



State of New Mexico General Services Department

Statewide Price Agreement Cover Page

Awarded Vendor:
0000008171
Herc Rentals, Inc.
27500 Riverview Center Blvd. Bonita Springs, FL
34134
Contact: Jason Oosterbeek
Email: hercbids@hercrentals.com
Telephone No.: (239) 301-1344

Price Agreement Number: **60-00000-25-00037AA**

Master Agreement Number: **758 2600000430**

Payment Terms: **Net 30**

F.O.B.: **Destination**

Delivery: **As Requested**

Ship To:
All State of New Mexico agencies, commissions,
institutions, political subdivisions and local public
bodies allowed by law.

Procurement Specialist: **John Moya** JM

Telephone No.: **(505)469-1635**

Email: **John.Moya@gsd.nm.gov**

Invoice:
As Requested

Title: Equipment Rental Services – Standard & Emergency

Term: February 23, 2026 - September 30, 2027

This Statewide Price Agreement is made subject to the “terms and conditions” as indicated on the attached Participating Addendum.

NASPO ValuePoint Link:

<https://naspovaluepoint.org/portfolio/equipment-rental-services-standard-emergency/>

Participating Addendum Number 60-00000-25-00037AA
for
Equipment Rental Services – Standard & Emergency
between
State of New Mexico
and
Herc Rentals, Inc.

This Participating Addendum is entered into by State of New Mexico (“Participating Entity”) and the following Contractor (each a “Party” and collectively the “Parties”) for the purpose of participating in NASPO ValuePoint Master Agreement Number MA 758 260000430, executed by Contractor and the State of Kentucky (“Lead State”) for Equipment Rental Services – Standard & Emergency (“Master Agreement”):

Herc Rentals, Inc. (“Contractor”)
13159 Middletown Industrial Blvd
Louisville, KY 40223

I. PARTICIPATING ADDENDUM CONTACTS.

Contractor’s contact for this Participating Addendum is:

Craig Ludwick
Craig.ludwick@hercrentals.com
502-245-8211

Participating Entity’s contact for this Participating Addendum is:

John Moya
IT Senior Manager, Procurement
John.moya@gsd.nm.gov
505-469-1635

- II. TERM.** This Participating Addendum is effective as of the date of the last signature below and will terminate upon termination of the Master Agreement, as amended, unless the Participating Addendum is terminated sooner in accordance with the terms set forth herein.
- III. PARTICIPATION AND USAGE.** This Participating Addendum may be used by all state agencies, institutions of higher education, cities, counties, districts, and other political subdivisions of the state, and nonprofit organizations within the state if authorized herein and by law. Participating Entity has sole authority to determine which entities are eligible to use this Participating Addendum. If Contractor becomes aware that an entity’s use of this Participating Addendum is not authorized, Contractor will notify NASPO ValuePoint to initiate outreach to the appropriate parties.
- IV. GOVERNING LAW.** The construction and effect of this Participating Addendum and any Orders placed hereunder will be governed by, and construed in accordance with, Participating Entity’s laws.
- V. SCOPE.** Except as otherwise stated herein, this Participating Addendum incorporates the scope, pricing, terms, and conditions of the Master Agreement and the rights and obligations set forth therein as applied to Contractor and Participating Entity and Purchasing Entities.
- a. Products.** All products available through the Master Agreement may be offered and sold by Contractor to Purchasing Entities
 - b. Services.** All services available through the Master Agreement may be offered and sold by Contractor to Purchasing Entities
 - c. Contractor Partners.** All subcontractors, dealers, distributors, resellers, and other partners identified on Contractor’s NASPO ValuePoint webpage as authorized to provide Products and Services to Participating Entity may provide Products and Services to users of this Participating Addendum. Contractor will ensure that the participation of Contractor’s subcontractors, dealers, distributors, resellers, and other partners is in accordance with the terms and conditions set forth in the Master Agreement and in this Participating Addendum Any amendment to the Master Agreement shall be deemed incorporated into this Participating

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Addendum unless the amendment is rejected by Participating Entity in writing to Contractor within ten (10) calendar days of the amendment's effective date and is documented thereafter via written amendment hereto. **Any conflict between this Participating Addendum and the Master Agreement will be resolved in favor of the Participating Addendum.** The terms of this Participating Addendum, including those modifying or adding to the terms of the Master Agreement, apply only to the Parties and shall have no effect on Contractor's participating addenda with other participating entities or Contractor's Master Agreement with the Lead State.

- VI. ORDERS.** Purchasing Entities may place orders under this Participating Addendum by referencing the Participating Addendum Number on an Order. Each Order placed under this Participating Addendum is subject to the pricing and terms set forth herein and in the Master Agreement, including applicable discounts, reporting requirements, and payment of administrative fees to NASPO ValuePoint and Participating Entity, if applicable.
- VII. PARTICIPATING ENTITY REPORTING REQUIREMENTS AND ADMINISTRATIVE FEE.** *See Attachment A*
- VIII. FEDERAL FUNDING REQUIREMENTS.** Orders funded with federal funds may have additional contractual requirements or certifications that must be satisfied at the time the Order is placed or upon delivery. When applicable, a Purchasing Entity will identify in the Order any alternative or additional requirements related to the use of federal funds. By accepting the Order, Contractor agrees to comply with the requirements set forth therein.
- IX. RESERVED**
- X. ATTACHMENTS.** This Participating Addendum includes the following attachments:
- a. **Attachment A: State of New Mexico Terms and Conditions**
 - b. **Attachment B: Herc Supplemental Terms and Conditions for Rental of Equipment**
- XI. NOTICE.** Any notice required herein shall be sent to the following:
- | | |
|---|---|
| For Contractor: | For Participating Entity: |
| Craig Ludwick
Craig.ludwick@hercrentals.com
502-245-8211 | Dorothy Mendonca
State Purchasing Agent
Dorothy.mendonca@gsd.nm.gov
505-819-7055 |
- XII. SUBMISSION OF PARTICIPATING ADDENDUM TO NASPO VALUEPOINT.** Upon execution, Contractor shall promptly email a copy of this Participating Addendum and any amendments hereto to NASPO ValuePoint at pa@naspovaluepoint.org. The Parties acknowledge and agree that the Participating Addendum, as amended, may be published on the NASPO ValuePoint website.

