

INDEX OF SHEETS

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1	TITLE SHEET
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3	WALL PROFILE
4	TYPICAL SECTION & DETAILS
5	EROSION CONTROL & REVEGETATION

GENERAL NOTES

- ALL CONSTRUCTION SHALL CONFORM TO THE COUNTY OF SANTA CRUZ DESIGN CRITERIA, THE STATE STANDARD PLANS AND THE APPLICABLE PROVISIONS OF THE STATE STANDARD SPECIFICATIONS.
- THERE SHALL BE NO CHANGES IN THE APPROVED IMPROVEMENT PLANS WITHOUT PRIOR APPROVAL BY THE SANTA CRUZ COUNTY DEPARTMENT OF PUBLIC WORKS.
- PLEASE CALL "UNDERGROUND SERVICE ALERT" (U.S.A.) AT 811 or 800-227-2600 BEFORE DIGGING.
- THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE APPROVED BY TRANSPORTATION ENGINEERING.
- THE CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY, AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF DESIGN PROFESSIONAL.
- THE CONTRACTOR SHALL POSSESS A CLASS "A" LICENSE AT THE TIME THE CONTRACT IS AWARDED.

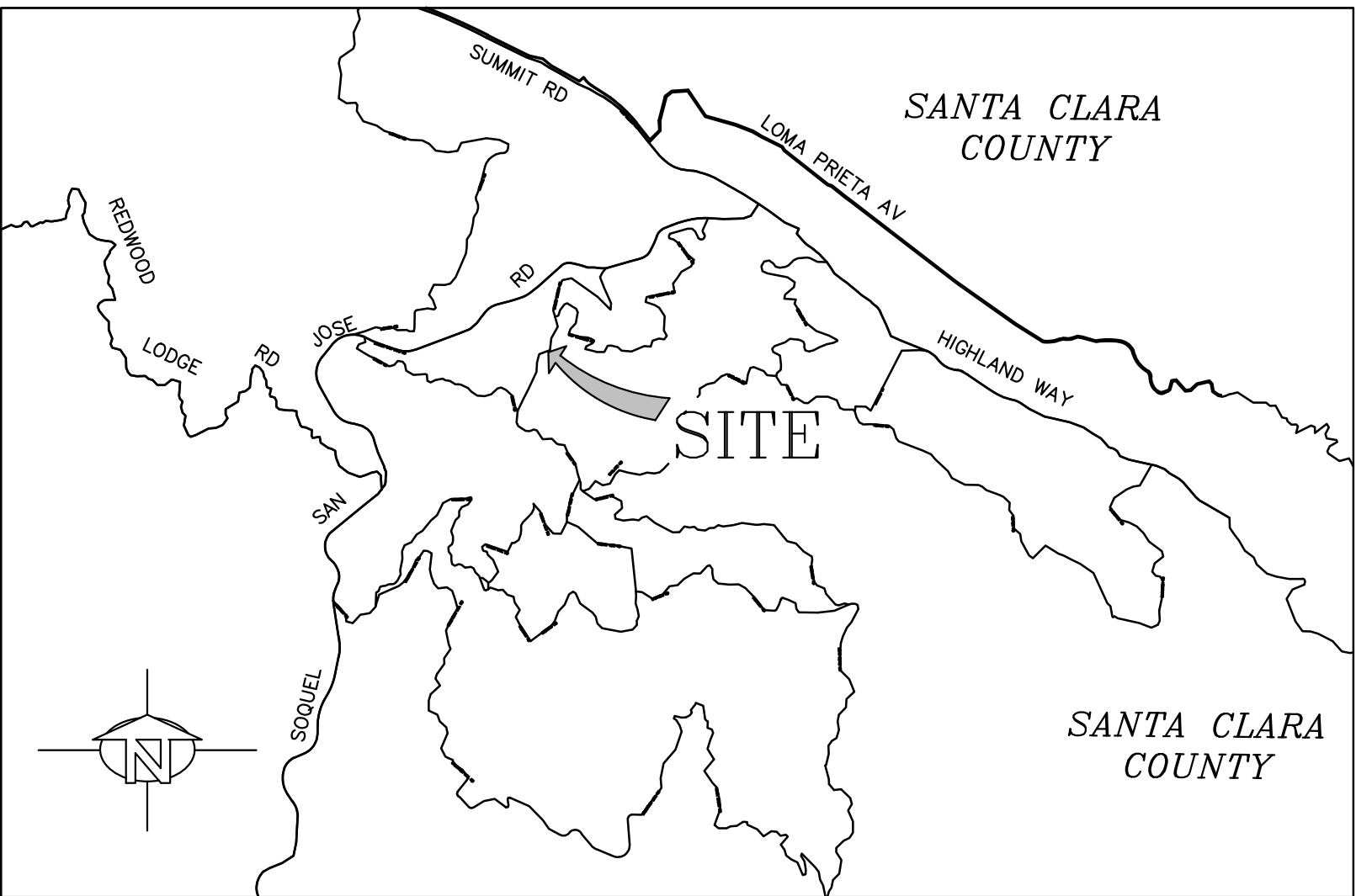
ABBREVIATIONS

A.B.	AGGREGATE BASE	KIP	1000 POUNDS FORCE
AC	ASPHALT CONCRETE	MBGR	METAL BEAM GUARD RAIL
APN	ASSESSOR'S PARCEL NUMBER	MIN	MINIMUM
APPROX	APPROXIMATE	N	NORTH
BOT	BOTTOM	(n)	NEW
BP	BOTTOM CONCRETE PIER	O.C.	ON CENTER
CL	CENTER LINE	OH	OVERHEAD
CL	CONTROL LINE	PERF	PERFORATED
CONC	CONCRETE	PG&E	PACIFIC GAS AND ELECTRIC
CONN	CONNECTION	PM	POST MILE
CONST	CONSTRUCTION	PRIN	PRINCIPAL
CP	CONTROL POINT	PT	POINT
DIA	DIAMETER	PVC	POLY VINYL CHLORIDE
E	EAST	RD	ROAD
(E), EXIST	EXISTING	REINF	REINFORCED
EA	EACH	RT	RIGHT
EL, ELEV	ELEVATION	R/W	RIGHT OF WAY
ENGR	ENGINEER	S	SOUTH
EP	EDGE OF PAVEMENT	SEC	SECTION
EST	ESTIMATE	SHT	SHEET
EXCAV	EXCAVATE, EXCAVATION	S.S.	SANDSTONE
FD	FOUND	STA	STATION
FT	FOOT, FEET	TP	TOP CONCRETE PIER
FTG	FOOTING	TYP	TYPICAL
GEN	GENERAL	U.B.	UNBONDED
GRD	GRADE	W	WEST
HDPE	HIGH DENSITY POLYETHYLENE	W/	WITH
HT	HEIGHT	&	AND
INV	INVERT	@	AT
IP	IRON PIPE	1ST	FIRST
JP	JOINT POLE	<	LESS THAN
		#	POUND

