



EXTENSION #5

**FAA CONTRACT
#DTFAWA-15-C000018**

**Fulton County Executive Airport –
Charlie Brown Field**

For

DEPARTMENT OF PUBLIC WORKS

EXTENSION NO. 5 TO FORM OF CONTRACT

Contractor: Robinson Aviation, Inc. (RVA)

Contract No. FAA Contract #DTFAWA-15-C000018

Address: 1601 Northwest Expressway, Suite 850
City, State Oklahoma City, OK 73118

Telephone: 405-840-3771

E-mail: warren.house@rvainc.com

Contact: Warren House,
Contracts Manager

W I T N E S S E T H

WHEREAS, Fulton County ("County") entered into a Contract with Robinson Aviation, Inc. to provide air traffic control night coverage services at Fulton County Executive Airport – Charlie Brown Field, dated November 4, 2015, on behalf of the Department of Public Works and said contract has been renewed on four previous occasions and extended four times; and

WHEREAS, the County wishes to extend the subject contract, with all terms and conditions unchanged, for an additional six-month period; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this Extension was approved by the Fulton County Board of Commissioners on Wednesday, August 7th, 2024; Item #24-0523.

NOW, THEREFORE, the County and the Contractor agree as follows:

This Extension No. 5 to Form of Contract is effective as of the 1st day of July 2024, between Fulton County and Robinson Aviation, Inc. who agree that all Services specified will be performed in accordance with this Extension No. 5 to Form of Contract and the Contract Documents for an additional six-month period with the contract ending as of 31st day of December 2024.

1. **COMPENSATION:** The services herein shall be performed by the Contractor for an amount not to exceed \$147,132.00 (One Hundred Forty-Seven Thousand One Hundred Thirty-Two Dollars and No Cents).
2. **LIABILITY OF COUNTY:** This Extension No. 5 to Form of Contract shall not

become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.

3. **EFFECT OF EXTENSION NO. 5 TO FORM OF CONTRACT:** Except as modified by this Extension No. 5 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

FULTON COUNTY, GEORGIA

Signed by:

Robert L. Pitts

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

ATTEST:

DocuSigned by:

Tonya R. Grier

Tonya R. Grier
Clerk to the Commission

(Affix Corporate Seal)

APPROVED AS TO FORM:

DocuSigned by:

Patrick O'Connor

Patrick O'Connor
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:

David Clark

David Clark, Director
Department of Public Works

CONTRACTOR:

ROBINSON AVIATION, INC.

Signed by:

Warren House

Warren House,
Contracts Manager

ATTEST:

Chris Dias

Secretary/
Assistant Secretary

(Affix Corporate Seal)

ATTEST:

Romelda Fields-Green

Notary Public

County: oklahoma

Commission Expires: 03/25/2026

Signed by:
(Affix Notary Seal)

ITEM#: _____ RCS: _____
RECESS MEETING

ITEM#: 24-0523 RM: 8/7/2024
REGULAR MEETING



ROBIAVI-01

CPARKER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/5/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure Texas Risk Advisors & Insurance Services, LLC 5057 Keller Springs Rd. Suite 200 Addison, TX 75001	CONTACT NAME: Dennis Bowman PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: dbowman@acrisure.com INSURER(S) AFFORDING COVERAGE INSURER A : Starr Indemnity & Liability Company NAIC # 38318 INSURER B : American Mercury Insurance Company 16810 INSURER C : Starr Specialty Insurance Company 16109 INSURER D : Underwriters at Lloyd's, London 15792 INSURER E : Arch Specialty Insurance Company 21199 INSURER F :
INSURED Robinson Aviation (RVA), Inc. 1601 NW Expressway, Suite 850 Oklahoma City, OK 73118	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: NO AGGREGATE	X		1000239814-04	12/15/2023	12/15/2024	EACH OCCURRENCE \$ 5,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 5,000,000
							GENERAL AGGREGATE \$ 5,000,000
							PRODUCTS - COMP/OP AGG \$ 5,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X		BA350000007443	2/3/2024	2/3/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☒ Y / N N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		1000004451	12/31/2023	12/31/2024	☒ PER STATUTE ☐ OTH-ER \$ 2,000,000
							E.L. EACH ACCIDENT \$ 2,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 2,000,000
							E.L. DISEASE - POLICY LIMIT \$ 2,000,000
D	E&O			ARG19178A24	3/15/2024	3/15/2025	Each Occ/Agg \$ 5,000,000
E	Cyber Liability (GL)			C-4MQ8-163319-CYBER-2024	4/1/2024	4/1/2025	Aggregate \$ 5,000,000

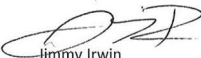
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GENERAL Liability Coverage Form:

See Attached....

