

DATE
5/22/2024

Requisition Form
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
96135 Nassau Place Suite 1
Yulee, FL 32097

CS-23-402

VENDOR NAME/ADDRESS
Pond & Company
3500 Parkway Lane, Suite 500
Peachtree Corners, GA 30092

DEPARTMENT
Parks & Recreation

REQUESTED BY
J Robertson / E Burton

VENDOR NUMBER	PROJECT NAME	FUNDING SOURCE	AMOUNT AVAILABLE	STANDARD PO OR ENCUMBER ONLY	CONTRACT NO.
17779	Kayak Eng & Permitting	6I010572-563710-C0089		Encumber Contract	CM3501-WA04
ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT	
1	Work Authorization #04 for Three Rivers	1.00	\$ 66,980.92	\$ 66,980.92	
	Community Kayak Launch Ramp Engineering and			\$ 0.00	
	Permitting; Design of the Ramp and Kayak launch			\$ 0.00	
	specifying top down construction			\$ 0.00	
	Scope of Work per Proposal			\$ 0.00	
	Task 1 - Develop 90% & 100% Construction			\$ 0.00	
	Documents for County review;			\$ 0.00	
	Task 2 - Permitting:			\$ 0.00	
	Federal Environmental Permitting & State			\$ 0.00	
	Environmental Permitting			\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
				\$ 0.00	
	Formal Competitive Purchase NC23-009-RFQ			\$ 0.00	
				\$ 0.00	
				\$ 0.00	

ORIGINAL - FINANCE Shipping \$ 0.00
COPY - DEPARTMENT Total \$ 66,980.92

Department Head

I attest that, to the best of my knowledge, this requisition reflects accurate information, has been reviewed, budgeted for and follows the Nassau County Purchasing Policy.

Doug Podiak 5/23/2024

Office of Management and Budget (signature required if greater than \$1,000.00 for services or if greater than \$5,000 for goods)

I attest that, to the best of my knowledge, funds are available for payment.
Chris Lacambra 5/23/2024

Procurement Director (signature required if greater than \$5,000.00)

I attest that, to the best of my knowledge, this requisition is accurate and necessary and is consistent with the Nassau County Purchasing Policy.
Janice Belmont 5/24/2024

County Manager (signature required if greater than \$100,000.00)

I attest that, to the best of my knowledge, the appropriate staff have reviewed and approved this Requisition and no other conditions would prevent approval.

Clerk: **L.BELTON**
Date: 6/11/2024

NASSAU COUNTY WORK AUTHORIZATION #04

Contract Number:	CM3501
Consultant/Vendor:	Pond & Company Corporation
Consultant/Vendor Contact Name:	Andrew Kohr
Consultant/Vendor Contact Phone Number:	404-556-8758
Consultant/Vendor Contact Email Address:	KohrA@pondco.com
Project Short Title:	Three Rivers Community Kayak Engineering & Permitting
Total Amount of Previous Work Authorizations:	\$593,026.08
Amount of this Work Authorization:	\$66,980.92
New Contract Amount including this Work Authorization:	\$660,007.00
Funding Source:	6I010572-563710-C0089

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". 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:	<u>Doug Podiak</u>	5/23/2024	
			Date
Procurement:	<u>Lanace Adams</u>	5/24/2024	
			Date
Office of Management & Budget:	<u>Chris Lacambra</u>	5/23/2024	
			Date
County Attorney:	<u>Denise C. May</u>	6/10/2024	<u>dlj</u>
	Denise C. May		Date 6/10/2024

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. Pope, AICP

By: TACO E. POPE

Its: Designee

Date: 6/10/2024

POND & COMPANY CORPORATION

BY: Matthew Wilder

Print Name: MATTHEW WILDER

Title: Vice President

Date: 5/24/2024



55 Ivan Allen Jr. Boulevard,

Suite 850

Atlanta, GA 30308

T: 678.336.7740

EXHIBIT "A" VENDOR'S SCOPE OF SERVICES AND PROPOSAL

May 15, 2024

Mr. Jay Robertson, CPRE, CYSA, CPO
Parks and Recreation Director
Nassau County BOCC
Newnan, Georgia 30263

Re: Task Order #4: Three Rivers Community Kayak Ramp Engineering and Permitting

Mr. Robertson,
Pond is excited to work with Nassau County on engineering and permitting the Three Rivers Community Park Kayak Launch. Pond intends to design the ramp and kayak launch specifying top down construction. A detailed description of the scope is below.

