## **Products and Services Agreement**

This Products and Services Agreement ("Agreement") between CENTURYLINK SALES SOLUTIONS, INC., as contracting agent on behalf of the applicable affiliated entities providing the Products and Services ("CenturyLink") and City of Ocala ("Customer") sets forth the terms and conditions for CenturyLink's provision of those Products and Services to Customer. Electronic signatures on this Agreement will be accepted only in the form and manner prescribed by CenturyLink.

- 1. **SERVICES.** CenturyLink will sell to Customer the Services listed on the Services List, attached, and incorporated by this reference. This Agreement is effective on the date all parties have signed below ("Effective Date") and continues for the longest Order Term listed on the Services List.
- 2. **PURCHASE ORDERS**. This Agreement controls over any Customer-issued purchase order, and any terms or conditions contained in a Customer-issued purchase order or other Customer ordering document will have no force or effect.
- 3. **UNIFORM RESOURCE LOCATORS (URLS)**. References to URLs in this Agreement include any successor URLs designated by CenturyLink.
- 4. **ENTITY**. For an interim period until all work is completed to update systems and platforms related to the combination of EMBARQ and CenturyTel, and the acquisition of Qwest, the names EMBARQ and CenturyTel may be used in association with the products and services provided by CenturyLink in this Agreement and Qwest products and services will be sold under a separate agreement.

## AGREED:

By:	By:
Printed: Greg Fallacara	Printed: Janice Mitchell
Title: Sr Director	Title: CFO
Date: 5/9/2024	Date: 5/29/2024

## **Address for Notices:**

Sales Administration 665 Lexington Avenue Mailstop: OHMANB0107 Mansfield, OH 44907 And if related to a dispute to: CenturyLink

Attn: Legal Department 1801 California Street, #900

Denver, CO 80202 Fax: (888) 778-0054

## Approved as to form and legality:

**City of Ocala** 

Docusigned by: William E. Sexton	
William E. Sexton	
City Attorney	

Contract No. 210206928957

#### SERVICES LIST

Quotes, attached and incorporated by this reference (each, a "Price Quote"). The name of the company providing Services to Customer is listed on each Price Quote. Customer can also locate the name of any CenturyLink local operating company by searching for a NPA-NXX in the first column of the list at <a href="http://www.centurylink.com/tariffs/NPANXX">http://www.centurylink.com/tariffs/NPANXX</a> Entity.pdf. The NPA-NXX is a number consisting of an Area Code plus the first three digits of the telephone number. Services are purchased on either a month-to-month basis or for a specific term for the particular Service ordered (each, an "Order Term"), as listed in each Price Quote. Each Order Term begins on the later of the first day of the first billing month after the Effective Date or the date that CenturyLink installs and makes that Service available to Customer. If Customer continues to receive a Service after expiration of the Service's applicable Order Term, CenturyLink will provide that Service on a month-to-month basis at its then-current list pricing and then-current terms and conditions, unless otherwise provided in the service-specific terms and conditions. CenturyLink will make the Services available only after its compliance with any state-specific regulatory filing requirements.

