

CONTRACT AMENDMENT

CC # 8396-1

Project Name: Go Redmond
Contractor: City of Redmond **Contract No.:** 5941279
Address: 15670 NE 85th Street **Amendment Date :** 4/1/19
Redmond, WA 98073 **Amendment No.:** 001

AMENDMENT REQUESTED BY
Innovative Mobility,
Market and Business Development

Organization
Debbie Jaksich

Name
Program Manager III

Title

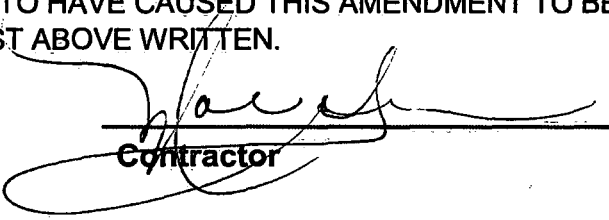
- AMENDMENT EFFECTS**
- Change of Scope**
 - Method of Payment**
 - Time of Performance**
 - Compensation**
 - Terms and Conditions**
 - Results of Services**
 - Other**

This Amendment provides up to an additional \$236,000 to pay for City of Redmond staff time and incidentals in support of the Go Redmond TDM residential and employer program, beginning January 1, 2019 through December 31, 2020.

In addition, the amendment corrects the contract recital from specifying a specific CMAQ funding source to a broader more general funding statement, and updates the Federal Requirements of Section 6, A-C.

IN WITNESS HEREOF, THE PARTIES HERETO HAVE CAUSED THIS AMENDMENT TO BE EXECUTED AND INSTITUTED ON THE DATE FIRST ABOVE WRITTEN.

King County, Washington



Contractor

By Rob Gannon
Title General Manager,
Metro Transit Department
Date _____

By ^{for} John Marchione
Title Mayor,
City of Redmond
Date 4/25/19

TRANSPORTATION DEMAND MANAGEMENT AGREEMENT

BETWEEN

THE CITY OF REDMOND

AND

KING COUNTY

GoRedmond Program

This Transportation Demand Management Agreement for the *GoRedmond* Program (the "Agreement") is made and entered into by and between the City of Redmond, a Washington municipal corporation (the "City") and King County, a home rule charter county of the State of Washington, through its Department of Transportation, Metro Transit Division (the "County"), either of which entity may be referred to hereinafter individually as "Party" or collectively as the "Parties."

Whereas, the County has accepted from the Federal Transit Administration (FTA) (Award 1731-2019-04,102893 WA-95-X005), Congestion Mitigation Air Quality ("CMAQ") Section 5307 – TDM Corridor Strategies Supporting Centers for multi-modal transportation project planning and demonstration programs, in order to reduce drive-alone vehicle travel and increase high occupancy vehicle use to help reduce energy consumption, air pollution and traffic congestion. And intends to use these and/or other eligible grant funds to reimburse the City for work performed in accordance with the terms and conditions of this Agreement; and

Whereas, such projects and programs include strategies known as transportation demand management ("TDM") which may encompass incentives, outreach, promotions, and services that facilitate travel by public transportation, shared rides, bicycling, walking and teleworking; and

Whereas, the City and the County provide such TDM programs to commuters, students and residents directly or through employers, schools and/or property managers; and

Whereas, the *GoRedmond* program (the "Program"), previously known as R-TRIP, has been very effective in reducing drive-alone trips in Redmond; and

Whereas, the City and County have continued to adapt and demonstrate these strategies through the Program by adding new market segments and new approaches to increase mobility options for Redmond area residents and workers;

NOW THEREFORE, in consideration of the terms, conditions and covenants contained herein, the Parties agree as follows:

1. PURPOSE OF AGREEMENT

The purpose of this Agreement is to establish a mutually beneficial arrangement between the City and the County that will help both Parties realize their respective TDM objectives by creating a mechanism to allow the County to reimburse the City for costs incurred to perform the tasks and implement the programs described with particularity in the Scope of Work ("SOW") as set forth in Exhibit A which is attached hereto and incorporated herein by this reference. In consideration of the City's performance of the tasks and responsibilities set forth in the SOW, the County will provide the City up to \$236,000 in grant funds.

