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**COMMISSIONER  
BOARD MEETING**

**April 22, 2021**

**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 AND RESCUE**

Fire District 7 Station 31 Training Room/ Via Blue Jeans  
163 Village Court, Monroe, WA 98272  
April 22, 2021 1730 hours

**CALL TO ORDER**

**PUBLIC COMMENT**

**UNION COMMENT**

IAFF  
Teamsters

**CHIEFS REPORT**

**CONSENT AGENDA**

**Approve Vouchers**

Benefit Vouchers: 21-00601 - 21-00624; (\$561,409.09)  
Benefit Vouchers: 21-00754 to 21-00761; (\$575,216.97)  
AP Vouchers: 21-00762 to 21-00855; (\$506,194.00)

**Approval of Payroll**

April 15, 2021 \$1,013,989.68

**Approval of Minutes**

Approve Regular Board Meeting Minutes –April 8, 2021

**CORRESPONDENCE**

Medic 76 Letter of Recognition

**OLD BUSINESS**

**Discussion**

Commissioner Positions

**Action**

Station 83 – AIA agreement Revision

**NEW BUSINESS**

**Discussion**

**Action**



### **COMMISSIONER COMMITTEE REPORTS**

Joint Fire Board with Mill Creek (**Fay**/Elmore/Waugh)  
 Finance Committee (**Elmore**/Snyder/Waugh/ Woolery)  
 Policy Committee (**Woolery**/ Elmore/Edwards/Schaub)  
 Labor/Management (**Waugh**/Elmore/Fay)  
 Shop Committee (**Snyder**/Edwards / Gagnon/Woolery)  
 Strategic Plan Committee  
 (**Schaub**/Fay/Snyder/Steinruck)  
 Capital Facilities Committee (**Snyder**/Gagnon/Schaub/  
 Woolery)  
 Government Liaisons:  
     Lake Stevens (Gagnon/Steinruck)  
     Monroe (Edwards/Snyder/Woolery)  
     Mill Creek (Elmore/Fay)  
     Legislative (Elmore/Schaub)

### **OTHER MEETINGS ATTENDED**

Snohomish County 911 (Waugh)  
 Leadership Meeting (Fay/Schaub)  
 Sno-Isle Commissioner Meeting (Fay)

### **GOOD OF THE ORDER**

### **ATTENDANCE CHECK**

Regular Commissioner Meeting, May 13, 2021 at 1730 - Station 31 Training Room/BlueJeans

### **EXECUTIVE SESSION**

### **ADJOURNMENT**

<b>Committee</b>	<b>Chair</b>	<b>Last Mtg</b>	<b>Next</b>
Mill Creek	Fay		TBD
Finance	Elmore	3/23/21	TBD
Labor/Management	Waugh	5/3/21	6/7/21
Strategic Planning	Schaub	4/1/21	TBD
Capital Facilities	Snyder	4/19/21	5/10/21
Sno Cnty 911	Waugh	4/15/21	5/20/21
Leadership	Schaub	3/24/21	6/2/21
Sno-Isle Commr.	Fay	4/1/21	5/6/21
Revenue Planning		4/14/21	



# **FIRE CHIEF REPORT**

# CONSENT AGENDA

# Snohomish County Fire District #7 Claims Voucher Summary

04/07/2021

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
21-00601	IAFF LOCAL 2781		485.00
21-00602	IAFF LOCAL 2781		487.50

**Page Total** 972.50

**Cumulative Total** 972.50

# Snohomish County Fire District #7

04/07/2021

## Claims Voucher Summary

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
21-00603	IAFF LOCAL 2781		3,882.45
21-00604	IAFF LOCAL 2781		3,902.36

<b>Page Total</b>	7,784.81
<b>Cumulative Total</b>	7,784.81

# Snohomish County Fire District #7 Claims Voucher Summary

04/07/2021

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
21-00605	IAFF LOCAL 2781		500.00
21-00606	IAFF LOCAL 2781		502.50

	<b>Page Total</b>	1,002.50
	<b>Cumulative Total</b>	1,002.50

# Snohomish County Fire District #7

04/07/2021

## Claims Voucher Summary

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
21-00607	IAFF LOCAL 2781		804.00
21-00608	IAFF LOCAL 2781		808.00

<b>Page Total</b>	1,612.00
<b>Cumulative Total</b>	1,612.00

# Snohomish County Fire District #7

04/07/2021

## Claims Voucher Summary

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
21-00609	IAFF LOCAL 2781		7,773.50
21-00610	IAFF LOCAL 2781		7,817.92

<b>Page Total</b>	15,591.42
<b>Cumulative Total</b>	15,591.42

## Snohomish County Fire District #7 Claims Voucher Summary

04/07/2021

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
21-00611	AFLAC		673.32
21-00612	DEPARTMENT OF RETIREMENT SYSTEMS		358,456.60
21-00613	DIMARTINO & ASSOCIATES		21,534.48
21-00614	FIRE 7 FOUNDATION		457.50
21-00615	FIREPAC		964.04
21-00616	GENERAL TEAMSTERS UNION LOCAL 38		1,481.00
21-00617	HRA VEBA TRUST		63,428.51
21-00618	LOCAL IAFF 2781 PAC		519.00
21-00619	MATRIX TRUST COMPANY		19,203.55
21-00620	SNOHOMISH COUNTY FIRE DISTRICT 7		5,746.44
21-00621	TD AMERITRADE INSTITUTIONAL		388.50
21-00622	VOYA INSTITUTIONAL TRUST CO		47,172.79
21-00623	WSCFF FASTPAC		657.63
21-00624	WSCFF-EMP BENEFIT TRUST		13,762.50

**Page Total** 534,445.86

**Cumulative Total** 534,445.86



# Snohomish County Fire District #7 Claims Voucher Summary

04/19/2021

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
21-00754	DEPARTMENT OF RETIREMENT SYSTEMS		22,939.10
21-00755	DIMARTINO & ASSOCIATES		21,476.49
21-00756	FIRE 7 FOUNDATION		367.50
21-00757	HRA VEBA TRUST		71,358.14
21-00758	LEOFF TRUST		391,670.64
21-00759	MATRIX TRUST COMPANY		19,172.42
21-00760	TD AMERITRADE INSTITUTIONAL		388.50
21-00761	VOYA INSTITUTIONAL TRUST CO		47,844.18

	<b>Page Total</b>	575,216.97
	<b>Cumulative Total</b>	575,216.97



Snohomish Regional Fire &amp; Rescue, WA

# Docket of Claims Register

APPKT00695 - 04/22/2021 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
0004	A&C GLASS	16470	Broken Insulated Glass Repair - Admin	Invoice	03/31/2021	Broken Insulated Glass Repair - Admin	001-507-522-50-48-00	327.90	327.90
0012	ACROSS THE STREET PRODUCTIO	INV07545	Blue Card Instructor & CE Annual Rene	Invoice	04/06/2021	Blue Card Instructor & CE Annual Rene	001-506-522-45-49-00	10,510.00	10,510.00
1877	ADVANCE AUTO PARTS	6277-781500	Shop Parts	Invoice	01/13/2021	Shop Parts	500-511-522-60-34-01	67.79	131.77
		6277-783389	Shop Parts	Invoice	01/29/2021	Shop Parts	500-511-522-60-34-01	63.98	
2106	AMAZON CAPITAL SERVICES, INC	17LG-WJFC-Q7DY	Barcode Scanner (SCBA)	Invoice	04/16/2021	Barcode Scanner (SCBA)	001-504-522-20-31-03	43.11	43.11
1967	AMERIGAS	3120576089	OnSite Mobile Propane Delivery - ST 3	Invoice	04/07/2021	OnSite Mobile Propane Delivery - ST 3	001-507-522-50-47-03	701.92	701.92
1881	APPLIANCE MECHANIC	17460	Refrigerator Service Call/Repair - ST 83	Invoice	03/31/2021	Refrigerator Service Call/Repair - ST 83	001-507-522-50-48-00	339.58	571.36
		17481	Washing Machine Svc Call/Repair (Act)	Invoice	04/01/2021	Washing Machine Svc Call/Repair (Act)	001-507-522-50-48-00	231.78	
1523	AT&T MOBILITY LLC	287289300744X04162021	Test Modem Data Plan	Invoice	04/08/2021	Test Modem Data Plan	001-513-522-10-42-00	46.71	46.71
0058	BICKFORD MOTORS INC.	1194146	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	5,220.42	4,250.82
		1194233	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	36.28	
		1194248	Shop Parts	Invoice	04/01/2021	Shop Parts	500-511-522-60-34-01	186.12	
		1194250	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	25.97	
		1194273	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	88.45	
		1194298	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	28.59	
		1194408	Shop Parts	Invoice	04/01/2021	Shop Parts	500-511-522-60-34-01	159.86	
		1194413	Shop Parts	Invoice	04/01/2021	Shop Parts	500-511-522-60-34-01	12.68	
		1194424	Shop Parts	Invoice	04/01/2021	Shop Parts	500-511-522-60-34-01	9.36	
		1194565	Shop Parts	Invoice	04/02/2021	Shop Parts	500-511-522-60-34-01	83.48	
		1194792	Shop Parts	Invoice	04/07/2021	Shop Parts	500-511-522-60-34-01	102.70	
		CM1194146	Shop Parts	Credit Memo	03/31/2021	Shop Parts	500-511-522-60-34-01	-1,640.07	
		CM1194146A	Shop Parts	Credit Memo	04/02/2021	Shop Parts	500-511-522-60-34-01	-63.02	

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0070	BRAKE & CLUTCH SUPPLY INC	21-00770					1,702.86
	98977	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	176.12
	99001	Shop Parts	Invoice	04/01/2021	Shop Parts	500-511-522-60-34-01	1,039.85
	99114	Shop Parts	Invoice	04/05/2021	Shop Parts	500-511-522-60-34-01	280.67
	99133	Shop Parts	Invoice	04/06/2021	Shop Parts	500-511-522-60-34-01	97.83
	99137	Shop Parts	Invoice	04/06/2021	Shop Parts	500-511-522-60-34-01	108.39
1913	CANON FINANCIAL SERVICES INC	21-00771					588.71
	26522372	Copier Machine Lease - Sonya	Invoice	04/11/2021	Copier Machine Lease - Sonya	001-512-522-10-45-00	36.78
	26522376	Copier Machine Lease - ST 83	Invoice	04/11/2021	Copier Machine Lease - ST 83	001-512-522-10-45-00	36.18
	26555140	Copier Machine Lease - ST 82 Admin	Invoice	04/11/2021	Copier Machine Lease - ST 82 Admin	001-512-522-10-45-00	218.47
	26555141	Copier Machine Lease - ST 82	Invoice	04/11/2021	Copier Machine Lease - ST 82	001-512-522-10-45-00	36.58
	26555142	Copier Machine Lease - ST 81	Invoice	04/11/2021	Copier Machine Lease - ST 81	001-512-522-10-45-00	36.58
	26574533	Copier Machine Lease - Admin POD (N	Invoice	04/11/2021	Copier Machine Lease - Admin POD (N	001-512-522-10-45-00	224.12
0096	CENTRAL WELDING SUPPLY	21-00772					297.01
	WV 191203	Oxygen Cylinder Exchange/Re-Fill (x6)	Invoice	04/09/2021	Oxygen Cylinders Exchange/Re-Fill (x6)	001-509-522-20-45-00	297.01
0099	CHAMPION BOLT & SUPPLY INC	21-00773					233.96
	728350	Shop Supplies	Invoice	04/15/2021	Shop Supplies	500-511-522-60-31-05	9.45
	728351	Shop Supplies	Invoice	04/15/2021	Shop Supplies	500-511-522-60-31-05	224.51
0531	CHRISTENSEN, INC	21-00774					3,924.39
	0174011-IN	Diesel Exhaust Fluid (DEF) - ST 72	Invoice	03/31/2021	Diesel Exhaust Fluid (DEF) - ST 72	001-504-522-20-32-00	208.91
	0178827-IN	Shop Supplies & Shop Parts	Invoice	04/14/2021	Shop Parts	500-511-522-60-34-01	3,610.76
					Shop Supplies	500-511-522-60-31-05	104.72
0110	CITY OF MONROE	21-00775					34.12
	ST31IRR-MAR21	Water (Irrigation Meter) - ST 31	Invoice	04/01/2021	Water (Irrigation Meter) - ST 31	001-507-522-50-47-02	29.11
						500-511-522-50-47-01	5.01
0110	CITY OF MONROE	21-00776					343.45
	ADMIN-MAR21	Water, Stormwater & Sewer - Admin B	Invoice	04/01/2021	Water, Stormwater & Sewer - Admin B	001-507-522-50-47-02	85.86
						300-507-522-50-47-00	257.59
0110	CITY OF MONROE	21-00777					144.25
	ST32-MAR21	Water & Stormwater - ST 32	Invoice	04/01/2021	Water & Stormwater - ST 32	001-507-522-50-47-02	144.25
0110	CITY OF MONROE	21-00778					612.22
	ST31-MAR21	Water, Stormwater & Sewer - ST 31	Invoice	04/01/2021	Water, Stormwater & Sewer - ST 31	001-507-522-50-47-02	522.28
						500-511-522-50-47-01	89.94
0126	COMCAST	21-00779					136.01
	ST83-APRMAY21	Internet Services - ST 83	Invoice	04/08/2021	Internet Services - ST 83	001-513-522-50-42-01	136.01
0126	COMCAST	21-00780					150.05
	ST73-APRMAY21	Internet Services - ST 73	Invoice	04/04/2021	Internet Services - ST 73	001-513-522-50-42-01	150.05
0126	COMCAST	21-00781					461.06
	ADMIN-APRMAY21	Internet/Phone/TV Services - Admin Bldg	Invoice	04/07/2021	Internet/Phone/TV Srvcs - Admin Bldg	001-513-522-50-42-01	461.06

