



# City Contract Routing Form

City Contract #: 9448  
(To be assigned by the City Clerk's Office)

## Section 1 – Attach Contract Documents



(multiple files can be uploaded)

Is an insurance certificate attached?

Yes

Not applicable

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

## Section 2 – Fill Out Contract Details

Date: 05/06/2020 Department: Planning Division: CDI Mail Stop: 4SPL

Project Administrator Name: Sarah Pyle Extension: 2426

Project Manager Name (if different than above): \_\_\_\_\_ Extension: \_\_\_\_\_

Contract Type: Grant If other, please indicate: \_\_\_\_\_

Contract Title: 2020 Port of Seattle Grant

Contractor/Consultant Name: Port of Seattle

Contract Description: Grant Agreement

Project ID #: \_\_\_\_\_ Budget/Account #: 100.80700.33700.60560

Council Approval Date: 05/05/2020 Council Agenda Memo #: \_\_\_\_\_ RFP/IFB/RFQ #: \_\_\_\_\_ NIGP #: \_\_\_\_\_

New Contract

Total Amount: 64,600 Annual Amount, if known (if contract is multi-year): N/A

Start Date: May 2020 End Date: April 2020

Renewal Option (Y/N): N If yes, how many? NA

Amendment/Renewal/Change Order #: \_\_\_\_\_ Original CC #: \_\_\_\_\_

New Start Date: \_\_\_\_\_ New End Date: \_\_\_\_\_

Current Contract Amount (including all previous amendments/change orders): \_\_\_\_\_

Amount of this Amendment/Change Order (proposed increase/decrease): \_\_\_\_\_

New/Cumulative Contract Amount: \_\_\_\_\_

## Section 3 – Route Contract for Signatures and Approvals

Department Director:  Date: 5/6/2020 Comments: \_\_\_\_\_

TIS Director: \_\_\_\_\_ Date: \_\_\_\_\_ Comments: \_\_\_\_\_

City Attorney:  Date: 5/6/2020 Comments: \_\_\_\_\_

Risk Manager:  Date: 5/6/2020 Comments: \_\_\_\_\_

Mayor or Designee:  Date: 5/6/2020 Comments: \_\_\_\_\_

City Clerk's Office:  Date: 5/6/2020 Comments: Electronic Original - in Hummingbird

Purchasing: no signature required – for copy only

(For Purchasing Use Only) PO/PA #: \_\_\_\_\_



**ECONOMIC DEVELOPMENT PARTNERSHIP AGREEMENT**

**BETWEEN**

**THE PORT OF SEATTLE AND CITY OF REDMOND**

**S-00320259**

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This Economic Development Partnership Agreement (the "Agreement") is made by and between the Port of Seattle (the "Port") and the City of Redmond ("Agency"), both municipal corporations of the State of Washington (each, a "Party" or, collectively, the "Parties").

**RECITALS**

WHEREAS, engaging in the promotion of economic development is a recognized Port purpose authorized under RCW 53.08.245; and

WHEREAS, RCW 35.21.703 similarly authorizes cities to engage in economic development programs; and

WHEREAS, RCW 53.08.240(2) permits the Port to contract with another municipality to perform such undertakings each is authorized to perform; and

WHEREAS, the Port Commission of the Port of Seattle established the Economic Development Partnership Program (the "Program"), to advance the Port's Century Agenda, promote a dramatic growth agenda, support the creation of middle class jobs and help address the lack of economic development funding for local projects; and

WHEREAS, grant funding across the region is very limited for cities that want to pursue economic development projects or initiatives, and Washington State has not had an economic development grant program for over 20 years; and

WHEREAS, the Program will provide 38 King County cities per capita funding to advance local economic development throughout the region, and requires a 50% local match by the cities that receive the grants; and

WHEREAS, the Program will help the Port advance regional economic vitality through focused partnerships with King County cities; and

WHEREAS, the Program will make grants to cities that pursue programs and projects that stimulate business development, job creation and community revitalization, such as small business development, industry retention and expansion, and other economic development projects that support new investment and job creation;

**NOW**, THEREFORE the parties agree as follows:

1. Purpose. The purpose of this Agreement is to establish a contractual arrangement under which the Port will pay the Agency Program funds in the amount set forth on Section 2 solely for the purpose of carrying out the local initiative described in Exhibit A, attached and incorporated hereto by this reference (the "Project"). This Agreement shall be interpreted in furtherance of this purpose.

2. Responsibilities of the Port. The Port shall contribute Sixty-four Thousand Six Hundred and 00/100 Dollars (\$64,600.00) (the "Grant Funds") to assist the Agency in funding the Project. The Port shall disburse the Grant Funds to the Agency no later than thirty (30) days after receipt of a complete and correct invoice detailing those Project deliverables completed in accordance with Exhibit A. Subject to the requirements of this Section and of Section 18 (where applicable), the Port shall make the final payment of the Grant Funds to the Agency no later than November 30, 2020, or receipt of the final report, whichever occurs later.

3. Responsibilities of the Agency.

3.1 The Agency shall contribute local funds equivalent to at least fifty percent (50%) of the Grant Funds towards the Project.

3.2 The Agency may contract with local non-profits to complete the Project or elements of the Project; *provided*, that the Port shall not, under any circumstance, disburse the Grant Funds to any of the Agency's contractors or subcontractors.

3.3 The Agency shall complete the Project by November 30, 2020.

4. Term. This Agreement shall be become effective as of the date the Port executes this Agreement and shall terminate on November 30, 2020, unless earlier terminated under another provision of this Agreement.

5. Termination for Convenience. The Port may terminate this Agreement at any time for any reason, by giving the Agency thirty (30) days' written notice. In the event the Agency has completed any portion of the Project by the time it receives the Port's notice of termination, the Port shall pay the Agency the percentage of the Grant Funds attributable to the Agency's completed portion of the Project.

6. Termination for Default. Except in the case of delay or failure resulting from circumstances beyond the control and without the fault or negligence of the Agency, the Port shall be entitled, by written or oral notice to the Agency, to terminate Agreement for breach of any of the terms and to have all other rights against the

Agency by reason of the Agency's breach as provided by law.

7. Waiver. Failure at any time of the Port to enforce any provision of this Agreement shall not constitute a waiver of such provision or prejudice the right of the Port to enforce such provision at any subsequent time. No term or condition of this Agreement shall be held to be waived, modified or deleted except by a written amendment signed by the Parties

8. Partial Invalidity. If any provision of this Agreement is or becomes void or unenforceable by force or operation of law, all other provisions hereof shall remain valid and enforceable.

9. Indemnification and Hold Harmless Agreement. The Agency shall defend, indemnify, and hold harmless the Port, its Commissioners, officers, employees, and agents (hereafter, collectively, the "Port") from all liability, claims, damages, losses, and expenses (including, but not limited to attorneys' and consultants' fees and other expenses of litigation or arbitration) arising out of or related to the fulfillment of this Agreement; *provided*, however, if and to the extent that this Agreement is construed to be relative to the construction, alternation, repair, addition to, subtraction from, improvement to, or maintenance of, any building, highway, road, railroad, excavation, or other structure, project, development, or improvement attached to real estate, including moving or demolition in connection therewith, and therefore subject to Section 4.24.115 of the Revised Code of Washington, it is agreed that where such liability, claim, damage, loss or expense arises from the concurrent negligence of (i) the Port, and (ii) the Agency, its agents, or its employees, it is expressly agreed that the Agency's obligations of indemnity under this paragraph shall be effective only to the extent of the Agency's negligence. Such obligations shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any person or entity described in this paragraph. This paragraph shall not be construed so as to require the Agency to defend, indemnify, or hold harmless the Port from such claims, damages, losses or expenses caused by or resulting from the sole negligence of the Port.

In any and all claims against the Port, by any employee of the Agency, its agent, anyone directly or indirectly employed by either of them, or anyone for whose acts any of them may be liable, the indemnification obligation of this paragraph shall not be limited in any way by any limitation on the amount or type of damages compensation benefits payable by or for the Agency, or other person under applicable industrial insurance laws (including, but not limited to Title 51 of the Revised Code of Washington), it being clearly agreed and understood by the Parties hereto that the Agency expressly waives any immunity the Agency might have had under such laws. By executing this Agreement, the Agency acknowledges that the foregoing waiver has been mutually negotiated by the parties.

The Agency shall pay all attorneys' fees and expenses incurred by the Port in establishing and enforcing the Port's right under this paragraph, whether or not suit was instituted.

10. Comply with All Laws. The Agency shall at all times comply with all federal, state and local laws, ordinances and regulations, including but not limited to all environmental laws, which in any manner apply to the performance of this Agreement.

11. Integration. This Agreement, together with the attached Exhibit A, constitutes the entire agreement between the Parties and unless modified in writing by an amendment executed by the Parties, shall be implemented only as described herein.

12. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Washington. Any action arising out of this Agreement shall be brought in King County.

13. No Employment Relationship Created. The Parties agree that nothing in this Agreement shall be construed to create an employment relationship between the Agency and the Port.

14. No Entity Created. The Parties agree that nothing in this Agreement shall be construed to create a joint entity between the Agency and the Port.

15. Notices. Notices to the Port shall be sent to the following address:

Port of Seattle  
Economic Development Division  
P. O. Box 1209  
Seattle, WA 98111

Notices to the Agency shall be sent to the following address:

City of Redmond  
P.O. Box 97010, MS 4SPL  
Redmond, WA 98073-9710

16. Audits and Retention of Records. The Agency in and make all books, records and documents (the "Records") relating to the performance of this Agreement open to inspection or audit by representatives of the Port or Washington State during the term of this Agreement and for a period of not less than six (6) years after termination of the Agreement; *provided*, that if any litigation, claim or audit arising out of, in connection with or related to this Agreement is initiated, the Agency shall retain such Records until the later of  
(a) resolution or completion of litigation claim or audit; or (b) six (6) years after the termination of this Agreement.

17. Amendment. This Agreement may only be amended by written agreement of the Parties.

18. Dispute Resolution. The Parties shall use their best, good faith efforts to cooperatively resolve disputes that arise in connection with this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement as of the date first set forth above.

**PORT OF SEATTLE**

By: Farlis Lewis  
Sr. Manager, Purchasing

\_\_\_\_\_

*Signature*

\_\_\_\_\_

*Dated*

**CITY OF REDMOND**

By:

DocuSigned by:  
*Malisa Files (Mayor Designee)*  
5D9EC672714C4E4

*Signature*  
5/6/2020

\_\_\_\_\_

*Dated*

## EXHIBIT A - PROJECT

### **Project Description:**

#### **Eastside Regional Analysis**

A data-rich assessment of the Eastside economy is needed to provide a solid, empirical foundation to support an Eastside-focused economic development entity. This report will include a data driven definition of the region, data analysis, and a framing of the key issues facing the region using evidence-based research.

#### **Displaced Businesses**

In the spring of 2019, an outreach program was developed for businesses affected by redevelopment and construction in Redmond. This project is a continuation of the program with an expansion in the scope of work to include meeting in person with as many of the businesses as possible, and to provide them with tailored assistance based on their specific questions and needs.

#### **Business Recruitment Program**

Business recruitment is a relationship-building program and is an ongoing process. Redmond would like to maintain their active participation, in the following cluster-focused tradeshows and conferences.

- D.I.C.E (Design, Innovate Communicate, Entertain) Summit, Las Vegas Nevada, 2/11 – 2/13/2020
- Select USA, Washington DC, 6/1-6/3/2020
- NewSpace Conference, (Dates to be determined)

#### **StartUp425**

Startup 425 is a collaborative effort of five cities to expand entrepreneurship opportunities across Eastside communities by helping early stage entrepreneurs turn their ideas into reality

**Scope of Work Description:**

Project or component:	Project goal(s):	Output(s) and final deliverable(s):	Estimated completion:	Metrics or measures of success:	Describe the short-term, intermediate or long-term outcomes of the project.
Business Retention Outreach Program and Final Report	<ul style="list-style-type: none"> <li>To demonstrate to existing firms that the community appreciates their contribution to the local economy</li> <li>To help businesses solve their problems and challenges</li> <li>To provide better information and understanding for all local leaders of the strengths and weaknesses of the business climate.</li> </ul>	<ul style="list-style-type: none"> <li>Report summarizing survey findings of existing businesses</li> <li>Email list of businesses contacted</li> </ul>	<ul style="list-style-type: none"> <li><u>Outreach completed by June 2020</u></li> <li><u>Report finished by August 2020</u></li> </ul>	<ul style="list-style-type: none"> <li><u>Number of businesses that participate in the survey</u></li> <li><u>Number of companies reached in key local industries</u></li> </ul>	<p><u>Short-term:</u></p> <ul style="list-style-type: none"> <li><u>Better communication with the business community.</u></li> <li><u>A better understanding of the challenges facing businesses.</u></li> </ul> <p><u>Intermediate:</u></p> <ul style="list-style-type: none"> <li><u>Better informed economic development programs to address local business challenges.</u></li> </ul> <p><u>Long-term:</u></p> <ul style="list-style-type: none"> <li><u>Fewer businesses relocating out of the area.</u></li> </ul>
Eastside Regional Analysis	To complete an assessment of the Eastside economy to define the region in terms of: Maps and geographical characteristics, legislative representation, population and demographics, regional gross domestic product, employment and income, cost of doing business, and taxes and revenues.	A data-rich slide deck (PowerPoint file and PDF) with graphics and exhibits will be produced, including a more detailed and developed analysis of peer region comparisons. Graphics will include data tables, data charts, and potentially maps and infographics.	April 2020	A completed report by the end of the second quarter..	<p><u>Short-term:</u></p> <ul style="list-style-type: none"> <li><u>Better information and communication about what Seattle's Eastside means to the State's economy for our local government, businesses, and community</u></li> <li><u>Easy to understand, data-rich presentations for</u></li> </ul>



	<p>In addition, there will be data collected on population forecasts for the region, jobs in total and by sector and sub-sectors.</p>				<p><u>foreign direct investment and business recruitment opportunities about Redmond and the Eastside.</u></p> <p><u>Long Term:</u></p> <ul style="list-style-type: none"> <li>• <u>This data and information will help start the development of an Eastside Economic Index that will present this information for integration into OneRedmond's website.</u></li> <li>• <u>Reliable recruitment data and tools for companies that are targeting the Eastside of Seattle.</u></li> </ul>
<p>Displaced Businesses</p>	<p>Support the existing business community that will be impacted by redevelopment, and, the construction and opening of light rail. In order to proactively prepare long-time Redmond businesses for the redevelopment of Marymoor Village, one-on-one meetings must occur. Through these meetings, primary concerns that are most important to the current business owners will be identified. Answers</p>	<ul style="list-style-type: none"> <li>• <u>Proactively conducting one-on-one walk-in meetings with all businesses affected by light rail construction in the City of Redmond at 2-3 stations in partnership with Sound Transit.</u></li> <li>• <u>Create three (3) podcasts (approximately 30 minutes each) with three (3) industry experts.</u></li> <li>• <u>Materials for meetings and follow-up communications.</u></li> </ul>	<p>September 2020</p>	<ul style="list-style-type: none"> <li>• 200 businesses contacted and/or met with in-person.</li> <li>• At least three (3) podcasts produced.</li> <li>• Maintain website dedicated to small businesses.</li> <li>• Tracked activity to podcasts and website.</li> <li>• Number of attendees.</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Better communication with the business community</u></li> <li>• <u>Better understanding of the challenges facing our local businesses</u></li> <li>• <u>Effective resources developed for companies to access as they can on their own time along</u></li> </ul> <p><u>Long Term:</u></p> <ul style="list-style-type: none"> <li>• <u>Fewer businesses</u></li> </ul>

	<p>to commonly asked questions and available resources will be shared in-person and listed on an online directory. Assistance in short and long-term business planning will be given as needed, as well as relocation support. To help with relocation requests, a subscription to CoStar will be secured. Additionally, materials will be printed to assist with outreach and follow up.</p> <p>As most business owners don't have time to watch videos or attend workshops, a series of podcasts with industry experts will be developed to answer questions fielded by experts in order to make the information more accessible to these small businesses.</p>	<ul style="list-style-type: none"> <li>• <u>Report summarizing businesses met, support activities, events held, and overall feedback gathered during the visits.</u></li> </ul>		<ul style="list-style-type: none"> <li>• Number of companies met with as well as follow-ups to questions made.</li> <li>• <u>Number of companies met with and specific assistance provided</u></li> </ul>	<p><u>closing or relocating outside of Seattle's eastside region</u></p>
<p>Business Recruitment</p>	<p>Attract new companies to Redmond with an emphasis in the software, interactive media, and space businesses clusters.</p>	<p>A report summarizing business recruitment effort including email lists of business contacted. Through these efforts there will be an increased awareness of Redmond and the region as a hub for technology, interactive media, and commercial space sector companies resulting in leads and</p>	<p>Trade shows to be attended between February 2020 to October 2020. Report finished by November 2020.</p>	<p>DICE – 500 impressions – 10 leads generated</p> <p>Select USA – 2,000 impressions, 50 leads generated</p> <p>New Space – 500 impressions, 5 leads generated</p>	<p>Short-term</p> <ul style="list-style-type: none"> <li>• <u>Build new relationships with companies outside the State of Washington</u></li> <li>• <u>Reinforce relationships with decision makers that have already been established.</u></li> <li>• <u>Reinforce our region's attributes to</u></li> </ul>

		interested in locating within Redmond and the Puget Sound Region.			<p><u>potential clients.</u></p> <p><u>Long Term:</u></p> <ul style="list-style-type: none"> <li>• <u>More businesses thinking of Redmond first when the opportunity of relocation or expansion occurs at those companies.</u></li> </ul>
StartUp425	Alliance of Startup 425 Cities (Kirkland, Redmond, Issaquah, Bellevue and Renton) expand entrepreneurship opportunities across Eastside communities through mentorship, seminars, classes and free workshops.	<ul style="list-style-type: none"> <li>• <u>Hold quarterly meetings.</u></li> <li>• <u>Build an advisory board</u></li> <li>• <u>Facilitate workshops</u></li> <li>• <u>Survey participants</u></li> <li>• <u>Initiate improvements to offerings and recruit new faculty and mentors.</u></li> </ul>	Through the end of the year	<ul style="list-style-type: none"> <li>• <u>Provide annual report on Startup425</u></li> <li>• <u>Report</u></li> <li>• <u>Provide calendar of workshop and attendees</u></li> <li>• <u>Provide feedback gained from workshop participant and faculty surveys.</u></li> </ul>	<ul style="list-style-type: none"> <li>• <u>Build community connections amongst similar stage businesses, community members and resources</u></li> <li>• <u>Enable companies that are ready to grow to be able to expand their business, staff and gross revenue.</u></li> <li>• <u>Grow economic base of communities and region, as well as, increase innovation within throughout the region.</u></li> </ul>

**Connection to Port of Seattle interests:**

**Eastside Analysis**

Cities and towns on the eastside of Lake Washington are home to many of Washington’s leading sources of innovation. Manufacturing is a strong component to the Eastside’s economy.

**Displacement**

Small businesses are a part of our economic engine. Many small businesses in the SE Marymoor District are involved in manufacturing and other trades.

### Recruitment

Redmond is becoming well known for commercial space manufacturing. Having a presence at trade shows that can attract new businesses to the region is in alignment with the Port of Seattle's interest.

### Startup 425

The creation of new companies and supporting the continued growth and innovation of local businesses advances the ports interests by increase exports from King County, supporting advancements in technology-focused manufacturing, increasing business travel at SeaTac and fostering of small businesses that could become qualified vendors for the Port's construction and goods and services programs.

### Project Budget

Category:	Port of Seattle Funds Awarded:	City Monetary Matching Funds:	City In-kind Matching Funds:	Total Funds (Including In-Kind):
<i>Eastside Analysis</i>	10,000	5,000		
<i>Displaced Businesses</i>	13,600	13,000		
<i>Recruitment</i>	26,000	15,000		
<i>StartUp425</i>	15,000		2,500	
<b><i>Total Funds:</i></b>	<b><i>\$64,600</i></b>	<b><i>\$33,000</i></b>	<b><i>\$2,500</i></b>	<b><i>\$100,100</i></b>
<b><i>Percentage contribution to Port Funds*:</i></b>	<b><i>100%</i></b>	<b><i>51%</i></b>	<b><i>4%</i></b>	

\*City monetary and in-kind matching funds must add up to at least 50% of the Port of Seattle's total contribution.

### Collaboration with Partners:

The City of Redmond will work in partnership with OneRedmond, the Greater Seattle Partners, SBC and the Innovation Triangle partnership (Bellevue, Redmond - as represented by OneRedmond and Kirkland) to participate at tradeshow and conferences. Through the Innovation Triangle, Startup425 will facilitate small business mentorship and workshops with SCORE throughout the eastside.

