

CONTRACT APPROVAL REQUEST

Requestor: Rhonda Gibson Ext.: 4303 Date: 10/06/2021

Location: Athletics / Security Print Name

Insurance Required? _____ Risk Manager _____ Date _____

Refer to Contract Agreement Process Instructions for the contract destination in the Business Office.

Required Data	Complete This Column
Vendor name or name of individual with whom we are contracting.	Pierce County Budget & Finance
Vendor email address, contact name and phone number . Vendor mailing address (If not on contract)	Email: marilyn.poole@piercecountywa.gov Contact: Marilyn Poole Phone: 253-798-6638 Address: 930 Tacoma Ave S City, State, Zip: Tacoma, WA 98402
Detailed description of the purpose for this contract. Answer the who, what, when and where	To provide five School Resource Officers (SRO) for the 2020-21 school year. The SRO Program goal is to intervene early in the delinquency pattern, offer students a positive role model, improve relationships between the schools, staff, student, community, and Sheriff's Department, and to reduce crime and improve security in the schools.
Start date of contract.	09/01/2021
End date of contract.	08/31/2022
Contract amount including any taxes. <u>If multiple years</u> , specify the contract amount per year.	\$688,100.00 per year \$688,100.00 per year
BSD department or location	Athletics & Security
Name of the administrator responsible for the contract approval and budget.	Bryan Streleski
<u>Source of funds</u> . Be specific (i.e. dept. budget, grant, federal, state)	General Fund
Expenditure budget code. Format: 10 E 530 XXXX XX XXXX XXXX XXXX XXXX X Example: 10 E 530 0100 27 5000 3050 3050 0000 0	10 E 530 0119 25 7670 0390 0390 0000 1

School Level		Policy 6260 Procedure 6260PR	Department Level (Area of Responsibility)	District Level
\$0 - \$15,000	Less Than \$1,000,000		Less Than \$1,000,000	Less Than \$1,000,000
Principal	Exec. Dir. of Education	Director or Above	Superintendent/Designee	

It is the responsibility of the budget authority to ensure there is budget capacity.

Bryan Streleski
Print Name

Bryan Streleski
Signature (Administrator)

10/06/2021
Date

**SCHOOL RESOURCE OFFICER AGREEMENT
BETWEEN
PIERCE COUNTY AND
THE BETHEL SCHOOL DISTRICT**

THIS AGREEMENT is made by and between the Pierce County, by and through the Pierce County Sheriff's Department, hereinafter referred to as "County", and the Bethel School District, hereinafter referred to as "District".

RECITALS:

- A The Bethel School District wishes to enter into an Agreement with the County for the services of 5 School Resource Officers (SRO).
- B Pierce County wishes to support safe school environments for children, parents, teachers, and school administrators.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Pierce County shall provide the District with the services of 5 SRO's. The services provided by an SRO are described in Addendum A, attached (the "Service"). The SRO's will remain employees of the County, subject to County's policies and procedures.
2. The delivery of such Service, the standards of performance, the discipline of officers, the control of County personnel, and other matters incidental to the performance of such services are described in Addendum A, attached. In the event of a dispute between the parties as to the extent of the services and functions to be rendered hereunder, or the minimum level, manner or performance of such service, the determination thereof made by the County shall be final and conclusive; provided, however, that the District may terminate the Agreement in the event that it is dissatisfied with the County's determination.
3. The County shall furnish and supply all labor, supervision, equipment, and supplies in furtherance of this Agreement.
4. The District shall not assume any liability for the direct payment of any salaries, wages, or other compensation to an SRO performing the service provided hereunder. The County shall be responsible for any cost of overtime as authorized by the Sheriff's chain of command of the SRO. The District shall be responsible for any overtime requested by the school district for events or off-duty employment cost; and any overtime authorized by the District will be billed by the County to the District at the actual cost of overtime. Off-duty employment Agreements shall be between the District and SRO. Except as otherwise specified herein, the District shall not be liable for compensation for wages or indemnity to any County employee for injury or sickness arising out of his/her employment of this Agreement.
5. This Agreement shall be effective September 1, 2021 to June 30, 2022 (the "Initial Term"), at which time this Agreement shall terminate, unless renewed in accordance with the terms hereof. Provide further, that this Agreement shall automatically renew for successive terms of September 1 to June 30 each (each a "Renewal Term"), unless the District or the County gives written notice to the other party of its intent not to renew and such notice is received by the other party not less than forty-five (45) days prior to the expiration of the Initial Term or the then-current Renewal Term (a "Non-