SIGNATURE

The undersigned for each Party represents and warrants that this Participating Addendum is a valid and legal agreement binding on the Party and enforceable in accordance with the Participating Addendum's terms and that the undersigned is duly authorized and has legal capacity to execute and deliver this Participating Addendum and bind the Party hereto.

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IN WITNESS WHEREOF, the Parties have executed this Participating Addendum.

CONTRACTOR:

Jason Oosterbeek, Vice President

Signature

Jason Oosterbeek

Printed Name

Vice President

Title

2/24/2026

Date

PARTICIPATING ENTITY:

Dorothy Mendonca

Signature

Dorothy Mendonca

Printed Name

State Purchasing Agent

Title

2/24/2026

Date

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Attachment A State of New Mexico Terms and Conditions

- 1. Taxes:** The Contractor shall be reimbursed by the Participating State for applicable New Mexico gross receipts taxes, excluding interest or penalties assessed on the Contractor by any authority. **PLEASE NOTE: NO PROPERTY TAX WILL BE PAID TO THE CONTRACTOR BY THE PARTICIPATING STATE.** The payment of taxes for any money received under this Agreement shall be the Contractor's sole responsibility and should be reported under the Contractor's Federal and State tax identification number(s).

Contractor and any and all subcontractors shall pay all Federal, state and local taxes applicable to its operation and any persons employed by the Contractor. Contractor shall require all subcontractors to hold the Participating State harmless from any responsibility for taxes, damages and interest, if applicable, contributions required under Federal and/or state and local laws and regulations and any other costs, including transaction privilege taxes, unemployment compensation insurance, Social Security and Worker's Compensation.

- 2. Retainage:**

Reserved

- 3. Performance Bond:**

Reserved

- 4. Term:** THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED IN WRITING BY THE NEW MEXICO STATE PURCHASING AGENT. This Agreement shall begin on the date approved by the New Mexico State Purchasing Agent and end on **September 30, 2027**. The State of New Mexico reserves the right to renew the Participating Addendum on an annual basis by mutual Agreement not to exceed the term of the Master Agreement, in accordance with NMSA 1978 §13-1-150.

- 5. Termination:**

a) **Grounds.** The Participating State may terminate this Agreement for convenience or cause. The Contractor may only terminate this Agreement based upon the Participating State's uncured, material breach of this Agreement.

b) **Notice; Participating State Opportunity to Cure.**

- (1) Except as otherwise provided in sub-paragraph A of this Clause and the Appropriations Clause of this Agreement, the Participating State shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.
- (2) Contractor shall give Participating State written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the Participating State's material breaches of this Agreement upon which the termination is based and (ii) state what the Participating State must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the Participating State does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the Participating State does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.
- (3) Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to provide the Goods or perform the Services contracted for, as determined by the Participating State; (ii) if, during the term of this Agreement, the Contractor is suspended or debarred by the New Mexico State Purchasing Agent; or (iii) the Agreement is terminated pursuant to the Appropriations Clause of this Agreement.

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c) **Liability.** Except as otherwise expressly allowed or provided under this Agreement, the Participating State's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either Party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. **THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE PARTICIPATING STATE'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.**

6. Appropriations: The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature, this Agreement shall terminate immediately upon written notice being given by the Participating State to the Contractor. The Participating State's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the Participating State proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

7. Status of Contractor: The Contractor and its agents and employees are independent contractors providing Goods and/or performing professional or general services for the Participating State and are not employees of the State of New Mexico. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles, or any other benefits afforded to employees of the State of New Mexico as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the State of New Mexico unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

8. Conflict of Interest; Governmental Conduct Act:

a) The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

b) The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978. Without in any way limiting the generality of the foregoing, the Contractor specifically represents and warrants that:

- (1) in accordance with NMSA 1978, § 10-16-4.3, the Contractor does not employ, has not employed, and will not employ during the term of this Agreement any Participating State employee while such employee was or is employed by the Participating State and participating directly or indirectly in the Participating State's contracting process;
- (2) this Agreement complies with NMSA 1978, § 10-16-7(A) because (i) the Contractor is not a public officer or employee of the Participating State; (ii) the Contractor is not a member of the family of a public officer or employee of the Participating State; (iii) the Contractor is not a business in which a public officer or employee or the family of a public officer or employee has a substantial interest; or (iv) if the Contractor is a public officer or employee of the Participating State, a member of the family of a public officer or employee of the Participating State, or a business in which a public officer or employee of the Participating State or the family of a public officer or employee of the Participating State has a substantial interest, public notice was given as required by NMSA 1978, § 10-16-7(A) and this Agreement was awarded pursuant to a competitive process;
- (3) in accordance with NMSA 1978, § 10-16-8(A), (i) the Contractor is not, and has not been represented by, a person who has been a public officer or employee of the Participating State within the preceding year and whose official act directly resulted in this Agreement and (ii) the Contractor is not, and has not been assisted in any way regarding this transaction by, a former public officer or employee of the Participating State whose official act, while in the Participating State's employment, directly resulted in the Participating State's making this Agreement;