2. AGREEMENT TERM AND MODIFICATIONS

This Agreement shall be effective as of January 1, 2019, upon signature by both Parties, and shall remain in effect unless otherwise terminated through December 31, 2020. If mutually agreed, the Agreement may be extended by written amendment for up to an additional two (2) years. Exhibits and attachments may be modified at that time as mutually agreed by the Parties. Any extension shall be made in writing in accordance with Section 14 of the Agreement. The County will enter into or extend this Agreement only on the condition that all City accounts with the County are current.

3. CITY'S RESPONSIBILITIES

The City shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work required as related to Program performance associated with the SOW in Exhibit A. The Program tasks, timelines and budget are stated in Exhibit A.

4. COUNTY'S RESPONSIBILITIES

The County will reimburse the City for actual costs incurred to satisfactorily perform the tasks and implement the Program as provided for in the SOW. In no event shall the total reimbursement made by the County to the City for work performed pursuant to this Agreement exceed \$236,000 (the "Reimbursement Cap").

5. INVOICE AND PAYMENT PROCEDURES

The City shall submit completed invoice(s) to the County detailing expenses, quarterly activities, outcomes and metrics within thirty (30) calendar days of each quarter's end. The County shall pay the City within thirty (30) calendar days after the County has received completed invoices.

In no event will the total amount of the initial investment and quarterly payments exceed the Reimbursement Cap specified at Section 4 of this Agreement without the Parties mutually agreeing to amend this Agreement in accordance with Section 14 of the Agreement.

6. FEDERAL REQUIREMENTS

A. This Agreement is subject to a financial assistance agreement between the County and the FTA. The City shall comply with all applicable federal laws, regulations, policies, procedures and directives,

including but not limited to the following, which are attached hereto and incorporated herein by this reference:

1. 2 CFR Part 200.300 through 2 CFR Part 345, contained in Subpart D, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The text is available at: <https://www.gpo.gov/fdsys/pkg/CFR-2015-title2-vol1/xml/CFR-2015-title2-vol1.xml#seqnum200.300>
2. 2 CFR Part 200.400 through 2 CFR Part 200.475, contained in Subpart E, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The text is available at: <https://www.gpo.gov/fdsys/pkg/CFR-2015-title2-vol1/xml/CFR-2015-title2-vol1.xml#seqnum400.1>
3. The requirements and obligations imposed on a "Recipient" under the applicable provisions of the FTA Master Agreement. The Master Agreement text is attached as Exhibit C. Master Agreement language is also available at: <https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-master-agreement-fiscal-year-2018>
4. The requirements of FTA Circular 5010.1E Project Administration and Management. Circular 5010.1E text is attached as Exhibit D. The text is also available at: <https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/award-management-requirements-circular-50101e>
5. If the City contracts with a third party to provide all or a portion of the services described in this Agreement, then the City shall comply with FTA Circular 4220.1F. Circular 4220.1F text is attached as Exhibit E. Text is also available at: <https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/third-party-contracting-guidance>
6. Applicable FTA Third Party Contract Provisions – Standard Terms and Conditions. The text is attached as Exhibit F.

B. New federal laws, regulations, policies, procedures and directives may be adopted after the date this Agreement is established and may apply to this Agreement. The City agrees to accept and comply with all applicable laws, regulations, policies, procedures and directives as may be amended or promulgated from time to time during the term of this Agreement.

C. The City shall not perform any act, fail to perform any act, or refuse to comply with any requests by the County which would cause the County to be in violation of any federal law or FTA requirement. The City's failure to so comply with this Section shall constitute a material breach of this Agreement.

D. The County and the City acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of this Agreement, absent the express written consent by the Federal Government, the Federal Government is not a party to this Agreement and shall not be subject to any obligations or liabilities to the County, the City, or any other party

(whether or not a party to this Agreement or any Agreement awarded pursuant thereto) pertaining to any matter resulting from this Agreement.

E. The City agrees to extend application of the federal requirements to its sub recipients or contractors, and their respective subcontractors, by including this Section and the related exhibits in each contract and subcontract the City awards under this Agreement financed in whole or in part with Federal assistance provided by FTA. It is further agreed that this Section shall not be modified, except to change the names of the parties to reflect the sub recipient or contractor which will be subject to its provisions.

F. The City acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801, *et seq.*, and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to the work under this Agreement. Upon execution of this Agreement, the City certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to this Agreement or the FTA-assisted project for which this work is being performed. In addition to other penalties that may be applicable, the City further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the City to the extent the Federal Government deems appropriate.

