



**COMMISSIONER
BOARD MEETING**

February 11, 2021

5:30 PM

**SRFR Station 31 Training Room
VIA BLUEJEANS**

**Snohomish Regional Fire and Rescue
WASHINGTON**

AGENDA



BOARD OF FIRE COMMISSIONERS MEETING AGENDA
 SNOHOMISH REGIONAL FIRE AND RESCUE
 Fire District 7 Station 31 Training Room/ Via Blue Jeans
 163 Village Court, Monroe, WA 98272
 February 11, 2021 1730 hours

CALL TO ORDER

PUBLIC COMMENT

UNION COMMENT

IAFF
 Teamsters

CHIEFS REPORT

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 21-00103 - 21-00126; (\$738,944.77)

AP Vouchers: 21-00127 to 21-00274; (\$610,080.37)

Approval of Payroll

January 30, 2021 (\$1,693,969.99)

Approval of Minutes

Approve Regular Board Meeting Minutes – January 28, 2021

CORRESPONDENCE

Letter of recognition of Kaitlin King

OLD BUSINESS

Discussion

Station 71 Sno911 Tower Agreement
 Fire Apprentice Mechanic

Action

Accreditation Presentation
 Resolution 2021-1 Surplus workout equipment
 Asbestos Reports for S84 property and S81 site
 MS Office 365/Domain Project IT proposal

NEW BUSINESS

Discussion

SRFR New Boundary Signage
 Capital Facility Improvement Plan Donation Station 74/Logistics
 Petition to Annex



Fire Benefit Charge

Action

COMMISSIONER COMMITTEE REPORTS

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

OTHER MEETINGS ATTENDED

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

GOOD OF THE ORDER

ATTENDANCE CHECK

Regular Commissioner Meeting, February 25, 2021 at 1730 - Station 31 Training Room/BlueJeans

EXECUTIVE SESSION

Executive session pursuant to RCW 42.30.110(1)(i) to meet with legal counsel regarding legal risks in which public knowledge of the discussion would increase the risk of financial or legal harm to the district.

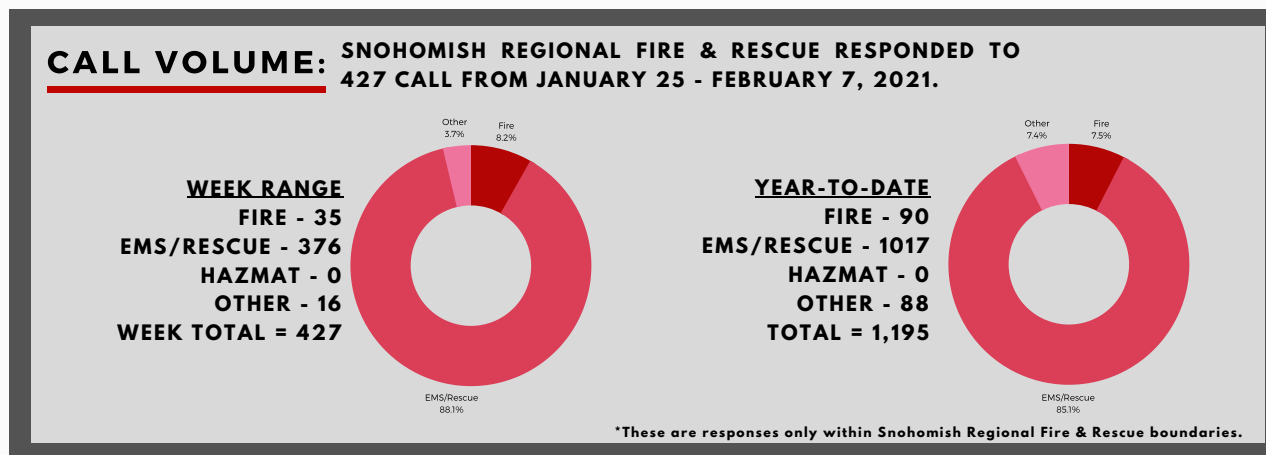
ADJOURNMENT

FIRE CHIEF REPORT

CHIEF'S REPORT

SNOHOMISH REGIONAL FIRE & RESCUE

DATE RANGE: 1/25/21 - 2/7/21



Sirens Report

January 29: At 2:59 am crews responded to a commercial structure fire in an airplane hanger at the Frontier Airpark in Getchell. Firefighters had to utilize tenders for their water source as there were no hydrants nearby. Several agencies worked to contain the fire and were able to save the home that was only 10 feet away from the blaze.

February 6: Crews were dispatched at 2:42 pm to a motor vehicle collision at the 13300 block of Yeager road. Crews arrived on scene and quickly assessed the patients. One patient was transported to Evergreen Health Monroe with moderate injuries.

February 7: At 12:07 pm crews were dispatched to a motorcycle versus minivan at the intersection of Ash Way and 164th St SW. When units arrived on scene they found the motorcyclist still down with bystanders attempting to assist him. The driver of the minivan was evaluated but sustained no injuries. The motorcyclist was transported to Swedish Edmonds.

COVID-19

- In addition to the continued monitoring, protective measures and education, the current emphasis is to support vaccinations for our employees. SRFR currently has one employee in quarantine.
- We continue to work collaboratively with all 23 fire agencies as part of the Snohomish County Vaccine Taskforce.

CHIEF'S REPORT

SNOHOMISH REGIONAL FIRE & RESCUE

DATE RANGE: 1/25/21 - 2/7/21



House Bill 1159 (Commissioner Size)

- The House Bill 1159 which provides for the expansion of the board successfully passed in the House on Wednesday, February 3rd, and will be moving on to the Senate.

Health & Safety

- Working with ESF-4 on COVID related issues
 - Snohomish Regional Fire and Rescue has treated/transported 136 COVID positive patients to date.
 - It appears that we have reached the peak of volumes post-Christmas and are beginning to trend back down in COVID volumes. We will be watching this for the next two weeks to confirm.
 - Working with Human Resources on a process to firm up the process to triage sick calls for COVID vs Vaccine reaction. Memo coming out this week to identify the process (following count playbook).

Strategic Analysis

- Strategic plan
 - Working on scheduling the next steering committee meeting.
- Standards of Cover
 - Initial rough draft of data is complete.
 - Scheduling a meeting with Fitch and Associates to review rough draft.
- Internal reporting
 - Working on data for annual report.
 - Refining data for sirens report and regular press briefings on call volume.
 - Finalizing monthly report that can be submitted to the Board of Commissioners related to call volume data.
 - Refining our COVID reporting. Updating dashboards to track 2021 data.

Miscellaneous

- Working with City of San Francisco on potential for them to piggyback on our EMS supply bid. DC Dorsey is point of contact for questions.
- Dispatch Steering Committee met 2/2/2021. Dispatch is very close to applying for accreditation with the International Academy of Emergency Dispatch.

Operations

- DC Lundquist and Chief O'Brien attended the morning session of the assigned live fire training in Gold Bar with the D shift crews.
- DC Lundquist conducted the 1st of 44 "Chief Inspection" drills for 2021 at Station 32 on Thursday morning and it was a success! The crew performed at a very high level. He is looking forward to giving an opportunity for our crews to showcase their apparatus, uniforms, stations and skills from the deck of cards. Crews are very excited and have been working hard to prepare for this event.

CHIEF'S REPORT

SNOHOMISH REGIONAL FIRE & RESCUE

DATE RANGE: 1/25/21 - 2/7/21



Operations cont.

- Conducting face-to-face performance evaluations for the year of 2020 with BC's continue. Expected to be completed with this by mid-February. Crews are still working on theirs with an anticipated expectation of completion by the end of February.
- Continuing to collaborate with our partners on establishing a standard operating guideline for mid/high-rise incidents. Once the SOG is adopted, we will work to modify our FRL's to reflect the amount of manpower required to respond to such an incident.

Standards (Policy and Procedures) Committee

- Scheduling final meeting with Bill Pressimer to complete Lexipol set-up and confirm first round policy/procedure assignments. Assignments will be sent out on March 1st with a 60 day window for review.

Fire & Life Safety

- The 2018 technical code series went into effect on February 1, 2021 across the state. In addition, local fire code ordinances were adopted in Lake Stevens and Monroe with applicable updates. The three contract cities still operate with different local amendments. OFM staff are working on preparing a suggested fire code ordinance for adoption that would bring all cities to the same code requirements.
- Working on updating all OFM software and programs to be combined under the new SRFR name. Tegriss (annual system confidence reports) was combined under an RFA account. Currently working on Knox. We are updating Streamline inspections for use as a new construction inspection tool. A recent change in Fast Field Forms made this inoperable for OFM.
- OFM staff completed a 7-hour 2018 fire code update course. Staff are required 16 hours per year per WSRB.
- GIS Coordinator is working with APX to import several of our GIS layers for use in SmartMap. Expect to have all APX products loaded and running by March 31.

Accreditation

- Core team and category managers are working on building out their teams for FESSAM writing. We will conduct writing training in the near future.
- SRFR has been assigned a mentor by CFAI. DC Gerard Kay, Ret. of the Regina Police Service, SK has agreed to mentor our agency. His job is to review our documents and help during our final steps of CRA/SOC and Strategic Plan approval and during the writing of the FESSAM.

CHIEF'S REPORT

SNOHOMISH REGIONAL FIRE & RESCUE

DATE RANGE: 1/25/21 - 2/7/21



- Currently developing a timeline for writing the FESSAM that shows responsible author, review status and due dates.

Administration

- The Snohomish Regional Fire and Rescue 2019 Audit is complete and was presented to the Finance Committee on February 4th, 2021. The audit notes that in the areas examined by the auditor, the District operations complied in all material respects with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

CONSENT AGENDA

Snohomish County Fire District #7 Claims Voucher Summary

02/08/2021

Page 1 of 1

Fund: General Fund #001

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

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-00103	AFLAC		673.32
21-00104	DEPARTMENT OF RETIREMENT SYSTEMS		416,753.07
21-00105	DIMARTINO & ASSOCIATES		21,630.74
21-00106	FIRE 7 FOUNDATION		497.50
21-00107	FIREPAC		973.04
21-00108	GENERAL TEAMSTERS UNION LOCAL 38		1,476.00
21-00109	HRA VEBA TRUST		67,055.77
21-00110	IAFF LOCAL 2781		3,886.74
21-00111	IAFF LOCAL 2781		1,149.50
21-00112	IAFF LOCAL 2781		7,773.50
21-00113	IAFF LOCAL 2781		7,906.76
21-00114	IAFF LOCAL 2781		804.00
21-00115	IAFF LOCAL 2781		500.00
21-00116	IAFF LOCAL 2781		507.50
21-00117	IAFF LOCAL 2781		492.50
21-00118	IAFF LOCAL 2781		3,827.85
21-00119	IAFF LOCAL 2781		485.00
21-00120	LOCAL IAFF 2781 PAC		533.00
21-00121	MATRIX TRUST COMPANY		30,482.93
21-00122	SNOHOMISH COUNTY FIRE DISTRICT 7		7,890.14
21-00123	TD AMERITRADE INSTITUTIONAL		388.50
21-00124	VOYA INSTITUTIONAL TRUST CO		148,528.28
21-00125	WSCFF FASTPAC		666.63
21-00126	WSCFF-EMP BENEFIT TRUST		14,062.50

Page Total 738,944.77

Cumulative Total 738,944.77



Snohomish County Fire District 7, WA

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount	Distribution Amount
1902	ACE HARDWARE	21-00127						908.12	
	68707		Hose Repair Clamp Kit - ST 82	Invoice	01/05/2021	Hose Repair Clamp Kit - ST 82	001-507-522-50-35-00	10.89	
	68722		Paper Towel Holder, Paper Towels, Hos	Invoice	01/06/2021	Paper Towel Holder, Paper Towels, Hos	001-507-522-50-31-00	14.16	
							001-507-522-50-35-00	40.30	
	68737		Paper Towel Holder - ST 81	Invoice	01/08/2021	Paper Towel Holder - ST 81	001-507-522-50-35-00	19.61	
	68757		Air Blow Gun, Air Hose Plug, Brake Cle:	Invoice	01/10/2021	Air Blow Gun, Air Hose Plug, Brake Cle:	001-507-522-50-31-00	45.71	
							001-507-522-50-35-00	14.15	
	68762		Shop Parts	Invoice	01/11/2021	Shop Parts	500-511-522-60-34-01	6.08	
	68767		Shop Parts	Invoice	01/12/2021	Shop Parts	500-511-522-60-34-01	31.58	
	68802		Garden Hose - ST 81	Invoice	01/15/2021	Garden Hose - ST 81	001-507-522-50-35-00	65.39	
	68805		Forcible Entry Prop Lumber & Propane	Invoice	01/16/2021	Forcible Entry Prop Lumber & Propane	001-506-522-45-31-03	138.47	
							001-507-522-50-47-03	21.79	
	68808		Duct Tape	Invoice	01/16/2021	Duct Tape	001-507-522-50-31-00	8.80	
	68841		AA Batteries (20pk) (x2)	Invoice	01/20/2021	AA Batteries (20pk) (x2)	001-507-522-50-31-00	39.22	
	68843		WD40, 2-Stroke Engine Fuel, Chain Sav	Invoice	01/20/2021	WD40, 2-Stroke Engine Fuel, Chain Sav	001-504-522-20-48-02	97.99	
	68845		Chain Saw 25" Bar, Chain Loop, Repair	Invoice	01/20/2021	Chain Saw 25" Bar, Chain Loop, Repair	001-504-522-20-48-02	161.19	
	68900		Chain Saw 25" Bar (x2) & Bar Hex Nuts	Invoice	01/26/2021	Chain Saw 25" Bar (x2) & Bar Hex Nuts	001-504-522-20-48-02	176.54	
	68922		Chain Saw 25" Bar (Exchanged) (x2) & i	Invoice	01/28/2021	Chain Saw 25" Bar (Exchanged) (x2) & i	001-504-522-20-48-02	16.25	
2040	ADVANCE PROPERTY EXPOSURE	21-00128						27,022.00	
	APX202101039		APX Pre-Planning & Mapping Software	Invoice	02/04/2021	APX Pre-Planning & Mapping Software	001-510-522-20-49-04	27,022.00	
0025	ALDERWOOD WATER DISTRICT	21-00129						85.48	
	ST73-NOV20/JAN21		Water - ST 73	Invoice	01/16/2021	Water - ST 73	001-507-522-50-47-02	85.48	
0025	ALDERWOOD WATER DISTRICT	21-00130						15.20	
	ST73FM-NOV20/JAN21		Water (Fire Meter) - ST 73	Invoice	01/16/2021	Water (Fire Meter) - ST 73	001-507-522-50-47-02	15.20	
0028	ALL BATTERY SALES AND SERVICE	21-00131						2,846.29	
	300-10082094		Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	1,202.25	
	300-10082095		Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	1,202.25	
	300-10082163		Shop Supplies	Invoice	01/22/2021	Shop Supplies	500-511-522-60-31-05	441.79	
1503	ALLSTREAM BUSINESS US, INC	21-00132						114.63	
	17311919		Phone/Fax/Alarm Services - ST 32	Invoice	02/03/2021	Phone/Fax/Alarm Services - ST 32	001-507-522-50-49-04	114.63	
1503	ALLSTREAM BUSINESS US, INC	21-00133						225.52	
	17306169		Phone/Fax/Alarm Services - ST 31	Invoice	02/01/2021	Phone/Fax/Alarm Services - ST 31	001-507-522-50-49-04	225.52	
1503	ALLSTREAM BUSINESS US, INC	21-00134						324.20	
	17304921		Phone/Fax/Alarm Services - ST 71, 74,	Invoice	02/01/2021	Phone/Fax/Alarm Services - ST 71, 74,	001-507-522-50-49-04	324.20	

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0040	ARAMARK UNIFORM SERVICES	21-00135					177.04
	1992093634	Uniform/Laundry Services - Shop	Invoice	01/28/2021	Uniform/Laundry Services - Shop	500-511-522-60-41-04	76.43
	1992102724	Uniform/Laundry Services - Shop	Invoice	02/04/2021	Uniform/Laundry Services - Shop	500-511-522-60-41-04	78.75
	1992102725	Floor Mat & Mop Supply Services - ST :	Invoice	02/04/2021	Floor Mat & Mop Supply Services - ST :	001-507-522-50-41-00	21.86
1971	B&H FIRE AND SECURITY	21-00136					7,572.95
	3197	Security System (Camera) Installation -	Invoice	11/25/2020	Security System (Camera) Installation -	303-507-594-50-63-00	7,572.95
1524	BADGLEY'S LANDSCAPE LLC	21-00137					8,734.87
	88590	Landscaping Maintenance - ST 33, 71,	Invoice	02/01/2021	Landscaping Maintenance - ST 33, 71,	001-507-522-50-41-00	3,590.64
	88591	Landscaping Maintenance - ST 77	Invoice	02/01/2021	Landscaping Maintenance - ST 77	001-507-522-50-41-00	456.78
	88592	Landscaping Maintenance - ST 76	Invoice	02/01/2021	Landscaping Maintenance - ST 76	001-507-522-50-41-00	782.70
	88593	Landscaping Maintenance - Admin Bld	Invoice	02/01/2021	Landscaping Maintenance - Admin Bld	001-507-522-50-41-00	2,344.94
						300-507-522-50-48-00	580.65
	88594	Landscaping Maintenance - ST 72	Invoice	02/01/2021	Landscaping Maintenance - ST 72	001-507-522-50-41-00	979.16
0058	BICKFORD MOTORS INC.	21-00138					886.55
	1189161	Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	240.08
	1189585	Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	36.20
	1189641	Shop Parts	Invoice	01/21/2021	Shop Parts	500-511-522-60-34-01	97.19
	1189659	Shop Parts	Invoice	01/21/2021	Shop Parts	500-511-522-60-34-01	180.91
	1190038	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	16.88
	1190039	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	54.10
	1190043	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	34.54
	1190072	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	16.66
	1190074	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	157.33
	1190116	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	6.01
	1190176	Shop Parts	Invoice	01/28/2021	Shop Parts	500-511-522-60-34-01	46.65
0063	BLUE JEANS NETWORK, INC.	21-00139					3,869.22
	INV00368999	2021 Video Conferencing Platform Anr	Invoice	01/15/2021	2021 Video Conferencing Platform Anr	001-513-522-10-49-04	3,869.22
0064	BOARD FOR VOLUNTEER FIREFIG	21-00140					90.00
	2021 REMITTANCE	2021 Volunteer FFs Relief & Pension Fu	Invoice	01/25/2021	2021 Volunteer FFs Relief & Pension Fu	001-508-522-20-20-15	90.00
0068	BRAD TALLEY	21-00141					4,000.00
	JAN2021	EMS Contract - Medical Supervising Ph	Invoice	02/01/2021	EMS Contract - Medical Supervising Ph	001-509-522-20-41-02	4,000.00
0070	BRAKE & CLUTCH SUPPLY INC	21-00142					1,404.79
	96664	Shop Parts	Invoice	01/05/2021	Shop Parts	500-511-522-60-34-01	637.81
	96693	Shop Parts	Invoice	01/05/2021	Shop Parts	500-511-522-60-34-01	334.28
	96742	Shop Parts	Invoice	01/07/2021	Shop Parts	500-511-522-60-34-01	432.70

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0073	BRAUN NORTHWEST INC	21-00143					1,304.26
	30302	Shop Parts	Invoice	11/09/2020	Shop Parts	500-511-522-60-34-01	37.15
	30347	Shop Parts	Invoice	11/20/2020	Shop Parts	500-511-522-60-34-01	675.08
	30348	Shop Parts	Invoice	11/20/2020	Shop Parts	500-511-522-60-34-01	41.11
	30528	Shop Parts	Invoice	01/11/2021	Shop Parts	500-511-522-60-34-01	26.77
	30529	Shop Parts	Invoice	01/11/2021	Shop Parts	500-511-522-60-34-01	152.12
	30530	Shop Parts	Invoice	01/11/2021	Shop Parts	500-511-522-60-34-01	113.98
	30531	Shop Parts	Invoice	01/11/2021	Shop Parts	500-511-522-60-34-01	230.12
	30553	Shop Parts	Invoice	01/19/2021	Shop Parts	500-511-522-60-34-01	27.93
1816	BRIAN KEES	21-00144					372.94
	INV03710	S-330 Task Force/Strike Team Leader R	Invoice	01/15/2021	S-330 Task Force/Strike Team Leader R	001-506-522-45-49-02	372.94
1685	BUD CLARY AUTO GROUP	21-00145					75,685.11
	13723	2020 Chevrolet Silverado HD (Logistics	Invoice	11/25/2020	2020 Chevrolet Silverado HD (Logistics	301-504-594-22-64-02	75,685.11
2080	CENTRAL PARTS WAREHOUSE	21-00146					3,717.27
	625549A	Snow Plow Mount Assembly/Pkg (201:	Invoice	12/18/2020	Snow Plow Mount Assembly/Pkg (201:	301-507-594-22-64-02	3,717.27
0096	CENTRAL WELDING SUPPLY	21-00147					1,686.94
	LY 299061	Oxygen Cylinder Exchange/Re-Fill (x8)	Invoice	01/25/2021	Oxygen Cylinder Exchange/Re-Fill (x8)	001-509-522-20-45-00	395.99
	RN01212132	Oxygen Cylinder Rental (Inventory)	Invoice	01/31/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	186.93
	RN01212133	Oxygen Cylinder Rental (Inventory)	Invoice	01/31/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	165.74
	RN01212134	Oxygen Cylinder Rental (Inventory)	Invoice	01/31/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	159.27
	RN01214124	Oxygen Cylinder Rental (Inventory)	Invoice	01/31/2021	Oxygen Cylinder Rental (Inventory)	001-509-522-20-45-00	391.16
	SP 820470	Oxygen Cylinder Exchange/Re-Fill (x3)	Invoice	01/27/2021	Oxygen Cylinders Exchange/Re-Fill (x3)	001-509-522-20-45-00	50.14
	SP 860545	Oxygen Cylinder Exchange/Re-Fill (x4)	Invoice	02/04/2021	Oxygen Cylinders Exchange/Re-Fill (x4)	001-509-522-20-45-00	85.35
	WV 188328	Oxygen Cylinder Exchange/Re-Fill (x5)	Invoice	02/01/2021	Oxygen Cylinders Exchange/Re-Fill (x5)	001-509-522-20-45-00	252.36
0099	CHAMPION BOLT & SUPPLY INC	21-00148					342.47
	723262	Shop Supplies	Invoice	01/26/2021	Shop Supplies	500-511-522-60-31-05	342.47
0531	CHRISTENSEN, INC	21-00149					616.90
	0150379-IN	Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	616.90
0110	CITY OF MONROE	21-00150					34.12
	ST31IRR-JAN21	Water (Irrigation Meter) - ST 31	Invoice	02/02/2021	Water (Irrigation Meter) - ST 31	001-507-522-50-47-02	29.11
						500-511-522-50-47-01	5.01
0110	CITY OF MONROE	21-00151					152.80
	ST32-JAN21	Water & Stormwater - ST 32	Invoice	02/02/2021	Water & Stormwater - ST 32	001-507-522-50-47-02	152.80
0110	CITY OF MONROE	21-00152					345.64
	ADMIN-JAN21	Water, Stormwater & Sewer - Admin B	Invoice	02/02/2021	Water, Stormwater & Sewer - Admin B	001-507-522-50-47-02	86.41
						300-507-522-50-47-00	259.23
0110	CITY OF MONROE	21-00153					603.07
	ST31-JAN21	Water, Stormwater & Sewer - ST 31	Invoice	02/02/2021	Water, Stormwater & Sewer - ST 31	001-507-522-50-47-02	514.48
						500-511-522-50-47-01	88.59

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
1891	CITY OF SNOHOMISH	21-00154					131.06
	ST83-NOV20/JAN21	Water - ST 83	Invoice	01/31/2021	Water - ST 83	001-507-522-50-47-02	131.06
0112	CLEARFLY COMMUNICATIONS	21-00155					739.25
	INV329607	Phone/Fax Services - Admin Bldg, ST 3:	Invoice	02/01/2021	Phone/Fax Services - Admin Bldg, ST 3:	001-513-522-50-42-01	739.25
0112	CLEARFLY COMMUNICATIONS	21-00156					422.11
	INV330052	Phone/Fax Services - ST 81, 82, 83, HQ	Invoice	02/01/2021	Phone/Fax Services - ST 81, 82, 83, HQ	001-513-522-50-42-01	422.11
0113	CLEARVIEW HARDWARE & FEED	21-00157					18.90
	A30762	Outdoor Light Control w/ Photocell & I	Invoice	01/12/2021	Outdoor Light Control w/ Photocell & I	001-507-522-50-35-00	18.90
0121	COGDILL NICHOLS REIN WARTELI	21-00158					14,229.50
	26100.32M17	Labor Union Attorney Services	Invoice	01/29/2021	Labor Union Attorney Services	001-512-522-10-41-00	13,461.20
	26100.35M2	Attorney Services	Invoice	01/29/2021	Attorney Services	001-512-522-10-41-03	768.30
0125	COLUMBIA SOUTHERN UNIVERSI	21-00159					1,022.00
	307603020421	Tuition FIR3304 - J.Strong	Invoice	02/05/2021	Tuition FIR3304 - J.Strong	001-506-522-45-49-10	634.50
	312933012921	Tuition FIR2304 - C.Kraski	Invoice	02/01/2021	Tuition FIR2304 - C.Kraski	001-506-522-45-49-10	387.50
0126	COMCAST	21-00160					160.07
	ST32-FEBMAR21	Internet Services - ST 32	Invoice	01/25/2021	Internet Services - ST 32	001-513-522-50-42-01	160.07
0126	COMCAST	21-00161					150.05
	ST72-FEBMAR21	Internet Services - ST 72	Invoice	01/27/2021	Internet Services - ST 72	001-513-522-50-42-01	150.05
0126	COMCAST	21-00162					155.07
	ST31-FEBMAR21	Internet Services - ST 31	Invoice	01/27/2021	Internet Services - ST 31	001-513-522-50-42-01	132.29
						500-511-522-60-42-00	22.78
0126	COMCAST	21-00163					150.05
	ST73-FEBMAR21	Internet Services - ST 73	Invoice	02/04/2021	Internet Services - ST 73	001-513-522-50-42-01	150.05
0126	COMCAST	21-00164					150.27
	ST77-FEBMAR21	Internet Services - ST 77	Invoice	01/26/2021	Internet Services - ST 77	001-513-522-50-42-01	150.27
0126	COMCAST	21-00165					150.29
	ST76-FEBMAR21	Internet Services - ST 76	Invoice	01/27/2021	Internet Services - ST 76	001-513-522-50-42-01	150.29
0127	COMDATA INC.	21-00166					2,356.08
	20351310	Fuel	Invoice	02/01/2021	Fuel	001-504-522-20-32-00	1,178.04
						001-509-522-20-32-00	1,178.04
0136	COURIERWEST	21-00167					1,984.00
	5702	Mail Courier Service	Invoice	01/01/2021	Mail Courier Service	001-502-522-10-41-01	1,984.00
0138	CRESSY DOOR COMPANY, INC	21-00168					4,697.34
	155729	Bay Door Repair/Install (Electric Opera	Invoice	01/26/2021	Bay Door Repair/Install (Electric Opera	001-507-522-50-48-00	3,431.23
	155772	Bay Door Service Call/Repair (New Roll	Invoice	01/28/2021	Bay Door Service Call/Repair (New Roll	001-507-522-50-48-00	345.50
	155801	Bay Door Install (Addtnl Spring Bracing	Invoice	01/29/2021	Bay Door Install (Addtnl Spring Bracing	001-507-522-50-48-00	920.61

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0080	CREWSENSE LLC 0019336	21-00169 CrewSense Pro Support Plan	Invoice	02/01/2021	CrewSense Pro Support Plan	001-513-522-10-49-04	1,228.09 99.99
	0019411	CrewSense Pro Monthly Subscription	Invoice	02/05/2021	CrewSense Pro Monthly Subscription	001-513-522-10-49-04	1,128.10
0080	CREWSENSE LLC 0019489	21-00170 CrewSense Pro Mnthly Subscrptn & Pri	Invoice	02/05/2021	CrewSense Pro Mnthly Subscrptn & Pri	001-513-522-10-49-04	508.44 508.44
1600	DIRECTV 050747001X210202	21-00171 TV Services - ST 33	Invoice	02/02/2021	TV Services - ST 33	001-513-522-50-42-01	76.23 76.23
0164	DRUG FREE BUSINESS 412697	21-00172 Random Drug Test	Invoice	01/29/2021	Random Drug Test	500-511-522-60-41-06	59.00 59.00
1875	ELECTRONIC BUSINESS MACHINE AR184216	21-00173 Copier Machine Usage - Admin Bldg	Invoice	01/28/2021	Copier Machine Usage - Admin Bldg	001-502-522-10-31-00	105.98 105.98
0176	ELITE LOCK & SAFE 38344	21-00174 Passage Door Lever Install (TN Tower R	Invoice	12/17/2020	Passage Door Lever Install (TN Tower R	001-507-522-50-48-00	376.05 376.05
0182	EMERGENT RESPIRATORY 35006453	21-00175 CPAP Machine Supplies - ST 82	Invoice	02/02/2021	CPAP Machine Supplies - ST 82	001-509-522-30-31-02	430.00 430.00
0212	FIRST WATCH FW107673	21-00176 FirstPass Monthly Subscription	Invoice	02/03/2021	FirstPass Monthly Subscription	001-509-522-20-49-02	403.00 403.00
2087	FOX TRUCKING ST82-GRAVEL	21-00177 Gravel/Asphalt Install (Level & Lay) - ST	Invoice	01/18/2021	Gravel/Asphalt Install (Level & Lay) - ST	300-507-594-50-62-01	3,542.50 3,542.50
0222	FREIGHTLINER NORTHWEST PC302108361;01	21-00178 Shop Parts	Invoice	01/04/2021	Shop Parts	500-511-522-60-34-01	1,383.46 474.41
	PC302108522;01	Shop Parts	Invoice	01/18/2021	Shop Parts	500-511-522-60-34-01	76.17
	PC302109140;01	Shop Parts	Invoice	01/21/2021	Shop Parts	500-511-522-60-34-01	514.78
	PC302109416;02	Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	104.17
	PC302109432;01	Shop Parts	Invoice	01/19/2021	Shop Parts	500-511-522-60-34-01	85.48
	PC302110015;01	Shop Parts	Invoice	01/27/2021	Shop Parts	500-511-522-60-34-01	178.37
	PC302110186;01	Shop Parts	Credit Memo	01/29/2021	Shop Parts	500-511-522-60-34-01	-49.92

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0226	GALLS, LLC - DBA BLUMENTHAL U	21-00179					10,886.08
	017342084	Belt (x4)	Invoice	01/05/2021	Belt (x4)	001-504-522-20-31-07	99.16
	017408374	L/S Firefighter Shirt	Invoice	01/13/2021	L/S Firefighter Shirt	001-504-522-20-31-07	138.37
	017430501	Diamond Quilted Jacket	Invoice	01/15/2021	Diamond Quilted Jacket	001-504-522-20-31-07	62.13
	017442743	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	66.44
	017442744	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	59.90
	017442745	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	61.41
	017442746	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	60.84
	017442747	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	66.63
	017442748	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	61.56
	017442749	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	60.40
	017442750	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	60.43
	017442751	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	66.63
	017442752	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	60.58
	017442753	Diamond Quilted Jacket	Invoice	01/18/2021	Diamond Quilted Jacket	001-504-522-20-31-07	60.01
	017442816	Belt	Invoice	01/18/2021	Belt	001-504-522-20-31-07	27.24
	017442838	Belt	Invoice	01/18/2021	Belt	001-504-522-20-31-07	20.82
	017442839	Belt	Invoice	01/18/2021	Belt	001-504-522-20-31-07	21.06
	017452806	1/2 Zip Turtleneck Sweatshirt (x2)	Invoice	01/19/2021	1/2 Zip Turtleneck Sweatshirt (x2)	001-504-522-20-31-07	192.26
	017452835	Uniform Pants (x2)	Invoice	01/19/2021	Uniform Pants (x2)	001-504-522-20-31-07	194.53
	017452836	Uniform Pants (x2)	Invoice	01/19/2021	Uniform Pants (x2)	001-504-522-20-31-07	194.53
	017452848	Station Wear Pants	Invoice	01/19/2021	Station Wear Pants	001-504-522-20-31-07	120.05
	017452855	Duty Boots	Invoice	01/19/2021	Duty Boots	001-504-522-20-31-07	157.59
	017462399	Duty Boots	Invoice	01/19/2021	Duty Boots	001-504-522-20-31-07	220.53
	017462715	Duty Boots	Invoice	01/19/2021	Duty Boots	001-504-522-20-31-07	224.54
	017462717	Duty Boots	Invoice	01/19/2021	Duty Boots	001-504-522-20-31-07	221.45
	017462718	Duty Boots	Invoice	01/19/2021	Duty Boots	001-504-522-20-31-07	220.86
	017463931	Blank Embroiderable Patch - Dark Navy	Invoice	01/20/2021	Blank Embroiderable Patch - Dark Navy	001-504-522-20-31-07	52.14
	017463971	Uniform Pants	Invoice	01/20/2021	Uniform Pants	001-504-522-20-31-07	122.63
	017463978	Industrial Pants	Invoice	01/20/2021	Industrial Pants	001-504-522-20-31-07	125.83
	017463997	Name Plate	Invoice	01/20/2021	Name Plate	001-504-522-20-31-07	16.52
	017474995	Softshell Fleece Jacket	Invoice	01/21/2021	Softshell Fleece Jacket	001-504-522-20-31-07	177.82
	017474999	Softshell Fleece Jacket	Invoice	01/21/2021	Softshell Fleece Jacket	001-504-522-20-31-07	175.72
	017475000	Softshell Fleece Jacket	Invoice	01/21/2021	Softshell Fleece Jacket	001-504-522-20-31-07	178.18
	017475001	Softshell Fleece Jacket	Invoice	01/21/2021	Softshell Fleece Jacket	001-504-522-20-31-07	177.78
	017475024	Collar Brass - 3 Crossed Bugles (x8)	Invoice	01/21/2021	Collar Brass - 3 Crossed Bugles (x8)	001-504-522-20-31-07	67.70
	017484919	Jacket w/ Inner Softshell	Invoice	01/22/2021	Jacket w/ Inner Softshell	001-504-522-20-31-07	280.41
	017498742	1/2 Zip Turtleneck Sweatshirt	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	93.57
	017498743	1/2 Zip Turtleneck Sweatshirt (x2)	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt (x2)	001-504-522-20-31-07	190.98
	017498744	1/2 Zip Turtleneck Sweatshirt	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	93.82
	017498745	1/2 Zip Turtleneck Sweatshirt (x2)	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt (x2)	001-504-522-20-31-07	192.08
	017498759	1/2 Zip Turtleneck Sweatshirt	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	101.23
	017498760	1/2 Zip Turtleneck Sweatshirt	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	100.64

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Distribution Amount
	017498761	1/2 Zip Turtleneck Sweatshirt	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	98.78
	017498763	1/2 Zip Turtleneck Sweatshirt (x2)	Invoice	01/25/2021	1/2 Zip Turtleneck Sweatshirt (x2)	001-504-522-20-31-07	186.88
	017498766	L/S Station Wear Shirt	Invoice	01/25/2021	L/S Station Wear Shirt	001-504-522-20-31-07	95.49
	017498767	S/S Polyester Command Shirt (x2)	Invoice	01/25/2021	S/S Polyester Command Shirt (x2)	001-504-522-20-31-07	135.53
	017498768	L/S Station Wear Shirt, Station Wear Pa	Invoice	01/25/2021	L/S Station Wear Shirt, Station Wear Pa	001-504-522-20-31-07	205.65
	017498769	L/S Station Wear Shirt	Invoice	01/25/2021	L/S Station Wear Shirt	001-504-522-20-31-07	94.57
	017498772	L/S Firefighter Shirt	Invoice	01/25/2021	L/S Firefighter Shirt	001-504-522-20-31-07	141.77
	017498796	Cargo Pants	Invoice	01/25/2021	Cargo Pants	001-504-522-20-31-07	171.22
	017509437	1/2 Zip Turtleneck Sweatshirt	Invoice	01/26/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	93.53
	017509438	1/2 Zip Turtleneck Sweatshirt	Invoice	01/26/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	94.19
	017509439	1/2 Zip Turtleneck Sweatshirt	Invoice	01/26/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	96.85
	017509440	1/2 Zip Turtleneck Sweatshirt	Invoice	01/26/2021	1/2 Zip Turtleneck Sweatshirt	001-504-522-20-31-07	101.29
	017509441	1/2 Zip Turtleneck Sweatshirt (x4)	Invoice	01/26/2021	1/2 Zip Turtleneck Sweatshirt (x4)	001-504-522-20-31-07	392.90
	017509461	S/S Chief Shirt	Invoice	01/26/2021	S/S Chief Shirt	001-504-522-20-31-07	120.99
	017509463	Duty Boots, Industrial Pants	Invoice	01/26/2021	Duty Boots, Industrial Pants	001-504-522-20-31-07	351.83
	017509467	Industrial Pants (x3)	Invoice	01/26/2021	Industrial Pants (x3)	001-504-522-20-31-07	356.45
	017520382	Station Wear Pants	Invoice	01/27/2021	Station Wear Pants	001-504-522-20-31-07	120.85
	017520383	Station Wear Pants (x2)	Invoice	01/27/2021	Station Wear Pants (x2)	001-504-522-20-31-07	238.71
	017531360	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	176.85
	017531361	Jacket w/ Inner Softshell (x4)	Invoice	01/28/2021	Jacket w/ Inner Softshell (x4)	001-504-522-20-31-07	1,097.52
	017531373	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	175.38
	017531374	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	175.12
	017531375	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	178.14
	017531376	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	180.56
	017531377	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	177.00
	017531378	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	175.40
	017531379	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	175.68
	017531381	Softshell Fleece Jacket	Invoice	01/28/2021	Softshell Fleece Jacket	001-504-522-20-31-07	176.79
	017531415	Duty Boots	Invoice	01/28/2021	Duty Boots	001-504-522-20-31-07	153.16
1571	GENERAL FIRE APPARATUS	21-00180					1,356.96
	12662	Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	1,356.96

