



MEMORANDUM OF UNDERSTANDING

**EVERETT FIRE DEPARTMENT
2801 OAKES AVENUE
EVERETT, WA 98201**

THIS MEMORANDUM OF UNDERSTANDING ("AGREEMENT") is made and entered into by and between the City of Seattle Police Department, hereinafter referred to as "SPD" and Everett Fire Department, hereinafter known as "EFD".

IT IS THEREFORE MUTUALLY AGREED THAT:

This Agreement memorializes the formal commitment and active participation by the EFD in the Seattle Region Securing the Cities ("STC") Program. The STC Program is a grant funded regional effort geared towards enhancing radiological and nuclear detection and interdiction capabilities in the Seattle UASI Region.

By entering into this Agreement, EFD hereby agrees to participate in the development and sustainment of the STC Program and the accomplishment of its goals and objectives, as more fully set forth in the STC Charters (Exhibit A) and STC Program documentation.

EFD shall designate a representative of sufficient rank and/or subject matter expertise to serve as a point of contact and shall make every effort to attend and engage in all STC Program meetings and designated activities that further the goals and objectives of the STC Program. EFD will aid in the development and adoption of any plans, policies, and/or procedures regarding the STC Program. Participating agencies will also commit to providing members to the STC Program sub-committees as deemed feasible and sustainable by the agencies chain of command. Nothing in this Agreement is intended to interfere with or interrupt an agency's ability to perform its primary mission set.

The Seattle STC Program is funded by the Securing the Cities Program Grant ("Grant") from the United States Department of Homeland Security Countering Weapons of Mass Destruction (CWMD) Office ("Grantor"). The Grant is awarded to the Seattle Police Department to assist Participants in acquiring equipment, training and support to enhance PRND capabilities in the Seattle region. The Seattle Police Department is identified as the "Lead Agency" and the "Fiscal Agent".

By successfully participating in this regional effort, as outlined in STC Charters and documentation, and facilitated by the STC Project Manager, SPD and DHS CWMD, EFD may be eligible to receive various pre-determined PRND equipment, specialized training, and related labor compensation as a sub-recipient under the grant.

In the event the Agreement requires a change in scope beyond what has been agreed to, the SPD and EFD shall agree to any such changes in writing prior to the commencement of Services requiring the change in the scope or cost increase.

REPORTING REQUIREMENTS

EFD will be required to provide data to the Grantor on project milestones, statuses or other specific information which will be used to develop quarterly reports per DHS/CWMD requirements. This data will pertain to, but not be limited to, collecting, sharing and analyzing, information and resources to predict, prevent, respond to, adjudicate, report and archive the illicit use, storage, or movement of radiological materials in the STC Seattle region.

CONFIDENTIALITY

In order to ensure the security of clients and sensitive data, all parties agree to adhere to the confidentiality expectations as outlined in the Grant Agreement.

TERM OF AGREEMENT

This Agreement shall begin February 20, 2025, and terminates October 30, 2025. This Agreement may be modified and continued, at least biennially, by amendment, for work beyond this date, by mutual agreement of the parties.

PAYMENT

This Agreement is non-financial. Any commitment of resources will be outlined and executed under a separate Sub-Recipient Agreement.

FEDERAL COOPERATIVE AGREEMENT

SPD has entered into a Cooperative Agreement with the Department of Homeland Security and is funded with federal grant funds under CFDA #97.106. The grant is the Securing the Cities Program, Award #20CWDSTC00008. All federal financial and grant management rules and regulations must be adhered to in the implementation of this program.

Exhibit B is a copy of the federal award documents. All conditions stated in the award documents apply to the execution of this contract. Per DHS guidelines, the lead agency accepts full responsibility for the performance of the collaborative organizations/agencies

INDEMNIFICATION AND HOLD HARMLESS

EFD shall defend, indemnify, and hold the City of Seattle harmless from and against all claims, demands, losses, damages or costs, including but not limited to damages arising out of bodily injury or death to persons and damage to property, caused by or resulting from:

- The sole negligence or willful misconduct of EFD, its officials, officers, employees, and agents;
- The concurrent negligence of EFD, its officials, officers, employees, or agents but only to the extent of the negligence of EFD, its officials, officers, employees, and agents;
- The negligent performance or non-performance of the contract by EFD; and

EFD waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the City of Seattle and its officials, agents, and employees.

