



City Contract Routing Form

City Contract #: 10010

Section 1 – Attach Contract Documents



(multiple files can be uploaded)

Is an insurance certificate attached?

Yes

No/Not applicable

Comments: _____

Section 2 – Fill Out Contract Details

Date: 7/19/2022 Department: Executive Division: Executive Mail Stop: 4NEX

Project Administrator Name: Lisa Maher Extension: 2427

Project Manager Name (if different than above): _____ Extension: _____

Contract Type: Interlocal/Intergovernmental If other, please indicate: _____

Contract Title: Welcoming Cities Collaborative

Contractor/Consultant Business Name: N/A

Contract Description: Welcoming Cities Collaborative, ILA between cities of Kirkland, Bellevue, and Redmond

Project ID #: _____ Budget/Account #: N/A

Council Approval Date: _____ Council Agenda Memo #: _____ RFP/IFB/RFQ #: _____ NIGP #: _____

New Contract

Total Amount: N/A

Start Date: N/A End Date: N/A

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

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: _____

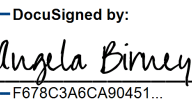
Section 3 – Route Contract for Signatures and Approvals

Department Director:  Date: 8/8/2022 Comments: _____

TIS Director: _____ Date: _____ Comments: _____

City Attorney:  Date: 8/9/2022 Comments: _____

Risk Manager:  Date: 8/9/2022 Comments: _____

Mayor or Designee:  Date: 8/9/2022 Comments: none

City Clerk's Office:  Date: 8/9/2022 Comments: Electronic Original - in Hummingbird

Purchasing: no signature required – for copy only

INTERLOCAL AGREEMENT REGARDING A COOPERATIVE
EFFORT TO SUPPORT EQUITY, WELCOMING, INCLUSION, AND BELONGING (Welcoming Cities
Collaborative)

This Interlocal Agreement ("ILA") by and between the cities of Kirkland, Bellevue, and Redmond, municipal corporations of the State of Washington, is entered into for the purpose of promoting equity, welcoming, inclusion, and belonging in each of their jurisdictions.

WHEREAS, the cities of Kirkland, Bellevue, and Redmond (the Cities) recognize the importance of helping to create communities that are welcoming for all and are places where all people belong; and

WHEREAS, the Cities have taken many budgetary and policy actions to make progress towards this goal but recognize there is still more to be done to achieve equity, welcoming, inclusion, and belonging for everyone; and

WHEREAS, Eastside For All, a non-profit corporation in the State of Washington, focuses on transforming East King County into a place where racial, economic, and social justice is made possible for communities of color by focusing on local systemic changes in policies, practices, relationships, and investments; and

WHEREAS, Welcoming America, a non-profit corporation in the State of Georgia, leads a movement of inclusive communities becoming more prosperous by making everyone feel like they belong; and

WHEREAS, Welcoming America provides a Welcoming Standard framework for becoming Certified Welcoming, a formal designation for cities and counties that have created policies and programs reflecting their values and commitment to immigrant inclusion in areas of civic, social, and economic life; and

WHEREAS, the Cities and Eastside For All are all members of Welcoming America's Welcoming Network, and are pursuing the application process to become Certified Welcoming as a way to demonstrate the Cities' and Eastside For All's shared intention to make East King County a place that is welcoming for all and where all people belong; and

WHEREAS King County has declared racism to be a public health crisis, the Cities and Eastside For All will prioritize racial equity by integrating recommendations from the Government Alliance on Racial Equity, a national network of governments working to achieve racial equity and advance opportunities for all, and similar best practice resources; and

WHEREAS, Eastside For All works in partnership with community based organizations and groups in East King County to co-lead efforts across racial and cultural groups; and

WHEREAS, the Cities and Eastside For All recognize that fulfilling Welcoming America's Certified Welcoming Standards and advancing racial equity as part of welcoming and inclusion strategies will be best accomplished through a new collaborative effort, to be called the Welcoming Cities Collaborative; and

WHEREAS the parties now wish to memorialize the understandings that have been reached with regard to each party's role in the Welcoming Cities Collaborative.