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0238	GRAINGER	21-00181					3,213.30
	9751154031	Shop Parts	Invoice	12/18/2020	Shop Parts	500-511-522-60-34-01	2,157.58
	9771811461	Shop Parts	Invoice	01/13/2021	Shop Parts	500-511-522-60-34-01	36.49
	9772990025	Station Operating Supplies	Credit Memo	01/14/2021	Station Operating Supplies	001-507-522-50-31-00	-558.93
	9776242233	Station Operating Supplies	Invoice	01/18/2021	Station Operating Supplies	001-507-522-50-31-00	111.41
	9776242241	Mop Bucket	Invoice	01/18/2021	Mop Bucket	001-507-522-50-35-00	77.51
	9776510746	Station Operating Supplies & Sm.Tools	Invoice	01/18/2021	Station Operating Supplies	001-507-522-50-31-00	31.00
					US Flag & POW-MIA Armed Forces Flag	001-507-522-50-35-00	125.66
	9781454575	Station Operating Supplies	Invoice	01/22/2021	Station Operating Supplies	001-507-522-50-31-00	13.74
	9787383430	Tire Inflator Gauge	Invoice	01/27/2021	Tire Inflator Gauge	001-507-522-50-35-00	67.85
	9789770527	Station Operating Supplies	Invoice	01/29/2021	Station Operating Supplies	001-507-522-50-31-00	161.73
	9790120456	Station Operating Supplies	Invoice	01/29/2021	Station Operating Supplies	001-507-522-50-31-00	72.82
	9790120464	Station Operating Supplies & Sm.Tools	Invoice	01/29/2021	Station Operating Supplies	001-507-522-50-31-00	864.67
					US Flag	001-507-522-50-35-00	51.77
1979	GROUNDWORKS	21-00182					2,392.48
	9651-2101	Landscaping Maintenance - ST 81	Invoice	01/31/2021	Landscaping Maintenance - ST 81	001-507-522-50-41-00	670.35
	9652-2101	Landscaping Maintenance - ST 82	Invoice	01/31/2021	Landscaping Maintenance - ST 82	001-507-522-50-41-00	834.94
	9653-2101	Landscaping Maintenance - ST 83	Invoice	01/31/2021	Landscaping Maintenance - ST 83	001-507-522-50-41-00	887.19
0257	HIGHWAY AUTO SUPPLY	21-00183					9.29
	1-607078	Shop Parts	Invoice	01/28/2021	Shop Parts	500-511-522-60-34-01	9.29
0258	HILL STREET CLEANERS	21-00184					483.41
	5825	Alterations & Patch Replacements (SRF	Invoice	02/01/2021	Uniform Alterations	001-504-522-20-31-07	83.34
					Uniform Patch Replacements (SRFR)	001-512-522-10-49-06	400.07
0256	HI-TECH EVS INC	21-00185					166.84
	169464	Shop Parts	Invoice	01/25/2021	Shop Parts	500-511-522-60-34-01	166.84
0260	HUGHES FIRE EQUIPMENT	21-00186					994.87
	558988	Shop Parts	Invoice	01/13/2021	Shop Parts	500-511-522-60-34-01	628.23
	559272	Shop Parts	Invoice	01/21/2021	Shop Parts	500-511-522-60-34-01	366.64
1878	IMS ALLIANCE	21-00187					37.73
	21-0312	Passport Tags	Invoice	01/26/2021	Passport Tags	001-504-522-20-31-01	37.73
0276	IRON MOUNTAIN INC	21-00188					354.61
	202293672	OffSite Server Data Storage	Invoice	01/31/2021	OffSite Server Data Storage	001-513-522-10-41-04	354.61
0277	ISOUTSOURCE	21-00189					14,857.18
	CW248674	IT Services	Invoice	01/31/2021	IT Services	001-513-522-10-41-04	9,901.71
	CW248696	IT Services (Cyber Security Incident)	Invoice	01/31/2021	IT Services (Cyber Security Incident)	001-513-522-10-41-04	4,149.92
	CW249239	Monthly Software Fees/Monitoring Se	Invoice	02/02/2021	Monthly Software Fees/Monitoring Se	001-513-522-10-41-04	805.55
1797	JONATHAN DUDDER	21-00190					8.12
	INV03712	Mileage Reimbursement: Station Move	Invoice	01/24/2021	Mileage Reimbursement: Station Move	001-504-522-20-49-04	8.12
2084	JOSEPH R. BILLER	21-00191					10,545.75
	ACADEMY TESTING 20-2	IFSAC FF1&FF2,HMA&HMO,Officer1&2	Invoice	01/12/2021	IFSAC FF1&FF2,HMA&HMO,Officer1&2	001-506-522-45-49-05	10,545.75

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
1631	KAMAN FLUID POWER LLC G48765-001 G48765-002	21-00192 Shop Parts Shop Parts	Invoice Invoice	12/29/2020 12/29/2020	Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01	116.74 40.87 75.87
1615	KEN'S RADIATOR INC 31389	21-00193 Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	1,759.24 1,759.24
0313	KENT D. BRUCE CO., LLC 7798 7814 7830	21-00194 Shop Parts Shop Parts Shop Parts	Invoice Invoice Invoice	01/14/2021 01/18/2021 01/22/2021	Shop Parts Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01 500-511-522-60-34-01	935.29 368.08 199.13 368.08
2065	LABREPCO LLC 0134082-IN	21-00195 Ultra Low Temp (ULT) WiFi Datalogging	Invoice	11/24/2020	Ultra Low Temp (ULT) WiFi Datalogging	303-512-594-20-64-00	326.59 326.59
1879	LAKE STEVENS SEWER DISTRICT CCSTOR-FEB21	21-00196 Sewer - Conference Center Storage Ho	Invoice	02/01/2021	Sewer - Conference Center Storage Ho	001-507-522-50-47-02	86.00 86.00
1879	LAKE STEVENS SEWER DISTRICT ST81-FEB21	21-00197 Sewer - ST 81	Invoice	02/01/2021	Sewer - ST 81	001-507-522-50-47-02	86.00 86.00
1879	LAKE STEVENS SEWER DISTRICT ST82-FEB21	21-00198 Sewer - ST 82	Invoice	02/01/2021	Sewer - ST 82	001-507-522-50-47-02	172.00 172.00
2090	LEWIS BRISBOIS BISGAARD & SM 2856418	21-00199 Legal Services (2020 Network/Data Inc	Invoice	01/15/2021	Legal Services (2020 Network/Data Inc	001-512-522-10-41-03	9,875.00 9,875.00
0349	LN CURTIS & SONS INV457814 INV458997	21-00200 Structural Bunker Boots Structural Bunker Boots	Invoice Invoice	01/22/2021 01/26/2021	Structural Bunker Boots Structural Bunker Boots	303-504-522-20-35-04 303-504-522-20-35-04	902.67 451.32 451.35
0352	LOWE'S 901618 902157 902632 909025 909830 910323 911170 911892 922149 922949 924765 978279 985075 988662 991737	21-00201 Marking Spray Paint (SCFD4 Facility Tra Hardware & Supplies (SCFD4 Facility Tr Shore Power Plug (Straight Blade Conn Shop Parts Shop Parts Scour Pads, WD40, Wire Brush Set (Ele Box Fan - ST 76 Shop Parts Screws & Washers (Door Lock Repair) - Shop Parts Apparatus Repair Items & Tools (L9601 Cordless Electric Pole Saw LED Tube Light Bulb (10pk) (x2) - ST 32 Metal Storage Shed & Shed Anchor Kit Shop Parts	Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	01/05/2021 01/05/2021 01/09/2021 01/20/2021 12/30/2020 12/28/2020 01/18/2021 12/29/2020 12/29/2020 01/22/2021 12/30/2020 12/28/2020 01/11/2021 12/29/2020 12/10/2020	Marking Spray Paint (SCFD4 Facility Tra Hardware & Supplies (SCFD4 Facility Tr Shore Power Plug (Straight Blade Conn Shop Parts Shop Parts Scour Pads, WD40, Wire Brush Set (Ele Box Fan - ST 76 Shop Parts Screws & Washers (Door Lock Repair) - Shop Parts Spray Paint,Grinding Wheel,Wire Whe Cordless Electric Pole Saw LED Tube Light Bulb (10pk) (x2) - ST 32 Metal Storage Shed & Shed Anchor Kit Shop Parts	001-506-522-45-31-03 001-506-522-45-31-03 001-513-522-20-48-01 500-511-522-60-34-01 500-511-522-60-34-01 500-511-522-60-34-01 001-507-522-50-31-00 001-507-522-50-35-00 001-507-522-50-35-00 001-507-522-50-48-00 500-511-522-60-34-01 001-513-522-20-48-01 001-507-522-50-35-00 001-507-522-50-31-00 001-507-522-50-35-00 500-511-522-60-34-01	1,722.64 6.29 509.78 34.19 25.29 38.86 9.62 16.59 22.03 20.72 4.22 22.73 66.54 154.71 145.28 433.30 212.49

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0379	MOBILE HEALTH RESOURCES 20447	21-00202 Monthly EMS Patient Experience Surve	Invoice	01/31/2021	Monthly EMS Patient Experience Surve	001-509-522-20-49-02	989.40 989.40
2011	NORTHWEST FIBER, LLC NB-JANFEB21	21-00203 Phone Services - ST 81, 82, 83, HQ	Invoice	01/16/2021	Phone Services - ST 81, 82, 83, HQ	001-507-522-50-49-04	1,142.70 1,142.70
0434	OFFICE DEPOT 150115580001 150488500001 151090967001 151112993001 151656247001	21-00204 3-Tab File Folders Business Paper Printable Labels Pens, Note Pads (Legal), Note Pads (5x Post-It Sticky Notes, Permanent Marke	Invoice Invoice Invoice Invoice Invoice	01/20/2021 01/21/2021 01/21/2021 01/22/2021 01/27/2021	1/3 Cut File Folders Business Paper Printable Labels Pens, Note Pads (Legal), Note Pads (5x Post-It Sticky Notes, Permanent Marke	001-502-522-10-31-00 001-502-522-10-31-00 001-502-522-10-31-00 001-502-522-10-31-00 001-502-522-10-31-00	170.22 17.20 15.26 49.51 54.21 34.04
0185	OPERATIVE IQ 36172	21-00205 Operative IQ License/Maintenance Fee	Invoice	02/01/2021	Fleet Mgmt Licenses/Sandbox Mainte Operative IQ Inventory/Asset Mngmnt RFID Data Service License Fee	001-513-522-10-49-04 001-509-522-20-49-02 001-513-522-10-49-04	2,038.00 690.00 1,248.00 100.00
2086	PACIFIC RIM ENVIRONMENTAL, I 46020 46022	21-00206 Asbestos Survey/Inspection - ST 81 Asbestos Survey/Inspection - Future ST	Invoice Invoice	12/16/2020 12/16/2020	Asbestos Survey/Inspection - ST 81 Asbestos Survey/Inspection - Future ST	300-507-594-50-62-01 300-507-594-50-62-01	3,470.44 1,321.84 2,148.60
2037	POWERDMS, INC. INV-3427	21-00207 PowerDMS Software Subscription Anni	Invoice	02/01/2021	PowerDMS Software Subscription Anni	001-510-522-20-49-04	387.75 387.75
1916	PRAXAIR DISTRIBUTION INC 61373679	21-00208 Shop Supplies	Invoice	01/22/2021	Shop Supplies	500-511-522-60-31-05	46.84 46.84
0308	PROPERTY MAINTENANCE COM/ M-953 022821.1	21-00209 Property Management Services - Admi	Invoice	02/01/2021	Property Management Services - Admi	001-507-522-50-41-00 300-507-522-50-41-00	1,322.53 330.63 991.90
0483	PUGET SOUND ENERGY ST77-DEC20/JAN21	21-00210 Natural Gas - ST 77	Invoice	01/19/2021	Natural Gas - ST 77	001-507-522-50-47-03	437.50 437.50
0483	PUGET SOUND ENERGY ST76-DEC20/JAN21	21-00211 Natural Gas - ST 76	Invoice	01/19/2021	Natural Gas - ST 76	001-507-522-50-47-03	457.64 457.64
0483	PUGET SOUND ENERGY ST72-DEC20/JAN21	21-00212 Natural Gas - ST 72	Invoice	01/19/2021	Natural Gas - ST 72	001-507-522-50-47-03	635.29 635.29
0484	PURCELL TIRE & SERVICE CENTER 24244673 24244792	21-00213 Shop Parts Shop Parts	Invoice Invoice	01/26/2021 01/28/2021	Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01	947.24 848.47 98.77
2054	QUADIENT FINANCE USA, INC. FEB2021	21-00214 Postage Machine Usage - Postage Purc	Invoice	02/01/2021	Postage Machine Usage - Postage Purc	001-502-522-10-42-00	293.41 293.41
0494	REPUBLIC SERVICES #197 0197-002741796	21-00215 Refuse - Admin Building	Invoice	01/31/2021	Refuse - Admin Building	001-507-522-50-47-04 300-507-522-50-47-00	250.79 62.70 188.09

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0494	REPUBLIC SERVICES #197 0197-002742242	21-00216 Refuse - ST 81	Invoice	01/31/2021	Refuse - ST 81	001-507-522-50-47-04	193.84 193.84
0494	REPUBLIC SERVICES #197 0197-002741859	21-00217 Refuse - ST 32	Invoice	01/31/2021	Refuse - ST 32	001-507-522-50-47-04	104.94 104.94
0494	REPUBLIC SERVICES #197 0197-002741770	21-00218 Recycling - ST 31	Invoice	01/31/2021	Recycling - ST 31	001-507-522-50-47-04 500-511-522-50-47-01	463.69 395.57 68.12
0494	REPUBLIC SERVICES #197 0197-002740938	21-00219 Refuse - ST 31	Invoice	01/31/2021	Refuse - ST 31	001-507-522-50-47-04 500-511-522-50-47-01	306.38 261.37 45.01
0494	REPUBLIC SERVICES #197 0197-002742200	21-00220 Recycling - ST 32	Invoice	01/31/2021	Recycling - ST 32	001-507-522-50-47-04	67.74 67.74
0501	RICOH USA, INC. 104590036	21-00221 Copier Machine - Admin Bldg	Invoice	01/22/2021	Copier Machine Lease - Admin Bldg Copier Machine Usage - Admin Bldg	001-512-522-10-45-00 001-502-522-10-31-00	375.93 254.54 121.39
0501	RICOH USA, INC. 1087204287	21-00222 Overnight Shipping (Printer Ink)	Invoice	01/11/2021	Overnight Shipping (Printer Ink)	001-502-522-10-42-00	52.82 52.82
1534	ROMAINE ELECTRIC 5-030213 5-030226	21-00223 Shop Parts Shop Parts	Invoice Invoice	01/21/2021 01/22/2021	Shop Parts Shop Parts	500-511-522-60-34-01 500-511-522-60-34-01	416.34 393.85 22.49
2088	ROSENBAUER MOTORS, LLC 0000042971	21-00224 Rosenbauer Insurance Repair Work (A	Invoice	10/23/2020	Rosenbauer Insurance Repair Work (A	001-513-522-20-48-01	207,291.21 207,291.21
1826	RYAN LOWE INV03711	21-00225 Tuition Reimbursement - ENG101	Invoice	01/28/2021	Tuition Reimbursement - ENG101	001-506-522-45-49-10	624.25 624.25
0517	S&P DESIGN 12118	21-00226 SRFR Uniforms/Apparel - Commissione	Invoice	01/25/2021	SRFR Uniforms/Apparel - Commissione	001-512-522-10-49-06	1,212.20 1,212.20
0536	SEQUOYAH NETWORK SERVICES 7023871	21-00227 Radio Repairs - ST 83	Invoice	12/14/2020	Radio Repairs - ST 83	001-513-522-20-48-03	280.28 280.28
0544	SILVER LAKE WATER ST76FM-JAN21	21-00228 Water (Fire Meter) - ST 76	Invoice	01/31/2021	Water (Fire Meter) - ST 76	001-507-522-50-47-02	47.60 47.60
0544	SILVER LAKE WATER ST76-JAN21	21-00229 Water & Sewer - ST 76	Invoice	01/31/2021	Water & Sewer - ST 76	001-507-522-50-47-02	263.60 263.60
0544	SILVER LAKE WATER ST77-JAN21	21-00230 Water & Sewer - ST 77	Invoice	01/31/2021	Water & Sewer - ST 77	001-507-522-50-47-02	80.90 80.90
0544	SILVER LAKE WATER ST77FM-JAN21	21-00231 Water (Fire Meter) - ST 77	Invoice	01/31/2021	Water (Fire Meter) - ST 77	001-507-522-50-47-02	47.60 47.60
0546	SISKUN POWER EQUIPMENT 434600	21-00232 Shop Parts	Invoice	01/20/2021	Shop Parts	500-511-522-60-34-01	8.76 8.76

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0550	SMARSH INC INV00642021	21-00233 Email Archiving Services	Invoice	01/31/2021	Email Archiving Services	001-513-522-10-41-04	18.30 18.30
1547	SNOHOMISH COUNTY 911 3238	21-00234 Monthly Dispatch Services	Invoice	02/01/2021	Monthly Dispatch Services	001-504-528-00-41-00	97,032.14 18,170.40
	3279	Monthly EPCR	Invoice	02/01/2021	Monthly Electronic Patient Care Repor	001-509-528-00-41-00 001-509-522-20-49-02	72,681.58 1,140.37
	3297	Managed Laptop Leases	Invoice	02/01/2021	Managed Laptop Leases	303-504-522-20-45-03 303-509-522-20-45-00	2,027.00 3,012.79
1536	SNOHOMISH COUNTY FIRE DISTF 6303	21-00235 IRS Quarterly 941 Tax Correction (Q4 2	Invoice	01/21/2021	IRS Quarterly 941 Tax Correction (Q4 2	001-504-522-20-10-01	7,439.64 7,439.64
1536	SNOHOMISH COUNTY FIRE DISTF ECFSS-12/14/20	21-00236 Apparatus Fleet Maintenance - ECFSS	Invoice	12/14/2020	Apparatus Fleet Maintenance - ECFSS	500-511-522-60-31-02	2,964.04 2,964.04
1536	SNOHOMISH COUNTY FIRE DISTF EXCISE TAX-JAN21	21-00237 Excise/Use Tax - January 2021	Invoice	01/31/2021	Excise/Use Tax - January 2021	001-506-522-45-49-23 001-507-522-50-35-00 001-509-522-20-49-04 001-509-522-30-31-02 001-513-522-20-48-01 301-504-594-22-64-02 500-511-522-60-34-01	1,011.61 51.17 114.89 4.49 72.24 24.14 520.70 223.98
0565	SNOHOMISH COUNTY PUD 151671578	21-00238 Electricity & Water - ST 82	Invoice	01/22/2021	Electricity - ST 82 Water - ST 82	001-507-522-50-47-01 001-507-522-50-47-02	1,535.62 1,325.59 210.03
0565	SNOHOMISH COUNTY PUD 108811692	21-00239 Electricity - ST 32	Invoice	01/28/2021	Electricity - ST 32	001-507-522-50-47-01	285.92 285.92
0565	SNOHOMISH COUNTY PUD 105509985	21-00240 Electricity - ST 71	Invoice	02/01/2021	Electricity - ST 71	001-507-522-50-47-01	1,833.56 1,833.56
0565	SNOHOMISH COUNTY PUD 151674503	21-00241 Electricity - ST 33	Invoice	01/28/2021	Electricity - ST 33	001-507-522-50-47-01	1,191.77 1,191.77
0565	SNOHOMISH COUNTY PUD 108809029	21-00242 Electricity - Admin Bldg	Invoice	01/25/2021	Electricity - Admin Bldg	001-507-522-50-47-01 300-507-522-50-47-00	1,661.51 415.38 1,246.13
0565	SNOHOMISH COUNTY PUD 141755626	21-00243 Electricity - ST 31	Invoice	01/26/2021	Electricity - ST 31	001-507-522-50-47-01 500-511-522-50-47-01	2,219.88 1,893.78 326.10
0565	SNOHOMISH COUNTY PUD 141755212	21-00244 Electricity - ST 74	Invoice	01/26/2021	Electricity - ST 74	001-507-522-50-47-01	177.96 177.96
0567	SNURE LAW OFFICE, PSC JAN2021	21-00245 Attorney Services	Invoice	02/01/2021	Attorney Services	001-512-522-10-41-03	2,900.00 2,900.00

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
0572	SPEEDWAY CHEVROLET 126215	21-00246 Shop Parts	Invoice	01/18/2021	Shop Parts	500-511-522-60-34-01	77.45 20.55
	126318	Shop Parts	Invoice	01/22/2021	Shop Parts	500-511-522-60-34-01	56.90
2057	SPRAGUE PEST SOLUTIONS 4379095	21-00247 Monthly Pest Control Services - Admin	Invoice	12/24/2020	Monthly Pest Control Services - Admin	001-507-522-50-41-00 300-507-522-50-41-00	632.45 22.54 67.63
	4406782	Monthly Pest Control Services - ST 82	Invoice	01/19/2021	Monthly Pest Control Services - ST 82	001-507-522-50-41-00	89.93
	4406783	Monthly Pest Control Services - ST 83	Invoice	01/19/2021	Monthly Pest Control Services - ST 83	001-507-522-50-41-00	90.09
	4406784	Monthly Pest Control Services - ST 81	Invoice	01/19/2021	Monthly Pest Control Services - ST 81	001-507-522-50-41-00	89.93
	4406787	Monthly Pest Control Services - ST 76	Invoice	01/19/2021	Monthly Pest Control Services - ST 76	001-507-522-50-41-00	91.08
	4406788	Monthly Pest Control Services - ST 72	Invoice	01/21/2021	Monthly Pest Control Services - ST 72	001-507-522-50-41-00	91.08
	4406791	Monthly Pest Control Services - ST 32	Invoice	01/18/2021	Monthly Pest Control Services - ST 32	001-507-522-50-41-00	90.17
1933	STAPLES 2762070541	21-00248 Copy Paper	Invoice	01/27/2021	Copy Paper	001-502-522-10-31-00	46.45 46.45
0580	STATE OF WA DEPARTMENT OF F EXCISE TAX - JAN 21	21-00249 Excise/Use Tax - January 2021 (600-35)	Invoice	01/31/2021	Excise/Use Tax - January 2021 (600-35)	611-512-589-00-00-00	1,011.61 1,011.61
0610	TRUE NORTH EMERGENCY EQUIP A07015	21-00250 Shop Parts	Invoice	01/06/2021	Shop Parts	500-511-522-60-34-01	632.61 39.64
	A07111	Shop Parts	Invoice	01/21/2021	Shop Parts	500-511-522-60-34-01	396.91
	A07112	Shop Parts	Invoice	01/21/2021	Shop Parts	500-511-522-60-34-01	156.90
	A07208	Shop Parts	Invoice	01/28/2021	Shop Parts	500-511-522-60-34-01	39.16
2083	TSI INCORPORATED 91299689	21-00251 PortaCount Respirator Fit Tester (Mod	Invoice	02/03/2021	PortaCount Respirator Fit Tester (Mod	303-504-594-20-64-02	13,479.75 13,479.75
1616	UNIFIRE, INC INV196	21-00252 Shop Parts	Invoice	01/22/2021	Shop Parts	500-511-522-60-34-01	79.23 79.23
0622	UNITED PARCEL SERVICE 000042W7X8051	21-00253 Freight Charges - Shop	Invoice	01/30/2021	Freight Charges - Shop	500-511-522-60-34-01	33.10 33.10
0631	VERATHON MEDICAL 80251103	21-00254 GlideScope Video Baton 2.0 Large (3-4	Invoice	02/02/2021	GlideScope Video Baton 2.0 Large (3-4	001-509-522-20-35-00	3,029.18 3,029.18
0633	VERIZON WIRELESS SERVICES LLC 9872098731	21-00255 District Cell Phones (Legacy 8)	Invoice	01/25/2021	District Cell Phones (Legacy 8)	001-513-522-10-42-00 500-511-522-60-42-00	1,646.83 1,596.60 50.23
0633	VERIZON WIRELESS SERVICES LLC 9872032863	21-00256 Crew/Apparatus Cell Phones	Invoice	01/25/2021	Crew/Apparatus Cell Phones	001-513-522-10-42-00	15.73 15.73
0633	VERIZON WIRELESS SERVICES LLC 9872224303	21-00257 District Mifi Plan (Huff)	Invoice	01/28/2021	District Mifi Plan (Huff)	001-513-522-10-42-00	61.87 61.87
0648	WASTE MANAGEMENT NORTHW 9053105-4968-8	21-00258 Refuse & Recycle - ST 82	Invoice	02/01/2021	Refuse & Recycle - ST 82	001-507-522-50-47-04	230.63 230.63

Docket of Claims Register

APPKT00647 - 02/11/2021 Board Meeting - KP

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
0648	WASTE MANAGEMENT NORTHW 9053104-4968-1	21-00259 Refuse & Recycle - ST 83	Invoice	02/01/2021	Refuse & Recycle - ST 83	001-507-522-50-47-04	174.53
0648	WASTE MANAGEMENT NORTHW 0612303-2677-1	21-00260 Refuse & Recycle - ST 74	Invoice	02/01/2021	Refuse & Recycle - ST 74	001-507-522-50-47-04	133.27
0648	WASTE MANAGEMENT NORTHW 0612689-2677-3	21-00261 Recycling - Admin Bldg	Invoice	02/01/2021	Recycling - Admin Bldg	001-507-522-50-47-04 300-507-522-50-47-00	327.62 81.90 245.72
0648	WASTE MANAGEMENT NORTHW 0612155-2677-5	21-00262 Refuse - ST 71	Invoice	02/01/2021	Refuse - ST 71	001-507-522-50-47-04	187.06
0648	WASTE MANAGEMENT NORTHW 0612599-2677-4	21-00263 Recycling - ST 76	Invoice	02/01/2021	Recycling - ST 76	001-507-522-50-47-04	206.98
0648	WASTE MANAGEMENT NORTHW 0612381-2677-7	21-00264 Refuse & Recycle - ST 77	Invoice	02/01/2021	Refuse & Recycle - ST 77	001-507-522-50-47-04	232.22
0648	WASTE MANAGEMENT NORTHW 0612237-2677-1	21-00265 Refuse - ST 76	Invoice	02/01/2021	Refuse - ST 76	001-507-522-50-47-04	117.64
0648	WASTE MANAGEMENT NORTHW 0612598-2677-6	21-00266 Recycling - ST 72	Invoice	02/01/2021	Recycling - ST 72	001-507-522-50-47-04	130.30
0648	WASTE MANAGEMENT NORTHW 0614194-2677-2	21-00267 Refuse - ST 33	Invoice	02/01/2021	Refuse - ST 33	001-507-522-50-47-04	207.40
0648	WASTE MANAGEMENT NORTHW 0613059-2677-8	21-00268 Refuse & Recycle - ST 73	Invoice	02/01/2021	Refuse & Recycle - ST 73	001-507-522-50-47-04	200.93
0648	WASTE MANAGEMENT NORTHW 0612597-2677-8	21-00269 Recycling - ST 71	Invoice	02/01/2021	Recycling - ST 71	001-507-522-50-47-04	323.90
0648	WASTE MANAGEMENT NORTHW 0612154-2677-8	21-00270 Refuse - ST 72	Invoice	02/01/2021	Refuse - ST 72	001-507-522-50-47-04	117.54
0648	WASTE MANAGEMENT NORTHW 0614195-2677-9	21-00271 Recycling - ST 33	Invoice	02/01/2021	Recycling - ST 33	001-507-522-50-47-04	301.94
0651	WAVE BUSINESS 103946501-0008638	21-00272 Fiber Optic Connection - ST 81, 82	Invoice	02/01/2021	Fiber Optic Connection - ST 81, 82	001-513-522-50-42-01	1,024.60
0651	WAVE BUSINESS 103131101-0008638	21-00273 Fiber Optic Connection - ST 31, 33	Invoice	02/01/2021	Fiber Optic Connection - ST 31, 33	001-513-522-50-42-01	1,190.91
0657	WELLSPRING FAMILY SERVICES E 268589	21-00274 Employee Assistance Program Monthly	Invoice	01/31/2021	Employee Assistance Program Monthly	001-510-522-20-20-15	470.90
Total Claims: 148						Total Payment Amount:	610,080.37

Snohomish County Fire District #7

Claims Voucher Summary

02/09/2021

Page 1 of 5

Fund: General Fund #001

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

Date: _____

Signatures: _____

Voucher	Payee/Claimant	1099 Default	Amount
21-00127	ACE HARDWARE		908.12
21-00128	ADVANCE PROPERTY EXPOSURE CANADA INC.		27,022.00
21-00129	ALDERWOOD WATER DISTRICT		85.48
21-00130	ALDERWOOD WATER DISTRICT		15.20
21-00131	ALL BATTERY SALES AND SERVICE		2,846.29
21-00132	ALLSTREAM BUSINESS US, INC		114.63
21-00133	ALLSTREAM BUSINESS US, INC		225.52
21-00134	ALLSTREAM BUSINESS US, INC		324.20
21-00135	ARAMARK UNIFORM SERVICES		177.04
21-00136	B&H FIRE AND SECURITY		7,572.95
21-00137	BADGLEY'S LANDSCAPE LLC		8,734.87
21-00138	BICKFORD MOTORS INC.		886.55
21-00139	BLUE JEANS NETWORK, INC.		3,869.22
21-00140	BOARD FOR VOLUNTEER FIREFIGHTERS		90.00
21-00141	BRAD TALLEY		4,000.00
21-00142	BRAKE & CLUTCH SUPPLY INC		1,404.79
21-00143	BRAUN NORTHWEST INC		1,304.26
21-00144	BRIAN KEES		372.94
21-00145	BUD CLARY AUTO GROUP		75,685.11
21-00146	CENTRAL PARTS WAREHOUSE		3,717.27
21-00147	CENTRAL WELDING SUPPLY		1,686.94
21-00148	CHAMPION BOLT & SUPPLY INC		342.47
21-00149	CHRISTENSEN, INC		616.90
21-00150	CITY OF MONROE		34.12
21-00151	CITY OF MONROE		152.80
21-00152	CITY OF MONROE		345.64
21-00153	CITY OF MONROE		603.07
21-00154	CITY OF SNOHOMISH		131.06
21-00155	CLEARFLY COMMUNICATIONS		739.25
21-00156	CLEARFLY COMMUNICATIONS		422.11
21-00157	CLEARVIEW HARDWARE & FEED		18.90

Page Total

144,449.70

Cumulative Total

144,449.70

Snohomish County Fire District #7

Claims Voucher Summary

02/09/2021

Page 2 of 5

Fund: General Fund #001

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

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-00158	COGDILL NICHOLS REIN WARTELLE ANDREWS		14,229.50
21-00159	COLUMBIA SOUTHERN UNIVERSITY		1,022.00
21-00160	COMCAST		160.07
21-00161	COMCAST		150.05
21-00162	COMCAST		155.07
21-00163	COMCAST		150.05
21-00164	COMCAST		150.27
21-00165	COMCAST		150.29
21-00166	COMDATA INC.		2,356.08
21-00167	COURIERWEST		1,984.00
21-00168	CRESSY DOOR COMPANY, INC		4,697.34
21-00169	CREWSENSE LLC		1,228.09
21-00170	CREWSENSE LLC		508.44
21-00171	DIRECTV		76.23
21-00172	DRUG FREE BUSINESS		59.00
21-00173	ELECTRONIC BUSINESS MACHINES		105.98
21-00174	ELITE LOCK & SAFE		376.05
21-00175	EMERGENT RESPIRATORY		430.00
21-00176	FIRST WATCH		403.00
21-00177	FOX TRUCKING		3,542.50
21-00178	FREIGHTLINER NORTHWEST		1,383.46
21-00179	GALLS, LLC - DBA BLUMENTHAL UNIFORM		10,886.08
21-00180	GENERAL FIRE APPARATUS		1,356.96
21-00181	GRAINGER		3,213.30
21-00182	GROUNDWORKS		2,392.48
21-00183	HIGHWAY AUTO SUPPLY		9.29
21-00184	HILL STREET CLEANERS		483.41
21-00185	HI-TECH EVS INC		166.84
21-00186	HUGHES FIRE EQUIPMENT		994.87
21-00187	IMS ALLIANCE		37.73
21-00188	IRON MOUNTAIN INC		354.61

Page Total

53,213.04

Cumulative Total

197,662.74

Snohomish County Fire District #7

Claims Voucher Summary

02/09/2021

Page 3 of 5

Fund: General Fund #001

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

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-00189	ISOUTSOURCE		14,857.18
21-00190	JONATHAN DUDDER		8.12
21-00191	JOSEPH R. BILLER		10,545.75
21-00192	KAMAN FLUID POWER LLC		116.74
21-00193	KEN'S RADIATOR INC		1,759.24
21-00194	KENT D. BRUCE CO., LLC		935.29
21-00195	LABREPCO LLC		326.59
21-00196	LAKE STEVENS SEWER DISTRICT		86.00
21-00197	LAKE STEVENS SEWER DISTRICT		86.00
21-00198	LAKE STEVENS SEWER DISTRICT		172.00
21-00199	LEWIS BRISBOIS BISGAARD & SMITH, LLP		9,875.00
21-00200	LN CURTIS & SONS		902.67
21-00201	LOWE'S		1,722.64
21-00202	MOBILE HEALTH RESOURCES		989.40
21-00203	NORTHWEST FIBER, LLC		1,142.70
21-00204	OFFICE DEPOT		170.22
21-00205	OPERATIVE IQ		2,038.00
21-00206	PACIFIC RIM ENVIRONMENTAL, INC.		3,470.44
21-00207	POWERDMS, INC.		387.75
21-00208	PRAXAIR DISTRIBUTION INC		46.84
21-00209	PROPERTY MAINTENANCE COM/RES		1,322.53
21-00210	PUGET SOUND ENERGY		437.50
21-00211	PUGET SOUND ENERGY		457.64
21-00212	PUGET SOUND ENERGY		635.29
21-00213	PURCELL TIRE & SERVICE CENTER		947.24
21-00214	QUADIENT FINANCE USA, INC.		293.41
21-00215	REPUBLIC SERVICES #197		250.79
21-00216	REPUBLIC SERVICES #197		193.84
21-00217	REPUBLIC SERVICES #197		104.94
21-00218	REPUBLIC SERVICES #197		463.69
21-00219	REPUBLIC SERVICES #197		306.38

Page Total

55,051.82

Cumulative Total

252,714.56

Snohomish County Fire District #7

Claims Voucher Summary

02/09/2021

Page 4 of 5

Fund: General Fund #001

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

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-00220	REPUBLIC SERVICES #197		67.74
21-00221	RICOH USA, INC.		375.93
21-00222	RICOH USA, INC.		52.82
21-00223	ROMAINE ELECTRIC		416.34
21-00224	ROSENBAUER MOTORS, LLC		207,291.21
21-00225	RYAN LOWE		624.25
21-00226	S&P DESIGN		1,212.20
21-00227	SEQUOYAH NETWORK SERVICES		280.28
21-00228	SILVER LAKE WATER		47.60
21-00229	SILVER LAKE WATER		263.60
21-00230	SILVER LAKE WATER		80.90
21-00231	SILVER LAKE WATER		47.60
21-00232	SISKUN POWER EQUIPMENT		8.76
21-00233	SMARSH INC		18.30
21-00234	SNOHOMISH COUNTY 911		97,032.14
21-00235	SNOHOMISH COUNTY FIRE DISTRICT 7		7,439.64
21-00236	SNOHOMISH COUNTY FIRE DISTRICT 7		2,964.04
21-00237	SNOHOMISH COUNTY FIRE DISTRICT 7		1,011.61
21-00238	SNOHOMISH COUNTY PUD		1,535.62
21-00239	SNOHOMISH COUNTY PUD		285.92
21-00240	SNOHOMISH COUNTY PUD		1,833.56
21-00241	SNOHOMISH COUNTY PUD		1,191.77
21-00242	SNOHOMISH COUNTY PUD		1,661.51
21-00243	SNOHOMISH COUNTY PUD		2,219.88
21-00244	SNOHOMISH COUNTY PUD		177.96
21-00245	SNURE LAW OFFICE, PSC		2,900.00
21-00246	SPEEDWAY CHEVROLET		77.45
21-00247	SPRAGUE PEST SOLUTIONS		632.45
21-00248	STAPLES		46.45
21-00249	STATE OF WA DEPARTMENT OF REVENUE		1,011.61
21-00250	TRUE NORTH EMERGENCY EQUIPMENT INC		632.61

Page Total

333,441.75

Cumulative Total

586,156.31

Snohomish County Fire District #7

Claims Voucher Summary

02/09/2021

Page 5 of 5

Fund: General Fund #001

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

Date: _____

Signatures:

Voucher	Payee/Claimant	1099 Default	Amount
21-00251	TSI INCORPORATED		13,479.75
21-00252	UNIFIRE, INC		79.23
21-00253	UNITED PARCEL SERVICE		33.10
21-00254	VERATHON MEDICAL		3,029.18
21-00255	VERIZON WIRELESS SERVICES LLC		1,646.83
21-00256	VERIZON WIRELESS SERVICES LLC		15.73
21-00257	VERIZON WIRELESS SERVICES LLC		61.87
21-00258	WASTE MANAGEMENT NORTHWEST		230.63
21-00259	WASTE MANAGEMENT NORTHWEST		174.53
21-00260	WASTE MANAGEMENT NORTHWEST		133.27
21-00261	WASTE MANAGEMENT NORTHWEST		327.62
21-00262	WASTE MANAGEMENT NORTHWEST		187.06
21-00263	WASTE MANAGEMENT NORTHWEST		206.98
21-00264	WASTE MANAGEMENT NORTHWEST		232.22
21-00265	WASTE MANAGEMENT NORTHWEST		117.64
21-00266	WASTE MANAGEMENT NORTHWEST		130.30
21-00267	WASTE MANAGEMENT NORTHWEST		207.40
21-00268	WASTE MANAGEMENT NORTHWEST		200.93
21-00269	WASTE MANAGEMENT NORTHWEST		323.90
21-00270	WASTE MANAGEMENT NORTHWEST		117.54
21-00271	WASTE MANAGEMENT NORTHWEST		301.94
21-00272	WAVE BUSINESS		1,024.60
21-00273	WAVE BUSINESS		1,190.91
21-00274	WELLSPRING FAMILY SERVICES EAP		470.90

Page Total

23,924.06

Cumulative Total

610,080.37



Payroll Summary and Authorization Form for the

January 31, 2021 Payroll

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

District Name: Snohomish Regional Fire and Rescue

Direct Deposits: \$1,219,236.53

Paper Checks: \$53,798.78

Taxes: \$420,934.68

Allowed in the sum of: \$1,693,969.99

Reviewed by: Denise Mattern
District Administrative Coordinator

Prepared by: Jessica Ober
Payroll Specialist

Approved by Commissioners: _____



BOARD OF FIRE COMMISSIONERS MEETING MINUTES
 SNOHOMISH REGIONAL FIRE AND RESCUE
 Fire District 7 Station 31 Training Room/ Via Blue Jeans
 163 Village Court, Monroe, WA 98272
 January 28, 2021 1730 hours

CALL TO ORDER

Chairman Waugh called the meeting to order at 1730 hours also in attendance, Commissioner Woolery. In attendance via video: Commissioner Edwards, Commissioner Elmore, Commissioner Fay, Commissioner Gagnon, Commissioner Schaub, Commissioner Snyder, and Commissioner Steinruck.

