY  
AND  
ALS GROUP, INC FOR ANNUAL LABORATORY ANALYSIS SERVICES - RFP 20-96**

THIS FIRST AMENDMENT TO AGREEMENT NO. 11404, made and entered into this 12<sup>th</sup> day of October A.D. 20 21 , by and between Alachua County, a charter county and political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as "County", and ALS Group, Inc., a Florida corporation with a principal address of 9143 Phillips Highway Suite 200 Jacksonville FL 32256, hereinafter referred to as "Contractor". Collectively, the County and the Contractor are hereinafter referred to as the "Parties".

**WITNESSETH:**

**WHEREAS**, in 2019, the County issued RFP #20-96 seeking Contractors to furnish Annual Laboratory Analysis Services in Alachua County, Florida; and

**WHEREAS**, after evaluating and considering all timely responses to RFP #20-96 the County identified the Contractor as the top ranked firm; and

**WHEREAS**, pursuant to RFP #20-96 the Parties hereto previously entered into the *Agreement for Contractual Services between Alachua County and ALS Group, Inc.* dated October 8, 2019 (the "Agreement") for the provision of Annual Laboratory Analysis Services; and

**WHEREAS**, the County has elected to exercise its first option to renew the Term of the Agreement for a two-year period continuing through September 30, 2023 ("First Renewal Option Term"), to reflect the increase to the Alachua County Minimum Wage as mandated by the Alachua County Code of Ordinances, Chapter 22, Article III ("Wage Ordinance"), to update the analysis methodology, to add a provision which defines and allows electronic signatures, and to add a provision which acknowledges the employment eligibility requirements via the U.S. Department of Homeland Security E-Verify System as set forth herein.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties hereby agree to amend the Agreement as follows:

A. PARAGRAPH #1 of the Agreement, **Term**, is amended in its entirety to read:

The County has elected to exercise its first option to renew the Term of the Agreement. Accordingly, this amendment shall take effect upon expiration of the original agreement and continues through September 30, 2023 (the first renewal term) unless earlier

terminated as provided herein. The County has the option of renewing this Agreement for one (1) additional two (2) year period at the same terms and conditions outlined herein.

The County's performance and obligation to pay under this Agreement is contingent upon a specific annual appropriation by the Alachua County Board of County Commissioners ("Board"). The Parties hereto understand that this Agreement is not a commitment of future appropriations. Therefore, the continuation of this Agreement beyond the end of any fiscal year shall be subject to both the appropriation and the availability of funds in accordance with Chapter 129, Florida Statutes, and that the failure of the Board to do so shall not constitute a breach or default of this Agreement.

B. SUBPARAGRAPH 5.2 of the Agreement, is hereby amended and replaced in its entirety to read:

5.2 The current required Alachua County Government Minimum Wage is \$15.00 per hour when health Benefits are provided at the equivalent value of \$2.00 per hour and \$17.00 when health benefits are not provided (collectively, the "Minimum Wage").

