



# **COMMISSIONER BOARD MEETING**

**NOVEMBER 10, 2022**

**5:30 PM**

**SRFR STATION 31 TRAINING ROOM**

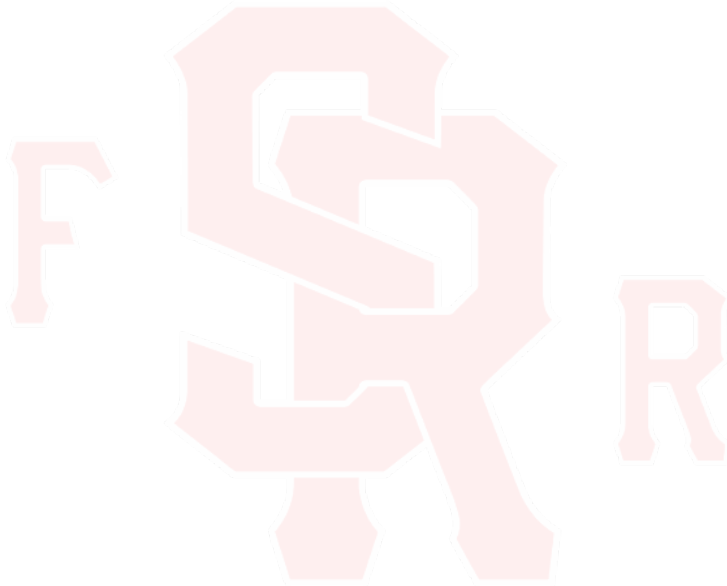
**VIA BLUEJEANS**

**SNOHOMISH REGIONAL FIRE & RESCUE**

**WASHINGTON**



# AGENDA





## BOARD OF FIRE COMMISSIONERS MEETING AGENDA SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room/ Via Blue Jeans  
163 Village Court, Monroe, WA 98272  
November 10, 2022, 1730 hours

### CALL TO ORDER

### PUBLIC COMMENT

### UNION COMMENT

### CHIEF'S REPORT

### COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	10/18	11/15	No
Finance	Elmore	10/20	11/21	No
Post-Employment Medical	Elmore	9/08		
Citizen's Advisory	TBD			
Sno911	Waugh	10/20	11/17	No
Sno Isle Commissioners	Fay	11/3	12/1	Yes
Leadership Meeting			11/15	

### CONSENT AGENDA

#### **Approve Vouchers**

Benefit Vouchers: 22-03687 to 22-03707; (\$665,881.89)

AP Vouchers: 22-03708 to 22-03780; (\$251,569.32)

#### **Approval of Payroll**

October 31, 2022 (\$1,233,915.63)

#### **Approval of Minutes**

Approve Regular Board Meeting Minutes – October 20, 2022

Approve Special Board Meeting Minutes – October 24, 25 and 26, 2022



## **OLD BUSINESS**

### **Discussion**

Shop: Architectural Services Agreement

### **Action**

## **NEW BUSINESS**

### **Discussion**

2023 Budget Hearing

- Resolution 2022-09 Regular Levy Ordinance
- Resolution 2022-10 EMS Levy Ordinance
- Resolution 2022-11 Budget for 2023

Resolution 2022-12 Draft Resolution Surplus Equipment

Post-Retirement Medical Contract

- Brian Hyatt
- Steve Gupstill
- Greg Oakes

Resolution 2022-13 Draft Resolution to Change Board Size

### **Action**

## **GOOD OF THE ORDER**

## **ATTENDANCE CHECK**

Regular Commissioner Meeting November 21, 2022 at 1730 – Station 31 Training Room/BlueJeans

## **EXECUTIVE SESSION**

RCW 42.30.140(4)(b): Labor Negotians

RCW 42.30.110(1)(g): To review the performance of a public employee

## **ADJOURNMENT**



# CHIEF'S REPORT





# COMMISSIONER REPORTS





# CONSENT AGENDA



## Snohomish County Fire District #7 Claims Voucher Summary

10/31/2022

Page 1 of 1

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
22-03687	AFLAC		591.44
22-03688	DEPARTMENT OF RETIREMENT SYSTEMS		419,419.84
22-03689	FIRE 7 FOUNDATION		537.50
22-03690	FIREPAC		1,024.11
22-03691	GENERAL TEAMSTERS UNION LOCAL 38		1,396.00
22-03692	HRA VEBA TRUST		54,757.31
22-03693	IAFF LOCAL 2781		1,025.00
22-03694	IAFF LOCAL 2781		4,300.05
22-03695	IAFF LOCAL 2781		1,038.00
22-03696	IAFF LOCAL 2781		9,127.40
22-03697	IAFF LOCAL 2781		522.50
22-03698	IAFF LOCAL 2781		8,981.75
22-03699	IAFF LOCAL 2781		4,258.00
22-03700	IAFF LOCAL 2781		512.50
22-03701	LOCAL IAFF 2781 PAC		820.00
22-03702	MATRIX TRUST COMPANY		21,622.29
22-03703	PAID FAMILY & MEDICAL LEAVE		13,838.15
22-03704	TD AMERITRADE INSTITUTIONAL		388.50
22-03705	VOYA INSTITUTIONAL TRUST CO		90,527.12
22-03706	WSCFF FASTPAC		819.43
22-03707	WSCFF-EMP BENEFIT TRUST		30,375.00

**Page Total** 665,881.89

**Cumulative Total** 665,881.89





Snohomish Regional Fire &amp; Rescue, WA

## Docket of Claims Register

APPKT01125 - 11/10/2022 Board Meeting - KP

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount	Distribution Amount
1648	ACID REMAP LLC	1129	Agency EMS Protocol App (PPP) Annu	Invoice	07/07/2022	Agency EMS Protocol App (PPP) Annu	001-509-522-20-49-02	1,500.00	1,500.00
0012	ACROSS THE STREET PRODUCTIC	INV10913	Dist. Blue Card Instructor & IC (CE) Ren	Invoice	05/10/2022	Dist. Blue Card Instructor & IC (CE) Ren	001-506-522-45-49-02	10,837.49	10,837.49
2106	AMAZON CAPITAL SERVICES, INC	11D3-T3YD-9R46	2-Hole Pencil Sharpeners (Open House	Invoice	10/03/2022	2-Hole Pencil Sharpeners (Open House	001-515-522-30-31-01	185.90	1,096.73
		11RW-X6H6-DDD7	Shop Small Tools & Equipment	Invoice	10/03/2022	Shop Small Tools & Equipment	050-511-522-60-35-00	36.39	
		16CH-VNWX-4THM	Refrigerator Ice & Water Filter (x4) - Ac	Invoice	09/28/2022	Refrigerator Ice & Water Filter (x4) - Ac	001-507-522-50-31-00	232.60	
		19WX-JLYN-KP47	Plug-In CFL Light Bulb (4pk) (x5) - ST 31	Invoice	09/29/2022	Plug-In CFL Light Bulb (4pk) (x5) - ST 31	001-507-522-50-31-00	76.90	
		1C4K-WGCQ-1FCW	Electrical Outlet/Receptacle Weatherp	Invoice	10/06/2022	Electrical Outlet/Receptacle Weatherp	001-507-522-50-48-00	9.68	
		1FY1-XXWV-VRW3	Sparkson's Illustrated Guide to ECF Inte	Invoice	09/28/2022	Sparkson's Illustrated Guide to ECF Inte	001-506-522-45-49-37	242.60	
		1GV9-PN4P-4JXG	Shop Parts	Invoice	09/29/2022	Shop Parts	050-511-522-60-34-01	43.52	
		1K7W-VK9Y-6FK4	Motion Sensor LED Security Spotlight (2pk)	Invoice	10/09/2022	Motion Sensor LED Security Spotlight (2pk)	001-507-522-50-35-00	110.04	
		1MY7-VWRH-DRLD	Elmer's Spray Adhesive (Open House S	Invoice	10/06/2022	Elmer's Spray Adhesive (Open House S	001-515-522-30-31-01	32.58	
		1VHQ-97KQ-TMJ7	Half & Half Coffee Creamer Packets (O	Invoice	10/05/2022	Half & Half Coffee Creamer Packets (O	001-515-522-30-31-01	22.19	
		1VQF-TTJ9-16V1	Hanging/Wall-Mounted Mirror (Admin	Invoice	10/05/2022	Hanging/Wall-Mounted Mirror (Admin	001-507-522-50-35-00	71.98	
		1VXJ-3M9Y-7XKK	Fake Skin Practice Sheet (10pk) (EMS Tra	Invoice	09/29/2022	Fake Skin Practice Sheet (10pk) (EMS Tra	001-509-522-20-49-04	10.78	
		1XWD-CNQL-1JN6	Vacuum Pre & Post Filter Kit (Dyson) - :	Invoice	10/02/2022	Vacuum Pre & Post Filter Kit (Dyson) - :	001-507-522-50-31-00	21.57	
1523	AT&T MOBILITY LLC	287289300744X10162022	Test Modem Data Plan	Invoice	10/08/2022	Test Modem Data Plan	001-513-522-10-42-00	46.94	46.94
1584	CROWN FIRE PROTECTION	19667	Annual Fire Sprinkler Inspection - Admin	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - Admin	001-507-522-50-41-00	20.23	4,175.78
		19668	Annual Fire Sprinkler Inspection - ST 31	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 31	001-507-522-50-41-00	114.65	
		19669	Annual Fire Sprinkler Inspection - ST 32	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 32	001-507-522-50-41-00	512.53	
		19670	Annual Fire Sprinkler Inspection - ST 33	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 33	001-507-522-50-41-00	372.26	
		19671	Annual Fire Sprinkler Inspection - ST 73	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 73	001-507-522-50-41-00	372.26	
		19672	Annual Fire Sprinkler Inspection - ST 74/Logistics	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 74/Logistics	001-507-522-50-41-00	437.00	
		19673	Annual Fire Sprinkler Inspection - ST 76	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 76	001-507-522-50-41-00	372.26	
		19674	Annual Fire Sprinkler Inspection - ST 77	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 77	001-507-522-50-41-00	437.00	
		19675	Annual Fire Sprinkler Inspection - ST 82	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 82	001-507-522-50-41-00	512.53	
		19676	Annual Fire Sprinkler Inspection - ST 83	Invoice	09/26/2022	Annual Fire Sprinkler Inspection - ST 83	001-507-522-50-41-00	512.53	
0149	DAY & NITE PLUMBING	38608967-1	Cast Iron Drain Line/Slab Repair - Scho	Invoice	08/09/2022	Cast Iron Drain Line/Slab Repair - Scho	001-507-522-50-48-00	20,814.70	25,680.74
		41543496	Water Leak Inspctn & Repair (Irrigtn Sy	Invoice	10/06/2022	Water Leak Inspctn & Repair (Irrigtn Sy	001-507-522-50-48-00	4,866.04	4,866.04

## Docket of Claims Register

APPKT01125 - 11/10/2022 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
2211	DE-EL ENTERPRISES 111733	22-03714 Shower Door Install (x3) - ST 33	Invoice	09/30/2022	Shower Door Install (x3) - ST 33	001-507-522-50-48-00	5,083.17 5,083.17
1668	DEPARTMENT OF LABOR & INDU 308321 308325	22-03715 Elevator Annual Operating Cert. Renewal - ST 33 Elevator Annual Operating Cert. Renewal - Invoice Bldg	Invoice Invoice	10/15/2022 10/15/2022	Elevator Annual Operating Cert. Renewal - ST 33 Elevator Annual Operating Cert. Renewal - Invoice Bldg	001-507-522-50-41-00 001-507-522-50-41-00 300-507-522-50-41-00	298.00 149.00 22.35 126.65
0156	DEPT. GRAPHICS 11837 11848 11857 11873	22-03716 Apparatus Graphics/Decal Remvl & Ins Apparatus Graphics/Decal Remvl & Ins App. Placard Inserts Reflective Text Appld (x15) App. Placard Inserts Reflective Text Appld (x8)	Invoice Invoice Invoice Invoice	09/23/2022 09/30/2022 10/11/2022 10/20/2022	Apparatus Graphics/Decal Remvl & Ins Apparatus Graphics/Decal Remvl & Ins App. Placard Inserts Reflective Text Appld (x15) App. Placard Inserts Reflective Text Appld (x8)	001-512-522-10-49-06 001-512-522-10-49-06 001-513-522-20-48-01 001-513-522-20-48-01	4,099.28 2,604.63 802.27 576.98 115.40
1956	DICK'S TOWING, INC. 18230043	22-03717 40' Container Move: ST31 to Machias (	Invoice	09/13/2022	40' Container Move: ST31 to Machias (	001-506-522-45-49-23	1,483.65 1,483.65
0178	EMERALD SERVICES, INC 89955365 90056515	22-03718 Hazardous Materials Disposal (Shop) Hazardous Materials Disposal (Used Oi	Invoice Invoice	09/15/2022 09/28/2022	Hazardous Materials Disposal (Shop) Hazardous Materials Disposal (Used Oi	050-511-522-60-41-03 001-507-522-50-41-00	201.24 86.46 114.78
2202	EMERGENCY MEDICAL EDUCATIO 1039	22-03719 AHA ACLS Skills Check (Aamold,Wiging	Invoice	09/07/2022	AHA ACLS Skills Check (Aamold,Wiging	001-509-522-45-49-02	450.00 450.00
0182	EMERGENT RESPIRATORY 35007531 35007547	22-03720 CPAP Machine Supplies - ST 31 CPAP Machine Supplies - ST 82	Invoice Invoice	09/23/2022 09/30/2022	CPAP Machine Supplies - ST 31 CPAP Machine Supplies - ST 82	001-509-522-30-31-01 001-509-522-30-31-01	860.00 430.00 430.00
2212	EMSAR SM-81507	22-03721 'EZ Glide' Srvc Call/Rep (New Handle &	Invoice	09/20/2022	'EZ Glide' Srvc Call/Rep (New Handle &	001-509-522-20-48-01	578.62 578.62
0197	EVERGREEN FIRE & SAFETY, INC 33841	22-03722 Generator Troubleshooting & Repair - ST 11	Invoice	09/29/2022	Generator Troubleshooting & Repair - ST 11	001-507-522-50-48-00	664.00 664.00
2077	FLAGS A' FLYING, LLC 97186	22-03723 Custom "SRFR 2022" Flag (3x5')	Invoice	10/14/2022	Custom "SRFR 2022" Flag (3x5')	001-504-522-20-49-04	239.12 239.12

## Docket of Claims Register

## APPKT01125 - 11/10/2022 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0226	GALLS, LLC	22-03724					7,896.10
	022075151	S/S Snag-Free Polo (x2)	Invoice	09/08/2022	S/S Snag-Free Polo (x2)	001-504-522-20-31-07	120.88
	022098903	Industrial Pants (x3)	Invoice	09/12/2022	Industrial Pants (x3)	001-504-522-20-31-07	435.09
	022110560	Softshell Fleece Jacket	Invoice	09/13/2022	Softshell Fleece Jacket	001-504-522-20-31-07	191.67
	022110593	Tactical 'ABR Pro' Pants (Logistics New Hire)	Invoice	09/13/2022	Tactical 'ABR Pro' Pants (Logistics New Hire)	001-504-522-20-31-07	60.17
	022120289	Uniform Metal Badge	Invoice	09/13/2022	Uniform Metal Badge	001-504-522-20-31-07	119.13
	022121808	Tactical 'TacLite Pro' Pants (Logistics New Hire)	Invoice	09/14/2022	Tactical 'TacLite Pro' Pants (Logistics New Hire)	001-504-522-20-31-07	53.69
	022132932	L/S Chief Shirt	Invoice	09/15/2022	L/S Chief Shirt	001-504-522-20-31-07	163.05
	022132958	Duty Boots	Invoice	09/15/2022	Duty Boots	001-504-522-20-31-07	153.29
	022143083	Diamond Quilted Jacket	Invoice	09/16/2022	Diamond Quilted Jacket	001-504-522-20-31-07	92.47
	022143092	Leather Belt, Industrial Pants (x3)	Invoice	09/16/2022	Leather Belt, Industrial Pants (x3)	001-504-522-20-31-07	456.00
	022143111	Firefighter Pants (x2)	Invoice	09/16/2022	Firefighter Pants (x2)	001-504-522-20-31-07	286.39
	022159023	'Plantar Fascia' Orthotic Duty Boot Insole	Invoice	09/19/2022	'Plantar Fascia' Orthotic Duty Boot Insole	001-504-522-20-31-07	27.34
	022159025	Work/Quarter Boots	Invoice	09/19/2022	Work/Quarter Boots	001-504-522-20-31-07	158.63
	022169101	Duty Boots	Credit Memo	09/19/2022	Duty Boots	001-504-522-20-31-07	-170.34
	022169988	S/S Chief Shirt (x3)	Invoice	09/20/2022	S/S Chief Shirt (x3)	001-504-522-20-31-07	416.65
	022181369	L/S DAC Polyester-Cotton Uniform Shirt	Invoice	09/21/2022	L/S DAC Polyester-Cotton Uniform Shirt	001-504-522-20-31-07	45.91
	022181380	Namestrip (Yellow/Black) (x6)	Invoice	09/21/2022	Namestrip (Yellow/Black) (x6)	001-504-522-20-31-07	45.62
	022181384	Industrial Pants (x2)	Invoice	09/21/2022	Industrial Pants (x2)	001-504-522-20-31-07	281.48
	022202748	Firefighter Pants (x2)	Invoice	09/23/2022	Firefighter Pants (x2)	001-504-522-20-31-07	286.39
	022229266	Softshell Fleece Jacket	Invoice	09/27/2022	Softshell Fleece Jacket	001-504-522-20-31-07	208.77
	022242235	Industrial Pants	Invoice	09/28/2022	Industrial Pants	001-504-522-20-31-07	145.16
	022242247	Duty Boots	Invoice	09/28/2022	Duty Boots	001-504-522-20-31-07	187.04
	022242260	Quarter Boots	Invoice	09/28/2022	Quarter Boots	001-504-522-20-31-07	176.74
	022253904	1/2 Zip Turtleneck Sweatshirt	Invoice	09/29/2022	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	110.46
	022253971	Station Wear Pants	Invoice	09/29/2022	Station Wear Pants	001-504-522-20-31-07	150.01
	022266705	Industrial Pants (x2)	Invoice	09/30/2022	Industrial Pants (x2)	001-504-522-20-31-07	287.18
	022266796	Softshell Fleece Jacket	Invoice	09/30/2022	Softshell Fleece Jacket	001-504-522-20-31-07	192.04
	022266844	Quarter Boots	Invoice	09/30/2022	Quarter Boots	001-504-522-20-31-07	177.07
	022284810	Polyester/Wool Class A Double Breaste	Invoice	10/03/2022	Polyester/Wool Class A Double Breaste	001-504-522-20-31-07	468.15
	022284864	Duty Boots	Invoice	10/03/2022	Duty Boots	001-504-522-20-31-07	182.92
	022284870	Duty Boots	Invoice	10/03/2022	Duty Boots	001-504-522-20-31-07	196.35
	022288425	Station Wear Pants (x2)	Invoice	10/03/2022	Station Wear Pants (x2)	001-504-522-20-31-07	335.60
	022296464	Station Wear Pants (x2)	Invoice	10/04/2022	Station Wear Pants (x2)	001-504-522-20-31-07	335.29
	022307434	1/2 Zip Turtleneck Sweatshirt (x2)	Invoice	10/05/2022	1/2 Zip Turtleneck Sweatshirt (x2)	001-504-522-20-31-07	210.07
	022307435	1/2 Zip Turtleneck Sweatshirt	Invoice	10/05/2022	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	118.31
	022317664	1/2 Zip Turtleneck Sweatshirt	Invoice	10/06/2022	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	97.20
	022317729	Duty Boots	Invoice	10/06/2022	Duty Boots	001-504-522-20-31-07	196.89
	022328754	L/S Chief Shirt	Invoice	10/07/2022	L/S Chief Shirt	001-504-522-20-31-07	163.05
	022328755	L/S Chief Shirt	Invoice	10/07/2022	L/S Chief Shirt	001-504-522-20-31-07	163.05
	022388672	Jacket w/ Detachable Inner Softshell	Invoice	10/14/2022	Jacket w/ Detachable Inner Softshell	001-504-522-20-31-07	285.62
	022388674	Jacket w/ Detachable Inner Softshell	Invoice	10/14/2022	Jacket w/ Detachable Inner Softshell	001-504-522-20-31-07	285.62

## Docket of Claims Register

APPKT01125 - 11/10/2022 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0238	GRAINGER	22-03725					6,832.94
	9455496076	Station Operating Supplies	Invoice	09/23/2022	Station Operating Supplies	001-507-522-50-31-00	85.16
	9456150862	Station Operating Supplies	Invoice	09/23/2022	Station Operating Supplies	001-507-522-50-31-00	365.01
	9456452177	Station Operating Supplies	Invoice	09/23/2022	Station Operating Supplies	001-507-522-50-31-00	864.40
	9458140861	Station Operating Supplies	Invoice	09/26/2022	Station Operating Supplies	001-507-522-50-31-00	51.19
	9460777106	Station Operating Supplies	Invoice	09/28/2022	Station Operating Supplies	001-507-522-50-31-00	554.71
	9460777148	Station Operating Supplies	Invoice	09/28/2022	Station Operating Supplies	001-507-522-50-31-00	729.63
	9460892301	Station Operating Supplies	Invoice	09/28/2022	Station Operating Supplies	001-507-522-50-31-00	283.44
	9461107501	Station Operating Supplies	Invoice	09/28/2022	Station Operating Supplies	001-507-522-50-31-00	105.74
	9464711788	Station Operating Supplies	Invoice	10/03/2022	Station Operating Supplies	001-507-522-50-31-00	394.63
	9464910943	Station Operating Supplies	Invoice	10/03/2022	Station Operating Supplies	001-507-522-50-31-00	119.12
	9465201821	Station Operating Supplies	Invoice	10/03/2022	Station Operating Supplies	001-507-522-50-31-00	455.06
	9470357261	Station Operating Supplies	Invoice	10/06/2022	Station Operating Supplies	001-507-522-50-31-00	402.82
	9471116724	Station Operating Supplies	Invoice	10/07/2022	Station Operating Supplies	001-507-522-50-31-00	475.21
	9471865346	Station Operating Supplies	Invoice	10/07/2022	Station Operating Supplies	001-507-522-50-31-00	59.50
	9472060178	Station Operating Supplies	Invoice	10/10/2022	Station Operating Supplies	001-507-522-50-31-00	60.57
	9472610782	Station Operating Supplies	Invoice	10/10/2022	Station Operating Supplies	001-507-522-50-31-00	35.21
	9472610790	Station Operating Supplies	Invoice	10/10/2022	Station Operating Supplies	001-507-522-50-31-00	159.18
	9473129691	Station Operating Supplies	Credit Memo	10/10/2022	Station Operating Supplies	001-507-522-50-31-00	-141.85
	9474000222	Station Operating Supplies	Invoice	10/11/2022	Station Operating Supplies	001-507-522-50-31-00	59.40
	9474171189	Car Wash Supplies	Invoice	10/11/2022	Car Wash Supplies	001-509-522-20-48-01	121.38
						001-513-522-20-48-01	121.39
	9474175933	Station Operating Supplies	Invoice	10/11/2022	Station Operating Supplies	001-507-522-50-31-00	282.92
	9474175941	Station Operating Supplies	Invoice	10/11/2022	Station Operating Supplies	001-507-522-50-31-00	141.46
	9474726404	Station Operating Supplies	Invoice	10/11/2022	Station Operating Supplies	001-507-522-50-31-00	22.69
	9474903078	Station Operating Supplies	Invoice	10/11/2022	Station Operating Supplies	001-507-522-50-31-00	271.79
	9474991511	Station Operating Supplies	Invoice	10/11/2022	Station Operating Supplies	001-507-522-50-31-00	503.00
	9475070984	Station Operating Supplies	Invoice	10/12/2022	Station Operating Supplies	001-507-522-50-31-00	170.33
	9475519725	Station Operating Supplies	Invoice	10/12/2022	Station Operating Supplies	001-507-522-50-31-00	28.54
	9475519741	Station Operating Supplies	Invoice	10/12/2022	Station Operating Supplies	001-507-522-50-31-00	28.62
	9478070122	Station Operating Supplies	Invoice	10/13/2022	Station Operating Supplies	001-507-522-50-31-00	22.69
2067	GREENHAUS PORTABLE RESTROCK	22-03726					1,180.00
	22902	Portable Restroom Rentl (Trench CE Dr	Invoice	09/27/2022	Portable Restroom Rentl (Trench CE Dr	001-514-522-20-45-00	240.00
	23253	Portable Restroom Rents (10/6/22-11,	Invoice	10/17/2022	Portable Restroom Rents (10/6/22-11,	001-506-522-45-49-23	560.00
	23305	Portable Restrml Rentals (8424 99th Av	Invoice	10/18/2022	Portable Restrml Rentals (8424 99th Av	001-506-522-45-49-23	380.00
2105	HD SUPPLY MAINTENANCE SOLL	22-03727					200.74
	9207263749	Door Lever Handle Assembly - ST 33	Invoice	09/27/2022	Door Lever Handle Assembly - ST 33	001-507-522-50-48-00	77.77
	9207912581	Exhaust Fan Motor & Blower Wheel - S	Invoice	10/17/2022	Exhaust Fan Motor & Blower Wheel - S	001-507-522-50-48-00	122.97
0252	HEALTHFORCE PARTNERS INC.	22-03728					160.00
	22619	Pre-Emplymnt/New Hire Audio & Drug	Invoice	09/30/2022	Pre-Emplymnt/New Hire Audio & Drug	001-510-522-20-41-06	160.00

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Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0258	HILL STREET CLEANERS 8534	22-03729 Uniform Alterations & Patch Replacements (SRFR)	Invoice	10/04/2022	Uniform Alterations & Patch Placements (SRFR)	001-504-522-20-31-07 001-512-522-10-49-06	327.67 268.59 59.08
0313	KENT D. BRUCE CO., LLC 11888 12166	22-03730 'DS-DELL-4X0 Srs' Docking Statn Retrof 'DS-DELL-4X0 Srs' Docking Statn Retrof	Invoice Invoice	08/05/2022 09/26/2022	'DS-DELL-4X0 Srs' Docking Statn Retrof 'DS-DELL-4X0 Srs' Docking Statn Retrof	303-509-591-22-70-00 303-509-591-22-70-00	2,617.63 449.48 2,168.15
0349	L.N. CURTIS & SONS INV619011 INV622390 INV636287 INV637440	22-03731 'Pelican 3410' Right Angle LED Flashlig Calibratn Gas & Testing Gas Cylinders (Gas Cylindr) 4" Storz Lock Lever Replacement Kit (T Hurst (Jaws Of Life) eDraulic Ext. Life Batt	Invoice Invoice Invoice Invoice	08/02/2022 08/12/2022 09/29/2022 09/30/2022	'Pelican 3410' Right Angle LED Flashlig Calibratn Gas & Testing Gas Cylinders (Gas Cylindr) 4" Storz Lock Lever Replacement Kit (T Hurst (Jaws Of Life) eDraulic Ext. Life Batt	001-504-522-20-31-10 001-504-522-20-41-01 001-504-522-20-48-02 001-504-522-20-48-02	11,363.95 1,090.50 7,402.65 151.61 2,719.19
2213	LIBENOW PROPERTY MANAGEM 11/2022	22-03732 Paramedic School Housing Rent (CWU)	Invoice	11/01/2022	Paramedic School Housing Rent (CWU)	001-506-522-45-49-37	2,800.00 2,800.00
0352	LOWE'S 909424 909527 909544  909592 909744 909895 910093 922456 922795	22-03733 Storage Tote w/ Lid (x7) - ST 83 Desk Fan - ST 81 Steel Z-Bar Flashing & Packing Stretch  Shop Parts Electrical Box Cover - ST 81 Spray Paint,Sheet Metal Screws,Steel C Caulk,Stl Flat Bar & Crnr Brace,Cleat H Shelf Board & Brackets - ST 83 Toilet Bowl-To-Flange Bolt Kits, Fender	Invoice Invoice Invoice  Invoice Invoice Invoice Invoice Invoice Invoice	08/22/2022 09/08/2022 08/18/2022  07/26/2022 07/29/2022 08/09/2022 08/11/2022 08/08/2022 07/29/2022	Storage Tote w/ Lid (x7) - ST 83 Desk Fan - ST 81 Packing Stretch Wrap Steel Z-Bar Flashing Shop Parts Electrical Box Cover - ST 81 Spray Paint,Sheet Metal Screws,Steel C Caulk,Stl Flat Bar & Crnr Brace,Cleat H Shelf Board & Brackets - ST 83 Toilet Bowl-To-Flange Bolt Kits, Fender	001-507-522-50-35-00 001-507-522-50-35-00 001-507-522-50-31-00 001-507-522-50-48-00 050-511-522-60-34-01 001-507-522-50-48-00 001-507-522-50-48-00 001-507-522-50-48-00 001-507-522-50-48-00 001-507-522-50-48-00	360.80 101.70 51.97 31.17 9.33 6.65 3.43 40.00 73.00 25.03 18.52

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	Payable Number	Payable Description					Distribution Amount
0380	MONROE PARTS HOUSE	22-03734					7,854.07
	897571	Shop Parts	Invoice	09/01/2022	Shop Parts	050-511-522-60-34-01	10.08
	897577	Shop Parts	Invoice	09/01/2022	Shop Parts	050-511-522-60-34-01	102.53
	897608	Shop Parts	Invoice	09/01/2022	Shop Parts	050-511-522-60-34-01	78.72
	897631	Shop Parts	Invoice	09/01/2022	Shop Parts	050-511-522-60-34-01	26.87
	897649	Shop Parts	Invoice	09/01/2022	Shop Parts	050-511-522-60-34-01	35.01
	897668	Shop Parts	Invoice	09/01/2022	Shop Parts	050-511-522-60-34-01	13.12
	897691	Shop Supplies	Invoice	09/01/2022	Shop Supplies	050-511-522-60-31-05	4.91
	897726	Shop Supplies	Invoice	09/02/2022	Shop Supplies	050-511-522-60-31-05	0.91
	897950	Shop Parts	Invoice	09/06/2022	Shop Parts	050-511-522-60-34-01	75.31
	898024	Shop Parts	Invoice	09/06/2022	Shop Parts	050-511-522-60-34-01	933.67
	898070	Shop Parts	Invoice	09/06/2022	Shop Parts	050-511-522-60-34-01	47.37
	898076	Shop Parts	Invoice	09/06/2022	Shop Parts	050-511-522-60-34-01	194.08
	898096	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	88.90
	898100	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	285.54
	898101	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	252.45
	898114	Shop Parts	Credit Memo	09/07/2022	Shop Parts	050-511-522-60-34-01	-153.55
	898115	Shop Parts	Credit Memo	09/07/2022	Shop Parts	050-511-522-60-34-01	-19.69
	898117	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	307.17
	898154	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	32.93
	898183	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	522.08
	898208	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	235.72
	898215	Shop Parts	Invoice	09/07/2022	Shop Parts	050-511-522-60-34-01	161.78
	898228	Shop Parts	Invoice	09/08/2022	Shop Parts	050-511-522-60-34-01	70.86
	898284	Shop Parts	Invoice	09/08/2022	Shop Parts	050-511-522-60-34-01	26.23
	898292	Shop Parts	Invoice	09/08/2022	Shop Parts	050-511-522-60-34-01	59.70
	898342	Shop Parts	Credit Memo	09/08/2022	Shop Parts	050-511-522-60-34-01	-19.69
	898343	Shop Parts	Credit Memo	09/08/2022	Shop Parts	050-511-522-60-34-01	-267.13
	898357	Shop Parts	Invoice	09/08/2022	Shop Parts	050-511-522-60-34-01	13.12
	898399	Shop Parts	Invoice	09/09/2022	Shop Parts	050-511-522-60-34-01	13.35
	898496	Shop Parts	Invoice	09/09/2022	Shop Parts	050-511-522-60-34-01	5.90
	898497	Shop Parts	Invoice	09/09/2022	Shop Parts	050-511-522-60-34-01	6.32
	898629	Shop Small Tools & Equipment	Invoice	09/12/2022	Shop Small Tools & Equipment	050-511-522-60-35-00	26.26
	898639	Shop Parts	Invoice	09/12/2022	Shop Parts	050-511-522-60-34-01	12.37
	898653	Shop Supplies	Invoice	09/12/2022	Shop Supplies	050-511-522-60-31-05	39.36
	898676	Shop Parts	Invoice	09/12/2022	Shop Parts	050-511-522-60-34-01	30.62
	898704	Shop Parts	Invoice	09/12/2022	Shop Parts	050-511-522-60-34-01	17.50
	898724	Shop Parts	Invoice	09/12/2022	Shop Parts	050-511-522-60-34-01	41.98
	898865	Shop Parts	Invoice	09/13/2022	Shop Parts	050-511-522-60-34-01	36.07
	898881	Shop Parts	Invoice	09/13/2022	Shop Parts	050-511-522-60-34-01	6.55
	898921	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	20.83
	898951	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	72.38
	898959	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	62.20

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	898980	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	10.39
	898983	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	20.01
	898986	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	183.40
	898987	Shop Parts	Credit Memo	09/14/2022	Shop Parts	050-511-522-60-34-01	-49.18
	899003	Shop Parts	Invoice	09/14/2022	Shop Parts	050-511-522-60-34-01	19.65
	899075	Shop Parts	Credit Memo	09/15/2022	Shop Parts	050-511-522-60-34-01	-10.39
	899095	Shop Parts	Invoice	09/15/2022	Shop Parts	050-511-522-60-34-01	103.72
	899099	Shop Parts	Invoice	09/15/2022	Shop Parts	050-511-522-60-34-01	46.98
	899155	Shop Supplies	Credit Memo	09/15/2022	Shop Supplies	050-511-522-60-31-05	-39.36
	899159	Shop Parts	Invoice	09/15/2022	Shop Parts	050-511-522-60-34-01	32.75
	899245	Shop Parts	Invoice	09/16/2022	Shop Parts	050-511-522-60-34-01	56.88
	899259	Shop Parts	Invoice	09/16/2022	Shop Parts	050-511-522-60-34-01	156.54
	899322	Shop Parts	Invoice	09/16/2022	Shop Parts	050-511-522-60-34-01	122.45
	899323	Shop Parts	Invoice	09/16/2022	Shop Parts	050-511-522-60-34-01	65.57
	899335	Shop Parts	Invoice	09/16/2022	Shop Parts	050-511-522-60-34-01	151.61
	899559	Shop Parts	Invoice	09/19/2022	Shop Parts	050-511-522-60-34-01	627.09
	899560	Shop Parts	Invoice	09/19/2022	Shop Parts	050-511-522-60-34-01	13.11
	899568	Shop Parts	Invoice	09/19/2022	Shop Parts	050-511-522-60-34-01	144.28
	899589	Shop Supplies	Invoice	09/19/2022	Shop Supplies	050-511-522-60-31-05	14.54
	899593	Shop Parts	Invoice	09/19/2022	Shop Parts	050-511-522-60-34-01	15.09
	899646	Shop Parts	Invoice	09/19/2022	Shop Parts	050-511-522-60-34-01	10.56
	899695	Shop Parts	Credit Memo	09/20/2022	Shop Parts	050-511-522-60-34-01	-101.92
	899699	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	33.05
	899715	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	33.05
	899736	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	70.88
	899743	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	400.08
	899755	Shop Parts	Credit Memo	09/20/2022	Shop Parts	050-511-522-60-34-01	-59.08
	899790	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	81.02
	899796	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	47.65
	899821	Shop Parts	Invoice	09/20/2022	Shop Parts	050-511-522-60-34-01	164.67
	899827	Shop Supplies	Invoice	09/20/2022	Shop Supplies	050-511-522-60-31-05	19.68
	899852	Shop Parts	Invoice	09/21/2022	Shop Parts	050-511-522-60-34-01	145.26
	899918	Shop Parts	Invoice	09/21/2022	Shop Parts	050-511-522-60-34-01	37.17
	899926	Shop Parts	Invoice	09/21/2022	Shop Parts	050-511-522-60-34-01	38.30
	899946	Shop Parts	Credit Memo	09/21/2022	Shop Parts	050-511-522-60-34-01	-13.11
	899990	Shop Parts	Invoice	09/22/2022	Shop Parts	050-511-522-60-34-01	1.42
	900030	Shop Parts	Invoice	09/22/2022	Shop Parts	050-511-522-60-34-01	9.84
	900136	Shop Parts	Invoice	09/23/2022	Shop Parts	050-511-522-60-34-01	9.84
	900142	Shop Supplies	Invoice	09/23/2022	Shop Supplies	050-511-522-60-31-05	130.95
	900147	Shop Parts	Invoice	09/23/2022	Shop Parts	050-511-522-60-34-01	10.93
	900162	Shop Parts	Invoice	09/23/2022	Shop Parts	050-511-522-60-34-01	25.64
	900171	Shop Parts	Credit Memo	09/23/2022	Shop Parts	050-511-522-60-34-01	-38.30
	900173	Shop Parts	Credit Memo	09/23/2022	Shop Parts	050-511-522-60-34-01	-30.36

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Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	900180	Shop Parts	Invoice	09/23/2022	Shop Parts	050-511-522-60-34-01	98.89
	900206	Shop Parts	Invoice	09/23/2022	Shop Parts	050-511-522-60-34-01	78.44
	900256	Shop Parts	Invoice	09/23/2022	Shop Parts	050-511-522-60-34-01	16.23
	900499	Shop Parts	Invoice	09/26/2022	Shop Parts	050-511-522-60-34-01	116.50
	900506	Shop Parts	Invoice	09/26/2022	Shop Parts	050-511-522-60-34-01	87.49
	900598	Shop Parts	Invoice	09/27/2022	Shop Parts	050-511-522-60-34-01	201.44
	900660	Shop Parts	Invoice	09/27/2022	Shop Parts	050-511-522-60-34-01	7.18
	900698	Shop Parts	Invoice	09/27/2022	Shop Parts	050-511-522-60-34-01	149.13
	900743	Shop Parts	Invoice	09/28/2022	Shop Parts	050-511-522-60-34-01	121.50
	900774	Shop Parts	Invoice	09/28/2022	Shop Parts	050-511-522-60-34-01	168.34
	900819	Shop Parts	Invoice	09/28/2022	Shop Parts	050-511-522-60-34-01	22.12
	900827	Shop Parts	Invoice	09/28/2022	Shop Parts	050-511-522-60-34-01	33.44
	900983	Shop Parts	Invoice	09/29/2022	Shop Parts	050-511-522-60-34-01	317.95
	900989	Shop Parts	Invoice	09/29/2022	Shop Parts	050-511-522-60-34-01	123.48
	901083	Shop Parts	Invoice	09/30/2022	Shop Parts	050-511-522-60-34-01	88.90
0387	MUNICIPAL EMERGENCY SERVIC	22-03735					14,097.23
	CM122662	Freight Credit/Refund: Inv. IN1483498	Credit Memo	08/27/2020	Freight Credit/Refund: Inv. IN1483498	001-504-522-20-48-11	-19.50
	CM130448	SCBA Cylinder Handwheel Credit/Refu	Credit Memo	04/19/2022	SCBA Cylinder Handwheel Credit/Refu	001-504-522-20-48-12	-91.85
	IN1739457	SCBA Flow Testing & Repair/Maintenanc	Invoice	07/18/2022	SCBA Flow Testing & Repair/Maintenanc	001-504-522-20-48-12	10,378.94
	IN1750246	Breathing Air Compressor Service Call/	Invoice	08/11/2022	Breathing Air Compressor Service Call/	001-504-522-20-48-12	343.52
	IN1752091	SCBA Repairs	Invoice	08/16/2022	SCBA Repairs	001-504-522-20-48-12	876.57
	IN1763359	Structural Fire Gloves (x17)	Invoice	09/13/2022	Structural Fire Gloves (x17)	303-504-522-20-35-04	1,961.08
	IN1763902	Breathing Air Compressor Prev.Maint.	Invoice	09/14/2022	Breathing Air Compressor Prev.Maint.	001-504-522-20-41-01	516.92
	IN1766323	SCBA & Regulator Repair, Flow Testing	Invoice	09/20/2022	SCBA & Regulator Repair, Flow Testing	001-504-522-20-48-12	131.55
2011	NORTHWEST FIBER, LLC	22-03736					222.46
	ST71-OCTNOV22	Fax & Alarm Connection Services - ST 71	Invoice	10/14/2022	Fax & Alarm Connection Services - ST 71	71001-513-522-50-42-01	222.46
2011	NORTHWEST FIBER, LLC	22-03737					1,152.23
	NB-OCTNOV22	Phone/Fax/Alarm Services - ST 81, 82,	Invoice	10/16/2022	Phone/Fax/Alarm Services - ST 81, 82,	001-513-522-50-42-01	1,152.23
2011	NORTHWEST FIBER, LLC	22-03738					381.99
	ST73-OCTNOV22	Fax & Alarm Connection Services - ST 73	Invoice	10/10/2022	Fax & Alarm Connection Services - ST 73	73001-513-522-50-42-01	381.99



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	Payable Number	Payable Description					Distribution Amount
0434	OFFICE DEPOT, INC	22-03739					1,176.30
	264193797001	Computer Monitor Stand	Invoice	09/16/2022	Computer Monitor Stand	001-502-522-10-35-00	30.62
	265960571001	Wireless Headphones w/ Microphone	Invoice	09/23/2022	Wireless Headphones w/ Microphone	001-513-522-10-35-00	27.34
	265962963001	Webcam/Web Camera (AR)	Invoice	09/23/2022	Webcam/Web Camera (AR)	001-513-522-10-35-00	32.81
	267642487001	22-23 Planner Notebk, Dry Erase & Coi	Invoice	09/15/2022	2022-2023 Planner Notebook (Logistics New 502)	001-502-522-10-31-00	23.49
	267989827001	Double-Sided Tape (4pk)	Invoice	09/19/2022	Dry Erase Whitebrd/Cork Board Comb	001-502-522-10-31-00	77.75
	267990202001	Wireless Keyboard & Mouse Combo	Invoice	09/19/2022	Double-Sided Tape (4pk)	001-502-522-10-31-00	7.31
	268934994001	Copy Paper (Blue) (500pk)	Invoice	09/27/2022	Wireless Keyboard & Mouse Combo	001-513-522-10-35-00	39.26
	269621090001	Copy Paper (Blue) (500pk) (x5)	Invoice	09/28/2022	Copy Paper (Blue) (500pk)	001-502-522-10-31-00	5.02
	272057703001	Mesh Office Chair (x3)	Invoice	10/12/2022	Copy Paper (Blue) (500pk) (x5)	001-502-522-10-31-00	25.11
	272058924001	Magnetic Dry Erase Whiteboard (4x6') (Room Office)	Invoice	10/13/2022	Mesh Office Chair (x3)	001-502-522-10-35-00	688.46
	273790578001	Wireless Keyboard & Mouse Combo	Invoice	10/19/2022	Magnetic Dry Erase Whiteboard (4x6') (Room Office)	001-502-522-10-35-00	179.87
					Wireless Keyboard & Mouse Combo	001-513-522-10-35-00	39.26
0451	PACIFIC POWER BATTERIES	22-03740					865.42
	17138188	Lithium CR2032 Battery (x5)	Invoice	09/22/2022	Lithium CR2032 Battery (x5)	001-507-522-50-31-00	10.66
	17138298	Rechargble Sealed Lead Acid Battery (SLA) (x2)	Invoice	09/29/2022	Rechargble Sealed Lead Acid Battery (SLA) (x2)	001-507-522-50-31-00	56.70
	93508	Shop Parts	Invoice	09/09/2022	Shop Parts	050-511-522-60-34-01	798.06
0472	PLATT ELECTRIC	22-03741					161.47
	3H27241	Fluorescent Tube Light Bulb (x30) - ST :	Invoice	09/29/2022	Fluorescent Tube Light Bulb (x30) - ST :	001-507-522-50-31-00	161.47
0483	PUGET SOUND ENERGY	22-03742					69.28
	ST77-SEPOCT22	Natural Gas - ST 77	Invoice	10/18/2022	Natural Gas - ST 77	001-507-522-50-47-03	69.28
0483	PUGET SOUND ENERGY	22-03743					118.90
	ST74-SEPOCT22	Natural Gas - ST 74/Logistics Bldg	Invoice	10/13/2022	Natural Gas - ST 74/Logistics Bldg	001-507-522-50-47-03	118.90
0483	PUGET SOUND ENERGY	22-03744					35.99
	ST72-SEPOCT22	Natural Gas - ST 72	Invoice	10/18/2022	Natural Gas - ST 72	001-507-522-50-47-03	35.99
0483	PUGET SOUND ENERGY	22-03745					77.96
	ST73-SEPOCT22	Natural Gas - ST 73	Invoice	10/13/2022	Natural Gas - ST 73	001-507-522-50-47-03	77.96
0483	PUGET SOUND ENERGY	22-03746					173.62
	ST33-SEPOCT22	Natural Gas - ST 33	Invoice	10/12/2022	Natural Gas - ST 33	001-507-522-50-47-03	173.62
0483	PUGET SOUND ENERGY	22-03747					101.64
	ST71-SEPOCT22	Natural Gas - ST 71	Invoice	10/14/2022	Natural Gas - ST 71	001-507-522-50-47-03	101.64
0483	PUGET SOUND ENERGY	22-03748					71.48
	ST76-SEPOCT22	Natural Gas - ST 76	Invoice	10/18/2022	Natural Gas - ST 76	001-507-522-50-47-03	71.48
1532	PUGET SOUND HARDWARE, INC	22-03749					99.28
	10104	Secrty Door Systm Parts (4 Cell Batt.Hold) (x2)	Invoice	08/12/2022	Secrty Door Systm Parts (4 Cell Batt.Hold) (x2)	001-507-522-50-48-00	99.28
2222	REDMON PSYCHOLOGICAL SERV	22-03750					3,200.00
	SRFR0001	Professional Consultation: Peer Support Program	Invoice	09/18/2022	Professional Consultation: Peer Support Program	001-510-522-20-41-07	3,200.00
1533	REHN & ASSOCIATES	22-03751					25.00
	IN0000165748	COBRA Rights Notice Letter (Child Eligibility)	Invoice	08/31/2022	COBRA Rights Notice Letter (Child Eligibility)	001-502-522-10-41-01	25.00

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Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
1921	SEA-WESTERN INC INV18841	22-03752 Hydrant Wrench (x6)	Invoice	09/30/2022	Hydrant Wrench (x6)	001-504-522-20-35-00	447.35 447.35
2215	SKY VALLEY TREE SERVICE 203 204	22-03753 Tree Pruning/Limbing Service (Douglas Tree & Shrub Pruning/Limbing Service	Invoice Invoice	10/14/2022 10/14/2022	Tree Pruning/Limbing Service (Douglas Tree & Shrub Pruning/Limbing Service	001-507-522-50-48-00 001-507-522-50-48-00	2,714.90 1,132.95 1,581.95
0520	SNOHOMISH COUNTY FIRE DIST 22.35 22.36	22-03754 RLB Facility/Towr Site Rentl (EVIP Rode RLB Facility/Towr Site Rentl (EVAP Trng	Invoice Invoice	09/21/2022 09/21/2022	RLB Facility/Towr Site Rentl (EVIP Rode RLB Facility/Towr Site Rentl (EVAP Trng	001-506-522-45-45-00 001-506-522-45-45-00	1,025.00 800.00 225.00
0565	SNOHOMISH COUNTY PUD 100687071	22-03755 Electricity - Admin Bldg	Invoice	10/20/2022	Electricity - Admin Bldg	001-507-522-50-47-01 300-507-522-50-47-00	1,504.81 225.72 1,279.09
0565	SNOHOMISH COUNTY PUD 122389275	22-03756 Electricity - ST 82 Garage/Storage Bldg	Invoice	10/13/2022	Electricity - ST 82 Garage/Storage Bldg	001-507-522-50-47-01	15.73 15.73
0565	SNOHOMISH COUNTY PUD 109190972	22-03757 Electricity - ST 72	Invoice	10/13/2022	Electricity - ST 72	001-507-522-50-47-01	358.27 358.27
0565	SNOHOMISH COUNTY PUD 164841167	22-03758 Electricity - ST 74/Logistics Bldg	Invoice	10/24/2022	Electricity - ST 74/Logistics Bldg	001-507-522-50-47-01	156.89 156.89
0565	SNOHOMISH COUNTY PUD 128989514	22-03759 Electricity - ST 73	Invoice	10/17/2022	Electricity - ST 73	001-507-522-50-47-01	323.90 323.90
0565	SNOHOMISH COUNTY PUD 168025779	22-03760 Electricity - ST 31	Invoice	10/18/2022	Electricity - ST 31	001-507-522-50-47-01	1,454.48 1,454.48
0565	SNOHOMISH COUNTY PUD 145454671	22-03761 Electricity - ST 33	Invoice	10/21/2022	Electricity - ST 33	001-507-522-50-47-01	709.51 709.51
0565	SNOHOMISH COUNTY PUD 105902710	22-03762 Electricity & Water - ST 82	Invoice	10/17/2022	Electricity - ST 82 Water - ST 82	001-507-522-50-47-01 001-507-522-50-47-02	1,388.47 913.17 475.30
0565	SNOHOMISH COUNTY PUD 138798840	22-03763 Electricity & Water - ST 81	Invoice	10/13/2022	Electricity - ST 81 Water - ST 81	001-507-522-50-47-01 001-507-522-50-47-02	572.91 459.41 113.50
0565	SNOHOMISH COUNTY PUD 145454229	22-03764 Electricity - ST 32	Invoice	10/21/2022	Electricity - ST 32	001-507-522-50-47-01	219.04 219.04
0565	SNOHOMISH COUNTY PUD 105899332	22-03765 Electricity - ST 77	Invoice	10/12/2022	Electricity - ST 77	001-507-522-50-47-01	402.10 402.10
0565	SNOHOMISH COUNTY PUD 128994992	22-03766 Electricity - ST 71	Invoice	10/26/2022	Electricity - ST 71	001-507-522-50-47-01	947.03 947.03
1935	SNOHOMISH VALLEY ROOFING II 28132 28234	22-03767 Dumpster Rental (40yd) - ST31 CleanO Dumpster Rental (40yd) - ST81 Train. P	Invoice Invoice	09/07/2022 09/22/2022	Dumpster Rental (40yd) - ST31 CleanO Dumpster Rental (40yd) - ST81 Train. P	001-507-522-50-45-00 001-507-522-50-45-00	1,026.61 588.45 438.16

## Docket of Claims Register

APPKT01125 - 11/10/2022 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
0567	SNURE LAW OFFICE, PSC 103	22-03768 2022 Laws Update Webinar Regist. (In	Invoice	09/24/2022	2022 Laws Update Webinar Regist. (In	001-503-522-45-49-02	600.00
					2022 Laws Update Webinar Regist. (In	001-502-522-45-49-02	50.00
					2022 Laws Update Webinar Regist. (In	001-501-522-45-49-01	250.00
							300.00
1601	SOUTH SNOHOMISH COUNTY FI 22-026	22-03769 Recruit Class 22-03 Academy Deposit (	Invoice	08/23/2022	Recruit Class 22-03 Academy Deposit (	001-506-522-45-49-23	64,000.00
							64,000.00
2057	SPRAGUE PEST SOLUTIONS	22-03770					2,220.12
	4909226	Monthly Pest Control Services - ST 73	Invoice	09/08/2022	Monthly Pest Control Services - ST 73	001-507-522-50-41-00	99.92
	4909227	Pest Control Perimeter Services (Trianr	Invoice	09/08/2022	Pest Control Perimeter Services (Trianr	001-507-522-50-41-00	121.11
	4909234	Monthly Pest Control Services - ST 77	Invoice	09/05/2022	Monthly Pest Control Services - ST 77	001-507-522-50-41-00	99.19
	4909235	Pest Control Perimeter Services (Trianr	Invoice	09/05/2022	Pest Control Perimeter Services (Trianr	001-507-522-50-41-00	120.23
	4909237	Monthly Pest Control Services - ST 76	Invoice	09/06/2022	Monthly Pest Control Services - ST 76	001-507-522-50-41-00	100.28
	4909238	Pest Control Perimeter Services (Trianr	Invoice	09/06/2022	Pest Control Perimeter Services (Trianr	001-507-522-50-41-00	121.55
	4909239	Monthly Pest Control Services - ST 72	Invoice	09/05/2022	Monthly Pest Control Services - ST 72	001-507-522-50-41-00	107.31
	4909240	Pest Control Perimeter Services (Trianr	Invoice	09/05/2022	Pest Control Perimeter Services (Trianr	001-507-522-50-41-00	130.06
	4909241	Monthly Pest Control Services - ST 71	Invoice	09/29/2022	Monthly Pest Control Services - ST 71	001-507-522-50-41-00	99.19
	4909243	Monthly Pest Control Services - ST 33	Invoice	09/29/2022	Monthly Pest Control Services - ST 33	001-507-522-50-41-00	99.19
	4909245	Monthly Pest Control Services - ST 32	Invoice	09/29/2022	Monthly Pest Control Services - ST 32	001-507-522-50-41-00	99.28
	4909246	Pest Control Perimeter Services (Trianr	Invoice	10/11/2022	Pest Control Perimeter Services (Trianr	001-507-522-50-41-00	120.34
	4909247	Monthly Pest Control Services - ST 31	Invoice	09/29/2022	Monthly Pest Control Services - ST 31	001-507-522-50-41-00	99.28
	4935321	Monthly Pest Control Services - Admin	Invoice	10/14/2022	Monthly Pest Control Services - Admin	001-507-522-50-41-00	99.28
	4935323	Monthly Pest Control Services - ST 73	Invoice	10/06/2022	Monthly Pest Control Services - ST 73	001-507-522-50-41-00	99.92
	4935324	Monthly Pest Control Services - ST 82	Invoice	10/14/2022	Monthly Pest Control Services - ST 82	001-507-522-50-41-00	99.01
	4935325	Monthly Pest Control Services - ST 83	Invoice	10/14/2022	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	99.19
	4935326	Monthly Pest Control Services - ST 81	Invoice	10/14/2022	Monthly Pest Control Services - ST 81	001-507-522-50-41-00	99.01
	4935327	Monthly Pest Control Services - ST 77	Invoice	10/07/2022	Monthly Pest Control Services - ST 77	001-507-522-50-41-00	99.19
	4935329	Monthly Pest Control Services - ST 76	Invoice	10/10/2022	Monthly Pest Control Services - ST 76	001-507-522-50-41-00	100.28
	4935330	Monthly Pest Control Services - ST 72	Invoice	10/05/2022	Monthly Pest Control Services - ST 72	001-507-522-50-41-00	107.31
2223	STANLEY STEEMER INTERNATIO 2542233-53	22-03771 Floor Cleaning Services (Clean & Wax)	Invoice	10/07/2022	Floor Cleaning Services (Clean & Wax)	001-507-522-50-48-00	3,716.00
							3,716.00
1933	STAPLES CREDIT PLAN	22-03772					246.46
	3115887981	Wireless Phone Headset (Admin Front	Invoice	08/04/2022	Wireless Phone Headset (Admin Front	001-513-522-10-35-00	287.72
	3116474721	Pressboard Classification Folders (3 Div.)	Invoice	08/05/2022	Pressboard Classification Folders (3 Div.)	001-502-522-10-31-00	69.02
	3117963721	Wireless Phone Headset Return (Admi	Credit Memo	08/08/2022	Wireless Phone Headset Return (Admi	001-513-522-10-35-00	-434.30
	3123427421	Staples Plus Annual Membership Rene	Invoice	08/16/2022	Staples Plus Annual Membership Rene	001-502-522-10-49-01	49.00
	3142193561	Hanging File Folder/Storage Crate (AP)	Invoice	09/16/2022	Hanging File Folder/Storage Crate (AP)	001-502-522-10-35-00	36.09
	3146053751	Command Hanging Strips (Small Pictur	Invoice	09/23/2022	Command Hanging Strips (Small Pictur	001-502-522-10-31-00	10.24
	3147590261	Copy Paper (10 Reams) (x4)	Invoice	09/27/2022	Copy Paper (10 Reams) (x4)	001-502-522-10-31-00	203.44
	3148293061	Wet Erase Markers (8pk) (x2)	Invoice	09/28/2022	Wet Erase Markers (8pk) (x2)	001-502-522-10-31-00	25.25
2224	THERMO-FLUIDS, INC 90005979	22-03773 Hazardous Materials Disposl (Used Antif	Invoice	09/20/2022	Hazardous Materials Disposl (Used Antif	001-507-522-50-41-00	50.05
							50.05

## Docket of Claims Register

APPKT01125 - 11/10/2022 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
2194	TRUCKVAULT, INC 239529	22-03774 Custom TruckVault Storage System (20	Invoice	09/26/2022	Custom TruckVault Storage System (20	301-502-594-10-64-01	7,414.03
1577	TURNOUTRENTAL, LLC 32188	22-03775 Turnout/Bunker Gear Rental (x36 sets)	Invoice	09/02/2022	Turnout/Bunker Gear Rental (x36 sets)	001-504-522-20-31-10	21,780.00
2221	ULINE, INC 154545818 154718845 154810527 154866723	22-03776 Lateral File & Elctrnc Lckng Strge Cabin Storage Cabinet w/ Adjustable Shelves Electronic Locking Storage Cabinet (HR Electrnc Locking Storge Cabinet Return	Invoice Invoice Invoice Credit Memo	09/29/2022 10/04/2022 10/06/2022 10/06/2022	Lateral File & Elctrnc Lckng Strge Cabin Storage Cabinet w/ Adjustable Shelves Electronic Locking Storage Cabinet (HR Electrnc Locking Storge Cabinet Returr	001-502-522-10-35-00 001-502-522-10-35-00 001-502-522-10-35-00 001-502-522-10-35-00	7,407.40 5,712.17 1,695.23 901.12 -901.12
0622	UNITED PARCEL SERVICE 000042W7X8392 000042W7X8412	22-03777 Freight Charges Adjustment/Credit (Sh Freight Charges (Shop)	Credit Memo Invoice	09/24/2022 10/08/2022	Freight Charges Adjustment/Credit (Sh Freight Charges (Shop)	050-511-522-60-34-01 050-511-522-60-34-01	18.64 -0.30 18.94
0633	VERIZON WIRELESS SERVICES LLC 9918250670	22-03778 District Mifi Plans	Invoice	10/15/2022	District Mifi Plans	001-513-522-10-42-00	4,231.44
0633	VERIZON WIRELESS SERVICES LLC 9918250671	22-03779 District Cell Phones	Invoice	10/15/2022	District Cell Phones - Fire District Cell Phones - Shop	001-513-522-10-42-00 050-511-522-60-42-00	3,004.27 2,836.13 168.14
0639	WASHINGTON FIRE COMMISSIOI 200000959	22-03780 2022 WFCA Annual Conference Registratio	Invoice	09/20/2022	2022 WFCA Annual Conference Registratio	001-501-522-45-49-01	2,695.00
<b>Total Claims: 73</b>						<b>Total Payment Amount:</b>	<b>251,569.32</b>

## Snohomish County Fire District #7

### Claims Voucher Summary

11/03/2022

Page 1 of 3

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures: \_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
22-03708	ACID REMAP LLC		1,500.00
22-03709	ACROSS THE STREET PRODUCTIONS		10,837.49
22-03710	AMAZON CAPITAL SERVICES, INC		1,096.73
22-03711	AT&T MOBILITY LLC		46.94
22-03712	CROWN FIRE PROTECTION		4,175.78
22-03713	DAY & NITE PLUMBING		25,680.74
22-03714	DE-EL ENTERPRISES		5,083.17
22-03715	DEPARTMENT OF LABOR & INDUSTRIES / ELEVATOR SECTION		298.00
22-03716	DEPT. GRAPHICS		4,099.28
22-03717	DICK'S TOWING, INC.		1,483.65
22-03718	EMERALD SERVICES, INC		201.24
22-03719	EMERGENCY MEDICAL EDUCATION LLC		450.00
22-03720	EMERGENT RESPIRATORY		860.00
22-03721	EMSAR		578.62
22-03722	EVERGREEN FIRE & SAFETY, INC		664.00
22-03723	FLAGS A' FLYING, LLC		239.12
22-03724	GALLS, LLC		7,896.10
22-03725	GRAINGER		6,832.94
22-03726	GREENHAUS PORTABLE RESTROOMS		1,180.00
22-03727	HD SUPPLY MAINTENANCE SOLUTIONS		200.74
22-03728	HEALTHFORCE PARTNERS INC.		160.00
22-03729	HILL STREET CLEANERS		327.67
22-03730	KENT D. BRUCE CO., LLC		2,617.63
22-03731	L.N. CURTIS & SONS		11,363.95
22-03732	LIBENOW PROPERTY MANAGEMENT LLC		2,800.00
22-03733	LOWE'S		360.80
22-03734	MONROE PARTS HOUSE		7,854.07
22-03735	MUNICIPAL EMERGENCY SERVICES, INC.		14,097.23
22-03736	NORTHWEST FIBER, LLC		222.46
22-03737	NORTHWEST FIBER, LLC		1,152.23
22-03738	NORTHWEST FIBER, LLC		381.99
		<b>Page Total</b>	114,742.57
		<b>Cumulative Total</b>	114,742.57

## Snohomish County Fire District #7 Claims Voucher Summary

11/03/2022

Page 2 of 3

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
22-03739	OFFICE DEPOT, INC		1,176.30
22-03740	PACIFIC POWER BATTERIES		865.42
22-03741	PLATT ELECTRIC		161.47
22-03742	PUGET SOUND ENERGY		69.28
22-03743	PUGET SOUND ENERGY		118.90
22-03744	PUGET SOUND ENERGY		35.99
22-03745	PUGET SOUND ENERGY		77.96
22-03746	PUGET SOUND ENERGY		173.62
22-03747	PUGET SOUND ENERGY		101.64
22-03748	PUGET SOUND ENERGY		71.48
22-03749	PUGET SOUND HARDWARE, INC		99.28
22-03750	REDMON PSYCHOLOGICAL SERVICES INC		3,200.00
22-03751	REHN & ASSOCIATES		25.00
22-03752	SEA-WESTERN INC		447.35
22-03753	SKY VALLEY TREE SERVICE		2,714.90
22-03754	SNOHOMISH COUNTY FIRE DISTRICT #4		1,025.00
22-03755	SNOHOMISH COUNTY PUD		1,504.81
22-03756	SNOHOMISH COUNTY PUD		15.73
22-03757	SNOHOMISH COUNTY PUD		358.27
22-03758	SNOHOMISH COUNTY PUD		156.89
22-03759	SNOHOMISH COUNTY PUD		323.90
22-03760	SNOHOMISH COUNTY PUD		1,454.48
22-03761	SNOHOMISH COUNTY PUD		709.51
22-03762	SNOHOMISH COUNTY PUD		1,388.47
22-03763	SNOHOMISH COUNTY PUD		572.91
22-03764	SNOHOMISH COUNTY PUD		219.04
22-03765	SNOHOMISH COUNTY PUD		402.10
22-03766	SNOHOMISH COUNTY PUD		947.03
22-03767	SNOHOMISH VALLEY ROOFING INC		1,026.61
22-03768	SNURE LAW OFFICE, PSC		600.00
22-03769	SOUTH SNOHOMISH COUNTY FIRE & RESCUE		64,000.00
		<b>Page Total</b>	84,043.34
		<b>Cumulative Total</b>	198,785.91

## Snohomish County Fire District #7 Claims Voucher Summary

11/03/2022

Page 3 of 3

Fund: General Fund #001

We the undersigned Board of Directors of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voucher	Payee/Claimant	1099 Default	Amount
22-03770	SPRAGUE PEST SOLUTIONS		2,220.12
22-03771	STANLEY STEEMER INTERNATIONAL, INC.		3,716.00
22-03772	STAPLES CREDIT PLAN		246.46
22-03773	THERMO-FLUIDS, INC		50.05
22-03774	TRUCKVAULT, INC		7,414.03
22-03775	TURNOUTRENTAL, LLC		21,780.00
22-03776	ULINE, INC		7,407.40
22-03777	UNITED PARCEL SERVICE		18.64
22-03778	VERIZON WIRELESS SERVICES LLC		4,231.44
22-03779	VERIZON WIRELESS SERVICES LLC		3,004.27
22-03780	WASHINGTON FIRE COMMISSIONERS ASSOCIATION		2,695.00

**Page Total** 52,783.41

**Cumulative Total** 251,569.32



**Payroll Summary and Authorization Form for the:**

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**10/31/2022**

I, the undersigned, do hereby certify that the foregoing payroll is, just, true and correct, that the persons whose names appear thereon actually performed labor as stated on the dates shown, that the amounts are actually due, and that the salary warrants and related benefit warrants shall be issued.

**District Name: Snohomish Regional Fire & Rescue**

**Direct Deposits:** \$945,484.61

**Paper Checks:** \$11,995.54

**Taxes:** \$276,435.48

**Allowed in the sum of: \$1,233,915.63**

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**Reviewed by:** Denise Mattern  
District Administrative Coordinator

**Prepared by:** Louis M...  
Payroll Specialist

**Approved by Commissioners:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





## BOARD OF FIRE COMMISSIONERS MEETING MINUTES SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room/ Via Blue Jeans  
163 Village Court, Monroe, WA 98272  
October 20, 2022, 1730 hours

**CALL TO ORDER:** Chairman Elmore called to order the meeting at 17:30. In attendance were Commissioner Edwards, Commissioner Fay, Commissioner Steinruck and Commissioner Waugh. In attendance via video Commissioner Gagnon and Commissioner Schaub.

**PUBLIC COMMENT:** Public comment was given by an Echo Lake community member regarding the sale of 58 acres owned by SRFR.

**UNION COMMENT:** NA

**CHIEF'S REPORT:** Chief O'Brien acknowledged all those who participated in the 2022 Open House held at Station 31. Special thanks were awarded to PIEO's King and Mongillo. He offered special thanks to all the Matters who participated.

### **COMMISSIONER REPORTS:**

*Capital Facilities:* Commissioner Steinruck reported on the recent meeting. Highlights include completion of the Flood mitigation and hazard plan, and base flood surveys are complete and will be sent to the county for approval. Shop 31 remodel will be done in two phases, architecture, and construction phase.

*Finance Committee:* Chairman Elmore commented on the continued review of the 2023 budget. Discussion items included CPSE draft detail, medical insurance premium updates and Chaplain program updates.

*Sno911:* Commissioner Waugh reported PUD is interested in joining the Sno911 Radio System, the future facilities project is also moving forward as planned.

*Sno Isle Commissioner:* Commissioner Fay briefed the board on the recent meeting.

### **CONSENT AGENDA**

#### **Approve Vouchers**

*AP Vouchers: 22-03598 to 22-03601; (\$89,726.65)*

*L&I Benefit Voucher: 22-03602; (\$301,517.05)*

*Benefit Vouchers: 22-03604 to 22-03612; (\$655,695.14)*

*AP Vouchers: 22-03613 to 22-03685; (\$196,040.92)*

#### **Approval of Payroll**

*October 15, 2022 (\$1,227,991.42)*

#### **Approval of Minutes**

*Approve Regular Board Meeting Minutes – October 13, 2022*



**Motion to approve the Consent Agenda as submitted.**

Motion by Commissioner Waugh and 2<sup>nd</sup> by Commissioner Steinruck.

**On Vote, Motion carried 7/0.**

### **OLD BUSINESS**

**Discussion**

**Action**

*Budget Amendment: Quarter 3*

**Motion to approve the Budget Amendment: Quarter 3 as submitted.**

Motion by Commissioner Fay and 2<sup>nd</sup> by Commissioner Elmore.

**On Vote, Motion carried 7/0.**

*Generator for Station 71*

**Motion to approve the Station 71 Generator proposal as submitted.**

Motion by Commissioner Elmore and 2<sup>nd</sup> by Commissioner Gagnon.

**On Vote, Motion carried 7/0.**

### **NEW BUSINESS**

**Discussion**

*Station 31: Shop Capital Project Update:* Chief Rasmussen explained the process we are adopting for the remodel/update of Station 31 shop. There will be two RAB's, one for the architect and one for construction. The plan is to present those at a November board meeting.

**Action**

### **GOOD OF THE ORDER:**

**ATTENDANCE CHECK:** Board Members noted availability for the Regular Commissioner Meeting November 10, 2022, at 1730-Station 31 Training Room/Blue Jeans.

### **EXECUTIVE SESSION**

**ADJOURNMENT:** Chairman Elmore adjourned the meeting at 1749 hours.

Snohomish Regional Fire & Rescue

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Commissioner Rick Edwards



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Chairman Troy Elmore

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Vice Chairman Randy Fay

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Commissioner Paul Gagnon

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Commissioner Jeff Schaub

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Commissioner Jim Steinruck

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Commissioner Roy Waugh



## **COMEX WORKSHOP MEETING MINUTES SNOHOMISH REGIONAL FIRE & RESCUE**

Spokane Davenport Grand Conference Room  
333 W Spokane Falls Blvd, Spokane, WA 99201  
October 24-26, 2022

### **OCTOBER 24<sup>th</sup>**

**CALL TO ORDER:** Chief O'Brien called the workshop to order at 1500 hours. In attendance were Commissioner Elmore, Commissioner Edwards, Commissioner Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Steinruck, and Commissioner Waugh.

#### **AGENDA TOPICS**

1500-1530: Welcome – Safety Plan - Ground Rules – Teambuilder “Recover, Restore and Build for the Future”  
1530-1600: 2022 Year in Review, Strategic Plan Review, 2023 Goals and Budget Highlights  
1600-1730: Board size, District Program, District Policy, Community Advisory Committee, Executive staff planning and preparation  
1730-1800: Teambuilder

**ADJOURNMENT:** Chief O'Brien adjourned the workshop at 1800 hours.

### **OCTOBER 25<sup>th</sup>**

**CALL TO ORDER:** Chief O'Brien called the workshop to order at 0900 hours. In attendance were Commissioner Elmore, Commissioner Edwards, Commissioner Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Steinruck, and Commissioner Waugh.

#### **AGENDA TOPICS**

0800-0900: Breakfast – Small Group Recaps  
0900-0930: Welcome – Teambuilder  
0930-1200: 2023 Budget Introduction and Review “Recover, Restore and Build for the Future”  
1200-1245: Working Lunch – Review Morning  
1245-1300: Teambuilder  
1300-1700: 2023 Budget Continuation and Q&A

**ADJOURNMENT:** Chief O'Brien adjourned the workshop at 1700 hours.

### **OCTOBER 26<sup>th</sup>**

**CALL TO ORDER:** Chief O'Brien called the workshop to order at 0900 hours. In attendance were Commissioner Elmore, Commissioner Edwards, Commissioner Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Steinruck, and Commissioner Waugh.



**AGENDA TOPICS**

0800-0900: Working Breakfast – Small Groups

0900-0930: Teambuilder

0930-1030: Review - Bringing it in for a Landing

**ADJOURNMENT:** Chief O'Brien adjourned the workshop at 1030 hours.

**Snohomish Regional Fire & Rescue**

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Commissioner Rick Edwards

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Chairman Troy Elmore

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Vice Chairman Randy Fay

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Commissioner Paul Gagnon

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Commissioner Jeff Schaub

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Commissioner Jim Steinruck

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Commissioner Roy Waugh



# OLD BUSINESS

## DISCUSSION





## Request for Action by the Board (R.A.B)

The purpose of the RAB is to provide a standardized format for presenting initiatives requiring action by the Board of Fire Commissioners. The RAB serves as a guide and checklist intended to provide the detailed, relevant, information needed to help the Board take action on projects, programs, and other initiatives.

<b>Initiative Name:</b>	Station 31 Shop Remodel Architectural Services (Rice Fergus Miller)		
<b>Executive member responsible for guiding the initiative:</b>	DC Ron Rasmussen		
<b>Type of Action:</b>	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Resolution	
<b>Initiative Description:</b>	<p>During the Capital Facilities Planning process the need was identified to replace the temporary tent structure that was used for apparatus maintenance with a permanent structure. Early in 2022 this was elevated on the Facilities Priority List due to the limited capacity and safety concerns of working in the tent area. The elevation in priority was discussed and vetted at the COMMEX 2022 retreat in February of 2022. The project cost will be broken into two RAB's, architectural services and construction costs. This RAB will cover the cost of architectural services.</p> <p>The attached documents are as followed:</p> <ul style="list-style-type: none"> <li>• The AIA document B101 which is the agreement between Owner and Architect.</li> <li>• Estimated cost break down.</li> <li>• Initial Project Schematic.</li> <li>• Response from Legal Review of AIA Agreement</li> </ul>		
<b>Initiative Description:</b>	<ul style="list-style-type: none"> <li>• <b>Brief Description</b></li> <li>• <b>Goal of Initiative</b></li> <li>• <b>Initiative Results (deliverables)</b></li> <li>• <b>Connection to Strategic Plan</b></li> <li>• <b>Supporting Documentation (attach)</b> <ul style="list-style-type: none"> <li>○ <b>Scope of work</b></li> <li>○ <b>Contract(s)</b></li> <li>○ <b>Project proposal(s)</b></li> <li>○ <b>Presentation(s)</b></li> </ul> </li> <li>• <b>If Financial: Reason RAB must be approved outside of the annual budget process</b></li> </ul>		
<b>Financial Impact:</b>	<p>Expense: <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/> N/A</p> <p>Revenue: <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/> N/A</p> <p>Total amount of initiative (attach amount breakdown if applicable): Initial amount: = <b>\$369,922.00</b> with a do not exceed amount of <b>\$380,000.00</b> without Fire Chief and Board of Commissioner approval. (See cost Break Down attached)</p> <p>We have estimated construction costs that will assist Logistics and Finance in budgeting for the project in its entirety. Once we can go to Bid for Construction Services we will come back to the Board with an updated RAB for a detailed total cost of the project.</p> <p>Long-term annual amount(s): \$</p> <p>Currently Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <ul style="list-style-type: none"> <li>• 300-507-594-50-62-00- 2022- New Construction Budget Balance currently per Incode = <b>\$5,124,898.62</b></li> </ul> <p>Budget Amendment Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$</p> <ul style="list-style-type: none"> <li>• If yes: Fund(s)/line item(s) to be amended:</li> </ul>		

<b>Risk Assessment:</b>	<p>Risk if approved: None</p> <p>Risk if not approved: Increased safety concerns and a decreased workspace for Shop operations that will limit production.</p>
<b>Legal Review:</b>	<p><input type="checkbox"/> Initiative conforms with District policy/procedure number (attach):</p> <p><input checked="" type="checkbox"/> Initiatives that require legal review (contracts, other initiatives): Contract has been reviewed by Attorney Brian Snure.</p> <ul style="list-style-type: none"> <li>• Contracts</li> <li>• Has been reviewed and approved by legal</li> <li>• Includes all costs</li> <li>• Includes term</li> <li>• Includes 'do not exceed' language</li> </ul> <p><input type="checkbox"/> N/A</p>
<b>Presented to, and approved by, Senior Staff</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Commissioner Sub-Committee Approval</b>	<p>Initiative presented to commissioner sub-committee: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Approved by commissioner sub-committee: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>N/A: <input type="checkbox"/></p>
<b>For Fire Chief Approval:</b>	<p><input type="checkbox"/> RAB document complete</p> <p><input type="checkbox"/> Supporting documentation attached</p> <p><input type="checkbox"/> Information sent to Fire Chief, Senior Staff, and Board Support (Mindy Leber)</p> <p><i>Fire Chief will approve and distribute by email to the Board of Commissioners – RAB executive/senior staff will be cc'd on the email distribution</i></p> <p><i>Fire Chief will coordinate with Senior Staff for RAB introduction</i></p>
<b>RAB Executive: Confirmed email sent to Board by Fire Chief</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Board of Fire Commissioners</b>	<p>RAB initiatives go through the following process:</p> <ol style="list-style-type: none"> <li>1. Senior Staff approval to move forward to a committee/board</li> <li>2. Initiatives are introduced to the appropriate committee for review</li> <li>3. Initiatives are introduced at an initial commissioner meeting as a Discussion Item</li> </ol>



- |  |   |
|--|---|
|  | <ul style="list-style-type: none"><li>○ The Senior Staff member assigned to develop the initiative presents initiative to the Board (maximum time for presentation is ten minutes)</li></ul> <p>4. At a second commissioner meeting, initiatives may be assigned as an action item for approval</p> |
|--|---|

<b>Execution:</b>	<b>It is the responsibility of the RAB Executive to execute implementation, processing, and tracking.</b>
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**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN**

**ESTIMATE ISSUE DATE:** August 15, 2022  
**ESTIMATE REVISION:** 0

**Submitted To:**

**JESSICA ARCHER-RUCSHNER  
RICE FERGUS MILLER  
275 FIFTH STREET, SUITE 100  
BREMERTON, WA 98337**

## **CLARIFICATIONS AND ASSUMPTIONS**

### **RC Cost Group Estimating Team:**

Lead Estimator: Dan Cassidy  
Managing Principal: Mark Richardson  
QA/QC : John Perry

### **Exclusions from Construction Cost:**

Cost for Temporary Facility  
Removal of unforeseen underground obstructions  
Hazardous Material Abatement  
Phasing Premium

### **Assumption used in establishing the estimate:**

The project will be procured utilizing the Design, Bid, Build Delivery Method  
Open and competitive bidding among all proportions of the work  
Construction Bid Date: 3/1/2023  
Escalation beyond March 2023 at 4.5% per Year

### **Items that may affect the cost estimate:**

Modifications to the scope of work included in this estimate.  
Special phasing requirements other than mentioned above.  
Restrictive technical specifications or excessive contract conditions.  
Any non-competitive bid situations.  
Bids delayed beyond the projected schedule.

SNOHOMISH REGIONAL FIRE & RESCUE  
 FIRE STATION 31 ADDITION  
 MONROE, WA  
 PRE-DESIGN

Date: August 15, 2022



**OVERALL SUMMARY CONSTRUCTION COST**

	<b>GFA</b>	<b>\$/SF</b>	<b>\$</b>
Building Addition	3,442 SF	671.93	2,312,779
Sitework			132,986
<b>TOTAL CONSTRUCTION COST</b>			<b>2,445,765</b>
Alternates:			
Alt.1-Carport	1 LS		190,000
Alt.2-Premium for High Speed Coiling Doors-2 EA	1 LS		50,000

DATE: August 15, 2022

### BUILDING DATA

**Building Area:**

Addition	2,655 SF
Renovation	372 SF
Infill Area	415 SF

**Total Gross Floor Area**

**3,442 SF**

**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
BUILDING**

GROSS FLOOR AREA: 3,442 SF  
DATE: August 15, 2022



No.	ELEMENT DESCRIPTION	ELEMENT TOTAL	GROUP TOTAL	COST PER SF
A10	FOUNDATIONS		\$ 171,142	\$ 49.72
A1010	Standard Foundation	\$ 118,353	\$ 34.39	
A1020	Special Foundation	\$ -	\$ -	
A1030	Slab on grade	\$ 52,789	\$ 15.34	
A20	BASEMENT WALL CONSTRUCTION	\$ -	\$ -	
A2010	Basement Excavation	\$ -	\$ -	
A2020	Basement Wall Construction	\$ -	\$ -	
B10	SUPERSTRUCTURE	\$ 140,498	\$ 40.82	
B1010	Floor & Roof Construction	\$ 140,498	\$ 40.82	
B20	EXTERIOR ENCLOSURE	\$ 482,330	\$ 140.13	
B2010	Exterior Walls	\$ 376,830	\$ 109.48	
B2020	Exterior Windows	\$ 37,500	\$ 10.89	
B2030	Exterior Doors	\$ 68,000	\$ 19.76	
B30	ROOFING	\$ 152,375	\$ 44.27	
B3010	Roofing	\$ 152,375	\$ 44.27	
C10	INTERIOR CONSTRUCTION	\$ 20,561	\$ 5.97	
C1010	Partitions	\$ 3,840	\$ 1.12	
C1020	Interior Doors	\$ 10,000	\$ 2.91	
C1030	Fittings and Specialties	\$ 6,721	\$ 1.95	
C20	STAIRS	\$ -	\$ -	
C2010	Stair Construction	\$ -	\$ -	
C30	INTERIOR FINISHES	\$ 64,998	\$ 18.88	
C3010	Wall Finishes	\$ 41,816	\$ 12.15	
C3020	Floor Finishes	\$ 13,996	\$ 4.07	
C3030	Ceiling Finishes	\$ 9,187	\$ 2.67	
D10	CONVEYING	\$ -	\$ -	
D1010	Elevators & Lifts	\$ -	\$ -	
D20	PLUMBING	\$ 41,190	\$ 11.97	
D2010	Plumbing	\$ 41,190	\$ 11.97	
D30	HVAC	\$ 206,950	\$ 60.12	
D3010	HVAC	\$ 206,950	\$ 60.12	
D40	FIRE PROTECTION	\$ 10,326	\$ 3.00	
D4010	Sprinkler System	\$ 10,326	\$ 3.00	
D50	ELECTRICAL	\$ 115,499	\$ 33.56	
D5000	Electrical	\$ 115,499	\$ 33.56	
E10	EQUIPMENT	\$ 6,500	\$ 1.89	
E1010	Equipment	\$ 6,500	\$ 1.89	
E20	FIXED FURNISHINGS	\$ 3,500	\$ 1.02	
E2010	Fixed Furnishings	\$ 3,500	\$ 1.02	
F10	SPECIAL CONSTRUCTION	\$ -	\$ -	
F1010	Special Structure	\$ -		
F1020	Special Construction	\$ -		
F20	SELECTIVE BUILDING DEMOLITION	\$ 13,480	\$ 3.92	
F2010	Building Elements Demolition	\$ 13,480		
Z10	GENERAL REQUIREMENTS	\$ 495,000	\$ 143.81	
Z1010	General requirements	\$ 495,000		
	<b>Sub-Total Direct Cost</b>		\$ 1,924,349	\$ 559.08
	Estimating / Design Contingency 7.50%		\$ 144,326	\$ 41.93
	<b>Sub-Total</b>		\$ 2,068,675	\$ 601.01
	General Contractor's OH&P 7.50%		\$ 155,151	\$ 45.08
	<b>Sub-Total</b>		\$ 2,223,826	\$ 646.09
	Escalation to March 2023 4.00%		\$ 88,953	\$ 25.84
	<b>TOTAL CONSTRUCTION COST</b>		\$ 2,312,779	\$ 671.93

**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
BUILDING**

Gross Floor Area: **3,442 SF**  
Date: **August 15, 2022**



	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
<b>A10</b>	<b>FOUNDATIONS</b>				
<b>A1010</b>	<b><u>Standard Foundation</u></b>				
	A1011 Foundations				
	Reinforced concrete continuous footings				
	Excavate for continuous footings	155	CY	42.00	6,530
	Backfill, assume imported fill	87	CY	53.00	4,587
	Disposal of excavated material off-site within 8 miles, assumed a 33% swell factor	69	CY	26.00	1,792
	Fine grade bottom of footing	636	SF	1.08	688
	Formwork to foundations - sides	860	SF	12.45	10,707
	Reinforcing steel in foundations	6,996	LB	2.50	17,490
	Concrete, 4,000 psi	52	CY	275.00	14,251
	Finish to top of footing	636	SF	1.08	688
	Stem walls, assume 12" high x 12" wide	8	CY	1,500.00	12,000
	Thickened edge/footing at building connection	136	LF	150.00	20,400
	Tie into existing footings/slab	136	LF	55.00	7,480
	Footing drains at addition	212	LF	20.00	4,240
	Hand excavation/underpinning allowance	1	LS	7,500.00	7,500
	Premium for column footings/pilasters	20	EA	500.00	10,000
	<b>Total For Standard Foundations</b>				<b>118,353</b>
<b>A1020</b>	<b><u>Special Foundation</u></b>				
	No work anticipated				N/A
	<b>Total For Special Foundations</b>				
<b>A1030</b>	<b><u>Slab on Grade</u></b>				
	A1031 Standard slab on grade				
	Reinforced concrete slab on grade, 8" at infill	415	SF	14.52	6,026
	Reinforced concrete slab on grade, 8" at addition	2,655	SF	14.52	38,551
	Slab connections	139	LF	37.50	5,213
	Blockouts and drains	1	LS	3,000.00	3,000
	<b>Total For Slab on Grade</b>				<b>52,789</b>
<b>A20</b>	<b>BASEMENT CONSTRUCTION</b>				
<b>A2010</b>	<b><u>Basement Excavation</u></b>				
	No work anticipated				N/A
	<b>Total For Basement Excavation</b>				
<b>A2010</b>	<b><u>Basement Walls</u></b>				
	No work anticipated				N/A
	<b>Total For Basement Walls</b>				
<b>B10</b>	<b>SUPERSTRUCTURE</b>				
<b>B1010</b>	<b><u>Floor &amp; Roof Construction</u></b>				
	B1012 Upper floors construction				
	No work anticipated				N/A

**SNOHOMISH REGIONAL FIRE & RESCUE  
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MONROE, WA  
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ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
B1020 Roof construction				
Steel/masonry columns	14	EA	2,200.00	30,800
Wood roof structure	2,655	SF	27.00	71,685
Patch existing roof allowance	415	SF	10.00	4,150
Misc connections/hardware	2,655	SF	2.50	6,638
Premium for roof top equipment	120	SF	12.00	1,440
5/8" roof sheathing	2,655	SF	7.00	18,585
Miscellaneous				
Fireproofing steel, assumed not required				
Fall protection anchor connections	12	EA	600.00	7,200
<b>Total For Floor &amp; Roof Construction</b>				<b>140,498</b>
<b>B20 EXTERIOR CLOSURE</b>				
<b>B2010 Exterior Walls</b>				
B2011 Exterior wall construction				
Gross exterior wall area	4,962	SF		
Masonry walls at infill, assumes 17'	514	SF	40.00	20,560
Masonry walls at addition, assumes 21'	2,978	SF	40.00	119,120
Exterior wall framing system at infill, complete	168	SF	50.00	8,400
Exterior wall framing system at addition, complete	680	SF	50.00	34,000
Exterior wall furring system at addition, complete	2,978	SF	40.00	119,120
Exterior wall furring system at infill, complete	514	SF	40.00	20,560
Metal siding above masonry addition walls	680	SF	32.50	22,100
Metal siding above masonry infill walls	168	SF	32.50	5,460
Parapet wall at roof transition	20	SF	70.00	1,400
Framing/steel around openings at app bay doors, 10x14	1	EA	4,000.00	4,000
Framing/steel around openings at app bay doors, 14x14	2	EA	5,000.00	10,000
Framing for clerestory at addition (2 ea) , assume 20' x 5'	200	SF	15.00	3,000
Framing for clerestory at infill (1 ea) , assume 20' x 5'	100	SF	15.00	1,500
Caulking, sealants and firestopping				
Caulking, sealants and firestopping	4,962	SFA	1.05	5,210
B2016 Exterior soffits				
No work anticipated				N/A
Miscellaneous				
Wall connection, assumes no seismic joint	2	EA	1,200.00	2,400
<b>Total For Exterior Walls</b>				<b>376,830</b>
<b>B2020 Exterior Windows</b>				
B2021 Windows				
Storefront/windows, clerestory at addition 40'x5'	200	SF	125.00	25,000
Storefront/windows, clerestory at infill 20'x5'	100	SF	125.00	12,500
<b>Total For Exterior Windows</b>				<b>37,500</b>
<b>B2030 Exterior Doors</b>				
B 2030 Exterior Doors				
Exterior door, HM, flush, single	4	EA	3,250.00	13,000



**SNOHOMISH REGIONAL FIRE & RESCUE  
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MONROE, WA  
PRE-DESIGN  
BUILDING**

Gross Floor Area: **3,442 SF**  
Date: **August 15, 2022**



ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
Coiling doors, 14x14	2	EA	20,000.00	40,000
Coiling door, 10x10	1	EA	15,000.00	15,000
<b>Total For Exterior Doors</b>				<b>68,000</b>
<b>B30 ROOFING</b>				
<b>B3010 Roof Covering</b>				
B3011 Roof finishes				
Membrane roofing system at addition	2,655	SF	29.50	78,323
Membrane roofing system at infill	415	SF	30.00	12,450
Tapered insulation premium	1	LS	3,500.00	3,500
Metal roofing at app bay awning	318	SF	25.00	7,950
Metal roofing at north entry	526	SF	25.00	13,150
Membrane at roof transition wall	40	SF	15.00	600
Roofing transition to existing	139	LF	25.00	3,475
Walk pads	1,640	SF	8.00	13,120
B3014 Flashings and trim				
Sheet metal flashings and trim	3,070	SFA	1.50	4,605
New parapet cap/flashings	20	LF	20.00	400
B3016 Gutters and downspouts				
Scuppers and downspouts	1	LS	5,000.00	5,000
Miscellaneous				
Rough carpentry	3,070	SFA	0.75	2,303
Access hatch and ladder	1	EA	7,500.00	7,500
<b>Total For Roofing</b>				<b>152,375</b>
<b>C10 INTERIOR CONSTRUCTION</b>				
<b>C1010 Partitions</b>				
C1011 Fixed partitions				
Interior partitions				
Infill wall	1	EA	950.00	950
2x6 framing	165	SF	7.50	1,238
GWB-finished taped	330	SF	4.25	1,403
C1017 Interior windows and storefronts				
No work anticipated				N/A
Miscellaneous				
Blocking and backing, sealants, ratings	1	LS	250.00	250
<b>Total For Interior Partitions</b>				<b>3,840</b>
<b>C1020 Interior Doors</b>				
C1021 Interior doors				
Interior doors	4	EA	2,500.00	10,000
<b>Total For Interior Doors</b>				<b>10,000</b>
<b>C1030 Specialties</b>				
C1035 Identifying devices				
Code signage	3,442	SFA	0.25	861

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ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
C1037 General fittings and misc. metals				
Misc specialties	3,442	SFA	0.25	861
Storage shelving, allowance	1	LS	5,000.00	5,000
<b>Total For Fittings and Specialty Items</b>				<b>6,721</b>
<b>C20 STAIRS</b>				
<b>C2010 Stair Construction</b>				
C 2010 Stair Construction including railings and finish				
No work anticipated				N/A
<b>Total For Stair Construction</b>				
<b>C30 INTERIOR FINISHES</b>				
<b>C3010 Wall Finishes</b>				
C3012 Wall finishes to interior walls				
Fiber reinforced wall protection-assumes 8'	1,862	SF	15.00	27,930
Plywood at parts storage-assumes 8'	512	SF	5.00	2,560
Interior painting	3,442	SFA	3.00	10,326
Misc wall patching	1	LS	1,000.00	1,000
<b>Total For Wall Finishes</b>				<b>41,816</b>
<b>C3020 Floor Finishes</b>				
C3024 Flooring				
Oil resistant sealer/hardener	3,442	SF	3.50	12,047
Prep slab at atrea to remain	372	SF	2.00	744
C3026 Bases, curbs and trim				
Base	3,442	SFA	0.35	1,205
<b>Total For Floor Finishes</b>				<b>13,996</b>
<b>C3030 Ceiling Finishes</b>				
C3031 Ceiling finishes				
Paint exposed structure	3,070	SF	2.75	8,443
Minor patching at existing space	372	SF	2.00	744
<b>Total For Ceiling Finishes</b>				<b>9,187</b>
<b>D10 VERTICAL TRANSPORTATION</b>				
<b>D1010 Elevator &amp; Lift</b>				
No work anticipated				N/A
<b>Total For Elevator &amp; Lifts</b>				
<b>D20 PLUMBING</b>				
<b>D2010 Plumbing</b>				
D2010 Plumbing Fixtures				
Service sink	1	EA	2,750.00	2,750
Hose station	3	EA	2,250.00	6,750

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ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
Eyewash stations	1	EA	1,850.00	1,850
Service valves	2	EA	225.00	450
Interior hose bibbs	2	EA	355.00	710
Exterior hose bibbs	2	EA	750.00	1,500
Hose reels (water)	2	EA	750.00	1,500
Floor drains	1	EA	850.00	850
Garage drains	6	EA	1,250.00	7,500
<b>D2020 Domestic Water Distribution</b>				
Demo/patch slab at water lines	60	LF	75.00	4,500
Domestic water piping, fittings, valves and insulation - to plumbing fixtures	30	LF	35.00	1,050
<b>D2030 Sanitary Waste</b>				
No work anticipated				N/A
<b>D2040 Rain Water Drainage</b>				
Roof and overflow drains	4	EA	750.00	3,000
Rainwater drainage piping and fittings	96	LF	55.00	5,280
<b>D2090 Other Plumbing Systems</b>				
Compressed air systems, allowance	1	LS	3,500.00	3,500
<b>Total For Plumbing</b>				<b>41,190</b>
<b>D30 HVAC</b>				
<b>D3010 HVAC</b>				
<b>D3032 Direct expansion systems</b>				
HVAC roof mounted units	2	EA	18,000.00	36,000
<b>D3041 Air distribution systems</b>				
Air distribution, allowance	1	EA	12,000.00	12,000
<b>D3042 Exhaust ventilation system</b>				
Exhaust fans	2	EA	3,500.00	7,000
Vehicle exhaust systems	1	LS	130,000.00	130,000
Motorized dampers	3	EA	650.00	1,950
<b>D3060 Controls and Instrumentation</b>				
DDC controls	1	LS	10,000.00	10,000
<b>D3070 Systems Testing and Balancing</b>				
Testing, adjusting and balancing	1	LS	10,000.00	10,000
<b>Total For HVAC</b>				<b>206,950</b>
<b>D40 FIRE PROTECTION</b>				
<b>D4010 Fire Protection</b>				
<b>D4010 Sprinklers</b>				
Fire suppression system, tie into existing	3,442	GFA	3.00	10,326
<b>Total For Fire Sprinkler System</b>				<b>10,326</b>
<b>D50 ELECTRICAL</b>				

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ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
<b>D5000 Electrical</b>				
D5010 Electrical Service and Distribution				
Tie into existing building power	1	LS	20,000.00	20,000
Panelboards, 208/120V, 2-section	1	EA	10,000.00	10,000
D5020 Lighting and Branch Wiring				
Machine and equipment power				
Equipment connections including				
switches/disconnects, conduit and wire				
Overhead door connections	3	EA	5,000.00	15,000
Plumbing and HVAC equipment	6	EA	1,500.00	9,000
Miscellaneous	3,442	GFA	0.25	861
User convenience power				
Receptacles	16	EA	350.00	5,600
Drop cords	3	EA	1,350.00	4,050
Lighting systems				
Lighting fixtures including conduit and wire	20	EA	1,000.00	20,000
Lighting controls				
Switches	10	EA	250.00	2,500
Occupancy/vacancy sensors	5	EA	385.00	1,925
D5033 Telephone/data systems				
Telephone/data systems tie-in, allowance	1	LS	4,000.00	4,000
D5034 Call systems				
Alerting systems	1	LS	10,000.00	10,000
D5037 Fire alarm system				
Fire alarm system, complete	3,442	GFA	3.65	12,563
<b>Total For Electrical</b>				<b>115,499</b>
<b>E10 EQUIPMENT</b>				
<b>E1010 Equipment</b>				
E1000 Misc equipment				
Flammable cabinet	1	EA	3,000.00	3,000
Misc equipment/FOIC	1	LS	1,000.00	1,000
Install owner supplied floor mounted lift	1	LS	2,500.00	2,500
<b>Total For Equipment</b>				<b>6,500</b>
<b>E20 FIXED FURNISHINGS</b>				
<b>E2010 Fixed Furnishing</b>				
E2012 Fixed casework				
Misc cabinets/work bench, allowance	1	LS	3,500.00	3,500
E2013 Blinds and other window treatments				
No work anticipated				N/A
<b>Total For Fixed Furnishings</b>				<b>3,500</b>
<b>F10 SPECIAL STRUCTURES</b>				
<b>F1010 Special Structure</b>				

**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
BUILDING**

Gross Floor Area: **3,442 SF**  
Date: **August 15, 2022**



	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
	No work anticipated				N/A
	<b>Total For Special Structure</b>				
<b>F1020</b>	<b><u>Special Construction</u></b>				
	No work anticipated				N/A
	<b>Total For Special Construction</b>				
<b>F20</b>	<b>SELECTIVE BUILDING DEMOLITION</b>				
<b>F2010</b>	<b><u>Building Elements Demolition</u></b>				
	F2011 Building interior demolition				
	Minor demolition at addition connections	1	LS	3,500.00	3,500
	Demo roofing at infill	415	SF	5.00	2,075
	Misc sawcutting/core drilling	1	LS	1,500.00	1,500
	Demo slab	415	SF	7.00	2,905
	Misc demo/dump fees	1	LS	3,500.00	3,500
<b>F2020</b>	<b><u>Hazardous Components Abatement</u></b>				
	Hazardous material removal, none assumed				
	<b>Total For Selective Building Demolition</b>				<b>13,480</b>
	Z1010 General requirements				
	General conditions	9	MTH	55,000.00	495,000
	<b>Total For General Requirements</b>				<b>495,000</b>

**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
SITWORK**

GROSS FLOOR AREA:

DATE: August 15, 2022



No.	ELEMENT DESCRIPTION	ELEMENT TOTAL	GROUP TOTAL
<b>G10</b>	<b>SITE PREPARATION</b>		\$ 22,085
G1010	Site Clearing	\$ -	
G1020	Site Demolition and Relocations	\$ 8,913	
G1030	Site Earthwork	\$ 13,173	
G1040	Hazardous Waste Remediation	\$ -	
<b>G20</b>	<b>SITE IMPROVEMENTS</b>		\$ 28,400
G2010	Roadways	\$ -	
G2020	Parking Lots	\$ 10,100	
G2030	Pedestrian Paving	\$ -	
G2040	Site Development	\$ 18,300	
G2050	Landscaping	\$ -	
<b>G30</b>	<b>SITE MECHANICAL UTILITIES</b>		\$ 42,950
G3030	Utilities	\$ 42,950	
G3040	Heating Distribution	\$ -	
G3050	Cooling Distribution	\$ -	
G3060	Fuel Distribution	\$ -	
G3090	Other Site Mechanical Utilities	\$ -	
<b>G40</b>	<b>SITE ELECTRICAL UTILITIES</b>		\$ 10,000
G4010	Electrical Distribution	\$ -	
G4020	Site Lighting	\$ 10,000	
G4030	Site Communications and Security	\$ -	
	<b>Sub-Total Direct Cost</b>		\$ 103,435
	Estimating / Design Contingency 15.00%		\$ 15,515
	<b>Sub-Total</b>		\$ 118,950
	General Contractor's OH&P 7.50%		\$ 8,921
	<b>Sub-Total</b>		\$ 127,872
	Escalation to March 2023 4.00%		\$ 5,115
	<b>TOTAL CONSTRUCTION COST</b>		\$ 132,986

**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
SITWORK**

Gross Floor Area:  
Date:

#REF!  
August 15, 2022



ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
<b>G10 SITE PREPARATION</b>				
<b>G1010 <u>Site Clearing</u></b>				
G1011 Clearing and grubbing				
No work anticipated				
<b>Total For Site Clearing</b>				
<b>G1020 <u>Site Demolition and Relocations</u></b>				
G1022 Demolition of site components				
Asphalt demolition at footing excavation/lay back	1,120	SF	1.50	1,680
Asphalt demo at building addition	2,655	SF	1.50	3,983
Demo curb at drive widening	1	LS	350.00	350
Remove trees	1	EA	400.00	400
Misc sawcutting	1	LS	1,500.00	1,500
Misc. demo	1	LS	1,000.00	1,000
<b>Total For Site Demolition and Relocations</b>				<b>8,913</b>
<b>G1030 <u>Site Earthwork</u></b>				
G1031 Site grading excavation				
Site Mobilization	1	LS	2,500.00	2,500
Rough grading and earthwork	1	LS	5,000.00	5,000
Fine grading at addition	415	SF	1.00	415
Fine grading at asphalt patch	1,120	SF	1.00	1,120
G1037 Erosion control				
Minor erosion control allowance	1	LS	3,000.00	3,000
Construction fencing	325	LF	3.50	1,138
<b>Total For Site Earthwork</b>				<b>13,173</b>
<b>G1040 <u>Hazardous Waste Remediation</u></b>				
No work anticipated				
<b>Total For Hazardous Waste Remediation</b>				<b>N/A</b>

**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
SITEWORK**

Gross Floor Area:  
Date:

#REF!  
August 15, 2022



ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
<b>G20 SITE IMPROVEMENTS</b>				
<b>G2010 Roadways</b>				
No work anticipated				N/A
<b>Total For Roadways</b>				
<b>G2020 Parking Lots</b>				
Asphalt patching at lay back area	1,120	SF	5.00	5,600
Asphalt patching at drive widening	100	SF	10.00	1,000
Misc asphalt repair due to construction activities	1	LS	2,000.00	2,000
Concrete curb, minimum charge	30	LF	50.00	1,500
<b>Total For Parking Lots</b>				<b>10,100</b>
<b>G2030 Pedestrian Paving</b>				
G2031 Paving and surfacing				
No work anticipated				N/A
<b>Total For Pedestrian Paving</b>				
<b>G2040 Site Development</b>				
Slab for test pump shed	88	SF	25.00	2,200
Bollards	10	EA	450.00	4,500
Shed for test pit equipment	88	SF	75.00	6,600
Disconnect, move and replace test pit equipment	1	LS	5,000.00	5,000
<b>Total For Site Development</b>				<b>18,300</b>
<b>G2050 Landscaping</b>				
No work anticipated				N/A
<b>Total For Landscaping</b>				



**SNOHOMISH REGIONAL FIRE & RESCUE  
FIRE STATION 31 ADDITION  
MONROE, WA  
PRE-DESIGN  
SITEWORK**

Gross Floor Area:  
Date:

#REF!  
August 15, 2022



ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
<b>G30 SITE MECHANICAL UTILITIES</b>				
G3011 Potable water distribution and storage				
Connect inside building				
G3014 Fire protection distribution systems				
Connect inside building				
G3023 Septic disposal systems				
New oil/water separator	1	LS	20,000.00	20,000
Misc line work/connections	1	LS	5,000.00	5,000
G3031 Storm piping				
Demo/cap storm line	1	LS	1,500.00	1,500
Extend/replace storm line	1	LS	5,000.00	5,000
Cleanouts	1	EA	300.00	300
Connect to existing catch basin	2	EA	1,500.00	3,000
Connect to building	1	EA	1,000.00	1,000
Footing drains	212	LF	25.00	5,300
G3032 Manholes				
Catch basin type I	1	EA	1,850.00	1,850
<b>Total For Utilities</b>				<b>42,950</b>
<b>G3040 Heating Distribution</b>				
No work anticipated				
<b>Total For Heating Distribution</b>				<b>N/A</b>
<b>G3050 Cooling Distribution</b>				
No work anticipated				
<b>Total For Cooling Distribution</b>				<b>N/A</b>
<b>G3060 Fuel Distribution</b>				
No work anticipated				
<b>Total For Fuel Distribution</b>				<b>N/A</b>
<b>G3090 Other Site Mechanical Utilities</b>				
No work anticipated				
<b>Total For Other Site Mechanical Utilities</b>				<b>N/A</b>

SNOHOMISH REGIONAL FIRE & RESCUE  
 FIRE STATION 31 ADDITION  
 MONROE, WA  
 PRE-DESIGN  
 SITEWORK

Gross Floor Area:  
 Date:

#REF!  
 August 15, 2022



ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTALS
<b>G40 SITE ELECTRICAL UTILITIES</b>				
<b>G4010 Electrical Distribution</b>				
G4010 Electrical Distribution				
No work anticipated				N/A
<b>Total For Electrical Distribution</b>				
<b>G4020 Site Lighting</b>				
G4020 Site Lighting				
Exterior lighting attached to the building addition	1	LS	10,000.00	10,000
<b>Total For Site Lighting</b>				<b>10,000</b>
<b>G4030 Site Communications and Security</b>				
G4030 Site Communications and Security				
No work anticipated				N/A
<b>Total For Site Communications and Security</b>				

**Snohomish Regional Fire & Rescue  
Capital Facilities Plan**

8/17/2022 - Station 31

Shop Remodel Shop Remodel **RICE/fergusMILLER**

Assumed Funding Date: April 2022  
Basis Date for Estimates: August 2022

31	31	31
Monroe HQ	Monroe HQ	Monroe HQ
Battalion	Battalion	Battalion
<b>CAPITAL FACILITIES BUDGET</b>	<b>8/16/22 BUDGET UPDATE</b>	<b>8/16/22 BUDGET UPDATE</b>

	5/1/2026	3/1/2023	3/1/2023
		<i>w/o alternates</i>	<i>w/ alternates</i>
	\$ 11,135,268	\$ 2,445,765	\$ 2,685,765
<b>Raw Construction Budget</b>	<b>\$ 11,135,268</b>	<b>\$ 2,445,765</b>	<b>\$ 2,685,765</b>

Alternates:

Carport- \$ 190,000  
Premium High Speed Coiling Doors 2@ \$50,000

<b>Construction Cost Escalation</b>			
Original - Escalation to Start of Construction	6% /yr		
Update - Escalation included in Raw Budget	0% /yr		
<b>Construction Budget, including Inflation</b>	<b>\$ 14,544,261</b>	<b>\$ 2,445,765</b>	<b>\$ 2,685,765</b>

**Soft Costs**

Washington State Sales Tax	@ 9.4%	\$ 1,367,161	\$ 229,902	\$ 252,462
Architecture and Engineering Fees	@ 9%	\$ 1,308,984	\$ 220,119	\$ 241,719
Specialty Consultants	@ 5%	\$ 727,213	\$ 122,288	\$ 134,288
Permits, Testing, Inspections	@ 2%	\$ 290,885	\$ 48,915	\$ 53,715
Furnishings and Equipment	@ 2%	\$ 290,885	\$ 48,915	\$ 53,715
Temporary Housing / Accomodations	@ 4%	\$ 581,770	\$ 97,831	\$ 107,431
Moving Expenses	@ 1%	\$ 145,443	\$ 24,458	\$ 26,858
Contingency	@ 10%	\$ 1,454,426	\$ 244,577	\$ 268,577
<b>Total Soft Costs</b>		<b>\$ 6,166,767</b>	<b>\$ 1,037,004</b>	<b>\$ 1,138,764</b>

<b>Property Acquisition</b>				
Anticipated Property Acquisition Costs		\$ -	\$ -	\$ -
<b>TOTAL ANTICIPATED PROJECT BUDGET</b>		<b>\$ 20,711,028</b>	<b>\$ 3,482,769</b>	<b>\$ 3,824,529</b>



**DRAFT**  
NOT FOR CONSTRUCTION

**SNOHOMISH FS 31**  
**SNOHOMISH REGIONAL FIRE & RESCUE**  
163 VILLAGE COURT  
MONROE, WA 98272

PROJECT #	(YYYY000.00)
(PROJECT PHASE)	
ISSUE DATE	07/08/2022
REVISION SCHEDULE	

AHJ APPROVAL STAMP

FLOOR PLAN - LEVEL 1

SHEET #

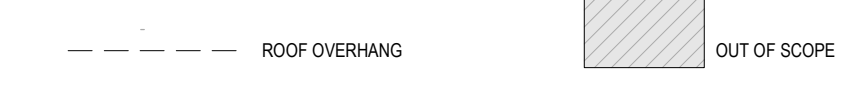
**A22.01**

**DOOR SCHEDULE - ...**

Type Mark	DOOR INFORMATION		
	HEIGHT	WIDTH	THICKNESS
A	7'-0"	3'-0"	1 3/4"
B	7'-0"	3'-4"	1 3/4"
C	7'-0"	4'-0"	1 3/4"
D	7'-0"	3'-0"	1 3/4"
E	14'-0"	14'-0"	3"
F	10'-0"	10'-0"	3"

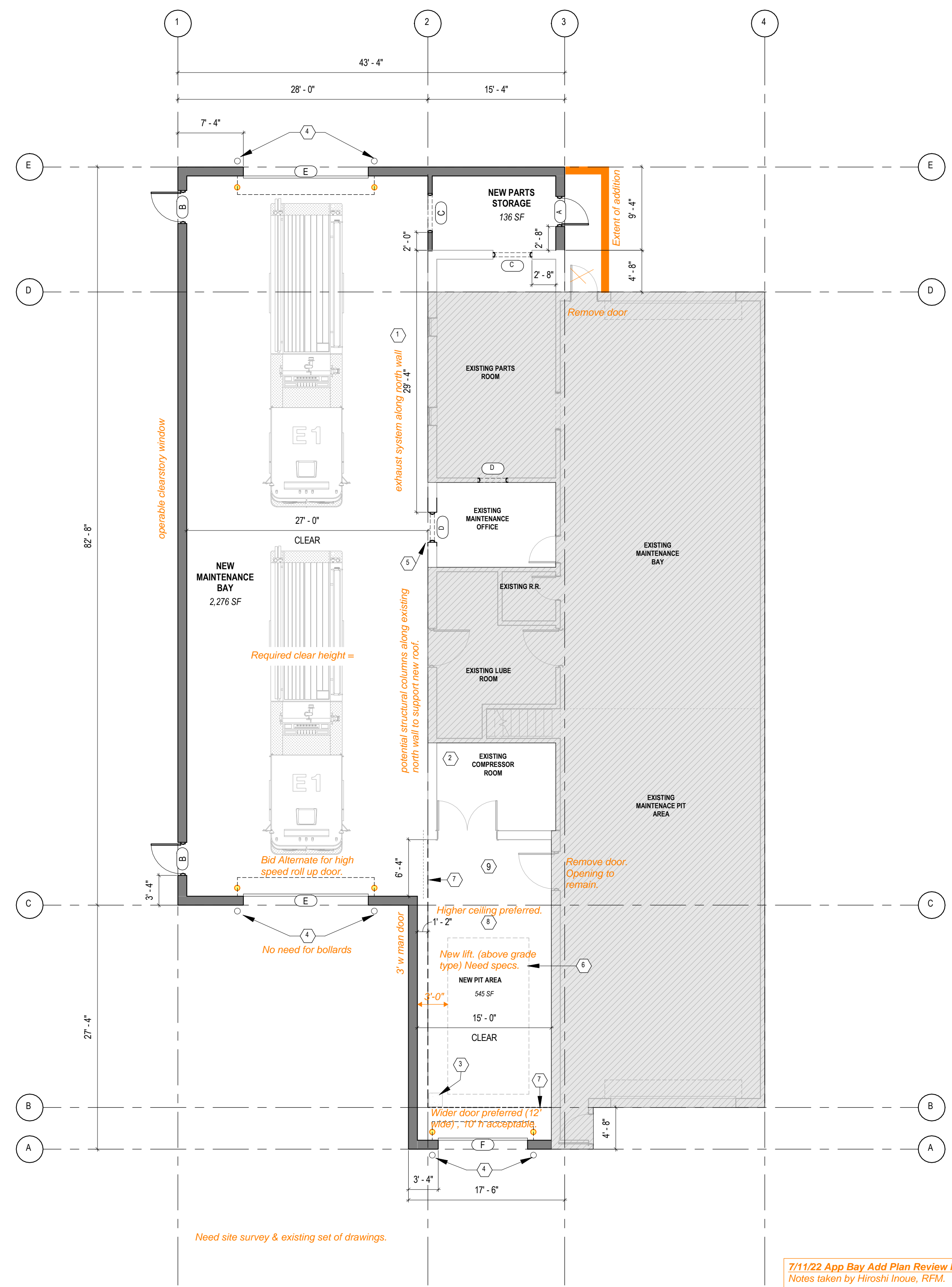
**NOTES & LEGEND - FLOOR PLAN**

1. DIMENSIONS ARE TO ROUGH FRAMING OR TO FACE OF EXISTING FINISHES, TYP UNO.
2. DIMENSIONS INDICATED AS "MIN" OR "MAX" ARE FROM NEAREST FINISH SURFACE, INCLUDING TRIM.
3. ROUGH DOOR OPENINGS ARE LOCATED 4" FROM NEAREST INTERSECTING WALL FRAMING, TYP UNO.



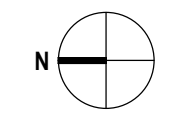
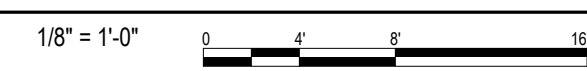
**KEY NOTES - FLOOR PLAN**

#	NOTE DESCRIPTION
1	18'-0" CLEAR CEILING HEIGHT
2	REROUTE EXISTING VENT TO ROOF
3	EXISTING COLUMN TO REMAIN
4	NEW BOLLARD
5	REMOVE EXISTING AIR CONDITIONER
6	EXISTING LIFT
7	EXISTING ROOF OVERHANG
8	DEMO EXISTING CONCRETE SLAB FOR NEW CONCRETE FLOOR
9	EXISTING SOFFIT / CEILING APPROXIMATELY 14'-0"



7/11/22 App Bay Add Plan Review Meeting Notes  
Notes taken by Hiroshi Inoue, RFM.

**1 FLOOR PLAN - LEVEL 1**  
1/8" = 1'-0"







# AIA<sup>®</sup> Document B101<sup>™</sup> – 2017

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the Fifth day of October in the year Two Thousand Twenty Two  
 Two  
*(In words, indicate day, month and year.)*

**BETWEEN** the Architect's client identified as the Owner:  
*(Name, legal status, address and other information)*

Snohomish Regional Fire & Rescue  
 163 Village Court  
 Monroe, WA 98272  
 360-794-7666

and the Architect:  
*(Name, legal status, address and other information)*

Rice Fergus Miller, Inc.  
 275 Fifth Street, Suite 100  
 Bremerton, WA 98337  
 Phone Number: 360-377-8773

for the following Project:  
*(Name, location and detailed description)*

2022073.00 Snohomish Regional Fire & Rescue Station 31 Shop Remodel and Addition

The Owner and Architect agree as follows.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

## TABLE OF ARTICLES

1	INITIAL INFORMATION
2	ARCHITECT'S RESPONSIBILITIES
3	SCOPE OF ARCHITECT'S BASIC SERVICES
4	SUPPLEMENTAL AND ADDITIONAL SERVICES
5	OWNER'S RESPONSIBILITIES
6	COST OF THE WORK
7	COPYRIGHTS AND LICENSES
8	CLAIMS AND DISPUTES
9	TERMINATION OR SUSPENSION
10	MISCELLANEOUS PROVISIONS
11	COMPENSATION
12	SPECIAL TERMS AND CONDITIONS
13	SCOPE OF THE AGREEMENT

### ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

*(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")*

§ 1.1.1 The Owner's program for the Project:

*(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)*

The program shall be an addition to the existing fleet maintenance facility at Station 31. The addition will include a new drive through maintenance bay, enclosing the lift area under the existing roof, new parts storage and rear entry. Modification of existing space will include the existing parts room, maintenance office, lube room, and compressor room. Exterior improvements include updated apparatus maintenance bay aprons, modified drive lanes, and a covered steel carport. Modification or addition beyond the existing and new maintenance area is not part of this scope and shall be protected to remain operational during construction.

§ 1.1.2 The Project's physical characteristics:

*(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)*

The project is an addition and renovation to the North end of the existing Station 31 located in Monroe, WA.

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

*(Provide total and, if known, a line item breakdown.)*

\$2,685,765.00

Init.

/

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

- .1 Design phase milestone dates, if any:
  - 100% SD – 11/30/22
  - 100% DD – 2/15/23
  - 75% CD Permit Set 4/28/23
  - 100% CD – Pending Permit Approval (TBD)
- .2 Construction commencement date:
  - Estimated Summer 2023
- .3 Substantial Completion date or dates:
  - Estimated Spring 2024
- .4 Other milestone dates:
  - TBD

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:  
*(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)*

Design – Bid - Build

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:  
*(Identify and describe the Owner's Sustainable Objective for the Project, if any.)*

No known objectives at this time.

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™–2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204–2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204–2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:  
*(List name, address, and other contact information.)*

Ron Rasmussen  
 Deputy Chief of EMS/Logistics  
 163 Village Court  
 Monroe, WA 98272  
 360-794-7666 Business  
 425-754-4988 Cell

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:  
*(List name, address, and other contact information.)*

§ 1.1.9 The Owner shall retain the following consultants and contractors:  
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

Owner Retained

.2 Civil Engineer:

By Architect

.3 Other, if any:

(List any other consultants and contractors retained by the Owner.)

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:  
(List name, address, and other contact information.)

Gunnar Gladics, Principal  
ggladics@frmarch.com

Rice Fergus Miller, Inc.  
275 Fifth Street, Suite 100  
Bremerton, WA 98337  
Phone Number: 360-377-8773

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:  
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

.1 Structural Engineer and Civil:

Reid Middleton, Inc.  
728 134<sup>th</sup> Street SW, Suite 200  
Everett, WA 98204

.2 Mechanical, Electrical and Plumbing Engineer::

Sider & Byers, Inc.  
192 Nickerson, Suite 300  
Seattle, WA 98109

Init.



**.3 Cost Estimator :**

RC Cost Group  
917 Pacific Avenue, Suite 505  
Tacoma, WA 98402

**§ 1.1.11.2 Consultants retained under Supplemental Services:**

None at time of contracting.

**§ 1.1.12 Other Initial Information on which the Agreement is based:**

**§ 1.2** The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

**§ 1.3** The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form.

**§ 1.3.1** Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

**ARTICLE 2 ARCHITECT'S RESPONSIBILITIES**

**§ 2.1** The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

**§ 2.2** The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

**§ 2.3** The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

**§ 2.4** Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

**§ 2.5** The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

**§ 2.5.1** Commercial General Liability with policy limits of not less than two million dollars (\$ 2,000,000 ) for each occurrence and two million dollars ( \$ 2,000,000 ) in the aggregate for bodily injury and property damage.

Init.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million dollars ( \$ 1,000,000 ) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than one million dollars ( \$ 1,000,000 ) each accident, one million dollars ( \$ 1,000,000 ) each employee, and one million dollars ( \$ 1,000,000 ) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than five million dollars ( \$ 5,000,000 ) per claim and five million dollars ( \$ 5,000,000 ) in the aggregate.

§ 2.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

### ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

### § 3.2 Schematic Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

### § 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

#### § 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

#### § 3.5 Procurement Phase Services

##### § 3.5.1 General

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

##### § 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

*(Paragraphs deleted)*

#### § 3.6 Construction Phase Services

##### § 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and



Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect’s services under this Agreement unless the Owner and the Architect amend this Agreement.

**§ 3.6.1.2** The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor’s failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect’s negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

**§ 3.6.1.3** Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect’s responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

### **§ 3.6.2 Evaluations of the Work**

**§ 3.6.2.1** The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

**§ 3.6.2.2** The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

**§ 3.6.2.3** The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect’s response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

**§ 3.6.2.4** Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect’s decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

**§ 3.6.2.5** Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

### **§ 3.6.3 Certificates for Payment to Contractor**

**§ 3.6.3.1** The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect’s certification for payment shall constitute a representation to the Owner, based on the Architect’s evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor’s Application for Payment, that, to the best of the Architect’s knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent

tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

#### § 3.6.4 Submittals

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

#### § 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

### § 3.6.6 Project Completion

#### § 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

## ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

### § 4.1 Supplemental Services

§ 4.1.1 The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

*(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)*

Supplemental Services	Responsibility <i>(Architect, Owner, or not provided - NP)</i>
§ 4.1.1.1 Programming	Complete under previous scope
§ 4.1.1.2 Multiple preliminary designs	NP
§ 4.1.1.3 Measured drawings	NP
§ 4.1.1.4 Existing facilities surveys	Complete under previous scope
§ 4.1.1.5 Site evaluation and planning	NP
§ 4.1.1.6 Building Information Model management responsibilities	NP
§ 4.1.1.7 Development of Building Information Models for post construction use	NP
§ 4.1.1.8 Civil engineering	Architect basic services
§ 4.1.1.9 Landscape design	NP
§ 4.1.1.10 Architectural interior design	Architect

Init.

<b>Supplemental Services</b>	<b>Responsibility</b> <i>(Architect, Owner, or not provided - NP)</i>
§ 4.1.1.11 Value analysis	NP
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	NP
§ 4.1.1.13 On-site project representation	NP
§ 4.1.1.14 Conformed documents for construction	NP
§ 4.1.1.15 As-designed record drawings	NP
§ 4.1.1.16 As-constructed record drawings	NP
§ 4.1.1.17 Post-occupancy evaluation	NP
§ 4.1.1.18 Facility support services	NP
§ 4.1.1.19 Tenant-related services	NP
§ 4.1.1.20 Architect's coordination of the Owner's consultants	NP
§ 4.1.1.21 Telecommunications/data design	Architect
§ 4.1.1.22 Security evaluation and planning	NP
§ 4.1.1.23 Commissioning	NP
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	NP
§ 4.1.1.25 Fast-track design services	NP
§ 4.1.1.26 Multiple bid packages	NP
§ 4.1.1.27 Historic preservation	NP
§ 4.1.1.28 Furniture, furnishings, and equipment design	NP
§ 4.1.1.29 Other services provided by specialty Consultants	NP
§ 4.1.1.30 Other Supplemental Services	
4.1.1.31 Alerting system design and implementation.	NP
4.1.1.32 Radio system design and implementation.	NP
4.1.1.33 Specialty Structural Engineering for proprietary lift systems.	NP
4.1.1.34 Off site Civil or Landscape design	NP
4.1.1.35 Signalization design	NP

#### § 4.1.2 Description of Supplemental Services

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

*(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)*

§ 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

*(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)*

§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

Init.



## § 4.2 Architect's Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 One ( 1 ) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 (18) visits to the site by the Architect during construction
- .3 One ( 1 ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents

Init.

.4 One ( 1 ) inspections for any portion of the Work to determine final completion.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed within twenty four ( 24 ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

## ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.



**§ 6.6** If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

**§ 6.7** If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

## **ARTICLE 7 COPYRIGHTS AND LICENSES**

**§ 7.1** The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

**§ 7.2** The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

**§ 7.3** The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

**§ 7.3.1** In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

**§ 7.4** Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

## ARTICLE 8 CLAIMS AND DISPUTES

### § 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

### § 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box.)*

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Other: *(Specify)*

Per Exhibit A – Article 8 Amendments

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

### § 8.3 Arbitration

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

### § 8.3.4 Consolidation or Joinder

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

## ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

*(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)*

.1 Termination Fee:

To be determined.

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

To be determined.

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

## ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.



§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

## ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum  
*(Insert amount)*  
  
Fixed Fee:  
Three Hundred Sixty Nine Thousand Nine Hundred and Twenty Two Dollars (\$369,922)
- .2 Percentage Basis  
*(Insert percentage value)*  
  
( ) % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.
- .3 Other  
*(Describe the method of compensation)*

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:  
*(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)*

Included in 11.1.1



§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation.)*

Negotiated Fee

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus twelve percent ( 12 %), or as follows:

*(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)*

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	\$41,520	percent (	)
Design Development Phase	\$84,088	percent (	)
Construction Documents Phase	\$144,617	percent (	)
Procurement Phase	\$20,014	percent (	)
Construction Phase	\$79,683	percent (	)
<b>Total Basic Compensation</b>	<b>one hundred</b>	<b>percent (</b>	<b>100</b> <b>)</b>

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

*(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

RFM Hourly Billing Rates

Employee or Category	Rate (\$0.00)
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#### § 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;

- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus twelve percent ( 12 %) of the expenses incurred.

§ 11.9 **Architect's Insurance.** If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

*(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)*

#### § 11.10 Payments to the Architect

##### § 11.10.1 Initial Payments

§ 11.10.1.1 An initial payment of zero dollars ( \$ 0.00 ) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of ( \$ ) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.

##### § 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid sixty ( 60 ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.  
*(Insert rate of monthly or annual interest agreed upon.)*

%

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

## ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

*(Include other terms and conditions applicable to this Agreement.)*

Rice Fergus Miller's liability, whether in tort or contract, for any cause of action shall be limited as follows; (a) for insured liabilities, to the amount of insurance then available to fund any settlement, award or verdict; (b) for uninsured liabilities, to one hundred percent (100%) of the fee earned by Rice Fergus Miller under this Agreement.

**ARTICLE 13 SCOPE OF THE AGREEMENT**

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

.1 AIA Document B101™–2017, Standard Form Agreement Between Owner and Architect

.2

*(Insert the date of the E203-2013 incorporated into this agreement.)*

RFM Data Release Form

.3 Exhibits:

*(Check the appropriate box for any exhibits incorporated into this Agreement.)*

*(Paragraphs deleted)*

Other Exhibits incorporated into this Agreement:

*(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)*

Exhibit A: Snohomish Regional Fire & Rescue/Rice Fergus Miller, Inc. Amendments to Owner Architect Agreement AIA B101-2017

.4 Other documents:

*(List other documents, if any, forming part of the Agreement.)*

RFM Hourly Billing Rates

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER *(Signature)*

\_\_\_\_\_  
*(Printed name and title)*

  
\_\_\_\_\_  
ARCHITECT *(Signature)*

Gunnar Gladics Principal

\_\_\_\_\_  
*(Printed name, title, and license number, if required)*



Rice Fergus Miller, Inc.  
275 Fifth Street, Suite 100  
Bremerton, WA 98337  
(360) 377-8773

## Electronic Data Information File Release Form

Project Name: Snohomish Fire Rescue Station 31 Shop and Remodel  
Project Number: 2022073.00  
Issue Date: October 4, 2022

Rice Fergus Miller, Inc. (RFM) agrees to provide electronic information to Snohomish Fire and Rescue (recipient) for Station 31 Shop and Remodel (project), the electronic information identified as: Revit Model, AutoCAD and/or PDF files, subject to the following terms and conditions. Possession of the electronic information is evidence of recipient's acceptance of, and agreement with, these restrictions:

1. Due to the potential that electronic information can be modified unintentionally or otherwise, RFM reserves the right to remove all indices of its ownership, name, and/or involvement from electronic information not in its possession.
2. The use of this electronic information is restricted to the original site and project for which it was prepared. The information is proprietary and is to be used only as an aid toward the successful completion of this project by the recipient person and/or company identified below. RFM has provided the electronic information solely for your convenience. This does not eliminate or reduce your responsibility to verify any and all information relevant to your work and responsibility on this project. Recipient shall have 30 days from receipt of the electronic information to verify compatibility, readability and appropriateness for use: RFM shall not be responsible for translation errors and does not agree to maintain the electronic information beyond this time period, nor to translate or reconfigure the electronic information. If errors or discrepancies are discovered, please notify our office in writing immediately. Drawings shall not be interpreted to be true scale documents of the proposed work, nor shall they be utilized for fabrication unless written approval is first obtained by RFM. If the electronic information is being altered as part of an effort to generate as-built or "shop" drawings, RFM accepts no liability and/or responsibility for the accuracy of such as-built or "shop" drawings. Material prepared from the electronic information shall not be used for other projects, or be transferred to any other party or entity for use on this or other projects. Reuse or reproduction of the electronic information, data or documents prepared from, by or with this electronic information for any other purpose or party for which the material was not strictly intended, is prohibited, as RFM retains all copyright and other legal interest in the material. In addition, all drawing information contained in the electronic information including, but not limited to, symbol libraries, blocks, details, etc. may not be reproduced, sold, distributed or utilized in any form on any other project or by anyone else.

Rice Fergus Miller, Inc.  
 Electronic Data Information File Release Form  
 Page 2

3. Recipient recognizes that information stored on electronic information, including, but not limited to, a computer disk prepared by RFM, may not be 100% compatible with their own computer system due to differences in computer hardware and software, or may be subject to translation errors. In addition, recipient recognizes that designs, plans and data stored on electronic information, including but not limited to a computer disk, may be subject to undetectable alteration and/or uncontrollable deterioration. If, for any reason, a conflict occurs between information contained in the electronic information and stamped, signed documents, the information on signed or stamped documents shall govern.
4. In light of the foregoing, the recipient recognizes and acknowledges that the use of such electronic information will be at their sole risk and without any liability or legal exposure to RFM. No warranties of any nature, whether express or implied, shall attach to the electronic information or the information contained thereon. Furthermore, recipient hereby releases and shall, to the fullest extent permitted by law, defend, indemnify and hold harmless RFM from any and all claims, damages, losses and expenses ("Claims") including attorney's fees arising out, or resulting from the use of such electronic information, including, but not limited to, Claims involving the completeness or accuracy of any data or information contained therein.
5. Notwithstanding RFM's agreement to provide electronic information pursuant to this Agreement, nothing shall be construed to create contractual privity or benefit between recipient and RFM except as is necessary for RFM to enforce these express, limited terms and conditions.
6. Use of any information or data in the accompanying electronic information signifies your acceptance of the above statements without exceptions and/or modifications.
7. Recipient acknowledges and represents that he/she is executing this Agreement after having received full legal advice, and hereby warrants that he/she has the right and authority to execute the Agreement.
8. This Agreement incorporates and supersedes any and all prior understandings, contains the entire agreement between the Parties, and shall be binding upon and inure to the benefit of the representatives, successors and assigns of each.

Please sign this form and return a copy to our office.

Date: \_\_\_\_\_

\_\_\_\_\_  
 Recipient

\_\_\_\_\_  
 Print name in full

\_\_\_\_\_  
 Company

**Snohomish Regional Fire & Rescue/Rice Fergus Miller, Inc.**

**AMENDMENTS TO OWNER ARCHITECT AGREEMENT AIA B101-2017  
(All references to AIA document paragraph numbers)**

- 1.2** Add to the end of the second sentence “*in writing.*”
- Insert “, *within its budgetary limitations,*” after the term “*shall*” in the third sentence.
- 2.3** Insert “*acceptable to Owner*” preceding “*authorized*”.
- 2.4** Insert “*advance written*” preceding “*consent*”.
- 2.5.8** Add the following sentence: “*The Architect shall also provide original endorsements naming the Owner and its officers, elected officials, employees, agents, and volunteers as additional insureds on the Comprehensive General Liability, Automobile Liability, umbrella or excess policies.*”
- 3.1.3** In the fourth sentence, insert “*in writing*” preceding “*time limits*”. In the fifth sentence insert “*written*” preceding approval.
- 3.3.3** Insert “*written*” following the term “*Owner’s*”.
- 3.4.1** Insert “*written*” following the first three occurrence of the term “*Owner’s*” in the first sentence.
- 3.4.5** Insert “*written*” following the term “*Owner’s*”.
- 3.5.1** Insert “*written*” following the term “*Owner’s*” in the second sentence
- 3.6.1.1** Insert “*as modified,*” **in the first sentence** following “*A201TM-2017,*”.
- Insert “*further*” preceding “*modify*” in the second sentence.
- Insert “*in writing*” at end of paragraph.
- 3.6.1.3** Add “*which shall be the final retainage payment*” to the end of the paragraph.
- 3.6.2.3** Insert “*initially*” preceding “*interpret*”
- Replace “*decide*” with “*make recommendations on*”
- 3.6.2.4** Replace “*Interpretations and decisions*” with “*Initial interpretations and recommendations*”
- Delete second sentence in its entirety.

- 3.6.2.5** Delete section in its entirety.
- 4.2** Insert “*with prior written approval by Owner*” following first occurrence of “*Agreement*”. Insert “*as approved in writing by Owner.*” At the end of section.
- 4.2.1** Insert “*in writing*” following “*Owner*” in first sentence.
- 4.2.2** Insert “*in writing*” following “*Owner*” in first sentence. Replace “*upon*” with “*following*”.
- 4.2.3** Insert “*when approved in writing by the Owner*” following “*Services*” in the first sentence.
- Insert “*in writing*” at the end of the second sentence.
- 4.2.4** Insert “*when approved in writing by the Owner*” following “*shall*”.
- 5.10** Insert “*Unless otherwise provided in this Agreement,*” to the beginning of the section. Add “*The Owner is not, however, required to furnish these services for the Architect’s benefit.*” to the end of the section.
- 6.1** Insert “*or to the extent the Project is not completed, the estimated cost*” following “*total cost*” in the first sentence.
- Insert “*approved in writing by the Owner*” following “*Architect*” in the first sentence.
- 6.2** Replace “*shall*” with “*may*” in first sentence.
- 6.7** Insert “*upon advance written approval of Owner*” after “*anticipate,*”.
- 7.3** Insert “*and for the purposes as specified in Section 7.3.1*” following “*Project*” in the first sentence.
- 7.3.1** Insert the following sentence at the beginning of the section. “*Owner may use the Drawings and Specifications with respect to another project if (a) Owner engages Architect to perform architectural services with respect to the project at a reduced fee to be negotiated, or (b) Owner engages another licensed architect with respect to the project and agrees to hold Architect harmless and indemnify Architect from any claims arising out of Owner’s subsequent use of the Drawings and Specifications.*”
- 8.1.2** Insert “*as modified,*” following “*A201-2017,*”.
- 8.2.4** Deselect Litigation and Section Arbitration.
- 8.3** Replace Section 8.3 in its entirety with the following:
- § 8.3.1** *If the parties have selected arbitration as the method for binding dispute*



*resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of Superior Court, of the County in which the Project is located, as amended, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator selected pursuant to the Mandatory Arbitration Rules with both parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. The prevailing party in the arbitration, shall be entitled to its reasonable attorney fees and costs including expert witness fees.*

**§ 8.3.1.1** *A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.*

**§ 8.3.2** *The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.*

**§ 8.3.3** *Following the arbitrator's issuance of a ruling/award, either party shall have 30 calendar days from the date of the ruling/award to file and serve a demand for a bench trial de novo in the Superior Court of the County in which the Project is located. The court shall determine all questions of law and fact without empanelling a jury for any purpose. If the party demanding the trial de novo does not improve its position from the arbitrator's ruling/award following a final judgment, that party shall pay all costs, expenses and attorney fees to the other party, including all costs, attorney fees and expenses associated with any appeals*

**§ 8.3.4** *Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.*

**§ 8.3.4 CONSOLIDATION OR JOINDER**

**§ 8.3.4.1** *Either party, at its sole discretion, may consolidate an arbitration conducted*



*under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).*

**§ 8.3.4.2** *Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.*

**§ 8.3.4.3** *The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.*

**§ 8.5** Insert the following as a new Section 8.5

***Indemnification.*** *The Architect shall indemnify and hold the Owner and the Owner's officers and employees harmless from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts or omissions of the Architect, its employees and its consultants in the performance of professional services under this Agreement. The Architect specifically assumes potential liability for actions brought by the Architect's own employees against the Owner and, solely for the purpose of this indemnification and defense, the Architect specifically waives any immunity under the state industrial insurance law, Title 51 RCW. The Architect recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation*

**9.2** Replace “*If the*” at the beginning of the first sentence with “*If, through no fault of the Architect, the*”

Insert “*reasonable and necessary*” preceding “*expenses*”

**9.6** Insert “*together with Reimbursable Expenses then due.*” after “*termination,*” and delete remainder of section.

**9.7** Delete paragraph in its entirety.

**10.1** Insert “*.*” Following “*located*” and delete remainder of sentence.

**10.2** Insert “*as modified,*” following “*A201-2017,*”.

**11.4** Insert “, *approved in writing in advance by the Owner,*” following “*consultants*”

**11.10.2.1** Add the following sentence. “*Owner may withhold payments for disputed portions of invoices and such amounts shall not be considered unpaid until the dispute has been resolved. The Owner shall pay undisputed portions of such an invoice in a timely manner.*”

**13.2.1** Insert “*as modified,*” following “*A201-2017,*”

END OF ADDENDUM

# RICEfergusMILLER

ARCHITECTURE INTERIORS PLANNING VIZLAB

275 Fifth Street, Suite 100  
 Bremerton, WA 98337  
 Phone: (360) 377-8773  
 rfmarcb.com

## 2022 Hourly Billing Rates

Date of Proposal: October 5, 2022  
 Project: Snohomish Fire and Rescue Station 31Shop and Remodel  
 Project No.: 2022073.00

The hourly billing rates shall be annually adjusted in accordance with normal salary review practices of Rice Fergus Miller.

Principal in Charge:	\$ 190.00 - \$ 275.00
Senior Planner:	\$ 175.00 - \$ 275.00
Project Manager:	\$ 130.00 - \$ 190.00
Project Architect:	\$ 120.00 - \$ 190.00
Staff Architect:	\$ 125.00 - \$ 160.00
Project Designer:	\$ 115.00 - \$ 190.00
Staff Designer:	\$ 115.00 - \$ 155.00
Interior Designer:	\$ 100.00 - \$ 170.00
Technical Designer:	\$ 95.00 - \$ 155.00
Production Support:	\$ 85.00 - \$ 155.00
Graphics Visualization:	\$ 120.00 - \$ 140.00
Project Coordinator:	\$ 140.00
Administrative Support Staff:	\$ 90.00 - \$ 140.00

### Station 31 Shop Remodel Associated Project Costs: Architectural Services

AIA Document B101 Agreement Between Rice Fergus Miller and Snohomish Regional Fire and Rescue

<b>Basic Services Provided:</b>	<b>Cost:</b>
Schematic Design Phase	\$41,520.00
Design Development Phase	\$84,088.00
Construction Document Phase	\$144,617.00
Procurement Phase	\$20,014.00
Construction Phase	\$79,683.00
<b>Total Basic Compensation</b>	<b>\$369,922.00</b>

Total Estimated Cost of Project: **\$369,922.00**

\*Total do not exceed Project cost: **\$380,000.00**

**\*Due to unforeseen issues that arise from Capital projects there may be additional unforeseen costs. If unforeseen costs arise there will be a total do not exceed project cost of \$380,000.00 without Fire Chief and Board of Commissioner approval.**



# OLD BUSINESS

## ACTION





# NEW BUSINESS

## DISCUSSION





November 8, 2022

Honorable Commissioners of Snohomish Regional Fire and Rescue,

On behalf of all personnel at Snohomish Regional Fire and Rescue, we are pleased to present to you a proposed budget for 2023 that supports the goals of our Strategic Plan, and the District's Mission of Saving Lives, Protecting Property, Safeguarding the Environment, and Taking Care of People.

The proposed 2023 Budget moves Snohomish Regional Fire and Rescue forward by emphasizing on recovery, restoration, and building for the future. As we emerge from the pandemic and the challenges of the mergers, the 2023 Budget helps SRFR evolve into a new era by supporting our workforce. The 2023 Budget restores training programs and supports new programs and capital projects that will help the District prepare for the future and best serve our citizens.

### “Recovery, Restoration, and Building for the Future”

#### **2022 Year in Review**

The 2022 budget development focused on safety, service, and program sustainability. Staff took a conservative approach in crafting the 2022 Budget in the event the Fire Levy Lid Lift in November did not pass. With this in mind, staff created an operational expenditure budget that reflected a relative status quo from 2021. (The 2021 Expenditure Budget was reduced by approximately \$1.5 million compared to 2020.)

Our community supports SRFR. In November of 2021, voters passed a much-needed Fire Levy lid lift. This community support allowed SRFR to restore vital training programs and fire and life safety programs. Additionally, it improved support staffing and will facilitate capital facility and apparatus replacement and improvements. Due to the cyclical nature of the levy lid lift process, in 2023 staff will be working with the Board to determine when the District should ask voters to restore the EMS and Fire Levies in the future.

2022 was a successful, but challenging year for Snohomish Regional Fire and Rescue. Importantly, our firefighters and paramedics continued to provide outstanding service through challenges in staffing. Fortunately, our team rose to the challenge and continues to deliver excellent service to the community. Highlights for 2022 included:

- 911 responses to emergencies - Fulfilling the mission
- Snohomish County Regional Training – Recruit Firefighter Academies
- Positive labor relations

- “Norming” through the merger process
- CFAI Peer Assessor nomination for Agency Accreditation
- Washington Survey and Rating improved to a “3” throughout the District
- Organizational accountability
- Improved budget process
- Standards of Coverage update
- Strategic Plan maintenance
- Board of Fire Commissioners Governance
- Fourteen retirements
- Hiring 27 new firefighters
- Promotions – Two Captains, Three Temporary Captains, Two Battalion Chiefs
- Capital Project Initiation
  - Station 83
  - Shop

While 2022 was a positive year of growth for Snohomish Regional Fire and Rescue, there were some significant challenges for the agency:

- The Governor’s Vaccine Mandate
- Paramedic and Firefighter staffing shortage
- Fire and Life Safety staffing shortage
- Administrative staffing shortage
- Mill Creek service transition
- Inflation 9.5% (CPI-W, June to June 2022)

## **2023 Budget Highlights**

### **Staffing**

In 2022, staff determined critical personnel needs for Training, Safety, Fire and Life Safety and Administrative Support staffing. In February of 2022, the Board approved the following positions that have been incorporated into the 2023 Budget:

- Maintaining 206 responders (Recruitment ongoing. Current hiring need is 20)
- Two Fire Inspectors (Examination Process Commenced 10/1/22)
- One Public Educator reclassified to Public Information and Education Officer (9/1/22)
- One Captain of Safety and Training (Filled – 8/1/22)
- One Captain of Emergency Medical Services (Will be filled – 1/23)
- One Human Resources Analyst (Filled – 9/1/22)
- One Human Resources Assistant (Filled – 10/1/22)
- One Logistics Technician (Filled 9/1/22)
- One Payroll/Benefits Specialist (Anticipated 01/23)
- One Payroll/Benefits Assistant (Anticipated 01/23)
- One Executive Assistant (Anticipated 01/23)
- One Information Technology Supervisor (Anticipated 01/23)
- One Information Technology Assistant (Anticipated 01/23)

*The 2023 Budget includes adjusting the Data Analyst FTE from .65 to 1.*



## Firefighter Training

The 2023 Budget includes enhanced training opportunities:

- The return of external education and conference attendance
- Probationary Firefighter evaluation
- Firefighter mentorship

## Capital Facilities and Apparatus 2023

SRFR has comprehensive Capital Facility, Equipment and Apparatus Plans which facilitate the responsible maintenance and replacement for all facilities, equipment, and apparatus.

Highlights of the Capital Facility Plan include the remodel of the Shop and Station 83. Also included are the initial phases of development for the renovation/rebuilding of Stations 32, 72, and 81 as well as other critical maintenance projects.

The Capital Apparatus Plan was recently updated and approved by the Board of Fire Commissioners and includes the purchase of five fire engines and other replacement vehicles for 2023. A ladder truck is also included in the 2023 Budget.

All programs and initiatives for 2023 are Mission based and supported with affirmative responses to the following questions:

- *Does it support a safe and healthy environment for all?*
- *Does it benefit our citizens?*
- *Does it support our mission?*
- *Does it reflect the culture of the community?*
- *Is it fiscally responsible and sustainable?*
- *Is it transparent and well-communicated to taxpayers?*

## General Fund Revenues 2023

General fund revenues are estimated to total \$71,170,696. This represents a reduction of 7% compared with 2022 due to the transition of service of the Mill Creek Contract. The Fire levy is budgeted to increase 2% over 2022 from \$48,257,513 to \$49,261,457. This includes an increase in the levy amount of 1% and new construction of 1%. The EMS levy is budgeted to increase 2% over 2022 from \$11,201,198 to \$11,449,615. This includes an increase in the levy amount of 1% and new construction of 1%. Of note is the significant inflation increase in the CPI-W June to June of 9.5%

Reductions for revenues related to the transfer of the Mill Creek contract include a portion of the transport and GEMT revenues associated with the contract. These reductions are projected to be \$426,224 and \$1,313,776 respectively and were reflected within the long-term financial forecasting model early in the evaluation and analysis process. The budget reflects the termination of the contract in 2023.

## General Fund Expenditures 2023

The general fund expenditure budget is \$78,825,876, which is an increase of just over 7% compared to 2022.

The 2023 medical insurance rate increase was originally estimated at 10%, but we are pleased to let you know that rates were released on October 18<sup>th</sup> at only a 1.5% increase. Changes in medical and dental rates reflect this estimate, as well as changes in family status for each of the programs are also reflected in the amounts budgeted.

The 2023 wages and benefits include a full year of some new positions that were approved by the Board in February of 2022. When compared with 2022, the new positions were included for only a portion of the year.

### **Legislative**

Consistent with all other areas within the organization, training and workshops have been budgeted to increase for 2023, not only for training but also to reflect the increase in inflation. Registration has decreased due to the board size decreasing from 9 to 7 in 2022 and expenses related to district apparel has also decreased based on usage.

### **Administration**

The emphasis within Administration is on training and an increase in support to the Human Resources and Payroll Division in the hiring process. Included in the professional services line item is a Budget Initiative for approximately \$33,000 to support the background investigation process. This initiative is outlined in the accompanying Budget Initiative form and essentially provides support to the Training division and Human Resources in the hiring process while ensuring compliance with policy, law and risk mitigation. This initiative will require additional research and evaluation prior to implementation and we expect to see additional information during the second quarter of the year. Decreases of approximately \$2,600 were seen in the postage and dues/subscriptions line items as these areas were analyzed and programs were combined to reduce usage.

### **Human Resources (HR) Review 2022**

2022 has been a complicated and challenging year for Human Resources (HR). We're incredibly proud of this team and appreciative of the support for additional staffing by the Board of Fire Commissioners. Highlights include:

- Vaccine Mandate Accommodations:
  - Staff have been working through the lingering effects of COVID and the 14 Accommodated employees (9 have returned to work on the line, 1 returned 11/1/22 and 4 remain out).
  - Eight Unfair Labor Practices filed by staff – all dismissed by PERC.
  - Four EEOC complaints closed by the US Equal Employment Opportunity Commission
- Nine (9) individuals were able to work light duty prior to returning to their job of injury
  - Stay at work program reimbursed \$23,311.18 with an additional \$9,902.18 currently pending approval (for a total of \$31,213.36). There are an additional four (4) employees working light duty that will also be eligible. This is a reimbursement of 50% of the cost to the district up to \$10,000 per employee.
- 19 Hiring Processes (13 Recruitments/external, 6 promotional/internal)
  - 27 Full time employees hired

- 15 Retirements
- Ratification of the Teamster's Contract

### **Finance and Administration Review 2022**

2022 has also been a complex and challenging year for the Finance and Administrative Division. We're incredibly proud of this team and appreciative of the support for additional staffing by the Board of Fire Commissioners. Highlights include:

- The Payroll/Benefits team successfully implemented:
  - New Teamster contract ratification and retro
  - Onboarded 27 new hires (Jan-Aug)
  - Assisted in 15 retiree/resignations
  - Two major CrewSense error cases were identified in 2022 and 1 minor case. None of them to date have yet to be resolved. Payroll/Benefits performed ongoing corrections due to glitches for several month and worked/working with CrewSense to correct
- There have been 21 cases for Paid Family Medical Leave benefits through August this year. Payroll/Benefits must work with the State consistently to ensure that the employee is not paid by both the state and the district and that no dates overlap.
- Accounts payable restructure of processing invoices to avoid inaccuracy and increase efficiency
- Accounts receivable implementation of a credit card system to increase timely payments and citizen satisfaction
- 161 Public Records Requests as of August. Of this number, 96 of them were medical incident reports
- COVID-19 Grant management and reimbursement: collection of \$393,048 for COVID-19 related expenses and loss of revenues with an additional \$450,072 still in process

### **Finance, HR and Administrative Budget 2023**

In 2023, the focus and budget increases for Finance, HR, and Administration support increased staffing, training, and cross-training team members. Additionally, technology resources for the process of hiring and onboarding are included. Importantly, the much-needed hiring is anticipated to strengthen the Payroll/Benefits and HR support for the organization. Analyzing the needs of the Division and usage of funding also allowed for expense decreases in registration of and number of testing materials needed for the hiring process.

The primary goal for Finance, HR, and Administration in 2023 will be onboarding and training of all new employees. The team will endeavor to strengthen the stabilization of systems and processes, provide organizational support, and fine-tune policies to support the District. Additionally, we are looking forward to the development of a grant policy and implementation of a new employee onboarding system. The Finance, HR, and Administration Teams are eager to continue partnering with all divisions to develop supplemental organization-wide training.

### **Non-Departmental**

The Non-Departmental Budget primarily supports legal services, auditing, district copier leases, risk management and transfer of revenue to other funds like the apparatus fund and

construction fund. The most significant increase is for legal services related to external contract review, facility certifications, potential litigation as well as other legal issues. Another increase this year is within the District's Risk Management insurance of approximately \$94,000. Impacts from the Covid-19 Pandemic and increases in risk related to information technology losses has required insurance authorities to re-evaluate programs and actuaries, and increase rates for 2023. Snohomish Regional Fire and Rescue complies with an annual audit and liability assessment which provides an annual discounted rate. Additionally, the finance committee will be evaluating options for risk-related coverage in 2023 to potentially reduce or re-allocate costs and coverage. Inter-fund transfers are expected to remain consistent for 2023.

## **Operations Section**

### **Emergency Medical Services (EMS) Review 2022**

2022 was a building year for EMS. Several new members joined the team, and the focus became "Back to Basics." The emphasis was teamwork and communication to increase efficiencies in recertification, supply management, and training. 2023 will be a year of implementation in the EMS Division.

- Promoted Lt. Shane Nelson to Captain in EMS (MSO)
- Moved Lt. Lisa Defenbaugh and Lt. Nate Dillon to long-term Acting Captain in EMS positions (MSO)
- In collaboration with Operations, a new deployment plan was developed for 2023
- Four firefighter/EMT's were sent to Central Washington University for paramedic training
- In Collaboration with Training, we are currently in the process of hiring up to four paramedics
- Purchased an Ultrasound device and are currently planning a training day for MSO's
- Conducted initial training with CODE-STAT for reviewing cardiac arrests and airway management incidents
- Began using First Pass to review EMS reports for quality improvement
- Currently working with neighboring departments, Snohomish County MPD, and Sno911 to implement more precise dispatching in 2023
- In collaboration with Technical Services, began planning for new apparatus purchases and remounts
- Two members attended a train-the-trainer event with local law enforcement in preparation to teach SRFR members active shooter response

### **EMS Budget 2023**

The goal of the 2023 EMS Division Budget is to provide the citizens of SRFR with well trained and compassionate providers. Pursuing this goal, SRFR sent four EMT's to Central Washington University to attend paramedic school. This decision led to a line-item budget increase of \$69,800. The result of this investment will be well trained providers returning to our

district prepared to treat our citizens. Harborview's paramedic program remains SRFR's first option, and we will continue to seek entry moving forward.

EMS Overtime increased by \$122,884. This is due to wage increases and the addition of necessary training for new-hire paramedics, paramedic mentors, and for evaluations to ensure competency and long-term employee success.

The EMS Division has an overall increase in total budget of 0%. This is largely due to a decrease of \$102,980 of the Sno911 assessment resulting from the fact that SRFR will no longer paying Mill Creek's portion. Another contributing factor is the 800MHz budget is covered by the voted 1% sales tax resulting in a \$16,812 reduction in this line-item.

### **Suppression Review 2022**

2022 was a transition year for the Suppression Division. Challenges faced this year have been to maintain staffing levels while effectively responding to the needs of our community, while creating consistency among the 3 Battalions & 4 shifts.

Highlights for 2022 include:

- 2022 total incidents from January 1<sup>st</sup> to October 1<sup>st</sup>:
  - 13,863 (up from 13,416 for the same time frame in 2021)
  - Anticipated to run approximately 19,000 total incidents for 2022
- Updated deployment model
  - With the closure of Station 76, the operations team created an updated deployment model based on the Standards of Cover and need of our citizens.
- While there were staffing challenges, staffing became less impacted by COVID
- There were 15 retirements
- Twenty-seven entry level firefighters were hired
- Two members were promoted to Captain, and 3 members were assigned as temporary long-term Captains
  - Brett Fetcho                      Captain
  - Shane Nelson                      Captain
  - Nate Dillon                      Temporary Captain
  - Lisa Defenbaugh              Temporary Captain
  - Brian Kees                      Temporary Captain
- Two members were promoted to Battalion Chief
  - Justyn Shevlin
  - Mike Eagle
- One Battalion Chief reassigned as the Chief of the Training Consortium-effective 1/1/2023
  - Rob Fisher
- Six members completed the requirement to become Acting Battalion Chiefs.
- Outline the roles and responsibilities of the position of Battalion Chief; worked to create a high performing Battalion Team and provided the team with training specific to their current needs
  - Worked to increase and improve communications
  - Worked to create consistency among the three Battalions & four Shifts

### **Suppression Budget 2023**

The emphasis for the 2023 Suppression Division budget is to fulfill the mission of Snohomish Regional Fire and Rescue by maintaining constant staffing of 44. To support constant staffing, the goal of the Operations Division is to have 196 on-the-line personnel total, or 49 members per shift. The goal of having enough adequately trained members per shift will allow extra staffing to increase our services levels and decrease overtime costs. The Operations Division is working closely with the EMS Division to recruit and train additional paramedics to meet our staffing and deployment needs. The Operations Division is preparing to work with Logistics to order a new ladder truck in 2023 to be assigned to Station 82. This will give the North Battalion a ladder truck in their highest density area. The Operations Division has set aside funds in the 2023 budget to allow personnel to attend outside training and conferences and this is reflected in the suppression and travel budget.

The overall suppression budget will increase 11% in 2023, or \$4,241,267. \$2,854,807 of this increase is due to wages, along with considerable increase to retirement, medical and deferred comp.

### **Special Operations Review 2022**

- Tested, promoted, and trained three new HazMat Technicians
- The HazMat Team currently has twelve members and is looking to add 8 more members in 2023
- All members of the HazMat Team completed the required training to remain on the Snohomish County HazMat Team
  - SRFR is hosting the Quarter 4 HazMat Team drill at Station 71 in November
- The water rescue team placed Boat 32 in service
- Boat 31 damaged and placed out of service permanently; new boat ordered with an expected delivery in 2023
- The Water Rescue Team currently has 38 members and plans to add 2 additional members in 2023
- The Technical Rescue Team currently has 24 current members, all members have completed the training required to remain on the Snohomish County Technical Rescue Team
  - SRFR hosted and was the lead agency for Trench Rescue Training at the 'Station 84' property
  - SRFR hosted and was the lead agency for Confined Space Training at Station 83
- Several members of SRFR's Technical Rescue Team attended USAR Training in Michigan and are now lead USAR instructors in the county

### **Special Operations Budget 2023**

The 2023 budget for special operations was decreased by 24%, or \$26,835. This decrease was due to several new initiatives that were budgeted for in 2022. There are funds in the capital replacement fund for a replacement for Boat 81 (originally planned to be purchased in 2022), plus \$25,000 for a boat lift and cover for the new proposed boat dock on Lake Stevens. There is an increase in the suppression and travel budget to allow training for the special operations teams.

### **Training, Health, and Safety Review 2022**

2022 was a year of program development and renewed access. Training and Health & Safety continued to adapt to the challenges of the pandemic with the first quarter experiencing the highest Covid incidents of the whole pandemic. Access and the delivery of training was challenged by limited staffing throughout most of the year. Program highlights for 2022 include:

- Combining Training/Health & Safety into a single team
- Additional Captain to support the District's Health & Safety goals
- Completion of year one pilot program participation in the LNI firefighter illness & injury reduction program (FIIRE)
- Hiring process updates to meet staffing needs, 27 entry level firefighters hired
- Captain, Driver Operator, and Paramedic promotional processes conducted
- Acting BC, LT, and D/O class offerings and certifications
- Probationary firefighter evaluations and final checkoffs
- Live fire training
- Quarterly training with active hands-on delivery by training committees
- Renewed access to outside training and educational opportunities

### **Training and Health & Safety Budget 2023**

The emphasis of the 2023 Training Division budget is to support the continuous improvement of SRFR through meaningful training. This budget promotes the development of all employees from Senior Staff to the newest Firefighters. To meet program goals and respond to the growth of the district, the Training budget has increased by 7%. This increase provides for high-fidelity hands-on training through an increase in facility rentals of \$10,000, renewed access to outside training through a travel cost increase of 47% or \$40,560 and increased professional development through outside speakers and coaching projected to cost \$20,000. This budget also addresses the impacts of needed hiring in 2023. Snohomish County Fire Training Academy costs are projected to increase by \$232,000 to meet current hiring projections.

The program goals of Health & Safety in the 2023 budget include building on existing programs such as the Peer Support Team, the Peer Fitness Team, and expanding access to mental health professional services. The overall budget for Health and Safety has decreased by 41% or \$235,551 from 2022. This is due to budget items like software and subscriptions shifting to other divisions like Technology, as well as some reductions in program costs. With the current hiring schedule and increases in operational staffing, the cost of annual physicals has increased by \$60,200. This budget maintains current spending for the wellness initiatives of the district.

## **Planning Section**

### **Office of the Fire Marshal Review 2022**

2022 was a year of growth for the Office of the Fire Marshal. The division was granted two new Fire Inspector FTEs. These new positions are expected to be appointed on January 1, 2023 and will primarily conduct annual fire safety inspections. The division began serving its first out-of-district service area, the City of Sultan. Additional accomplishments for the year include:

- Completion of draft job descriptions



- Evaluation of universal fee schedule
- Evaluation of fire marshal services interlocal agreements for all service cities
- Relocation of the Fire Marshal Staff to Station 31

### **Office of the Fire Marshal Budget 2023**

The operating budget for the Fire Marshal's Office (previously Prevention Services) has an increase of 36% or \$377,366 from the adopted 2022 budget. The 2023 Budget supports two new fire inspector FTE's, standardization of inspection equipment, training and certification, and construction permitting software. The goal for these initiatives is to aid in timely completion of all annual inspections, plan review and support required certification.

### **Community Relations Review 2022**

The Community Relations Division began the year by updating the Public Information Officer/ Public Educator (PIO/PE) job description to the new Public Information and Education Officer (PIEO) description and hired Peter Mongillo as its PIEO to lead public information services. As part of the update, Kaitlin King was reclassified to the PIEO position to lead the District's education services. King and Mongillo work together to support all PIEO operations. During the year, the Division accomplished the following:

- Produced seasonal newsletters for our community members
- Provided sponsorship to the Echo/Lost Lake CERT Team
- Led numerous online and in-person education events to include "Aging in Place", fire safety, extinguisher training and two water safety camps
- Engaged with local civic groups and schools for in-person education

### **Community Relations Budget 2023**

The operating budget for Community Relations (previously Strategic Planning and Public Affairs) has a reduction of \$58,092 for a 9% decrease from the adopted 2022 budget. As a note, all expenses from Strategic Analysis were separated and removed from this program area accounting for most of the budget decrease. The 2023 budget supports two Public Information and Education Officers, updated studio and A/V production equipment, training and certification, and funds to restart the Fire Explorer Program.

### **Strategic Analysis Review 2022**

The Strategic Analysis Division had a challenging year as the Data Analyst position has not yet been backfilled. Even with this challenge, the Division succeeded in leading the District through a successful accreditation process. In addition, the Division completed the following:

- Creation of maps and other analysis for CFAI accreditation, staff deployment, and station location
- Maintained and updated the 2021-2026 Strategic Plan and 2022 Community Risk Assessment and Standard of Cover
- Worked on transition from APX to First Due for pre-incident fire planning
- Re-connected with emergency management and disaster preparedness partners
- Worked with First Watch to update CAD and RMS data surveillance

This program area (Transitioning from Strategic Planning and Public Affairs) is comprised of GIS and data analysis-based programs. The proposed budget supports CFAI agency



accreditation, training and certification, and updates to Geographical Information System (GIS) ESRI software.

## **Logistics Section**

### **Technical Services Review 2022**

The following Technical Services projects were completed in 2022:

- Completed transition of Tyler Incode 10 to the Cloud
- Completed transition of Shop Squarerigger Software to the Cloud
- Renewed MDC lease with Sno911 for 30 additional Mobile Data Computers
- Completed Locution upgrade at Station 77
- Completed upgrade to Locution EZ-Zone at Station 72
- Continued buildout of fiber infrastructure across all District facilities (Ongoing)
- Completed the addition of Carbon Black, Red Canary early intrusion monitoring system
- Began implementation of 2-factor authentication (Ongoing)
- Worked with Operations to modify Fire Response Plans to coincide with deployment changes (Ongoing)
- Worked on Station 76 transition to Mill Creek (Ongoing)
- Worked with Sno911 on Finance Committee (Ongoing)
- Worked with Sno911 on future Facility Committee. (New Dispatch Center in process)
- Hire IT Manager (in process)
- Hire IT Assistant (in process)
- Implemented KnowB4 Cyber Awareness Training District wide (Cyber insurance requirement)

### **Technical Services Budget 2023**

The following is planned for the 2023 Budget:

- Recruit, hire, and train one Information Technology Manager
- Recruit, hire, and train one Information Technology Assistant
- Complete redundant Station alerting upgrade at Station 77
- Complete redundant Station alerting upgrade at Station 33
- Complete upgrade to Locution EZ-Zone at Station 82
- Complete buildout of fiber infrastructure across all District facilities
- Complete implementation of 2-factor authentication
- Work with Sno911 on Finance Committee
- Work with Sno911 on Future Facility Committee to complete plans for new Dispatch Center
- Purchase and implement new Onboarding Software for Human Resources (NEOGOV)
- Locate vendor for the provision of a new SRRFR Website

### **Shop Review 2022**

The shop fund derives the majority of its revenue from charges for services. These charges for services are from both internal and external customers. It does not receive support from the general fund, it pays the general fund in the form of transfers to the general fund for its share

of administrative costs, such as payroll, accounts payable, shop facility rent, accounts receivable and so forth.

The shop fund consists of the shop general fund, the shop leave buy-out fund, and the shop Capital Fund. These three funds are tracked separately in the accounting records and at the County; however, they are reported in the annual financial report as combined into the General fund. The three funds are combined into the General fund, as the auditor's office considers these to be managerial funds created for the convenience of district management.

Other Shop highlights include the following:

- Hired replacement Journeyman Employee (Daniel Kindig)
- Established plan for shop facility expansion (replacement of temporary tent structure)
- Employee contract negotiations

### **Shop Budget 2023**

The 2023 Shop budget is increased by 2% or \$13,750 from 2022. The most significant increases are for wages, which are estimated at this time to increase by \$20,000. The shop contract is up for negotiation in 2023 and the actual wages may change.

Other key items for the 2023 Budget include the following:

- Develop a plan to sustain program staffing and quality
- Complete shop facility expansion (replacement of temporary tent structure). The initial cost estimate from the architect totals \$3,055,687 and is budgeted in the Capital Construction Fund.

### **Logistics Review 2022**

2022 was a year of change and transition with the retirement of Chief Silva and a newly appointed Deputy Chief of Logistics. We saw increasing demands and needs of the Logistics Division, which highlighted staffing needs of the Division. Although the division had staffing needs, they still were able to provide outstanding service to the department.

Some highlights for the year include the following:

- Loss of a long-term, light duty employee back to Suppression
- Retirement of Chief Silva and his years of experience and expertise
- Hiring of Logistics Technician Tim Cheetham (9/2022)
- Provided supply delivery throughout the year
- Equipment ordering for all Divisions
- Assisted with uniform ordering
- Maintenance of Uniform/Bunker Gear stock and delivery
- Vehicle shuttling for Shop
- \$54,692 in revenue in 2022 through the public surplus process
- Facilitated hose and ladder testing
- Conducted Department wide Fit Testing
- Participated in the CFAI Accreditation Process
- Maintained comprehensive inventory tracking
- Completed several small maintenance projects in-house

### **Logistics Budget 2023**

The operational side of the Logistics budget is proposed to increase by 8% or \$169,144 in 2023. The overall budget, including Capital will decrease due to the timeline of Capital replacement in line with the Capital Replacement schedule. Driving the budget increases were increases in wages and benefits due to staffing changes. The Division also plans for smaller increases in training, office furniture due to office transitions and increased staffing. Additionally, the Division will see small increases in professional services and utilities due to inflation.

In 2023 the goal will be to continue to provide a high level of service to our members, to enhance and improve processes, and work on fulfilling Capital Facility Projects. The guiding force of these goals will be the fulfillment of the Snohomish Regional Fire and Rescue's mission of saving lives, protecting property, protecting the environment, and taking care of people with a high emphasis on taking care of our employees so they can take care of our citizens. Highlights include the following:

- Evaluate future programs such as daily station and unit supply delivery
- Evaluate storage and facility needs for Logistics
- Make it a priority to work on the surplus and cleanup of scrap items at all SRFR facilities
- Evaluate Staffing needs for the Division
- Enhance Inventory tracking systems (Operative IQ)

### **Capital Projects Review 2022**

The following Capital Projects were completed in 2022:

- Parking lot repairs at Station 71
- Plumbing repairs at Station 31
- Flooring at Station 81
- Flooring at Logistics Building
- Flooring at Station 32
- Station 83 planning and permitting
- Preparing for the sale of the Training Property and the Admin Building
- New extractors at Station 72 and Station 33
- Shop remodel planning

### **Capital Projects Budget 2023**

The following are Capital Projects budgeted for 2023:

- Complete the replacement of the Station 71 generator
- Tree removal at the Logistics Building
- Possible roof replacement at Station 31
- Station 31 Shop Addition. The initial cost estimate from the architect total \$3,055,687 and is budgeted in the Capital Construction Fund.
  
- Station 83 remodel
- Shop renovation

- Station 81 project planning and permitting
- Station 32 land purchase, project planning, and permitting
- Station 72 project planning and permitting
- Upgrade Station 31 Training Room (audio, visual, furniture, paint, etc)
- Hire a Project Manager
- Attend the Design Build Conference
- Re-establish the Station Development Committee

### **Capital Apparatus Review 2022**

The following Capital Apparatus Projects were completed in 2022:

- Completed update of Capital Apparatus Replacement Plan
- Worked with Executive Staff and Board to establish plan for 2022 and 2023 apparatus purchasing (Ongoing)
- Worked with Operations to modify Capital Apparatus plan to coincide with staffing and Deployment changes (Ongoing)
- Managed order for five new fire engines
- Established Ladder Committee for the purchase of a new Ladder Truck
- Finalize specifications and order Ladder Truck for 2023 planned purchase (Pending, possible 2023 delivery)
- Worked with EMS Committee on specification for two (2) EMS Unit remounts
- Complete order for EMS remounts (Pending chassis availability 2023 delivery)
- Worked with EMS Committee on specification for three (3) New EMS Units
- Complete order for new EMS units (Pending chassis availability, 2023-2024 delivery)
- Updated staff vehicle assignment plan with Senior Staff
- Ordered two staff vehicles (Fire Inspectors) (2022 delivery)
- Purchased used shuttle bus to support the growing Training Division needs (Complete)
- Finalize purchase of replacement Logistics vehicle as budgeted (Pending chassis availability 2023 delivery)
- Finalize purchase of Brush Truck scheduled for 2023 (Pending chassis availability 2023 delivery)

### **Capital Apparatus Budget 2023**

The following Capital Apparatus plans for the 2023 Budget:

- Re-evaluation and update of Capital Apparatus Replacement Plan
- Complete delivery of new engines (5) and prepare to put in service
- Complete purchase of two remounted EMS units and prepare to put in service
- Complete purchase of three new EMS units and prepare to put in service
- Complete purchase of replacement Training passenger van
- Complete purchase of new Ladder Truck and prepare to put in service
- Evaluate vehicle needs for Logistics Division and complete purchase as appropriate
- Evaluate Division needs for three budgeted staff vehicles ( and complete purchases as appropriate

**Conclusion**

Snohomish Regional Fire and Rescue is honored to serve the vibrant communities of greater Lake Stevens, Monroe, Clearview, Echo Lake, and unincorporated areas of Snohomish County. Through our values of Respect, Accountability, Integrity, Teamwork, and Service, we seek to provide our services at the highest-level while being responsible guardians of our taxpayer's hard-earned money.

As we seek continuous improvement, we are honored to be recommended for National Accreditation through the Commission on Fire Accreditation International (CFAI). Accredited agencies are community-focused, data-driven, outcome-focused, strategic-minded, well organized, properly equipped, properly staffed and trained. This honor is years in the making and has taken the hard work of many team members past and present. Ultimately, CFAI Accreditation is 100% dependent on community support, and we are very thankful for that support.

The 2023 Budget provides a sound financial foundation that moves Snohomish Regional Fire and Rescue forward with a focus on recovery, restoration, and building for the future. The 2023 Budget was developed in the spirit of stewardship. The Budget supports the needed replacement of apparatus, equipment, and facilities. Ultimately, the 2023 Budget provides for the staffing, employee focused support, and training required for our paramedics and firefighters to effectively fulfill the District's Mission of Saving Lives, Protecting Property, Safeguarding the Environment, and Taking Care of People.

I wish to thank our outstanding team for the collaboration and hard work in preparing this budget.

Respectfully submitted,

Kevin K. O'Brien, Fire Chief

## 2023 Draft Budget 10-20-2022

<b>REVENUE &amp; EXPENDITURE SUMMARY</b>					
<b>GENERAL FUND (CURRENT EXPENSE): Fund 001</b>					
<b>REVENUES- COMBINED</b>	<b>Gen. fund resources %</b>	<b>2023 budget</b>	<b>2022 budget</b>	<b>2021 budget</b>	<b>23-22 VAR</b>
<b>Beginning Cash</b>	38%	\$ 43,230,980	\$ 40,798,850	\$ 35,623,128	6%
One time Transfer from LSF	0%	\$ -	\$ -	\$ -	0%
Regular Levy	43%	\$ 49,261,457	\$ 48,257,513	\$ 35,681,186	2%
EMS Levy	10%	\$ 11,449,615	\$ 11,201,198	\$ 10,911,960	2%
State Taxes	0%	\$ 8,100	\$ 8,100	\$ 8,000	0%
Schools	0%	\$ 30,700	\$ 29,900	\$ 30,534	3%
Mill Creek Interlocal	0%	\$ -	\$ 4,336,227	\$ 4,129,739	-100%
Dept. of Corrections Contract	0%	\$ 376,934	\$ 376,934	\$ 351,084	0%
County Fairgrounds Contract	0%	\$ 76,008	\$ 72,029	\$ 74,164	6%
District 16 Contracts ALS	0%	\$ 11,000	\$ 17,000	\$ 18,000	-35%
District 16 Property Tx. Contract	0%	\$ 21,500	\$ 20,300	\$ 24,000	6%
District 17 ALS	0%	\$ -	\$ -	\$ 174,646	0%
Sewer District Contract	0%	\$ 3,800	\$ 13,500	\$ 5,800	-72%
District 5 ALS Contract	0%	\$ 50,000	\$ 25,840	\$ 25,840	93%
Other Service Contracts	0%	\$ 16,000	\$ 16,000	\$ 10,000	0%
Transport Fees	2%	\$ 2,237,676	\$ 2,663,900	\$ 2,663,900	-16%
GEMT	6%	\$ 6,897,321	\$ 8,211,097	\$ 7,373,625	-16%
Brightwater Fees	0%	\$ 112,450	\$ 112,450	\$ 112,450	0%
Plan Reviews & Permit Inspections	0%	\$ 83,325	\$ 82,500	\$ 50,000	1%
Interest Earned	0%	\$ 250,000	\$ 144,000	\$ 200,000	74%
Grants ( State & Federal & Local)	0%	\$ 1,100	\$ 215,956	\$ 1,200	-99%
Motor Vehicle Collision Charges	0%	\$ 31,500	\$ 52,400	\$ 30,000	-40%
Burn Permits	0%	\$ 9,100	\$ 11,100	\$ 8,000	-18%
First Aid Classes	0%	\$ -	\$ -	\$ 1,000	0%
State Mobilization	0%	\$ -	\$ 373,844	\$ 252,500	-100%
Other Misc. + Zone 11 Cost Share	0%	\$ 14,800	\$ 14,800	\$ 20,000	0%
Illegal Burn Response	0%	\$ 600	\$ 600	\$ 1,600	0%
Medical Records	0%	\$ 1,800	\$ 1,600	\$ 1,200	13%
Address Signs	0%	\$ 1,000	\$ 700	\$ 300	43%
Insurance Recoveries	0%	\$ -	\$ -	\$ 226,569	0%
Refunds & Reimbursements	0%	\$ 125,000	\$ 50,300	\$ 50,300	149%
Interfund Transfers In (Shop )	0%	\$ 99,910	\$ 97,000	\$ 97,000	3%
<b>GENERAL FUND TOTAL REVENUES</b>		\$ 71,170,696	\$ 76,406,787	\$ 62,534,596	-7%
<b>GENERAL FUND - TOTAL RESOURCES</b>	<b>100%</b>	\$ 114,401,676	\$ 117,205,637	\$ 98,157,724	-2%

## 2023 Draft Budget 10-20-2022

<b>GENERAL FUND EXPENDITURES</b>	<b>% of total budget</b>	<b>2023 budget</b>	<b>2022 budget</b>	<b>2021 budget</b>	<b>VAR</b>
<b>General Fund:</b>					
Legislative	0%	\$ 288,940	\$ 270,934	\$ 250,738	7%
Administration	3%	\$ 2,811,674	\$ 2,276,664	\$ 2,175,556	23%
Finance & Human Resources	2%	\$ 2,362,531	\$ 1,943,360	\$ 1,670,554	22%
Fire Suppression	38%	\$ 36,329,729	\$ 33,157,446	\$ 31,057,488	10%
Fire Prevention	1%	\$ 1,373,595	\$ 981,445	\$ 1,368,881	40%
Training	3%	\$ 2,720,715	\$ 2,446,046	\$ 2,089,856	11%
Logistics (Facilities)	2%	\$ 2,202,170	\$ 2,033,026	\$ 1,666,852	8%
Part Time	0%	\$ 29,365	\$ 109,570	\$ 617,715	-73%
EMS	13%	\$ 12,635,577	\$ 12,696,410	\$ 13,321,034	0%
Health & Safety	0%	\$ 299,065	\$ 535,739	\$ 237,464	-44%
Non- Departmental	15%	\$ 14,010,753	\$ 14,102,182	\$ 7,688,753	-1%
Technical Services	3%	\$ 2,896,049	\$ 2,584,715	\$ 2,116,639	12%
Special Ops	0%	\$ 83,545	\$ 110,380	\$ 75,500	-24%
Public Affairs	1%	\$ 613,842	\$ 671,934	\$ 890,575	-9%
Strategic Planning	0%	\$ 168,326	\$ 54,806	\$ 2,200	207%
<b>GENERAL FUND TOTAL EXPENDITURE</b>	<b>81%</b>	<b>\$ 78,825,876</b>	<b>\$ 73,974,657</b>	<b>\$ 65,229,805</b>	<b>7%</b>
<b>PROJ. ENDING CASH</b>		<b>\$ 35,575,801</b>	<b>\$ 43,230,980</b>	<b>\$ 32,927,919</b>	<b>-18%</b>



## 2023 Draft Budget 10-20-2022

	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Retirement Reserve Fund: Fund 002</b>					
Beginning Cash Balance		\$ 4,652,728	\$ 3,953,368	\$ 3,567,315	
Investment Interest (net)		\$ 30,000	\$ 15,000	\$ 15,000	100%
Transfer in to Reserve		\$ 1,975,500	\$ 1,975,500	\$ 1,007,000	0%
<b>TOTAL RESOURCES</b>		\$ 6,658,228	\$ 5,943,868	\$ 4,589,315	
Retirement Leave (S/L & Comp.)	0%	\$ 329,000	\$ 901,730	\$ 524,659	-64%
Retirement Payouts Retirement Medical	0%	\$ 405,600	\$ 389,410	\$ 344,662	4%
<b>TOTAL EXPENDITURES</b>		\$ 0	\$ 734,600	\$ 869,321	
<b>PROJ. ENDING CASH</b>		\$ 5,923,628	\$ 4,652,728	\$ 3,719,994	
	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Emergency Reserve Fund: Fund 003</b>					
Beginning Cash Balance		\$ 8,394,766	\$ 7,809,766	\$ 7,240,810	
Investment Interest (net)		\$ 50,000	\$ 30,000	\$ 30,000	67%
Transfer in to Reserve		\$ 420,000	\$ 555,000	\$ 522,000	-24%
<b>TOTAL RESOURCES</b>		\$ 8,864,766	\$ 8,394,766	\$ 7,792,810	
Supression - Salaries & Benefits	0%	\$ -	\$ -	\$ -	0%
Aid & Rescue Salaries & Benefits	0%	\$ -	\$ -	\$ -	0%
<b>TOTAL EXPENDITURES</b>	0%	\$ -	\$ -	\$ -	
<b>PROJ. ENDING CASH</b>		\$ 8,864,766	\$ 8,394,766	\$ 7,792,810	
	% of total budget	2023 budget	2022 budget	2021 budget	
<b>PFMLA Fund 004</b>					
Beginning Cash Balance - Healthcare Fund		\$ -	\$ 134,067	\$ 61,387	
Investment Interest (net)		\$ -	\$ 500	\$ 500	
Employee premiums		\$ -	\$ 80,000	\$ 80,000	
<b>TOTAL RESOURCES</b>		\$ -	\$ 214,567	\$ 141,887	
Benefits		\$ -	\$ -	\$ -	
Transfers Out		\$ -	\$ 7,820	\$ 7,820	
<b>TOTAL EXPENDITURES</b>	#DIV/0!	\$ -	\$ 7,820	\$ 7,820	
<b>PROJ. ENDING CASH</b>		\$ -	\$ 206,747	\$ 134,067	

## 2023 Draft Budget 10-20-2022

	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Bond Fund: Fund 200</b>					
Beginning Cash Balance - Bond Fund		\$ 45,164	\$ 42,169	\$ 43,301	
Property Taxes		\$ -	\$ -	\$ 698,257	#DIV/0!
Transfers in from General Fund		\$ 514,655	\$ 516,077	\$ -	0%
Investment Interest (net)		\$ 500	\$ 3,000	\$ 3,000	-83%
<b>TOTAL RESOURCES</b>		\$ 560,319	\$ 561,246	\$ 744,558	
Facilities Station 33 Bonds	0%	\$ 321,625	\$ 322,475	\$ 323,175	0%
Admin Bldg. Bonds	0%	\$ 193,030	\$ 193,602	\$ 193,082	0%
County Refund Interest	0%	\$ 5	\$ 5	\$ 5	0%
Facilities Tax Limited Bonds	0%	\$ -	\$ -	\$ 182,000	0%
<b>TOTAL EXPENDITURES</b>	1%	\$ 514,660	\$ 516,082	\$ 698,262	
<b>PROJ. ENDING CASH</b>		\$ 45,659	\$ 45,164	\$ 46,296	
	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Construction Fund: Fund 300</b>					
Beginning Cash Balance - Construction Fund		\$ 5,013,198	\$ 7,568,185	\$ 6,072,389	
Investment Interest (net)		\$ 45,000	\$ 40,000	\$ 40,000	13%
Station 76 payments 2023-2042		\$ 58,020	\$ -	\$ -	0%
Tower Rents		\$ 82,000	\$ 82,000	\$ 80,000	0%
Property Rents		\$ 19,400	\$ 19,400	\$ 21,000	0%
Admin bldg. Reimb. For utilities 85%		\$ 23,000	\$ 23,000	\$ 17,700	0%
Admin Building Rents		\$ 266,082	\$ 266,082	\$ 266,082	0%
Non- revenues (Bonds)		\$ -	\$ -	\$ -	0%
Transfer in to Construction Fund		\$ 6,350,000	\$ 6,350,000	\$ 1,750,000	0%
<b>TOTAL RESOURCES</b>		\$ 11,856,700	\$ 14,348,667	\$ 8,247,171	
Facilities- Capital Outlay	7%	\$ 6,961,609	\$ 9,160,559	\$ 887,379	-24%
Bond Issuance Costs	0%	\$ -	\$ -	\$ -	0%
Admin Building - Tenant Utilities	0%	\$ 26,910	\$ 26,910	\$ 26,910	0%
Admin Building - Maintenance	0%	\$ 148,000	\$ 148,000	\$ 148,000	0%
Transfer Out to Bond Fund- Admin Bldg	0%	\$ -	\$ -	\$ -	0%
<b>TOTAL EXPENDITURES</b>	7%	\$ 7,136,519	\$ 9,335,469	\$ 1,062,289	
<b>ENCUMBRANCES</b>					
<b>PROJ. ENDING CASH</b>		\$ 4,720,181	\$ 5,013,198	\$ 7,184,882	

## 2023 Draft Budget 10-20-2022

	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Apparatus Replacement Fund: 301</b>					
Beginning Cash Balance		\$ 5,524,048	\$ 7,854,741	\$ 6,118,069	
Loans for Apparatus		\$ -	\$ -	\$ -	0%
Rebates		\$ -	\$ -	\$ -	0%
Investment Interest (net)		\$ 30,000	\$ 20,000	\$ 20,000	50%
Local Option Loan for ambulance					0%
Transfer In from Construction Fund		\$ -	\$ -	\$ -	0%
Transfer In from General Fund		\$ 2,560,000	\$ 2,418,275	\$ 2,034,400	6%
<b>TOTAL RESOURCES</b>		\$ 8,114,048	\$ 10,293,016	\$ 8,172,469	
Admin- Capital Outlay	0%	\$ 173,386	\$ 103,446	\$ -	68%
Fire Supression Leases	0%	\$ 117,600	\$ 117,600	\$ 217,586	0%
Suppression - Capital Outlay	5%	\$ 4,658,947	\$ 3,479,392	\$ 2,966,077	34%
Prevention - Capital Outlay	0%	\$ -	\$ -	\$ -	0%
Training- Capital Outlay	0%	\$ 69,002	\$ 151,000	\$ -	-54%
Logistics- Capital Outlay	0%	\$ 100,000	\$ 82,400	\$ 20,000	21%
EMS	1%	\$ 840,000	\$ 835,130	\$ -	1%
EMS Cap. Lease	0%	\$ -	\$ -	\$ -	0%
<b>TOTAL EXPENSES</b>	6%	\$ 5,958,935	\$ 4,768,968	\$ 3,203,663	
<b>ENCUMBRANCES (ADDS TO CASH BALANCE)</b>					
<b>PROJ. ENDING CASH</b>		\$ 2,155,113	\$ 5,524,048	\$ 4,968,806	

## 2023 Draft Budget 10-20-2022

	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Equipment Replacement Fund: Fund 303</b>					
Beginning Cash Balance		\$ 1,686,330	\$ 1,482,957	\$ 1,440,382	
Investment Interest (net)		\$ 9,000	\$ 20,000	\$ 20,000	-55%
Federal Grants		\$ -	\$ -	\$ -	0%
Transfer In from General Fund		\$ 1,109,660	\$ 1,109,660	\$ 1,109,660	0%
<b>TOTAL RESOURCES</b>		<b>\$ 2,804,990</b>	<b>\$ 2,612,617</b>	<b>\$ 2,570,042</b>	
Legislative	0%	\$ 105,700	\$ 5,534	\$ 5,373	1810%
Admin	0%	\$ 115,175	\$ 182,396	\$ 77,591	-37%
Finance & Human Resources	0%	\$ -	\$ -	\$ -	0%
Suppression	0%	\$ 386,570	\$ 497,141	\$ 481,567	-22%
Prevention	0%	\$ 40,000	\$ 54,784	\$ 48,274	-27%
Training	0%	\$ 2,016	\$ 16,962	\$ 18,801	-88%
Logistics	0%	\$ 95,018	\$ 33,998	\$ 82,008	179%
EMS	0%	\$ 109,984	\$ 98,026	\$ 515,067	12%
Health & Safety	0%	\$ 38,569	\$ 37,446	\$ 36,355	3%
Non-Departmental	0%	\$ -	\$ -	\$ -	0%
Technical Services	0%	\$ -	\$ -	\$ 425,726	0%
<b>TOTAL EXPENSES</b>	<b>1%</b>	<b>\$ 893,032</b>	<b>\$ 926,287</b>	<b>\$ 1,690,763</b>	
<b>ENCUMBRANCES- ADDS TO CASH BALANCE</b>					
<b>PROJ. ENDING CASH</b>		<b>\$ 1,911,958</b>	<b>\$ 1,686,330</b>	<b>\$ 879,279</b>	

## 2023 Draft Budget 10-20-2022

	% of total budget	2023 budget	2022 budget	2021 budget	
<b>SHOP (ECFSS) 500, 501, 502</b>					
Beginning Cash Balance - Shop Fund		\$ 1,070,508	\$ 1,161,443	\$ 915,787	
Charges for Services		\$ 2,025,600	\$ 1,820,000	\$ 1,820,000	11%
Investment Interest (net)		\$ 5,000	\$ 5,000	\$ 5,000	0%
Misc.		\$ -	\$ -	\$ -	0%
Insurance Recoveries					0%
Interfund Transfers In (Shop Funds)		\$ 250,000	\$ 250,000	\$ 50,000	0%
<b>TOTAL RESOURCES</b>		\$ 3,351,108	\$ 3,236,443	\$ 2,790,787	
Salaries	1%	\$ 851,800	\$ 831,800	\$ 758,134	2%
Benefits	0%	\$ 381,260	\$ 408,220	\$ 368,553	-7%
Supplies	0%	\$ 9,300	\$ 11,300	\$ 8,600	-18%
Fuel	0%	\$ 4,800	\$ 4,800	\$ 4,800	0%
Inventory	1%	\$ 520,000	\$ 520,000	\$ 510,000	0%
Small Tools & Equipment	0%	\$ 8,000	\$ 8,000	\$ 8,000	0%
Professional Services	0%	\$ 39,100	\$ 21,000	\$ 16,000	86%
Communications	0%	\$ 3,500	\$ 5,000	\$ 5,000	-30%
Travel	0%	\$ 2,365	\$ 2,365	\$ 2,365	0%
Advertising	0%	\$ 500	\$ 500	\$ 500	0%
Rentals	0%	\$ 500	\$ 500	\$ 500	0%
Repair & maintenance	0%	\$ 2,000	\$ 2,000	\$ 2,000	0%
Miscellaneous	0%	\$ 6,650	\$ 3,450	\$ 3,450	93%
Capital Outlay	0%				0%
Interfund Transfers Out	0%	\$ 349,910	\$ 347,000	\$ 147,000	1%
<b>TOTAL EXPENDITURES</b>	2%	\$ 2,179,685	\$ 2,165,935	\$ 1,834,902	
<b>ENCUMBRANCES- ADDS TO CASH BALANCE</b>					
<b>PROJ. ENDING CASH</b>		\$ 1,171,423	\$ 1,070,508	\$ 955,885	
	% of total budget	2023 budget	2022 budget	2021 budget	
<b>Excise Tax - 611</b>					
Beginning Cash Balance		\$ -	\$ (532)	\$ -	
Investment Interest (net)		\$ -	\$ -	\$ -	
Excise Tax		\$ 20,000	\$ 20,000	\$ 20,000	
<b>TOTAL RESOURCES</b>		\$ 20,000	\$ 19,468	\$ 20,000	
Benefits		\$ -	\$ -	\$ -	
Payments		\$ 20,000	\$ 20,000	\$ 20,000	
<b>TOTAL EXPENDITURES</b>	0%	\$ 20,000	\$ 20,000	\$ 20,000	
<b>PROJ. ENDING CASH</b>		\$ -	\$ (532)	\$ -	
<b>TOTAL EXPENDITURES</b>	<b>99%</b>	<b>\$ 96,263,307</b>	<b>\$ 92,998,539</b>	<b>\$ 74,609,006</b>	

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EXPENDITURES BY OBJECT CODE					
ACCOUNT TITLE	% of total budget	2023 budget	2022 budget	2021 budget	VAR
10 - WAGES	43%	\$ 41,717,368	\$ 38,919,814	\$ 37,892,086	7%
20 - BENEFITS	15%	\$ 14,833,620	\$ 14,026,256	\$ 13,088,557	6%
31 - SUPPLIES	1%	\$ 907,071	\$ 990,478	\$ 872,666	-8%
32 - FUEL	0%	\$ 398,400	\$ 268,800	\$ 268,800	48%
34 - INVENTORY SUPPLIES	1%	\$ 523,151	\$ 515,648	\$ 505,648	1%
35 - SMALL TOOLS/MINOR EQPT.	1%	\$ 1,157,076	\$ 1,178,759	\$ 897,693	-2%
41 - PROFESSIONAL SERVICES	3%	\$ 2,970,165	\$ 3,043,150	\$ 2,681,890	-2%
42 - COMMUNICATIONS	0%	\$ 313,440	\$ 295,500	\$ 407,040	6%
43 - TRAVEL EXPENSES	0%	\$ 381,775	\$ 261,515	\$ 48,550	46%
44 - ADVERTISING	0%	\$ 7,400	\$ 7,400	\$ 2,600	0%
45 - RENTALS	0%	\$ 107,400	\$ 94,400	\$ 73,200	14%
46 - (LIABILITY) INSURANCE	0%	\$ 428,835	\$ 334,973	\$ 334,973	28%
47 - UTILITIES	0%	\$ 324,410	\$ 316,410	\$ 316,410	3%
48 - REPAIR & MAINTENANCE	3%	\$ 2,833,014	\$ 2,623,449	\$ 2,277,533	8%
49 - MISC. EXPENSES	2%	\$ 2,246,814	\$ 1,993,527	\$ 2,287,697	13%
62 - LAND & IMPROVEMENTS	7%	\$ 6,961,609	\$ 8,874,362	\$ 834,936	-22%
64 - CAPITAL OUTLAY	6%	\$ 6,087,859	\$ 5,200,684	\$ 4,087,689	17%
70 - LEASES	0%	\$ 151,920	\$ 148,224	\$ 142,635	2%
71 - PRINCIPAL ON G.O.BONDS	0%	\$ 357,000	\$ 349,000	\$ 515,000	2%
75- CAPITAL LEASES - PRINCIPAL	0%	\$ 110,849	\$ 107,621	\$ 201,549	3%
83 - INTEREST ON LONG-TERM DEBT	0%	\$ 164,406	\$ 177,057	\$ 199,294	-7%
00 - INTERFUND TRANSFERS	14%	\$ 13,279,725	\$ 13,271,512	\$ 6,672,560	0%
<b>TOTAL PROGRAM BUDGET</b>	<b>100%</b>	<b>\$ 96,263,307</b>	<b>\$ 92,998,539</b>	<b>\$ 74,609,006</b>	<b>4%</b>

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<b>ACCOUNT</b>	<b>Description</b>	<b>2023 budget</b>	<b>2022 budget</b>	<b>2021 budget</b>	<b>VAR</b>
<b>PROGRAM BUDGET</b>		<b>\$ 96,263,307</b>	<b>\$ 92,998,539</b>	<b>\$ 74,609,006</b>	<b>4%</b>
<b>LEGISLATIVE SERVICES - 501</b>		<b>\$ 394,640</b>	<b>\$ 276,468</b>	<b>\$ 256,111</b>	<b>43%</b>
001-501-522-10-10-01	Wages	\$ 86,100	\$ 86,100	\$ 100,013	0%
001-501-522-10-20-06	Commissioner Retirement	\$ 10,800	\$ 10,800	\$ 3,600	0%
001-501-522-10-20-08	Medicare	\$ 1,250	\$ 1,250	\$ 1,500	0%
001-501-522-10-20-09	L&I	\$ 130	\$ 130	\$ 110	0%
001-501-522-10-20-13	Deferred Comp.	\$ -	\$ -	\$ 2,000	#DIV/0!
001-501-522-10-20-14	AD&D	\$ -	\$ 3,390	\$ 3,390	-100%
001-501-522-10-20-15	PFMLA Tax	\$ 200	\$ 140	\$ -	43%
001-501-522-10-41-03	Professional Services	\$ 120,000	\$ 120,000	\$ 120,000	0%
001-501-522-10-43-01	Travel	\$ 53,900	\$ 30,200	\$ 6,300	78%
001-501-522-10-49-01	Dues	\$ 6,200	\$ 6,200	\$ 6,200	0%
001-501-522-10-49-02	Dues -Sno-Isle Fire Comm	\$ -	\$ -	\$ -	0%
001-501-522-10-49-03	Dues - WA Fire Comm.	\$ -	\$ -	\$ -	0%
001-501-522-10-49-04	Other Misc.	\$ 1,700	\$ 2,700	\$ 2,700	-37%
001-501-522-45-49-01	Registrations	\$ 8,660	\$ 10,024	\$ 4,925	-14%
303-501-522-10-35-00	Tools & Eqpt.	\$ 5,700	\$ 5,534	\$ 5,373	3%
303-501-522-10-64-00	Capital Outlay	\$ 100,000	\$ -	\$ -	#DIV/0!



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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>ADMINISTRATION - 502</b>		<b>\$ 3,100,235</b>	<b>\$ 2,562,506</b>	<b>\$ 2,253,147</b>	<b>21%</b>
001-502-522-10-10-01	Regular Wages	\$ 1,776,300	\$ 1,429,084	\$ 1,340,705	24%
001-502-522-10-10-02	Overtime	\$ 3,150	\$ 3,000	\$ 2,500	5%
001-502-522-10-10-03	Leave Sell Back	\$ 163,000	\$ 168,500	\$ 170,000	-3%
001-502-522-10-10-04	Comp	\$ -	\$ -	\$ -	0%
001-502-522-10-20-05	Med/ Dental	\$ 309,000	\$ 259,850	\$ 219,120	19%
001-502-522-10-20-06	Retirement	\$ 144,600	\$ 110,398	\$ 126,263	31%
001-502-522-10-20-07	Disability	\$ 3,320	\$ 2,730	\$ 4,764	22%
001-502-522-10-20-08	Medicare	\$ 28,500	\$ 23,146	\$ 21,770	23%
001-502-522-10-20-09	L&I	\$ 19,800	\$ 23,140	\$ 27,190	-14%
001-502-522-10-20-10	VEBA	\$ 21,000	\$ 23,275	\$ 61,149	-10%
001-502-522-10-20-13	Deferred Comp.	\$ 21,000	\$ 8,336	\$ 9,220	152%
001-502-522-10-20-14	AD&D	\$ 4,500	\$ 4,250	\$ 4,250	6%
001-502-522-10-20-15	PFMLA Tax	\$ 3,040	\$ 1,790	\$ -	70%
001-502-522-10-31-00	Supplies	\$ 26,000	\$ 26,000	\$ 23,000	0%
001-502-522-10-35-00	Small Tools & Eqpt	\$ 4,000	\$ 4,000	\$ 4,000	0%
001-502-522-10-41-01	Professional Services	\$ 155,300	\$ 95,365	\$ 68,890	63%
001-502-522-10-42-00	Communications (postage & sh	\$ 3,200	\$ 5,000	\$ 5,000	-36%
001-502-522-10-43-00	Travel	\$ 28,150	\$ 1,575	\$ 1,175	1687%
001-502-522-10-44-00	Advertising	\$ 6,900	\$ 6,900	\$ 2,100	0%
001-502-522-10-49-01	Dues	\$ 14,609	\$ 15,420	\$ 11,285	-5%
001-502-522-10-49-06	Other Misc.	\$ 20,805	\$ 20,805	\$ 10,775	0%
001-502-522-10-49-07	Service Awards	\$ 48,200	\$ 43,200	\$ 61,500	12%
001-502-522-45-49-02	Training Registration	\$ 7,300	\$ 900	\$ 900	711%
301-502-594-10-64-01	Capital Outlay- Apparatus	\$ 173,386	\$ 103,446	\$ -	\$ 1
303-502-522-10-35-00	Tools & Eqpt- Computers & Mo	\$ -	\$ 104,109	\$ 77,591	-100%
303-502-522-10-35-01	Computer Replacements	\$ 60,000			
303-502-522-10-35-02	Monitors	\$ 25,324			
303-502-522-10-35-03	Computer Software				
303-502-522-10-35-04	Admin Computers & Monitors				
303-502-522-10-35-05	Misc. Eqpt. Allowance	\$ 29,851			
303-502-594-10-64-01	Cap. Outlay	\$ -	\$ 78,287	\$ -	-100%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>FINANCE &amp; HUMAN RESOURCES - 503</b>		<b>\$ 2,362,531</b>	<b>\$ 1,943,360</b>	<b>\$ 1,670,554</b>	<b>22%</b>
001-503-522-10-10-01	Regular Wages	\$ 1,475,200	\$ 1,236,391	\$ 1,055,149	19%
001-503-522-10-10-02	Overtime	\$ 13,600	\$ 7,500	\$ 6,000	81%
001-503-522-10-10-03	Leave Sell Back	\$ 174,900	\$ 133,500	\$ 109,200	31%
001-503-522-10-10-04	Comp	\$ 1,300	\$ 1,200	\$ 850	8%
001-503-522-10-20-05	Med/ Dental	\$ 359,000	\$ 252,000	\$ 224,350	42%
001-503-522-10-20-06	Retirement	\$ 172,900	\$ 152,693	\$ 158,961	13%
001-503-522-10-20-07	Disability	\$ 4,000	\$ 2,800	\$ 5,882	43%
001-503-522-10-20-08	Medicare	\$ 25,300	\$ 22,493	\$ 17,252	12%
001-503-522-10-20-09	L&I	\$ 4,900	\$ 4,900	\$ 3,600	0%
001-503-522-10-20-10	VEBA	\$ 10,500	\$ 12,000	\$ 29,338	-13%
001-503-522-10-20-13	Deferred Comp.	\$ 38,300	\$ 32,152	\$ 26,302	19%
001-503-522-10-20-14	AD&D	\$ 2,000	\$ 1,070	\$ 1,070	87%
001-503-522-10-20-15	PFMLA Tax	\$ 3,450	\$ 2,300	\$ -	50%
001-503-522-10-43-00	Travel	\$ 27,950	\$ 23,725	\$ 5,250	18%
001-503-522-10-45-00	Rentals	\$ 4,000	\$ 4,000	\$ -	0%
001-503-522-10-49-01	Miscellaneous, Dues	\$ 1,964	\$ 1,900	\$ 1,500	3%
001-503-522-10-49-06	Other Misc	\$ 12,642	\$ 17,108	\$ 4,000	-26%
001-503-522-45-49-02	Training Registration	\$ 30,625	\$ 35,628	\$ 21,850	-14%
303-503-522-10-35-00	Tools & Eqpt	\$ -	\$ -	\$ -	0%
303-503-594-10-64-01	Cap. Outlay Computer Software/ Licensing				0%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>FIRE SUPPRESSION - 504</b>		<b>\$ 41,492,846</b>	<b>\$ 37,251,579</b>	<b>\$ 34,722,718</b>	<b>11%</b>
001-504-522-20-10-01	Regular wages	\$ 20,785,000	\$ 17,930,193	\$ 18,374,338	16%
001-504-522-20-10-02	Overtime	\$ 3,749,449	\$ 4,584,768	\$ 2,578,476	-18%
001-504-522-20-10-03	Leave Sell Back	\$ 1,415,100	\$ 1,466,300	\$ 1,701,100	-3%
001-504-522-20-10-04	Comp	\$ 367,000	\$ 271,000	\$ 132,100	35%
001-504-522-20-20-05	Med/ Dental	\$ 4,466,000	\$ 3,975,000	\$ 3,974,625	12%
001-504-522-20-20-06	Retirement	\$ 1,402,700	\$ 1,199,769	\$ 1,289,362	17%
001-504-522-20-20-07	Disability	\$ 51,800	\$ 46,000	\$ 86,201	13%
001-504-522-20-20-08	Medicare	\$ 381,700	\$ 326,946	\$ 327,066	17%
001-504-522-20-20-09	L&I	\$ 1,401,200	\$ 1,245,000	\$ 740,000	13%
001-504-522-20-20-10	VEBA	\$ 6,700	\$ 23,850	\$ 59,839	-72%
001-504-522-20-20-13	Deferred Comp.	\$ 1,193,600	\$ 993,772	\$ 840,468	20%
001-504-522-20-20-14	AD&D	\$ 5,000	\$ 4,450	\$ 4,450	12%
001-504-522-20-20-15	PFMLA Tax	\$ 53,010	\$ 33,300	\$ -	59%
001-504-522-20-31-01	Operating Supplies	\$ 75,000	\$ 70,000	\$ 47,000	7%
001-504-522-20-31-03	SCBA Supplies	\$ 5,000	\$ 4,000	\$ 1,000	25%
001-504-522-20-31-07	Uniforms	\$ 199,850	\$ 180,550	\$ 177,800	11%
001-504-522-20-31-10	Bunker Gear Supplies	\$ 50,000	\$ 30,000	\$ 35,000	67%
001-504-522-20-32-00	Fuel	\$ 195,600	\$ 132,000	\$ 132,000	48%
001-504-522-20-35-00	Small Tools & Eqpt.	\$ 155,000	\$ 225,000	\$ 182,000	-31%
001-504-522-20-41-01	Air Monitoring & Gas Calibration	\$ 10,000	\$ 8,580	\$ 9,310	17%
001-504-522-20-41-02	Hose Testing	\$ 20,000	\$ 15,000	\$ 12,000	33%
001-504-522-20-48-02	Repair & Maint. - Power Eqpt.	\$ 56,500	\$ 53,500	\$ 56,500	6%
001-504-522-20-48-11	Repair & maint.- Bunker Gear	\$ 32,000	\$ 56,000	\$ 32,000	-43%
001-504-522-20-48-12	SCBA Repair & Maintenance	\$ 7,000	\$ 7,000	\$ 7,000	0%
001-504-522-20-49-01	Command Veh. - Cost Share D	\$ -	\$ -	\$ -	0%
001-504-522-20-49-02	Regional Cost Share - Spec. Op	\$ 42,500	\$ 42,500	\$ 30,500	0%
001-504-522-20-49-04	Misc.	\$ 3,700	\$ 3,700	\$ 5,100	0%
001-504-528-00-41-00	Dispatch -SNO911	\$ 199,320	\$ 225,065	\$ 218,050	-11%
001-504-528-00-41-02	Dispatch - 800 MHz	\$ -	\$ 4,203	\$ 4,203	-100%
300-504-594-22-75-04	Capital Outlay - D3 Apparatus/ Vehicles				#DIV/0!
301-504-594-22-64-02	Capital Outlay - Apparatus/ Veh	\$ 4,658,947	\$ 3,479,392	\$ 2,966,077	34%
301-504-594-22-75-02	Cap. Lease Ladder Truck - Pri	\$ 110,849	\$ 107,621	\$ 104,486	3%
301-504-594-22-75-04	Capital Lease Prin. D3 Engine	\$ -	\$ -	\$ 97,063	#DIV/0!
301-504-594-22-83-02	Cap. Leases Int. Ladder	\$ 6,751	\$ 9,979	\$ 13,114	-32%
301-504-594-22-83-04	Cap. Leases Int. D3 Engine	\$ -	\$ -	\$ 2,923	#DIV/0!
303-504-522-20-35-00	Hose & Hose Appliances	\$ 86,664	\$ 184,140	\$ 81,689	-53%
303-504-522-20-35-01	Cylinders	\$ -	\$ -	\$ -	0%
303-504-522-20-35-02	Radios/Radio Chargers	\$ -	\$ -	\$ -	0%

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303-504-522-20-35-04	New Bunker Gear	\$	236,446	\$	151,889	\$	147,465	56%
303-504-522-20-35-05	Face Pieces	\$	-	\$	-	\$	-	0%
303-504-522-20-35-06	Data Modems	\$	-	\$	-	\$	-	0%
303-504-522-20-35-07	Ballistic Vests	\$	-	\$	-	\$	-	0%
303-504-522-20-35-08	Stokes Baskets	\$	-	\$	-	\$	-	0%
303-504-591-20-70-00	MDT Computers	\$	63,460	\$	61,612	\$	59,817	3%
303-504-594-20-64-01	Hydraulic Rescue Tools	\$	-	\$	-	\$	-	0%
303-504-594-20-64-02	Capital Outlay -Fit Test Machine	\$	-	\$	-	\$	-	0%
303-504-594-20-64-03	Compressors	\$	-	\$	-	\$	106,827	0%
303-504-594-20-64-04	Scott SCBA	\$	-	\$	-	\$	-	0%
303-504-594-20-64-05	Cylinders	\$	-	\$	-	\$	-	0%
303-504-594-20-64-06	Thermal Imaging Cameras	\$	-	\$	50,000	\$	-	-100%
303-504-594-20-64-07	Rescue 42s (Extrication Eqpt.)	\$	-	\$	-	\$	-	0%
303-504-594-20-64-08	Drone Eqpt.	\$	-	\$	-	\$	-	0%
303-504-594-20-64-09	Polytector	\$	-	\$	-	\$	-	0%
303-504-594-20-64-10	Air Bag Kits	\$	-	\$	-	\$	-	0%
303-504-594-20-64-11	Night Vision Goggles	\$	-	\$	-	\$	-	0%
303-504-594-20-64-12	Fit Test Machines	\$	-	\$	-	\$	30,768	0%
303-504-594-20-64-13	Gas Monitors	\$	-	\$	24,500	\$	55,000	-100%
303-504-594-20-64-14	Outboard Motor	\$	-	\$	-	\$	-	0%
303-504-594-20-64-15	Boat Lift & Cover	\$	-	\$	25,000	\$	-	-100%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>PREVENTION (CRR) - 505</b>		<b>\$ 1,413,595</b>	<b>\$ 1,036,229</b>	<b>\$ 1,417,155</b>	<b>36%</b>
001-505-522-30-10-01	Regular wages	\$ 793,500	\$ 481,434	\$ 834,446	65%
001-505-522-30-10-02	Overtime	\$ 76,000	\$ 149,000	\$ 15,000	-49%
001-505-522-30-10-03	Leave Sell Back	\$ 103,300	\$ 50,060	\$ 132,740	106%
001-505-522-30-10-04	Comp	\$ 4,300	\$ 4,000	\$ 550	8%
001-505-522-30-20-05	Med/ Dental	\$ 141,000	\$ 115,890	\$ 149,075	22%
001-505-522-30-20-06	Retirement	\$ 66,300	\$ 50,754	\$ 76,470	31%
001-505-522-30-20-07	Disability	\$ 1,900	\$ 1,280	\$ 3,546	48%
001-505-522-30-20-08	Medicare	\$ 14,300	\$ 10,094	\$ 14,187	42%
001-505-522-30-20-09	L&I	\$ 33,100	\$ 16,160	\$ 21,800	105%
001-505-522-30-20-10	VEBA	\$ 3,000	\$ 3,005	\$ 22,088	0%
001-505-522-30-20-13	Deferred Comp.	\$ 36,300	\$ 17,773	\$ 17,446	104%
001-505-522-30-20-14	AD&D	\$ 1,800	\$ 1,800	\$ 1,800	0%
001-505-522-30-20-15	PFMLA Tax	\$ 1,970	\$ 960	\$ -	105%
001-505-522-30-31-00	Operating Supplies	\$ 6,100	\$ 5,100	\$ 1,050	20%
001-505-522-30-31-02	GIS Supplies	\$ -	\$ -	\$ -	0%
001-505-522-30-35-00	Small Tools & Eqpt.	\$ 22,000	\$ 25,700	\$ 7,000	-14%
001-505-522-30-41-00	Professional Services	\$ 15,000	\$ 17,500	\$ 33,000	-14%
001-505-522-30-43-00	Travel	\$ 8,000	\$ 4,500	\$ 2,100	78%
001-505-522-30-49-00	Miscellaneous	\$ -	\$ -	\$ -	0%
001-505-522-30-49-02	Dues & Subscriptions	\$ 6,975	\$ 7,285	\$ 8,647	-4%
001-505-522-30-49-04	Software Licensing	\$ 26,150	\$ 10,450	\$ 22,069	150%
001-505-522-45-49-02	Training Registration	\$ 12,600	\$ 8,700	\$ 5,867	45%
301-505-594-22-64-01	Capital Outlay Apparatus	\$ -	\$ -	\$ -	#DIV/0!
303-505-522-30-35-00	GIS Workstation Monitors	\$ -	\$ -	\$ 8,000	#DIV/0!
303-505-522-30-64-00	Capital Outlay- Software	\$ -	\$ 17,000	\$ -	-100%
303-505-522-30-64-01	Knox Secure Devices & Knox E	\$ 40,000	\$ 31,784	\$ 40,274	26%
303-505-522-30-64-02	GIS Printer	\$ -	\$ 6,000	\$ -	-100%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>TRAINING - 506</b>		<b>\$ 2,791,733</b>	<b>\$ 2,614,008</b>	<b>\$ 2,108,657</b>	<b>7%</b>
001-506-522-45-10-01	Regular wages	\$ 830,300	\$ 1,027,387	\$ 806,979	-19%
001-506-522-45-10-02	Overtime	\$ 50,000	\$ 26,000	\$ 60,000	92%
001-506-522-45-10-03	Leave Sell Back	\$ 134,600	\$ 179,000	\$ 156,400	-25%
001-506-522-45-10-04	Comp	\$ 7,000	\$ 6,200	\$ 5,320	13%
001-506-522-45-20-05	Med/ Dental	\$ 191,000	\$ 156,000	\$ 144,575	22%
001-506-522-45-20-06	Retirement	\$ 59,000	\$ 70,697	\$ 64,564	-17%
001-506-522-45-20-07	Disability	\$ 1,720	\$ 1,700	\$ 3,469	1%
001-506-522-45-20-08	Medicare	\$ 14,900	\$ 18,105	\$ 14,819	-18%
001-506-522-45-20-09	L&I	\$ 33,500	\$ 27,500	\$ 26,600	22%
001-506-522-45-20-10	VEBA	\$ 3,900	\$ 6,670	\$ 12,225	-42%
001-506-522-45-20-13	Deferred Comp.	\$ 45,400	\$ 31,016	\$ 25,060	46%
001-506-522-45-20-14	AD&D	\$ 2,100	\$ 1,700	\$ 1,700	24%
001-506-522-45-20-15	PFMLA Tax	\$ 1,950	\$ 1,630	\$ -	20%
001-506-522-45-31-02	Operating Supplies	\$ 1,200	\$ 1,200	\$ 500	0%
001-506-522-45-31-03	Miscellaneous supplies	\$ 56,351	\$ 56,351	\$ 45,826	0%
001-506-522-45-34-00	Inventory	\$ 13,151	\$ 5,648	\$ 5,648	133%
001-506-522-45-35-00	Small Tools & Eqpt.	\$ 188,043	\$ 115,552	\$ 79,593	63%
001-506-522-45-41-01	Professional Services	\$ 21,000	\$ 6,500	\$ 15,000	223%
001-506-522-45-41-03	Chaplain Training	\$ 1,500	\$ 2,000	\$ 750	-25%
001-506-522-45-43-00	Travel	\$ 126,125	\$ 85,565	\$ 22,000	47%
001-506-522-45-45-00	Rentals- Testing Facility	\$ 75,900	\$ 65,900	\$ 48,700	15%
001-506-522-45-49-00	Software Subscriptions & Licen	\$ 35,450	\$ 31,150	\$ 30,700	14%
001-506-522-45-49-01	Dues	\$ 750	\$ 750	\$ 750	0%
001-506-522-45-49-02	Registration	\$ 230,350	\$ 244,600	\$ 218,945	-6%
001-506-522-45-49-03	EMT CBT	\$ -	\$ -	\$ 12,700	0%
001-506-522-45-49-04	Simulator Warranty	\$ 15,125	\$ 15,125	\$ 15,125	0%
001-506-522-45-49-05	IFSAC testing	\$ 13,400	\$ 13,400	\$ 60,000	0%
001-506-522-45-49-06	Hazmat	\$ 16,500	\$ -	\$ -	0%
001-506-522-45-49-09	HR Training	\$ -	\$ -	\$ 9,115	0%
001-506-522-45-49-10	Tuition	\$ 60,000	\$ 60,000	\$ 60,000	0%
001-506-522-45-49-19	Promotional Testing	\$ -	\$ -	\$ 5,192	0%
001-506-522-45-49-23	Career Academy	\$ 360,000	\$ 128,000	\$ 64,000	181%
001-506-522-45-49-26	Rescue Swimmer Training & Ce	\$ 200	\$ 200	\$ 200	0%
001-506-522-45-49-32	CE Training for Peer Support	\$ -	\$ -	\$ 6,300	#DIV/0!
001-506-522-45-49-37	PM Training - Harborview	\$ 110,300	\$ 40,500	\$ 40,500	172%
001-506-522-45-49-43	Training Consortium	\$ 20,000	\$ 20,000	\$ 26,600	0%
301-506-594-45-64-01	Capital Outlay - Apparatus	\$ 69,002	\$ 151,000	\$ -	-54%
303-506-522-45-35-00	Tools & Eqpt.	\$ 2,016	\$ 3,914	\$ 3,801	-48%
303-506-594-45-64-00	Capital Outlay	\$ -	\$ 13,048	\$ 15,000	-100%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>LOGISTICS- (FACILITIES) - 507</b>		<b>\$ 10,048,362</b>	<b>\$ 12,000,970</b>	<b>\$ 3,529,407</b>	<b>-16%</b>
001-507-522-45-49-02	Training Registration	\$ 10,500	\$ 10,500	\$ 8,000	0%
001-507-522-50-10-01	Regular wages	\$ 635,800	\$ 580,236	\$ 303,268	10%
001-507-522-50-10-02	Overtime	\$ 2,400	\$ 2,400	\$ 1,800	0%
001-507-522-50-10-03	Leave Sell Back	\$ 57,200	\$ 12,000	\$ 16,300	377%
001-507-522-50-10-04	Comp	\$ -	\$ -	\$ 620	#DIV/0!
001-507-522-50-20-05	Med/ Dental	\$ 138,000	\$ 105,155	\$ 59,900	31%
001-507-522-50-20-06	Retirement	\$ 59,400	\$ 62,059	\$ 43,444	-4%
001-507-522-50-20-07	Disability	\$ 1,550	\$ 1,550	\$ 2,311	0%
001-507-522-50-20-08	Medicare	\$ 10,100	\$ 9,806	\$ 4,640	3%
001-507-522-50-20-09	L&I	\$ 5,880	\$ 5,950	\$ 1,600	-1%
001-507-522-50-20-10	VEBA	\$ 11,200	\$ 11,960	\$ 6,088	-6%
001-507-522-50-20-13	Deferred Comp.	\$ 7,700	\$ 7,521	\$ 5,672	2%
001-507-522-50-20-14	AD&D	\$ 1,500	\$ 890	\$ 450	69%
001-507-522-50-20-15	PFMLA Tax	\$ 1,340	\$ 840	\$ -	60%
001-507-522-50-31-00	Operating Supplies	\$ 75,000	\$ 75,000	\$ 75,000	0%
001-507-522-50-35-00	Small Tools & Equipment	\$ 90,000	\$ 80,000	\$ 62,000	13%
001-507-522-50-41-00	Professional Services	\$ 260,400	\$ 258,400	\$ 258,400	1%
001-507-522-50-43-00	Travel	\$ 8,000	\$ 3,760	\$ 3,760	113%
001-507-522-50-45-00	Rentals	\$ 7,000	\$ 4,000	\$ 4,000	75%
001-507-522-50-47-01	Electric	\$ 125,000	\$ 125,000	\$ 125,000	0%
001-507-522-50-47-02	Water	\$ 40,000	\$ 40,000	\$ 40,000	0%
001-507-522-50-47-03	Gas/Propane	\$ 80,000	\$ 72,000	\$ 72,000	11%
001-507-522-50-47-04	Refuse	\$ 52,500	\$ 52,500	\$ 52,500	0%
001-507-522-50-48-00	Repair & Maintenance	\$ 483,500	\$ 473,349	\$ 489,350	2%
001-507-522-50-49-00	Misc.	\$ 24,000	\$ 24,000	\$ 16,600	0%
001-507-522-50-49-02	Dues & Subscriptions	\$ 200	\$ 200	\$ 200	0%
001-507-522-50-49-04	Software Licensing	\$ 14,000	\$ 13,950	\$ 13,950	0%
001-507-594-50-63-00	Capital Outlay	\$ -	\$ -	\$ -	0%
200-507-591-22-71-01	Principal Stn. Improvem't. Bonds	\$ -	\$ -	\$ 175,000	#DIV/0!
200-507-591-22-71-02	Admin Bldg. Bonds - Principal	\$ 157,000	\$ 154,000	\$ 150,000	2%
200-507-591-89-71-02	Principal Bonds Station 33	\$ 200,000	\$ 195,000	\$ 190,000	3%
200-507-592-22-83-01	Interest Stn. Improvem't. Bonds	\$ -	\$ -	\$ 7,000	#DIV/0!
200-507-592-89-83-02	Interest Bonds - Station 33	\$ 121,625	\$ 127,475	\$ 133,175	-5%
200-507-592-89-83-03	Admin Bldg. Bonds - Interest	\$ 36,030	\$ 39,602	\$ 43,082	-9%
300-507-522-50-47-00	Admin Bldg. Utilities	\$ 26,910	\$ 26,910	\$ 26,910	0%
300-507-522-50-48-00	Maintenance	\$ 148,000	\$ 148,000	\$ 148,000	0%
300-507-592-41-18-00	Bond Issuance Costs	\$ -	\$ -	\$ -	0%
300-507-594-50-62-00	New Construction	\$ 6,000,000	\$ 5,161,800	\$ -	16%



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300-507-594-50-62-01	Other Improvements	\$ -	\$ 465,533	\$ 223,922	-100%
300-507-594-50-62-31	Stn. Improvements -31	\$ 744,296	\$ 39,233	\$ 14,850	1797%
300-507-594-50-62-32	Stn. Improvements -32	\$ -	\$ 286,197	\$ 52,443	-100%
300-507-594-50-62-33	Stn. Improvements -33	\$ -	\$ -	\$ -	0%
300-507-594-50-62-71	Stn Improvements - 71	\$ 18,293	\$ 1,683,731	\$ 24,066	-99%
300-507-594-50-62-72	Stn Improvements - 72	\$ 105,992	\$ 18,000	\$ 19,000	489%
300-507-594-50-62-74	Logistics Bldg	\$ 50,000	\$ -	\$ 58,213	0%
300-507-594-50-62-76	Stn Improvements -76	\$ -	\$ -	\$ 32,000	0%
300-507-594-50-62-77	Stn Improvements -77	\$ -	\$ 96,572	\$ 14,000	-100%
300-507-594-50-62-81	Stn Improvements - 81	\$ 43,028	\$ 137,901	\$ 193,364	-69%
300-507-594-50-62-82	Stn Improvements - 82	\$ -	\$ 337,940	\$ 145,638	-100%
300-507-594-50-62-83	Stn Improvements - 83	\$ -	\$ 933,652	\$ 97,883	-100%
300-507-594-50-62-84	Stn Improvements - 84	\$ -	\$ -	\$ 12,000	0%
300-507-594-50-63-00	Capital Outlay	\$ -	\$ -	\$ -	0%
300-007-597-00-00-01	Transfer to Bond Fund	\$ -	\$ -	\$ -	0%
301-507-594-22-64-02	Capital Outlay - Apparatus / Veh	\$ 100,000	\$ 82,400	\$ 20,000	21%
303-507-522-50-35-00	Station Furniture/ Chairs	\$ 12,668	\$ 12,299	\$ 11,941	3%
303-507-522-50-35-01	Station Mattresses & Boxspring	\$ 19,669	\$ 19,096	\$ 18,540	3%
303-507-522-50-35-02	Other Equipment	\$ 2,681	\$ 2,603	\$ 2,527	3%
303-507-522-50-35-03	Station Extractors	\$ -	\$ -	\$ -	0%
303-507-594-50-63-00	Station Capital Equipment- Loc	\$ 60,000	\$ -	\$ 49,000	#DIV/0!

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>PART TIME - 508</b>		<b>\$ 29,365</b>	<b>\$ 109,570</b>	<b>\$ 617,715</b>	<b>-73%</b>
001-508-522-20-10-01	Wages	\$ 16,425	\$ 76,000	\$ 457,276	-78%
001-508-522-20-20-06	Retirement	\$ 750	\$ 5,600	\$ 54,017	-87%
001-508-522-20-20-08	Medicare	\$ 420	\$ 1,200	\$ 6,600	-65%
001-508-522-20-20-09	L & I	\$ 5,900	\$ 13,000	\$ 63,250	-55%
001-508-522-20-20-10	VEBA	\$ -	\$ 3,300	\$ 26,272	-100%
001-508-522-20-20-14	AD&D	\$ 600	\$ 5,100	\$ 5,100	-88%
001-508-522-20-20-15	PFMLA Tax	\$ 70	\$ 170	\$ -	-59%
001-508-522-20-20-16	Life Insurance	\$ -	\$ -	\$ -	0%
001-508-522-20-49-00	Chaplain Dues	\$ 5,200	\$ 5,200	\$ 5,200	0%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>AID &amp; RESCUE - 509</b>		<b>\$ 13,585,561</b>	<b>\$ 13,629,566</b>	<b>\$ 13,836,101</b>	<b>0%</b>
001-509-522-20-10-01	Regular Wages	\$ 6,404,600	\$ 6,370,000	\$ 6,618,809	1%
001-509-522-20-10-02	Overtime	\$ 1,050,182	\$ 927,298	\$ 1,021,504	13%
001-509-522-20-10-03	Leave Sell Back	\$ 294,000	\$ 440,000	\$ 524,120	-33%
001-509-522-20-10-04	Comp Time	\$ 74,000	\$ 59,000	\$ 42,700	25%
001-509-522-20-20-05	Med/ Dental	\$ 1,291,000	\$ 1,398,000	\$ 1,397,750	-8%
001-509-522-20-20-06	Retirement	\$ 416,200	\$ 412,000	\$ 452,375	1%
001-509-522-20-20-07	Disability	\$ 13,600	\$ 14,500	\$ 28,131	-6%
001-509-522-20-20-08	Medicare	\$ 113,800	\$ 112,600	\$ 115,062	1%
001-509-522-20-20-09	L&I	\$ 307,900	\$ 318,000	\$ 226,000	-3%
001-509-522-20-20-10	VEBA	\$ 4,320	\$ 5,800	\$ 9,378	-26%
001-509-522-20-20-13	Deferred Comp.	\$ 367,700	\$ 325,000	\$ 271,511	13%
001-509-522-20-20-14	AD&D	\$ 700	\$ 700	\$ 700	0%
001-509-522-20-20-15	PFMLA Tax	\$ 15,460	\$ 11,500	\$ -	34%
001-509-522-20-31-01	Fair Supplies	\$ 1,000	\$ 600	\$ 600	67%
001-509-522-20-32-00	Fuel	\$ 198,000	\$ 132,000	\$ 132,000	50%
001-509-522-20-35-00	Small Tools & Equipment	\$ 40,315	\$ 36,050	\$ 45,067	12%
001-509-522-20-41-02	Professoinal Services	\$ 55,000	\$ 55,000	\$ 48,000	0%
001-509-522-20-41-05	Systems Design & Medicare Au	\$ 170,000	\$ 186,000	\$ 186,000	-9%
001-509-522-20-41-06	Biohazard Waste Removal	\$ 5,000	\$ 4,800	\$ 5,000	4%
001-509-522-20-41-11	Sno Co MPD & EMS	\$ 48,400	\$ 48,400	\$ 56,000	0%
001-509-522-20-41-12	Sno Co EMS	\$ -	\$ -	\$ -	0%
001-509-522-20-41-13	GEMT & Medicare Data collecti	\$ 65,000	\$ 65,000	\$ 65,000	0%
001-509-522-20-43-00	Travel	\$ 12,000	\$ 8,800	\$ -	36%
001-509-522-20-45-00	Rentals	\$ 20,000	\$ 20,000	\$ 20,000	0%
001-509-522-20-48-01	Repair & Maint - Equipment	\$ 368,000	\$ 365,500	\$ 359,500	1%
001-509-522-20-49-01	Dues	\$ 1,180	\$ 2,500	\$ 2,000	-53%
001-509-522-20-49-02	Software Subscriptions & Licen	\$ 169,750	\$ 145,000	\$ 141,036	17%
001-509-522-20-49-03	Printing & Binding	\$ -	\$ -	\$ -	0%
001-509-522-20-49-04	Other Miscellaneous	\$ 2,500	\$ 4,000	\$ 2,500	-38%
001-509-522-30-31-01	Supplies - Medications & Medic	\$ 300,000	\$ 275,000	\$ 80,000	9%
001-509-522-30-31-02	Supplies - Medical Supplies	\$ -	\$ -	\$ 252,000	#DIV/0!
001-509-522-45-49-02	Training Registration	\$ 18,700	\$ 20,300	\$ 11,000	-8%
001-509-528-00-41-00	Dispatch - SNO911	\$ 797,270	\$ 900,250	\$ 872,180	-11%
001-509-528-00-41-02	Dispatch - 800 MHz	\$ -	\$ 16,812	\$ 16,812	-100%
001-509-589-26-49-00	Transport Refunds	\$ 10,000	\$ 16,000	\$ 16,000	-38%
001-509-594-20-64-00	Capital Outlay- Earmarks	\$ -	\$ -	\$ 302,300	#DIV/0!
301-509-594-22-64-02	Capital Outlay - Apparatus / Veh	\$ -	\$ 385,130	\$ -	-100%
301-509-594-22-64-03	Capital Outlay - Ambulance	\$ 840,000	\$ 450,000	\$ -	87%

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301-509-594-22-75-03	Capital Lease - Ambulance	\$ -	\$ -	\$ -	#DIV/0!
301-509-594-22-83-01	Capital Lease - Ambulance Inte	\$ -	\$ -	\$ -	#DIV/0!
303-509-522-20-35-01	EPCR Computers	\$ -	\$ -	\$ -	0%
303-509-522-20-35-02	MSO/MSA Computers	\$ -	\$ -	\$ -	0%
303-509-522-20-35-03	AEDs	\$ -	\$ 15,914	\$ -	-100%
303-509-522-20-35-04	Oxygen Lifts	\$ -	\$ -	\$ -	0%
303-509-522-20-35-05	Data Modems	\$ -	\$ -	\$ -	0%
303-509-522-20-35-06	TV Monitor	\$ -	\$ -	\$ -	0%
303-509-522-20-35-07	CPAP Machines	\$ -	\$ -	\$ -	0%
303-509-522-20-35-09	Dopplers	\$ -	\$ -	\$ 5,250	0%
303-509-522-20-35-10	Ultrasound	\$ -	\$ 3,000	\$ -	-100%
303-509-591-20-70-00	MDT Computers	\$ 63,460	\$ 61,612	\$ 59,817	3%
303-509-594-20-64-00	Cap. Outlay Cardiac Monitors (2	\$ -	\$ -	\$ 450,000	0%
303-509-594-20-64-02	Cap Outlay Gurneys	\$ -	\$ -	\$ -	0%
303-509-594-20-64-03	Cap Outlay Stair Chair - Retro	\$ -	\$ -	\$ -	0%
303-509-594-20-64-04	Cap. Outlay - Lucas CPR Device	\$ -	\$ -	\$ -	0%
303-509-594-20-64-05	Cap Outlay Parapak Ventilators	\$ -	\$ -	\$ -	0%
303-509-594-20-64-06	Lucas CPR Device	\$ 20,299	\$ -	\$ -	0%
303-509-594-20-64-07	Video Laryngoscopes	\$ 26,225	\$ -	\$ -	0%
303-509-594-20-64-08	Cap. Outlay - Power Load	\$ -	\$ -	\$ -	0%
303-509-594-20-64-09	Knox Med Vault	\$ -	\$ 17,500	\$ -	-100%

