Contract Number:	CM3644
Consultant/Vendor:	CBRE, Inc.
Consultant/Vendor Contact Name:	Nick Chop
Consultant/Vendor Contact Phone Number:	(904)367-2011
Consultant/Vendor Contact Email Address:	Nick.chop@cbre.com
Project Short Title:	Thomas Creek Appraisals
<b>Total Amount of Previous Work</b> <b>Authorizations:</b>	0
Amount of this Work Authorization:	\$20,220.00
New Contract Amount including this Work Authorization:	\$20,220.00
Funding Source:	63336541-563300-TC000

# AMENDED WORK AUTHORIZATION CM3644 #01

This Work Authorization is issued pursuant to the Contract referenced above between Nassau County and the Consultant/Vendor for the following services:

**ARTICLE 1. Description of Services.** Consultant/Vendor shall provide the services as set forth in Exhibit "A", attached hereto and incorporated herein.

**ARTICLE 2.** Time Schedule. Consultant/Vendor anticipates the services to be completed pursuant to the time schedule contained in Exhibit "A", attached hereto and incorporated herein, or no later than ninety (90) days from the issuance of this Work Authorization. The parties agree that this Work Authorization shall be considered as the Notice to Proceed.

**ARTICLE 3.** Compensation. Consultant/Vendor shall be compensated for the services in detailed in Exhibit "A", attached hereto and incorporated herein, using rates previously established in the Contract referenced above.

**ARTICLE 4. Other Provisions.** This Work Authorization shall become a part of the Contract when executed by both parties. Any Work Authorization entered into prior to expiration or termination set forth in the Contract shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof. Consultant/Vendor acknowledges that all drawings, data, electronic files and other information required for this Work Authorization has been accepted by

Consultant/Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work Authorization.

# **RECOMMENDED AND APPROVED BY:**

Department Head/Managing Agent:	Katie Peay	5/23/2024	
		Date	
Procurement:	Lanace Kelmore	5/24/2024	
		Date	
Office of Management & Budget:	Cluris Lacambra	5/23/2024	
6 6		Date	EM
County Attorney:	Denise ( May	5/24/2024	5/24/2024
	Denise C. May	Date	- •

**IN WITNESS WHEREOF,** the Parties have caused this Work Authorization to be executed by its duly authorized representatives, effective as of the last date below.

# NASSAU COUNTY, FLORIDA

Taco E. Popey AICP

## CBRE, Inc.

Nicklop

BY: \_\_\_\_\_ Print Name: Nick Chop Title: Director South Region Date: \_\_\_\_\_\_5/24/2024 VALUATION & ADVISORY SERVICES

# Proposal and Contract for Services

## EXHIBIT "A"

May 21, 2024

CBRE, Inc. 1 Independent Drive, Suite 3000 Jacksonville, FL 32202 904.367.2011 www.cbre.us/valuation

Nick Chop, MAI, R/W-AC Executive Vice President

Katie Peay, PE, CFM, Stormwater Director **NASSAU COUNTY** 96161 Nassau Place Yulee, FL 32097 Phone: 904.530.6391 Email: kpeay@nassaucountyfl.com

RE: Assignment Agreement – Valuation of Residences, Thomas Creek Ahlum - 43001 Freedom Drive, Callahan, Nassau County, FL (PCL# 16-1N-25-2910-0021-0000) Evans - 43111 Freedom Drive, Callahan, Nassau County, FL (PCL# 16-1N-25-2910-0019-0000 Residence & 16-1N-25-2910-0019-0020 - Land) – Residence encumbers this land parcel. Nichols - 43113 Freedom Drive, Callahan, Nassau County, FL (PCL# 16-1N-25-2910-0019-0010) Icenogle - 43124 Icehollow Trail, Callahan, Nassau County, FL (PCL# 16-1N-25-2910-0021-0000)

Dear Ms. Peay:

We are pleased to submit this proposal and our Terms and Conditions for this assignment. This is a proposed for four separate residence appraisal assignments for the Thomas Creek Project. The County intends to acquire each of these parcels in whole. Below is an Exhibit showing the location of each parcel.



