

RESOLUTION NO. 6091

A RESOLUTION Authorizing the CEO/General Manager of Public Utility District No. 1 of Snohomish County to Execute an Interlocal Agreement With Snohomish County for the Design and Installation of a Portable, Interactive, Renewable Energy Education Microgrid Display to be Housed at the Arlington Microgrid Clean Energy Technology Center

WHEREAS, the District and Snohomish County (the "County") have negotiated an Interlocal Agreement ("Agreement") whereby the County through the County Council will provide funding in the form of \$75,000 reimbursement of expenditures for the District to design a microgrid display ("Display") with an estimated cost of \$100,000 to be housed at the Arlington Microgrid Clean Energy Technology Center ("Center") and used at schools, fairs, and other events, contingent upon the District meeting the provisions set forth in the Agreement; and

WHEREAS, County Ordinance 22-001 appropriated \$5,000,000 for "Council Projects" and the Display will be one such Council Project, funded through the County General funds; and

WHEREAS, the project's goal is to create a Display that: educates children and adults; has an interactive computerized, internet-ready component; demonstrates a working microgrid; and which answers the questions what is a microgrid, how does a microgrid work, how does a microgrid supplement the overall power grid, how does a microgrid benefit the community; and

WHEREAS, in addition to the \$75,000 in funding, the County through the County Council will provide: input into the Display design; the attribution to the County's financial participation; and participate in initial introduction of the Display to the public; and

WHEREAS, the District will be responsible for: providing all funds over \$75,000, expected to be \$25,000; issuing an RFP to hire a consultant to design and build the Display; developing the concept for the Display in consultation with others; overseeing the design and construction of the Display; owning the Display; establishing guidelines for public use of the Display; completing the Display by December 31, 2023; and

WHEREAS, the full initial project cost of \$100,000 will be included in the 2023 Generation budget; and

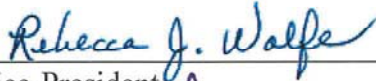
WHEREAS, based on information and staff's recommendation the Board of Commissioners of the District finds that it would be in the best interest of the District and its ratepayers to enter into the Agreement for the above-described Display project; and

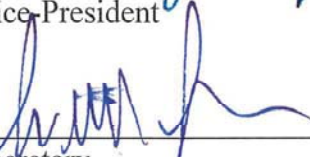
WHEREAS, both the County and the District are authorized to enter into the Agreement pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No.1 of Snohomish County, Washington, that the CEO/General Manager, or his designee, is authorized to execute in the name of the District the Agreement with Snohomish County regarding the design, construction, and funding of the Display in substantially the form attached as Exhibit "A" and incorporated by this reference.

PASSED AND APPROVED this 15<sup>th</sup> day of November, 2022.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice-President

  
\_\_\_\_\_  
Secretary



**INTERLOCAL AGREEMENT BETWEEN SNOHOMISH COUNTY AND PUBLIC  
UTILITY DISTRICT #1 OF SNOHOMISH COUNTY FOR A MICROGRID DISPLAY**

This interlocal agreement between Snohomish County and Public Utility District #1 of Snohomish County for the design and installation of a portable, interactive renewable energy education microgrid display (“Display” or “Project”) to be housed at the Arlington Microgrid Clean Energy Technology Center (“Center”) (this “Agreement”), is made and entered into this 14th day of December, 2022, by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the “County”), and PUBLIC UTILITY DISTRICT #1 OF SNOHOMISH COUNTY, a Washington municipal corporation (the “District”), and collectively referred to as the “Party” or “Parties”.