COUNTY OF SANTA CRUZ
DEPARTMENT OF PUBLIC WORKS

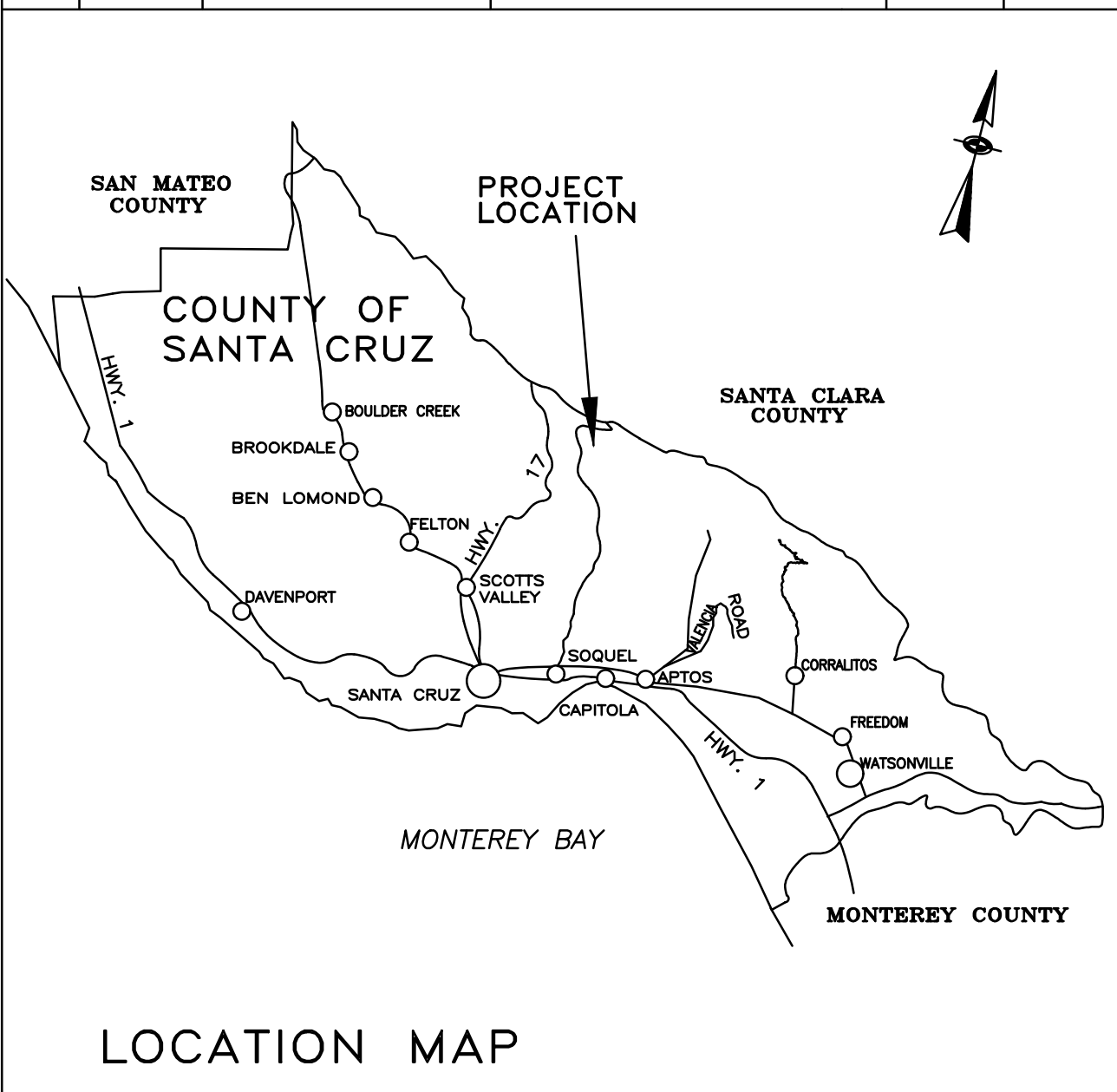
PROJECT PLANS FOR CONSTRUCTION ON
MILLER CUTOFF RD PM 0.49
STORM DAMAGE REPAIR PROJECT
FEMA Project No. 00459(770)
Disaster No. FEMA-4301-DR-CA

To be supplemented by CalTrans Standard Plans dated 2024



VICINITY MAP
NOT TO SCALE

DIST	COUNTY	ROUTE	POST MILE OF PROJECT	SHEET No.	TOTAL SHEETS
01	SCr		P.M. 0.49	1	5



LOCATION MAP

DocuSigned by:

Greg Jones

3E4450FFFC32479...

1/14/2025

Design Engineer
Greg Jones



DocuSigned by:

Joel LaCagnina

F9ED86C84210459...

1/23/2025

Senior Design Engineer
Joel LaCagnina

DocuSigned by:

Steve Wiesner

5B6D8EFC20AA4A6...

2/5/2025

Assistant Director of Public Works
Transportation Division
Steve Wiesner

Signed by:

Matt Machado

471C42FA44284B0...