DocuSign Envelope ID: BE1474C3-6B44-488C-A14C-038A0C6734A2

VALUATION & ADVISORY SERVICES

#### **PROPOSAL SPECIFICATIONS**

Fee: \$20,220.00 (for the four properties) or \$5,055.00 per parcel (see Details of Costs and Fees) To estimate the Market Value of the subject property. Purpose: Other: 1) A survey has not been provided. 2) It is assumed there is no excess or surplus land. All values will be provided utilizing the Sales Comparison Approach, as Improved. This is the only approach to value considered. 3) An inspection has not been made. It is assumed there is one residence per property. An additional residence (single-family or manufactured residence) on-site likely will require additional hours. 4) Information provided by the Client and relied on is assumed correct. Premise: As Is **Rights Appraised**: Fee Simple Internal Decision-Making purposes Intended Use: Intended User: The intended user is NASSAU COUNTY ("Client"), and such other parties and entities (if any) expressly recognized by CBRE as "Intended Users" (as further defined herein). Reliance: Reliance on any reports produced by CBRE under this Agreement is extended solely to parties and entities expressly acknowledged in a signed writing by CBRE as Intended Users of the respective reports, provided that any conditions to such acknowledgement required by CBRE or hereunder have been satisfied. Parties or entities other than Intended Users who obtain a copy of the report or any portion thereof (including Client if it is not named as an Intended User), whether as a result of its direct dissemination or by any other means, may not rely upon any opinions or conclusions contained in the report or such portions thereof, and CBRE will not be responsible for any unpermitted use of the report, its conclusions or contents or have any liability in connection therewith. CBRE will conduct a physical inspection of the subject property Inspection: and its surrounding environs on the effective date of appraisal. Sales Comparison Approach as Improved Valuation Approaches: Report Type: Standard Appraisal Report Appraisal Standards: USPAP Expenses: Fee includes all associated expenses A retainer is not required for this assignment Retainer: CBRE encourages our clients to join in our environmental **Delivery Instructions:** sustainability efforts by accepting an electronic copy of the report. An Adobe PDF file via email will be delivered to



DocuSign Envelope ID: BE1474C3-6B44-488C-A14C-038A0C6734A2

VALUATION & ADVISORY SERVICES

NASSAU COUNTY Assignment Agreement Page 2 of 5 May 21, 2024

The client has requested no (0)

Delivery Schedule: Preliminary Value: Draft Report: Final Report: Start Date:

Acceptance Date:

Not Required Within 90 days (or less) after the Notice to Proceed Upon Client's request The appraisal process will start upon receipt of your signed agreement and the property specific data. These specifications are subject to modification if this proposal is not accepted within 30 days from the date of this letter.

Each person signing below represents that it is authorized to enter into this Agreement and to bind the respective parties hereto.

kpeay@nassaucountyfl.com.

bound final copies.

We appreciate this opportunity to be of service to you on this assignment. If you have additional questions, please contact us.

Sincerely,

CBRE, Inc. Valuation & Advisory Services

Nick Chop, MAI, R/W-AC Executive Vice President As Agent for CBRE, Inc. T 904.367.2011 nick.chop@cbre.com



VALUATION & ADVISORY SERVICES

# AGREED AND ACCEPTED

# FOR NASSAU COUNTY ("CLIENT"):

Katie Peay

Signature

5/23/2024

Katie Peay, PE, CFM

Name

904.530.6391 Phone Number Stormwater Director Title kpeay@nassaucountyfl.com

E-Mail Address

Date



**VALUATION & ADVISORY SERVICES** 

# Proposal and Contract for Services

# SPECIFIC PROPERTY DATA REQUEST

If available, please provide any of the following:

- 1. Current title report and title holder name
- 2. Legal description
- 3. Survey and/or plat map
- 4. Site plan for proposed or entitled development, if applicable
- 5. Details on any sale, contract, or listing of the property within the past three years.
- 6. Engineering studies, soil tests or environmental assessments
- 7. Ground lease, if applicable
- 8. Planning/Zoning application or approval, if applicable
- 9. Name and telephone number of property contact for physical inspection and additional information needed during the appraisal process.
- 10. Any other information that might be helpful in valuing this property