CenturyLink Price Quote Number(s): 21-000624

## 2. PRICING.

- **2.1 Monthly Recurring Charges ("MRC") or Monthly Recurring Rates ("MRRs").** CenturyLink will charge Customer the MRCs or MRRs for the Services described in each Price Quote. For purposes of this Agreement, MRCs and MRRs have the same meaning and may be used interchangeably.
- **2.2 Non-recurring Charges ("NRC") or Non-recurring Rates ("NRRs").** CenturyLink will charge Customer NRCs or NRRs related to the Services described in each Price Quote. For purposes of this Agreement, NRCs and NRRs have the same meaning and may be used interchangeably
- **2.3 Additional Charges**. Rates do not include applicable local, state, or federal taxes, fees, or surcharges that CenturyLink may bill Customer.
- **2.4 Additional Payment Requirements.** If Customer is not able to establish a satisfactory credit rating with CenturyLink, CenturyLink, in its sole discretion, may require Customer to submit a deposit or make an advance payment in connection with obtaining or maintaining the Services.
- 3. TERMS AND CONDITIONS. CenturyLink provides Services under the applicable terms and conditions listed and incorporated by reference on each Price Quote. Except for Services provided under Tariffs or Local Terms of Service, in the event of any inconsistencies or conflicts between this Agreement and the applicable terms and conditions, this Agreement will take precedence. CenturyLink may modify its Tariffs or Local Terms of Service from time to time.
- **4. TERMINATION**. If Customer gives notice of cancellation or termination, disconnects any portion of a Service or otherwise breaches this Agreement resulting in the termination of a Service prior to the end of the applicable Order Term, termination liability will apply as calculated and set forth in the applicable terms and conditions listed and incorporated by reference on each Price Quote. If no termination liability is specified for Services in these terms and conditions, Customer will be liable for 50% of the monthly payments that would otherwise remain in the applicable Order Term.
- 5. RELATED PRODUCT PURCHASES. Customer may purchase Products related to the Services at the CenturyLink then-current list pricing and subject to the then-current Standard Terms and Conditions for Communications Services, the Equipment Sales Product Annex, and other applicable annexes based on Customer's selection of Products, all as posted to <a href="http://about.centurylink.com/legal/rates">http://about.centurylink.com/legal/rates</a> conditions.html.

# City of Ocala Proposal For CenturyLink Metro Ethernet CIR/EIR Based Services

Proposal Date: 2/12/2024 Expire Quote Date: 4/16/2024 Customer Copy - Quote #: 24-000107



**Customer Contact Information: Company** 

Name: City of Ocala

Billing Address: CITY OF OCALA, 110 SE Watula Ave, 3rd Floor

Billing City, State, Zip: OCALA FL 34471-2148 BAN ID: New BAN ID Customer Contact

Name:

Customer Contact Phone: Customer Contact E-mail:

CenturyLink Contact Information:

Sales Person: Janet Simpson [1151266] Email: Janet.Simpson@lumen.com Sales Contact

Number:

Dealer Code: 1151266

Teaming Sales Person: Miranda Moorhead []

Email: Miranda. Moorhead@lumen.com

Teaming Sales Contact Number: 720.888.3595

**Engineer:** Justin Powers

Email: Justin.Powers@lumen.com

**Engineer Contact Number: 954-678-1880** 

**Service Description:** The following Term options reflect the total <u>budgetary</u> Monthly Recurring Revenue (MRR) and Non-Recurring Revenue (NRR) for all sites included in the quote. See subsequent pages for individual budgetary charges per site.

Type of Service: CenturyLink Metro Ethernet CIR/EIR Based Services Term

Agreement: 36 month

Total # of Sites included in this quote: 2

Site	Listing Name	MRR	NRR
Α	6006 SE Abshier	\$581.00	\$0.00
В	206 SE 3RD ST	\$0.00	\$0.00
	TOTAL	\$581.00	\$0.00

## City of Ocala Proposal For CenturyLink Metro Ethernet CIR/EIR Based Services

Proposal Date: 2/12/2024 Expire Quote Date: 4/16/2024 Customer Copy - Quote #: 24-000107



#### **Customer Service Location:**

PON #:

Primary Location Name: 6006 SE Abshier
Address: 6006 SE ABSHIER BLVD
City, State, Zip: BELLEVIEW, FL, 34420

NPA-NXX:

On Site Contact Name: William Weakland

Work TN: 352-401-6912

#### **Telco Central Office Information:**

Telco A: Embarq Florida, Inc.

Serving Central Office CLLI: BLVWFLXA02W Serving Central Office Address: 5911 SE OAK RD

Serving Central Office City, State, Zip: BELLEVIEW, FL 34420

#### Service Description:

Type of Service: CenturyLink Metro Ethernet CIR/EIR Based Services, 36 month term

Site	Qty	Price Plan	Feature Code	Item	MRR Rate	MRR Total	NRR Rate	NRR Total
Α	1	PP3EEZ114		200 Mbps Metro Ethernet CIR/EIR Based Service	\$581.00	\$581.00		
				TOTAL		\$581.00		\$0.00

## Additional Terms and Conditions:

- At http://about.centurylink.com/legal/rates\_conditions.html, the following information will direct you to the applicable terms and conditions for the Services: Entity: Embarq Florida, Inc. Service: CenturyLink Metro Ethernet CIR/EIR Based Services
- The prices quoted apply only to the sites included in the Quote and will not apply if Customer adds, changes or moves site locations. Rates, charges and discounts for Service elements not identified appear in the applicable terms and conditions identified above. Prices do not include taxes or applicable surcharges that CenturyLink may bill Customer. Unless this Quote is incorporated into a signed agreement, it is non-binding. Except for charges described in this Quote, the applicable CenturyLink terms and conditions identified above will control over any inconsistencies or conflicts between the Quote and the terms and conditions.

## City of Ocala Proposal For CenturyLink Metro Ethernet CIR/EIR Based Services

Proposal Date: 2/12/2024 Expire Quote Date: 4/16/2024 Customer Copy - Quote #: 24-000107



#### **Customer Service Location:**

PON #:

Primary Location Name: 206 SE 3RD ST

Address: 206 SE 3RD ST UNT A City, State, Zip: OCALA, FL, 34471

NPA-NXX: 352-732

On Site Contact Name: William Weakland

Work TN: 352-401-6912

## Telco Central Office Information:

Telco B: Embarq Florida, Inc.

Serving Central Office CLLI: OCALFLXA22W

Serving Central Office Address: 319 SE BROADWAY ST Serving Central Office City, State, Zip: OCALA, FL 34471

## Service Description:

Type of Service: CenturyLink Metro Ethernet CIR/EIR Based Services, 36 month term

Site	Qty	Price Plan	Feature Code	Item	MRR Rate	MRR Total	NRR Rate	NRR Total
				TOTAL		\$0.00		\$0.00

#### Additional Terms and Conditions:

- At http://about.centurylink.com/legal/rates\_conditions.html, the following information will direct you to the applicable terms and conditions for the Services: Entity: Embarq Florida, Inc. Service: CenturyLink Metro Ethernet CIR/EIR Based Services
- The prices quoted apply only to the sites included in the Quote and will not apply if Customer adds, changes or moves site locations. Rates, charges and discounts for Service elements not identified appear in the applicable terms and conditions identified above. Prices do not include taxes or applicable surcharges that CenturyLink may bill Customer. Unless this Quote is incorporated into a signed agreement, it is non-binding. Except for charges described in this Quote, the applicable CenturyLink terms and conditions identified above will control over any inconsistencies or conflicts between the Quote and the terms and conditions.

## City of Ocala Proposal For CenturyLink Metro Ethernet CIR/EIR Based Services

Proposal Date: 2/12/2024 Expire Quote Date: 4/16/2024 Customer Copy - Quote #: 24-000107



## Customer Responsibilities - Ethernet Services described in this Price Quote

If the following responsibilities are not completed before installation of the Ethernet services described in this Price Quote ("Ethernet Services"), CenturyLink reserves the right, at its sole discretion, to reschedule installation, charge Customer for additional work and any necessary materials or Products on a Time and Material basis, or terminate the Agreement (to which this Price Quote is incorporated) with respect to Ethernet Services and any associated services utilizing Ethernet Services.

1. Customer must provide adequate conduit from the right-of-way into the building and confirm access facilities to the building are available for fiber provisioning. It is also Customer's responsibility to locate private utilities on the premises if construction is required. Conduit specifications are as follows: One 2-inch Schedule 40 PVC conduit from 2 feet below grade at the building exterior to a pull box on the building exterior. Pull box must have a minimum dimension of 12-inch x 12-inch x 6-inch deep. Place one 2-inch conduit sleeve through wall from pull box to inside of the equipment room. Conduit must be equipped with 200 lb rated pull tension or greater. Equip conduit with no more than 2 quarter bends (a total of 180 degrees) between cable pulling points. Seal the conduit after installation to protect from damage such as water.