- Renewal Notice”). In the event a party provides a non-Renewal Notice, this agreement shall terminate with respect to the County on the last day of the Initial Term or the Renewal Term, as the case may be.
6. The District will reimburse the County for the services of 5 SRO's for the days that the Service is actually provided (i) for the Initial Term in the amounts contained in the cost sheet provided by the County, a copy of which is attached hereto as Exhibit B, and thereafter (ii) for each Renewal Term in the amounts contained in the cost sheet applicable to the Renewal Term, a copy of which the County will provide to the District at least forty (45) days prior to commencement of each Renewal Term, provided that in the event County does not provide a cost sheet prior to commencement of any Renewal Term, the previous cost sheet will remain in full force and effect. The County will bill the district in ten monthly installments. The District acknowledges that the cost of Service set forth in the cost sheets described above is based on the actual cost of the SRO and the pro rata actual cost to the County.
 7. The County shall invoice said District by the 10th of each month for the Service provided for the previous month. The District shall pay the County within thirty (30) days after receipt of said invoice.
 8. The SRO will not be assigned to duties other than required Departmental training on days when school is in session. If such assignments are unavoidable, the County agrees to reimburse the District, at the SRO's per diem rate, for the time missed.
 9. County will undertake all reasonable efforts to backfill absences.
 10. Credit shall be applied for any absence totaling one business day pertaining to special team training and call outs.
 11. Credits shall be applied after five consecutive days for absences pertaining to sick or vacation days.
 12. County will not charge overtime for operations and/or shift extensions. In the event additional backup is required, County will absorb costs.
 13. Supervision of the SRO and SRO Sergeant is the sole responsibility of the County.
 14. The School Resource Officer or any Pierce County Deputy is authorized to work any after school event that requires law enforcement presence as requested by the School District. The County shall be reimbursed for the Deputies overtime at the rate established by the School District and in conjunction with the Sheriff's Department. The School District shall provide the details of the events, hours, dates and deputy assigned via the invoice and mailed to the Sheriff's Department as previously described in this Agreement.
 15. This Agreement shall be subject to all laws, rules, and regulations of the United States of America, State of Washington, and the County of Pierce, include but not limited to, Pierce County Civil Service Rules.
 16. Either party may, in writing, request changes in this Agreement. Any and all modifications must be in writing, signed by each of the parties, and affixed to this Agreement.
 17. The County or the District may terminate the Agreement in whole or in part whenever the County or the District determines, in their sole individual discretion that such termination is in the best interests of the County or the District. An equitable adjustment in the Agreement price will be made so that the District pays only for those days of service actually provided. Termination of this Agreement by the County or District at any time during its term, whether for default or convenience, shall not constitute a breach of Agreement by the County or District. If a party intends to terminate this Agreement, such party shall give the other party thirty (30) days