### Use of Consultants or Contractors:

No consultants are planned to be used by the City at this time.

## Certificate Of Completion

Envelope Id: BF3EF9B350AC46B2AE07CBA334EE49AF	Status: Completed
Subject: Please DocuSign: City Contract Routing Form.docx	
Source Envelope:	
Document Pages: 12	Signatures: 6
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Jodi Daub
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	15670 Ne 85th St
	Redmond, WA 98052
	jldaub@redmond.gov
	IP Address: 71.197.145.137

## Record Tracking


Status: Original	Holder: Jodi Daub	Location: DocuSign
5/6/2020 11:16:39 AM	jldaub@redmond.gov	

## Signer Events


Signer Events	Signature	Timestamp
Jodi Daub jldaub@redmond.gov City of Redmond Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 71.197.145.137	Sent: 5/6/2020 11:18:35 AM Viewed: 5/6/2020 11:19:41 AM Signed: 5/6/2020 11:33:43 AM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		

Carol Helland chelland@redmond.gov Security Level: Email, Account Authentication (None)	DocuSigned by:  DA525C34AC764BC...	Sent: 5/6/2020 11:34:12 AM Viewed: 5/6/2020 1:06:27 PM Signed: 5/6/2020 1:06:34 PM
	Signature Adoption: Pre-selected Style Using IP Address: 50.47.109.155	

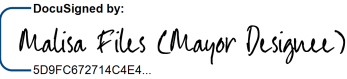
**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Jim Haney jhaney@omwlaw.com Security Level: Email, Account Authentication (None)	DocuSigned by:  85394CE968994B5...	Sent: 5/6/2020 1:06:36 PM Viewed: 5/6/2020 1:07:52 PM Signed: 5/6/2020 1:08:09 PM
	Signature Adoption: Pre-selected Style Using IP Address: 104.42.127.139	

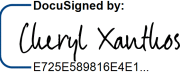
**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Malisa Files RiskContracts@redmond.gov Security Level: Email, Account Authentication (None)	DocuSigned by:  581CDD1AF985491...	Sent: 5/6/2020 1:08:13 PM Viewed: 5/6/2020 2:32:00 PM Signed: 5/6/2020 2:36:38 PM
	Signature Adoption: Pre-selected Style Using IP Address: 71.227.179.100	

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Malisa Files (Mayor Designee)            MayorContracts@redmond.gov            Finance Director            Security Level: Email, Account Authentication (None)</p>	<p>DocuSigned by:              5D9FC672714C4E4...</p> <p>Signature Adoption: Pre-selected Style            Using IP Address: 71.227.179.100</p>	<p>Sent: 5/6/2020 2:36:40 PM            Viewed: 5/6/2020 2:40:46 PM            Signed: 5/6/2020 2:41:04 PM</p>

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

<p>Cheryl Xanthos            ClerksContracts@redmond.gov            Security Level: Email, Account Authentication (None)</p>	<p>DocuSigned by:              E725E689818E4E1...</p> <p>Signature Adoption: Pre-selected Style            Using IP Address: 71.81.166.86</p>	<p>Sent: 5/6/2020 2:41:07 PM            Viewed: 5/6/2020 2:46:52 PM            Signed: 5/6/2020 2:59:33 PM</p>
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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<p>Jodi Daub            jldaub@redmond.gov            City of Redmond            Security Level: Email, Account Authentication (None)</p>	<p><b>VIEWED</b></p> <p>Using IP Address: 71.197.145.137</p>	<p>Sent: 5/6/2020 11:33:46 AM            Viewed: 5/6/2020 11:34:01 AM            Completed: 5/6/2020 11:34:11 AM</p>
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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<p>Purchasing            purchasing@redmond.gov            My Title            Security Level: Email, Account Authentication (None)</p>	<p><b>COPIED</b></p>	<p>Sent: 5/6/2020 2:59:35 PM</p>
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	5/6/2020 2:59:35 PM
Certified Delivered	Security Checked	5/6/2020 2:59:35 PM
Signing Complete	Security Checked	5/6/2020 2:59:35 PM
Completed	Security Checked	5/6/2020 2:59:35 PM

Payment Events	Status	Timestamps
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