C. EXHIBIT 2: Rate Schedule is hereby amended and replaced in its entire to read:

## EXHIBIT 2: Rate Schedule

Exhibit A-1A: ACEPD Analytical Price Sheet for Water Matrix					
Group	Analyte	Water			
		Method	Unit Price	Alternative Method	Alternative Unit Price
General Analytes	Ammonia Nitrogen	EPA 350.1	\$ 12.00		
	BOD (5 Day)	SM 5210B	\$ 20.00		
	CBOD (5 Day)	SM 5210B	\$ 20.00		
	Bromide	EPA 300.0	\$ 8.00		
	Chloride	EPA 300.0	\$ 8.00		
	Chlorophyll-a (corrected)	SM 10200H	\$ -		
	Chlorophyll-a (uncorrected)	SM 10200H	\$ -		
	Chlorophyll-a-b-c	SM 10200H	\$ -		
	Chlorophyll-b	SM 10200H	\$ -		
	Chlorophyll-c	SM 10200H	\$ -		
	COD	EPA 410.4		SM5220D	\$ 20.00
	Color	EPA 110.2		SM2120B	\$ 10.00
	Corrosivity (Langelier Index)	SM 2330	\$ -		
	Cyanide	EPA 335.4	\$ 18.00	SM4500-CN-E	\$ 18.00
	Fluoride	A4500-F C-11	\$ 8.00	EPA 300.0	\$ 8.00
	Hardness	SM 2340 B	\$ 12.00		
	Nitrate	EPA 353.2		EPA 300.0	\$ 8.00
	Nitrite	EPA 354.1/300.0	\$ 8.00		
	Nitrate plus Nitrite	EPA 353.2	\$ 14.00		
	Oil and Grease		\$ -	EPA 1664	\$ 35.00
	Organic Nitrogen	EPA 351.2/350.1	\$ 26.00		
	Soluble Reactive Phosphate	EPA 365.2		EPA Method 300.0	\$ 12.00
	pH (Lab)	EPA 150.1		SM4500-H+B	\$ 8.00
	Pheophytin-a	SM 10200H	\$ -		
	Silica	EPA 370.1	\$ -	SM 4500-SiO2	\$ -
	Specific conductance (Lab)	EPA 120.1		SM2150B	\$ 6.00
	Sulfate	EPA 300.0	\$ 8.00		
	Sulfide	EPA 376.1	\$ 20.00		
	Bicarbonate Alkalinity	SM 2320B	\$ -		
	Total Alkalinity	SM 2320B	\$ 14.00		
	Total Dissolved (filterable) Solids (TDS)	EPA 160.1		SM2540C	\$ 12.00
	Total Kjeldahl Nitrogen (TKN)	A4500-NH3 G-11	\$ 24.00		
Total Nitrogen	SM 4500-N C	\$ -	Calculation		
Total Organic Carbon (TOC)	SM 5310B	\$ 24.00			
Total Phosphorus	EPA 365.2		EPA 365.1	\$ 15.00	
Total Suspended Solids (TSS)	EPA 160.2		SM2540D	\$ 8.00	
Total Volatile Solids (TVS)	EPA 160.4		SM2540E	\$ 15.00	
Turbidity	EPA 180.0		SM2130B	\$ 8.00	
Microbiology	Bacteria Species Identification	SM 9250/9260	\$ -		
	Fecal <i>Streptococcus</i> and/or <i>Enterococcus</i> group (membrane filter)	EPA 1600	\$ -		
	Fecal Coliform (membrane filter)	SM 9222D	\$ -		
	<i>E. coli</i> (membrane filter)	EPA 1603	\$ -		

Metals	Aluminum	EPA 200.7/200.8	\$ 7.00		
	Antimony	EPA 200.7	\$ 7.00		
	Arsenic	EPA 200.7	\$ 7.00		
	Barium	EPA 200.7	\$ 7.00		
	Beryllium	EPA 200.7	\$ 7.00		
	Boron	EPA 200.7	\$ 7.00		
	Cadmium	EPA 200.7	\$ 7.00		
	Calcium	EPA 200.7	\$ 7.00		
	Chromium (+6)	EPA 7196	\$ 25.00		
	Chromium (total)	EPA 200.7	\$ 7.00		
	Cobalt	EPA 200.7	\$ 7.00		
	Copper	EPA 200.7	\$ 7.00		
	ICP Scan	EPA 200.7	\$ 150.00		
	Iron	EPA 200.7	\$ 7.00		
	Lead	EPA 200.7	\$ 7.00		
	Magnesium	EPA 200.7	\$ 7.00		
	Manganese	EPA 200.7	\$ 7.00		
	Mercury	EPA 200.8		245.1	\$ 25.00
	Molybdenum	EPA 200.7	\$ 7.00		
	Nickel	EPA 200.7	\$ 7.00		
	Potassium	EPA 200.7	\$ 7.00		
	RCRA Metals (8)	EPA 6010 and 7471A	\$ 67.00		
	Selenium	EPA 200.7	\$ 7.00		
	Silver	EPA 200.7	\$ 7.00		
	Sodium	EPA 200.7	\$ 7.00		
	Strontium	EPA 200.7	\$ 7.00		
	Thallium	EPA 200.7	\$ 7.00		
	Tin	EPA 200.7	\$ 7.00		
Titanium	EPA 200.7	\$ 7.00			
Vanadium	EPA 200.7	\$ 7.00			
Zinc	EPA 200.7	\$ 7.00			
Organics	Chlorinated Pesticides/PCBs	EPA 8081 / 8082	\$ 80.00		
	Dioxins and Furans (full list)	EPA 1613B	\$ 600.00		
	Dioxins and Furans (TCDD/TCDF only)	EPA 1613B	\$ 395.00		
	EDB	EPA 504.1	\$ 30.00		
	Glyphosate (Drinking Water)	EPA 547	\$ 110.00		
	Glyphosate	EPA 8321	no bid		
	Chlorinated Herbicides	EPA 8151	\$ 175.00		
	Priority Pollutant Semi-volatile Organic Compounds (SVOCs)	EPA 625 or 8270	\$ 110.00		
	Identification of Non-priority Pollutant Organics with GC/MS > 10 PPB	EPA 625 or 8270	\$ 50.00		
	Nitrogen Phosphorus Pesticides	EPA 8141	\$ -		
	Polynuclear Aromatic Hydrocarbons (PAHs)	EPA 8270 or 8310		EPA 8270 SIM	\$ 60.00
	Priority Pollutant Volatile Organic Compounds (VOCs)	EPA 624 or 8260	\$ 59.00		
	Total Recoverable Petroleum Hydrocarbons (TRPH)	FL-PRO	\$ -		
	VOCs, with Acetone and Methyl ethyl ketone	EPA 8260	\$ 59.00		
	Field Meter Calibration and Sampling	Hach 2100-Q Portable Turbidimeter	Not Applicable	\$ -	Not Applicable
Hach Pocket Colorimeter II Chlorine Meter		Not Applicable	\$ -	Not Applicable	Not Applicable
Hourly field sampling rate for a crew of two persons		Not Applicable	\$ -	Not Applicable	Not Applicable

