



ORDER FORM

Quote#: Q-289452  
Expires: 18 Oct, 2024  
Sales Executive: Nikki Kirkpatrick  
Effective Date: Effective as of the date of last signature of this Order

Order Type: Quote  
Date: 20 Sep, 2024

Customer Legal Name:  
CITY OF OCALA

Customer Legal Address:  
110 SE WATULA AVE, OCALA, FL 34471 USA

Bill To: CITY OF OCALA  
110 SE WATULA AVE  
OCALA, FL 34471 USA

Ship To: CITY OF OCALA  
110 SE WATULA AVE  
OCALA, FL 34471 USA

Bill To Contact:

Ship To Contact:

Ship to Phone:  
Ship to Mobile:  
Contact: Kelly Vann  
Email: [cloudservices-licensing@ukg.com](mailto:cloudservices-licensing@ukg.com)

Currency: USD  
Customer PO Number:  
Solution ID: 6085405  
Initial Term: 9 months  
Uplift Percent: 0 %

Shipping Terms: Shipping Point  
Ship Method: FedEx Ground  
Freight Term: Prepay & Add  
Renewal Term: 0 months  
Payment Terms: Net 30 Days

Billing Start Date: Upon Signature of Order Form  
Data Center Location: USA

Subscription Services  
Billing Frequency: Annual in Advance

Subscription Services	Quantity	PEPM	Monthly Price
WORKFORCE TIMEKEEPER V8 SAAS	275	USD 0.00	USD 0.00
WORKFORCE INTEGRATION MANAGER V8 SAAS	275	USD 0.00	USD 0.00
WORKFORCE EMPLOYEE V8 SAAS	275	USD 0.00	USD 0.00



**CONTRACT# ITS/240788**

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Subscription Services	Quantity	PEPM	Monthly Price
WORKFORCE MANAGER V8 SAAS	28	USD 0.00	USD 0.00
WORKFORCE MOBILE MANAGER V8 SAAS	28	USD 0.00	USD 0.00
WORKFORCE MOBILE EMPLOYEE V8 SAAS	275	USD 0.00	USD 0.00
WORKFORCE ABSENCE MANAGER V8 SAAS	275	USD 0.00	USD 0.00
<b>Total Price</b>			<b>USD 0.00</b>

**Quote Summary**

Item	Total Price
Total Monthly SaaS and Equipment Rental Fees	USD 0.00

**Order Notes:**

This order entered into between the Customer and UKG Kronos Systems LLC (formerly known as Kronos Incorporated) is subject to the terms and conditions of the Master Agreement Reference #18220 dated March 18th, 2019, between the Lead Agency (acting as "Owner") and Kronos Incorporated (as the "Contractor"), as amended (collectively referred to as the "US Communities Agreement #18220").

The Subscription Service(s) listed on this Order Form are licensed on a temporary basis until 9 months from signature ("Trial Period"). Customer's rights to use and access the Subscription Service(s) will automatically expire and terminate at the end of the Trial Period unless the parties have entered into a subsequent Order Form for the Subscription Service(s) prior to the expiration of the Trial Period.



IN WITNESS WHEREOF, the parties have caused this Order to be executed by their authorized representatives and shall be effective as of the date of the last signature below.

CITY OF OCALA	UKG Kronos Systems LLC
Signature: <div><div><div>DocuSigned by:</div><div>Christopher Watt</div><div>EC8089F07388133</div></div></div>	Signature: <div><div><div>Signed by:</div><div>Erica Bukowski</div><div>7074C511ADA043B...</div></div></div>
Name: Christopher Watt	Name: Erica Bukowski
Title: Chief of Staff	Title: Sr. Order Processing Analyst
Date: 9/25/2024	Date: 25-Sep, 2024
<p>The monthly price on this Order has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order. Nonetheless, the actual price on your invoice is the true and binding total for this Order for purposes of amounts owed for the term. If you are tax exempt, please email a copy of your "Tax Exempt Certificate" to <a href="mailto:TaxExemption@ukg.com">TaxExemption@ukg.com</a> along with the quote number otherwise this order is subject to applicable taxes. The actual tax amount to be paid by Customer will be shown on Customer's invoice.</p>	

Approved as to form and legality:

DocuSigned by:

William E. Sexton

801163-145866197

William E. Sexton, Esq.

City Attorney



Certificate Of Completion

Envelope Id: BFC5DACFB67D44E883A5D564197A5D00

Subject: SIGNATURE: Kronos Additional Licenses Agreement - UKG Kronos Systems LLC (ITS/240788) Trial

Source Envelope:

Document Pages: 3

Certificate Pages: 5

AutoNav: Enabled

EnvelopeId Stamping: Enabled

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

Status: Completed

Envelope Originator:

April Adolf

110 SE Watula Avenue

City Hall, Third Floor

Ocala, FL 34471

aadolf@ocalafl.gov

IP Address: 216.255.240.104

Record Tracking

Status: Original

9/24/2024 5:59:18 PM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: April Adolf

aadolf@ocalafl.gov

Pool: StateLocal

Pool: City of Ocala - Procurement & Contracting

Location: DocuSign

Location: DocuSign

Signer Events

William E. Sexton  
wsexton@ocalafl.org  
City Attorney  
City of Ocala  
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:



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Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Timestamp

Sent: 9/24/2024 6:07:51 PM  
Viewed: 9/25/2024 8:16:18 AM  
Signed: 9/25/2024 8:17:18 AM

Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Christopher Watt  
cwatt@ocalafl.org  
Chief of Staff  
Security Level: Email, Account Authentication (None)

DocuSigned by:



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Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Sent: 9/25/2024 8:17:19 AM  
Viewed: 9/25/2024 8:20:28 AM  
Signed: 9/25/2024 8:20:44 AM

Electronic Record and Signature Disclosure:  
Accepted: 9/25/2024 8:20:28 AM  
ID: 1a1824de-b1dc-467d-8df9-982ed73e3e4c

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
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps



Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/24/2024 6:07:52 PM
Certified Delivered	Security Checked	9/25/2024 8:20:28 AM
Signing Complete	Security Checked	9/25/2024 8:20:44 AM
Completed	Security Checked	9/25/2024 8:20:44 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Ocala - Procurement & Contracting (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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### **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 City of Ocala - Procurement & Contracting:**

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: [contracts@ocalafl.org](mailto:contracts@ocalafl.org)

**To advise City of Ocala - Procurement & Contracting 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 [contracts@ocalafl.org](mailto:contracts@ocalafl.org) 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 City of Ocala - Procurement & Contracting**

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 [contracts@ocalafl.org](mailto:contracts@ocalafl.org) 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 City of Ocala - Procurement & Contracting**

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 [contracts@ocalafl.org](mailto:contracts@ocalafl.org) 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 City of Ocala - Procurement & Contracting 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 City of Ocala - Procurement & Contracting during the course of your relationship with City of Ocala - Procurement & Contracting.