**RECITALS**

A. Whereas on February 23, 2022, the County Council adopted Ordinance 22-001, relating to the 2022 budget, making a supplemental appropriation in General Fund 002 to provide expenditure authority for unanticipated funds; and

B. Whereas in Ordinance 22-001, the Council appropriated \$5,000,000 for “Council Projects; and

C. Whereas the District is a public utility that owns the Center, a facility focused on renewable energy that provides educational presentations in the county; and

D. Whereas the County, through the County Council, and the District want to collaborate on the design of the Display for use both at the Center and as a portable educational display for schools, fairs and other events; and

E. Whereas the District has agreed to procure the services necessary to complete the design and build the Display, to own the Display, store it, and utilize it both at the Center and as a portable educational display at schools, fairs and other events; and

F. Whereas the County Council has determined that providing funding for the Display will increase energy resource awareness and educational opportunities for Snohomish County residents; and

G. Whereas the District has provided the following: Proof of Insurance (**Attachment A**, incorporated herein by this reference); and project description (**Attachment B**, incorporated herein by this reference); and

H. Whereas the Display will be housed in the Center. Snohomish County has agreed to provide **SEVENTY-FIVE THOUSAND DOLLARS (\$75,000.00)** of General funds (the “Funds”) in support of this project; and

I. Pursuant to this Agreement and **Chapter 39.34 RCW**, the County wishes to provide, and the District wishes to accept, the above-described Funds from the County.

Exhibit A

**AGREEMENT**

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the District agree as follows:

**1. Purpose of Agreement.**

1.1 Purpose of Agreement. This Agreement is authorized by and entered into pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW. The purpose and intent of this Agreement is to set forth the mutual obligations, responsibilities, and rights of the County and District as they relate to the County's provision of funds to the District for the District's design and construction of the Display.

1.2 No Separate Entity Necessary. The Parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

1.3 Ownership of Property. The parties agree that the District shall have ownership of the Display. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with the performance of this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

1.4 Administrators. Each party to this Agreement shall designate an individual (an "Administrator"), which may be designated by title or position, to oversee and administer such party's participation in this Agreement. The Parties' initial Administrators shall be the following individuals:

**County's Initial Administrator:**

Kara Main-Hester, Chief RRO  
Snohomish County Office of  
Recovery and Resilience  
3000 Rockefeller Ave. MS 407  
Everett, WA 98201  
(425) 262-2991 phone  
[Kara.main-hester@snoco.org](mailto:Kara.main-hester@snoco.org)

**District's Initial Administrator:**

Scott Gibson  
Public Utility District No.1 of  
Snohomish County  
2320 California Street  
Everett, WA 98201  
(425) 783-8835 Phone  
[HSGibson@snopud.com](mailto:HSGibson@snopud.com)

**2. Effective Date and Duration.**

2.1 Effective Date. As provided by RCW 39.34.040, this Agreement shall take effect when it has: (i) been duly executed by both Parties, and (ii) either filed with the County Auditor or posted on the County's Interlocal Agreements website.



2.2 Duration. This Agreement shall remain in effect until June 30, 2024, unless earlier terminated pursuant to the provisions of **Sections 11** or **12** below; PROVIDED, that the Parties' obligations after December 31<sup>st</sup> of the year in which this Agreement becomes effective, are contingent upon each Party's local legislative appropriation of necessary funds to fund this Agreement in accordance with applicable laws.

### 3. County Responsibilities

3.1 Funding: The County has agreed to provide \$75,000 in funds for this project to be spent on eligible expenses as set forth in Attachment B.

3.2 Design Input: The County, through the County Council, will provide input to the selected consultant and the District regarding the design of the Display; and

3.3 Participate in Promoting and Launching the Display: County will provide input into the attribution to be given the County on and/or near the display as well as participating in the initial introduction of the Display to the public.

### 4. District Responsibilities.

#### 4.1 Project Management: The District shall:

4.1.1 Issue a Request for Proposal to hire a consultant to design and build the Display.

4.1.2 Develop with the consultant the concept for the Display in consultation with engineers, educators and communications staff at Snohomish County and the District.

