Docusign Envelope ID: 00D99954-0D26-4DAD-8A66-607A8D064C36

GRANT SUMMARY SHEET

Grant Name:	Conservancy Picnic Pavilion 25
Department:	PARKS & RECREATION
Grantor:	CENTENNIAL PARK CONSERVANCY
Pass-Through Grantor (If applicable):	
Total Award this Action:	$0.00
Cash Match Amount	$0.00
Department Contact:	Alan Enzo 862-8400
Status:	NEW

Program Description:

Conservancy Picnic Pavilion 2025 grant. This in-kind grant from Centennial Park Conservancy provides for an architectural design feasibility study for the Picnic Pavilion in Centennial Park. The value of the in-kind grant is $36,600.00. No match or obligation on Metro or Parks. No money will be coming to Parks.

Plan for continuation of services upon grant expiration:

N/A.

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Grants Tracking Form

Part One

Pre-Application ○ **Application** ○ **Award Acceptance** ◉ **Contract Amendment** ○

Department	Dept. No.	Contact	Phone	Fax
PARKS & RECREATION	040	Alan Enzo	862-8400	862-8414

Grant Name:	Conservancy Picnic Pavilion 25		
Grantor:	CENTENNIAL PARK CONSERVANCY	**Other:**	
Grant Period From:	02/05/25	(applications only) **Anticipated Application Date:**	
Grant Period To:		(applications only) **Application Deadline:**	
Funding Type:	FOUNDATION	**Multi-Department Grant** ☐ → **If yes, list below.**	
Pass-Thru:		**Outside Consultant Project:** ☐	
Award Type:	OTHER	**Total Award:**	$0.00
Status:	NEW	**Metro Cash Match:**	$0.00
Metro Category:	New Initiative	**Metro In-Kind Match:**	$0.00
CFDA #	N/A	**Is Council approval required?**	☑
Project Description:		**Applic. Submitted Electronically?**	☐

Conservancy Picnic Pavilion 2025 grant. This in-kind grant from Centennial Park Conservancy provides for an architectural design feasibility study for the Picnic Pavilion in Centennial Park. The value of the in-kind grant is $36,600.00. No match or obligation on Metro or Parks. No money will be coming to Parks.

Plan for continuation of service after expiration of grant/Budgetary Impact:

N/A.

How is Match Determined?

Fixed Amount of $	$0.00	**or**	0.0%	**% of Grant**	**Other:** ☐

Explanation for "Other" means of determining match:

For this Metro FY, how much of the required local Metro cash match:

Is already in department budget?	N/A	**Fund**	**Business Unit**
Is not budgeted?	$0.00	**Proposed Source of Match:**	N/A
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)		**Requested from Cont. Match Fund:**	N/A

Other:

Number of FTEs the grant will fund:	0.00	**Actual number of positions added:**	0.00	
Departmental Indirect Cost Rate	17.91%	**Indirect Cost of Grant to Metro:**	$0.00	
***Indirect Costs allowed?** ○ Yes ◉ No **% Allow.**	0.00%	**Ind. Cost Requested from Grantor:**	$0.00	**in budget**

***(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)**

Draw down allowable? ☐

Metro or Community-based Partners:

Part Two

Grant Budget

Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY25			$0.00				$0.00	$0.00	$0.00
Yr 2	FY26									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
Total		**$0.00**	$0.00	$0.00	$0.00		$0.00	$0.00	$0.00	$0.00

Date Awarded:	12/10/24	**Tot. Awarded:**	**$0.00**	**Contract#:**	LETTER
(or) **Date Denied:**		**Reason:**			
(or) **Date Withdrawn:**		**Reason:**			

5961

GCP Received 12/11/2024

GCP Approved 12/11/2024

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CENTENNIAL PARK
CONSERVANCY

November 12, 2024

Metro Parks Board Members,

For the past few months, Metro Parks and Centennial Park Conservancy have been discussing a potential refurbishment of the Centennial Park Picnic Pavilion located on the corner of Poston Avenue and 27th Avenue North. Together, we recently completed a refurbishment of the Park's Bandshell, and this project would revitalize another one of the Park's historic structures while improving usability, safety, circulation, and parking for the Centennial Performing Arts Studios.

