

PO MODIFICATION FORM

SECTION 1 - GENERAL INFORMATION

Date Submitted: 03/12/24 Requesting Department: Solid Waste Contact Person: Becky Diden
Contact Phone Number: (904) 530-6702 Email: bddiden@nassaucountyfl.com

SECTION 2 - ORIGINAL PURCHASE ORDER INFORMATION

PO Number: 24000060 Vendor Name: Electronic Recycling Center Inc

SECTION 3 - MODIFICATION INFORMATION

Type of Modification: ☒ Amount Increase ☐ Amount Decrease ☐ Change to Account Code ☐ Cancel PO
☐ Other: _____

Original PO Sum: \$ 2,847.00
Total Sum of Previous Modifications: \$ 0.00
PO Sum Prior to this Modification: \$ 2,847.00
Amount of this Modification: \$ 1,800.00
New PO Sum Including this Modification: \$ 4,647.00

Account Code Change From: _____ To: _____

SECTION 4 - REASON FOR MODIFICATION

Increase in the amount of electronics being brought into the Convenience Center have resulted in higher costs per month than previously estimated.

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

1. Doug Padalk 3/14/2024
Department Head/Managing Agent Date
2. Chris Lacambra 3/14/2024 3/14/2024
Office of Mgmt. & Budget Date
(Signature required if greater than \$1,000.00)
3. _____
Procurement Date
(Signature required if greater than \$5,000.00)
4. _____
County Manager Date
(Signature required if greater than \$100,000.00)

Clerk: Cliff Finara
Date: 3/15/2024

BOCC CONTRACT APPROVAL FORM

CONTRACT
TRACKING NO.
CM3494-A1

SECTION 1 - GENERAL INFORMATION

Requesting Department: Solid Waste Contact Person: Becky Diden
Telephone: (904) 530-6700 Email: bdiden@nassaucountyfl.com

SECTION 2 - VENDOR INFORMATION

Name: Electronic Recycling Center, Inc.
Address: 5501 NW 36 Ave
City: Miami State: FL Zip Code: 33142
Vendor's Administrator Name: Eduardo Rodriguez Title: President
Telephone: (305) 482-9100 Email: mp@ercrecycling.com

SECTION 3 - VENDOR AUTHORIZED SIGNATORY

Authorized Signatory Name: Eduardo Rodriguez
Authorized Signatory Email: mp@ercrecycling.com
(IDENTIFY WHO WILL SIGN THE CONTRACT ON BEHALF OF THE VENDOR. OFFICER/DIRECTOR WITH AUTHORITY TO BIND COMPANY.)

SECTION 4 - CONTRACT INFORMATION

Contract Name: End-Of-Life Electronic Equipment (EEE)
Type: ☒ New Contract ☐ Work Authorization ☐ Supplemental Agreement
Short Description of Product(s)/Service(s) Being Requested: Collect, re-use, de-manufacture, recycle, dispose, and document End-of-Life.

(GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.)

Procured Method: ☐ Quotes ☒ ITB ☐ RFP ☐ RFQ ☐ Piggyback ☐ Exemption ☐ Sole Source
☐ Single Source ☐ Other
Total Amount of Contract: Approx \$2847.00/yr amounts are based upon quantities the citizens drop off during year. (Estimate if necessary)
Account Number: 01357534-543003
Source of Funds: ☒ County ☐ State ☐ Federal ☐ Other:
County Authorized Signatory: ☐ BOCC Chairman ☒ County Manager
(IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC)

SECTION 5 - INSURANCE

Insurance Category: ☐ Category L ☒ Category M ☐ Category H ☐ Other: IM
Risk Manager Initials: IM

SECTION 6 - AMENDMENT INFORMATION

Contract Tracking No: CM3494 Amendment No: 1
Type of Amendment: ☐ Renewal ☐ Time Only Extension ☐ Additional Scope ☒ Other:
Increased Amount to Existing Contract: \$4353 (if any) Total with Amended Amount: \$7200 Yearly