4.1.3 Once a concept is agreed upon, oversee the consultant's design and construction of the Display. District shall ensure that Display is easily portable, easily storable, and educational for both children and adults. District shall ensure that Display is interactive with a computerized, internet-ready component and a working demonstration of a microgrid in action.

4.1.4 Ensure the educational component addresses the following questions: what is a microgrid; how does a microgrid work; how does a microgrid supplement the overall power grid; how does a microgrid benefit the community.

4.2 District's Financial Commitment. The District certifies to the County that the District will have sufficient monies to complete the Display by the Display deadline identified in **Section 4.3** below. The total project cost is estimated at approximately **\$100,000**. The District will contribute any funds needed over the County's contribution from the District's general fund budget in addition to contributing staff time to solicit RFPs, hire a design build consultant, and oversee the project to completion.

4.3 Display Deadline. On or before December 31, 2023, the District shall complete the Display.

4.4 Recognition of County as Financial Sponsor. The District shall recognize the County as a financial sponsor of the Project as follows:

## Exhibit A

- 4.4.1 Upon completion of the Project, the District shall install a physical attribution on the display in a form approved by the County that indicates that the County is a financial sponsor of the Project, and shall include the County as a financial sponsor in any electronic or media that contains credits to financial/artistic/technical or other contributors;
- 4.4.2 The District shall invite the County to all events promoting the inauguration of the Display and recognize the County at all such events as a financial sponsor of the Project; and
- 4.4.3 The District shall recognize the County as a financial sponsor in all brochures, banners, posters, and other promotional material related to the Project.

4.5 Project Maintenance. The District shall be responsible for on-going improvements to, and maintenance of, the Display. The County makes no commitment to support the Display beyond what is provided for in this Agreement and assumes no obligation for future support of the Display, except as expressly set forth in this Agreement.

4.6 Availability to County Residents. The District shall establish guidelines for public use. The Display will be available to County residents consistent with the guidelines.

## 5. Payment.

5.1 Payment. The County will remit to the District an amount that shall not exceed seventy-five thousand dollars (\$75,000.00). Payment shall be on a reimbursement basis based on invoices from the District with supporting documentation of the charges. Photocopies of invoices, and electronic copies of invoices shall be acceptable documentation.

5.2 No Overpayments. In the event an overpayment is made, the District shall remit to the County an amount of equal to the amount of the overpayment. In no case shall the District retain funds that it does not utilize for the Display.

5.3 Accounting. The District shall maintain a system of accounting and internal controls that complies with generally accepted accounting principles and governmental accounting and financial reporting standards and provisions concerning preservation and destruction of public documents in accordance with applicable laws, including Chapter 40.14 RCW.

5.4 Recordkeeping. The District shall maintain adequate records to document the expenditure of the funds on the activities listed in **Section 1** of this Agreement. At the completion of the project the District will provide a report to the County accounting for the expenditure of the Funds. The records shall be maintained by the District in accordance with its record retention policies. The County, or any of its duly authorized representatives, shall have access to books, documents, or papers and records of the District relating to this Agreement for purposes of inspection, audit, or the making of excerpts or transcripts.

5.5 Audit and Repayment. The District shall return funds disbursed to it by the County under this Agreement upon the occurrence of any of the following events:



## Exhibit A

5.5.1 If overpayments are made; or

5.5.2 If an audit of the Project by the State or the County determines that the funds have been expended for purposes not permitted by applicable law, the State, the County, or this Agreement.

In the case of 5.5.1 or 5.5.2, the County shall make a written demand upon the District for repayment, and the District shall be obligated to repay to the County the funds demanded within sixty (60) calendar days of the demand. The County's right to demand repayment from the District may be exercised as often as necessary to recoup from the District all funds required to be returned to the County.

The District is solely responsible for seeking repayment from any subcontractor.

**6. Independent Contractor.**

The District will perform all work associated with the Display as an independent contractor and not as an agent, employee, or servant of the County. The District shall be solely responsible for control, supervision, direction and discipline of its personnel, who shall be employees and agents of the District and not the County. The County shall only have the right to ensure performance.