\*One species only

Exhibit A-1B: ACEPD Analytical Price Sheet for Sediment/Soil Matrix						
Group	Analyte	Sediment/Soil				
		Method	Reporting Limit	Price	Alternative Method	Alternative Price
General Analytes	Grain Size	ASTM D-422	Attach 3	45		
	Bulk Density	Specify method	Attach 3	100		
	Oil and Grease	FL-PRO	Attach 3	NA	DRO 8015	50
	Total, Fixed, and Volatile Solids	SM2540G	Attach 3	45		
	Total Kjeldahl Nitrogen (TKN)	EPA 351.2-1993 R2.0	Attach 3	25		
	Nitrate-Nitrite (Required for TN)	EPA 353.2	Attach 3	14		
	Ammonia	EPA 350.1	Attach 3	15		
	Total Nitrogen	EPA/CE 3-201, 183	Attach 3	34	Calculation	
	Orthophosphate	EPA 9056	Attach 3	30		
	Total Phosphorus	EPA/CE 3-213	Attach 3	30		
	Total Organic Carbon (TOC)	Walkley Black	Attach 3	35		
Metals	Aluminum	EPA 6010	Attach 3	8		
	Antimony	EPA 6010	Attach 3	8		
	Arsenic	EPA 6010	Attach 3	8		
	Barium	EPA 6010	Attach 3	8		
	Beryllium	EPA 6010	Attach 3	8		
	Boron	EPA 6010	Attach 3	8		
	Cadmium	EPA 6010	Attach 3	8		
	Calcium	EPA 6010	Attach 3	8		
	Chromium (+6)	EPA 7196	Attach 3	35		
	Chromium (total)	EPA 6010	Attach 3	8		
	Cobalt	EPA 6010	Attach 3	8		
	Copper	EPA 6010	Attach 3	8		
	ICP Scan	EPA 6010	Attach 3	100		
	Iron	EPA 6010	Attach 3	8		
	Lead	EPA 6010	Attach 3	8		
	Magnesium	EPA 6010	Attach 3	8		
	Manganese	EPA 6010	Attach 3	8		
	Mercury	EPA 6020 or 7471	Attach 3	15		
	Molybdenum	EPA 6010	Attach 3	8		
	Nickel	EPA 6010	Attach 3	8		
	Potassium	EPA 6010	Attach 3	8		
	RCRA Metals (8)	EPA 6010B and 7471A	Attach 3	50		
	Selenium	EPA 6010	Attach 3	8		
	Silver	EPA 6010	Attach 3	8		
	Sodium	EPA 6010	Attach 3	8		
	Strontium	EPA 6010	Attach 3	8		
	Thallium	EPA 6010	Attach 3	8		
	Tin	EPA 6010	Attach 3	8		
	Titanium	EPA 6010	Attach 3	8		
	Vanadium	EPA 6010	Attach 3	8		
Zinc	EPA 6010	Attach 3	8			
			Attach 3			
	Fecal coliform	SM9222D	Attach 3		1681	95