The Metro Parks and CPC team met with HDLA and Dryden architects, our current partners on the park's upcoming revitalization improvements, to discuss the potential refurbishment, and our next step is to conduct a feasibility study. Centennial Park Conservancy requests the Metro Parks Board to accept an in-kind grant of $36,600 to fund an architectural design feasibility study for the Picnic Pavilion. The attached proposal from HDLA includes: landscape architecture services, as well as architecture (Dryden), cost estimation (NASCO), and 3D renderings (LUNAS) to create a holistic feasibility package for Metro Parks' review.

CPC's Equitable Engagement Committee, which includes Board Members and CPC/Metro staff, also met with our Metro Parks partners and architects to discuss the potential project and view it through an equity lens, since members of the unhoused population often utilize the Picnic Pavilion. We have also reached out to the Metro Office of Homeless Services and a local nonprofit outreach organization to ensure we are proactively caring for all individuals that visit Centennial Park.

This grant requires no match or other obligation for Metro and Parks. No money will be sent to Metro Parks. The design project will be paid for directly by Centennial Park Conservancy. We are in communication with Metro Parks staff on the proposed project and will continue to work with them on the details of plans, materials, and schedule as the project moves forward. Centennial Park Conservancy will not proceed with the project until final written approval is provided by appropriate Parks staff.

Thank you for the opportunity to partner with Metro Parks to support Centennial Park. Please contact me if you have any questions.

Regards,

John Tumminello
President

CENTENNIAL PARK CONSERVANCY
P.O. BOX 128139 • NASHVILLE, TN 37212 • 615.862.6810

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FREDDIE O'CONNELL, MAYOR

METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office
Park Plaza at Oman Street
Nashville, TN 37201

(615) 862-8400
Fax (615) 862-8414
www.nashville.gov/parks

Monique Horton Odom, Director

December 3, 2024

Mr. John Tumminello, President
Centennial Park Conservancy
P.O. Box 128139
Nashville, Tennessee 37212

Dear Mr. Tumminello:

The Parks Board, at its meeting held Tuesday, December 3, 2024, accepted an in-kind grant in the amount of $36,600 from the Centennial Park Conservancy to fund an architectural design feasibility study for the Picnic Pavilion in Centennial Park. The attached proposal from HDLA includes landscape architecture services, as well as architecture (Dryden), cost estimation (NASCO), and 3D renderings (LUNAS).

Please note there is no match or other obligation for Metro Parks. No money will be sent to Metro Parks. The design project will be paid for directly by CPC. CPC will continue to work with Metro Parks on the detail of plans, materials, and schedule as the project moves forward. CPC will not proceed with the project until final written approval is provided by appropriate Parks staff.

Please coordinate with Mr. Joe Stovall of my staff; he may be reached at 615 862-8400. On behalf of Metro Parks, thank you for this generous contribution.

Sincerely,

Monique Horton Odom, Director
and Secretary to the Board

c: Chinita White
Alan Enzo
Joe Stovall
Phil Luckett

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PROPOSAL

CENTENNIAL PARK PICNIC SHELTER FEASIBILITY STUDY
NASHVILLE, TN

To: John Tumminello
President
Centennial Park Conservancy
P.O. Box 128139
Nashville, TN 37212

From: Chris Barkley
HDLA
507 Main Street
Nashville, TN 37206
615.327.4447

Date: October 23, 2024

RE: Proposal for Design Feasibility Services

It is our understanding that Metro Parks and the Centennial Park Conservancy wish for HDLA to conduct a feasibility study of the existing picnic shelter and the design of the surrounding park space to improve usability, safety, circulation, and parking for the scope area highlighted in the attached Exhibit A.

For this proposal, HDLA has enlisted the services of the following sub-consultants:

- Architect – Dryden
- Cost Estimator – NASCO

SCOPE OF WORK

The feasibility study will include the following components:

1. Renovation of the existing historic picnic shelter:
    a. Develop architectural and landscape designs for the renovation of the existing historic picnic shelter structure and associated grounds. HDLA will work with Metro Parks and Metro Historic Commission to ensure the renovation aligns with the historic and aesthetic values of Centennial Park.
2. Pedestrian circulation enhancement:
    a. Analyze current pedestrian flow and accessibility within the project area.
    b. Propose improvements to pathways, ensuring ADA compliance, safety, and aesthetic integration with the existing park design.
3. 3D imagery and renderings:
    a. Plan view renderings.
    b. 3D renderings to visualize the proposed designs, enhancing stakeholder understanding and engagement.