1. The City also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. 5307, the Government reserves the right to impose the penalties of 18 U.S.C. 1001 and 49 U.S.C. 5307(n)(1) on the City, to the extent the Federal Government deems appropriate.
2. The City agrees to include the above two clauses in each contract and subcontract it awards under this Agreement financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the contractor or subcontractor who will be subject to the provisions.

G. Certification Regarding Debarment, Suspension and Other Responsibility Matters

This Contract is a covered transaction for purposes of 2 CFR part 1200. As such, the City is required to verify that none of the City, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945. The City is required to comply with 2 CFR 1200, Subpart C and must include the requirement to comply with 2 CFR 1200, Subpart C in any lower tier covered transaction it enters into. By signing and submitting this Contract, the City certifies as follows:

The certification in this clause is a material representation of fact relied upon by King County. If it is later determined that the City knowingly rendered an erroneous certification, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

The City agrees to comply with the requirements of 2 CFR 1200, Subpart C while this offer is valid and throughout the period of any City that may arise from this Contract. The City further agrees to include a provision requiring such compliance in its lower tier covered transactions.

- H. As a sub-recipient receiving \$25,000 or more of pass-through Federal Transit Administration funds, the City must comply with the reporting requirements of The Federal Funding Accountability and Transparency Act (FFATA or Transparency Act - P.L.109-282, as amended by section 6202(a) of P.L. 110-252). The FFATA prescribes specific data to be reported and the County hereby agrees to report sub-award data into the website www.USASpending.gov via www.frs.gov. The City agrees to provide the County with the information required in this paragraph within thirty (30) calendar days from the execution date of this Agreement.
- I. The City agrees to provide the County with its Federal Central Contractor Registration number within thirty (30) calendar days of the execution of this Agreement. If it has not already registered, City agrees to register with the Federal Central Contractor Registration at <https://www.sam.gov/portal/public/SAM/> (formerly www.CCR.gov) and provide the County with the registration number within thirty (30) calendar days from the execution date of this Agreement. Exceptions may be made on a case-by-case basis upon approval by the County.
- J. The City agrees to provide the County with a copy of its Title VI implementation plan in accordance with FTA Circular 4702.1B, Chapter III, Section 11. If the City does not have a Title VI plan, the County and the City agree to work together to sufficiently document the City's adoption of the County's Title VI plan, or in the alternative, the City's implementation of its own Title VI plan.

7. DISPUTE RESOLUTION PROCESS

7.1 Designated Dispute Resolution Representatives. The following individuals are the Designated Representatives for the purpose of resolving disputes that arise under this Agreement:

<p>For the County Carol Cooper Mobility Innovations Managing Director Metro Transit Department 201 South Jackson Street, M/S KSC-TR-0411 Seattle, WA 98104 (206) 477-5871 carol.cooper@kingcounty.gov</p>	<p>For the City Erika Vandenbrande Planning Director 15670 NE 85th Street PO Box 97010 Redmond, WA 98073-9710 425-556-2457 EVandenbrande@REDMOND.GOV</p>
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7.2 The County representative and the City representative shall confer to resolve disputes that arise under this Agreement as requested by either Party. The designated representatives shall use their best efforts and exercise good faith to resolve such disputes.

- 7.3 In the event the Designated Representatives are unable to resolve the dispute, the appropriate City Administrator or her/his designee and the General Manager of the County's Metro Transit Division or her/his designee shall confer and exercise good faith to resolve the dispute.
- 7.4 In the event the City Administrator and the General Manager of Metro Transit are unable to resolve the dispute, the Parties may, if mutually agreed in writing, submit the matter to non-binding mediation. The Parties shall then seek to mutually agree upon the mediation process, who shall serve as the mediator, and the time frame the Parties are willing to discuss the disputed issue(s).
- 7.5 If the Parties cannot mutually agree as to the appropriateness of mediation, the mediation process, who shall serve as mediator, or the mediation is not successful, then either Party may institute a legal action in the King County Superior Court, situated in Seattle, Washington, unless another venue is mutually agreed to in writing.
- 7.6 The Parties agree that they shall have no right to seek relief in a court of law until and unless each of the above procedural steps has been exhausted.

