



VERSION 2024.7.1

# COUNTY OF HARNETT

## DOCUMENT REVIEW FORM

↓ THIS BLOCK TO BE COMPLETED BY DEPARTMENT ↓

### CUSTOMER/VENDOR INFORMATION

Customer/Vendor Legal Name: A-1 Salvage and Demolition, Inc. Customer/Vendor Number: 15  
 Customer/Vendor Contact Name: Charlie Johnson  
 Email address: a1salvageanddemo@aol.com Phone number: 336-442-1380

### CONTRACT INFORMATION

Enterprise ERP Contract Number: 20260457 Contract Period: from 07/01/2025 to 06/30/2026  
 Type of Contract: ☒ New ☐ Renewal ☐ Master ☐ Multi-Year ☐ Change Order ☐ Revenue  
 Purpose of Contract: ☐ Goods ☒ Services ☐ Software ☐ Consulting ☐ Construction ☐ Lease  
 Other: \_\_\_\_\_  
 Description/Scope of Work: Demolition services of the old Pre-K building located on Benhaven School property.  
Demo of old structure, slab, footings and foundation. Grade to drain, seed and straw. Demo, removal, disposal of underground  
fuel tank, soil testing, sampling after removal to ensure no contamination. Backfill site with fill dirt, asbestos removal and disposal.  
 Funding Source: ☒ County ☐ State Grant ☐ Federal Grant ☐ Local Grant ☐ Financed ☐ Other: \_\_\_\_\_  
 Payment Terms: ☐ Monthly ☐ Quarterly ☐ Annually ☒ Other: upon completion

Contract Value per Fiscal Year:		Original/Current	Change	Revised
Fiscal Year: <u>2025</u>	<u>2026</u>	Amount: <u>44,300.00</u>		
Fiscal Year: _____		Amount: _____		
Fiscal Year: _____		Amount: _____		
Fiscal Year: _____		Amount: _____		
Fiscal Year: _____		Amount: _____		

Extension Options: \_\_\_\_\_

# COUNTY OF HARNETT

VERSION 2024.7.1

## DOCUMENT REVIEW FORM

### ACCOUNTING INFORMATION

Expenditure/Revenue Accounting Code(s):

Org	Object	Project	Task	Sub-Task	Job
5004240	544000				

**Budget Amendment MUST be attached if needed**

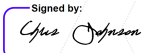
Budget Amendment Number: \_\_\_\_\_ Date Released: \_\_\_\_\_

**Department Head has reviewed attached document and is satisfied with material terms**

Department: Fac. - Capital Projects

Contract Administrator: Beth Blinson Telephone: 910-814-6469

Date Needed: 08/08/2025 Board Meeting Date Requested: \_\_\_\_\_

Department Head Signature:  Chris Johnson Date: 8/8/2025

### PROCUREMENT OFFICE

Date Received: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature:  Renea Warren-Ford Date: 8/11/2025



# COUNTY OF HARNETT

VERSION 2024.7.1

## DOCUMENT REVIEW FORM

### INFORMATION TECHNOLOGY OFFICE

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### COUNTY STAFF ATTORNEY'S OFFICE

Comments: \_\_\_\_\_

Signature: DocuSigned by: Jaime Bell-Raig Date: 8/12/2025

### RISK MANAGEMENT OFFICE

A copy of the Certificate of Insurance has been received and verified. ☐ YES ☐ NO ☐ N/A

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FINANCE OFFICE

Comments: \_\_\_\_\_ Initial DB 8/12/2025

Comments: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature: DocuSigned by: Kimberly Honeycutt Date: 8/15/2025

### COUNTY MANAGER'S OFFICE

Comments: \_\_\_\_\_

Signature: Signed by: Brent Trout Date: 8/20/2025

### CLERK TO THE BOARD OF COMMISSIONERS (AGENDA REQUEST FORM MUST BE ATTACHED IF BOARD ACTION IS REQUIRED)

Comments: \_\_\_\_\_

Signature: DocuSigned by: Melissa Capps Date: 8/20/2025

STATE OF NORTH CAROLINA

SERVICE CONTRACT

COUNTY OF HARNETT

THIS SERVICE CONTRACT ("Contract") is made, and entered into this the 28 day of July 2025, by and between the COUNTY OF HARNETT, a political subdivision of the State of North Carolina, (hereinafter referred to as "COUNTY") and A-I Salvage and Demolition, Inc. (hereinafter referred to as "CONTRACTOR").