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- (4) this Agreement complies with NMSA 1978, § 10-16-9(A) because (i) the Contractor is not a legislator; (ii) the Contractor is not a member of a legislator's family; (iii) the Contractor is not a business in which a legislator or a legislator's family has a substantial interest; or (iv) if the Contractor is a legislator, a member of a legislator's family, or a business in which a legislator or a legislator's family has a substantial interest, disclosure has been made as required by NMSA 1978, § 10-16-7(A), this Agreement is not a sole source or small purchase contract, and this Agreement was awarded in accordance with the provisions of the Procurement Code;
 - (5) in accordance with NMSA 1978, § 10-16-13, the Contractor has not directly participated in the preparation of specifications, qualifications or evaluation criteria for this Agreement or any procurement related to this Agreement; and
 - (6) in accordance with NMSA 1978, § 10-16-3 and § 10-16-13.3, the Contractor has not contributed, and during the term of this Agreement shall not contribute, anything of value to a public officer or employee of the Participating State.
- c) Contractor's representations and warranties in paragraphs A and B of this Clause are material representations of fact upon which the Participating State relied when this Agreement was entered into by the Parties. Contractor shall provide immediate written notice to the Participating State if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in paragraphs A and B of this Clause were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in paragraphs A and B of this Clause were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the Participating State and notwithstanding anything in the Agreement to the contrary, the Participating State may immediately terminate the Agreement.
- d) All terms defined in the Governmental Conduct Act have the same meaning in this Agreement.

9. Amendment:

- a) This Agreement shall not be altered, changed or amended except by instrument in writing executed by the Parties hereto and all other required signatories.
- b) If the Participating State proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in the Terminations Clause of this Agreement, or to agree to the reduced funding.

10. Merger: This Agreement incorporates all the Agreements, covenants and understandings between the Parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the Parties or their agents shall be valid or enforceable unless embodied in this Agreement.

11. Penalties for violation of law: The Procurement Code, NMSA 1978 §§ 13-1-28 through 13-1-199, imposes civil and criminal penalties for violation of the statute. In addition, the New Mexico criminal statutes impose felony penalties for illegal acts, including bribes, gratuities and kickbacks.

12. Equal Opportunity Compliance: The Contractor agrees to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

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- 13. Workers Compensation:** The Contractor agrees to comply with the Participating State’s laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the Participating State.
- 14. Applicable Law:** The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, § 38-3-1 (G). By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.
- 15. Records and Financial Audit:** The Contractor shall maintain detailed time and expenditure records that indicate the date, time, nature and cost of services rendered during the Agreement’s term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the Participating State, including the New Mexico Department of Finance and Administration and the New Mexico State Auditor. The Participating State shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the Participating State to recover excessive or illegal payments.
- 16. Invalid Term or Condition:** If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.
- 17. Enforcement of Agreement:** A Party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that Party's right thereafter to demand strict compliance with that or any other provision. No waiver by a Party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a Party of any of its rights shall be effective to waive any other rights.
- 18. Non-Collusion:** In signing this Agreement, the Contractor certifies the Contractor has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the Participating State.
- 19. Notices:** Any notice required to be given to either Party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the Participating State:

Name:	Dorothy Mendonca State Purchasing Director, State Purchasing Division
Address:	1100 St. Francis Dr., Room 2016, Santa Fe, NM 87505
Telephone:	(505) 827-0472
Email:	Dorothy.Mendoca@GSD.NM.GOV

To the Contractor:

Name:	Jason Oosterbeek – Vice President
Address:	27500 Riverview Center Blvd. Bonita Springs, FL 34134
Telephone:	239-301-1344
Contact:	Sales Operations
Email:	hercbids@hercrentals.com

- 20. Succession:** This Agreement shall extend to and be binding upon the successors and assigns of the Parties.

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- 21. Headings:** Any and all headings herein are inserted only for convenience and ease of reference and are not to be considered in the construction or interpretation of any provision of this Agreement. Numbered or lettered provisions, sections and subsections contained herein, refer only to provisions, sections and subsections of this Agreement unless otherwise expressly stated.
- 22. Default/Breach:** Agency/State proposes that “In the case of Default/Breach by the Contractor for any reason whatsoever, the Contractor may provide replacement equipment that is acceptable to the Purchasing Entity and the State of New Mexico. If no replacement equipment is available, the Purchasing Entity and the State of New Mexico may procure the Goods or Services from another source and agrees that the Contractor will not be liable for any resulting excess costs. The Purchasing Entity and the State of New Mexico may also seek any other remedies under the terms of this Agreement, and under law or equity
- 23. Equitable Remedies:** Contractor acknowledges that its failure to comply with any provision of this Agreement will cause the Participating State irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the Participating State, and the Contractor consents to the Participating State’s obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. Participating State’s rights to obtain equitable relief pursuant to this Agreement shall be in addition to, and not in lieu of, any other remedy that the Participating State may have under applicable law, including, but not limited to, monetary damages.
- 24. New Mexico Employees Health Coverage:**
- a) If Contractor has, or grows to, six (6) or more employees who work, or who are expected to work, an average of at least 20 hours per week over a six (6) month period during the term of this Agreement, Contractor certifies, by signing this agreement, to have in place, and agree to maintain for the term of the Agreement, health insurance for those employees and offer that health insurance to those employees if the expected annual value in the aggregate of any and all contracts between Contractor and the Participating State exceed \$250,000.
 - b) Contractor agrees to maintain a record of the number of employees who have (a) accepted health insurance; (b) declined health insurance due to other health insurance coverage already in place; or (c) declined health insurance for other reasons. These records are subject to review and audit by a representative of the Participating State.
 - c) Contractor agrees to advise all employees of the availability of Participating State’s publicly financed health care coverage programs by providing each employee with, as a minimum, the following web site link to additional information: <https://bewellnm.com/>.
- 25. Indemnification:** The Contractor shall defend, indemnify and hold harmless the Purchasing Entity and the State of New Mexico from all actions, proceeding, claims, demands, costs, damages, attorneys’ fees and all other liabilities and expenses of any kind filed by a third party which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than ten (10) days after it receives notice thereof, notify the legal counsel of the Participating State and the Risk Management Division of the New Mexico General Services Department by certified mail.
- 26. Default and Force Majeure:** The Purchasing Entity reserves the right to cancel all or any part of any Orders placed under this Agreement without cost to the Purchasing Entity, if the Contractor fails to meet the provisions of this Agreement and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the Participating State and/or the Purchasing Entity due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the Order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors

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due to any of the above, unless the Participating State shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the Participating State provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

- 27. Assignment:** The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the Participating State.
- 28. Subcontracting:** The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the Participating State. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the Participating State.
- 29. Inspection of Plant:** The Participating State may inspect, at any reasonable time during Contractor's regular business hours and upon prior written notice, the Contractor's plant or place of business, or any subcontractor's plant or place of business, which is related to the performance of this Agreement.
- 30. Commercial Warranty:** Reserved
- 31. Condition of Proposed Items:** Where Goods are a part of this Agreement, all proposed items are to be NEW and of most current production, unless otherwise specified in the Participating Addendum.
- 32. Release:** Final payment of the amounts due under this Agreement shall operate as a release of the Participating State, its officers and employees and Procuring Entity from all liabilities, claims and obligations whatsoever arising from or under this Agreement.
- 33. Confidentiality:** Any Confidential Information provided to the Contractor by the Participating State or, developed by the Contractor based on information provided by the Participating State in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the Participating State. Upon termination of this Agreement, Contractor shall deliver all Confidential Information in its possession to the Participating State within thirty (30) Business Days of such termination. Contractor acknowledges that failure to deliver such Confidential Information to the Participating State will result in direct, special and incidental damages.
- 34. Contractor Personnel:**
 - a) **Key Personnel.** Contractor's key personnel shall not be diverted from this Agreement without the prior written approval of the Participating State. Key personnel are those individuals considered by the Participating State to be mandatory to the work to be performed under this Agreement. Key personnel shall be:

Jason Oosterbeek

- b) **Personnel Changes.** Replacement of any personnel shall be made with personnel of equal ability, experience, and qualification and shall be approved by the Participating State. For all personnel, the Participating State reserves the right to require submission of their resumes prior to approval. If the number of Contractor's personnel assigned to the Agreement is reduced for any reason, Contractor shall, within ten (10) Business Days of the reduction, replace with the same or greater number of personnel with equal ability, experience, and qualifications, subject to the Participating State's approval. The Participating State, in its sole discretion, may approve additional time beyond the ten (10) Business Days for replacement of personnel. The Contractor shall include status reports of its efforts and progress in finding

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replacements and the effect of the absence of the personnel on the progress of the Agreement. The Contractor shall also make interim arrangements to assure that the Agreement progress is not affected by the loss of personnel. The Participating State reserves the right to require a change in Contractor’s personnel if the assigned personnel are not, in the sole opinion of the Participating State, meeting the Participating State’s expectations.

- 35. Incorporation by Reference and Precedence:** In the event of a dispute under this Agreement, applicable documents will be referred to for the purpose of clarification or for additional detail in the following order of precedence: (1) this Participating Addendum; (2) the Master Lease Agreement, if applicable; and (3) the NASPO ValuePoint Master Agreement.
- 36. Inspection:** If this Agreement is for the purchase of Goods, final inspection and acceptance shall be made at Destination. Goods rejected at Destination for non-conformance to specifications shall be removed at Contractor’s risk and expense promptly after notice of rejection and shall not be allowable as billable items for payment.
- 37. Inspection of Services:** Reserved
- 38. Insurance:** If the Services contemplated under this Agreement will be performed on or in Participating State facilities or property, Contractor shall maintain in force during the entire term of this Agreement, the following insurance coverage(s), naming the State of New Mexico, General Services Department or other party to this Agreement as additional insured.
 - a)** Workers Compensation (including accident and disease coverage) at the statutory limit. Employers liability: \$100,000.
 - b)** Comprehensive general liability (including endorsements providing broad form property damage, personal injury coverage and contractual assumption of liability for all liability the Contractor has assumed under this Agreement).
Limits shall not be less than the following:
 - (1)** Bodily injury: \$1,000,000 per person /\$1,000,000 per occurrence.
 - (2)** Property damage or combined single limit coverage: \$1,000,000.
 - (3)** Automobile liability (including non-owned automobile coverage): \$1,000,000.
 - (4)** Umbrella: \$1,000,000.
 - c)** Contractor shall maintain the above insurance for the term of this Agreement and name the State of New Mexico, General Services Department or other party to this Agreement as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.
- 39. Arbitration:** Any controversy or claim arising between the Parties shall be settled by arbitration pursuant to NMSA 1978 § 44-7A-1 *et seq.*
- 40. Reporting:**
The Contractor agrees to provide a utilization report on all sales/or services and other revenues (including commissions charged) and fees to the agreement administrator in accordance with the following schedule:

Quarter:	Period Ending:	Report Due Date:
First	September 30	October 30
Second	December 31	January 31
Third	March 31	April 30
Fourth	June 30	July 31

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The sales report shall include the gross total sales and other revenues including commissions charged for the period subtotaled by Procuring Agency or local public body name. Even if the Contractor experiences zero sales during the quarter, a report shall still be submitted.