Exhibit A-1B: ACEPD Analytical Price Sheet for Sediment/Soil Matrix						
Group	Analyte	Sediment/Soil				
		Method	Reporting Limit	Price	Alternative Method	Alternative Price
Organics	Chlorinated Pesticides/PCBs	EPA 8081 / 8082	Attach 3	75		
	Dioxins and Furans (full list)	EPA 1613B	Attach 3	600		
	Total Volatile Solids (TVS)	SM 2540G	Attach 3	25		
	Glyphosate	EPA 8321		no bid		
	Dioxins and Furans (TCDD/TCDF only)	EPA 1613B	Attach 3	395		
	Chlorinated Herbicides	EPA 8151	Attach 3	175		
	Priority Pollutant Semi-volatile Organic Compounds (SVOCs)	EPA 625 or 8270	Attach 3	110		
	Identification of Non-priority Pollutant Organics with GC/MS > 10 PPB	EPA 625 or 8270	Attach 3	110		
	Organophosphorus Compounds	EPA 8141	Attach 3	150		
	Polynuclear Aromatic Hydrocarbons (PAHs)	EPA 8270 or 8310	Attach 3		8270 SIM	69
	Priority Pollutant Volatile Organic Compounds (VOCs)	EPA 624 or 8260	Attach 3	50		
	Total Recoverable Petroleum Hydrocarbons (TRPH)	FL-PRO	Attach 3	45		
	VOCs, with Acetone and Methyllethyl ketone	EPA 8260	Attach 3	50		

INSTRUCTIONS: Consultants should insert their unit prices for the listed parameters and methods that they would like included in their bid. If the consultant has alternative methods to the methods listed here, insert the method number in the "alternative method" column and the price in the "alternative price" column.

Exhibit A-2 - ACEPD Annual Projected Ambient Monitoring Laboratory Expenses

Laboratory Parameter	Unit Price	OCB		Lakes		SRB (Quarterly)		Hot Spots		Groundwater		Wastewater	
		Sites	Costs	Sites	Costs	Sites	Costs	Sites	Costs	Sites	Costs	Sites	Costs
Total Organic Carbon	\$ 24	19	\$ 456	2	\$ 48	7	\$ 168	0	\$ -	14	\$ 672	0	\$ -
Ammonia Nitrogen	\$ 12	19	\$ 228	2	\$ 24	7	\$ 84	0	\$ -	14	\$ 336	13	\$ 156
Nitrate Nitrogen	\$ 8	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	13	\$ 104
Nitrate plus Nitrite Nitrogen	\$ 14	19	\$ 266	2	\$ 28	7	\$ 98	0	\$ -	14	\$ 392	0	\$ -
TKN (Total Kjeldahl Nitrogen)	\$ 24	19	\$ 456	2	\$ 48	7	\$ 168	0	\$ -	14	\$ 672	13	\$ 312
Total Nitrogen (calculation)	\$ -	19	\$ -	2	\$ -	7	\$ -	0	\$ -	14	\$ -	0	\$ -
Soluble Reactive Phosphorus	\$ 12	19	\$ 228	2	\$ 24	7	\$ 84	0	\$ -	0	\$ -	0	\$ -
Total Phosphorus	\$ 18	19	\$ 342	2	\$ 36	7	\$ 126	0	\$ -	14	\$ 504	13	\$ 234
Chlorophyll a - corrected	\$ -	19	\$ -	2	\$ -	7	\$ -	0	\$ -	0	\$ -	0	\$ -
E. Coli	\$ -	19	\$ -	2	\$ -	8	\$ -	18	\$ -	0	\$ -	0	\$ -
Total Suspended Solids (TSS)	\$ 8	19	\$ 152	2	\$ 16	7	\$ 56	0	\$ -	0	\$ -	4	\$ 32
Total Dissolved Solids (TDS)	\$ 12	19	\$ 228	2	\$ 24	7	\$ 84	0	\$ -	14	\$ 336	0	\$ -
Chloride	\$ 8	19	\$ 152	2	\$ 16	7	\$ 56	0	\$ -	14	\$ 224	0	\$ -
Sulfate	\$ 8	19	\$ 152	2	\$ 16	7	\$ 56	0	\$ -	14	\$ 224	0	\$ -
Total Alkalinity	\$ 14	19	\$ 266	2	\$ 28	7	\$ 98	0	\$ -	14	\$ 392	0	\$ -
Bicarbonate Alkalinity	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	14	\$ -	0	\$ -
Potassium	\$ 7	19	\$ 133	2	\$ 14	7	\$ 49	0	\$ -	14	\$ 196	0	\$ -
Hardness	\$ 22	19	\$ 418	2	\$ 44	7	\$ 154	0	\$ -	14	\$ 616	0	\$ -
Calcium	\$ 7	19	\$ 133	2	\$ 14	7	\$ 49	0	\$ -	14	\$ 196	0	\$ -
Magnesium	\$ 7	19	\$ 133	2	\$ 14	7	\$ 49	0	\$ -	14	\$ 196	0	\$ -
Sodium	\$ 7	19	\$ 133	2	\$ 14	7	\$ 49	0	\$ -	14	\$ 196	0	\$ -
Iron	\$ 7	19	\$ 133	2	\$ 14	7	\$ 49	0	\$ -	14	\$ 196	0	\$ -
Fluoride	\$ 8	0	\$ -	0	\$ -	0	\$ -	0	\$ -	14	\$ -	0	\$ -
Boron	\$ 8	0	\$ -	0	\$ -	0	\$ -	0	\$ -	14	\$ -	0	\$ -
<b>Subtotal (four quarters)</b>			<b>\$ 16,036</b>		<b>\$ 844</b>		<b>\$ 5,908</b>		<b>\$ -</b>		<b>\$ 10,696</b>		<b>\$ 3,352</b>
<b>Total</b>			<b>\$ 36,836</b>										