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0126	COMCAST ST71-APRMAY21	21-00782 Internet Services - ST 71	Invoice	04/07/2021	Internet Services - ST 71	001-513-522-50-42-01	154.79 154.79
0136	COURIERWEST 5805	21-00783 Mail Courier Service	Invoice	03/01/2021	Mail Courier Service	001-502-522-10-41-01	2,232.00 2,232.00
0138	CRESSY DOOR COMPANY, INC 158082	21-00784 Bay Door Service Call/Repair - ST 73	Invoice	04/14/2021	Bay Door Service Call/Repair - ST 73	001-507-522-50-48-00	2,437.34 2,437.34
1608	CUMMINS, INC 15-74629	21-00785 Shop Parts	Invoice	08/12/2020	Shop Parts	500-511-522-60-34-01	736.21 736.21
1600	DIRECTV 050747001X210402	21-00786 TV Services - ST 33	Invoice	04/02/2021	TV Services - ST 33	001-513-522-50-42-01	71.98 71.98
2108	DRIVELINES NW, INC. 388227	21-00787 Shop Parts	Invoice	02/04/2021	Shop Parts	500-511-522-60-34-01	261.05 261.05
1976	EVERETT STEEL, INC 325159	21-00788 Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	111.73 111.73
1642	EVERGREEN POWER SYSTEMS, IN 30595 30597 30598 30713	21-00789 Cord Drop Assembly Repair/Replacem Ext. Light/TORK Timeclock/GFI-GFCI Re Survey Existng Gen. (Potential Added L Compressor Pump Relocation & New A	Invoice Invoice Invoice Invoice	03/08/2021 03/08/2021 03/08/2021 03/31/2021	Cord Drop Assembly Repair/Replacem Ext. Light/TORK Timeclock/GFI-GFCI Re Survey Existng Gen. (Potential Added L Compressor Pump Relocation & New A	001-507-522-50-48-00 001-507-522-50-48-00 001-507-522-50-48-00 001-507-522-50-48-00	4,517.23 683.13 672.20 491.40 2,670.50
2087	FOX TRUCKING ST81-GRAVEL	21-00790 Gravel/Pot Hole & Drainage Rep. - ST8:	Invoice	03/20/2021	Gravel/Pot Hole & Drainage Rep. - ST8:	001-507-522-50-48-00	836.25 836.25
0222	FREIGHTLINER NORTHWEST PC302114436;01 PC302114449;01 PC302114449;02 PC302114449;03 PC302114770;01 PC302115073;01	21-00791 Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts	Invoice Invoice Invoice Invoice Invoice Credit Memo	03/31/2021 03/31/2021 04/01/2021 04/02/2021 04/05/2021 04/09/2021	Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01 500-511-522-60-34-01 500-511-522-60-34-01 500-511-522-60-34-01 500-511-522-60-34-01	5,743.66 356.15 13.20 5,210.82 49.64 149.83 -35.98

## Docket of Claims Register

APPKT00695 - 04/22/2021 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
0226	GALLS, LLC - DBA BLUMENTHAL U	21-00792					2,855.75
	017987168	Station Wear Pants (x2)	Invoice	03/26/2021	Station Wear Pants (x2)	001-504-522-20-31-07	236.93
	017987169	Station Wear Pants	Invoice	03/26/2021	Station Wear Pants	001-504-522-20-31-07	120.15
	017987170	Station Wear Pants	Invoice	03/26/2021	Station Wear Pants	001-504-522-20-31-07	119.17
	017987180	Duty Boots	Invoice	03/26/2021	Duty Boots	001-504-522-20-31-07	180.18
	017989913	Duty Boots (x4) (PT Firefighter's Unifor	Invoice	03/26/2021	Duty Boots (x4) (PT Firefighter's Unifor	001-504-522-20-31-07	612.22
	017991676	Quarter Boots	Invoice	03/26/2021	Quarter Boots	001-504-522-20-31-07	178.16
	018013058	Industrial Pants (x2), S/S Chief Shirt	Invoice	03/30/2021	Industrial Pants (x2), S/S Chief Shirt	001-504-522-20-31-07	374.95
	018023631	SRFR Uniforms (1/4 Zip Sweatshirt) (x2	Invoice	03/31/2021	SRFR Uniforms (1/4 Zip Sweatshirt) (x2	001-512-522-10-49-06	158.59
	018035785	1/2 Zip Turtleneck Sweatshirt (x6)	Invoice	04/01/2021	1/2 Zip Turtleneck Sweatshirt (x6)	001-504-522-20-31-07	523.84
	018035786	Diamond Quilted Jacket & 1/2 Zip Swe	Invoice	04/01/2021	Diamond Quilted Jacket & 1/2 Zip Swe	001-504-522-20-31-07	175.85
	018035787	1/2 Zip Turtleneck Sweatshirt	Invoice	04/01/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	94.01
	018035792	Diamond Quilted Jacket	Invoice	04/01/2021	Diamond Quilted Jacket	001-504-522-20-31-07	81.70
0238	GRAINGER	21-00793					700.05
	9835292005	Hand Sanitizer	Invoice	03/12/2021	Hand Sanitizer	001-507-522-50-31-00	140.37
	9846174861	Brown Paper Bags (N95 Masks)	Invoice	03/23/2021	Brown Paper Bags (N95 Masks)	001-507-522-50-31-00	43.83
	9848743770	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	203.90
	9849261277	Hang & Stack Bin Divider (6pk) (x2)	Invoice	03/25/2021	Hang & Stack Bin Divider (6pk) (x2)	001-507-522-50-35-00	43.01
	9851772294	Station Operating Supplies	Invoice	03/29/2021	Station Operating Supplies	001-507-522-50-31-00	181.27
	9852027565	Brown Paper Bags (N95 Masks)	Invoice	03/29/2021	Brown Paper Bags (N95 Masks)	001-507-522-50-31-00	87.67
1660	HARBORVIEW INVESTMENT LTD	21-00794					1,970.00
	5/2021	Paramedic School Rent (#2-702) - May	Invoice	05/01/2021	Paramedic School Rent (#2-702) - May	001-506-522-45-49-37	1,970.00
0252	HEALTHFORCE PARTNERS INC.	21-00795					5,405.00
	18865	Annual Physicals	Invoice	02/28/2021	Annual Physicals	001-510-522-20-41-06	5,055.00
	19031	Flu Shots/Vaccination	Invoice	03/31/2021	Flu Shots/Vaccination	001-510-522-20-41-06	350.00
0257	HIGHWAY AUTO SUPPLY	21-00796					46.89
	1-612798	Shop Parts	Invoice	03/30/2021	Shop Parts	500-511-522-60-34-01	46.89
0260	HUGHES FIRE EQUIPMENT	21-00797					1,961.13
	560800	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	919.46
	560953	Shop Parts	Invoice	03/05/2021	Shop Parts	500-511-522-60-34-01	880.12
	561644	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	161.55
0276	IRON MOUNTAIN INC	21-00798					344.63
	202322727	OffSite Server Data Storage	Invoice	03/31/2021	OffSite Server Data Storage	001-513-522-10-41-04	344.63
0277	ISOUTSOURCE	21-00799					230,934.29
	CW249541	IT Infrastructure/MS Office 365 Migrat	Invoice	03/01/2021	IT Infrastructure/MS Office 365 Migrat	303-513-522-45-49-00	230,934.29
0313	KENT D. BRUCE CO., LLC	21-00800					1,222.39
	8005	Shop Parts	Invoice	02/27/2021	Shop Parts	500-511-522-60-34-01	1,222.39
0332	KUSSMAUL ELECTRONICS CO INC	21-00801					363.56
	0000187233	Shop Parts	Invoice	03/19/2021	Shop Parts	500-511-522-60-34-01	363.56

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
1879	LAKE STEVENS SEWER DISTRICT	21-00802					86.00
	ST81-APR21	Sewer - ST 81	Invoice	04/01/2021	Sewer - ST 81	001-507-522-50-47-02	86.00
1879	LAKE STEVENS SEWER DISTRICT	21-00803					172.00
	ST82-APR21	Sewer - ST 82	Invoice	04/01/2021	Sewer - ST 82	001-507-522-50-47-02	172.00
0349	LN CURTIS & SONS	21-00804					543.18
	INV472266	Replacemnt Blade (Windshield & Glass	Invoice	03/16/2021	Replacemnt Blade (Windshield & Glass	001-507-522-50-35-00	77.96
	INV476949	Structural Bunker Boots	Invoice	03/31/2021	Structural Bunker Boots	303-504-522-20-35-04	465.22
0379	MOBILE HEALTH RESOURCES	21-00805					970.70
	20598	Monthly EMS Patient Experience Surve	Invoice	04/06/2021	Monthly EMS Patient Experience Surve	001-509-522-20-49-02	970.70