2/6/2025

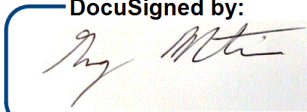
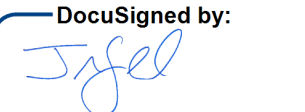

Director of Public Works
Matthew J. Machado

DocuSigned by:

Chair, Board of Supervisors

3/27/2025

Date approved by Board of Supervisors

Reviewed by:	DocuSigned by:	Reviewed by:	DocuSigned by:	Reviewed by:	DocuSigned by:
Greg Martin Traffic Engineer	 C3B54F626E17459...	Alex Sandoval Road Superintendent	 11168D80687D4F3...	Carisa Duran Construction Engineer	 3BD55B8B6E5E4C6...
	1/30/2025		2/4/2025		2/7/2025

County Job No.	P40684
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LEGEND

- I

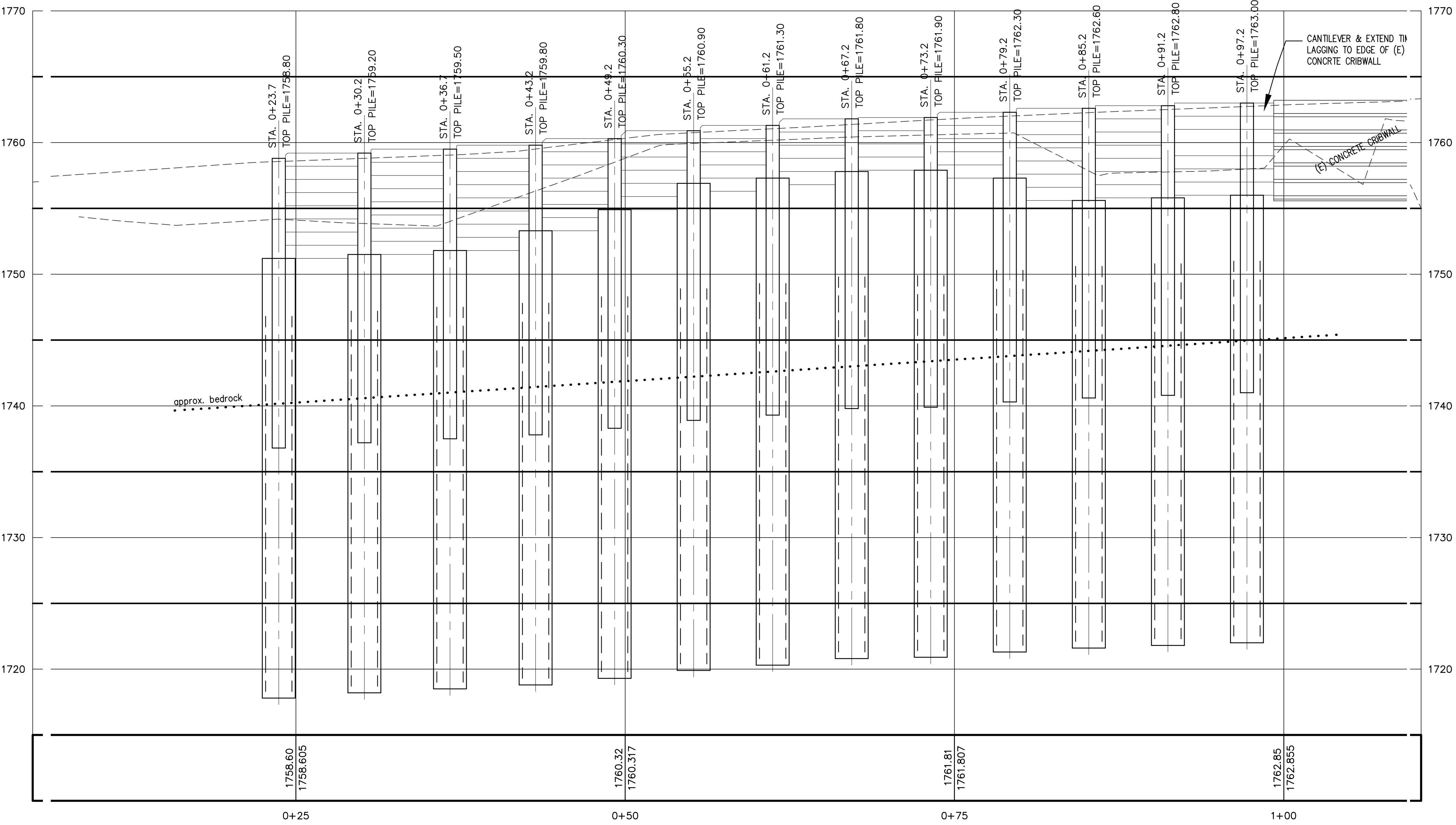
SOLDIER PILE

1

PILE NUMBER

3" HMA OVERLAY

3" HMA OVER 9" AG. BASE
- lands of BUTLER
DOC #2018-0016575
APN 096-221-44
- lands of ANDERSON
DOC #2023-0002406
APN 096-221-57
- CUSTOM SIGN DETAIL
- ROAD CLOSED
AT POST MILE 0.49
XX/XX/XXXX TO
XX/XX/XXXX
8:30 am TO 12:00 pm
12:30 am TO 4:30 pm
-
- GENERAL CONSTRUCTION NOTES:
- THE WORK HEREIN SHALL BE DONE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS & PLANS DATED 2024 OF THE STATE OF CALIFORNIA AS THEY MAY APPLY TO THE CONTRACT PLANS AND SPECIAL PROVISIONS.
 - DIMENSIONS OF THE STRUCTURAL ITEMS ARE SUBJECT TO TOLERANCES SPECIFIED IN THE STANDARD SPECIFICATIONS AND THE THE MANUFACTURER(S) RECOMMENDATIONS.
 - REFER TO THE STANDARD SPECIFICATIONS & SPECIAL PROVISIONS FOR THE STRUCTURE BACKFILL REQUIREMENTS FOR THE PILE WALL.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ANY DAMAGE(S) TO PRIVATE PROPERTY & ANY UTILITIES IN MILLER CUTOFF ROAD. THE EXACT LOCATION OF EXISTING UNDERGROUND UTILITIES IS NOT KNOWN.
 - THE CONTRACTOR IS REFERRED TO THE GEOTECHNICAL REPORT BY PACIFIC CREST GEOTECHNICAL ENGINEERS DATED NOVEMBER 2018 ON FILE AT THE PUBLIC WORKS DEPARTMENT.
 - ALL CLEARING, GRADING, AND EROSION CONTROL MEASURES SHALL BE COMPLETED NO LATER THAN OCTOBER 15, 2025.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VISITING THE SITE TO REVIEW THE WORK AND ACCESS LIMITATIONS, VERIFY CONDITIONS, AND UNDERSTAND THE PROJECT BEFORE SUBMITTING A BID FOR THE WORK. THERE IS NO PRE-BID SITE MEETING FOR THIS PROJECT.
- BENCHMARK
- ELEVATIONS SHOWN ON THIS SURVEY ARE BASED ON A SURVEY PERFORMED BY BOWMAN & WILLIAMS CIVIL ENGINEERS & SURVEYORS FOR THE DAMAGE SITE AT PM 0.49 – SEE PLANS ON FILE AT THE COUNTY OF SANTA CRUZ PUBLIC WORKS DEPARTMENT.
- BENCHMARK ELEVATION = 1762.66' (NAVD'88) PER B&W SURVEY