INSURANCE

The EFD agrees that it will maintain, at its own expense, sufficient insurance coverage or a fully funded self-insurance program, approved by the State of Washington, for the protection and handling of the liabilities potentially arising from this Agreement, including injuries to persons and damage to property. EFD agrees to provide the City of Seattle with at least 30 days prior written notice of any material change in EFD's liability coverage. Workers compensation insurance shall also be maintained if required by Washington state law.

TERMINATION

Either party may terminate this Agreement without recourse by the other party upon written notice to terminate. Notice of termination shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) days prior to the effective date of termination.

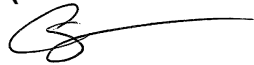
AGENCY CONTACTS

Contact between the Parties regarding Agreement administration will be between the representatives of each party or their designee as follows:

EVERETT FIRE DEPARTMENT	Seattle Police Department
Name: Mike Lingrey	Name: James Elliott
Phone: 425-257-8134	Phone: 206-886-5585
Email: MLingrey@everettwa.gov	Email: James.Elliott@seattle.gov

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the latest day and year written below.

CITY OF EVERETT (EVERETT FIRE DEPARTMENT)



Name: Cassie Franklin

Title: Mayor

Date: 03/19/2025

SEATTLE POLICE DEPARTMENT

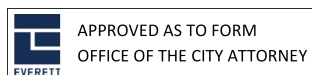
Asst. Chief T. Davis #6633

Assistant Chief Tyrone Davis
Special Services Section

03/19/2025

Exhibit A: Securing the Cities Charters

Exhibit B: Federal Award Documents



SEATTLE



Securing the Cities Program Executive Committee Charter

22 May 2022

SIGNATURES

Submitted by:

Name: Eric Barden
Title: Deputy Chief
Agency: Seattle PD

Date: _____

Name: Troy Olmsted
Title: Chief
Agency: King County Sheriffs

Date: _____

Concurred by:

Name: Dione Mazzolini
Title: WMD Coord
Agency: FBI

Date: _____

Name: Eric Scripps
Title: Lieutenant
Agency: Tacoma PD

Date: _____

Table of Contents

1 Purpose 1

2 Securing the Cities Committee Structure 1

3 Executive Committee 1

3.1 Function..... 1

3.2 Committee Member Responsibilities 1

3.3 Executive Committee Tasks..... 2

3.4 Committee Chair and Deputy Chair..... 2

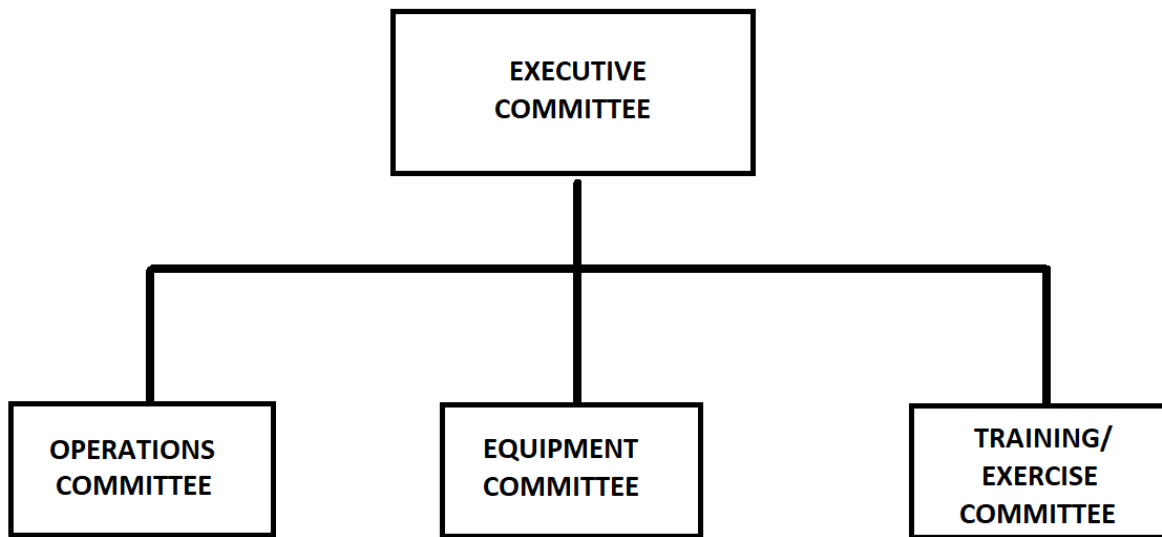
3.5 Committee Membership..... 2

1 Purpose

This document outlines the function and responsibilities of the Securing the Cities (STC) Executive Committee. The committee's work will support the implementation of the STC Program and the goals and objectives outlined in the STC Stakeholder Implementation Plan.

2 Securing the Cities Committee Structure

The diagram below describes the committee structure supporting STC Program.



3 Executive Committee

3.1 Function

The Executive Committee provides strategic guidance and regional consensus for the implementation and sustainment of the STC Program. The committee identifies issues affecting the overall program at a strategic level. The Executive Committee prioritizes and delegates solution development to the four functional subcommittees shown above, in order to address issues in a comprehensive manner.

Committee Member Responsibilities

Committee members will:

- Participate in all Executive Committee meetings and designated working groups.
- Speak authoritatively on strategic program issues as the appointed representative of their respective agency.

- Actively participate in staffing appropriate documents in a timely manner.

3.2 Executive Committee Tasks

The STC Executive Committee will:

Provide general direction for implementation of the STC capability.

- Approve Regional Implementation Plan.
- Develop the program sustainment strategy.
- Identify issues to be addressed by the three functional subcommittees.
- Determine potential State and local participants as the program expands over time.
- Approve STC regional documents.
- Determine periodicity of reporting from the four functional subcommittees.
- Determine funding distribution plan.
- Form working groups as required to perform focused activities.

3.3 Committee Chair and Deputy Chair

The committee will be chaired by Eric Barden, Deputy Chief, Seattle PD.

The Deputy Chair will be Dione Mazzolini, Weapons Mass Destruction Coordinator, FBI.

3.4 Committee Membership

The Executive Committee is composed of the following members:

Organization	Primary	Alternate
Seattle PD	Tyrone Davis	James Elliott
Washington State Patrol	Arel Solie	Cliff Pratt
Seattle Fire	Christopher Lombard	Ryan Nash
Bellevue PD	Shelby Shearer	Dave Rivera
King County Sheriffs	Jeffrey Flohr	Hiram Grijalva
Tacoma PD	Eric Scripps	Chris Martin
Pierce County Sheriffs	Frank Brown	Brian Anderson
Port of Seattle PD	Hannah Minnihan	Jason Coke
WA Dept of Health	Mark Henry	
FBI	Dione Mazzolini	
Renton Fire Authority	Steve Heitman	
South King Fire	Michael Lawson	Derrik Waggoner

Exhibit A
STC Executive Committee Charter

SEATTLE



Securing the Cities Program Operations Committee Charter

22 May 2022

SIGNATURES

Submitted by:

Name: Hiram Grijalva
Title: Bomb Squad Cmdr
Agency: King County Sheriffs

Date: _____

Name: Dave Rivera
Title: Sergeant
Agency: Bellevue PD

Date: _____

Concurred by:

Name: Grant Bonham
Title: Captain
Agency: Seattle Fire

Date: _____

Name: Chris Martin
Title: Sergeant
Agency: Tacoma PD

Date: _____

Table of Contents

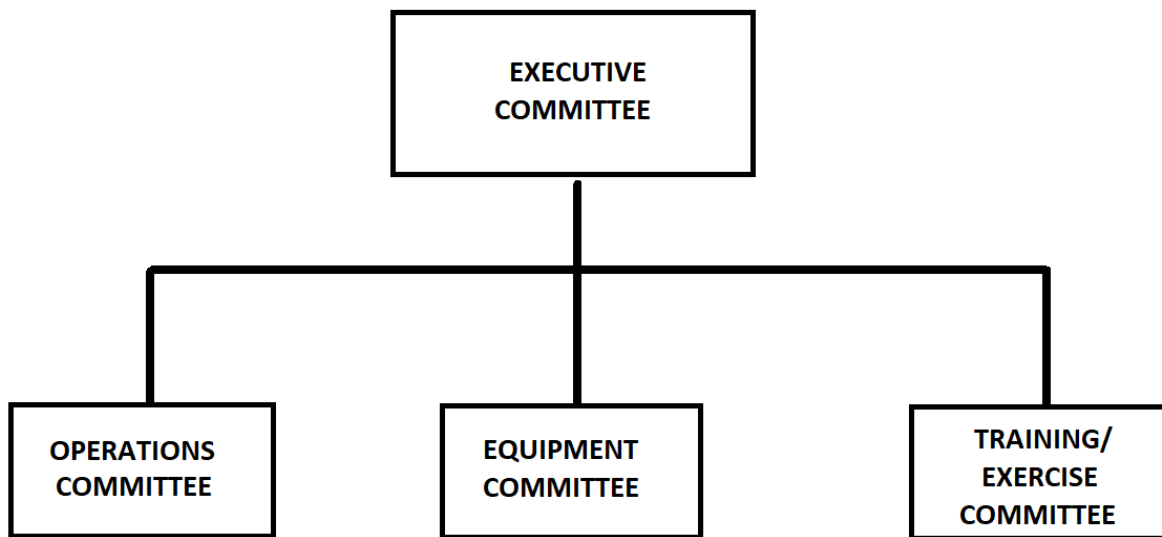
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2	Securing the Cities Committee Structure	1
3	Operations Committee	1
3.1	Function.....	1
3.2	Committee Member Responsibilities	2
3.3	Operations Committee Tasks	2
3.4	Committee Co-Chairs.....	2
3.5	Committee Membership.....	2

1 Purpose

This document outlines the function and responsibilities of the Securing the Cities (STC) Operations Committee. The committee's work will support the implementation of the Seattle STC Program and the goals and objectives outlined in the STC Stakeholder Implementation Plan.

2 Securing the Cities Committee Structure

The diagram below describes the committee structure supporting STC Program.



3 Operations Committee

3.1 Function

The Operations Committee works to institutionalize and standardize realistic and effective operational plans, protocols and procedures, taking into account the prevailing operational environment and capabilities and limitations. The committee identifies issues that could affect operations and devises procedures to address these issues in a comprehensive manner. The Operations Committee accounts for and resolves differences in operational protocols between participating stakeholder agencies.

3.2 Committee Member Responsibilities

Committee members will:

- Participate in all Operations Committee meetings and designated working groups.
- Speak authoritatively on operational issues as the appointed representative of their respective agency.
- Actively participate in staffing appropriate documents in a timely manner.

3.3 Operations Committee Tasks

The STC Operations Committee will:

- Develop regional Operations Plan that provides for regional coordinated operations and information exchange between regional jurisdictions and federal agencies.
- Ensure Operations Plan outlines the integration of State and local capabilities with Federal Government activities and the GNDA.
- Develop standardized regional detection, reporting and resolution protocols.
- Conduct annual review of Operations Plan, protocols and SOPs to incorporate lessons learned from drills, exercises and operations.

3.4 Committee Co-Chairs

The committee will be co-chaired by Hiram Grijalva and Dave Rivera

3.5 Committee Membership

The Operations Committee is composed of the following members:

Organization	Primary	Alternate
King County Sheriffs	Hiram Grijalva	
Bellevue PD	Dave Rivera	
Seattle Fire	Grant Bonham	
Tacoma PD	Chris Martin	
Pierce County Sheriffs	Brian Anderson	
Seattle PD	Aaron Keating	
Washington State Patrol	Cliff Pratt	

SEATTLE



Securing the Cities Program Training & Exercise Committee Charter

22 May 2022

SIGNATURES

Submitted by:

