Agreement/Contract CM2697,

# Renewal of Services Agreement for Web-based EMS Data Collection and Reporting

This letter confirms the renewal of the Agreement/Contract on the terms set out below.

# General information

No.	Topic	Details
1	Department	Name: Nassau County Fire Rescue
2	Vendor	Name: ImageTrend, Inc.
3	Agreement/Contract	Agreement/Contract title: Service Agreement for Image Trend EMS/ePCR with NFIRS  Agreement/Contract tracking number: CM2697-AR3  Funding Account(s): 01261526-546020 (50%) / 04223522-546020 (50%)  Amount: \$28,279.35

# Agreement/Contract Renewal

On behalf of the Nassau County Board of County County that it wishes to exercise the option to automatically one (1) year, beginning 6/19/2022 and ending 6/18 Agreement/Contract.	y renew the term of the Agreement/Contract for
Yours sincerely	
RAPE	6/1/2022
Department:	Date
Approved by:	6/2/2022
Procurement Unis Lacambra	Date 6/3/2022
Office of Management & Budget	Date
Denise C. May	6/3/2022
County Attorney	Date
COUNTY MANAGER - FINAL	SIGNATURE APPROVAL
Tano E. Popey AICP	6/3/2022
Taco E. Pope, AICP, County Manager	Date

Docusign Envelope ID: 525652BF-2618-4CE3-B473-3D353BB5CE5D

Letter to extend or renew a Contract

96135 Nassau Place, Suite 6 Yulee, FL 32097

Contract CM2697,

# Renewal of Services Agreement for Web-based EMS Data Collection and Reporting

This letter confirms the renewal of the Contract on the terms set out below.

# General information

No.	Topic	Details
1	Department	Name: Nassau County Fire Rescue
2	Vendor	Name: ImageTrend, Inc.
3	Contract	Contract title: Service Agreement for ImageTrend EMS/ePCR with NFIRS
		Contract tracking number: CM2697-AR2
Hildiga) Datak		Amount: \$26,656.00
		Funding Source: 01261526-546020 (50%) & 04223522-546020 (50%)

# Contract Renewal

On behalf of the Nassau County Board of County that the Contract automatically renewed for one (accordance with Section 2., Term of the Agreement	1) year, beginning 6/19/21 and ending 6/18/22, in
Yours sincerely	
BLPZ	7/1/2021
Nassau County Fire Rescue, Chief Rigdon	Date
Approved by:	7/3/2021
Procurement	Date
Megan Dield	7/8/2021
Office of Management & Budget	Date
Michael S. Mullin	7/8/2021
County Attorney	Date
COUNTY MANAGER - FINA	L SIGNATURE APPROVAL
Taco E. Popey AICP	7/8/2021
Taco E. Pope, AICP, County Manager	Date

CONTRACT APPROVAL FORM  CONTRACTOR INFORMATION  Name: ImageTrend			(Contract Management Use only)  CONTRACT TRACKING NO.  CM2697-A1
Address: 20855 Kensington Blvd.	Lakeville	MN	55044
	City	Stat	zip Zip
Contractor's Administrator Name: Jenny Shea/Ke	evin Fink	_ Title: Conti	ract Specialist/Acct Executive
Tel#: (888) 469-7789 Fax: (952)	985-5671 Email	jshea@ima	getrend.com/kfink@imagetrend.com
Contract Name: ImageTrend Billing Software	Page 22 of Original Agreement. We nually by 3% beginning year 2 and down and the status: New ITB RFP f Existing Contract: NC	RS Elite Con b-Based EMS data co ue for year 3 and so or Renew RFQ Coo c Change	March   Marc
1. APPROVALS PURSUANT TO N.	6-18-20	CHASING PO	DLICY, SECTION 6 SCUE
Department Head Signature	Date		nitting Department 6-546020/04223522-546020
2. Contract Management	Date		ing Source/Acct #
Office of Management & Budget  County Attorney (approved as to form only)	12220 Date / Date / Date		
Comments:	221		
Michael Mullin	FINAL SIGNAT	Date	VAL
RETURN ORIGINAL(S) TO CONTRACT MANACO Original: Clerk's Services; Copy: Department Office of Manager Contract Manager Clerk Finance	Contractor (original or nent & Budget		