8. TERMINATION

- 8.1 Termination for Convenience. Either Party may terminate this Agreement upon thirty (30) days' written notice to the other Party. In the event of termination of this Agreement, the Parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.
- 8.2 Termination for Cause. If either Party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either Party violates any of these terms and conditions, the aggrieved Party will give the other Party written notice of such failure or violation. The responsible Party will be given the opportunity to initiate a correction of the violation or failure within fifteen (15) calendar days. If failure or violation is not corrected within the mutually agreed upon time period, this Agreement may be terminated immediately by written notice of the aggrieved Party to the other.
- 8.3 Termination for Non-Appropriation or Loss of Grant Funding. This Agreement is contingent upon federal grant funding and local legislative appropriations. As such, in addition to termination for default or convenience, the County may terminate this Agreement for non-appropriation or loss of grant funding by giving not less than thirty (30) calendar days' written notice thereof to the City.

9. LEGAL RELATIONS

- 9.1 No Third Party Beneficiaries. It is understood that this Agreement is solely for the benefit of the Parties hereto and gives no right to any other person or entity.

- 9.2 No Partnership or Joint Venture. No joint venture, agent-principal relationship or partnership is formed as a result of this Agreement.
- 9.3 Independent Capacity. The employees or agents of each Party who are engaged in the performance of this Agreement shall continue to be employees or agents of that Party and shall not be considered for any purpose to be employees or agents of the other Party.
- 9.4 Jurisdiction and Venue. The King County Superior Court, situated in Seattle, Washington, shall have exclusive jurisdiction and venue over any legal action arising under this Agreement.
- 9.5 Mutual Negotiation and Construction. This Agreement and each of the terms and provisions hereof shall be deemed to have been explicitly negotiated between, and mutually drafted by, both Parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either Party.
- 9.6 Assignment. Neither this Agreement, nor any interest herein, may be assigned by either Party without the prior written consent of the other Party.
- 9.7 Compliance with Applicable Laws. The Parties agree to comply with all applicable federal, state, and local laws, rules, and regulations, including those pertaining to nondiscrimination, and agree to require the same of any subcontractors providing services or performing any work related to the Program using funds provided under this Agreement.

10. **FORCE MAJEURE**

Either Party to this Agreement shall be excused from performance of its responsibilities and obligations under this Agreement, and shall not be liable for damages due to failure to perform, during the time and to the extent that it is prevented from performing by a cause directly or indirectly beyond its control, including, but not limited to: late delivery or nonperformance by vendors of materials or supplies; any incidence of fire, flood, snow, earthquake, or acts of nature; strikes or labor actions; accidents, riots, insurrection, terrorism, or acts of war; order of any court or civil authority; commandeering material, products, or facilities by the federal, state or local government; or national fuel shortage; when satisfactory evidence of such cause is presented to the other Party to this Agreement, and provided that such non-performance is beyond the control and is not due to the fault or negligence of the Party not performing.

11. **INDEMNIFICATION**

Both Parties shall protect, defend, indemnify and save harmless each other, their officers, employees, and agents while acting within the scope of their employment as such, from any and all costs, claims, judgments, and/or awards of damages, arising out of or in any way resulting from either Party's negligent acts or omissions in performing their obligations under this Agreement. The Parties agree that they are fully responsible for the acts and omissions of their own contractors, subcontractors, employees, and agents, acting within the scope of their employment as such, as they are for the acts and omissions of its own employees and agents. The Parties agree that their obligations under this provision extend to

any claim, demand, and/or cause of action brought by or on behalf of any of their employees or agents. The foregoing indemnity is specifically and expressly intended to constitute a waiver of both Parties immunity under Washington's Industrial Insurance Act, RCW Title 51, as respects the Parties only, and only to the extent necessary to provide the Parties, their officers, employees, and agents with a full and complete indemnity of claims made by the Parties employees. The Parties acknowledge that these provisions were specifically negotiated and agreed upon by them. The provisions of this Section 11 shall survive the expiration or earlier termination of this Agreement.

12. WAIVER

A failure by either Party to exercise its rights under this Agreement shall not preclude that Party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the Party and attached to the original Agreement.

13. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

14. CHANGES AND MODIFICATIONS

This Agreement may be changed, modified, or amended only by written agreement executed by authorized representatives of both Parties.

15. REPRESENTATION ON AUTHORITY OF SIGNATORIES

The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement.

16. ALL TERMS AND CONDITIONS

This Agreement contains all the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto.