Conduit is not required when Ethernet Service is provisioned over copper or circuit bonding technology, 50 Mbps or less. Ethernet Services delivered via copper/circuit bonding technology will terminate at the CenturyLink demarcation point on a Customer-provided wall-mounted 66 block and cross-connected to a copper loop bonding unit.

- 2. Customer must provide one 20 x 44 x ¾ inch plywood backboard in an equipment demarcation room with clearance of 36 inches in front of backboard. If the fiber demarcation point is within 25 feet of the equipment rack, a wall board will not be required. All hardware and terminations will be installed in the Customer-provided rack.
  - If Customer is in a multi-tenant building and the shared building terminal at Customer's location does not have adequate space for CenturyLink fiber termination, Customer or building owner must provide a 24" x 24" x 9" cabinet with 3/4" plywood. This cabinet must be associated next to the original building terminal to support association of shared demarcation facilities.
- 3. Customer must ensure the demarcation point is in an accessible and environmentally controlled location. All CenturyLink Ethernet Services-enabling Equipment requires a clean, dust-free environment that is environmentally controlled to temperatures of 55-80 degrees Fahrenheit and humidity of 70% or less. If Customer is in a multi-tenant building, Customer must ensure that the CenturyLink demarcation point, is accessible to CenturyLink technicians. Customer may need to coordinate access with the building manager to ensure that access is available on the day of installation. Customer must ensure that this location remains dry and free of dampness, and the room temperature remains within the tolerance of sensitive electronic hardware.
- 4. Customer must ensure 4 consecutive rack units of space in a 19" data rack are available for Ethernet Services. Customer must provide space in a 19" wide data rack for the required hardware. The rack must be either wall or floor mounted. CenturyLink will not install the hardware on a shelf or the floor.
- 5. Customer must provide a dedicated power outlet and common ground. CenturyLink termination electronics are powered by Customer-provided 120 VAC (20 Amp) circuit. CenturyLink requires the outlet to be a duplex, dedicated and grounded electrical outlet within 6 feet of the equipment location. Common ground must be 25 ohm or less. If Customer does not have an uninterrupted power supply (UPS) on the AC, Ethernet Services will be lost in the event of an AC power failure. If UPS is required, Customer will provide. CenturyLink will provide for an additional charge upon request.
- 6. Customer must complete inside wiring before the arrival of the CenturyLink installation technicians. Customer must extend the wiring from the demarcation point to the location where the Ethernet Services will be used.

CenturyLink only will extend the demarcation point on a Time and Material basis for an additional charge. Customer must contact its CenturyLink Account Executive to schedule the work. CenturyLink uses the following guidelines when extending the demarcation point: (1) If services are delivered via copper (50 Mbps or less), the demarcation may be extended a maximum of 300 feet 24 gauge copper, or (2) If services are delivered via fiber, CenturyLink technicians will terminate fiber into a Customer-provided rack a maximum of 25 feet from demarcation.

- 7. Customer must confirm Ethernet Service hand-off requirements. CenturyLink will provide a standard RJ-45 copper Ethernet connection for 10/100 service and a single mode fiber connection on a 1 Gigabit circuit as the demarcation point for the Ethernet Services. If a different customer hand-off is required, such as a multimode fiber connection, Customer must state the requirement on the site survey per site network page.
- 8. Customer must confirm that its Local Area Network ("LAN") has an appropriate Ethernet Service port available to provide the desired network functionality and is within the distance required by Ethernet Service specifications. Customer will program the Ethernet Service port for appropriate speed and full duplex setting. (auto-negotiate is not available). Customer will provide CAT5 cable(s) to connect its LAN to the CenturyLink Ethernet Service-enabling equipment. Customer will provide an appropriate Ethernet Service-enabling patch cable for connecting CenturyLink demarcation and Customer-provided Equipment.
- 9. Ethernet Services are a Layer 2 network service only. All customer premises LAN Layer 3 (e.g. IP) addressing is Customer's responsibility. CenturyLink will provide pricing for additional equipment and labor to enable Layer 3 functionality, if required. In most cases this will be a router which will provide the Layer 3 routing of subnets and VLAN on Customer's network. If Customer only requires Layer 2 bridging (a flat network) across the Ethernet Services, then a standard Ethernet Service switch port is all that is required.
- 10. The CenturyLink installer will not connect Ethernet Services to Customer's LAN. CenturyLink installers will install the hardware and identify a port for connection. CenturyLink highly recommends the use of a qualified networking vendor to assist with LAN configuration. A CenturyLink Account Executive can provide pricing for CenturyLink network configuration for Ethernet Services.