INSTRUCTIONS- To calculate projected costs, consultants should insert their unit price for each analytical parameter listed in Column A (highlighted blue). No other column should be manipulated by the consultant. Sampling frequencies and site numbers are projected and are subject to change at ACEPD's discretion.

C. PARAGRAPH #30, Electronic Signatures, is added to the agreement as follows.

**30. Electronic Signatures**

The Parties agree that an electronic version of this Agreement shall have the same legal effect and enforceability as a paper version. The Parties further agree that this Agreement, regardless of whether in electronic or paper form, may be executed by use of electronic signatures. Electronic signatures shall have the same legal effect and enforceability as manually written signatures. The County shall determine the means and methods by which electronic signatures may be used to execute this Agreement and shall provide the Contractor with instructions on how to use said method. Delivery of this Agreement or any other document contemplated hereby bearing an manually written or electronic signature by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in “portable document format” (“.pdf”) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

D. PARAGRAPH #31, U.S. Department of Homeland Security E-Verify System, is added as follows:

**31. U.S. Department of Homeland Security E-verify System**

31.1 The Contractor/Professional shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor/Professional during the term of the Agreement. The E-verify system is located at <https://www.uscis.gov/e-verify>

31.2 The Contractor/Professional shall expressly require any subcontractors performing work or providing services pursuant to the County's Agreement to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the term of the Agreement. The E-verify system is located at <https://www.uscis.gov/e-verify>.

SAVE and EXCEPT as expressly amended herein, all other terms and provisions of the original Agreement shall be and remain in full force and effect.

WITNESS WHEREOF, the parties have caused this Agreement to be executed for the uses and purposes therein expressed on the day and year first above-written.

ALACHUA COUNTY, FLORIDA

By: 

Ken Cornell, Chair  
Board of County Commissioners

Date: 10/12/21

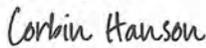
ATTEST:

APPROVED AS TO FORM



J.K. "Jess" Irby, Esq., Clerk

(Seal)

DocuSigned by:  
  
9EE93D92AE02438

Alachua County Attorney's Office

CONTRACTOR

By: 

Print: Les Arnold

Title: General Manager

Date: 09/09/2021

**INCORPORATED OR ARE OTHERWISE NOT A NATURAL PERSON, PLEASE PROVIDE A CERTIFICATE OF INCUMBANCY AND AUTHORITY, OR A CORPORATE RESOLUTION, LISTING THOSE AUTHORIZED TO EXECUTE CONTRACTS. IF A NATURAL PERSON, THEN YOUR SIGNATURE SHOULD BE NOTARIZED. SAMPLE FORMATS FOR NOTARY ARE AVAILABLE ON THE INTRANET UNDER THE PURCHASING/PROCUREMENT SECTION.**

ALS Group USA, Corp

(Insert Name of Corporation)

**CORPORATE RESOLUTION GRANTING SIGNING AUTHORITY AND AUTHORITY TO CONDUCT BUSINESS**

The Board of Directors ("Directors") of ALS Group USA, Corp, a Texas corporation (the "Corporation"), at a duly and properly held meeting on the 9 day of September, 2021, did hereby consent to, adopt, ratify, confirm and approve the following recitals and resolutions:

**WHEREAS**, the Corporation is a duly formed, validly existing corporation in good standing under the laws of the State of Texas and is authorized to do business in the State of Florida; and

**WHEREAS**, the Corporation desires to grant certain persons the authority to execute and enter into contracts and conduct business on behalf of the Corporation.