- SITE BENCHMARK IS A SET SPIKE IN THE GROUND NEAR THE EXISTING CONCRETE CRIB WALL AS SHOWN ON THIS PLAN.
- SIT BENCHMARK ELEVATION = 1764.45'
- CONSTRUCTION SEQUENCE:
- EXCAVATE BENCH MAXIMUM OF 4' DEEP. INSTALL K-RAIL.
 - INSTALL SOLDIER PILES.
 - INSTALL LAGGING AND EXCAVATE IN 4' MAX LIFTS.
 - BACKFILL TO FG
- UTILITY NOTE:
- THIS PROJECT HAS BEEN DESIGNED TO ALLOW FOR THE CONSTRUCTION OF THE SOLDIER PILE WITHOUT THE INTERFERENCE OF OVERHEAD LINES/UTILITIES. THE OVERHEAD LINE/UTILITY WILL NOT BE RELOCATED, RAISED AND/OR DE-ENERGIZED DURING THE CONSTRUCTION OF THIS PROJECT.
- SOLDIER PILE LOCATION
- | PILE NUMBER | STATION | OFFSET* |
|-------------|---------|---------|
| 1 | 0+23.7 | 15.0 RT |
| 2 | 0+30.2 | 15.0 RT |
| 3 | 0+36.7 | 15.0 RT |
| 4 | 0+43.2 | 15.0 RT |
| 5 | 0+52.3 | 15.0 RT |
| 6 | 0+58.3 | 15.0 RT |
| 7 | 0+64.3 | 15.0 RT |
- | PILE NUMBER | STATION | OFFSET* |
|-------------|---------|---------|
| 8 | 0+70.3 | 15.0 RT |
| 9 | 0+81.7 | 15.0 RT |
| 10 | 0+87.7 | 15.0 RT |
| 11 | 0+93.7 | 15.0 RT |
| 12 | 0+99.7 | 15.0 RT |
| 13 | 1+05.7 | 16.1 RT |
- * MEASURED TO CENTERLINE OF SOLDIER PILE WALL
- PLAN
- SCALE: 1" = 5'
- PLAN VIEW
- | BY | | | | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------|--|--|--|--|--|
| REVISION | | | | | | | |
| DATE | | | | | | | |
| <div><div>REGISTERED PROFESSIONAL ENGINEER
GREG JONES
No. 81881
Exp. 12/31/25
CIVIL</div><div>REGISTERED PROFESSIONAL ENGINEER
GREG JONES
No. 81881
Exp. 12/31/25
CIVIL</div></div> | | | | | | | |
| COUNTY OF SANTA CRUZ – DEPARTMENT OF PUBLIC WORKS | | PROJECT ENGINEER | | | | | |
| MILLER CUTOFF ROAD PM 0.49
STORM DAMAGE REPAIR PROJECT | | GREG JONES | | | | | |
| DRAWN: GRJ | | | | | | | |
| CHECKED: JSL | | | | | | | |
| DATE: 12/6/24 | | | | | | | |
| SCALE: 1"=5' | | | | | | | |
| JOB NO. P40684 | | | | | | | |
| SHEET | | | | | | | |
| 2 OF 5 | | | | | | | |



STRUCTURAL STEEL

- ALL WORK DONE UNDER THIS SECTION SHALL CONFORM TO THE REQUIREMENTS OF THE AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC) SPECIFICATIONS AND THE CODE OF STANDARD PRACTICE.
- ALL STRUCTURAL STEEL MEMBERS OTHER THAN FASTENERS SHALL BE PAINTED WITH A ZINC RICH RUST INHIBITING PRIMER SUCH AS A TNE MEC BRAND TNE MEC-ZINC, OR THE EQUIVALENT.
- THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND FIELD CONDITIONS PRIOR TO FABRICATING THE STEEL MEMBERS. IN THE EVENT OF A DISCREPANCY, NOTIFY THE ENGINEER PRIOR TO PROCEEDING.