1. SERVICES TO BE PROVIDED AND AGREED CHARGES

COUNTY hereby engages CONTRACTOR to provide demolition services including but not limited to the following:

- A. Demolition of old structure, slab, footings, and foundation; (Old Pe-K Building)
- B. Grade to drain, seed and straw;
- C. Demolition, removal, and disposal of underground fuel tank in accordance with relevant federal, state, and local statutes, ordinance, and rules;
- D. Soil testing and sampling after removal of underground fuel tank to ensure no contamination of soil around the site of the removed underground fuel tank;
- E. Backfill site of the removed underground fuel tank with fill dirt;
- F. Asbestos removal and disposal.

Services to the County will include the fencing in of accessory structures with the demolition area, hauling and disposal fees are included. All salvage and scrap metals are the property of the demolition contractor.

Excluded from the scope of services provided are the cutting or capping of utilities, patching or repairing of slabs and walls, removal of paints, oils, or greases, and removal of contaminated soil found as a result of soil testing. In the event that demolition, removal, and disposal of underground fuel tank and subsequent soil testing reveal that surrounding soil is contaminated and will need to be remediated, COUNTY and CONTRACTOR will work together to identify the scope of work necessary to remediate the contaminated area and enter into an addendum to this Contract identifying the scope and cost associated with any additional remediation efforts that are to be born by the COUNTY.

All work contemplated and performed shall be satisfactorily completed in accordance with the attached Addenda and pursuant to all Federal, State, and Local laws and regulations. CONTRACTOR and COUNTY will sign an Addendum to this Agreement upon the parties agreeing to a particular service to be provided. The Addendum will specify the services to be rendered, the compensation to be paid, and other pertinent information. COUNTY hereby agrees to pay for Services as set in the Addenda to this Contract and pursuant to Paragraph 5 of this Contract.

2. TERM OF CONTRACT

The term of this Contract for services and supplies begins at the date of execution and shall end upon the satisfactory completion of the services.

- B. Spill Response. Response to a hazardous material cleanup shall occur within 8 hours of notification by COUNTY. Spill mitigation actions taken by COUNTY shall not be construed as a replacement for Chemical Spill Response. COUNTY'S supervisor or authorized designee shall make the determination of need for Hazmat Response Team assistance. CONTRACTOR must supply information on response team prior to first shipment.

4. NON-APPROPRIATION

CONTRACTOR acknowledges that COUNTY is a governmental entity and the validity of this Contract is based upon the availability of public funding under the authority of its statutory mandate. In the event that public funds are not available and not appropriated for the performance of County's obligations under this Contract, then this Contract shall automatically expire without penalty to COUNTY 30 days after written notice to the CONTRACTOR of the non-appropriation of public funds.

5. PAYMENT TO CONTRACTOR

CONTRACTOR shall receive from COUNTY a sum not to exceed \$44,300.00, which shall be invoiced, as full compensation for the provision of services. COUNTY agrees to pay at the rates specified for services, satisfactorily performed, in accordance with this Contract and any Addenda. Unless otherwise specified, CONTRACTOR shall submit an itemized invoice to COUNTY upon completion of services performed. Payment will be processed promptly upon receipt and approval of the invoice by COUNTY.

6. WARRANTY

CONTRACTOR shall provide its services and meet its obligations under this Contract in a timely and workmanlike manner, using knowledge and recommendations for performing the services which meet generally acceptable standards in CONTRACTOR's community and region, and will provide a standard of care equal to, or superior to, care used by service providers similar to CONTRACTOR on similar projects.

7. DISPUTE RESOLUTION

The parties agree that it is in their mutual interest to resolve disputes informally. A claim by the CONTRACTOR shall be submitted in writing to the COUNTY for decision in accordance with Notice requirements outlined in Paragraph 22. A claim by the COUNTY shall be submitted in writing to the CONTRACTOR for decision in accordance with the Notice requirements outlined in Paragraph 22. The Parties shall negotiate in good faith and use all reasonable efforts to resolve such dispute(s). During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. If a dispute cannot be resolved between the Parties within thirty (30) days after delivery of notice, either Party may elect to exercise any other remedies available under this Contract, or at law. This term shall not constitute an agreement by either party to mediate or arbitrate any dispute.

8. DEFAULT

The occurrence of any of the following shall constitute a material default under this Contract:

- a. The failure to make a required payment when due.
- b. The insolvency or bankruptcy of either party.

- c. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application or sale for or by any creditor or government agency.
- d. The failure to make available or deliver the Services in the time and manner provided for in this Contract.

#### 9. REMEDIES

In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have 10 days from the effective date of such notice to cure the default(s). Unless waived in writing by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract.

#### 10. INDEPENDENT CONTRACTOR

COUNTY and CONTRACTOR agree that CONTRACTOR is an independent contractor and shall not represent itself as an agent or employee of COUNTY for any purpose in the performance of CONTRACTOR'S duties under this Contract. Accordingly, CONTRACTOR shall be responsible for payment of all Federal, State and Local taxes as well as business license fees arising out of CONTRACTOR'S activities in accordance with this Contract. For purposes of this Contract taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.

CONTRACTOR, as an independent contractor, shall perform the Services in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.

#### 11. INDEMNITY

To the fullest extent permitted by laws and regulations, the CONTRACTOR shall indemnify and hold harmless the COUNTY and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) arising out of or resulting from the performance of this Contract or the actions of the CONTRACTOR or its officials, employees, or contractors under this Contract or under the contracts entered into by the CONTRACTOR in connection with this Contract. This indemnification shall survive the termination of this Contract.

#### 12. FORCE MAJEURE

Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations as a result of events beyond its reasonable control, including without limitation, fire, power failures, any act of war, hostile foreign action, nuclear explosion, riot, strikes or failures or refusals to perform under subcontracts, civil insurrection, earthquake, hurricane, tornado, pandemic, or other catastrophic natural event or act of God.

#### 13. INSURANCE

CONTRACTOR shall obtain, at its sole expense, all insurance required in the following paragraphs, listed below as A, B, & C.

- A. Workers' Compensation Insurance – Coverage for all paid and volunteer workers meeting the statutory requirements of The North Carolina Workers' Compensation Act, North Carolina General Statute §97.
- B. Commercial Automobile Liability - Coverage with limits no less than \$1,000,000.00 per occurrence for bodily injury and property damage for any vehicle used during performance of the Services, including coverage for owned, hired, and non-owned vehicles.
- C. Commercial General Liability Insurance - Bodily injury and property damage liability as will protect the CONTRACTOR from claims of bodily injury or property damages which arise from operations of this Contract. The amounts of such insurance coverage shall not be less than \$2,000,000.00 per occurrence and \$3,000,000.00 aggregate coverage.

CONTRACTOR agrees to furnish COUNTY proof of compliance with the insurance coverage requirements of this Contract upon request. CONTRACTOR upon request by COUNTY shall furnish a certificate of insurance from an insurance company, licensed to do business in the State of North Carolina and acceptable to COUNTY verifying the existence of any insurance coverage required by COUNTY. The certificate will provide for sixty (60) days advance notice in the event of termination or cancellation of coverage. COUNTY and its employees shall be named as an additional insured on the required policies of insurance, except workers' compensation.

#### 14. HEALTH AND SAFETY

CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing services under this contract.

#### 15. NON-DISCRIMINATION IN EMPLOYMENT

CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, national origin, or disability. CONTRACTOR shall take affirmative action to ensure that applicants are employed and that employees are treated fairly and legally during employment with regard to their age, sex, race, creed, national origin, or disability. In the event CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Contract may be canceled, terminated or suspended in whole or in part by COUNTY, and CONTRACTOR may be declared ineligible for further COUNTY contracts.

#### 16. E-VERIFY

CONTRACTOR understands that E-Verify is the federal program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with §64-25(5) of the North Carolina General Statutes. Provided that CONTRACTOR is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State, then the CONTRACTOR understands and certifies that they shall verify the work authorization of the employee through E-Verify in

accordance with §64-26(a) of the North Carolina General Statutes. CONTRACTOR further certifies that their subcontractors comply with E-Verify pursuant to federal law, and CONTRACTOR will ensure compliance with E-Verify by any subcontractors subsequently hired by Contractor.

#### 17. GOVERNING LAW AND VENUE

This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this contract shall be filed and heard in the Superior Court of Harnett County.

#### 18. USE OF COUNTY NAME PROHIBITED

Contractor may not use the name or other identifying characteristic of the County or its employees in any advertisements or promotions.

#### 19. TERMINATION

This Contract may be terminated, without cause, by either party upon thirty (30) days written notice to the other party. This termination notice period shall begin upon receipt of the notice of termination. Such a termination does not bar either party from pursuing a claim for damages for breach of the Contract.