41. Fees:

The Contractor agrees to remit an administrative reporting fee payable by check to the State Purchasing Division for an amount equal to **one percent (1.00 %)** of the total sales and other revenues derived from the New Mexico state agencies and local public bodies. The Contractor shall indicate the contract number **60-00000-25-00037AA** and include the remittance check with the quarterly sales report.

Reports may be submitted via U.S. mail to NM State Purchasing Division or via email to:

GSD.QuarterlyUsageR@gsd.nm.gov

For payment of fees through U.S. Mail or Courier Delivery:

New Mexico State Purchasing Division
Joseph Montoya Building, Room 2016,
1100 St. Francis Drive, Santa Fe, New Mexico 87505
or P.O. Box 6850, Santa Fe, New Mexico 87502

42. Lease Agreements:

Reserved.

43. Subcontractors: All Contactors, Authorized Dealers, and resellers authorized in the State of New Mexico, as shown on the dedicated Contractor (cooperative contract) website, are approved to provide sales and service support to participants in the NASPO ValuePoint Master Agreement. The Contractor's dealer participation will be in accordance with the terms and conditions set forth in this Participating Addendum and the aforementioned Master Agreement.

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ATTACHMENT B
HERC SUPPLEMENTAL TERMS AND CONDITIONS FOR RENTAL OF EQUIPMENT

These Herc Supplemental Terms and Conditions for Rental of Equipment dated _____ (“Rental Terms”) supplement and amend the terms of the Master Services Agreement or other agreement (“Agreement”) between Herc Rentals Inc. (“Herc”) and the State of New Mexico (“Customer”) for the purpose of governing equipment rental transactions between the parties, as agreed on an applicable order document. These Rental Terms, the Agreement and an applicable order document for the lease or rental of equipment are collectively referred to herein as the “Rental Documentation.” In the event of any conflict between these Rental Terms and those contained in any Rental Documentation, these Rental Terms shall govern.

1. **RIGHTS TO THE EQUIPMENT:** Customer represents that the equipment herein is to be used solely and exclusively for business or commercial purposes. The equipment is owned by Herc. Customer acknowledges that no one other than Herc may transfer the equipment or any rights or obligations under the Rental Documentation. Neither Customer nor any operators are agents of Herc. No one may perform major service, repair, or alter the equipment without Herc's prior written approval except for emergencies, which threaten life or property. Customer will not suffer any liens or encumbrances to attach to the equipment and will defend, indemnify and hold Herc harmless from all loss, liability and expense by reason thereof.
2. **RENTAL CHARGES:** Customer and Herc hereby agree to the equipment and pricing as detailed on the Pricing Schedule to the Agreement and Customer agrees to be responsible for all applicable fees and charges as published at HercRentals.com, including without limitation, environmental and emissions, refueling, vehicle licensing fees and transportation charges. Any equipment that is ordered locally at a Herc branch or other such location, that is not on the list of equipment in the Pricing Schedule of the Agreement will be negotiated locally at time of rental, up to an amount not to exceed the then-current list price for a standard rental shift, plus any additional hours, as published at HercRentals.com. Customer agrees to be liable for all payments due for such local rentals.
3. **OPERATION OF THE EQUIPMENT.** Only Customer and the following persons with Customer's permission ("Authorized Operators") may operate the equipment: Customer's employees in the course of such employee's regular employment, and Customer's Owners and agents during the course of performing work for Customer. Customer and all Authorized Operators must be properly qualified to operate the equipment and have a valid operator's license with respect to the equipment where required by law. Use of the equipment by persons other than as provided for in this Paragraph will be at Customer's sole risk.
4. **CUSTOMER'S RESPONSIBILITIES.** Customer must return the equipment to Herc in the same good and clean condition it was in when Customer received it, ordinary wear excepted. The equipment must be returned to Herc at the Herc branch from which it was rented. Customer acknowledges that it must confirm return receipt of the equipment by Herc at the time the equipment is returned. Until such time as Herc receives actual possession of the equipment, Customer agrees to hold said equipment in a safe and secure manner. Customer shall notify the renting branch by telephone or fax, prior to any equipment movements between Customer's job sites. The equipment will be used only in accordance with the manufacturer's instructions within its rated capacity.

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Customer will promptly notify Herc of any accident, damage or failure involving the equipment and will reasonably cooperate with Herc in gathering information in connection therewith. Customer will perform or cause to be performed lubrication and readiness checks of the equipment, including but not limited to: checking of the equipment before each shift; checking and maintaining crankcase, transmission, cooling and fluid systems daily; and checking tire pressure and battery fluid and charge levels weekly. If the equipment fails to operate properly or becomes in need of repair, Customer will immediately cease using same and will immediately notify Herc. Customer further agrees, at Customer's sole cost and expense, to secure and maintain in force during the entire term of the Rental Documentation insurance that meets the requirements set forth herein for the benefit of Herc.

