



**FULTON
COUNTY**

**AMENDMENT #5
FORM TO CONTRACT**

#11RFP78732K-NH

**FURNITURE, FIXTURES AND
EQUIPMENT CONSULTANT SERVICES
FOR THE FULTON COUNTY LIBRARY
SYSTEM CAPITAL IMPROVEMENT
PROGRAM, PHASE II**

**DEPARTMENT OF REAL ESTATE AND ASSET
MANAGEMENT**

AMENDMENT NO. 5 TO FORM OF CONTRACT

Contractor: **Hillsman, Inc.**

Contract No. **11RFP78732K-NH, Furniture, Fixture, and Equipment (FF&E)
Consultant Services for the Fulton County Library System Capital
Improvement Program**

Address: **3000 Royal Boulevard South**
City, State **Alpharetta, GA 30022**

Telephone: **(678) 336-9119**

E-mail: edgarhillsman@hillsmaninc.com

Contact: **Edgar Hillsman,
President**

W I T N E S S E T H

WHEREAS, Fulton County ("County") entered into a Contract with Hillsman, Inc. to provide professional consulting services for Furniture, Fixtures and Equipment for the Fulton County Library System Capital Improvement Program (CIP), dated 17th day of November, 2011, on behalf of the Fulton County Library System; and

WHEREAS, the County wishes to amend the existing contract for additional changes to the scope to the interior design, furniture selection, procurement of furniture and furnishings and installation of all procured items for the East Point Library Expansion, MLK Library, Northside Library, and the Peachtree Library; and

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

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on November 6, 2024, BOC Items #24-0751.

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

This Amendment No. 5 to Form of Contract is effective as of the 6th day of November 2024, between the County and Hillsman, Inc., who agree that all Services specified will be performed in accordance with this Amendment No. 5 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** To provide professional services for the additional changes to the existing scope to the interior design services, furniture selection, FF&E documentation and procurement and installation of furniture and

furnishings for remaining Library CIP projects: East Point Library Expansion, MLK Library, Northside Library, and the Peachtree Library, see Exhibit 1.

2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed \$3,425.00 (Three Thousand Four Hundred Twenty-Five Dollars and No Cents).
3. **LIABILITY OF COUNTY:** This Amendment 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.
4. **EFFECT OF AMENDMENT NO. 5 TO FORM OF CONTRACT:** Except as modified by this Amendment 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:

Signed by:

Tracy A. Orr

Tracy A. Orr, Clerk of the Commission

(Affix County Seal)

APPROVED AS TO FORM:

Signed by:

Denzel Stewart

Denzel Stewart, Office of the County Attorney

APPROVED AS TO CONTENT:

Signed by:

Joseph N. Davis

Joseph N. Davis, Director
Department of Real Estate and Asset
Management

CONSULTANT:

HILLSMAN, INC.

[Signature]
Edgar Hillsman,
President

ATTEST:

[Signature]
Secretary/
Assistant Secretary

(Affix Corporate Seal)

ATTEST:

ITEM#: 24-0751	RM: 11/6/2024	ITEM#: _____	2 ND RM: _____
REGULAR MEETING		SECOND REGULAR MEETING	

EXHIBIT 1**1. East Point Library Expansion**

	Project Description	Cost
1	Disassemble shelving, end panels and canopy top, relocate and reassemble shelving attach to wall	\$400.00
2	Replacement parts for existing Liat Reading tables	\$225.00
3	Kick plates and Kick pins from Tennsco	\$150.00
4	Task Chairs Seat Cushions	\$450.00
5	Total Costs	\$1,225.00

2. MLK Library

	Project Description	Cost
1	Disassemble shelving, end panels and canopy top, relocate and reassemble shelving attach to wall	\$500.00
2	Additional Metal Canopies	\$150.00
3	3 Form Panel and Hardware for Existing Table	\$150.00
4	Ergonomic Chair and Key Board Tray	\$300.00
5	Total Costs	\$1,100.00

3. Northside Library

	Project Description	Cost
1	Outdoor Furniture	\$600.00
2	Total Cost	\$600.00

4. Peachtree Library

	Project Description	Cost
1	Revised Staff Area Layoff	\$500.00
2	Total Cost	\$500.00

Total Cost:**\$3,425.00**



HILLINC-01

BCONNELL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/7/2024

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 Schoenfeld Insurance Associates, Inc. 6225 Smith Ave Suite B-150 Baltimore, MD 21209	CONTACT NAME: Beth Connell PHONE (A/C, No, Ext): (410) 602-2000 428 FAX (A/C, No): (410) 602-1160 E-MAIL ADDRESS: bconnell@schoenfeldins.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : HANOVER INSURANCE COMPANY	
INSURER B : Massachusetts Bay Insurance Co	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	OHQ8909072	11/17/2023	11/17/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	OHQ8909072	11/17/2023	11/17/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$	X	X	OHQ8909072	11/17/2023	11/17/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WDQD140007	1/10/2024	1/10/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Designer's E&O			LHQ9288454	8/1/2024	8/1/2025	EA CLAIM 2,000,000
A	\$5,000 Deductible			LHQ9288454	8/1/2024	8/1/2025	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Fulton County is Additional Insured as required by contract, permit or agreement. Waiver of Subrogation is provided in favor of the Additional Insured as required by contract, permit or agreement.
 Coverage under General Liability is primary and non-contributory.