SCOPE OF WORK

Task 1: 90% and 100% Construction Documents

- Pond shall conduct a site visit and encourages County staff to attend based on availability. Pond will coordinate this site visit with Wilson Neck Community Park and Black Rock Park Site Visits.
- Utilizing available survey, Pond will develop construction plans to a 90% completion and submit them to the County project manager for review and approval. These documents shall be permit-review ready and include:
 - Cover Sheet with Location/vicinity Maps
 - Index Sheet, General notes, Abbreviations and Legends
 - Site Demolition Plan – if needed
 - Site Layout Plan (inclusive of sign/wayfinding locations)
 - Site Construction Details (inclusive of signage and wayfinding installation details)
 - Tree protection plans and recompense calculations (if applicable)
 - Erosion Sedimentation and Pollution Control Plans (3 Phase per NPDES permit)
 - Final opinion of cost based on final quantities
- The Pond project manager will meet virtually with the County project manager to review comments, document client decisions, and gain approval to submit plans for permit review. Our fee assumes one round of review from the County.
- Upon receipt of permit review comments from the City, Pond will revise plans that are within the scope of work and resubmit plans to the City for final approval and receipt of the 100% permitted plans.

- The design phase of this task will take approximately 4 weeks to complete (excludes permit time) and includes 4 virtual coordination meetings with County project manager. The permit approval time is unknown.
- Pond's Permit Specialists will participate in up to sixteen (16) cumulative hours of design review meetings and coordination with Nassau County and the Project Team to provide general environmental consulting services related to developing permit plans meeting submittal requirements for environmental regulatory agencies.
- Deliverables for this task include:
 - Meeting minutes (PDF Format – 8.5" x 11" sheet size)
 - 90% and 100% Plan Set (PDF Format – 22" x 34" sheet size)
 - Updated opinion of probable cost based on 100% plan set (PDF Format – 8.5" x 11" sheet size)

Task 2: Permitting

Federal Environmental Permitting:

Pond assumes a Regional General Permit (or similar) from the U.S. Army Corps of Engineers (USACE), Jacksonville District (SAJ) will be required. On Nassau County's behalf, Pond will prepare and submit an Application for Department of the Army Permit (ENG Form 4345) and supplemental information to USACE SAJ. Pond will participate in one (1) virtual preapplication meeting, respond to one (1) Request for Additional Information, and attend a one (1) site visit with USACE SAJ staff, if necessary.

State Environmental Permitting:

Pond assumes an Individual Environmental Resource Permit (ERP) and SSL Letter of Consent from the St. Johns River Water Management District (SJRWMD) will be required. On Nassau County's behalf, Pond will prepare and submit an Application for Individual Environmental Resource Permit and Authorization to Use State-Owned Submerged Lands (including Section A, C and F) and supplemental information to SJRWMD. Pond will participate in one (1) virtual preapplication meeting, respond to one (1) Request for Additional Information, and attend a one (1) site visit with SJRWMD staff, if necessary.

ASSUMPTIONS / QUALIFICATIONS / EXCLUSIONS

- Design shall be based on preferred concept approved shown as Exhibit A. A significant deviation from the approved concept design will result in a change of scope and fee.
- Pond will utilize the topographic and wetland survey provided by the County. Pond will be provided with electronic shapefiles of wetland and topographic survey boundaries and information.
- Additional environmental services not included in the scope: wetland delineations; listed species surveys; cultural resources assessments; contamination assessments; dewatering services and permitting; application fees; Mitigation services and fees; construction stormwater permitting; In water resources assessments; post-design and permitting services.
- Scope assumes that Nassau County has documentation of sufficient upland interest and the riparian rights necessary for construction and operation of the proposed structures and that the proposed

structures will be designed to comply with Chapter 18-21, Florida Administrative Code (FAC), Chapter 62-330, FAC, and Section 10 of the Rivers and Harbors Act of 1899.