- advance written notice.
18. In the event of litigation arising out of the construction or interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the courts of the State of Washington, in Pierce County. This Agreement shall be governed by the law of the State of Washington.
 19. Differences between the District and the County arising under and by virtue of the Agreement documents shall be brought to the attention of the County or District at the earliest possible time in order that such matters may be settled, or other appropriate action promptly taken.
 20. Each of the Party shall defend, indemnify, and hold the other Party, its elected officers, officials, employees harmless from any and all loss and expense, including but not limited to, claims, suite, judgments, settlements, attorney's fees and costs by reason of any and all claims, and demands upon the other party, its appointed or elected officials or employees for damages because of personal bodily injury, including death, at any time resulting from that party's negligent acts or omissions in the performance of this Agreement. No Party will be required to defend, indemnify, or hold the other Party harmless if the claim, suits, judgement, settlement, attorney's fees or costs for injuries, death, or damages is caused by the sole negligence of the other party. Where such claims, suits, judgements, settlements, attorney's fees or costs result from the concurrent negligence of the Parties, the indemnity provisions provided herein shall be valid and enforceable only to the extent of each party's own negligence. Each Party agrees that its obligations under this provision include, but are not limited to, any claim, demand, and/or cause of action brought by, or on behalf of, any of its appointed or elected officials or employees or agents. For this reason, each of the Parties, by mutual negotiation, hereby waives, with respect to the other Party only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW.
 21. Except as set forth elsewhere, for all purposes under this Agreement, except service of process, notice shall be given by the County to the Superintendent of Schools, Bethel School District, 516 176th Street East, Spanaway, WA 98387. Notice shall be given by the District to the Pierce County Sheriff's Department, Chief of Staff, 930 Tacoma Ave. S., Tacoma, WA 98402. Notice may be given by delivery or by depositing in the US Mail, first class, postage paid.
 22. If any term or condition of this Agreement or the application thereof to any persons(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given without the invalid term, condition, or application. The terms and conditions of this Agreement are declared severable.
 23. Waiver of any breach or condition of this Agreement shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this Agreement shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.
 24. This written Agreement represents the entire Agreement between the parties and supersedes any prior oral statements, discussions, or understanding between the parties.

End of Agreement: Signature page immediately following.

PIERCE COUNTY
AGREEMENT SIGNATURE PAGE

Agreement #

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of _____, 2021.

DISTRICT:

DocuSigned by:
Bryan Streleski 1/5/2022
E7815B117F9A4D6...
District Signature Date

District Director of Athletics & Security
Title of Signatory Authorized by Firm Bylaws

Name: Bryan Streleski

Address: 516 176th St E
Spanaway 98387

Mailing Address: _____

Contact Name: Bryan Streleski

Phone: 253-800-4302

Fax: _____

PIERCE COUNTY:

Approved As to Legal Form Only:

Prosecuting Attorney Date

Recommended:

DocuSigned by:
Gary Robinson 1/5/2022
88F99CA97BB0418...
Budget and Finance Date

Approved:

DocuSigned by:
Ed Troyer 1/5/2022
807D5D10B3894D4...
Department Director Date
(less than \$250,000)

County Executive (over \$250,000) Date

**PIERCE COUNTY SHERIFF'S DEPARTMENT
SCHOOL RESOURCE OFFICER
ADDENDUM A TO AGREEMENT**

Duties of Pierce County Sheriff's Department

1. Provide services in the form of School Resource Officers (SROs) to the District. The range of roles and responsibilities will include:
 - a. The provision of non-probationary commissioned Deputies.
 - b. The authority to investigate criminal conduct and acting swiftly and cooperatively when responding to major disruptions and flagrant criminal offenses at school including, but not limited to, behaviors such as: trespassing, the possession and use of weapons on campus, and the illegal sale and/or distribution of controlled substances.
 - c. Fostering educational programs and activities that will increase students' knowledge of and respect for the law and the function of law enforcement agencies.
 - d. Assisting schools in implementing effective research- based strategies to increase school safety.
 - e. Being aware of and able to utilize community service contacts that can be helpful in solving problems that arise in the school setting.
 - f. Serving as the primary contact as a coordinator with other law enforcement personnel.

2. Provide services in the form of data collection:
 - a. The SRO, the SRO Sergeant, the County and the District will work together to ensure the proper data collection and reporting of data regarding calls for law enforcement service and the outcome of each call. The data will be disaggregated by school, by offense type, race, gender, age and students who have individualized education program or plan developed under section 504 of the Federal Rehabilitation Act of 1973. Data collection shall be maintained by the County and provided to the District on a monthly basis or upon request to the Director of Student Services or upon request by the District.