Name: Dave Mendez
Title: Deputy
Agency: King County Sheriffs

Date: _____

Name: William Aho
Title: Dep. Chief
Agency: Renton Fire Auth

Date: _____

Concurred by:

Name: Grant Bonham
Title: Captain
Agency: Seattle Fire

Date: _____

Name: Ron Giroux
Title: Officer
Agency: Seattle PD

Date: _____

Table of Contents

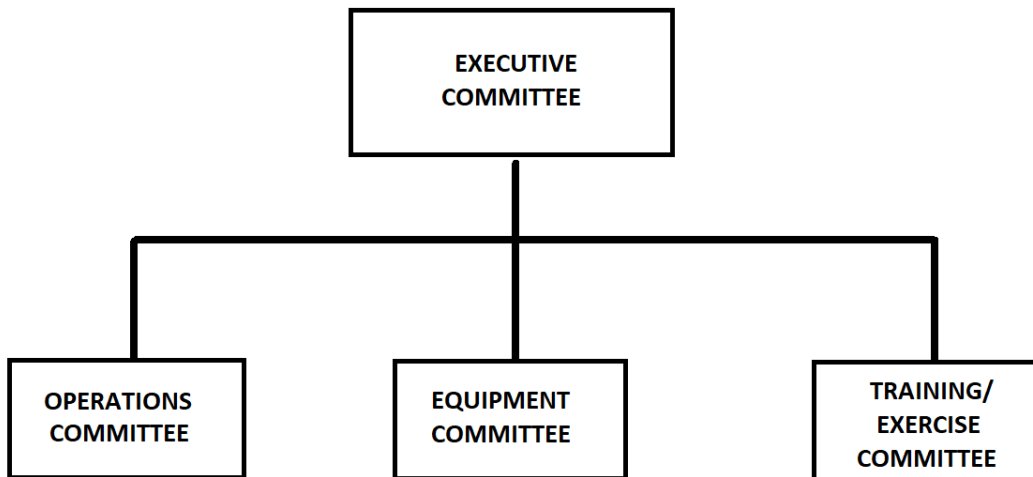
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2	Securing the Cities Committee Structure	1
3	Training and Exercise Committee	1
3.1	Function.....	1
3.2	Committee Member Responsibilities	1
3.3	Training and Exercise Committee Tasks	2
3.4	Committee Co-Chairs.....	2
3.5	Committee Membership	2

1 Purpose

This document outlines the function and responsibilities of the Securing the Cities (STC) Training and Exercise Committee. The committee's work will support the implementation of the STC Program and the goals and objectives outlined in the STC Stakeholder Implementation Plan.

2 Securing the Cities Committee Structure

The diagram below describes the committee structure supporting STC Program.



3 Training and Exercise Committee

3.1 Function

The Training and Exercise Committee's top priority is to maintain proficiency of operators throughout the region with respect to RND detection. To that end, the committee works to enable the development and sustainment of RND detection capability by implementing a standardized formal training and exercise program. The committee identifies training and exercise requirements in order to maintain operator proficiency. The committee chairs articulate requirements and regional issues to CWMD STC staff and work to generate sustainable solutions. The Training and Exercise Committee facilitates the scheduling of training and exercises.

3.2 Committee Member Responsibilities

Committee members will:

Exhibit A
STC Training and Exercise Committee Charter

- Participate in all Training and Exercise Committee meetings and designated working groups.
- Speak authoritatively on training and exercise issues as the appointed representative of their respective agency.
- Actively participate in staffing appropriate documents in a timely manner

3.3 Training and Exercise Committee Tasks

The STC Training and Exercise Committee will:

- Develop regional Multi Year Training and Exercise Plan (MYTEP) that covers all R/N detection related training, drills and exercises for the region.
- Identify all training requirements for the region, by agency.
- Establish training goals.
- Designate and develop training cadre.
- Ensure that all scheduling of R/N detection training throughout the region is coordinated through the Training and Exercise Committee.
- Conduct drills and exercises to maintain and test proficiency.
- Ensure all participating agencies report training, drills and exercises in a timely manner.
- Encourage/facilitate use of the STC Training and Exercise Guidebook for implementation of the training cycle.
- Encourage/facilitate self-delivered training using DHS approved training materials.
- Encourage/facilitate the use of CWMD training request and reporting processes and forms.