WORKING STRESS DESIGN

STRUCTURAL STEEL $F_y = 50,000$ PSI

TREATED TIMBER
DOUGLAS FIR #1 (MIN.) $F_b = 1,750$ PSI

CONCRETE $F_c = 1,350$ PSI
 $F_{cr} = 3,600$ PSI

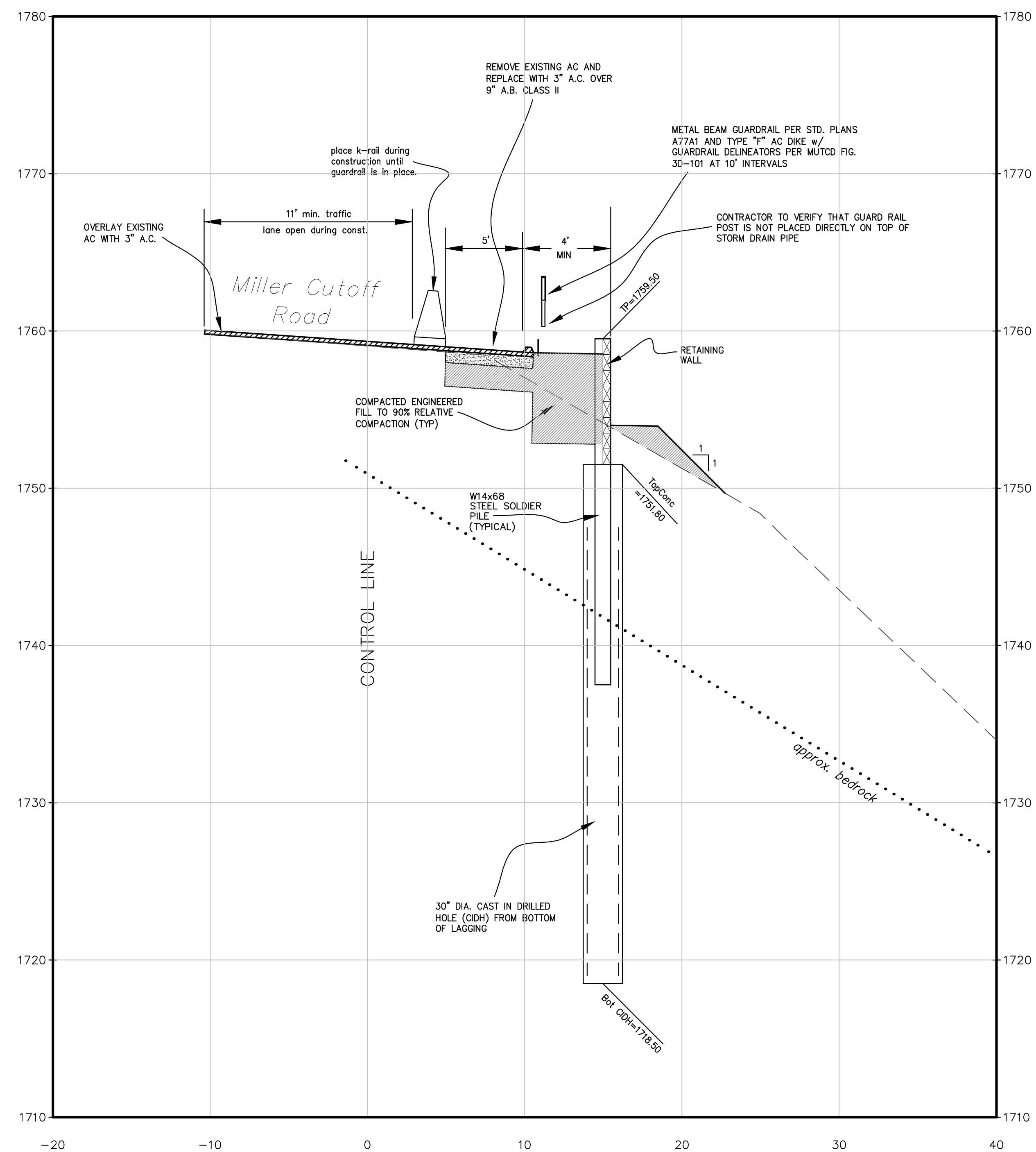
NOTES:

- SEE DETAIL FOR CIDH PILE ON SHEET 3.

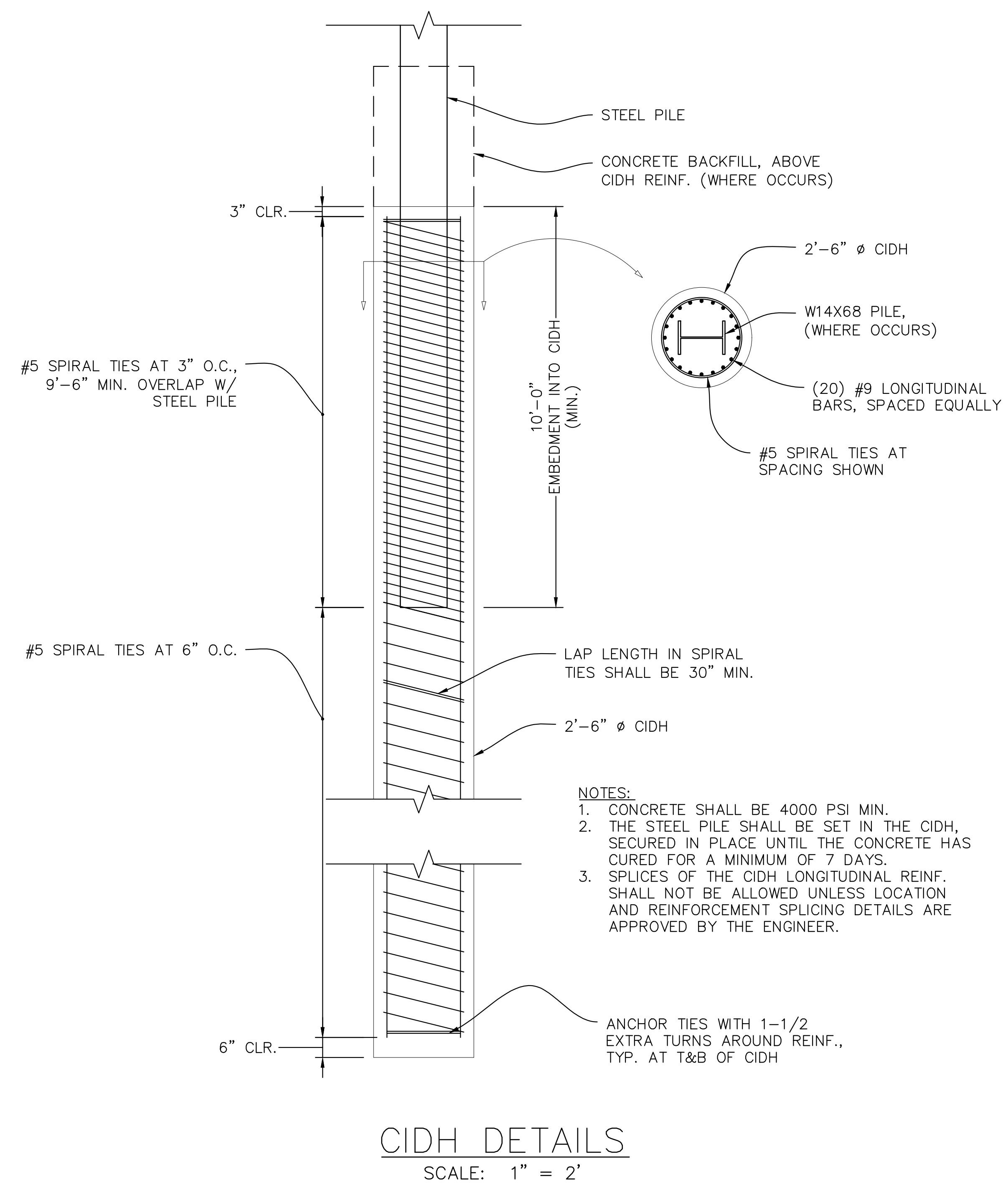
BY		REVISION	
DATE			
<div><div><div>REGISTERED PROFESSIONAL ENGINEER No. 8181 Exp. 12/31/25 GREG JONES CIVIL</div><div>REGISTERED PROFESSIONAL ENGINEER No. 8181 Exp. 12/31/25 GREG JONES CIVIL</div></div></div>			
COUNTY OF SANTA CRUZ – DEPARTMENT OF PUBLIC WORKS		PROJECT ENGINEER	GREG JONES
MILLER CUTOFF ROAD PM 0.49 STORM DAMAGE REPAIR PROJECT			
DRAWN: GRJ			
CHECKED: JSL			
DATE: 12/6/24			
SCALE: 1"=5'			
JOB NO. P40684			
SHEET 3 OF 5			