Selection of SRO's

1. County shall:
 - a. Select SRO's who possess the desire and ability to work cooperatively with the site administrators, staff and students.
 - b. Select SRO's who possess communication skills which would enable the officer to function effectively within the school environment.
 - c. Coordinate a meeting with the Director of Student Services or designee, the SRO supervisor(s) and the SRO to discuss expectations for both parties.
 - d. Require all SRO's to attend and successfully complete all state mandated school resource officer training, as determined by the County.

Evaluation

1. The SRO's are employees of the County and not employees of the District. The County shall be solely responsible for control of its personnel, standards of performance, training, discipline and all other aspects of performance by the County's employees while performing services under this Agreement.
2. The Director of Student Services and/or the District's designee may provide the County Sergeant with performance comments and observations concerning the SRO (generally on an annual basis). The County's SRO Sergeant is solely responsible for the SRO's performance appraisal; the building principal's and /or designee's comments will be taken into considerations may or may not be included in the performance appraisal.

Communication

1. The Superintendent or designee and the Pierce County Sheriff or designee shall communicate on a regular basis regarding the SRO program.
2. In the event that the District's Superintendent or designee has determined, following consultation with the Pierce County Sheriff or designee, that it is in the best interest of the District, the District shall communicate in writing to the Sheriff or designee a request to replace an SRO. The District will outline the reasons for the requested change. Absent Agreement by the parties to resolve a replacement for a given SRO, the SRO will be replaced within sixty (60) days of the request.

Duties of the SRO

1. The purpose of the SRO is to:
 - a. Help protect life and property; of the citizens, students of the District, & the community.
 - b. Investigate violations of State and Local laws and ordinances on or near the school campus or involving students.
 - c. Make arrests when appropriate.
 - d. Engage in community-oriented policing.
 - e. Work in schools to build positive relationships with students and address crime and disorder problems, gangs, and drug activities affecting or occurring in or around K-12 schools.
 - f. Focus on keeping students out of the criminal justice system when possible.
 - g. Not attempt to impose criminal sanctions in matters that are more appropriately handled within the educational system.
2. The SROs shall report to their assigned school for regular school duty on a full-time basis of eight (8) hours on those days and during those hours school is in session.
3. The SRO's supervisor, in consultation with the Director of Student Services, may assign the daily routine of the SRO, provided that the assignment does not conflict with County policies, guidelines, protocols, work rules and/or applicable collective bargaining Agreement.
4. Should the need arise for the SRO to arrest and detain individuals suspected of criminal activity, the SRO will attempt to remain on the school campus and another deputy dispatched to transport said individuals, if a Transport Deputy is available. The County, in its discretion, may require the SROs to leave the school campus and transport the individuals.

5. Upon the request of the Director of Student Services, the SRO shall cooperate with the school's administrators in preparation for and participation in District administrative proceedings, including student suspension and/or expulsion hearings.
6. The SRO shall coordinate with the Director of Student Services in working with students and parents/guardians to address truancy concerns.
7. Time spent by SRO's attending Juvenile Court and/or criminal cases arising from and/or out of their employment as SRO's shall be considered as hours worked under this Agreement.
8. In the event of an emergency where one or more of the SRO's are ordered by the Pierce County Sheriff's Department to leave their school duty station during normal duty hours as described above in order to perform other duties for the County the time spent shall not be considered hours worked under this Agreement. In such an event, the monthly compensation paid by the District to the County shall be reduced by the number of hours of SRO service not provided to the District in the alternative, the hours shall be made up in a manner determined by mutual Agreement of the parties. This does not include occasional ancillary emergency response to incidents near the school or where the SRO is in close proximate and is available to assist and where there is no impact or disruption of service. It will not be the practice of the Sheriff's Department to, "order" SRO's to respond.
9. In the event an SRO is absent from work, the SRO shall notify both his/her supervisor in the Pierce County Sheriff's Office and the Director of Student Services for the District. In the event an SRO is absent due to illness or disability for a period of more than five (5) consecutive work days, the Pierce County Sheriff's Department agrees to assign a substitute Deputy to assume and perform the duties of the SRO who is absent from work if so requested by the District. If a substitute Deputy is unavailable the County will provide a credit.
10. The parties understand and agree that the District has sole responsibility for the administration of student discipline. The parties recognize that trained SRO's know when to informally interact with students to reinforce school rules and when to enforce the law.