**7. Indemnification/Hold Harmless.**

The District shall assume the risk of, be liable for, and pay all damage, loss, costs and expense of any Party arising out of the activities under this Agreement and all construction and use of the Display. The District shall hold harmless, indemnify and defend the County, its officers, elected and appointed officials, employees and agents from and against all claims, losses, lawsuits, actions, counsel fees, litigation costs, expenses, damages, judgments, or decrees by reason of damage to any property or business and/or any death, injury or disability to or of any person or Party, including but not limited to any employee, arising out of or suffered, directly or indirectly, by reason of or in connection with this Agreement and the execution of the Display contemplated by this Agreement; PROVIDED, that the above indemnification does not apply to those damages solely caused by the negligence or willful misconduct of the County, its elected and appointed officials, officers, employees or agents. This indemnification obligation shall include, but is not limited to, all claims made against the County in connection with this Agreement by an employee or former employee of District, and District, by mutual negotiation, expressly waives all immunity and limitation on liability, as respects the County only, under any industrial insurance act, including Title 51 RCW, other Worker's Compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim.

The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment or termination of this Agreement.



**8. Liability Related to District Ordinances, Policies, Rules and Regulations.**

In executing this Agreement, the County does not assume liability or responsibility for or in any way release the District from any liability or responsibility which arises in whole or in part from the existence or effect of District ordinances, policies, rules or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such District ordinance, policy, rule or regulation is at issue, the District shall defend the same at its sole expense and, if judgment is entered or damages are awarded against the District, the County, or both, the District shall satisfy the same, including all chargeable costs and reasonable attorney's fees.

**9. Insurance.**

The DISTRICT shall, upon request of and acceptance by the County, provide the County a letter certifying the DISTRICT'S self-insurance program.

**10. Compliance with Laws.**

In the performance of its obligations under this Agreement, each Party shall comply with all applicable federal, state, and local laws, rules, and regulations.

**11. Default and Remedies.**

11.1 Default. If either the County or the District fails to perform any act or obligation required to be performed by it hereunder, the other Party shall deliver written notice of such failure to the non-performing Party. The non-performing Party shall have twenty (20) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said twenty (20) day period, then the non-performing Party shall not be in Default if it commences cure within said twenty (20) day period and thereafter diligently pursues cure to completion.

11.2 Remedies. In the event of a Party's Default under this Agreement, then after giving notice and an opportunity to cure pursuant to **Section 11.1** above, the non-Defaulting Party shall have the right to exercise any or all rights and remedies available to it in law or equity.

**12. Early Termination.**

12.1 Termination for Convenience: In the event the District or the County decides that it wants to terminate this Agreement for any reason, the District or the County may do so by providing written notice. The District will refund to the County all Funds previously provided by the County for the Display within thirty (30) days of issuing the notice terminating the agreement.

12.2 Termination for Breach. In the event the District fails to complete the Display by June 30, 2024, commits a Default as described in **Section 11**, or otherwise fails to appropriate the funds necessary to complete the Display, the County may terminate this Agreement immediately by delivering written notice to the District. Within thirty (30) days of such early termination, the District shall return to the County all Funds previously provided by the County to the District for the Display.



**13. Dispute Resolution.**

In the event differences between the Parties should arise over the terms and conditions or the performance of this Agreement, the Parties shall use their best efforts to resolve those differences on an informal basis. If those differences cannot be resolved informally, the matter may be referred for mediation to a mediator mutually selected by the Parties. If mediation is not successful or if a Party waives mediation, either of the Parties may institute legal action for specific performance of this Agreement or for damages. The prevailing Party in any legal action shall be entitled to a reasonable attorney's fee and court costs.