3.4 Committee Co-Chairs

The committee will be co-chaired by Dave Mandez and Grant Bonham

3.5 Committee Membership

The Training and Exercise Committee is composed of the following members:

Organization	Primary	Alternate
King County Sheriffs	Dave Mendez	
Seattle Fire	Grant Bonham	
Seattle PD	Ron Giroux	
Washington State Patrol	Josh Griffith	
Renton Fire Authority	William Aho	

SEATTLE



**Securing the Cities Program
Equipment Committee Charter**

22 May 2022

SIGNATURES

Submitted by:

Name: Cliff Pratt
Title: Bomb Squad Cmdr
Agency: Washington State Patrol

Date: _____

Name: Hiram Grijalva
Title: Bomb Squad Cmdr
Agency: King County Sheriffs

Date: _____

Name: Ron Giroux
Title: Officer
Agency: Seattle PD

Date: _____

Name: Dave Rivera
Title: Sergeant
Agency: Bellevue PD

Date: _____

Concurred by:

Name: Mark Henry
Title: Health Physicist
Agency: Dept of Health

Date: _____

Name: Grant Bonham
Title: Captain
Agency: Seattle Fire

Date: _____

Exhibit A
STC Equipment Committee Charter

Table of Contents

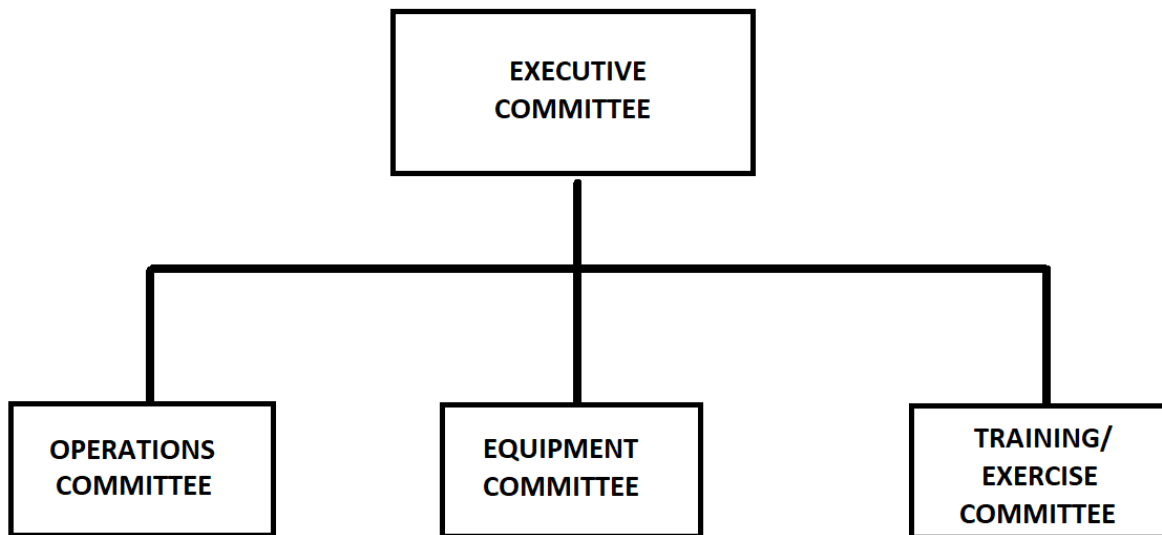
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3	Equipment Committee	1
3.1	Function.....	1
3.2	Committee Member Responsibilities	1
3.3	Equipment Committee Tasks	2
3.4	Committee Co-Chairs.....	2
3.5	Committee Membership.....	2

1 Purpose

This document outlines the function and responsibilities of the Securing the Cities (STC) Equipment Committee. The committee's work will support the implementation of the STC Program, and the goals and objectives outlined in the STC Stakeholder Implementation Plan.

2 Securing the Cities Committee Structure

The diagram below describes the committee structure supporting Seattle STC Program.