17. CONTRACT MANAGEMENT

The contact persons for the management of this Agreement (the "Contract Managers") are identified and their contact information is provided herein and may be updated by either Party for their agency only and shall be submitted in writing or electronic mail to the other Party. Any update to the Contract Managers' information shall state the effective date of said update.

Contract Manager	King County	City of Redmond
Contact Name	Debbie Jaksich	Caroline Chapman
Title	Program/Project Manager III King County Metro Market and Business Development Group	TDM Program Administrator
Address	201 S. Jackson St. M/S KSC-TR-0411 Seattle, WA 98104	15670 NE 85 th Street PO Box 97010 Redmond, WA 98073-9710
Telephone	206- 477-5836	425-556-2442
E-Mail	debbie.jaksich@kingcounty.gov	ckchapman@redmond.gov

18. RECORDS RETENTION AND AUDIT

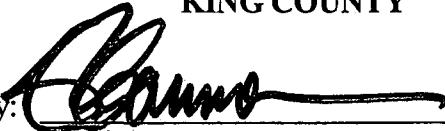
- 18.1 During the progress of the work and for a period of not less than six (6) years from the date of final payment by the County, the City shall keep available for inspection and audit by the County and the federal government the records pertaining to the Agreement and accounting therefore. Copies of all records, documents or other data pertaining to performance of the Agreement will be furnished upon request. If any litigation, claim or audit is commenced related to performance of the Agreement, the records along with supporting documentation shall be retained until all litigation, claims and/or audit findings have been resolved even though such litigation, claim or audit continues past the six-year retention period.
- 18.2 All Agreement costs must be documented including copies of invoices and time sheets showing hours worked and rates, or financial system expense reports documenting these items.
- 18.3 The County, the U.S. Department of Transportation, the FTA, the State Auditor, and the Inspector General and any of their duly authorized representatives shall have full access to and right to examine, during normal business hours, all City records with respect to all matters covered by this Agreement. Such representatives shall be permitted to audit, examine and make excerpts or transcripts from such records, and other matters covered by this Agreement.
- 18.4 Unless already published and available at the federally appointed online, accessible audit reporting database the City agrees to submit to the County, a copy of the City's A-133 Single Audit report when requested by the County for sub_recipient monitoring purposes.

19. EXECUTION OF AGREEMENT

This Agreement may be executed in multiple counterparts, any one of which shall be regarded for all purposes as an original.

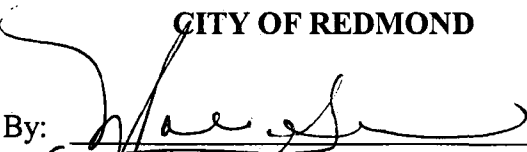
IN WITNESS THEREOF the Parties hereto have executed this Agreement by duly authorized representatives on the dates shown below their respective signatures.

KING COUNTY

By: 
Rob Gannon, General Manager
Metro Transit Department

Date: 23 MAY 2019

CITY OF REDMOND

By: 
John Marchione, Mayor
City of Redmond

Date: 4/25/19

Residential TDM Program	Engage residents through educational campaigns and marketing that encourages alternatives to driving alone. Provide educational classes and resources for bicycling, transit usage and other methods of reducing drive alone trips. Engage residents through community events, event sponsorship, and educational campaigns. Expand access to transportation resources and services to people living in Redmond.	\$62,000	50%	50%	\$12,000	\$6,000	\$6,000	\$50,000	\$25,000	\$25,000
Marketing Materials & Maps	Market program through advertising and sponsorship to spread awareness of Go Redmond Program and change travel behavior of people living and working in Redmond. Marketing and graphic design staffing and expenses. Purchase and distribute safety resources to support bike, walk, and bus travel.	\$48,000	50%	50%	\$-	\$-	\$-	\$48,000	\$24,000	\$24,000
Other TDM activities	Explore new ways to implement TDM program strategies in Redmond such as first/last mile solutions, small capital improvements, new and alternative transportation products, and/or marketing strategies that engage commuters and increase NDAT (non-drive alone travel)	\$90,000	50%	50%	\$-	\$-	\$-	\$90,000	\$45,000	\$45,000
TOTAL		\$640,000	\$404,000	\$236,000	\$182,000	\$133,000	\$49,000	\$458,000	\$271,000	\$187,000