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4. Cost Estimation:
    a. Creation of a detailed cost estimate, covering all aspects of the proposed designs, including materials, labor, and any soft costs.
5. Meetings and presentations:
    a. Metro Historic Commission (3 meetings): Regular consultations to ensure the designs align with historic preservation requirements and receive necessary approvals.
    b. Metro Parks and Centennial Parks Conservancy (3 meetings): Collaborate on design decisions, gather feedback, and ensure the project meets the needs of park users and stakeholders.
    c. Metro Parks Board Presentation: A formal presentation to showcase the final design and feasibility study, seeking approval for the implementation phase.
6. Final deliverables:
    a. A project feasibility study including but not limited to:
        - Concept design documents for the picnic shelter and pedestrian circulation elements
        - Documentation of existing structure by scanning service
        - Plan view and 3D imagery of the picnic shelter and park space
        - Feasibility Cost Estimate

COMPENSATION

Site Feasibility Study
Lump Sum Fee $10,000.00

Cost Estimating
Lump Sum Fee $4,500.00

Architectural Feasibility Study
Lump Sum Fee $20,000.00

Building Scanning Services
Lump Sum Fee $2,100.00

Total Fee $36,600.00

Above fees represent HDLA's 2024 Hourly Rates.

HDLA reserves the right to provide an updated proposal for Landscape Architecture Master Planning services should the project go on hold for a period of greater than twelve (12) months.

Excluded from the basic fee would be reimbursable expenses incurred on the Owner's behalf, including photocopies, printing, plotting, postage, fax, overnight services, courier service, photography, travel, mileage @ .67/mile, and per diem expenses. All moneys over 30 days shall be assessed 1% interest per month. Reimbursable expenses shall be billed at cost.

Billing will be monthly for all work performed and expenses incurred on your behalf.

In contracting HDLA for professional services, the Client warrants that funds are available to compensate HDLA for the total amount of services and expenses contracted and that these funds are neither encumbered nor contingent upon granting of approvals, permits, or financial commitments by lending institutions or third parties.

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Attached to and a part of this agreement are standard Terms and Conditions of the Agreement. In signing this agreement, the Client is also agreeing to the Terms and Conditions attached herein.

TERMINATION

The client or HDLA may terminate this agreement for reasons which may arise. In the event such termination becomes necessary, the party effecting termination shall so notify the other party, and termination will become effective seven (7) calendar days after receipt of the termination notice. Irrespective of which party shall affect termination or the cause thereof, the Client shall, within thirty (30) calendar days of termination, remunerate HDLA for services.

We appreciate the opportunity to be of service. If you are in agreement, please sign below and return one copy for our files.

_____

HDLA Date

_____

Centennial Park Conservancy Date

2024 HDLA FEE CHART

Partner $195/hr.

Senior Associates $165/hr.

Project Manager $135/hr.

Senior Project Designer $115/hr.

Project Designer $95/hr.

Office Manager $50/hr.

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TERMS AND CONDITIONS

1. ACCESS TO THE SITE/JOBSITE SAFETY:

Unless otherwise stated, HDLA, hereinafter referred to as the CONSULTANT, will have access to the site for activities necessary for the performance of the services. The CONSULTANT will take precautions to minimize damage resulting for these activities, but has not included in the project fee the cost of restoration of any resulting damage.

The CONSULTANT has not been retained or compensated to provide design and construction observation services related to the CONTRACTOR'S safety precautions or to means, methods, techniques, sequences or procedures for the CONTRACTOR to perform his work. The CLIENT understands that the CONSULTANT is not responsible, in any way, for the means, methods, techniques, sequences, procedures, or scheduling of construction, or for jobsite safety, and will not be responsible for any losses or injuries that occur at the Project site.

2. INDEMNIFICATION:

The CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the CONSULTANT'S negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her subconsultants or anyone for whom the CONSULTANT is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement.