# SOFTWARE OR SERVICES AGREEMENT AMENDMENT

Contract Details			
Original Contract Number	00000343.0	Amendment Contract	00001601.0
("Original Contract")	THE RESERVE OF THE PARTY OF THE	Number	A CONTRACTOR

This Agreement (hereinafter referred to as this "Agreement") is made as of the date executed by the last of the parties named below;

BETWEEN:

ImageTrend, Inc., Minnesota corporation (hereinafter "ImageTrend")

AND:

Nassau County Fire Rescue (hereinafter "Client").

The Client and ImageTrend mutually agree to the following changes to the Original Contract between Nassau County Fire Rescue and ImageTrend, Inc.:

- 1. The Payment Terms of the Price Sheet and Work Order Attachment shall be replaced in its entirety with the following:
  - "One Time Fees" are due once, as specified by the Milestone terms.
  - "Recurring Fees" are annual fees which recur each year. They are due on each
    anniversary of the fee, with the start date beginning upon completion as specified by
    the Milestone terms.
  - The Recurring Fees will escalate in price annually by 3% beginning Year 2 of the fee and each year thereafter. Escalated prices for Year 2 will be due with the fees for Year 3:

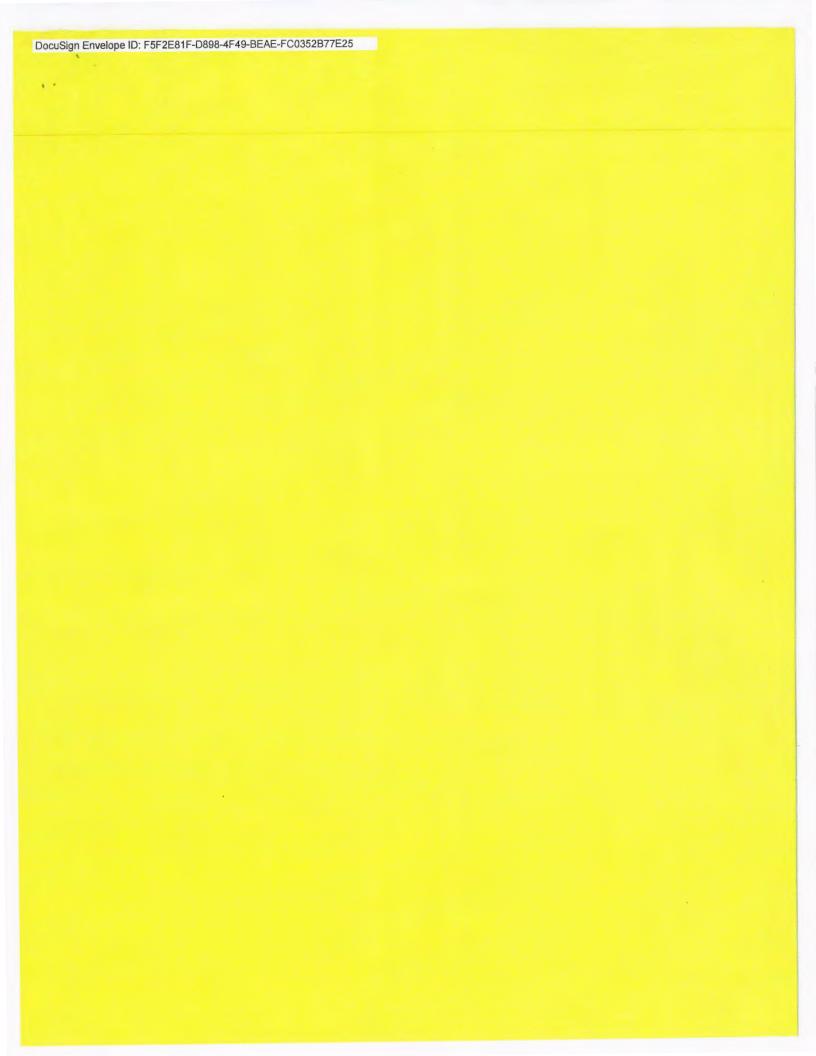
Total Year 1: \$29,467.30 Total Year 2: \$26,656.00 Total Year 3: \$28,279.35