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY

1.	<u>Doug Podiak</u>	<u>1/3/2024</u>	
	Department Head/Contract Manager	Date	
2.	<u>Chris Lacambra</u>	<u>1/3/2024</u>	<u>TP</u> <u>1/3/2024</u>
	Office of Mgmt & Budget	Date	
3.	<u>Denise C. May</u>	<u>1/4/2024</u>	
	Procurement	Date	
4.	<u>Denise C. May</u>	<u>1/5/2024</u>	<u>Abigail Jaramila</u> <u>1/5/2024</u>
	County Attorney	Date	

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

1/6/2024
County Manager Date

CM-3494-A1

FIRST AMENDMENT TO CONTRACT FOR SERVICES

THIS FIRST AMENDMENT TO THE CONTRACT FOR END-OF LIFE ELECTRONIC EQUIPMENT DISPOSAL SERVICES (hereinafter "Amendment") is made by and between the Board of County Commissioners of Nassau County, Florida, a political subdivision of the State of Florida (hereinafter the "County"), and **ELECTRONIC RECYCLING CENTER, INC.**, a business having its primary business location at 5501 NW 36 Ave, Miami, Florida 33142, (hereinafter the "Vendor").

WITNESSETH:

WHEREAS, the Parties previously entered into a Contract for end-of-life electronic equipment disposal services dated September 8, 2023 (hereinafter "Contract"); and

WHEREAS, the Parties now desire to amend the Contract terms and conditions subject to the provisions contained herein.

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, the Parties do agree to amend the Contract as follows:

SECTION 1. Due to an increase in the number of recyclables received on a monthly basis by the residents of Nassau County the Parties agree to amend Section 4 of the Contract to increase the not to exceed compensation amount payable to the Vendor from Two Thousand, Eight Hundred, Forty-Seven Dollars and 00/100 (\$2,847.00) to Seven Thousand, Two Hundred Dollars and 00/100 (\$7,200.00) per contract year for the goods and/or services referenced in Exhibit(s) "A" and "B" of the Contract.

SECTION 2. All other terms and conditions of the Contract not inconsistent with the provisions of this Amendment shall remain the same and in full force and effect.

[The remainder of this page left intentionally blank.]

CM-3494-A1

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

THE COUNTY

NASSAU COUNTY

Signature: Taco E. Pope, AICP

Print Name: Taco E. Pope, AICP

Title: County Manager

Date: 1/6/2024

REVIEWED FOR LEGAL FORM AND CONTENT:

Denise C. May 1/5/2024
DENISE C. MAY, County Attorney

VENDOR: ELECTRONIC RECYCLING CENTER, INC.

Signature: Eduardo Rodriguez

By: Eduardo Rodriguez

Title: President

Date: 1/5/2024

DocuSign Envelope ID: 0408AF7C-D738-4FBC-AD12-76668005DDA3

DocuSign

Certificate Of Completion

Envelope Id: F018E392753F43CB88083893D663BFC8
Subject: Amendment CM3494-A1 Electronic Recycling Center, Inc.
Source Envelope:
Document Pages: 3
Certificate Pages: 6
AutoNav: Enabled
Envelope Stamping: Enabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
Becky Diden
bdiden@nassaucountyfl.com
IP Address: 50.238.237.26

Record Tracking

Status: Original
1/3/2024 10:50:57 AM

Holder: Becky Diden
bdiden@nassaucountyfl.com

Location: DocuSign

Signer Events

Signature

Timestamp


Doug Podiak
dpodiak@nassaucountyfl.com
Facilities Director
Nassau County BOCC
Security Level: Email, Account Authentication
(None)


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

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Viewed: 1/3/2024 1:33:46 PM
Signed: 1/3/2024 1:34:00 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)


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

Sent: 1/3/2024 1:34:02 PM
Viewed: 1/3/2024 1:41:52 PM
Signed: 1/3/2024 1:42:14 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)


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

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Viewed: 1/3/2024 2:05:58 PM
Signed: 1/3/2024 2:08:15 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Ashley Metz
ametz@nassaucountyfl.com
Human Resources Director
Nassau County BOCC
Security Level: Email, Account Authentication
(None)


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

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Viewed: 1/3/2024 2:25:13 PM
Signed: 1/3/2024 2:25:21 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