3 Equipment Committee

3.1 Function

The Equipment Committee's overall goal is to develop an effective and sustainable equipment infrastructure. The primary focus is to develop a regional equipment strategy that supports the regional Operations Plan. The committee works to develop regional equipment solutions that facilitate capability sustainment. This includes equipment maintenance, calibration, repair and replacement, and the processes by which these are accomplished. The committee strives to gain consensus on standardized acquisitions, repairs, maintenance and calibration to minimize overall life cycle cost and time out service and streamline the training process.

Committee Member Responsibilities

Committee members will:

- Participate in all Equipment Committee meetings and designated working groups.
- Speak authoritatively on equipment related issues as the appointed representative of their respective agency.
- Actively participate in staffing appropriate documents in a timely manner.

3.2 Equipment Committee Tasks

The STC Equipment Committee will:

- Develop regional equipment strategy that supports the regional Operations Plan.
- Identify regional equipment requirements by agency.
- Provide recommendations to regional Program Manager for acquisition and standard instrument settings.
- Develop equipment life cycle cost estimates.
- Develop inventory tracking plan and process in conjunction with CWMD STC Program Management Office (PMO) staff and regional Program Manager.
- Facilitate equipment inventory management through close coordination with regional Program Manager.
- Facilitate/coordinate equipment distribution upon initial acquisition.
- Develop regional equipment sustainment plan which includes maintenance, calibration and replacement. This task will be in collaboration with the CWMD PMO as a shared responsibility.
- Collaborate with CWMD STC PMO to develop and promulgate policy and procedures for equipment maintenance, calibration and repair. Assist regional Program Manager in ensuring compliance by all partners.
- Identify equipment issues and problems and work directly with CWMD STC PMO staff to develop regional solutions.

3.3 Committee Co-Chairs

The committee will be co-chaired by Cliff Pratt and Mark Henry

3.4 Committee Membership

The Equipment Committee is composed of the following members:

Organization	Primary	Alternate
Washington State Patrol	Cliff Pratt	
King County Sheriffs	Hiram Grijalva	
WA State Dept. of Health	Mark Henry	
Seattle PD	Ron Giroux	
Seattle Fire Dept.	Grant Bonham	
Bellevue PD	Dave Rivera	

1. DATE ISSUED MM/DD/YYYY		1a. SUPERSEDES AWARD NOTICE dated		Exhibit B
07/01/2024		except that any additions or restrictions previously imposed remain in effect unless specifically rescinded		
2. CFDA NO.				
97.106 - Cooperative Agreements, I - USE OF PROPERTY, FACILITIES, OR EQUIPMENT, L - DISSEMINATION OF TECHNICAL INFORMATION				
3. ASSISTANCE TYPE Cooperative Agreement				
4. GRANT NO. 20CWDSTC00008-05-00		5. TYPE OF AWARD		
Formerly		Other		
4a. FAIN 20CWDSTC00008		5a. ACTION TYPE Non-Competing Continuation		
6. PROJECT PERIOD MM/DD/YYYY		MM/DD/YYYY		
From 03/04/2020		Through 10/30/2029		
7. BUDGET PERIOD MM/DD/YYYY		MM/DD/YYYY		
From 07/01/2024		Through 06/30/2025		
8. TITLE OF PROJECT (OR PROGRAM)				
Seattle Region Sustaining the Cities				

Department of Homeland Security

DHS Grants and Financial Assistance Division (GFAD)

301 7th Street, SW, RM 3051
Mail Stop 0115
Washington, DC 20528

NOTICE OF AWARD

AUTHORIZATION (Legislation/Regulations)

Homeland Security Act of 2002, Public Law 107-296, 6 U.S.C 596

9a. GRANTEE NAME AND ADDRESS	9b. GRANTEE PROJECT DIRECTOR
Seattle Police Department 610 5th Ave Seattle, WA 98104-1900	Stephen Hirjak 610 Fifth Avenue Seattle, WA 98124-4986 Phone: 206-684-5753