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0380	MONROE PARTS HOUSE	21-00806					7,856.40
	826655	Shop Parts	Invoice	03/01/2021	Shop Parts	500-511-522-60-34-01	153.58
	826678	Shop Parts	Invoice	03/01/2021	Shop Parts	500-511-522-60-34-01	4.21
	826685	Shop Parts	Invoice	03/01/2021	Shop Parts	500-511-522-60-34-01	118.04
	826686	Shop Parts	Credit Memo	03/01/2021	Shop Parts	500-511-522-60-34-01	-33.88
	826688	Shop Parts	Credit Memo	03/01/2021	Shop Parts	500-511-522-60-34-01	-84.16
	826721	Shop Parts	Invoice	03/01/2021	Shop Parts	500-511-522-60-34-01	56.01
	826744	Shop Parts	Invoice	03/01/2021	Shop Parts	500-511-522-60-34-01	2.28
	826802	Shop Parts	Invoice	03/02/2021	Shop Parts	500-511-522-60-34-01	236.07
	826815	Shop Parts	Invoice	03/02/2021	Shop Parts	500-511-522-60-34-01	16.42
	826816	Shop Parts	Credit Memo	03/02/2021	Shop Parts	500-511-522-60-34-01	-39.35
	826845	Shop Small Tools & Equipment	Invoice	03/02/2021	Shop Small Tools & Equipment	500-511-522-60-35-00	3.05
	826891	Shop Parts	Invoice	03/02/2021	Shop Parts	500-511-522-60-34-01	163.90
	826903	Shop Parts	Invoice	03/02/2021	Shop Parts	500-511-522-60-34-01	19.08
	826966	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	97.53
	826971	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	92.14
	826974	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	5.60
	826977	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	47.81
	827000	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	12.78
	827007	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	19.66
	827016	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	13.32
	827017	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	43.20
	827032	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	29.50
	827073	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	21.43
	827080	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	32.24
	827101	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	5.09
	827109	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	16.02
	827190	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	196.84
	827195	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	26.99
	827197	Shop Parts	Credit Memo	03/04/2021	Shop Parts	500-511-522-60-34-01	-22.45
	827199	Shop Parts	Invoice	03/04/2021	Shop Parts	500-511-522-60-34-01	21.58
	827213	Shop Parts	Invoice	03/05/2021	Shop Parts	500-511-522-60-34-01	106.70
	827315	Shop Parts	Invoice	03/05/2021	Shop Parts	500-511-522-60-34-01	20.76
	827492	Shop Parts	Invoice	03/08/2021	Shop Parts	500-511-522-60-34-01	253.66
	827521	Shop Parts	Invoice	03/08/2021	Shop Parts	500-511-522-60-34-01	14.84
	827678	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	165.04
	827690	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	234.53
	827692	Shop Parts	Credit Memo	03/09/2021	Shop Parts	500-511-522-60-34-01	-172.50
	827705	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	48.49
	827706	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	9.61
	827712	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	185.80
	827714	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	27.48
	827720	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	8.13

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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	827737	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	8.73
	827760	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	70.44
	827792	Shop Parts	Invoice	03/09/2021	Shop Parts	500-511-522-60-34-01	62.53
	827827	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	7.29
	827829	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	32.77
	827857	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	27.48
	827872	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	13.65
	827874	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	79.18
	827883	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	49.36
	827926	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	6.33
	827957	Shop Parts	Invoice	03/10/2021	Shop Parts	500-511-522-60-34-01	113.53
	827980	Shop Parts	Credit Memo	03/11/2021	Shop Parts	500-511-522-60-34-01	-9.84
	827981	Shop Parts	Credit Memo	03/11/2021	Shop Parts	500-511-522-60-34-01	-27.48
	827988	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	10.91
	828015	Shop Supplies	Invoice	03/11/2021	Shop Supplies	500-511-522-60-31-05	128.86
	828034	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	226.52
	828040	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	33.93
	828046	Shop Parts	Credit Memo	03/11/2021	Shop Parts	500-511-522-60-34-01	-27.48
	828071	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	9.37
	828091	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	21.85
	828116	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	112.44
	828122	Shop Parts	Invoice	03/11/2021	Shop Parts	500-511-522-60-34-01	47.81
	828127	Shop Supplies	Invoice	03/11/2021	Shop Supplies	500-511-522-60-31-05	15.29
	828251	Shop Parts	Invoice	03/12/2021	Shop Parts	500-511-522-60-34-01	16.42
	828523	Shop Parts	Invoice	03/15/2021	Shop Parts	500-511-522-60-34-01	4.80
	828575	Shop Parts	Invoice	03/15/2021	Shop Parts	500-511-522-60-34-01	23.60
	828617	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	46.49
	828646	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	30.58
	828648	Shop Supplies	Invoice	03/16/2021	Shop Supplies	500-511-522-60-31-05	27.48
	828649	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	8.42
	828657	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	224.93
	828661	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	21.31
	828662	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	37.02
	828673	Shop Parts	Credit Memo	03/16/2021	Shop Parts	500-511-522-60-34-01	-19.67
	828690	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	26.83
	828754	Shop Parts	Invoice	03/16/2021	Shop Parts	500-511-522-60-34-01	12.47
	828783	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	54.10
	828792	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	10.89
	828813	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	24.04
	828830	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	67.25
	828861	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	105.23
	828874	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	72.00
	828911	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	4.86



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Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	828912	Shop Parts	Invoice	03/17/2021	Shop Parts	500-511-522-60-34-01	4.86
	828960	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	127.39
	828976	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	483.97
	828997	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	23.25
	829016	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	40.43
	829044	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	35.96
	829048	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	54.10
	829057	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	29.50
	829063	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	11.07
	829097	Shop Parts	Invoice	03/18/2021	Shop Parts	500-511-522-60-34-01	531.12
	829140	Shop Parts	Invoice	03/19/2021	Shop Parts	500-511-522-60-34-01	323.08
	829141	Shop Parts	Invoice	03/19/2021	Shop Parts	500-511-522-60-34-01	191.26
	829163	Shop Parts	Credit Memo	03/19/2021	Shop Parts	500-511-522-60-34-01	-393.69
	829165	Shop Parts	Invoice	03/19/2021	Shop Parts	500-511-522-60-34-01	20.76
	829172	Shop Parts	Invoice	03/19/2021	Shop Parts	500-511-522-60-34-01	48.68
	829243	Shop Parts	Invoice	03/19/2021	Shop Parts	500-511-522-60-34-01	6.08
	829585	Shop Parts	Invoice	03/23/2021	Shop Parts	500-511-522-60-34-01	5.45
	829588	Shop Parts	Invoice	03/23/2021	Shop Parts	500-511-522-60-34-01	12.09
	829598	Shop Parts	Credit Memo	03/23/2021	Shop Parts	500-511-522-60-34-01	-156.30
	829652	Shop Parts	Invoice	03/23/2021	Shop Parts	500-511-522-60-34-01	39.47
	829654	Shop Parts	Invoice	03/23/2021	Shop Parts	500-511-522-60-34-01	43.20
	829664	Shop Parts	Invoice	03/23/2021	Shop Parts	500-511-522-60-34-01	4.14
	829667	Shop Small Tools & Equipment	Invoice	03/23/2021	Shop Small Tools & Equipment	500-511-522-60-35-00	37.97
	829701	Shop Small Tools & Equipmetn	Invoice	03/23/2021	Shop Small Tools & Equipment	500-511-522-60-35-00	34.93
	829821	Shop Parts	Invoice	03/24/2021	Shop Parts	500-511-522-60-34-01	211.48
	829825	Shop Parts	Invoice	03/24/2021	Shop Parts	500-511-522-60-34-01	8.27
	829892	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	9.28
	829896	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	20.76
	829923	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	28.40
	830004	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	10.92
	830116	Shop Parts	Invoice	03/26/2021	Shop Parts	500-511-522-60-34-01	25.16
	830140	Shop Parts	Invoice	03/26/2021	Shop Parts	500-511-522-60-34-01	7.64
	830146	Shop Parts	Invoice	03/26/2021	Shop Parts	500-511-522-60-34-01	82.94
	830158	Shop Parts	Invoice	03/26/2021	Shop Parts	500-511-522-60-34-01	14.19
	830371	Shop Parts	Invoice	03/29/2021	Shop Parts	500-511-522-60-34-01	691.81
	830382	Shop Parts	Invoice	03/29/2021	Shop Parts	500-511-522-60-34-01	15.26
	830384	Shop Parts	Invoice	03/29/2021	Shop Parts	500-511-522-60-34-01	106.23
	830418	Shop Parts	Invoice	03/29/2021	Shop Parts	500-511-522-60-34-01	40.43
	830506	Shop Parts	Invoice	03/30/2021	Shop Parts	500-511-522-60-34-01	68.73
	830516	Shop Parts	Credit Memo	03/30/2021	Shop Parts	500-511-522-60-34-01	-288.55
	830539	Shop Parts	Invoice	03/30/2021	Shop Parts	500-511-522-60-34-01	680.90
	830603	Shop Parts	Invoice	03/30/2021	Shop Parts	500-511-522-60-34-01	59.61
	830628	Shop Parts	Credit Memo	03/31/2021	Shop Parts	500-511-522-60-34-01	-118.04

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Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	830634	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	289.87
	830653	Station Operating Supplies	Invoice	03/31/2021	Station Operating Supplies	001-507-522-50-31-00	170.50
	830686	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	95.32
	830742	Shop Parts	Invoice	03/31/2021	Shop Parts	500-511-522-60-34-01	76.93
2068	MONROE VISION CLINIC, INC.	21-00807					890.00
	796998	Facepiece Respirator Prescription Lens	Invoice	03/01/2021	Facepiece Respirator Prescription Lens	001-504-522-20-48-12	445.00
	797019	Facepiece Respirator Prescription Lens	Invoice	03/01/2021	Facepiece Respirator Prescription Lens	001-504-522-20-48-12	445.00
0387	MUNICIPAL EMERGENCY SERVICE	21-00808					1,468.32
	IN1565193	Breathing Air Compressor Install	Invoice	03/31/2021	Breathing Air Compressor Install	001-504-522-20-48-12	546.50
	IN1565213	SCBA Flow Testing	Invoice	03/31/2021	SCBA Flow Testing	001-504-522-20-48-12	422.35
	IN1566348	Breathing Air Compressor Service Call	Invoice	04/06/2021	Breathing Air Compressor Service Call	001-504-522-20-48-12	182.53
	IN1567203	Breathing Air Compressor Service Call	Invoice	04/08/2021	Breathing Air Compressor Service Call	001-504-522-20-48-12	316.94
1904	NATIONAL TESTING NETWORK INC	21-00809					500.00
	8070	NTN FireTEAM Annual Membership Re	Invoice	02/12/2021	NTN FireTEAM Annual Membership Re	001-506-522-45-49-19	500.00
0416	NORTH SOUND HOSE & FITTINGS	21-00810					35.78
	N030469	Shop Parts	Invoice	03/26/2021	Shop Parts	500-511-522-60-34-01	35.78
2011	NORTHWEST FIBER, LLC	21-00811					339.50
	S773-APRMAY21	Fax & Fire Alarm Services - ST 73	Invoice	04/10/2021	Fax & Fire Alarm Services - ST 73	001-507-522-50-49-04	339.50
0424	NORTHWEST SAFETY CLEAN	21-00812					263.11
	21-29452	Name Plates (Memorial Shadow Box) -	Invoice	03/12/2021	Name Plates (Memorial Shadow Box) -	001-502-522-10-49-06	67.91
	21-29551	Training/Work Jacket Name Plates	Invoice	03/30/2021	Training/Work Jacket Name Plates	001-506-522-45-49-23	195.20
0434	OFFICE DEPOT	21-00813					324.85
	159129811001	Post-It Sticky Notes	Invoice	03/04/2021	Post-It Sticky Notes	001-502-522-10-31-00	22.65
	159234110001	Post-It Sticky Notes	Invoice	03/02/2021	Post-It Sticky Notes	001-502-522-10-31-00	27.42
	159237189001	Pens	Invoice	03/02/2021	Pens	001-502-522-10-31-00	18.13
	159237193001	Dry Erase Markers, Wet Erase Markers	Invoice	03/02/2021	Dry Erase Markers, Wet Erase Markers	001-502-522-10-31-00	39.47
	161066562001	Binders & Plastic Dividers	Invoice	03/11/2021	Binders & Plastic Dividers	001-502-522-10-31-00	44.32
	163038841001	Printer Toner Cartridge, Pens	Invoice	03/16/2021	Printer Toner Cartridge, Pens	001-502-522-10-31-00	103.61
	163145207001	Notepads, Dry Erase Markers, Pens (Ce	Invoice	03/16/2021	Notepads, Dry Erase Markers, Pens (Ce	001-502-522-10-31-00	64.16
	163145208001	Notepads	Invoice	03/17/2021	Notepads	001-502-522-10-31-00	5.09
0433	O'REILLY AUTOMOTIVE, INC	21-00814					160.00
	3711-380473	Shop Parts	Invoice	04/06/2021	Shop Parts	500-511-522-60-34-01	160.00
2086	PACIFIC RIM ENVIRONMENTAL, I	21-00815					1,073.60
	46143	Asbestos Survey/Inspection - Future SI	Invoice	03/08/2021	Asbestos Survey/Inspection - Future SI	300-507-594-50-62-01	1,073.60
0463	PERFORMANCE MARINE INC	21-00816					139.93
	22439	Shop Parts	Invoice	03/25/2021	Shop Parts	500-511-522-60-34-01	139.93
0466	PETROCARD SYSTEMS, INC.	21-00817					649.25
	C729155	OnSite Mobile Fueling Service - ST 71,	Invoice	04/07/2021	OnSite Mobile Fueling Service - ST 71,	001-504-522-20-32-00	324.62
						001-509-522-20-32-00	324.63

