### SECTION 00 63 63



#### **CHANGE ORDER REQUEST FORM**

PROJECT Pratt Siding Road Appraisals

<sub>No.</sub> 01

DATE OF ISSUANCE 12/19/2024 EFFECTIVE DATE 12/19/2024

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

COUNTY Contract No.: CM3527-WA06

CONTRACTOR- COLLIERS INTERNATIONAL VALUA ENGINEER / ARCHITECT- N/A

Description of changes:

The undersigned parties agree to extend the expiration date of CM3527-WA06 to add an additional 45 days to the Work Authorization for completion.

Attachments: (List documents supporting change) N/A

CHANGE IN CONTRACT PRICE: Original Contract Price \$ 42,000.00 Net change from previous Change Orders No.0_to No.1_ \$ 0.00	CHANGE IN CONTRACT TIMES: Original Contract Times Substantial Completion: <u>48 days /12/8/2024</u> (days and dates) Ready for Final Payment: <u>48 days / 12/8/2024</u> (days and dates) Net change from previous Change Orders No. <u>0</u> _to No. <u>1</u> 0 (days)
Contract Price prior to this Change Order \$	Contract Times Prior to This Change Order Substantial Completion: 48 days / 12/8/2024 (days and dates) Ready for Final Payment: 48 days / 12/8/2024 (days and dates)
Net Increase (decrease) of this Change Order $\$0.00$	Net Increase (decrease) of this Change Order 45 (days)
Contract Price with all approved Change Orders <u></u> 42,000.00	Contract Times with all approved Change Orders Substantial Completion: 93 days / 1/22/2025 (days and dates) 93 days / 1/22/2025 Ready for Final Payment: (days and dates)
RECOMMENDED:     APPROVED:       By:     N/A       Engineer/Architect (Authorized Signature)     By:       Date:     Date:         Date:     12/19/2024	ACCEPTED:

Section 00 63 63-1

# **CHANGE ORDER APPROVAL FORM**

PROJECT: _PRATT SIDING ROAD APPRAISALS	
CHANGE ORDER NUMBER: _01	
DATE: <u>12/19/2024</u>	
CONTRACT NUMBER: <u>CM3527-WA06</u>	
PURCHASE ORDER NUMBER (IF APPLICABLE): 24000065	
TO CONTRACTOR: <u>COLLIERS INTERNATIONAL VALUATION AND ADVISORY</u>	SERVICES, LLC
Description: TO EXTEND THE COMPLETION OF THE W.A. BY 45 DAYS TO EXPIRE	2 1/22/2025
Reason for Change EXTEND PERFORMANCE PERIOD OF THE WORK AUTHORIZATION CM3527-WA	Order:
Net Change by Previous Change Order/Supplemental Agreement.       \$	000.00 0.00 000.00
Amount of this Change Order (Add) \$	0.00
New Contract Sum Including this Change Order   \$ 42.0	000.00
The Contract Time will be increased or decreased (select one)45Previous Substantial Completion:12/8/2024Previous Final Completion:12/8/2024New Substantial Completion:1/22/2025New Final Completion:1/22/2025	
APPROVED BY: <u>Kohurt (ompanion</u> DATE: <u>1/2/20</u> Department Head/Managing Agent	25
APPROVED BY: Evelyn Buston DATE: 1/3/20 Procurement	025
APPROVED BY: <u>(luris (acambra</u> <sup>1)</sup> DATE: <u>1/2/20</u> Office of Management and Budget	25

APPROVED BY:	Denise C. May, Esq., BCS	lJ	DATE:	1/6/2025
	County Attorney			
APPROVED BY:			DATE: _	1/6/2025
	County Manager			
APPROVED BY:	N/A		DATE:	
	Chairman			
ATTEST:	N/A		DATE:	
	Mitch L. Keiter, Clerk of Courts			

Account No(s). <u>63470541-563358 PRATT</u>

# docusign

#### **Certificate Of Completion**

Envelope Id: 2EB4BD34-3F3A-4AB5-BB87-0AC39FDEC285 Subject: Complete with Docusign:CM3527-WA06\_CO#1 Time Extension Source Envelope: Document Pages: 3 Signatures: 5 Certificate Pages: 6 Initials: 2 AutoNav: Enabled EnvelopeId Stamping: Enabled Time Zone: (UTC-05:00) Eastern Time (US & Canada)

### **Record Tracking**

Status: Original 1/2/2025 1:22:55 PM

#### Signer Events

Robert Companion RCompanion@nassaucountyfl.com Deputy County Manager - County Engineer Nassau County BOCC Security Level: Email, Account Authentication (None)

#### 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)

#### 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)

Electronic Record and Signature Disclosure: Not Offered via DocuSign

Evelyn Burton eburton@nassaucountyfl.com

Procurement

Nassau County BOCC

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Not Offered via DocuSign Holder: George Murray gmurray@nassaucountyfl.com

### Signature

Robert Companion

Signature Adoption: Pre-selected Style Using IP Address: 76.229.217.212 Signed using mobile

1P

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

Evelyn Burton

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

Status: Completed

Envelope Originator: George Murray gmurray@nassaucountyfl.com IP Address: 50.238.237.26

### Location: DocuSign

### Timestamp

Sent: 1/2/2025 1:28:29 PM Viewed: 1/2/2025 3:14:05 PM Signed: 1/2/2025 3:14:18 PM

Sent: 1/2/2025 3:14:21 PM Viewed: 1/2/2025 3:28:26 PM Signed: 1/2/2025 3:28:41 PM

Sent: 1/2/2025 3:28:42 PM Viewed: 1/2/2025 4:36:10 PM Signed: 1/2/2025 4:36:44 PM

Sent: 1/2/2025 4:36:47 PM Viewed: 1/3/2025 11:21:42 AM Signed: 1/3/2025 11:22:56 AM

Signer Events	Signature	Timestamp
Abigail Jorandby		Sent: 1/3/2025 11:22:58 AM
ajorandby@nassaucountyfl.com	AJ	Viewed: 1/3/2025 3:24:58 PM
Deputy County Attorney		Signed: 1/3/2025 3:25:14 PM
Nassau BOCC		5
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, Esq., BCS		Sent: 1/3/2025 3:25:16 PM
dmay@nassaucountyfl.com	Denise C. May, Esq., BCS	Viewed: 1/6/2025 10:58:36 AM
County Attorney		Signed: 1/6/2025 10:59:02 AM
Nassau County BOCC		5
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
		Sont: 1/6/2025 10:50:04 AM
Taco Pope, AICP		Sent: 1/6/2025 10:59:04 AM
tpope@nassaucountyfl.com	$\sqrt{-2}$	Viewed: 1/6/2025 11:53:34 AM
County Manager		Signed: 1/6/2025 11:53:44 AM
Nassau County BOCC	Signature Adoption: Drawn on Device	
Security Level: Email, Account Authentication (None)	Using IP Address: 73.104.69.174 Signed using mobile	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
In Person Signer Events	Signature	Timestamp
In Person Signer Events Editor Delivery Events	Signature Status	Timestamp Timestamp
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Editor Delivery Events	Status	Timestamp
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Envelope Summary Events	Status	Timestamps		
Envelope Sent	Hashed/Encrypted	1/2/2025 1:28:29 PM		
Certified Delivered	Security Checked	1/6/2025 11:53:34 AM		
Signing Complete	Security Checked	1/6/2025 11:53:44 AM		
Completed	Security Checked	1/6/2025 11:53:46 AM		
Payment Events	Status	Timestamps		
Electronic Record and Signature Disclosure				

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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.

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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.

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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.

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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.

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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.

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