KC Metro Go Redmond Grant	Tasks and Deliverables	2019/2020 Total	City of Redmond	King County Metro	2019	City 2019	Metro 2019	2020	City 2020	Metro 2020
Vanpool Incentives	Provide promotions, subsidies, and resources to encourage the use of vanpools, such as 6 months of \$50 subsidies for new riders and promotions of vanpools looking for riders.	\$40,000	50%	50%	\$20,000	\$10,000	\$10,000	\$20,000	\$10,000	\$10,000
Transit Incentives	Provide promotions, subsidies, and resources to Redmond residents and commuters that encourage transit usage, such as 1 month ORCA cards and give a ways of \$10 ORCA cards. Explore MultiFamily ORCA Passport program for residential and multifamily units.	\$80,000	50%	50%	\$30,000	\$15,000	\$15,000	\$50,000	\$25,000	\$25,000
Commuter Incentives	Encourage individuals who live or work in Redmond and take non drive alone trips through incentives.	\$120,000	100%	0%	\$60,000	\$60,000	\$-	\$60,000	\$60,000	\$-
Employer Program	Promote & execute Employer Grants, including prepared "Easy Grants" for employers that are developed and promoted by Go Redmond staff that support non-driving trips. Create and distribute self service resource guides for employers in Redmond to help expand and enhance their transportation program. Explore educational opportunities for people working in Redmond that allow them to overcome barriers to taking alternative transportation options such as bike and transit classes. Explore ways to use commuter transportation data to help employers enhance and expand their commute trip reduction offerings.	\$120,000	70%	30%	\$60,000	\$42,000	\$18,000	\$60,000	\$42,000	\$18,000
SchoolPool	Provide educational and encouragement activities for Redmond Elementary, Middle and High School students to reduce the number of drive alone trips. Work with schools to distribute safety messaging for all modes of travel.	\$80,000	50%	50%	\$-	\$-	\$-	\$80,000	\$40,000	\$40,000

City Agreement Routing Form

The Project Administrator should complete the top section of this form, once Department Head/Designee signature has been obtained, attach the specified number of agreement originals to this form (have the contractor/supplier sign all original copies before routing) and forward the documents to the City Clerk for internal city routing. The City Clerk will route the agreement to the Risk Manager for approval of insurance and indemnification requirements, to the City Attorney for approval as to legal form and to the Mayor for signature. The City Clerk will then attest/authenticate the Mayor's signature and will forward this form and remaining agreement(s) to Project Administrator.

Project Title: Go Redmond Contract Amendment with
Type of Service: King County Metro

Supplier/Contractor Name: King County Metro

Contract/Agreement Amount, Original: \$236,000 Amended Amount: _____

Council Approval Date: 4/4/17 Nature of Funding: Revenue # 118.82200.33300.20507

Project Administrator: Caroline Chapman MailStop: 4SPL Phone: (425) 556-2442

Anticipated Agreement Start Date: January 1, 2019 Estimated Completion Date: December 31, 2020

Does this contract contain the purchase of technology related items/services? YES NO
If Yes, route to: I.S. Manager (3SFN)

I.S. Signature: _____ Date: _____

Will federal funds be used to pay for all or part of contract? YES NO
If Yes, check for debarment at www.sam.gov
(print results and keep a copy in project file)

Department Head/ Designee Signature: Chris Yanderville Date: 4/11/19

Comments: 3P 12/17/18

Account Numbers/ Distribution: 118.82200.33300.20507

NIGP/Commodity Code: _____

ROUTING PROCESS: (2 copies)

To: City Clerk _____ Date: 4/17/19
(for routing and tracking)

Risk Manager _____ Date: 4/17/19
(Signature or initials)

City Attorney _____ Date: 4/18/19
(Signature or initials)

(Note: If contract exceeds Mayor's authorized signing limits, route to City Clerk (3NFN) for council approval)
Mayor _____ Date: 4/25/19
(Signature or initials)

City Clerk _____ Date: 4/29/19
(Signature or initials)

NOTE: The agreement becomes fully executable once the Mayor has signed it. The Project Administrator may then forward one set of originals to the Contractor/Consultant and work may begin. The City's original will be retained by the City Clerk. Once all signatures have been obtained, forward a copy of this form to Accounts Payable, with payment instructions.

Finance use ONLY	Supplier Id: <input type="text"/>	Date Received: <input type="text"/>	Agreement #: <input type="text"/>
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8396-1