Duties of the District

1. In each school to which SRO's are assigned the District shall provide the following facilities and materials necessary to perform their duties:
 - a. Appropriate office supplies.
 - b. Keys and key card.
 - c. Access to private interview rooms.
 - d. A site-based portable radio to permit communications between staff and the SRO and to enable monitoring of staff/campus activities. In the event a site-based radio is not provided, it is the responsibility of the Principal to ensure that acceptable communication protocols are in place.
2. The District reserves the right to use its own security personnel for school business.

Finance

The District agrees to reimburse The County for a period of five days for transition of new SRO assignments. The Agreement rate shall be prorated for this five-day assignment.

EXHIBIT B

2021/2022 Bethel School District
Pierce County Sheriff Services

Function	Title	Number	Position Cost	Annual Cost
School Resource Officer	Deputy	5	\$ 137,620	\$ 688,100
TOTAL:		5		\$ 688,100

Certificate Of Completion

Envelope Id: AE29E27296134721986F913B2842A035
 Subject: CC-102817: Bethel School District #403
 Source Envelope:
 Document Pages: 9
 Certificate Pages: 5
 AutoNav: Enabled
 Envelopeld Stamping: Disabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Sent

 Envelope Originator:
 Tricia Jarbeaux
 1102 Broadway
 Ste 101
 Tacoma, WA 98402
 tricia.jarbeaux@piercecountywa.gov
 IP Address: 75.172.51.121

Record Tracking

Status: Original 12/13/2021 6:55:08 PM	Holder: Tricia Jarbeaux tricia.jarbeaux@piercecountywa.gov	Location: DocuSign
Status: Original 12/13/2021 8:04:34 PM	Holder: Emily Darby emily.darby@piercecountywa.gov	Location: DocuSign

Signer Events

Bryan Streleski
 bstreleski@bethelsd.org
 District Director of Athletics & Security
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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 Signature Adoption: Pre-selected Style
 Using IP Address: 152.157.32.201

Timestamp

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 Resent: 12/29/2021 6:42:43 PM
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 Signed: 1/5/2022 1:43:37 PM

Electronic Record and Signature Disclosure:
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Ed Troyer
 ed.troyer@piercecountywa.gov
 Sheriff
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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 Using IP Address: 162.5.169.30

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Electronic Record and Signature Disclosure:
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Gary Robinson
 Gary.Robinson@piercecountywa.gov
 Finance Director
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 88F99CA97BBD418...
 Signature Adoption: Pre-selected Style
 Using IP Address: 131.191.33.16

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 ID: 9271e438-ca6a-470c-9f73-e784bdafdd15

Chad Arceneaux
 chad.arceneaux@piercecountywa.gov
 Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:
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Signer Events	Signature	Timestamp
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Bruce Dammeier
PCEXECUTIVE@piercecountywa.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Accepted: 1/5/2022 9:08:08 AM
ID: 4f19b3aa-aa0c-4b06-86a0-d695c41965c8

Emily Darby
emily.darby@piercecountywa.gov
Security Level: Email, Account Authentication (None)
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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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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Linda Lefebvre
llefebvre@bethelsd.org
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
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Viewed: 12/14/2021 11:12:04 AM

Marilyn Poole
marilyn.poole@piercecountywa.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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Viewed: 12/14/2021 8:35:45 AM

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 12/13/2021 7:03:15 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, FPM_DocuSign_Procurement (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact FPM_DocuSign_Procurement:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: curtis.hanson@piercecountywa.gov

To advise FPM_DocuSign_Procurement of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at curtis.hanson@piercecountywa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from FPM_DocuSign_Procurement

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to curtis.hanson@piercecountywa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with FPM_DocuSign_Procurement

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to curtis.hanson@piercecounitywa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify FPM_DocuSign_Procurement as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by FPM_DocuSign_Procurement during the course of your relationship with FPM_DocuSign_Procurement.