**NOW, THEREFORE, BE IT RESOLVED**, that any of the following officers and employees of the Corporation listed below are hereby authorized and empowered, acting alone, to sign, execute and deliver any and all contracts and documents on behalf of the Corporation, and to do and take such other actions, including but not limited to the approval and execution of contracts, purchase orders, amendments, change orders, invoices, and applications for payment, as in his or her judgment may be necessary, appropriate or desirable, in connection with or related to any bids, proposals, or contracts to, for or with to Alachua County, a charter

county and political subdivision of the State of Florida:

NAME

TITLE

Cyril Hahamski

Global Controller: Asst Secretary

Les Arnold

General Manager

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BE IT RESOLVED THAT, these resolutions shall continue in full force and effect, and may be relied upon by Alachua County, until express written notice of their rescission or modification has been received by the Purchasing Manager of Alachua County. Any revocation, modification or replacement of these resolutions must be accompanied by documentation satisfactory to the Purchasing Manager of Alachua County, establishing the authority for the changes.

IN WITNESS WHEREOF, I have executed my name as Secretary and have hereunto affixed the corporate seal of the above-named Corporation this 9th day of September, 2021, and do hereby certify that the foregoing is a true record of a resolution duly adopted at a meeting of the Board of Directors of the Corporation and that said meeting was held in accordance with state law and the Bylaws of the Corporation, and that the resolution is now in full force and effect without modification or rescission.

(Corporate Seal)



Secretary of the Corporation

By: Cyril Hahamski

Cyril Hahamski

(Print Secretary's Name)





**Certificate Of Completion**

Envelope Id: 160AEE8D6AA34C778EEDDA3DB0459626 Status: Completed  
 Subject: Please DocuSign: Alachua Cty - ALS - #11404 FIRST AMENDMENT ALS GROUP INC-signed.pdf, Alachua C...  
 Source Envelope:  
 Document Pages: 13 Signatures: 1 Envelope Originator:  
 Certificate Pages: 4 Initials: 0 Jaye Athy  
 AutoNav: Enabled jathy@alachuacounty.us  
 Envelope Stamping: Enabled IP Address: 163.120.80.11  
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

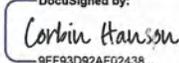
**Record Tracking**

Status: Original Holder: Jaye Athy Location: DocuSign  
 10/4/2021 8:17:27 AM jathy@alachuacounty.us  
 Security Appliance Status: Connected Pool: StateLocal  
 Storage Appliance Status: Connected Pool: Alachua County Location: DocuSign

**Signer Events**

Corbin Hanson  
 cfhanson@alachuacounty.us  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
9FF93D92AF02438...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 163.120.80.11

**Timestamp**

Sent: 10/4/2021 8:19:56 AM  
 Viewed: 10/4/2021 9:29:50 AM  
 Signed: 10/4/2021 9:30:24 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 8/25/2020 10:05:29 AM  
 ID: 069bccbe-1e36-4262-ae6d-9b2979b496f3

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
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	10/4/2021 8:19:56 AM
Certified Delivered	Security Checked	10/4/2021 9:29:50 AM
Signing Complete	Security Checked	10/4/2021 9:30:24 AM
Completed	Security Checked	10/4/2021 9:30:24 AM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Alachua County (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 Alachua County:**

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: [mguidry@alachuacounty.us](mailto:mguidry@alachuacounty.us)

### **To advise Alachua County 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 [mguidry@alachuacounty.us](mailto:mguidry@alachuacounty.us) 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 Alachua County**

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 [mguidry@alachuacounty.us](mailto:mguidry@alachuacounty.us) 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 Alachua County**

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 [mguidry@alachuacounty.us](mailto:mguidry@alachuacounty.us) 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 Alachua County 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 Alachua County during the course of your relationship with Alachua County.