CERTIFICATE HOLDER

CANCELLATION

Fulton County Airport 130 Peachtree Street, S.W. Suite 1168 Atlanta, GA 30303	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  Jimmy Irwin
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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 7	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ.NO.	
P00082		See Block 16C		WA-24-08193	
5. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)	
FAA AWA 800 Independence Avenue, S.W. Washington DC 20591		AWA		CODE AAQ200-AFN	
				AAQ-200 TERM & ENROUTE CONTRACT DIV Federal Aviation Administration Wilbur Wright Bldg. (FOB10B) 600 Independence Avenue Washington DC 20597	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x)		9A. AMENDMENT OF SOLICITATION NO.	
ROBINSON AVIATION (RVA), INC. Attn: KEREN WILLIAMS MCLENDON 1601 NW EXPRESSWAY STE 850 OKLAHOMA CITY US 731181435					
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO.	
				DTFAWA-15-C-00018	
				10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE		04/07/2015	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required.)				Net Increase: \$12,281,893.43	
See Schedule					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
(x) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
☐ B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14.					
☐ C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO THE AUTHORITY OF:					
☒ D. OTHER (Specify type of modification and authority) AMS 3.2.2.4-1					
E. IMPORTANT: Contractor ☐ Is not. ☒ Is required to sign this document and return <u>1</u> copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)					
The purpose of this modification to Contract DTFAWA-15-C-00018 is to:					
1. Extend the period of performance of this contract to December 31, 2024.					
2. Definitize and incorporate negotiated pricing for the period covering July 1, 2024-December 31, 2024.					
3. The contract value for the July 1, 2024 to December 31, 2024 performance period is \$25,599.729.00. The contract value is being increased on an interim basis.					
4. Continue negotiations for Option Periods 18-23, with the intent to issue a subsequent modification if terms are agreed upon. The contract value for Option Periods 18-23 would be determined after the completion of successful negotiation between the parties.					
5. Update Section B to reflect negotiated pricing through December 31, 2024					
Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
Warren House Sr. Contract Administrator			Chontice M. Boykin		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. CONTRACT AUTHORITY	
Warren House Digitally signed by Warren House Date: 2024.06.27 14:30 -05'00'				CHONTICE M. BOYKIN Digitally signed by CHONTICE M BOYKIN Date: 2024.06.27 15:40:16 -04'00'	
(Signature of person authorized to sign)				(Signature of Contracting Officer)	

CONTINUATION SHEET		REFERENCE NO. OF DOCUMENT BEING CONTINUED		PAGE	OF
		DTFAWA-15-C-00018/P00082		2	7
NAME OF OFFEROR OR CONTRACTOR					
ROBINSON AVIATION (RVA), INC.					
ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	6. Update Section F to revise and definitize the period of performance 7. The contract funding value is increased from \$355,116,757.82 by \$12,281,893.43 to \$367,398,651.25. The period of allotment is through September 15, 2024. 8. The contract ceiling value is increased on an interim basis from \$355,278,865.56 by \$25,599,729 to \$380,878,594.56. COR/Special Representatives: BUSH-CAUDLE, LISA M. Discount Terms: PROMPT NET 30 Period of Performance: 07/01/2015 to 12/31/2024 Add Item 00059 as follows:				
00059	FY24 OPS FUNDS: To provide funds for the continuity of Air Traffic Controller (ATC) Services, POP: 07/01/2024 to 09/30/2024. Vendor: RVA, Area 2 Contract #: DTFAWA-15-C-00018 CO: Chontice Boykin Funding POP: 07/01/24 to 09/30/24 Obligated Amount: \$12,281,893.43 Electronic & IT: 03 Project Data: 12XXFACONTWR.BFM.CT0100.WAZ5200000.25414.06/25/2024.1250100240.12400A Accounting Info: 1250100240.2024.40JM12400A.WAZ5200000.25414.61006600.0000000000.0000000000.0000000000.0000000000 acct1: 1250100240 acct2: 2024 acct3: 40JM12400A acct4: WAZ5200000 acct 5: 25414 acct6: 61006600 Funded: \$12,281,893.43			12,281,893.43	

Certificate Of Completion

Envelope Id: B794F95A6ED348EDA6A627678D379AE3		Status: Completed
Subject: FAA Contract #DTFAWA-15-C000018; Extension #5		
Parcel ID:		
Employee Name:		
Source Envelope:		
Document Pages: 7	Signatures: 5	Envelope Originator:
Certificate Pages: 6	Initials: 0	Darlene Banks
AutoNav: Enabled	Stamps: 3	141 Pryor Street
Envelopeld Stamping: Enabled		Purchasing & Contract Compliance, Suite 1168
Time Zone: (UTC-08:00) Pacific Time (US & Canada)		Atlanta, GA 30303
		darlene.banks@fultoncountyga.gov
		IP Address: 74.174.59.4