WALL ELEVATION
SCALE: 1" = 5' HOR&VERT

WALL PROFILE




SECTION VIEW @ 0+36.7
SCALE: 1" = 5' HOR & VERT



CIDH DETAILS

SCALE: 1" = 2'

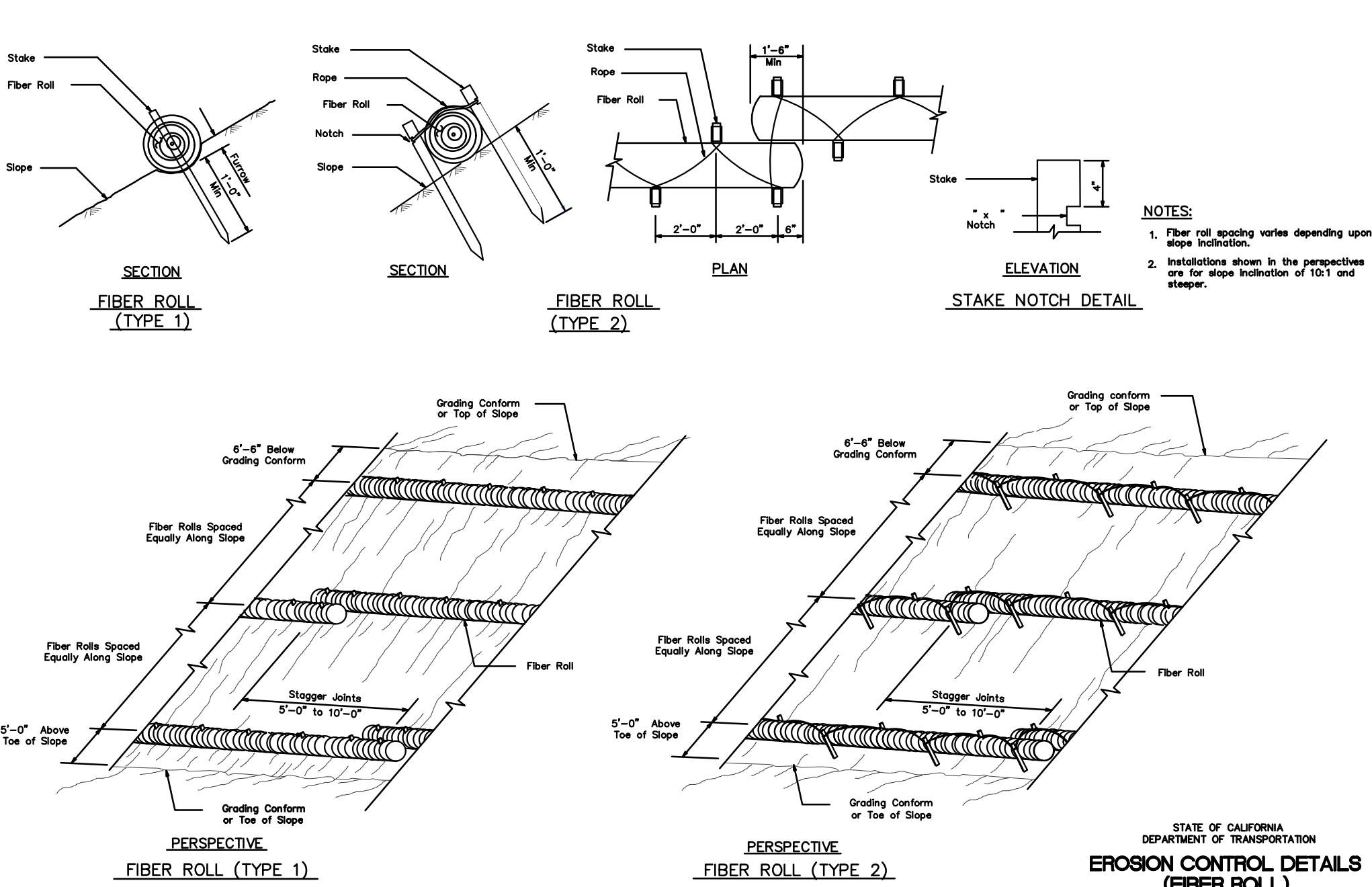
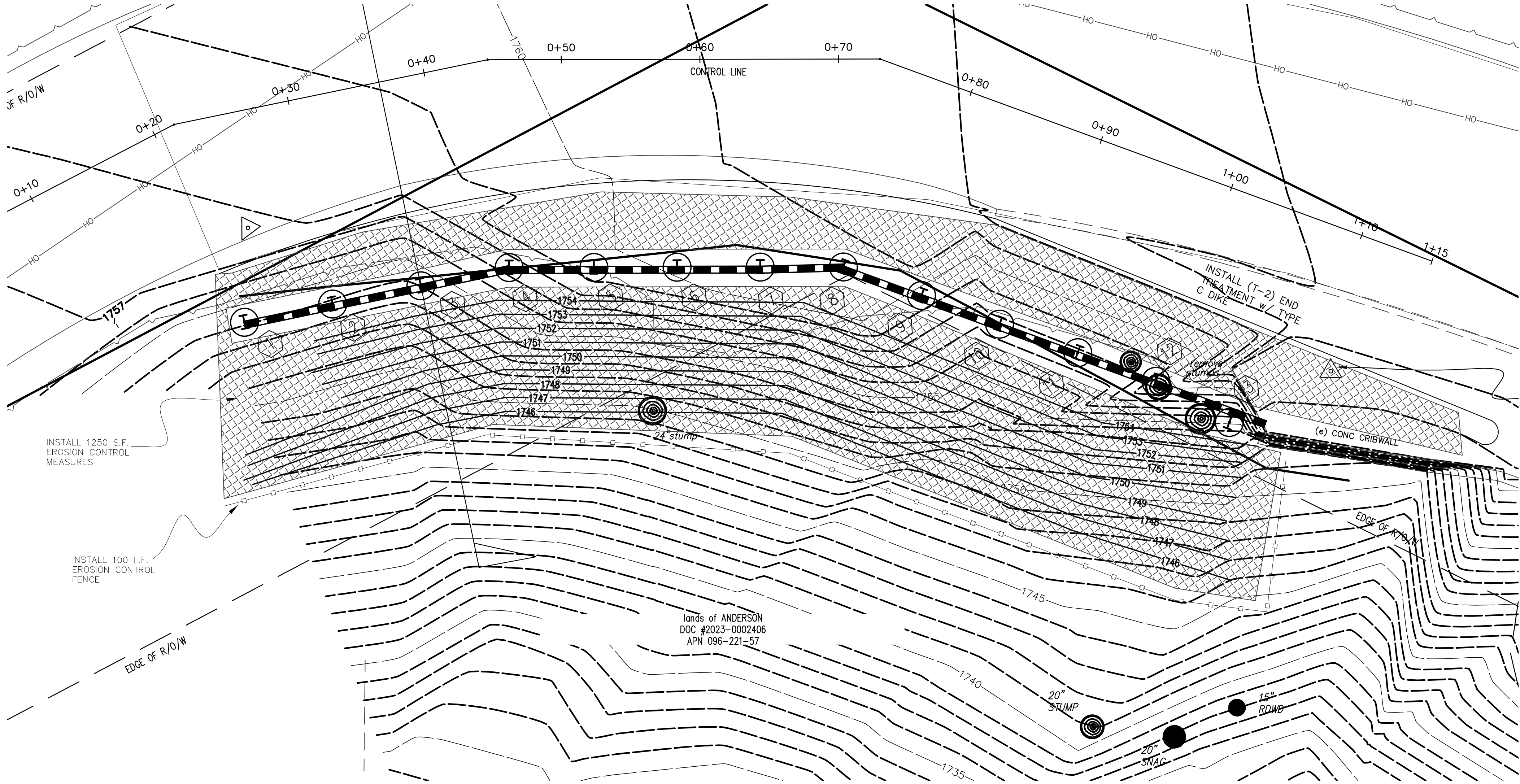
TYPICAL SECTION & DETAILS

COUNTY OF SANTA CRUZ – DEPARTMENT OF PUBLIC WORKS			DATE	REVISION	BY
MILLER CUTOFF ROAD PM 0.49 STORM DAMAGE REPAIR PROJECT					
DRAWN: GRJ		PROJECT ENGINEER GREG JONES			
CHECKED: JSL					
DATE: 12/6/24					
SCALE: 1" = 5'					
JOB NO. P40684					
SHEET					
4 of 5					

NOTE: LOCATIONS FOR EROSION CONTROL INSTALLATIONS ARE APPROXIMATE AND SHOULD BE ADJUSTED IN THE FIELD AS NECESSARY AND APPROVED BY THE ENGINEER

HYDROSEEDING WITH STRAW ROLLS
Entire slope shall have Geocoir blanket, installation of straw rolls 10'-15' o.c., anchored with 3' long wood stakes and alternate with Arroyo willow (*Salix Lasiolepis*) 3' long pole cutting stakes 3' o.c. Entire area to be hydroseeded and cover with native duff.
Coir Rolls - 2 rows minimum
Salix Lasiolepis - Arroyo Willow / 60 pole cuttings

EROSION CONTROL SEED MIXTURE
30 lbs.Bromus carinatus cucamonga - Cucamonga Brome
6 lbs.Vulpia microstachys - Three Weeks Fescue
4 lbs.Trifolium wildenovii - Tomcat Clover
25 lbs.Sterile Hybrid Wheatgrass or Barley



PLAN
SCALE: 1" = 4'

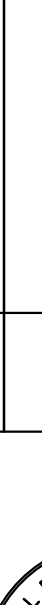
LEGEND
HYDROSEEDING WITH FIBER ROLLS
Entire slope shall have rolled erosion control product (jute mesh) with 26.6 oz/sq-yd density and 39% open area. Remove loose material as directed by the engineer. Installation of straw rolls 10' o.c., anchored with 3' long wood stakes. Entire area to be hydroseeded and cover with native duff.

EROSION CONTROL SEED MIXTURE
Install erosion control seed mixture as described in the contract documents.

- NOTES:**
- LOCATIONS FOR EROSION CONTROL INSTALLATIONS ARE APPROXIMATE AND SHOULD BE ADJUSTED IN THE FIELD AS NECESSARY AND APPROVED BY THE ENGINEER.
 - ON ALL DISTURBED SOIL AREAS, PLACE HYDROSEED, ROLLED EROSION CONTROL FABRIC (JUTE MESH) AND FIBER ROLLS AS DESCRIBED IN THE CONTRACT DOCUMENTS.
 - PLACE TEMPORARY REINFORCED SILT FENCE AS DESCRIBED IN THE CONTRACT DOCUMENTS.
 - INSTALL CONTAINER PLANTS AS DESCRIBED IN THE CONTRACT DOCUMENTS.