5. RISK OF LOSS. Buyer assumes all risk of loss and damage to and from equipment associated with its possession, control, transportation, or use of the equipment, including third party personal injury, death and/or property damage unless such loss or damage results from a latent defect(s) or fault or negligence on the part of Herc, while on rental and in Customer's care, custody or control, including, but not limited to, fire, flood, theft, comprehensive losses, collision and rollover, and Acts of God, will be the responsibility of Customer and will be paid to Herc promptly upon Customer's receipt of an invoice therefor. Such responsibility is limited to: (1) reasonable repair cost; or, (2) the fair market value of the equipment at the time it is lost or damaged, less its salvage value. THE COST OF LABOR FOR SUCH REPAIRS WILL BE EITHER SUPPLIER'S THEN PREVAILING REASONABLE HOURLY RATE FOR LABOR, POSTED AT THE SUPPLIER BRANCH WHERE THE EQUIPMENT IS TO BE REPAIRED, OR THE REPAIRER'S REASONABLE HOURLY RATE FOR LABOR CHARGED TO SUPPLIER FOR SUCH REPAIRS, AS THE CASE MAY BE. Parts will be charged to Customer at Herc's cost as reasonably charged to Herc by the supplier or repairer, as the case may be. Use of the equipment by persons other than as provided for herein will be at Customer's sole risk. Customer and any Authorized Operator hereby assume all risk of loss or damage and waive all claims against Herc by reason of any property left, or stored, by Customer or any other person in or upon the equipment, and further agree to indemnify and hold harmless Herc, its subsidiary and affiliated companies, parent company and its and their officers, agents and employees, from and against all loss, liability, claim, action or expense, including but not limited to reasonable attorneys' fees, arising out of such loss and damage to the extent such loss or damage is not the result of latent defect(s), fault or negligence of Herc. In the event of concurrent responsibility, each party shall share equally in the defense and indemnity cost.

6. CUSTOMER'S INSURANCE OBLIGATIONS Customer shall obtain, and shall provide to Herc certificates evidencing the following insurance coverage: (a) workers' compensation insurance with statutory limits and employer's liability insurance with limits of at least \$1,000,000; (b) commercial general liability insurance having a limit of at least \$1,000,000 per occurrence bodily injury and property damage, including contractual liability with no exclusions for explosion, and collapse and underground hazard coverage; (c) business automobile liability insurance having a limit of at least \$2,000,000 per occurrence for bodily injury and property damage, including but not limited to coverage for owned, hired and non-owned automobiles. This insurance shall be primary for all purposes and shall contain standard cross liability provisions. All insurance policies shall be endorsed to add Herc as an additional insured, except for workers' compensation and employer's liability policies, and shall include waivers of any right of subrogation of the insurers against Herc, its officers, directors, employees and subcontractors of all tiers. Additionally, Customer will, at its own expense and at all times during the term of this Agreement, maintain in force Property Insurance in an amount adequate to cover any damage to, or loss of, the equipment being rented under this Agreement. Customer's policy must expressly cover non-owned equipment while in Customer's care, custody and control. Customer

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will, on demand, furnish Herc a Certificate of Insurance evidencing such insurance and endorsed to provide that such insurance may not be canceled or materially modified except on thirty (30) days prior written notice to Herc except for non-payment which shall be ten (10) days. The amount, terms and conditions of the insurance required herein must be acceptable to Herc. Customer agrees to abide by all of the terms and conditions of such insurance. Herc's acceptance of Customer's Certificate(s) of Insurance will not be deemed a waiver or modification of Customer's insurance, indemnity or any other obligation under this Agreement. The aforesaid Customer insurance obligation will not in any way limit the ultimate Customer liability hereunder.

7. RENTAL PROTECTION PLAN OPTION.

The "Rental Protection Plan" option ("RPP") is not insurance; it is an option that Herc offers Customer to limit Customer liability for loss or damage to the Equipment that Customer has rented from Herc. If Customer does not accept RPP when offered by Herc, Customer is responsible to cover the Equipment with insurance as set forth below and pay to Herc the Full Value of the Equipment at the time it is lost or damaged. The benefit from this RPP is limited by the deductible and excludes the specific conditions or events shown in subparagraph (b).

(a) If Customer complies with all of the Rental Documentation, including the provisions of paragraphs 2 and 3 of these Rental Terms, and if Herc in its discretion has offered to Customer, and Customer has accepted RPP, then Herc agrees to waive, to the extent specified in this Section 7, Customer responsibility for loss of or damage to the Equipment to the extent that it exceeds the deductible shown on the rental record. Customer is responsible under this Agreement for the loss of or damage to the Equipment up to the amount of the "deductible" for the RPP. This may change if Customer extends or shortens the duration of Customer rental or if Customer adds equipment to the rental. Customer can only accept RPP at or prior to the beginning of the rental term. **NOTWITHSTANDING ANY NOTATION ON THE RENTAL RECORD, RPP IS NOT OFFERED ON OR AVAILABLE FOR THE RENTAL OF A PASSENGER MOTOR VEHICLE.**

(b) **NOTWITHSTANDING CUSTOMER ACCEPTANCE OF RPP, CUSTOMER'S RESPONSIBILITY FOR LOSS OR DAMAGE WILL NOT BE LIMITED BY SUBPARAGRAPH (a) TO THE EXTENT SUCH LOSS OR DAMAGE RESULTS FROM AN AUTHORIZED OPERATOR'S OR ANY PERSON'S NEGLIGENCE OR FROM:**

- (i) striking an overhead object with the Equipment;
- (ii) vandalism, malicious mischief, theft or conversion of the Equipment, unless an Authorized Operator promptly files
Operator promptly files
with the applicable public authorities (and promptly provides to Herc) a formal written theft, vandalism or
conversion report;
- (iii) leaving keys, if any, in the Equipment while that Equipment is not locked or otherwise secured, regardless of
whether or not a report was filed pursuant to Section 7(b)(ii);
- (iv) exposure to corrosive materials;
- (v) overloading of a boom, exceeding rated capacity of equipment;
- (vi) Customer failure to perform any of Customer obligations under this Agreement;
- (vii) damage due to acts of God, such as floods, wind, storms or earthquakes;

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(viii) Damage to tires and tubes caused by blow out, bruises, cuts, punctures or other causes inherent in the use of the Equipment;

(ix) Damage to motor vehicles without a police report; or

(x) Damage to passenger vehicles such as SUV's or vans.