- This scope assumes no recorded conservation easements or other deed restrictions (that may affect design and permitting of this project) apply to this parcel. Should one be discovered during the life of the project, additional services and fees may be necessary.
- The permitting process is beyond Pond's control and the governing jurisdiction(s) may or may not issue a permit for the proposed improvements as currently conceived.
- The following elements are excluded from this scope of work:
 - Structural design
 - Geotechnical and soils studies and reports
 - Landscape Planting Plans and details
 - Stormwater Management Plan and Design
 - Flood study
 - Bid Assistance and Construction Period Services
- No services have been included for environmental design/coordination associated with wetlands, streams, contaminated soil/groundwater, asbestos, lead based paint, endangered species, etc.
- Written specifications are not included. All specifications will be shown in the form of notes on plan sheets.
- Balance earthwork is not guaranteed, borrow site design is not included if import fill is required.
- Permitting shall consist of preparing plans and associated forms/documents for review only. Pond shall prepare responses/revise design to address review comments provided by local and state agencies.
- Buffer variances are excluded.
- The contractor shall be responsible for filing the NOI & NOT.
- All permit, review, or impact fees shall be reimbursed to Pond by the County.
- Field-run survey of the as-built condition, upon completion of construction of this scope of work, is not included.
- Any revisions requested by the owner that change the design from that which was approved after acceptance of each design stage milestone, will be considered additional services and require a contract revision.
- Services not specifically included in the proposal, are deemed to be excluded and considered additional / out of scope services, which will require a change order prior to commencement of any additional work.
- Any estimates as to costs are based on industry experience and Pond is not responsible for changes in market conditions that affect construction, material or maintenance costs. Any changes to the project or additional expenses associated with same will not be the responsibility of Pond under this Agreement.

SCHEDULE

A final schedule will be determined, and Pond will develop a project plan developed upon notice to proceed.

FEE STRUCTURE

Pond shall receive compensation for the above-described responsibilities as broken out below. Fees are to be billed monthly via percent complete not-to-exceed the amounts shown below. They include all labor associated with the project.

Task 1 – Construction Documents	\$32,033.40
Task 2 – Environmental Permitting	\$34,947.52
Fee Total	\$66,980.92

We appreciate the opportunity to provide these services to you. We look forward to working with you on these park projects.

Sincerely,



Leslie Oubre, PLA, ASLA
Project Manager



Andrew Kohr, PLA, ASLA
Principal

EXHIBIT A:



Three Rivers Community Kayak Ramp Engineering and Permitting - Fee Breakdown - May 2024

PIC	PM	Sr. Architect	Architect	CV	Jr CV	Senior Env Scientist	Env Scientist	ADMIN		
\$ 306.36	\$ 257.00	\$ 224.63	\$ 151.30	\$ 222.00	\$ 131.22	\$ 160.00	\$ 100.00	\$ 105.05		STANDARD BILLING RATES
										Hrs. Task 1: Construction Documents
	2	2			2					6 Kickoff Meeting
			3							3 Cover sheet
						16				16 Environmental Design Review
			4							4 Notes
			24							24 Site Plan and Details
				8	32					40 Erosion control plans and details
		8								8 OOPC
8	8									16 QA/QC
		2	8			8				18 Address Comments and Resubmit
										32 PM
	10	42	10	39	10	40	16	0	0	167 HOURS SUBTOTAL
\$ 3,063.60	\$ 10,794.00	\$ 2,246.30	\$ 5,900.70	\$ 2,220.00	\$ 5,248.80	\$ 2,560.00	\$ -	\$ -	\$ -	\$ 32,033.40 Phase Subtotal
										Hrs. Task 2: Permitting
					8	8	32	40		104 Federal EV Permitting
		16			8	8	24	40		88 State EV Permitting
		8								0 QA/QC
										0 Address Permit Comments and Resubmit
										24 PM
	0	48	0	0	16	16	56	80	0	216 HOURS SUBTOTAL
\$ -	\$ 12,336.00	\$ -	\$ -	\$ 3,552.00	\$ 2,099.52	\$ 8,960.00	\$ 8,000.00	\$ -	\$ -	\$ 34,947.52 Phase Subtotal
										\$ 66,980.92 DESIGN TOTAL