DocuSign Envelope ID: 0408AF7C-D738-4FBC-AD12-76668005DDA3

Signer Events	Signature	Timestamp
<p>Lanaee Gilmore lgilmore@nassaucountyfl.com Procurement Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	 <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 1/3/2024 2:25:23 PM Viewed: 1/4/2024 4:33:39 PM Signed: 1/4/2024 4:33:43 PM</p>
<p>Eduardo Rodriguez mp@ercrecycling.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 1/5/2024 8:49:55 AM ID: 37b1876e-38fc-4a00-a2f0-bf35bb765ade</p>	 <p>Signature Adoption: Pre-selected Style Using IP Address: 73.56.222.82</p>	<p>Sent: 1/4/2024 4:33:46 PM Viewed: 1/5/2024 8:49:55 AM Signed: 1/5/2024 9:18:59 AM</p>
<p>Abigail Jorandby ajorandby@nassaucountyfl.com Assistant County Attorney Nassau BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	 <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 1/5/2024 9:19:01 AM Viewed: 1/5/2024 5:01:15 PM Signed: 1/5/2024 5:01:41 PM</p>
<p>Denise C. May dmay@nassaucountyfl.com Assistant County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	 <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 1/5/2024 5:01:43 PM Viewed: 1/5/2024 5:03:20 PM Signed: 1/5/2024 5:03:45 PM</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>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 1/5/2024 5:03:47 PM Viewed: 1/6/2024 5:13:21 AM Signed: 1/6/2024 5:13:28 AM</p>
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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

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Carbon Copy Events

Status

Timestamp

Clerks Services

ClerksServicesBOCC@NassauCountyfl.com

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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BOCC Procurement

BOCCProcurement@nassaucountyfl.com

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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Eduardo Rodriguez

mp@ercrecycling.com

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
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Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

1/3/2024 11:55:34 AM

Certified Delivered

Security Checked

1/6/2024 5:13:21 AM

Signing Complete

Security Checked

1/6/2024 5:13:28 AM

Completed

Security Checked

1/6/2024 5:13:33 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.

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.

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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.

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- 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

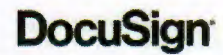
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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.



Certificate Of Completion

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Source Envelope:
Document Pages: 10 Signatures: 3 Envelope Originator:
Certificate Pages: 5 Initials: 1 Amanda Johnson
AutoNav: Enabled ajjohnson@nassaucountyfl.com
Envelope 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
3/12/2024 8:46:04 AM ajjohnson@nassaucountyfl.com

Signer Events

Signature

Timestamp

Doug Podiak
dpodiak@nassaucountyfl.com
Facilities Director
Nassau County BOCC
Security Level: Email, Account Authentication (None)
Signature Adoption: Pre-selected Style
Using IP Address: 50.238.237.26
Sent: 3/12/2024 8:50:25 AM
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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)
Signature Adoption: Pre-selected Style
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Signed: 3/14/2024 1:45:25 PM

Electronic Record and Signature Disclosure:
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chris lacambra
clacambra@nassaucountyfl.com
OMB Director
Nassau County BOCC
Security Level: Email, Account Authentication (None)
Signature Adoption: Pre-selected Style
Using IP Address: 50.238.237.26
Sent: 3/14/2024 1:45:26 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Clerk Finance
boccap@nassauclerk.com
Nassau County Clerk
Security Level: Email, Account Authentication (None)
Signature Adoption: Pre-selected Style
Using IP Address: 12.23.69.254
Sent: 3/14/2024 1:58:43 PM
Viewed: 3/15/2024 9:22:31 AM
Signed: 3/15/2024 9:22:36 AM

Electronic Record and Signature Disclosure:
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ID: 6238f06a-a4ad-4d45-a7f5-929d04629059

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
Becky Diden bdiden@nassaucountyfl.com Recycle Coordinator Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 3/15/2024 9:22:38 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	3/15/2024 9:22:31 AM
Signing Complete	Security Checked	3/15/2024 9:22:36 AM
Completed	Security Checked	3/15/2024 9:22:38 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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Consequences of changing your mind

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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.

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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 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.

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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>.

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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.

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.