Record Tracking

Status: Original	Holder: Darlene Banks	Location: DocuSign
8/7/2024 1:00:45 PM	darlene.banks@fultoncountyga.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Fulton County Government	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Warren House warren.house@rvainc.com Security Level: Email, Account Authentication (None)	Signed by:  225722FCAB914CC...  Signature Adoption: Pre-selected Style Using IP Address: 24.249.232.199	Sent: 8/7/2024 1:09:14 PM Viewed: 8/8/2024 7:27:38 AM Signed: 8/8/2024 7:42:23 AM

Electronic Record and Signature Disclosure:
Accepted: 8/8/2024 7:27:38 AM
ID: cb937326-727f-45be-acab-07d779c0a185

Romelda Green romelda.green@rvainc.com ROBINSON AVAITION (RVA) INC. Security Level: Email, Account Authentication (None)	Signed  Using IP Address: 24.249.232.199	Sent: 8/8/2024 7:42:25 AM Viewed: 8/8/2024 7:47:29 AM Signed: 8/8/2024 7:51:48 AM
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Electronic Record and Signature Disclosure:
Accepted: 12/28/2023 9:13:59 AM
ID: b25501c5-2dc5-4704-918f-59cca9e6bc1a

DARLENE BANKS darlene.banks@fultoncountyga.gov Assistant Purchasing Agent Fulton County Government Security Level: Email, Account Authentication (None)	Completed Using IP Address: 172.3.170.13	Sent: 8/8/2024 7:51:52 AM Viewed: 8/8/2024 8:00:06 AM Signed: 8/8/2024 8:00:13 AM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signer Events	Signature	Timestamp
David Clark david.clark@fultoncountyga.gov Director Public Works Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 11/13/2017 10:07:14 AM ID: 62e0a41e-60ea-4640-a1cb-69bfc2cfa732	DocuSigned by:  65CE1C9FDD834B8... Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 8/8/2024 8:00:16 AM Viewed: 8/8/2024 9:33:45 AM Signed: 8/8/2024 9:33:49 AM
Patrick O'Connor patrick.oconnor@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 8/8/2024 2:40:20 PM ID: 2676fc84-10ab-40a6-b79f-9b4965ae4340	DocuSigned by:  68048F0EDCEC451... Signature Adoption: Pre-selected Style Using IP Address: 75.58.45.186	Sent: 8/8/2024 9:33:52 AM Viewed: 8/8/2024 9:34:27 AM Signed: 8/8/2024 2:41:35 PM
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 11/27/2017 10:39:37 AM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8	Completed Using IP Address: 68.208.197.4	Sent: 8/8/2024 2:41:39 PM Viewed: 8/12/2024 10:40:28 AM Signed: 8/12/2024 10:41:06 AM
Robert L. Pitts harriet.thomas@fultoncountyga.gov Chairman Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 8/12/2024 11:01:18 AM ID: 3f590191-1397-4c10-9787-648da7476efe	Signed by:  14E1B4AA5F6A44A... Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 8/12/2024 10:41:09 AM Viewed: 8/12/2024 11:01:18 AM Signed: 8/12/2024 11:01:28 AM
Tonya R. Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 3/16/2018 7:54:59 AM ID: f3f241e8-3027-4447-9476-6cf20ae25dd4	DocuSigned by:  EEC476C4837848D...  Signature Adoption: Pre-selected Style Using IP Address: 99.96.24.191	Sent: 8/12/2024 11:01:32 AM Viewed: 8/12/2024 11:02:27 AM Signed: 8/12/2024 11:21:16 AM

Signer Events	Signature	Timestamp
DARLENE BANKS darlene.banks@fultoncountyga.gov Assistant Purchasing Agent Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 172.3.170.13	Sent: 8/12/2024 11:21:21 AM Viewed: 8/12/2024 12:52:24 PM Signed: 8/12/2024 12:52:29 PM
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
Dian DeVaughn dian.devauhn@futoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 8/12/2024 12:52:34 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/7/2024 1:09:14 PM
Certified Delivered	Security Checked	8/12/2024 12:52:24 PM
Signing Complete	Security Checked	8/12/2024 12:52:29 PM
Completed	Security Checked	8/12/2024 12:52:34 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

CONSUMER DISCLOSURE

From time to time, Carahsoft OBO Fulton County, Georgia (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, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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 signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. 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. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and 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 Carahsoft OBO Fulton County, Georgia:

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: glenn.king@fultoncountyga.gov

To advise Carahsoft OBO Fulton County, Georgia of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at glenn.king@fultoncountyga.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Carahsoft OBO Fulton County, Georgia

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 e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO Fulton County, Georgia

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail, full name, US Postal 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

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials 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 verify that you were

able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an 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 on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft OBO Fulton County, Georgia as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft OBO Fulton County, Georgia during the course of my relationship with you.