NOW, THEREFORE, the parties have reached the following understandings:

1. PURPOSE: The purpose of this ILA is to acknowledge the parties' mutual interest to continue to jointly participate in the Welcoming Cities Collaborative, a public private regional partnership focused on a regional approach to equity, welcoming, inclusion, and belonging.
2. SCOPE: This ILA anticipates each of the parties shall engage and participate in the following activities:
 - A. Developing with other public and private collaborators, such as the cities of Issaquah and Sammamish, a regional plan on equity, welcoming, inclusion, and belonging efforts, which includes as an outcome preparing to apply for the Certified Welcoming designation from Welcoming America as a region;
 - B. Implementing and updating of relevant websites and other communication strategies in support of the Welcoming Cities Collaborative;
 - C. Coordinating and planning for an annual East King County Welcoming Week celebration; and
 - D. Reporting annually to each parties' respective city leadership on the activities of the Welcoming Cities Collaborative, including the outcomes and return on investment.
3. FINANCIAL CONSIDERATIONS: The cities of Kirkland, Bellevue, and Redmond will each provide to Eastside For All via separate professional services agreements funding based on a per capita population recommended funding schedule (Attachment A) to cover the costs of the activities undertaken by Eastside For All on behalf of the Welcoming Cities Collaborative to implement the adopted annual work plan.
4. DURATION – TERMINATION: This ILA shall be deemed effective on the date that the last party has signed and shall remain in effect through December 31, 2022. The parties agree to collectively review and evaluate the program prior to December 31, 2022, to determine whether each party would like to continue this ILA. Until that time, this ILA shall remain in effect until any of the parties gives written notice to the other parties that it no longer wishes to participate in the Welcoming Cities Collaborative, in which event the ILA will be deemed terminated.
5. PROPERTY: The parties do not intend to acquire any real or personal property under this ILA. In the event that property is acquired, the parties shall agree in advance of such acquisition on the manner of acquiring, holding, and disposing of the property.
6. NO SEPARATE ENTITY - ADMINISTRATION. No separate legal or administrative entity is created by this ILA. This ILA shall be jointly administered by the contact persons listed below.

7. CONTACT PERSONS.

For purposes of this Agreement, the following persons shall serve as contact persons for their respective jurisdictions:

Bellevue: Linda Whitehead, Chief Diversity, Equity, and Inclusion Officer

Kirkland: David Wolbrecht, Senior Neighborhood Services Coordinator

Redmond: Lisa Maher, Deputy Executive Department Director

Changes in contact persons shall be provided in writing to the other parties within 5 business days and in accordance with Section 8.B (Notices) below.

8. GENERAL MATTERS AND RECORDING.

- A. Modification. This ILA may only be modified in writing and must be signed by all Parties.
- B. Notices. All notices required to be given under this ILA shall be made in writing by first-class mail, by facsimile or e-mail, or by personal delivery, to the address set forth below, or such other address as provided in writing. Parties are required to update notice information upon changes to the below.

City of Bellevue

...
Address
Email:

City of Kirkland

David Wolbrecht
123 Fifth Avenue
Kirkland, WA 98033
Email: dwolbrecht@kirklandwa.gov

City of Redmond

Lisa Maher
15670 NE 85th Street
Redmond, WA 98072
Email: lmaher@redmond.gov

- C. Venue. Any action filed under or related to this ILA must be brought in King County Superior Court.
- D. Dispute Resolution. If any dispute arises among the Parties which is not resolved by routine meetings or communications, the disputing parties agree to seek

resolution of such dispute in good faith by meeting, as soon as feasible. If the parties do not come to an agreement on the dispute, the parties may agree to pursue mediation through a process to be mutually agreed upon, with the parties to the dispute sharing equally the costs of mediation and assuming their own costs.

- E. No Third Party Beneficiaries. This ILA is for the benefit of the Parties only, and no third party shall have any rights hereunder.
 - F. Retained Responsibility and Authority. Except as expressly provided for herein, the Parties retain the responsibility and authority for managing and maintaining their own respective systems and programs related to Equity and Inclusion.
9. COUNTERPARTS. This ILA may be signed in counterparts and, if so signed, shall be deemed one integrated ILA.

Approved and executed this ____ day of _____, 2022.

CITY OF BELLEVUE

By: _____

Name: _____

Title: _____

Approved as to form:

City Attorney

Approved and executed this ____ day of _____, 2022

CITY OF KIRKLAND

By: _____

Name: _____

Title: _____

Approved as to form:

City Attorney

Approved and executed this 8th day of August, 2022.

CITY OF REDMOND

DocuSigned by:
By: Angela Birney

F678C3A6CA90451...
Name: Angela Birney

Title: Mayor

Approved as to form:

DocuSigned by:
James E. Haney

85394CE968994B5...
City Attorney

Approved and executed this ____ day of _____, 2022.