Certificate Of Completion

Envelope Id: A1FEA908046E4F7885C157A74F8C8D1C	Status: Completed
Subject: Work Authorization; CM3501-WA04; Pond Co; 3 Rivers Kayak Ramp Engineering & Permitting; \$66,980.92	
Source Envelope:	
Document Pages: 9	Signatures: 9
Certificate Pages: 6	Initials: 2
AutoNav: Enabled	Envelope Originator: Evelyn Burton eburton@nassaucountyfl.com
Enveloped Stamping: Enabled	IP Address: 50.238.237.26
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	


Record Tracking

Status: Original 5/22/2024 7:26:26 AM	Holder: Evelyn Burton eburton@nassaucountyfl.com	Location: DocuSign
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Signer Events

Signer Events	Signature	Timestamp
Doug Podiak dpodiak@nassaucountyfl.com Facilities Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 5/22/2024 7:44:35 AM Viewed: 5/23/2024 12:20:47 PM Signed: 5/23/2024 12:21:48 PM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	


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)		Sent: 5/23/2024 12:21:50 PM Viewed: 5/23/2024 1:45:47 PM Signed: 5/23/2024 1:47:43 PM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lanae Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)		Sent: 5/23/2024 1:47:45 PM Viewed: 5/24/2024 1:03:08 PM Signed: 5/24/2024 1:03:19 PM
	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Matthew Wilder WilderM@pondco.com Vice President Security Level: Email, Account Authentication (None)		Sent: 5/24/2024 1:03:25 PM Viewed: 5/24/2024 1:34:11 PM Signed: 5/24/2024 1:35:15 PM
	Signature Adoption: Pre-selected Style Using IP Address: 63.210.64.242	

Electronic Record and Signature Disclosure:
Accepted: 5/24/2024 1:34:11 PM
ID: 4b69a565-bf43-4ab3-8632-28315f195ef6

Signer Events	Signature	Timestamp
<p>Abigail Jorandby ajorandby@nassaucountyfl.com Deputy County Attorney Nassau BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p><i>AJ</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 5/24/2024 1:35:17 PM Viewed: 6/10/2024 11:11:16 AM Signed: 6/10/2024 11:11:57 AM</p>
<p>Denise C. May dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p><i>Denise C. May</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 6/10/2024 11:12:00 AM Viewed: 6/10/2024 11:13:00 AM Signed: 6/10/2024 11:13:55 AM</p>
<p>Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p><i>Taco E. Pope AICP</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26 Signed using mobile</p>	<p>Sent: 6/10/2024 11:13:58 AM Viewed: 6/10/2024 12:50:03 PM Signed: 6/10/2024 12:50:11 PM</p>
<p>BOCC AP boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</p>	<p><i>L.BELTON</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254</p>	<p>Sent: 6/10/2024 12:50:13 PM Viewed: 6/11/2024 11:22:44 AM Signed: 6/11/2024 11:22:57 AM</p>

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
<p>Clerk Admin BOCCclerkServices@nassauclerk.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 6/11/2024 11:23:01 AM Viewed: 6/11/2024 1:25:03 PM</p>

Carbon Copy Events	Status	Timestamp
Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/11/2024 11:23:03 AM Viewed: 6/11/2024 12:15:06 PM
Jennifer Kirkland jkirkland@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 10/24/2023 9:00:03 AM ID: 051b8b10-9ce7-49a7-bddd-e95a2069afb9	COPIED	Sent: 6/11/2024 11:23:04 AM
George Murray gmurray@nassaucountyfl.com Project Manager Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/11/2024 11:23:05 AM Viewed: 6/11/2024 11:34:48 AM
Tabitha Givens tgivens@nassaucountyfl.com Administrator Coordinater Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/11/2024 11:23:06 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/22/2024 7:44:35 AM
Certified Delivered	Security Checked	6/11/2024 11:22:44 AM
Signing Complete	Security Checked	6/11/2024 11:22:57 AM
Completed	Security Checked	6/11/2024 11:23:06 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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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: <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 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.