This Contract may be terminated, for cause, by the non-breaching party notifying the breaching party of a failure to perform in accordance with the provisions of this Contract and if the failure is not corrected within ten days of the receipt of the notification. Unless waived in writing by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract. Upon such termination, the parties shall be entitled to such additional rights and remedies as may be allowed by relevant law.

Termination of this Contract, either with or without cause, shall not form the basis of any claim for loss of anticipated profits by either party.

#### 20. SUCCESSORS AND ASSIGNS

CONTRACTOR shall not assign its interest in this Contract without the written consent of COUNTY. CONTRACTOR has no authority to enter into contracts on behalf of COUNTY.

#### 21. COMPLIANCE WITH LAWS

CONTRACTOR represents that it is in compliance with all Federal, State, and local laws, regulations or orders, as amended or supplemented. The implementation of this Contract will be carried out in strict compliance with all Federal, State, or local laws regarding discrimination in employment.

COUNTY is an equal opportunity employer. COUNTY is a federal contractor, and therefore the provisions and affirmative action obligations of 41 CFR § 60-1.4(a), 41 CFR 60-741.5(a), and 41 CFR 60-250.4 are incorporated herein by reference, where applicable.

#### 22. NOTICES

Notices required or provided for under this Contract shall be sufficient if sent by certified mail, return receipt requested or via personal delivery to such addresses as the parties may designate from time to time in writing. Notice shall be deemed to be given

and received three days after being sent certified mail or upon hand delivery to the address below:

TO COUNTY:

Chris Johnson  
Capital Projects Construction Manager  
Post Office Box 621 (mail)  
200 Alexander Drive (physical)  
Lillington, North Carolina 27546

With Copy to:

Christopher Appel  
Senior Staff Attorney  
Post Office Box 238 (mail)  
455 McKinney Parkway (physical)  
Lillington, North Carolina 27546

TO CONTRACTOR:

A-1 Salvage and Demolition, Inc.  
Post Office Box 4787  
Archdale, North Carolina 27263

#### 23. AUDIT RIGHTS

For all Services being provided under this Contract, COUNTY shall have the right to inspect, examine, and make copies of any and all books, accounts, invoices, records and other writings relating to the performance of said Services. Audits shall take place at times and locations mutually agreed upon by both parties, although CONTRACTOR must make the materials to be audited available within one (1) week of the request for them.

#### 24. COUNTY NOT RESPONSIBLE FOR EXPENSES

COUNTY shall not be liable to CONTRACTOR for any expenses paid or incurred by CONTRACTOR unless otherwise agreed in writing.

#### 25. EQUIPMENT

CONTRACTOR shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide the Services unless otherwise agreed in writing.

#### 26. ENTIRE AGREEMENT

This Contract and the attached Addenda, shall constitute the entire understanding between COUNTY and CONTRACTOR and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written mutual agreement of the parties.

27. HEADINGS

The subject headings of the paragraphs are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This Contract shall be deemed to have been drafted by both parties and no purposes of interpretation shall be made to the contrary.

28. SEVERANCE CLAUSE

In the event any provision of this Contract is adjudged to not be enforceable or found invalid, such provision shall be stricken and the remaining provisions shall be valid and enforceable.

29. AMENDMENT

This contract may be modified or amended by mutual written agreement between the parties.

30. WAIVER OF CONTRACTUAL RIGHTS

The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.

31. CONFLICTING TERMS

In the event of any inconsistency or conflict between this Contract and any Addenda, the terms, conditions and provisions of this Contract shall govern and control.

32. ELECTRONIC SIGNATURES

A signed copy of this Contract or such other ancillary agreement transmitted by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Contract or such other ancillary agreement for all purposes.

IN WITNESS WHEREOF, COUNTY and CONTRACTOR have caused this Contract to be duly executed as of the day and year first written above.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

Owner: Harnett County  
Printed Name: Brent Trout

Title: County Manager

Signed by:  
Signature: Brent Trout 8/20/2025  
F666594360384BC...

Contractor: A-1 Salvage and Demolition, Inc.