The CONSULTANT is not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence.

3. INSURANCE:

The CONSULTANT shall secure and endeavor to maintain such insurance as will protect the CLIENT from claims of negligence, bodily injury, death, or property damage that may arise out of the performance of the CONSULTANTs services under this agreement.

4. RISK ALLOCATION/LIMITATION OF LIABILITY:

In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, or damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed $100,000.00, or the Consultant's total fee for services rendered on this Project, whichever is greater (the "Limitation Amount"), and further, in no event shall the Limitation Amount exceed the amount of insurance proceeds actually available to the Consultant for the claim at issue at the time of settlement or final judgment net of any and all expenses paid or incurred on the claim at issue, payments made or incurred in connection with other claims made against the Consultant, or any other circumstances which may reduce, impair, or eliminate the overall availability of such insurance to the Consultant. It is intended that this limitation apply to any and all liability or cause of action, or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. The Client specifically agrees that it has had the opportunity to negotiate this Limitation of Liability clause and to accept or reject its inclusion herein.

5. TERMINATION OF SERVICES:

This Agreement may be terminated by the CLIENT or by the CONSULTANT upon not less than seven days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating termination. If this Agreement is terminated by the CLIENT, the CONSULTANT shall be paid for services performed to the termination notice date, including reimbursable expenses due plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributed to termination, plus 15% of the total compensation earned to the time of termination to account for the CONSULTANT's rescheduling adjustments, reassignment of personnel and related costs incurred due to termination.

Client's Initials_____

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6. REIMBURSABLE EXPENSES:

Reimbursable expenses include actual expenditures made by the CONSULTANT, his employees, or his SUB-CONSULTANTS on behalf of the Project. Reimbursable expenses include, but are not necessarily limited to, the following: (a) expense of transportation and living when traveling in connection with the Project; long-distance calls; overnight mail; telecopies; and fees paid for testing and/or for securing approval of authorities having jurisdiction over the Project; (b) expenses of printing, reproduction, postage and handling of drawings and specifications, including duplicate sets at the completion of each phase of the Project for the CLIENT's review and approval: and (c) expenses related to SUB-CONSULTANTS and specialists when authorized by the CLIENT. Reimbursable expenses shall be billed at the cost incurred by the CONSULTANT.

7. DISPUTES RESOLUTION:

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof shall be presented to non-binding mediation, subject to the parties agreeing to a mediator.

8. OWNERSHIP OF DOCUMENTS:

It is understood by and between the parties to this Agreement that all drawings, specifications and other work products of the CONSULTANT for this Project shall remain the property of the CONSULTANT and are instruments of the service for this Project only and shall apply to this particular Project and any reuse of instruments of service of the CONSULTANT by the CLIENT for any extensions of the PROJECT or for any other project without the written permission of the CONSULTANT shall be at the CLIENT's sole risk, and the CLIENT agrees to defend, indemnify and hold harmless the CONSULTANT for any unauthorized reuse of the CONSULTANT's instruments of service by the CLIENT or by others acting through or on behalf of the CLIENT. Any reuse or adaptation of the CONSULTANT's instruments of service on other projects shall entitle the CONSULTANT to additional compensation in an amount to be agreed upon by the CLIENT and the CONSULTANT.

9. GOVERNING LAW:

Unless otherwise specified within this Agreement, this Agreement shall be governed by the law of the State of Tennessee. In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

10. PAYMENT TO THE CONSULTANT:

Fees for services shall be as provided in this Agreement. Where the approximate total fee is based on a manpower estimate and is to be billed on an hourly basis per the CONSULTANT's Standard Fee Schedule, this total fee shall be understood to be an estimate. If the CONSULTANT's estimate is exceeded by more than ten percent (10%), the CLIENT shall be so notified in advance.

Progress payments shall be made in proportion to services rendered and as indicated within this Agreement and shall be due and owing within thirty days of the CONSULTANT's submittal of the monthly invoice. Past due amounts include a charge of 1 ½ % per month for interest from the thirtieth (30^{th}) day.

If the CLIENT fails to make monthly payments due the CONSULTANT, the CONSULTANT may, after giving seven days written notice to the CLIENT, suspend services under this Agreement and retain all work products deliverable to the CLIENT until full payment. The project completion date shall be automatically extended by the number of days services are suspended.