**14. Notices.**

All notices required to be given by any Party to the other Party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or the Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator, or their designee, at the addresses set forth in **Section 3** of this Agreement. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

**15. Miscellaneous.**

15.1 Entire Agreement: Amendment. This Agreement constitutes the entire agreement between the Parties regarding the subject matter hereof and supersedes any and all prior oral or written agreements between the Parties regarding the subject matter contained herein. This Agreement may not be modified or amended in any manner except by a written document executed with the same formalities as required for this Agreement and signed by the Party against whom such modification is sought to be enforced.

15.2 Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

15.3 Governing Law and Venue. This Agreement shall be governed by and enforced in accordance with the laws of the State of Washington. The venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County. In the event that a lawsuit is instituted to enforce any provision of this Agreement, the prevailing Party shall be entitled to recover all costs of such a lawsuit, including reasonable attorney's fees.

15.4 Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the 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 of the Parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.



## Exhibit A

15.5 Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.

15.6 No Waiver. A Party's forbearance or delay in exercising any right or remedy with respect to a Default by the other Party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by either Party of any particular Default constitute a waiver of any other Default or any similar future Default.

15.7 No Assignment. This Agreement shall not be assigned, either in whole or in part, by either Party without the express written consent of the other Party, which may be granted or withheld in such Party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

15.8 Warranty of Authority. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign this Agreement.

15.9 No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the Parties.

15.10 No Separate Entity Necessary. The Parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

15.11 Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either Party in connection with its performance under this Agreement will remain the sole property of such Party, and the other Party shall have no interest therein.

15.12 No Third-Party Beneficiaries. This Agreement and each and every provision hereof is for the sole benefit of the District and the County. No other persons or parties shall be deemed to have any rights in, under or to this Agreement.

15.13 Public Records. This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the District are needed for the County to respond to a request under the Act, as determined by the County, the District agrees to make them promptly available to the County. If the District considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the District shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the District and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify the District (a) of the request and (b) of the date that such information will be released to the requester unless the District obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the District fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

## Exhibit A

The County has, and by this section assumes, no obligation on behalf of the District to claim any exemption from disclosure under the Act. The County shall not be liable to the District for releasing records not clearly identified by the District as confidential or proprietary. The County shall not be liable to the District for any records that the County releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

15.14 Prevailing Wage. District shall comply with Washington State Prevailing Wage laws to the extent those laws apply to any services for which the District contracts. Compliance with this section is material to this Agreement, any breach of this **Section 15.14** is cause for County termination under **Section 12**.

15.15 Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.

*(Signature Page to follow)*



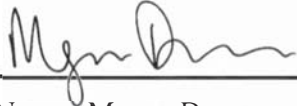
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

**COUNTY:**

**DISTRICT:**

**Snohomish County, a political subdivision of the State of Washington**

**Public Utility District No. 1 of Snohomish County, a Washington public utility district**



Name: Megan Dunn

Name: Jason Zyskowski

Title: Council Chair

Title: Assistant General Manager - Facilities, Generation, Power Supply, Transmission and Compliance

**Approved as to insurance and indemnification provisions:**

**Attest/Authenticate**

**Barker, Sheila** Digitally signed by Barker, Sheila  
Date: 2022.11.29 14:25:08 -08'00'

Risk Management

Name:

Title:

**Approved as to Form:**

**Approved as to Form:**



Deputy Prosecuting Attorney

Office of the District General Counsel

Joanne D Jones

Assistant General Counsel

<b>COUNCIL USE ONLY</b>	
Approved	<u>12/14/2022</u>
ECAF #	<u>2022-1216</u>
MOT/ORD	<u>Motion 22-515</u>

Exhibit A

**Attachment A**  
**Proof of Insurance**



*Your Community Energy Partner*

October 4, 2022

Snohomish County  
3000 Rockefeller Ave  
Everett, WA 98201-4046

RE: Public Utility District #1 of Snohomish County certification of self-insurance

To Whom It May Concern,

Public Utility District No. 1 of Snohomish County maintains a comprehensive program of risk retention and insurance. Snohomish PUD's casualty insurance program covering public liability, including auto liability, bodily injury, and property damage insurance, has substantial limits in place. The self-insured retention is currently \$2,000,000 per occurrence. Excess insurance protection is maintained above this self-insurance retention, consistent with other utilities of our size. Additionally, the District is self-insured for Workers Compensation and Employers Liability. The applicable limits are \$2,000,000 each accident for bodily injury/each employee for bodily injury by disease.