Nick Chop, MAI, R/W-AC Executive Vice President nick.chop@cbre.com CBRE, Inc. Valuation & Advisory Services 1 Independent Drive, Suite 3000 Jacksonville, FL 32202



# Nick Chop, MAI, R/W-AC

Right-of-Way Practice Leader





T + 1 904 367 2011 nick.chop@cbre.com

1 Independent Dr., Suite 3000 Jacksonville, FL 32202

# Clients Represented

- Atkins
- City of Jacksonville
- Duke Energy
- FPL
- FDEP
- FDOT (Florida)
- Florida's Turnpike
- HDR
- HNTB
- Independence Acquisition
- Jacksonville Aviation Authority
- Jacksonville Electric Authority
- Jacksonville Transportation Authority
- Manatee County
- Miami-Dade County
- Nextera
- NCDOT (North Carolina)
- Okefenoke Electric
- Orange County
- Orlando Utilities Commission
- Pasco County
- Polk County
- St. Johns County
- TxDOT (Texas)

# Experience .

Nick Chop, MAI, R/W-AC is CBRE's Right-of-Way Practice Leader for the South Region and has over 30 years of real estate appraisal, appraisal review, cost estimating and consulting experience. A majority of Mr. Chop's career has centered around litigation support, primarily in eminent domain valuation. Mr. Chop has been qualified as an expert witness in several courts. Mr. Chop is an approved appraiser for FDOT (Florida), NCDOT (North Carolina), TxDOT (Texas) and TDOT (Tennessee).

Mr. Chop has performed real estate valuations and reviews of fee simple, easement, leased fee/ leasehold interests of land, retail, restaurant, hotel, self-storage, office, industrial, medical buildings, mixed use-developments, single-family subdivisions, apartment projects, automotive dealership, and service facilities. Specialty valuations include percentage fee rights of easements including for utilities and rail (utilizing corridor factors). Mr. Chop regularly contributes to the Appraisal Institute and the International Right of Way Association. He is the past President of his local Appraisal Institute Chapter and current University Relations Ambassador.

Mr. Chop has worked extensively with large scale right-of-way infrastructure projects which include the valuation of fee simple and easement estates for proposed and existing corridors, roadway expansions and public utility lines. Recent, notable right-of-way projects include:

- Polk Regional Water Cooperative, Southeast Wellfield and Water Production Facility
- Florida's Turnpike, Central Polk Parkway, Bartow, Polk County
- Manatee County, Upper Manatee River Road, Lakewood Ranch
- FDOT, District Seven #447536-2 US 301, Dade City, Pasco County
- FDOT, District Seven #4475363 US 301, Dade City, Hernando County
- City of Jacksonville Old Middleburg Road
- Jacksonville Electric Authority, Various Parcels & Projects
- City of Jacksonville Chaffee Road
- NCDOT U-5753 Lindsay Road Wayside Road, Raeford, Hoke County
- FDOT, District Five #435859-4 SR 50 E. of CR 757 to Lake County Line
- NCDOT U-4758 Johnson St. Sandy Ridge Rd., High Point, Guilford County
- NCDOT P-5717 Cornwallis Rd., Durham, Durham County
- 250+ Parcel 230-kV Transmission Line Project in Central Florida
- FDOT, District Four #4369631 I-95 and 6th Ave., Palm Beach County
- FDOT, District Two #4322592 Interstate-95, Duval County
- NCDOT, 13 Cost Estimates in 11 Counties representing over 2,000 parcels
- FDOT, District One #4258432 S.R. 951, Collier County
- FDOT, District Seven #2578623 Sam Allen Rd., Hillsborough County
- Manatee County Moccasin Wallow Road
- Polk County, #5400114 Johnson Road, Polk County
- City of Jacksonville, The Landing Litigation
- City of Jacksonville, Jacksonville Power Plant Litigation

Mr. Chop has consulted on and appraised property for litigation, specifically eminent domain proceedings and various valuation litigation purposes. Mr. Chop has testified as an expert witness in counties throughout Florida.

# Professional Affiliations / Accreditations

- Appraisal Institute, Designated Member (MAI)
- International Right of Way Association, Designated Member (R/W-AC)
- Certified General Real Estate Appraiser Alabama (G01476), Florida (RZ2660), Georgia (351619), Maryland (33958), Mississippi (GA-1354), North Carolina (A8408), South Carolina (063020) Tennessee (5693), Texas (1380190), Virginia (4001018413)

# Education \_

• Florida State University, B.S. Real Estate and Finance

# **PO MODIFICATION FORM**

#### SECTION 1 - GENERAL INFORMATION

 Date Submitted:
 05/23/2024
 Requesting Department:
 Stormwater and Drainage Management Contact Person: Katie Peay

 Contact Phone Number:
 (904)
 530-6390
 Email: kpeay@nassaucountyfl.com

#### SECTION 2 – ORIGNAL PURCHASE ORDER INFORMATION

PO Number: \_\_\_\_\_ Contract No. (if applicable) \_\_CM3644-WA1 Vendor Name: \_\_\_\_\_

## SECTION 3 – MODIFICATION INFORMATION

Type of Modification:	□Amount Decrease	$\Box$ Change to Account Code $\Box$ Cancel PO
□Re-Open for Amount \$	Other: Property add	Iress correction
Original PO Sum:	\$	
Total Sum of Previous Modifications:	\$	
PO Sum Prior to this Modification:	\$	
Amount of this Modification:		
New PO Sum Including this Modification:	\$	
Account Code Change From:	To:	

#### **SECTION 4 – REASON FOR MODIFICATION**

The correct 4 properties to be appraised are: 43001 Freedom Drive, Callahan FL 32011, 43111 Freedom Drive, Callahan FL 32011, 43113 Freedom Drive, Callahan FL 32011 and 43124 Icehollow Trail, Callahan FL 32011.

#### APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

Katie Peay	5/23/2024
Department Head/Managing Ag	gent Date
, Chris Lacambra	5/23/2024
Office of Mgmt. & Budget	Date
(Signature required if greater than	n \$1,000.00)
3. Kanace Kelmore	5/24/2024
Procurement	Date
(Signature required if greater tha	n \$5,000.00)
4. Taco E. Pope, AI	CP5/24/2024
County Manager	Date

(Signature required if greater than \$100,000.00)

# LPB

Clerk: \_\_\_\_\_5/29/2024 Date: \_\_\_\_\_

#### **Certificate Of Completion**

Envelope Id: BE1474C36B44488CA14C038A0C6734A2 Status: Completed Subject: Complete with DocuSign: CM3644-WA1 Amended - CBRE, Inc. - Thomas Creek Appraisals - \$20,220.00 Source Envelope: Document Pages: 9 Signatures: 11 Envelope Originator:

Certificate Pages: 6 Initials: 2 AutoNav: Enabled Envelopeld Stamping: Enabled Time Zone: (UTC-05:00) Eastern Time (US & Canada)

#### **Record Tracking**

Signer Events

kpeay@nassaucountyfl.com Stormwater Director

clacambra@nassaucountyfl.com

Not Offered via DocuSign

lgilmore@nassaucountyfl.com **Procurement Director** 

Not Offered via DocuSign

Nassau County BOCC

nick.chop@cbre.com

Nassau County BOCC

Katie Peay

(None)

chris lacambra

**OMB** Director

Lanaee Gilmore

(None)

(None)

Nick Chop

(None)

Nassau County BOCC

Status: Original 5/23/2024 10:47:24 AM

Security Level: Email, Account Authentication

**Electronic Record and Signature Disclosure:** Accepted: 11/2/2021 8:55:57 AM

Security Level: Email, Account Authentication

**Electronic Record and Signature Disclosure:** 

**Electronic Record and Signature Disclosure:** 

Security Level: Email, Account Authentication

ID: a37cb26b-663c-4683-bca2-fe14683393b0

Holder: Stephanie Walsh swalsh@nassaucountyfl.com

# Signature

Katie Peay

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

Chris Lacambra

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

Sent: 5/23/2024 11:02:34 AM Viewed: 5/23/2024 12:00:18 PM Signed: 5/23/2024 12:01:39 PM

Stephanie Walsh

Location: DocuSign

Timestamp

swalsh@nassaucountyfl.com IP Address: 50.238.237.26

Sent: 5/23/2024 10:53:30 AM

Viewed: 5/23/2024 11:02:23 AM

Signed: 5/23/2024 11:02:31 AM

Sent: 5/23/2024 12:01:41 PM Viewed: 5/24/2024 1:00:35 PM Signed: 5/24/2024 1:00:59 PM

Sent: 5/24/2024 1:01:02 PM Viewed: 5/24/2024 1:05:45 PM Signed: 5/24/2024 1:05:52 PM

Signature Adoption: Uploaded Signature Image Using IP Address: 208.68.247.152

**Electronic Record and Signature Disclosure:** Accepted: 5/24/2024 1:05:45 PM ID: 47a3bf16-ed3f-479d-a84f-1e12a8c5fbee

Signature Adoption: Pre-selected Style Security Level: Email, Account Authentication Using IP Address: 50.238.237.26



Kanace Milmore

# DocuSian

Signer Events	Signature	Timestamp
Elizabeth Moore		Sent: 5/24/2024 1:05:54 PM
emoore@nassaucountyfl.com	EM	Viewed: 5/24/2024 2:00:30 PM
Assistant County Attorney		Signed: 5/24/2024 2:01:59 PM
Nassau County		,
Security Level: Email, Account Authentication	Signature Adoption: Pre-selected Style	
(None)	Using IP Address: 50.238.237.26	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Denise C May		Sent: 5/24/2024 2:02:01 PM
dmay@nassaucountyfl.com	Denise C. May	Viewed: 5/24/2024 2:20:53 PM
County Attorney		Signed: 5/24/2024 2:21:01 PM
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: 5/24/2024 2:21:03 PM
tpope@nassaucountyfl.com	Taco E. Popel AICP	Viewed: 5/24/2024 2:35:44 PM
County Manager		Signed: 5/24/2024 2:35:54 PM
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		
L.BELTON		Sent: 5/24/2024 2:35:57 PM
boccap@nassauclerk.com	LPB	Viewed: 5/29/2024 9:35:50 AM
Nassau County Clerk		Signed: 5/29/2024 9:36:00 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
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	Status	Timestamp
Intermediary Delivery Events	Status Status	
Intermediary Delivery Events Certified Delivery Events		Timestamp
Intermediary Delivery Events Certified Delivery Events Carbon Copy Events	Status Status	Timestamp Timestamp
Intermediary Delivery Events Certified Delivery Events Carbon Copy Events George Murray	Status	Timestamp Timestamp Timestamp
Intermediary Delivery Events Certified Delivery Events Carbon Copy Events George Murray gmurray@nassaucountyfl.com Project Manager	Status Status	Timestamp Timestamp Timestamp
Intermediary Delivery Events Certified Delivery Events Carbon Copy Events George Murray gmurray@nassaucountyfl.com Project Manager Nassau County	Status Status	Timestamp Timestamp Timestamp
Intermediary Delivery Events Certified Delivery Events Carbon Copy Events George Murray gmurray@nassaucountyfl.com Project Manager Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure:	Status Status	Timestamp Timestamp Timestamp

Status	Timestamp
CODIED	Sent: 5/29/2024 9:36:04 AM
COPIED	
CODIED	Sent: 5/29/2024 9:36:05 AM
COPIED	
	Sent: 5/29/2024 9:36:06 AM
COPIED	
Signature	Timestamp
Signature	Timestamp
Signature Status	Timestamp Timestamps
-	
Status	Timestamps
Status Hashed/Encrypted	<b>Timestamps</b> 5/23/2024 10:53:30 AM
Status Hashed/Encrypted Security Checked	<b>Timestamps</b> 5/23/2024 10:53:30 AM 5/29/2024 9:35:50 AM
	COPIED COPIED

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: <u>https://support.docusign.com/guides/signer-guide-signing-system-requirements</u>.

## 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.