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>HEALTH &amp; SAFETY - 510</b>		<b>\$ 337,634</b>	<b>\$ 573,185</b>	<b>\$ 273,819</b>	<b>-41%</b>
001-510-522-20-20-15	Member Assistance Program	\$ 8,000	\$ 8,000	\$ 8,000	0%
001-510-522-20-31-01	Operating Supplies	\$ 3,500	\$ 145,000	\$ 2,700	-98%
001-510-522-20-35-01	Small Tools & Equipment	\$ 3,750	\$ 6,905	\$ 3,500	-46%
001-510-522-20-41-01	Screening & Testing	\$ 21,425	\$ 24,425	\$ 20,800	-12%
001-510-522-20-41-06	Annual Physicals	\$ 178,200	\$ 118,000	\$ 118,000	51%
001-510-522-20-41-07	Hygenists, Safety Consultation/	\$ 11,140	\$ 9,140	\$ 1,000	22%
001-510-522-20-41-08	Mental Health Services	\$ 2,400	\$ 2,400	\$ 5,000	0%
001-510-522-20-43-00	Travel	\$ 38,125	\$ 91,625	\$ -	-58%
001-510-522-20-48-00	Repair & Maintenance	\$ 6,500	\$ 6,000	\$ 3,000	8%
001-510-522-20-49-00	Fitness Trainers	\$ 4,140	\$ 1,188	\$ 944	248%
001-510-522-45-49-00	Training Registration	\$ 15,000	\$ 31,825	\$ 3,200	-53%
001-510-522-20-49-01	Dues & Subscriptions	\$ 885	\$ 2,275	\$ 8,945	-61%
001-510-522-20-49-04	Software Subscription & Licens	\$ 6,000	\$ 88,956	\$ 62,375	-93%
<b>303-510-522-20-35-00</b>	<b>Fitness Eqpt.</b>	<b>\$ 38,569</b>	<b>\$ 37,446</b>	<b>\$ 36,355</b>	<b>3%</b>

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ACCOUNT TITLE	Description	2023 budget	2022 budget	2021 budget	VAR
<b>SHOP - 511</b>		<b>\$ 2,179,685</b>	<b>\$ 2,165,935</b>	<b>\$ 1,834,902</b>	<b>1%</b>
050-511-522-60-10-01	Regular Wages	\$ 850,000	\$ 830,000	\$ 754,134	2%
050-511-522-60-10-02	Overtime	\$ 1,800	\$ 1,800	\$ 4,000	0%
050-511-522-30-20-05	Med/ Dental	\$ 222,000	\$ 209,000	\$ 203,946	6%
050-511-522-30-20-06	Retirement	\$ 88,500	\$ 85,200	\$ 104,288	4%
050-511-522-30-20-07	Disability	\$ 8,200	\$ 8,200	\$ 8,775	0%
050-511-522-30-20-08	Medicare	\$ 12,400	\$ 12,100	\$ 10,829	2%
050-511-522-30-20-09	L&I	\$ 24,900	\$ 24,840	\$ 21,700	0%
050-511-522-30-20-11	Deferred Comp.	\$ 16,600	\$ 16,130	\$ 15,016	3%
050-511-522-60-20-14	AD&D	\$ 1,800	\$ 3,400	\$ -	-47%
050-511-522-60-20-15	PFMLA Tax	\$ 1,860	\$ 1,350	\$ -	38%
050-511-522-60-31-01	Uniforms & Protective eqpt.	\$ 2,800	\$ 2,800	\$ 2,100	0%
050-511-522-60-31-02	Vehicle Supplies	\$ 5,000	\$ 7,000	\$ 5,000	-29%
050-511-522-60-31-03	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000	0%
050-511-522-60-31-04	Hydration Supplies	\$ 500	\$ 500	\$ 500	0%
050-511-522-60-31-05	Shop Supplies	\$ 10,000	\$ 10,000	\$ 10,000	0%
050-511-522-60-32-00	Fuel	\$ 4,800	\$ 4,800	\$ 4,800	0%
050-511-522-60-34-01	Parts- Other Agencies	\$ 510,000	\$ 510,000	\$ 500,000	0%
050-511-522-60-35-00	Small Tools & Eqpt	\$ 8,000	\$ 8,000	\$ 8,000	0%
050-511-522-60-35-01	Tool Allowance	\$ 5,000	\$ 5,000	\$ 4,000	0%
050-511-522-60-41-02	Software Updates	\$ 4,400	\$ -	\$ -	#DIV/0!
050-511-522-60-41-03	Professional Services - Hazmat	\$ 2,000	\$ 2,000	\$ 2,000	0%
050-511-522-60-41-04	Laundry	\$ 5,200	\$ 5,200	\$ 5,200	0%
050-511-522-60-41-05	Vehicle Damage	\$ 1,000	\$ 1,000	\$ 1,000	0%
050-511-522-60-41-06	Drug & Alcohol Testing	\$ 500	\$ 500	\$ 500	0%
050-511-522-60-41-07	Computer Services	\$ 1,000	\$ 1,000	\$ 1,000	0%
050-511-522-60-41-08	Software Maint. Fees	\$ 23,000	\$ 9,500	\$ 4,500	142%
050-511-522-60-41-10	Professional Services -Misc.	\$ 1,000	\$ 800	\$ 800	25%
050-511-522-60-41-11	Professional Services - Occupa	\$ 1,000	\$ 1,000	\$ 1,000	0%
050-511-522-60-42-00	Communications	\$ 3,500	\$ 5,000	\$ 5,000	-30%
050-511-522-60-43-00	Travel	\$ 2,365	\$ 2,365	\$ 2,365	0%
050-511-522-60-44-00	Advertising	\$ 500	\$ 500	\$ 500	0%
050-511-522-60-45-00	Rental - Copier Expense	\$ 500	\$ 500	\$ 500	0%
050-511-522-60-48-01	Repair & Maintenance- Tools &	\$ 2,000	\$ 2,000	\$ 2,000	0%
050-511-522-60-49-01	Dues	\$ 150	\$ 150	\$ 150	0%
050-511-522-60-49-04	Other Misc.	\$ 300	\$ 300	\$ 300	0%
050-511-522-45-49-01	Training	\$ 6,200	\$ 3,000	\$ 3,000	107%
050-511-597-00-00-00	Transfers to Shop Funds	\$ 250,000	\$ 250,000	\$ 50,000	0%
050-511-597-00-00-01	Transfers to General Fund- Shd	\$ 99,910	\$ 97,000	\$ 97,000	3%
051-511-522-10-20-15	Leave Accrual buy-Out	\$ -	\$ 43,000	\$ -	-100%

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ACCOUNT	Description	2023 budget	2022 budget	2021 budget	VAR
<b>NON-DEPARTMENTAL - 512</b>		<b>\$ 14,765,358</b>	<b>\$ 15,413,327</b>	<b>\$ 8,578,079</b>	<b>-4%</b>
001-512-522-10-41-00	Labor Attorney	\$ 84,000	\$ 77,000	\$ 77,000	9%
001-512-522-10-41-02	Bank Fees	\$ 4,500	\$ 3,600	\$ 2,580	25%
001-512-522-10-41-03	Legal Services	\$ 200,000	\$ 294,000	\$ 70,000	-32%
001-512-522-10-41-12	State Auditor	\$ 28,600	\$ 28,600	\$ 28,600	0%
001-512-522-10-49-06	Rebranding	\$ 294,993	\$ 399,487	\$ 612,030	-26%
001-512-522-20-20-14	Unemployment Comp.	\$ 15,000	\$ 15,000	\$ 15,000	0%
001-512-522-41-46-00	Insurance	\$ 428,835	\$ 334,973	\$ 334,973	28%
001-512-589-10-41-04	Refund Int. - Gen Fund	\$ 10	\$ 10	\$ 10	0%
001-512-591-10-70-00	Rental - Copier Lease	\$ 25,000	\$ 25,000	\$ 23,000	0%
001-512-597-00-00-01	Transfer to Apparatus Fund	\$ 2,560,000	\$ 2,418,275	\$ 2,034,400	6%
001-512-597-00-00-02	Transfer to Retirement Reserve	\$ 1,975,500	\$ 1,975,500	\$ 1,007,000	0%
001-512-597-00-00-03	Transfer to Emergency Reserve	\$ 420,000	\$ 555,000	\$ 522,000	-24%
001-512-597-00-00-04	Transfer to Equipment Fund	\$ 1,109,660	\$ 1,109,660	\$ 1,109,660	0%
001-512-597-00-00-05	Transfer to Construction Fund	\$ 6,350,000	\$ 6,350,000	\$ 1,750,000	0%
001-512-597-00-00-06	Transfer to Bond Fund	\$ 514,655	\$ 516,077	\$ -	0%
002-512-517-20-20-01	Retirement Reserve- Back Wage	\$ -	\$ -	\$ 73,370	#DIV/0!
002-512-517-20-20-05	Retirement Health Benefits	\$ 405,600	\$ 389,410	\$ 258,898	4%
002-512-517-20-20-06	Retirement Reserve -Retiremer	\$ -	\$ -	\$ 3,827	#DIV/0!
002-512-517-20-20-08	Retirement Reserve Benefits	\$ -	\$ -	\$ 1,067	#DIV/0!
002-512-517-20-20-13	Retirement reserve- Def. Comp	\$ -	\$ -	\$ 7,500	#DIV/0!
002-512-522-10-20-15	Leave Accrual Buy-Out	\$ 329,000	\$ 901,730	\$ 524,659	-64%
004-512-597-00-00-00	PFMLA Transfers Out	\$ -	\$ -	\$ 102,500	#DIV/0!
200-512-589-10-41-01	Refund Interest - Bond Fund	\$ 5	\$ 5	\$ 5	0%
303-512-522-20-35-00	Equipment -Contingency	\$ -	\$ -	\$ -	0%
611-512-589-00-00-00	Excise Tax	\$ 20,000	\$ 20,000	\$ 20,000	0%



## 2023 Draft Budget 10-20-2022

	Description	2023 budget	2022 budget	2021 budget	VAR
<b>TECHNICAL SERVICES - 513</b>		<b>\$ 2,896,049</b>	<b>\$ 2,584,715</b>	<b>\$ 2,542,365</b>	<b>12%</b>
001-513-522-10-35-00	IT - Small Tools & Equipment	\$ 59,500	\$ 59,500	\$ 59,500	0%
001-513-522-10-41-04	IT Services	\$ 450,000	\$ 400,000	\$ 353,800	13%
001-513-522-10-42-00	Telephones- Cellular Services	\$ 95,000	\$ 95,000	\$ 276,000	0%
001-513-522-10-49-04	Software Licensing	\$ 386,720	\$ 358,720	\$ 148,721	8%
001-513-522-20-31-02	Radio supplies	\$ 20,000	\$ 20,000	\$ 20,000	0%
001-513-522-20-48-01	Repair & Maint - Apparatus	\$ 1,714,014	\$ 1,500,000	\$ 1,165,583	14%
001-513-522-20-48-03	Repair & Maint.- Radios & MDT	\$ 11,000	\$ 7,820	\$ 7,820	41%
001-513-522-45-49-00	Training Registration	\$ 2,000	\$ 2,000	\$ 2,000	0%
001-513-522-45-49-02	Dues & Subscriptions	\$ 75	\$ 75	\$ 75	0%
001-513-522-45-49-00	Other Misc	\$ -	\$ -	\$ -	#DIV/0!
001-513-522-50-42-01	Telephone Network - Internet, C	\$ 155,240	\$ 140,000	\$ 81,540	11%
001-513-522-50-43-00	Travel	\$ 2,500	\$ 1,600	\$ 1,600	56%
303-513-522-45-49-00	Software Licensing	\$ -	\$ -	\$ 425,726	#DIV/0!

## 2023 Draft Budget 10-20-2022

	Description	2023 budget	2022 budget	2021 budget	VAR
<b>SPECIAL OPERATIONS - 514</b>		<b>\$ 83,545</b>	<b>\$ 110,380</b>	<b>\$ 75,500</b>	<b>-24%</b>
001-514-522-20-31-04	Hazmat Supplies	\$ 7,000	\$ 4,950	\$ 5,000	41%
001-514-522-20-31-08	Disaster Preparedness Supplies	\$ 4,000	\$ 11,500	\$ 4,000	-65%
001-514-522-20-31-09	Rescue Swimmer Supplies	\$ 10,000	\$ 11,657	\$ 10,000	-14%
001-514-522-20-31-11	Rescue Tech PPE	\$ 6,570	\$ 6,570	\$ 7,500	0%
001-514-522-20-35-01	Wildland Gear	\$ 25,000	\$ 25,000	\$ 25,000	0%
001-514-522-20-35-02	Hazmat Team Eqpt.	\$ 5,880	\$ 5,880	\$ 1,500	0%
001-514-522-20-35-03	Rescue Swimmer Eqpt.	\$ 14,500	\$ 34,228	\$ 10,000	-58%
001-514-522-20-35-04	Tech Rescue Eqpt.	\$ 5,000	\$ 5,000	\$ 5,000	0%
001-514-522-20-45-00	Santicans	\$ 1,095	\$ 1,095	\$ 500	0%
001-514-522-20-43-01	Wildland Travel	\$ 2,000	\$ 2,000	\$ 2,000	0%
001-514-522-20-48-13	Repair & Maint. - Water Rescue	\$ 2,500	\$ 2,500	\$ 5,000	0%

## 2023 Draft Budget 10-20-2022

	Description	2023 budget	2022 budget	2021 budget	VAR
<b>PUBLIC AFFAIRS - 515</b>		<b>\$ 613,842</b>	<b>\$ 671,934</b>	<b>\$ 890,575</b>	<b>-9%</b>
001-515-522-30-10-01	Regular wages	\$ 289,500	\$ 333,118	\$ 464,010	-13%
001-515-522-30-10-02	Overtime	\$ 22,012	\$ 26,415	\$ 25,379	-17%
001-515-522-30-10-03	Leave Sell Back	\$ 10,350	\$ 20,930	\$ 76,300	-51%
001-515-522-30-10-05	Med/ Dental	\$ 67,000	\$ 78,885	\$ 81,500	-15%
001-515-522-30-10-06	Retirement	\$ 33,500	\$ 39,404	\$ 53,034	-15%
001-515-522-30-10-07	Disability	\$ 750	\$ 700	\$ 2,250	7%
001-515-522-30-10-08	Medicare	\$ 4,700	\$ 5,529	\$ 8,197	-15%
001-515-522-30-10-09	L&I	\$ 1,050	\$ 1,108	\$ 11,485	-5%
001-515-522-30-10-10	VEBA	\$ 7,320	\$ 6,000	\$ 15,140	22%
001-515-522-30-20-13	Deferred Comp.	\$ 5,500	\$ 6,845	\$ 5,510	-20%
001-515-522-30-20-14	AD&D	\$ 1,800	\$ 1,800	\$ 1,800	0%
001-515-522-30-20-15	PFMLA Tax	\$ 710	\$ 570	\$ -	25%
001-515-522-30-31-01	PIO/PEO Supplies	\$ 32,000	\$ 30,000	\$ 63,890	7%
001-515-522-30-31-02	First Aid Supplies	\$ 5,500	\$ 13,500	\$ -	-59%
001-515-522-30-35-00	Small Tools & Eqpt. - PIO	\$ 10,000	\$ 3,000	\$ 3,000	233%
001-515-522-30-41-00	Professional Services	\$ 5,000	\$ 5,000	\$ -	0%
001-515-522-30-42-01	Communications	\$ 56,500	\$ 50,500	\$ 39,500	12%
001-515-522-30-43-00	Travel- PIO	\$ 3,000	\$ 3,300	\$ 2,000	-9%
001-515-522-30-48-00	Repair & Maintenance- PIO	\$ 2,000	\$ 1,780	\$ 1,780	12%
001-515-522-30-49-01	Printing & binding	\$ 42,000	\$ 36,300	\$ 32,300	16%
001-515-522-30-49-02	Training registration- other	\$ 2,200	\$ -	\$ -	0%
001-515-522-30-49-04	Software Licensing -PIO	\$ 4,850	\$ 4,050	\$ 1,400	20%
001-515-522-30-49-06	Other Misc.	\$ 1,000	\$ 1,000	\$ 1,000	0%
001-515-522-45-49-02	Training Registration- PIO	\$ 5,600	\$ 2,200	\$ 1,100	155%



Ordinance / Resolution No. 2022-09
RCW 84.55.120

WHEREAS, the Commissioners of Snohomish Regional Fire and Rescue has met and considered its budget for the calendar year 2023; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 48,736,328.00; and,

WHEREAS, the population of this district is more than or less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 487,363.28 which is a percentage increase of 1% from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 10 day of November, 2023.

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.



Ordinance / Resolution No. 2022-10
RCW 84.55.120

WHEREAS, the Commissioners of Snohomish Regional Fire and Rescue has met and considered its budget for the calendar year 2023; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 11,328,580; and,

WHEREAS, the population of this district is more than or less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 113,285.80 which is a percentage increase of 1% from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 10 day of November, 2023.

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

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**SNOHOMISH REGIONAL FIRE AND RESCUE**

**RESOLUTION #2022-11**

**A RESOLUTION APPROVING THE 2022 BUDGET**

**WHEREAS**, The Board of Fire Commissioners have met; and have considered the financial requirements for the fire district for the year 2023, and;

**WHEREAS**, The Board of Fire Commissioners have reviewed the budget proposals submitted by staff and have made changes where appropriate;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The 2023 budget is hereby approved as submitted and attached hereto.

**ADOPTED AT A MEETING OF THE BOARD OF FIRE COMMISSIONERS, SNOHOMISH REGIONAL FIRE AND RESCUE THIS 10<sup>th</sup> DAY OF November, 2022**

\_\_\_\_\_  
Rick Edwards, Commissioner

\_\_\_\_\_  
Troy Elmore, Commissioner

\_\_\_\_\_  
Randy Fay, Commissioner

\_\_\_\_\_  
Paul Gagnon, Commissioner

\_\_\_\_\_  
Jeff Schaub, Commissioner

\_\_\_\_\_  
William Snyder, Commissioner

\_\_\_\_\_  
Jim Steinruck, Commissioner

\_\_\_\_\_  
Roy Waugh, Commissioner

\_\_\_\_\_  
Randall Woolery, Commissioner

ATTEST:

\_\_\_\_\_  
District Secretary



**SNOHOMISH REGIONAL FIRE AND RESCUE**

**RESOLUTION #2022-12**

**A RESOLUTION TO SURPLUS EQUIPMENT**

**WHEREAS**, Snohomish Regional Fire and Rescue presently owns the equipment listed on the attached Exhibit A" Equipment:"

**WHEREAS**, The District no longer has a need for the Equipment and the Equipment is surplus to the needs of the District;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The Equipment is surplus to the needs of the District.
2. The Fire Chief or designee(s) is authorized to sell or otherwise dispose of the Vehicles and Equipment using commercially reasonable methods established by the Fire Chief or designee.

**ADOPTED AT A MEETING OF THE BOARD OF FIRE COMMISSIONERS, SNOHOMISH REGIONAL FIRE AND RESCUE THIS XXX DAY OF XXX 2022.**

\_\_\_\_\_  
Rick Edwards, Commissioner

\_\_\_\_\_  
Troy Elmore, Commissioner

\_\_\_\_\_  
Randy Fay, Commissioner

\_\_\_\_\_  
Paul Gagnon, Commissioner

\_\_\_\_\_  
Jeff Schaub, Commissioner

\_\_\_\_\_  
Jim Steinruck, Commissioner

\_\_\_\_\_  
Roy Waugh, Commissioner

ATTEST:

\_\_\_\_\_  
District Secretary





## SNOHOMISH REGIONAL FIRE & RESCUE

### Appendix A

Item	Quantity	Serial #/VIN	Inventory Number	License #
Beverage air Fridge	1	N/A	3669	N/A
Snowshoes	6 pair	N/A	N/A	N/A
Veridesk	2	N/A	N/A	N/A
Fire Extinguishers	11	N/A	N/A	N/A
File Cabinet	6	N/A	N/A	N/A
Small File Drawer	3	N/A	N/A	N/A
Large File Drawer	2	N/A	N/A	N/A
Desk Hutch	1	N/A	N/A	N/A
Webber BBQ	1	N/A	N/A	N/A
Honda PPV Fan	1	GC02-2078977	N/A	N/A
Honda PPV Fan	1	GC02-3909974	D3-00775	N/A
1 3/4 Hose	27	N/A	19-25,17-10,17-19,18-016,19-07,13-23,19-12,13-37,13-1,13-40,11-02,13-41	N/A
			10-03,17-2,13-49,18-010,17-43,19-10,13-19,19-72,17-48,13-20,13-27,13-22, 13-44,17-22,13-12	
2 1/2 hose	24	N/A	00-13,19-35,19-38,19-37,95-02,10-40,09-03,00-02,12-05,10-02,12-04,16-43	N/A
			16-45,95-20,95-06,10-72,19-36,10-11,12-03,95-21,12-07,16-42,12-01,14-022	
Bunker Pants	1	1310002146	P-1403	N/A
Bunker Pants	1	1207001749	N/A	N/A
Bunker Pants	1	1307011660	P-0199	N/A
Bunker Pants	1	1307011664	P-0160	N/A
Bunker Jacket	1	1307011643	C-0240	N/A
Bunker Jacket	1	1307011655	C-0160	N/A
Bunker Jacket	1	1310002129	C-1403	N/A



## SNOHOMISH REGIONAL FIRE & RESCUE

163 Village Court,  
 Monroe, Washington 98272  
 (360) 794-7666 (Fax (360) 794-0959  
 www.firedistrict7.com

### AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and **Brian Hyatt**, a uniformed LEOFF 2 employee of the District (“Employee”).

#### **RECITALS:**

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 employee of the District having first been employed as a uniformed employee in the State of Washington on June 3, 1992, and with the District on June 3, 1992.
- C. Employee meets all the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

#### **Now based upon the above recitals it is agreed as follows:**

- 1. Employee agrees to and shall retire from the District effective on the 1<sup>st</sup> day of June 2023. In exchange for employee’s agreement to retire from the District, on the 1<sup>st</sup> day of June 2023, the District agrees to and shall pay the cost for employee’s health insurance from and after employee’s effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 10<sup>th</sup> day of November, 2023, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any merger, consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of two (2) members from Labor, two (2) members from Administration and one (1) Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

\_\_\_\_\_  
Brian Hyatt, Battalion Chief

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By: \_\_\_\_\_

Its \_\_\_\_\_



# SNOHOMISH REGIONAL FIRE & RESCUE

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 www.firedistrict7.com

## AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and **Steve Guptill**, a uniformed LEOFF 2 employee of the District (“Employee”).

### **RECITALS:**

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 employee of the District having first been employed as a uniformed employee in the State of Washington on February 1, 1993, and with the District on February 1, 1993.
- C. Employee meets all the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

### **Now based upon the above recitals it is agreed as follows:**

1. Employee agrees to and shall retire from the District effective on the 1<sup>st</sup> day of July, 2023. In exchange for employee’s agreement to retire from the District, on the 1<sup>st</sup> day of July 2023, the District agrees to and shall pay the cost for employee’s health insurance from and after employee’s effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 10<sup>th</sup> day of November, 2023, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee and is enforceable as such.

2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any merger, consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of two (2) members from Labor, two (2) members from Administration and one (1) Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

\_\_\_\_\_  
Steve Guptill, Assistant Chief

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By: \_\_\_\_\_

Its \_\_\_\_\_



# SNOHOMISH REGIONAL FIRE & RESCUE

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 Monroe, Washington 98272  
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 www.firedistrict7.com

## AGREEMENT TO PROVIDE MEDICAL BENEFITS IN EXCHANGE FOR EARLY RETIREMENT

This Agreement is entered into by and between the Snohomish Regional Fire & Rescue, a Washington Municipal Corporation (District), and **Greg Oakes**, a uniformed LEOFF 2 employee of the District (“Employee”).

### **RECITALS:**

- A. District is a Washington municipal corporation which employs several employees including employee.
- B. Employee is a uniformed LEOFF 2 employee of the District having first been employed as a uniformed employee in the State of Washington on January 13, 1992, and with the District on January 13, 1992.
- C. Employee meets all the eligibility requirements to retire. Employee is at least 53 years of age, obtained 78 years as outlined in Resolution 2019-14, vested in the LEOFF System, and otherwise eligible to retire from the District, but is not yet eligible for Medicare.
- D. Employee and District recognize that the cost of health insurance discourages many, including employee, from retiring from the District prior to Medicare eligibility.
- E. The District has determined that LEOFF 2 employees who are vested in the LEOFF System, otherwise eligible to retire, and who elect to retire from the District before Medicare eligibility, provide a cost savings to the District which can be shared with such retirees by the District providing and paying a retiree medical benefit to those individuals on the following terms and conditions.

### **Now based upon the above recitals it is agreed as follows:**

1. Employee agrees to and shall retire from the District effective on the 1<sup>st</sup> day of July 2023. In exchange for employee’s agreement to retire from the District, on the 1<sup>st</sup> day of July, 2023, the District agrees to and shall pay the cost for employee’s health insurance from and after employee’s effective date of retirement from the District, on the terms and conditions as set forth in **Resolution Number 2019-14** adopted by the Board of Commissioners on the 10<sup>th</sup> day of November, 2023, a copy of which is attached hereto as Exhibit A. Such obligation is a matter of contract between the District and Employee and is enforceable as such.



2. This agreement supersedes any effective date of the attached Resolution and shall survive its expiration. The Resolution is attached simply to show the terms and conditions of the Agreement as incorporated via Paragraphs 1-10 in said Resolution.
3. It is agreed this Contract shall survive any merger, consolidation by the District with any other District or municipality including but not limited to, mergers, contractual consolidations and participation in a regional fire authority and that the District agrees to and shall provide that such Contract is honored and effective by any consolidated entity. The District agrees not to enter any consolidation that impairs this Contract.
4. Annually the retiree shall be required to report any other insurance coverage provided to the retiree on a department Insurance Status Request form. Failure by the retiree to complete and return this form may result in the denial of future insurance coverage.
5. In the event the retiree is provided other medical insurance, including but not limited to, through other employment or spouse at no expense to the employee or spouse, the retiree shall immediately notify the District or its successor in writing of such receipt and the District or successor shall immediately cease providing medical coverage as set forth in this Agreement. In the event the retiree has available to him/her, a comparable insurance at a lower rate than the insurance provided by the District or successor, the retiree will enroll in that plan and the District or its successor will reimburse the cost of the premium up to the amount described in Exhibit A. If for any reason the retiree loses the other medical coverage as described above, he or she shall immediately notify the District or successor in writing prior to the lapsing of the coverage and the District or successor shall again provide medical coverage as set forth in **Paragraphs 5 through 8 of Exhibit A** using the formula as if the retiree had continued coverage without interruption. Failure to notify the District or its successor of the availability of other medical insurance shall subject the employee to liability and recoupment by the District or its successor for the cost of any premiums where insurance was provided by the District or its successor when the retiree had available to him/her other medical insurance as set forth above.
6. Should the retiree be denied coverage by the District or its successor, he/she shall have the right to appeal the decision to the District. The appeals board shall be comprised of two (2) members from Labor, two (2) members from Administration and one (1) Commissioner. It shall be the responsibility of the retiree to provide all documentation to validate his/her appeal.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Snohomish Regional Fire & Rescue

by and through its Board of Commissioners

\_\_\_\_\_  
Greg Oakes, Lieutenant

Agreed to and approved by the International Association of Firefighter Local 2781 to the extent required

By: \_\_\_\_\_

Its \_\_\_\_\_

**SNOHOMISH REGIONAL FIRE AND RESCUE  
RESOLUTION NO. 2022-13**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SNOHOMISH REGIONAL FIRE AND RESCUE, PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT THE ELECTION TO BE HELD WITHIN THE DISTRICT ON FEBRUARY 14, 2023 A PROPOSITION AUTHORIZING AN INCREASE IN THE NUMBER OF MEMBERS OF THE BOARD OF COMMISSIONERS FROM FIVE (5) TO SEVEN (7).

**Background:** WHEREAS, RCW 52.14.015 authorizes the increase of the members of the Board of Commissioners of a fire protection district from five (5) to seven (7) in the event such increase would be in the best interest of the District; and

WHEREAS, as the result of a succession of mergers the Board of Commissioners is currently composed of seven members but such number will be reduced to five pursuant to RCW 52.06.085; and

WHEREAS, it is the opinion of the members of the Board of Commissioners that establishing a seven member board by increasing the permissible size of the Board from five (5) to seven (7) commissioners would provide better representation of the citizens; and

WHEREAS, it is the opinion of the Board of Commissioner that it would be in the best interests of the District to increase the number of commissioner positions from five (5) to seven (7) and that such a proposal should be presented to the voters of the District;

**Resolution:** NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Snohomish County Fire Protection No. 5 as follows:

**Section 1.** There shall be submitted to the qualified electors of the district for their ratification or rejection, at the election on February 14, 2023, the question of whether or not the Board of Commissioners of Snohomish Regional Fire and Rescue shall be increased from five (5) positions to seven (7) positions. The Board of Commissioners hereby requests that the Auditor of Snohomish, as ex-officio Supervisor of Elections, call such special election, and to submit the following proposition at such election, in the form of a ballot titled substantially as follows:

Name of Jurisdiction: Snohomish Regional Fire and Rescue  
 Proposition #: Proposition No. 1  
 Short Title: Increase Size of Board of Commissioners from five to seven positions.

Ballot Title: Shall the Board of Commissioners of Snohomish Regional Fire and Rescue be increased from five (5) positions to seven (7) positions?

Yes \_\_\_\_\_

No \_\_\_\_\_

**Section 2.** In accordance with RCW 52.14.015, the ballot measure shall require approval of a simple majority of voters.

**Section 3.** The Board of Commissioners finds and declares that it is in the best interest of the District to have information regarding the ballot measure included in the local voters' pamphlet. Furthermore, that the appropriate costs thereof shall be paid for by the District. The Board of Commissioners further authorizes and directs the Fire Chief to seek to appoint members to a committee to advocate voters' approval of the proposition and to a committee to prepare arguments advocating voters' rejection of the proposition and to provide such additional information, to the County Elections department as necessary to that end.

**Section 4.** For purposes of receiving notice of any matters related to the ballot title, as provided in RCW 29A.36.080, the Board hereby designates the Fire Chief and legal counsel as the individuals to whom the County Auditor shall provide such notice.

**Section 5.** The Chief is authorized to implement such administrative procedures as may be necessary to carry out the directives of this resolution, including modifying the text of the ballot title and any other text, language and/or descriptions relative thereto necessary to conform such ballot title, text, language and/or descriptions to the intent of the parties, consistent with the objectives of this resolution

**Section 6.** The Chief, or designee, is hereby authorized and directed, no later than December 16, 2022 to provide to the Auditors of Snohomish County, as ex-officio Supervisor of Elections, a certified copy of this resolution and the proper District officials are authorized to perform such other duties or take such other actions as are necessary or required by law to the end that the proposition described in this resolution appear on the ballot before the voters at the February 14, 2023 election.

**Section 7.** If any section, subsection, paragraph, sentence, clause or phrase of this resolution is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this resolution.

**Section 8.** Any act consistent with the authority and prior to the effective date of this resolution is hereby ratified and affirmed.

**Section 9.** This resolution shall take effect and be in force immediately upon its passage.

**Adoption:** ADOPTED by the Board of Commissioners of Snohomish Regional Fire and Rescue at an open public meeting of such Board on the \_\_\_\_\_ day of \_\_\_\_\_, 2022 the following Commissioners being present and voting for the resolution:

\_\_\_\_\_  
Rick Edwards, Commissioner

\_\_\_\_\_  
Troy Elmore, Commissioner

\_\_\_\_\_  
Randy Fay, Commissioner

\_\_\_\_\_  
Paul Gagnon, Commissioner

\_\_\_\_\_  
Jeff Schaub, Commissioner

\_\_\_\_\_  
Jim Steinruck, Commissioner

\_\_\_\_\_  
Roy Waugh, Commissioner

ATTEST:

\_\_\_\_\_  
District Secretary

DRAFT



# NEW BUSINESS

## ACTION





# EXECUTIVE SESSION