No deductions shall be made from the CONSULTANT's compensation on account of penalty, liquidated damages, or other sums withheld from payment(s) to CONTRACTORS.

If the Project is delayed or if the CONSULTANT's services for the Project are delayed or suspended for more than three months for reasons beyond the CONSULTANT's control, the CONSULTANT may, after giving seven days written notice to the CLIENT, terminate this Agreement, and the CLIENT shall compensate the CONSULTANT in accordance with the termination provision contained in this Agreement.

Client's Initials_____

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11. CLIENT'S RESPONSIBILITIES:

The CLIENT shall designate a person to act with authority on his behalf in respect to all aspects of the Project, shall examine and respond within 14 days for notice periods to Consultant's submissions, and shall give prompt written notice to the CONSULTANT whenever he observes or otherwise becomes aware of any defect in or problem with the Project.

The CLIENT shall also provide to the CONSULTANT all criteria and full information as to his requirements for the Project, and shall:

Guarantee access to and make all provisions for the CONSULTANT to enter upon public and private properties as necessary to accomplish the work;

Furnish approvals and permits from all governmental authorities and/or agencies having jurisdiction over the Project;

Provide the CONSULTANT with means of access to all areas of the Project; this being necessary for the orderly progress of the work, the CONSULTANT shall be entitled to rely upon the efficiency and completeness thereof; and

Compensate the CONSULTANT for services rendered under this Agreement.

12. EXTENT OF AGREEMENT:

This Agreement represents the entire and integrated Agreement between the CLIENT and the CONSULTANT and supersedes all prior negotiations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the CLIENT and the CONSULTANT.

The CONSULTANT intends to render services under the terms of this Agreement in accordance with generally accepted professional practices consistent with the intended use of the Project and makes no warranty either expressed or implied.

Any *opinion of construction cost* prepared by the CONSULTANT represents his judgment as a design professional and is supplied for the general guidance of the CLIENT. Since the CONSULTANT has no control over the cost of labor and material, or over competitive bidding or market conditions, the CONSULTANT does not guarantee the accuracy of such opinions as compared to CONTRACTOR bids or actual cost to the CLIENT.

13. CHANGES TO THE SCOPE OF SERVICE:

The CLIENT may request changes in the *Scope of Services* of the Agreement to be performed hereunder. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT shall be incorporated into this Agreement by written amendment. Any changes made to the construction documents by the CLIENT, or the CLIENT's representative's, are strictly prohibited without the knowledge and written consent of the CONSULTANT. The CONSULTANT shall be released from any liability resulting from damages, injuries, and or death resulting from the unauthorized alteration of construction documents.

Client's Initials_____

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14. EXISTING AND/OR HIDDEN CONDIT`IONS:

A condition is hidden if it is concealed by existing finishes or features or if it cannot be investigated by reasonable visual observation. If the CONSULTANT has reason to believe that such a condition may exist, the CONSULTANT will notify the CLIENT who then shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the CLIENT fails to authorize such investigation or correction after due notification, or (2) the CONSULTANT has no reason to believe that such a condition exists, the CLIENT is responsible for all risks associated with this condition, and the CONSULTANT shall not be responsible for the existing condition nor any resulting damages to persons or property. Further, the CONSULTANT will not be required to execute any document that would result in certifying, guaranteeing, or warranting the existence of conditions whose existence the CONSULTANT cannot reasonably ascertain.

15. DESIGN WITHOUT CONSTRUCTION PHASE SERVICES:

It is understood and agreed that the CONSULTANT'S *Basic Services* under this Agreement may include limited project observation or review of the CONTRACTOR'S performance and limited construction phase services, and that some such services may be provided by the ARCHITECT or by another party selected at the sole discretion of the CLIENT.

If the CLIENT requests in writing that the CONSULTANT provide any specific construction phase services and if the CONSULTANT agrees in writing to provide such services, then the CONSULTANT shall be compensated for Additional Services as provided in this Agreement.