- EROSION CONTROL NOTES:**
- PLACE TEMPORARY REINFORCED SILT FENCE AS DESCRIBED IN THE CONTRACT DOCUMENTS.
 - ON ALL DISTURBED SOIL AREAS, PLACE HYDROSEED, ROLLED EROSION CONTROL FABRIC (JUTE MESH) AND FIBER ROLLS AS DESCRIBED IN THE CONTRACT DOCUMENTS.
 - ALL OPERATIONS SHALL CONFORM TO REQUIREMENTS OF THE COUNTY EROSION CONTROL ORDINANCE. THE DESIRED END RESULT OF THE PROPOSED MEASURE IS TO CONTROL SITE EROSION AND TO PREVENT SEDIMENT TRANSPORT OFF THE SITE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SEE THAT ANY ADDITIONAL MEASURES TO MEET THIS GOAL ARE BEING MET. SILT FENCES AND SAND BAGS SHALL BE USED TO PREVENT SILT RUNOFF.
 - DISTURBANCE TO NATURAL VEGETATION SHALL BE MINIMIZED WITHIN AREA OF CONSTRUCTION.
 - BETWEEN OCTOBER 1 AND MAY 1, ALL DISTURBED EXPOSED SOIL SHALL BE PROTECTED FROM EROSION AT ALL TIMES. DURING CONSTRUCTION SUCH PROTECTION SHALL CONSIST OF MULCHING AND/OR PLANTING OF NATIVE VEGETATION OF ADEQUATE DENSITY. BEFORE COMPLETION OF PROJECT ANY EXPOSED SOIL ON DISTURBED SLOPES SHALL BE PERMANENTLY PROTECTED FROM EROSION.

EROSION CONTROL & REVEGETATION

COUNTY OF SANTA CRUZ – DEPARTMENT OF PUBLIC WORKS		PROJECT ENGINEER		BY
MILLER CUTOFF ROAD PM 0.49		GREG JONES		REVISION
STORM DAMAGE REPAIR PROJECT				DATE
DRAWN: GRJ				
CHECKED: JSL				
DATE: 12/6/24				
SCALE: 1"=4'				
JOB NO. P40684				
SHEET				
5 OF 5				

Certificate Of Completion

Envelope Id: 8CD49100-D70D-49F8-90A5-4CAEB18D101F		Status: Completed
Subject: Complete with Docusign: PLANS -MILLER CUTOFF PM 0.47.pdf, PLANS- MILLER CUTOFF RD PM 0.49.pdf, ...		
Source Envelope:		
Document Pages: 16	Signatures: 2	Envelope Originator:
Certificate Pages: 5	Initials: 0	Jana Vargas
AutoNav: Enabled	Stamps: 2	701 Ocean Street
Envelopeld Stamping: Enabled		Santa Cruz, CA 95060
Time Zone: (UTC-08:00) Pacific Time (US & Canada)		Jana.Vargas@santacruzcountyca.gov
		IP Address: 63.194.190.100

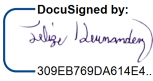
Record Tracking

Status: Original	Holder: Jana Vargas	Location: DocuSign
2/10/2025 3:08:39 PM	Jana.Vargas@santacruzcountyca.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: County of Santa Cruz	Location: Docusign

Signer Events

Felipe Hernandez
Felipe.Hernandez@santacruzcountyca.gov
Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Uploaded Signature Image
Using IP Address: 108.201.141.15

Timestamp

Sent: 3/25/2025 5:00:08 PM
Viewed: 3/27/2025 6:36:02 AM
Signed: 3/27/2025 6:36:22 AM

Electronic Record and Signature Disclosure:

Accepted: 7/17/2023 11:30:46 AM
ID: 2a2f0d4d-8f3b-4197-9c0c-4b7e9be9c82a

CBD eSignature
cbd.esignature@santacruzcountyca.gov
County of Santa Cruz
Security Level: Email, Account Authentication (None)

Signed



Using IP Address: 63.194.190.100

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Resent: 3/27/2025 12:03:10 PM
Viewed: 3/27/2025 10:14:38 AM
Signed: 3/27/2025 12:06:06 PM

Electronic Record and Signature Disclosure:

Accepted: 6/20/2024 3:08:48 PM
ID: 4b7794de-1393-406f-a9a3-56a92d4b90d7

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Jana Vargas
jana.vargas@santacruzcountyca.gov
County of Santa Cruz
Security Level: Email, Account Authentication (None)

VIEWED
Using IP Address: 63.194.190.100

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Resent: 2/21/2025 12:59:44 PM
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Viewed: 3/12/2025 9:47:38 AM

Electronic Record and Signature Disclosure:

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Carbon Copy Events	Status	Timestamp
Greg Jones Greg.Jones@santacruzcountyca.gov County of Santa Cruz Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 3/21/2022 4:20:37 PM ID: 74817c53-52db-4666-a95b-58913aa93c49	COPIED	Sent: 3/27/2025 12:06:09 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/10/2025 3:12:07 PM
Envelope Updated	Security Checked	3/12/2025 9:43:33 AM
Envelope Updated	Security Checked	3/12/2025 9:43:33 AM
Envelope Updated	Security Checked	3/12/2025 9:43:33 AM
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Certified Delivered	Security Checked	3/27/2025 10:14:38 AM
Signing Complete	Security Checked	3/27/2025 12:06:06 PM
Completed	Security Checked	3/27/2025 12:06:09 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, County of Santa Cruz (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 County of Santa Cruz:

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: nada.algharib@santacruzcounty.us

To advise County of Santa Cruz 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 nada.algharib@santacruzcounty.us 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 County of Santa Cruz

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 nada.algharib@santacruzcounty.us 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 County of Santa Cruz

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 nada.algharib@santacruzcounty.us 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>.

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- Until or unless you notify County of Santa Cruz 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 County of Santa Cruz during the course of your relationship with County of Santa Cruz.