10a. GRANTEE AUTHORIZING OFFICIAL	10b. FEDERAL PROJECT OFFICER
Ms. Melissa Cordeiro 610 5th Ave Seattle Police Department Seattle, WA 98104-1900	Kristina Frierson 7th And D Street SW Washington, DC 20407-0001 Phone: 202-440-1703

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION	
I Financial Assistance from the Federal Awarding Agency Only		a. Amount of Federal Financial Assistance (from item 11m) 3,268,140.95	
II Total project costs including grant funds and all other financial participation		b. Less Unobligated Balance From Prior Budget Periods 2,705,640.95	
a. Salaries and Wages 475,428.78		c. Less Cumulative Prior Award(s) This Budget Period 0.00	
b. Fringe Benefits 216,128.85		d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION 562,500.00	
c. Total Personnel Costs 691,557.63		13. Total Federal Funds Awarded to Date for Project Period 4,962,507.00	
d. Equipment 2,503,437.05		14. RECOMMENDED FUTURE SUPPORT	
e. Supplies 15,075.05		(Subject to the availability of funds and satisfactory progress of the project):	
f. Travel 44,222.39		YEAR TOTAL DIRECT COSTS YEAR TOTAL DIRECT COSTS	
g. Construction 0.00		a. 6 b. 7 c. 8 d. 9 e. 10 f. 11	
h. Other 6,924.00		15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:	
i. Contractual 6,924.83		a. DEDUCTION	
j. TOTAL DIRECT COSTS 3,268,140.95		b. ADDITIONAL COSTS	
k. INDIRECT COSTS 0.00		c. MATCHING	
l. TOTAL APPROVED BUDGET 3,268,140.95		d. OTHER RESEARCH (Add / Deduct Option)	
m. Federal Share 3,268,140.95		e. OTHER (See REMARKS)	
n. Non-Federal Share 0.00		16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:	
		a. The grant program legislation.	
		b. The grant program regulations.	
		c. This award notice including terms and conditions, if any, noted below under REMARKS.	
		d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.	
		In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.	

REMARKS (Other Terms and Conditions Attached - ☒ Yes ☐ No)

This continuation action approves \$562,500.00 and \$2,705,640.95 in carryover. Continuation also includes new program specific term and condition on Equipment. Please carefully read the term and carefully review the enclosed property listing in the Equipment List document that is included with this NOA.

GRANTS MANAGEMENT OFFICIAL:

Janet Bailey
7th and D Street SW
Washington DC , DC 20407
Phone: (202)447-0362

17.OBJ CLASS 4100	18a. VENDOR CODE 916001275	18b. EIN 916001275	19a. UEI RGJ5CPK2YHK1	19b. DUNS 130986214	20. CONG. DIST. 07
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION	
21. a. O40570460411	b. CWDSTC00008A	c. STC	d. \$562,500.00	e.	
22. a.	b.	c.	d.	e.	
23. a.	b.	c.	d.	e.	












MOU SPD STC program_2.20.2025_rev.SD

Final Audit Report

2025-03-19

Created:	2025-02-26
By:	Ashleigh Scott (AScott@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2kvQgUV-wyRihVGNIZvug_H7q2t5aE3O

"MOU SPD STC program_2.20.2025_rev.SD" History

-  Document created by Ashleigh Scott (AScott@everettwa.gov)
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-  Document emailed to Michael Lingrey (MLingrey@everettwa.gov) for approval
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-  Email viewed by Michael Lingrey (MLingrey@everettwa.gov)
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-  Email viewed by Michael Lingrey (MLingrey@everettwa.gov)
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-  Document approved by Michael Lingrey (MLingrey@everettwa.gov)
Approval Date: 2025-03-04 - 8:52:47 PM GMT - Time Source: server
-  Document emailed to Tyrone Davis (tyrone.davis@seattle.gov) for signature
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-  Email viewed by Tyrone Davis (tyrone.davis@seattle.gov)
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2025-03-19 - 5:24:07 PM GMT

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Signature Date: 2025-03-19 - 5:25:55 PM GMT - Time Source: server

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Approval Date: 2025-03-19 - 5:27:07 PM GMT - Time Source: server

 Agreement completed.

2025-03-19 - 5:27:07 PM GMT