

CS-23-406

Agreement/Contract CM-2900-AR4,

**Renewal of Commercial Pest Control Service Agreement**

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

**General information**

No.	Topic	Details
1	<b>Department</b>	Name: Solid Waste
2	<b>Vendor</b>	Name: Bug Out Service Inc
3	<b>Agreement/Contract</b>	Agreement/Contract title: Commercial Pest Control Service Agreement Agreement/Contract tracking number: CM2900-AR4 Funding Account(s): 01344534-546020 Amount: \$456.00

**Agreement/Contract Renewal**

On behalf of the Nassau County Board of County Commissioners, the Department gives notice that it wishes to exercise the option to automatically renew the term of the Agreement/Contract for 1, beginning 08/01/2024 and ending 07/31/2025, in accordance with the terms of the Agreement/Contract.

Yours sincerely

<u>Doug Podiak</u>	6/10/2024	
Department:	Date	
Approved by: <u>Chris Lacambra</u> <i>CP</i>	6/11/2024	6/10/2024
Procurement	Date	
<u>Nassau County</u>	6/12/2024	
Office of Management & Budget	Date	
<u>Denise L. May, Esq., BLS</u> <i>EM</i>	6/13/2024	6/13/2024
County Attorney	Date	

**COUNTY MANAGER – FINAL SIGNATURE APPROVAL**

<u>Taco E. Pope, AICP, County Manager</u> <i>[Signature]</i>	6/13/2024
Date	Date



**Certificate Of Completion**

Envelope Id: 0B226DC9E5CA4DBDA56F1E4ABC9B5F56

Status: Completed

Subject: Complete with DocuSign: Bug Out Auto Renewal Form.doc, Bug Out Requisition Form.pdf

Source Envelope:

Document Pages: 2

Signatures: 9

Envelope Originator:

Certificate Pages: 6

Initials: 3

Amanda Johnson

AutoNav: Enabled

ajjohnson@nassaucountyfl.com

Envelopeld Stamping: Enabled

IP Address: 50.238.237.26

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

**Record Tracking**

Status: Original

Holder: Amanda Johnson

Location: DocuSign

6/10/2024 1:26:57 PM

ajjohnson@nassaucountyfl.com

**Signer Events**

**Signature**

**Timestamp**

Doug Podiak

dpodiak@nassaucountyfl.com

Facilities Director

Nassau County BOCC

Security Level: Email, Account Authentication (None)

*Doug Podiak*

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

Sent: 6/10/2024 1:30:13 PM

Viewed: 6/10/2024 1:55:14 PM

Signed: 6/10/2024 1:55:28 PM

**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)

*Tracy Poore*

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

Sent: 6/10/2024 1:55:30 PM

Viewed: 6/10/2024 4:11:26 PM

Signed: 6/10/2024 4:12:12 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)

*Chris Lacambra*

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

Sent: 6/10/2024 4:12:13 PM

Viewed: 6/11/2024 6:38:45 AM

Signed: 6/11/2024 6:39:21 AM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Lanaee Gilmore

lgilmore@nassaucountyfl.com

Procurement Director

Nassau County BOCC

Security Level: Email, Account Authentication (None)

*Lanaee Gilmore*

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

Sent: 6/11/2024 6:39:23 AM

Viewed: 6/12/2024 6:06:46 PM

Signed: 6/12/2024 6:06:55 PM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Elizabeth Moore emoore@nassaucountyfl.com Assistant County Attorney Nassau County Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p>EM</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 6/12/2024 6:06:57 PM Viewed: 6/13/2024 8:05:45 AM Signed: 6/13/2024 8:11:49 AM</p>
<p>Denise C. May, Esq., BCS dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p>Denise C. May, Esq., BCS</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 6/13/2024 8:11:51 AM Viewed: 6/13/2024 8:23:23 AM Signed: 6/13/2024 8:23:29 AM</p>
<p>Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p></p> <p>Signature Adoption: Drawn on Device Using IP Address: 50.238.237.26</p>	<p>Sent: 6/13/2024 8:23:31 AM Viewed: 6/13/2024 12:05:20 PM Signed: 6/13/2024 12:05:24 PM</p>
<p>BOCC AP boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</p>	<p>BOCC AP</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254</p>	<p>Sent: 6/13/2024 12:05:26 PM Viewed: 6/14/2024 11:03:37 AM Signed: 6/14/2024 11:03:49 AM</p>

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	Status	Timestamp
<b>Agent Delivery Events</b>	Status	Timestamp
<b>Intermediary Delivery Events</b>	Status	Timestamp
<b>Certified Delivery Events</b>	Status	Timestamp
<b>Carbon Copy Events</b>	Status	Timestamp
<p>Clerk Services clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Accepted: 1/24/2022 11:47:51 AM ID: c578204b-138e-4b31-a24f-82d040e40d69</p>	<p></p>	<p>Sent: 6/14/2024 11:03:51 AM Viewed: 6/14/2024 11:07:17 AM</p>

Carbon Copy Events	Status	Timestamp
Procurement Department Procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None)	COPIED	Sent: 6/14/2024 11:03:52 AM
<b>Electronic Record and Signature Disclosure:</b>		
Not Offered via DocuSign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	6/10/2024 1:30:13 PM
Certified Delivered	Security Checked	6/14/2024 11:03:37 AM
Signing Complete	Security Checked	6/14/2024 11:03:49 AM
Completed	Security Checked	6/14/2024 11:03:52 AM

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

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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](mailto: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](mailto: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](mailto: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](mailto: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.

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- 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.