



## LETTER OF UNDERSTANDING

This Letter of Understanding ("LOU") is executed pursuant to the 2003 Interlocal Agreement between the City of Everett ("City") and the Port of Everett ("Port") regarding the Cooperative Use of Facilities, Equipment and Resources ("2003 Interlocal Agreement"). Except as may otherwise be noted herein, this LOU is not intended to modify the underlying 2003 Interlocal Agreement but, rather, to supplement it for this particular project.

The Port and City have been working cooperatively to develop wayfinding signage from Interstate 5 through the City to the Harborfront. The parties have completed the locating portion of that project and are ready for the sign fabrication and installation phase. To that end and in mutual consideration, the Port and City agree as follows:

The Port of Everett agrees that it shall, at its sole cost:

- Fabricate 40 wayfinding signs that provide direction to key city features from Interstate 5 throughout the City of Everett to the Harborfront. The Port shall indemnify and hold the City harmless from any claims or liabilities arising from the fabrication of the signs.
- The Port shall arrange for delivery of the signs to the City no later than February 1, 2015.

The City of Everett agrees that it shall, at its sole cost:

- Install the wayfinding signage fabricated by the Port of Everett no later than May 1, 2015; and,
- Assume all ownership, maintenance, liability and responsibility for the wayfinding signage during the installation and after the signs are installed. The City shall indemnify and hold the Port harmless from any claims or liabilities arising from the installation or maintenance of the signs.

Dated this 18th\_ Day of December\_, 2014.

City of Everett

  
Ray Stephanson, Mayor

Port of Everett

  
Les Reardanz, Port Director



Approved as to Form:

  
Jim Iles  
City Attorney

Attest:

  
Sharon Fuller, City Clerk

LOU

EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

45

**PROJECT TITLE:**

Letter of Understanding with  
the Port of Everett for  
wayfinding signage

- \_\_\_\_\_ Briefing
- \_\_\_\_\_ Proposed Action
- \_\_\_\_\_ Consent
- \_\_\_\_\_ Action
- \_\_\_\_\_ First Reading
- \_\_\_\_\_ Second Reading
- \_\_\_\_\_ Third Reading
- \_\_\_\_\_ Public Hearing
- \_\_\_\_\_ Budget Advisory

COUNCIL BILL #

Originating Department

Contact Person

Phone Number

FOR AGENDA OF

Cultural Arts

Carol Thomas

425-257-7101

Jan. 21, 2015

Initialed by:

Department Head

CAA

Council President

*db*  
*AND*

Location

Preceding Action

Attachments

Department(s) Approval

Amount Budgeted	-0-	
Expenditure Required	-0-	Account Number(s):
Budget Remaining	-0-	
Additional Required	-0-	

**DETAILED SUMMARY STATEMENT:**

The Letter of Understanding (LOU) between the Port of Everett and the City states that the Port will fabricate 40 wayfinding signs that provide direction to key city features from Interstate 5 throughout the City of Everett to the Harborfront. The Port shall indemnify and hold the City harmless from any claims or liabilities arising from the fabrication of the signs and the Port shall arrange for delivery of the signs to the City no later than February 1, 2015. Under the terms of the LOU, the City is responsible for installing the wayfinding signs no later than May 1, 2015.

**RECOMMENDATION** (Exact action requested of Council):

Authorize the Mayor to sign the Letter of Understanding with the Port of Everett for wayfinding signs.

*Council approved  
1/21/15  
Jm*