

**FOURTH AMENDMENT TO AGREEMENT
FOR ANNUAL UNINTERRUPTED POWER SUPPLY (UPS) MAINTENANCE
WITH EOLA POWER, LLC
NO. (#)11782**

THIS FOURTH AMENDMENT (“Amendment”) is made by and between Alachua County, Florida, a political subdivision and charter county of the State of Florida, by and through its Board of County Commissioners (the “County”) and EOLA Power, LLC, a Florida limited liability corporation which is authorized to do business in the State of Florida (“Contractor”), who are collectively referred to as the “Parties”.

WITNESSETH:

WHEREAS, the County and Contractor previously entered into a(n) Contractual Services Agreement dated 06/08/2021, for Annual Uninterrupted Power Supply (UPS) Maintenance identified by No. 11782 (the “Agreement”); and

WHEREAS, the Parties entered into a First Amendment to the Agreement on June 8, 2021, to renew the term of the Agreement and the Method of Payment; and

WHEREAS, the Parties entered into a Second Amendment to the Agreement on January 11, 2023, to update and revise the Prices Schedule and Equipment list; and

WHEREAS, the Parties entered into a Third Amendment to the Agreement on March 28, 2023, to renew the term of the Agreement and revise the Department information; and

WHEREAS, the Parties desires to amend the Agreement to update the equipment list and to do as otherwise provided herein.

NOW, THEREFORE, the County and Contractor agree to amend the Agreement as follows:

A. Amendment. Sub-Section #5.2, of the Agreement titled, “Alachua County Minimum Wage” is amended to read as follows:

5.2 Current required Alachua County Government Minimum Wage is \$17.00 per hour when health benefits are provided at the equivalent value of \$2.00 per hour and \$19.00 when health benefits are not provided (collectively, the Minimum Wage”).

B. Amendment. Section #30, of the Agreement, titled “Closeout” is added to read:

30. **Closeout**. The Contractor’s obligation to the County shall not end until all closeout requirements are completed. Activities during the close-out period shall include, but are not limited to, making final payments, submitting final reimbursement request and final activity/accomplishment report to the County, disposing of project assets (including the return of all equipment, and receivable accounts to the County), and determining the custodianship of records. Agreement closeout is not considered final until the County is fully satisfied that project objectives have been met and the Contractor has submitted the Contract Closeout Checklist, attached hereto and incorporated herein as **Exhibit “6”**.

C. Amendment. Exhibit A, of the Second Amendment, titled “Exhibit A to Second Amendment to #11782” is amended in its entirety and replaced with Exhibit A attached to this Fourth Amendment.

D. Effective Date. Upon and after full execution of this Amendment by the Parties, this Amendment shall be effective.

E. Original Agreement. Unless expressly amended herein, all other terms and provisions of the original Agreement between the Parties, including any prior amendments to the Agreement, shall be and remain in full force and effect. In the event any of the prior amendments to the Agreement conflict with this Amendment, the provisions of this Amendment shall prevail.

IN WITNESS WHEREOF, the Parties have caused this Fourth Amendment to be executed on the day and year below written.

ALACHUA COUNTY, FLORIDA

By: _____

Mary C. Alford, Chair

Board of County Commissioners

Date: _____

ATTEST

J.K. “Jess” Irby, Esq., Clerk


(SEAL)

APPROVED AS TO FORM

Signed by:
Diana Johnson
9E797AC46776481...

Alachua County Attorney's Office

CONTRACTOR

DocuSigned by:

By: _____
C1789E1BB0347C...

Print: _____

Title: CEO

Date: 8/14/2024

IF THE CONTRACTOR IS NOT A NATURAL PERSON, PLEASE PROVIDE A CERTIFICATE OF INCUMBENCY AND AUTHORITY, OR A CORPORATE RESOLUTION, LISTING THOSE AUTHORIZED TO EXECUTE AGREEMENTS ON BEHALF OF YOUR ORGANIZATION. IF ARE A NATURAL PERSON, THEN YOUR SIGNATURE MUST BE NOTARIZED.

Exhibit 6: Closeout Checklist

Contract Closeout occurs when all obligations are met and all legal, administrative, and managerial tasks are executed.

Contract No. 11782 – Annual Uninterrupted Power Supply (UPS) Maintenance With EOLA Power, LLC

Complete all applicable items.

ACTION/ITEM	Date Completed (by Vendor)	Vendor (initials)	County (initials)
General Requirements (Should be required on most Contracts)			
All contractual obligations are completed <i>(include list of exceptions as an attachment)</i>			
All invoices, except for the final, are submitted and paid			
All testing reports have been received and analyzed			
Final amount paid via this Contract			
Parties agree that no claims, issues, or unresolved matters exist on the contract			
Contract Specific Requirements (All may not apply)			
All inspections are completed and accepted			
Any County-furnished property is returned			
The contractor has closed any subcontracts that may exist			
All sub-contractor(s) have been paid in full <i>(include a table of sub-contractor(s) names with total amounts paid to each as an attachment)</i>			
Any access or security badges and keys are returned and are accounted for			
All warranties, training material, or other final deliverables are obtained			
All Bond requirements have been met			
Certificates of substantial completion or final completion are obtained			
Other administrative or contractual requirements are met <i>(include list of items as an attachment)</i>			

CONTRACT ADMINISTRATOR APPROVAL TO CLOSEOUT CONTRACT

Vendor/Contractor Signature

Date

Department Administrator Signature

Date

Exhibit A to Fourth Amendment to #11782

Pricing Semi Annual Preventative Maintenance and Inspection to include UPS and Batteries (per visit)							
Item	Building	Address	Type	Manufacturer	Model	Serial	kva size
A1	County Jail	3333 NE 39th Ave Gainesville FL 32609	UPS 3 Phase	GE	SG	P0040-1613- B051R	40
A2	County Jail	3333 NE 39th Ave Gainesville FL 32609	UPS 3 Phase	Vertiv/Liebert	EXM 75kva	M21H000580	75
A3	Austin Carey Fire Tower	12060 NE Waldo Rd Gainesville FL 32609 (Austin Carey Radio Shack Tower)	Two Pole Single Phase UPS	Eaton/Powerware	9170+	BG203T0005	18
A4	County Jail	3333 NE 39th Ave Gainesville FL 32609	UPS 3 Phase	GE	SG	P0040-1613- B050R	40
A5	Sheriff Headquarters	2621 SE Hawthorne Rd Gainesville FL 32641 (Sheriff HQ)	UPS 3 Phase	GE	LP33	Q1030-2812- B301A	30
A7	County Administration Building	12 SE 1st St Gainesville FL 32601 (Admin Bldg)	UPS 3 Phase	Liebert	Nxb	38-5407	20
A8	County Administration Building	12 SE 1st St Gainesville FL 32601 (Admin Bldg)	UPS 3 Phase	Liebert	Nxb	47H0900004	20
A9	Combined Communications Center	1100 SE 27th St. Gainesville FL 32641 (911 CCC)	UPS 3 Phase	Liebert	Nxb	38-5401	30
A11	County Administration Building	12 SE 1st St Gainesville FL 32601 (Admin Bldg)	PDU	Liebert	Nxb Tie Cabinet	M10J710018	20
A12	County Jail	3333 NE 39th Ave Gainesville FL 32609	PDU	PDI	PP12-WS-030-G-641	110-3995-1	
A13	County Jail	3333 NE 39th Ave Gainesville FL 32609	PDU	PDI	PP12-WS-030-G-641	110-3995-2	
A15	Josiah T. Walls Building	515 S Main St Gainesville FL 32601 (property appraiser)	Two Pole Single Phase UPS	APC	SmartUPS3000	AS1442135255	3

A21	\$600.00	Combined Communications Center	1100 SE 27th St. Gainesville FL 32641 (911 CCC)	UPS 3 Phase	MGE/SE	Galaxy 3500	QS1816151211	20
A22	\$450.00	Combined Communications Center	1100 SE 27th St. Gainesville FL 32641 (911 CCC)	UPS 3 Phase	GE	LP33	Q1040-1511-B187A	40
A24	\$600.00	Criminal Courthouse	220 S. Main Street Gainesville FL 32601 - Criminal Justice Ctr	UPS Single Phase	Vertiv/Liebert	GXT5-10MVRT6UXLN		10
A25	\$600.00	ACFR Tower	913 SE 5th St Gainesville FL 32601 ACFR Tower House		Eaton	9PX		16
A26	\$600.00	High Springs Tower	18516 NW 202nd St High Springs FL 33487 High Springs Tower House		Ferrups			18
A27	\$600.00	Phifer Tower	12000 SE CR 2082 Hawthorne FL 32606 Phifer Tower House					

Certificate Of Completion

Envelope Id: 50E74A1DA93C4C319CBB623B2D109FC3	Status: Completed
Subject: Please DocuSign: Amendment 4 to Agreement #11782 with Alachua County	
Source Envelope:	
Document Pages: 7	Signatures: 2
Certificate Pages: 5	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Michelle Guidry
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	mguidry@alachuacounty.us
	IP Address: 149.19.43.13

Record Tracking

Status: Original	Holder: Michelle Guidry	Location: DocuSign
8/12/2024 8:53:07 AM	mguidry@alachuacounty.us	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Alachua County	Location: DocuSign

Signer Events

Alex Antonceccchi
alex@eolapower.com
CEO
EOLA Power LLC
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

1C1789E1BB0347C...
Signature Adoption: Drawn on Device
Using IP Address: 136.28.24.124

Timestamp

Sent: 8/12/2024 8:58:40 AM
Viewed: 8/14/2024 5:21:18 PM
Signed: 8/14/2024 6:13:55 PM

Electronic Record and Signature Disclosure:
Accepted: 8/14/2024 5:21:17 PM
ID: 73bddb97-2703-415a-9567-eab1d94c58e7

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

Thomas (Jon) Rouse
trouse@alachuacounty.us
Contracts Supervisor
Alachua County Board of County Commissioners
Security Level: Email, Account Authentication (None)

COPIED

Sent: 8/14/2024 6:13:57 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Carolyn Miller
crmiller@alachuacounty.us
Procurement Specialist
Procurement
Security Level: Email, Account Authentication (None)

COPIED

Sent: 8/14/2024 6:13:58 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Barbara Fair bafair@alachuacounty.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 8/14/2024 6:13:59 PM

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/12/2024 8:58:40 AM
Certified Delivered	Security Checked	8/14/2024 5:21:18 PM
Signing Complete	Security Checked	8/14/2024 6:13:55 PM
Completed	Security Checked	8/14/2024 6:13:59 PM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure

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

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 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 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 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.

EOLA Power LLC

(Insert Name of Corporation)

CORPORATE RESOLUTION GRANTING SIGNING AUTHORITY AND AUTHORITY TO CONDUCT BUSINESS

The Board of Directors ("Directors") of EOLA Power LLC, a
(insert name of company)

FL corporation (the "Corporation"), at a duly and properly
(insert state of incorporation)

held meeting on the 14th day of August, 2024,

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 FL 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

DS
AA

county and political subdivision of the State of Florida:


<u>NAME</u>	<u>TITLE</u>
Alex Antoncecchi	CEO
_____	_____
_____	_____
_____	_____

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 14th day of August, 20²⁴, 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

DocuSigned by:

 By: _____
1G1789E4BB0347C...

Alex Antoncecchi

(Print Secretary's Name)

Certificate Of Completion

Envelope Id: 70C2A8FD512A47668EDC8B305A600F8B	Status: Completed
Subject: Complete with DocuSign: Amendment #4 to #11782 Annual UPS Products and Maintenance - EOLA	
Source Envelope:	
Document Pages: 12	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Michelle Guidry
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	mguidry@alachuacounty.us
	IP Address: 149.19.43.13

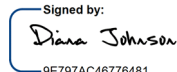
Record Tracking

Status: Original	Holder: Michelle Guidry	Location: DocuSign
8/16/2024 12:36:46 PM	mguidry@alachuacounty.us	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Alachua County	Location: DocuSign

Signer Events

Diana Johnson
 dmjohnson@alachuacounty.us
 CountyAttyOffice
 Security Level: Email, Account Authentication (None)

Signature

Signed by:

 9E797AC46776481...
 Signature Adoption: Pre-selected Style
 Using IP Address: 163.120.80.11

Timestamp

Sent: 8/16/2024 12:40:17 PM
 Viewed: 8/16/2024 12:54:16 PM
 Signed: 8/16/2024 12:54:34 PM

Electronic Record and Signature Disclosure:
 Accepted: 8/16/2024 12:54:16 PM
 ID: 8b253dd0-28f2-45fd-b068-f7ac33f69cfe

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

Thomas (Jon) Rouse
 trouse@alachuacounty.us
 Contracts Supervisor
 Alachua County Board of County Commissioners
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 8/16/2024 12:54:35 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carolyn Miller
 crmiller@alachuacounty.us
 Procurement Specialist
 Procurement
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 8/16/2024 12:54:36 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carbon Copy Events**Status****Timestamp**

Barbara Fair

bafair@alachuacounty.us

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

Sent: 8/16/2024 12:54:37 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

8/16/2024 12:40:17 PM

Certified Delivered

Security Checked

8/16/2024 12:54:16 PM

Signing Complete

Security Checked

8/16/2024 12:54:34 PM

Completed

Security Checked

8/16/2024 12:54:37 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

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

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 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 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 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.