Printed Name: Charlie Johnson Title: VP

Signature: Charlie Johnson

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

DocuSigned by:  
By: Kimberly Honeycutt 8/15/2025  
576BAACE60E3409...  
Name: Kimberly Honeycutt  
Title: County Finance Officer

## **Attachment A**

### **Scope of Work:**

The Proposer (also referred to as the “Contractor”) shall provide all materials, tools, machinery, labor, and supervision necessary for the demolition work of building, asbestos abatement, removal of underground fuel tank, and accessory structures designated by the Construction & Renovation Manager. Demolition work shall include excavation of any footing foundations and removal of all debris from the demolition site.

### **Specific Requirements:**

1. Contractor will acquire all required permits from the State of North Carolina – Department of Health and Human Services – Public Health, Harnett County Building Inspections, Harnett County Fire Marshal, and other organizations required to mitigate asbestos materials, remove debris, mitigate fuel/septic tanks, and transport debris.
2. Contractor shall secure and maintain, at their sole expense, at all times during the term of this contract:
  - a. Workers' Compensation Insurance - Coverage for all paid and volunteer workers meeting the statutory requirements of The North Carolina Workers’ Compensation Act, North Carolina General Statutes § 97.
  - b. Commercial Automobile Liability – Coverage with limits no less than \$1,000,000 per occurrence for bodily injury and property damage for any vehicle used during performance of contract services, including coverage for owned, hired, and non-owned vehicles.
  - c. Commercial General Liability Insurance - Bodily injury and property damage liability as will protect contractor from claims of bodily injury or property damages. The amounts of such insurance coverage shall not be less than \$2,000,000.00 per occurrence and \$3,000,000.00 aggregate coverage.

Contractor, prior to commencement of any work or event, shall furnish to The County proof of compliance with the insurance coverage requirements. County shall be named as an additional insured on all policies of insurance, except workers’ compensation, specified above. Contractor upon request by The County shall furnish a certificate of insurance from an insurance company, licensed to do business in the State of North Carolina and acceptable to The County verifying the existence of any insurance coverage required by The County. The certificate will provide for sixty (60) days advance notice in the event of termination or cancellation of coverage.

3. To the fullest extent permitted by laws and regulations, the Contractor shall indemnify and hold harmless The County and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other

professionals and costs related to court action or arbitration) arising out of or resulting from the performance of the contract or the actions of the Contractor or its officials, employees, or contractors under the contract. This indemnification shall survive the termination of the contract.

4. Contractor must submit a proposal for projects and provide a breakdown of cost for each individual project.
5. Proposals should detail specific timeline for each project.
6. Proposals should include cost for demolition and removal of identified above ground structures.
7. Proposals should include cost for complete demolition and removal of any above ground portion of building structures including blocks, steps, ramps, HVAC systems, chimneys, foundation landscaping bricks, foundation slabs, and all building materials.
8. Complete demolition, removal and disposal of asbestos as required. Both county landfills (Anderson Creek and Dunn-Erwin Landfills) are available for CD asbestos contaminated materials. Contractors will follow all permitted (NCDHHS) required steps to dispose of asbestos materials. Contractor shall notify the Harnett County Solid Waste Department at least 24 hours in advance to delivery of such materials to the landfill.
9. Contractor shall provide one-year warranty from final acceptance by The County.
10. Proposal should include costs for graded, seeded/mulched site completed. Final graded site must include positive drainage that do not create areas that pond runoff.

## Certificate Of Completion

Envelope Id: 4AB39E7F-441F-408F-B04F-4A20782E15B0

Status: Completed

Subject: A-1 Salvage and Demolition - Benhaven PreK Bldg #20260457

Source Envelope:

Document Pages: 13

Signatures: 8

Envelope Originator:

Certificate Pages: 6

Initials: 1

Beth Blinson

AutoNav: Enabled

455 McKinney Parkway

Envelopeld Stamping: Enabled

Lillington, NC 27546

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

bblinson@harnett.org

IP Address: 24.159.160.130

## Record Tracking

Status: Original

Holder: Beth Blinson

Location: DocuSign

7/29/2025 12:23:05 PM

bblinson@harnett.org

## Signer Events

Chris Johnson

cjohnson@harnett.org

Security Level: Email, Account Authentication  
(None)

## Signature

Signed by:  
  
DB9C2F7C392D452...

Signature Adoption: Pre-selected Style  
Using IP Address: 198.86.10.234

## Timestamp

Sent: 8/7/2025 6:22:22 PM

Viewed: 8/8/2025 7:20:21 AM

Signed: 8/8/2025 7:21:04 AM

## Electronic Record and Signature Disclosure:

Accepted: 8/8/2025 7:20:21 AM

ID: e9227427-341b-4d4d-9aee-fa58a779593c

Renea Warren-Ford

rwarren-ford@harnett.org

Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
  
49CF2A6F7769419...