CERTIFICATE HOLDER Fulton County Government- Purchasing & Contract Compliance Department 130 Peachtree Street, SW Suite 1168 Atlanta, GA 30303	CANCELLATION 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
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HILLINC-01

BCONNELL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/7/2024

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	PHONE (A/C, No, Ext): (410) 602-2000 428	FAX (A/C, No): (410) 602-1160
	E-MAIL ADDRESS: bconnell@schoenfeldins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : HANOVER INSURANCE COMPANY	
	INSURER B : Massachusetts Bay Insurance Co	
INSURED Hillsman, Inc. 3000 Royal Blvd South, Suite B Alpharetta, GA 30022	NAIC #	
	22292	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	OHQ8909072	11/17/2024	11/17/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$	X	X	OHQ8909072	11/17/2024	11/17/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WDQD140007	1/10/2024	1/10/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Designer's E&O			LHQ9288454	8/1/2024	8/1/2025	EA CLAIM 2,000,000
A	Deductible: \$5,000			LHQ9288454	8/1/2024	8/1/2025	Aggregate 2,000,000

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

Fulton County is Additional Insured as required by contract, permit or agreement. Waiver of Subrogation is provided in favor of the Additional Insured as required by contract, permit or agreement.

Coverage under General Liability is primary and non-contributory.

CERTIFICATE HOLDER

CANCELLATION

Fulton County Government- Purchasing & Contract Compliance Department 130 Peachtree Street, SW 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

Certificate Of Completion

Envelope Id: CD3DEF8EBF824F01B22E507A798EF4C0

Status: Completed

Subject: #11RFP78732K-DB; Amendment No. 5.pdf

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 7

Signatures: 4

Envelope Originator:

Certificate Pages: 6

Initials: 0

Darlene Banks

AutoNav: Enabled

Stamps: 1

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

11/13/2024 9:00:14 AM

darlene.banks@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: DocuSign

Signer Events**Signature****Timestamp**

DARLENE BANKS

Completed

Sent: 11/13/2024 9:04:12 AM

darlene.banks@fultoncountyga.gov

Viewed: 11/13/2024 9:05:08 AM

Assistant Purchasing Agent

Using IP Address: 74.174.59.4

Signed: 11/13/2024 9:05:13 AM

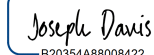
Fulton County Government

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Joseph Davis

Signed by:


B20354A88008422...

Sent: 11/13/2024 9:05:14 AM

joseph.davis@fultoncountyga.gov

Resent: 11/13/2024 11:32:36 AM

Director

Viewed: 11/13/2024 12:15:58 PM

Security Level: Email, Account Authentication (None)

Signature Adoption: Pre-selected Style

Signed: 11/13/2024 12:16:11 PM

Using IP Address: 166.137.19.7

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 11/13/2024 9:17:38 AM

ID: e4bb146a-8321-41b5-9755-a496e3c046c8

Denval Stewart

Signed by:


8B574564AFF0466...

Sent: 11/13/2024 12:16:12 PM

denval.stewart@fultoncountyga.gov

Viewed: 11/13/2024 12:19:26 PM

Security Level: Email, Account Authentication (None)

Signature Adoption: Pre-selected Style

Signed: 11/13/2024 1:40:07 PM

Using IP Address: 98.62.245.48

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Nikki Peterson

Completed

Sent: 11/13/2024 1:40:09 PM

nikki.peterson@fultoncountyga.gov

Viewed: 11/13/2024 1:57:49 PM

Chief Deputy Clerk to the Board of Commissioners

Using IP Address: 68.208.197.4

Signed: 11/15/2024 7:42:37 AM

Fulton County Government

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
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Accepted: 11/27/2017 10:39:37 AM
ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8

Robert L. Pitts
harriet.thomas@fultoncountyga.gov
Chairman
Security Level: Email, Account Authentication (None)

Signed by:

14E1B4AA5F6A44A...
Signature Adoption: Pre-selected Style
Using IP Address: 166.137.19.28
Signed using mobile

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Viewed: 11/15/2024 7:48:45 AM
Signed: 11/17/2024 3:49:10 PM

Electronic Record and Signature Disclosure:
Accepted: 11/17/2024 12:38:20 AM
ID: c954a7de-770e-48e6-88a8-3d2879209add

Tonya Grier
tonya.grier@fultoncountyga.gov
Clerk to the Commission
Fulton County
Security Level: Email, Account Authentication (None)

Signed by:

EEC476C4837848D...

Signature Adoption: Uploaded Signature Image
Using IP Address: 99.96.24.191
Signed using mobile

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Viewed: 11/17/2024 4:04:56 PM
Signed: 11/17/2024 4:21:20 PM

Electronic Record and Signature Disclosure:
Accepted: 3/16/2018 7:54:59 AM
ID: f3f241e8-3027-4447-9476-6cf20ae25dd4

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: 11/17/2024 4:21:23 PM
Viewed: 11/17/2024 4:25:20 PM
Signed: 11/18/2024 4:12:08 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Edgar Hillsman
edgarhillsman@hillsmaninc.com
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Accepted: 11/7/2024 7:30:17 AM
ID: 0fc2b576-fc64-4250-a7e6-3287bc93a

COPIED

Sent: 11/18/2024 4:12:11 AM

Dian DeVaughn
dian.devaughn@fultoncountyga.gov
Security Level: Email, Account Authentication (None)

COPIED

Sent: 11/18/2024 4:12:12 AM
Viewed: 11/18/2024 4:16:01 AM

Carbon Copy Events	Status	Timestamp
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Electronic Record and Signature Disclosure:
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	11/13/2024 9:04:12 AM
Envelope Updated	Security Checked	11/13/2024 11:32:31 AM
Certified Delivered	Security Checked	11/17/2024 4:25:20 PM
Signing Complete	Security Checked	11/18/2024 4:12:08 AM
Completed	Security Checked	11/18/2024 4:12:12 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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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.

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