(c) In the event of loss or damage to the Equipment, Customer is required to cooperate with Herc's investigation of any incident involving the Equipment, and complete an RPP Incident Report.

(d) RPP IS OPTIONAL, AND CUSTOMER NEED NOT ACCEPT IT IF HERC OFFERS IT TO CUSTOMER. TO THE EXTENT HERC DOES NOT OFFER RPP TO CUSTOMER, OR CUSTOMER DOES NOT ACCEPT RPP, CUSTOMER MUST MAINTAIN THE INSURANCE COVERAGE REQUIRED BY PARAGRAPH 6. If Customer elects to maintain insurance coverage, and the certificate of insurance Customer provides to Herc to evidence Customer's insurance coverage

is unacceptable to Herc or the applicable policies expire, Customer agrees that Herc may charge RPP for Customer rentals until such time as Customer provides an acceptable and valid certificate of insurance and such matters are corrected to Herc's reasonable satisfaction

8. **REMEDIES.** In case of default by Customer, or if Herc deems itself insecure, Herc may, without waiver of any other rights and remedies, peaceably enter the premises after reasonable notice to the manager of the facility where the equipment is located and render it inoperative or remove same.

9. **WARRANTIES AND REMEDIES.** Herc warrants that the equipment, upon delivery to Customer, will be in good mechanical and merchantable condition. Customer acknowledges having examined the Equipment upon its delivery to Customer. The Equipment shall be deemed to be accepted by Customer upon delivery and subject to the terms and conditions of this Agreement if Customer does not notify Herc in writing within 48 hours of delivery of the Equipment of any problem with the Equipment. If the equipment is found by Customer not to be in good mechanical condition, as a result of conditions not the responsibility of Customer, nor caused by the fault or negligence of Customer or Customer's employees or agents, Customer will notify Herc within 48 hours of delivery, whereupon Herc will suitably replace the equipment as soon as is reasonably possible during Customer's normal operations. Customer's payment obligations shall commence on delivery of the replacement equipment or the repaired equipment. If Herc removes the equipment, it shall no longer be subject to the Agreement. Customer shall pay to Herc all amounts due for damage to equipment which is the responsibility of Customer. Customer agrees to provide reasonable access to the equipment to Herc's representatives. **The foregoing is in lieu of (i) all warranties, express, implied or statutory, including but not limited to the implied warranty of merchantability and the implied warranty of fitness for a particular purpose; and of (ii) all obligations or liability on the part of Herc for damages. Customer waives all indirect, incidental and consequential damages arising out of or in connection with the renting, maintenance, use, operation, storage, erection, dismantling or transportation of the equipment.**

10. **REFUELING OPTIONS.** Herc agrees to provide the equipment to Customer with full fuel tanks. Customer may return the equipment with full fuel tanks(s) or allow Herc to refuel the equipment. If Customer returns the equipment with the fuel tank(s) less than full, Customer will pay to Herc a sum equal to Herc's then-

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applicable refueling service charge posted at the Herc branch where the equipment is returned for the number of gallons required to refill the tank(s) at the time of return.

11. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the state of Delaware without regard to its rules of conflict of laws. Customer irrevocably and unconditionally consents to submit to the sole and exclusive jurisdiction of the state and federal courts within the State of Delaware (the “Delaware Courts”) for any litigation arising out of or relating to this Agreement and the transactions contemplated hereby, and waives any objection to the laying of venue and forum in the Delaware Courts. If any provision, or any part of any provision of this Agreement or the application thereof is thereafter held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and to this end the provisions of this Agreement are declared severable.

Certificate Of Completion

Envelope Id: 62C544C7-3192-4D67-8C21-A4844785B753

Status: Completed

Subject: Complete with Docusign: 60-00000-25-00037AA Equipment rental.docx, PA.60-00000-25-00037AA Equip...

Source Envelope:

Document Pages: 17

Signatures: 2

Envelope Originator:

Certificate Pages: 5

Initials: 2

John Moya

AutoNav: Enabled

1100 S Saint Francis Dr

Envelopeld Stamping: Enabled

Santa Fe, NM 87502

Time Zone: (UTC-07:00) Mountain Time (US & Canada)

john.moya@gsd.nm.gov

IP Address: 164.64.62.10

Record Tracking

Status: Original

Holder: John Moya

Location: DocuSign

2/20/2026 3:47:46 PM

john.moya@gsd.nm.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: General Services Department

Location: Docusign

Signer Events

Signature

Timestamp

John Moya

john.moya@gsd.nm.gov

IT Senior Manager, Procurement

Security Level: Email, Account Authentication
(None)

Sent: 2/20/2026 3:59:18 PM

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Signature Adoption: Pre-selected Style

Using IP Address: 164.64.62.10

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Natalie Martinez

Natalie.Martinez1@gsd.nm.gov

Deputy Director

New Mexico General Services

Security Level: Email, Account Authentication
(None)

Sent: 2/20/2026 3:59:39 PM

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Electronic Record and Signature Disclosure:

Not Offered via Docusign

Jason Oosterbeek, Vice President

hercbids@hercrentals.com

Vice President

Herc Rentals Inc

Security Level: Email, Account Authentication
(None)

Sent: 2/24/2026 1:27:26 PM

Viewed: 2/24/2026 1:38:15 PM

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Electronic Record and Signature Disclosure:

Accepted: 2/24/2026 1:38:15 PM

ID: 3c417257-4a6c-482e-9191-31e7bbc0776a

Dorothy Mendonca

dorothy.mendonca@gsd.nm.gov

SPD Division Director / State Purchasing Agent

General Services Department

Signing Group: 35000 - State Purchasing Agent

Security Level: Email, Account Authentication
(None)

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Electronic Record and Signature Disclosure:

Accepted: 4/14/2023 7:24:59 AM

ID: 51f6380f-50f7-4227-afb5-572b373dfb7c

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/20/2026 3:59:18 PM
Certified Delivered	Security Checked	2/24/2026 1:59:37 PM
Signing Complete	Security Checked	2/24/2026 1:59:44 PM
Completed	Security Checked	2/24/2026 1:59:44 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

A. ELECTRONIC RECORD AND SIGNATURE DISCLOSURE (ERSD)

From time to time, New Mexico General Services Department (GSD), on behalf of the State of New Mexico (SONM), may be required by law to provide you with certain written notices or disclosures. Stated below are the terms and conditions for GSD's providing you such notices and disclosures electronically through the DocuSign system. Please read this information carefully. If you are able to access this information electronically 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.

B. Obtaining paper copies

At any time up to twenty (20) calendar days following your use of DocuSign to electronically sign a document, you may request a paper copy of any record provided or made available electronically to you by GSD. You will have the ability to download and print documents SONM sends 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 twenty (20) calendar day period after such documents are first sent to you. Following the twenty (20) day period, if you want GSD to send you paper copies of any such documents from GSD's office, you will be charged a \$1.00 per-page fee plus postage. You may request delivery of such paper copies from GSD by following the procedure stated in Section H, below.

C. Withdrawing your consent

If you decide to receive notices and disclosures from GSD electronically, you may at any time change your mind and inform GSD you want to receive required notices and disclosures only in paper format. The procedure concerning how you may inform GSD of your decision to receive future notices and disclosures in paper format as well as withdraw your consent to receive notices and disclosures electronically is stated in Section D, immediately below.

D. Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed with which GSD will be able to complete certain steps in specific transactions and deliver paper copies to you. GSD will need: (1) to send the required notices or disclosures to you in paper format; and (2) wait until GSD receives 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 SONM or to electronically sign documents generated and sent to you from SONM.

E. All notices and disclosures will be sent to you electronically

Unless you inform GSD otherwise according to these procedures, GSD will electronically provide 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 your electronic signature relationship with SONM. To reduce the possibility of inadvertent non-receipt, GSD prefers to provide all required notices and disclosures by the same method and to the same email or physical address that you furnish to GSD. Thus, you may receive the disclosures and notices electronically or in paper form. If you do not agree with this procedure, please inform GSD according to the procedures stated in Section I, below. Please also refer to Section D, immediately above, which states the consequences resulting from your declination of electronic delivery of notices and disclosures.

F. How to contact GSD:

You may inform General Services Department (GSD) of any changes you select regarding State Purchasing Division's (SPD) electronic communications with you, to request paper copies of certain information from SPD, and to withdraw your prior consent to receive notices and disclosures electronically by emailing your request(s) to SPD at: GSD.SPInfo@state.nm.us

G. To advise SPD of your new email address

To inform SPD of a change in the email address to which SPD sends you notices and disclosures electronically, you must send an email to SPD at GSD.SPInfo@state.nm.us and in the body of such request you must include your previous and new email addresses.

H. To request paper copies from SPD

To request delivery of paper copies of electronic notices and disclosures that DocuSign and/or SPD have previously provided to you, you must send an email to SPD at GSD.SPInfo@state.nm.us and in the body of your email request state your email address, full name, mailing address, and telephone number. SPD will charge you a \$1.00 per page copy fee plus postage.

I. To withdraw your consent with SPD

To inform SPD that you no longer wish to receive notices and disclosures in electronic format you may:

(1) Decline to sign a document from within a signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may:

(2) Send SPD an email to GSD.SPInfo@state.nm.us and in the body of your request state your email address, full name, mailing address, and telephone number.

J. Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current DocuSign system requirements may be found at:

<https://support.docusign.com/guides/signer-guide-signing-system-requirements>

K. Acknowledging your access and consent to receive and sign documents electronically

To confirm that you are able to electronically access the information contained in this Electronic Record and Signature Disclosure (ERSD), please confirm that you have: (1) read this ERSD, and either: (2) you are able to print on paper or electronically save this ERSD for your future reference and access; or (3) you are able to email this ERSD to an email address where you will be able to print this ERSD on paper and/or save this ERSD for your future reference and access. Further, if you consent to receiving notices and disclosures from DocuSign and/or SPD exclusively in electronic format, then select the check-box next to “I agree to use electronic records and signatures,” before you click “CONTINUE” within the DocuSign system.

By selecting the check-box next to “I agree to use electronic records and signatures,” you confirm that:

- You have read this Electronic Record and Signature Disclosure (ERSD); and
- You can print this ERSD on paper, or you can save and/ or send this ERSD to a location where you can print this ERSD, for your future reference and access; and
- Until or unless you notify SPD as stated in this ERSD, you consent to exclusively receive through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by SPD during the course of your electronic signature relationship with SPD.