PUBLIC COMMENT

None

UNION COMMENT

IAFF

Teamsters

CHIEFS REPORT

Chief O'Brien presented his Chief's Report as submitted. Highlights from his report –

- *We have had great success with our COVID-19 vaccination clinic at Evergreen State Fairgrounds. We have administered over 7,000 vaccines in 10 days of operations. Thank you Deputy Chief Rasmussen and Crews.
- *Congratulations to our three retirees Derik Millich, Ed Mahrt and Jeff Larsen.
- *Congratulations to Joe Basta on his recent promotion to Battalion Chief.

CONSENT AGENDA

Approve Vouchers

Benefit Vouchers: 20-03568-20-03575; (\$568,581.02)

AP Vouchers: 21-00002 to 21-00100; (\$1,103,239.63)

Approval of Payroll

January 15, 2021 \$1,069,469.84

Approval of Minutes

Approve Emergency Board Meeting Minutes – December 30, 2020

Approve Regular Board Meeting Minutes – January 14, 2021

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Steinruck, 2nd by Commissioner Elmore.

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

CORRESPONDENCE

OLD BUSINESS

Discussion

Rice Fergus Miller Presentation: Dave Fergus presented a comprehensive plan for Station 83 upgrades. Station 83 was built in 1989 as a volunteer only station. It is not manned 24 hours at this time. The needs are mostly



infrastructure improvements and upgrades; kitchen, bathrooms, HVAC and an added sleep room to accommodate the three crews assigned to the station. As of now one crew member is sleeping in the kitchen/day area. A cost was presented with upgrades within the four walls. This price tag was \$582,475 with a life expectancy of 15 years. Another option of expanding the station was discussed with a price tag of upwards of \$2,000,000. A third option would be to build a new station on a different site with a potential price tag of \$5 to \$6 million dollars. Commissioner Fay asked “in a list of priorities where does this station’s inadequacies stand?” Chief O’Brien maintained the situation of a crew sleeping in the kitchen/dayroom has raised the priority significantly.

Action

NEW BUSINESS

Discussion

Accreditation Presentation: Deputy Chief Messer discussed the what, how and whys of becoming accredited with the Center for Public Safety Excellence. Accreditation is an all-hazard, quality improvement model based on risk analysis and self-assessment that promotes the establishment of community-adopted performance targets for fire and emergency service agencies. He laid out a timeline with a completion target of August 2022.

Resolution 2021-1 Surplus workout equipment: Assistant Chief Silva explained our need to dispose of obsolete training equipment. Move to action item next BOC meeting.

Snure Seminar February Webinars: The 2021 Winter Webinar Series of Snure Seminars will be held on February 26 and March 12, 2021. Commissioners interested in these seminars please see Mindy.

Asbestos Reports for S84 property and S81 site: AC Silva overviewed the removal of asbestos bid for Station 81 and the building on the site of future 84. We reached out to three companies and have only received a reply for abatement by one company. Move to action item next BOC meeting.

MS Office 365/Domain Project IT proposal: Chief Guptill presented the Information Technology Infrastructure Migration to Microsoft 365 as well as the rebranding by adding our new domain name. The recommendation is to move to the Microsoft 365 Enterprise plan with our domain name as SRFR.org. The plan will migrate legacy LSF and D7 users, groups, computers, and data to the new srfr.org active directory domain.

Action

COMMISSIONER COMMITTEE REPORTS

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

**OTHER MEETINGS ATTENDED**

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

GOOD OF THE ORDER**ATTENDANCE CHECK**

Regular Commissioner Meeting, February 11, 2021 at 1730 - Station 31 Training Room/BlueJeans

EXECUTIVE SESSION**ADJOURNMENT**

Chairman Waugh adjourned the meeting at 1850 hours.

CORRESPONDENCE

From: Nancy O'Brien <nancy_obrien

Sent: Thursday, February 4, 2021 8:16 AM

To: O'Brien, Kevin <kobrien@lsfire.org>

Subject: Kaitlin King

Hello Chief O'Brien,

I want to give a huge "shout out" to Kaitlin King. Kaitlin was a guest speaker in my second-grade classroom yesterday. She was amazing! Her presentation was engaging, informative, and fun. She is so comfortable with children and knew exactly how to manage the classroom while providing them with age-appropriate information. It was a joy to watch!

Some of the comments from the students:

"Miss King was SO much fun!"

"Miss King is the best teacher ever."

"I talked to my family about what Miss King had us pinky promise."

"I didn't know I could call 911 without unlocking a phone."

"Can she join us again?"

Please let Kaitlin know how much we appreciated her taking the time to visit this group of second-graders from Stevens Creek.

Thank you for all you do at SRFRR!

Nancy O'Brien

OLD BUSINESS - DISCUSSION

COMMUNICATIONS SITE LEASE ADDENDUM

THIS COMMUNICATIONS SITE LEASE ADDENDUM (this "Addendum") is made by and between Snohomish Regional Fire and Rescue, a political subdivision of the State of Washington, hereinafter called "Lessor", and SNOHOMISH COUNTY 911, a Washington interlocal non-profit corporation ("SNO911" or "Lessee").

RECITALS

1. Snohomish County Emergency Radio System (SERS) and Lessor entered into that certain Communications Site Lease executed by Lessor on December 23, 2002, and by SERS on December 13, 2002 (the "Site Lease") which legally described the "Premises" of the Site Lease at Exhibit A of the Site Lease.

2. SERS and SNO911 merged as of January 1, 2019, with SNO911 assuming all legal rights and responsibilities of SERS including, without limitation, the above referenced Communications Site Lease.

3. Snohomish County Fire District 7 has legally changed its name to Snohomish Regional Fire and Rescue.

4. The parties, through this Addendum, intend to allow for physical configuration changes to be made to the facilities installed by SNO911 for enhancement of the communications systems in use in the Premises.

AGREEMENT

IN CONSIDERATION of mutual covenants contained in the Communications Site Lease as well as this Addendum, the parties agree as follows:

1. Name Change. All applicable locations in the Communications Site Lease where the Lessee is referred to as "Snohomish County Emergency Radio System", is changed to "Snohomish County 911" or the direct reference is to "SERS" is hereby changed to "SNO911".

2. Name Change. All applicable locations in the Communications Site Lease where the Lessor is referred to as Snohomish County Fire District 7 is hereby changed to Snohomish Regional Fire and Rescue or SRFR.

3. Contact Information Change. The contact information provided for SERS in Section 4, item 7 is updated to the following:

Snohomish County 911
ATTN: Wireless Technology Dept.
1121 SE Everett Mall Way, Suite 200
Everett, WA 98208

4. Contact Information Change. The contact information provided for Fire District 7 in Section 4, item 7 is updated to the following:

Snohomish Regional Fire and Rescue
163 Village Court
Monroe, WA. 98272

5. Exhibit B Additions. With this signed Addendum are additions to **Exhibit B** which contain additional drawings and supporting documentation to reflect the modification of the original tower to add approximately 20’ of mounting space and an updated antenna configuration to support the changes necessary for the Radio Replacement Project. SNO911 has completed a tower loading study to validate this new configuration with a qualified engineering firm, and this study can be made available to SRFR upon request.

6. Miscellaneous. Unless specifically identified above all other sections of the Communications Site Lease remain unchanged and in full effect

WHEREFORE, the parties have executed this Communications Site Lease Addendum on the date(s) set forth below.

Snohomish Regional Fire and Rescue

By: _____

Title: _____

Date: _____

Snohomish County 911

By: _____

Title: _____

Date: _____



1121 SE Everett Mall Way, #200
Everett, WA 98208

March 21st, 2019

Via Email Only

Chief Gary Meek
163 Village Court
Monroe, WA 98272

Dear Chief Meek:

Thank you once again for your time spent working with us in renewing our existing lease with your organization. We are confident that we will reach a mutually-agreeable contract in the coming weeks, but acknowledge that our discussions will take more time to conclude. To that end, we would like to request another extension so that we can provide the necessary financial information to your organization, and have the proper time for the necessary Board approvals.

For clarity and parity with our last extension request, by signing this letter, both parties agree to the following:

- SERS requested an extension to the Communication Site Lease (Agreement) that was originally signed in December 2002 and has fulfilled the notification requirements in that Agreement to enable the term extension allowed
- Both parties have a sincere desire to negotiate mutually-agreeable terms to continue this contract
- While the Agreement is not explicit in terms of a required time-line to negotiate changes to terms, both parties believe it necessary to document that the terms are still under negotiation beyond December 31st, 2018
- After consideration, both Snohomish County 911 and Fire District 7 agree to extend the term of the in-place Agreement to June 28, 2019 for the purposes of further negotiating changes to the Agreement.
- All other aspects of the existing agreement remain unchanged.

Please let me know if you have any questions or concern and I will address them promptly, otherwise I will look forward to receiving your response.



1121 SE Everett Mall Way, #200
Everett, WA 98208

A handwritten signature in blue ink, appearing to read "K Mills", written over a horizontal line.

Kurt Mills
Executive Director, Snohomish County 911

A handwritten signature in blue ink, appearing to read "Gary Meek", written over a horizontal line.

Gary Meek
Chief, Fire District 7

Lease #: _____

Site Name: Clearview FD7

COMMUNICATION SITE LEASE

THIS COMMUNICATIONS SITE LEASE (this "Lease") is made by and between the Fire District 7, a political subdivision of the State of Washington, hereinafter called "Lessor," and Snohomish County Emergency Radio System, a Washington interlocal non-profit Corporation ("SERS" or "Lessee").

R E C I T A L S

1. SERS is developing and installing a trunked 800 Megahertz ("MHz") public safety and emergency radio system including the equipment and infrastructure necessary together with mobile computing infrastructure, a simulcast VHF alphanumeric paging system (collectively the "Radio System") and related radio and electronic systems.
2. SERS, in providing public safety and emergency communications through the Radio System, needs to locate communications equipment and facilities at various locations to insure the required coverage for communications is achieved.
3. Lessor has certain real property that SERS has determined would be beneficial for its public safety communications coverage requirements.
4. SERS and Lessor have determined that SERS use of Lessor's property is acceptable under the terms and conditions of this Lease.

A G R E E M E N T

In consideration of the mutual covenants contained in this Lease, the parties agree as follows:

1. **Premises:** Lessor agrees to lease to SERS and SERS agrees to lease from Lessor, upon the terms and conditions set forth herein, Premises located in Snohomish County, Washington, comprising, as of the commencement date of this Lease, the area as shown on the Area Map and Site Plans, attached to this Lease, along with the legal description, as Exhibit A, for the placement of certain communications equipment and structures (the "Site" or the "Premises"); the equipment and structures are described and specified in Exhibit B (the "Equipment and Structures List") attached hereto.

2. **Term:** The initial Lease Term shall be for Fifteen (15) years and shall commence on January 1st, 2003 and shall end on December 31st, 2018, unless terminated sooner as provided herein and in the General Terms and Conditions, (attached to this Lease as Exhibit C). SERS reserves the right to exercise an option to extend this lease for Four (4) additional Five (5) year periods, by providing written notice of its intention to exercise each such option Six (6) months prior to the expiration of the then, current term. Lessor may request adjustment in the Lease terms and conditions when such adjustment is necessitated by SERS exercising its option to extend the Term of the Lease.

3. **Rent, Additional Rent, Offset and Leasehold Excise Tax :**

- A. Upon commencement of this Lease, SERS shall pay to Lessor a rent of TEN DOLLARS (\$10.00) per year for SERS's Use of the Premises.
- B. SERS, as additional consideration for this Lease, shall perform certain improvements to the Site, which will have benefit to Lessor and allow for the co-location of additional users upon the SERS facility as follows:
1. Provide space for four cellular antennas
 2. Remove the existing tower
 3. Move the existing fuel tanks and establish a fueling facility at the same location as the existing tower
 4. Install a new antenna and cable as a part of relocating the Fire District 7 VHF base station to the new tower and building
- C. All rents for such co-locations, less a reasonable share of facility maintenance and utility costs, shall be paid to Lessor.
- D. No offset, reduction or credit toward rent shall be allowed unless approved in advance and in writing by Lessor.
- E. SERS, as an interlocal non-profit corporation comprised of municipalities is exempt from the requirement to pay leasehold excise tax. In the event this exemption is determined to be inapplicable or leasehold excise tax becomes due and owing for other reasons, SERS shall pay the same and indemnify Lessor from any liability arising therefrom.
- F. All rent or additional rent owing except that additional rent and consideration as described in paragraph 3 (b) above which consideration shall be due and owing and accomplished within 90 days of execution of this lease, and all taxes, should they be determined to be applicable, shall be payable in advance and is to be received in the office of the:

Fire District 7
Attn: Chief Rick Eastman

8010 180th Street SE
Snohomish, WA 98296

All rent or additional rent owing and all taxes shall be payable in advance, without prior notice or demand, on the first (1st) day of each year of the Lease Term. If this Lease is terminated at a time other than the last day of the month, rent or additional rent shall not be prorated as of the date of termination. Said rent or additional rent shall be exclusive of any other sale, franchise, business or occupation or other tax based on rents. Should any other such tax or any fee apply during the life of this Lease, the payment due by SERS shall be increased by such amount.

4. Use of Premises:

A. Lessee shall use said Premises for the installation, operation, maintenance, repair and/or disconnection of Radio System communications equipment, including an antenna system, and other supporting equipment and structures (the "Communications Facilities"), as identified on the Equipment and Structures List, attached to this Lease as Exhibit B, together with the right of ingress to and egress from the Site for the foregoing purposes, consistent with the Site Standards, Conditions and Interference Mitigation Requirements (attached to this Lease as Exhibit D). Lessee shall not use the Site for any other purpose without the prior written consent of Lessor.

B. Lessor gives to SERS the right to use any common areas designated by Lessor, provided that SERS, at all times, conforms to the Site Standards, Conditions and Interference Mitigation Requirements, attached to this Lease as Exhibit D, pertaining to such common areas. Lessor shall retain exclusive control and management of all common areas.

C. Subject to co-location radio interference requirements that may apply to Lessor, at all times, SERS shall exercise its rights under this Lease so as not to interfere with, disrupt, obstruct or endanger the Lessor's existing or future operations or facilities at the Site.

D. Lessor reserves the right to use the Premises for itself provided that such use does not interfere with the rights granted to Lessee in this Lease.

5. General Terms and Conditions: Attached hereto as Exhibit C and incorporated herein by reference are the General Terms and Conditions. The General Terms and Conditions shall constitute terms of this Lease in addition to those stated herein. In the event of a conflict or inconsistency between the terms of this Lease herein and the General Terms and Conditions, the terms of this Lease, as included herein, shall control.

6. Entire Agreement - Amendments: This Lease, together with the attached General Terms and Conditions and any and all exhibits attached hereto, shall constitute the whole agreement between the parties. There are no terms, obligations, covenants or conditions other than those contained herein. No modification or amendment of this Lease shall be valid or effective unless evidenced by an agreement in writing signed by both parties.

7. **Notices:** Required notices, except legal notices, shall be given in writing to the following respective addresses, effective as of the post-mark time and date, or to such other place as may hereafter be designated by either party in writing:

If to **LESSOR**, to:

Fire District 7
Attn: Chief Rick Eastman
8010 180th Street SE
Snohomish, WA 98296

If to **SERS**, to:

Snohomish County Emergency Radio System
Attn: SERS Manager
1121 SE Everett Mall Way, Suite 210
Everett, WA 98208

8. **Compliance with all Laws and Regulations:** SERS's use of the Premises shall be contingent upon its obtaining all certificates, permits, zoning and other approvals which may be required by any federal, state or local authority. SERS shall erect, install, maintain and operate its Antenna Facilities in compliance with Site Standards, Conditions and Interference Mitigation Requirements, permits and approvals, laws and regulations, now in effect or which may become effective hereafter by any federal, state or local authority including, but not limited to, all laws and regulations relating to non-ionizing electromagnetic radiation (NIER), radio frequency emissions, other radiation, health and safety in connection with the use of the Antenna Facilities and Premises.

9. **Exhibits:** The following exhibits are attached hereto and incorporated herein by reference:


- A. Legal Description, Area Map and Site Plans;
- B. Equipment and Structures List;
- C. General Terms and Conditions;
- D. Site Standards, Conditions and Interference Mitigation Requirements; and
- E. Fire District 7 Reserved Space
- F. List of Improvements to Remain at Termination of Lease

10. **Severability:** The unenforceability, invalidity or illegality of any provision of this Lease shall not render the other provisions unenforceable, invalid or void, and such other provisions shall continue in full force and effect.


IN WITNESS WHEREOF, the Lessor and Lessee have executed this lease on the dates specified below.

SERS:
Snohomish County Emergency
Radio System

LESSOR:
Fire District 7

By: 
SERS President

Date: 12-13-02

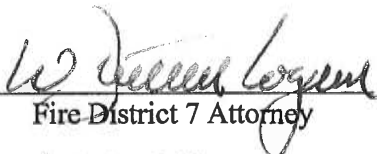
By: 
Fire Commission Chairman

Date: 12/23/02

APPROVED AS TO FORM ONLY:

By: 
SERS Attorney

Date: 12/13/02

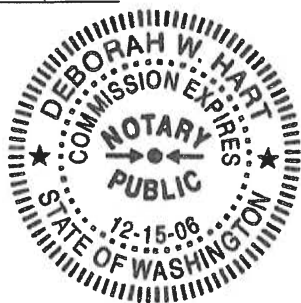
By: 
Fire District 7 Attorney

Date: 1-21-03

STATE OF WASHINGTON)
) ss
COUNTY OF SNOHOMISH)

I certify that ROY WAUGH signed this instrument, on oath stated that s/he was authorized as CHAIRMAN to execute the instrument and acknowledged it on behalf of the Fire District 7, to be the free and voluntary act of said municipal corporation for the uses and purposes mentioned in the instrument.

Date: 12/23/02



Deborah W. Hart

NOTARY PUBLIC

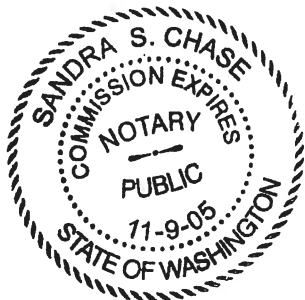
DEBORAH W. HART
(printed name)

in and for the State of Washington residing at
MONROE. My appointment expires
12/16/06.

STATE OF WASHINGTON)
) ss
COUNTY OF SNOHOMISH)

I certify that Gary Haakenson signed this instrument, on oath stated that s/he was authorized by the Governing Board of the Snohomish County Emergency Radio System, as its Governing Board President, to execute the instrument and acknowledged it as to be the free and voluntary act of said interlocal non-profit corporation for the uses and purposes mentioned in the instrument.

Date: 12-13-02



Sandra S. Chase

NOTARY PUBLIC

SANDRA S. CHASE
(printed name)

in and for the State of Washington residing at
EDMONDS. My appointment expires 11-9-05.

EXHIBIT A

A-1: LEGAL DESCRIPTION

The proposed facility is located at 8010 180th Street SE, Snohomish, WA. The legal description for the overall Fire District 7 property is as follows:

TAX PARCEL #: 27051400106200

THAT PORTION OF THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 27 NORTH, RANGE 5 EAST W.M., SNOHOMISH COUNTY, WASHINGTON DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTHERLY MARGIN OF 180TH STREET S.E. AS IT EXISTS 30.00 FEET SOUTH OF THE CENTER LINE, SAID POINT BEING THE NORTHEAST CORNER OF A PORTION OF LAND DESCRIBED AND SHOWN ON THE SURVEY RECORDED IN VOLUME 8 OF SURVEYS, PAGE 205, UNDER AUDITORS FILE NO. 7811160164, RECORDS OF SAID COUNTY; THENCE S 00 DEGREES 19 MINUTES 09 SECONDS E ALONG THE EAST LINE OF SAID SURVEY 10.00 FEET TO THE SOUTH MARGIN OF SAID 180TH STREET S.E. AS DEDICATED TO SNOHOMISH COUNTY BY INSTRUMENT RECORDED UNDER AUDITOR'S FILE NO. 8109240114, RECORDS OF SAID COUNTY AND THE TRUE POINT OF BEGINNING: THENCE S 00 DEGREES, 19 MINUTES, 09 SECONDS E ALONG THE EAST LINE OF SAID SURVEY 190.00 FEET TO THE SOUTHEAST CORNER OF SAID SURVEY; THENCE N 89 DEGREES, 29 MINUTES, 09 SECONDS W ALONG THE SOUTH LINE OF SAID SURVEY 70.00 FEET; THENCE S 00 DEGREES, 19 MINUTES, 09 SECONDS E 213.56 FEET TO THE SOUTH LINE OF A TRACT OF LAND DESCRIBED AS PARCEL "A" IN INSTRUMENT RECORDED UNDER AUDITOR'S FILE NO. 2155090; THENCE S 89 DEGREES, 29 MINUTES, 09 SECONDS E ALONG SAID LINE 324.88 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL "A", AND A POINT ON THE WEST LINE OF THE LAND DESCRIBED IN INSTRUMENT RECORDED UNDER AUDITOR'S FILE NO. 1966698: THENCE N 0 DEGREES, 30 MINUTES, 51 SECONDS E ALONG SAID WEST LINE 213.53 FEET TO THE NORTHEAST CORNER OF A TRACT OF LAND DESCRIBED AS PARCEL "B" IN SAID INSTRUMENT RECORDED UNDER AUDITOR'S FILE NO. 2155090; THENCE N 89 DEGREES, 29 MINUTES, 09 SECONDS W ALONG THE NORTH LINE OF SAID PARCEL "B" 177.18 FEET TO THE SOUTHEAST CORNER OF A PARCEL OF LAND DESCRIBED IN INSTRUMENT RECORDED UNDER AUDITOR'S FILE NO. 1000675; THENCE N 0 DEGREES, 19 MINUTES, 09 SECONDS W ALONG THE EAST LINE OF SAID PARCEL 190.00 FEET TO SAID SOUTHERLY MARGIN OF 180TH STREET S.E., AS DEDICATED TO SNOHOMISH COUNTY BY INSTRUMENT RECORDED UNDER SAID AUDITOR'S FILE NO. 8109240114; THENCE N 89 DEGREES, 29 MINUTES, 09 SECONDS W ALONG SAID MARGIN 80.81 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 85,055 SQUARE FEET OR 1.953 ACRES, MORE OR LESS.

The description of the SERS lease area is as follows:

The attached sheets L1 and L2 describe the SERS lease area. The SERS lease area is an irregular shaped lot approximately 73' 4" in width along its north edge. The starting point of the northeast corner of the lease area is approximately 55' 3" from the northeast corner of the property as described above. The west edge of the lease area runs south at a right angle to the north side of the lease area for approximately 18' 3", then tapers to the southeast for a distance of approximately 70' 5". The south boundary is approximately 19' 9" in width and the lease area boundary again tapers in a northeasterly direction running approximately 35', 7" until it turns and forms a right angle to the north lease area boundary and runs approximately 48' to the northeast corner of the lease area.

A-2: AREA MAPS AND SITE PLANS

The attached sheets labeled S1, S3, S4, L1 and L2 are included to provide graphic illustration the lease area and site design.

EXHIBIT B

EQUIPMENT AND STRUCTURES LIST

Lessee will install a pre-fabricated concrete building and 180' free-standing tower.

A generator and fuel tank will be added to provide emergency power in the event of a loss of commercial power. Drawings S1, S3 and S4 provide a plan and elevation drawing that illustrate the site plan with external improvements noted.

EXHIBIT C
GENERAL TERMS AND CONDITIONS

Lease #: _____

Site Name: Clearview FD7

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. **License, Fees and Taxes:** Lessee shall pay, as they become due and payable, all applicable taxes and all fees, charges and expenses for licenses and/or permits required for or occasioned by Lessee's use of the Premises.

2. **Late Payments:**

A. **Late Charges.** If any rent or additional rent is not received by Lessor from Lessee by the tenth (10th) day of the month, Lessee shall immediately pay Lessor a late charge equal to five percent (5%) of the amount of such rent. Should Lessee pay the late charge but fail to pay contemporaneously there with all unpaid amounts of rent or additional rent, Lessor's acceptance of this late charge shall not constitute a waiver of Lessee's default with respect to Lessor's nonpayment nor prevent Lessor from exercising all other rights and remedies available to Lessor under this Lease or under law.

B. **Interest.** In addition to all other charges, Lessee shall pay to Lessor interest at a rate of one percent (1%) per month or the maximum legal rate of interest, whichever is less, on any delinquent rent or additional rent not received by Lessor by the tenth (10th) day of the month that it is due.

3. **Lease Improvements:**

A. **Rights and Ownership.** Lessee shall have the right to install, maintain, repair and/or disconnect the Communication Facilities owned or controlled by it on the Premises, at its expense and in accordance with good engineering practices, all applicable laws and rules and the terms of this Lease. Lessee is not permitted to remove, modify, or disconnect any non-owned equipment, or any portion of the installed tower, building and power systems that support Lessor's VHF communications needs, nor any antennas or equipment owned by others than SERS which support the communications needs of third parties located at the facility. The Communication Facilities shall remain the property of Lessee during the term of the Lease and any extension or hold-over, and Lessee may remove or install all or a portion of the installed communications equipment comprising the SERS radio or microwave system from time to time without Lessor's consent. Upon final termination of the Lease, any Communication Facilities remaining on the Premises shall become the property of the Lessor without compensation to Lessee. Lessor retains the right to require removal of the Communication Facilities pursuant to Section 19 (Surrender of Premises) of these General Terms and Conditions.

B. Plans and Drawings. Lessee's installation of all Communication Facilities shall be done according to plans approved by the Lessor. However, Lessor's approval of such plans shall not constitute a warranty of such plans or the assumption of any liability for such plans by Lessor. Within ninety (90) days after the commencement of this Lease and following construction of the proposed facilities, Lessee shall provide Lessor as-built drawings of the Communication Facilities, which show the actual location of all structures and improvements consistent with the plans approved by Lessor. Such drawings shall be accompanied by a complete and detailed inventory of all structures, equipment, personal property and Communication Facilities.

C. Repair of Damage. Any damage done to the Premises or other of Lessor's property or to other tenants' premises, equipment or property during installation, operation, maintenance, repair and/or disconnection of Lessee's Communication Facilities shall be repaired or replaced within thirty (30) days at Lessee's expense and to Lessor's sole satisfaction.

D. Governmental and Non-Commercial Co-location. Lessee shall design, construct and locate its Communication Facilities to reasonably allow for co-location of antenna facilities of other Governmental, Emergency Response and other Non-Commercial entities acceptable to the parties ("Governmental and Non-commercial entities") who are or may become tenants on the Premises. Lessee shall reasonably cooperate with each new tenant in connection with its locating and placing antenna facilities on the tower or other property and in the radio equipment building or other ancillary support facility and all co-locating entities will be required to enter into a License Agreement with SERS for site access. Lessee shall be entitled to a Siting Fee to be paid by co-locating users other than Fire District 7. The Siting Fee shall be determined by Lessee to reimburse Lessee for a portion of its capital costs for its Communication Facilities on which the co-locating user will be installing its equipment. Lessee shall consult with the Lessor when access is requested by a co-locator to determine if such co-location is acceptable to both parties and if rent shall be charged of the co-locator. In the event that Lessee and Lessor agree that rent shall be paid, Lessor shall determine the appropriate monthly rent to charge the co-locating user and shall be entitled to all such monthly rent. Lessee shall provide access based on an identifiable public benefit resulting from co-location within the Lessee's Communications Facility. Co-locators will share the cost of utilities such as electrical power, tower lighting, and tower and compound maintenance. Access to SERS facilities on the Premises will be approved by and controlled by SERS; provided that SERS will not unreasonably withhold approval of a co-locator which Lessor requests to be allowed to site within Lessee's Communications Facility. Lessee will function as the technical manager for the communications facility. In recognition of the critical nature of the SERS installation, all Co-locators shall meet the same standards established for the Lessee in Exhibit D, and SERS will have responsibility for acting as the site technical manager. Co-locators will be required to provide engineering analysis for both structural and radio frequency (RF) effects caused by co-located equipment and facilities. Fire District 7 is exempt from any engineering costs related to the installation of its existing VHF equipment in the facility. Reserved facility space will be provided to Fire District 7 for present or future communications needs at no cost. This reserved space is defined in Exhibit E, Fire District 7 Reserved Space.

E. Commercial Communications Service Provider Co-location. Lessee shall design, construct and locate its Communication Facilities to reasonably allow for co-location of antenna facilities of other Commercial Communications Service Providers who are or may become tenants on the Premises. The tower as designed includes the capability of providing for the co-location of

four paging and two cellular carrier or an equivalent number of additional antennas. Lessee shall reasonably cooperate with each new tenant in connection with its locating and placing antenna facilities on the tower, or other property and in the radio equipment building or other ancillary support facility and all co-locating entities will be required to enter into a License Agreement with SERS for site access. Lessee shall be entitled to a Siting Fee to be paid by any approved co-locating user. The Siting Fee shall be determined by Lessee to reimburse Lessee for a portion of its capital costs for its Communication Facilities on which the co-locating user will be installing its equipment. The Siting Fee may be waived by the SERS Board. Lessor shall determine the appropriate monthly rent to charge the co-locating user and shall be entitled to all such monthly rent. Co-locators will share the cost of utilities such as electrical power, tower lighting, and tower and compound maintenance. Access to SERS facilities on the Premises will be controlled by SERS. Lessee will function as the technical manager for the communications facility. In recognition of the critical nature of the SERS installation, all Co-locators shall meet the same standards established for the Lessee in Exhibit D, and SERS will have responsibility for acting as the site technical manager. Co-locators will be required to provide engineering analysis for both structural and radio frequency (RF) effects caused by co-located equipment and facilities.

F. Replacement Facilities. Lessee may update or replace the Communication Facilities from time to time with the prior written approval of Lessor, provided that the replacement facilities are not greater in number or size than the existing facilities, is consistent with an update or replacement of a component of the System, and that any change in their location is approved in advance and in writing by Lessor. Lessor's approval of such updated or replaced Communication Facilities, however, shall not constitute a warranty of such Communication Facilities or the assumption of any liability for such Communication Facilities by Lessor. Lessee shall submit to Lessor a detailed proposal for any such replacement facilities and any supplemental materials as may be requested for Lessor's evaluation and approval.

4. Utilities: Lessee shall pay or cause to be paid, when due, all costs, expenses, fees, services and charges of all kinds for its own heat, light, water, gas, sewer, power, emergency power, telephone or other utilities or services used, rendered or supplied to the Premises during the term of this Lease or any extension or hold-over so that the same shall not become a lien against the Premises. Meters or submeters are required by Lessor to be installed at the sole cost and expense of Lessee. Any installation and/or improvement of utilities including, but not limited to, utility connections, any form of emergency or alternate power system and/or any route of such utilities installation to service the Premises shall be approved, in advance and in writing, by Lessor, and any such utility improvements and/or connections shall be completed at the sole cost and expense of Lessee. If an approved emergency power generator or alternate power system is installed on the Premises by Lessee, it shall conform to all fire prevention regulations of the fire department and any other governmental agency with jurisdiction. Lessor shall not be liable for any interruption of utility services or failure of emergency power or any damages or other losses resulting from such interruption or failure.

5. Signs: No advertising, including political signage, shall be permitted on the Premises except as required by law or regulation. Any signage shall be subject to the approval of Lessor; which such approval shall not be unreasonably withheld. Lessee may post its name, address and an emergency telephone number on a painted sign, provided the design, size and location is approved in writing and in advance by Lessor.

6. Maintenance:

A. Duties. Lessee shall, at its own expense, maintain the Premises and all Communication Facilities in good working order, condition and repair and in accordance with accepted industry standards of structures, technology and equipment. Lessee shall keep the Premises free of graffiti, debris and anything of a dangerous or toxic nature or which would create an unsafe or unsanitary condition or undue vibration, heat, noise or interference. To the extent there are co-located antenna facilities and other lessees using the Premises, the general maintenance and repair expenses shall be pro-rated between the lessees. A lessee shall be solely responsible for repairs necessitated by only that lessee.

B. Failure to Maintain. If, after thirty (30) days' written notice from Lessor, Lessee fails to perform its responsibility to maintain or repair any part of the Premises or Communication Facilities, Lessor may, but shall not be obligated to, enter upon the Premises and perform such maintenance or repair, and Lessee agrees to pay the costs thereof to Lessor upon receipt of a written demand. Any unpaid sums under this paragraph shall be payable no later than ten (10) days following written demand.

7. Radio Frequency Interference:

A. General Duty. Lessee's installation, operation, maintenance, repair and/or disconnection of its Communication Facilities shall be in accordance with the Site Standards and Conditions, attached to this Lease as Exhibit D, and shall not damage or interfere in any way, with Lessor's use of its property or related repair and maintenance or such activities of other tenants.

B. Interference by Lessee. Any interference caused by Lessee or by other tenants or communication providers affecting Lessee shall not result in liability to Lessor. Leases existing at the time of execution of this agreement shall be protected from harmful interference created by Lessee.

C. Interference with Lessee. Subject to Paragraphs A and B of this Section 7, Lessee shall provide Lessor with written notice if unreasonable interference with the quality of the communications service rendered by Lessee occurs. If such interference is not cured or mitigated by the offending third-party communication provider(s) at no expense to the Lessee or Lessor within six (6) hours of receipt of such notice, Lessor shall make reasonable efforts to cause such other provider(s) to immediately cease use of its facilities, or portion thereof, causing such interference until such time as the interference is cured. Should such interference present an immediate threat to the safety of users of the Lessees communications facility, Lessee may immediately take such action as is required to remedy such interference. Lessee shall have standing and Lessor consents to Lessee initiating legal action, if necessary, to enforce Lessee's rights for non-interference from subsequent co-locators.

D. Lessor's Reservation of Rights. Lessor, at all times during this Lease, reserves the right to take any action it deems necessary, in its sole discretion, to repair, maintain, alter or improve its property.

8. Assignment or Sublease:

A. General Prohibition - Consent Required. Lessee shall not assign or transfer this Lease or any interest or rights therein, nor delegate its duties under this Lease, nor sublease the whole or any part of the Premises, nor grant an option for assignment, delegation, transfer or sublease for the whole or any part of the Premises, nor shall this Lease or any interest thereunder be assignable, delegable or transferable by operation of law, or by any process or proceeding of any court or otherwise without obtaining the prior written consent of Lessor, which consent shall not be unreasonably withheld; provided, however, Lessor's consent may be withheld in Lessor's sole discretion for any assignment rights set forth in this section that are not directly related to the System as set forth herein. If Lessor gives its consent to any assignment, delegation, sublease or other transfer, this paragraph shall nevertheless continue in full force and effect, and no further assignment, delegation, sublease or other transfer shall be made without Lessor's consent.

B. Notice by Lessee – Production of Records. If Lessee desires to assign, delegate, sublease or transfer, or grant an option for assignment, delegation, sublease or transfer for, the whole or part of the Premises, or any portion of this Lease or any interest therein, Lessee shall notify Lessor in writing of said desire to assign, delegate, sublease, transfer or to grant an option and the details of the proposed agreement at least ninety (90) days prior to the proposed date of assignment, delegation, sublease, transfer or grant to a third party. The notification shall include, but not be limited to, the proposed date of the assignment, delegation, sublease, transfer or grant, a description of the expected terms of the assignment, delegation or sublease or other transfer or grant and a full disclosure of any and all payments and any and all other consideration of any kind to be received by Lessee. Upon request by Lessor, Lessee shall provide:

- i. a financial statement of the proposed assignee, delegatee, sublessee, transferee or grantee;
- ii. a copy of the assignment, delegation, sublease or other transfer or grant document;
- iii. an affidavit from the proposed assignee, delegatee, sublessee, transferee or grantee stating it has examined this Lease, has had the opportunity to consult with legal counsel regarding the terms of the Lease and understands all such terms and conditions, agrees to assume and be bound by all of the Lessee's obligations and covenants under this Lease as if it were the original Lessee hereunder; and
- iv. any other documents or information requested by Lessor related to the assignment, delegation, sublease or other transfer or grant.

C. Approval by Lessor -- Fees. Lessor shall review the request and respond with either an approval or disapproval of the request not later than ten (10) days prior to the proposed date of assignment, delegation, sublease, transfer or grant. Disapproval of any such request shall be final and binding on the Lessee and not subject to arbitration. Lessor shall charge to Lessee a reasonable fee for administrative costs for the review and processing of any assignment, delegation, sublease or other transfer or grant.

D. Included Property. "Included Property" shall mean the leasehold improvements added by the Lessee and any non-removable fixtures purchased by the Lessee attached thereto that are transferred to the assignee or sublessee as part of the assignment, sublease or other transfer. The value of the included property shall be documented by appropriate appraisals, financial statements or other business records prepared by an independent and qualified source.

9. Condition of Premises: Lessor represents and warrants that, to the Lessor's knowledge, the Premise and site, prior to Lessee's access to and construction on, are free from any hazardous materials, as that term is defined herein.

10. Indemnity and Hold Harmless:

A. Lessee's Obligations. Pertaining to the Premises, Lessee's Use of Premises, this leasehold interest and the Communication Facilities, Lessee shall indemnify and hold harmless the Lessor, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of Lessee's use of Premises, or from the conduct of Lessee's operations in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the Lessor. The Lessee's obligations under this Section 11 shall include, but are not limited to:

i. Defense and indemnification from such claims, whether or not they arise from Lessee's sole negligence, the concurrent negligence of both parties or the negligence or intentional acts of one or more third parties;

ii. Defense and indemnification from any claim arising from Lessor's authorization or approval of this Lease or the existence or operation of the Communication Facilities or Lessee's Use of Premises or any emissions therefrom, except to the extent that said claim arises from the installation and operation of equipment placed on the Premises by Lessor;

iii. The duty to promptly accept tender of defense and provide defense to Lessor at Lessee's own expense;

iv. Defense and indemnification from claims made by Lessee's own employees or agents; and

v. Waiver of Lessee's immunity, as respects the Lessor only, under the Industrial Insurance Provisions of RCW Title 51, but only for the sole purpose and only to the extent necessary to indemnify Lessor, which waiver has been mutually negotiated by the parties.

B. Attorney's Fees and Expenses. In the event it is necessary for Lessor to incur attorneys' fees, legal expenses or other costs to enforce the provisions of this Lease, all such fees, expenses and costs shall be recoverable from the Lessee.

C. Statutory Limitations. In the event it is determined that RCW 4.24.115 applies to this Lease, Lessee agrees to defend, hold harmless and indemnify Lessor to the maximum extent

permitted thereunder. In such event, Lessee agrees to defend, indemnify and hold harmless Lessor for claims by Lessee's employees and agrees to waiver of its immunity under RCW Title 51 for the purpose of indemnity only, which waiver has been mutually negotiated by the parties.

D. Construction Defects. Lessor shall not be liable to Lessee for claims or damages arising from any latent defect in the construction or in the present condition of the Premises or Lessor's property, or for damage by storm, rain or leakage or any other natural occurrence.

11. Insurance:

A. The Lessee shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the Lessee's operation and use of the leased Premises.

B. Lessee shall, as a minimum, obtain insurance of the types described below:

1. Commercial General Liability insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover premises and contractual liability. Lessee shall provide Lessor with an Evidence of Coverage Letter which documents the required insurance coverages.

2. Property insurance shall be written on an all risk basis.

C. Lessee shall maintain at least the following insurance limits:

1. Commercial General Liability insurance shall be written with limits no less than \$3,000,000 each occurrence, \$5,000,000 general aggregate.

2. Property insurance shall be written covering the full value of Lessee's property and improvements with no coinsurance provisions.

D. The insurance policies are to contain, or be endorsed to contain, the following provisions for Commercial General Liability insurance:

1. The Lessee's insurance coverage shall be primary insurance as respect Lessee. Any Insurance, self-insurance, or insurance pool coverage maintained by the Lessee shall be excess of the Lessee's insurance and shall not contribute with it.

2. The Lessee's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Lessee.

E. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

F. Verification of Coverage. Lessee shall furnish the District with original certificates and a copy of the amendatory endorsements, evidencing the insurance requirements of the Lessee.

G. Waiver of Subrogation. Lessee and Lessor hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the premises or said building. This release shall

apply only to the extent that such claim, loss or liability is covered by insurance.

H. **Lessor's Property Insurance.** Lessor shall purchase and maintain during the term of the lease all-risk property insurance covering the Building for their full replacement value without any coinsurance provisions.

I. **Deductibles and Self-insured Retentions.** Any deductibles or self-insured retentions shall be declared to the Lessor.

J. **Change in Coverage.** Coverage shall not be suspended, voided, canceled, reduced in coverage or in limits, until after thirty (30) days' prior written notice has been given to Lessor.

12. Hazardous Materials and Environmental Compliance:

A. **Definitions.** "Hazardous Materials" as used in this Lease shall mean:

i. Any toxic substances or waste, sewage, petroleum products, radioactive substances, heavy metals, medical, corrosive, noxious, acidic, bacteriological or disease-producing substances; or

ii. Any dangerous waste or hazardous waste as defined in:

a. Washington Hazardous Waste Management Act as now existing or hereafter amended (RCW Ch. 70.105); or

b. Resource Conservation and Recovery Act as now existing or hereafter amended (42 U.S.C. Sec. 6901 et seq.); or

iii. Any hazardous substance as defined in:

a. Comprehensive Environmental Response, Compensation and Liability Act as now existing or hereafter amended (42 U.S.C. Sec. 9601 et seq.); or

b. Washington Model Toxics Control Act as now existing or hereafter amended (RCW Ch. 70.105D); or

iv. Any pollutants, contaminants or substances posing a danger or threat to public health, safety or welfare or to the environment, which are regulated or controlled as such by any applicable federal, state or local laws or regulations as now existing or hereafter amended.

B. **Environmental Compliance.**

i. In its use and occupancy of the Premises, the Lessee shall, at the Lessee's own expense, comply with all federal, state and local laws and regulations now or hereafter in effect related to Hazardous Materials and the environment which are applicable to the Premises, Lessee's business or any activity or condition on or about the Premises ("the Environmental Laws"). The Lessee warrants that its business and all its activities to be conducted or performed in, on or about the Premises shall comply with all of the Environmental Laws. The lessee agrees to change, reduce

or stop any non-complying activity or install necessary equipment, safety devices, pollution control systems or other installations as may be necessary at any time during the term of this Lease to comply with the Environmental Laws.

ii. The Lessee shall not, without first obtaining the Lessor's prior written approval, use, generate, release, handle, spill, store, treat, deposit, transport, sell or dispose of any Hazardous Materials in, on or about the Premises. In the event, and only in the event, that the Lessor approves any of the foregoing, the Lessee agrees that such activity shall occur safely and in compliance with the Environmental Laws.

iii. The Lessee shall not cause or permit to occur any violation of the Environmental Laws on, under or about the Premises, or arising from the Lessee's use or occupancy of the Premises.

iv. The Lessee shall, in a timely manner and at the Lessee's own expense, make all submissions to, provide all information required by and comply with all requirements of all governmental or regulatory authorities ("the Authorities" or "Authority") with jurisdiction under the Environmental Laws. If the Lessee fails to fulfill any duty imposed under this Section 13 within a reasonable time, the Lessor may do so; and in such case, the Lessee shall cooperate with the Lessor in order to prepare all documents the Lessor deems necessary or appropriate to determine the applicability of the Environmental Laws to the Premises and the Lessee's use or occupancy thereof, and for compliance with the Environmental Laws, and the Lessee shall execute all documents promptly upon the Lessor's request. No such action by the Lessor and no attempt made by the Lessor to mitigate damages shall constitute a waiver of any of the Lessee's obligations under this Section 13.

v. Should any Authority demand that a cleanup or remediation plan be prepared and that a cleanup or remediation be undertaken because of any deposit, spill, discharge or other release of Hazardous Materials which occurs during the term of this Lease at or from the Premises, or which arises at any time from the Lessee's use or occupancy of the Premises, then the Lessee shall, in a timely manner and at the Lessee's own expense, prepare and submit the required plans and all related bonds and other financial assurances; and the Lessee shall carry out all such cleanup or remediation plans. Any such cleanup or remediation plans are subject to the Lessor's prior written approval. Although the Lessor reserves the right to review and approve such cleanup or remediation plans, the Lessor assumes no responsibility for such plans or their compliance with the Environmental Laws.

C. Indemnification.

i. The Lessee shall be fully and completely liable to the Lessor for any and all cleanup and/or remediation costs and expenses and any and all other charges, expenses, fees, penalties (civil and criminal) imposed by any Authority arising out of the Lessee's use, disposal, transportation, generation, release, handling, spillage, storage, treatment, deposit and/or sale of Hazardous Materials on or about the Premises. The Lessee shall indemnify, defend and save the Lessor harmless from any and all of the costs, expenses, fees, penalties and charges assessed against or imposed upon the Lessor (as well as the Lessor's reasonable attorney's fees, costs and expenses) by

any Authority as a result of the Lessee's use, disposal, transportation, generation, release, handling, spillage, storage, treatment, deposit and/or sale of Hazardous Materials or as a result of the Lessee's failure to provide all information, make all submissions and/or take all steps required by all Authorities under the Environmental Laws.

ii. The Lessee shall indemnify and hold the Lessor harmless from any and all claims, liabilities, lawsuits, damages and expenses, including reasonable attorney's fees, for injuries to persons or death, property damage, loss or costs proximately caused by the use, disposal, transportation, generation, release, handling, spillage, storage, treatment, deposit and/or sale of Hazardous Materials by the Lessee or any of its agents, representatives or employees on or about the Premises.

D. Reporting Requirements. The Lessee shall comply with the Environmental Laws requiring the submission, reporting or filing of information concerning Hazardous Materials with the Authorities and shall provide to the Lessor a full copy of any such submission, filing or report as submitted within fifteen (15) days of such submission.

E. Right to Check on the Lessee's Environmental Compliance. The Lessor expressly reserves the right to conduct, and the Lessee shall fully cooperate in allowing, from time to time, such examinations, tests, inspections and reviews of the Premises as the Lessor, in its sole and absolute discretion, shall determine to be advisable in order to evaluate any potential environmental problems.

F. Remedies. In the event the Lessee fails to comply with any of the provisions of this Section 13, the Lessor shall be entitled to the following rights and remedies in addition to any other rights and remedies that may be available to the Lessor:

i. At the Lessor's option, to terminate this Lease if Lessee fails to cure the default upon reasonable notice under the circumstances; and/or

ii. At the Lessor's option, to perform such response, remediation and/or cleanup as is required to bring the Premises and any other property owned by Lessor affected by the Lessee's default into compliance with the Environmental Laws and to recover from the Lessee all of the Lessor's costs and expenses in connection therewith; and/or

iii. To recover from the Lessee any and all damages associated with the default including, but not limited to, response, remediation and cleanup costs, expenses and charges, civil and criminal penalties and fees, adverse impacts on marketing the Premises or any other property owned by Lessor, loss of business and sales by Lessor and other of Lessor's lessees, diminution of value of the Premises and/or other property owned by Lessor, the loss of or restriction of useful space in or on the Premises and/or other property owned by Lessor, and any and all damages and claims asserted by third parties and the Lessor's attorney's fees, costs and expenses.

G. Remediation on Termination of Lease.

i. Upon the expiration or earlier termination of this Lease, the Lessee shall remove, remediate or clean up any Hazardous Materials on, or emanating from, the Premises, and

the Lessee shall undertake whatever other action may be necessary to bring the Premises into full compliance with the Environmental Laws ("Termination Cleanup"). The process for such Termination Cleanup is subject to the Lessor's prior written approval. Although the Lessor reserves the right to review and approve the Termination Cleanup process, the Lessor assumes no responsibility for it or its compliance with the Environmental Laws.

ii. If the Lessee fails or refuses to commence the Termination Cleanup process, or fails to reasonably proceed toward completion of such process, the Lessor may elect to perform such Termination Cleanup after providing the Lessee with written notice of the Lessor's intent to commence Termination Cleanup and after providing the Lessee a reasonable opportunity, which shall not be less than ninety (90) days after such notice (unless the Lessor is given notice by a government or regulatory agency with jurisdiction over such matter that Termination Cleanup must commence within a shorter time), to commence or resume the Termination Cleanup process. If the Lessor performs such Termination Cleanup after said notice and the Lessee's failure to perform same, the Lessee shall pay all of the Lessor's costs and expenses.

H. **Survival.** The Lessee's obligations and liabilities under this Section 13 shall survive the expiration or earlier termination of this Lease.

13. **Liens:** Lessee acknowledges that Lessor may not, and shall not, be subject to claims or liens for labor or materials and shall keep the Premises and any other property of Lessor free of any liens for any providers of work, labor, material or services claiming by, through or under lessee. Lessee shall indemnify, defend and hold Lessor harmless from and against any such claims or liens, and Lessor's attorney's fees and costs incurred in connection therewith. If such a lien is filed, it shall be discharged of record by Lessee within ten (10) days after notice of filing by bonding, payment or other arrangement satisfactory to Lessor.

14. **Non-Discrimination:** Lessor and Lessee shall not discriminate on the basis of race, color, sex, religion, nationality, creed, age or the presence of any sensory, mental or physical disability in the employment or application for employment or in the administration or delivery of services or any other benefits associated with this Lease. These laws include, but are not limited to, Chapter 49.60 of the Revised Code of Washington and Titles VI and VII of the Civil Rights Act of 1964.

15. **Condemnation:**

A. **Notice.** Lessor and Lessee shall immediately notify the other in writing of the receipt of notice of any proceedings with respect to a condemnation action or intent of any authority to exercise the power of eminent domain.

B. **Permanent Taking.** If all or a portion of the Premises is taken by any lawful authority under or pursuant to the power of eminent domain during the term of this Lease or any extension or hold-over, Lessee may elect to terminate this Lease as of the date the condemnor takes possession. If Lessee does not elect to terminate this Lease, the rent shall be reduced in the same proportion that the value of the portion of the Premises to be taken bears to the value of the entire Premises as of the date condemnor takes possession. Lessee shall have no claim or interest in or to any award of just compensation except that the Lessee shall be entitled to an amount equal to the

fair market value of the Lessee's interest in any improvements made to the Premises by Lessee which are taken by the condemnor.

C. Temporary Taking. If temporary use of all or a portion of the Premises is taken by any lawful authority for a period which would reduce the use and, consequently, would cause the Premises to be untenable for the use by Lessee as set forth in this Lease, Lessee or Lessor may elect to terminate this Lease. Said termination shall occur as of the date the condemnor takes possession. If neither Lessee nor Lessor elects to terminate this Lease, Lessee shall be entitled to receive any award from the condemnor for the use of all or a portion of the Premises, except that Lessee may elect to have the rents reduced by the amount proportionally attributable to any partial temporary taking, in which event, Lessee shall not be entitled to any portion of the award attributable to said use.

D. Prohibition. It is understood and agreed that Lessee shall not be a party to any negotiation or proceedings wherein Lessor claims compensation other than which is defined statutorily as constituting "just compensation."

16. Quiet Enjoyment: Subject to the provisions of Section 7(A), Lessor warrants that Lessee shall have the quiet enjoyment of the Premises during the term of this Lease or any extension or hold-over thereof, without interference or disturbance, direct or indirect, by Lessor or any person having title paramount to Lessor's title or by any person claiming under Lessor, provided that Lessor reserves the right, without any duty to do so, to inspect the Premises at any and all reasonable times throughout the term of this Lease or any extension or hold-over to determine whether Lessee is in compliance with the terms and conditions of this Lease.

17. Early Termination: This Section 18 is in addition to any other provision of this Lease authorizing or otherwise relating to early termination of said Lease.

A. Government Approvals: This Lease is contingent upon Lessee obtaining all necessary governmental approvals, certificates, permits or licenses which Lessee deems necessary. In the event that any of Lessee's applications for said approvals, certificates, permits or licenses should be finally rejected or any approval, certificate, permit or license issued to Lessee canceled or otherwise withdrawn or terminated by a governmental authority so that Lessee will be unable to use the Premises for its intended purpose, Lessee shall have the right to terminate this Lease, upon thirty (30) days' prior written notice to Lessor.

B. Damage or Destruction: In the event that the Premises or Lessee's Communication Facilities or any portion thereof are substantially damaged or destroyed so as to hinder effective use of the Premises or Communication Facilities for Lessee's telecommunication purposes, Lessee may elect to terminate this Lease, upon thirty (30) days' written notice to Lessor.

C. Lessee's Insolvency: Lessor may terminate this Lease upon Lessee's insolvency if Lessee is the subject of an involuntary bankruptcy proceeding or commences a voluntary or involuntary bankruptcy proceeding or makes an assignment for the benefit of creditors or if a receiver or other liquidating officer is appointed for Lessee.

D. Lessee's Breach:

i. Lessor may terminate this Lease upon thirty (30) days' prior written notice to Lessee if Lessee fails to pay rent or additional rent [including, but not limited to, Assignment and/or Sublease Premiums as set forth in Section 9 (Assignment or Sublease) of these General Terms and Conditions] by the tenth (10th) day of the month that it is due.

ii. Lessor may terminate this Lease if Lessee breaches or fails to perform or observe any of the terms and/or conditions of this Lease, other than payment of rent, and fails to cure such breach or default within thirty (30) days after written notice from Lessor or such longer period, up to sixty (60) days, as may be reasonably required, within Lessor's reasonable discretion, to diligently complete a cure commenced within that thirty (30) day period and being diligently and continuously pursued by Lessee.

E. Termination Process: Unless otherwise specified in this Lease, prior written notice of termination shall be delivered by certified mail, return receipt requested, and shall be effective upon receipt of such notice, as evidenced by the return receipt. Upon such termination, Lessee shall be entitled to the reimbursement of any rent prepaid by Lessee for any period after termination.

F. Nonexclusive Remedy: Termination under this Section 18 shall be in addition to and not in limitation of any other remedy of Lessor at law or in equity. Termination shall not release Lessee from any liability or obligation with respect to any matter occurring prior to such termination.

G. Additional Grounds For Termination. Notwithstanding any language herein, the Lessor shall be entitled to terminate this Lease: (1) Upon the Lessee's use of the Premises for a use other than the radio system facility as described in the Communications Site Lease; or, (2) Upon Lessee's non-use of the Premises for a period of 180 consecutive days after the conclusion of initial construction; provided, however, that any non-use due to damage or destruction to the Premises shall not be considered non-use for this purpose as long as Lessee is making diligent efforts to repair the Premises for continued use.

H. No Relocation Assistance Required. In the event that the Lessor has grounds to and terminates this Lease upon the terms and conditions set forth herein, Lessee shall not be entitled to any relocation assistance as provided in the Uniform Relocation and Real Property Acquisition Regulations.

18. Surrender of Premises:

A. Duties. At the end of the term of this Lease or any extension or hold-over thereof or other termination of this Lease, Lessee shall peaceably deliver up to Lessor possession of the Premises in the same condition as received, except for ordinary wear and tear. Upon Lessor's request, Lessee, at Lessee's expense, shall remove the Communication Facilities. Such removal shall be done in a workmanlike and careful manner and without interference or damage to any other equipment, structures or operations on the Premises or on Lessor's property. If, however, Lessor requests that improvements and structures remain in place, Lessee may remove all installed electronic equipment, and, Lessee is not permitted to remove, modify, or disconnect any non-owned equipment, or any portion of the installed tower, building and power systems that support Lessor's VHF communications needs, nor any antennas or equipment owned by others than SERS which

support the communications needs of third parties located at the facility, and, title to the affected improvements shall thereupon transfer to the Lessor, and the same shall be the sole and entire property of Lessor, and Lessee shall be relieved of its duty to otherwise maintain or remove the same.

B. **Costs and Expenses.** All costs and expenses for removal of the Communication Facilities and restoration of the Premises shall be borne by the Lessee, and Lessee shall hold Lessor harmless from any portion thereof.

19. **Holding-Over:** If Lessee holds over after the expiration of the term of this Lease or any extension thereof, Lessee shall become a tenant from month-to-month upon the terms of this Lease, as applicable. Acceptance by Lessor of rent after such expiration or early termination shall not result in a renewal of this Lease nor affect Lessor's right of re-entry or any rights of Lessor herein or as otherwise provided by law or equity. If Lessee fails to surrender the Premises upon the expiration of this Lease despite demand to do so by Lessor, Lessee shall pay two (2) times the rent herein, but in no event shall it be less than two (2) times the Lessee's then current market rate, specified (prorated on a monthly basis), interest, attorney's fees and costs and shall indemnify and hold Lessor harmless from all loss or liability including, but not limited to, any claim made by any succeeding Lessee founded on or resulting from such failure to surrender.

20. **Agents, Successors and Assigns:** All of the agreements, conditions and provisions of this Lease shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, agents and assigns of Lessor and Lessee.

21. **No Presumption Against Drafter:** Lessor and Lessee understand, agree and acknowledge that this Lease has been freely negotiated by both parties and that, in the event of any controversy, dispute or contest over the meaning, interpretation, validity or enforceability of this Lease or any of its terms or conditions, there shall be no inference, presumption or conclusion drawn whatsoever against either party by virtue of that party having drafted this Lease or any portion thereof.

22. **Non-waiver:** The failure of either the Lessor or Lessee to insist upon strict performance of any of the terms of this Lease shall not be construed as a waiver thereof. Waiver of a particular breach or default shall not be deemed to be a waiver of any subsequent breach or default.

23. **Cumulative Remedies:** No provision of this Lease shall preclude Lessor from pursuing any other remedies, in law or equity, for Lessee's failure to perform its obligations.

24. **Survivability:** The provisions of Sections 11 (Indemnity and Hold Harmless) and 13 (Hazardous Materials and Environmental Compliance) of these General Terms and Conditions shall survive the expiration, hold-over or earlier termination of this Lease for any event occurring prior to or on the date of such expiration, hold-over or termination.

25. **Captions:** The captions in this Lease are for convenience only and do not in any way limit or amplify the provisions of the Lease.

26. **Venue and Choice of Law:** This Lease shall be governed by and construed in accordance with the laws of the State of Washington. The venue of any legal action brought under the terms of this Lease shall be in the county in which the Premises are located.

27. **Authority to Contract:** Each party represents and warrants to the other that: it has full right, power and authority to execute this Lease and has the power to grant all rights hereunder, its execution and performance of this Lease will not violate any laws, ordinances, covenants or the provisions of any mortgage, lease or other agreement binding on said party, and the execution and delivery of this Lease and the performance of its obligations hereunder have been duly authorized by all necessary personnel or corporate officers and do not violate any provisions of law or the party's certificate of incorporation or bylaws or any other arrangement, provision of law or court order or decree.

28. **No Third Party Rights:** Except as expressly defined in the contractual documents between the parties, it is understood that this Agreement, including the Communications Site Lease and all Exhibits, is solely for the benefit of the parties hereto and gives or creates no rights to any other party.

EXHIBIT D

SITE STANDARDS, CONDITIONS AND INTERFERENCE MITIGATION REQUIREMENTS

1. **Existing Site Improvements:** There are no existing site improvements being used as a part of the proposed installation.
2. **Site Access:** Lessee shall restrict access to the Site to employees who have specific functions to perform at the site. Except for emergencies, access to the Site shall be limited to the hours from 7 A.M to 7 PM. Monday through Friday. Lessee will at all times avoid interference with fire apparatus both during construction and during normal system operation. Lessor grants reasonable access to the Site for maintenance, replacement and related activities.
3. **Site Security:** The Site shall be fenced with a locking gate, which shall be locked whenever Lessee employees are not present at the site.
4. **Site Improvements:** Lessee agrees to make the following site improvements, the cost of which will be the responsibility of the lessee:
 - a. Remove the existing Fire District 7 tower and the upper portions of the tower foundations and place the disassembled tower on-site.
 - b. Prepare the surface of the area where the removed tower was located for installation of the existing above ground fuel tanks. This preparation shall not include securing any required permits for such work, but will include all associated costs of such preparation.
 - c. Relocate the existing above ground fuel tanks, located within the identified lease area, to the area where the Fire District 7 tower was located.
 - d. Provide a fuel connection between the relocated diesel fuel tank and the existing Fire District 7 generator prior to the resurfacing of the Fire District 7 parking lot.
 - e. Trench-in base station control cabling between the existing radio equipment room and the SERS building.
 - f. Restore the cable trench to its original condition prior to repaving of the entire parking area by Fire District 7.
5. **Interference Mitigation Requirements:** All tenants within the facility are required to meet or exceed the following standards.

All fixed transmitting and receiving equipment installed shall employ isolators or similar devices and band pass filtering or alternative band pass filtering (such as using window filters for broadband services like PCS) which accomplishes the same objectives. These devices are intended to minimize spurious radiation, receiver local oscillator leakage and transmitter and receiver intermodulation products. The following standards constitute the *minimum*

requirements for use of wireless transmitting and receiving equipment. Additional protection may be required to address special circumstances.

Transmitter/Receiver Filtering Standards

The following transmitter/receiver filtering standards shall be observed:

1. Transmitters in the 25 to 54 Mhz range shall have a band pass filter providing a minimum of 30 dB of attenuation 1.0 Mhz removed from the operating frequency. Transmitters in this frequency range should be fitted with a single isolator providing a minimum of 20 dB isolation.
2. Transmitters in the 72 to 76 Mhz range shall have a band pass filter providing a minimum of 30 dB of attenuation 1.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation.
3. Transmitters in the 88 to 108 Mhz range shall have a band pass filter providing a minimum of 30 dB of attenuation 1.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation. No transmitters with a transmitter power output of over 100 watts shall be permitted within SERS facilities. In addition, some facilities may not allow use of transmitting equipment in this frequency range.
4. Transmitters in the 108 to 225 Mhz range shall have a band pass filter providing a minimum of 15 dB of attenuation 1.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation.
5. Transmitters in the 225 to 400 Mhz range shall have a band pass filter providing a minimum of 20 dB of attenuation 1.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation.
6. Transmitters in the 400 to 512 Mhz range shall have a band pass filter providing a minimum of 20 dB of attenuation 2.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation. Window filtering with broader responses may be authorized on a case by case basis.
7. Transmitters in the 512 to 746 Mhz range shall have a band pass filter providing a minimum of 20 dB of attenuation 2.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation.
8. No broadcast transmitters in the 746 to 806 Mhz range shall be permitted in SERS facilities.
9. Transmitters in the 806 to 990 Mhz range shall have a band pass filter providing a minimum of 15 dB of attenuation 3.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation. Window filtering with broader responses may be authorized on a case by case basis.

10. Transmitters in the 1500-2000 Mhz range shall have a band pass filter providing a minimum of 15 dB of attenuation 3.0 Mhz removed from the operating frequency. Transmitters in this frequency range shall also be fitted with dual isolators providing a minimum of 50 dB isolation. Window filtering with broader responses may be authorized on a case by case basis.

Site Engineering Standards and Site User Practices

The following site engineering standards and site user practices shall be observed:

1. A band pass cavity shall always be used before each receiver. A window filter may be substituted in multicoupled systems. Crystal filters are also advisable at crowded facilities.
2. A band reject duplexer may not be used unless accompanied by the required band pass cavities. A pass reject duplexer may be used, provided the duplexer band pass characteristics meet the minimum requirements for transmitter band pass filtering.
3. All cables used must, at minimum, be double-shielded with 100% braid coverage. Use of solid outer shield cables (i.e. 'Heliax') is strongly encouraged. All external feed lines shall be solid-shielded.
4. All cables used shall be covered with an insulating jacket. Cables used externally shall be covered with an ultra-violet resistant insulating jacket. No cables with aluminum outer conductors shall be used.
5. Use of constant impedance connectors shall be required. Type 'N,' BNC or 7/16 DIN connector types are typical constant impedance connectors. Adapters shall not be used for permanent connections.
6. All equipment shall be properly grounded. Grounding shall be performed by grounding the radio equipment manufacturers designated equipment ground and shall be tied to the radio facility equipment ground, preferably using flat copper strap or copper braid. The AC line ground shall also be used to provide the protective ground. Use of three-wire to two-wire adapters shall be prohibited. The facility manager shall identify the radio facility ground point.
7. All transmission lines shall be fastened to towers, cable trays and other site attachment points using manufactured hardware designed for the purpose. All transmission lines shall be grounded before entry into the radio facility and shall pass through approved lightning protection equipment. Use of cable ties, ty-wraps and similar attachment hardware is generally discouraged but may be permitted on a case by case basis. Use of non-insulated metallic ties shall be strictly prohibited. Non-insulated transmission lines shall not be used. Non-insulated rigid wave guide is acceptable when properly attached using rigid attachment hardware.
8. All telephone circuits shall have lightning protection at the entry point into the facility.
9. All loose metallic objects shall be removed from the facility at the conclusion of any work performed on-site. Metallic trash shall be removed from the facility entirely.

10. All equipment shall be maintained in such a fashion as to be in compliance with all FCC, NTIA, FAA and state and local laws and regulations. Commercial and public safety radio equipment shall be FCC type-accepted. Federal government and amateur radio equipment shall be constructed in such a fashion as to be of 'like-commercial' quality. Quarterly checks of the receiving equipment, transmitting equipment, antennas and customer-owned site filtering equipment are strongly encouraged.

11. Interference problems resulting from the addition of a new user to the facility or an existing tenant making a significant subsequent modification that is the interference source shall be the responsibility of the 'last-in' tenant to resolve, provided that interference problems are not the result of a non-compliant installation or a significant modification which creates the source of interference by an existing tenant; in the latter case, the existing tenant creating, through modification, the interference problem is responsible for resolving it. Significant interference may require that a licensee cease operation until the interference problem can be resolved. Should the problem not be resolvable to the satisfaction of the facility manager, the new tenant may be unable to use the facility.

12. Any changes to the tower configuration (additions, removals, realignments of antennas) require pre-approval by the facility manager and may require amendments to the Lease, if the changes are beyond what is authorized by the Lease. An inspection is required at the end of such work.

13. Equipment which presents an immediate hazard to the facility or individuals working on the facility may require deactivation until the hazard is removed. High power transmitters may also need to be deactivated when maintenance of the facility is being performed. The licensee shall be notified in advance of any such deactivation.

14. This radio facility is protected by locked doors and alarm system. In some cases, on-site alarms are not obvious. Exceptions include sites with segregated 'guest space' where alarm systems may not be provided. For those facilities with alarms, prior notification of the facility manager is required before sites may be entered. Activation of a facility alarm shall result in the dispatch of police officers, the cost of which shall be born by the tenant activating the alarm without providing prior notice of entry.

15. All site property shall be left clean and free of debris, trash and food scraps. If materials are brought in that become trash, the tenant bringing in the material shall be responsible for its removal.

16. All equipment installed shall be properly licensed. All tenant FCC, IRAC and amateur radio licenses shall be posted.

17. Special on-site uses may be subject to additional limitations beyond those described herein. Special site users shall be notified of such additional limitations in writing.

EXHIBIT E

FIRE DISTRICT 7 RESERVE SPACE

The following space will be reserved for Fire District 7 for the life of the Lease and any extensions of the Lease for the co-location of Fire District 7 radio or microwave equipment. SERS will not charge a sitting fee for access by Fire District 7. Fire District 7 will pay a reasonable and equitable share of utilities and normal maintenance costs. Fire District 7 shall have immediate facility access to the lease area, tower, and building without requiring prior notification to Lessee should immediate repair of its communications equipment be required. All service personnel used by Fire District 7 shall have received prior approval by Lessee and shall be properly trained and certified to effect the required work.

VHF Antenna System

Space will be provided on the tower at the 140' level for one (1) VHF whip type transmit/receive antennas. Space for an additional antenna is provided at the 100' level for one (1) VHF whip type transmit/receive antenna. SERS will furnish and install the VHF base station antenna and transmission line at no cost to Fire District 7. Any additional filtering or combining equipment beyond that provided as a part of the existing equipment installation will be provided by Fire District 7. SERS may multicouple onto the VHF antenna systems as required and on a space-available basis with the prior consent of Fire District 7. SERS additionally will install and provide Fire District 7 access to a shared VHF receive-only antenna at the 180' level. In the interest of good design practices, all antennas above the 160' level will be receive-only antennas.

Equipment Space and Electrical Power within the SERS Building

Two (2) seven and one half foot EIA standard rack spaces will be provided within the SERS building for the installation of radio or microwave equipment by Fire District 7. Three (3) seven and one half foot EIA standard rack spaces will be reserved within the SERS building for the installation of radio or microwave equipment by SNOPAC, which access to shall be subject to any lease established between Fire District 7 and SNOPAC. Any Fire District 7 owned VHF base station equipment installed by Fire District 7 will be provided with both AC power and generator power at no cost to Fire District 7. The rack space is shown in drawing B1 and is identified as a "FD 7" or "SNOPAC" rack position respectively.

Installation of Base Stations and Base Station Control Circuits

SERS will provide and install a 25 pair cable between the existing Fire District 7/SNOPAC radio room and the demarcation point for telephone circuits inside the SERS provided radio building. SERS will relocate at its own cost all Fire District 7 owned radio equipment present on the existing Fire District 7 tower as of the date of this agreement.

Engineering for the identified antennas and equipment has already been completed by SERS. Fire District 7 is provided access for their existing VHF systems without additional cost for engineering or facility design.

EXHIBIT F**LIST OF IMPROVEMENTS TO REMAIN AT TERMINATION OF LEASE**

1. FibreBond building and associated foundations
2. Onan generator, fuel tank and associated foundations
3. Valmont Microflect tower and associated foundations
4. Compound fence and gate
5. Electrical service to the FibreBond building
6. All installed AC electrical service, lighting systems, and switch gear to installed Fire District 7 and tenant radios
7. All underground utilities

EMPLOYMENT AGREEMENT

BETWEEN

**SNOHOMISH COUNTY FIRE
PROTECTION DISTRICT NO.7**

AND

**DISTRICT NO. 7
SHOP PERSONNEL**

January 1, 2020– December 31, 2022

TABLE OF CONTENTS

ARTICLE	CONTENT	PAGE NO.
ARTICLE I	AGREEMENT	3
ARTICLE II	EMPLOYEE EVALUATION	3
ARTICLE III	SALARY SCHEDULE	3 – 4
ARTICLE IV	HOURS OF WORK	4 – 5
ARTICLE V	HOLIDAYS	5
ARTICLE VI	VACATION	5 – 6
ARTICLE VII	SICK LEAVE	6 – 7
ARTICLE VIII	BEREAVEMENT LEAVE	7 – 8
ARTICLE IX	INSURANCE BENEFITS	8
ARTICLE X	RETIREMENT	8
ARTICLE XI	SEPARATION	8
ARTICLE XII	SUSPENSION OR DISMISSAL	9
ARTICLE XIII	REDUCTION IN FORCE	9
ARTICLE XIV	GRIEVANCE	9 – 10
ARTICLE XV	SAVINGS	11
ARTICLE XVI	CERTIFICATION COMPENSATION	11 – 12
ARTICLE XVII	DURATION	12
ARTICLE XVIII	ENTIRE AGREEMENT	12
ARTICLE XVIII	ENTIRE AGREEMENT	12
ARTICLE XIX	EFFECT: AMENDMENTS	12 – 13
APPENDIX A	SALARY SCHEDULES	14

Article I Agreement

- 1.1 The articles contained herein constitute an agreement between Snohomish County Fire Protection District No. 7, (hereinafter referred to as District No. 7 or "ECFSS,") and District No. 7 Shop Personnel, (hereinafter referred to as "Employee" or "Employees"), governing wages, hours and working conditions of employment.

Article II Employee Evaluation

- 2.1 Improvement of employee performance is one of the major purposes of employee evaluation. It is the belief of the East County Fire Support Services ("ECFSS") that employee performance can be improved through a comprehensive program of employee appraisal.
- 2.2 All new employees shall be provided a written evaluation of their performance within the first ninety (90) days of employment. Thereafter, every employee shall be evaluated at least once annually, in writing. The evaluation cycle shall be based on the employee's hire date.
- 2.3 Employees, based on their work performance, may receive a written evaluation at any time during the year. Each annual evaluation will concern an employee's work performance focusing on strengths and weaknesses, or areas where improvement is needed. Work deficiencies may result in the development of a work improvement plan. Work performance that is judged to be less than satisfactory or below departmental standards may be cause for termination.
- 2.4 The annual evaluation shall be given to the employee in a confidential conference. Upon completion of the evaluation conference the supervisor and the employee shall sign and date the evaluation form. The signature of the employee indicates the employee has seen the evaluation and does not indicate the employee necessarily agrees with the content. The content of the evaluation is not subject to grievance.
- 2.5 The employee shall have the right to attach a written statement of explanation to the annual evaluation which shall be attached to the evaluation, provided such written attachment is given to the supervisor for attachment within ten (10) days of the evaluation conference.
- 2.6 A copy of the written evaluation shall be placed in the employee's personnel file and a copy will be given to the employee.
- 2.7 All days referred to in this section shall mean calendar days.

Article III Salary Schedule

- 3.1 The Salary for 2020 shall be as identified in the attached Appendix A.1.

- 3.1.1 The rates of pay set forth in Section A.1 shall be adjusted annually, January 1st, based upon 100% Seattle-Tacoma-Bellevue Index, Urban Wage Earners and Clerical Workers (CPI-W), June of the previous year to June of the current year with a minimum of 0% and a maximum of 2.5%.
- 3.1.2 Pay for 2021 and 2022 shall be adjusted annually, January 1st, as established in Appendix A Sections A.2. & A.3.
- 3.2 Movement on the salary schedule shall be within the established time parameters and subject to a positive and successful completion of the Employee Development Review (EDR). Any items on the EDR marked as improvement needed or unsatisfactory may, upon recommendation of the supervisor or the Fire Chief to the ECFSS Board, shall be cause to hold the employee in the same salary step for one or more years.
- 3.3 In the event an employee works in a higher classification on a temporary basis than that to which he/she is regularly assigned, the employee shall be paid a stipend of 7% of the top step Fire Service Mechanic while serving in the higher classification.
- 3.4 The District shall match each Employee's contribution up to two percent (2%) of the Employee's base salary toward the Employee's Deferred Compensation Plan. The District shall make this contribution directly to the Employee's Plan.

Article IV Hours of Work, Work Week and Work Shift

- 4.1 The workweek shall consist of forty (40) hours exclusive of mealtime. The work hours shall be flexible and arranged with the Fire Chief, or designee, according to the needs of the ECFSS, as determined solely by the Fire Chief. The flexible work hours shall include various alternate workdays, workweeks, and work shift schedules for employees within the designated workweek. Unless otherwise arranged with any particular employee, the workweek shall be defined as 00:00 a.m. Monday to 24:00 p.m. Sunday.
- 4.2 Anytime an employee's regularly assigned work week, work hours or work shift is changed, the employee shall be given seven (7) days' notice of the change, unless an emergency is determined, solely by the Fire Chief, that the change must occur in less than the seven days noted above.
- 4.3 All work performed in excess of forty (40) hours within the designated workweek shall constitute overtime and shall be paid at one and one-half times the employee's hourly rate of pay (to be paid in fifteen [15] minute increments). Overtime shall not be paid for work performed on Saturday or Sunday if these days are a part of the employee's regular forty (40) hour workweek.
- 4.4 Compensation time may be utilized in lieu of overtime upon the request of the employee, and upon prior approval of the supervisor. Compensation time shall be earned at the rate of one and one-half times the hours worked. A maximum of twenty-four (24) hours compensation time may be carried on the books at any time.

When accrued compensation time exceeds twenty-four (24) hours, the employee must use the time or be compensated for the time, at the employee's request, within the next forty-five (45) days, so the accrued compensation drops below the maximum of twenty-four (24) hours.

- 4.5 Employees must receive prior approval/authorization from the Fire Chief, or designee for any and all overtime work. Once approval of overtime has been attained, actual hours worked shall be recorded on the employee's daily timecard. Failure to obtain prior authorization for any and all overtime may result in progressive discipline.

Article V Holidays

- 5.1 The Employee shall receive the following paid Holidays as recognized by Snohomish County:

New Year's Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving
Day after Thanksgiving
Christmas Day
Floating Holiday
Memorial Day
President's Day
Martin Luther King's Day

- 5.2 Scheduling of the floating Holiday shall be taken subject to approval of the Fire Chief, or designee, of the ECFSS.
- 5.3 In the event a holiday falls on Saturday or Sunday, the Friday preceding or the Monday following, as the case may be, shall be designated as the holiday.
- 5.4 Each Holiday shall count as an regularly scheduled day worked for compensation purposes (not to exceed 9 hours).
- 5.5 All floating holiday time accrued to the benefit of the employee shall be used each year on or before December 31.
- 5.6 All employees shall be allowed two unpaid holidays per calendar year for reasons of faith or conscience or for an organized activity conducted under the auspices of a religious denomination, church, or religious organization. (ref; Chapter 168, Laws of 2014, and further defined in WAC 82-56-020 and 030).

Requests and approval for unpaid holidays shall be in accordance with Article 6, and coordinated so as not to disrupt the necessary business of the District.

Requests shall be submitted at least two (2) business days in advance. Disruption of necessary business is a bonafide basis to deny the holiday request.

These two additional holidays do not qualify for sellback, cannot be donated to other employees and the time is not cumulative from year to year.

Article VI Vacation

6.1 Employee shall receive vacation benefits as follows:

Years of Service	Days Per Year
0-3	10
4-7	15
8-11	20
12	21
13	22
14	23
15	24
16+	25

The figures above are based on an 8 hour day.

- 6.2 Scheduling of vacation shall be subject to approval by the Fire Chief, or designee, of the ECFSS.
- 6.3 All vacation time accrued to the benefit of the employee shall be used each year on or before December 31, except that 15 days (120 hours) of vacation time may be accrued and carried over into the next year. Said carry-over may be taken as time off in conjunction with regular vacation leave upon approval and scheduling with the Fire Chief, or designee, of the ECFSS.

Article VII Sick Leave

- 7.1 The employee shall accrue sick leave credits at the rate of 8 hours for each full calendar month of employment. Sick leave may not be used in advance of its accumulation through employment with the ECFSS.
- 7.2 Where advance notice can be given, employee must give such notice to the ECFSS of intent to use sick leave or the Employee will not receive pay for those hours not worked. Where advance notice cannot be given, notice shall be given as soon as feasible so that payroll adjustments may be made in a timely manner.
- 7.3 Sick leave may be used for the following purposes: personal injury or illness of the employee, forced quarantine of the employee, care and supervision of Employee's dependent child under the age of eighteen, care of Employee's spouse, and Employee's medical and dental appointments. Where three (3) days of sick leave are used in a period of five (5) consecutive working days, the employee shall

provide to the ECFSS, when requested, a doctor's certification as to the limitations of the Employee, which necessitated the absence from work. After five (5) sick leave occurrences in the previous twelve (12) month period, the member may be counseled, and at the discretion of the Fire Chief, or designee, proof of medical treatment may be required for any future illness.

7.4 The ECFSS shall establish a Sick Leave Buy-Back and Cash-Out Program according to the following requirements:

7.4.1 The maximum amount of sick leave that an employee may carry is one thousand four hundred forty (1440) hours. Sick leave hours earned in excess of one thousand four hundred forty (1,440) hours will be paid out to the employee's VEBA account at a rate of fifty percent (50%) of the affected employee's hourly rate. Such payment will be made on time at the end of each calendar year.

7.4.2 Upon retirement in the PERS system, any accrued sick leave shall be eligible for sick leave cash out. The retirement cash out shall be paid at the rate of one (1) hour's pay for each two (2) hours of accrued sick leave to the maximum of 1440 hours of sick leave. The rate of pay shall be at the rate the employee was earning at the time of retirement.

7.4.3 If an employee resigns from the ECFSS and provides at least sixty (60) calendar days' notice to the ECFSS, and if the employee is in "good standing" at the time of the resignation, the employee may select to cash-out all accrued sick leave at the rate of one (1) hours pay, at their current rate of pay, for each two (2) hours of sick leave on the employee's account balance.

7.4.4 If an employee resigns from the ECFSS and does not provide at least sixty (60) calendar days' notice to the District, or if the employee is not in "good standing" at the time of their resignation, the employee shall be allowed to cash out their accrued sick leave at the rate of one (1) hours pay, at their current rate of pay, for each four (4) hours of sick leave on the employee's account balance.

7.4.5 The Fire Chief, or designee, shall determine the "standing" of an employee at the time of their resignation, as described in sections 7.4.3 and 7.4.4 above.

7.4.6 Upon termination, an employee shall not be eligible for any sick leave cash-out.

7.5 ECFSS shall provide the employee with a tool allowance in the amount of

\$750 per eligible employee the following calendar year.

- 7.5.1 Employees who wish to utilize the tool allowance must submit actual receipts to the District designee for reimbursement. The allowance is limited to the purchase of tools. Receipts submitted for items other than tools will be rejected. Only tools purchased within the calendar year of sick leave incentive will be considered for reimbursement. Mechanics may receive pre authorization from the shop operations manager for tool purchase reimbursement over multiple years at the sole discretion of the employer

Article VIII Bereavement Leave

- 8.1 Upon notification, and with ECFSS approval, Employee shall be granted bereavement leave with pay in the event of death in the immediate family of the employee. The maximum leave allowed shall be 24 hours. Should additional time be requested and approved by the ECFSS, Employee may draw against accumulated sick leave. The term "immediate family" shall include: Spouse and children of Employee or spouse, mother, father, stepmother, stepfather, brother or sister of the Employee or spouse grandparents and grandchildren including step brothers and sisters of employee or spouse any relative living in the immediate household of Employee.

Article IX Insurance Benefits

- 9.1 The District agrees to provide a Major Medical Plan to include Vision and Dental care throughout the life of this contract. The District will pay 100% of the employee's and dependent coverage in the plan. The Union and District shall have the right to reopen this section, 7.1, and its subsections, during the 2020 - 2022 contract years, provided that sufficient advanced notice is given to the District so as to allow opting out of the current plan for the succeeding contract year or years should the parties agree to that in bargaining.
- 9.2 The cost savings between the District's previous plan and the current plan is so substantial, the District agrees to return cost savings to the members in the following manner.
- 9.2.1 Each single member of this bargaining unit shall have a monthly contribution to their VEBA account of \$250.00 (up to a maximum of \$3000.00 per calendar year).
- 9.2.2 Each member of this bargaining unit with dependent(s) shall have monthly contribution to their VEBA account of \$500.00 (up to a maximum of \$6000.00 per calendar year).
- 9.3 If there are any significant political or monetary changes that affect this plan, both

parties agree to negotiate this issue.

Article X Retirement

10.1 Each eligible employee shall be enrolled in the Public Employees Retirement System (PERS).

Article XI Separation

11.1 When an employee resigns or is dismissed, this constitutes separation from service. To resign in good standing, the employee must give at least sixty (60) days written notice, unless the ECFSS waives the requirement of written notice. Such written notice of resignation shall be promptly forwarded to each member of the ECFSS Board.

Article XII Suspension or Dismissal

12.1 The ECFSS may summarily suspend or dismiss an Employee on written notice delivered to the Employee for any reasons of substantial impairment of job performance or of circumstances adverse to public and/or departmental trust, including but not limited to the following:

- Neglect of duty
- Incompetence
- Conviction of a crime involving moral turpitude
- Physical or mental incapacity
- Insubordination
- Malfeasance
- Gross Misconduct
- Willful violation of policy, procedures or regulations
- Conflict of interest
- Not meeting job performance standards

12.2 Depending upon severity, the ECFSS may also choose to suspend an employee without pay for any cause set forth herein. The ECFSS shall notify the Employee in person and in writing of such suspension. Such notice shall include a written statement of specified charges and the length of the suspension.

Article XIII Reduction in Force

13.1 If the ECFSS determines that it is unable to continue an Employee's position due to the lack of financial resources or the position is eliminated or consolidated, the ECFSS agrees to give the Employee at least sixty (60) days written notice of termination. The decision of the ECFSS is final and not subject to grievance.

Article XIV Grievance Procedure

- 14.1 The purpose of this procedure is to provide a method of resolving any grievances. All days referenced in this article shall mean "calendar days."
- 14.2 A grievance is defined as a dispute involving the interpretation or application of the specific terms of this agreement. Prior to submitting a grievance in writing to the Fire Chief, the employee shall first meet with their immediate supervisor in an attempt to resolve the potential grievance. This meeting must be within the timelines referred to in Article 14.3 below.
- 14.3 The Employee, within fourteen (14) calendar days from the date such grievance occurred, or reasonably should have been discovered, may bring said grievance to the attention of the Fire Chief.
- 14.4 The Fire Chief shall seek to resolve the alleged grievance within seven (7) calendar days. Should the Fire Chief fail to resolve the alleged grievance within seven (7) calendar days, then the matter shall be referred to District #7 as the legal employer.
- 14.5 Employee shall be entitled to a hearing with the District #7 Commissioners at the next regular meeting of the Board, following reasonable notice to Employee of such meeting. If the grievance is not settled to the Employee's satisfaction by the Board, within five (5) calendar days following the Board meeting, the Employee may, within ten (10) calendar days following the Board's decision, submit in writing to the Board a request for arbitration.
- 14.6 The Employee shall be entitled to choose one arbitrator of his or her choice and the District #7 Board shall be entitled to choose one arbitrator of its choice. The two arbitrators selected by the parties shall themselves select the third arbitrator. Selection of the arbitrators shall be completed within sixty (60) calendar days of the filing of the request for arbitration by the Employee.
- 14.7 The arbitrators shall convene, review the record, and if in their opinion they wish to do so, conduct a hearing in which evidence may be presented and issue their written decision within thirty (30) calendar days following the selection of the arbitration panel. The arbitration panel's decision shall be final and binding on both the District and the Employee. The arbitrators shall not have the authority to exceed the provisions of this contract.
- 14.8 The arbitrators cannot make a decision ordering either party to take action that is contrary to law.
- 14.9 The Employee and District No. 7 (ECFSS) shall each pay any compensation and expenses relating to its own witnesses or representatives.
- 14.10 The arbitrators shall specify in the award which of the parties shall pay for costs of arbitration, including the compensation of the arbitrators and their expenses, on the basis that the party more substantially ruled against by the arbitrators should be the party to pay for the arbitration.

- 14.11 Failure by the Employee to comply with the decision of the arbitration panel shall be grounds for immediate dismissal from employment.
- 14.12 The total cost of a stenographic record, or recording, if requested, will be paid by the party requesting it. If the other party also requests a copy, both parties will pay one-half (1/2) of the stenographic costs or recording costs.
- 14.13 The validity, interpretation and execution of this contract and the performance of and rights accruing under this contract are all to be governed by the laws of the State of Washington. Should any party file an action concerning any of the terms of this contract, venue shall be in the Snohomish County Superior Court, State of Washington.

Article XV Savings Clause

- 15.1 If any provision of this agreement should be held invalid by operation of law or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by such tribunal, the remainder of this agreement shall not be affected thereby, and the parties shall immediately commence negotiations for the purpose of arriving at a mutually satisfactory replacement of such provision.

Article XVI Certifications and Compensation Plan

- 16.1 The certifications covered by this plan are limited to Automotive Service Excellence (ASE) and/or Emergency Vehicle Certification Commission (EVT).
- 16.2 It is agreed that the following certifications will be considered the minimum level of certification for the Mechanic 1, Mechanic 2, and Apprentice Mechanics.
- 16.3 Minimum Certification Level:

ASE Tests

A-4	Automobile Steering and Suspension
A-5	Brakes
A-6 or T-6	Electrical/Electronic Systems
T-4	Truck Brakes
T-5	Truck Steering and Suspension
E-0 or F-1	Inspections, Maintenance and Testing

- 16.4 Employees who do not meet the minimum level of certification at time of initial employment or at the commencement of this agreement will be given twenty four (24) months to achieve the minimum level of certification. If after 24 months the employee is still not certified to the minimum level as outlined in this agreement, the employee will be held at the current salary step for a period of One (1) year. If after the one year salary freeze the employee has still failed to become certified to

the minimum level, the employee is subject to discipline up to and including termination.

- 16.5 Employees who achieve the minimum certification level but fail to maintain the minimum certification level will be given a chance to recertify for a period of one (1) year. If after the first full year or two (2) attempts at recertifying the employee has not successfully passed the recertification test(s), the employee will be reduced one step in pay for a period of one (1) year. If after the year of reduced pay or an additional two (2) recertification attempts the employee is not successful in recertifying, the employee is subject to discipline up to and including termination.
- 16.6 Once the employee has achieved the minimum level of certification, the employer will compensate the employee for each ASE and/or EVT test successfully passed as follows;
- 16.7 Individual Certifications (ASE, EVT) = \$ 6.00 per test per month
 EVT Master Level Certifications listed below = \$ 50.00 per master per month
 Fire Apparatus Technician
 Ambulance Technician
- 16.8 The ECFSS will continue to reimburse the employee for the costs associated with the tests provided the employee provides a receipt and proof of successful completion.
- 16.9 The employee is responsible for providing in writing to the ECFSS all certification status information including initial certification dates and types as well as recertification information and any lapse in certifications. Certification compensation adjustments will be made semi-annually February 1st, and August 1st of each year. For 2020 only, certification adjustments shall begin August 1st. Failure to report certification changes will result in disciplinary action and/or loss of benefit.
- 16.10 All certifications shall be approved by the Chief of the ECFSS prior to being compensated per this agreement.
- 16.11 The District shall reimburse each employee up to \$360.00 every two calendar years for work boots beginning January 1, 2020.

Article XVII Duration

- 17.1 Employment terms outlined in this agreement shall be in effect from January 1, 2020 to December 31, 2022. Provided, however, that either party may reopen this Agreement for the purpose of negotiating Article III in the second year of the Agreement by serving written notice of a desire to reopen no later than October 3 of the preceding year. If prior to December 31, 2022 the parties have not entered into a new contract, but are in the process of negotiations, then this agreement shall continue on the same terms and conditions until a new agreement has been negotiated.

17.2 This Agreement shall terminate as to any Employee who is separated from employment due to discharge, resignation or retirement.

Article XVIII Entire Agreement

18.1 The provisions of this Agreement and the personnel policies of the District represent the entire agreement among the parties hereto. No past practice or other unwritten policies or practices shall be deemed to govern the relationship between the parties. In the event of a conflict between the personnel policies of the District and this Agreement, this Agreement shall control.

Article XIX Effect: Amendments

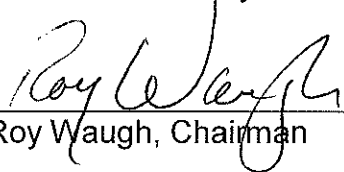
19.1 This agreement shall be deemed to be a separate agreement between the District and each employee who signs this Agreement. This Agreement may be modified by mutual agreement of the District and all Employees.

19.2 Any person offered employment for the ECFSS shop shall be entitled to become a signatory to this Agreement. A newly hired shop employee who wishes to become a signatory to this Agreement shall execute the Agreement and return a copy to the District on or before the first day of employment. The Agreement will become binding upon such employee upon execution.

The undersigned do hereby approve and agree to the terms of this agreement.

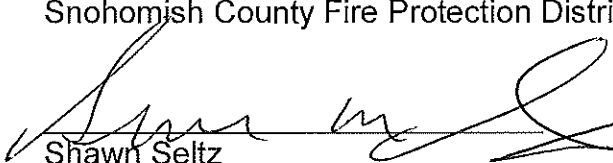
Dated this 28th day of May, 2020.

Board of Fire Commissioners
Snohomish County Fire Protection District #7




Roy Waugh, Chairman

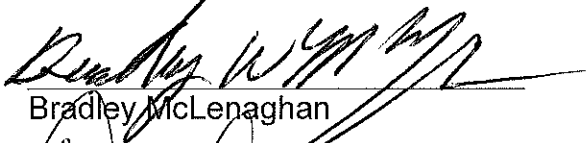
Shop Personnel
Snohomish County Fire Protection District #7



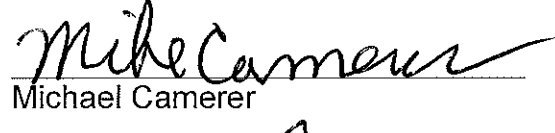
Shawn Seltz




John Thomas



Bradley McLenaghan



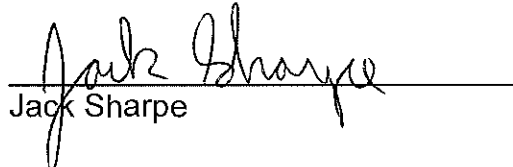
Michael Camerer



David Jonker



Loren Kohler



Jack Sharpe

APPENDIX "A"

A.1 The annual rates of pay for employees covered by this Agreement shall be as follows for 2020 (5.0% fixed wage increase and the 1.7%-CPI-W, Seattle-Tacoma-Bellevue COLA):

<u>Classification</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
<u>Lead Fire Service Mechanic (114%)</u>	\$77,602	\$82,776	\$87,949	\$93,123	\$98,296	\$103,470
<u>Fire Service Mechanic (100%)</u>	\$68,072	\$72,610	\$77,149	\$81,687	\$86,225	\$90,763
<u>Fire Service Apprentice</u>	\$35,113	\$40,966	\$46,818	\$52,670	\$58,522	

A.2 The annual rates of pay for employees covered by this Agreement shall be as follows for 2021 (3.0% fixed wage increase and the CPI-W, Seattle-Tacoma-Bellevue COLA consistent with Article 3.1.1).

A.3 The annual rates of pay for employees covered by this Agreement shall be as follows for 2022 (2.0% fixed wage increase and the CPI-W, Seattle-Tacoma-Bellevue COLA consistent with Article 3.1.1).

All Salary calculations shall be done by rounding of numbers to the nearest whole dollar. (Example \$40,332.55 = \$40,333 and \$40,332.45 = \$40,332)

East County Fire Support Services 2021 Budget

1 lead (60/40), 6 mechanics & 1 FT apprentice

EXPENSE BUDGET						
NUMBER	ACCOUNT NAME	FTE	2021	FTE	2020	VARIABLE
500.011.522.60.10.01	REGULAR WAGES	8	\$ 746,803.28		\$ 700,000.00	107%
500.011.522.60.10.02	OVERTIME		\$ 4,000.00		\$ 4,000.00	100%
500.011.522.60.10.03	LEAVE SELL BACK				\$ 2,150.00	0%
500.011.522.60.10.04	COMP SOLD		\$ -		\$ -	#DIV/0!
500.011.522.60.20.05	MED/DENTAL		\$ 202,133.00		\$ 181,000.00	112%
500.011.522.60.20.06	RETIREMENT		\$ 96,038.90		\$ 90,400.00	106%
500.011.522.60.20.07	DISABILITY		\$ 8,161.00		\$ 7,700.00	106%
500.011.522.60.20.08	MEDICARE		\$ 10,829.00		\$ 10,200.00	106%
500.011.522.60.20.09	L&I		\$ 24,371.00		\$ 21,700.00	112%
500.011.522.60.20.10	VEBA				\$ 1,500.00	0%
500.011.522.60.20.13	DEFERRED COMP		\$ 14,420.42		\$ 13,700.00	105%
500.011.522.60.20.14	AD&D				\$ 2,700.00	0%
500.011.522.60.31.01	UNIFORMS & PROTECTIVE EQUIPMENT		\$ 2,100.00		\$ 2,100.00	100%
500.011.522.60.31.02	VEHICLE MAINTENANCE		\$ 5,000.00		\$ 7,400.00	68%
500.011.522.60.31.03	OFFICE SUPPLIES		\$ 1,000.00		\$ 1,000.00	100%
500.011.522.60.31.04	HYDRATION SUPPLIES		\$ 500.00		\$ 500.00	100%
500.011.522.60.31.05	SHOP SUPPLIES		\$ 10,000.00		\$ 8,000.00	125%
500.011.522.60.32.00	FUEL		\$ 4,800.00		\$ 4,800.00	100%
500.011.522.60.34.01	PARTS		\$ 500,000.00		\$ 440,000.00	114%
500.011.522.60.35.00	SMALL TOOLS & EQUIPMENT		\$ 8,000.00		\$ 5,625.00	142%
500.011.522.60.35.01	TOOL ALLOWANCE		\$ 4,000.00		\$ 4,550.00	88%
500.011.522.60.41.02	SOFTWARE UPDATES					#DIV/0!
500.011.522.60.41.03	HAZMAT DISPOSAL		\$ 2,000.00		\$ 2,000.00	100%
500.011.522.60.41.04	LAUNDRY		\$ 5,200.00		\$ 4,950.00	105%
500.011.522.60.41.05	VEHICLE DAMAGE		\$ 1,000.00		\$ 1,000.00	100%
500.011.522.60.41.06	DRUG & ALCOHOL TESTING		\$ 500.00		\$ 500.00	100%
500.011.522.60.41.07	COMPUTER SERVICES		\$ 1,000.00		\$ 1,000.00	100%
500.011.522.60.41.08	SOFTWARE MAINTENANCE FEES				\$ 9,000.00	0%
500.011.522.60.41.09	LEGAL EXPENSE				\$ -	#DIV/0!
500.011.522.60.41.10	PROFESSIONAL SERVICES MISC.		\$ 800.00		\$ 800.00	100%
500.011.522.60.41.11	OCCUPATIONAL HEALTH		\$ 1,000.00		\$ 1,000.00	100%
500.011.522.60.42.00	COMMUNICATIONS		\$ 5,000.00		\$ 5,000.00	100%
500.011.522.60.43.00	TRAVEL		\$ 2,365.00		\$ 2,365.00	100%
500.011.522.60.44.00	ADVERTISING		\$ 500.00		\$ 500.00	100%
500.011.522.60.45.00	RENTAL-COPEIER EXPENSE		\$ 500.00		\$ 500.00	100%
500.011.522.41.46.01	INSURANCE				\$ -	#DIV/0!

500.011.522.60.48.00					
500.011.522.60.48.01	REPAIR & MAINTENANCE - TOOLS & EQUIP	\$ 2,000.00	\$ 2,000.00	100%	#DIV/0!
500.011.522.60.49.01	DUES	\$ 150.00	\$ 150.00	100%	
500.011.522.60.49.04	OTHER MISC.	\$ 300.00	\$ 600.00	50%	
500.011.522.45.49.01	TRAINING	\$ 3,000.00	\$ 3,000.00	100%	
500.011.522.50.45.02	SHOP RENT		\$ -		#DIV/0!
500.011.522.50.47.01	UTILITIES		\$ -		#DIV/0!
500.011.586.49.00.01	EXCISE TAX				#DIV/0!
500.011.597.00.00.00	INTERFUND TRANSFERS TO SHOP FUNDS	\$ 147,000.00	\$ 80,000.00	184%	
MECHANICAL SERVICES TOTAL		\$ 1,814,471.60	\$ 1,623,390.00	112%	
Non-Revolving Expenses (Expenses Covered by Labor)		\$ 1,302,471.60	\$ 1,173,390.00		
Revolving Expenses (Expenses Billed Outside of Labor)		\$ 512,000.00	\$ 450,000.00		

REVENUE BUDGET

344.30.00-001	Labor	\$ 1,302,471.60
344.40.00-001	Parts	\$ 512,000.00

Available Hours	11,687
Target Production	90.00%
Billable Hours	10,518

Leanord	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 6,354.00	\$ 76,248.00
Shawn	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 5,948.00	\$ 71,376.00
Loren	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 5,121.00	\$ 61,452.00
Kyle	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 3,235.00	\$ 38,820.00
Rhonda	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Total per Month	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 51,562.17	\$ 618,746.04

Administrative Services 2012 Wages

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Jen	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 57,852.00
Mindy	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 39,698.76
Total per Month	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 97,550.76

Mechanical Services 2011 Wages

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Bill	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 79,656.00
Brad	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Mike	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
John	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Dave	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Leanord	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 74,448.00
Shawn	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Loren	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 4,721.00	\$ 56,652.00
Kyle	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 3,085.00	\$ 3,085.00	\$ 3,085.00	\$ 31,512.00
Rhonda	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 29,676.00
Total per Month	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 51,499.00	\$ 52,111.00	\$ 52,111.00	\$ 52,111.00	\$ 619,824.00

Kyle took step in October rather than in August

New Anniversary Date as per Jamie...due to the fact that Loren got a promotion in Jan. 2010

Administrative Services 2011 Wages

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Administrator													\$ -
Jen	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 4,821.00	\$ 57,852.00
Mindy	\$ 3,143.22	\$ 3,143.22	\$ 3,143.22	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 3,308.23	\$ 39,203.73
Total per Month	\$ 7,964.22	\$ 7,964.22	\$ 7,964.22	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 8,129.23	\$ 97,055.73

Mechanical Services 2010 Wages

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Bill	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 6,638.00	\$ 79,656.00
Brad	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Mike	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
John	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Dave	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Leanord	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 6,204.00	\$ 74,448.00
Shawn	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 5,798.00	\$ 69,576.00
Loren	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 4,485.00	\$ 53,820.00
Kyle	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,744.00	\$ 2,744.00	\$ 2,744.00	\$ 2,744.00	\$ 2,744.00	\$ 31,031.00
Mechanic Helper	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 2,473.00	\$ 29,676.00
Total per Month	\$ 51,263.00	\$ 51,263.00	\$ 51,263.00	\$ 51,263.00	\$ 51,263.00	\$ 51,263.00	\$ 51,263.00	\$ 51,534.00	\$ 51,534.00	\$ 51,534.00	\$ 51,534.00	\$ 51,534.00	\$ 616,511.00

Did not take a step in July as per Jamie... due to the promotion Loren received in Jan. 2010

2021 Billable Hours

TOTAL HOURS AVAILABLE

7.8 B.H.P.D .

AVAIL Available
 AL Annual Leave
 HOL Holiday
 OTHER Other
 STTT Shop Truck Travel Time
 REM Remaining Hours

	AVAIL	AL	SL	HOL.	OTHER/ADMIN	STTT	REM	BILLABLE SHUTTLE	BILLABLE REGULAR
Mech 1	2,080	200	54	99	24	0	1,703	83	1,620
Mech 2	2,080	200	54	99	24	0	1,703	83	1,620
Mech 3	2,080	200	54	99	1045	0	682	33	649
Mech 4	2,080	200	54	99	24	0	1,703	83	1,620
Mech 5	2,080	200	54	99	139.2	325	1,263	61	1,202
Mech 6	2,080	200	54	99	24	0	1,703	83	1,620
Mech 7	2,080	200	54	99	24	0	1,703	83	1,620
Apprentice	2,080	80	54	99	24	0	1,823	88	1,735
TOTAL	16,640	1,480	432	792	1,328		12,283	596	11,687
									10,363

This year we are on schedule to bill out 9313.33

THE TARGET PRODUCTION FIGURE PER DAY IS 7.8 HRS PER PERSON PER DAY.

7.2 = 90% OF 8.0 HRS. THIS REFLECTS A TOTAL LOSS PER DAY OF 10%

<i>Available Mechanic Hrs</i>	10,363	<i>90.00%</i>	9,327.14	<i>Available hours</i>
<i>Available Shuttle Hrs</i>	596	<i>90.00%</i>	536.14	<i>Available hours</i>

TOTAL SHOP BUDGET (minus revolving line items) **\$ 1,302,471.60**

Other Revenues

Shuttle Hours Revenue **\$ 28,742.69**

Parts **\$ 20,000.00**

Buy Down from Capital Improvement Fund

Member

Assoc.

Shuttle M

Shuttle A

	2021	Variation
Member	\$ 139.64	103.0%
Assoc.	\$ 146.63	103.0%
Shuttle M	\$ 58.55	103.0%
Shuttle A	\$ 62.10	103.0%

Total Expenses

\$ 1,253,728.91

Expenses Divided by Available Hours-

\$ 139.64

Member versus Associate Rate Differential

3% 5%

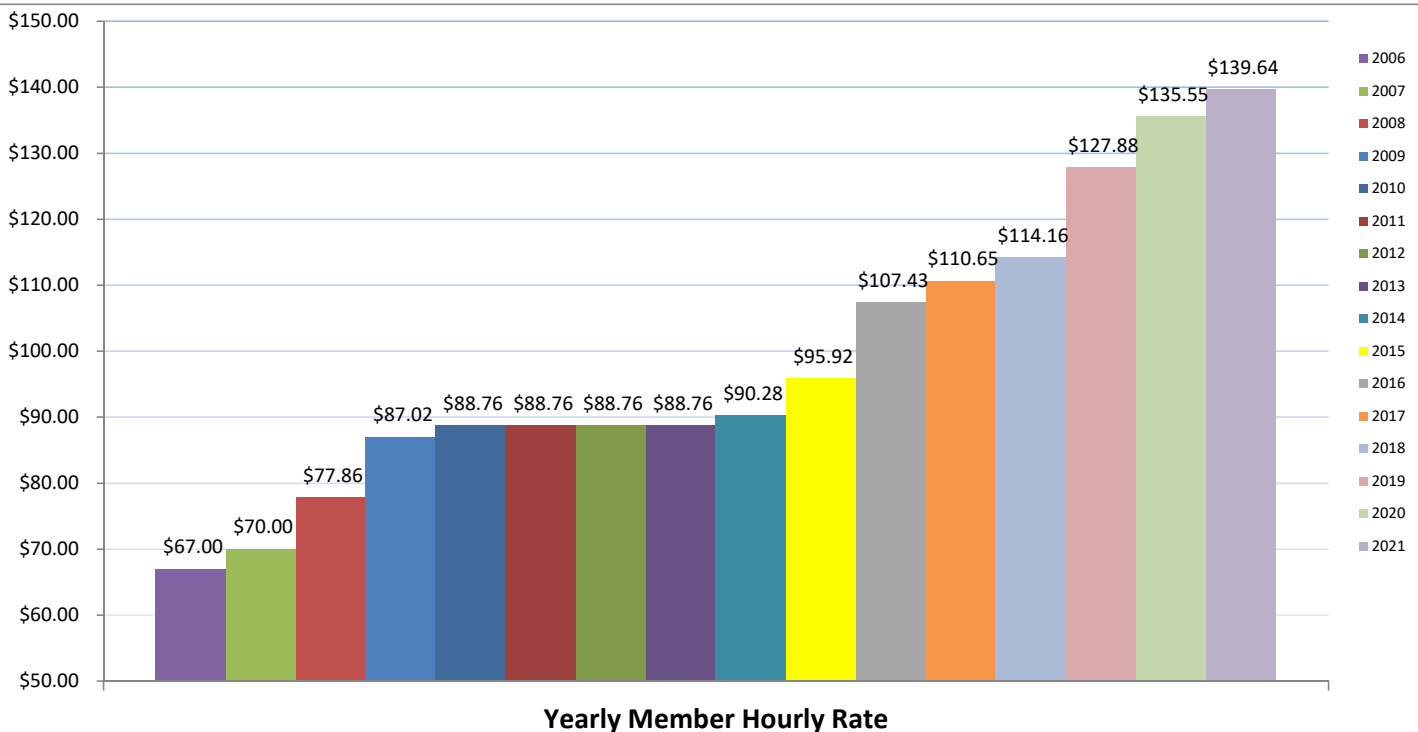
	2006	2007	Variation	2008	Variation	2009	Variation
Member	\$ 67.00	\$ 70.00	104.5%	\$ 77.86	111.23%	\$ 87.02	111.76%
Assoc.	\$ 69.00	\$ 73.50	106.5%	\$ 81.75	111.23%	\$ 91.37	111.76%

	2010	Variation	2011	Variation	2012	Variation	2013	Variation	2014	Variation
Member	\$ 88.76	102.00%	\$ 88.76	100.00%	\$ 88.76	100.00%	\$ 88.76	100%	\$ 90.28	102%
Assoc.	\$ 93.20	102.00%	\$ 93.20	100.00%	\$ 93.20	100.00%	\$ 93.20	100%	\$ 94.79	102%
Shuttle M	\$ 37.44		\$ 37.44	100.00%	\$ 37.44	100.00%	\$ 37.44	100%	\$ 38.08	102%
Shuttle A	\$ 39.71		\$ 39.71	100.00%	\$ 39.71	100.00%	\$ 39.71	100%	\$ 40.39	102%

	2015	Variation	2016	Variation	2017	Variation	2018	Variation	2019	Variation
Member	\$ 95.92	106.25%	\$ 107.43	112%	\$ 110.65	103%	\$ 114.16	103%	\$ 127.88	112%
Assoc.	\$ 100.72	106.25%	\$ 112.81	112%	\$ 116.19	103%	\$ 119.86	103%	\$ 134.28	112%
Shuttle M	\$ 40.28		\$ 45.11	112%	\$ 46.46	103%	\$ 47.85	103%	\$ 53.61	112%
Shuttle A	\$ 42.72		\$ 47.85	112%	\$ 49.29	103%	\$ 50.77	103%	\$ 56.87	112%

	2020	Variation	2021	Variation
Member	\$ 135.55	106%	\$ 139.64	103%
Assoc.	\$ 142.34	106%	\$ 146.63	103%
Shuttle M	\$ 56.83	106%	\$ 58.55	103%
Shuttle A	\$ 60.28	106%	\$ 62.10	103%

ASSOC. OT	\$ 219.94
ASSOC. RATE	\$ 146.63
MEMBER	\$ 139.64
MEMBER OT	\$ 209.46
SHOP TRUCK	\$ -
SHUTTLEAOT	\$ 93.15
SHUTTLEASS	\$ 62.10
SHUTTLEMOT	\$ 58.55
SHUTTLEMOT	\$ 87.82



2020 HEALTHCARE (Medical/Dental/Vision)

EE only	\$654.64	53.54
EE + Sp	\$1,395.14	92.83
EE + SP + 1 Dep	\$1,802.97	170.86
EE + Full Family (SP & 2+Deps)	\$2,017.57	170.86
EE + 1 Dep	\$1,062.48	92.83
EE + 2 or more Deps	\$1,277.09	170.86

Key: EE - Employee; SP - Spouse; Dep - Dependent

Waive All Coverage (Medical)			
Eligibility Level	Actual Election	Savings Amount to EE	VEBA Contribution
EE only	Nothing-waives all coverage	\$654.64	\$0.00
EE + Sp	Nothing-waives all coverage	\$1,000.00	\$0.00
EE + SP + 1 Dep	Nothing-waives all coverage	\$1,000.00	\$0.00
EE + Full Family (SP & 2+Deps)	Nothing-waives all coverage	\$1,000.00	\$0.00
EE + 1 Dep	Nothing-waives all coverage	\$1,000.00	\$0.00
EE + 2 or more Deps	Nothing-waives all coverage	\$1,000.00	\$0.00

EE Only Election (Medical)			
Eligibility Level	Actual Election	Savings Amount to EE	VEBA Contribution
EE only	EE only	\$0.00	\$250.00
EE + Sp	EE only	\$740.50	\$250.00
EE + SP + 1 Dep	EE only	\$1,000.00	\$250.00
EE + Full Family (SP & 2+Deps)	EE only	\$1,000.00	\$250.00
EE + 1 Dep	EE only	\$407.84	\$250.00
EE + 2 or more Deps	EE only	\$622.45	\$250.00

EE + SP Election (Medical)			
Eligibility Level	Actual Election	Savings Amount to EE	VEBA Contribution
EE + Sp	EE + SP	\$0.00	\$500.00
EE + SP + 1 Dep	EE + SP	\$407.83	\$500.00
EE + Full Family (SP & 2+Deps)	EE + SP	\$622.43	\$500.00
EE only	n/a	-	-
EE + 1 Dep	n/a	-	-
EE + 2 or more Deps	n/a	-	-

EE + SP + 1 Dep Election (Medical)			
Eligibility Level	Actual Election	Savings Amount to EE	VEBA Contribution
EE + SP + 1 Dep	EE + SP + 1 Dep	\$0.00	\$500.00
EE + Full Family (SP & 2+Deps)	EE + SP + 1 Dep	\$214.60	\$500.00
EE only	n/a	-	-
EE + Sp	n/a	-	-
EE + 1 Dep	n/a	-	-
EE + 2 or more Deps	n/a	-	-

EE + 1 Dep Election (Medical)			
Eligibility Level	Actual Election	Savings Amount to EE	VEBA Contribution
EE + SP + 1 Dep	EE + 1 Dep	\$740.49	\$500.00
EE + Full Family (SP & 2+Deps)	EE + 1 Dep	\$955.09	\$500.00
EE + 1 Dep	EE + 1 Dep	\$0.00	\$500.00
EE + 2 or more Deps	EE + 1 Dep	\$214.61	\$500.00
EE only	n/a	-	-
EE + Sp	n/a	-	-

EE + 2 or more Deps Election (Medical)			
Eligibility Level	Actual Election	Savings Amount to EE	VEBA Contribution
EE + Full Family (SP & 2+Deps)	EE + 2 or more Deps	\$740.48	\$500.00
EE + 2 or more Deps	EE + 2 or more Deps	\$0.00	\$500.00
EE only	n/a	-	-
EE + Sp	n/a	-	-
EE + SP + 1 Dep	n/a	-	-
EE + 1 Dep	n/a	-	-

	2011	2012	2013	2014	2015	2016	2017	10/17/2018 2018
Administrative	181.31	159.68	160.13	56.73	55.22	36.41	29.33	25.83
Bereavement Leave	33.02	24.00	24.00	0.00	0.00	0.00	8	14.43
Comp Time	15.46	18.55	12.49	41.32	48.02	23.10	2.5	2.03
Disability Leave	0.00	0.00	600.00	583.00	1529.00	0.00	0	0
Acting Pay (SOM)	0.00	0.00	23.89	82.30	189.50	1004.00	1286.74	1022.83
Floating Holiday	61.28	58.00	57.00	61.82	56.02	34.50	0	0
Holiday	577.00	535.50	561.00	568.00	560.12	432.06	353.03	269.02
Jury Duty	20.00	9.02	10.00	0.00	0.00	0.00	9	0
L&I Leave	44.00	0.00	908.00	1603.25	0.00	0.00	0	0
Late Scheduled Vehicle	127.14	7.10	10.87	11.65	18.47	12.49	3.27	0.77
Department Meeting	104.94	38.04	18.36	7.69	23.63	21.57	15.38	9.84
Shop Clean	997.49	113.11	113.53	122.03	149.32	134.87	85.3	95.07
Sick Leave	414.61	1050.12	178.57	220.79	603.05	477.18	351.02	118.48
Shop Organization	751.69	0.03	5.70	3.10	9.58	21.47	13.22	0
Service	11820.94	10836.80	10544.42	10080.85	9618.98	9605.47	9328.39	5476.43
Training	52.53	0.52	77.33	121.73	130.36	44.41	0.45	6.08
Travel Time	459.84	541.35	485.71	510.05	547.48	339.18	234.62	141.01
Unassigned Time	742.05	883.86	111.24	44.12	57.74	799.52	1075.12	553.98
Vacation	1199.13	1051.33	893.39	1100.47	1079.75	1275.12	1096.97	466.83

- 1) 2016 - Lost District 1 as customer; however, had a backlog of D7 repairs/maint.
- 2) 2017 - No more backlog of D7
- 3) 2018 - Lost Woodinville as customer, lost apprentice mechanic & 1 mechanic on L&I as of 3/7

Agency extreme PM Cutbacks D4, D22 & Arlington Fire

Agency minor PM Cutbacks D26

Annual Billed Hours								
	2017	2016	2015	2014	2013	2012	2011	AVG
AFD	309.20	693.35	407.70	667.56	547.34	457.41	464.22	539.60
COL						133.45		133.45
COM		49.69					8.88	29.29
ECFSS	39.93	45.45	75.26	145.12	32.34	55.51	68.68	70.39
EFD		160.04						160.04
Highland Water						2.79		2.79
Index School	83.73	148.48	118.31	103.41	121.47	119.69	122.09	122.24
KCFD36	612.17	1,327.83	843.91	925.57	994.24	1,019.50	1,112.17	1,037.20
KCFD45	159.70	412.46	302.91	248.97	306.20	295.42	265.86	305.30
MPD		9.18	5.46	90.44	298.05	303.95	531.51	206.43
NCRFA					252.18	123.33		187.76
RSFA	33.43							-
SCFPD01			2,437.69	3,030.59	3,565.61	3,960.08	4,501.66	3,499.13
SCFPD03		1,457.27	1,436.28	1,031.39	1,172.68	1,234.68	1,331.13	1,277.24
SCFPD04	288.35	622.99	571.88	555.39	473.25	436.55	465.85	520.99
SCFPD05	248.06	374.12	171.40	219.79	153.28	194.19	268.81	230.27
SCFPD07	1,469.58	2,660.69	1,593.57	1,689.79	1,654.46	1,523.61	1,449.99	1,762.02
SCFPD08	249.34	202.06	142.15	9.52				117.91
SCFPD16	29.30	111.96	125.82	119.98	120.18	86.28	152.23	119.41
SCFPD17	21.91	10.80	6.89	124.34	87.36	40.55	191.78	76.95
SCFPD19	6.51		30.42				97.62	64.02
SCFPD21	97.63	276.04	292.07	183.36	57.24	-	61.99	145.12
SCFPD22	115.16	463.34	451.09	315.04	315.39	334.18	301.35	363.40
SCFPD24	9.98						1.58	1.58
SCFPD25				31.61				31.61
SCFPD26	288.59	509.56	465.40	567.93	360.61	430.25	378.08	451.97
SCFPD28	54.20	51.50	32.01	12.01	42.71	2.52	37.35	29.68
SNO-ISLE		17.13	1.25		3.21			7.20
SNOPAC			102.63					102.63
	4,116.77	9,603.94	9,614.10	10,071.81	10,557.80	10,753.94	11,812.83	

2018
539.60
133.45
70.39
160.04
2.79
305.30
206.43
187.76
-
1,277.24
520.99
230.27
1,762.02
117.91
119.41
76.95
64.02
145.12
363.40
1.58
31.61
451.97
29.68
7.20
102.63
6,907.75

2018 projected billable hours (excluding Woodinville, Index and the City of Monroe) based on the average customer usage over the past six years.

Budgeted Billable Hours							
	2017	2016	2015	2014	2013	2012	2011
Regular Hours	10,115	10,685	13,307	13,155	13,193	13,193	14,072
Shuttle Hours	516	238	302	299	300	300	-
TOTAL	10,631	10,923	13,609	13,454	13,493	13,493	14,072

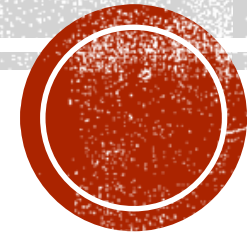
8,077.94 2018 projected billable hours (excluding Woodinville, Index and the City of Monroe) based on previous years (2016) billed hours.

Budgeted Billable Hours with 2.5% daily loss							
	2017	2016	2015	2014	2013	2012	2011
Regular Hours	9,862	10,418	12,974	12,826	12,863	12,863	12,720.20
Shuttle Hours	503	232	295	291	292	292	-
TOTAL	10,365	10,650	13,269	13,117	13,155	13,155	12,720.20

Budgeted Hrs Versus Billed Hrs (hrs unbilled each year)							
	2017	2016	2015	2014	2013	2012	2011
Hrs Not Billed	6,248.00	1,045.90	3,655.21	3,045	2,597	2,401	907

OLD BUSINESS - ACTION

CFAI AGENCY ACCREDITATION



The Process, Cost, and Benefits



CPSE HISTORY

- In 1986, the International Association of Fire Chiefs (IAFC) and the International City/County Management Association (ICMA) came together to develop a framework for continuous improvement of the fire and emergency service.
- By 1996, this led to the formation of the Commission on Fire Accreditation International (CFAI) to award accreditation to fire and emergency service agencies.
- In 2000, the Commission on Chief Fire Officer Designation was established to credential fire and emergency service officers.
- In 2006, the corporation's name was changed to the Center for Public Safety Excellence, with CFAI and the, now-titled, Commission on Professional Credentialing became entities under CPSE.
- From its inception, CPSE has valued having a diversity of involvement from organizations, including IAFC, ICMA, the International Association of Fire Fighters, the National Fire Protection Association, the Insurance Services Office, and the Department of Defense on our board and commissions.



THE MISSION AND VALUES OF CPSE

- Mission: “To lead the fire and emergency service to excellence through the continuous quality improvement process of accreditation, credentialing, and education.”
- Values
 - **Progressive Leadership**
 - We will use contemporary, thoughtful, and effective quality products and services that are beneficial to our communities.
 - **Outcomes**
 - We will create mission-focused direction, define roles and accountability, and build strong relationships with our customers and partners to positively impact our stakeholders and the communities they serve.
 - **Continuous Improvement**
 - We will continually monitor our operations and industry trends to ensure programs remain contemporary and to identify opportunities for improvement in the customer service experience.



CPSE PROGRAMS

- CPSE pursues professional excellence in fire and emergency service through multiple programs:
- **Agency Accreditation**, overseen by the **Commission on Fire Accreditation International**, is an all-hazard, quality improvement model based on risk analysis and self-assessment that promotes the establishment of community-adopted performance targets for fire and emergency service agencies.
- **Professional Credentialing**, overseen by the **Commission on Professional Credentialing**, is a career enhancement and development model that recognizes professional accomplishments and technical competence of fire and emergency service officers. CPC offers five designations: Chief Fire Officer, Chief EMS Officer, Chief Training Officer, Fire Marshal, and Fire Officer.
- **Technical Advisor Program** provides agencies with the tools to internalize continuous improvement and achieve excellence. TAP provides agencies expert guidance and coaching in preparing for **CFAI accreditation**.
- **Educational Offerings** CPSE offers a variety of **educational offerings** for departments and personnel to achieve peak performance. Offered in both on-site and web-based formats, these workshops are designed to provide the tools for continuous improvement as well as practical information on accreditation and credentialing.
 - The premier event is the **CPSE Excellence Conference** where the finest minds in the fire and emergency service come together for four days to advance agency accreditation, promote professional credentialing, and encourage leadership.

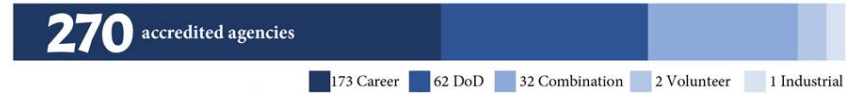


CPSE PARTNERS IN EXCELLENCE



ACCREDITATION BY THE NUMBERS

Accredited Agencies by the Numbers

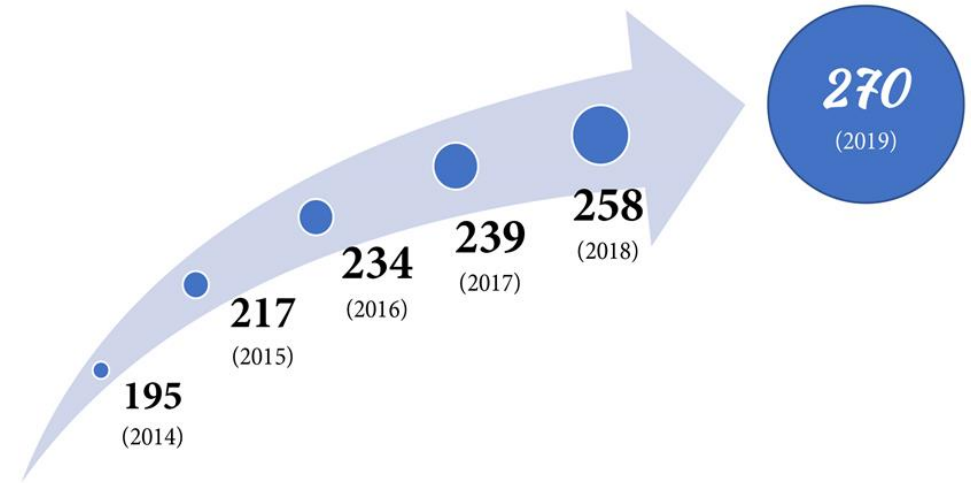
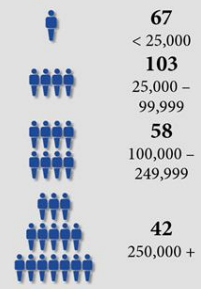


17%
of the Canadian population
protected by a
CFAI-accredited agency



11%
of the U.S. population

Population Protected



WHO ELSE HAS DONE IT?

▪ Accredited Agencies

- City of Snoqualmie Fire Department
Snoqualmie, WA
- Bellevue Fire Department
Bellevue, WA
- Fairchild AFB F&ES (DoD)
Fairchild AFB, WA
- Navy Region Northwest F&ES (DoD)
Silverdale, WA
- Puget Sound Regional Fire Authority
Kent, WA
- Spokane Valley Fire Department
Spokane, WA

▪ Applicant / Candidate Agencies

- Valley Regional Fire Authority Auburn, WA

▪ Registered Agencies

- Central Whidbey Island Fire & Rescue Coupeville, WA
- City of Anacortes Fire Department Anacortes, WA
- Everett Fire Department Everett, WA
- Joint Base Lewis-McChord F&ES (DoD) JBLM, WA
- Kennewick Fire Department Kennewick, WA
- Pullman Fire Department Pullman, WA
- Snohomish Regional Fire & Rescue Monroe, WA
- Renton Regional Fire Authority Renton, WA
- Yakima Training Center F&ES (DoD) Yakima, WA



WHAT IS ACCREDITATION?

- An all-hazard, quality improvement model based on risk analysis and self-assessment that promotes the establishment of community-adopted performance targets for fire and emergency service agencies.



Commission on
Fire Accreditation
International



ACCREDITATION IS A PROCESS OF AGENCY SELF-ASSESSMENT

- Working towards, achieving, and maintaining accreditation will:
 - Raise the profile of your agency with your community
 - Emphasize your agency's dedication to excellence to your stakeholders
 - Establish an agency-wide culture of continuous improvement
 - Assist with communicating your leadership's philosophies
 - Build positive relationships with your labor groups
 - Offer independent verification and validation of your agency's operations
 - Provide tangible data and information for your elected officials



WHAT'S IN IT FOR US?

- **Transparency**
 - Expenditures
 - Service Delivery
- **Validation**
 - Unbiased third-party appraisal
 - Consistent with best practices
- **Continuous improvement**
 - Model for improvement
 - Third-party recommendations



Commission on
Fire Accreditation
International



WHAT'S IN IT FOR OUR COMMUNITY?

- Accreditation is beginning to focus on community outcomes rather than just agency outputs!!
- Lower civilian injuries and deaths from fire
- Reduced fire property loss
- Improved WSRB protection class ratings
- Lower insurance premium paid by property owners

Comparison of Community Outcomes			
	Accredited Agencies	Non-Accredited Agencies	Percent Difference
Casualties/1000 Population			
Mean	0.07	0.14	48.22%
Standard Deviation	0.09	0.13	29.50%
Property Loss			
Mean	\$1,485,009.75	\$1,697,486.45	12.52%
Standard Deviation	\$1,367,442.69	\$1,466,101.84	6.73%
ISO Ratings			
Mean	2.37	2.89	18.18%
Standard Deviation	0.08	0.88	90.51%
Insurance Premiums			
Mean	\$1,412.07	\$1,642.28	14.02%
Standard Deviation	\$890.99	\$1,149.04	22.46%



WHAT'S INVOLVED?

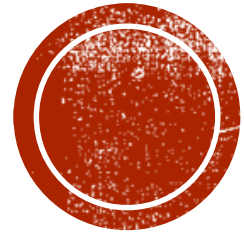
- **Strategic Plan**
 - Establishment of Mission, Vision, Core Values
 - Creation of strategic goals using key objectives and critical tasks
- **Community Risk Assessment / Standard of Cover (CRA/SOC)**
 - Establishment of community description and services/programs provided
 - Current assessment of risks that threaten the community
 - Description of current service and program performance
 - Creation of service and program performance improvement plan



WHAT'S INVOLVED?

- **Fire and Emergency Services Self-Assessment Model (FESSAM)**
- 10th Edition hosts 251 Performance Indicators, 94 Core Competencies, 46 Criteria, 11 Categories
 - Governance and Administration
 - Assessment and Planning (CRA/SOC)
 - Goals and Objectives (Strategic Plan)
 - Financial Resources
 - Community Risk Reduction Programs
 - Prevention, Public Education, Fire Investigation, Domestic Preparedness, Fire Suppression, EMS, Technical Rescue, Hazardous Materials, Aircraft Rescue and Firefighting, Marine and Shipboard Firefighting and Rescue, and Wildland Fire
 - Physical Resources
 - Human Resources
 - Training and Competency
 - Essential Resources
 - External Systems Relations
 - Health and Safety





FOUR STEPS TO ACCREDITATION



STEP 1. BECOMING A REGISTERED AGENCY

- Any fire or rescue agency may become a Registered Agency.
- This status allows a department to be involved with the Accreditation process at a low cost for three years.
- Registered Agencies gain access to the CFAI network, receive the CPSE monthly newsletter, and obtain a copy of the latest edition of the Fire & Emergency Service Self-Assessment manual, the resource on which self-assessment and accreditation is based, and a copy of the latest edition of the Community Risk Assessment: Standards of Cover.
- This is the time for an agency to send its fire chief and accreditation manager to the CFAI basic workshop training.



STEP 2. BECOMING AN APPLICANT AGENCY

- Agencies that are ready to make the commitment to accreditation use the Applicant Agency Status Form to notify the CFAI program manager and submit the appropriate fee.
- While holding this status (18 months for career agencies) an Applicant Agency is assigned a volunteer mentor via the CFAI SharePoint website to serve as a resource.
- A SharePoint site is created for the agency so the mentor can review document drafts and offer feedback and advice.
- Must complete and upload the Strategic Plan, Standards of Cover and the Fire & Emergency Services Self-Assessment Model.



STEP 3. BECOMING A CANDIDATE FOR ACCREDITATION

- Following the self-assessment process a Candidate Agency's completed documents are uploaded to the CPSE SharePoint site for peer review.
- When the Candidate Agency's documents are approved, an on-site peer assessment is conducted.
- The peer assessment team submits a final report on its recommendation for accreditation to the agency and the commission.



STEP 4. ACHIEVING ACCREDITATION

- The commission hears the candidacy report from the peer assessment team leader in the presence of the Candidate Agency's representatives during the commission's spring (Excellence Conference) or fall (Fire Rescue International) meeting.
- At this point, the commission grants, denies, or defers accreditation. Accreditation is valid for five years.



CONTINUOUS IMPROVEMENT

- **Maintaining Accreditation**
- At least 45 days prior to the anniversary date of accreditation, an Accredited Agency must submit to the commission an Annual Compliance Report (ACR) with the annual accreditation fee.
- **Renewing Accreditation**
- To renew accreditation, an agency follows the process outlined in Steps 3 and 4 in accordance with current CFAI Policy and Procedure.



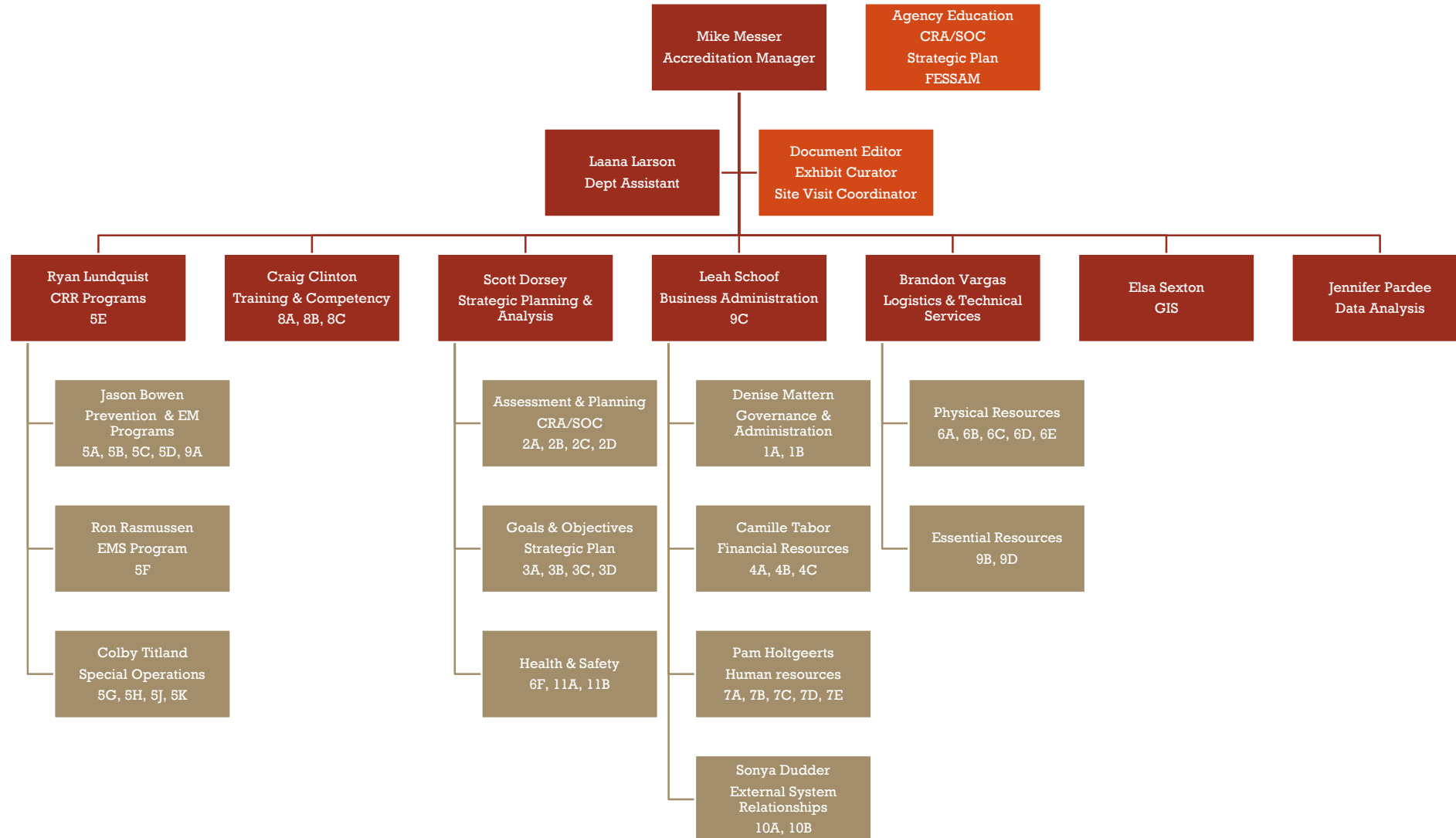
THE COST

- Agency Registration (maximum 3 years) \$580
 - Quality Improvement Through Accreditation Workshop \$475
 - Peer Assessor Webinar \$400
- Applicant Fee (maximum 18 months) \$8,750
 - Staff time estimated at 2,040 hours
- Consultant Fees for Standard of Cover and Strategic Plan facilitation and authoring \$60,000
- Annual Compliance Fee \$1,750



WHO'S THE ACCREDITATION TEAM?

Core Team



Category Managers



SNOHOMISH REGIONAL FIRE & RESCUE'S JOURNEY



SNOHOMISH REGIONAL FIRE AND RESCUE

RESOLUTION #2021- 1

A RESOLUTION TO SURPLUS FITNESS EQUIPMENT

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

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

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

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

ADOPTED AT A MEETING OF THE BOARD OF FIRE COMMISSIONERS, SNOHOMISH REGIONAL FIRE AND RESCUE THIS ____ DAY OF _____, 2021.

Rick Edwards, Commissioner

Troy Elmore, Commissioner

Randy Fay, Commissioner

Paul Gagnon, Commissioner

Jeff Schaub, Commissioner

William Snyder, Commissioner

Jim Steinruck, Commissioner

Roy Waugh, Commissioner

Randall Woolery, Commissioner

ATTEST:

District Secretary

EXHIBIT "A" EQUIPMENT

ITEM	INVENTORY TAG
Plate loaded lat pull down	5275
Weight lifting rack/bench	5274
Curling bench	05271/05461
A-frame plate racks	05278/05279
Dumbbell rack	None
Dumbbells 10# (2)	None
Dumbbells 25# (2)	None
Dumbbells 30# (2)	None
Dumbbells 35# (2)	None
Dumbbells 40# (2)	None
Dumbbells 45# (2)	None
Dumbbells 50# (2)	None
Dumbbells 55# (2)	None
Dumbbells 60# (2)	None
Weight plates 2.5# (3)	None
Weight plates 5# (8)	None
Weight plate 10# (10)	None
Weight plate 25# (8)	None
Weight plate 35# (8)	None
Weight plate 45# (8)	None



**Pacific Northwest
Environmental LLC**

Snohomish Fire District 7 8127 20th St E Pre-Demolition Abatement

Submitted To: Jamie Silva
Snohomish Fire District 7
163 Village Court
Monroe, WA 98272

Pacific Northwest Environmental LLC (hereinafter referred to as "PNE" or "Contractor") proposes to furnish all material, equipment, labor, waste hauling and disposal necessary to complete the following Scope of Services:

Base Bid:

1. PNE will provide trained union laborers to remove and dispose of >1% asbestos containing materials identified in the 12/4/2020 Asbestos Survey report prepared by Pacific Rim Environmental, Inc. Base Bid includes:
 - 1,500 SF asbestos containing ceiling texture
 - 250 SF asbestos containing floor tile
 - 600 SF asbestos containing wall paneling
 - 75 LF asbestos containing caulking
2. PNE will provide asbestos abatement notification and fees.
3. PNE will provide for all required air monitoring. PNE's Competent Person will collect post abatement clearance samples and transport to a qualified laboratory for analysis.
4. PNE will provide power and water as needed to complete abatement.

Total Base Bid Price

\$13,340.00 excluding WSST

Add Alternate #1:

1. PNE will provide trained union laborers to remove and dispose of 1,750 SF of <1% asbestos containing wall systems identified in the 12/4/2020 Asbestos Survey report prepared by Pacific Rim Environmental, Inc.

Total Add Alternate #1 Price

\$3,165.00 excluding WSST

Add Alternate #2:

1. PNE will provide trained union laborers to remove, package and recycle mercury containing light tubes and PCB containing ballasts from 5 light fixtures.
2. PNE will provide trained union laborers to remove, package and dispose of 1 mercury containing thermostat.
3. Alternate #2 includes hazardous waste profile fees, transportation and disposal/recycling.

Total Add Alternate #2 Price

\$655.00 excluding WSST



Pacific Northwest Environmental LLC

Add Alternate #3:

1. PNE will provide trained union laborers to remove and dispose of up to 15 asbestos hard fittings from Station 81.
2. PNE will provide all required permits.
3. PNE will provide OSHA compliance air monitoring.
4. Pricing is based on performing this work in conjunction with Base Bid.

Total Add Alternate #2 Price

\$1,140.00 excluding WSST

Project Specific Exclusions / Assumptions / Customer Responsibilities

- **PNE pricing is based upon the following schedule: 4 days**
- **PNE's current lead time is: 5 days**
- **PNE pricing excludes engineering, shoring or bracing.**
- **Customer shall provide for all necessary MEP safe off prior to demolition services.**
- **Customer shall provide layout for all penetrations, spot removal, or selective demolition.**
- **PNE's proposal assumes that work areas will be clear and all required MEP safe off completed when PNE scope is scheduled to start to allow personnel to proceed with scheduled tasks without delays or stoppage.**
- **PNE pricing does not include surface preparation necessary for new finishes unless specifically stated in Scope of Services.**
- **PNE flooring abatement/demolition excludes any concealed levelling compounds or fillers.**
- **PNE pricing includes WA State Use Tax on all materials and rental equipment.**
- **PNE pricing is contingent upon reaching a mutually agreeable contract between the Customer and Pacific Northwest Environmental.**
- **Work shall be performed Monday – Friday, 40 hours per week. Pricing does not include overtime premiums for weekends or holiday work.**
- **Prevailing Wage Rates are included.**
- **Customer shall provide a representative who is authorized to approve changes in scope or pricing should any concealed materials or unknown conditions be discovered during demolition activities.**
- **Customer shall provide parking for contractor's trucks, dropboxes, and equipment free of charge to contractor.**
- **Customer shall secure and pay for any building permits, if required.**
- **PNE proposal assumes that PNE's current insurance program will meet the requirements for the project and any additional premium for requirements outside of PNE's current program will be an additional charge.**
- **PNE proposal assumes that PNE will be granted an equitable adjustment in its price and schedule if PNE encounters conditions that differ from those revealed by the bid documents or delays beyond its reasonable control.**

**This Proposal shall become part of the contract
document between PNE and the Customer.**

Supplemental Conditions

Please refer to the attached supplemental conditions for additional exclusions and disclaimers.

**Project Location: 8127 20th Street, E
Lake Stevens, WA 98258**

Standard Payment Terms and Conditions

All invoices are due and payable upon receipt. A finance charge of 1.5% per month (18% APR) will be assessed on all past due invoices. Finance charges shall begin accruing from the due date of the invoice.



Pacific Northwest Environmental LLC

Should customer fail to pay all moneys due to contractor within 60 days of completion, contractor may elect to file a construction lien against the subject property. In the event we exercise our right to file a lien, a lien filing fee of \$450.00 will be assessed. Customer shall also be obligated to pay all subsequent collection costs, including attorney fees, and collection agency contingency fees.

RETAINAGE shall only be held as allowed by Washington State Laws.

Explanation of Mediation or Arbitration Clause

An "arbitration or mediation clause" is a written portion of a contract designed to settle how the parties will solve disputes that may arise during, or after the construction project. Arbitration clauses are very important. They may limit a consumer's ability to have their dispute resolved by the Oregon court system or the Oregon Construction Contractors Board.

**** THIS CONTRACT DOES CONTAIN A MEDIATION AND ARBITRATION CLAUSE ****

Acknowledgement and Acceptance

By Signing below, customer acknowledges their full acceptance of the terms and conditions of this proposal.

Pacific Northwest Environmental LLC

Accepted By:

BY: _____

TITLE: CEO

Date: January 21, 2021

Date: _____

Proposal May be Withdrawn in 30 Days

WA Lnl LICENSE: PACIFNE899BD

PHONE (206)596-8561

FAX (503)658-6609



SUPPLEMENTAL CONDITIONS

General Work Standards

All work will be performed in accordance with all federal, state, and local regulations pertaining to asbestos/lead/mold abatement.

Changes

Should a condition arise which requires a change in the scope of work or contract price, the contractor shall obtain written authorization ("Change Order") from customer prior to proceeding with any changes.

Customer and contractor agree to negotiate adjustments in contract price and time resulting from changes. Should the parties be unable to reach agreement, changes shall be performed on a time and materials basis in accordance with contractor's standard service rates in effect at the time the contract was signed.

Hindrance and Delay

Should any act of customer or owner hinder or delay the contractor in the performance of his work, the customer shall pay for equipment down time, additional mobilizations, or any other costs incurred by the contractor.

Disclaimers and Warnings

Unless otherwise stated, PNE shall not be responsible for removal of asbestos/lead/mold materials located in areas requiring removal or demolition of any fixed building components (walls, cabinets, machinery, etc.).

Customer understands that abatement and demolition can cause damage to finished surfaces. This damage can include, but is not limited to, tape residue, spray adhesive residue, staple marks, peeled paint or wall paper, stained or damaged paint or wall paper, etc.. This damage can range from light to severe. Customer shall assume full responsibility for repair of any damage of this nature.

Customer understands that abatement and demolition can cause collateral damage to adjacent surfaces, structures, appliances, furniture, systems, vegetation, etc.. Under no circumstance shall PNE be responsible for repair of damage to other building components, structures, appliances, surfaces, furniture, systems, vegetation, or any other item in, on, or about the subject property caused by our abatement or demolition activities. Contractor shall take all reasonable measures to prevent and/or mitigate such damage.

PNE assumes no responsibility for compatibility of chemicals used in the abatement process and new installations. This includes, but is not limited to, floor mastic removers, encapsulants, and spray adhesives. PNE will provide MSDS data to the customer to supply to those contractors performing new installations, upon request. It shall be the installing contractor's responsibility to determine compatibility issues, drying time required, and any other factors effecting new product installation performance.

Customer understands that mold remediation work performed under this contract is limited to removal of identified and accessible materials. Customer further understands that mold growth can and will reoccur, unless proper actions are taken to eliminate the cause of the mold growth. This proposal, unless otherwise stated does not include any such corrective actions.

Abatement and remediation services may utilize chemicals in the abatement/remediation process. PNE assumes no responsibility for reactions or other health problem related to chemicals used in the abatement process. Customer warrants that they have fully informed PNE about any known health problems that may be aggravated by use of chemicals. PNE will supply, upon request, copies of MSDS for products used on the job site.



Pacific Northwest Environmental LLC

General Exclusions

- Removal of any concealed or hidden asbestos/lead/mold contaminated materials.
- Removal of any asbestos, lead, or hazardous materials not specified in Scope of Work.
- HVAC, electrical, plumbing or gas, cut cap, disconnect, lockout or demolition.
- Bonds, taxes or other fees.
- Relocation or reinstallation of any utilities, services or items.
- Rigid Barriers, pedestrian walkways, barricades or temporary fencing.
- Removal or protection of any items or finishes to be salvaged, saved, re-used, re-installed or protected in place.
- Power washing, weather protection or site security.
- Shoring or supporting of any kind.
- Removal or disposal of HVAC refrigerant.
- Removal of epoxy flooring materials or finishes.
- Any work not listed in the "Scope of Services".

Dispute Resolution

Should a dispute arise between customer and contractor relating to the work agreed to or performed under this contract, customer and contractor mutually agree to the following plan to resolve the dispute:

1. Customer and Contractor shall retain an independent third party to act as mediator in an attempt to resolve the dispute. The cost of the mediator shall be borne equally by both customer and contractor.
2. If mediation fails to resolve the dispute, both parties agree to binding arbitration to resolve the dispute. An independent arbitrator, mutually acceptable to both parties, shall be retained to resolve the dispute. All costs of arbitration shall be borne equally by both parties.
3. However, contractor shall not be frustrated from pursuing its construction or mechanics lien rights under state law, and may perfect and file foreclosure proceedings pending completion of this dispute resolution process



Limited Asbestos Survey

**Fire District 7 Station 81
12409 21st Street NE
Lake Stevens, WA**



Performed for:

Snohomish Regional Fire & Rescue
953 Village Way
Monroe, WA 98272

Prepared By:

M. Sandefur
Melanie Sandefur
Project Administrator
PacRim

Sr. Review By:

Allison Lewis
Allison Lewis
AHERA Accredited BI
PacRim

Date Finalized: 12/08/2020
PacRim#: 17028

Pacific Rim Environmental, Inc.

6510 Southcenter Blvd, Ste. #40
Seattle, WA 98188

(206) 244-8965
www.pacrimenv.com

Table of Contents

Section 1.0 Scope of Work	3
Section 2.0 Survey Definitions and Purpose	4
Section 3.0 Homogeneous Materials Sampling and Results Summary	5
Section 4.0 Statement of Compliance	6
Appendix A: Asbestos Sample Summary Table & Asbestos Inspection Summary	
Appendix B: Bulk Sample Analysis Report	
Appendix C: Sample Location Drawings	
Appendix D: Inspector/Laboratory Certifications	

Report Reviewed By: _____



Date Reviewed: _____



Section 1.0 Scope of Work

Fire District 7 Station 81 | 12409 21st Street NE, Lake Stevens, WA 98258

On November 30th, 2020 Matt DeDominces, an AHERA Accredited Building Inspector for Pacific Rim Environmental, Inc. (PacRim), performed a limited asbestos survey at the subject property described below.

Site: 12409 21st Street NE, Lake Stevens, WA: 6,300 SF single-story, commercial brick building



Limitations: Sampling was limited to pipe insulation throughout the fire station. The attic was not accessible to the inspector and therefore was not inspected. Additional ACM pipe fittings are presumed to be present above the janitor closet ceiling and bathrooms. The quality and condition of the fitting insulation above the ceiling cannot be ascertained at this time.

Note: The condition of materials sampled were degraded, see Appendix A inspection summary sample #7

Field inspection, data collection, and report generation were performed according to the following **Scope of Work**:

Asbestos-Containing Materials (ACM)

1. Bulk sampling and analysis of suspect asbestos-containing materials (ACM).
2. Analysis of suspect ACM by a NVLAP accredited laboratory.
3. Quantity estimates of ACM.
4. Written report including recommendations based on the technician's observations, abatement (removal) cost estimates (under separate cover), sample descriptions, and sample location.
5. Statement of Compliance with W.A.C. 296-62-07721 Sign-off form.

Section 2.0 Survey Definitions and Purpose

Fire District 7 Station 81 | 12409 21st Street NE, Lake Stevens, WA 98258

DEFINITIONS:

Surfacing: Materials; which are either spray-applied or troweled-on for acoustical, decorative or fireproofing purposes.

Thermal System Insulation (TSI): Insulating materials used to inhibit heat transfer or to prevent condensation on pipes, boilers, tanks, ducts and various other components.

Miscellaneous: All other materials not included in the above categories such as floor tile, ceiling tile, roofing felt, cementitious materials, wallboard systems and products such as caulking, mastics and putties.

Homogeneous Material: For the purposes of this report; ***Homogeneous Material*** is defined as an area of surfacing material, thermal system insulation, or miscellaneous material that is uniform in color, texture and application. When materials are determined to be Homogeneous by the on-site AHERA Accredited Building Inspector; although laboratory results may vary, in accordance with AHERA regulations, if any of the samples in a Homogeneous Material Sample Set are found to contain asbestos, then all materials in the Sample Set must be considered to contain asbestos.

HM#: Homogeneous Material Number indicates which Homogeneous Material Sample Set that the collected sample belongs to.

Homogeneous Area: For the purposes of this report; ***Homogeneous Area*** is defined as a summary of all areas where a Homogeneous Material was identified within the Project Scope.

PURPOSE:

The survey was intended to identify possible asbestos-containing materials (ACM) on the interior of the building. This inspection covered only those areas, which were exposed and/or physically accessible to the inspector. ***Materials uncovered during the course of demolition, renovation, or maintenance activities that are not identified in this inspection report must be presumed to contain asbestos until PLM analysis proves that this material is not asbestos-containing.***

This survey is not intended for, nor should be used as a design specification. The Asbestos in Schools Hazard Amendment and Reauthorization Act (ASHARA), effective November 20, 1990, expanded accreditation requirements to apply to persons who work with asbestos in public and commercial buildings as well as schools. Specifically, ASHARA expanded the Toxic Substances Control Act (TSCA) Section 206 (a) (1) and (3) to require accreditation for any person who designs or conducts a response action with respect to friable ACM in a building. TSCA Section 207 provides for civil penalties of \$5,000 for each day of a violation for not employing accredited individuals to design and conduct response actions. Sampling of suspect asbestos-containing materials was conducted as prescribed in 40 CFR 763.86.

Section 3.0 Homogeneous Materials Sampling and Results Summary

Fire District 7 Station 81 | 12409 21st Street NE, Lake Stevens, WA 98258

Bulk samples collected were submitted for sample analysis in accordance with method EPA-600/R-93/116: "Method for the Determination of Asbestos in Bulk Building Materials". Analyses were performed at Pacific Rim Environmental, Inc., a NVLAP Accredited Laboratory (Lab Code 101631-0). Materials are positive for asbestos if they are found to contain greater than one percent (1%) or 1% asbestos. Materials that are less than one percent (<1%) asbestos, although not considered positive for asbestos, when removed must follow applicable Washington State regulations.

A total of seven (07) bulk samples were collected by PacRim and submitted for PLM laboratory analysis.

The following materials were determined to be ACM by laboratory analysis:

- **Pipe Fitting Insulation**

Materials identified as asbestos-containing materials (ACM) as defined by the EPA:

HM#	AHERA Category	Homogeneous Material Description	Homogeneous Area	Quantity (Approx.)	Sample #'s	Asbestos Content
4	TSI	Pipe Fitting Insulation	In janitor closet, at East wall	1-15 Each	07	Amosite 1-3%

Materials determined to be Non-Asbestos:

HM#	AHERA Category	Homogeneous Material Description	Homogeneous Area	Sample #'s	Asbestos Content
1	TSI	Straight Run Pipe Insulation	Bathroom-1, interior, exterior South wall	01	None Detected
2	TSI	Straight Run Pipe Insulation and Jacket	Bathroom-1, SW corner to right of garage door 1 & janitorial closet	02, 04, 05, 06	None Detected
3	TSI	Pipe Fitting Insulation	Bathroom-1, interior, exterior South wall	03	None Detected

Materials uncovered during the course of demolition, renovation, or maintenance activities that are not identified in this inspection report must be presumed to contain asbestos until PLM analysis proves that this material is not asbestos-containing.

Section 4.0 Statement of Compliance

Fire District 7 Station 81 | 12409 21st Street NE, Lake Stevens, WA 98258

In accordance with W.A.C. 296-62-07721 and PSCAA Regulation III, Article 4, Pacific Rim Environmental, Inc. performed a limited asbestos survey of the subject structure located at 12409 21st Street NE in Lake Stevens, Washington. Should employees or contract personnel encounter any suspect asbestos-containing materials (ACM) it is their responsibility to:

1. Contact a representative of the owner.
2. Consult the inspection report to determine whether or not the suspect material contains asbestos.
3. If the suspect material does not appear in the inspection report, then that material was not sampled and must be presumed to contain asbestos until proven otherwise by sampling and PLM analysis.
4. Ensure that all employees and contractors, who may disturb suspect materials, are informed and advised of the location and type of materials that contain asbestos.

Limitations: Sampling was limited to pipe insulation throughout the fire station. The attic was not accessible to the inspector and therefore was not inspected. Additional ACM pipe fittings are presumed to be present above the janitor closet ceiling and bathrooms. The quality and condition of the fitting insulation above the ceiling cannot be ascertained at this time.

Note: The condition of materials sampled were degraded, see Appendix A inspection summary sample #7

The following materials were determined to be ACM by laboratory analysis:

- **Pipe Fitting Insulation**

I Hereby Attest:

The inspection report has been made available to me. I will inform all subcontractors of the location and types of materials containing asbestos. I am authorized to sign on behalf of my company.

Contractor:	_____	Owner's Rep:	_____
Signature:	_____	Signature:	_____
Print Name:	_____	Print Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

Appendix A: Asbestos Sample Summary & Asbestos Inspection Summary

Asbestos Sample Summary

1 of 2



Client: Snohomish Reginal Fire & Rescue
953 Village Wat
Monroe, WA 98272

Job Number: 17028
Print Date: December 3, 2020

Project: Fure District 7 Station 81
12409 21st Street NE

**Note: The condition of materials sampled were degraded, see Appendix A
inspetion summary sample #7**

Lake Stevens, WA 98258


Sample #	Sample Date	Sample Location	Additional Locations	AHERA Category	Sample Description	Asbestos Type / %	Estimated Quantity	HM #
01	30-Nov-2020	Bathroom-1, interior, exterior south wall.	N/A	TSI	Straight Run Pipe Insulation.	None Detected	N/A	1
02	30-Nov-2020	Bathroom-1, interior, exterior, south wall.	N/A	TSI	Straight Run Pipe Insulation, jacket.	Layer 1: (Insulation jacket) None Detected Layer 2: (Pink mastic) None Detected	N/A	2
03	30-Nov-2020	Bathroom-1 interior, exterior south wall.	N/A	TSI	Pipe Fitting Insulation	Layer 1: (Insulation jacket) None Detected Layer 2: (Pink mastic) None Detected Layer 3: (Yellow insulation) None Detected	N/A	3
04	30-Nov-2020	Bathroom-1, north wall.	N/A	TSI	Straight Run Pipe Insulation, and jacket.	Layer 1: (Insulation jacket) None Detected Layer 2: (Pink mastic) None Detected Layer 3: (Insulation w/mastic) None Detected	N/A	2
05	30-Nov-2020	South West corner to right of garage door 1.	N/A	TSI	Straight Run Pipe Insulation	Layer 1: (Insulation jacket) None Detected Layer 2: (Yellow insulation) None Detected	N/A	2
06	30-Nov-2020	In janitorial closet, at east wall	N/A	TSI	Straight Run Pipe Insulation and jacket.	Layer 1: (Insulation jacket) None Detected Layer 2: (Yellow insulation) None Detected	N/A	2
07	30-Nov-2020	In janitorial closet, at east wall.	1 seen, could be more, in closed up ceiling, up to 15 possible.	TSI	Pipe Fitting Insulation	Amosite 1-3%	1-15 Each	4

01	30-Nov-2020	Bathroom-1, interior, exterior south wall.	N/A	TSI	Straight Run Pipe Insulation.	None Detected	N/A	1
02	30-Nov-2020	Bathroom-1, interior, exterior, south wall.	N/A	TSI	Straight Run Pipe Insulation, jacket.	Layer 1: (Insulation jacket) None Detected Layer 2: (Pink mastic) None Detected	N/A	2
04	30-Nov-2020	Bathroom-1, north wall.	N/A	TSI	Straight Run Pipe Insulation, and jacket.	Layer 1: (Insulation jacket) None Detected Layer 2: (Pink mastic) None Detected Layer 3: (Insulation w/mastic) None Detected	N/A	2
05	30-Nov-2020	South West corner to right of garage door 1.	N/A	TSI	Straight Run Pipe Insulation	Layer 1: (Insulation jacket) None Detected Layer 2: (Yellow insulation) None Detected	N/A	2
06	30-Nov-2020	In janitorial closet, at east wall	N/A	TSI	Straight Run Pipe Insulation and jacket.	Layer 1: (Insulation jacket) None Detected Layer 2: (Yellow insulation) None Detected	N/A	2
03	30-Nov-2020	Bathroom-1 interior, exterior south wall.	N/A	TSI	Pipe Fitting Insulation	Layer 1: (Insulation jacket) None Detected Layer 2: (Pink mastic) None Detected Layer 3: (Yellow insulation) None Detected	N/A	3
07	30-Nov-2020	In janitorial closet, at east wall.	1 seen, could be more, in closed up ceiling, up to 15 possible.	TSI	Pipe Fitting Insulation	Amosite 1-3%	1-15 Each	4

Pacific Rim Environmental Inc.
 6510 Southcenter Blvd. Suite 40
 Seattle, WA 98188
 (206)244-8965 www.PacRimEnv.com





Inspection Summary

Project Information	
Job Number	17028
Project Name	Station 81 Asbestos survey
Project Address:	12409 21 street NE Lake Stevens, WA 98258
Client:	Snohomish Fire District 7
Date of Survey:	30-Nov-2020
PacRim Technician:	Matt DeDominces
Limitations:	Sampling was limited to pipe insulation throughout the fire station. The attic was not accessible to the inspector and therefore was not inspected. Additional ACM pipe fittings are presumed to be present above the janitor closet ceiling and bathrooms. The quality and condition of the fitting insulation above the ceiling cannot be ascertained at this time.
Exterior Photo:	
Turnaround Requested:	3-5 Days

Pacific Rim Environmental Inc.
 6510 Southcenter Blvd. Suite 40
 Seattle, WA 98188
 (206)244-8965 www.PacRimEnv.com



Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	01	Homogenous Material Number	1
Material Description	Straight Run Pipe Insulation		
Homogenous Mtl Area	N/A		
Sample Location	Bathroom-1, interior, exterior South wall		
Quantity	190	Unit of Measure	Lineal Feet
Asbestos Type/%	None Detected		
Sample Photo			

Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	02	Homogenous Material Number	2
Material Description	Straight Run Pipe Insulation jacket		
Homogenous Mtl Area	N/A		
Sample Location	Bathroom-1, interior, exterior, south wall.		
Quantity	See sample 01 for total quantity.	Unit of Measure	Lineal Feet
Asbestos Type/%	None Detected (Both Layers)		
Sample Photo			

Pacific Rim Environmental Inc.
6510 Southcenter Blvd. Suite 40
Seattle, WA 98188
(206)244-8965 www.PacRimEnv.com





Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	03	Homogenous Material Number	3
Material Description	Pipe Fitting Insulation		
Homogenous Mtl Area	N/A		
Sample Location	Bathroom-1 interior, exterior South wall		
Quantity	30	Unit of Measure	Each
Asbestos Type/%	None Detected (All layers)		
Sample Photo			

Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	04	Homogenous Material Number	2
Material Description	Straight Run Pipe Insulation and jacket		
Homogenous Mtl Area	N/A		
Sample Location	Bathroom-1, North wall		
Quantity	See sample 01, for total quantity.	Unit of Measure	Lineal Feet
Asbestos Type/%	None Detected (All Layers)		
Sample Photo			

Pacific Rim Environmental Inc.
6510 Southcenter Blvd. Suite 40
Seattle, WA 98188
(206)244-8965 www.PacRimEnv.com




Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	05	Homogenous Material Number	2
Material Description	Straight Run Pipe Insulation		
Homogenous Mtl Area	N/A		
Sample Location	Southwest corner to right of garage door 1.		
Quantity	See sample 01, for total quantity.	Unit of Measure	Lineal Feet
Asbestos Type/%	None Detected (Both Layers)		
Sample Photo			

Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	06	Homogenous Material Number	2
Material Description	Straight Run Pipe Insulation and jacket		
Homogenous Mtl Area	N/A		
Sample Location	In janitorial closet, at East wall		
Quantity	See sample 01, for total quantity.	Unit of Measure	Lineal Feet
Asbestos Type/%	None Detected (Both Layers)		
Sample Photo			

Pacific Rim Environmental Inc.
 6510 Southcenter Blvd. Suite 40
 Seattle, WA 98188
 (206)244-8965 www.PacRimEnv.com



Sample			
Project Name	Station 81 Asbestos survey		
Sample Type	Physical Sample	AHERA Category	TSI
Sample Number	07	Homogenous Material Number	4
Material Description	Pipe Fitting Insulation		
Homogenous Mtl Area	When I took the sample at the location indicated it was so degraded that fell off so I put the whole sample in the sample bag and then put duct tape on to seal that area and in several other areas where I took samples and areas that had been compromised on the jacket of the pipe also.		
Sample Location	In janitorial closet, at East wall.		
Quantity	1 seen, could be more, in closed up ceiling, up to 15 possible.	Unit of Measure	Each
Asbestos Type/%	Amosite 1-3%		
Sample Photo			

Appendix B: Bulk Sample Analysis Report



Pacific Rim Environmental Inc. Bulk Sample Analysis Report



Page: 1 of 4

Customer Name:	Snohomish Fire District 7 167 Village Court Monroe WA 98272	PacRim Number:	17028
Customer Project Number:	None Given	Report Number:	2020-11-0708
Project Name:	Station 81 Asbestos Survey	Date Received:	11/30/2020
Project Address:	12409 21st Street NE Lake Stevens WA 98258	Analysis Start Date:	11/30/2020
PO Number:	None Given	Analysis End Date:	11/30/2020
Sample Date:	30-Nov-2020	Turnaround Time:	3-5 Days
Total Samples:	7	Report Date:	11/30/2020
		Report By:	William F. Golloway
		Analyst(s):	William F. Golloway

Samples Analyzed for this report

Beginning Laboratory ID Number: 2020-11-0708

Sample Set Number

Ending Laboratory ID Number: 2020-11-0714

2020-2735

The bulk samples submitted were analyzed for asbestos content using Polarized Light Microscopy (PLM). Analysis was performed in accordance with Appendix E to Subpart E of 40 CFR Part 763 and EPA/600/R93/116.

The test results pertain only to the samples submitted for analysis. Unless otherwise noted, the samples were inhomogeneous; subsamples of components were analyzed to achieve representative analysis. Separate layers of layered samples were analyzed and reported separately. Unless otherwise stated, asbestos content was quantified by calibrated visual estimation (CVES). CVES concentrations are reported in two to three percent ranges for fiber concentrations ranging from one to ten percent, and usually five percent ranges for concentrations greater than ten percent. Samples in which asbestos was not observed are reported as "None Detected".

Limitations and Uncertainty:

Factors such as sample quality, sample size, interfering matrix material, fiber size, and fiber concentration contribute to the uncertainty in asbestos concentration estimates in bulk materials. Relative errors exceeding 100% may occur in samples containing less than ten percent asbestos. Relative errors are typically below thirty percent in samples having greater than ten percent asbestos, and approach zero as asbestos concentrations approach 100%.

Asbestos fibers with diameters less than approximately 0.25 microns are not detectable by PLM. Fibers with larger diameters may not be visible if obscured by interfering matrix materials. These extremely fine fibers may occur in floor tiles, adhesives, products with cement binders, and other non-friable or semi-friable materials. This limitation can be overcome using alternate analytical methods, such as Transmission Electron Microscopy (TEM).

This report cannot be represented by the customer to claim product endorsement by the National Voluntary Accreditation Program (NVLAP), or any agency of the United States government. This report shall not be reproduced except in full without written permission from Pacific Rim Environmental, Inc. (PacRim).

NVLAP Accredited Lab #: 101631-0

Samples Submitted by: PacRim

Report

Reviewed by:

11/30/2020
Approved Signatory



Pacific Rim Environmental Inc.

Bulk Sample Analysis Report



Page: 2 of 4

Customer Name: Snohomish Fire District 7
Customer Project Number: None Given
Project Name: Station 81 Asbestos Survey
Sample Date: 30-Nov-2020
Report Date: 11/30/2020
Report By: William F. Golloway

Sample Set Number
2020-2735

PacRim Number: 17028
Report Number: 2020-11-0708
Date Received: 11/30/2020
Analysis Start Date: 11/30/2020
Analysis End Date: 11/30/2020
Analyst(s): William F. Golloway

Field Sample Number: 01 **Field Sample Description:** Straight Run Pipe Insulation. **Field Sample Location:** Bathroom-1, interior, exterior south wall. **Analyst:** WFG
Lab ID: 2020-11-0708 **Analysis Date:** 11/30/2020

Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Light yellow, fibrous insulation material with pink mastic-like surface residue	None Detected	Fibrous Glass 80-85% Cellulose <1%	Binder, Mineral Aggregate, Adhesive

Field Sample Number: 02 **Field Sample Description:** Straight Run Pipe Insulation, jacket. **Field Sample Location:** Bathroom-1, interior, exterior, south wall. **Analyst:** WFG
Lab ID: 2020-11-0709 **Analysis Date:** 11/30/2020

Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Layer: 1 Light grey-painted, white paper insulation jacketing material with inseparable foil covering and embedded mesh	None Detected	Cellulose 40-45% Fibrous Glass 15-20%	Paint, Binder, Mineral Aggregate, Foil
Layer: 2 Pink, pliable mastic	None Detected	Cellulose <1% Fibrous Glass <1%	Adhesive, Mineral Aggregate, Binder

Field Sample Number: 03 **Field Sample Description:** Pipe Fitting Insulation **Field Sample Location:** Bathroom-1 interior, exterior south wall. **Analyst:** WFG
Lab ID: 2020-11-0710 **Analysis Date:** 11/30/2020

Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Layer: 1 Light grey-painted, white paper insulation jacketing material with inseparable foil covering and embedded mesh	None Detected	Cellulose 35-40% Fibrous Glass 15-20%	Paint, Binder, Adhesive, Mineral Aggregate, Foil
Layer: 2 Pink, pliable mastic with adhering fibers	None Detected	Fibrous Glass 1-3% Cellulose <1%	Adhesive, Mineral Aggregate, Binder
Layer: 3 Yellow, fibrous insulation with grey discoloration	None Detected	Fibrous Glass 80-85% Cellulose <1%	Binder, Mineral Aggregate



Pacific Rim Environmental Inc.

Bulk Sample Analysis Report



Page: 3 of 4

Customer Name: Snohomish Fire District 7
Customer Project Number: None Given
Project Name: Station 81 Asbestos Survey
Sample Date: 30-Nov-2020
Report Date: 11/30/2020
Report By: William F. Golloway

Sample Set Number
2020-2735

PacRim Number: 17028
Report Number: 2020-11-0708
Date Received: 11/30/2020
Analysis Start Date: 11/30/2020
Analysis End Date: 11/30/2020
Analyst(s): William F. Golloway

Field Sample Number: 04 **Field Sample Description:** Straight Run Pipe Insulation, and jacket. **Field Sample Location:** Bathroom-1, north wall. **Analyst:** WFG
Lab ID: 2020-11-0711 **Analysis Date:** 11/30/2020

	Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Layer: 1	White-painted, white paper insulation jacketing material with inseparable foil covering, embedded mesh, and inseparable yellow mastic	None Detected	Cellulose 35-40% Fibrous Glass 15-20%	Paint, Binder, Adhesive, Mineral Aggregate, Foil
Layer: 2	Pink, pliable mastic	None Detected	Fibrous Glass 1-3% Cellulose <1%	Adhesive, Mineral Aggregate, Binder
Layer: 3	Light yellow, fibrous insulation with inseparable, pink mastic surface residue	None Detected	Fibrous Glass 80-85% Cellulose <1%	Binder, Mineral Aggregate, Adhesive

Field Sample Number: 05 **Field Sample Description:** Straight Run Pipe Insulation **Field Sample Location:** South West corner to right of garage door 1. **Analyst:** WFG
Lab ID: 2020-11-0712 **Analysis Date:** 11/30/2020

	Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Layer: 1	Light grey-painted, white paper insulation jacketing material with inseparable foil covering, embedded mesh, and inseparable, white	None Detected	Cellulose 30-35% Fibrous Glass 15-20%	Paint, Mineral Aggregate, Binder, Adhesive, Foil
Layer: 2	Light yellow to light yellow, fibrous insulation material	None Detected	Fibrous Glass 75-80%	Binder, Mineral Aggregate

Field Sample Number: 06 **Field Sample Description:** Straight Run Pipe Insulation and jacket. **Field Sample Location:** In janitorial closet, at east wall **Analyst:** WFG
Lab ID: 2020-11-0713 **Analysis Date:** 11/30/2020

	Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Layer: 1	Light brown-painted, light brown paper insulation jacketing material with inseparable foil covering, embedded mesh, and white, brittle residue on foil surface	None Detected	Cellulose 25-30% Fibrous Glass 20-25%	Paint, Mineral Aggregate, Binder, Adhesive, Foil
Layer: 2	Light yellow, fibrous insulation material	None Detected	Fibrous Glass 70-75% Cellulose <1%	Binder, Mineral Aggregate



Pacific Rim Environmental Inc. Bulk Sample Analysis Report



Page: 4 of 4

Customer Name:	Snohomish Fire District 7	PacRim Number:	17028
Customer Project Number:	None Given	Report Number:	2020-11-0708
Project Name:	Station 81 Asbestos Survey	Date Received:	11/30/2020
Sample Date:	30-Nov-2020	Analysis Start Date:	11/30/2020
Report Date:	11/30/2020	Analysis End Date:	11/30/2020
Report By:	William F. Golloway	Analyst(s):	William F. Golloway
	Sample Set Number		
	2020-2735		

Field Sample Number: <u>07</u>	Field Sample Description:	Field Sample Location:	Analyst: WFG
Lab ID: 2020-11-0714	Pipe Fitting Insulation	In janitorial closet, at east wall.	Analysis Date: 11/30/2020

Lab Sample Description	Asbestos Type/%	Non-Asbestos Fibers	Non-Fibrous Materials
Light grey, chalky insulation with embedded, woven wrap and adhering, yellow, fibrous insulation material	Amosite 1-3%	Fibrous Glass 10-15% Cellulose 1-3%	Binder, Mineral Aggregate

Appendix C: Sample Location Drawing

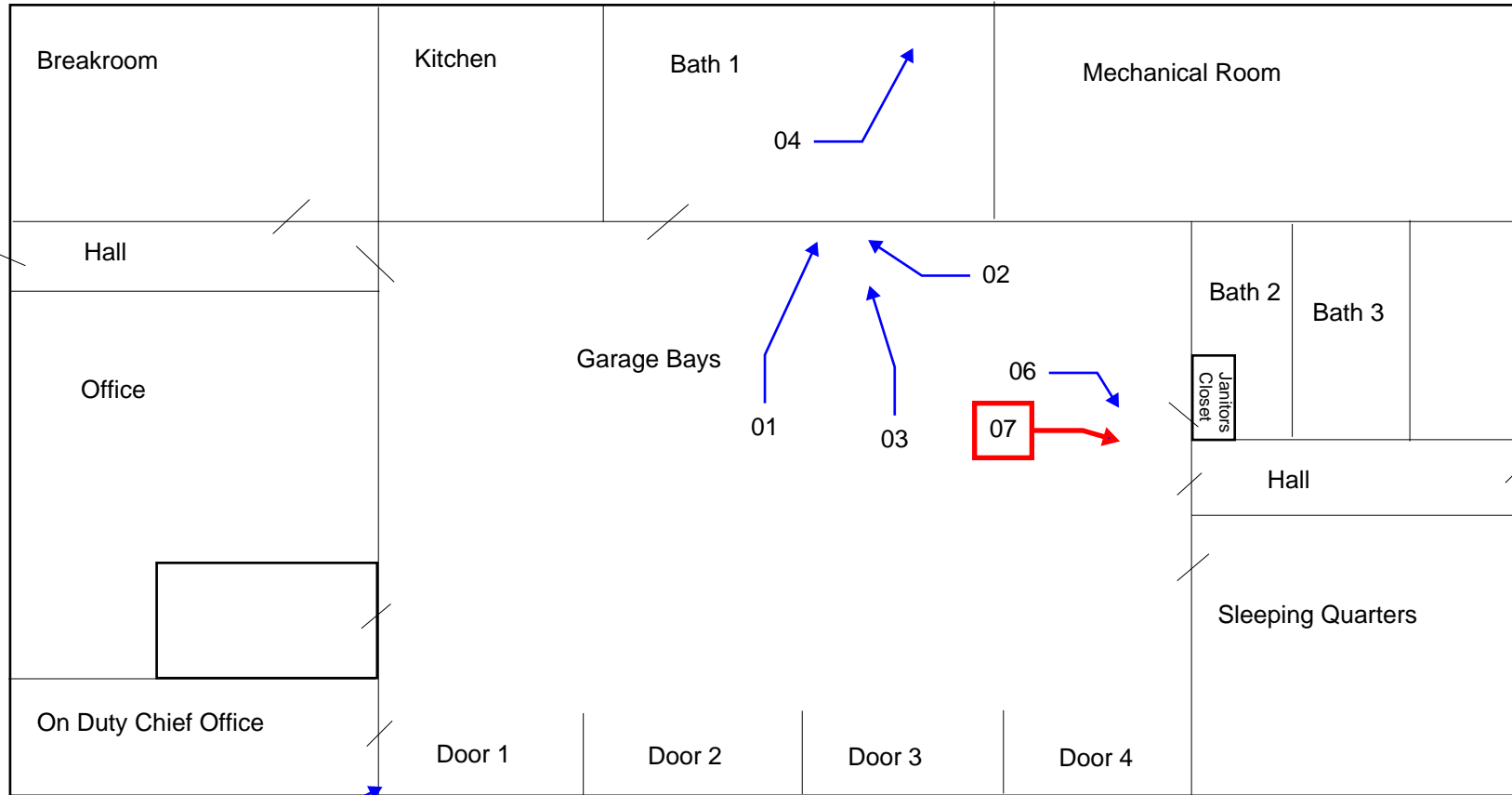
Site Sketch

Samples positive for asbestos appear in squares EX: # →

Samples analyzed and non-detected/negative for asbestos appear as numbers only EX: # →

Samples containing less than one percent asbestos appear in circles EX: (#) →

Visually identified suspect materials assumed to be asbestos-containing appear in triangles EX: V-# →



05 →

<p>Snohomish Fire District 7 Station 8 12409 21st Street NE Lake Stevens, WA 98258</p>	<p><u>Pacific Rim Environmental, Inc.</u> 6510 Southcenter Boulevard, #40 Seattle, WA 98188</p> <p>Tel. (206) 244-8965 pacrimenv.com</p>	<p>Project # : 17028 Drawing # : 01 of 01 Sampling Date: 11/30/2020 Drawing by : M.Sandefur Drawing Not to Scale</p>
---	--	--



Appendix D: **Inspector / Laboratory Certifications**

Certificate of Completion

This is to certify that
Matthew R. DeDominces

has satisfactorily completed
 4 hours of online refresher training as an
AHERA Building Inspector

to comply with the training requirements of
 TSCA Title II, 40 CFR 763 (AHERA)

EPA Provider # 1085

179132
 Certificate Number



Oct 14, 2020
 Date(s) of Training

Expires in 1 year.

Exam Score: N/A
 (if applicable)

A handwritten signature in black ink, appearing to read "AZ", written over a horizontal line.

Instructor: Andre Zwanenburg

ARGUS PACIFIC, INC / 21905 64th AVE W, SUITE 100 / MOUNTLAKE TERRACE, WASHINGTON 98043 / 206.285.3373 / ARGUSPACIFIC.COM

United States Department of Commerce
National Institute of Standards and Technology



Certificate of Accreditation to ISO/IEC 17025:2017

NVLAP LAB CODE: 101631-0

Pacific Rim Environmental, Inc.
Tukwila, WA

*is accredited by the National Voluntary Laboratory Accreditation Program for specific services,
listed on the Scope of Accreditation, for:*


Asbestos Fiber Analysis

*This laboratory is accredited in accordance with the recognized International Standard ISO/IEC 17025:2017.
This accreditation demonstrates technical competence for a defined scope and the operation of a laboratory quality
management system (refer to joint ISO-ILAC-IAF Communique dated January 2009).*

2020-04-01 through 2021-03-31

Effective Dates




For the National Voluntary Laboratory Accreditation Program

**National Voluntary
Laboratory Accreditation Program**



SCOPE OF ACCREDITATION TO ISO/IEC 17025:2017

Pacific Rim Environmental, Inc.

6510 Southcenter Boulevard

Suite #40

Tukwila, WA 98188

Mr. William F. Golloway

Phone: 206-244-8965 Fax: 206-244-9096

Email: fgolloway@pacrimenv.com

<http://www.pacrimenv.com>

ASBESTOS FIBER ANALYSIS

NVLAP LAB CODE 101631-0

Bulk Asbestos Analysis

Code

Description

18/A01

EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples

18/A03

EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

A handwritten signature in blue ink, appearing to read 'Dana S. Galloway', is written over a horizontal line.

For the National Voluntary Laboratory Accreditation Program

IT Infrastructure Migration @ Rebranding for Snohomish Regional Fire & Rescue



December 9, 2020

Project Manager: Kevin Watkins

T: 800-240-2821

 **ISO** **Outsource**

Seattle | Spokane | Phoenix | Portland

December 9th, 2020

Rev 2

Chief Steve Guptill
Snohomish Regional Fire and Rescue
163 Village Court
Monroe, Washington 98272

Chief Guptill,

Thank you for the opportunity to be of service to Snohomish County Fire Protection District #7 @ *Snohomish Regional Fire and Rescue*.

Our proposed migration path endeavors to maintain 24 by 7 availability of systems, workflow/processing, storage, and services while working through each migration phrase.

The plan intends we will work in partnership with agency leadership and staff. This partnership will effectively plan, communicate, schedule, and perform work efforts. Enlisting - and training up - division *power users*, we will work together towards a successful and positive outcome.

On completion - the resulting architecture will provide a unified, robust, and reliable infrastructure, supporting Snohomish Regional Fire and Rescue's outstanding service to the community it serves.

Please let me know if you have any questions or comments.

Thank you,

Kevin Watkins
Manager of Professional Services

Information Technology Infrastructure Migration @ Rebranding

✓ *Microsoft 365 Migration*

✓ *On-Premises Infrastructure Migration*

Microsoft 365 – Enterprise Plan (E3)

Microsoft 365 is a scalable subscription platform. Microsoft 365 builds on the Office 365 platform to offer additional Enterprise benefits. We recommend your base Microsoft 365 subscription be an E3 plan. We will evaluate further the Microsoft 365 subscription plan for each user, or device – with their needs in mind. The plan will deploy on-Premises Active Directory sync for SSO, multifactor authentication (MFA), email encryption, self-service password reset, and other configurations.

Additional services can be acquired to enhance a Microsoft 365 plan. For example, an Office 365 advanced threat protection (ATP) Plan.

Licensing models and pricing continue to be discussed with CDW-G.

Microsoft 365 Enterprise (E3) Deployment Baseline

The plan deploys the following Microsoft 365 (cloud) services.

- M365 Exchange Online
 - Migrating legacy LSF O365 mailboxes and distribution lists
 - Migrating legacy D7 on-premises Exchange mailboxes and distribution lists
- M365 SharePoint Online
 - Migrating legacy LSF on-premises SharePoint
 - Migrating legacy D7 on-premises shared (data) @ mapped drives
- M365 OneDrive for Business
 - Migrating legacy LSF user personal data (mapped user drive and redirected folders/files)
 - Migrating legacy D7 user personal data (mapped user drive)
- Microsoft Office 365
 - Office 365 for Windows, MAC OS, and smartphone
- M365 Intune
 - Migrating legacy LSF mobile devices from MAS360 to Intune MDM
 - Migrating legacy D7 mobile devices from MAS360 to Intune MDM
 - Enrolling legacy LSF her/EPCR tablets
 - Enrolling legacy D7 her/EPCR tablets
- MS Teams
 - Augment Zoom and/or BlueJeans web conferencing apps.

The plan deploys the following Microsoft 365 add-on services.

- Office 365 ATP
 - Replaces Vipre Email protection
- Microsoft Defender ATP
 - Replaces Vipre Endpoint Antivirus

We are recommending the Microsoft 365 Enterprise plan rather than the Microsoft/Office 365 Government plan (tenant space).

A GCC tenant is more fitting for CJIS, ITAR, or other stringent US domestic data compliance requirements.

A Microsoft/Office 365 Government tenant may experience a delay in the rollout of new products or features, i.e. Enterprise tenants received MS Teams months before Government tenants.

Referencing the Microsoft data location reference materials - The Microsoft/Office 365 Enterprise tenant will reside in the USA. This is based on your billing address residing in the USA.

United States	<i>Boydton, Cheyenne, Chicago, Des Moines, Quincy, San Antonio, Santa Clara, San Jose</i>
----------------------	---

New Microsoft 365 tenants are defaulted to Geo based on the country of the billing address associated with that tenant's first subscription. To confirm where customer data is stored for existing Office 365 services, please view tenant specific data location information in your Office 365 Admin Center in Settings | Organization profile | Data location card. Alternatively, expand the country that your business is based in, from the list below, to find out where customer data would be stored if you were to start using a Microsoft 365 Service today.

<https://docs.microsoft.com/en-us/office365/enterprise/o365-data-locations?ms.officeurl=datamaps>

Microsoft Endpoint Configuration Manager – Formerly SCCM

Microsoft Endpoint Management

The plan deploys Microsoft Configuration Manager. Configuration manager provides remote control, patch management, software distribution, operating system deployment, network access protection and hardware and software inventory.

Microsoft brands Intune and Configuration Manager (SCCM) together as – Microsoft Endpoint Manager.

- Endpoint security, device management, and intelligent cloud actions in a unified management solution.

Migration – Active Directory Infrastructure

Active Directory Domain Services

The plan migrates legacy LSF and D7 Active Directory forests and domains into a new single Active Directory forest and domain - SRFR.org.

- On-premises LSF and D7 Active Directory Forest(s) and Domain(s) will migrate to new on-premises sfrf.org Active Directory Forest and Domain.

Data Center Services

The plan migrates existing file server(s), database server(s) (SQL), application servers, and others as applicable to the Snohomish County Datacenter (COLO). These servers will remain virtualized. Virtualized servers will run as provisioned on existing legacy LSF server hardware located in the COLO.

We anticipate the on-premises financial management (**Incode**) servers will migrate to Tyler's cloud hosted platform. We will continue to monitor progress and adapt as applicable.

Datacenter server infrastructure redundancy will be implemented. This redundant server infrastructure could be a physical location outside the region, Station 31's server room, or a cloud provider such as Amazon AWS, Microsoft's AZURE. The physical location would repurpose existing legacy D7 server hardware to provide redundancy.

Users and Computers

The plan migrates legacy LSF and D7 users, groups, computers, and data to the new sfrf.org Active Directory domain.

NetMotion Agency Domain Authentication

The plan deploys NetMotion domain authentication back to the agency (MDC's)

- Windows Certificate Authority Server at agency
- Two NPS/Radius Servers
 - Recommended setup is one at agency and one at SNO911

- Read-Only Domain Controller (RDOC) at Sno911 datacenter

Enterprise - Connectivity

Site Connectivity

The enterprise (WAN) topology will be evaluated. Improvements in physical and/or logical data connections that produce measurable efficiency will be considered for implementation.

Contingent on availability of service – stations that are connected via business grade broadband service will be considered for upgrade to fiber optic service.

Wireless Infrastructure– Enterprise

The plan includes efficiencies in the method used for trusted wireless authentication.

These improvements leverage the NetMotion Agency Domain Authentication infrastructure.

NPS/Radius and Certificate servers will be used to support the deployment of 802.1x Wireless authentication using certificates or Active Directory accounts to authenticate to secure-trusted wireless connect points.

We plan to centralize wireless management via a primary wireless controller at Station 31 (Zone Director 1200). The secondary controller (in the COLO) will operate in active/standby mode. Both controllers are in real-time synchronization. Transition/failover time is quick. The wireless LAN network is restored in matter of minutes when an active controller fails.

Archiving – Email, Text, and Social Media

The plan continues to use Smarsh as the unified email, text, and social media archiving platform.

- Legacy D3/D7 Smarsh archive data will be migrated to a new sfr.org container at Smarsh
- Legacy LSF Barracuda cloud email archive data will be migrated to the sfr.org container at Smarsh
- Legacy LSF text and social media archive data will be migrated to the sfr.org container at Smarsh

Proprietary Information: The enclosed material is proprietary to ISOsource and therefore copyrighted. This material is presented for the purpose of product evaluation and may not be disclosed in any manner to anyone other than the addressee and his/her employer.

Project Information

Title	Information
Client Name:	Snohomish Regional Fire & Rescue (SRFR)
Project Name:	IT Infrastructure Migration to SRFR.org
Project Sponsor:	Chief Steve Guptill
Project Stakeholder(s):	SRFR and ISOutsource
Team Member(s):	Steve Guptill, Martin Paietta, Kevin Watkins, John Nobis, Charles Lindsay, Erik Lanhaus, Buddy Monroe, Josh Soto, Ron Bauer
Project goals/objectives:	To migrate and consolidate IT Infrastructure, Software, and Services from Snohomish County Fire District 7 (SFD7) and Lake Stevens Fire Department (LSFD) under a new organization, Snohomish Regional Fire & Rescue (SRFR).
Project description:	Migration to include server and server hardware, Active Directory, email services, SharePoint as well as changes to the WAN infrastructure. It will also introduce new products such as Teams and OneDrive. New firewalls to be deployed in High Availability configuration in addition to network equipment to support changes to Fiber/WAN infrastructure. Device Management will be moved to a mixture of Intune and SCCM. PKI and Radius infrastructure will be deployed to support NetMotion.
Problem statement:	The merger of Snohomish County Fire Protection District #7 with Lake Stevens Fire District mandates IT infrastructures be consolidated into one. This includes merging servers, server and networking equipment, Active Directory, and Email.
Key project deliverables:	<ul style="list-style-type: none"> • Relocation of Station 31 hardware to Data Center. • Migration of Active Directory domains to a single domain, SRFR.org. • Migration of email services to a single Office 365 Tenant. • Migration of LSFD SharePoint. • Introduction of new products, such as Microsoft Teams and OneDrive. • Deployment of new Antivirus product, Microsoft Defender with ATP. • Deployment of Agency Authentication for NetMotion. • Configuration Management (Intune and SCCM) deployment. • Consolidation of archives.
High-level assumptions:	Snohomish County Fire Protection District #7 cooperation and support/resources will be available as needed. Vendor specific support will be available. Minimal impact to Fire District business operations and/or community Fire/EMS services during migration.
High-level constraints:	Much of the Work being performed will be done during evening and weekend hours.
High-level risks:	This project involves major infrastructure change and/or configuration(s). As such - there are inherent risks that may impact system(s) availability during business and non-business hours.

Project Scope and Labor Estimate Proposal

The table below provides an estimate of project labor costs.

Phase	Milestone	Deliverable	Hours	Cost
Planning	1	Project Management	68.00	\$13,334.50
Planning	2	Project Communications	28.50	\$5,479.00
Planning	3	Project Partnership: Development and Engagement(s)	38.75	\$6,955.04
Planning	4	Project - Kick Off	13.50	\$2,245.33
Planning	5	Infrastructure Networking: Discovery and Assessment	30.45	\$6,352.50
Planning	6	Infrastructure Networking: Planning	18.55	\$4,194.78
Execution	7	Infrastructure Networking: Configurations and Implementations	27.75	\$6,306.75
Planning	8	Licensing & Subscriptions	6.00	\$484.00
Planning	9	Project Deliverables: Discovery, Planning, and Decisions	87.10	\$17,060.28
Execution	10	Project Deliverables: Implementation and Configuration	269.75	\$52,979.60
Execution	11	Project Deliverables: User / Workstation Migrations	275.20	\$53,260.02
Execution	12	Project Deliverables: Servers and Services Migration	125.85	\$27,789.67
Execution	13	Project Deliverable: Telecomm - AllWorx PBX Infrastructure	10.50	\$2,276.00
Execution	14	Project Deliverable: Decommission Legacy Infrastructure	13.20	\$2,721.60
Completion	15	Project Completion	8.00	\$1,594.00
Project SubTotal			1021.10	\$203,033.07

Estimated costs for labor activities above which incur a blended evening and/or weekend labor rates. \$16,927.51

Tax Rate: 10.10% \$22,216.02
Project Total: \$242,176.60

Recommended Hardware and Software Solutions

For your convenience we have asked vendors for estimates to give you an idea of what to plan for with regard to your hardware and software costs. These are estimates only and have been provided by a third-party vendor.

Below are quotes from CDWG for the Microsoft licenses. The licenses are purchased via an Enterprise agreement with a 3-year term. The yearly costs (\$139,635.00) are outlined below.

There is also an existing Lake Stevens Fire Microsoft Enterprise agreement. This EA agreement has 1-year remaining on its 3-year term. The next payment is roughly \$35k and is due at the end of April 2021.

The LSF licenses are currently in use by the legacy LSF folks. We will continue to use these licenses until the Lake Stevens Fire Enterprise agreement ends/expires. These licenses will be uplifted from the O365 E3 licenses to M365 E3 licenses. These M365 E3 licenses will then match the license platform being deployed in the new SRFR Microsoft Enterprise Agreement.

MS Enterprise 6.6 Agreement Pricing		CDW Government, LLC	Matt Jones			
Microsoft M365 E3 Subscription / M365 E5 / Defender AV w/ATP / Exchange Online Protection / Intune 3-Year Enterprise Agreement. Payments made each year as outlined below. <i>*In addition to the current Legacy LSF Microsoft subscription</i>						
CDW Part	Item Name	Quantities	Cost Each	Year 1 Total	Year 2 Total	Year 3 Total
Client Technologies						
AAA-10756-12-SLG	M365 E3 ShrdSvr ALNG SubsVL MVL PerUsr (Original)	300	\$28.73	\$103,428.00	\$103,428.00	\$103,428.00
AAD-86538-12-SLG	SLG M365 E3 Unified STP From O365 E3 ShrdSvr ALNG SubsVL MVL PerUsr	119	\$11.13	\$15,893.64	\$15,893.64	\$15,893.64
AAD-33168-12-SLG	M365 E5 Unified ShrdSvr ALNG SubsVL MVL PerUsr	5	\$50.54	\$3,032.40	\$3,032.40	\$3,032.40
6JT-00002-12-SLG	ExchOnlnPrctcn ShrdSvr ALNG SubsVL MVL PerUsr	419	\$0.82	\$4,122.96	\$4,122.96	\$4,122.96
NLZ-00002-12-SLG	Intune Device Shared All Lng Subs VL MVL Per Device	68	\$1.50	\$1,224.00	\$1,224.00	\$1,224.00
QLS-00003-12-SLG	MicrosoftDefenderATP ShrdSvr ALNG SubsVL MVL PerUsr	225	\$4.42	\$11,934.00	\$11,934.00	\$11,934.00
				Year 1 Total	Year 2 Total	Year 3 Total
				\$139,635.00	\$139,635.00	\$139,635.00

SMARSH Compliance Archiving – Yearly Subscription Price Estimates <i>*In addition to the current subscription, approximately \$21,000/yr.</i>					
Note	Item Name	Quantities		Yearly Estimate	
Additional Mobile Devices	SMARSH - Mobile Device Text Archiving	49		\$8,232.00	Legacy FD7 Verizon Text Capture.
Additional Mailboxes	SMARSH - Email Archiving	111		\$8,325.00	Legacy LSF Mailbox Archiving
Adding MS Teams	SMARSH - MS Teams Archiving (Estimated 5 accounts, 1 year)	5		\$1,000.00	New: Teams Account Archiving
Additional Mailboxes	SMARSH - Personal Archive Access	111		\$15,984.00	Legacy LSF Users ability to access own email archives
	Additional Compliance Archive Yearly Cost Estimate			\$33,541.00	<i>Plus Sales Tax as applicable.</i>
Final estimate and pricing to be provided by vendor.					