- ImageTrend may temporarily suspend performance (e.g. cease to provide access, hosting, support) due to Client's breach of contract provided Client shall have 30 days to cure such breach before ImageTrend may suspend performance.
- ImageTrend may charge to Client a late fee of 1.5% per month, or the highest rate
  allowed under the law, whichever is lower, on any overdue amounts. Client also agrees
  imageTrend may charge to Client all reasonable costs and expenses of collection,
  including attorneys' fees where, in imageTrend's discretion, payments are consistently
  deficient or late.
- All Annual SaaS Fees are based upon anticipated transaction volumes (as provided by Client) and are subject to an annual usage audit. imageTrend reserves the right to increase fees in accordance with increased transaction volume per the Unit Price listed in the tables above.
- imageTrend will not be responsible for third-party fees related to this Agreement unless specifically outlined by this Agreement.

- 2. This Amendment is coterminous with the Original Contract, The Original Contract's term remains the same. All other terms and conditions remain the same.
- 3. Out of Scope customization is \$175.00/hour and performed only under mutually agreed upon Statement of Work.

<u>IN WITNESS WHEREOF:</u> the undersigned parties, each having authority to bind their respective organizations, hereby agree

client Nasau bury BOCC	ImageTrend
Signature	Signature: Jul Sw
Print Name: Michael Mullin	Print Name: Joseph T. Grow
Title: County Manager	Title: Proxided (coo
Date: 10/23/2020	Date: 5/29/2020



# Quote

# IMAGETREND®

Prepared For

Greg Roland

Nassau County Fire Rescue (FL)

96160 Nassau Pl.

Yulee, Florida 32097

(904) 530-6600

groland@nassaucountyfl.com

Bill To

Greg Roland

Nassau County Fire Rescue (FL)

96160 Nassau Pl.

Yulee, Florida 32097

(904) 530-6600

groland@nassaucountyfl.com

	Salespason		Quote Number		Date
Kevin	Flnk, Account Executive, 952-469-6178	QL	JO-03019-X3W3H	5 Ma	r 05, 2019
	Description	(Ciy	Педионну-	Office	ग्रह्म
One-Time Fees					
	Elite™ EMS Setup	1	One Time	\$0.000	\$0.00
	GSA SIN 132-50 Onsite Training Session - 8 Hours (FSC Group 70, COntract Number GS-35F-365DA)	3	One Time	\$937.100	\$2,811.30
	Travel	1	One Time	\$0.000	\$0.00
	Staffing - Switch Vendor to Aladtech or Crewsense or Adashi	1	One Time	\$0.000	\$0.00
Recurring Fees					
	GSA SIN 132-52 Elite™ EMS - SaaS *Includes Elite™ Field (EMS_SaaS_Sup10000 (10,400 x \$1.89) FSC Group 70, Contract Number GS-35F-365DA)	1	Recurring	\$19,656.000	\$19,656.00
	EMS w/NFIRS Reporting	1	Recurring	\$3,665.000	\$3,665.00
	Visual Informatics™	2	Recurring	\$3,000.000	\$6,000.00
	- VI Cube; EMS				
	- VI Cube: FIRE .				
	Health Information Hub™ Volume Tier	1	Recurring	\$8,000.000	\$8,000.00
	CAD Distribution	1	Recurring	\$3,500.000	\$3,500.00
	- CAD Vendor: New World / Tyler Technologies				
	TeleStaff Distribution	1	Recurring	\$3,500.000	\$3,500.00
	HIH™ Elite/Hospital Bi-Directional	1	Recurring	\$5,000.000	\$5,000.00
	Competitive Price Match Discount	1	Recurring	(\$22,665.000)	(\$22,665.00)
				TOTAL Year 1	\$29,467.30
			*Annual Fee	s after Year 1	\$26,656.00

Continuum <sup>TM</sup>	1	Recurring	\$7,500.000	\$7,500.00	
Connect Conference (per Attendee)	1	One Time	\$645.000	\$645.00	
Continuum™ Setup	1	One Time	\$1,500.000	\$1,500.00	

Prepared By: Kevin Fink

Terms of Agreement: The above mentioned items will be invoiced upon Contract signature with payment terms of net 30 days.

- The recurring annual fees will be invoiced annually in advance.
- Project completion occurs upon receipt of the product.
- ImageTrend's license, annual support and hosting are based on 10,400 annual incidents as provided by Client.
   \*IMAGETREND will perform price increases of the recurring fees. The first price increase will occur with the fees due for year two.
   These price increases will occur once a year and may not exceed 3% of the price then currently in effect.

This proposal is valid for 90 days.

IMAGETREND will invoice sales tax to non-exempt CLIENTS where applicable
DISCLAIMER: This quote creates no legal obligations. This letter is intended to confirm the parties' current understanding of the terms, but it is not intended to create any legal obligations with respect to any of the terms. Neither party should rely on this quote and no legal or equitable remedy will arise from any such reliance. Instead, the parties must reach a final agreement. A final agreement will be a condition precedent to any binding obligations. A fully executed Contract Agreement will be required to be completed before an order is processed.

Mission:

To protect, promote & Improve the health of all people in Florida through integrated state, county & community efforts.



Ron DeSantis Governor

Vision: To be the Healthlest State in the Nation

April 4, 2019

Michael S. Mullin, County Manager Nassua County 96135 Nassua Place, Suite 2 Yulee, Florida 32097

Dear Sir:

It gives me great pleasure to inform you that your request for Emergency Medical Services Data Collection funding assistance through the Overdose Prevention in States (OPIS) Cooperative Agreement has been approved by the Bureau of Emergency Medical Oversight (BEMO).

A copy of the approved application for \$29,467.30 is enclosed for your records. You are authorized by the application and this letter to purchase the items listed in the table below. All purchases must occur <u>after</u> the date of this letter.

Description	Unit Cost	QTY.	EXPENSE	.000.	TIOTIAL AWARD
Image Trend software startup			\$ 29,467.30		\$ 29,467.30

Since this is a cost reimbursement program, you must first purchase the hardware, software, and/or services. After the purchase and receipt of the commodities or services, you will have to submit a request for reimbursement to BEMO. Due to strict requirements of the OPIS grant, all expenditure information must be received by the bureau no later than August 31, 2019, 5:00 PM EDT, to be eligible for reimbursement.

The payment request must include a copy of all purchase orders, all receiving reports, all invoices, a Non-expendable Property Accountability Record on Operating Capital Outlay (OCO) purchases over \$5,000 and documentation of payment to the vendor for the amount of funds being requested. In addition, you must provide a written report by August 31, 2019, detailing the actions taken to expend the funds and the progress in implementing or improving an electronic data collection system.



**Emergency Medical Services Data Collection** Page Two April 4, 2019

Please use the following budget codes on your Request for Reimbursement

OCA Org EO Category OPCR9 790000 000700 64-61-70-30-000 Pl

**Object Code** 

CFDA Number is 93.354

The signed application acknowledges you have read, understood and will comply with all terms and conditions of the approved and signed application. Your agency must request a budget modification to the contract before buying anything not included in the approved contracted budget or making any change in purchases not included in the approved contracted budget.

Thank you for your continued support and involvement in improving the Florida pre-hospital EMS system. If you have any questions or need assistance, please contact Brenda Clotfelter, Health Information and Policy Analysis Section at (850) 558-9510.

Sincerely,

Douglas Woodlief **Division Director** 

**Emergency Preparedness and Community Support** 

**Enclosures** 



#### **BOCC AGENDA ITEM**

Item Title:

Emergency Medical Services Data Collection Grant

Date:

4/22/2019

Department: Fire Rescue

#### Background:

Nassau County Fire Rescue (NCFR) applied for and has been awarded the Emergency Medical Services (EMS) Data Collection Grant. The EMS data collection grant provides 100% cost reimbursement to improve, update and bring into State compliance NCFR's ePCR reporting system. NCFR's current software system does not meet the State's requirement for EMSTARS v3.4 reporting. We have chosen Image Trend software for the process to enable us to send reliable data to EMSTARS automatically. \$29,467.30 is the reimbursable amount of the EMS Data Collection Grant.

A Budget Amendment is required for acceptance of the grant funds and will be provided in future finance package.

#### Request:

Accept Emergency Medical Services (EMS) Data Collection Grant funds totaling \$29,467.30 to be used for purchase of Image Trend Software; and authorize the County Manager to sign the Request for Reimbursement form.

#### Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:

Annual fees for Image Trend software maintenance.

#### Action Requested and Recommendation:

- 1) Staff request that the BOCC acknowledge receipt of the EMS Data Collection Grant for 100% reimbursement of \$29,467.30 for Image Trend software
- 2) Staff recommend the BOCC authorize the County Manager to sign the Request for Reimbursement form to receive funds from the EMS program.

Is this action consistent with the Nassau County Comprehensive Land Use Plan?

NA

**Funding Source:** 

In Finance Package

#### Additional Information Needed for Contracts/Agreements (If Applicable)

Contract Number assigned by Contracts Management:

N/A

For non-governmental agencies, has the document been sent to the vendor for signature?

N/A

Does the document need to be recorded? If so, who will pay the recordation fee?

N/A

Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc):

Please return to Fire Rescue for distribution.

How many originals are needed?

Two (2).

#### ATTACHMENTS:

Description Upload Date Type

# DocuSign Envelope ID: F5F2E81F-D898-4F49-BEAE-FC0352B77E25

EMS Data Collection Grant Award Letter	4/9/2019	Cover Memo
EMS Subgrant Application	4/9/2019	Cover Memo
Request for Reimbursement Form	4/9/2019	Cover Memo

# **Requisition Form**

#### NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

VENDOR NAME/ADDRESS

ImageTrend, Inc.

96135 Nassau Place Suite 1 Yulee, FL 32097 DEPARTMENT Fire Rescue

DOR NUMBER	PROJECT NAME	PUNDING SOURCE		AMOUNT AVAILABLE	STANDARI	REQUE B. R 1 PO OK ENCLIMBER ONL	ligdon
INO .	DESCRIPTION	ES-051	QUANTITY	WUNIT PRICE		er Contract	CM2697-A
	ImageTrend Billing Software EM		1.00	\$ 28,279.35	\$ 28,279.35		
	NIFRS Elite				\$ 0.00		
	6/19/2022 - 6/18/2023	***			\$ 0.00		
					\$ 0.00		
	01261526-546020 = \$14,139.6	8			\$ 0.00		
	04223522-546020 = \$14,139.6	7			\$ 0.00		
					\$ 0.00		
					\$ 0.00		
					\$ 0.00		
					\$ 0.00		
	Enter additional information or d	etails, as needed.					
GINAL - FINA					Shipping		0.00
Y - DEPARTM <b>Department H</b>	ead				Total		279.35
Probacion	the best of my knowledge, this requi licy.			ution, has been revie	ewed, budgeted for and follo	ws the Nassau Cou	nty
my		b/1/ ——	/2022			17	
I diffest that to	agement and Budget the best of my knowledge, funds are	available for paymer 6/3/	nt. 12022			,	_
Procurement I						6/2/202	2
	the bast of my knowledge, this requi	sition is accurate and 6/2/	d necessary 12022	and is consistent w	rith the Nassau County Purc	chasing Policy.	



John Martin Aaron C, Bell Jeff Gray Thomas R, Ford Klynt Farmer Dist. No. 1 Fernandina Beach Dist. No. 2 Amella Island Dist. No. 3 Yulee Dist. No. 4 Bryceville/Hilliard Dist. No. 5 Callahan/West Yulee

JOHN A. CRAWFORD Ex-Officio Clerk

MICHAEL S. MULLIN County Attorney

TACO E. POPE, AICP County Manager

# E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Project Name:	ImageTrend, Inc.	_
Bid No./Contra	ct No.: CM21097-A1	

#### **DEFINITIONS:**

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

"E-Verify System" means an internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Effective January 1, 2021, Contractors, shall register with and use the E-Verify System in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

- a) All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
- b) All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with Nassau County. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with Nassau County; and

(904) 530-6100

An Affirmative Action / Equal Opportunity Employer

- c) Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Florida Statutes, "Employment Eligibility", as amended from time to time. This includes, but is not limited to, registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The Contractor shall also execute the attached affidavit (Exhibit "A") attesting that the Contractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract; and
- d) Contractor shall also require all subcontractors to execute the attached affidavit (Exhibit "B") attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

#### **CONTRACT TERMINATION:**

- a) If Nassau County has a good faith belief that a person or entity with which it is contracting has knowingly violated §448.09(1), Florida Statutes, the contract shall be terminated.
- b) If Nassau County has a good faith belief that a subcontractor knowingly violated §448.095(2), but the Contractor otherwise complied with §448.095(2), Florida Statutes, shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
- c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d) Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination.
- e) If the contract is terminated for a violation of the Statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

	25.5	
	1	

Client Company ID Number:1531889

If you have any questions, contact E-Verify at 1-888-464-4218.

Approved by:

Employer	
Name (Please Type or Print)	Title
Signature	Date
E-Verify Employer Agent	
Paylocity Corporation	
Name (Please Type or Print)	Title
Ryan Knox	
Signature	Date
Electronically Signed	May 11, 2021
Department of Homeland Security - Verification Division	
Name	Title
Signature	Date

ARREST E

Client Company ID Number:1531889

Information Required for the E-Verify Program			
Information relating to your Company:			
Company Name	ImageTrend Inc		
	20855 Kensington Blvd		
Company Facility Address	LakevIIIe, MN 55044		
	20855 Kensington Blvd		
Company Alternate Address	Lakeville, MN 55044		
County or Parish	Dakota		
Employer Identification Number	41-1903871		
North American Industry Classification Systems Code	Professional, Scientific, And Technical Services (541)		
Parent Company			
Number of Employees	100 to 499		
Number of Sites Verified for	1		

Client Company ID Number:1531889

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

Minnesota	1878 (1985) 1	ndfilmsfilmp	日田中海

Client Company ID Number: 1531889

# Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Manager Manager Mila Long	
Phone Number (952) 469-1589	
Fax Number	
Email Address mlong@lmagetrend	.com

Name Robin Leonard
Phone Number (952) 469-1589
Fax Number
Email Address rleonard@Imagetrend.com

Name	New York State of the Control of the
Phone Numb	per (952) 469-1589
Fax Number	
Email Addra	arawalmagetrend com





Client Company ID Number: 1531889

Title
Date
April 16, 2020
Title
Date
April 16, 2020
Title
Date
April 16, 2020

#### Certificate Of Completion

Envelope Id: F5F2E81FD8984F49BEAEFC0352B77E25

Status: Completed

Subject: Please DocuSign: CM2697-AR3 - ImageTrend, Inc. - Service Agreement for EMS/ePCR - \$28,279.35

Signatures: 10

Initials: 1

Source Envelope:

Document Pages: 19

Certificate Pages: 6

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Envelope Originator: Constance Holmes

cholmes@nassaucountyfl.com IP Address: 50.238.237.26

#### **Record Tracking**

Status: Original

5/26/2022 1:24:45 PM

Holder: Constance Holmes

cholmes@nassaucountyfl.com

Location: DocuSign

#### Signer Events

Brady Rigdon

brigdon@nassaucountyfl.com

Fire Chief

Nassau County Fire-Rescue

Security Level: Email, Account Authentication

(None)

#### Signature

RIP

Signature Adoption: Uploaded Signature Image

Using IP Address: 50.238.237.26

# **Timestamp**

Sent: 5/26/2022 2:06:42 PM Viewed: 6/1/2022 9:06:40 AM Signed: 6/1/2022 9:06:57 AM

# Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Lanaee Gilmore

Igilmore@nassaucountyfl.com

Procurement Director

Nassau County BOCC

Security Level: Email, Account Authentication

(None)

Kanso Holmos

Signature Adoption: Pre-selected Style

Sent: 6/1/2022 9:07:01 AM Viewed: 6/2/2022 3:46:31 PM Signed: 6/2/2022 3:46:39 PM

# Using IP Address: 50.238.237.26

# Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Tracy Poore

tpoore@nassaucountyfl.com

OMB Admin

Nassau County BOCC

Security Level: Email, Account Authentication

(None)

10

Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26

Sent: 6/2/2022 3:46:42 PM Viewed: 6/2/2022 3:49:34 PM Signed: 6/2/2022 3:52:09 PM

# Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Chris Lacambra

clacambra@nassaucountyfl.com

**OMB** Director

Nassau County BOCC

Security Level: Email, Account Authentication (None)

Cliris Lacambra

Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26

Sent: 6/2/2022 3:52:11 PM Viewed: 6/3/2022 7:06:14 AM Signed: 6/3/2022 7:06:37 AM

# Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
Denise C. May		Sent: 6/3/2022 7:06:39 AM
dmay@nassaucountyfl.com	Denise C. May	Viewed: 6/3/2022 8:21:56 AM
Assistant County Attorney		Signed: 6/3/2022 8:24:27 AM
Nassau County BOCC	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 50.238.237.26	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Taco E. Pope, AICP		Sent: 6/3/2022 8:24:31 AM
tpope@nassaucountyfl.com	Taco E. Popey AICP	Viewed: 6/3/2022 11:01:14 AM
County Manager		Signed: 6/3/2022 11:01:26 AM
Nassau County BOCC	0	
Security Level: Email, Account Authentication	Signature Adoption: Pre-selected Style Using IP Address: 174.211.226.165	
(None)	Signed using mobile	
Electronic Record and Signature Disclosure: Not Offered via DocuSign	organic county mostic	
Clerk Finance received		Sent: 7/5/2022 11:55:31 AM
boccap@nassauclerk.com	Clerk Finance received	Viewed: 7/6/2022 8:41:18 AM
Nassau County Clerk		Signed: 7/6/2022 8:41:31 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254	
Electronic Record and Signature Disclosure: Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059	•	
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp

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
Dylan Murphy dmurphy@imagetrend.com Security Level: Email, Account Authentication	COPIED	Sent: 6/3/2022 11:01:29 AM Resent: 6/6/2022 4:00:22 PM Resent: 7/5/2022 11:55:31 AM
(None)  Electronic Record and Signature Disclosure:		Viewed: 7/5/2022 12:00:24 PM
Accepted: 6/29/2022 10:09:43 AM ID: a193f3d2-c6ad-47f2-953c-f052f3c67545		

Clerk Admin COPTE

ClerkServices@nassaucountyfl.com Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Not Offered via DocuSign COPIED

Sent: 7/6/2022 8:41:33 AM

Carbon Copy Events

RLS Distro

RLS Distribution@nassaucountyfl.com

Security Level: Email, Account Authentication

Procurement Staff
procurementstaff@nassaucountyfl.com
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Electronic Record and Signature Disclosure: Not Offered via DocuSign **COPIED** Sent: 7/6/2022 8:41:35 AM

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/26/2022 2:06:42 PM
Certified Delivered	Security Checked	7/6/2022 8:41:18 AM
Signing Complete	Security Checked	7/6/2022 8:41:31 AM
Completed	Security Checked	7/6/2022 8:41:35 AM
Payment Events	Status	Timestamps
Electronic Record and Signature	Disclosure	

#### ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, County of Nassau (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 County of Nassau:

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: bsimmons@nassaucountyfl.com

### To advise County of Nassau 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 bsimmons@nassaucountyfl.com 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 County of Nassau

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 bsimmons@nassaucountyfl.com 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 County of Nassau

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 bsimmons@nassaucountyfl.com 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: <a href="https://support.docusign.com/guides/signer-guide-signing-system-requirements">https://support.docusign.com/guides/signer-guide-signing-system-requirements</a>.

#### 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 County of Nassau 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 County of Nassau during the course of your relationship with County
  of Nassau.