Client's Initials_____

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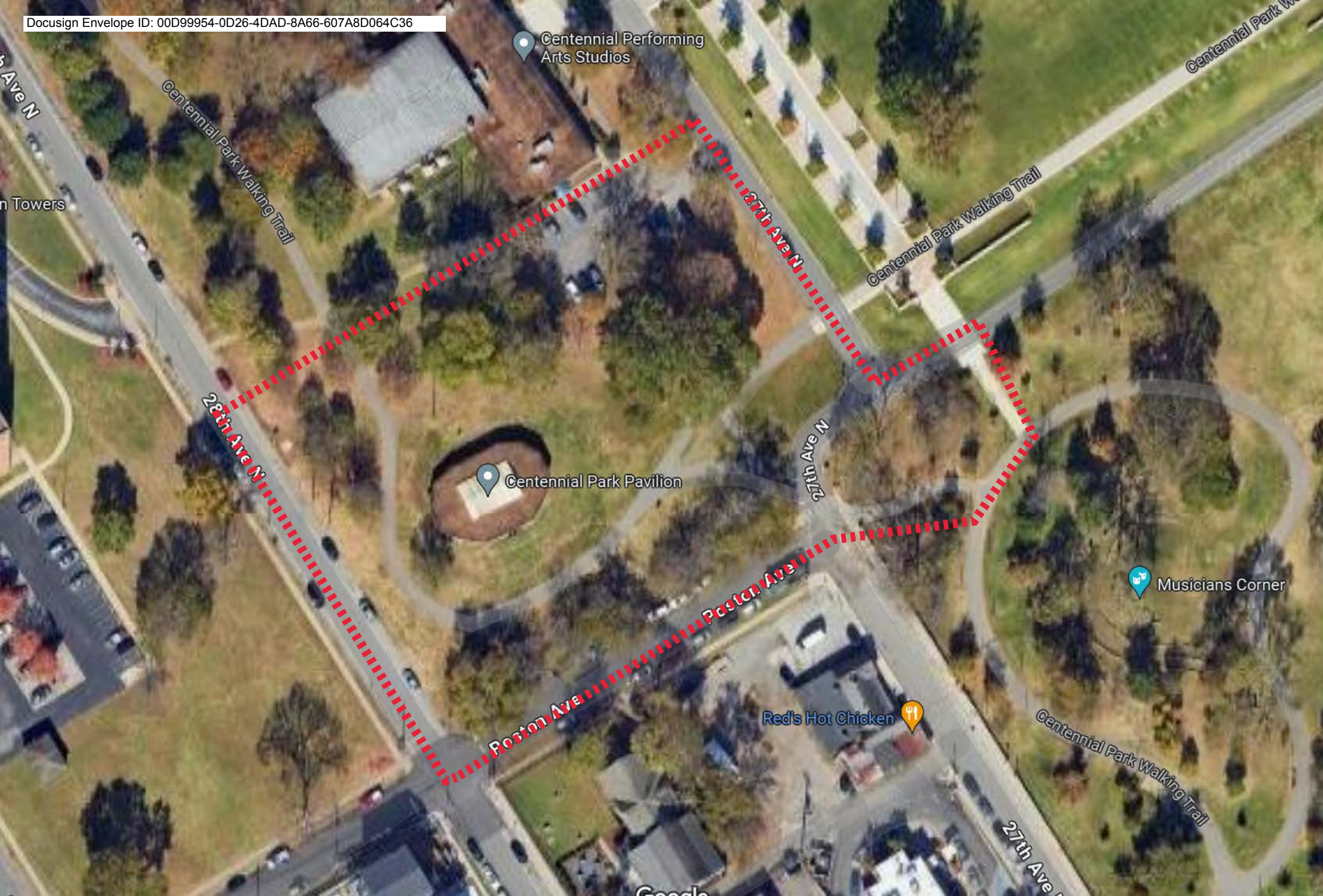
EXHIBIT A:

Docusign Envelope ID: 00D99954-0D26-4DAD-8A66-607A8D064C36



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SIGNATURE PAGE
FOR

GRANT NO. Conservancy Picnic Pavilion 2025

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Department

12/10/24
Date

APPROVED AS TO AVAILABILITY
OF FUNDS:

Jenneen Reed/mgw
Director of Finance

1/15/2025 | 8:54 AM CST
Date

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb
Director of Insurance

1/15/2025 | 11:16 AM CST
Date

APPROVED AS TO FORM AND
LEGALITY:

Courtney Mohan
Metropolitan Attorney

1/15/2025 | 11:08 AM CST
Date

FILED:

Metropolitan Clerk

Date

Certificate Of Completion

Envelope Id: 00D99954-0D26-4DAD-8A66-607A8D064C36
Status: Completed
Subject: Complete with Docusign: Parks Conservancy Picnic Pavilion 25 Ready.pdf
Source Envelope:
Document Pages: 16
Signatures: 6
Envelope Originator:
Certificate Pages: 15
Initials: 1
Juanita Paulson
AutoNav: Enabled
730 2nd Ave. South 1st Floor
EnvelopeId Stamping: Enabled
Nashville, TN 37219
Time Zone: (UTC-06:00) Central Time (US & Canada)
Juanita.Paulsen@nashville.gov
IP Address: 170.190.198.185

Record Tracking

Status: Original
1/14/2025 2:17:56 PM
Holder: Juanita Paulson
Juanita.Paulsen@nashville.gov
Location: DocuSign
Security Appliance Status: Connected
Pool: StateLocal
Storage Appliance Status: Connected
Pool: Metropolitan Government of Nashville and Davidson County
Location: DocuSign

Signer Events	Signature	Timestamp
Daniel Harden Daniel.Harden@nashville.gov Security Level: Email, Account Authentication (None)	DH Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.190	Sent: 1/14/2025 2:28:59 PM Viewed: 1/14/2025 3:17:07 PM Signed: 1/14/2025 3:18:05 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Aaron Pratt Aaron.Pratt@nashville.gov Security Level: Email, Account Authentication (None)	Aaron Pratt Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 1/14/2025 3:18:06 PM Viewed: 1/15/2025 6:35:14 AM Signed: 1/15/2025 6:35:22 AM
Electronic Record and Signature Disclosure: Accepted: 1/15/2025 6:35:14 AM ID: efa91f56-3b0b-4be7-9958-2ed03e7bf7f7		
Jenneen Reed/mjw MaryJo.Wiggins@nashville.gov Security Level: Email, Account Authentication (None)	Jenneen Reed/mjw Signature Adoption: Pre-selected Style Using IP Address: 136.58.57.237 Signed using mobile	Sent: 1/15/2025 6:35:25 AM Viewed: 1/15/2025 8:54:12 AM Signed: 1/15/2025 8:54:49 AM
Electronic Record and Signature Disclosure: Accepted: 1/15/2025 8:54:12 AM ID: 062028d6-7d8d-431d-bf21-88c5e9e98c28		
Courtney Mohan Courtney.Mohan@nashville.gov Security Level: Email, Account Authentication (None)	Courtney Mohan Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 1/15/2025 8:54:52 AM Viewed: 1/15/2025 10:38:11 AM Signed: 1/15/2025 11:08:25 AM
Electronic Record and Signature Disclosure:		

Signer Events	Signature	Timestamp
Accepted: 1/15/2025 11:08:11 AM ID: 593e75a8-abcc-4680-9303-8e96be8131ea		
Balogun Cobb balogun.cobb@nashville.gov Insurance Division Manager Security Level: Email, Account Authentication (None)	Balogun Cobb Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	Sent: 1/15/2025 11:08:27 AM Viewed: 1/15/2025 11:16:17 AM Signed: 1/15/2025 11:16:28 AM
Electronic Record and Signature Disclosure: Accepted: 1/15/2025 11:16:17 AM ID: 65456ebc-c280-4026-aa73-18bee08cd4bc		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Danielle Godin Danielle.Godin@nashville.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 1/15/2025 11:16:29 AM Viewed: 1/15/2025 4:44:29 PM
Sally Palmer sally.palmer@nashville.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 1/15/2025 10:45:33 AM ID: 03e378f8-db81-476a-a30c-5fcaaabe5c19	COPIED	Sent: 1/15/2025 11:16:30 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/14/2025 2:28:59 PM
Certified Delivered	Security Checked	1/15/2025 11:16:17 AM
Signing Complete	Security Checked	1/15/2025 11:16:28 AM
Completed	Security Checked	1/15/2025 11:16:30 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure