



# Gig Harbor Fire & Medic One

**AGENDA**  
**Commissioners' Meeting**  
**June 13, 2023**  
**5:00 P.M.**

1. Call to Order and Pledge of Allegiance
2. Approval of the Agenda
3. Commissioner Absence
4. Communications – See Packet
5. Approve minutes of May 23, 2023 Commissioner meeting
6. Voucher Approval
  - Accounts Payable Vouchers 199430-199542: \$483,069.54
  - GRAND TOTAL VOUCHERS:** **\$483,069.54**
7. Local 3390 Reports
8. Chiefs Reports
9. Standing Committee Reports
10. Chairman's Report
11. 2022 Bond Update
12. **OLD BUSINESS**
  - a.
13. **EXECUTIVE SESSION** pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee and 42.30.140 to discuss collective bargaining negotiations.
14. **NEW BUSINESS**
  - a. Retiree Medical Program Application J. Black
  - b. RFM AIA Contract - Station 51 (Design) J. Johnson
15. Open Public Comment (state your name for the record, you will have 3 minutes)
16. **GOOD OF THE ORDER**
17. **SPECIAL INTERESTS/UPCOMING EVENTS**
  - 6/14/2023 Levy Information Presentation, 6:00pm @ Station 51, 6711 Kimball Drive, Gig Harbor
  - 6/20/2023 Levy Information Presentation, 6:00pm @ Station 51, 6711 Kimball Drive, Gig Harbor

Adjourn Meeting. Next regular meeting will be **Tuesday, June 27, 2023, at 5:00 PM**



To Rob and the wonderful fire and medic crew who helped make our Memorial Day Service special, thank you. Rob, you are our favorite piper. To the crew that stood at attention during the service, you made our hearts beam with pride knowing that we have men and women like you who keep our community safe. And like the children in attendance at the ceremony, we adults also loved the drama of the fire truck arriving, parking, and the firemen interacting with the audience. Thank you. We look forward to having you all - Rob and the whole crew with fire truck and medic unit again, Memorial Day 2024 at Fox Island Cemetery.

Virddie Gollieher, Fox Island Museum Volunteer

Fox Island Historical Society

1017 9th Ave

P.O. Box 242

Fox Island, WA 98333

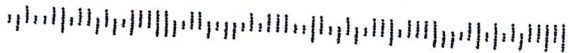
TACOMA WA 983

OLYMPIA WA

5 JUN 2023 PM 4 L



Gig Harbor Fire Headquarters  
10222 Bujaeich Rd NW  
Gig Harbor, WA  
98332





# Gig Harbor Fire & Medic One

## COMMISSIONERS' MEETING MINUTES

May 23, 2023

Chairman Urvina called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Urvina, Wilsie, Entze, Sutich and Nelson, A/Cs P. Oldenburg, T. Meyer, J. Black, Finance Director K. Hackmeister (virtual) and EA T. VanderVaate.

### APPROVAL OF THE AGENDA

Commissioners Entze and Nelson moved and seconded approval of the agenda. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

### COMMISSIONER ABSENCE

### COMMUNICATIONS

Letter from South Sound 911 included in agenda packet.

### MINUTES AND BLANKET VOUCHERS

Commissioners Wilsie and Entze moved and seconded approval of the May 9, 2023 meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Sutich moved and seconded approval of Accounts Payable Vouchers 199356-199429, Payroll Vouchers 199340-199355 and ACH transfers as set forth in the agenda for a total consideration of \$2,521,468.78. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

### LOCAL 3390 REPORTS

### CHIEFS REPORTS

Chief Black reported:

- The District is preparing a job description and announcement for a new IT position;
- Engine spec committee has been formed and is working toward preparing to order new engines later this year;
- WSRB rating process is almost complete; hope to have a report at the next Board meeting.



Chief Meyer reported:

- District responded to two house fires on May 10;
- Prevention Division coordinated a mock crash demonstration at Gig Harbor High School and did a great job;
- Chief Doan is in Wenatchee attending the Washington Fire Chiefs Association annual conference;
- Chief Johnson is in St. Louis attending a station design conference;
- He is attending a DNR academy at North Bend on Thursday;
- District staff continue moving forward on the driver/operator assignment process as well as preparing for a promotional process; an announcement for the promotional process should be distributed by mid-June;
- The District is hosting a pre-season wildland meeting on May 30<sup>th</sup> with attendees coming from various federal, state and local agencies.

## STANDING COMMITTEE REPORTS

### FINANCE REPORT

Krystal Hackmeister presented

- April 2023 Financial Report; and
- 2022 Year-End Financial Report

### CHAIRMAN'S REPORT

### EXECUTIVE SESSION.

At 5:18pm, Chairman Urvina announced a 15-minute Executive Session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee. At 5:34 the Executive Session was extended for 10 minutes. The meeting was called back to regular session at 5:44pm. No action was taken.

### OLD BUSINESS

### NEW BUSINESS

- A.** 2023 Contract for Fire Protection Services. Chief Oldenburg recommended the Board approve the 2023 Contract for Fire Protection Services with Pierce County as presented. Commissioner Nelson announced he would abstain from any vote because his employer is Pierce County. With no further discussion, Commissioners Entze and Sutich moved and seconded approval of the contract as presented. The **MOTION CARRIED** by roll call vote as follows: Entze – Yes; Sutich – Yes; Nelson – Abstain; Wilsie – Yes; Urvina - Yes.
- B.** Retiree Medical Program Application. Chairman Urvina announced the application submitted was incomplete and requested it be resubmitted for approval at the next meeting.
- C.** Capital Asset Policy – Resolution 2023-07. Krystal Hackmeister presented Resolution 2023-07 adopting Capital Asset Policy 6000.2 and recommended the Board approve as presented. With no further discussion, Commissioners Nelson and Entze moved and seconded approval of Resolution 2023-07 as presented. The **MOTION CARRIED** by unanimous roll call vote.
- D.** 2022 Annual Report. Krystal Hackmeister presented the draft 2022 annual report required to be filed with the State Auditor's Office no later than May 31. With no questions following the presentation, Ms. Hackmeister indicated she would complete and submit the report to the State

before the filing deadline.

**PUBLIC COMMENT**

**GOOD OF THE ORDER**

Commissioner Entze expressed his appreciation for the work Chief Oldenburg and Krystal Hackmeister have done on the capital asset policy and financial reports.

**SPECIAL INTERESTS/UPCOMING EVENTS**

Chief Meyer reported the Prevention Division will have a booth at the Gig Harbor Maritime Festival and that Chief Doan will be walking in and judging the parade entries.

**ADJOURNMENT**

There being no further business to discuss, Chairman Urvina adjourned the meeting at 5:50pm.

The next regular meeting will be 5:00pm on Tuesday, June 13, 2023.

\_\_\_\_\_  
Chairman/Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Attest: District Secretary

**VOUCHER APPROVAL:**

<b>May 23, 2023</b>
<b>APPROVED BY ASSISTANT CHIEF OLDENBURG</b>

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**ACCOUNTS PAYABLE:**

**Dollar Amount**

**TOTAL**

Voucher Nos:	199430	through	199430	\$	222,055.36	\$	222,055.36
	199431	through	199472	\$	63,652.50	\$	63,652.50
<b>Total Accounts Payable Invoices:</b>				\$	285,707.86	\$	285,707.86

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**GRAND TOTAL ACCOUNTS PAYABLE:     \$            285,707.86**

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<b>PAYABLES RUN FOR COUNTY'S WARRANT PRINTING ON 5/24/23</b>
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## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:00:19 Date: 05/23/2023

05/23/2023 To: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199430 RICE FERGUS MILLER	1706	05/23/2023	Claims	11	222,055.36	CAPITAL FUND - BOND PROJECTS
					119,667.54	Training Campus - Revalidation - CA Svcs - Prof Svcs thru 4/30/23
					52,323.01	Stn 57 - Prof Svcs thru 4/30/23
					50,064.81	Stn 53 - Prof Svcs thru 4/30/23
					<b>Amount</b>	
					50,064.81	
					52,323.01	
					119,667.54	

Total Vouchers: 222,055.36

Commissioner Signatures:

Chair

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against Pierce County Fire District #5 and that I am authorized to authenticate and certify to said claim.

District Secretary

Date

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:35:14 Date: 05/23/2023

05/23/2023 To: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199431 ASURIS NORTHWEST HEALTH 522 11 20 006 - Post Retirement Benefit Payments	1707	05/23/2023	Claims	1	113.00	RETIREE RX PREMIUM - JUNE 2023
				113.00		Larry Claiborne - RX Coverage - June 2023 - ID #110174925
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
JUNE 2023	05/22/2023	05/22/2023	Larry Claiborne - RX Coverage - June 2023 - ID			113.00
199432 BAKER MARK 522 45 43 000 - Travel: Conferences, seminars, etc	1708	05/23/2023	Claims	1	955.25	TRAINING/TRAVEL REIMBURSEMENT
				955.25		Trvl Reimb - Lodging, Meals Per Diem - Heavy Vehicle Extrication - 5/1-5/5/23
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
5/10/23 REIMB	05/23/2023	05/23/2023	Trvl Reimb - Lodging, Meals Per Diem - Heavy Vehicle			955.25
199433 BLACK JASON 522 60 48 000 - Vehicle Repairs & Maint. by Others	1709	05/23/2023	Claims	1	433.13	LOGISTICS - REIMBURSEMENT
				433.13		Reimb - Genes Towing - Tow E28 to Shop
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
5/22/23 REIMB	05/22/2023	05/22/2023	Reimb - Genes Towing - Tow E28 to Shop			433.13
199434 CENTRAL PIERCE FIRE & RESCUE 522 50 47 004 - Communications	1710	05/23/2023	Claims	1	8,584.52	INFRASTRUCTURE CHARGES
				2,857.14		Ethernet - Comcast Inv #168248760 - 3/15-4/14/23
				2,295.95		Lumen Inv #636440046 - 3/8-5/7/23
				3,431.43		Mitel Inv #43181806 - 5/1-5/31/23
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
AR004830	05/22/2023	05/22/2023	Ethernet - Comcast Inv #168248760 - 3/15-4/14/23			2,857.14
AR004832	05/22/2023	05/22/2023	Lumen Inv #636440046 - 3/8-5/7/23			2,295.95
AR004831	05/22/2023	05/22/2023	Mitel Inv #43181806 - 5/1-5/31/23			3,431.43
199435 CENTURYLINK 522 50 47 004 - Communications	1711	05/23/2023	Claims	1	125.08	FACILITIES - UTILITIES
				125.08		Phone Svc - Stn 55 - 5/14-6/13/23 - Acct 501527064
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
5/14/23 INV	05/22/2023	05/22/2023	Phone Svc - Stn 55 - 5/14-6/13/23 - Acct 501527064			125.08
199436 CINTAS CORP 522 50 20 005 - Clothing	1712	05/23/2023	Claims	1	260.04	FLEET/FACILITIES - UNIFORMS
				70.37		Facilities Uniforms
				86.97		Shop Laundry - Towels, Fender Covers, Mats
				102.70		Fleet Uniforms
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
4155368283	05/23/2023	05/23/2023	Fleet/Facilities Uniforms			260.04
199437 CONWAY SHIELD 522 14 49 004 - History/HonorGuard/Pipes&Drums	1713	05/23/2023	Claims	1	111.18	LOGISTICS - PO #40672
				111.18		Helmet Shield for Retirement Gifts - Hayes, Spoja
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
0506927	05/22/2023	05/22/2023	Helmet Shield for Retirement Gifts - Hayes, Spoja			111.18
199438 CURTIS LN & SONS 522 20 31 011 - FF Equip Parts & Supplies	1714	05/23/2023	Claims	1	1,223.36	LOGISTICS - PO #40854 - PPE
				1,223.36		Pheonix Structural FF Gloves - 10 Pr Medium - Quote #259233 - PPE
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
INV697580	05/23/2023	05/23/2023	Pheonix Structural FF Gloves - 10 Pr Medium - Quote			1,223.36
199439 DOBBS PETERBILT - TACOMA 522 60 31 010 - Vehicle Parts & Supplies	1715	05/23/2023	Claims	1	468.42	FLEET - PO #40939, #40947
				84.86		DEF Fluid
				302.53		Thermostat Housing - T13



## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:35:14 Date: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
BC1859151	05/23/2023	05/23/2023	Class A Uniform Pieces - J Moseley (Less Pmt on		628.36	
BC1859147	05/23/2023	05/23/2023	Class A Uniform Pieces - R Cline (Less Pmt on		620.03	
BC1859149	05/23/2023	05/23/2023	Class A Uniform Pieces - M Millie (Less Pmt on		291.34	
BC1859145	05/23/2023	05/23/2023	Class A Uniform Pieces - J Clark (Less Pmt on		272.38	
BC1859152	05/23/2023	05/23/2023	Class A Uniform Pieces - T Finneseth (Less Pmt on		612.66	
BC1859150	05/23/2023	05/23/2023	Class A Uniform Pieces - M Reyes (Less Pmt on		641.95	
BC1880283	05/23/2023	05/23/2023	Class A Uniform Pieces - C Stayton (Less Pmt on		251.72	
BC1883298	05/23/2023	05/23/2023	Duty Pants - 3 Qty - FF Courtier		424.29	
BC1875901	05/23/2023	05/23/2023	Duty Uniform Items - AC Booth		559.08	
BC1878519	05/23/2023	05/23/2023	Duty Boots, Duty Pants, Duty Shirts - PM Freeby, Duty		1,637.72	
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199445 HARBOR AUDIOLOGY	1721	05/23/2023	Claims	1	190.00	CONSULTANT - HEARING TESTS
	522 20 41 005 - Contracts, Hearings,Wellness/Fitness				95.00	Occup Hearing Assessment - T Bruess
	522 20 41 005 - Contracts, Hearings,Wellness/Fitness				95.00	Occup Hearing Assessment - B Gandara
	<b>Invoice # Rcvd Date Due Date Description Amount</b>					
	149854 05/23/2023 05/23/2023 Occup Hearing Assessment - T Bruess				95.00	
	149856 05/23/2023 05/23/2023 Occup Hearing Assessment - B Gandara				95.00	
<hr/>						
199446 HERITAGE-CRYSTAL CLEAN LLC	1722	05/23/2023	Claims	1	227.64	FLEET - PO #40936
	522 60 48 001 - Environmental maintenance				227.64	Disposal of Coolant
	<b>Invoice # Rcvd Date Due Date Description Amount</b>					
	18015573 05/22/2023 05/22/2023 Disposal of Coolant				227.64	
<hr/>						
199447 HUGHES FIRE EQUIPMENT INC	1723	05/23/2023	Claims	1	1,106.35	FLEET - PO #40955, #40899, #40814
	522 60 31 010 - Vehicle Parts & Supplies				281.15	Switch Labels - 16 Qty - E29
	522 60 31 010 - Vehicle Parts & Supplies				611.38	Grab Handle - E27
	522 60 31 010 - Vehicle Parts & Supplies				213.82	Transducer - E30
	<b>Invoice # Rcvd Date Due Date Description Amount</b>					
	591592 05/23/2023 05/23/2023 Switch Labels - 16 Qty - E29				281.15	
	591382 05/23/2023 05/23/2023 Grab Handle - E27				611.38	
	590678 05/23/2023 05/23/2023 B Skavlem				213.82	
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199448 KELLEY CONNECT - LEASE PYMTS	1724	05/23/2023	Claims	1	1,925.54	COPIERS - LEASE PAYMENT
	522 14 45 000 - Copy Machine Lease/Maintenance				1,925.54	Copiers - Lease Pmt - 9 Brothers, 5 Toshiba
	<b>Invoice # Rcvd Date Due Date Description Amount</b>					
	34103580 05/23/2023 05/23/2023 Copiers - Lease Pmt - 9 Brothers, 5 Toshiba				1,925.54	
<hr/>						
199449 LIFE ASSIST INC	1725	05/23/2023	Claims	1	9,928.14	MEDICAL SUPPLIES PO #40934, #40816
	522 70 31 002 - Medical; replacement items				1,825.71	Sapphire IV Pump, EMS Carry Bag for Pump
	522 70 31 002 - Medical; replacement items				7,821.86	4 Sapphire IV Pumps, EMS Carry Bags, IV
	522 70 31 002 - Medical; replacement items				280.57	Sapphire Communication Cable, Sapphire USB Port
	<b>Invoice # Rcvd Date Due Date Description Amount</b>					
	1327480 05/23/2023 05/23/2023 Sapphire IV Pump, EMS Carry Bag for Pump				1,825.71	
	1307968 05/23/2023 05/23/2023 4 Sapphire IV Pumps, EMS Carry Bags, IV Sets				7,821.86	
	1308090 05/23/2023 05/23/2023 Sapphire Communication Cable, Sapphire USB Port				280.57	
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199450 MULTICARE HEALTH SYSTEM	1726	05/23/2023	Claims	1	708.00	CONSULTANT - FF MEDICAL TESTING
	522 20 41 003 - Consultants				708.00	Add'l Testing - Pulse Heart Institute - FF Dower
	<b>Invoice # Rcvd Date Due Date Description Amount</b>					
	4/23/23 INV 05/22/2023 05/22/2023 Add'l Testing - Pulse Heart Institute - FF Dower				708.00	
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199451 NORTHWEST SAFETY CLEAN	1727	05/23/2023	Claims	1	467.13	BUNKER CLEANING/REPAIR - PO #40799

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:35:14 Date: 05/23/2023

05/23/2023 To: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
				522 20 48 000 - Repairs & Maintenance by Others	467.13	Bunker Cleaning, Repair
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				23-35266 05/22/2023 05/22/2023 Bunker Cleaning, Repair		467.13
199452 PACIFIC WELDING SUPPLIES INC	1728	05/23/2023	Claims	1	686.91	MEDICAL OXYGEN - CUST #C2609
				522 70 31 002 - Medical; replacement items	686.91	Medical Oxygen - Cust #C2609
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				0001908470 05/23/2023 05/23/2023 Medical Oxygen - Cust #C2609		686.91
199453 PAPE MACHINERY	1729	05/23/2023	Claims	1	1,256.70	FACILITIES - PO #40954
				522 50 48 000 - Repair & Maint by others	1,256.70	Service on Riding Lawn Mower
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				6605551 05/23/2023 05/23/2023 Service on Riding Lawn Mower		1,256.70
199454 PENINSULA LIGHT CO - ELECTRIC	1730	05/23/2023	Claims	1	1,341.53	FACILITIES - UTILITIES
				522 50 47 001 - Electricity	20.26	Svc - Stn 58 Light - 4/15-5/15/23 - Acct 1152140463976
				522 50 47 001 - Electricity	337.12	Svc - Stn 57 - 4/15-5/15/23 - Acct 1152140108365
				522 50 47 001 - Electricity	562.74	Svc - Stn 52 - 4/8-5/8/23 - Acct 1152140435800
				522 50 47 001 - Electricity	421.41	Svc - Stn 54 - 4/8-5/8/23 - Acct 1152140423665
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				5/15/23 INV 05/22/2023 05/22/2023 Svc - Stn 58 Light - 4/15-5/15/23 - Acct		20.26
				5/15/23 INV 05/22/2023 05/22/2023 Svc - Stn 57 - 4/15-5/15/23 - Acct 1152140108365		337.12
				5/8/23 INV 05/22/2023 05/22/2023 Svc - Stn 52 - 4/8-5/8/23 - Acct 1152140435800		562.74
				5/8/23 INV 05/22/2023 05/22/2023 Svc - Stn 54 - 4/8-5/8/23 - Acct 1152140423665		421.41
199455 PENINSULA LIGHT CO - WATER DEPT	1731	05/23/2023	Claims	1	20.13	FACILITIES - WATER SAMPLE
				522 50 48 000 - Repair & Maint by others	20.13	Water Sample - Stn 50 - April 2023 - WO #10405
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				5/9/23 INV 05/22/2023 05/22/2023 Water Sample - Stn 50 - April 2023 - WO #10405		20.13
199456 PIERCE CO BUDGET & FINANCE	1732	05/23/2023	Claims	1	125.00	EMT RENEWAL FEES - Customer #C-255047
				522 70 49 002 - Registrations	60.00	EMT Renewal Fee - M Bolding, W Ewing
				522 70 49 002 - Registrations	65.00	EMS Evaluator Training Fee - D Hughes
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				CI-325711 05/23/2023 05/23/2023 EMT Renewal Fee - M Bolding, W Ewing		60.00
				CI-329354 05/23/2023 05/23/2023 EMS Evaluator Training Fee - D Hughes		65.00
199457 PITNEY BOWES GLOBAL FINANCIAL SVCS LLC	1733	05/23/2023	Claims	1	172.35	POSTAGE METER LEASE
				522 14 42 001 - Communications -Postage	172.35	Postage Meter Lease - 3/16-6/15/23
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				3317448788 05/23/2023 05/23/2023 Postage Meter Lease - 3/16-6/15/23		172.35
199458 POMPS TIRE SERVICE INC	1734	05/23/2023	Claims	1	377.68	FLEET - PO #40933, #40900
				522 60 31 008 - Vehicle Fuel	112.61	Tire Repair
				522 60 48 000 - Vehicle Repairs & Maint. by Others	265.07	Tire Repair - T13
				<b>Invoice # Rcvd Date Due Date Description</b>		<b>Amount</b>
				2020010695 05/23/2023 05/23/2023 Tire Repair - T13		265.07

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:35:14 Date: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
2020010128	05/23/2023	05/23/2023	Tire Repair		112.61		
199459	PREMERA BLUE CROSS	1735	05/23/2023	Claims	1	508.00	RETIREE MEDICAL PREMIUMS - JUNE 2023
	522 11 20 006 - Post Retirement Benefit Payments				254.00	Larry Claiborne - June 2023 - ID 101324459	
	522 11 20 006 - Post Retirement Benefit Payments				254.00	Chris Goodman - June 2023 - ID 101320397	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	231300001077	05/22/2023	05/22/2023	Larry Claiborne - June 2023 - ID 101324459		254.00	
	231300003267	05/22/2023	05/22/2023	Chris Goodman - June 2023 - ID 101320397		254.00	
199460	PUGET SOUND ENERGY	1736	05/23/2023	Claims	1	1,403.27	FACILITIES - UTILITIES
	522 50 47 005 - Natural Gas				493.52	Svc - Shop - 4/13-5/12/23 - Acct 200008020055	
	522 50 47 005 - Natural Gas				355.95	Svc - Stn 50 - 4/13-5/12/23 - Acct 200008876993	
	522 50 47 005 - Natural Gas				553.80	Svc - Stn 51 - 4/12-5/11/23 - Acct 200022594804	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	5/16/23 INV	05/22/2023	05/22/2023	Svc - Shop - 4/13-5/12/23 - Acct 200008020055		493.52	
	5/15/23 INV	05/22/2023	05/22/2023	Svc - Stn 50 - 4/13-5/12/23 - Acct 200008876993		355.95	
	5/12/23 INV	05/22/2023	05/22/2023	Svc - Stn 51 - 4/12-5/11/23 - Acct 200022594804		553.80	
199461	RUDD GARY	1737	05/23/2023	Claims	1	64.52	TRAINING/TRAVEL REIMBURSEMENT
	522 30 49 002 - Registrations				64.52	Mileage Reimb - Chaplain Academy - 4/17-4/20/23	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	4/24/23 REIMB	05/23/2023	05/23/2023	Mileage Reimb - Chaplain Academy - 4/17-4/20/23		64.52	
199462	SEBREN MELISSA	1738	05/23/2023	Claims	1	64.59	TRAINING/TRAVEL REIMBURSEMENT
	522 14 43 000 - Travel & Training				64.59	Reimb - Mileage, Tolls - Data Analysis Training - 5/14-5/16/23	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	5/18/23 REIMB	05/22/2023	05/22/2023	Reimb - Mileage, Tolls - Data Analysis Training -		64.59	
199463	STARK PAUL	1739	05/23/2023	Claims	1	955.25	TRAINING/TRAVEL REIMBURSEMENT
	522 45 43 000 - Travel: Conferences, seminars, etc				955.25	Trvel Reimb - Lodging, Meals Per Diem - Heavy Vehicle Extrication - 5/1-5/5/23	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	5/9/23 REIMB	05/22/2023	05/22/2023	Training/Trvl Reimb - Heavy Vehicle Extrication -		955.25	
199464	SUNBELT RENTALS INC	1740	05/23/2023	Claims	1	2,321.27	FACILITIES - PO #40720
	522 50 48 000 - Repair & Maint by others				1,160.11	Scissor Lift Rental - Shop Roof - 3/14/23-4/10/23	
	522 50 48 000 - Repair & Maint by others				1,161.16	Scissor Lift Rental - Shop Roof - 4/11/23-5/8/23	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	135983943-00002	05/22/2023	05/22/2023	Scissor Lift Rental - Shop Roof - 3/14/23-4/10/23		1,160.11	
	135983943-00003	05/22/2023	05/22/2023	Scissor Lift Rental - Shop Roof - 4/11/23-5/8/23		1,161.16	
199465	TACOMA SCREW PRODUCTS INC	1741	05/23/2023	Claims	1	55.66	FLEET - PO #40942
	522 60 35 001 - Small Tools & Equip.				55.66	Thread Repair Kit	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						
	310027283-00	05/19/2023	05/19/2023	Thread Repair Kit		55.66	
199466	TITUS WILL FORD	1742	05/23/2023	Claims	1	295.06	FLEET - PO #40938
	522 60 31 010 - Vehicle Parts & Supplies				295.06	Fan Hub - A19	
	<b>Invoice # Rcvd Date Due Date Description Amount</b>						

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:35:14 Date: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	290764F	05/19/2023	05/19/2023	Fan Hub - A19	295.06	
199467 ULINE	1743	05/23/2023	Claims	1	1,978.17	FLEET - PO #40927
	522 60 31 010 - Vehicle Parts & Supplies				1,978.17	DEF 4 Drum Spill Contain Shed
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	163425275	05/22/2023	05/22/2023	DEF 4 Drum Spill Contain Shed		1,978.17
199468 UNIFIED OFFICE SERVICES	1744	05/23/2023	Claims	1	381.10	OFFICE SUPPLIES - PO #40935
	522 14 31 001 - Office Supplies				381.10	Paper, Sharpies, USB Flash Drives, Dry Erase Markers
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	317009	05/18/2023	05/18/2023	Paper, Sharpies, USB Flash Drives, Dry Erase Markers		381.10
199469 UNIFIRST CORPORATION	1745	05/23/2023	Claims	1	108.78	FACILITIES - MATS
	522 50 48 000 - Repair & Maint by others				108.78	Mats - Stn 51
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	330 1972536	05/23/2023	05/23/2023	Mats - Stn 51		108.78
199470 VERIZON WIRELESS - DALLAS	1746	05/23/2023	Claims	1	1,077.61	COMMUNICATIONS - CELLULAR SVC
	522 28 47 004 - Communications				282.48	Cellular Svc - 4/9-5/8/23 - Acct 342488193-00001
	522 28 47 004 - Communications				795.13	Cellular Svc - 4/7-5/6/23 - Acct 972162880-00002
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	9934371458	05/22/2023	05/22/2023	Cellular Svc - 4/9-5/8/23 - Acct 342488193-00001		282.48
	9934273141	05/22/2023	05/22/2023	Cellular Svc - 4/7-5/6/23 - Acct 972162880-00002		795.13
199471 WASHINGTON WATER SERVICE - 1	1747	05/23/2023	Claims	1	171.88	FACILITIES - UTILITIES
	522 50 47 002 - Water & Sewer				80.50	Water - Stn 56 - 4/11-5/9/23 - Acct 9714138334
	522 50 47 002 - Water & Sewer				91.38	Water - Shop - 4/11-5/9/23 - Acct 2313728112
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	5/16/23 INV	05/22/2023	05/22/2023	Water - Stn 56 - 4/11-5/9/23 - Acct 9714138334		80.50
	5/16/23 INV	05/22/2023	05/22/2023	Water - Shop - 4/11-5/9/23 - Acct 2313728112		91.38
199472 WESTBAY AUTO PARTS	1748	05/23/2023	Claims	1	640.44	FLEET - PO #40889; FLEET - PO #40253
	522 60 31 010 - Vehicle Parts & Supplies				142.27	Cart Lithium EP GRS - 20 Qty
	522 60 31 010 - Vehicle Parts & Supplies				75.08	Black RTV Silicone - 5 Qty
	522 60 31 010 - Vehicle Parts & Supplies				96.63	Serpentine Belt - A19
	522 60 31 010 - Vehicle Parts & Supplies				32.46	Repair Kit
	522 60 31 010 - Vehicle Parts & Supplies				17.37	110 PC Copper Washers
	522 60 31 010 - Vehicle Parts & Supplies				18.17	Oil Filter - E31
	522 60 31 010 - Vehicle Parts & Supplies				258.46	Battery - U54
	<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
	775549	05/18/2023	05/18/2023	Cart Lithium EP GRS - 20 Qty		142.27
	775554	05/18/2023	05/18/2023	Black RTV Silicone - 5 Qty		75.08
	775678	05/18/2023	05/18/2023	Serpentine Belt - A19		96.63
	775605	05/18/2023	05/18/2023	Repair Kit		32.46
	774173	05/18/2023	05/18/2023	110 PC Copper Washers		17.37
	775139	05/18/2023	05/18/2023	Oil Filter - E31		18.17
	754520	05/22/2023	05/22/2023	Battery - U54		258.46

Total Vouchers:

63,652.50



**VOUCHER APPROVALS**

Pierce County Fire District #5

Time:

14:35:14 Date: 05/23/2023

05/23/2023 To: 05/23/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
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Commissioner Signatures:

Chair

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against Pierce County Fire District #5 and that I am authorized to authenticate and certify to said claim.

District Secretary

Date

VOUCHER APPROVAL:

<b>May 30, 2023</b>
APPROVED BY ASSISTANT CHIEF OLDENBURG

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**ACCOUNTS PAYABLE:**

**Dollar Amount**

**TOTAL**

Voucher Nos:	199473	through	199474	\$	4,283.10	\$	4,283.10
	199475	through	199498	\$	115,804.77	\$	115,804.77
<b>Total Accounts Payable Invoices:</b>				\$	120,087.87	\$	120,087.87

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**GRAND TOTAL ACCOUNTS PAYABLE:     \$           120,087.87**

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<b>PAYABLES RUN FOR COUNTY'S WARRANT PRINTING ON 5/31/23</b>
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## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 13:18:59 Date: 05/30/2023

05/30/2023 To: 05/30/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199473 PIERCE COUNTY	1752	05/30/2023	Claims	11	2,141.55	CAPITAL PROJECTS - STATION 57
						594 22 63 004 - Capital Expenses - Fire Station 57
						2,141.55 Building Submittal - Station 57 - Parcel 0222325001
						<b>Amount</b>
						<b>2,141.55</b>
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						<b>1013210 05/30/2023 05/30/2023 Building Submittal - Station 57 - Parcel 0222325001 2,141.55</b>
199474 PIERCE COUNTY	1753	05/30/2023	Claims	11	2,141.55	CAPITAL PROJECTS - STATION 53
						594 22 63 005 - Capital Expenses - Fire Station 53
						2,141.55 Building Submittal - Station 53 - Parcel 0120121031
						<b>Amount</b>
						<b>2,141.55</b>
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						<b>1013207 05/30/2023 05/30/2023 Building Submittal - Station 53 - Parcel 0120121031 2,141.55</b>
Total Vouchers:					4,283.10	

Commissioner Signatures:

Chair

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against Pierce County Fire District #5 and that I am authorized to authenticate and certify to said claim.

District Secretary

Date

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:49:30 Date: 05/30/2023

05/30/2023 To: 05/30/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199475 BCBS OF ARIZONA	1754	05/30/2023	Claims	1	299.81	RETIREE MEDICAL PREMIUM - JUNE 2023
522 11 20 006 - Post Retirement Benefit Payments					299.81	Robert Copeland - ID 850496020 - June 2023
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
JUNE 2023	05/30/2023	05/30/2023	Robert Copeland - ID 850496020 - June 2023			299.81
199476 C & K GARAGE DOORS & OPENERS LLC	1755	05/30/2023	Claims	1	1,867.32	FACILITIES - PO #40968
522 50 48 000 - Repair & Maint by others					1,867.32	Emergency Repair - Stn 59
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
971706	05/30/2023	05/30/2023	Emergency Repair - Stn 59			1,867.32
199477 CINTAS CORP	1756	05/30/2023	Claims	1	260.04	FLEET/FACILITIES - UNIFORMS
522 50 20 005 - Clothing					70.37	Facilities Uniforms
522 50 48 000 - Repair & Maint by others					86.97	Shop Laundry - Towels, Fender Covers, Mats
522 60 20 005 - Clothing					102.70	Shop Uniforms
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
4156049883	05/30/2023	05/30/2023	Fleet/Facilities Uniforms			260.04
199478 COMCAST	1757	05/30/2023	Claims	1	10.51	FACILITIES - UTILITIES
522 50 47 004 - Communications					10.51	Cable TV - Stn 53 - 5/21-6/20/23 - Acct 8498360110008893
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
5/16/23 INV	05/30/2023	05/30/2023	Cable TV - Stn 53 - 5/21-6/20/23 - Acct			10.51
199479 DTG RECYCLE	1758	05/30/2023	Claims	1	1,396.22	FACILITIES - PO #40871
522 50 63 006 - Station Modifications					1,396.22	Rolloff Service - Construction Debris Stn 58 - 2/21/23
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
200105336	05/30/2023	05/30/2023	AC Black			1,396.22
199480 FIDELITY SOLUTIONS	1759	05/30/2023	Claims	1	10,702.32	FLEET - PO #40965, #40966
522 60 48 000 - Vehicle Repairs & Maint. by Others					334.80	Diagnose/Repair Poor Radio Receive - E27
522 60 48 000 - Vehicle Repairs & Maint. by Others					10,367.52	Install Console, Rework Installations - U44
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
1691	05/30/2023	05/30/2023	Install Console, Rework Installations - U44			10,367.52
1692	05/30/2023	05/30/2023	Diagnose/Repair Poor Radio Receive - E27			334.80
199481 FREIGHTLINER NORTHWEST	1760	05/30/2023	Claims	1	4,340.25	FLEET - PO #40949
522 60 48 000 - Vehicle Repairs & Maint. by Others					4,340.25	Body Work - E27
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
SR301067888:01	05/30/2023	05/30/2023	Body Work - E27			4,340.25
199482 HACKMEISTER KRYSTAL	1761	05/30/2023	Claims	1	2,079.32	TRAINING/TRAVEL REIMBURSEMENT
522 14 43 000 - Travel & Training					2,079.32	Lodging, Parking, Mileage, Meals - GFOA Conf - Portland, OR
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
5/25/23 REIMB	05/30/2023	05/30/2023	Lodging, Parking, Mileage, Meals - GFOA Conf -			2,079.32
199483 HARBOR AUDIOLOGY	1762	05/30/2023	Claims	1	190.00	CONSULTANT - HEARING TESTS
522 20 41 005 - Contracts, Hearings, Wellness/Fitness					95.00	Occup Hearing Assessment - J Clark
522 20 41 005 - Contracts, Hearings, Wellness/Fitness					95.00	Occup Hearing Assessment - J Flick
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
150175	05/30/2023	05/30/2023	Occup Hearing Assessment - J Clark			95.00
150705	05/30/2023	05/30/2023	Occup Hearing Assessment - J Flick			95.00
199484 HEMLEYS HANDY KANS	1763	05/30/2023	Claims	1	125.00	FACILITIES - TOILET RENTAL
522 50 48 000 - Repair & Maint by others					125.00	Toilet Rental - Training Grounds

## VOUCHER APPROVALS

Pierce County Fire District #5

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>PT-16599</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Toilet Rental - Training Grounds</td> <td></td> <td style="text-align: right;">125.00</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	PT-16599	05/30/2023	05/30/2023	Toilet Rental - Training Grounds		125.00												
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
PT-16599	05/30/2023	05/30/2023	Toilet Rental - Training Grounds		125.00																									
199485 HUGHES FIRE EQUIPMENT INC	1764	05/30/2023	Claims	1	4,099.32	FLEET - PO #40946, #40962																								
			522 60 31 010 - Vehicle Parts & Supplies		478.43	Latch Assy-2 Qty, Cable Upgrade Kit - 1 Qty - E28, Stock																								
			522 60 31 010 - Vehicle Parts & Supplies		3,620.89	Transmission Cooler - E25																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>591999</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Latch Assy-2 Qty, Cable Upgrade Kit - 1 Qty</td> <td></td> <td style="text-align: right;">478.43</td> </tr> <tr> <td>592169</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Transmission Cooler - E25</td> <td></td> <td style="text-align: right;">3,620.89</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	591999	05/30/2023	05/30/2023	Latch Assy-2 Qty, Cable Upgrade Kit - 1 Qty		478.43	592169	05/30/2023	05/30/2023	Transmission Cooler - E25		3,620.89						
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
591999	05/30/2023	05/30/2023	Latch Assy-2 Qty, Cable Upgrade Kit - 1 Qty		478.43																									
592169	05/30/2023	05/30/2023	Transmission Cooler - E25		3,620.89																									
199486 MAD VINYL WORKS LLC	1765	05/30/2023	Claims	1	440.80	FACILITIES - PO #40952																								
			522 50 48 000 - Repair & Maint by others		440.80	Name Decals for Office Windows - Stn 50																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>000036</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Name Decals for Office Windows - Stn 50</td> <td></td> <td style="text-align: right;">440.80</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	000036	05/30/2023	05/30/2023	Name Decals for Office Windows - Stn 50		440.80												
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
000036	05/30/2023	05/30/2023	Name Decals for Office Windows - Stn 50		440.80																									
199487 NELSON TRUCK EQUIPMENT CO INC	1766	05/30/2023	Claims	1	22,893.70	FLEET - PO #40706																								
			522 60 64 000 - Apparatus		22,893.70	DryBox for UT52																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>741347</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>DryBox for UT52</td> <td></td> <td style="text-align: right;">22,893.70</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	741347	05/30/2023	05/30/2023	DryBox for UT52		22,893.70												
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
741347	05/30/2023	05/30/2023	DryBox for UT52		22,893.70																									
199488 PLUNKETT LEE	1767	05/30/2023	Claims	1	175.00	REIMBURSEMENT - DOT PHYSICAL																								
			522 20 41 003 - Consultants		175.00	Reimb - DOT Physical for CDL																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>5/15/23 REIMB</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Reimb - DOT Physical for CDL</td> <td></td> <td style="text-align: right;">175.00</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	5/15/23 REIMB	05/30/2023	05/30/2023	Reimb - DOT Physical for CDL		175.00												
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
5/15/23 REIMB	05/30/2023	05/30/2023	Reimb - DOT Physical for CDL		175.00																									
199489 SEAWESTERN INC	1768	05/30/2023	Claims	1	13,603.40	LOGISTICS - PO #40591 - SCBA; LOGISTICS - PO #39541																								
			522 20 31 011 - FF Equip Parts & Supplies		5,903.75	Fill Valve ASM - 32 Qty - SCBA																								
			522 20 31 011 - FF Equip Parts & Supplies		7,699.65	Key Fire Hose - DP22-TRU																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>INV22168</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Fill Valve ASM - 32 Qty - SCBA</td> <td></td> <td style="text-align: right;">5,903.75</td> </tr> <tr> <td>INV20658</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Key Fire Hose - DP22-TRU</td> <td></td> <td style="text-align: right;">7,699.65</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	INV22168	05/30/2023	05/30/2023	Fill Valve ASM - 32 Qty - SCBA		5,903.75	INV20658	05/30/2023	05/30/2023	Key Fire Hose - DP22-TRU		7,699.65						
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
INV22168	05/30/2023	05/30/2023	Fill Valve ASM - 32 Qty - SCBA		5,903.75																									
INV20658	05/30/2023	05/30/2023	Key Fire Hose - DP22-TRU		7,699.65																									
199490 SPRAGUE PEST SOLUTIONS	1769	05/30/2023	Claims	1	315.99	FACILITIES - PEST CONTROL																								
			522 50 48 000 - Repair & Maint by others		94.13	Pest Control - Stn 55 - Svc Location 1281402																								
			522 50 48 000 - Repair & Maint by others		114.29	Pest Control - Stn 57 - Svc Location 1281408																								
			522 50 48 000 - Repair & Maint by others		107.57	Pest Control - Stn 51 - Svc Location 1281400																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>5111938</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Pest Control - Stn 55 - Svc Location 1281402</td> <td></td> <td style="text-align: right;">94.13</td> </tr> <tr> <td>5111944</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Pest Control - Stn 57 - Svc Location 1281408</td> <td></td> <td style="text-align: right;">114.29</td> </tr> <tr> <td>5111936</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Pest Control - Stn 51 - Svc Location 1281400</td> <td></td> <td style="text-align: right;">107.57</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	5111938	05/30/2023	05/30/2023	Pest Control - Stn 55 - Svc Location 1281402		94.13	5111944	05/30/2023	05/30/2023	Pest Control - Stn 57 - Svc Location 1281408		114.29	5111936	05/30/2023	05/30/2023	Pest Control - Stn 51 - Svc Location 1281400		107.57
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
5111938	05/30/2023	05/30/2023	Pest Control - Stn 55 - Svc Location 1281402		94.13																									
5111944	05/30/2023	05/30/2023	Pest Control - Stn 57 - Svc Location 1281408		114.29																									
5111936	05/30/2023	05/30/2023	Pest Control - Stn 51 - Svc Location 1281400		107.57																									
199491 TITUS WILL FORD	1770	05/30/2023	Claims	1	2,241.06	FLEET; FLEET - PO #40908																								
			522 60 31 010 - Vehicle Parts & Supplies		-23.76	Credit - Returned Mat - U44																								
			522 60 48 000 - Vehicle Repairs & Maint. by Others		97.25	Service - U66																								
			522 60 48 000 - Vehicle Repairs & Maint. by Others		2,167.57	Service - U44																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>CM290438F</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Credit - Returned Mat - U44</td> <td></td> <td style="text-align: right;">-23.76</td> </tr> <tr> <td>FOCS187084</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Service - U66</td> <td></td> <td style="text-align: right;">97.25</td> </tr> <tr> <td>FOCS187001</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Service - U44</td> <td></td> <td style="text-align: right;">2,167.57</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	CM290438F	05/30/2023	05/30/2023	Credit - Returned Mat - U44		-23.76	FOCS187084	05/30/2023	05/30/2023	Service - U66		97.25	FOCS187001	05/30/2023	05/30/2023	Service - U44		2,167.57
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
CM290438F	05/30/2023	05/30/2023	Credit - Returned Mat - U44		-23.76																									
FOCS187084	05/30/2023	05/30/2023	Service - U66		97.25																									
FOCS187001	05/30/2023	05/30/2023	Service - U44		2,167.57																									
199492 U S FIRE EQUIPMENT LLC	1771	05/30/2023	Claims	1	12,531.40	FLEET - PO #40943																								
			522 60 64 000 - Apparatus		12,531.40	Skid for Wildland Rig																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Invoice #</b></td> <td style="width: 15%;"><b>Rcvd Date</b></td> <td style="width: 15%;"><b>Due Date</b></td> <td style="width: 45%;"><b>Description</b></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;"><b>Amount</b></td> </tr> <tr> <td>15441</td> <td>05/30/2023</td> <td>05/30/2023</td> <td>Skid for Wildland Rig</td> <td></td> <td style="text-align: right;">12,531.40</td> </tr> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	15441	05/30/2023	05/30/2023	Skid for Wildland Rig		12,531.40												
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>																									
15441	05/30/2023	05/30/2023	Skid for Wildland Rig		12,531.40																									

## VOUCHER APPROVALS

Pierce County Fire District #5

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199493 UNIFIED OFFICE SERVICES	1772	05/30/2023	Claims	1	60.35	OFFICE SUPPLIES - PO #40958
522 14 31 001 - Office Supplies					60.35	Legal Ruled Pads - 3 Dz
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
317257	05/30/2023	05/30/2023	Legal Ruled Pads - 3 Dz			60.35
199494 UNIFIRST CORPORATION	1773	05/30/2023	Claims	1	119.65	FACILITIES - MATS
522 50 48 000 - Repair & Maint by others					119.65	Mats - Stn 50
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
330 1976571	05/30/2023	05/30/2023	Mats - Stn 50			119.65
199495 UNITED HEALTHCARE	1774	05/30/2023	Claims	1	110.20	RETIREE RX PREMIUM - JUNE 2023
522 11 20 006 - Post Retirement Benefit Payments					110.20	Christian Goodman - ID 0187028461 - June 2023
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
JUNE 2023	05/30/2023	05/30/2023	Christian Goodman - ID 0187028461 - June 2023			110.20
199496 US BANK	1775	05/30/2023	Claims	1	37,024.61	MISC PURCHASES - ACCT #4485 5945 5567 5279 (4/11/23-5/11/23)
522 11 43 000 - Travel & Training					309.14	Vandervaate - Clearwater Casino Resort - Lodging for Comm Entze - Conference
522 14 31 001 - Office Supplies					18.49	Rucker - Office Depot - Dry Erase Board
522 14 31 001 - Office Supplies					9.78	Rucker - Ace Hardware - Tape for Dry Erase Board
522 14 31 001 - Office Supplies					102.71	Mattila - Amazon - Document Covers, Office Supplies
522 14 31 001 - Office Supplies					52.92	Mattila - Amazon - Varidesk Tray - Langlow
522 14 31 001 - Office Supplies					51.92	Mattila - Amazon - Label Maker Refill, iPhone Case for P Vivian
522 14 31 001 - Office Supplies					96.12	Mattila - Office Depot - Print Engine Plans
522 14 43 000 - Travel & Training					189.27	Doan - Tulalip Resort - Lodging Deposit for WFOA Conf in Oct 2023
522 14 49 004 - History/HonorGuard/Pipes&Drums					-370.43	Vandervaate - Shutterfly - Credit for Order Cancellation
522 19 35 006 - General Hardware Maintenance					52.88	ONeil - Amazon - iPhone Case, Computer Wrist Pads
522 19 35 006 - General Hardware Maintenance					76.11	ONeil - Apple Store - iPhone Battery Replacement - E52
522 19 35 006 - General Hardware Maintenance					62.49	ONeil - Amazon - Power Strips - 3 Qty
522 19 35 006 - General Hardware Maintenance					362.89	ONeil - Apple Store - iPhone Screen Replacement - Logistics Spare Phone
522 19 35 006 - General Hardware Maintenance					34.54	ONeil - Amazon - iPhone Case - Logistics Spare Phone
522 19 35 006 - General Hardware Maintenance					106.20	ONeil - Amazon - Plano Storage Totes - 3 Qty
522 19 41 005 - Professional Service Contracts					3.98	J Johnson - Apple - iCloud Storage
522 19 45 005 - Software Subscription Contracts					2.99	Meyer - Apple - iCloud Storage
522 20 31 011 - FF Equip Parts & Supplies					0.99	Booth - Apple - iCloud Storage
522 20 31 011 - FF Equip Parts & Supplies					336.96	Mattila - Amazon - Medical/Physical - Disposable Turbines
522 20 31 011 - FF Equip Parts & Supplies					2,072.40	Mattila - LN Curtis - Leather Scabbard for Axe
522 20 31 035 - Wildland Supplies					468.31	Mattila - Costco - Wildland Training Supplies
522 20 31 035 - Wildland Supplies					193.43	Costco - Wildland Meeting Supplies
522 20 43 000 - Travel & Training					1,312.56	Dumas - JW Marriott - Lodging for ESO Conference - 4/10-4/14/23

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:49:30 Date: 05/30/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
	522 20 43 000		- Travel & Training		136.00	Vivian - SeaTac - Airport Parking - ESO Conference
	522 20 43 000		- Travel & Training		984.42	Vivan - JW Marriott - Lodging for ESO Conference - 4/10-4/13/23
	522 20 43 000		- Travel & Training		137.42	Meyer - Loves, Pilot - Fuel for District Vehicle
	522 20 43 000		- Travel & Training		238.26	Meyer - Comfort Suites - Lodging 4/18
	522 20 43 000		- Travel & Training		30.95	Meyer - Hotel Murano, Tacoma Vision Deuce - Parking 4/20, 4/24
	522 20 48 034		- Hazmat Repair & Maintenance		23.48	Mattila - Amazon - HazMat Chem Detectors
	522 20 48 034		- Hazmat Repair & Maintenance		74.51	Mattila - Amazon - Camera Hardcase
	522 20 48 034		- Hazmat Repair & Maintenance		161.48	Mattila - IMS Alliance - Incident Command Vests
	522 20 48 034		- Hazmat Repair & Maintenance		379.62	Mattila - Aire - Pools for Haz Mat
	522 20 49 004		- Outside Contractor scene support		76.71	Peterson - Subway - Food for Crews at Fire 5/10/23
	522 22 20 005		- Clothing		291.62	Mattila - Amazon - TRT Uniforms, Supplies
	522 22 43 000		- Travel & Training		75.00	Mattila - Fire Nuggests - Registration AC Black - Every Second Counts
	522 30 31 004		- Public Education Materials		1,192.28	Wescott - ASHI - Misc Invoices - CPR Cards
	522 30 31 004		- Public Education Materials		75.00	Mattila - GH Chamber - Parade Registration
	522 30 31 004		- Public Education Materials		14.03	Mattila - Amazon - Fake Blood for Mock Car Crash
	522 30 31 012		- Life Safety Programs		1,144.00	Wescott - Safe Sitter - Safe Sitter Kits - 36 Qty
	522 30 43 000		- Travel; Conferences		495.64	Wescott - Grand Sierra Resort - Lodging - DC Wescott, PIO Curran
	522 30 43 000		- Travel; Conferences		41.90	Booth - Hotel Murano - Parking re LERA Conf 4/20, 4/21
	522 30 49 002		- Registrations		546.98	Trng/Trvl - Red Lion - Lodging at Chaplain Academy - G Rudd
	522 45 31 005		- Training Materials & Supplies, Repair		2,023.60	Corrigan - Costco - TVs, Monitors, Speaker, Hardware
	522 45 31 005		- Training Materials & Supplies, Repair		892.88	Corrigan - Fast Wrench - Tools for Standpipe Operations
	522 45 31 005		- Training Materials & Supplies, Repair		55.29	Mattila - Amazon - TV Cart for Training Div
	522 45 41 005		- Wellness Contract Services		49.00	Herzog - Registration - F2T Becoming an Influential Leader - Ryan Kress
	522 45 43 000		- Travel: Conferences, seminars, etc		200.00	Trng/Trvl - Training Div - Incident Safety Ofcr - R Shervanick
	522 45 43 000		- Travel: Conferences, seminars, etc		86.62	Trng/Trvl - Amazon - Book for Incident Safety Ofcr Course - R Shervanick
	522 45 43 000		- Travel: Conferences, seminars, etc		193.50	Trng/Trvl - Marriott - Lodging Clackamas Fire Trng Mtg - DC Corrigan
	522 45 43 000		- Travel: Conferences, seminars, etc		747.80	Trng/Trvl - Alaska - Airfare Disney Leadership Course - R Wotherspoon
	522 45 43 000		- Travel: Conferences, seminars, etc		230.49	Trng/Trvl - United - Airfare Arvada Auto X - T Finneseth
	522 45 43 000		- Travel: Conferences, seminars, etc		118.90	Trng/Trvl - Alaska - Airfare Arvada Auto X - T Finneseth
	522 45 43 000		- Travel: Conferences, seminars, etc		150.00	Trng/Trvl - WA Fire Chiefs - Registration - EVIP Instructor Classes - K Goodmanson
	522 45 43 000		- Travel: Conferences, seminars, etc		825.00	Trng/Trvl - FireNuggets - Registration Every Second Counts - 7 Personnel
	522 45 43 000		- Travel: Conferences, seminars, etc		46.16	Corrigan - Cowlitz Crossing - Fuel for District Vehicle



## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 14:49:30 Date: 05/30/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
522 45 43 000 - Travel: Conferences, seminars, etc					975.00	Corrigan - Fire Nuggets - Registration 13 FF - 5/31 Every Second Counts
522 45 43 000 - Travel: Conferences, seminars, etc					1,125.00	Corrigan - FireNuggets - Registrations 15 FF - 6/1 Every Second Counts
522 50 31 006 - Facilities Operating Supplies					431.25	Hrvatin - Harbor Freight - Tools for Shop
522 50 31 006 - Facilities Operating Supplies					1,860.48	Peterson - BirdNest Gallery - Framing of Chief Photos
522 50 31 006 - Facilities Operating Supplies					781.30	Bruess - Home Depot - Cabinets for Shop
522 50 31 006 - Facilities Operating Supplies					152.10	Bruess - Home Depot - Tempered Hardboard for Walls at Shop
522 50 31 006 - Facilities Operating Supplies					31.53	Rucker - Home Depot - Toilet Seat - Stn 55
522 50 31 006 - Facilities Operating Supplies					207.87	Rucker - Home Depot - Misc Facilities Supplies
522 50 31 006 - Facilities Operating Supplies					34.77	Gandara - Home Depot - Propane Tank, Bungee Cord
522 50 31 006 - Facilities Operating Supplies					15.74	Gandara - Ace Hardward - Utility Knife, Fasteners
522 50 31 006 - Facilities Operating Supplies					386.04	Gandara - Harbor Freight - Medic Box for Stn 51
522 50 31 006 - Facilities Operating Supplies					52.33	ONeil - Amazon - Phone Sheet Display Flip Rack
522 50 31 006 - Facilities Operating Supplies					24.83	ONeil - Amazon - Wall File Holder
522 50 31 006 - Facilities Operating Supplies					178.13	ONeil - Home Depot - Shop Vac and Accessories - Stn 54
522 50 31 006 - Facilities Operating Supplies					140.95	Mattila - Amazon - Cooking Tongs
522 50 31 006 - Facilities Operating Supplies					22.23	Mattila - Albertson - Meeting Supplies
522 50 31 006 - Facilities Operating Supplies					1,688.97	Mattila - Costco - Facilities Supplies
522 50 31 006 - Facilities Operating Supplies					154.69	Mattila - Amazon - Mop Heads
522 50 31 006 - Facilities Operating Supplies					40.49	Mattila - Amazon - Throttle Cable
522 50 31 006 - Facilities Operating Supplies					11.11	Mattila - Amazon - One Minute Manager Book for AC Black
522 50 31 006 - Facilities Operating Supplies					-40.49	Mattila - Credit for Returned Throttle Cable
522 50 35 008 - M&E: Bldgs.					151.19	Mattila - Amazon - Cabinet for Cedar
522 50 35 008 - M&E: Bldgs.					4,841.60	Mattila - Levrack - Tool Storage for Facilities
522 50 48 000 - Repair & Maint by others					810.00	Peterson - Gig Harbor Tree Svc - Cut Down Trees at Shop
522 50 63 006 - Station Modifications					272.60	Hrvatin - Home Depot - Misc supplies for Stn 58 Remodel
522 50 63 006 - Station Modifications					845.40	Hrvatin - PODS - Storage for Stn 58 Remodel
522 50 63 006 - Station Modifications					74.97	Rucker - Home Depot - Desk Organization Supplies - Stn 58 Rem
522 50 63 006 - Station Modifications					367.60	Rucker - Target - Supplies for Stn 58
522 50 63 006 - Station Modifications					41.32	Black - Office Depot - Moving Boxes - Stn 58 Remodel
522 60 31 008 - Vehicle Fuel					44.64	BR 55 - Shell Oil FI - Diesel Fuel for Brush 53
522 60 31 010 - Vehicle Parts & Supplies					21.52	Peterson - Target - Cleaning Tool for Engines
522 60 31 010 - Vehicle Parts & Supplies					24.04	Bruess - Home Depot - PVC Caps for Engine Flares
522 60 31 010 - Vehicle Parts & Supplies					3.49	Gandara - Home Depot - Wood for U44
522 60 31 010 - Vehicle Parts & Supplies					427.60	Mattila - Amazon - Sealight Headlights
522 70 31 005 - Training; Instructional Materials					17.76	B Johnson - AA Meats - Pig Skins for PAM Course
522 70 31 005 - Training; Instructional Materials					45.00	B Johnson - HSI - Online Instructor Reauthorizations - 3 Qty
522 70 31 005 - Training; Instructional Materials					16.76	B Johnson - Stewarts Meats - Pig Skins for PAM Course



**VOUCHER APPROVAL:**

<b>June 6, 2023</b>
<b>APPROVED BY ASSISTANT CHIEF OLDENBURG</b>

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**ACCOUNTS PAYABLE:**

**Dollar Amount**

**TOTAL**

Voucher Nos:	199499	through	199499	\$	3,000.00	\$	3,000.00
	199500	through	199542	\$	74,273.81	\$	74,273.81
<b>Total Accounts Payable Invoices:</b>				\$	77,273.81	\$	77,273.81

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**GRAND TOTAL ACCOUNTS PAYABLE:    \$                    77,273.81**

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<b>PAYABLES RUN FOR COUNTY'S WARRANT PRINTING ON 6/7/23</b>
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**VOUCHER APPROVALS**

Pierce County Fire District #5

Time: 12:13:11 Date: 06/06/2023

06/06/2023 To: 06/06/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199499 MSTEFANOVIC CONSULTING LLC	1784	06/06/2023	Claims	11	3,000.00	CONSULTANT - CAPITAL BOND PROJECTS
594 22 41 002 - Project Management Consulting					3,000.00	Consulting Svcs - 3/16-5/1/23 - 25.0 Hrs
<b>Invoice #</b>		<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>
2301		06/05/2023	06/05/2023	Consulting Svcs - 3/16-5/1/23 - 25.0 Hrs		3,000.00

Total Vouchers: 3,000.00

Commissioner Signatures:

Chair \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against Pierce County Fire District #5 and that I am authorized to authenticate and certify to said claim.

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

\_\_\_\_\_  
Date

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 13:53:11 Date: 06/06/2023

06/06/2023 To: 06/06/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
199500 AMERICAN EXPRESS	1785	06/06/2023	Claims	1	300.00	RENEWAL FEES - ACCT #3782-989339-11004
522 14 41 012 - Other:Shredding, Archival					300.00	Renewal Fees - Doan, Johnson, Meyer, Oldenburg
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
5/29/23 STMT 06/06/2023 06/06/2023 Renewal Fees - Acct #3782-989339-11004					300.00	
199501 AMERICAN MESSAGING	1786	06/06/2023	Claims	1	128.90	PAGER SERVICE
522 50 47 004 - Communications					128.90	Pager Service - 6/1-6/30/23
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
W1222691XF 06/05/2023 06/05/2023 Pager Service - 6/1-6/30/23					128.90	
199502 CARDINAL HEALTH 112 LLC	1787	06/06/2023	Claims	1	711.47	MEDICAL SUPPLIES - PO #99007496, #99007501
522 70 31 002 - Medical; replacement items					678.76	Glucagon Emergency Kt
522 70 31 002 - Medical; replacement items					32.71	Norepinephrine SD
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
7291972169 06/02/2023 06/02/2023 Glucaqon Emergency Kt					678.76	
7297037738 06/02/2023 06/02/2023 Norepinephrine SD					32.71	
199503 CENTURYLINK	1788	06/06/2023	Claims	1	85.26	FACILITIES - UTILITIES
522 50 47 004 - Communications					85.26	Phone - Stn 52 - 5-26-6/25/23 - Acct 480703302
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
5/26/23 INV 06/06/2023 06/06/2023 Phone - Stn 52 - 5-26-6/25/23 - Acct 480703302					85.26	
199504 CINTAS CORP	1789	06/06/2023	Claims	1	520.08	FLEET/FACILITIES - UNIFORMS
522 50 20 005 - Clothing					140.73	Facilities Uniforms
522 60 20 005 - Clothing					205.41	Fleet Uniforms
522 60 48 000 - Vehicle Repairs & Maint. by Others					173.94	Shop Laundry - Towels, Fender Covers, Mats
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
4156760179 06/05/2023 06/05/2023 Fleet/Facilities Uniforms					260.04	
4157444460 06/05/2023 06/05/2023 Fleet/Facilities Uniforms					260.04	
199505 CLAIBORNE LARRY	1790	06/06/2023	Claims	1	164.90	RETIREE MEDICARE REIMBURSEMENT - JUNE 2023
522 11 20 006 - Post Retirement Benefit Payments					164.90	Retiree Medicare Reimbursement - June 2023
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
JUNE 2023 06/05/2023 06/05/2023 Retiree Medicare Reimbursement - June 2023					164.90	
199506 COMCAST	1791	06/06/2023	Claims	1	780.45	FACILITIES - UTILITIES
522 50 47 004 - Communications					780.45	Cable TV - Stns 52,53,54,55,57,59 - 6/1-6/30/23 - Acct 8498300990000768
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
5/22/23 INV 06/05/2023 06/05/2023 Cable TV - Stns 52,53,54,55,57,59 - 6/1-6/30/23 - Acct					780.45	
199507 COPELAND ROBERT	1792	06/06/2023	Claims	1	164.90	RETIREE MEDICARE REIMBURSEMENT - JUNE2023
522 11 20 006 - Post Retirement Benefit Payments					164.90	Retiree Medicare Reimbursement - June 2023
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
JUNE 2023 06/05/2023 06/05/2023 Retiree Medicare Reimbursement - June 2023					164.90	
199508 EAN SERVICES LLC	1793	06/06/2023	Claims	1	369.49	TRAINING - CAR RENTAL
522 45 43 000 - Travel: Conferences, seminars, etc					369.49	Car Rental - J Huscroft - Arvada X - Denver, CO - 5/10-5/13/23
<b>Invoice # Rcvd Date Due Date Description Amount</b>						
33089292 06/06/2023 06/06/2023 Car Rental - J Huscroft - Arvada X - Denver, CO -					369.49	

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199509 EMS CONNECT	1794	06/06/2023	Claims	1	871.50	EMS CONTRACT
					871.50	OPEP Online Training - 119 Subscriptions
						522 70 41 005 - Contracts; Transport Billings
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						8984 06/05/2023 06/05/2023 OTEP Online Training - 119 Subscriptions 871.50
199510 EMS TECHNOLOGY SOLUTIONS	1795	06/06/2023	Claims	1	540.00	EMS CONTRACT
					540.00	Sandbox Set-Up, Sandbox Maintenance
						522 70 41 005 - Contracts; Transport Billings
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						52468 06/05/2023 06/05/2023 Sandbox Set-Up, Sandbox Maintenance 540.00
199511 ERIC T QUINN PS	1796	06/06/2023	Claims	1	2,125.00	LEGAL CONSULTANT
					2,125.00	Legal Svcs - May 2023
						522 14 41 012 - Other:Shredding, Archival
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						1349 06/05/2023 06/05/2023 Legal Svcs - May 2023 2,125.00
199512 FIDELITY SOLUTIONS	1797	06/06/2023	Claims	1	8,108.91	FLEET - PO #40944
					8,108.91	Integrate Brush Truck Bed - F550
						522 60 64 000 - Apparatus
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						1680 06/02/2023 06/02/2023 Integrate Brush Truck Bed - F550 8,108.91
199513 GALLS LLC	1798	06/06/2023	Claims	1	542.86	UNIFORMS - PO #40964, #40956
					20.66	Garrison Belt - M Reyes
					522.20	Workrite S/S Navy Shirts - 4 Qty - Hinton, Hwang
						522 22 20 005 - Clothing
						522 70 41 006 - Paramedic School
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						BC1893696 06/01/2023 06/01/2023 Garrison Belt - M Reyes 20.66
						BC1891030 06/01/2023 06/01/2023 Workrite S/S Navy Shirts - 4 Qty - Hinton, Hwang 522.20
199514 GIG HARBOR CITY OF	1799	06/06/2023	Claims	1	1,615.52	FACILITIES - UTILITIES
					1,615.52	Water - 3/24-5/22/23 - Stn 51 - Acct 000059-000
						522 50 47 002 - Water & Sewer
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						5/31/23 INV 06/06/2023 06/06/2023 Water - 3/24-5/22/23 - Stn 51 - Acct 000059-000 1,615.52
199515 GOODMAN CHRIS	1800	06/06/2023	Claims	1	164.90	RETIREE MEDICARE REIMBURSEMENT - JUNE 2023
					164.90	Retiree Medicare Reimbursement - June 2023
						522 11 20 006 - Post Retirement Benefit Payments
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						JUNE 2023 06/05/2023 06/05/2023 Retiree Medicare Reimbursement - June 2023 164.90
199516 HARBOR AUDIOLOGY	1801	06/06/2023	Claims	1	190.00	CONSULTANT - HEARING TESTS
					95.00	Occup Hearing Assessment - J Clements
					95.00	Occup Hearing Assessment - J Dower
						522 20 41 005 - Contracts, Hearings,Wellness/Fitness
						522 20 41 005 - Contracts, Hearings,Wellness/Fitness
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						151460 06/05/2023 06/05/2023 Occup Hearing Assessment - J Clements 95.00
						151458 06/05/2023 06/05/2023 Occup Hearing Assessment - J Dower 95.00
199517 INDUSTRIAL SCIENTIFIC CORP	1802	06/06/2023	Claims	1	1,885.28	HAZ MAT - GAS MONITORING
					1,885.28	INet Gas Monitoring - May 2023
						522 20 45 034 - Hazmat Gas Monitor Lease & Supplie
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						2636291 06/05/2023 06/05/2023 INet Gas Monitoring - May 2023 1,885.28
199518 INTERSTATE BATTERIES OF OLYMPIA	1803	06/06/2023	Claims	1	754.34	FLEET - PO #40894
					754.34	Batteries - 31-AGM7 - 2 Qty
						522 50 31 006 - Facilities Operating Supplies
						<b>Invoice # Rcvd Date Due Date Description Amount</b>
						55000369 06/05/2023 06/05/2023 Batteries - 31-AGM7 - 2 Qty 754.34

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199519 KRONOS INC	1804	06/06/2023	Claims	1	1,665.00	IT CONTRACT
522 19 45 005 - Software Subscription Contracts					1,665.00	Advanced Scheduling Build, Roster Fixes - 4/11-4/14/23
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
12080543	06/05/2023	06/05/2023	Advanced Scheduling Build, Roster Fixes - 4/11-4/14/23			1,665.00
199520 LAND RECOVERY INC	1805	06/06/2023	Claims	1	97.57	FACILITIES - REFUSE DISPOSAL
522 50 47 003 - Refuse					97.57	Refuse Disposal - Purdy Landfill - 5/30/23
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
15531	06/05/2023	06/05/2023	Refuse Disposal - Purdy Landfill - 5/30/23			97.57
199521 LAWSON PRODUCTS	1806	06/06/2023	Claims	1	400.54	FACILITIES - PO #40892
522 50 31 006 - Facilities Operating Supplies					400.54	Glass Cleaner, Ratcheting Tie Down, AA Batteries
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
9310621689	06/05/2023	06/05/2023	Glass Cleaner, Ratcheting Tie Down, AA Batteries			400.54
199522 LIFE ASSIST INC	1807	06/06/2023	Claims	1	916.26	MEDICAL SUPPLIES - PO #99007502, #99007498, #99007500
522 70 31 002 - Medical; replacement items					218.26	CaviWipes, Veni-Gard Jr Site Dressing
522 70 31 002 - Medical; replacement items					626.40	AMSINO IV Set - 4 Qty
522 70 31 002 - Medical; replacement items					71.60	Nasopharyngeal Airway - 2 Qty
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
1329299	06/02/2023	06/02/2023	CaviWipes, Veni-Gard Jr Site Dressing			218.26
1326051	06/02/2023	06/02/2023	AMSINO IV Set - 4 Qty			626.40
1328086	06/02/2023	06/02/2023	Nasopharyngeal Airway - 2 Qty			71.60
199523 MAIL PLUS COPIES	1808	06/06/2023	Claims	1	113.88	MONTHLY MAILING COSTS
522 14 42 001 - Communications -Postage					113.88	Monthly Mailing Costs - May 2023
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
6/2/23 STMT	06/06/2023	06/06/2023	Monthly Mailing Costs - May 2023			113.88
199524 MCKESSON MEDICAL SURGICAL	1809	06/06/2023	Claims	1	452.42	MEDICAL SUPPLIES - PO #99007503, CREDIT
522 70 31 002 - Medical; replacement items					-273.37	Credit - Spirette Mouthpiece - Orig Inv 20586566
522 70 31 002 - Medical; replacement items					725.79	I Stat CG4, Test Chem 8 Cartridges
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>			<b>Amount</b>
20638392	06/02/2023	06/02/2023	Credit - Spirette Mouthpiece - Orig Inv 20586566			-273.37
20683072	06/02/2023	06/02/2023	I Stat CG4, Test Chem 8 Cartridges			725.79
199525 MURREYS DISPOSAL CO INC	1810	06/06/2023	Claims	1	2,059.78	FACILITIES - GARBAGE/RECYCLING; FACILITIES - MED WASTE
522 50 47 003 - Refuse					110.80	Garbage - Stn 53 - May 2023 - Acct 2111-321889763
522 50 47 003 - Refuse					191.50	Garbage/Recycling - Shop - May 2023 - Acct 2111-31114716
522 50 47 003 - Refuse					191.50	Garbage/Recycling - Stn 58 - May 2023 - Acct 2111-31114770
522 50 47 003 - Refuse					110.80	Garbage - Stn 52 - May 2023 - Acct 2111-321849076
522 50 47 003 - Refuse					84.47	Garbage/Recycling - Stn 57 - May 2023 - Acct 2111-31310881
522 50 47 003 - Refuse					86.88	Garbage/Recycling - Stn 55 - May 2023 - Acct 2111-31310882



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522 50 47 003 - Refuse					28.92	Recycling - Stn 52 - 5/1-6/30/23 - Acct 2111-31310884
522 50 47 003 - Refuse					54.62	Recycling - Stn 56 - 5/1-6/30/23 - Acct 2111-31310885
522 50 47 003 - Refuse					145.00	Garbage/Recycling - Stn 54 - May 2023 - Acct 2111-321887975
522 50 47 003 - Refuse					55.00	Recycling - Stn 53 - May 2023 - Acct 2111-321890123
522 50 47 003 - Refuse					191.50	Garbage/Recycling - Stn 51 - May 2023 - Acct 2111-31114710
522 50 47 003 - Refuse					17.96	Med Waste Minimum - Stn 59 - May 2023 - Acct 2111-11061322
522 50 47 003 - Refuse					410.48	Med Waste - Stn 51 - May 2023 - Acct 2111-11061321
522 50 47 003 - Refuse					17.96	Med Waste Minimum - Stn 57 - May 2023 - Acct 2111-321878940
522 50 47 003 - Refuse					17.96	Med Waste Minimum - Stn 53 - May 2023 - Acct 2111-321878939
522 50 47 003 - Refuse					17.96	Med Waste Minimum - Stn 52 - May 2023 - Acct 2111-321846630
522 50 47 003 - Refuse					326.47	Med Waste - Stn 58 - May 2023 - Acct 2111-11061320

Invoice #	Rcvd Date	Due Date	Description	Amount
114182975111	06/06/2023	06/06/2023	Garbage - Stn 53 - May 2023 - Acct 2111-321889763	110.80
114141245111	06/06/2023	06/06/2023	Garbage/Recycling - Shop - May 2023 - Acct	191.50
114141285111	06/06/2023	06/06/2023	Garbage/Recycling - Stn 58 - May 2023 - Acct	191.50
114169885111	06/06/2023	06/06/2023	Garbage - Stn 52 - May 2023 - Acct 2111-321849076	110.80
114264835111	06/06/2023	06/06/2023	Garbage/Recycling - Stn 57 - May 2023 - Acct	84.47
114264845111	06/06/2023	06/06/2023	Garbage/Recycling - Stn 55 - May 2023 - Acct	86.88
114264855111	06/06/2023	06/06/2023	Recycling - Stn 52 - 5/1-6/30/23 - Acct 2111-31310884	28.92
114264865111	06/06/2023	06/06/2023	Recycling - Stn 56 - 5/1-6/30/23 - Acct 2111-31310885	54.62
114124195111	06/06/2023	06/06/2023	Garbage/Recycling - Stn 54 - May 2023 - Acct	145.00
114125925111	06/06/2023	06/06/2023	Recycling - Stn 53 - May 2023 - Acct 2111-321890123	55.00
114141195111	06/06/2023	06/06/2023	Garbage/Recycling - Stn 51 - May 2023 - Acct	191.50
114132715111	06/06/2023	06/06/2023	Med Waste Minimum - Stn 59 - May 2023 - Acct	17.96
114132705111	06/06/2023	06/06/2023	Med Waste - Stn 51 - May 2023 - Acct 2111-11061321	410.48
114187005111	06/06/2023	06/06/2023	Med Waste Minimum - Stn 57 - May 2023 - Acct	17.96
114177995111	06/06/2023	06/06/2023	Med Waste Minimum - Stn 53 - May 2023 - Acct	17.96
114169145111	06/06/2023	06/06/2023	Med Waste Minimum - Stn 52 - May 2023 - Acct	17.96
114132695111	06/06/2023	06/06/2023	Med Waste - Stn 58 - May 2023 - Acct 2111-11061320	326.47

199526 PACIFIC POWERSHIFTS 1811 06/06/2023 Claims 1 12,909.76 FLEET - PO #40970  
 522 60 48 000 - Vehicle Repairs & Maint. by Others 12,909.76 Transmission Rebuild - E25

Invoice #	Rcvd Date	Due Date	Description	Amount
21021	06/01/2023	06/01/2023	Transmission Rebuild - E25	12,909.76

199527 PACIFIC WELDING SUPPLIES 1812 06/06/2023 Claims 1 602.01 CYLINDER RENTAL - CUST #C2609;  
 INC MEDICAL OXYGEN - CUST #C2609

522 70 31 002 - Medical; replacement items 167.28 Cylinder Rental - Cust #C2609  
 522 70 31 002 - Medical; replacement items 434.73 Medical Oxygen - Cust #C2609

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0001912723	06/05/2023	06/05/2023	Cylinder Rental - Cust #C2609	167.28
0001910779	06/05/2023	06/05/2023	Medical Oxygen - Cust #C2609	434.73

199528 PAPE MATERIAL HANDLING 1813 06/06/2023 Claims 1 884.70 TRAINING - PO #40818  
 522 45 31 005 - Training Materials & Supplies, Repair 884.70 Forklift Rental - 1 Month Rental

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710429600	06/05/2023	06/05/2023	Forklift Rental - 1 Month Rental		884.70	
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199529 PENINSULA LIGHT CO - ELECTRIC	1814	06/06/2023	Claims	1	2,989.45	FACILITIES - UTILITIES
522 50 47 001 - Electricity					667.90	Svc - Stn 56 - 4/15-5/15/23 - Acct 1152140418673
522 50 47 001 - Electricity					62.65	Svc - Trng Grnds - 4/15-5/15/23 - Acct 1152141003888
522 50 47 001 - Electricity					1,094.52	Svc - Stn 50 - 4/15-5/15/23 - Acct 1152140774307
522 50 47 001 - Electricity					654.76	Svc - Stn 58 - 4/15-5/15/23 - Acct 1152140434316
522 50 47 001 - Electricity					509.62	Svc - Shop - 4/15-5/15/23 - Acct 1152141031913
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<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
5/15/23 INV	06/05/2023	06/05/2023	Svc - Stn 56 - 4/15-5/15/23 - Acct 1152140418673		667.90	
5/15/23 INV	06/05/2023	06/05/2023	Svc - Trng Grnds - 4/15-5/15/23 - Acct		62.65	
5/15/23 INV	06/05/2023	06/05/2023	Svc - Stn 50 - 4/15-5/15/23 - Acct 1152140774307		1,094.52	
5/15/23 INV	06/05/2023	06/05/2023	Svc - Stn 58 - 4/15-5/15/23 - Acct 1152140434316		654.76	
5/15/23 INV	06/05/2023	06/05/2023	Svc - Shop - 4/15-5/15/23 - Acct 1152141031913		509.62	
<hr/>						
199530 PRENTICE PERFECT CLEANING LLC	1815	06/06/2023	Claims	1	4,120.00	FACILITIES - JANITORIAL SERVICES
522 50 48 000 - Repair & Maint by others					4,120.00	Janitorial Svcs - Stn 50, Shop
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<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
1406	06/05/2023	06/05/2023	Janitorial Svcs - Stn 50, Shop		4,120.00	
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199531 QUEST DIAGNOSTICS	1816	06/06/2023	Claims	1	449.69	HEALTH & SAFETY - WELLNESS
522 20 41 003 - Consultants					449.69	Medical Testing - Jaron Spoja
<hr/>						
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
9204290541	06/05/2023	06/05/2023	Medical Testing - Jaron Spoja		449.69	
<hr/>						
199532 SEAWESTERN INC	1817	06/06/2023	Claims	1	9,108.59	PREVENTION - PO #40786, #40835; SCBA - PO #40991, #40969
522 20 31 011 - FF Equip Parts & Supplies					3,998.40	SCBA Masks for Fit Testing
522 20 31 011 - FF Equip Parts & Supplies					66.77	Scott Adapter
522 20 31 011 - FF Equip Parts & Supplies					3,100.80	True North RIT Bags - 10 Qty
522 20 31 011 - FF Equip Parts & Supplies					1,460.10	Sidewinder Mask Bags - 40 Qty
522 20 31 011 - FF Equip Parts & Supplies					63.10	Shipping
522 30 31 011 - Fire Extinguisher Supplies					182.78	Extinguisher Battery
522 30 31 011 - Fire Extinguisher Supplies					236.64	BullsEye Digital Simulation Panel - Remote Only
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<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
INV2224	06/02/2023	06/02/2023	Extinguisher Battery		182.78	
INV22971	06/02/2023	06/02/2023	BullsEye Digital Simulation Panel - Remote Only		236.64	
INV22490	06/05/2023	06/05/2023	SCBA Masks for Fit Testing, Adapter		4,065.17	
INV22752	06/05/2023	06/05/2023	True North RIT Bags, Sidewinder Mask Bags		4,624.00	
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199533 SHERVANICK RYAN	1818	06/06/2023	Claims	1	333.65	TRAINING - REIMBURSEMENT
522 45 43 000 - Travel: Conferences, seminars, etc					333.65	Mileage/Tolls - TRT Training - Seattle FD - 5/22-5/26/23
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<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>		<b>Amount</b>	
5/27/23 REIMB	06/06/2023	06/06/2023	Mileage/Tolls - TRT Training - Seattle FD -		333.65	
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199534 SMARTSENSE BY DIGI	1819	06/06/2023	Claims	1	1,523.20	EMS CONTRACT
522 70 41 005 - Contracts; Transport Billings					1,523.20	Temp Monitoring System - Medic Units - 7 Qty - 5/28/23-5/27/24

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<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><b>Invoice #</b></th> <th style="text-align: left;"><b>Rcvd Date</b></th> <th style="text-align: left;"><b>Due Date</b></th> <th style="text-align: left;"><b>Description</b></th> <th style="text-align: right;"><b>Amount</b></th> </tr> </thead> <tbody> <tr> <td>INVUS513901</td> <td>06/05/2023</td> <td>06/05/2023</td> <td>Temp Monitoring System - Medic Units - 7 Qty -</td> <td style="text-align: right;">1,523.20</td> </tr> </tbody> </table>							<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>	INVUS513901	06/05/2023	06/05/2023	Temp Monitoring System - Medic Units - 7 Qty -	1,523.20																																			
<b>Invoice #</b>	<b>Rcvd Date</b>	<b>Due Date</b>	<b>Description</b>	<b>Amount</b>																																															
INVUS513901	06/05/2023	06/05/2023	Temp Monitoring System - Medic Units - 7 Qty -	1,523.20																																															
199535 SPRAGUE PEST SOLUTIONS	1820	06/06/2023	Claims	1	886.62	FACILITIES - PEST CONTROL																																													
522 50 48 000 - Repair & Maint by others					94.13	Pest Control - Stn 56 - Loc 1281407																																													
522 50 48 000 - Repair & Maint by others					127.08	Pest Control - Shop - Loc 10014537																																													
522 50 48 000 - Repair & Maint by others					94.13	Pest Control - Stn 58 - Loc 1281401																																													
522 50 48 000 - Repair & Maint by others					181.52	Pest Control - Stn 50 - Loc 1281410																																													
522 50 48 000 - Repair & Maint by others					94.13	Pest Control - Stn 59 - Loc 1281406																																													
522 50 48 000 - Repair & Maint by others					107.37	Pest Control - Stn 53 - Loc 1281403																																													
522 50 48 000 - Repair & Maint by others					94.13	Pest Control - Stn 52 - Loc 5111941																																													
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199536 TACOMA PIERCE CO CHAPLAINCY	1821	06/06/2023	Claims	1	500.00	CHAPLAIN TRAINING - PO #40745																																													
522 30 49 002 - Registrations					375.00	Chaplain Academy Tuition - Chaplain Rudd																																													
522 30 49 002 - Registrations					125.00	Chaplain Academy Meal Ticket - Chaplain Rudd																																													
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199537 TACOMA PIERCE COUNTY CHAMBER	1822	06/06/2023	Claims	1	125.00	ADMIN - BHT MEDICAL TRUST																																													
522 20 20 001 - Medical, Vision					125.00	BHT Standard Level Dues																																													
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64106	06/05/2023	06/05/2023	BHT Standard Level Dues	125.00																																															
199538 TAHOMA ASSOCIATES	1823	06/06/2023	Claims	1	897.60	FACILITIES - GROUNDS MAINTENANCE																																													
522 50 48 000 - Repair & Maint by others					897.60	Grounds Maintenance																																													
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14169	06/05/2023	06/05/2023	Grounds Maintenance	897.60																																															
199539 TITUS WILL FORD	1824	06/06/2023	Claims	1	1,794.94	FLEET - PO #40981																																													
522 60 48 000 - Vehicle Repairs & Maint. by Others					1,794.94	Repairs - U42																																													
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FOCS188380	06/02/2023	06/02/2023	Repairs - U42	1,794.94																																															
199540 UNITED RENTALS NW INC	1825	06/06/2023	Claims	1	398.52	FACILITIES - PO #40636																																													
522 50 48 000 - Repair & Maint by others					398.52	Road Plate Rental - 5/16-6/13/23 - Stn 52																																													
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216319285-004	06/05/2023	06/05/2023	Road Plate Rental - 5/16-6/13/23 - Stn 52	398.52																																															
199541 WASHINGTON WATER SERVICE - 1	1826	06/06/2023	Claims	1	287.89	FACILITIES - UTILITIES																																													
522 50 47 002 - Water & Sewer					127.59	Water - Stn 55 - Acct 4400083362																																													
522 50 47 002 - Water & Sewer					107.48	Water - Stn 59 - Acct 4700061154																																													
522 50 47 002 - Water & Sewer					23.60	Water - Stn 57 TRLR - 4/14-5/12/23 - Acct 2914658130																																													

## VOUCHER APPROVALS

Pierce County Fire District #5

Time: 13:53:11 Date: 06/06/2023

06/06/2023 To: 06/06/2023

Page: 7

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo																									
				522 50 47 002 - Water & Sewer	29.22	Water - Stn 57 - 4/14-5/12/23 - Acct 0416565055																									
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5/25/23 INV	06/05/2023	06/05/2023	Water - Stn 55 - Acct 4400083362	127.59																											
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199542 WILCOX & FLEGEL	1827	06/06/2023	Claims	1	10,732.98	FLEET - FUEL PO #40890																									
				522 60 31 008 - Vehicle Fuel	5,381.38	Unleaded, Diesel Fuel - Stn 51																									
				522 60 31 008 - Vehicle Fuel	2,080.29	Unleaded, Diesel Fuel - Shop																									
				522 60 31 008 - Vehicle Fuel	3,271.31	Unleaded, Diesel Fuel - Stn 50																									
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0790159-IN	06/02/2023	06/02/2023	Unleaded, Diesel Fuel - Stn 50	3,271.31																											

Total Vouchers: 74,273.81

Commissioner Signatures:

Chair

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against Pierce County Fire District #5 and that I am authorized to authenticate and certify to said claim.

District Secretary

Date



Retiree Medical Program

Application to Participate in Program

Date Submitted: 5/18/23

Name: Michael Smith FD Personnel Number: 5705

Anticipated Last Work Day: 5/31/23

Retirement Date: 6/1/23 (1<sup>st</sup> day of the month following employee's final day worked, must be between April 1 and June 30).

Age at Retirement: 57 Years of Service at GHFMO: 16.5

Employee must be a LEOFF II, PERS II or PERS III employee who has completed a minimum of 15 years of service with PCFD #5. LEOFF II employees must be at least 50 years of age on the date of retirement. PERS II and PERS III employees must be at least 55 years of age on the date of retirement.

This application DOES (DOES NOT) <sup>MS 6/5/23</sup> (circle one) meet the notification deadline of October 1<sup>st</sup> of the year preceding retirement.

If NOT, reason for requesting exception: Medical Reason <sup>MS 6/5/23</sup>

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

By signing this application I acknowledge that if I give this notice and then do NOT retire, my participation in this program will be forfeited forever.

Signature: *Mike Smith*  
Printed Name: Mike Smith  
Employee # 5705  
Date: 5/18/23

Approved: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



# AIA® Document B101® – 2017

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the Eighteenth day of May in the year Two Thousand Twenty-Three  
*(In words, indicate day, month and year.)*

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

Gig Harbor Fire and Medic One  
10222 Bujacich Road NW  
Gig Harbor, WA 98332

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

Rice Fergus Miller, Inc.  
275 5<sup>th</sup> Street, Suite 100  
Bremerton, WA 98337  
Phone Number: 360-377-8773

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

2022011.00 Gig Harbor Fire and Medic One Station 51

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.

## TABLE OF ARTICLES

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

### ARTICLE 1 INITIAL INFORMATION

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

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

§ 1.1.1 The Owner's program for the Project:

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

The Owner's current program for Fire Station 51 is based on the Capital Facilities Plan document dated September 2021 per the diagrammatic Floor Plan, see Exhibit A.

§ 1.1.2 The Project's physical characteristics:

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

The physical boundaries of the proposed Fire Station 51 is shown on the diagrammatic Site Plan per Exhibit B

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

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

The Owner's budget for the Cost of Work is per Exhibit C

§ 1.1.4 The Owner's anticipated design and construction milestone dates: See Schedule attached as Exhibit D.

.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 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.)*

Not Applicable

*(Paragraph deleted)*

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

Dennis Doan, Fire Chief  
Gig Harbor Fire and Medic One  
10222 Bujacich Road NW  
Gig Harbor, WA 98332

§ 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.)*

Not Applicable

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

Geotechnical Consultant

*(Paragraphs deleted)*

.1 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.)

Howard Struve, Project Manager  
Gunnar Gladics, Principal  
Rice Fergus Miller, Inc.  
275 5<sup>th</sup> 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 Engineer:

Sider & Byers, Inc.  
192 Nickerson, Suite 300  
Seattle, WA 98101

.3 Electrical Engineer:

BCE Engineers, Inc.  
6021 12<sup>th</sup> Street East, Suite 200  
Fife, WA 98424

§ 1.1.11.2 Consultants retained under Supplemental Services:

. Civil Engineer: Providing civil, landscape, survey services.

MacKay Sposito  
33810 Weyerhaeuser Way South, Suite 130  
Federal Way, WA 98001

Cost Estimator

Rider Levett Bucknall  
101 Stewart Street, Suite 301  
Seattle, WA 98101

Hazardous Materials  
Migizi Group, Inc,  
P.O. Box 44840  
Tacoma, WA 98448

§ 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, in writing, 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. By entering into this agreement, the Architect represents that it is aware of the requirements of all applicable Gig Harbor and Pierce County codes and will submit any materials in furtherance of this project in accordance with said codes.

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

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

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

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

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

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User Notes:

(1249407052)

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

§ 2.5.4 Workers' Compensation at statutory limits.

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

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

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

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

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

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary 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 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 written 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 written 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 written 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 written 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 written approval.

### **§ 3.4 Construction Documents Phase Services**

**§ 3.4.1.1** 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

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

### § 3.5.2 Competitive Bidding

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

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

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

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

*(Paragraphs deleted)*

## § 3.6 Construction Phase Services

### § 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

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

Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

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

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

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

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

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

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

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

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

**§ 3.6.3.1** The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

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

or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

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

#### § 3.6.4 Submittals

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

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

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

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

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

#### § 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's written 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. The work performed shall be deemed substantially complete when Owner is satisfied that Contractor has performed the work delineated within, and in accordance with the Contract Documents, in a Workmanlike Fashion.

§ 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	Not Provided
§ 4.1.1.3 Measured drawings	Not Provided
§ 4.1.1.4 Existing facilities surveys	Owner
§ 4.1.1.5 Site evaluation and planning	Not provided
§ 4.1.1.6 Building Information Model management responsibilities	Not provided
§ 4.1.1.7 Development of Building Information Models for post construction use	Not Provided
§ 4.1.1.8 Civil engineering	Architect
§ 4.1.1.9 Landscape design	Architect
§ 4.1.1.10 Architectural interior design	Architect – Basic Services
§ 4.1.1.11 Value analysis	Not Provided
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Not Provided
§ 4.1.1.13 On-site project representation	Not Provided
§ 4.1.1.14 Conformed documents for construction	Not Provided

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<b>Supplemental Services</b>	<b>Responsibility</b> <i>(Architect, Owner, or not provided)</i>
§ 4.1.1.15 As-designed record drawings	Not Provided
§ 4.1.1.16 As-constructed record drawings	Not Provided
§ 4.1.1.17 Post-occupancy evaluation	Not Provided
§ 4.1.1.18 Facility support services	Not Provided
§ 4.1.1.19 Tenant-related services	Not Provided
§ 4.1.1.20 Architect's coordination of the Owner's consultants	Not Provided
§ 4.1.1.21 Telecommunications/data design	Not Provided
§ 4.1.1.22 Security evaluation and planning	Not provided
§ 4.1.1.23 Commissioning	Owner
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	Not Provided
§ 4.1.1.25 Fast-track design services	Not Provided
§ 4.1.1.26 Multiple bid packages	Not Provided
§ 4.1.1.27 Historic preservation	Not Provided
§ 4.1.1.28 Furniture, furnishings, and equipment design	Not Provided
§ 4.1.1.29 Other services provided by specialty Consultants	As noted in 4.1.2
§ 4.1.1.30 Other Supplemental Services	As noted in 4.1.2
<b>Entitlement Support</b>	Architect
<b>Traffic impact study / analysis</b>	Not Provided
<b>Cultural Resource Study</b>	Not Provided
<b>Off-site traffic signalization</b>	Not Provided
<b>Alerting and radio system design</b>	Not Provided
<b>Car ports or other auxiliary pre-engineered metal buildings</b>	Not Provided
<b>Free standing training structures</b>	Not Provided
<b>Fueling Stations</b>	Not Provided

**§ 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.)*

Entitlement Support: Shall include duties identified in section(s) 3.1.5, 3.1.6, and 3.4.2 as well as but not limited to meetings, reviews, presentations, modifications, and applications for jurisdictional approval. The Architect shall not proceed to provide Entitlement Support Supplemental Services until the Architect receives the Owner's written authorization.

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Per attached proposals:

Civil Engineer (MacKay Sposito)– providing civil, landscape, and surveying.

Cost Estimator (Rider Levett Bucknall)

Hazardous Materials (Migizi Group, Inc.)

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§ 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; pursuant to Section 2.2 herein and the common law;
- .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. Construction Phase Services which are not included in the contract scope or fee at this time are as follows:

- .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: - Construction Phase Services not included in contract scope or fee at this time.

- .1 Two ( 2 ) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Eighteen ( 18 ) visits to the site by the Architect during construction
- .3 One ( 1 ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .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. Construction Phase Services not included in contract scope or fee at this time.

§ 4.2.5 If the services covered by this Agreement have not been completed within thirty-six ( 36 ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## ARTICLE 5 OWNER'S RESPONSIBILITIES

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

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

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in writing 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.

*(Paragraph deleted)*

§ 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

Init.

/

Litigation in a court of competent jurisdiction

Other: *(Specify)*

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

*(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.

Init.



§ 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)

Basic Services:

Hourly Not to Exceed:	
Entitlements Support:	\$205,303.00
Fixed Fee:	
Schematic Design	\$213,515.00
Design Development	\$279,212.00
Construction Documents	\$525,576.00
Bidding	\$24,636.00
Construction Administration	\$361,333.00
Completion:	\$32,848.00
Total Basic Services:	\$1,642,423.00

**§ 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.)

Supplemental Services:

Hourly to a Maximum:	
Civil, Landscape and Survey: (MacKay Sposito):	\$263,172.00
Cost Estimate (RLB):	\$31,640.00
Hazmat (Migizi):	\$16,632.00
Total Supplemental Services:	\$311,444.00

**§ 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 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.)

(Table deleted)  
(Paragraph deleted)

§ 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.)*

RFM Hourly Billing Rates per Exhibit E,

Employee or Category	Rate (\$0.00)
----------------------	---------------

**§ 11.8 Compensation for Reimbursable Expenses**

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

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

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

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

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

**§ 11.10 Payments to the Architect**

**§ 11.10.1 Initial Payments**

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

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

### § 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid sixty ( 60 ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect. The Owner shall not be obligated to make progress payments for work that has not been accepted by Owner for the reason that it has not been performed in a Workmanlike Fashion.

*(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.)*

RFM Data Release

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

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this agreement.)*

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

Exhibit A: Floor Plan

Exhibit B: Site Plan

Init.

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User Notes:

(1249407052)

- Exhibit C: Budget
- Exhibit D: Schedule
- Exhibit E: RFM Hourly Billing Rates
- Exhibit F: Consultant Proposals

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

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

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

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

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

Gunnar Gladics, Principal

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



**FIRE STATION 51 LEVEL 1 FLOOR PLAN - OPTION 3**





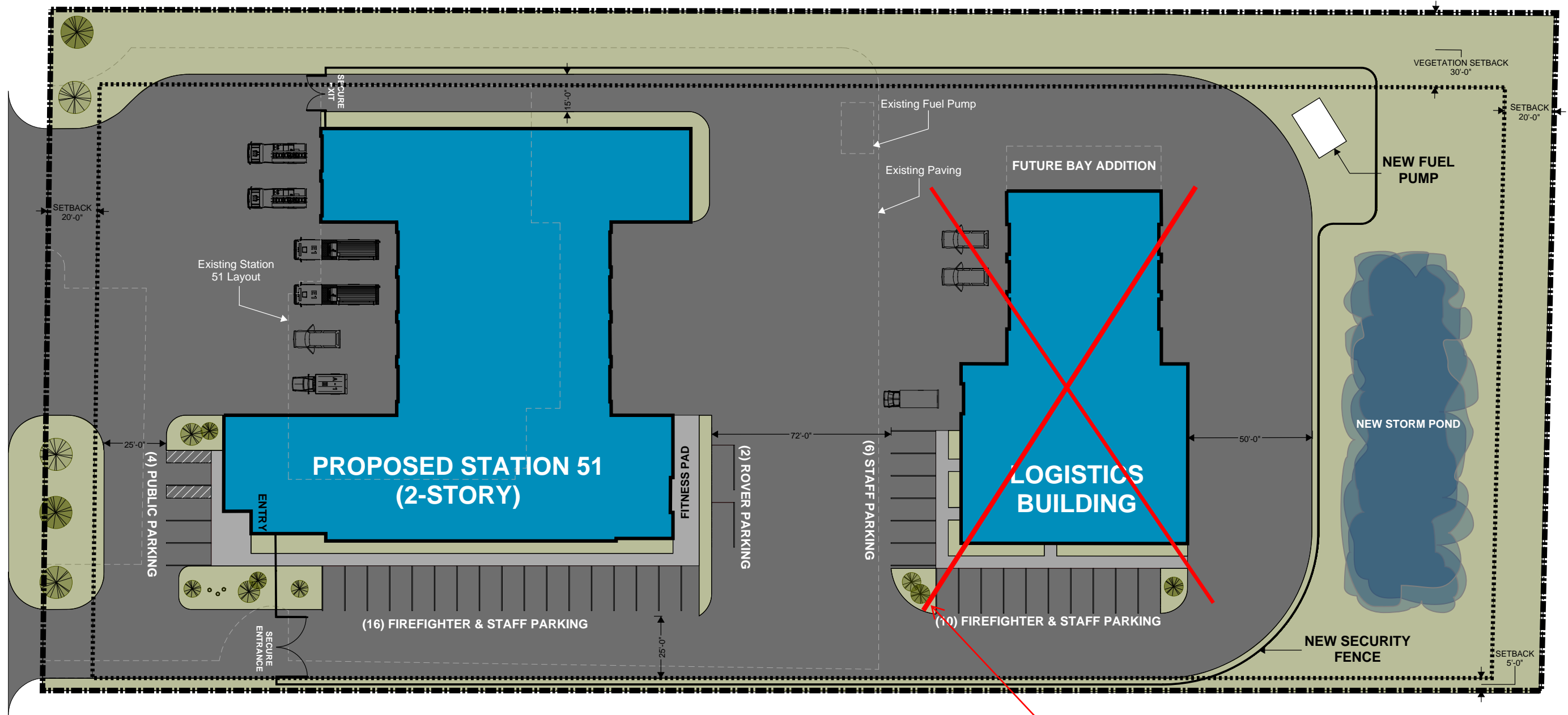


**FIRE STATION 51 LEVEL 2 FLOOR PLAN - OPTION 3**



KIMBALL DR

MCDONALD AVE



Logistic Building and associated site work around this building is not included in the scope of work

GIG HARBOR STATION 51 - SITE PLAN OPTION 3

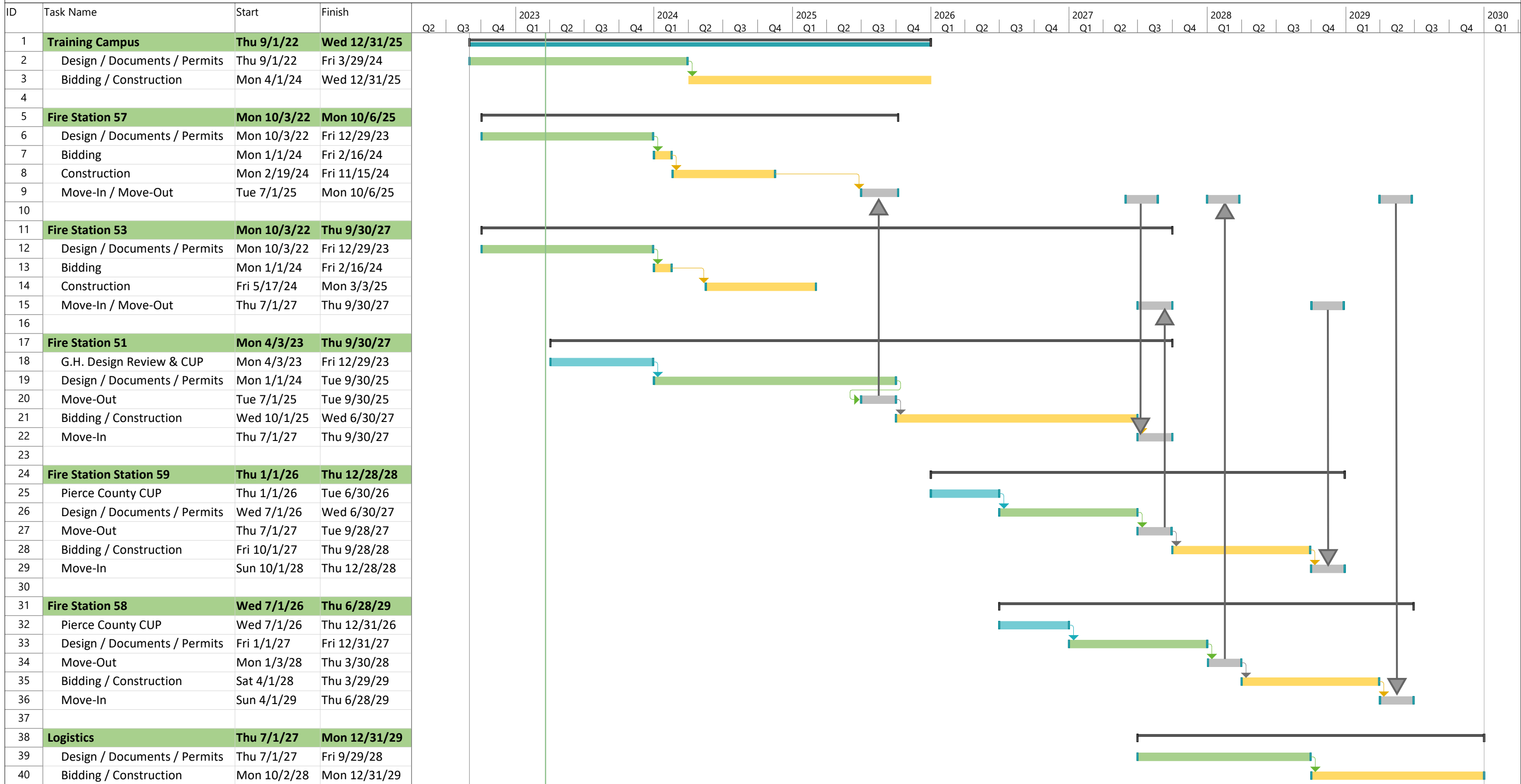








# GIG HARBOR FIRE & MEDIC ONE - CAPITAL FACILITIES PROJECT SCHEDULE





ARCHITECTURE INTERIORS PLANNING VIZLAB

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

## 2023 Hourly Billing Rates

Date of Proposal: May 18, 2023  
 Project: Gig Harbor Fire Station 51  
 Project No.: 2022011.00

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

Principal in Charge:	\$ 250.00 - \$ 300.00
Senior Planner:	\$ 140.00 - \$ 300.00
Project Manager:	\$ 130.00 - \$ 250.00
Project Architect:	\$ 120.00 - \$ 250.00
Staff Architect:	\$ 110.00 - \$ 190.00
Project Designer:	\$ 110.00 - \$ 190.00
Staff Designer:	\$ 100.00 - \$ 190.00
Interior Designer:	\$ 80.00 - \$ 200.00
Technical Designer:	\$ 100.00 - \$ 170.00
Production Support:	\$ 100.00 - \$ 170.00
Graphics Visualization:	\$ 140.00
Project Coordinator:	\$ 140.00
Administrative Support Staff:	\$ 90.00 - \$ 140.00

May 3, 2023  
File No. 262022.913.007

Mr. Howard Struve  
Rice Fergus Miller Architecture  
275 Fifth Street, Suite 100  
Bremerton, WA 98337

Subject: Agreement for Professional Services Gig Harbor Fire & Medic One  
Design of Fire Station 51

Dear Mr. Struve:

Thank you for considering Reid Middleton, Inc. to provide professional engineering services for structural support of the Gig Harbor Fire & Medic One Design of Fire Station 51. We look forward to working with you on this project.

A. PROJECT UNDERSTANDING

Reid Middleton understands that Gig Harbor Fire & Medic One has elected to design and construct a new Fire Station 51. Fire Station 51 is anticipated to be constructed out of a combination of wood and steel framing. The roof structure will be constructed of wood I-joists or roof trusses supported by bearing walls or roof beams. The building's primary lateral force resisting system is expected to be constructed of wood shear walls and potentially concrete shear walls at the apparatus bay doors. We anticipate that the building will be founded on a combination of strip and spread foundations with concrete slab-on-grade floors at the grade level, and that deep foundations will not be required. We anticipate that Fire Station 51 will be one-story and approximately 21,000 square feet with 4 apparatus bays near the building center with a small two-story portion. Sustainable design and construction goals have not been set; however, based on Rice Fergus Miller's culture of sustainability, we assume that the design team will incorporate sustainability concepts to the extent practicable.

B. SCOPE OF SERVICES

1. Fire Station 51 Structural Design: Reid Middleton will provide the structural design for the new fire station and support building. See Part A for a general overview and Exhibit C for specific scope of services which is applicable to each building.

Mr. Howard Struve  
Rice Fergus Miller Architecture  
May 3, 2023  
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2. Additional services requested by Rice Fergus Miller. See Exhibit C for additional information.

#### Scope Clarification Items Applicable to the Structural Design of Fire Station 51:

##### *1a. Revit Modeling*

We understand that Rice Fergus Miller will be using Autodesk Revit to produce construction drawings. We will use Autodesk Revit Structure to prepare our drawings. Reid Middleton has been using Revit as our preferred drawing platform since 2009. We will use the Architect's Revit model as a background. We assume that our Revit drawings and modeling will commence after the 35% (Concept Design) phase is complete, when the building geometry and structural systems have been established and agreed upon. Our Revit file will include the primary structural members and geometries for the purposes of general coordination with the Architect and MEPF consultants. A precise level of detail and material quantities are not intended or guaranteed. The Revit electronic file will not include a level of detail sufficient for shop drawings to be produced directly from it; for example, it will not include connections, reinforcing layout, or other refined detail information that would be required for a Contractor's submittal.

##### *1b. Canopies*

We have assumed canopies are design-build components or will be typical and simple in nature and have included the coordination of how these systems attach and are supported by the basic structure in our basic services. This is based on the assumption that the canopies are similar to each other and will not widely vary in size or support configuration.

##### *1c. Site Retaining Walls*

We have included in our basic services the design of a conventional cantilevered concrete retaining wall schedule, for walls with 10 feet or less of retained height. These services include the structural design of the wall section only. We assume that the site layout and elevations of the walls will be provided by the project's civil engineer. Design of other walls systems, such as soldier pile walls or soil nail walls, are outside the scope of this proposal; however, we will provide an Additional Service if needed.

##### *1d. Sustainable Design*

Our basic services include design work consistent with the design team's pursuit of sustainability goals, as assumed in the Project Understanding above. If untimely changes occur resulting in significant redesign or significant increases in structural complexity, we will provide an Additional Service proposal for increased scope.

Mr. Howard Struve  
 Rice Fergus Miller Architecture  
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C. PERIOD OF PERFORMANCE

Reid Middleton will begin services upon receipt of a signed agreement and will make every reasonable effort to complete the services in a timely manner considering the needs of the project.

D. CLIENT'S RESPONSIBILITIES

Rice Fergus Miller Architecture shall provide available pertinent data, documents, and other information to Reid Middleton as necessary to complete the services outlined in Section B above. This will include but is not limited to: site access for observations and record drawings (to the extent available).

E. COMPENSATION

1. For services described in Section B, Item 1, Reid Middleton shall be paid the lump sum of \$176,000, itemized as follows:

<b>Fire Station 51</b>		<b>Total</b>
Entitlement Phase	\$ 3,000	
Schematic Design	35,000	
Design Development	40,000	
Construction Documents	67,000	
Bidding	3,000	
<b>Construction Administration</b>	<b>28,000</b>	
		<u><u>\$176,000</u></u>

2. For services described in Section B, Item 2, Reid Middleton shall be paid on a "time-plus-expense" basis in accordance with provisions of the attached Exhibit "A," Schedule of Charges Effective July 1, 2022, or on the basis of such other mutually satisfactory arrangements as may be negotiated.

F. REID MIDDLETON STAFF

Katy Brawner, P.E., S.E., will be the project manager primarily responsible for this job. However, other individuals at Reid Middleton will work on aspects of your project as required.

Mr. Howard Struve  
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G. CONDITIONS OF AGREEMENT

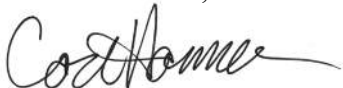
The terms and conditions of the attached Exhibit "B," Conditions of Agreement, are included as part of this agreement.

We appreciate the opportunity to submit this proposed agreement. The terms of this agreement will become effective when confirmed by your signature within 30 days. If you wish to pursue this project after that time, this agreement may then be renegotiated. If the terms are acceptable, please sign your acceptance below and return one executed copy to Reid Middleton.

If you have any questions or comments, please call me.

Sincerely,

Reid Middleton, Inc.



Corbin M. Hammer, P.E., S.E.  
Principal

Attachments

ACCEPTED:

Rice Fergus Miller Architecture

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

mmt\O:\22\913\007 GHFMO CPF - FS 51 & Support Bldg\Contract\Base Contract\RM Fee Est & Scope\230503GHFMO FS51 LetterAgreement REV.docx\krb

**Reid Middleton, Inc.**  
**Exhibit "A" Schedule of Charges**  
**Effective July 1, 2022 through June 30, 2023**

<b>I. Personnel</b>	<b>Hourly Rate</b>
Principal .....	\$ 240.00 - \$ 275.00
Associate Principal/Principal Engineer/Principal Planner/Principal Surveyor .....	\$ 215.00 - \$ 255.00
Associate .....	\$ 200.00 - \$ 215.00
Senior Engineer/Senior Planner/Senior Surveyor .....	\$ 185.00 - \$ 200.00
Project Engineer/Project Designer/Project Surveyor/Project Planner .....	\$ 165.00 - \$ 185.00
Design Engineer/Designer II/Design Technician/Survey Crew Chief/ Technical Writer II/Graphic Designer II .....	\$ 145.00 - \$ 165.00
Designer I/Planner/CAD Technician II .....	\$ 130.00 - \$ 145.00
Project Administrator .....	\$ 125.00 - \$ 130.00
CAD Technician I/Survey Technician/Technician/Technical Writer I .....	\$ 100.00 - \$ 125.00
Survey Crew (1 Person/RTK/Robotic/Scanning) .....	\$ 150.00
Survey Crew (2 Person/RTK/Robotic/Scanning) .....	\$ 205.00
Survey Crew (3 Person/ RTK/Robotic/Scanning) .....	\$ 257.00

Expert Witness/Forensic Engineering ..... 1.5 times usual hourly rate (4 hour minimum)

Individuals not in the regular employ of Reid Middleton may occasionally be engaged to meet specific project requirements. Charges for such personnel will be comparable to charges for regular Reid Middleton personnel.

A premium may be charged if project requirements make overtime work necessary.

<b>II. Equipment</b>	<b>Rate</b>
Design Software/Computer Aided Drafting .....	\$ 12.00/hour

**III. Reimbursable Expenses**

Local Mileage - Automobile .....	\$ 0.625/mile
Local Mileage - Survey Truck .....	\$ 0.625/mile

Expenses that are directly attributable to the project are invoiced at cost plus 15%. These expenses include, but are not limited to, subconsultant or subcontractor services, travel and subsistence, communications, couriers, postage, fees and permits, document reproduction, special instrumentation and field equipment rental, premiums for additional insurance where required, special supplies, and other costs directly applicable to the project.

A new schedule of charges is issued and becomes effective July 1 each year. Charges for all work, including continuing projects initiated in prior years, will be based on the latest schedule of charges.

**IV. Client Advances**

Unless the parties agree otherwise in writing, charges for the following items shall be paid by the client directly, shall not be the responsibility of Reid Middleton, and shall be in addition to any fee stipulated in the agreement: government fees, including permit and review fees; soils testing fees and costs; charges for aerial photography; and charges for monuments. If Reid Middleton determines, in its discretion, to advance any of these costs in the interest of the project, the amount of the advance, plus a fifteen percent administrative fee, shall be paid by the client upon presentation of an invoice therefore.



**Reid Middleton, Inc.**  
**Exhibit "C" Scope of Basic Structural Engineering Services**

As Structural Engineer of Record (SER), Reid Middleton, Inc. will perform the scope of services itemized below. Tasks specifically noted as "Additional Services" are not included in the scope of basic services. Reid Middleton may perform additional services as requested by Rice Fergus Miller Architecture following adoption of a written supplement to this scope of services.

Scope of SER's Basic Services	Additional Services	Remarks
<b>1.0 SCHEMATIC DESIGN PHASE</b>		
1.1 Project Definition		
a. Define Scope of Structural Engineering Services		
b. Assist in Development of Schedule		
c. Assist in Determining Channels of Communication		
d. Assist in Determining Number of Meetings and Site Visits		
e. Confirm Fees and Payment Schedule	X	
f. Execute Contract	X	
1.2 Attend Meetings		1 Meeting
1.3 a. Establish Structural Design Criteria		
b. Prepare Studies of Alternate Structural Systems	X	
c. Assist in Selection of Structural System		
d. Provide Structural Criteria for Geotechnical Consultant		
e. Assist in Determining Need for Special Studies		
f. Consult with Public Agencies		
g. Prepare Schematic Opinion of Probable Construction Cost	X	
h. Suggest Possible Changes to Effect Savings		
<b>2.0 DESIGN DEVELOPMENT PHASE</b>		
2.1 Attend Meetings		1 Meeting
2.2 a. Prepare Preliminary Structural Design Calculations		
b. Prepare Design Development Drawings		
1. Prepare Preliminary Foundation Drawings		
2. Prepare Preliminary Framing Layout Drawings		
3. Prepare Typical Detail Sheet(s)		

**Reid Middleton, Inc.**  
**Exhibit "C" Scope of Basic Structural Engineering Services**

Scope of SER's Basic Services	Additional Services	Remarks
c. Prepare Outline Specifications for Structural Items		Edit Specifications prepared by RFM
d. Revise Opinion of Probable Construction Cost	X	
2.3 a. Identify Pre-Engineered Structural Elements		
b. Review Results of Special Studies		
c. Coordinate Structural Design with Special Design Criteria		
2.4 Submit Design Development Documentation for Approval		Submit electronic files
<b>3.0 CONSTRUCTION DOCUMENTS PHASE</b>		
3.1 Attend Meetings		1 Meeting
3.2 a. Designate Elements to be designed by Specialty Engineers		
b. Specify Structural Criteria for Specialty Engineer's Design of Pre-Engineered Structural Elements		
c. Review Effect of Secondary or Non-Structural Elements Attached to Primary Structural System		
3.3 a. Complete Structural Calculations		
b. Complete Structural Drawings		
c. Prepare Specifications for the Primary Structural System		Edit Specifications prepared by RFM
d. Revise Opinion of Probable Construction Cost	X	
3.4 Check and Coordinate Structural Documents		
3.5 Assist in Establishing Testing and Inspection Requirements		
3.6 a. Assist in Coordination with Building Code Officials	X	
b. Assist in Filing Construction Documents for Approval by Building Official	X	
c. Revise Construction Documents as Required by Building Official		Assumes one round of comments.
<b>4.0 BIDDING PHASE</b>		
4.1 a. Assist in Evaluating Bidders Qualifications	X	
b. Provide Structural Addenda and Clarifications		
c. Attend Pre-Bid Conference	X	
d. Assist in Bid Evaluation	X	

**Reid Middleton, Inc.**  
**Exhibit "C" Scope of Basic Structural Engineering Services**

Scope of SER's Basic Services		Additional Services	Remarks
<b>5.0 CONSTRUCTION ADMINISTRATION PHASE</b>			
5.1	a. Attend Pre-Construction Meeting	X	
	b. Assist in Establishing Communication Procedures	X	
	c. Assist in Establishing Testing and Inspection Procedures	X	
	d. Assist in Confirming Submittal Procedures	X	
	e. Assist in Selection of Testing and Inspection Agency	X	
	f. Advise Client and Contractor which Structural Elements Require Construction Observation by SER		
5.2	a. Attend Progress Meetings	X	
	b. Make Site Visits at Interval Stages of Construction		3 site visits
	c. Prepare Site Visit Reports		
	d. Provide Continuous or Detailed Inspections of Construction	X	
5.3	Assist in Determining Amounts Due the Contractor for the Structural Work	X	
5.4	Provide Interpretations of Structural Construction Documents		
5.5	Assist in Determining Whether Non-Conforming Structural Work Shall be Rejected		
5.6	a. Review Specified Submittals for Pre-Engineered Structural Elements		
	b. Review Submittals for Items Design by SER		
	c. Review Additional Submittals when Occasioned by Improper or Incomplete Submittals	X	
	d. Prepare Shop or Fabrication Details	X	
	e. Review Information Related to Contractor's Equipment	X	
	f. Review Testing and Inspection Reports		
	g. Initiate Appropriate Action to Testing and Inspection Reports		
5.7	Assist in Preparing Change Orders Relating to Structural Work	X	
5.8	Provide Recommendations Regarding Claims, Disputes and Other Matters Relating to Execution or Progress of the Structural Work		
5.9	Conduct Jobsite Observation Visit to Determine Substantial Completion of the Structural Work	X	

**Reid Middleton, Inc.**  
**Exhibit "C" Scope of Basic Structural Engineering Services**

Scope of SER's Basic Services	Additional Services	Remarks
5.10 Provide Services Resulting from the following:		
a. Errors and Omissions by the Contractor	X	
b. Change Orders over which the SER has no control	X	
c. Construction Procedures over which the SER has no control	X	
<b>6.0 OPTIONAL ADDITIONAL SERVICES</b>		
6.1 Provide Dynamic Seismic Analysis	X	
6.2 Provide the following Special Studies or Surveys:		
a. Analysis of Floor Response to Footfall or Vibratory Equipment	X	
b. Services Related to Special Wind Analysis	X	
c. Services Related to Seismic Risk Analysis	X	
d. Studies of Prospective Sites	X	
e. Analysis of Owning and Operating Costs	X	
f. Feasibility Study Regarding use of Base Isolation or Other Passive Energy Dissipation Systems	X	
g. Other Special Studies or Surveys	X	
6.3 Provide Complete Analysis and Design of Base Isolation or Other Passive Energy Dissipation System	X	
6.4 Review and Determine Structural Fire Resistance Requirements	X	
6.5 Provide Services Related to the following Sitework Elements and Their Attachments:		
a. Retaining Walls	X	
b. Culverts or Bridges	X	
c. Landscape Furnishings	X	
d. Flagpoles or Lighting Poles	X	
e. Signs	X	
f. Miscellaneous Site Structures	X	

**Reid Middleton, Inc.**  
**Exhibit "C" Scope of Basic Structural Engineering Services**

Scope of SER's Basic Services	Additional Services	Remarks
6.6 Provide the following Services Related to Non-Structural or Secondary Structural Elements and Their Attachments:		
a. Exterior Cladding System	X	
b. Interior Architectural System	X	
c. Window Washing System and Tie Downs	X	
d. Antenna	X	
e. Mechanical, Electrical, or Plumbing Equipment	X	
f. Storage Tanks, Cooling Tower, or Underground Vaults	X	
g. Mechanisms, Guide Systems, or Associated Equipment for Elevators, Escalators, or Other Conveying Systems	X	
h. Stairs	X	
i. Ladders, Handrails or Guardrails	X	
j. Fall Protections Systems	X	
k. Swimming Pools	X	
6.7 Prepare Demolition Documents	X	
6.8 Prepare Excavation, Shoring, or Underpinning Documents	X	
6.9 Prepare Record Drawings	X	
6.10 Provide Services Relative to Future Facilities, Systems, and Equipment	X	
6.11 Provide Coordination of Construction Performed by Separate Contractors or by Owner's Forces	X	
6.12 Provide Coordination of Work in Conjunction with Owner Supplied Equipment or Materials	X	
6.13 Prepare Documents for Alternate Bids or Segregated Contracts for Phased Construction	X	
6.14 Provide Tenant- or Interior-Related Design Services	X	
6.15 Provide Services for Special Foundations when Discovery of Poor Soil Conditions is made after Execution of this Agreement	X	
6.16 Provide Services Relative to Public Hearings, Arbitrations, or Legal Proceedings	X	

**Reid Middleton, Inc.**  
**Exhibit "C" Scope of Basic Structural Engineering Services**

Scope of SER's Basic Services	Additional Services	Remarks
6.17 Provide Services Resulting from the following:		
a. Change in Scope or Magnitude of the Project as Described and Agreed to Under the Basic Services Agreement	X	
b. Changes due to Construction Cost Overrun	X	
c. Revisions which are Inconsistent with Approvals or Instructions Previously Given by Client	X	
d. Revisions Due to Enactment or Revision of Codes, Laws, or Regulations Subsequent to the Start of Preparation of Construction Documents	X	
e. Errors and Omissions by Consultants other than the SER	X	
f. Extended Design or Construction Time Schedules	X	
g. Overtime Work Required by Owner	X	
6.18 Provide Services After Final Certificates for Payment or More than 60 Days After Date of Substantial Completion	X	



May 9, 2023

Mr. Howard Struve  
Rice Fergus Miller  
275 Fifth Street, Suite 100  
Bremerton, WA 98337

**SUBJECT: Gig Harbor Fire and Medic One – Fire Station 51**  
Mechanical Engineering Proposal - REVISED

Dear Howard:

Thank you for including us on the team for the new Gig Harbor Fire Station 51. We understand this is a new 26,600 square foot fire station. We propose fees and scope of work as follows.

### **Scope**

1. During Schematic Phase, discuss possible system types and design ramifications, provide narrative description of mechanical systems, and mechanical cost estimate;
2. During the Design Development Phase, provide schematic drawings indicating air conditioning zoning and basic concepts, plumbing fixture schedules and catalog cuts, and mechanical cost estimate;
3. Develop and coordinate contract documents (plans and specifications) for HVAC and plumbing systems, and mechanical cost estimate;
4. Coordinate general requirements and space for fire sprinkler work and develop performance specifications for fire protection;
5. Building Permit, assist with the Non-Residential Energy Code (NREC) Envelope forms, which are now online;
6. Make any plan check corrections required by reviewing authorities;
7. Provide assistance to contractors during the bidding phase;
8. Review mechanical contractor's submittals;
9. Provide in-house construction administration and coordination and;

Howard Struve  
GHFMO Fire Station 51  
May 9, 2023

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*Scope (cont.)*

10. Provide four site observation visits (including the final punch) and prepare a written summary of each visit. These visits shall not be construed as approval or guarantee of the Contractors' performance or safety measures. Verifying that punch list corrections have been completed will be the responsibility of the General Contractor.

**Fees**

We propose the following fees for this work.

Schematic Design:	\$14,700.00
Design Development:	\$29,400.00
Construction Documents:	\$75,000.00
Bid and Negotiation:	\$ 2,000.00
Construction Administration:	<u>\$27,900.00</u>
Total	\$149,000.00

Additional Site Visits (more than 4): \$ 1,000.00 each

Hourly and additional services (if required) will be billed at our current hourly rates, as follows:

Principal:	\$180.00/Hour	Revit Operator:	\$100.00/Hour
Senior Engineer:	\$170.00/Hour	Admin.:	\$ 75.00/Hour
Engineer:	\$150.00/Hour		

**Assumptions**

1. The project will be permitted under the 2021 versions of the Washington State Energy and Mechanical Codes with State and local amendments.
2. 2021 Energy Code: We will provide the TSPR calculation. We include participating in the C406 Additional Energy Credits process and design, and anticipate that the credits will be decided upon by 100% DD milestone. We anticipate this will be an all-electric fire station, with the upcoming ban on fossil fuel usage in the upcoming 2021 energy code.
3. We will prepare our mechanical drawings in Revit, as we customarily do with RFM. Plumbing drawings will be in 2D AutoCAD.
4. We include mechanical cost estimates at each phase. These cost estimates will be provided to a third party cost estimator for inclusion in their work.
5. We anticipate assisting with the Non-Residential Energy Code (NREC) Envelope forms, which are now online. The Architect will set up the project account on the WA State website. Energy code compliance work will be by the Component Performance method. We do not include Total Energy Performance method.



Howard Struve  
GHFMO Fire Station 51  
May 9, 2023

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*Assumptions (cont.)*

6. The mechanical and plumbing permits will be deferred submittals. The contractors will be responsible for permit submittal intake, including forms, fees, and other paperwork. We do not provide these services.
7. All site work will be done by a civil engineer. Our work only includes piping in the building and within five feet of the building.
8. Pump systems for waste, storm, or domestic water will not be required.
9. Fire protection will be design/build with performance specification and coordination by us.
10. We include design of an in-house compressed air system, at the station.
11. We include schematic layout and coordination for a source-capture vehicle exhaust system (Nederman or Plymovent) and performance specification for that station (not for the logistics building). The system will be design/build, with final design and layout by the vendor.
12. We anticipate a commercial kitchen (Type I) range exhaust and make-up air system for the station kitchen.
13. There will be an SCBA compressor and an O2 storage room in the logistics building.
14. There will be a fuel island for truck fueling on this site.
15. We do not anticipate any training tower or truck wash. Temp station design work is not requested or included.
16. We do not include Add-Alternate or Deductive Alternate plans.
17. All structural and seismic calculations (including those pertaining to mechanical and plumbing systems) will be provided by a structural engineer, not by Sider + Byers. This scope is not included in our fee.
18. The above fees do not include the following additional services: LEED or other green building services, life cycle cost analysis, value engineering meetings, constructability meetings, commissioning, redesign after acceptance, warranty services, energy sub-metering, ground source water heating, rainwater harvesting, on-site renewable energy, or snow-melt systems.
19. Copying, printing and delivery for design-team coordination are included as Basic Services. Printing and associated costs for submittal to Owner, for bidding or permit(s) will be reimbursable.
20. Fees may be renegotiated if construction document phase begins after July 2024 and/or construction after January 2025.

Howard Struve  
GHFMO Fire Station 51  
May 9, 2023

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If the above is satisfactory, please sign the signature block below and email this letter back to us. An AIA contract is also satisfactory.

As always, we look forward to working with you and with the RFM team.

Sincerely,

SIDER + BYERS ASSOCIATES, INC.



Jon Shafer, P.E., Principal

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, of 2023

Rice Fergus Miller

by \_\_\_\_\_  
Officer and Title



May 11, 2023

Rice Fergus Miller  
275 Fifth Street Suite 100  
Bremerton, WA 98337

Attn: Howard Struve

**RE: Gig Harbor Fire & Rescue – Station #51  
Electrical Engineering Fee Proposal**

Dear Howard,

Thank you for the opportunity to submit our design fee proposal for the above project. The project as we understand it is a new fire station (approx. 24,300 sq./ft). The new fire station will replace the existing fire station on the same site. BCE proposes to provide electrical plans, specifications, cost estimates and coordination with the design team, and the governing officials as necessary to support the project.

The basic services electrical systems will consist of power, lighting, and low voltage systems. The low voltage systems considered basic services are fire alarm, data network infrastructure and television. The specialty system found in the additional services section is the generator, automated emergency signal system, card access/CCTV and audio/visual and site lighting photometric.

The site lighting photometric calculation was submitted previously as a separate fee proposal.

For this portion of the project, we propose a basic-services fixed fee of **\$208,900** to be broken down as follows:

Entitlement Phase (Site Photometric)	\$ 3,500
Schematic Design	\$ 40,080
Design Development	\$ 51,900
Construction Documents/Permit	\$ 71,912
BID	\$ 4,008
Construction Administration	\$ 37,500

The basic services agreement covers formal submittal for the permit set, bid sets and informal check sets for coordination purposes. Any additional formal submittals will be considered outside the basic scope of work and additional compensation will be negotiated at that time.

In addition, we propose the following extra services:

1. Emergency Generation Systems: Included in service above.
2. Automated Emergency Signal System Coordination with System Supplier (includes backbox, conduit rough-in & wiring documents). Included in service above.
3. Access control and CCTV. Included in service above.
4. Audio/Visual: Included in service above.
5. Photovoltaic Solar: Included in service above.

6. Off- Site Utility and Street Lighting: Included in service above.
7. Fuel Station: Lighting, power & systems design – Included in service above.
8. LEED: **Excluded**
9. As-Built Record Document Drafting: **Excluded**
10. Commissioning Support: **Excluded**
11. Conformed Set Drafting: **Excluded**
12. After final acceptance of the design by the Owner, any additional Owner requested design changes will be an additional service.
13. Warranty Item Correction Documentation and Troubleshooting: **Excluded**
14. Construction Changes Orders and Directives: We reserve the right to request additional compensation to cover the costs of design and construction supervision services attributable to construction change orders and change directives. We propose to bill these services at our standard office billing rates. In instances where the changes are large additive dollar amounts the billing will be at the same percentage as that described under basic services.
15. Per industry standards, the following systems are an example of systems considered an extra service for design:
  - A. Sustainable building design (LEED compliant); fire pumps; Offsite electrical work and Utility relocation and coordination; Street lighting; additionally, all work associated with the research, application, and submittals for grant money is considered as extra services.
  - B. As the scope of work is not defined for these items, we would defer any negotiations until further information is known.

Thank you for this opportunity to provide our design services for this project. Please review the information and if you have any questions or need further information, please feel free to give me a call.

Sincerely,

**BCE ENGINEERS, INC.**

*Carrie L. Taylor*

Carrie L. Taylor  
Senior Electrical Associate

Business Opportunities/222-032

May 1, 2023

Job# 22-056

Howard Struve  
Project Manager  
Rice Fergus Miller  
275 Fifth Street, Suite 100  
Bremerton WA 98337

Re: Gig Harbor Fire & Medic One, Station 51 (Kimball)  
6711 Kimball Dr, Gig Harbor, WA 98332

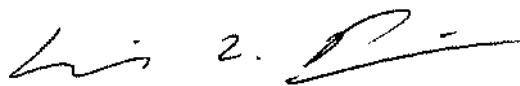
Dear Howard:

Thank you for the opportunity to provide consulting services for Gig Harbor Fire & Medic One Station 51 at Kimball Dr. This proposal covers survey, civil site design, and landscape architecture services for the proposed facility, based on our discussions and correspondence with Rice Fergus Miller during the week of January 31, 2022 (as updated the week of February 5, 2023) and the attached site plan. The existing station at 6711 Kimball Dr will be demolished and replaced with a new station at the same address. The site is located with the City of Gig Harbor (Pierce County tax parcel no. 0221083129).

Our proposed scope of work (including project assumptions and exclusions) and fee is provided in Attachment 'A'. MacKay Sposito proposes to accomplish this scope of services on a time and materials (T&M) basis. MacKay Sposito will bill against the established budgets as necessary and will not exceed the budgets without written authorization from Rice Fergus Miller.

We are grateful for the continued opportunity to work with Rice Fergus Miller. We have a great team at MacKay Sposito that will be able to provide you with a multitude of services, facilitating a smooth process from pre-design through design, permitting, and construction. We are eager to be in your corner, doing what we can to make this project a success. Let me know if you have any questions or if there is anything I can do for you.

Sincerely,



Eric L. Pilcher, P.E.  
Project Manager

**(Attachment "A")**  
**Gig Harbor Fire & Medic One, Station 51 (Kimball Dr) – Gig Harbor, Washington**  
**Professional Services**

## Scope of Work

### 1.0 ENTITLEMENT SERVICES

Upon authorization of the contract, MacKay Sposito will proceed with the following work as part of field services.

#### **1.1 PROJECT START-UP**

- 1.1.1 Attend a kick-off meeting with Rice Fergus Miller and the design team to review the scope, budget, and schedule.
- 1.1.2 Gather information needed for the Land Use Permit, SEPA, and associated documents, including engineering requirements, standards, and specifications that will impact the design.
- 1.1.3 Attend a site visit to review the existing site conditions that pertain to the Land Use Permit and associated documents.
- 1.1.4 Procure services from and coordination with a traffic specialist (Transpo Group) to provide parking / traffic analysis to support the Conditional Use Permit. Please refer to the attached scope of services (attachment 1).
- 1.1.5 Provide project management and coordinate tasks with the project team and sub-consultants.

#### **1.2 BOUNDARY AND TOPOGRAPHIC SURVEY**

- 1.2.1 Procure and review a title report for the subject property.
- 1.2.2 Procure services and coordinate with a private utility locating service.
- 1.2.3 Provide a boundary and topographic survey for the subject property (based on title report). The boundary and topographic survey will include the following:
  - 1.2.3.1 The westerly right-of-way line of Kimball Dr and the centerline of McDonald Ave will be based on record data.
  - 1.2.3.2 Horizontal control will be based on the Washington State Plane South Zone, NAD 83/91 datum.

- 1.2.3.3 Vertical control will be based on North American Vertical Datum (NAVD 88).
- 1.2.3.4 Provide a topographic survey of the subject property (approximately 3.8 acres). Elevation shots will be taken at an interval that will support a 1-foot contour interval. All site improvements such as buildings, curb, visible utilities, parking lot striping, fencing, and landscape areas will be located. Trees 6" DBH and bigger will be included and identified as coniferous or deciduous.
- 1.2.3.5 Provide a topographic survey of the full right-of-way of Kimball Dr (as evidenced by occupation) along the frontage of the site (approximately 410 feet), and half right-of-way of McDonald Ave along the rear of the site (approximately 275 feet). Cross sections will be taken at a 35-foot interval. Surface features including edge of asphalt, curb, driveway locations, channelization, utility structures, invert elevations of structures with visible underground pipes, traffic signage, and underground utility paint marks will be located (MSI will coordinate public underground utility locates).
- 1.2.4 Generate a topographic map at an appropriate scale showing the features located within the survey area listed above on a 22-inch by 34-inch sheet. Also, we will create a digital topographic surface to be used for planning and engineering design.

### **1.3 PRE-PERMITTING (ENTITLEMENT) SERVICES**

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- 1.3.1 Pre-Application/Customer Information  
Prepare for and attend a Pre-Application/Customer Information meeting with the client and City to understand and negotiate the permit process and Site Development Package submittal requirements.
- 1.3.2 SEPA Checklist  
Assist in preparing the SEPA checklist per City of Gig Harbor and Ecology standards, and coordinate with other consultants regarding their portions of the checklist. It is understood that submittal of the SEPA will not be made until passage of the capital improvement bond.
- 1.3.3 Land Use (Conditional Use) Permit Application  
Assist in preparing the land use permit application and assorted documents. It is understood that the actual application will not be made until passage of the capital improvement bond.

## **2.0 SCHEMATIC DESIGN**

Upon authorization of the contract, MacKay Sposito will proceed with the following schematic design tasks.

**2.1 SCHEMATIC DESIGN COORDINATION**

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- 2.1.1 Provide project management and coordinate tasks with the project team.
- 2.1.2 Attend up to three conference calls with the client to discuss the design and solicit feedback.

**2.2 CIVIL SCHEMATIC DESIGN**

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- 2.2.1 Prepare a base drawing showing existing features to remain, required landscape buffers, utility easements, and other relevant design information. Prepare preliminary civil plans based on the preliminary building footprint design, required site improvements, and site constraints. Civil Sheets will include:
  - Civil feedback on Architectural Site Plan
  - Paving materials descriptions
  - Grading Plan
  - Drainage and Utility Plan (plan view only)
  - Preliminary Site Sections
- 2.2.2 Prepare a preliminary construction cost estimate.

**2.3 LANDSCAPE SCHEMATIC DESIGN**

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- 2.3.1 Prepare site landscape inventory and analysis exhibits to review with architect and owner as part of Pre-Bond Planning deliverable.
- 2.3.2 Develop a landscaping design concept and culminate feedback from the architect and owner. Refine ideas to be incorporated into design development. Landscape Sheets will include:
  - Tree Retention Plan
  - Landscape Plan
- 2.3.3 Prepare a preliminary construction cost estimate.

**3.0 DESIGN DEVELOPMENT**

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**3.1 DESIGN DEVELOPMENT COORDINATION**

---

- 3.1.1 Provide project management and coordinate tasks with the project team.
- 3.1.2 Attend up to four conference calls with the client to discuss the design and solicit feedback.
- 3.1.3 Coordinate design elements with other project consultants.

**3.2 CIVIL DESIGN DEVELOPMENT**

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- 3.2.1 Based on the input received from preliminary design, MacKay Sposito will develop Design Development Drawings. Civil Sheets will include:
  - Cover and municipal standard notes
  - Demolition and erosion control plan



- Site plan
  - Grading and drainage plan (plan view only)
  - Utility plan (plan view only)
  - Municipal standard details (where applicable)
- 3.2.2 Prepare a draft stormwater Drainage Report in accordance with the Gig Harbor Stormwater Management Manual, including table of contents, project narrative, lists of figures, tables, and appendices, and preliminary stormwater calculations.
- 3.2.3 Prepare draft specification. The level of detail will include standard language for common work elements, which are generally not subject to change, and placeholders for project-specific work.
- 3.2.4 Update the construction cost estimate.

### **3.3 LANDSCAPE DESIGN DEVELOPMENT**

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- 3.3.1 Based on the input received from preliminary design, MacKay Sposito will develop Design Development Drawings.  
Landscape sheets will include:
- Planting plan
  - Irrigation plan
  - Planting and irrigation notes & details plan(s) including product selection
- 3.3.2 Prepare draft specification. The level of detail will include standard language for common work elements, which are generally not subject to change, and placeholders for project-specific work.
- 3.3.3 Update the construction cost estimate.

## **4.0 CONSTRUCTION DOCUMENTS**

### **4.1 CONSTRUCTION DOCUMENT COORDINATION**

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- 4.1.1 Provide project management and coordinate tasks with the project team.
- 4.1.2 Attend up to six conference calls with the client to discuss the design and solicit feedback.
- 4.1.3 Coordinate design elements with other project consultants.

### **4.2 CIVIL CONSTRUCTION DOCUMENTS (75%/90%/100% CONTRACT DOCUMENTS)**

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- 4.2.1 Based on review comments from design development, MacKay Sposito will prepare 75 and 90% Construction Drawings.  
Civil Drawing sheets will include:
- Project Cover, Municipal Standard Notes, and Project Specific Notes
  - Erosion Control Plan and Details
  - Demolition and Clearing Plan
  - Site Plan
  - Grading and Drainage Plan
  - Utility Plan

- Municipal standard details (where applicable)
  - Project specific details
- 4.2.2 The above drawings and associated documents will be revised based on feedback obtained from the client and municipal reviews to prepare the 100% construction documents.
- 4.2.3 Prepare the final Drainage Report.
- 4.2.4 Prepare the Construction Stormwater Pollution Prevention Plan in accordance with the Gig Harbor Stormwater Management Manual and Ecology's Construction Stormwater General Permit.
- 4.2.5 Prepare final specifications. The final specifications will include special sections as needed for project-specific work.
- 4.2.6 Prepare the final Engineer's Cost Estimate, which may be formatted to serve as a bid schedule within the project manual.

#### **4.3 LANDSCAPE CONSTRUCTION DOCUMENTS (75%/90%/100% CONTRACT DOCUMENTS)**

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- 4.3.1 Based on review comments from design development, MacKay Sposito will prepare 75 and 90% Construction Drawings. Landscape Drawings sheets will include:
- Planting plan
  - Irrigation plan
  - Planting and irrigation notes and details plans
- 4.3.2 The above drawings and associated documents will be revised based on feedback obtained from the client and municipal reviews to prepare the 100% construction documents.
- 4.3.3 Prepare final specifications. The final specifications will include special sections as needed for project-specific work.
- 4.3.4 Prepare the final Engineer's Cost Estimate, which may be formatted to serve as a bid schedule within the project manual.

#### **4.4 PERMITTING SERVICES**

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##### **4.4.1 Commercial Development Permitting**

- 4.4.1.1 Assemble Commercial Development Plans, and associated documentation as required for site development permitting. Permit requirements are generally identified in the Pierce County municipal code, but will be confirmed during the pre-application meeting. This time also includes the submittal of the permit documents to the County.
- 4.4.1.2 Address comments received during the permitting process and coordinate responses from appropriate team members.

**5.0 PROCUREMENT/BIDDING SUPPORT SERVICES****5.1 BID SUPPORT**

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- 5.1.1 Attend a pre-bid meeting. Assist in preparing formal responses to questions that arise during the meeting.
- 5.1.2 Assist in developing an addendum to the bid documents, if necessary.

**6.0 CONSTRUCTION ADMINISTRATION SERVICES****6.1 CONSTRUCTION STORMWATER GENERAL PERMITTING**

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- 6.1.1 Prepare and assist in submitting the notice of intent (NOI), including preparation of public advertisement.

**6.2 CONSTRUCTION ADMINISTRATION SUPPORT**

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- 6.2.1 Attend a pre-construction meeting.
- 6.2.2 Answer questions during construction, review and respond to change orders and RFI's, and review product submittals and material test reports. Includes time to develop memoranda or provide drawing clarifications, as needed.
- 6.2.3 Perform site visits and regular construction observations (e.g., one/every other week) during construction of site work and installation of landscaping. We have assumed up to eight progress site visits.
- 6.2.4 Perform a site walkthrough at substantial completion and generate a punch list. A follow-up site walkthrough will be performed following final completion.

**6.3 RECORD DOCUMENTS**

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- 6.3.1 Review contractor provided redlines, as-built documents, O&M manuals, and other closeout documents.
- 6.3.2 Prepare Engineer's Inspection Report and As-Built Drawings for final sign-off.

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# Assumptions and Exclusions

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## ASSUMPTIONS AND EXCLUSIONS

### REGULATORY ASSUMPTIONS

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1. The local agencies governing this project are the City of Gig Harbor, Gig Harbor Water Department (Water), and WA Department of Ecology.
2. Gig Harbor has adopted their own Stormwater Management and Site Development Manual.
3. A pre-application meeting will be held with the City of Gig Harbor to determine specific submittal requirements; we have included time to attend the pre-application meeting.
4. The permit applicant will be Gig Harbor Fire & Medic One. Rice Fergus Miller will schedule and submit permit packages.
5. Water service is available through Gig Harbor Water Department.
6. Sewer service is available through Gig Harbor Public Works.
7. Critical areas studies and/or mitigation are not included within this scope.
8. The site is zoned partially zoned General Business District (B-2) and partial zoned Multi-Family Residential (R-3). At a minimum, a condition use permit is likely required, if not a full rezoning. Rezoning is not included within this scope.
9. MacKay Sposito will make copies, prepare drawings and applications for submittal to the agencies as needed for the pre-application meeting.
10. Public meeting attendance is not included within this scope of work.
11. Appeals and requests for variances to the codes and regulations will be considered additional services that are not part of this scope.
12. MacKay Sposito shall not be responsible for changes to the documents required by the jurisdiction based upon rules, regulations, codes or requirements of the jurisdiction that are not written regulations or correspondence from the jurisdiction. Changes required due to unwritten rules, regulations, codes or requirements by the jurisdiction will be considered additional services that are not part of this scope.

### SURVEY ASSUMPTIONS

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1. The project will be designed on Washington State Plane, North Zone, NAD 83/91 horizontal datum, and NAVD 88 vertical datum.
2. A boundary line adjustment is not expected and is not included as part of this scope.
3. Vacation and/or dedication of easements is not included as part of this scope.
4. Construction staking and as-built surveying for final acceptance is not included in this scope, but may be provided under separate contract.
5. The surveyor providing construction-staking services will be expected to provide as-built record documentation, as needed for final acceptance.

### DESIGN ASSUMPTIONS

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1. Our proposal is based on discussion with Rice Fergus Miller on January 26, 2022 and subsequent conversations.

2. Civil designs will be in accordance with established City of Gig Harbor, Pierce County, and WSDOT standards.
3. Off-site improvements, including changes to the frontage of Kimball Dr and McDonald Ave, are not included within this scope of work.
4. Tree health assessments and/or tree preservation plans are not included within this scope of work.
5. The structural design of retaining walls is not included within this scope of work. If retaining walls will be included in the design, our scope will be limited to line and grade, and material specification.
6. Design of fences in excess of 6 feet in height is not included within this scope.
7. Drawings will be prepared using AutoCAD 2018 (or later) with Civil 3D. A typical specific sheet size of 24" x 36" will be utilized, unless otherwise required for agency submittals.
8. Specifications for site work will be prepared in a format consistent with CSI MasterFormat (i.e., AIA MasterSpec). Divisions 00 and 01 are excluded.
9. Electronic CAD files requested by the owner, client, City, and/or utility purveyors will be provided "as-is". Conversions of files for layering control, line type, line weight, object replacement, etc. is not included within this scope.

#### EXCLUSIONS

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The following services are not included, but may be made available or procured from a sub-consultant under additional scope:

1. Boundary line adjustment/lot consolidation
2. Right-of-way/property acquisition
3. Preparation of easements or covenant documents, other than supporting exhibits and legal descriptions
4. Geotechnical services
5. Environmental Site Assessment
6. Arborist services (e.g., tree retention, identification and/or risk assessment plans)
7. Architectural hardscape (e.g., patios, walkways, water features, ornamental walls, site furniture). MacKay Sposito will incorporate the locations of hardscape elements within the Civil and Landscape drawings, but the design and specification will be by others.
8. Public outreach activities
9. Preparation and processing of variance requests and/or appeals
10. Design of off-site improvements
11. Structural design, including design of retaining walls, gabions, and/or rockeries in excess of four feet total height, inclusive of footings.
12. Street and site lighting design
13. Material testing and formal "inspections"
14. Post-construction "as-built" surveys and design drawings.

**(Attachment "B")****Gig Harbor Fire & Medic One, Station 51 (Kimball Dr) – Gig Harbor, Washington  
Professional Services****Fees**

MacKay Sposito will accomplish the above-described scope of services on a time and materials (T&M) basis, not to exceed the stated budgets without further authorization from the client. The estimated fees are summarized below:

	<u>Task</u>	<u>Fee</u>
1.0	Entitlement Services	\$ 45,170.00
2.0	Schematic Design	\$ 40,400.00
3.0	Design Development	\$ 37,290.00
4.0	Construction Documents	\$ 78,110.00
5.0	Bidding	\$ 7,720.00
6.0	Construction Administration	\$ 26,285.00
	Reimbursable Expenses	\$ 2,770.00
	<b>Total Fees and Expenses</b>	<b>\$ 237,745.00</b>

Reimbursable expenses include full size plots, copies, submittal fees, and mileage charged to the project. For budgetary purposes, we have assumed 1.5 percent of the above-scoped soft costs. Materials and expenses will be billed on an actual cost plus 10% basis. Mileage will be billed in accordance with standard mileage rates published by the Internal Revenue Service.

**(Attachment "C")****Gig Harbor Fire & Medic One, Station 51 (Kimball Dr) – Gig Harbor, Washington  
Professional Services**

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## Hourly Rate Schedule

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The following rates cover salaries, overhead, and profit. All other materials and expenses will be billed on an actual cost plus 10% basis. Overtime rates will be 1.5 times unless otherwise negotiated. These rates may be adjusted annually or as necessary to reflect market conditions.

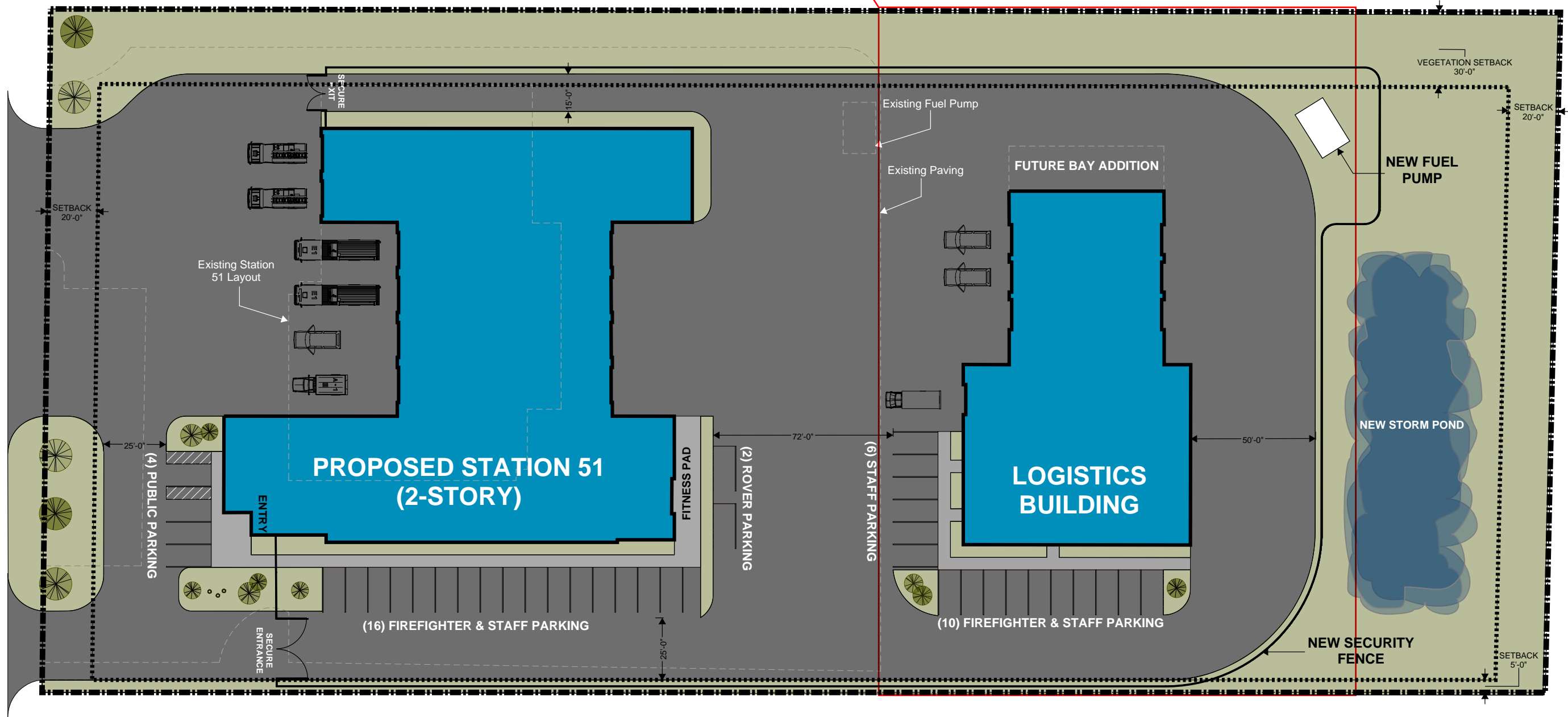
<b>Project Role</b>	<b>Hourly Rate</b>
Project Manager – Design	\$ 225.00
QA/QC Manager	\$ 225.00
Project Engineer	\$ 205.00
Engineer III	\$ 185.00
Design Technician IV	\$ 165.00
Project Manager – Landscape	\$ 185.00
Landscape Architect II	\$ 165.00
Landscape Designer I	\$ 115.00
Senior Planner	\$ 225.00
Survey Manager	\$ 225.00
Survey Technician IV	\$ 150.00
Survey Technician I	\$ 110.00
Survey Party Chief	\$ 160.00
Survey Instrument Person	\$ 115.00

Engineering categories are in accordance with ASCE Classifications. Rates detailed above do not apply to Federal or State contracts with specific Wage Determinations or mandated prevailing wage/fringe benefit minimums.

KIMBALL DR

MCDONALD AVE

NOT IN SCOPE







TG: 1.22395.PR

November 11, 2022

Eric Pilcher, PE  
Project Manager  
Mackay Sposito  
33810 Weyerhaeuser Way South, Suite 130  
Federal Way, WA 98001

**Subject: Gig Harbor Fire & Medic One Station 51 Traffic Study — Proposed Agreement for Services**

Dear Eric:

It was a pleasure talking with you and learning more about your proposed project. We understand it is located in Gig Harbor and would include replacement of existing Fire Station 51 and development of a logistic center.

We understand the unique characteristics of fire station having worked with many districts including recent work with East Pierce Fire & Rescue, Eastside Fire & Rescue, and Kirkland Fire Department. We are also familiar with the impact analysis requirements of Gig Harbor.

Enclosed is our proposed Agreement for Services and Exhibit A. This exhibit details our proposed scope of services, fee and schedule. We consolidated our scope into two tasks: (1) preparation of the required traffic impact analysis and if necessary, (2) meetings and coordination. You can authorize our services by signing the agreement and returning it with Exhibit A to the address below. We will send you a fully-executed copy of the agreement upon receipt and acceptance.

We appreciate your consideration of Transpo Group and look forward to working with you.

Sincerely,  
Transpo Group

A handwritten signature in black ink that reads 'Stefanie R. Herzstein'.

Stefanie R. Herzstein, PE, PTOE  
Principal

Enclosed: Agreement for Services

## Exhibit A—Scope of Services, Fee & Schedule

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Client Name:	Mackay Sposito
Project Name:	Gig Harbor Fire & Medic One Station 51 Traffic Study
Exhibit Dated:	November 11, 2022                      TG: 1.22395.PR

### Scope of Services

The following scope is based on project information received by Transpo Group (Transpo) from Mackay Sposito (Client) on behalf of Gig Harbor Fire & Medic One and Transpo's experience completing traffic analysis similar developments. A Level 1 Transportation Impact Analysis (TIA) is assumed for the proposed fire station.

It is important to have accurate project information (site plan, land use type(s), size, etc.) as this information is the foundation of the TIA. Transpo is entitled to rely upon the completeness and accuracy of information furnished by or on behalf of the Client. Should the scope of services or project information change following contract execution, Transpo will notify the Client if these changes will affect the fee and/or schedule and require a contract amendment.

#### ***Task 01—Transportation Impact Analysis***

The following elements will be included as part of the TIA based on the Level 1 TIA report requirements. This task assumes weekday AM and PM peak hour analysis for up to one (1) off-site study intersections.

1. **Transportation Network.** Transpo will document conditions of the surrounding roadway network, including speed limits, number of travel lanes, and non-motorized and transit facilities.
2. **Existing Traffic Volumes.** Existing weekday AM and PM peak period traffic volumes will be obtained from Gig Harbor or if not available, collected at up to one (1) off-site study intersections and the two (2) site accesses.
3. **Existing Traffic Operations.** Transpo will calculate existing AM and PM peak hour levels of service (LOS) at study intersections based on methodologies described in the *Highway Capacity Manual*.
4. **Planned Improvements.** Transpo will identify planned transportation improvements within the study area, as described in the Capital Improvement Program (CIP) of Gig Harbor.
5. **Project Trip Generation.** No changes to fire station operations is planned with the new station; however, there will be a new logistic center. Weekday daily, AM and PM peak hour trip generation for the fire station and logistic center will be based on input from the fire district on staffing and operations as well as data from the Institute of Transportation Engineers (ITE) Trip Generation Manual.
6. **Project Trip Distribution and Assignment.** Transpo will distribute and assign weekday AM and PM peak hour project traffic at the site driveways based on existing travel patterns, planned internal circulation as well as consideration of census data on where people live and work in the area.
7. **Future Traffic Volumes.** Future without-project AM and PM peak hour traffic volumes will be estimated at the one study intersections based on an average annual growth rate and/or increases in traffic attributable to "pipeline" projects. Future with-project traffic volumes will be estimated as well.
8. **Traffic Operations Impact.** Future with- and without-project AM and PM peak hour LOS will be calculated at study intersections based on methodologies described in the *Highway Capacity Manual*. Project-generated impacts will be identified by comparing future with- and without-project LOS.
9. **Site Access Analysis.** The proposed site access location(s) will be evaluated with respect to spacing, traffic operations and safety, turn lane requirements and if necessary, traffic signal warrants.

10. **Parking Analysis.** Transpo will review the adequacy of the proposed parking supply relative to the anticipated peak parking demand and minimum parking requirements. This analysis will consider the extent the proposed project would displace existing on-site or on-street parking.
11. **Transportation Concurrency.** Transpo will assist the Client in applying for a Certificate of Transportation Concurrency from Gig Harbor.
12. **Mitigation Measures.** If potentially significant traffic or parking impacts are anticipated, Transpo will identify mitigation measures that would reduce or off-set these impacts.
13. **Documentation of Analysis and Findings.** A draft TIA will be prepared documenting all analyses, findings, and conclusions. Transpo will finalize and reproduce the TIA following one round of review comments from the project team.

### **Task 02—Meetings and Coordination**

Meetings and project team coordination may be necessary as part of the project completion and development review process, including project team meetings, agency meetings, and/or public meetings. Should the Client request Transpo's attendance at one or more meetings, Transpo will prepare for and attend such meeting(s) and provide Client-requested deliverables as an outcome of such meeting(s) on a time-and-materials basis. An initial budget of \$2,000 has been established for this task.

## **Fee**

A fee for each task is outlined in Table 1. Reimbursable expenses are invoiced at cost plus fifteen percent (15%).

**Table 1. Fee by Task**

<b>Task</b>	<b>Description</b>	<b>Fee</b>
01	Transportation Impact Analysis	\$13,000 (T&M <sup>1</sup> )
02	Meetings and Coordination	\$2,000 T&M <sup>1,2</sup>
<b>Total</b>		<b>\$15,000</b>

1. T&M = Time-and-materials basis

2. Should the Client request Transpo's attendance at one or more meetings, Transpo will prepare for and attend such meeting(s) on a time-and-materials basis. The fee for Task 01 does not include meeting preparation or attendance.

Transpo will work closely with the project team and Gig Harbor staff to assure all efforts are directed in a manner consistent with overall project objectives. Should the scope of services or project information change following contract execution, Transpo will notify the Client if these changes will affect the fee and require a contract amendment.

## **Schedule**

Transpo anticipates completing Task 01 within 6 to 8 weeks following contract execution. This schedule is an estimate only and assumes a timely scoping process with Gig Harbor staff. This schedule can be impacted by factors outside the control of Transpo such as the ability to collect traffic data during the holiday season. Should the scope of services or project information change following contract execution, Transpo will notify the Client if these changes will affect the schedule and require a contract amendment.



Rider Levett Bucknall  
 101 Stewart Street  
 Suite 301  
 Seattle, Washington 98101

T: +1 206 441 8872

KM: SEASVR/SEA21311/GigHarborFire

May 1, 2023

Howard Struve  
 Rice Fergus Miller  
 275 Fifth St. Suite 100  
 Bremerton, WA 98337

Dear Howard:

### **GIG HARBOR FIRE STATION 51 – COST MANAGEMENT SERVICES**

Thank you for inviting us to submit a Fee Proposal for the provision of construction cost management services on this project.

We understand the project to be estimating new construction of a Fire Training Station 51, totalling approximately 25,000sf, with the demolition of the existing Fire Station.

#### **Scope of Our Services**

Our services are understood to be the preparation of a Schematic Design (SD), Design Development (DD) and Construction Design (CD) Level construction cost estimate. We are assuming that we will be providing estimates for the architectural, structural elements and will receive estimates for the mechanical, electrical, civil, landscape and septic tank portions of the projects. Our fee does not include time spent working on significant design or scope revisions. Additionally, we will not be providing estimates for training “props” required by the Fire Department.

Our fixed fee for providing cost management services is detailed as follows:

<b>Schematic Design Estimate</b>	<b>\$5,500.00</b>	(1.5 weeks to complete)
<b>Design Development Estimate</b>	<b>\$9,500.00.</b>	(2.5-weeks to complete)
<b>Construction Design Estimate</b>	<b>\$13,250.00</b>	(3 weeks to complete)

Our fee provides for the provision of construction cost management services that are reflective of the documentation provided to us for the architectural and engineering elements of the project. Our estimated hours do not include for reviewing VE/cost saving exercises or new pricing exercises or amendments to pricing exercise necessitated by additional changes in the design.

Our involvement is strictly limited to this exercise therefore we require closure of this account at the completion of it.

KM: SEASVR/SEA21311/GigHarborFire

May 1, 2023

Page 2

**GIG HARBOR FIRE STATION 51 – COST MANAGEMENT SERVICES**



Should you have any questions or would like to discuss some aspect of this proposal, please feel free to contact me.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Mitchell', is written over a light blue horizontal line.

**Kevin Mitchell**

Executive Vice President

Rider Levett Bucknall Ltd

Accepted: \_\_\_\_\_

Position/Title: \_\_\_\_\_

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

**MIGIZI GROUP, INC.**

Post Office Box 44840  
Tacoma, Washington 98448

PHONE (253) 537-9400  
FAX (253) 537-9401

May 10, 2023

Rice Fergus Miller  
275 Fifth Street, Suite 100  
Bremerton, Washington 98337

Attention: Mr. Howard Struve, LEED AP BD+C, Project Manager

**Subject: Proposal for Professional Services**  
**Phase 1 – Schematic Design**  
**Phase 2 – Design Development / Construction Documents**  
**Phase 3 - Construction Administration**

**Gig Harbor Fire & Medic One Fire Station 51**  
6711 Kimball Dr.  
Gig Harbor, Washington

Dear Mr. Struve:

Migizi Group, Inc. (MGI) is pleased to present this proposal to Rice Fergus Miller (RFM) for technical support with regulated materials during the proposed demolition of Gig Harbor Fire & Medic One Fire Station 51 (GHFMO FS 51).

#### **UNDERSTANDING OF NEED**

MGI understands that the existing building will be demolished as part of the project. Current federal, state, and local regulations require that property owners, prior to construction work on existing properties, conduct surveys to identify asbestos-containing materials and other regulated and/or potentially hazardous materials. These surveys are required to be made available to contractors and subcontractors performing work. Additional codes, standards and regulations may dictate the handling of regulated materials identified during the survey.

MGI understands that RFM is managing the GHFMO FS 51 Capital Facilities Plan project. Due to the importance of abatement scope clarity for bidding and construction purposes, and to minimize potential liabilities, RFM plans to retain an environmental consultant to assist with management of the anticipated regulated material abatement. In addition, MGI understands that

GHFMO, like most public/government agencies, prefer that a “third-party” conduct the post-abatement visual acceptance inspection and clearance sampling.

## PROPOSED SERVICES

MGI proposes to provide ‘Phase 1’, ‘Phase 2’ and ‘Phase 3’ services to include:

- Regulated material survey;
- Regulated material abatement cost estimate;
- Regulated material abatement design;
- Preparation of regulated material abatement specifications and drawings;
- Review of the abatement contractor’s pre- and post-project submittals;
- Verification of quality control and regulatory compliance, and;
- Preparation of final closeout documentation.

These services will be provided by an Asbestos Hazard Emergency Response Act (AHERA) Building Inspector and Project Designer under the direction of an Industrial Hygienist certified by the American Board of Industrial Hygiene (ABIH).

### Regulated Material Survey (Schematic Design)

MGI proposes to conduct a survey to identify asbestos-containing building materials (ACBM), lead (Pb)-containing paint (LCP), polychlorinated biphenyls (PCBs), mercury-containing materials (i.e., fluorescent light tubes and thermostats) Universal Waste and other regulated and/or potentially hazardous materials (e.g., Freon) identified within and on the exterior of the facility. MGI anticipates that the survey will require destructive sampling methods and this proposal does not provide for the repair of sampling and/or inspection locations; however, the extent of destructive sampling will be sensitive towards the continued use of the facility.

At the completion of the site survey and upon review of laboratory analytical data, MGI will prepare a written report summarizing findings, conclusions, and recommendations for the facility. The report prepared by MGI will satisfy the current Washington State “Good-Faith” survey requirements requiring building inspections prior to demolition/renovation of existing structures.

### Asbestos Survey

Representative samples of suspect ACBM will be collected from the interior, exterior and roof of the building. Samples will be prepared, logged and submitted for analysis in accordance with state and federal guidelines. The samples will be delivered to a National Voluntary Laboratory Accreditation Program (NVLAP)-certified laboratory for analysis by polarized light microscopy with dispersion staining in accordance with U.S. EPA method 600/R-93/116. This proposal anticipates the collection and analysis of **60 suspect ACBM samples** with standard laboratory turn-around time (five working days). Additional samples, if required, would be billed at \$16.00 per sample.

### Lead-Containing Paint Survey

Suspect LCP and other surfacing materials within the project area will be collected and analyzed by Inductively Coupled Plasma Atomic Emission Spectrophotometry (ICP) for lead (Pb) according to EPA SW-846 Method 6010D. The results of the analysis may be used in conjunction with other applicable data (e.g. air monitoring) to evaluate the potential for elevated occupational lead exposures during construction activities. The LCP survey will also determine if lead waste characterization of the demolition stream is warranted. This proposal anticipates the collection and analysis of **6 total lead samples** with standard laboratory turn-around time (ten working days). Additional samples, if required, would be billed at \$30.00 per sample.

### PCB, Mercury and Universal Waste Survey

A representative number of fluorescent light ballasts or other potentially PCB-containing dielectric oil-containing devices identified during the survey will be inspected for 'No PCBs' labeling and quantified. Potentially mercury (Hg)-containing fluorescent light tubes and thermostatic switches will also be accurately quantified, as well as, potentially heavy-metal containing HID lamps and batteries (e.g., emergency lighting and exit signs) and freon containing equipment (e.g., HVAC compressors). No laboratory testing to confirm or refute the presence of PCBs or heavy metals in lighting devices is proposed at this time.

**Estimated Cost: \$5,160.00**

### Regulated Material Abatement Cost Estimate (Schematic Design)

MGI proposes to prepare a regulated material abatement cost estimate for budgeting purposes. MGI intends to utilize abatement industry standard unit pricing protocol to arrive at the estimated costs for the removal and disposal of regulated materials. Unit prices will be determined based on the cost per man-day to complete a predetermined amount of work. The cost estimate will include allowances for labor, materials, equipment, transportation, disposal, overhead and customary industry profit margins for contractors conducting the specified regulated material abatement activities. Unit prices will be determined based on the cost per man-day to complete a predetermined amount of work.

**Estimated Cost: \$1,075.00**

### Regulated Material Abatement Design and Specifications (Design Development/Construction Documents)

Upon completion of the proposed regulated materials survey and conference with RFM regarding construction scope and regulated material impact, MGI anticipates and proposes the following specification sections to include associated drawings:

- Asbestos Abatement
- Regulated Material Procedures (To include Fluorescent Lighting Handling Procedures, Lead-Related Activities and Universal Waste)



MGI anticipates that the regulated material abatement specifications and drawings will be used for bidding and construction and will be completed as such to allow bidders to accurately estimate abatement costs and for abatement contractor direction. MGI's proposed design services include one approximately two-hour post-survey/pre-design meeting conference call with RFM.

**Estimated Cost: \$4,065.00**

### **Regulated Material Construction Management (Construction Administration)**

MGI proposes to provide an industrial hygiene technician (IHT) to conduct post-abatement air sampling and post-abatement visual acceptance inspections. The IHT will be an AHERA Building Inspector and National Institute of Occupational Safety and Health (NIOSH) 582 certified. The collection and analysis of airborne fiber samples will be in accordance with NIOSH method 7400, Phase Contrast Microscopy (PCM). PCM clearance samples will be analyzed on a 1-hour turnaround by a laboratory with current and successful participation in the American Industrial Hygiene Association (AIHA) Proficiency Analytical Testing (PAT) Program or Industrial Hygiene Laboratory Accreditation Program (IHLAP).

The following is an assumption summary of proposed professional services that require site visits or the collection and analysis of samples:

Pre-Bid or Pre-Construction Meeting (assumed onsite at GHFMO FS 51)

- One 2-hour meeting

Unforeseen Condition Inspection (if required)

- One (1) site visit by an AHERA Building Inspection (Senior Staff Scientist) for an estimated 1-hour onsite.
- Collection and analysis of 4 bulk asbestos samples on 2-hour laboratory turnaround

Visual Acceptance Inspection/Clearance Sampling/Reporting

- One (1) site visit for concurrent acceptance inspection and clearance sampling.
- Collection and analysis of 5 PCM samples on a one-hour laboratory turnaround.

**Estimated Cost: \$4,550.00**

### **FEE ESTIMATE**

This proposal is based on our current understanding of the proposed work as described herein and the anticipated level of effort that experience has shown to be necessary for projects similar in scope. MGI's services will be performed on a time-and-materials basis in accordance with the not-to-exceed estimates provided above under the conditions outlined in our current Schedule of Charges and Professional Services Terms and Conditions, copies of which are attached. MGI reserves the right, with approval, to transfer budgets between tasks but under no circumstances

will the entire project exceed **\$14,850.00** time and materials without preapproval. If unexpected conditions should arise, MGI will inform RFM as soon as possible and will not perform work beyond the authorized scope without approval.

**CLOSURE**

If this scope of work and budget estimate meets with your approval, our services may be authorized by having an appropriate representative sign and return one copy to us or you may issue your standard purchase order and/or contract as authorization to proceed. Please understand that the authorizing organization assumes ultimate responsibility for payment of services provided.

MGI appreciates the opportunity to assist RFM and GHFMO with the management of environmental risk. If you have any questions concerning this proposal, please feel free to contact the undersigned.

Respectfully submitted,

Authorized by,

**MIGIZI GROUP, INC.**

**RICEfergusMILLER**



\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Doug Henry, CIH  
Principal Environmental Services

\_\_\_\_\_  
Printed Name and Title

Attachments: Schedule of Charges  
Professional Services Terms and Conditions



**MIGIZI GROUP, INC.**

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FAX (253) 537-9401

17921 Bothell-Everett Hwy., Suite 102  
Bothell, Washington 98012

PHONE (425) 398-2300  
FAX (425) 398-2333

## Schedule of Charges

Prepared for:

### Rice Fergus Miller

Phase 1, 2 & 3 Regulated Material Consultation/Support  
Gig Harbor Fire & Medic One Fire Station 51

#### CHARGES

Charges for services provided by Migizi Group, Inc. (MGI) are determined by the hourly rates listed below. Unless other arrangements have been made, charges for all work will be based on MGI's Professional Services Terms and Conditions and conducted in accordance with the Proposal for Professional Services.

#### Standard Rates\*

Senior Principal CIH	\$225.00 / Hour
Senior Principal Engineer/Scientist/Design Engineer	\$200.00 / Hour
Principal CIH/Engineer/Scientist	\$190.00 / Hour
Associate Engineer/Geologist/Scientist	\$175.00 / Hour
Senior Project Engineer/Geologist/Scientist	\$150.00 / Hour
Project Engineer/Geologist/Scientist	\$135.00 / Hour
Senior Staff Engineer/Geologist/Scientist	\$120.00 / Hour
Staff EIT/Geologist/Scientist	\$110.00 / Hour
Senior Technician / CAD Technician	\$90.00 / Hour
Staff Technician / Word Processor	\$80.00 / Hour
Project Assistant	\$75.00 / Hour

#### Other Direct Charges

Automobile Mileage	\$0.80 / Mile
Expenses**	Cost plus 15%

\* A 30% surcharge is applied to all deposed expert witness support services.

\*\*Other charges for services such as but not limited to, shipping, subsistence, transportation, delivery services, printing and reproduction, miscellaneous supplies, rentals, professional services and contract labor and laboratory services.

#### PAYMENT ADDRESS:

Migizi Group, Inc.  
Attn: Accounts Payable  
17921 Bothell-Everett Hwy., Suite 102  
Bothell, Washington 98012  
Phone: 425-398-2300  
Fax: 425-398-2333