Signature Adoption: Pre-selected Style  
Using IP Address: 2600:387:f:329::1

Sent: 8/8/2025 7:21:08 AM

Viewed: 8/11/2025 6:31:34 PM

Signed: 8/11/2025 6:31:48 PM

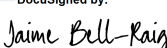
## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jaime Bell-Raig

jbell-raig@harnett.org

Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
  
96B73AED323145A...

Signature Adoption: Pre-selected Style  
Using IP Address: 24.159.160.130

Sent: 8/11/2025 6:31:51 PM

Viewed: 8/12/2025 9:21:57 AM

Signed: 8/12/2025 9:22:02 AM

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Deanna Barefoot

dbarefoot@harnett.org

Security Level: Email, Account Authentication  
(None)

Initial  


Signature Adoption: Pre-selected Style  
Using IP Address: 24.159.160.130







Sent: 8/12/2025 9:22:05 AM

Viewed: 8/12/2025 9:53:43 AM

Signed: 8/12/2025 9:53:48 AM

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Kimberly Honeycutt khoneycutt@harnett.org Finance Officer Harnett County Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p>DocuSigned by:  576BAACE0E3409...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 24.159.160.130</p>	<p>Sent: 8/12/2025 9:53:51 AM Viewed: 8/15/2025 5:01:48 PM Signed: 8/15/2025 5:01:57 PM</p>
<p>Melissa Capps mdcapps@harnett.org Clerk to the Board Harnett County Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p>DocuSigned by:  1A49AAE0E6CC48A...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 75.182.116.225</p>	<p>Sent: 8/20/2025 7:33:21 AM Viewed: 8/20/2025 7:34:19 AM Signed: 8/20/2025 7:34:37 AM</p>
<p>Brent Trout btrout@harnett.org County Manager Harnett County Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p>Signed by:  F666594360384BC...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 24.159.160.130</p>	<p>Sent: 8/20/2025 7:34:40 AM Viewed: 8/20/2025 7:46:19 AM Signed: 8/20/2025 7:47:02 AM</p>
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
<p>Renea Warren-Ford rwarren-ford@harnett.org Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p></p> <p>Using IP Address: 198.86.10.234</p>	<p>Sent: 7/29/2025 12:47:49 PM Viewed: 8/4/2025 2:31:28 PM Completed: 8/4/2025 2:33:03 PM</p>
<p>Jaime Bell-Raig jbell-raig@harnett.org Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p></p> <p>Using IP Address: 24.159.160.130</p>	<p>Sent: 8/4/2025 2:33:04 PM Viewed: 8/7/2025 6:21:58 PM Completed: 8/7/2025 6:22:19 PM</p>
<p>Melissa Capps mdcapps@harnett.org Clerk to the Board Harnett County Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p></p> <p>Using IP Address: 75.182.116.225</p>	<p>Sent: 8/15/2025 5:01:59 PM Viewed: 8/20/2025 7:33:02 AM Completed: 8/20/2025 7:33:20 AM</p>
Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Melissa Capps mdcapps@harnett.org Clerk to the Board Harnett County Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<div>COPIED</div>	Sent: 8/7/2025 6:22:20 PM
--	-------------------	---------------------------

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	7/29/2025 12:47:49 PM
Envelope Updated	Security Checked	8/8/2025 7:21:04 AM
Certified Delivered	Security Checked	8/20/2025 7:46:19 AM
Signing Complete	Security Checked	8/20/2025 7:47:02 AM
Completed	Security Checked	8/20/2025 7:47:02 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Carahsoft OBO CDW OBO County of Harnett (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 Carahsoft OBO CDW OBO County of Harnett:**

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: [ihall@harnett.org](mailto:ihall@harnett.org)

**To advise Carahsoft OBO CDW OBO County of Harnett 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 [ihall@harnett.org](mailto:ihall@harnett.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 Carahsoft OBO CDW OBO County of Harnett**

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 [ihall@harnett.org](mailto:ihall@harnett.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 Carahsoft OBO CDW OBO County of Harnett**

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 [ihall@harnett.org](mailto:ihall@harnett.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 Carahsoft OBO CDW OBO County of Harnett 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 Carahsoft OBO CDW OBO County of Harnett during the course of your relationship with Carahsoft OBO CDW OBO County of Harnett.