If you would like to discuss this matter or need additional information, please call me at (425) 783-8605.

Thank you for your consideration.

Cordially,

A handwritten signature in black ink, appearing to read "Luis Fragoso".

Luis Fragoso  
Manager, Risk Management  
Public Utility District No.1 of Snohomish County



## Exhibit A

**Attachment B**  
**Project Description**  
**MICROGRID DISPLAY**

Snohomish County PUD will develop a portable interactive renewable energy education microgrid display that teaches children and adults about renewable energy.

The District may only receive reimbursement according to the following:

1. The District will be reimbursed by the County for eligible expenses incurred in executing Display work in an amount not to exceed the Contract Maximum of **\$75,000.00**.
2. Eligible expenses for which the District may request reimbursement:
  - a. Design, engineering, architectural, and planning costs;
  - b. Construction management and observation (from external sources only);
  - c. Construction costs including the following:
    - i. Labor and materials;
    - ii. Taxes on Project goods and services;
    - iii. Signage and reprographics.
  - d. Technology equipment and software to operate the display
3. Sufficient documentation of eligible expenses shall include itemized invoices from third parties, if any, for all eligible expenditures for which the District seeks reimbursement.

ITEM	COUNTY	DISTRICT	PROJECT TOTAL
1. Completion of Microgrid Display as described above	\$75,000.00	\$25,000	<b>\$100,000</b>
<b>Total</b>	<b>\$75,000.00</b>	<b>\$25,000</b>	<b>\$100,000</b>

# 6091\_Authorizing Education Microgrid Display ILA With Snohomish County\_20221121

Final Audit Report

2022-11-22

Created:	2022-11-21 (Pacific Standard Time)
By:	Kristen Eyman (keeyman@snopud.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA39GqgaAXmHyNW34NjLHOF5PgxAALK3mn

## "6091\_Authorizing Education Microgrid Display ILA With Snohomish County\_20221121" History

-  Document created by Kristen Eyman (keeyman@snopud.com)  
2022-11-21 - 5:08:51 PM PST- IP address: 139.138.102.12
-  Document emailed to jazyskowski@snopud.com for signature  
2022-11-21 - 5:13:43 PM PST
-  Email viewed by jazyskowski@snopud.com  
2022-11-21 - 5:46:09 PM PST- IP address: 104.28.116.84
-  Signer jazyskowski@snopud.com entered name at signing as Jason Zyskowski  
2022-11-21 - 5:54:47 PM PST- IP address: 139.138.102.10
-  Document e-signed by Jason Zyskowski (jazyskowski@snopud.com)  
Signature Date: 2022-11-21 - 5:54:49 PM PST - Time Source: server- IP address: 139.138.102.10
-  Document emailed to jdjones@snopud.com for signature  
2022-11-21 - 5:54:50 PM PST
-  Email viewed by jdjones@snopud.com  
2022-11-22 - 3:07:31 PM PST- IP address: 104.47.58.126
-  Signer jdjones@snopud.com entered name at signing as Joanne D Jones  
2022-11-22 - 3:22:13 PM PST- IP address: 139.138.102.10
-  Document e-signed by Joanne D Jones (jdjones@snopud.com)  
Signature Date: 2022-11-22 - 3:22:15 PM PST - Time Source: server- IP address: 139.138.102.10
-  Agreement completed.  
2022-11-22 - 3:22:15 PM PST