One Time Expense BitTitan Migration Software, SMARSH DATA Ingest, Access Points					
Note	Item Name	Quantities		Cost Estimate	
Efficiency Tool	BitTitan Deployment Pro Licenses	419		\$5531.21	eMail Migration tool
Data Import	SMARSH DATA Ingest	XX		\$2000.00	Import legacy LSF email data from Barracuda
Replace EOL AP's	Ruckus AP-R610	5		\$2841.80	These will replace EOL R500's. ALL Agency AP's will then be same model.
	One-Time Hardware and Software Cost Estimate			\$10,373.01	<i>Plus Sales Tax as applicable.</i>
Final estimate and pricing to be provided by vendor.					

Description		Price
Estimated Project Costs		
Project Labor Estimate	<u>One Time Expense</u>	\$242,176.60 <i>*Includes estimated sales tax</i>
Microsoft M365 E3 Subscription / M365 E5 / Defender AV w/ATP / Exchange Online Protection / Intune <i>*In addition to the current Legacy LSF Microsoft subscription</i>	<u>Yearly Estimate</u>	\$139,635.00
Compliance Archive – Increase in Cost <i>*In addition to the current subscription</i>	<u>Yearly Estimate</u>	\$33,541.00
BitTitan Migration Software, SMARSH DATA Ingest, Access Points	<u>One Time Expense</u>	\$10,373.01
Estimated Total for Implementation		\$425,725.61
Plus Sales Tax as applicable		

Project Selection and Payment Options

***This is an estimate only, and will be billed for the actual time required to complete the project.**

Payment Terms - Snohomish County Fire Protection District #7

- \$230,934.29 Block of Support with a \$10 per hour discount (payment due before start)
- \$121,088.30 Deposit (payment due before start) and Progress Invoice Net 15 Terms (no discount)

Customer Name _____

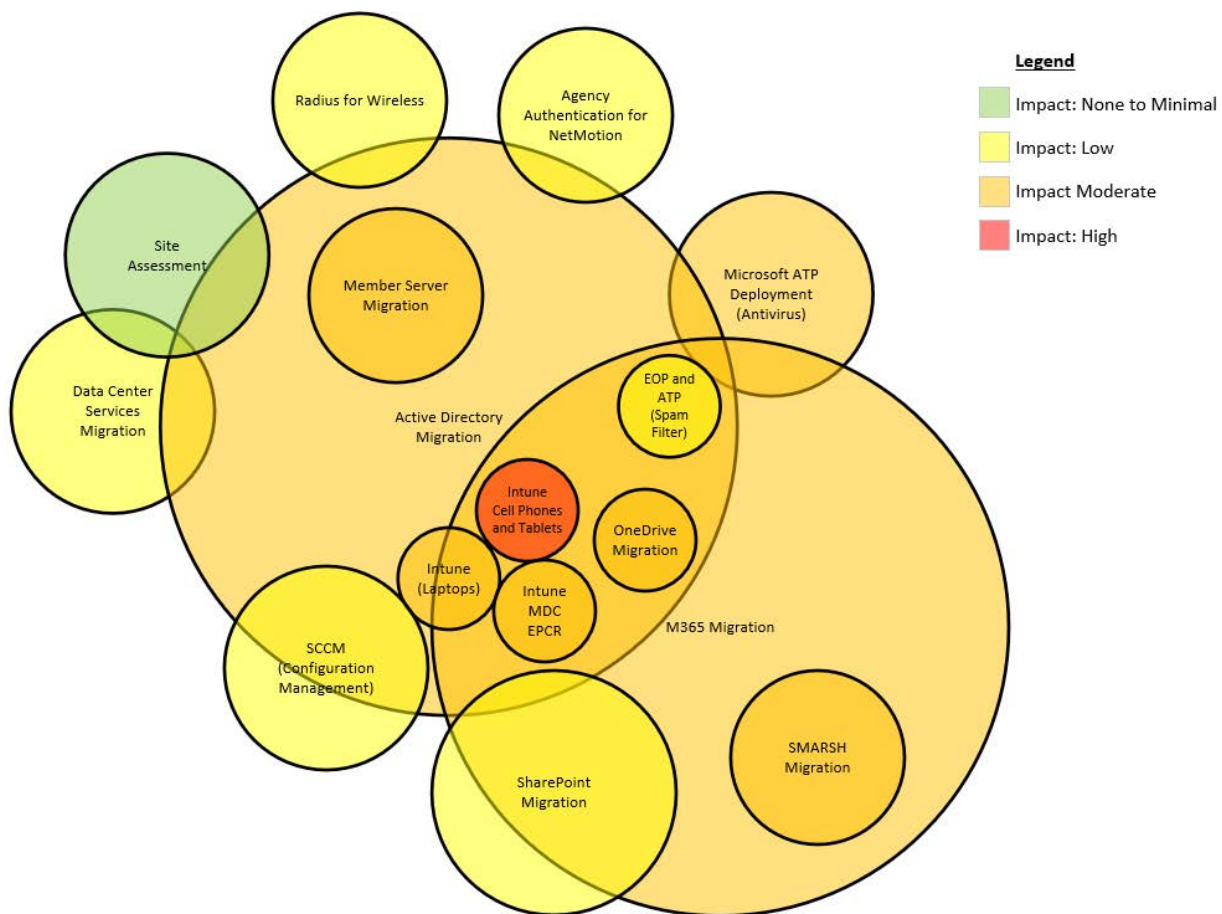
Customer Signature _____

Date _____

Client: Snohomish Regional Fire and Rescue; Project: IT Infrastructure Migration @ Rebranding

Project Artifacts

Overview of Deliverables and Risk Diagram



Roles and Responsibilities: Project Participants and Stakeholders

Steve Guptill

Roles
Program Sponsor

Projects / Initiatives
Design Decisions

Martin Paietta

Roles
TBD

Projects / Initiatives
TBD

Kevin Watkins

Roles
Program/Project Manager

Responsibilities
Program Oversight

Projects / Initiatives
Design Decisions
Active Directory Domain Migration
M365 Exchange Online Migration

Ron Bauer

Roles
Program Coordinator

Responsibilities
Coordination and Scheduling
Communications
Project Plan

TBD

Roles
Power Users

Projects / Initiatives
TBD

John Nobis

Roles
Technical Resource
Project Owner: Office 365 Migration

Projects / Initiatives
Design Decisions
Active Directory Domain Migration
M365 Exchange Online Migration

Charles Lindsay

Roles
Senior Technical Resource
Project Owner: Site Connectivity Assessment
Project Owner: SCCM Migration

Projects / Initiatives
Design Decisions
Site Connectivity Assessment
M365 Exchange Online Migration

Erik Lanhaus

Roles
Technical Resource
Project Owner: Active Directory Migration

Projects / Initiatives
Design Decisions
Site Conne
M365 Exchange Online Migration

Buddy Monroe

Roles
Senior Technical Resource
Project Owner: SharePoint Online
Project Owner: OneDrive

Projects / Initiatives
Office 365 Migration
SharePoint Online
OneDrive for Business

TBD

Roles
Pilot Group

Projects / Initiatives
TBD

Josh Soto

Roles
Technical Resource
Project Owner: Intune Deployment

Projects / Initiatives
Active Directory Domain Migration

Josh Theise

Roles
Technical Resource

Projects / Initiatives
OneDrive for Business

Jeff Angeles

Roles
Technical Resource

Projects / Initiatives
Active Directory Domain Migration

Jason Smith

Roles
Technical Resource

Projects / Initiatives
Resource Backup

TBD

Roles
Migration Groups

Projects / Initiatives
TBD

Getting Started

Please complete and return the attached:

- Project Scope and Labor Estimate Proposal (above)
- Payment Options (above)

Once completed and return to one of the options below:

- Fax to: 425-420-9003
- Email to: Projects@isoutsource.com





SERVICES

Work Role Resource	Hourly Rate*
Support Tech / Field Tech	\$153
Consultant / Systems Engineer	\$184
Senior Consultant / Senior Systems Engineer	\$208
Managing Consultant / Solution Architect	\$231
vCIO / CIO Services / Principal Roles	\$262

*Rate Discounts Available via our Prepaid Block of Support Program (see below)

BUSINESS HOURS

Work Type	Time of Day	Rate Adjustment
Regular Weekday	6am – 6pm, Mon – Fri (excluding holidays)	1x
Evening Weekday	6pm – 6am, Mon – Fri (excluding holidays)	1.25x
Weekend	6pm Fri – 6am Mon	1.5x
Company Holiday	Entire Day	1.5x

BLOCK OF SUPPORT

Purchasing a Prepaid Block of Support (BOS) discounts the Hourly Rate by \$10 per hour. The size of the BOS is based on your monthly IT Support Plan and budget. Your real time BOS balance can be accessed at any time via our Customer Portal. The BOS size is reviewed quarterly to ensure that it is in sync with your budgeted level of service provided monthly.

NOTE

- After hours rates apply.
- All time billed in blocks of one-tenth of an hour.
- Travel time is billed door to door.
- There are no additional charges for parking and mileage.
- Rates exclude applicable state and local sales tax.



2020 Schedule of Rates

info@isoutsource.com | (800) 240-2821
Seattle | Spokane | Phoenix | Portland

REMOTE MONITORING & MANAGEMENT

Product	Instance Rate
Server Remote Monitoring & Management + AV	\$30/mo
Network Monitoring and Management	\$10/mo
Desktop Remote Monitoring & Management + AV	\$6/mo
AV License Only	\$3/mo

PACKAGED SERVICE

Product	Instance Rate
Server Health Check	\$100
External ASV PCI Scan (up to 2 IPs)	\$150 (+\$20 add'l IP)
iVSAT Setup & Deployment	\$250
iVSAT Unlimited Internal & External Scans	\$50/mo
Netwrix Auditor	\$4/user

SCRIPTED REMEDIATION

Product	Hourly Rate
Scripted Issue Remediation (billed in 1-minute increments)	\$149

SECURITY & STRATEGIC SERVICES

Offering	Scope / Costs
Penetration Testing	Contact Us
Vulnerability Assessment	Contact Us
Security Awareness Training	Contact Us
Business and Technology Assessment Plan (BTAP)	Contact Us

NOTE

- Services offered and availability subject to change.
- Rates exclude applicable state and local sales tax.

About ISOutsource

At ISOutsource, our mission is to provide outsourced technology support and technology consulting services that leave you feeling happy, productive and supported. We strive to achieve the highest standards of professionalism and customer service.

Formed in 1992, we have decades of experience in assisting businesses like yours to maximize the return on their investment in technology.

ISOutsource has over 500 active clients.

Current clients include: Mahlum Architects, Gallatin Public Affairs, Berntson Porter & Company, City of Everett, City of Monroe, Tully's, Theo Chocolates, Erickson & McGovern Architects, Solutions IQ, CU Business Group, The Museum of History and Industry (MOHAI) and many more.

ISOutsource holds the rare distinction of being a Microsoft Gold Partner and an Amazon Web Services Consulting Partner. This ensures our clients the highest level of service, whether supporting their Windows servers and workstations or helping them transition to cloud-based solutions.

Nominated as one of Washington's Best Places to work by the Puget Sound Business Journal, we currently employ over 70 people and we are growing steadily. Our technical staff consists of nearly 60 consultants, systems engineers, support techs, project managers, solutions architects and technology directors. Sales, administration and management positions account for the remaining positions within the company.

Because stability matters, we want you to know that you are choosing a partner that continues to experience consistent growth, paired with profitability and remains cash positive.

ISOutsource's corporate headquarters are located in Bothell, Washington, with additional offices located in Seattle, Spokane, Phoenix and Portland. We serve clients with offices all over the world; however, most are owned and operated in the Western United States.

"ISOutsource has been a highly competent and trusted partner for us. They provide not only the strategic insight into how technology can help our business but are there on a regular basis to keep us running at top speed at a cost that is less than we would spend bringing it in house"

Anne Lawler, Managing Member

*Jameson, Babbitt Stites & Lombard
PLLC*

ISOutsource client since 1998



Microsoft Partner

Gold Server Platform
 Gold Devices and Deployment
 Gold Midmarket Solution Provider
 Cloud Accelerate

Internal Controls

At ISOsource, we make a concerted effort to implement effective internal controls within our infrastructure, applications, operations and people to protect our clients' data and ensure business continuity. The following list highlights some of our mechanisms, policies and processes:

Physical security

- ☑ Key cards control access to all of our facilities and provide an access audit trail.
- ☑ Physical equipment including server and network assets are locked with restricted access.
- ☑ Service bench and build rooms are locked when not occupied.
- ☑ Sensitive printed materials are stored in locked file cabinets.

Human Resource Policy

- ☑ Background checks including criminal, employment, education, and credit are performed on all personnel as part of the hiring process.
- ☑ Formal exit procedures take place when employment is terminated to ensure revocation of privileges and physical access.

Logical Controls

- ☑ Client passwords are stored within an encrypted logical password vault, which restricts access and logs requests for auditing purposes.
- ☑ User accounts are not shared.
- ☑ Strong passwords are enforced within all ISOsource information systems.
- ☑ Data is backed up several times per day.
- ☑ Critical data is encrypted before transmittal to geographically dispersed data centers as part of the backup and disaster recovery process.
- ☑ Access to critical applications like accounting applications and our customer database is limited and requires standard authentication with multifactor authentication enforced.
- ☑ All internet facing applications are secured with TLS 1.1 or greater session encryption.

Procedures

- ☑ Servers and workstations are monitored 24/7.
- ☑ All workstations, laptops and servers receive automated operating system and application patching. All servers are patched weekly and workstations nightly upon the approval of released patches.
- ☑ Vulnerability assessments are performed on a regular basis to test the perimeter and inside of the network against thousands of known vulnerabilities.
- ☑ Enterprise grade antivirus and host intrusion prevention systems are installed on all servers and workstations.

Disaster recovery and Business Continuity

- ☑ Distributed offices, distributed workforce.
- ☑ Backup and disaster recovery service enables virtualization of failed servers within minutes.

- Sufficient measures are in place to ensure access to power, IT infrastructure (servers and workstations), communications (phone and internet) and even office space within 48 hours of a disaster.



NEW BUSINESS - DISCUSSION

Order Layout Form

Date: 2-1-2021
 Salesperson: Maddie

Customer name: Snohomish Fire Dist 7
 Estimate #: 35114 Account #: _____

VER 4



1.5 Corners
.5 Border

Customer approval: _____ (any changes once approved may incur additional charges)

Sheeting type: _____

Substrate: _____

Overlay: _____

Font: _____

Standard highway color

Custom color (required below)

PMS color: _____

Product type: Custom sign Sign face

Street name sign Stencil Standard

Face appearance

Single faced

Double faced

Logo (below)

Type: _____

PMS color: _____

Production notes

Face print

Silk screen

Digital print

EC film

Paint

Fabrication

Router

Metal fab

Pre fab

*All colors are standard traffic colors unless requested otherwise



ARIZONA | 7833 N. 106th Avenue | Glendale, AZ 85307 | 623-931-7446
 CALIFORNIA | 9719 Santa Fe Springs Road | Santa Fe Springs, CA 90670 | 562-941-4633
 WASHINGTON | 12015 Steele Street South | Tacoma, WA 98444 | 253-536-7740



Celebrating 70 Years

ISSUE PO TO

ZUMAR
12015 Steele Street South
Tacoma, WA 98448

ESTIMATE

ESTIMATE NUMBER: 35114
DATE ESTIMATED: 1/20/2021

BILL TO

SNOHOMISH COUNTY FIRE DIST #7
163 VILLAGE COURT
MONROE, WA 98272 US

SHIP TO

SNOHOMISH COUNTY FIRE DIST #7
163 VILLAGE COURT
MONROE, WA 98272 US

CUST. NO.	ACCOUNT MANAGER	TERMS	FOB	ESTIMATED SHIP DATE
001727	Govt.-WA	Net 30	FOB Origin	

ITEM	PART NUMBER	QUANTITY ESTIMATED	UNIT PRICE	UOM	TOTAL PRICE
	DESCRIPTION				
001	130-020 SPECIAL 080 24X30 3930 1170 DP	60	55.00	EA	3,300.00 USD
TOTAL FOR ESTIMATE : 3,300.00 USD					

This is a quotation on the goods named above and is subject to the conditions noted below:

Quote is valid today through date of expiration shown above. Prices are for goods shown on the plan and/or takeoff sheet provided at the time of quote request. Pricing is for furnish only and does not include installation or hardware unless otherwise specified. Production days begin upon receipt of approved layouts (if applicable). Customer is responsible for all applicable sales taxes and duty which are calculated at the time of invoicing. Quotation valid for 30 days unless otherwise specified.

Forklift	\$40,000.00	
Security Fence	\$26,066.04	
Security Alarm	\$7,572.95	
Flatbed Trailer	\$9,000.00	
Sign	\$5,000.00	
Carports X 2	\$12,000.00	
Misc tools - equipment	\$2,000.00	hand trucks, pallet jacks, etc.
Flooring/painting	\$4,348.68	
Total	\$105,987.67	
Donation	\$105,987.67	
Difference	\$0.00	

PETITION FOR ANNEXATION INTO SNOHOMISH REGIONAL FIRE & RESCUE (SRFR)


We, the undersigned, hereby petition the Snohomish Regional Fire & Rescue to annex the property described below which does not currently have any fire protection.

Legal Description: SEC 27 TWP 27 RGE 06RT-14E) W1/2 N1/2 N1/2 NW1/4 SE 1/4 (Map attached)

(ASSUMPTION OF INDEBTEDNESS) Statement as to whether or not the petitioner will be subject to current bonded indebtedness.

WARNING

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

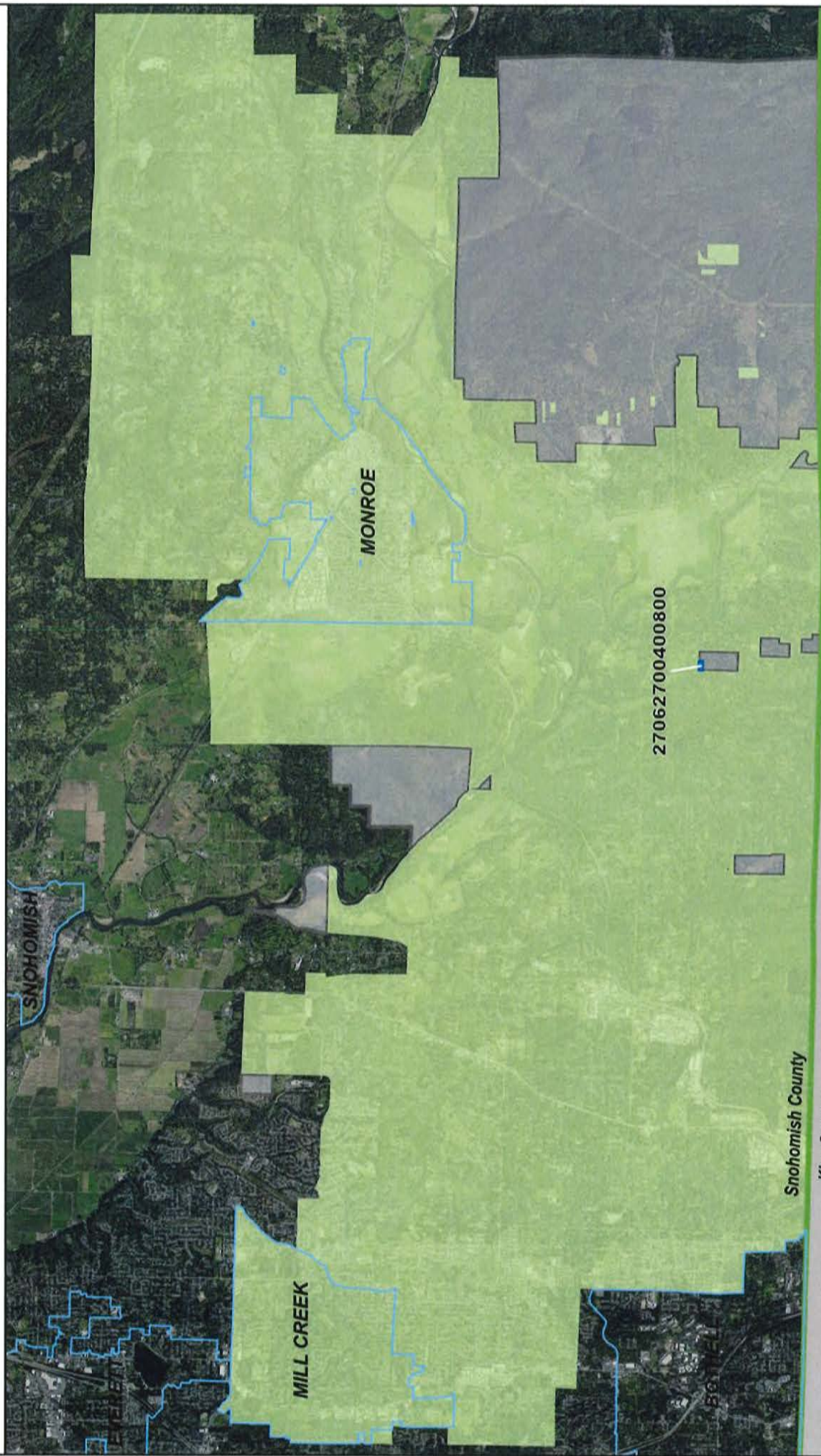
Date	Property Owner (print)	Address	Signature	Parcel Number
02-07-21	Mark S. Harrison	22020 157 th AVE SE, Snohomish, WA 98296		27062700400800
	Sharon K. Harrison	22020 157 th AVE SE, Snohomish, WA 98296	DOD 9-13-2019 Deceased	27062700400800

AREA MAP

Parcel Number: 27062700400800
Address: 22020 157TH AVE SE
SNOHOMISH, WA 98296



- PARCEL PETITIONING TO ANNEX
- SNOHOMISH REGIONAL FIRE & RESCUE
- UNPROTECTED LAND



© Copyright 2021 Snohomish Regional Fire & Rescue. This map and data are provided for reference purposes only. Accuracy of data contained within is not guaranteed. Created by E. Sexton

AREA MAP

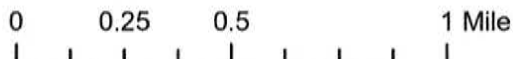
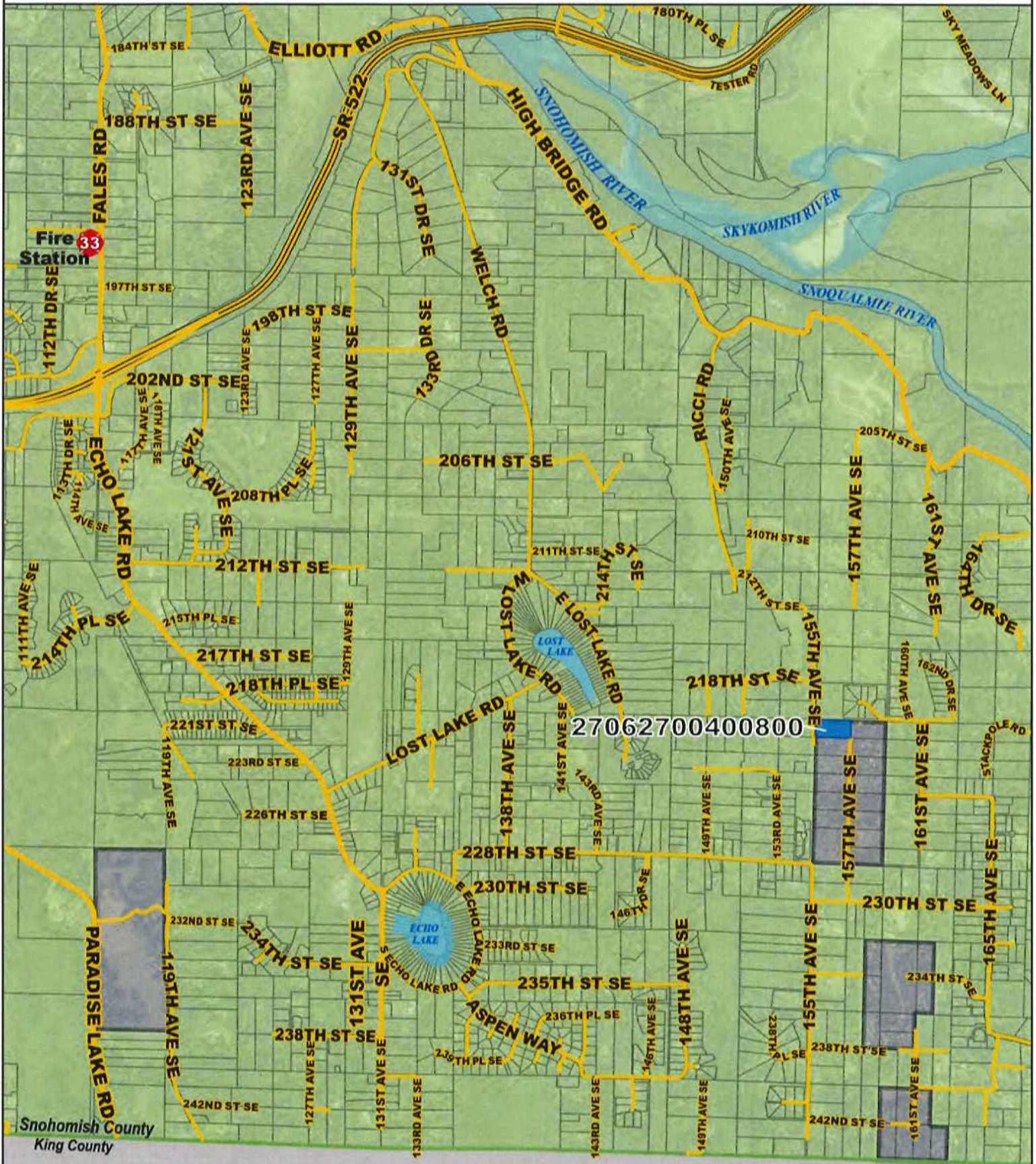
Parcel Number: 27062700400800

Address: 22020 157TH AVE SE
SNOHOMISH, WA 98296

 PARCEL PETITIONING TO ANNEX

 SNOHOMISH REGIONAL FIRE & RESCUE

 UNPROTECTED LAND



© Copyright 2021 Snohomish Regional Fire & Rescue. This map and data are provided for reference purposes only. Accuracy of data contained within is not guaranteed. Created by E. Sexton

VICINITY MAP

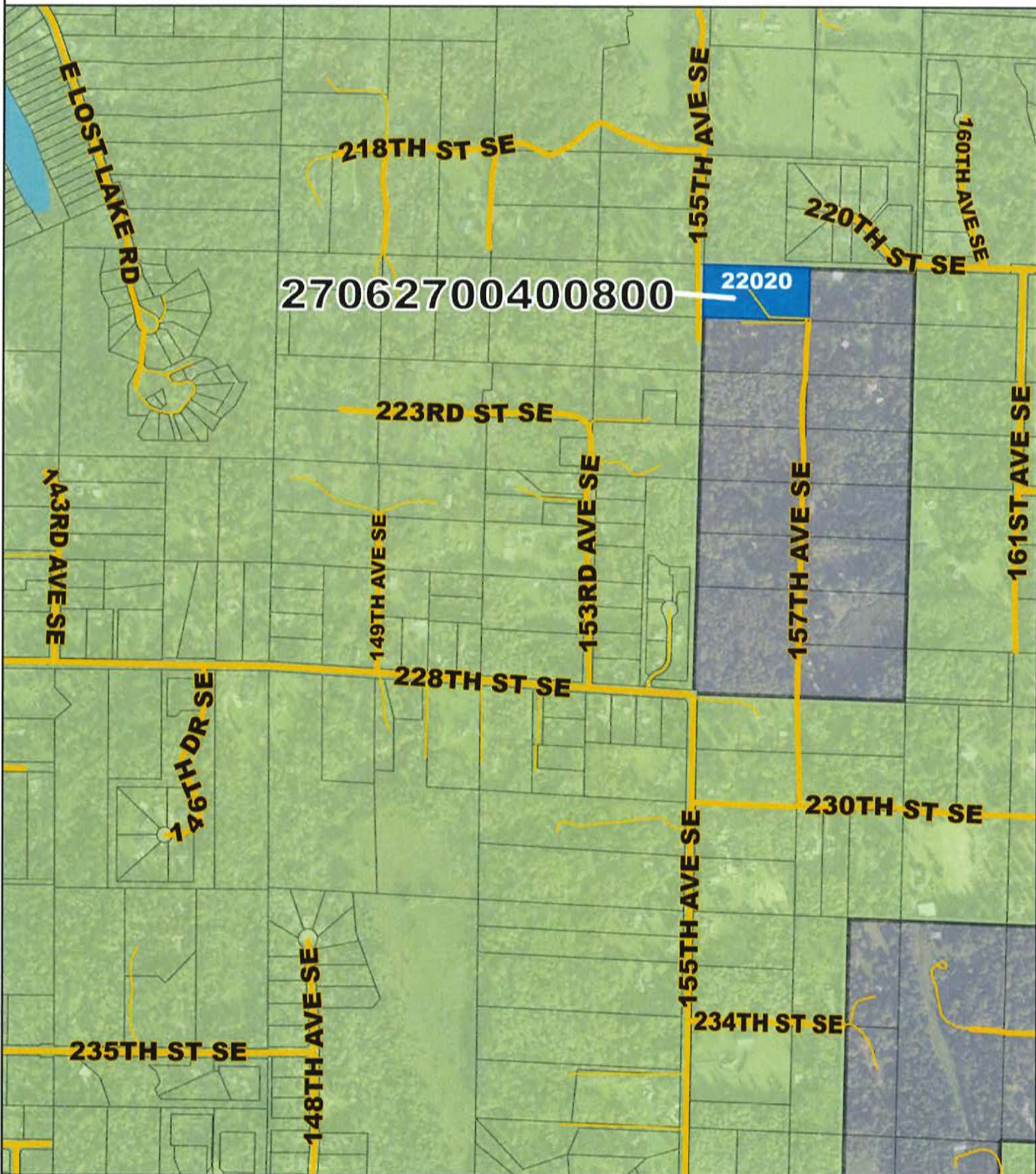
Parcel Number: 27062700400800

Address: 22020 157TH AVE SE
SNOHOMISH, WA 98296

 PARCEL PETITIONING TO ANNEX

 SNOHOMISH REGIONAL FIRE & RESCUE

 UNPROTECTED LAND



0 250 500 1,000 US Feet



© Copyright 2021 Snohomish Regional Fire & Rescue. This map and data are provided for reference purposes only. Accuracy of data contained within is not guaranteed. Created by E. Sexton

Fire Benefit Charge Database and Administration Information

I propose to create a database in order to analyze the Fire Benefit Charge for Snohomish Regional Fire & Rescue. Screens and data will be updated and maintained using Microsoft Access. I will initially create your database with factors and calculations that are used by Snohomish South County. FBC calculations are similar among all districts, but each have some differences allowable within the RCW.

Different rates will be computed for each classification: Commercial, Residential, Mobile Home and Multi-family (Apartments). A multi-level rate structure can be incorporated for any of the classifications. Once you have established your revenue target (Resolution Amount) the database will calculate the charge for each parcel. The Parcel Screen shows detailed information for each parcel and can be searched by Parcel#, Taxpayer Name, Taxpayer Address and Site Address if available. The Factor screen will display the Count, Total Revenue and Total Square Footage for each category.

Screens and data will resemble the Fire Benefit database of Snohomish South County. One screen has detailed information for each parcel that is searchable by Parcel#, Taxpayer Name, or Address. The database will be created and maintained using Microsoft Access. The data can be exported to Excel or analyzed directly in Access for budgetary purposes.

A Cost per Gallon study will be performed. It will be based upon the Fire Flow of your district, the revenue you expect to collect and the factors mentioned above. A rate analysis will be performed in order to balance the revenue on a weighted average between the category types of Residential, Commercial, Multi-Family (Apartments), and Mobile Homes. A Balancing Factor will be built into your FBC computations. This will be used to alter your Revenue Target from year to year, and allow the Cost per Gallon to remain static.

South County found it necessary to gather Number of Units data for Apartments because the county data was lacking. We review that each year and will use county data once it is complete. You will also have to collect Sprinkler information in addition to what the county provides. This can be accomplished during the appeal process.

Once you get voter approval we will be able to administer your FBC process on an annual basis:

1. We charge a flat fee of \$8,000 and there is a variable charge of 72 cents per parcel to cover the printing, prepping and mailing the Taxpayer Notice (including bulk rate postage). As an example in your district of about 30,000 parcels, the charge would be approximately \$29,600 (\$21,600 variable and \$8,000 fixed).
2. Both South County and Central Pierce Fire and Rescue have decided not to send a mailing. They believe the separate line on the tax statement serves as adequate notice. For those districts we provide 2-3 database updates per year and charge \$16,000 annually.

interfaceSystems, LLC

The database serves as a valuable budgeting tool. In Snohomish County we have been downloading it twice per year to coincide with updated Assessed Values and New Construction.

Each year we extrapolate new data from the county, convert the data into the database, compute each parcel based on District Resolution Amount, review the charges and compare to the previous year for accuracy. Then we print, prepare and mail the notices (if you desire). The final step is to upload the FBC data to the County Treasurer to include on Tax Statements. There is also an appeal process – successful appeals are processed with the County and updated Tax Statements are mailed. Extensive quality control enables us to minimize appeals. For example, last year Valley Regional Fire Authority only had 2 appeals out of 23,300 charges.

Current clients include Shoreline, Northshore, Woodinville, Duvall, Eastside, North Highline, Snoqualmie Pass, Valley Regional Fire Authority, South County and Central Pierce. We are also conducting studies for Orting Valley this year and Gig Harbor next year. We have been providing Fire Benefit Charge services since 1992.

Target delivery date can be 4 weeks from the approval of an agreement. The goal is to provide you with a program that will be the basis of administering the Fire Benefit Charge on an annual basis. The cost is \$10,000 and includes two database updates per year until you successfully pass your Election. You could implement this as early as 2022 if you decide to adopt the Fire Benefit Charge - pending your successful FBC Election. We are available throughout the year to make changes to the database as needed.

I look forward to meeting with you to answer questions and have further discussion.

Neil Blindheim
253.973.2350

From: [O'Brien, Kevin](#)
Cc: [Mindy Leber](#)
Subject: Fire Benefit Charge Database and Administration Information for SRFR
Date: Tuesday, February 9, 2021 3:07:39 PM
Attachments: [image001.png](#)
[FBCinformationSRFR.docx](#)

Dear Commissioners,

Senior Staff and the Finance Committee have been evaluating the feasibility of a fire benefit charge (FBC) for SRFR. South County Fire successfully passed an FBC in November and other departments in the area have seen success in stable funding with an FBC.

To determine if an FBC would work for our district, we reached out to Neil Blindheim of Interface Systems. Neil and his company specialize in researching a fire district's occupancies to determine if an FBC would function for the district. Neil also sets up systems to administer the FBC. I spoke with Mark Horaski of the VRFA and they are very pleased with Neil's services. South County contracted with Neil and they appreciated his services as well.

Attached is a scope of work/proposal from Neil that describes his services in more detail. The cost for him to research the feasibility is \$10,000. We will have this on the agenda for our meeting Thursday with Neil in attendance.

South County Fire has a good informational video here: <https://www.southsnofire.org/about-us/benefit-charge-election>

Below are some clips from fire district websites that address the FBC:

Benefit charge based on property size and risk

With a benefit charge, the fire levy is reduced from \$1.50 to \$1 per \$1,000 of assessed property value and an annual charge is established based on a property's size and use rather than assessed value.

This means smaller structures (such as single-family homes) are charged less than larger ones (such as commercial developments) because it costs less to serve them in an emergency.

The benefit charge will expire in six years unless renewed by voters.

Funding for the Valley Regional Fire Authority comes from a voter-approved fire benefit charge (FBC) and property taxes collected at a reduced rate.

Although the fire benefit charge is collected through the County with your regular property taxes, the FBC is not a tax. The benefit charge assesses properties based on square footage, building use types, and the delivery of crucial fire protection resources to structures in our service area.

First approved by voters in 2006, and re-approved in 2012 and 2018, the FBC creates a stable source of revenue that continues to support the organization's emergency response times and service levels for fire protection, medical aid calls, training of personnel, and the purchase of necessary equipment.

The FBC funding method provides property owners with a detailed cost-analysis of the crucial fire protection services required for their property's fire protection needs. Homeowners will effectively pay a lower FBC rate because the cost of providing fire service to commercial properties (i.e. larger structures) is higher than it is for residential properties.

The improvements and investments have garnered the VRFA better fire protection grades, which equates to lower fire insurance rates for many of our residents and businesses. By statute, revenue collected from the FBC may not exceed 60% of the total operating budget and renewal of the FBC is required every 6 years.

*Property included in the FBC includes all structural square footage, which is comprised of all usable and livable space of your house (this includes the square footage of basements, and both attached and detached garages)
The FBC is not a "shift in tax burden."*

The FBC is a fair way of paying for fire services, because it is charged based on the cost of providing fire service to each structure within our service area. The result is that homeowners pay a lower effective FBC rate than commercial properties do because the cost of providing fire service to commercial properties is higher than it is for residential properties.

Senior citizen discounts for the FBC may be treated as the County does on your property taxes. Because it is based on income, not all seniors qualify. If you are eligible for the senior discount on your property taxes, it will automatically be applied to your FBC. Senior discounts are administered by your County Assessor's Office – you must contact them to determine your eligibility.

The FBC for a property may be appealed and adjusted by the Board of Fire Commissioners.

Please let me know if you have any questions.

Respectfully,

KO'B



Kevin K. O'Brien

Fire Chief

163 Village Court, Monroe, WA 98272

Office: (360) 794-7666 - Cell: (425) 249-6984

kobrien@lfire.org

[Facebook](#) | [Twitter](#) | [Nextdoor](#) | [Instagram](#)

CONFIDENTIALITY NOTICE:

This message is intended for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any unauthorized use, distribution, or disclosure is strictly prohibited. If you have received this message in error, please notify sender immediately and destroy/delete the original transmission. Any correspondence from or to this e-mail account may be a public record. Accordingly, this e-mail, in whole or in part, may be subject to disclosure pursuant to RCW 42.56, regardless of any claim of confidentiality or privilege asserted by an external party.

NEW BUSINESS - ACTION

COMMITTEE REPORTS

OTHER MEETINGS ATTENDED

EXECUTIVE SESSION