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	Payable Number	Payable Description					Distribution Amount
1916	PRAXAIR DISTRIBUTION INC 62521859	21-00818 Shop Supplies	Invoice	03/23/2021	Shop Supplies	500-511-522-60-31-05	50.42 50.42
0308	PROPERTY MAINTENANCE COM/ M-953 043021.1	21-00819 Property Management Services - Admi	Invoice	04/01/2021	Property Management Services - Admi	001-507-522-50-41-00 300-507-522-50-41-00	1,096.25 274.06 822.19
0483	PUGET SOUND ENERGY ADMIN-MARAPR21	21-00820 Natural Gas - Admin Bldg	Invoice	04/07/2021	Natural Gas - Admin Bldg	001-507-522-50-47-03 300-507-522-50-47-00	652.73 163.18 489.55
0483	PUGET SOUND ENERGY ST74-MARAPR21	21-00821 Natural Gas - ST 74	Invoice	04/13/2021	Natural Gas - ST 74	001-507-522-50-47-03	397.75 397.75
0483	PUGET SOUND ENERGY ST31-MARAPR21	21-00822 Natural Gas - ST 31	Invoice	04/07/2021	Natural Gas - ST 31	001-507-522-50-47-03 500-511-522-50-47-01	36.11 30.81 5.30
0483	PUGET SOUND ENERGY ST82STOR-MARAPR21	21-00823 Natural Gas - ST 82 Storage	Invoice	04/06/2021	Natural Gas - ST 82 Storage	001-507-522-50-47-03	35.87 35.87
0483	PUGET SOUND ENERGY ST33-MARAPR21	21-00824 Natural Gas - ST 33	Invoice	04/12/2021	Natural Gas - ST 33	001-507-522-50-47-03	380.70 380.70
0483	PUGET SOUND ENERGY ST81-MARAPR21	21-00825 Natural Gas - ST 81	Invoice	04/06/2021	Natural Gas - ST 81	001-507-522-50-47-03	623.28 623.28
0483	PUGET SOUND ENERGY ST82-MARAPR21	21-00826 Natural Gas - ST 82	Invoice	04/06/2021	Natural Gas - ST 82	001-507-522-50-47-03	575.92 575.92
0483	PUGET SOUND ENERGY ST73-MARAPR21	21-00827 Natural Gas - ST 73	Invoice	04/13/2021	Natural Gas - ST 73	001-507-522-50-47-03	297.67 297.67
0483	PUGET SOUND ENERGY ST71-MARAPR21	21-00828 Natural Gas - ST 71	Invoice	04/14/2021	Natural Gas - ST 71	001-507-522-50-47-03	584.94 584.94
2054	QUADIENT FINANCE USA, INC. APRIL2021	21-00829 Postage Machine Usage - Postage	Invoice	04/01/2021	Postage Machine Usage - Postage	001-502-522-10-42-00	500.00 500.00
1533	REHN & ASSOCIATES IN0000136545	21-00830 COBRA Rights Letter (x3)	Invoice	03/31/2021	COBRA Rights Letter (x3)	001-502-522-10-41-01	75.00 75.00
0499	RICE FERGUS MILLER 2019118.00-007	21-00831 Capital Facilities Planning - Existing Sta	Invoice	04/08/2021	Capital Facilities Planning - Existing Sta	300-507-594-50-62-01	40,269.37 40,269.37
0501	RICOH USA, INC. 104832835	21-00832 Copier Machine Lease - ST 31	Invoice	04/02/2021	Copier Machine Lease - ST 31	001-512-522-10-45-00	396.30 396.30
0501	RICOH USA, INC. 104867438	21-00833 Copier Machine - ST 71	Invoice	04/09/2021	Copier Machine Lease - ST 71 Copier Machine Usage - ST 71	001-512-522-10-45-00 001-502-522-10-31-00	718.55 319.07 399.48
0514	ROTARY CLUB OF MONROE 10	21-00834 Rotary Club Quarterly Dues (Apr/May/	Invoice	03/16/2021	Rotary Club Quarterly Dues (Apr/May/	001-502-522-10-49-01	100.00 100.00

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
1535	SIX ROBBLEES' 14-411350	21-00835 Shop Parts	Invoice	03/30/2021	Shop Parts	500-511-522-60-34-01	163.91 163.91
0550	SMARSH INC INV00642509	21-00836 Email Archiving Services	Invoice	01/31/2021	Email Archiving Services	001-513-522-10-41-04	3,654.44 3,654.44
1536	SNOHOMISH COUNTY FIRE DISTF EXCISE TAX-MAR21	21-00837 Excise/Use Tax - March 2021	Invoice	03/31/2021	Excise/Use Tax - March 2021	001-504-522-20-31-10 001-505-522-30-31-00 001-505-522-30-31-00 303-504-594-20-64-09 500-511-522-60-34-01	216.82 82.09 5.67 22.69 102.72 3.65
1536	SNOHOMISH COUNTY FIRE DISTF FIRE-03/01/21	21-00838 Apparatus Fleet Maintenance	Invoice	03/01/2021	Apparatus Fleet Maintenance - EMS Apparatus Fleet Maintenance - Suppre	001-509-522-20-48-01 001-513-522-20-48-01	92,779.04 12,692.28 80,086.76
1536	SNOHOMISH COUNTY FIRE DISTF 6318	21-00839 Employment Security Department (Q1	Invoice	03/25/2021	Employment Security Department (Q1	001-512-522-20-20-14	8.46 8.46
1550	SNOHOMISH COUNTY PLANNING I000552018 I000552019 I000554680 I000554682	21-00840 ILA Fire Investigation Services (Case 20 ILA Fire Investigation Services (Case 20 ILA Fire Investigation Services (Case 20 ILA Fire Investigation Services (Case 20	Invoice Invoice Invoice Invoice	03/03/2021 03/03/2021 04/07/2021 04/07/2021	ILA Fire Investigation Services (Case 20 ILA Fire Investigation Services (Case 20 ILA Fire Investigation Services (Case 20 ILA Fire Investigation Services (Case 20	001-505-522-30-41-00 001-505-522-30-41-00 001-505-522-30-41-00 001-505-522-30-41-00	2,014.00 556.50 556.50 450.50 450.50
0565	SNOHOMISH COUNTY PUD 105544850	21-00841 Electricity - ST 71	Invoice	04/01/2021	Electricity - ST 71	001-507-522-50-47-01	1,588.05 1,588.05
0565	SNOHOMISH COUNTY PUD 145131349	21-00842 Electricity - ST 76	Invoice	04/12/2021	Electricity - ST 76	001-507-522-50-47-01	251.38 251.38
0565	SNOHOMISH COUNTY PUD 138480178	21-00843 Electricity - ST 83	Invoice	04/02/2021	Electricity - ST 83	001-507-522-50-47-01	454.05 454.05
0567	SNURE LAW OFFICE, PSC MAR2021	21-00844 Attorney Services	Invoice	04/01/2021	Attorney Services	001-512-522-10-41-03	2,012.50 2,012.50

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
2057	SPRAGUE PEST SOLUTIONS	21-00845					1,446.61
	4463574	Monthly Pest Control Services - Admin	Invoice	03/23/2021	Monthly Pest Control Services - Admin	001-507-522-50-41-00	22.54
						300-507-522-50-41-00	67.63
	4463575	Monthly Pest Control Services - ST 74	Invoice	03/26/2021	Monthly Pest Control Services - ST 74	001-507-522-50-41-00	90.09
	4463576	Pest Control Perimeter Servcs (Triannu	Invoice	03/23/2021	Pest Control Perimeter Servcs (Triannu	001-507-522-50-41-00	27.32
						300-507-522-50-41-00	81.98
	4463577	Pest Control Perimeter Services (Triann	Invoice	03/26/2021	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	109.20
	4463580	Monthly Pest Control Services - ST 82	Invoice	03/24/2021	Monthly Pest Control Services - ST 82	001-507-522-50-41-00	89.93
	4463582	Monthly Pest Control Services - ST 83	Invoice	03/24/2021	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	90.09
	4463584	Monthly Pest Control Services - ST 81	Invoice	03/24/2021	Monthly Pest Control Services - ST 81	001-507-522-50-41-00	89.93
	4463593	Monthly Pest Control Services - ST 71	Invoice	03/23/2021	Monthly Pest Control Services - ST 71	001-507-522-50-41-00	90.09
	4463594	Pest Control Perimeter Services (Triann	Invoice	03/23/2021	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	109.20
	4463595	Monthly Pest Control Services - ST 33	Invoice	03/26/2021	Monthly Pest Control Services - ST 33	001-507-522-50-41-00	90.09
	4463596	Pest Control Perimeter Services (Triann	Invoice	03/26/2021	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	109.20
	4463599	Monthly Pest Control Services - ST 31	Invoice	03/23/2021	Monthly Pest Control Services - ST 31	001-507-522-50-41-00	90.17
	4463600	Pest Control Perimeter Services (Triann	Invoice	03/23/2021	Pest Control Perimeter Services (Triann	001-507-522-50-41-00	109.30
	4502293	Service Call (Spiders Inside Bldg) - ST 8	Invoice	04/01/2021	Service Call (Spiders Inside Bldg) - ST 8	001-507-522-50-41-00	179.85
1933	STAPLES	21-00846					5.88
	2808164831	Scotch Tape (3pk) (x2)	Invoice	03/26/2021	Scotch Tape (3pk) (x2)	001-502-522-10-31-00	5.88
0580	STATE OF WA DEPARTMENT OF F	21-00847					216.82
	EXCISE TAX-MAR21	Excise/Use Tax - March 2021 (600-355-	Invoice	03/31/2021	Excise/Use Tax - March 2021 (600-355-	611-512-589-00-00-00	216.82
1624	THYSSENKRUPP ELEVATOR CORP	21-00848					3,030.72
	3005813402	Elevator Maintenance (Annual) - ST 33	Invoice	03/11/2021	Elevator Maintenance (Annual) - ST 33	001-507-522-50-48-00	3,030.72
0603	TOWN & COUNTRY TRACTOR INC	21-00849					3,462.59
	168096	Chain Saw (Stihl MS 462) (x3)	Invoice	02/04/2021	Chain Saw (Stihl MS 462) (x3)	001-504-522-20-35-00	3,462.59
	170462	Shop Parts	Invoice	04/07/2021	Shop Parts	500-511-522-60-34-01	20.00
	170466	Shop Parts	Credit Memo	04/07/2021	Shop Parts	500-511-522-60-34-01	-20.00
0610	TRUE NORTH EMERGENCY EQUIF	21-00850					466.19
	A07549	Shop Parts	Invoice	03/03/2021	Shop Parts	500-511-522-60-34-01	53.79
	A07745	Shop Parts	Credit Memo	03/23/2021	Shop Parts	500-511-522-60-34-01	-33.60
	A07764	Shop Parts	Invoice	03/24/2021	Shop Parts	500-511-522-60-34-01	138.26
	A07765	Shop Parts	Invoice	03/24/2021	Shop Parts	500-511-522-60-34-01	49.19
	A07766	Shop Parts	Invoice	03/24/2021	Shop Parts	500-511-522-60-34-01	127.39
	A07953	Shop Parts	Invoice	04/14/2021	Shop Parts	500-511-522-60-34-01	131.16
0622	UNITED PARCEL SERVICE	21-00851					18.50
	000042W7X8141	Freight Charges (Shop)	Invoice	04/03/2021	Freight Charges (Shop)	500-511-522-60-34-01	18.50

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
0624	US BANK	21-00852					Distribution Amount
	USBANK-MAR21	District Credit Card Charges - March 20	Invoice	03/25/2021	24' & 28' Ground Ladder	001-506-522-45-35-00	27,515.68
					24' & 28' Ground Ladder	001-506-522-45-35-00	1,697.27
					3 Drawer Cabinet	001-502-522-10-35-00	-1,697.27
					Academy Supplies	001-506-522-45-49-23	247.93
					Adobe Creative Cloud Software Month	001-502-522-10-49-01	203.08
					Airfare (Operative IQ Conference)	001-507-522-50-43-00	57.92
					Amazon Prime Monthly Membership F	500-511-522-60-34-01	486.80
					Background Check	001-502-522-10-49-06	14.20
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Background Check	001-502-522-10-49-06	101.70
					Battery Charger	001-507-522-50-35-00	23.66
					Biohazardous/Medical Waste Disposal	001-509-522-20-41-06	296.25
					Building Supplies (SCFD#4 Facility Trair	001-506-522-45-31-03	538.88
					CalendarWiz Professional Monthly Sub	001-513-522-10-49-04	29.00
					CDL License Fee (DOL) - Lewis	001-507-522-50-49-00	44.00
					CDL License Fee (DOL) - Lewis (Service	001-507-522-50-49-00	3.50
					Chief Officer Online Developmnt Regist.	001-506-522-45-49-02	250.00
					Coffee Mugs	001-507-522-50-35-00	34.87
					Command Strips	001-507-522-50-31-00	38.82
					Designated Infection Cntrl Officer Regi	001-506-522-45-49-02	395.00
					Door Lever Assembly	001-507-522-50-35-00	386.00
					Down Payment (Logistics Carports)	303-507-594-50-63-00	1,429.88
					Electrical Tape (Apparatus Tools Labeli	001-504-522-20-31-01	28.54
					FastField Mobile Forms Software	001-505-522-30-49-04	748.00
					Fire Officer's Handbook of Tactics (x2)	001-506-522-45-34-00	193.44
					First Aid Kit - ST 81	001-510-522-20-35-01	70.45
					Flag (x2)	001-507-522-50-35-00	357.80
					Garbage Dump	001-507-522-50-49-00	39.00
					Garbage Dump	001-507-522-50-49-00	20.00
					Good To Go Account Auto Replenish	001-509-522-20-49-01	30.00
					Good To Go Toll Bill	001-509-522-20-49-01	5.50
					Good To Go Toll Bill	001-509-522-20-49-01	17.55
					Hand Truck	001-507-522-50-35-00	65.57
					Hand Truck (x4)	001-507-522-50-35-00	360.64
					Helmet Shields	001-504-522-20-31-10	891.81

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	USBANK-MAR21	District Credit Card Charges - March 20	Invoice	03/25/2021	Horsehair Shoes Polish Brushes	001-507-522-50-31-00	142.20
					Internet Services - Paramedic Student	001-506-522-45-49-37	50.41
					iPhone Cases w/ Screen Protectors	001-513-522-10-35-00	634.28
					Kitchen Pitchers	001-507-522-50-35-00	21.60
					Kitchen Spatula	001-507-522-50-35-00	25.06
					Label Printer	001-513-522-10-35-00	1,838.15
					Laminating Machine Supplies	001-502-522-10-31-00	545.65
					LiftMaster Remote Control - ST 74 Gat	001-507-522-50-35-00	29.52
					LiftMaster Remote Control - ST 74 Gat	001-507-522-50-35-00	58.10
					Light Bulbs	001-507-522-50-31-00	-38.45
					Light Bulbs	001-507-522-50-31-00	161.70
					Light Bulbs	001-507-522-50-31-00	111.87
					Lights Bulbs	001-507-522-50-31-00	176.19
					Lowes	001-504-522-20-49-04	16.55
					Lunch	001-502-522-10-49-06	94.08
					Lunch (Lieutenant Testing)	001-506-522-45-49-19	282.34
					Lunch (Lieutenant Testing)	001-506-522-45-49-19	392.00
					Lunch (Lieutenant Testing)	001-506-522-45-49-19	321.03
					Lunch (Lieutenant Testing)	001-506-522-45-49-19	13.95
					Medical Supplies	001-509-522-30-31-02	9.98
					Medical Supplies	001-509-522-30-31-02	29.05
					Microsoft 365 License Renewal (LSF)	001-513-522-10-49-04	557.91
					NASP Membership	001-510-522-20-49-01	195.00
					New Hire/Job Opening Advertisement	001-502-522-10-44-00	298.51
					Nozzle Tips	001-504-522-20-48-02	411.43
					Office Supplies - Administrative Hiring	001-502-522-10-31-00	13.07
					Office Supplies - Lieutenant Testing Pai	001-502-522-10-31-00	141.96
					Painting Supplies	001-507-522-50-31-00	78.70
					Pediatric Training Props	001-509-522-30-31-02	67.92
					Rechargeable Batteries	001-507-522-50-35-00	67.90
					Rechargeable Batteries	001-507-522-50-35-00	29.10
					Shipping - Admin Assist. Testing Scores	001-502-522-10-42-00	102.93
					Shop Parts	500-511-522-60-34-01	147.77
					Shop Parts	500-511-522-60-34-01	12.46
					Shop Parts	500-511-522-60-34-01	384.92
					Shop Parts	500-511-522-60-34-01	45.65
					Shop Small Tools & Equipment	500-511-522-60-35-00	595.65
					Shop Small Tools & Equipment	500-511-522-60-35-00	115.40
					Shop Small Tools & Equipment	500-511-522-60-35-00	67.76
					Shower Curtain Rings/Hooks	001-507-522-50-35-00	10.76
					Shower Head & Shower Curtain Liner	001-507-522-50-35-00	43.08
					Snacks (Lieutenant Testing)	001-506-522-45-49-19	60.92
					Snacks (Lieutenant Testing)	001-506-522-45-49-19	37.46

## Docket of Claims Register

APPKT00695 - 04/22/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	USBANK-MAR21	District Credit Card Charges - March 20	Invoice	03/25/2021	Snacks (Lieutenant Testing)	001-506-522-45-49-19	35.58
					Snacks (Lieutenant Testing)	001-506-522-45-49-19	133.76
					Stain Wax	001-507-522-50-31-00	116.42
					Staples	001-504-522-20-49-04	28.77
					Station Equipment	001-507-522-50-35-00	349.75
					Station Operating Supplies	001-507-522-50-31-00	39.85
					Station Operating Supplies	001-507-522-50-31-00	431.18
					Station Operating Supplies	001-507-522-50-31-00	154.92
					Stop Watches (HPCPR Responses)	001-509-522-20-35-00	80.80
					Training Academy Supplies	001-506-522-45-49-23	149.84
					Transition Carpet Strips	001-507-522-50-48-00	71.54
					TV - ST 83	001-507-522-50-35-00	355.73
					Tyler Connect Virtual Conference (Gro	001-502-522-45-49-02	5,949.90
					USB Cable (x2)	001-513-522-10-35-00	31.82
					USPS Forever Stamps	001-502-522-10-42-00	111.85
					WA DOL Duplicate Title Purchase	001-502-522-10-49-06	37.75
					WA State Patrol (WSP) Background Ch	001-502-522-10-49-06	33.00
					Washington State Patrol (WSP) Backgr	001-502-522-10-49-06	11.00
					Water Dispenser Rental - Shop	500-511-522-60-31-04	24.41
					Water Filter	001-507-522-50-31-00	43.11
					Water Rescue Equip. Repair	001-514-522-20-48-13	40.28
					Water Rescue Supplies	001-514-522-20-31-09	614.99
					Water Rescue Supplies	001-514-522-20-31-09	107.02
					Water Rescue Supplies	001-514-522-20-31-09	61.79
					Water Rescue Supplies	001-514-522-20-31-09	181.26
					Webcam	001-502-522-10-35-00	66.29
					Webcam & Calendars	001-502-522-10-35-00	66.28
						001-502-522-10-49-06	19.22
					Wire Rack Shelving	001-507-522-50-35-00	172.47
					Wire Shelving Rack	001-507-522-50-35-00	215.80
					Wire Shelving Rack	001-507-522-50-35-00	432.78
					Wood (Forcible Entry Prop) - ST 31	001-506-522-45-31-03	58.37
					Work Shoes	001-504-522-20-31-07	70.02
					Zoom Software Annual Subscription	001-502-522-10-49-01	327.68
					Zoom Software Subscription	001-502-522-10-49-01	163.84
1569	US BANK VOYAGER 8693676982114	21-00853 Fuel	Invoice	04/01/2021	Fuel - EMS	001-509-522-20-32-00	12,697.96
					Fuel - Shop	500-511-522-60-32-00	6,272.25
					Fuel - Suppression	001-504-522-20-32-00	153.47
							6,272.24
0651	WAVE BUSINESS 032004901-0008745	21-00854 Internet & TV Services - ST 74	Invoice	04/01/2021	Internet & TV Services - ST 74	001-513-522-50-42-01	147.76
							147.76



**Docket of Claims Register**

**APPKT00695 - 04/22/2021 Board Meeting - KP**

<b>Vendor #</b>	<b>Vendor Name</b>	<b>Docket/Claim #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Item Description</b>	<b>Account Number</b>	<b>Payment Amount</b>
<b>Vendor #</b>	<b>Payable Number</b>	<b>Payable Description</b>					<b>Distribution Amount</b>
0681	ZUMAR INDUSTRIES INC 35481	21-00855 SRFR District Boundary Signs	Invoice	03/05/2021	SRFR District Boundary Signs	001-512-522-10-49-06	3,661.55 3,661.55
<b>Total Claims: 94</b>						<b>Total Payment Amount:</b>	<b>506,194.00</b>

## Snohomish County Fire District #7 Claims Voucher Summary

04/21/2021

Page 1 of 4

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
21-00762	A&C GLASS		327.90
21-00763	ACROSS THE STREET PRODUCTIONS		10,510.00
21-00764	ADVANCE AUTO PARTS		131.77
21-00765	AMAZON CAPITAL SERVICES, INC		43.11
21-00766	AMERIGAS		701.92
21-00767	APPLIANCE MECHANIC		571.36
21-00768	AT&T MOBILITY LLC		46.71
21-00769	BICKFORD MOTORS INC.		4,250.82
21-00770	BRAKE & CLUTCH SUPPLY INC		1,702.86
21-00771	CANON FINANCIAL SERVICES INC		588.71
21-00772	CENTRAL WELDING SUPPLY		297.01
21-00773	CHAMPION BOLT & SUPPLY INC		233.96
21-00774	CHRISTENSEN, INC		3,924.39
21-00775	CITY OF MONROE		34.12
21-00776	CITY OF MONROE		343.45
21-00777	CITY OF MONROE		144.25
21-00778	CITY OF MONROE		612.22
21-00779	COMCAST		136.01
21-00780	COMCAST		150.05
21-00781	COMCAST		461.06
21-00782	COMCAST		154.79
21-00783	COURIERWEST		2,232.00
21-00784	CRESSY DOOR COMPANY, INC		2,437.34
21-00785	CUMMINS, INC		736.21
21-00786	DIRECTV		71.98
21-00787	DRIVELINES NW, INC.		261.05
21-00788	EVERETT STEEL, INC		111.73
21-00789	EVERGREEN POWER SYSTEMS, INC		4,517.23
21-00790	FOX TRUCKING		836.25
21-00791	FREIGHTLINER NORTHWEST		5,743.66
21-00792	GALLS, LLC - DBA BLUMENTHAL UNIFORM		2,855.75

**Page Total** 45,169.67

**Cumulative Total** 45,169.67

## Snohomish County Fire District #7 Claims Voucher Summary

04/21/2021

Page 2 of 4

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
21-00793	GRAINGER		700.05
21-00794	HARBORVIEW INVESTMENT LTD		1,970.00
21-00795	HEALTHFORCE PARTNERS INC.		5,405.00
21-00796	HIGHWAY AUTO SUPPLY		46.89
21-00797	HUGHES FIRE EQUIPMENT		1,961.13
21-00798	IRON MOUNTAIN INC		344.63
21-00799	ISOUTSOURCE		230,934.29
21-00800	KENT D. BRUCE CO., LLC		1,222.39
21-00801	KUSSMAUL ELECTRONICS CO INC		363.56
21-00802	LAKE STEVENS SEWER DISTRICT		86.00
21-00803	LAKE STEVENS SEWER DISTRICT		172.00
21-00804	LN CURTIS & SONS		543.18
21-00805	MOBILE HEALTH RESOURCES		970.70
21-00806	MONROE PARTS HOUSE		7,856.40
21-00807	MONROE VISION CLINIC, INC.		890.00
21-00808	MUNICIPAL EMERGENCY SERVICES, INC.		1,468.32
21-00809	NATIONAL TESTING NETWORK INC		500.00
21-00810	NORTH SOUND HOSE & FITTINGS INC		35.78
21-00811	NORTHWEST FIBER, LLC		339.50
21-00812	NORTHWEST SAFETY CLEAN		263.11
21-00813	OFFICE DEPOT		324.85
21-00814	O'REILLY AUTOMOTIVE, INC		160.00
21-00815	PACIFIC RIM ENVIRONMENTAL, INC.		1,073.60
21-00816	PERFORMANCE MARINE INC		139.93
21-00817	PETROCARD SYSTEMS, INC.		649.25
21-00818	PRAXAIR DISTRIBUTION INC		50.42
21-00819	PROPERTY MAINTENANCE COM/RES		1,096.25
21-00820	PUGET SOUND ENERGY		652.73
21-00821	PUGET SOUND ENERGY		397.75
21-00822	PUGET SOUND ENERGY		36.11
21-00823	PUGET SOUND ENERGY		35.87

Page Total

260,689.69

Cumulative Total

305,859.36

## Snohomish County Fire District #7 Claims Voucher Summary

04/21/2021

Page 3 of 4

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
21-00824	PUGET SOUND ENERGY		380.70
21-00825	PUGET SOUND ENERGY		623.28
21-00826	PUGET SOUND ENERGY		575.92
21-00827	PUGET SOUND ENERGY		297.67
21-00828	PUGET SOUND ENERGY		584.94
21-00829	QUADIENT FINANCE USA, INC.		500.00
21-00830	REHN & ASSOCIATES		75.00
21-00831	RICE FERGUS MILLER		40,269.37
21-00832	RICOH USA, INC.		396.30
21-00833	RICOH USA, INC.		718.55
21-00834	ROTARY CLUB OF MONROE		100.00
21-00835	SIX ROBBLEES'		163.91
21-00836	SMARSH INC		3,654.44
21-00837	SNOHOMISH COUNTY FIRE DISTRICT 7		216.82
21-00838	SNOHOMISH COUNTY FIRE DISTRICT 7		92,779.04
21-00839	SNOHOMISH COUNTY FIRE DISTRICT 7		8.46
21-00840	SNOHOMISH COUNTY PLANNING AND DEVELOPMENT SERVICE		2,014.00
21-00841	SNOHOMISH COUNTY PUD		1,588.05
21-00842	SNOHOMISH COUNTY PUD		251.38
21-00843	SNOHOMISH COUNTY PUD		454.05
21-00844	SNURE LAW OFFICE, PSC		2,012.50
21-00845	SPRAGUE PEST SOLUTIONS		1,446.61
21-00846	STAPLES		5.88
21-00847	STATE OF WA DEPARTMENT OF REVENUE		216.82
21-00848	THYSSENKRUPP ELEVATOR CORPORATION		3,030.72
21-00849	TOWN & COUNTRY TRACTOR INC.		3,462.59
21-00850	TRUE NORTH EMERGENCY EQUIPMENT INC		466.19
21-00851	UNITED PARCEL SERVICE		18.50
21-00852	US BANK		27,515.68
21-00853	US BANK VOYAGER		12,697.96
21-00854	WAVE BUSINESS		147.76

**Page Total**

196,673.09

**Cumulative Total**

502,532.45

# Snohomish County Fire District #7 Claims Voucher Summary

04/21/2021

Page 4 of 4

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
21-00855	ZUMAR INDUSTRIES INC		3,661.55

	<b>Page Total</b>	3,661.55
	<b>Cumulative Total</b>	506,194.00



**Payroll Summary and Authorization Form for the**

**April 15, 2021 Payroll**

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 and Rescue**

**Direct Deposits: \$789,740.73**

**Paper Checks: \$6,148.45**

**Taxes: \$218,100.50**

**Allowed in the sum of: \$1,013,989.68**

Reviewed by: Denise Mattern  
District Administrative Coordinator

Prepared by: Jessica Ober  
Payroll Specialist

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



**N**  
**BOARD OF FIRE COMMISSIONERS MEETING MINUTES**  
**SNOHOMISH REGIONAL FIRE AND RESCUE**

Fire District 7 Station 31 Training Room/ Via Blue Jeans  
 163 Village Court, Monroe, WA 98272  
 April 08, 2021 1730 hours

**CALL TO ORDER:** Chairman Waugh called the meeting to order at 1730 hours via virtual platform. In attendance were Commissioner Edwards, Commissioner Fay and Commissioner Woolery. In attendance via video: Commissioner Elmore, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, and Commissioner Steinruck.

**PUBLIC COMMENT:** None

**UNION COMMENT:** -None

**CHIEFS REPORT**

Highlights from the report

- House Bill 1159 has cleared the Senate, needs Governor approval.
- Congratulations to Debbie Jennings on her retirement.
- First meeting of the Revenue Planning committee will be April 14, 2021.
- Representative Del Bene and Council Member Lowe toured the Evergreen Fairground Vaccination site on April 7 with discussion on upcoming funding.

**CONSENT AGENDA**

**Approve Vouchers**

*AP Vouchers: 21-00625 to 21-00750; (\$532,880.69)*

**Approval of Payroll**

*March 31, 2021 \$1,022,700.25*

**Approval of Minutes**

*Approve Regular Board Meeting Minutes –March 25, 2021*

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

Motion by Commissioner Snyder, 2<sup>nd</sup> by Commissioner Steinruck.

On Vote, **Motion carried 9/0.**

**CORRESPONDENCE**

**OLD BUSINESS**

**Discussion**

*Station 83 Tower – Sno911:* Sno911 presented the District with an initial plan regarding the possibility of putting a communication tower on Station 83 property. Chief O'Brien explained the initial location submitted by Sno911 was rejected. The tower would impede both drill areas and future options to expand. We are still working with Sno911 to find a better location that will positively serve both entities.



## Action

*Community Survey Consultant agreement*

### **Motion to approve CAYA Communications Consultant Agreement as submitted.**

Motion by Commissioner Fay, 2<sup>nd</sup> by Commissioner Schaub.

On Vote, **Motion carried 9/0.**

*Finance Report: Year-end, encumbrances, amendment*

### **Motion to approve Finance Report as submitted.**

Motion by Commissioner Snyder, 2<sup>nd</sup> by Commissioner Elmore.

On Vote, **Motion carried 9/0.**

## NEW BUSINESS

### **Discussion**

*Station 83-AIA Agreement:* The agreement was presented to the BOC with recommended changes by Legal Counsel Snure. These changes were accepted by Rice Fergus Miller. Recommended move to action next BOC meeting.

## Action

### **COMMISSIONER COMMITTEE REPORTS**

*Joint Fire Board with Mill Creek (Fay/Elmore/Waugh):*NA

*Finance Committee (Elmore/Snyder/Waugh/ Woolery):*NA

*Policy Committee (Woolery/ Elmore/Edwards/Schaub):*NA

*Labor/Management (Waugh/Elmore/Fay):* Commissioner Waugh commented on the meeting held 4/5/21. He is continually impressed by the positive interactions between Labor and Management. Union President McConnell agreed.

*Shop Committee (Snyder/Edwards / Gagnon/Woolery):*NA

*Strategic Plan Committee (Schaub/Fay/Snyder/Steinruck):* Commissioner Schaub notes the committee's continued progress.

*Capital Facilities Committee (Snyder/Gagnon/Schaub/ Woolery):* Commissioner Snyder briefed the Board on the "Optimum Plan" presented to the committee by Dave Fergus. This plan was in essence the dream plan if there was endless funds and properties. The next meeting will look more at properties (those we have and those we may need). We will be prioritizing what our action plan will look like going forward. Chief O'Brien added comments regarding his meeting with AC Huff and his staff regarding the Operation aspects of future station needs. He is excited to present that information at the next meeting. Commissioner Fay asked about consideration of selling properties owned by the district for future financing. Chief O'Brien confirmed this has been considered.

Government Liaisons:





Lake Stevens (Gagnon/Steinruck)  
 Monroe (Edwards/Snyder/Woolery)  
 Mill Creek (Elmore/Fay)  
 Legislative (Elmore/Schaub)

**OTHER MEETINGS ATTENDED**

*Snohomish County 911 (Waugh):* Commissioner Waugh gave an overview of the meeting that included discussion on the budget, updates on radios and the effect of COVID on the sales tax revenue. There has been a recommendation that the loss of a radio will fall on the agency to replace. The sales tax revenue dipped at the beginning of social distancing but has comeback.

*Leadership Meeting (Fay/Schaub):* NA

*Sno-Isle Commissioner Meeting (Fay):* Commissioner Fay reviewed the highlights of the last meeting with PIO's in the area. He is working on securing WSDOT for a future meeting.

**GOOD OF THE ORDER**

**ATTENDANCE CHECK**

Regular Commissioner Meeting, April 22, 2021 at 1730 - Station 31 Training Room/BlueJeans

**EXECUTIVE SESSION**

At 1805 hours Chairman Waugh called for an executive session pursuant to RCW 42.30.110(1)(i) to discuss pending litigation with legal counsel. Chairman Waugh asked for fifteen (15) minutes. The regular meeting resumed at 1820 hours, no action taken.

**ADJOURNMENT**

Chairman Waugh adjourned the meeting at 1820 hours.

**Snohomish Regional Fire and Rescue**

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Commissioner Rick Edwards

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Vice Chairman Troy Elmore

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Commissioner Fay



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Commissioner Paul Gagnon

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Commissioner Jeff Schaub

---

Commissioner William Snyder

---

Commissioner Jim Steinruck

---

Chairman Roy Waugh

---

Commissioner Randal Woolery

---

Chief Kevin K. O'Brien

# **CORRESPONDENCE**

Chief Kevin O'Brien  
Snohomish Regional Fire Rescue



Dear Chief,

I had an unfortunate circumstance the other evening and felt the need to call 911 for the first time in my life. I live alone and felt some serious symptoms to the point where I felt if I did not call for assistance that I may not be capable if I waited any longer.

I was a law enforcement officer in the State of Florida and retired in 2011 after a 20-year career so I am extremely careful when considering a 911 call. I waited as long as I could and decided it was time. When I called the dispatcher was extremely kind and helpful. She dispatched a team to my home. The response was quick, and I was very relieved when they arrived.

Brett Bergeron and Rohan Peterson arrived, and they were extremely kind and compassionate. They were calming and I felt extremely confident knowing they were there. I described my situation and they acted swiftly. I was feeling tightness in my chest, I was lightheaded, and was experiencing some shortness of breath. I have never felt the way I did before that night. I spoke primarily to Brett and he was just so great. I don't know that I have ever interacted with anyone in this profession that was as good as he was. From my previous career I have encountered hundreds of firemen and medics so that is really something special.

They assessed my condition, and I was able to calm down and get back to a normal heartrate. I think that just having them there and the manner in which they spoke to me eliminated my concerns. I was very anxious, and a bit panicked prior to their arrival.

I felt compelled to share my experience with you because these guys were so professional, compassionate, and supportive. These gentlemen took me very seriously and treated me so well and for that I am extremely grateful. These two men are a credit to the profession, and I hope you are proud of their actions. While my situation essentially turned out to be a bit of an overreaction on my part, I never felt for a moment that they felt that way. I think that the stress of my job caught up with me and I talked myself into a bit of a panic. They calmed me down and treated me with kindness. I could not be more grateful to the both of them. I just wanted to say thank you and to let you know how great they were.

Kindest regards,

Don Rufo

A handwritten signature in blue ink, appearing to read "Don Rufo".

# **OLD BUSINESS - DISCUSSION**

# **OLD BUSINESS - ACTION**



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

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the Ninth day of March in the year Two Thousand Twenty One  
(*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*)

2020056.00 Snohomish Fire Station 83  
13717 Division Street  
Snohomish, WA 98290

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.)*

Project consists of remodeling and reconfiguring the existing Washroom and Office into a 3<sup>rd</sup> Sleep Room and an ADA compliant Restroom. The existing Kitchen will be reconfigured and lengthened. Existing laundry, janitorial, and storage areas will be reworked into the new room configuration. Additionally, the existing Storage and Radio Rooms in the Apparatus Bay will be reconfigured into a new Restroom and Radio Desk. No expansion of the existing fire station footprint is anticipated. See attached Exhibit A for conceptual selective demolition plan and new improvement plan.

Existing drawings provided by the owner will be utilized as the basis for the drawings, with as-built confirmation of existing areas provided only at the areas affected by this project.

§ 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.)*

13717 Division Street  
Snohomish, Washington 98290

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

Init.

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User Notes: (1382573398)



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

Anticipated bid-day construction amount of \$582,475 per the professional cost estimate prepared by RC Cost Group, dated 1/9/21

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

- .1 Design phase milestone dates, if any:
- .2 Construction commencement date:
- .3 Substantial Completion date or dates:
- .4 Other milestone dates:

**§ 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.)*

Competitive public bid.

**§ 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.)*

None specified 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.)*

Jamie L. Silva  
Assistant Fire Chief – 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:
- .2 Civil Engineer:
- .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.)

Dave Fergus, Principal in Charge  
dfergus@frmarch.com  
Patricia Quist-Therson, Project Manager  
pquist-therson@rfmarch.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:  
  
Reid Middleton  
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
- .3 Cost Estimator:  
  
RC Cost Group  
917 Pacific Avenue, Suite 505  
Tacoma, WA 98402
- .4 Septic Design:  
  
Jensen Engineering, LLC  
4004 NE 4<sup>th</sup> Street, #107-508  
Renton, WA 98056

§ 1.1.11.2 Consultants retained under Supplemental Services:

Init.

/

**§ 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 ( \$ 2,000,000 ) for each occurrence and two million ( \$ 2,000,000 ) in the aggregate for bodily injury and property damage.

**§ 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 ( \$ 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 (\$ 1,000,000 ) each accident, one million (\$ one million ) each employee, and one million (\$ 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 (\$ 5,000,000 ) per claim and five million (\$ 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 structural, mechanical, and electrical engineering 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 competitive bids; (2) confirming responsiveness of bids; (3) determining the successful bid; and, (4) 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)</i>
§ 4.1.1.1 Programming	Previously Provided
§ 4.1.1.2 Multiple preliminary designs	Previously Provided
§ 4.1.1.3 Measured drawings	NP
§ 4.1.1.4 Existing facilities surveys	M/E/P/S Previously Provided
§ 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	NP
§ 4.1.1.9 Landscape design	NP
§ 4.1.1.10 Architectural interior design	NP
§ 4.1.1.11 Value analysis	NP
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Architect (RC Cost Consultants)
§ 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	Contractor
§ 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	
§ 4.1.1.21 Telecommunications/data design	NP

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<b>Supplemental Services</b>	<b>Responsibility</b> <i>(Architect, Owner, or not provided)</i>
§ 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 – Septic	Architect (Jensen Engineering)

### § 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.

### § 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 Four ( 4 ) 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
- .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.

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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)

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.

(Paragraphs deleted)

## 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)

(Paragraphs deleted) Fixed Fee for Architectural, Structural, Mechanical, Electrical, Plumbing, Septic Design, and Professional Cost Estimating:

Schematic Design / Design Developments:	\$31,798.00
Construction Documents:	\$68,118.00
Total Fixed Fee:	\$99,916.00

- .2 Time & Expense (not included in fixed fee above):
- Bidding & Construction Administration Services
  - Assistance with submitting and obtaining building and land-use permits from Snohomish County

§ 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 Fee Amounts noted in Article 11.1 above.

§ 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.)*

To be negotiated prior to the commencement of any Additional Services.

§ 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	percent (	%)
Design Development Phase	percent (	%)
Construction Documents Phase	percent (	%)
Procurement Phase	percent (	%)
Construction Phase	percent (	%)
<hr/>		
Total Basic Compensation	one hundred percent (	100 %)

§ 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 and the Architect’s consultants 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.)*

<b>Employee or Category</b>	<b>Rate (\$0.00)</b>
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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 Permitting and other fees required by authorities having jurisdiction over the Project;
- .3 Printing, reproductions, plots, and standard form documents;
- .4 Postage, handling, and delivery;
- (Paragraphs deleted)*
- .5 All taxes levied on professional services and on reimbursable expenses;
- (Paragraphs deleted)*
- .6 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 ( \$ 0 ) 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.

*(Paragraph deleted)*

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

X

- .2 Exhibits:  
*(Check the appropriate box for any exhibits incorporated into this Agreement.)*

[

Init.

(Paragraphs deleted)

X ]

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.)

A. Preliminary Station 83 Selective Demolition Plan and Improvement Plan (2 Pages)

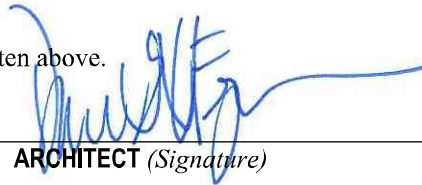
.3

Other documents:

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

None

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



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

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

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

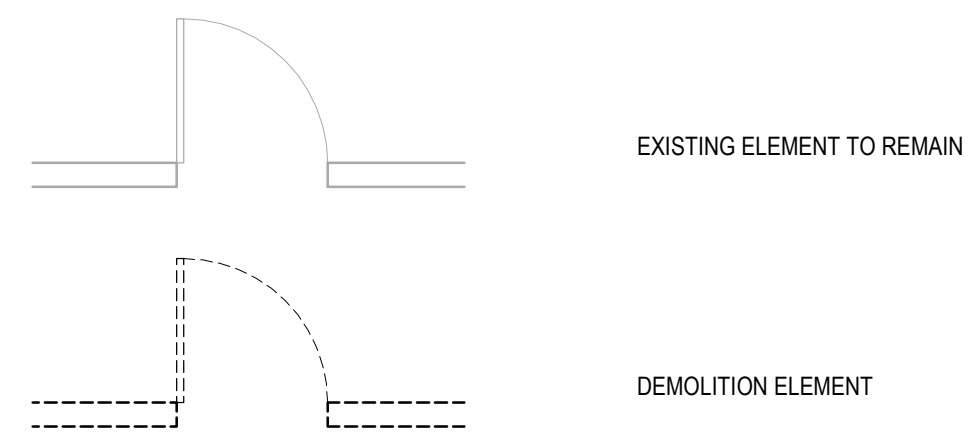
\_\_\_\_\_  
David A. Fergus, Principal

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

KEY NOTES - DEMO PLAN	
#	NOTE DESCRIPTION

**NOTES & LEGEND - DEMO PLAN**

1. FIELD VERIFY EXISTING CONDITIONS. NOTIFY ARCHITECT OF ANY DISCREPANCY PRIOR TO BEGINNING WORK.
2. PROVIDE TEMPORARY BARRICADES AND OTHER FORMS OF PROTECTION TO PROTECT OWNER'S PERSONNEL AND GENERAL PUBLIC AT AREAS OF WORK.
3. PRESERVE AND PROTECT EXISTING CONSTRUCTION AND LIFE SAFETY SYSTEMS TO REMAIN.
4. COORDINATE REMOVAL AND STORAGE OF EXISTING FURNITURE, FIXTURES, EQUIPMENT AND ASSOCIATED HARDWARE TO BE SALVAGED AND STORED DURING CONSTRUCTION WITH OWNER.



**DRAFT**  
 NOT FOR CONSTRUCTION

**SNOHOMISH REGIONAL FIRE & RESCUE**  
**STATION 83**  
 13717 DIVISION ST.  
 SNOHOMISH, WA 98290

PROJECT # 2020056.00

PRE-DESIGN

ISSUE DATE MARCH 09, 2021

REVISION SCHEDULE

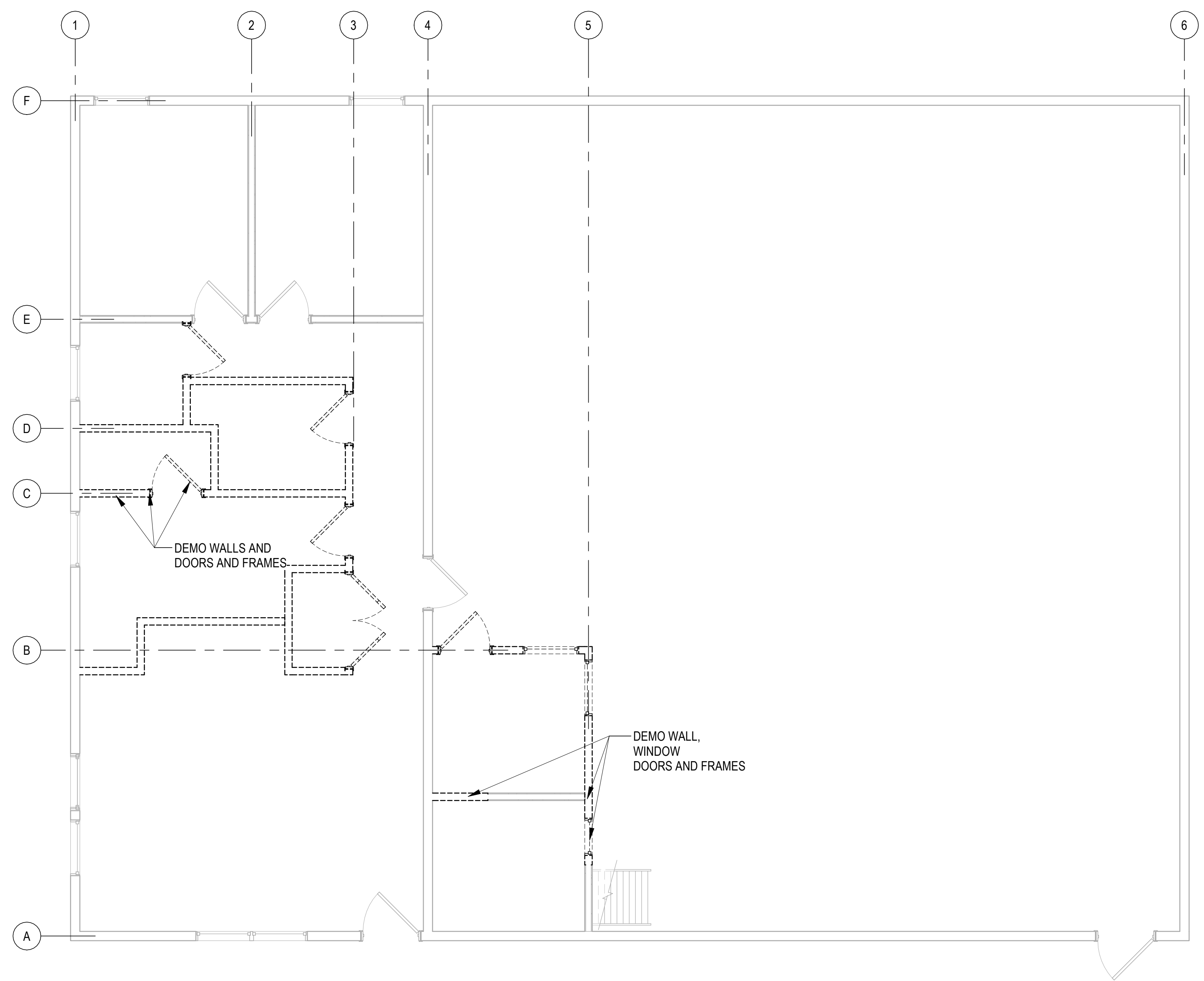
NO.	DATE	DESCRIPTION

AHJ APPROVAL STAMP

LEVEL 1 - DEMO PLAN

SHEET #

**AD21.01**



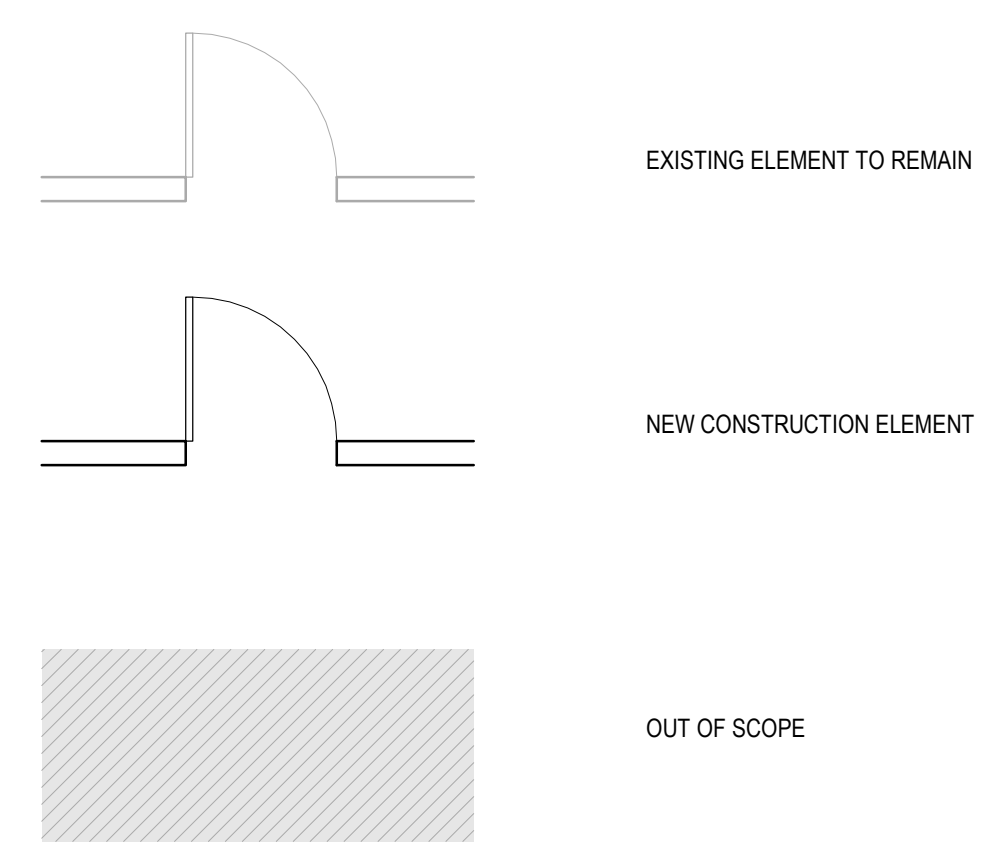
**1 LEVEL 1 - DEMO PLAN**  
 1/4" = 1'-0"



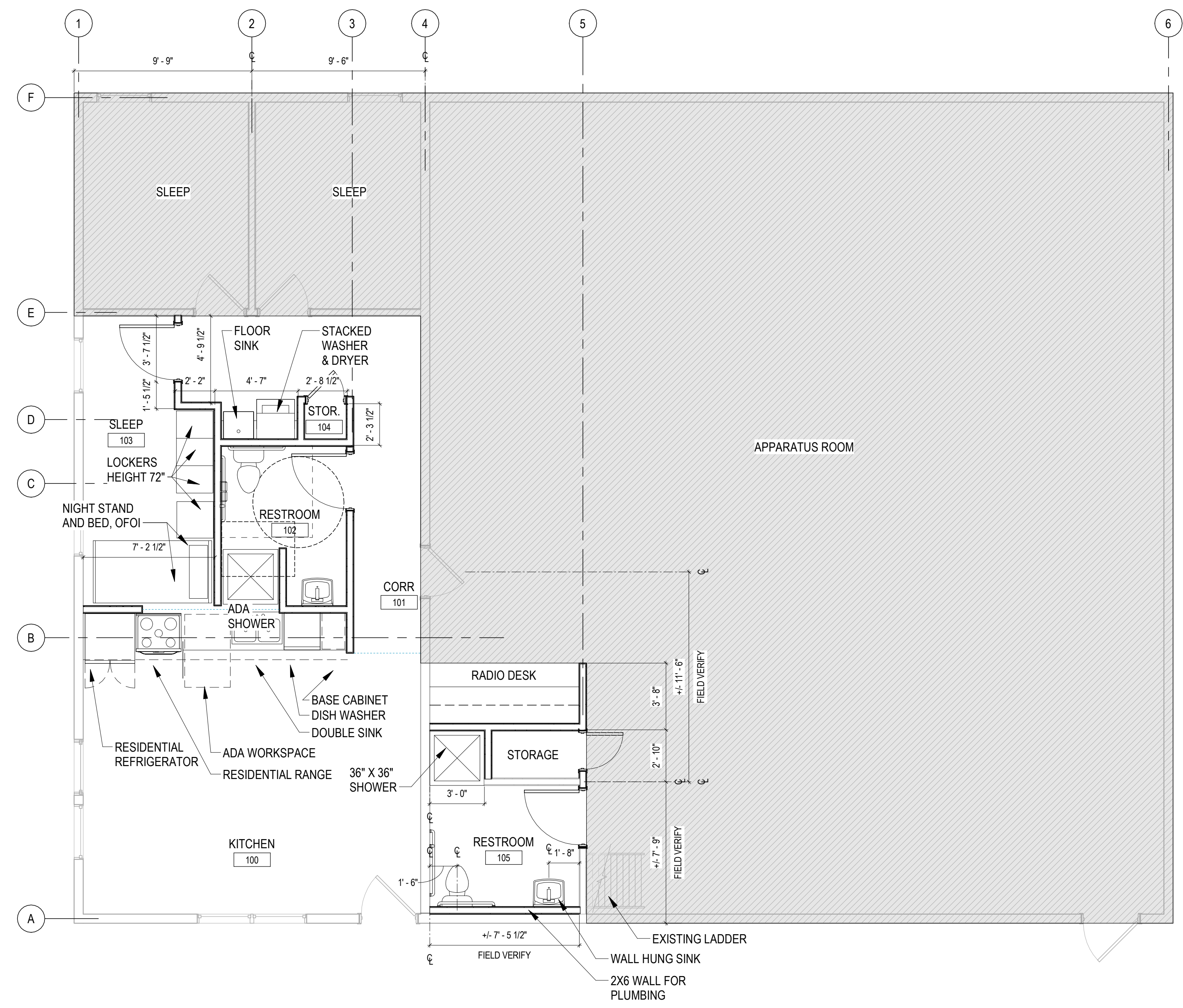
#	NOTE DESCRIPTION
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**NOTES & LEGEND - FLOOR PLAN**

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



**DRAFT**  
 NOT FOR CONSTRUCTION



**1 LEVEL 1 - FLOOR PLAN**  
 1/4" = 1'-0"

**SNOHOMISH REGIONAL FIRE & RESCUE**  
**STATION 83**  
 13717 DIVISION ST.  
 SNOHOMISH, WA 98290

PROJECT #	2020056.00
PRE-DESIGN	
ISSUE DATE	MARCH 09, 2021
REVISION SCHEDULE	

AHJ APPROVAL STAMP

**LEVEL 1 - FLOOR PLAN**

**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.*” **DF - okay**
- Insert “, *within its budgetary limitations,*” after the term “*shall*” in the third sentence. **DF - okay**
- 2.3** Insert “*acceptable to Owner*” preceding “*authorized*”. **DF - okay**
- 2.4** Insert “*advance written*” preceding “*consent*”. **DF - okay**
- 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.*” **DF - okay**
- 3.1.3** In the fourth sentence, insert “*in writing*” preceding “*time limits*”. In the fifth sentence insert “*written*” preceding approval. **DF - okay**
- 3.3.3** Insert “*written*” following the term “*Owner’s*”. **DF - okay**
- 3.4.1** Insert “*written*” following the first three occurrence of the term “*Owner’s*” in the first sentence. **DF - okay**
- 3.4.5** Insert “*written*” following the term “*Owner’s*”. **DF - okay**
- 3.5.1** Insert “*written*” following the term “*Owner’s*” in the second sentence **DF - okay**
- 3.6.1.1** Insert “*as modified,*” **in the first sentence** following “*A201TM-2017,*”. **DF - okay**
- Insert “*further*” preceding “*modify*” in the second sentence. **DF - okay**
- Insert “*in writing*” at end of paragraph. **DF - okay**
- 3.6.1.3** Add “*which shall be the final retainage payment*” to the end of the paragraph. **DF - okay**
- 3.6.2.3** Insert “*initially*” preceding “*interpret*” **DF - okay**
- Replace “*decide*” with “*make recommendations on*” **DF - okay**
- 3.6.2.4** Replace “*Interpretations and decisions*” with “*Initial interpretations and recommendations*” **DF - okay**
- Delete second sentence in its entirety. **DF - okay**

- 3.6.2.5** Delete section in its entirety. **DF - okay**
- 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. **DF - okay**
- 4.2.1** Insert “*in writing*” following “*Owner*” in first sentence. **DF - okay**
- 4.2.2** Insert “*in writing*” following “*Owner*” in first sentence. Replace “*upon*” with “*following*”. **DF - okay**
- 4.2.3** Insert “*when approved in writing by the Owner*” following “*Services*” in the first sentence. **DF - okay**
- Insert “*in writing*” at the end of the second sentence. **DF - okay**
- 4.2.4** Insert “*when approved in writing by the Owner*” following “*shall*”. **DF - okay**
- 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. **DF - okay**
- 6.1** Insert “*or to the extent the Project is not completed, the estimated cost*” following “*total cost*” in the first sentence. **DF - okay**
- Insert “*approved in writing by the Owner*” following “*Architect*” in the first sentence. **DF - okay**
- 6.2** Replace “*shall*” with “*may*” in first sentence. **DF - okay**
- 6.7** Insert “*upon advance written approval of Owner*” after “*anticipate,*”. **DF - okay**
- 7.3** Insert “*and for the purposes as specified in Section 7.3.1*” following “*Project*” in the first sentence. **DF - okay**
- 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.*” **DF - okay**
- 8.1.2** Insert “*as modified,*” following “*A201-2017,*”. **DF - okay**
- 8.2.4** Deselect Litigation and Section Arbitration. **Rice Fergus Miller’s preference is typically Litigation as opposed to Arbitration. I have read the entire 8.3 below and find it acceptable, but am curious why Arbitration is the District’s first choice**



of remedy?

**8.3** Replace Section 8.3 in its entirety with the following: **DF – okay in its entirety.**

**§ 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 **DF - okay**

***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" **DF - okay**

Insert "reasonable and necessary" preceding "expenses" **DF - okay**

9.6 Insert "together with Reimbursable Expenses then due." after "termination," and delete remainder of section. **DF - okay**

9.7 Delete paragraph in its entirety. **DF - okay**

- 10.1** Insert “.” Following “*located*” and delete remainder of sentence. **DF - okay**
- 10.2** Insert “*as modified,*” following “A201-2017,”. **DF - okay**
- 11.4** Insert “, *approved in writing in advance by the Owner,*” following “*consultants*”  
**DF - okay**
- 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.*” **DF - okay**
- 13.2.1** Insert “*as modified,*” following “A201-2017,” **DF - okay**

END OF ADDENDUM

# **NEW BUSINESS - DISCUSSION**

# **NEW BUSINESS - ACTION**

# COMMITTEE REPORTS

## **OTHER MEETINGS ATTENDED**

# **EXECUTIVE SESSION**