



## CONTRACT EXECUTIVE OVERVIEW (Construction)

Vendor Name American Civil Construction, Inc.

Project Name: Multi-Site Stormwater Pipe Rehabilitation & Replacement

Bid/Reference # ITB-SWE-26-48 - SITE #2

Contract Value \$ 95,040.58

Resolution # 2026-83

City Council Approval Date: 6/16/2026

Standard Contract Template (Y/N): Y

If No, then Reviewed by  
City Attorney: \_\_\_\_\_

Days to Substantial Completion 30

Days to Final Completion 30

City's Project Manager Carlos Brito

Engineer of Record City of Palm Coast

**Brief Description/Purpose:**

Construction Contract to provide all labor, materials, equipment, supervision, transportation, permitting, maintenance of traffic, and restoration necessary to complete multiple stormwater pipe replacement projects at various locations throughout the City.

**Approvals:**

Responsible Dept. Director Carl Cote DocuSigned by: D9149C6987AB49F... Date: Jun 22, 2026 | 5:33 AM PDT

City Finance Helena Alves Signed by: 4F2A3892B67B492... Date: Jun 22, 2026 | 8:37 AM EDT

City Attorney Marcus Duffy Signed by: A0D50FA6D0FD417... Date: Jun 26, 2026 | 12:17 PM EDT

City Manager Mike McElotulin Signed by: D7DF1A254975438... Date: Jun 26, 2026 | 9:21 AM PDT

Vendor Contact Name and Email: Robert Ackley robert.ackley@americancivilconstruction.com



# City of PALM COAST

**Finance Department**  
Budget & Procurement Office

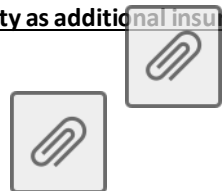
160 Lake Avenue  
Palm Coast, FL 32164  
386-986-3730

This DocuSign contains the Construction Contract (“Contract”) between your company and the City of Palm Coast for the **ITB-SWE-26-48**, known as the **Multi-Site Stormwater Pipe Rehabilitation & Replacement – SITE #2** Project.

Please DocuSign where indicated and please include your Company’s Project Superintendent’s name where indicated.

In addition to the Contract, the following must be provided with the Contract: *(please attach where indicated below)*

- Copy of Certificate of Liability, **listing the City as additional insured**, in the amounts as indicated in the original Invitation to Bid documents



- Copy of Payment and Performance Bonds

Once we receive the completed DocuSign back with the required attachments, I will review the attachments and let you know whether they are acceptable. Once I confirm with you that the Payment and Performance Bonds are acceptable, please record them with Flagler County Clerk’s office and return the **recorded original bonds** to my attention at the address above. Once the Contract completes our signature approval process, a completed fully executed copy will be returned via DocuSign to you for your records.

The term of the Contract is thirty (30) consecutive calendar days from Notice to Proceed Commencement Date to Substantial Completion with an additional thirty (30) consecutive calendar days from Substantial to Final Completion. Please note that liquidated damages do apply to this Contract and will be assessed at \$1,000.00 per day for each day the project extends beyond Substantial Completion, and an additional \$250.00 per day for each day the project extends beyond Final Completion.

At the conclusion of the project, a 2-year Material & Workmanship Bond will be required in the amount of 10% of the total project cost as outlined in the final Payment Application.

If you should have any questions, please don’t hesitate to contact me at any time.

Sincerely,

*Shannon Nolan*

Shannon Nolan  
Procurement Coordinator





## CONSTRUCTION CONTRACT

**THIS CONSTRUCTION CONTRACT** is dated as of the 26 day of June, 2026, by and between AMERICAN CIVIL CONSTRUCTION, INC., duly authorized to conduct business in the State of Florida, whose address is 77 Hargrove Grade, Palm Coast, FL 32137 hereinafter called the "CONTRACTOR", and THE CITY OF PALM COAST, a political subdivision of the State of Florida, whose address is 160 Lake Avenue, Palm Coast, Florida 32164, hereinafter called the "CITY". CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

### WITNESSETH:

**Section 1. Work.** CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Furnish all labor, materials, equipment, supervision, transportation, permitting, maintenance of traffic, and restoration necessary to complete multiple stormwater pipe replacement projects at various locations throughout the City of Palm Coast.

The Project for which the Work under the Contract Documents is a part is identified as:

**PIPE REPLACEMENT SERVICES: SITE #2, 164 Rolling Sands Drive**

### Section 2. Engineer.

(a) ENGINEER OF RECORD as named in the Contract Documents shall mean City of Palm Coast.

(b) Construction Engineering "CE" (post design services) is the CITY's Engineer or the CITY's contracted consultant for construction engineering services. According to the Contract Documents, "CE" shall mean City of Palm Coast.

### Section 3. Contract Time.

(a) All provisions regarding Contract Time are essential to the performance of this Contract.

(b) The Work shall be substantially completed as described in subsection Project Manual ITB-SWE-26-48 14.13 of the General Conditions ("General Conditions"), within thirty (30) calendar days

beginning on the date of commencement as provided in subsection 2.2 of the General Conditions. The Work shall be finally completed, ready for Final Payment in accordance with subsection 14.9 of the General Conditions, within thirty (30) calendar days after the actual date of Substantial Completion.

(c) The parties acknowledge that the Contract Time provided in this Section includes consideration of adverse weather conditions common to Central Florida including the possibility of hurricanes and tropical storms.

(d) Float time is allocated specifically to the CONTRACTOR's responsibility for coordination of utility relocations by subsection 12.1.1.1.3 of the General Conditions is included in the Contract Time provided by this Section. The CITY will not consider any Contract Time extensions related to utility coordination matters including, but not limited to, utility relocations and conflicts, unless the utility relocation delays exceed the float time allowed by subsection 12.1.1.1.3 and also extend the Project Schedule's Critical Path.

(e) In the event that the Work requires phased construction, then multiple points of Substantial Completion may be established in the Supplementary Conditions.

#### **Section 4. Contract Price.**

(a) CITY shall pay CONTRACTOR for performance of the Work in accordance with the Contract Documents on the basis of the Total Bid (original Contract Price). The CONTRACTOR's total compensation is **NINETY-FIVE THOUSAND FORTY DOLLARS AND FIFTY-EIGHT CENTS (\$95,040.58)** subject only to increases or decreases made in strict conformance with the Contract Documents.

(b) CONTRACTOR agrees to accept the Contract Price as full compensation for doing all Work, furnishing all Materials, and performing all Work embraced in the Contract Documents; for all loss or damage arising out of performance of the Work and from the action of the elements or from any unforeseen or unknown difficulties or obstructions which may arise or be encountered in the prosecution of the Work until the Final Acceptance; and for all risks of every description connected with the Work.

(c) The CONTRACTOR acknowledges that CONTRACTOR studied, considered, and included in CONTRACTOR's Total Bid (original Contract Price) all costs of any nature relating to: (1) performance of the Work under Central Florida weather conditions; (2) applicable law, licensing, and permitting requirements; (3) the Project site conditions, including but not limited to, subsurface site conditions; (4) the terms and conditions of the Contract Documents, including, but not limited to, the indemnification, direct purchase of materials and no damage for delay provisions of the Contract Documents.

(d) The CONTRACTOR acknowledges that performance of the Work will involve significant Work adjacent to, above, and in close proximity to Underground Facilities including utilities which will require the support of active utilities, as well as, the scheduling and sequencing of utility installations, and relocations (temporary and permanent) by CONTRACTOR.

(1) In addition to the acknowledgments previously made, the CONTRACTOR acknowledges that the CONTRACTOR's Total Bid (original Contract Price) specifically considered and relied upon CONTRACTOR's own study of Underground Facilities, utilities in their present, relocated

(temporary and permanent) and proposed locations, and conflicts relating to utilities and Underground Facilities.

(2) The CONTRACTOR acknowledges that CONTRACTOR's Total Bid (original Contract Price) considered and included all of CONTRACTOR's costs relating to CONTRACTOR's responsibilities to coordinate and sequence the Work of the CONTRACTOR with the Work of the CITY with its own forces, the work of other utility contractors and the work of others at the Project site.

#### **Section 5. Payment Procedures.**

(a) CONTRACTOR shall submit Applications for Payment in accordance with Section 14 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions. In the event an ENGINEER is not being utilized, Applications for Payment shall be forwarded to the CITY's Finance Accounts Payable Department.

(b) Progress Payments. CITY shall make progress payments on the basis of CONTRACTOR's Applications for Payment as recommended by ENGINEER, in accordance with Section 14 of the General Conditions.

(c) Final Payment. Upon Final Completion and acceptance of the Work in accordance with subsection 14.9.1 of the General Conditions, CITY shall pay the remainder of the Contract Price as provided in subsection 14.9.1

(d) Taxes. Taxes, customs and tariffs on commodities or contractual services purchased under this contract will not be assessed against the City of Palm Coast unless mandated by State or Federal Law.

#### **Section 6. Retainage and Withholding Payment for Breach**

(a) Retainage under the Contract Documents is held as collateral security to secure completion of the Work.

(b) CITY may withhold payment equal to the product of the number of Days after Substantial Completion and the amount of liquidated damages set forth in Section 9 of this Contract for CONTRACTOR's material breach of contract where CONTRACTOR is behind schedule for Substantial Completion, and it is anticipated by CITY that the Work will not be completed within the Contract Time for Substantial Completion. The City may, at the CITY'S discretion, withhold the liquidated damage amount from subsequent Progress Payments. Any withheld payments held under this subsection shall be released to CONTRACTOR in the next Progress Payment following the ENGINEER's approval of a supplemental Progress Schedule demonstrating that the requisite progress will be regained and maintained as required by subsection 6.19.2 of the General Conditions.

**Section 7. Contractor's Representations.** In order to induce CITY to enter into this Contract, CONTRACTOR makes the following representations:

(a) CONTRACTOR has familiarized themselves with the nature and extent of the Contract Documents, Work, locality, weather, Purchasing and Contracts Procedures, and with all local conditions and federal, state, and local laws, utility locations, ordinances, rules, policies, and regulations that in any manner may affect cost, progress, or performance of the Work.

(b) CONTRACTOR has studied carefully and considered in its Bid all reports of investigations and tests of subsurface and physical conditions of the site affecting cost, progress, scheduling, or performance of the Work.

(c) CONTRACTOR has studied carefully and considered in its Bid the Plans and Specifications, performed necessary observations, examinations, and studied the physical conditions at the site related to Underground Facilities, utility installations, conflicts, re-locations (temporary and permanent) and all other Underground Facilities and utility related conditions of the Work and site that may affect cost, progress, scheduling, or any aspect of performance of the Work and that its Bid reflects all such conditions. CONTRACTOR, by submitting its Bid and executing this Contract acknowledges the constructability of the Work under the Plans and Specifications. CONTRACTOR by its study, excludes and releases the CITY from any implied warranties including but not limited to, those arising under the "Spearin Doctrine", that the Plans and Specifications are adequate to perform the Work.

(d) CONTRACTOR has made or caused to be made examinations, investigations and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by CONTRACTOR for such purposes.

(e) CONTRACTOR has correlated the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents.

(f) CONTRACTOR has given ENGINEER written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.

(g) The CONTRACTOR declares and agrees that the approval or acceptance of any part of the Work or Material by the CITY, ENGINEER or any agent relating to compliance with the Contract Documents shall not operate as a waiver by the CITY of strict compliance with the terms and conditions of the Contract Documents.

(h) The CONTRACTOR declares and agrees that the CITY may require them to repair, replace, restore, or make all things comply with the Contract Documents including all Work or Materials which within a period of two (2) years from Acceptance by CITY are found to be Defective or fail in any way to comply with the Contract Documents. The CONTRACTOR acknowledges that the above two (2) years repair, replace and restoration period is separate from and additional to CONTRACTOR's warranty that the Work has been completed in compliance with the Contract Documents. The two (2) years repair, replace and restoration period is not a limitation upon CONTRACTOR's other warranties, Right-of-Way Permit Bond and/or Material and Workmanship Bond.

(i) The CONTRACTOR's resident Superintendent at the Work site shall be: Matt Hatch and this Superintendent only shall be utilized by the CONTRACTOR unless otherwise approved by the CITY Project Manager and following the procedure indicated in the General Conditions.

(j) CONTRACTOR has studied carefully and considered all permit requirements related to performance of the Work. CONTRACTOR declares and agrees that all costs related to performing the Work in compliance with the requirements of all permits at the Contract Price are included in the Contract Price. CONTRACTOR agrees that CONTRACTOR shall be solely responsible for payment of all fines and penalties of any nature assessed to the CONTRACTOR or CITY or both by any governmental entity, district, authority, or other jurisdictional entity relating to all permits required for performance of the Work.

The CONTRACTOR acknowledges that the performance of this Contract may require one or more hauling, transportation, overweight, or oversize permits and/or compliance with CITY commercial hauling franchise requirements. The Contractor is solely responsible for identifying, obtaining, maintaining, and complying with all applicable permit and franchise requirements prior to and throughout the duration of the Contract.

(k) CONTRACTOR acknowledges that the performance of the Work under the Contract Documents fulfills a CITY, CONTRACTOR, and public purpose. To that end, CONTRACTOR agrees to respond to citizen complaints related to alleged damage caused by CONTRACTOR's performance of the Work within two (2) days of receipt of the complaint from citizens, ENGINEER, or the CITY. The CONTRACTOR shall utilize the "Report of Unsatisfactory Materials and/or Service" form to respond separately to each complaint. When a complaint is brought to the CONTRACTOR by a citizen, the CONTRACTOR shall identify the citizen and street address in the "Statement of Problem". Responses and action taken by the CONTRACTOR shall specifically identify the problem specific actions taken. Generic statements such as "addressed the problem" are unacceptable. If the CONTRACTOR fails to respond within two (2) days, then the CITY may take corrective action and deduct the actual costs of corrective action from subsequent Progress Payments or the retainage.

(l) CONTRACTOR acknowledges that the CITY owned property obtained for performance of the Work within the project limits includes temporary construction easements. In the event that the CONTRACTOR fails to perform the Work within the Contract Time, then CONTRACTOR shall be solely responsible for payment of all costs for additional or extended temporary construction easements. The CONTRACTOR authorizes the CITY to deduct the actual costs of additional or extended temporary construction easements from subsequent Progress Payments or the retainage.

**Section 8. Contract Documents.** The Contract Documents including the Bidding Documents and the Bid that was submitted by the CONTRACTOR for ITB-SWE-26-48 MULTI-SITE STORMWATER PIPE REHABILITATION & REPLACEMENT comprise the entire agreement between CITY and CONTRACTOR are made a part hereof and consist of the following:

- (a) This Contract.
- (b) Addenda.

- (c) Bid.
- (d) American With Disabilities Act Affidavit.
- (e) Performance Bond.
- (f) Payment Bond.
- (g) Material and Workmanship Bond and/or Right-of-Way Permit Bond
- (h) Specifications.
- (i) Technical Specifications Provided in these Contract Documents
- (j) General Conditions.
- (k) Supplementary Conditions including any utility specific forms provided by the CITY's Utility Division.
- (l) Notice To Proceed.
- (m) Change Orders.
- (n) Certificate of Substantial Completion.
- (o) Certificate of Final Inspection and Completion
- (p) Certificate of Engineer.
- (q) CONTRACTOR's Release.
- (r) Drawings and Plans.
- (s) Supplemental Agreements.
- (t) CONTRACTOR's Waiver of Lien (Partial)
- (u) CONTRACTOR's Waiver of Lien (Final and Complete)
- (v) Subcontractor/Vendor's Waiver of Lien (Final and Complete)
- (w) Consent of Surety to Final Payment
- (x) Instructions to Bidders
- (y) CONTRACTOR's Insurance Requirements, Certificate, and Insurance Policies

There are no Contract Documents other than those listed above in this Section 8. The Contract Documents may only be altered, amended, or repealed by a modification as provided in the General Conditions.

### **Section 9. Liquidated Damages.**

(a) The CITY and CONTRACTOR recognize that time is essential to the performance of this Contract and CONTRACTOR recognizes that the CITY and its traveling public will suffer financial loss if the Work is not substantially completed as described in subsection 14.13 of the General Conditions within the time specified below, plus any extensions thereof allowed in accordance with Section 12 of the General Conditions. The parties also recognize the delays, expense and difficulties involved in proving in a legal or alternative dispute resolution proceeding the damages resulting from inconvenience to the traveling public including traffic loading, intersection operations, costs for time, costs of fuel and costs for some environmental impacts (excluding actual delay damages which may include, but are not limited to, engineering fees and inspection costs) suffered by the CITY if the Work is not completed on time. Accordingly, CONTRACTOR and CONTRACTOR's Surety agree to pay CITY as liquidated damages, and not as a penalty, **ONE THOUSAND and No/100 DOLLARS (\$1000.00)** per Day for each Day CONTRACTOR exceeds the Contract Time for Substantial Completion until the Work is Substantially Complete. It is agreed that if this Work is not Finally Completed in accordance with the Contract Documents, the CONTRACTOR shall pay the CITY as liquidated damages for delay, and not as a penalty, one-fourth (1/4) of the rate set forth above.

(b) The CONTRACTOR shall pay or reimburse, in addition to the liquidated damages specified herein, the CITY's actual damages which may include but are not limited to expenses for engineering fees and inspection costs arising from CONTRACTOR's failure in meeting either or both the Substantial Completion and Final Completion dates.

(c) The liquidated damages provided in this Section are intended to apply even if CONTRACTOR is terminated, in default, or if the CONTRACTOR has abandoned the Work.

#### **Section 10. Miscellaneous.**

(a) Terms used in this Contract which are defined in Section 1 of the General Conditions shall have the meanings indicated in the General Conditions.

(b) No assignments by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound and any such assignment shall be void and of no effect; and specifically, but without limitation, monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

(c) CITY and CONTRACTOR each binds themselves, their partners, successors, assigns and legal representatives to the other party hereto, his partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

**Section 11. Contractor's Specific Consideration.** In consideration of the CONTRACTOR's indemnity agreements as set out in the Contract Documents, CITY specifically agrees to pay the CONTRACTOR the

sum of TWO HUNDRED FIFTY AND NO/100 DOLLARS (\$250.00) or ONE PERCENT (1%) OF THE CONTRACT SUM WHICHEVER IS GREATER. The CONTRACTOR acknowledges receipt of the specific consideration for CONTRACTOR's indemnification of CITY and that the specific consideration is included in the original Contract Price allocated by CONTRACTOR among all pay items - receipt of which is acknowledged.

**Section 12. Notices.** Whenever either party desires to give notice unto the other including, but not limited to, Contract Claims, it must be given by written notice, hand delivered, signed and dated for receipt or sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended at the place last specified and the place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to wit:

**TO CONTRACTOR:**

Robert W. Ackley, Jr.  
American Civil Construction, Inc.  
77 Hargrove Grade  
Palm Coast, FL 32137

**TO CITY:**

City Manager  
City of Palm Coast  
160 Lake Avenue  
Palm Coast, Florida 32164

**Section 13. Conflict of Interest.**

(a) The CONTRACTOR agrees that it will not engage in any action that would create a conflict of interest in the performance of its obligations pursuant to this Contract with the CITY or which would violate or cause others to violate the provisions of Part III, Chapter 112, Florida Statutes, relating to ethics in government and the CITY's Personnel Policies.

(b) The CONTRACTOR hereby certifies that no officer, agent, or employee of the CITY has any material interest (as defined in Section 112.312 (15), Florida Statutes, as over five percent (5%) either directly or indirectly, in the business of the CONTRACTOR to be conducted here, and that no such person shall have any such interest at any time during the term of this Contract.

(c) Pursuant to Section 216.347, Florida Statutes, the CONTRACTOR hereby agrees that monies received from the CITY pursuant to this Contract will not be used for the purpose of lobbying the Legislature or any other State or Federal Agency.

**Section 14. Material Breaches of Contract.**

(a) The parties recognize that breaches of the Contract Documents may occur and that remedies for those breaches may be pursued under the Contract Documents. The parties further recognize that the safety of the traveling public is of paramount concern. Therefore, the parties agree

that any breach of the Contract Documents related to life safety, including but not limited to, the maintenance of traffic requirements of the Contract Documents, shall be considered a material breach of the Contract Documents.

(b) Upon a material breach of the Contract Documents related to life safety, as determined by ENGINEER, the ENGINEER shall issue a stop work order suspending the Work or any specific portion of the Work until the conditions are corrected. If the life safety conditions giving rise to the stop work order are not corrected within a reasonable time, as determined by ENGINEER, then the material breach shall entitle CITY to terminate this Contract. The recognition of breaches of the provisions of the Contract Documents related to life safety as material breaches shall not be construed as a limitation on other remedies for breaches or material breaches of the Contract Documents.

### **Section 15. E-Verify Registration and Use**

Effective January 1, 2021, public and private employers, contractors, and subcontractors must require registration with, and use of the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

- (a) All persons employed by Contractor to perform employment duties within Florida during the term of the contract; and
- (b) All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City. The Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Palm Coast.

By entering into this Agreement, the Contractor becomes obligated to comply with the provisions of Section 448.05, F.S. (2023), "Employment Eligibility," as amended from time to time. This includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit to Contractor attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Contractor agrees to execute the same affidavit and to maintain a copy of such affidavits for the duration of this Agreement. Failure to comply with this paragraph will result in the termination of this Agreement as provided in Section 448.095, F.S. (2023), as amended, and the Contractor will not be awarded a public contract for at least one (1) year after the date on which the Agreement was terminated. Contractor will also be liable for any additional costs to City incurred as a result of the termination of this Agreement in accordance with this section.

**Section 16. Scrutinized Companies.** Contractor hereby certifies that it: a) has not been placed on the Scrutinized Companies that Boycott Israel List, nor is engaged in a boycott of Israel; b) has not been placed on the Scrutinized Companies with Activities in Sudan List nor the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and c) has not been engaged in business operations in Cuba or Syria. If City determines that Contractor has falsely certified facts under this paragraph or if

Contractor is found to have been placed on the Scrutinized Companies Lists or is engaged in a boycott of Israel after the execution of this Contract, City will have all rights and remedies to terminate this Contract consistent with Section 287.135, F.S., as amended. The City reserves all rights to waive the certifications required by this paragraph on a case-by-case exception basis pursuant to Section 287.135, F.S., as amended.

**Section 17. Contractor Preference.** Pursuant to Section 287.05701, F.S., the City cannot give preference to a Contractor based on the Contractor’s social, political, or ideological interests such as:

- (a) The Contractor’s political opinions, speech, or affiliations;
- (b) The Contractor’s religious beliefs, religious exercise, or religious affiliations;
- (c) The Contractor’s lawful ownership of a firearm;
- (d) The Contractor’s lawful engagement in lawful manufacture, distribution, sale, purchase, or use of firearms or ammunition;
- (e) The Contractor’s engagement in the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, mining, or agriculture;
- (f) The Contractor’s support of the state or federal government in combating illegal immigration, drug trafficking, or human trafficking;
- (g) The Contractor’s engagement with, facilitation of, employment by, support of, business relationship with, representation of, or advocacy for any person described herein;
- (h) The Contractor’s failure to meet or commit to meet, or expected failure to meet, any of the following as long as such Contractor is in compliance with applicable state or federal law: 1) environmental standards, including emissions standards, benchmarks, requirements or disclosures; 2) social governance standards, benchmarks, or requirements, including, but not limited to, environmental or social justice; corporate board or company employment composition standards, benchmarks, requirements, or disclosures based on characteristics protected under the Florida Civil Rights Act of 1992; or policies or procedures requiring or encouraging employee participation in social justice programming, including, but not limited to, diversity, equity, or inclusion training.

**IN WITNESS WHEREOF**, the parties hereto have signed this Contract. All portions of the Contract Documents have been signed or identified by the CITY and the CONTRACTOR.

**CITY OF PALM COAST**

Signed by:  
By: Mike McGlothlin  
D7DF1A254975438...

Name: Michael McGlothlin

Title: City Manager

Date: Jun 26, 2026 | 9:21 AM PDT

**AMERICAN CIVIL CONSTRUCTION, INC.**

Signed by:  
By: ROBERT ACKLEY  
043BC3D2ACF34EA...  
Authorized Signatory

Name: ROBERT ACKLEY

Title: President

Date: Jun 18, 2026 | 8:45 AM PDT

**QUALIFICATION FORM I  
QUALIFICATION FORMS PACKAGE  
E-VERIFY REGISTRATION AND USE AFFIDAVIT**

A. Pursuant to section 448.095, Florida Statutes, beginning January 1, 2021, all Contractors (as defined by the statute) shall register with and use the U.S. Department of Homeland Security's E-Verify system, <https://e-verify.uscis.gov/emp>, to verify the work authorization status of all its employees hired on and after January 1, 2021.

B. Also, pursuant to section 448.095, Florida Statutes, Contractors shall also require all subcontractors performing work under to use the E-Verify system for any employees the subcontractors may hire.

C. Instructions - Provide evidence of compliance with section 448.095, Florida Statutes including an Affidavit stating all employees hired on and after January 1, 2021 have had their work authorization status verified through the E-Verify system and a copy of their proof of registration in the E-Verify system.

1. Please create an Affidavit on your company's letter head in a similar form to that attached below.
2. Have it signed and notarized.
3. Then attach the notarized affidavit and the proof of registration where indicated.

D. The successful bidder awarded the contract hereunder must obtain from all subcontractors providing goods or services under the awarded contract, an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined in section 448.095, Florida Statutes along with a copy of the subcontractor's proof of registration. The successful bidder must maintain a copy of each subcontractor affidavit and proof of registration during the duration of the contract awarded and provide to City upon request.

E. Failure to comply with this provision is a material breach of the awarded contract, and shall result in the immediate termination without penalty to the City. Bidder shall be liable for all costs incurred by the City to secure a replacement contract, including but not limited to, any increased costs for the same services, any costs due to delay, and rebidding costs, if applicable.

American Civil Construction, Inc  
 (Bidder Company Name)  
 By:   
 Signature

Print: President  
 Print Name

Date: 05/07/2026

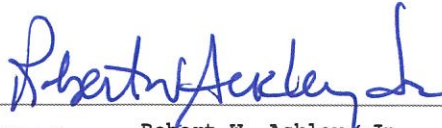
Title: President

[Company Letter Head]  
CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that American Civil Construction, Inc. [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of American Civil Construction, Inc. [insert contractor company name] proof of registration in the E-Verify system is attached to this Affidavit.

  
Print Name: Robert W. Ackley, Jr.  
Title: President  
Date: 05/07/2026

STATE OF FLORIDA

COUNTY OF

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization this 7th day of May, 2026 by Robert W. Ackley, Jr. [name of officer or agent, title of officer or agent] of American Civil Construction, Inc. [name of contractor company acknowledging], a Florida [state or place of incorporation] corporation, on behalf of the corporation. He/she is personally known to me or has produced \_\_\_\_\_ [type of identification] as identification.

  
Notary Public

[NOTARY SEAL]



Nathan Poolson  
Name typed, printed or stamped

My Commission Expires: 01/23/2028

QUALIFICATION FORM K  
FOREIGN COUNTRY OF CONCERN ATTESTATION

FOREIGN COUNTRY OF CONCERN ATTESTATION  
(PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in Rule 60A-1.020, F.A.C.

American Civil Construction, Inc. is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Robert W. Ackley, Jr.

Title: President

Signature: 

Date: 05/07/2026

QUALIFICATION FORM L  
ANTI-HUMAN TRAFFICKING AFFIDAVIT

AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS

State of Florida

County of Flagler

**American Civil Construction, Inc.**

In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of \_\_\_\_\_ (the "Entity"), hereby attests under penalty of perjury, that the Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking."

The undersigned representative of the Entity is authorized to execute this affidavit on behalf of the Entity.

Date: 05/07/2026

Signed: 

Entity: American Civil Construction, Inc. Name: Robert W. Ackley, Jr.

Title: President

Sworn to (or affirmed) and subscribed before me this 7th day of May, 2026, by Robert W. Ackley, Jr.

Notary Signature



PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known

OR Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_



END OF SECTION



**Appendix "C"**  
**SITE #2 – 164 ROLLING SANDS DRIVE**  
**STORMWATER DRAINAGE IMPROVEMENT**  
**SCOPE OF WORK**

The Work consists of replacing and upgrading the stormwater conveyance system at 164 Rolling Sands Drive, including installation of new HDPE culvert pipes, two Type "C" catch basins, rip-rap energy dissipation, asphalt restoration, and swale grading, as shown in the construction plan set titled "164 Rolling Sands Drive – Drainage Improvement" (Sheet C-4).

The Contractor shall provide all labor, materials, equipment, MOT, erosion control, testing, and restoration to complete the following:

- Remove and dispose of existing culvert pipe designated for removal, including approx. 63 LF of 18" CMP.
- Install 145 LF of 24" HDPE pipe, consisting of 90 LF + 55 LF as shown on Sheet C-4.
- Install 52 LF of 18" HDPE pipe along the proposed alignment.
- Install two (2) Type "C" catch basins, with elevations and configurations as detailed on Sheet C-4 and Detail Sheets:
  - Type C Basin "A": Top=25.80, Bottom=21.70, Inverts=22.70 & 22.20
  - Type C Basin "B": Top=25.80, Bottom=21.40, Inverts=21.90/21.90
- Install one concrete mitered end section (MES) for 24" HDPE per detail sheet.
- Install rip-rap energy dissipation, including:
  - 4' x 8' section (32 sq ft), 24" min. diameter rock with liner
  - 4' x 6' section (24 sq ft), 24" min. diameter rock with liner
- Grade slopes to the ditch at 4:1 maximum where specified.
- Remove approximately 285 sq ft of asphalt pavement for construction access.
- Restore 285 sq ft of asphalt pavement with new pavement section matching existing conditions and detail shown on Sheet 5.
- Restore swales and disturbed areas to provide positive drainage toward the ditch.
- Protect existing utilities including nearby water main; soft-dig to verify separation.
- Provide MOT per MUTCD and maintain throughout construction.
- Install and maintain erosion control devices.
- Backfill, compact, grade, stabilize, and sod all disturbed areas.
- Provide final signed and sealed as-built drawings.

All work must strictly comply with the construction plans titled "164 Rolling Sands Drive – Drainage Improvement."

**Bid Form – Site #2 (164 Rolling Sands Drive)**

ITEM #	ITEM DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
1	Mobilization, MOT, Erosion Control.	1	LS	\$ 8,414.59	\$ 8,414.59
2	Removal & Disposal of Existing 18" CMP Culvert (approx. 63 LF).	1	LS	\$ 4,762.62	\$ 4,762.62
3	Furnish & Install 24" HDPE Pipe. (90 LF + 55 LF).	1	LS	\$ 11,677.08	\$ 11,677.08
4	Furnish & Install 18" HDPE Pipe. (Approx 52 LF).	1	LS	\$ 4,492.80	\$ 4,492.80
5	Install Type "C" Catch Basin (Detail A).	1	LS	\$ 7,057.69	\$ 7,057.69
6	Install Type "C" Catch Basin (Detail B).	1	LS	\$ 5737.65	\$ 5737.65
7	Construct Concrete Mitered End Section (24" HDPE).	1	LS	\$ 4,667.51	\$ 4,667.51
8	Install Rip-Rap (32 sq ft, 24" min. rock).	1	LS	\$ 1,249.00	\$ 1,249.00
9	Install Rip-Rap (24 sq ft, 24" min. rock).	1	LS	\$ 850.00	\$ 850.00
10	Asphalt Removal (approx. 285 sq ft).	1	LS	\$ 5,767.04	\$ 5,767.04
11	Asphalt Pavement Restoration (285 sq ft).	1	LS	\$ 3,413.12	\$ 3,413.12

12	Swale Grading, Slope 4:1, Site Restoration (Sod).	1	LS	\$ 7,480.00	\$ 7,480.00
13	Final As-Built Survey & Documentation.	1	LS	\$ 2,088.22	\$ 2,088.22
<b>Total Bid Sum</b>				\$	95,040.58

### Site Location



**RESOLUTION 2026-<sup>83</sup>**  
**MULTI-SITE STORMWATER PIPE REHABILITATION & REPLACEMENT**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA APPROVING CONSTRUCTION CONTRACTS FOR MULTI-SITE STORMWATER PIPE REHABILITATION & REPLACEMENT; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE NECESSARY DOCUMENTS; PROVIDING FOR FUTURE AMENDMENTS, PROVIDING FOR SEVERABILITY, PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, American Civil Construction, Inc., and S.E. Cline Construction, Inc., desires to provide pipe rehabilitation services, for the City of Palm Coast; and

**WHEREAS**, City Council desires to approve five (5) contracts for above-mentioned services at multiple locations for the City of Palm Coast; and

**WHEREAS**, in accordance with Chapter 2, Article 1, Division 3 – Purchase and Contractual Services Sections, 2-26- Approval Requirements- Subsection A, City Council desires to grant authority for the City Manager to enter into or increase any necessary contracts including those that are equal to or exceed \$100,000 associated with the expenses related to the above-mentioned services.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

**SECTION 1. LEGISLATIVE AND ADMINISTRATIVE FINDINGS.** The above recitals (whereas clauses) are hereby adopted as the findings of the City Council of the City of Palm Coast.

**SECTION 2. APPROVAL OF A CONTRACTS.** The City Council of the City of Palm Coast hereby approves the terms and conditions of agreements with American Civil Construction, Inc., and S.E. Cline Construction, Inc., for pipe rehabilitation services at multiple Citywide locations, as attached hereto and incorporated herein by reference as Exhibit “A.”

**SECTION 3. AUTHORIZATION TO NEGOTIATE, FINALIZE AND EXECUTE.** The City Manager, or designee, is hereby authorized to execute the necessary documents.

**SECTION 4. FUTURE AMENDMENTS.** The City Manager, or designee is hereby authorized to approve any future amendment to Contract Agreements for changes totaling less than \$100,000.00 as long as this amount does not exceed the line-item limit for the budgeted purchase. Further, the City Manager has the authority to execute amendments to the Contract Agreements on behalf of the City for any other changes that may be necessary.

**SECTION 5. SEVERABILITY.** If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

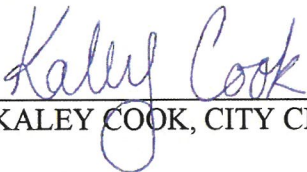
**SECTION 6. CONFLICTS.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.


**SECTION 7. IMPLEMENTING ACTIONS.** The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

**SECTION 8. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

**DULY PASSED AND ADOPTED** by the City Council of the City of Palm Coast, Florida, on this 16<sup>th</sup> day of June 2026.

ATTEST:

  
KALEY COOK, CITY CLERK

CITY OF PALM COAST  
  
MICHAEL NORRIS, MAYOR

APPROVED AS TO FORM AND LEGALITY

  
MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit "A" Contracts (5)



JCA Surety Group, LLC  
123 Zelma Street, Suite A  
Orlando, FL 32803  
Tel (321) 800-6594 Fax (407) 264-8321  
www.jcasurety.com



**June 18, 2026**

**City of Palm Coast  
160 Lake Avenue  
Palm Coast, Florida 32164**

**RE: Authority to Date Performance and Payment Bonds and Powers of Attorney  
Principal: American Civil Construction, Inc.  
Bond No: 1003126  
Project: Multi-Site Stormwater Pipe Rehabilitation & Replacement - ITB-SWE-26-48 - Site #2 -  
PIPE REPLACEMENT SERVICES: SITE #2, 164 Rolling Sands Drive**

To Whom It May Concern:

Please take this letter as authorization from the surety company to date the above referenced bonds and powers of attorney the same date as the contract.

Please forward us a scanned copy once the bonds are dated.

Sincerely,

**FCCI Insurance Company**



Jorge L. Brcamonte, Attorney-In-Fact &  
Florida Licensed Resident Agent

Send copy of bonds to: [Bonds@jcasurety.com](mailto:Bonds@jcasurety.com)

JCA Surety Group, LLC  
123 Zelma Street, Suite A  
Orlando, FL 32803  
Tel (321) 800-6594 Fax (407) 264-8321  
www.jcasurety.com



**PAYMENT AND PERFORMANCE BOND**  
**In Compliance with Florida Statutes 255.05 (1)(a)**

**Bond No.:** 1003126

**Contractor Name:** American Civil Construction, Inc.

**Contractor Address:** 77 Hargrove Grade Palm Coast, FL 32137

**Contractor Phone Number:** (386) 263-0044

**Surety Name:** FCCI Insurance Company

**Surety Address:** 6300 University Parkway Sarasota, FL 34240-8424

**Surety Phone Number:** (800) 266-3224

**Owners Name:** City of Palm Coast

**Owners Address:** 160 Lake Avenue, Palm Coast, Florida 32164

**Owners Phone Number:** (386) 986-3730

**Obligee Name:** N/A

(If contracting entity is different from the owner, the contracting public entity)

**Obligee Address:** N/A

**Obligee Phone Number:** N/A

**Contract No.:** ITB-SWE-26-48 - Site #2

(If applicable)

**Project Name:** Multi-Site Stormwater Pipe Rehabilitation & Replacement  
ITB-SWE-26-48 - Site #2 - PIPE REPLACEMENT SERVICES:

**Project Location:** SITE #2, 164 Rolling Sands Drive

**Description of Work:** Furnish all labor, materials, equipment, supervision, transportation,  
permitting, maintenance of traffic, and restoration necessary to  
complete multiple stormwater pipe replacement projects at various  
locations throughout the City of Palm Coast.

FRONT PAGE

All other bond page(s) are deemed subsequent to this page regardless of any page number(s) that be preprinted thereon.



Bond Number 1003126

**PERFORMANCE BOND**

City of Palm Coast Contract No. ITB-SWE-26-48

**KNOW ALL MEN BY THESE PRESENTS:** that

American Civil Construction, Inc.  
(Name of CONTRACTOR)

77 Hargrove Grade Palm Coast, FL 32137  
(Address of CONTRACTOR)

Contractor's Telephone Number: (386) 263-0044

a Corporation, hereinafter called Principal, and  
(Corporation, Partnership or Individual)

FCCI Insurance Company  
(Name of Surety)

6300 University Parkway Sarasota, FL 34240-8424  
(Address of Surety)

Surety's Telephone Number: (800) 266-3224

hereinafter called Surety, are held and firmly bound unto THE CITY OF PALM COAST, 160 LAKE AVENUE, PALM COAST, FL 32164, hereinafter called CITY, in the sum of Ninety-Five Thousand Forty Dollars and 58/100 DOLLARS, (\$ 95,040.58 ) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents. The sum shall not be less than one hundred percent (100%) of the Contract Price.

City of Palm Coast Telephone Number: (386) 986-3730

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain Contract with the CITY, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20 26, a copy of which is hereto attached and made a part hereof for the construction of MULTI-SITE STORMWATER PIPE REHABILITATION & REPLACEMENT ITB-SWE-26-48 - Site #2 - PIPE REPLACEMENT SERVICES: SITE #2, 164 Rolling Sands Drive (the "Contact").

General description of the Work: The City of Palm Coast is soliciting bids from qualified contractors to furnish all labor, materials, equipment, supervision, transportation, permitting, maintenance of traffic, and restoration necessary to complete multiple stormwater pipe replacement projects at various locations throughout the City of Palm Coast. The intent of this contract is to replace failing, undersized, or deteriorated stormwater conveyance infrastructure and restore proper drainage function, public safety, and long-term system reliability. The Work includes, but is not limited to, the following general requirements applicable to all project locations: • Removal and proper disposal of existing stormwater pipes, culverts, drainage structures, headwalls, spillways, and any related components identified on the project plans. • Installation of new stormwater conveyance systems including HDPE, CMP, or other pipe materials and sizes as specified in the project-specific scopes of work. • Installation or reconstruction of associated drainage structures such as Type "C" inlets, catch basins, junction boxes, spillways, headwalls, and concrete mitered end sections. • Construction of reinforced concrete encasement where required by the plans or to meet field conditions. • Removal and replacement of existing driveways (concrete or asphalt) where necessary to install the new stormwater system or restore disturbed access points. • Swale regrading, reshaping, and stabilization to reestablish positive drainage flow throughout the affected corridor. • Dewatering, trench safety, bypass pumping, and all means and methods necessary to maintain a safe excavation and maintain drainage conveyance during construction. • Protection and support of all existing utilities, including coordination with utility owners when conflicts may occur; soft-digging and flowable fill installation when required to maintain separation. • Backfilling, compaction, pavement restoration, sodding, and all surface restoration necessary to return disturbed areas to original or better condition. • Full compliance with an approved Maintenance of Traffic (MOT) plan meeting the latest MUTCD and City standards. • Adherence to all applicable federal, state, and local regulations governing stormwater, safety, construction, utility protection, and permitting. Each project location included in this ITB will be bid as an individual lump-sum item. The City reserves the right to award any, all, or a combination of the listed locations based on available funding, competitive pricing, or other considerations deemed in the City's best interest. See Appendix A through Appendix K for detailed Scope of Work and quantities, for each project site.

This Bond is being entered into to satisfy the requirements of Section 255.05, Florida Statutes and the Contract referenced above, as the same may be amended.

**NOW, THEREFORE**, the condition of this obligation is such that if Principal:

1. Promptly and faithfully performs its duties, all the covenants, terms, conditions, and contracts of said Contract including, but not limited to the insurance provisions, guaranty period and the warranty provisions, in the time and manner prescribed in the Contract, and
2. Pays CITY all liquidated damages, losses, damages, delay damages, expenses, costs and attorneys' fees, including costs and attorney's fees on appeal that CITY sustains resulting directly or indirectly from any breach or default by Principal under the Contract, and
3. Satisfies all claims and demands incurred under the Contract, and fully indemnifies and holds harmless the CITY from all costs and damages which it may suffer by reason or failure to do so, then this Bond is void; otherwise it shall remain in full force and effect.

The coverage of this Performance Bond is co-equal with each and every obligation of the Principal under the above referenced Contract and the Contract Documents of which the Contract is a part.

In the event that the Principal shall fail to perform any of the terms, covenants and conditions of the Contract Documents of which the Contract is a part during the period in which this Performance Bond is in effect, the Surety shall remain liable to the CITY for all such loss or damage (including reasonable attorneys' fees and costs and attorneys' fees and costs on appeal) resulting from any failure to perform.

In the event that the Surety fails to fulfill its obligations under this Performance Bond, then the Surety shall also indemnify and hold the CITY harmless from any and all loss, damage, cost and expense, including reasonable attorneys' fees and costs for all trial and appellate proceedings, resulting from the Surety's failure to fulfill its obligations hereunder. This subsection shall survive the termination or cancellation of this Performance Bond.

The Surety stipulates and agrees that its obligation is to perform the Principal's Work under the Contract under the Bond. The following preventative options by the Surety are encouraged; however, preventative options shall not be considered performance under the Bond: (i) Surety's financing of the Principal to keep Principal from defaulting under the Contract Documents, and (ii) Surety's offers to CITY to buy back the Bond. The Surety agrees that its obligation under the Bond is to: (i) take over performance of the Principal's Work and be the completing Surety even if performance of the Principal's Work exceeds the Principal's Contract Price or (ii) re-bid and re-let the Principal's Work to a completing contractor with Surety remaining liable for the completing contractor's performance of the Principal's Work and furnishing adequate funds to complete the Work. The Surety acknowledges that its cost of completion upon default by the Principal may exceed the Contract Price. In any event, the Principal's Contract Time is of the essence and applicable delay damages are not waived by CITY.

The Surety, for value received, hereby stipulates and agrees that its obligations hereunder shall be direct and immediate and not conditional or contingent upon CITY's pursuit of its remedies against Principal, shall remain in full force and effect notwithstanding (i) amendments or modifications to the Contract entered into by CITY and Principal without the Surety's knowledge or consent (ii) the discharge of Principal as a result of any proceeding initiated under the Bankruptcy Code of 1978, as the same may be amended, or any similar state or federal law, or any limitation of the liability of Principal or its estate as a result of any such proceeding. The filing of bankruptcy by the Principal shall be an automatic default under the Contract.

Any changes in or under the Contract Documents and compliance or noncompliance with any formalities connected with the Contract or the changes therein shall not affect Surety's obligations under this Bond and Surety hereby waives notice of any such changes. Further, Principal and Surety acknowledge that the Sum of this Bond shall increase or decrease in accordance with Change Orders (unilateral or directive change orders and bilateral change orders) or other modifications to the Contract Documents.

The Performance Bond and the Payment Bond and the covered amounts of each are separate and distinct from each other.

For all contracts entered into on or after October 1, 2012, the contractor is now required to provide the public entity with a certified copy of the recorded Bond prior to commencing the work or recommencing the work after a default.

This Performance Bond is intended to comply with the requirements of Section 255.05, Florida Statutes, as amended, and additionally, to provide contract rights more expansive than as required by statute.

Any action instituted by a claimant under this Bond must be in accordance with the notice and time limitation provisions in Section 255.05(2), Florida Statutes.

Any changes in or under the contract documents and compliance or non-compliance with any formalities connected with the contract or the changes does not affect Surety's obligation under this Bond.

IN WITNESS WHEREOF, this instrument is executed this the \_\_\_\_ day of \_\_\_\_\_, 20 26 .

ATTEST:

By \_\_\_\_\_  
(Principal) Secretary

Name \_\_\_\_\_  
(Type)

\_\_\_\_\_  
Witness to Principal

Name \_\_\_\_\_  
(Type)

\_\_\_\_\_  
Witness to Principal

Name \_\_\_\_\_  
(Type)

American Civil Construction, Inc.  
Principal (Contractor)

By [Signature]  
Name Robert Ackley Jr.  
(Type)

Title President

Address 77 Hargrove Grade

City/State/Zip Palm Coast, FL 32137

Phone No. (386) 263-0044

Email: ROBERT.ACKLEY@AMERICANCIVILCONSTRUCTION.COM

ATTEST:

By [Signature]  
(Surety) Witness

Name Jessie Sloan  
(Type)

[Signature]  
Witness as to Surety

Name Kasandra Titus  
(Type)

[Signature]  
Witness as to Surety

Name Diana Alvarez  
(Type)

FCCI Insurance Company  
Surety

By [Signature]  
Attorney-in-fact

Jorge L. Bracamonte, Attorney-In-Fact &  
Name Florida Licensed Resident Agent  
(Type)

Address 6300 University Parkway

City/State/Zip Sarasota, FL 34240-8424

Phone No. (800) 266-3224

Email: bonds@jcasurety.com

Inquiries: (321) 800-6594



END OF SECTION



Bond Number 1003126

**PAYMENT BOND**

City of Palm Coast Contract Number: ITB-SWE-26-48

KNOW ALL MEN BY THESE PRESENTS: that

American Civil Construction, Inc.  
(Name of CONTRACTOR)

77 Hargrove Grade Palm Coast, FL 32137  
(Address of CONTRACTOR)

Contractor's Telephone Number: (386) 263-0044

a Corporation, hereinafter after called Principal, and  
(Corporation, Partnership, or Individual)

FCCI Insurance Company  
(Name of Surety)

6300 University Parkway Sarasota, FL 34240-8424  
(Address of Surety)

Surety's Telephone Number: (800) 266-3224

herein called Surety, are held and firmly bound unto THE CITY OF PALM COAST, 160 LAKE AVENUE, PALM COAST, FL 32164, hereinafter called "CITY", in the sum of Ninety-Five Thousand Forty Dollars and 58/100 DOLLARS, (\$ 95,040.58 ) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

City of Palm Coast Telephone Number: (386) 986-3730

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain Contract with the CITY, dated the \_\_\_\_\_ day of \_\_\_\_\_, 2026, and made a part hereof MULTI-SITE STORMWATER PIPE REHABILITATION & REPLACEMENT ITB-SWE-26-48 - Site #2 - PIPE REPLACEMENT SERVICES: SITE #2, 164 Rolling Sands Drive (the "Contract").

General description of the Work: The City of Palm Coast is soliciting bids from qualified contractors to furnish all labor, materials, equipment, supervision, transportation, permitting, maintenance of traffic, and restoration necessary to complete multiple stormwater pipe replacement projects at various locations throughout the City of Palm Coast. The intent of this contract is to replace failing, undersized, or deteriorated stormwater conveyance infrastructure and restore proper drainage function, public safety, and long-term system reliability. The Work includes, but is not limited to, the following general requirements applicable to all project locations: • Removal and proper disposal of existing stormwater pipes, culverts, drainage structures, headwalls, spillways, and any related components identified on the project plans. • Installation of new stormwater conveyance systems including HDPE, CMP, or other pipe materials and sizes as specified in the project-specific scopes of work. • Installation or reconstruction of associated drainage structures such as Type "C" inlets, catch basins, junction boxes, spillways, headwalls, and concrete mitered end sections. • Construction of reinforced concrete encasement where required by the plans or to meet field conditions. • Removal and replacement of existing driveways (concrete or asphalt) where necessary to install the new stormwater system or restore disturbed access points. • Swale regrading, reshaping, and stabilization to reestablish positive drainage flow throughout the affected corridor. • Dewatering, trench safety, bypass pumping, and all means and methods necessary to maintain a safe excavation and maintain drainage conveyance during construction. • Protection and support of all existing utilities, including coordination with utility owners when conflicts may occur; soft-digging and flowable fill installation when required to maintain separation. • Backfilling, compaction, pavement restoration, sodding, and all surface restoration necessary to return disturbed areas to original or better condition. • Full compliance with an approved Maintenance of Traffic (MOT) plan meeting the latest MUTCD and City standards. • Adherence to all applicable federal, state, and local regulations governing stormwater, safety, construction, utility protection, and permitting. Each project location included in this ITB will be bid as an individual lump-sum item. The City reserves the right to award any, all, or a combination of the listed locations based on available funding, competitive pricing, or other considerations deemed in the City's best interest. See Appendix A through Appendix K for detailed Scope of Work and quantities, for each project site.

NOW, THEREFORE, the condition of this obligation is such that if Principal shall promptly make payments to all claimants as defined in Section 255.05(1), Florida Statutes, supplying Principal with labor, materials, or supplies, used directly or indirectly by Principal in the prosecution of the Work provided for in the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect subject, however, to the following conditions:

- 1. This Bond is furnished for the purpose of complying with the requirements of Section 255.05, Florida Statutes, as the same may be amended.
- 2. It is a specific condition of this Bond that a claimant's right of action on the Bond is limited to the provisions of Section 255.05, Florida Statutes, including, but not limited to, the notice and time limitations within which suits may be brought.
- 3. This Bond is conditioned on the CONTRACTOR promptly making payments to all persons defined in Section 713.01, Florida Statutes, whose claims derive directly or indirectly from the prosecution of the Work provided for in the Contract.

Therefore, a claimant, except a laborer, who is not in privity with the CONTRACTOR and who has not received payment for his labor, materials or supplies shall, within forty-five (45) days after beginning to furnish labor, materials or supplies for the prosecution of the Work, furnish the CONTRACTOR with a notice that he intends to look to the Bond for protection. A claimant who is not in privity with the CONTRACTOR and who has not received payment for his labor, materials or supplies shall within ninety (90) days after performance of the labor or completion of delivery of the materials or supplies, or, with respect to rental equipment, within ninety (90) days after the date that the rental equipment was last on the job site available for use, deliver to the CONTRACTOR and to the Surety written notice of the performance of the labor or delivery of the materials or supplies and of the nonpayment. Any action on this Bond for payment must be in accordance with the notice and time limitations in Florida Statute 255.05.

- 4. Any changes in or under the Contract Documents and compliance or noncompliance with any formalities connected with the Contract or the changes therein shall not affect Surety's obligations under this Bond and Surety hereby waives notice of any such changes. Further, Principal and Surety acknowledge that the Sum of this Bond shall increase or decrease in accordance with the Change Orders (unilateral or directive change orders and bilateral change orders) or other modifications to the Contract Documents.
- 5. For all contracts entered into on or after October 1, 2012, the CONTRACTOR is now required to provide the public entity with a certified copy of the recorded Bond prior to commencing the work or recommencing the work after a default.
- 6. The Performance Bond and the Payment Bond and the covered amounts of each are separate and distinct from each other. This Payment Bond shall be construed as a statutory Payment Bond under Section 255.05, Florida Statutes and not as a common law bond.

IN WITNESS WHEREOF, this instrument is executed this the 15th day of June, 2026

ATTEST:

By \_\_\_\_\_  
(Principal) Secretary

Name \_\_\_\_\_  
(Type)

\_\_\_\_\_  
Witness to Principal

Name \_\_\_\_\_  
(Type)

\_\_\_\_\_  
Witness to Principal

Name \_\_\_\_\_  
(Type)

American Civil Construction, Inc.  
Principal (Contractor)

By Robert Ackley Jr.

Name Robert Ackley Jr.  
(Type)

Title President

Address 77 Hargrove Grade

City/State/Zip Palm Coast, FL 32137

Phone No. (386) 263-0044

Email: ROBERT.ACKLEY@AMERICANCIVILCONSTRUCTION.COM

ATTEST:

By Jessie Sloan  
(Surety) Witness

Name Jessie Sloan  
(Type)

FCCI Insurance Company  
Surety

By John J.

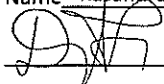


Bond No.: 1003126

  
\_\_\_\_\_

Name Kasandra Titus  
\_\_\_\_\_

(Type)

  
\_\_\_\_\_

Witness as to Surety

Name Diana Alvarez  
\_\_\_\_\_

(Type)

Jorge L. Bracamonte, Attorney-In-Fact &  
Name Florida Licensed Resident Agent  
\_\_\_\_\_

(Type)

Address 6300 University Parkway  
\_\_\_\_\_

City/State/Zip Sarasota, FL 34240-8424  
\_\_\_\_\_

Phone No. (800) 266-3224  
\_\_\_\_\_

Email: Bonds@jcasurety.com  
\_\_\_\_\_

Inquiries: (321) 800-6594

**END OF SECTION**



### GENERAL POWER OF ATTORNEY

Know all men by these presents: That the FCCI Insurance Company, a Corporation organized and existing under the laws of the State of Florida (the "Corporation") does make, constitute and appoint:

Jorge Bracamonte; Jessie Sloan; Hallie Martin

Each, its true and lawful Attorney-In-Fact, to make, execute, seal and deliver, for and on its behalf as surety, and as its act and deed in all bonds and undertakings provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the sum of (not to exceed \$30,000,000.00): \$30,000,000.00

This Power of Attorney is made and executed by authority of a Resolution adopted by the Board of Directors. That resolution also authorized any further action by the officers of the Company necessary to effect such transaction.

The signatures below and the seal of the Corporation may be affixed by facsimile, and any such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached.

In witness whereof, the FCCI Insurance Company has caused these presents to be signed by its duly authorized officers and its corporate Seal to be hereunto affixed, this 20<sup>th</sup> day of December, 2024.

Attest: Christina D. Welch  
Christina D. Welch, President  
FCCI Insurance Company



Christopher Shoucair  
Christopher Shoucair,  
EVP, CFO, Treasurer, Secretary  
FCCI Insurance Company

State of Florida  
County of Sarasota

Before me this day personally appeared Christina D. Welch, who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 2/27/2027



PEGGY SNOW  
Commission # HH 326535  
Expires February 27, 2027

Peggy Snow  
Notary Public

State of Florida  
County of Sarasota

Before me this day personally appeared Christopher Shoucair, who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 2/27/2027



PEGGY SNOW  
Commission # HH 326535  
Expires February 27, 2027

Peggy Snow  
Notary Public

### CERTIFICATE

I, the undersigned Secretary of FCCI Insurance Company, a Florida Corporation, DO HEREBY CERTIFY that the foregoing Power of Attorney remains in full force and has not been revoked; and furthermore that the February 27, 2020 Resolution of the Board of Directors, referenced in said Power of Attorney, is now in force.



Dated this \_\_\_\_\_ day of \_\_\_\_\_,

Christopher Shoucair  
Christopher Shoucair, EVP, CFO, Treasurer, Secretary  
FCCI Insurance Company



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/13/2026

**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).**

<b>PRODUCER</b> Eastern Insurance Group, Inc. 7400 SW 50th Terrace Suite 100 Miami FL 33155	<b>CONTACT NAME:</b> EIG Risk- Certificate Department <b>PHONE (A/C, No, Ext):</b> (305) 595-3323 <b>FAX (A/C, No):</b> (305) 595-7135 <b>E-MAIL ADDRESS:</b> certs@eigrisk.com														
<b>INSURED</b> American Civil Construction, Inc. 77 Hargrove Grade Palm Coast FL 32137	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : Arch Insurance Company</td> <td style="text-align: center;">11150</td> </tr> <tr> <td>INSURER B : Dellwood Specialty Insurance Company</td> <td style="text-align: center;">17332</td> </tr> <tr> <td>INSURER C : FCCI Insurance Company</td> <td style="text-align: center;">10178</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Arch Insurance Company	11150	INSURER B : Dellwood Specialty Insurance Company	17332	INSURER C : FCCI Insurance Company	10178	INSURER D :		INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

**COVERAGES      CERTIFICATE NUMBER:** Master 26-26      **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 checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	ZAGLB1064500	01/14/2026	07/01/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000	
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			ZACAT9348700	01/14/2026	07/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000	
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			DCX00000488-00	01/14/2026	07/01/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	ZAWCI1145100	01/14/2026	07/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Rented/Leased Equipment			CM100082113-02	01/14/2026	01/14/2027	\$325,000	

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Civil Engineering Contractor  
 Project. Waterfront Park Phase 2 - Parking Expansion & Site Improvements ITB-SWE-25-74  
  
 City of Palm Coast is listed as additional insureds with respect to the General liability for ongoing and completed operations when required by written contract. A waiver of subrogation favors the additional insureds with respect to General Liability and Workers Compensation policies when required as per written contract.

<b>CERTIFICATE HOLDER</b>  City of Palm Coast 160 Lake Avenue  Palm Coast FL 32164	<b>CANCELLATION</b>  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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### Certificate Of Completion

Envelope Id: AD9BB263-D1AC-8D87-8121-F7614DB89936	Status: Completed
Subject: American Civil Contract Site 2	
Source Envelope: 2AE8CA83-0AC0-84F9-8361-CF668F47A886	
Document Pages: 31	Signatures: 0
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator: Shannon Keough-Nolan 160 Lake Avenue Palm Coast, FL 32164 SKNolan@palmcoastgov.com IP Address: 67.8.9.84
Envelopeld Stamping: Enabled	
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

### Record Tracking

Status: Original 6/26/2026 1:01:14 PM	Holder: Shannon Keough-Nolan SKNolan@palmcoastgov.com	Location: DocuSign
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Signer Events	Signature	Timestamp
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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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Kathy Picano KPicano@palmcoastgov.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 6/26/2026 1:01:48 PM Resent: 6/26/2026 1:02:52 PM
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**Electronic Record and Signature Disclosure:**  
 Accepted: 1/6/2025 9:46:45 AM  
 ID: 52ed9c9c-f39e-4833-8568-fb09a58c4f4a

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	6/26/2026 1:01:48 PM
Envelope Updated	Security Checked	6/26/2026 1:02:52 PM
Certified Delivered	Security Checked	6/26/2026 1:02:53 PM
Signing Complete	Security Checked	6/26/2026 1:02:53 PM
Completed	Security Checked	6/26/2026 1:02:53 PM

Payment Events	Status	Timestamps
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### Electronic Record and Signature Disclosure

## **CONSUMER DISCLOSURE**

From time to time, City of Palm Coast (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. 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. 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 City of Palm Coast:**

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: [rconceicao@palmcoastgov.com](mailto:rconceicao@palmcoastgov.com)

**To advise City of Palm Coast 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 [rconceicao@palmcoastgov.com](mailto:rconceicao@palmcoastgov.com) 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 City of Palm Coast**

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 [rconceicao@palmcoastgov.com](mailto:rconceicao@palmcoastgov.com) 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 City of Palm Coast**

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 [rconceicao@palmcoastgov.com](mailto:rconceicao@palmcoastgov.com) and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

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

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

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the "I agree"™ button below.

By checking the "I agree"™ box, I confirm that:

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