CITY OF SAMMAMISH

By: _____

Name: _____

Title: _____

Approved as to form:

City Attorney

Approved and executed this ____ day of _____, 2022.

CITY OF ISSAQUAH

By: _____

Name: _____

Title: _____

Approved as to form:

City Attorney

ATTACHMENT A

Recommended Funding Schedule Based on Per Capita Population

Population < 50,000: \$5,000 per year

Population between 50,000 and 100,000: \$8,000 per year

Population > 100,000: \$12,000 per year

Certificate Of Completion

Envelope Id: FB5AD52A898E42E7B16CC28DF26D8DA6	Status: Completed
Subject: City of Redmond Contract - Fill Out City Contract Routing Form and Upload Contract Documents	
Source Envelope:	
Document Pages: 10	Signatures: 7
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	DocuSign Purchasing
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	15670 Ne 85th St
	Redmond, WA 98052
	docusignpurchasing@redmond.gov
	IP Address: 204.152.61.20

Record Tracking

Status: Original 8/4/2022 11:08:02 AM	Holder: DocuSign Purchasing docusignpurchasing@redmond.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: City of Redmond, WA	Location: DocuSign

Signer Events

Signer	Signature	Timestamp
Adam O'Sullivan DocuSignPurchasing@Redmond.gov City of Redmond Security Level: Email, Account Authentication (None)	Completed Using IP Address: 204.152.61.20	Sent: 8/4/2022 11:11:42 AM Viewed: 8/4/2022 11:12:24 AM Signed: 8/4/2022 11:19:55 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lisa Maher lmaher@redmond.gov Security Level: Email, Account Authentication (None)	<p>DocuSigned by: <i>Lisa Maher</i> E670E968744F405...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 204.152.61.20</p>	Sent: 8/4/2022 11:23:47 AM Viewed: 8/8/2022 1:03:14 PM Signed: 8/8/2022 1:03:29 PM
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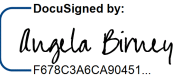
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

James E. Haney jhaney@omwlaw.com Security Level: Email, Account Authentication (None)	<p>DocuSigned by: <i>James E. Haney</i> 85394CE968994B5...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 20.245.2.98</p>	Sent: 8/8/2022 1:03:31 PM Viewed: 8/8/2022 1:10:28 PM Signed: 8/9/2022 7:45:01 AM
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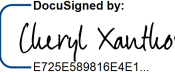
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Charles Corder RiskContracts@redmond.gov Finance Director & Mayor Designee Security Level: Email, Account Authentication (None)	<p>DocuSigned by: <i>Charles Corder</i> 581CDD1AF985491...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 204.152.61.20</p>	Sent: 8/9/2022 7:45:02 AM Viewed: 8/9/2022 8:43:53 AM Signed: 8/9/2022 8:44:09 AM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signer Events	Signature	Timestamp
Angela Birney abirney@redmond.gov Mayor Redmond Security Level: Email, Account Authentication (None)	 <p>DocuSigned by: Angela Birney F678C3A6CA90451...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 204.152.61.20</p>	Sent: 8/9/2022 8:44:11 AM Viewed: 8/9/2022 9:51:04 AM Signed: 8/9/2022 9:52:05 AM


Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Cheryl Xanthos ClerksContracts@redmond.gov City Clerk Security Level: Email, Account Authentication (None)	 <p>DocuSigned by: Cheryl Xanthos E725E89818E4E1...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 204.152.61.20</p>	Sent: 8/9/2022 9:52:07 AM Viewed: 8/9/2022 2:00:23 PM Signed: 8/9/2022 2:06:59 PM
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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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Adam O'Sullivan DocuSignPurchasing@Redmond.gov City of Redmond Security Level: Email, Account Authentication (None)	 <p>Using IP Address: 204.152.61.20</p>	Sent: 8/4/2022 11:19:57 AM Viewed: 8/4/2022 11:20:14 AM Completed: 8/4/2022 11:23:46 AM
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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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Purchasing purchasing@redmond.gov My Title Security Level: Email, Account Authentication (None)		Sent: 8/9/2022 2:07:01 PM
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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	8/4/2022 11:11:42 AM
Certified Delivered	Security Checked	8/9/2022 2:00:23 PM
Signing Complete	Security Checked	8/9/2022 2:06:59 PM
Completed	Security Checked	8/9/2022 2:07:01 PM

Payment Events	Status	Timestamps
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