Ethernet Services will be installed at your site only upon completion of all of these steps. If Customer is unable to complete all of these requirements before the installation date, Customer will notify CenturyLink as soon as it becomes aware of its inability.

## **Certificate Of Completion**

Envelope Id: 03AF9429A3954D658187F715DE4F5EFC

Subject: Agreement for Renewal for Metro Ethernet CIR/EIR Based Services (OFN/210222)

Source Envelope:

Document Pages: 8 Signatures: 3 Certificate Pages: 5 Initials: 0

AutoNav: Enabled

**Envelopeld Stamping: Enabled** 

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

**Envelope Originator:** 

Status: Completed

Porsha Ullrich 110 SE Watula Avenue City Hall, Third Floor

Ocala, FL 34471 pullrich@ocalafl.gov

IP Address: 216.255.240.104

## **Record Tracking**

Status: Original Holder: Porsha Ullrich Location: DocuSign

5/9/2024 3:43:14 PM pullrich@ocalafl.gov

Security Appliance Status: Connected Pool: StateLocal

Storage Appliance Status: Connected Pool: City of Ocala - Procurement & Contracting Location: DocuSign

## **Timestamp**

**Signer Events** Signature Greg Fallacara Sent: 5/9/2024 3:50:26 PM greg.fallacara@centurylink.com 31A835A3D3F748C

Security Level: Email, Account Authentication Signature Adoption: Drawn on Device (None)

Using IP Address: 71.215.14.119

Viewed: 5/9/2024 3:52:40 PM Signed: 5/9/2024 3:57:06 PM

## **Electronic Record and Signature Disclosure:**

Accepted: 5/9/2024 3:52:40 PM

ID: 8a57fb5f-5bef-4332-a23f-23d09d847213

William E. Sexton William E. Sexton wsexton@ocalafl.org -B07DCEC4E86E429 City Attorney

City of Ocala Security Level: Email, Account Authentication

(None)

Sr Director

Sent: 5/9/2024 3:57:07 PM Viewed: 5/29/2024 12:34:40 PM Signed: 5/29/2024 12:36:03 PM

#### **Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Janice Mitchell imitchell@ocalafl.org

CFO City of Ocala

Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:** 

Accepted: 5/29/2024 2:00:47 PM ID: 87d09be1-ec56-4df3-bde5-cf5ed83ab717

DocuSigned by: Janice Mitchell 55198B43858A4F1

Signature Adoption: Pre-selected Style Using IP Address: 64.159.110.14

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Signed using mobile

Sent: 5/29/2024 12:36:04 PM Viewed: 5/29/2024 2:00:48 PM Signed: 5/29/2024 2:01:17 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
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Summary Events Envelope Sent	Status Hashed/Encrypted	<b>Timestamps</b> 5/9/2024 3:50:26 PM
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Envelope Sent Certified Delivered	Hashed/Encrypted Security Checked	5/9/2024 3:50:26 PM 5/29/2024 2:00:48 PM
Envelope Sent Certified Delivered Signing Complete	Hashed/Encrypted Security Checked Security Checked	5/9/2024 3:50:26 PM 5/29/2024 2:00:48 PM 5/29/2024 2:01:17 PM

## 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.

## **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 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 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

## 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 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 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 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: <a href="https://support.docusign.com/guides/signer-guide-signing-system-requirements">https://support.docusign.com/guides/signer-guide-signing-system-requirements</a>.

## 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.